

BUDGET AND FINANCE COMMITTEE
Meeting Summary
April 27, 2020

Attendance:

- Brian Mueller, Chair**
- Scott Gehring, City Council**
- Tom Henning, City Council**
- Tom Moeller, City Manager**
- Lori Thompson, Assistant City Manager**
- C. Robert Paul, Treasurer**
- Kristie Lowndes, Assistant Treasurer**

The meeting was held via the ZOOM Meeting platform per the revisions to the Open Meetings Act. It was called to order at 6:30 PM. Mr. Mueller added Crossing Guard Compensation to the agenda.

1. **Monthly Financials.** Mr. Moeller reported on the following:

General Fund Revenue

- **Real Estate/Property Tax.** Total for YTD is \$1,290,000 vs. \$1,175,000 YTD 2019 (+9.8%)
- **Earnings Tax Revenue.** Total YTD is \$776,740 vs. \$773,536 YTD 2019. (+>1%)
- **Admissions Tax Revenue.** Total YTD \$49,150. No YTD comparison with FY2019 as the Admissions Tax did not take effect until April 1, 2019. Based on monthly revenue to date, the tax is generating what was presented in the 2020 Budget.
- **Rollback and Homestead.** No Revenue (No Change from February)
- **JEDZ Tax/Fee Revenue.** Total YTD is \$146,000 vs. \$138,200 YTD 2019. (+1.5%)
- **Fine/Forfeitures/Court Costs.** Total YTD \$25,100 vs. \$20,500 YTD 2019 (+22%)
- **Building Permit Fees.** Total YTD is \$29,079 vs. \$34,419 YTD 2019. (-15.5%)
- **Interest Income.** Total YTD is down \$1,800 over YTD 2019 (-9.8%).
- Total GF Revenue is up \$159,500 over YTD 2019. (+7%)

Expenses

- General Fund Expenses YTD 2020 \$1,734,571 vs \$1,742,505 YTD 2019 (-.4%)

SR-21 Street Fund Revenue

- We are \$47,653 above revenue YTD 2019. This is primarily due to the additional gasoline tax revenue generated from January through March. As previously noted, we can expect a significant decrease in gasoline tax revenue beginning April 1 as the full impact of the “stay at home” orders has taken effect. We will be closely monitoring this as it will have an impact on future road programs.

2. **2020 Budget Update.** Mr. Moeller stated he is in the process of amending the FY2020 Document to reflect more current revenue and expenses. Mr. Mueller asked the committee to discuss the Capital Improvement Project schedule to reflect potential revenue issues related to the COVID-19 pandemic and its impact on General Fund Revenue. The committee discussed moving the Municipal Building Plaza Project to 2021 but no decision was made. The committee also discussed and agreed to moving the tennis/basketball court rebuild to FY2021. Remedial repairs will be done in the interim. The committee also directed staff to re-evaluate the Council Chamber Audio-Visual equipment project to potentially include camera upgrades in the event the City continues conducting meetings utilizing teleconferencing platforms for meetings where there may be officials and audience in attendance and others participating by teleconference. The committee also agreed to delete the Business Incentive Program from the CP-89 Central Business District Fund.
3. **Status of IHWW Water Pipes.** Mr. Moeller reported that Indian Hill was still evaluating the inclusion of the remaining water mains into their capital replacement program. He also stated that he and City Engineer Bruce Brandstetter met with representatives from the Ohio Water Development Authority to apply for a low interest loan for the installation of water mains under the 2020 Phase 1 and 2021 Phase 2 projects. He noted that an interest rate of approximately 2% is possible. He will be submitting the applications in early May. Mr. Gehring asked if the Camargo Water Main could be included in this loan. Mr. Moeller will check to see if it is eligible.
4. **Crossing Guard Compensation.** Mr. Moeller reported that the school crossing guards have asked if they were to be compensated for their regular time even though the schools have been closed due to the COVID-19 pandemic. Mr. Mueller suggested they may be eligible for unemployment compensation along with the pandemic compensation from the Federal Government. Mr. Moeller will contact them.
5. **Status of McDonald Commons' Cell Tower Lease Incentive.** Mr. Moeller reported that the City's legal counsel is reviewing the proposed lease agreement. He intends to have the legislation approving the lease agreement in May. Mr. Mueller asked that the \$100,000 signing "bonus" be reflected in the revised FY2020 Budget.
6. **Street Program Update.** Mr. Moeller reported that bids will be presented to City Council at the May 26th Council Meeting. The project will include both the water main replacements as well as the street rehab work.
7. **Development of Fiscal Indicators Discussion.** Mr. Mueller asked that this discussion be delayed until the next meeting. He thanked Council member Tom Henning for his work in preparing the analysis. The committee agreed to meet prior to the May 11th Council meeting with a date to be determined.
8. **Planning Commission Zoning Code Proposal.** Mr. Moeller reported that we were waiting for the budget figure from the Law Director. The information would be presented to the Committee as soon as it was received.

The meeting was adjourned at 7:23 PM.

Brian Mueller, Chair