

BUDGET AND FINANCE COMMITTEE

Meeting Summary

January 25, 2021

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, Assist. Treasurer

The meeting was called to order at 6:30 PM.

Mr. Mueller noted this meeting is the first in person meeting to take place since March, 2020. Next meeting will be February 22, 2021 at 6:30 PM.

1. **Monthly Financial Report.** Mr. Moeller reported on the December 2020 financial reports with the following information. He noted that this is a preliminary year-end report but there are still expenses to be funded before the annual audit.

General Fund Revenue

- **Real Estate/Property Tax.** Total for YTD is \$2,597,674 vs. \$2,544,245 YTD 2019 (+2.0%). **NO CHANGE. This should be the final payment received for FY2020.**
- **Earnings Tax Revenue.** Total YTD is \$3,308,803 vs. \$3,307,787 YTD 2019. (<-.1%)
- **Admissions Tax Revenue.** Total YTD \$200,588. The tax became effective April 1, 2019 with the first month's revenue at \$16,400 in April 2019. Based on monthly revenue to date (\$17,222/month of December), the tax is still generating what was presented in the 2020 Budget.
- **Rollback and Homestead.** Total YTD \$347,516 vs. \$344,696 YTD 2019 (+1%). We have received the second allocation of Rollback and Homestead. **NO CHANGE. This should be the final payment for FY2020**
- **JEDZ Tax/Fee Revenue.** Total YTD is \$596,633 vs. \$571,737 YTD 2019. (+4.4%)
- **Fine/Forfeitures/Court Costs.** Total YTD \$89,426 vs. \$99,560 YTD 2019 (-10%)
- **Building Permit Fees.** Total YTD is \$122,250 vs. \$159,173 YTD 2019. (-23%) **Exceeded budget for FY2020**
- **Interest Income.** Total YTD is down \$53,388 over YTD 2019 (-70%). **Note: We have transferred \$5,144 from the General Fund and allocated it to the SR-21 Street Repair Fund as required by the auditor.**
- Total GF Revenue is up \$417,042 over YTD 2019. (+5.4%). **Refunds from Ohio Bureau of Worker's Compensation make up \$300,000+ of this total.**

General Fund Expenses

- General Fund Expenses YTD 2020 \$7,391,974 vs YTD 2019 \$7,996,716 (-7.5%).
- Note: Transfers from the GF to other funds took place prior to 12/31/20.

2. **2021 Budget Review.** Mr. Moeller presented the 2021 Budget Document for the committee to review. The following was discussed:
- Mr. Mueller asked if the Fire District Budget/Contract reflected the additional personnel previously requested. Mr. Moeller stated it did not; he recently spoke with the Indian Hill City Manager and it was determined that neither community had yet approved of the personnel increase. Mr. Gehring noted his conversation with Indian Hill Council Member Don McGraw and that the Joint Fire District Board had not yet discussed the matter.
 - Mr. Mueller and Mr. Henning noted that the SR-21 Street Fund did not reflect the expense related to the delay in the 2020 Street Program costs. Mr. Moeller stated that this will be adjusted and a revised revenue/expense schedule would be prepared. He also noted that this will reduce the balance in the SR-21 Street Fund to approximately \$400,000.
 - Mr. Mueller asked the committee to consider increasing the appropriation in the capital budget to reflect increased costs in replacing the playground equipment in Sellman Park. He noted that the Park Board would like to make the new playground more up-to-date with playgrounds being installed with other communities. Both Mr. Henning and Mr. Gehring agreed with the recommendation. Mr. Moeller will revise the Capital Budget with updated costs.
3. **Financial Indicators Update.** Mr. Henning presented his most report to the committee. He is recommending we include graphics in the 2021 which highlight the General Fund Reserve Policy, the 20 Year Street Repair Goal and the ratio of infrastructure expenditures and capital maintenance. He also presented the graphs which depict General Fund Revenue and Expense trends over several years. After additional discussion, the committee agreed that these documents and graphics in the 2012 Budget.
4. **Indian Hill Water Works Contract Update.** Mr. Moeller noted a recent conversation with Indian Hill regarding this issue. He is waiting for final approval of the City's second Ohio Water Development Authority Loan so that planning can begin for the next water main replacement phases. He has sent a revised contract with Indian Hill to Mr. Gehring and the Law Director to review in advance of the next discussions. He noted that Indian Hill will most likely require the City to complete another phase of water main replacements before they accept the system as they need to calculate their future debt costs for capital maintenance throughout the system.

The meeting was adjourned at 7:10 PM.

Brian Mueller, Chair