

THE CITY OF STREETSBORO, OHIO
FINANCE COMMITTEE MINUTES

Monday, February 27, 2023

This Finance Committee Meeting was called to order on Monday, February 27, 2023 at 7:00 p.m. by Justin Ring, Chairman. Mrs. Field gave an invocation and Mayor Broska led the Pledge of Allegiance.

PRESENT: Anthony Lombardo, Justin Ring, Jon Hannan, Mike Lampa, Jennifer Wagner, Julie Field, Steve Michniak

ABSENT: None.

ALSO PRESENT: Glenn Broska, Mayor
Frank Beni, Law Director
Patricia Wain, Police Chief
Robert Reinholz, Fire Chief
Matt Miller, Finance Director
Bill Miller, Service Director
Justin Czekaj, Municipal Engineer
John Cieszkowski, Planning Director
Patrick O'Malia, Economic Development Director
Greg Mytinger, Parks and Recreation Director
Shawna Lockhart-Reese, HR Manager
Matt Coffman, IT Network Administrator
Caroline Kremer, Clerk of Council

Disposition of Minutes

MOTION: TO ACCEPT THE REGULAR FINANCE COMMITTEE MEETING MINUTES OF OCTOBER 24, 2022 AND THE SPECIAL FINANCE COMMITTEE MEETING MINUTES OF FEBRUARY 13, 2023 AS WRITTEN.

Moved by Mr. Lampa, seconded by Mrs. Field. Upon voice vote, **motion carried.**

Monthly Financial Report

Matt Miller said this was the financial report for the first month of the year. A lot of Purchase Orders (POs) had been issued in January; about 15% more than last January. About 20% of the 2023 budget had been encumbered but the target was about 8% or 9% in the General Fund because a lot of the POs were for annual expenses. The overall revenue was a little under target, but this was just the first month of the year. The income tax receipts were about \$106,000 more than this time last year. He had budgeted a 2.5% growth for the income tax receipts, so this was good to see this early in the year. The General Fund carryover would be reviewed again at the end of the first quarter. Matt Miller said there would be some modifications of the carryover and the revenues

with tonight's budget adjustments. The 2023 budget was put together about 4-5 months ago, so adjustments this early in the year were not that unusual because a lot had happened for the City in the last several months. He noted that they would close some old POs from 2022 that were tying up the fund balance which would affect the General Fund carryover.

Old Business

None.

New Business

T-7389 Approve 2022 Income Tax Sharing w/Schools

Matt Miller said this was very similar to the legislation done earlier for 2021. This was for the 2022 withholding for the one company. The budget amount for this expense was under by \$20, so there would be an adjustment included in tonight's budget amendments.

MOTION: TO FORWARD THIS TO TONIGHT'S REGULAR COUNCIL MEETING.

Moved by Mrs. Field, seconded by Mr. Lampa. Upon voice vote, **motion carried.**

T-7390 Purchase Additional Storage Shed for City Park

Mr. Mytinger said this was to purchase a 16' x 40' (640 sq. ft.) pre-engineered storage shed to be located behind the current maintenance garage at City Park. This shed was identical to the shed that was purchased in 2019 that Streetsboro Junior Baseball and Streetsboro United Soccer use a portion of along with the City's equipment for those sports. This purchase was budgeted for 2023. Due to having more equipment and lack of storage space, this shed was needed.

Mr. Ring noted the plans showed a gravel drive. Mr. Mytinger said that drive was in the process of being created. He added that Planning Commission had approved the addition of both sheds prior to the first shed being installed in 2019.

There was some conversation about Streetsboro Junior Baseball and Streetsboro United using space in the City's storage shed, but it was explained that the City also used the equipment for the City sponsored tournaments and the City got revenue from the tournaments; and those sports organizations were kind of "de facto" City programs because they offered the activities that the City did not and they were operating on "shoestring" budgets so the City helped them run these "City programs" for free.

MOTION: TO MOVE THIS TO TONIGHT'S REGULAR COUNCIL MEETING.

Moved by Mr. Lampa, seconded by Mrs. Field. Upon voice vote, **motion carried.**

T-7391 Authorize a Service Agreement w/Direction Home Akron Canton to Accept Grant Funds for Senior Exercise Classes

Mr. Mytinger said this agreement with Direction Home Akron Canton, authorized through the Ohio Department of Aging, was to do free fitness classes and training of instructors for a Tai Chi

for Arthritis program. The grant funds would provide training for the instructors and then offer the free classes for two days a week for a period of two years. It was an evidence-based fitness program, so they would take some measurements and calculations on seniors' progress throughout the program.

MOTION: TO MOVE THIS TO TONIGHT'S REGULAR COUNCIL MEETING.

Moved by Mr. Lampa, seconded by Mrs. Field. Upon voice vote, **motion carried.**

T-7392 Amend Pay Ordinance to Create a FT Zoning Inspector Position

Mrs. Lockhart-Reese said this was legislation to create the fulltime position. She had discussed the issue with Council in an Executive Session at the last City Council Meeting.

MOTION: TO MOVE THIS TO TONIGHT'S REGULAR COUNCIL MEETING.

Moved by Mr. Lampa, seconded by Mr. Lombardo. Upon voice vote, **motion carried.**

T-7393 Purchase New/Replacement Dell Computers for Service, PD, FD

Mr. Coffman said these were all budgeted for 2023. Four computers for the Police Department, three for the Fire Department, and two new (not replacement) ones for the Service Department. The PCs that were being replaced would be relocated to replace some older ones and/or to be used as spare parts.

MOTION: TO MOVE THIS TO TONIGHT'S REGULAR COUNCIL MEETING.

Moved by Mr. Lampa, seconded by Mrs. Field. Upon voice vote, **motion carried.**

Discuss Creating an Energy Special Improvement District (ESID) with PACE for Economic Development Purposes

Mr. O'Malia said there were a number of European countries involved in the manufacturing businesses in Streetsboro, i.e., Waltco, Moffett, L'Oréal, Gebhardt, Bulten, and even some of the long term tenants in Streetsboro like Talis Clinical had been acquired by European based companies. There had been an increasing demand from that continent to have more energy efficiencies within their places of business. So, while they were looking at the opportunity to bring this tool to Streetsboro, they identified first a City project: the upgrading of the lighting at the Service garage to LED lighting. He thanked Bill Miller and Stacey Vadaj for identifying that project. Because the LED lighting was an energy improvement the City could borrow the money for an extra \$100 or \$200, and that would allow the City to roll out the tool called PACE. Like a traditional assessment it would be attached to the property because adding solar panels or a generator would be attached to the property and not easily taken when a business would leave the property. Mr. O'Malia had provided a fairly detailed packet of information on this topic.

Mr. Ring wondered why the City needed to create a project first before offering the program to other businesses. Mr. O'Malia explained that because if he was going to try to get these businesses

in town to try to navigate the government red tape to prove there was actually an energy efficiency and go through the whole process, it wasn't going to happen unless there was one in place already. Mr. O'Malia didn't want to develop this program until he had presented the idea to Council to see if the City was interested in pursuing it. Mr. Ring said he was not opposed to the program if it was going to bring more economic development to the City. Even if it cost the City a couple hundred dollars, he was willing to give Mr. O'Malia the tools he needed for economic development that would create more revenue in the future. Mr. Lampa liked that it encouraged clean energy.

Mr. O'Malia would present legislation to Council when he was actually ready to roll the project out at the Service garage. He needed to line up some dominoes in a certain order and that included getting the Portage County Port Authority to set up the tool and do the bonding and then he would administer the tool. Portage County Port Authority would meet on March 15, 2023 and he would present this to them at that meeting, and come back to Council at a later date.

T-7394 Purchase Bobcat Compact Excavator for Water Department

Bill Miller said this excavator was budgeted for the Water Department. They would be trading in the old Ford, which was a little bit oversized for what the Water Department needed. This compact excavator was similar in size to the one just purchased for the Service Department. This excavator had an extended boom to reach a little further. The dealer would give the City \$35,250 for the old machine plus the buckets and accessories. The old machine was about 12 years old and was really too big for the jobs it needed to do.

MOTION: TO MOVE THIS TO TONIGHT'S REGULAR COUNCIL MEETING.

Moved by Mr. Lampa, seconded by Mr. Lombardo. Upon voice vote, **motion carried.**

T-7395 Amend Code Section 143 Relating to the Receipt of Fine, Fees, Forfeitures by the Police Department

Mr. Beni explained this was an amendment to the local ordinances to bring it in sync with Ohio Revised Code and City Charter. This authorized the Police Chief to receipt and deposit cash and to accept forfeited property in line with Ohio Revised Code. Code Section 143.13 was rephrased to match the State Code.

MOTION: TO MOVE THIS TO TONIGHT'S REGULAR COUNCIL MEETING.

Moved by Mr. Lampa, seconded by Mr. Lombardo. Upon voice vote, **motion carried.**

T-7396 Resolution in Support of Full Restoration of the Local Government Fund to Pre-Recession Levels

Mayor Broska said the City had received the Ohio Municipal League bulletin last week regarding discussions about restoring the Local Government Fund. It had been adjusted about 2011 and Streetsboro lost about \$600,000 over the years. Streetsboro gets about 1.6% and it could be restored to 3.68%. The administration was asking City Council to forward a request to the State representatives to restore the Local Government Fund to pre-recession levels. Mr. Ring said he

was in full support of this. While it was all tax dollars, he preferred to keep the tax dollars closer to home to benefit the Streetsboro residents a bit more. He worried a little about what the State would reduce from the State budget to restore this money to the local governments, however the City would get to use the money for things that would actually impact our residents directly locally. He felt good about keeping the money local. Mr. Field agreed.

MOTION: TO MOVE THIS TO TONIGHT'S REGULAR COUNCIL MEETING.

Moved by Mrs. Field, seconded by Mr. Lampa. Upon voice vote, **motion carried.**

T-7397 Renew Contract w/West Publishing for CLEAR Services for PD

Chief Wain said this was to use the CLEAR information database at the Police Department. The department did not have access to this information (phone records, credit card information, addresses) unless they paid for it through a third-party vendor. This was a great investigative tool that the department used often. It was budgeted for 2023. This legislation was for a three-year contract for a total of \$13,603.68.

MOTION: TO MOVE THIS TO TONIGHT'S REGULAR COUNCIL MEETING.

Moved by Mr. Lampa, seconded by Mr. Lombardo. Upon voice vote, **motion carried.**

T-7388 Amend 2023 Annual Appropriations [#3]

Matt Miller said this was the third budget adjustment of the year and would adjust revenue (increases for new CRA fees, accept MARCS radio grant, and some escrow deposits; and a decrease for 216- DARE because it was not getting as much funding, and Streetsboro Crossings because the 20-year TIF was done). There were some transfers with \$0 net effect, and an increase to appropriations for the FT Zoning Inspector.

MOTION: TO MOVE THIS TO TONIGHT'S REGULAR COUNCIL MEETING.

Moved by Mr. Hannan, seconded by Mr. Lombardo. Upon voice vote, **motion carried.**

Citizens' Comments

Trent Sapper, President for AFSCME 3811, mentioned the draft legislation, T-7392 Amend Pay Ordinance to Create a FT Zoning Inspector Position, that was on tonight's agenda. He read a portion of the union contract that said "should the City recreate prior classifications, the parties shall add the recreated classification to the recognized bargaining unit" and noted that Zoning Inspector had been stricken from the union contract but this legislation did not state the fulltime position would be part of the bargaining unit and he wanted Council to take that into consideration. He said it felt like they were ruining the bargain unit. He said there had been several meetings on this issue. Mr. Ring thanked him for the information.

Announcements

A Regular Council Meeting will immediately follow this meeting.

There being no further business to come before this Finance Committee, and upon motion by Mrs. Field, seconded by Mr. Hannan, this meeting adjourned at 7:27 p.m.

ATTEST:

Caroline L. Kremer, Clerk of Council

Justin Ring, Chairman