

THE CITY OF STREETSBORO, OHIO

FINANCE COMMITTEE MINUTES

Monday, September 25, 2023

This Finance Committee Meeting was called to order on Monday, September 25, 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, Jennifer Wagner, Marianne Glenn, Julie Field, Steve Michniak

ABSENT: None.

ALSO PRESENT: Glenn Broska, Mayor
Frank Beni, Law Director
Richard Polivka, Police Lieutenant
Rob 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
Melissa Procop, Mayor's Executive Assistant
Caroline Kremer, Clerk of Council

Citizens' Comments was moved up on the agenda by the Chair so State Representative Pavliga did not have to wait until the end of the meeting.

Citizens' Comments

State Rep. Gail Pavliga wanted to give an update on her recent activities in Columbus. She said she was a frequent visitor to Streetsboro because things were moving and shaking in Streetsboro, like the groundbreaking last week for the new Streetsboro City Center. She gave a legislative and financial update of the things she had been working on in Columbus that may affect the County and the community. At the start of this legislative year there was discussion about affordable housing because Ohio was bringing in good jobs now and would need somewhere to house the incoming workers. Affordable housing was very different than government run housing. It seemed Ohio had not been utilizing a federal 7% tax credit called LIHTC (Low Income Housing Tax Credit). State Rep. Pavliga had proposed a bill, that did pass, that would appropriate well over \$100 million each year in tax credits to incentivize contractors to build workforce housing with capped rent that could be used for the workforce, senior citizens, or veterans with a limited income, and it was a great tool. Portage County only had one such property, Bryn Mawr Glen in Ravenna, for seniors. Twenty-three other states across the nation had been using this very successfully to build affordable housing.

Another item was Ohio Futures which was a special fund that originally started with \$2.5 billion for the Governor to place in the state budget for development ready/shovel ready sites, but the sites had to be at least 300 acres each and there were only two sites available in NE Ohio, but one was in Portage County. That fund was adjusted down and \$500 million was added for brownfield remediation, which had been useful in Portage County.

Another funding issue was the 988 mental health crisis call centers that were an unfunded mandate by the federal government to be in place in all states by July 2022. She had worked on the bill to make that happen and there were 18 call centers across Ohio that handled thousands of calls a month 24/7. She had pledged to the County to work on mental health and during the last operations budget, she was able to procure \$2.5 million for the expansion of the Coleman Center at UH in Ravenna to make it a 24-bed crisis stabilization center, with at least two beds available at all times for children, which had been needed in the County for a long time. She was proud of these achievements.

She said there had long been a need for pediatric dentistry in Ohio and she approached NEOMED about a dental school. She was able to procure a \$4 million grant and things were in the works for a NEOMED dental school to have their first classes in spring 2025, which would be the third in the state of Ohio. She also helped get thousands of dollars for the local historical societies and multiple other projects that would benefit the citizens.

Some of her plans to help Streetsboro include maybe some capital money for the all-inclusive playground and splashpad at the City Center. She will visit the other Councils around the district she represents to get ideas of what they would like to add to the Capital budget at the state level for one-time payouts to upgrade/enhance a facility or build something new for the community.

Mayor Broska wondered when Streetsboro would know if it was getting state funding for the City Center. Rep. Pavliga said the proposals would be due by the end of 2023 and decisions of awards were done in Spring 2024, and then the money would be disbursed in 2025.

Mrs. Field asked how the affordable housing would work for/in Streetsboro. Rep. Pavliga explained this was not a mandate, so the zoning would have to say that the town wanted to have this type of development. With the economic development going on in Streetsboro, she felt it would be a great addition to have multiple units of the affordable housing because single family homes were expensive and people would need a place to live. Mr. Ring wondered how these units (limited to low income) would fit with the Fair Housing Act; or would they be taken by anyone who wanted cheap housing. Rep. Pavliga explained that the developers for these housing units would be people who managed these types of specialty housing, so it would not be mixed use housing. Mr. Ring had more questions on how that would work that he would address with Rep. Pavliga outside the meeting. Mr. O'Malia added that the developers would apply to do a certain number of market rate apartments for people that met the income eligibility criteria and there would be a certain number of units preserved for them. The LIHTC (Low Income Housing Tax Credit) only kicked in if the developer was meeting their goals and providing these income qualified based units. Mr. O'Malia didn't think Streetsboro currently had any lots with enough buildable acreage zoned to accommodate the density these developers typically looked for. No one was mandated to do this; it was just an

option as another economic development tool across the state of Ohio. Mr. Ring thanked Rep. Pavliga for the personal update. She thanked Council for their service to the community.

Disposition of Minutes

None.

Monthly Financial Report

Matt Miller said this was the financial report for the month of August 2023 At 2/3 through the year the target was about 67%. The General Fund expenses were on target at about 65% (most of the expenses from the General Fund were for payroll). Overall the expenses were about 45%. The General Fund revenue was above target at about 78% collected. The Overall revenue was about 71%. The General Fund cash balance had increased about \$875,000; the Overall cash balance was about \$1.3 million that could make interest income. A big portion of revenue in August was the second half remittance of property tax from the county; about \$478,000 went into the General Fund. He added that as the big construction projects (Community Center, paving, etc.) were finishing toward the end of the year, the City would be spending out a little more than it makes. Interest income was booked at the end of August of about \$70,500, which was above budget.

Income tax collections were at about 77% collected (about 10% above target) at about \$1.3 million extra in income tax. He said the withholding tax had climbed and was up by \$600,000. 2023 was a better year than 2022.

- Quarterly Credit Card Report

Mr. Miller explained that the City had taken out a credit line with Amazon instead of having to use the City credit card when buying online from Amazon. He said when Synchronicity went away there had been no other option, but to use the City credit card, but now there was a credit line with Amazon for \$10,000 for the City which would make sorting the purchases/expenses so much easier.

Old Business

None.

New Business

Reschedule the December Finance and Regular Council Meetings

Due to the fourth Monday of December 2023 falling on December 25 Council decided to reschedule the final meetings of the year. After some options were discussed, Council moved the Finance Committee and the last Regular Council Meeting of 2023 to December 18, 2023. Matt Miller was concerned if there might be any payroll issues or any other need to transfer funds for any year end needs if the last meeting of the year was so early in December, but he would be OK with the meetings being rescheduled to December 18.

MOTION: TO MOVE THE DECEMBER FINANCE COMMITTEE AND REGULAR COUNCIL MEETINGS TO MONDAY, DECEMBER 18, 2023.

Moved by Mr. Hannan, seconded by Mr. Michniak. Upon voice vote, **motion carried**. That would be the first meeting with the newly elected Mayor.

T-7474 Authorize Bank Depositories for 2024-2028

Matt Miller said it was time for the five-year renewal. Most of the banking would stay with the same bank the City normally used (The Huntington National Bank), but he did provide a secondary option (Chase), just for contingency sake. There had been pressure tests on the small regional banks the last couple of years, so this would give the City flexibility if something happened to Huntington and the City needed to pivot rather quickly.

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

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

T-7475 Authorize Contract for Firefighter Physicals

Chief Reinholz said this was for the annual physicals for the full-time firefighters. He had received three different bids and he selected Unity. They offered the option to come to the fire station so the firefighters did not have to travel anywhere. They had done the firefighter physicals in the past and were very good. The funds were budgeted for the year.

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

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

T-7476 Accept Ohio EMS Grant

Chief Reinholz said this was the PUCO state grant from violations of the seat belt law. The state had initially offered about \$700 dollars, but the grant was awarded for \$3,279.68. The grant could only be used for replaceable medical EMS equipment/supplies.

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

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

T-7477 Authorize 3-year City Buildings Cleaning Contract

Mrs. Procop said RFQs were requested and there were three responses. RKS had worked with the City for 7 years, and they were the most cost effective, and had included their cleaning supplies in their proposal. She asked Council to authorize a three-year contract with RKS. The current contract ended October 15, 2023. Mr. Hannan asked if the Community Center would be included after it was completed. Mrs. Procop said if a contract with RKS was approved, she and Mr. Mytinger would do a walk-through of the Community Center with RKS when it was completed to get quotes and do an amendment to the contract which was included in the ordinance.

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

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

T-7478 Apply For and Accept BWC Grants for Equipment

Mrs. Lockhart-Reese said this was to apply for a safety grant to purchase a new LUCAS compression machine for the Fire Department, and a sign board for the Service Department. It was a 3-1 matching grant. There was money available in the Fire and Service department's budgets to match the grant award.

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

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

T-7479 Authorize Change Order Payment for Perrin for Stonegate Paving

Mr. Czekaj said he had previously told Council that when Perrin milled off the surface of the Stonegate subdivision roads for resurfacing, some of the roads were in extremely poor condition. Sometimes when that happens, they can take out a four-foot strip and repair it, but in this case, they had to do almost the full width of multiple roads. The cost totaled up to about \$46,000 for the additional repairs, but now there was a very good product/result there. Mr. Michniak noticed there were still a lot of empty lots under construction and one lot on Emerald Avenue put about 5 big gouges on the newly paved road when their lawn was installed; what can the City do to get those contractors to fix the damage before it would turn into potholes? Could there be an asphalt bond, similar to a mud bond? What if a homeowner, not a contractor, did damage with rented equipment? Mr. Czekaj said he was already aware of the issue and was looking into what could be done. All the contractors had to be registered and bonded. He would report back to Council when there was a resolution. Council asked to have the issue on a future Service Committee agenda.

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

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

Discuss SR 43 Widening Traffic

Mr. Czekaj and Mayor Broska wanted to bring this to Council's attention to see how Council felt. The work on SR 43 would begin soon and ODOT had approached the City about the work in a future phase in 2024. ODOT had proposed doing a one-way northern detour on SR 43, not signalized, instead of using the temporary signals and flaggers like the gas company did earlier this year. The current projection was that it would save about \$200,000 on the project and about 30-45 days of time to close a lane and just have one-way traffic during the construction period. It was a longer stretch of road than the gas company had done and the delay to alternate traffic flow would be a much longer wait. It would be closed just north of Shawnee Trail to just south of Frost Road. Shawnee Trail and Evergreen Drive would still be open but Pike Parkway would be closed. This closure would be in spring 2024. The impact of the construction was not ideal however they worked the closing of lanes. The Turnpike would also be working on the bridge at approximately the same time. Mr. Czekaj recommended going with ODOT's suggesting to save money and shorten the project length. Southbound traffic would go around Philipp Parkway to Frost Road to I-480/SR 14. Mr. Michniak was concerned there would be too much traffic on Page Road, which was already busy, to get to the south part of town. He was also concerned about the businesses on SR 43 (Sammy's, the pizza shops, etc.) only being accessed from the northbound direction.

Chief Reinholz said he was okay with SR 43 southbound being closed because they needed to get north from the fire station fast (to Camelot or other northern neighborhoods) and once they get there, they could treat the patient and get to the hospital by Page Road or SR 14. Lt. Polivka said the police response time could be impacted, but overall, they could usually get where they needed to go quickly.

Mr. Ring said he was not in favor of closing a main State Route for 45 days because it would cause a lot of issues for the detour paths, but he did want to save \$200,000 and shorten the project time. Mayor Broska said a temporary traffic signal could be installed at Page Road and SR 303 to deal with the additional traffic during this detour/construction time.

Mr. Lombardo wondered how the school busses would be impacted, and he also wondered if the savings would be tracked to see the actual savings at the end of the project. Mr. Czekaj said he would track the savings and know exactly what was saved. He was also working with the Schools transportation department on all the road projects and would make sure they were impacted as little as possible.

T-7473 Amend 2023 Annual Appropriations [#10]

Matt Miller said this was for some budget appropriation changes. The Fire Department training grant for EMS supplies was included. The largest change was an additional \$50,000 for the hotel/motel tax that was remitted to the VCB. Some of the County Auditor fees for property tax were a little higher and needed adjusted.

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

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

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. Lombardo, this meeting adjourned at 7:58 p.m.

ATTEST:

Caroline L. Kremer, Clerk of Council

Justin Ring, Chairman