

BRUNSWICK CITY FINANCE COMMITTEE

Agenda **FEBRUARY 3, 2016** **6:30 PM**

1. Discussion Items
 - (a) **ORD. NO. 8-16** - An emergency Ordinance amending Ordinance #93-15 to include amendments to the appropriations budget for the year ending December 31, 2016 as incorporated in Exhibit A attached hereto- **1st Reading** (Finance Committee, *Todd Fischer, Finance Director*)
 - (b) **ORD. NO. 9-16** - An emergency Ordinance to transfer and advance funds - **1st Reading** (Finance Committee, *Todd Fischer, Finance Director*)
2. General Discussion
3. Adjournment

THE CITY OF BRUNSWICK
PROPOSED LEGISLATION



DATE: 02/03/2016

TO: Vice Mayor Patricia Hanek and Members of City Council

FROM: Anthony J. Bales, City Manager
Todd Fischer, Finance Director

COPY: Mayor Ron Falconi

LEGISLATION: **ORD. NO. 8-16** - An emergency Ordinance amending Ordinance #93-15 to include amendments to the appropriations budget for the year ending December 31, 2016 as incorporated in Exhibit A attached hereto- **1st Reading** (Finance Committee, *Todd Fischer, Finance Director*)

BACKGROUND: In order to comply with the Ohio Revised Code Section 5705 any and all activity of the City must be included in the budget. As actual information is obtained and compared to estimates or new items are requested to be added or deleted by the respective departments, it is necessary and required to present the proposed budget amendments to Council for approval. This process is required by law and audited under the direction of the Auditor of State for compliance every year.

PURPOSE AND EXPLANATION: See fiscal section and related attachments for additional information.

IMPLEMENTATION SCHEDULE: Discuss at the February 3, 2016 Finance Committee meeting and move to the February 8, 2016 Council agenda as an emergency with suspension of the rules. Recommended approval on February 8, 2016.

FINANCIAL INFORMATION: See Exhibit A - - Various - Various - -

FINANCIAL SUMMARY: The total financial impact of this legislation is an increase to the overall City appropriation budget by \$1,012,917.86. This increase is mainly made up of:

- 1) a net increase of \$994,652.75 in transfers and or advances from one fund to other funds. Transfers (permanent) and advances (temporary) are appropriated but are not an expenditure of money. Transfers and advances are merely a movement of funds from one fund/account to another pursuant to ORC Section 5705.14;
- 2) various reductions in appropriations, mainly related to reduced costs in health insurance premiums versus those originally estimated;
- 3) \$184,575 for the purchase of 3 new buses contingent upon a GCRTA local grant award of \$147,060;
- 4) appropriations related to the remaining 2016 OVI grant not spent nor encumbered as of December 31, 2015;

- 5) an additional \$94,248 in Recreation Center capital expenses due to operational results of revenues over related expenditures in 2015;
- 6) appropriations necessary to engineer the 2016 road levy concrete panel and asphalt replacement program in the neighborhoods; and
- 7) the remaining listed items in Exhibit B represent those amendments, not significant enough to list out in this summary in detail, but are necessary to keep the budget as up to date as possible and remain in compliance with the Ohio Revised Code.

Exhibit A is the legal document required to be reviewed and adopted by Council pursuant to Ohio Revised Code Section 5705.

Exhibit B is provided for informational and review purposes only.

It's important to note that this legislation only has budgetary impact and actual expenditures of City funds and approvals of those expenditures are still subject to state and local laws

**RECOMMENDED
ACTION:**

One Reading	Yes
Two Readings	No
Three Readings	No
Emergency	Yes
Suspension of Rules	Yes

If emergency or suspension of the rules, why the request?

The emergency clause is necessary in order to remain in compliance with the Ohio Revised Code, allow for the daily operations of the City of Brunswick to continue without interruptions, and to keep the budget as up-to-date as possible in order to provide accurate accountability to the City's financial readers and interested parties.

**ADDITIONAL
INFORMATION:**

See fiscal section and related attachments for additional information.

CITY OF BRUNSWICK, OHIO

ORDINANCE NUMBER



By:

AN EMERGENCY ORDINANCE AMENDING ORDINANCE #93-15 TO INCLUDE AMENDMENTS TO THE APPROPRIATION BUDGET FOR THE YEAR ENDING DECEMBER 31, 2016 AS INCORPORATED IN EXHIBIT "A" ATTACHED HERETO.

WHEREAS: Ordinance #93-15 adopted appropriations for 2016; and

WHEREAS: "Exhibit A" reflects the appropriations as required by the Ohio Revised Code Section 5705.38(C); and

WHEREAS: The amendments are described in detail and attached hereto as "Exhibit B" for informational purposes only; and

WHEREAS: In order to properly budget in accordance with State law for expenditures presently anticipated it is necessary to amend Ordinance #93-15.

THE COUNCIL OF THE CITY OF BRUNSWICK HEREBY ORDAINS:

SECTION 1: Ordinance #93-15 is hereby amended to reflect the appropriations as attached hereto and incorporated herein as Exhibit "A."

SECTION 2: That this Ordinance is hereby declared to be an emergency measure immediately necessary for the preservation of the public health, safety and welfare, and for the usual daily operation of a municipal government and for the additional reason that Council wishes to maintain accurate appropriations. Therefore, the same shall be in full force and effect from and after its passage by the required number of votes.

PASSED: 1st Reading _____
2nd Reading _____

Rules Suspended: AYES _____ NAYS _____

ADOPTED: _____ AYES _____ NAYS _____

ATTEST: _____
Clerk of Council
Barbara J. Ortiz

EXHIBIT A

February 8, 2016

Fund Number		Fund Name / Department	Personal Service	Other	Total
General Fund					
001		General Fund			
		City Council	174,353.00	85,553.00	\$ 259,906.00
		Mayor	76,398.00	81,109.69	\$ 157,507.69
		City Manager	164,011.00	119,861.94	\$ 283,872.94
		Information Technologies	126,355.00	181,576.21	\$ 307,931.21
		Engineering	20,741.00	350,669.00	\$ 371,410.00
		Building Department	290,178.00	251,095.85	\$ 541,273.85
		Cemetery Maintenance	-	15,100.00	\$ 15,100.00
		Janitorial Contract	-	17,503.50	\$ 17,503.50
		City Hall Building & Grounds	15,512.00	49,932.00	\$ 65,444.00
		Administrative Services	88,659.00	63,044.00	\$ 151,703.00
		Economic Development	96,765.00	153,364.00	\$ 250,129.00
		Animal Control	64,034.69	77,428.36	\$ 141,463.05
		Law Department	169,645.00	264,293.00	\$ 433,938.00
		Finance Department	202,690.00	185,523.93	\$ 388,213.93
		Income Tax Department	174,084.00	172,095.00	\$ 346,179.00
		Parks & Recreation Director	79,599.00	57,520.00	\$ 137,119.00
		General Fund Administration	-	826,417.00	\$ 826,417.00
		Development Director & CBO	47,346.00	53,099.01	\$ 100,445.01
		Board of Building Appeals	359.00	1,267.00	\$ 1,626.00
		Board of Zoning Appeals	2,629.00	5,541.00	\$ 8,170.00
		Board of Civil Service	12,558.00	21,946.00	\$ 34,504.00
		Board of Ethics	2,780.00	2,025.00	\$ 4,805.00
		Board of Charter Review	-	-	\$ -
		Board of Commemorative Affairs	-	16,000.00	\$ 16,000.00
		General Fund Transfers / Advances	-	15,861,991.00	\$ 15,861,991.00
001		Total General Fund	\$ 1,808,696.69	\$ 18,913,955.49	\$ 20,722,652.18
Special Revenue Funds:					
110		Court Computerization Fund	9,251.00	17,177.13	\$ 26,428.13
111		FEMA Grant Fund	-	170,292.00	\$ 170,292.00
114		Police Wages Fund	4,015,614.00	3,902,028.10	\$ 7,917,642.10
115		Fire Fund	2,167,428.00	2,567,731.95	\$ 4,735,159.95
116		Drug Enforcement Fund	-	135,000.00	\$ 135,000.00
117		Street Repair & Maintenance Fund	999,557.37	1,939,770.04	\$ 2,939,327.41
118		State Highway Fund	-	129,725.00	\$ 129,725.00
119		Law Enforcement Fund	-	11,003.30	\$ 11,003.30
120		Brunswick Transit Alternative (BTA) Fund	32,315.00	616,501.00	\$ 648,816.00
121		RLF / CDBG Fund	-	-	\$ -
123		Brunswick Area Television (BAT) Fund	139,745.00	204,319.77	\$ 344,064.77
127		Parks Fund	191,205.00	334,863.00	\$ 526,068.00
129		Department of Justice Federal Grant Fund	20,964.14	223,598.00	\$ 244,562.14
130		DUI Enforcement & Education Fund	-	15,654.00	\$ 15,654.00
131		Recreation Center Fund	498,602.00	813,999.64	\$ 1,312,601.64
132		CHIP Grant Fund (CDBG)	-	-	\$ -
133		Home Improvement Grant Fund (CDBG)	-	-	\$ -
137		Medina County Safe Communities Federal Grant	-	34,991.03	\$ 34,991.03
Enterprise Funds:					
223		Refuse Fund	57,028.00	2,584,567.61	\$ 2,641,595.61
224		Storm Water Management Fund	22,709.00	1,922,616.03	\$ 1,945,325.03
Capital Improvement Funds:					
300		General Permanent Improvement Fund	-	561,900.00	\$ 561,900.00
332		Road Levy Fund	-	1,926,419.62	\$ 1,926,419.62

333	Road Improvement Fund	-	1,927,189.77	\$	1,927,189.77
335	Public Square Fund	-	-	\$	-
336	City Building Improvement Fund	-	1,036.42	\$	1,036.42
337	EPA Grant Fund	-	177,779.04	\$	177,779.04
339	Fire Improvement Fund	-	-	\$	-
341	Park Improvement Fund	-	60,000.00	\$	60,000.00
345	Ohio Environmental Infrastructure Grant Fund	-	590,991.01	\$	590,991.01
347	North Carpenter Road Improvement Fund	-	493,567.88	\$	493,567.88
348	Boston Road Improvement Fund	-	215,774.72	\$	215,774.72
360	Brunswick Lake Improvement Fund	-	1,662,671.06	\$	1,662,671.06
367	OPWC Hadcock Rd Reconstruction Fund	-	1,198,000.00	\$	1,198,000.00
368	OPWC Grafton Road Improvement Fund	-	547,283.00	\$	547,283.00
369	OPWC Center Road Resurfacing Fund	-	256,986.48	\$	256,986.48

Debt Service Funds:

771	General Obligation Bond Retirement Fund	-	-	\$	-
779	Special Assessment BRF: Laurel West Waterline	-	-	\$	-
780	Special Assessment BRF: Grafton Phase III	-	3,237.00	\$	3,237.00
781	Special Assessment BRF: South Industrial Parkway	-	107,750.00	\$	107,750.00
782	Special Assessment BRF: Laurel Road (2006)	-	42,287.50	\$	42,287.50
783	Special Assessment BRF: Brunswick Lake - Dam	-	18,998.81	\$	18,998.81
784	Special Assessment BRF: Brunswick Lake - Dredging	-	11,826.18	\$	11,826.18

Agency Funds:

880	Recreation Programs Agency Fund	-	-	\$	-
881	General Trust Agency Fund	-	500,000.00	\$	500,000.00
882	Unclaimed Money Agency Fund	-	20,000.00	\$	20,000.00
885	Flexible Spending Agency Fund	-	75,000.00	\$	75,000.00
886	Non-Residential 3% Building Permit Agency Fund	-	10,000.00	\$	10,000.00
887	Residential 1% Building Permit Agency Fund	-	10,000.00	\$	10,000.00
Grand Total				\$	54,919,606.78

City of Brunswick, Finance Office

"Exhibit B" : Schedule of Amendments to the Permanent Budget #1 - For informational purposes only

For the Budget Year Ending December 31, 2015

2/8/2016

Fund Name / Account Name	Account Number	Appropriation Adjustment Amount	Description
General (#001)			
SICK BUY BACK - COUNCIL HOSPITALIZATION	001-0100-52228	(331.00)	Appropriations no longer needed as original estimate was too high due to lack of interest in program, more sick use and/or donations to the employee sick bank.
	001-0100-52275	(1,180.00)	Reduce Health Insurance lines as quotes came in approx 6% lower than original estimates. Actual exp may vary if coverage changes occur from PY.
SICK BUY BACK - MAYOR HOSPITALIZATION	001-0200-52228	(1,296.31)	Appropriations no longer needed as original estimate was too high due to lack of interest in program, more sick use and/or donations to the employee sick bank.
	001-0200-52275	(1,423.00)	Reduce Health Insurance lines as quotes came in approx 6% lower than original estimates. Actual exp may vary if coverage changes occur from PY.
SICK BUY BACK - CITY MANAGER HOSPITALIZATION	001-0300-52228	(91.06)	Appropriations no longer needed as original estimate was too high due to lack of interest in program, more sick use and/or donations to the employee sick bank.
	001-0300-52275	(2,603.00)	Reduce Health Insurance lines as quotes came in approx 6% lower than original estimates. Actual exp may vary if coverage changes occur from PY.
SICK BUY BACK - IT HOSPITALIZATION	001-0302-52228	(206.79)	Appropriations no longer needed as original estimate was too high due to lack of interest in program, more sick use and/or donations to the employee sick bank.
	001-0302-52275	(1,172.00)	Reduce Health Insurance lines as quotes came in approx 6% lower than original estimates. Actual exp may vary if coverage changes occur from PY.
SICK BUY BACK - BUILDING HOSPITALIZATION	001-0430-52228	(262.15)	Appropriations no longer needed as original estimate was too high due to lack of interest in program, more sick use and/or donations to the employee sick bank.
	001-0430-52275	(4,056.00)	Reduce Health Insurance lines as quotes came in approx 6% lower than original estimates. Actual exp may vary if coverage changes occur from PY.
SICK BUY BACK-ADM SERVICES HOSPITALIZATION	001-0461-52228	(375.00)	Appropriations no longer needed as original estimate was too high due to lack of interest in program, more sick use and/or donations to the employee sick bank.
	001-0461-52275	(1,302.00)	Reduce Health Insurance lines as quotes came in approx 6% lower than original estimates. Actual exp may vary if coverage changes occur from PY.
SICK BUY BACK ASSOC, CONF & TRAINING HOSPITALIZATION	001-0490-52228	(1,518.00)	Appropriations no longer needed as original estimate was too high due to lack of interest in program, more sick use and/or donations to the employee sick bank.
	001-0490-53258	750.00	City Commerce & Coffee Breakfast - sponsored by First National Bank - City to be reimbursed by First National Bank.
	001-0490-52275	(1,302.00)	Reduce Health Insurance lines as quotes came in approx 6% lower than original estimates. Actual exp may vary if coverage changes occur from PY.
COMP PAY OUT	001-0540-51197	3,776.69	Comp earned balance of 94.25 hours as of 12/31/2015 + estimated 80 hours of compe earned in 2016 for potentially payout per FLSA/CBA.
PERS	001-0540-52223	906.41	Calculated pension on comp earned balance of 94.25 hours as of 12/31/2015 + estimated 80 hours of compe earned in 2016 for potentially payout per FLSZ/CBA.
MEDITAX	001-0540-52226	54.76	Calculated meditatx on comp earned balance of 94.25 hours as of 12/31/2015 + estimated 80 hours of compe earned in 2016 for potentially payout per FLSZ/CBA.
WORKER'S COMP - ANIMAL WARDEN HOSPITALIZATION	001-0540-52274	186.19	Estimated workers comp rate on comp earned balance of 94.25 hours as of 12/31/2015 + estimated 80 hours of compe earned in 2016 for potentially payout per FLSZ/CBA.
	001-0540-52275	(1,301.00)	Reduce Health Insurance lines as quotes came in approx 6% lower than original estimates. Actual exp may vary if coverage changes occur from PY.
SICK BUY BACK - FINANCE HOSPITALIZATION	001-0700-52228	(385.07)	Appropriations no longer needed as original estimate was too high due to lack of interest in program, more sick use and/or donations to the employee sick bank.
	001-0700-52275	(3,664.00)	Reduce Health Insurance lines as quotes came in approx 6% lower than original estimates. Actual exp may vary if coverage changes occur from PY.
HOSPITLIZATION	001-0720-52275	(2,602.00)	Reduce Health Insurance lines as quotes came in approx 6% lower than original estimates. Actual exp may vary if coverage changes occur from PY.
SICKBUY BACK - PARKS & REC DIR HOSPITALIZATION	001-0800-52228	(1,241.00)	Appropriations no longer needed as original estimate was too high due to lack of interest in program, more sick use and/or donations to the employee sick bank.
	001-0800-52275	(1,302.00)	Reduce Health Insurance lines as quotes came in approx 6% lower than original estimates. Actual exp may vary if coverage changes occur from PY.
SICK BUY BACK - COMM. DEV. HOSPITALIZATION	001-0900-52228	(920.99)	Appropriations no longer needed as original estimate was too high due to lack of interest in program, more sick use and/or donations to the employee sick bank.
	001-0900-52275	(802.00)	Reduce Health Insurance lines as quotes came in approx 6% lower than original estimates. Actual exp may vary if coverage changes occur from PY.
BD MEMBER REIMBURSEMENTS	001-0920-55215	825.00	Budget additional 3 meetings than included in current budget. (\$55/meeting * 5 members * 3 meetings)
TRANSFER OUT TO FUND #131	001-0999-99903	19,000.00	If transfer and related budget is approved by Council funding for Medina County Senior Citizen service contract would would originate from GF & paid out of the Recreation Center Fund pursuant to Ord #113-13
TRANSFER OUT TO FUND #333	001-0999-99909	596,112.75	Transfer Out to the Road Improvement Fund for future road improvements per fund balance reserve policy.
TRANSFER OUT: CAPITAL IMPROV FUND #300	001-0999-99945	150,000.00	Budget transfer out to Capital Improvement Fund for potential improvements to City's 2 fuel stations. Both are approx 24 years old - max est life 20yrs.
General Fund Total		742,275.43	
Court Computer Fund (#110)			
SICK BUY BACK HOSPITALIZATION	110-0210-52228	(23.87)	Appropriations no longer needed as original estimate was too high due to lack of interest in program, more sick use and/or donations to the employee sick bank.
	110-0210-52275	(130.00)	Reduce Health Insurance lines as quotes came in approx 6% lower than original estimates. Actual exp may vary if coverage changes occur from PY.
Court Computer Fund Total		(153.87)	
FEMA Fund (#111)			
ADVANCE OUT	111-0999-99940	170,292.00	FEMA EKG & AED Grant originally intended to be fully spent in 2015 with all adv \$ returned. The grant is however operating in 2016 and extended into 2016.
FEMA Fund Total		170,292.00	

City of Brunswick, Finance Office

"Exhibit B" : Schedule of Amendments to the Permanent Budget #1 - For informational purposes only

For the Budget Year Ending December 31, 2015

2/8/2016

Fund Name / Account Name	Account Number	Appropriation Adjustment Amount	Description
Police Fund (#114)			
LONGEVITY	114-0520-52002	200.00	Longevity difference to correct an error noted in the orig budget worksheet vrs that expected to be paid in 2016 per CBA (Comm Spec)
POLICE SICK BUY BACK	114-0520-52228	(12,970.84)	Appropriations no longer needed as original estimate was too high due to lack of interest in program, more sick use and/or donations to the employee sick bank.
NO MEDICAL COVERAGE	114-0520-52229	900.00	1 Officer and 2 Communication Specialist electing single coverage versus family. Per CBA \$300 per instance.
HOSPITALIZATION	114-0520-52275	(57,869.00)	Reduce Health Insurance lines as quotes came in approx 6% lower than original estimates. Actual exp may vary if coverage changes occur from PY.
DONATIONS - POLICE CAPITAL	961-0520-56253	538.67	To appropriate Eagles donation received by the Fire Dept in 2015.
Police Fund Total		(69,201.17)	
Fire Fund (#115/952)			
SICK BUY BACK	115-0510-52228	(19,312.37)	Appropriations no longer needed as original estimate was too high due to lack of interest in program, more sick use and/or donations to the employee sick bank.
HOSPITALIZATION	115-0510-52275	(31,363.00)	Reduce Health Insurance lines as quotes came in approx 6% lower than original estimates. Actual exp may vary if coverage changes occur from PY.
EQUIPMENT CONTRACT SERVICES	115-0510-54253	20,653.65	Fire Chief's Original request for various equip service contracts (EMS billing software, equipment maint, shift tracking, etc.) Accidentally deleted line on orig Budget.
CAPITAL OUTLAY-DONATIONS EAGLES	952-0510-56253	538.67	To appropriate Eagles donation received by the Fire Dept in 2015.
Fire Fund Total		(29,483.05)	
Street R & M Fund (#117)			
SERVICE DIRECTOR PS	117-0420-51040	19,268.37	New Service Director and related budget amendment needed for contingent offer of employment.
LONGEVITY	117-0420-51199	(489.04)	Previous Service Director resignation - original budget amount for this line no longer needed +/- adj for interim Service Director wage amendment.
DEFERRED COMP	117-0420-52222	(2,767.00)	Previous Service Director resignation - original budget amount for this line no longer needed +/- adj for interim Service Director wage amendment.
OPERS	117-0420-52223	4,624.41	New Service Director and related budget amendment needed for contingent offer of employment.
MEDITAX	117-0420-52226	279.39	New Service Director and related budget amendment needed for contingent offer of employment.
SICK BUY BACK	117-0420-52228	(7,308.65)	Appropriations no longer needed as original estimate was too high due to lack of interest in program, more sick use and/or donations to the employee sick bank.
WORKER'S COMP	117-0420-52274	949.93	New Service Director and related budget amendment needed for contingent offer of employment.
HOSPITALIZATION	117-0420-52275	(16,223.00)	Reduce Health Insurance lines as quotes came in approx 6% lower than original estimates. Actual exp may vary if coverage changes occur from PY.
Street R & M Fund Total		(1,665.59)	
Law Enforcement Trust Fund (#119)			
EQUIPMENT	119-0523-56252	7,260.30	Received confiscated cash in Jan 2016 - settlement/Court. Deposited in Law Enforcement Trust Fund and to be used pursuant to Police Policy.
Total Law Enforcement Trust Fund (#119)		7,260.30	
BTA Fund (#120)			
HOSPITALIZATION	120-0480-52275	(391.00)	Reduce Health Insurance lines as quotes came in approx 6% lower than original estimates. Actual exp may vary if coverage changes occur from PY.
REPAIR AND MAINTENANCE	120-0480-54243	4,000.00	New bus purchases delayed due to grant funding is delayed - therefore need additional R&M budget in the near term to keep old buses operational.
BTA OPERATIONS	120-0480-54260	12,600.00	New 1 Year BTA contract. Anticipated cost increase & review of current estimates and rev miles thus recommending contract to be est @ \$198,600 vs orig \$186K
FUEL	120-0480-55300	(2,200.00)	Reduce diesel fuel budget by estimated 5% due to significant reduction in gas prices in Jan 2016 and expected to continue at least into 1st qtr 2016.
BUS PURCHASE	954-0480-56253	184,575.00	Provided City receives grant of \$147,060 from GCRTA local funds - the City plans to purchase 3 new buses. Purchase ultimately depends on receipt of grant \$.
BTA Fund Total		198,584.00	
Cable TV Fund (#123/#956)			
SICK BUY BACK	123-0460-52228	(833.23)	Appropriations no longer needed as original estimate was too high due to lack of interest in program, more sick use and/or donations to the employee sick bank.
HOSPITALIZATION	123-0460-52275	(1,778.00)	Reduce Health Insurance lines as quotes came in approx 6% lower than original estimates. Actual exp may vary if coverage changes occur from PY.
Cable TV Fund Total		(2,611.23)	
Parks Fund (#127/960)			
SICK BUY BACK	127-0810-52228	(1,377.00)	Appropriations no longer needed as original estimate was too high due to lack of interest in program, more sick use and/or donations to the employee sick bank.
HOSPITALIZATION	127-0810-52275	(2,602.00)	Reduce Health Insurance lines as quotes came in approx 6% lower than original estimates. Actual exp may vary if coverage changes occur from PY.
Parks Fund Total		(3,979.00)	
DOJ Federal Grant Fund (#129)			
POLICE OVERTIME - GRANT	129-2016-51198	20,964.14	Appropriate remaining unspent grant amounts as of 12/31/2015 (unknown when 2016 budget was prepared). Grant is a reimbursable grant.
MEDITAX - GRANT	129-2016-52226	303.98	Appropriate remaining unspent grant amounts as of 12/31/2015 (unknown when 2016 budget was prepared). Grant is a reimbursable grant.
OP&F PENSION - GRANT	129-2016-52227	6,656.13	Appropriate remaining unspent grant amounts as of 12/31/2015 (unknown when 2016 budget was prepared). Grant is a reimbursable grant.

City of Brunswick, Finance Office

"Exhibit B" : Schedule of Amendments to the Permanent Budget #1 - For informational purposes only

For the Budget Year Ending December 31, 2015

2/8/2016

Fund Name / Account Name	Account Number	Appropriation Adjustment Amount	Description
FUEL/TRANSP/OTHER DIRECT COSTS	129-2016-55239	563.35	Appropriate remaining unspent grant amounts as of 12/31/2015 (unknown when 2016 budget was prepared). Grant is a reimbursable grant.
DOJ Federal Grant Fund Total		28,487.60	
Rec. Center Fund (#131)			
HOSPITALIZATION	131-0830-52275	(476.00)	Reduce Health Insurance lines as quotes came in approx 6% lower than original estimates. Actual exp may vary if coverage changes occur from PY.
SENIOR ACTIVITIES	131-0830-53286	(21,000.00)	Reduce Senior Activity account to leave \$19,000 remaining. Amt needed per John P to pay for senior Citizen Coordinator contract with Medina County. All trip and senior citizen financial activity per John P to flow through Medina County and not the City of Brunswick. Brunswick's contract is to pay for person overseeing activity.
TRANSFER OUT TO CAPITAL FUND 958	131-0830-99999	59,248.00	2015 excess operational monies (operational revenues over operational expenditures) available for capital purchases in 2016.
CAPITAL OUTLAY - REC	958-0830-56252	94,248.00	Additional capital budget request per (FY 2015 operational excess of \$59,248 + \$50,000 capital set aside made in 2015 less the \$15,000 included in 2016 orig budget).
Rec. Center Total		132,020.00	
Refuse Fund (#223)			
SICK BUY BACK	223-0710-52228	(65.39)	Appropriations no longer needed as original estimate was too high due to lack of interest in program, more sick use and/or donations to the employee sick bank.
HOSPITALIZATION	223-0710-52275	(1,561.00)	Reduce Health Insurance lines as quotes came in approx 6% lower than original estimates. Actual exp may vary if coverage changes occur from PY.
Total Refuse Fund		(1,626.39)	
Stormwater Management Fund (#224)			
HOSPITALIZATION	224-0420-52275	(65.00)	Reduce Health Insurance lines as quotes came in approx 6% lower than original estimates. Actual exp may vary if coverage changes occur from PY.
Stormwater Management Enterprise Fund Total		(65.00)	
Road Levy Improvement Fund #332			
CONSTRUCTION	332-0473-56881	24,769.82	Budget additional property tax estimate per latest County Auditor estimate + \$13,969.82 non encumbered road levy monies as of 12/31/2015 to be spent in 2016.
ENGINEERING/INSPECTION	332-0473-56883	75,000.00	Rebudget Council request to engineer 2016 road levy program in the winter of 2015/2016. Money was advanced from GF in 2015 until 2016 collections are received.
Road Levy Improvement Fund Total		99,769.82	
OPWC Center Road Resurfacing Fund (#369)			
CONSTRUCTION	369-0433-56881	(256,986.00)	Reduce both estimated receipts and appropriations in 2016 for OPWC grant State payment to State led contractor done in Dec 2015.
Total OPWC Center Road Resurfacing Fund		(256,986.00)	

THE CITY OF BRUNSWICK
PROPOSED LEGISLATION



DATE: 02/03/2016

TO: Vice Mayor Patricia Hanek and Members of City Council

FROM: Anthony J. Bales, City Manager
Todd Fischer, Finance Director

COPY: Mayor Ron Falconi

LEGISLATION: **ORD. NO. 9-16** - An emergency Ordinance to transfer and advance funds - **1st Reading** (Finance Committee, *Todd Fischer, Finance Director*)

BACKGROUND: In order to comply with the Ohio Revised Code Section 5705 transfers and advances may become necessary as certain financial situations arise. A transfer is the permanent movement of money from one fund to another. An advance is the temporary movement of money from one fund to another fund that will be repaid upon the completion of an anticipated event. The process of transferring and advancing funds is required by law in certain financial situations and is audited under the direction of the Auditor of State for compliance every year.

PURPOSE AND EXPLANATION: Transfers and Advance legislation is generally presented two to three times a year or more, if deemed necessary. The transfers and advances contained in this legislation have been appropriated by Council.

IMPLEMENTATION SCHEDULE: Discuss at the February 3, 2016 Finance Committee meeting and move to the February 8, 2016 Council agenda as an emergency with suspension of the rules. Recommended approval on February 8, 2016.

FINANCIAL INFORMATION: Transfers and Advances Legislation - Feb 8, 2016 - - Various - See Legislation - - -

FINANCIAL SUMMARY: Transfers and advances do not have a financial impact on the City funds as a collective whole. Transfers and advances are merely the movement of money from one fund to another and are defined in the Ohio Revised Code Section 5705 and in the Auditor of State Compliance Supplement. Transfers and advances are included in the City's adopted budget and are also required to be approved by City Council.

RECOMMENDED ACTION:

One Reading Yes

Two Readings	No
Three Readings	No
Emergency	Yes
Suspension of Rules	Yes

If emergency or suspension of the rules, why the request?

Emergency clause necessary to allow funding to be in place to administer plans and purchase orders for various projects, grants, etc.

**ADDITIONAL
INFORMATION:**



CITY OF BRUNSWICK, OHIO ORDINANCE NUMBER

By:

AN EMERGENCY ORDINANCE TO TRANSFER AND ADVANCE FUNDS

- WHEREAS: The City of Brunswick wishes to transfer funds from the General Fund #001 to the Road Capital Projects Fund #333 in order to provide the estimated local funding requirements on the planned Hadcock Road Phase V project and other road improvement or maintenance projects.
- WHEREAS: The City of Brunswick wishes to transfer funds from the General Fund #001 to the Road Capital Projects Fund #333 to designate video service provider fees per Resolution #49-12 and other available monies towards road improvements.
- WHEREAS: The City of Brunswick wishes to transfer funds from the General Fund #001 to the Capital Projects Improvement Fund #300 for various capital improvements as determined or may be authorized by Council.
- WHEREAS: The City of Brunswick wishes to transfer funds from the General Fund #001 to the Recreation Center Fund #131 to cover anticipated senior citizen contractual expenses provided by Medina County.
- WHEREAS: The City of Brunswick wishes to return previously advanced monies from the Road Levy Improvement Fund (#332) to the General Fund #001 since the 2015 road levy projects are near completion.
- WHEREAS: The City of Brunswick wishes to return previously advanced monies from the Department of Justice Federal Grant Fund (#129) to the General Fund #001 since the 2015 OVI and other Department of Justice Grants were completed.
- WHEREAS: The City of Brunswick wishes to return previously advanced monies from the Medina County Safe Communities Federal Grant Fund (#137) to the General Fund #001 since the 2014 Medina County Safe Communities Grant was completed.
- WHEREAS: The City of Brunswick wishes to return previously advanced monies from the OPWC Grafton Road Improvement Fund #368 to the General Fund #001 since the OPWC Grafton phase III portion of the project has been completed.
- WHEREAS: The City of Brunswick wishes to advance monies from the General Fund #001 to the Road Levy Improvement Fund #332 to allow for a neighborhood road improvement program to occur during the next construction season versus otherwise waiting for all levy proceeds to be received.



CITY OF BRUNSWICK, OHIO ORDINANCE NUMBER

WHEREAS: The City of Brunswick wishes to advance monies from the General Fund #001 to OPWC Hadcock Road Improvement Fund #367 to temporarily fund the Hadcock Road OPWC improvement phase V program portion until the OPWC grant reimbursements are received.

THE COUNCIL OF THE CITY OF BRUNSWICK HEREBY ORDAINS:

SECTION 1: That the following funds are hereby transferred:

FROM:	General Fund (#001)
TO:	Road Capital Projects Fund (#333)
AMOUNT:	\$1,690,011.00
FROM:	General Fund (#001)
TO:	Capital Projects Improvement Fund (#300)
AMOUNT:	\$150,000.00
FROM:	General Fund (#001)
TO:	Recreation Center Fund (#131)
AMOUNT:	\$19,000.00

SECTION 2: That the following funds are hereby advanced:

FROM:	Road Levy Improvement Fund (#332)
TO:	General Fund (#001)
AMOUNT:	\$500,000
FROM:	Department of Justice Federal Grant Fund (#129)
TO:	General Fund (#001)
AMOUNT:	\$125,778.22
FROM:	Medina County Safe Communities Federal Grant Fund (#137)
TO:	General Fund (#001)
AMOUNT:	\$34,991.03
FROM:	OPWC Grafton Road Improvement Fund (#368)
TO:	General Fund (#001)
AMOUNT:	\$547,283.00
FROM:	General Fund (#001)
TO:	Road Levy Improvement Fund (#332)
AMOUNT:	\$600,000
FROM:	General Fund (#001)
TO:	OPWC Hadcock Road Improvement Fund (#367)
AMOUNT:	\$599,000



CITY OF BRUNSWICK, OHIO
ORDINANCE NUMBER

SECTION 3: This ordinance is declared to be an emergency measure necessary for the immediate preservation of the public peace, property, health, safety, welfare, and providing for the usual daily operation of a municipal department, and for the further reason that proper funding sources be transferred and advanced. Therefore, the same shall be in full force and effect from and after its passage by the required number of votes.

PASSED: _____

Rules Suspended: AYES NAYS

ADOPTED: _____ AYES __NAYS

ATTEST: _____

Clerk of Council, Barbara J. Ortiz, CMC