

CITY OF TWINSBURG, OHIO

CAPITAL IMPROVEMENTS BOARD / FINANCE COMMITTEE MINUTES

August 16, 2022

CALL TO ORDER:

Bryan Waldorf called the meeting to order at 5:30 pm.

1. ROLL CALL:

Present: Sharyn Price, Eric Hornyak, Bryan Waldorf, Charles Kane

Also present: Sam Scaffide - Mayor

Sarah Buccigross – Finance Director

2. AUDIENCE PARTICIPATION: None presented

3. APPROVAL OF MINUTES FROM 09/21/2021:

Bryan Waldorf MOTIONED TO APPROVE THE SEPTEMBER 21, 2021 MINUTES AS WRITTEN. Sharyn Price seconded the motion. The motion passed unanimously.

4. ELECTION OF CHAIRPERSON:

Bryan Waldorf nominated, Charles Kane, as Chairperson. Sharyn Price seconded the motion. The motion passed unanimously.

5. INTRODUCTIONS AND REVIEW OF SCHEDULE: The Capital Improvement Board (CIB) reviews Capital requests made by department during the initial stages of the budget process. Capital requests are items that are over \$5,000 and have a useful life of five years or more. Department Heads will present their requests and the reasons for them over the next four meetings and CIB members will vote on whether these items will be recommended to the Finance Committee for approval in the 2023 budget.

The schedule for Department presentations and upcoming meetings is attached with documents presented to committee members.

6. SUMMARY OF INITIAL 2023 REQUESTS:

- Ms. Buccigross reviewed the new packets that were distributed to each board member. It was noted that the asterisk by any specific department indicates that financing will be determined for those projects. Any questions regarding these specific requests will be forwarded to these departments.
- The 2023 Total Request Amounts by Fund is a breakdown showing how each fund will pay for departmental requests. Sarah will provide revenue sources for CIB members.
- Committed Lease Payments: Total lease payments is \$437,500. This includes police cruisers, 911 communication system, fire engine, med units, IT controls and Fitness equipment.

7. Department Heads – 2023 Capital Budget Requests:

A. Jennifer Betenson, Director of Park and Recreation

i. **Parks and Recreation / Seniors:**

Glenn Chamberlin Project: This project is needed to rebuild the bathroom and replace playground equipment in the Glenn Chamberlin park area. A grant for \$338,000 has been received by the state, the city will be responsible for the rest. An inquiry has been put into ODNR for an additional grant, but no information has been obtained so far. Sarah will gather the information and report at a later date. The ADA access portion was discussed in 2021, however due to an EPA study this portion of the project has changed and will be taken on in 2023. The \$225,000 is from a grant in 2022, the complete total will be finalized at a later date.

Waterpark: Replacement of old furniture, done every few years. Aquatic superintendent, Brandon Burns presented details on the concrete project around the pool. The city has been cited by the health department twice, and will need to be replaced. Sarah, Finance Director, is talking to engineering to try to add this to the city sidewalk project.

Senior Center: Project for covering the patio at the center to enhance its uses for outdoor activities: crafts, card games, etc., and will provide protection from the sun.

ii. **Fitness Center:**

Equipment Lease: Locked in for at least one more year.

Roof and Pool Pak Replacement: This is a priority and has to be done. The pool pak is used to remove condensation and keeps the equipment from rusting. They are large structures on the roof so it wouldn't make sense to replace the pool pak and the roof at a later time. The roof is about 23 years old and the pool pak is 20 years old.

Natatorium Scoreboard: Last replaced in 2012, and comes from a specific company. Funds will solicited from the schools and club teams to help cover the costs. It will last 10 years.

Flow Meters: Required by law-tells how many gallons per minute are turned over the filters. ODH requires the entire pool be turned over every eight hours. The sand filters broke and caused sand to push through the flow meters, so they do not work and are unable to tell ODH our flow rate.

Handicap Lift Chair-Indoor Pool: Required by ODH. Will be the same type of chair there now, and works on water hydraulics.

B. Jim Roberts, Director of Golf Maintenance

i. **Golf Maintenance:**

Tee/Approach Mowers: Two are needed, one for the tees and one for the approaches. The current mowers are 15 years old and have mechanical issues that cannot be fixed due to discontinued parts.

C. Amy Mohr, Chief Engineer

i. Engineering:

Vehicle: Amy provided the existing engineering department vehicle to a new hire and now requires an additional vehicle.

Land & Development: Will be replacing damaged trees in city. A list is given by the Service Department for sidewalks that need replacement. Idlewood bridge is deteriorating and rusting, and is covered by water at times. A complete bridge replacement is needed to be ADA transitional.

ii. Infrastructure:

2023 Road Program: Maintenance program for resurfacing using a 20 year program. A list of streets are being decided and will be finalized by Amy at a later date. Roads that are known are Enterprise, Edison, and Irish Glen.

Dooridge Waterline & Reconstruction: On going from prior year.

Road Striping: Need to paint areas that were not able to be done last year due to increased gas and paint. Will included crosswalks that were not painted last year.

Cannon Road: Resurfacing of Ravenna to Liberty, have received an 80% federal grant.

Right of Way 4 Corners Intersection: Purchase of right away in a partnership of for communities.

Emergency Repairs: Needed for replacement of roadway from sewer repairs.

Ravenna Sanitary: OPW funding will be used for resurface of SR 91 to SR 82.

8. **MISCELLANEOUS:** None

9. **ADJOURNMENT:** MOTION TO ADJOURN THE MEETING passed unanimously.