



CITY OF TWINSBURG, OHIO

Finance Committee Meeting

Tuesday, February 22, 2022

5:30 PM

Meeting Called to Order: Mr. Greg Bellan called meeting to order at 5:30 PM.

Roll Call: Mr. Bellan, Mr. Furey, Mrs. Walker, Mr. Post, Mrs. Labbe, Mr. Scaffide, Mr. Barr, Ms. Buccigross, Mayor Yates, Mr. Vazzana

2. Audience Participation: None

3. Approval of January 25, 2022 Finance Committee Minutes: A Motion to approve the 1/25/2022 meeting minutes presented. Mr. Post seconded the Motion. Minutes were approved unanimously as submitted.

4. 2022 Permanent Appropriation Presentations:

Building – Keith Foulkes presented:

- 2020 Expense: \$381,659.76
- 2021 Expense: \$347,265.56
- 2022 Budget: \$447,880.00

Staffing Considerations

- Possible PT Inspection Help in Budget - We continue to try to hire for this position.
- Plan to Implement Identification clothing for inspectors

Technology Upgrades Planned

- Upgraded equipment for Inspectors – Online permitting is in place and laptops are needed to facilitate real time inspections in the field.
- Conference Room set up

Permit 1% and 3% Fees are in place and being collected

- In prior years the City covered the fees
- Fees paid in 2021: \$7,757.33

Economic Development & Planning – Larry Finch presented:

- 2020 Expense: \$191,292.31
- 2021 Expense: \$195,507.24
- 2022 Budget: \$260,230.00

Comprehensive Plan Updates were held in 2021

- Last completed in 2014
- Lynn Muter, City Planner leading Plan Development. There will be fewer meetings this year, activity is slowing down. We do not have subdivision occurring at this time.
- Presentations will be held in 2022 for the Public. This will be discussed with Council.

Personnel budget includes staffing updates: There will be a staffing change this year. There is a slight increase in the software for real estate monitoring.

School Compensation and TOP Company Payouts for business incentive programs are estimated at \$350,000. 2021 payouts were \$344,470.00

Engineering & Infrastructure – Amy Mohr presented:

- 2020 Expense: \$463,235.75
- 2021 Expense: \$410,172.90
- 2022 Budget: \$637,425.00

Professional Services line item is based off of projects that are planned or come up throughout the year.

- This covers Inspections, Studies, Testing
- Currently reviewing Study needs for 2022

Prior Year Expense Reductions were due to staffing reductions for 6 to 3 full time employees as a result of the pandemic

- Staffing replaced in 2021
- One position remains open

INFRASTRUCTURE

Tree Program - \$24,000

- Replacement Program – We will do some of this in house with Service Department.
- Planting in Subdivisions (paid previously)
- Misc. Remaining

Sidewalk Program - \$50,000

- Included in the Road Program Bid.

Liberty Park Best Management Practice - \$25,000

- EPA Requirements to close construction permit for Baseball field
- Water quality component needed.

Cannon Road CMP replacements - \$465,000

- Corrugated Metal Pipe
- Estimated increase based on recent pricing results

Ravenna Road Resurfacing - \$560,000

- Federal Grant and Permissive Tax Funding.

Dooridge Waterline and Reconstruction - \$0

- Project delayed and a rebid planned for Fall 2022

2022 Road Program - \$1,350,000

- Planned Streets include: Abrams, Cabot, Lister, Ethans, Dayflower, Silverdale, Buckthorn, Railroad Crossing at SR91 and Glenwood and miscellaneous repairs. Dates for this work will be forthcoming after pre-construction meetings.
- Future year spending on Road Program is being planned in order to maintain a 25 year replacement cycle.
- Road Striping - \$107,000 Annual safety improvement to roadway.
- White Oak/Birchwood - \$615,000 OPWC Project to replace concrete base pavement
- SR 91 ODOT Project - \$125,000 Possible change order for ODOT SR 91 Project

5. 2022 Permanent Appropriation Overview First Reading - Sarah Buccigross presented:

UPDATES TO TEMPORARY APPROPRIATIONS

REVENUE

- Property Tax and County Local Government Revenues updated based on information provided by Summit County
- General Fund transfers updated based on needs of Enterprise and Capital Funds
- Updated for anticipated Grants. Fire Department was awarded a federal grant.

EXPENSE

- Council/Law- Updated line items for Training and Operating Department needs
- IT – Added to budget to cover planned increased for cyber security measures; Capital updated for 2021 approved projects – Police Server Redundancy and Access Control System
- General Government – Reduced adjustments to Subsidies

2022 Permanent Appropriations Statistics – General Fund

- General Fund Appropriations decreased 4.38% for 2021 Appropriations
- Reduction in subsidies continues to help the General Fund stabilize
- Current Appropriations do not include an estimated draw on General Funds Reserve
- A draw may be necessary depending on 2022 Income Tax Collections

6. 5 Year Capital Listing: Sarah presented a detailed summary of the 5 year Capital Requests from all City Departments. Committee members discussed various items on the Capital listing including: time line procedures, Police and Fire Levy, Income Tax expectations, Debt Service, Fitness Center needs, Fire Station One needs, New Service Department garage plans, etc.

7. Comments / Questions: None presented.

8. Miscellaneous: None presented.

9. Next Meeting Date: March 22, 2022 at 6:00PM

10. Adjournment: Mr. Bellan adjourned meeting at 6:32PM