

Cuyahoga Falls City Council

Minutes of the Finance and Appropriations Committee Meeting

December 5, 2005

Members: Mr. Flinn, Chairman; Mr. Barnhart, Vice Chair; Mr. Gorbach, Member.

Mr. Flinn called the Finance Committee to order at 6:20 p.m. All members were present. The minutes from November 21, 2005 and November 28, 2005 were approved as submitted.

Pieces of Legislation this evening (second readings):

B-167	An Ordinance making the annual appropriation for the current expenses, other expenditures and the capital outlay for the City of Cuyahoga Falls for the fiscal year ending December 1, 2006 and declaring an emergency.
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This is an Ordinance that will have the various clean ups and the changes during the last week of the year. We will hold this pending discussions on the budget for 2006.

Held Legislation:

B-125	An Ordinance amending section 151.06 of the codified ordinances and declaring an emergency.
B-165	An Ordinance providing for current operating expenses of the city of Cuyahoga Falls by appropriating, re-appropriating and transferring money within and for the various funds hereinafter set forth, and declaring an emergency.
B-166	An Ordinance adopting the report of staffing for the City of Cuyahoga Falls for the Year 2006 and declaring an emergency.

The Finance Committee recessed at 6:21 pm and reconvened at 6:40 p.m. to discuss the 2006 Budget.

Mr. Flinn reconvened at 6:40 p.m. to discuss the budget according to the 2005 schedule:

Municipal Courts:

Rick Klinger, 1715 17th Street: We have increased revenues \$420,000. Expenses have also decreased and we have a \$90,000 that was returned to the budget. We have started a couple of new programs that include the volunteer program at peak times. This saves us real dollars. Another program is the Driver Intervention Program which is required to be attended by DUI offenders. It is a monthly program for offenders at the Holiday Inn and our Judges make a 4-hour presentation to the offenders. Home monitoring is another revenue generating program that we are expanding. The defendants pay these. We are looking seriously at these plans in the next year. We did request 2007-2009 for a new facility. As it is right now, the facility doesn't meet the needs of the courts and it is not expandable. The courtrooms are not appropriate. There is a capital request for new facilities. Mr. Brodzinski has offered to sit down and analyze a new court facility the first of next year but there are a lot of things to consider. There are 45 positions to consider when expanding this facility. Mr. Flinn asks if there will be a feasibility study on the courts needs, the move and the expansion process.

Kim Hoover, sooner or later a new court will be built and this will be decided by our leaders. We continue to make ourselves attractive to Stow, Hudson and Cuyahoga Falls. We are making enough money to generate and service the new facility. Mrs. Hummel asks about the \$35,000 which will be raised from the Home Incarceration Program. Mr. Klinger indicates these programs will continue to generate revenue as we expand these endeavors. We need a staff to handle the Home Incarceration which will be covered by the increased revenue. There is \$1.2 million in two funds that won't be used next year. Mr. Gorbach asks if there is a need for an additional judge? Judge Hoover indicates we are

the 7th biggest by population and we have only two judges. The Supreme Court recommends one judge for every 45,000 people. Being an affluent community, we have different types of crime. We've handled over 600 OVI cases per judge. This is more a suburban type of crime. I expect to have 4 judges in the next 5 years. The Home Incarceration program will be more sophisticated than what the Oriana house offers. With GPS technology, we can know within 10 minutes if they are violating vs. 10 days with Oriana house. First time offenders are generating extra money for our courts. Mrs. Hummel asks when is Mr. Brodzinski sitting down with the courts? Joe indicates he will sit down early 2006 and look at the whole picture if they are staying or not in Cuyahoga Falls. The feasibility study was done by another jurisdiction and is not our property. It was done as a proprietary study for another community.

Transport Collection Fee:

These are the costs to collect on our EMS billing. The rate used to be 7.75% for the last several years. The City worked on a three-year contract, which brings the costs down to 7.5%, 7%, and 7% for the next three years.

Debt Service

These are the principal and interest costs on note issuances from the previous year. For example, costs listed in 2006 are for notes issued in 2005. The 2005 notes will be reduced by over \$2 million when they are reissued in 2006.

Hot Mix, Concrete Streets, Sidewalks, Curbs and Ramps, and Guardrails

These line items are for "annual" programs and are budgeted each year.

Reconstruction of Williams Street

This street project is similar to the other reconstructs that we have done in previous years. 50% of the project will be paid for by the State and is budgeted in the revenue section.

Storm Water Projects

In past years, all storm water projects were budgeted here. In 2004, the City created the funding mechanism for the "Storm Drainage Utility", which is a Capital Projects fund type. The \$23,150 in the Capital Projects Fund represents the impervious areas of the City, which we will pay to the Storm Drainage Utility Fund, just like residents and businesses throughout the City.

Street Department – Vehicle Purchases

Every year we budget vehicles to be purchased for the Street Department. Some years it's street sweepers, some years it's five-ton trucks. The 2006 Budget reflects the request to purchase 4 Epokes, which are salt spreaders. Each are budgeted at \$58,000 each for a total of \$232,000. It is anticipated that each spreader will have a three-year payback. In 2004, the City purchased 3 Epokes. A tractor is budgeted for \$40,000. A leaf machine is budgeted for \$35,000. Finally, \$20,000 is budgeted for retrofitting vehicles, which are being passed down from other departments. The \$20,000 will cover two retro fittings.

Police

The \$43,792 represents years 3 and 4 of the capital lease with Motorola for the upgrades in the Police Department MDTs entered in 2003.

Fire

The digital radios of \$188,131 are for the replacement of old radios within the Fire Department. It is anticipated that the City will receive \$150,505 in Federal grant monies for this purchase, which is budgeted in the revenue section. The \$50,000 for Station 5 equipment is for additional equipment that is not covered the construction of the new fire station. The Survivair Panther SCBAs are breathing equipment for use on fire scenes. The \$800,000 for a replacement ladder truck will be housed a new Station 5. The old ladder truck purchased in 1985 will be sold. It is anticipated that the City will receive \$100,000 by selling its old ladder truck and it has been budgeted as revenue for 2006. The ladder truck for Station 5 will be leased for three years starting in 2007 at \$286,700 per year. Due to the fact that we are currently constructing Station 5 without issuing notes, the cash flow is not available for these major capital purchases of vehicles. The \$400,000 budgeted in vehicles is for a new engine. It will replace a 1979 engine and move a 1996 engine into reserve status. The fifth fire station is budgeted at \$493,410. That amount represents the portion of the project related to 2006 with completion anticipated in the fall of 2006. The \$450,000 budgeted for the fire complex in 2008 represents a stand-alone training building. Chief Snyder indicates the 1979 frame went in for inspection and we discovered that it is in poor condition.

Bridges

No monies are budgeted or anticipated on bridgework for the foreseeable future due to all the bridgework done in prior years.

Other Projects

Land Preservation – Annual amount budgeted each year \$350,000.

Economic Development – Transfer to CD – Potential 2006 projects include new “Welcome to City” signage, State Road Project, Falls River Square District furniture phased in. This includes benches, tables, bike racks, planters, and umbrellas which are around \$76,000. Mrs. Truby will replace all of the tables from the Northern end to the southern end.

Municipal Building Upgrades – Annual amount budgeted for unexpected items in this 50 plus year old building \$75,000.

School Light – Replacement of school zone lighting.

Telephone PRI Circuit Equipment – This is phone equipment that will be used to eliminate “T1” lines to take advantage of more favorable pricing through SBC>

Radio Replacement and Unit Replacement – This is a major upgrade of the City’s radio infrastructure and all subscriber units within the City except for the Fire Department. They have obtained radios through grants over the last several years. Total costs are expected to be approximately \$4 million with Nextel provided a one-time grant to the City for \$500,000 - \$750,000 after negotiations. The City’s remaining costs will be capital leased over a five to seven year term. Costs in the budget represent a seven-year term with an option to pay off the lease early. This includes the new dispatch center at the new Fire Station. Mrs. Klinger asks if there is more of a breakdown on this item.

Pedestrian Count Down Signal – A crosswalk signal that allows pedestrians to know the amount of time they have to safely cross the intersection. The next two Count Down Signals will be at Portage/Second and Broad/Second crossings.

Chart Road (State to Keyser) – Due to the fact that the City is installing the Woodridge Phase IV sewer (Kellybrook/Antoinette) it was appropriate to upgrade the east portion of Chart Road from State Road to Keyser Parkway. Application for Issue II has been made for this project. The preliminary indications show that the funding will be procured. The road upgrade is scheduled for fall of 2006. The upgrades include widening, new ditches, and bike lanes on each side of the road.

Parcel 107 – City costs for additional public parking and streetscape work in that area. The original budget for this project was \$1,720,000, however, the public park portion was eliminated due to redesign reducing the City's commitment to \$1,310,000.

Purchase of Property – There are several parcels that the City is currently looking at for potential purchase.

Parking Deck Repairs – Annual costs budgeted for our parking structures of \$135,000.

Park and Rec – Skid Steer & 1 Ton Dump – These are replacement vehicles for the Park and Recreation Department.

Camera on the Mall – Phase II of putting cameras on the Mall. This purchase will include the Blue and Green Parking Decks.

Garage Storage Tank - Oil/diesel/gasoline tanks were removed at the City Garage. Soil samples indicated some contamination so a removal plan was submitted to the EPA for review and approval. Our plan has been approved and the EPA mandates the execution plan for the year 2006.

Citywide Document Imaging - Purchase software and hardware to scan all non- electronic documents and organize them for easy retrieval. Most of the city's critical documents are on paper and have no backup. This system will allow us to store these documents electronically. The system also interfaces with our HTE software which will allow us to store documents such as photos, building plans, diagrams and other hard copy documents which can then be electronically attached and stored to Building permit records, Code enforcement records, Planning and Zoning Records and others.

Assessable Tree Trimming and Weed Cutting - Annual programs where property owners are assessed through the County for trees, weeds and high grass.

Route 8 Signage – In 2008 ODOT is replacing all of their signage on Route 8. This is the cost for the City to also replace our signs at this time.

Sackett Avenue Slope - In 2006 the City will hire a firm to perform a subsurface investigation for the slope instability on Sackett Avenue West of 26th Street. The road is cracking and falling in due to erosion. Engineering costs are budgeted in 2006 and the repair is budgeted in 2007. FEMA rejected the proposal for funding. The City has appealed.

Prospect Mold and Die Renovation - For the demolition of the building and construction of green space as well as the renovation of the Prospect Bridge.

Falls Theater Demo – Last October 2004, sixty Requests for Proposal were mailed to Northeast Ohio developers, architects, businesses, and groups. Seven proposals were received back from the initial sixty. A committee consisting of Councilors Klinger, Gorbach, and Flinn, Mayor Robart, and Susan Truby selected a project that includes the demolition and redevelopment of the theater. This is the estimate for the demolition of the building.

Seasons Road - Engineering for the Seasons Road/State Road intersection re-vamp due to two new developments in this area. Hidden Lakes and Boulder Estates will have a major impact on the traffic in this area. In order to have safe and efficient traffic flow the area will have to have a revised traffic pattern. A firm will be hired in 2006 to determine the required roadwork. Monies are budgeted for the construction in 2008.

Hardy Road Landslides - Investigation of the area to determine what can be done in this area to prevent future erosion. The City will hire a firm to perform a subsurface investigation to determine the cause of the slope instability and what can be done to avoid future landslides.

Municipal Wall Replacement - This line item is to replace the wall outside of the City building that leads into the basement. FEMA will reimburse the City approximately \$33,000 of this expenditure.

Steels Corners Retention Walls - The Steels Corners widening project of 1996 precipitated the installation of four retaining walls on Steels corners. Unfortunately, the walls have become unsightly and unstable in areas. We have actively pursued the expired warranty, defunct contractor and all legal possibilities. The walls need replaced and are ultimately the City's responsibility. Therefore, we have formulated a plan to replace the walls over time. The worst wall was replaced this year (2005) and will continue through 2008.

Chart Road: On State to Keyser, there should be contributions from developers which should be reported on the revenue side. Mr. Potts would like to see it moved up. The sewer project will begin in the spring and the roadway widening/repair will begin in the Fall 2006.

Mr. Walters asks about the scanning of information and the public access. Some items from the police reports are not public information.

Mrs. Hummel asks what property is being purchased or considered for \$350,000. Mrs. Truby indicates there are several parcels and she will itemize and present it to Council. Most notably is B&B Towing. Mrs. Hummel asks about the Falls Theatre. We are still working with drafts on an agreement. The \$65,000 for demolition is just a rough estimate. We are still going back and forth. We will not demolish until there is an agreement on record.

Mr. Barnhart asks about the Sackett Avenue slope. There is heavy equipment down there from Park/Recreation and not working on the slope.

Clerk of Courts:

Mr. Czetli indicates it is about 3.89 % higher than the request for last year at the Municipal Clerk of Courts level.

Council:

This is the same budget as what we had last year. Mr. Gorbach asks if Council would like to purchase easels for developers when they come to Council and our tables have been taking a beating. We may need some storage rack or look at bigger racks. We may need better signage for hosting our meetings. Mrs. Hummel asks about the easels and we should provide this basic need.

Mayor: This is a decrease of 9.46% because of capital outlay.

Finance Director: This is a 4.3% increase for microfilming of documents. We have not microfilmed for several years and there are some that must be done of fiche.

Law Department: This is a reduction of 7.85% due to contractual services. The water lawsuit and the Hardy Road Landfill was in full bloom. We are now waiting. I would expect a decision in the coming year yet it is a complex case. Mr. Gorbach asks if we shared any of the costs of this lawsuit.

Portage County is the lead plaintiff in the case and we are all sharing the legal expenses at 25%.

Service Director: This is for 5.98% and step increases. There is no capital but she does have a younger staff and they still have increases.

Building and Grounds: Oakwood Cemetery will be running out of available gravesites next year. There are 17,000 occupied out of 22,000 gravesites. We are running out of plots and it will be completely closed off. There was a study by an intern in 1994 that thought we would have about 7 years left.

Sanitation: There is a 10.23% decrease relating to the Hardy Road Landfill closure. There are several capital needs for a new van/truck of \$18K, a dump trailer of \$7K and a collection vehicle of \$182K.

We will have another route added and carts to buy next year. Automation in 2007 will continue.

There will be a new recycle contract and it will be \$13.71 per ton. We can go direct to the landfill and save \$17-\$18 per ton and Council will see that contract the first of the year. We are budgeting \$45 per container in 2006. Mr. Flinn asks if we are seeing savings through this automated trash program.

Mrs. Klinger asks if there were a way to get around us using the Akron Transfer station, she would support it. The wear and tear on our vehicles and the cost of fuel is enormous.

Mr. Potts asks about how soon the condos will convert? Mr. Leonard says it will be around 2008. Valerie thanks Mr. Leonard and recognizes his achievements and he received a very prestigious award through the sanitation department.

Civil Service: This is a 14.9 decrease due to contractual services. They spent well under their requests from last year.

Human Resources: This is a 4.22% increase due to step/longevity increases and the purchase of a laptop computer and projector. Mrs. Megenhardt indicates we will be doing more training in departments and take the programs to the employees. Presentations on health care and benefit information is expanding and we need to share with our employees.

Garage: This is a 7.56% increase from fuel costs and capital outlay for motor vehicle repairs. Historically, vehicles do break down and we need to budget for these capital repairs. Fuel costs have escalated.

The Finance Committee/Committee of the Whole was Recessed: 8:15 p.m. and will continue on December 12, 2005.