BRUNSWICK CITY
FINANCE COMMITTEE

Agenda

AUGUST 8, 2022
6:40 PM
or Immediately Following
Safety & Environment Committee

1. Discussion Items

   ORD. NO. 66-2022 - An emergency ordinance amending ordinances #110-2021, #15-2022, #37-2022 and #53-2022 to include amendments to the Appropriation Budget for the year ending December 31, 2022 as incorporated in Exhibit "A" attached hereto. - **1st Reading** (To be brought from the Finance Committee, *Administration/Todd Fischer*)

   ORD. NO. 67-2022 - An emergency ordinance to advance funds. - **1st Reading** (To be brought from Finance Committee, *Administration/Todd Fischer*)

2. General Discussion

3. Adjournment

THE CITY OF BRUNSWICK

PROPOSED LEGISLATION

DATE: 8/8/2022

TO: Vice Mayor Nicholas Hanek and Members of City Council

FROM: Carl S. DeForest, City Manager
Todd Fischer

COPY: Mayor Ron Falconi

LEGISLATION: **ORD. NO. 66-2022** - An emergency ordinance amending ordinances #110-2021, #15-2022, #37-2022 and #53-2022 to include amendments to the Appropriation Budget for the year ending December 31, 2022 as incorporated in Exhibit "A" attached hereto. - **1st Reading** (To be brought from the Finance Committee, *Administration/Todd Fischer*)

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 the fiscal section and related attachments for additional information.

IMPLEMENTATION SCHEDULE: Discuss at the August 8, 2022, Finance Committee meeting and move to the August 8, 2022, Council agenda as an emergency with the suspension of the rules.

FINANCIAL INFORMATION:

FINANCIAL SUMMARY: The total financial impact of this legislation is a net increase to the overall City appropriation budget by $2,654,098.99. The largest components of the net increase, in no particular order, relate to:

1) $1,834,151.73 increase in appropriation for the 2nd and final tranche of American Rescue Plan Funds. These funds are restrictive in nature and will be spent in accordance with City Council Resolution #94-2021 and the United States Department of Treasury guidelines.

2) $250,000 increase in appropriation for a grant award received as part of the FY 2023-

2024 State Capital Bill. This grant is for eligible improvements at the City's Recreation Center.

3)$500,000 increase in appropriations for advances. The advances relate to temporary loans from one fund to another in order to cover expenses until reimbursed by the grant. The initial advance and the return of the advance after the grant is completed are both included in this amendment.

4) $21,200 increase in fuel appropriations for various departments' fuel usage. Costs for fuel in 2022 remain higher than originally estimated.

5) $15,000 increase in appropriations for potential legal services needed on HB 29 sports gaming/gambling law and its effects on the City's Codified Ordinance880, local income tax laws.

6) $10,348.58 increase in appropriations to match the 1st opioid settlement distribution received. The settlement will last over the next 18 years with small distributions expected annually or periodically. Funds are to be used in recovery, treatment, prevention, and support services for addiction. Furthermore, funds are restricted to use and must comply with OneOhio Exhibit A.

All other items not specifically listed in this summary are detailed with a description and listed amounts in the attached Exhibit B.

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

Exhibit B is provided for informational and review purposes only.

It's important to note that this legislation only has a budgetary impact and actual 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?

Recommended approval as an emergency with the suspension of the rules. 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, meet grant deadlines, and 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:

CITY OF BRUNSWICK, OHIO
ORDINANCE NO. _

By:

AN EMERGENCY ORDINANCE AMENDING ORDINANCES #110-2021 #15-2022, #37-2022 AND #53-2022 TO INCLUDE AMENDMENTS TO THE APPROPRIATION BUDGET FOR THE YEAR ENDING DECEMBER 31, 2022 AS INCORPORATED IN EXHIBIT "A" ATTACHED HERETO.

WHEREAS: Ordinance #110-2021 adopted appropriations for 2022; and Ordinances #15-2022, #37-2022 and #53-2022 regarding amendments to the 2022 appropriation budget, were previously adopted by Council; 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 Ordinances #110-2021, #15-2022, #37-2022 and #53-2022.

WHEREAS: THE COUNCIL OF THE CITY OF BRUNSWICK HEREBY ORDAINS:

SECTION 1: Ordinances #110-2021, #15-2022, #37-2022 and #53-2022 are 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 __

RULES SUSPENDED: AYES ____ NAYS ___

ADOPTED: _____ AYES ____ NAYS ____

ATTEST: _____
Clerk of Council
Laura E. Timura

EXHIBIT A

August 8, 2022

Fund Number	Fund Name / Department	Personal Service	Other	Total
General Fund				
001	General Fund			
	City Council	179,403.00	88,181.75	$ 267,584.75
	Mayor	101,410.00	96,204.26	$ 197,614.26
	City Manager	192,145.00	155,823.73	$ 347,968.73
	Information Technologies	176,705.00	486,231.52	$ 662,936.52
	Engineering	24,363.00	409,270.00	$ 433,633.00
	Building Department	340,192.00	280,854.59	$ 621,046.59
	Cemetery Maintenance	-	19,075.00	$ 19,075.00
	Janitorial Contract	-	21,627.00	$ 21,627.00
	City Hall Building & Grounds	17,800.00	66,938.00	$ 84,738.00
	Administrative Services	96,258.52	62,321.17	$ 158,579.69
	Economic Development	114,145.00	305,520.76	$ 419,665.76
	Animal Control	76,790.00	76,343.81	$ 153,133.81
	Law Department	192,065.00	299,881.00	$ 491,946.00
	Finance Department	258,691.00	234,526.72	$ 493,217.72
	Income Tax Department	203,469.00	225,014.00	$ 428,483.00
	Parks & Recreation Director	77,000.00	65,087.00	$ 142,087.00
	General Fund Administration	-	1,252,492.04	$ 1,252,492.04
	Planning Division/Community Development	46,799.00	41,361.72	$ 88,160.72
	Board of Building Appeals	488.00	1,219.00	$ 1,707.00
	Board of Zoning Appeals	3,432.00	4,970.00	$ 8,402.00
	Board of Civil Service	11,783.00	33,116.00	$ 44,899.00
	Board of Ethics	5,460.00	4,625.00	$ 10,085.00
	Board of Charter Review	-	-	$ -
	Board of Commemorative Affairs	-	23,540.00	$ 23,540.00
	General Fund Transfers / Advances	-	26,079,878.20	$ 26,079,878.20
001	Total General Fund	$ 2,118,398.52	$ 30,334,102.27	$ 32,452,500.79
Special Revenue Funds:				
110	Court Computerization Fund	5,404.00	17,257.71	$ 22,661.71
111	FEMA Grant Fund	-	-	$ -
114	Police Fund	4,654,349.76	4,927,776.43	$ 9,582,126.19
115	Fire Fund	2,580,651.00	7,507,796.84	$ 10,088,447.84
117	Street Repair & Maintenance Fund	1,217,454.00	2,780,610.09	$ 3,998,064.09
118	State Highway Fund	-	131,675.00	$ 131,675.00
119	Law Enforcement Fund	-	3,879.00	$ 3,879.00
120	Brunswick Transit Alternative (BTA) Fund	-	45,000.00	$ 45,000.00
123	Brunswick Area Television (BAT) Fund	163,605.00	279,024.30	$ 442,629.30
127	Parks Fund	205,346.00	360,155.02	$ 565,501.02
129	Department of Justice Federal Grant Fund	2,276.25	193,015.83	$ 195,292.08
130	DUI Enforcement & Education Fund	-	-	$ -
131	Recreation Center Fund	391,274.00	635,651.50	$ 1,026,925.50
133	Home Improvement Grant Fund (CDBG)	-	27,595.43	$ 27,595.43
140	Local Fiscal Recovery Fund	1,447,150.97	586,712.09	$ 2,033,863.06
141	Opiod Settlement Fund	-	10,348.58	$ 10,348.58
Enterprise Funds:				
223	Refuse Fund	70,966.00	2,916,944.61	$ 2,987,910.61
224	Storm Water Management Fund	33,334.00	1,222,305.47	$ 1,255,639.47
Capital Improvement Funds:				
300	General Permanent Improvement Fund	-	3,352,316.17	$ 3,352,316.17
332	Road Levy Fund	-	2,652,800.00	$ 2,652,800.00
333	Road Improvement Fund	-	6,924,243.35	$ 6,924,243.35
334	Traffic Control Fund	-	-	$ -

335	Public Square Fund	-	-	$	-
336	City Building Improvement Fund	-	373,960.00	$	**373,960.00**
339	Fire Improvement Fund	-	79,618.16	$	**79,618.16**
341	Park Improvement Fund	-	1,776,361.75	$	**1,776,361.75**
347	North Carpenter Road Improvement Fund	-	1,937,645.20	$	**1,937,645.20**
348	Boston Road Improvement Fund	-	93,519.24	$	**93,519.24**
353	I-71 / Rt. 303 Enhancement Fund	-	-	$	-
360	Brunswick Lake Improvement Fund	-	619,412.05	$	**619,412.05**
371	OPWC Laurel Road Improvement Fund		664,710.63	$	**664,710.63**
372	OPWC Old Eagle Drive Improvement Fund		509,825.64	$	**509,825.64**
373	OPWC Skyview Drive Improvement Fund	-	1,579,180.00	$	**1,579,180.00**
Self Insurance Fund:					
600	Self Insurance Fund	-	3,479,450.00	$	**3,479,450.00**
Debt Service Funds:					
771	General Obligation Bond Retirement Fund	-	-	$	-
782	Special Assessment BRF: Laurel Road (2006)	-	38,612.50	$	**38,612.50**
783	Special Assessment BRF: Brunswick Lake - Dam	-	18,948.80	$	**18,948.80**
784	Special Assessment BRF: Brunswick Lake - Dredging	-	11,826.18	$	**11,826.18**
Agency Funds:					
881	General Trust Agency Fund	-	750,000.00	$	**750,000.00**
882	Unclaimed Money Agency Fund	-	20,000.00	$	**20,000.00**
885	Flexible Spending Agency Fund	-	140,000.00	$	**140,000.00**
886	Non-Residential 3% Building Permit Agency Fund	-	35,000.00	$	**35,000.00**
887	Residential 1% Building Permit Agency Fund	-	10,000.00	$	**10,000.00**
			Grand Total	$	89,937,489.34

City of Brunswick, Finance Office

"Exhibit B" : Schedule of Amendments to the Permanent Budget #4 - For informational purposes only

For the Budget Year Ending December 31, 2022

8/8/2022

Fund Name / Account Name	Account Number	Appropriation Adjustment Amount	Description
General (#001)			
EQUIPMENT SERVICE	001-0410-54253	3,596.00	5 Year Maintenance Agreement Cost for Plotter replacement. (Purchase + 5 year maintenance agreement cheaper than lease option by $3,029.30)
CAPITAL OUTLAY - ENGINEERING	907-0410-56252	5,871.00	Purchase costs/quote for Plotter replacement in Engineer's Office (Purchase + 5 year maintenance agreement cheaper than lease option by $3,029.30)
ADMINISTRATIVE SERVICES COORD' PS	001-0461-51085	5,441.52	Calculated 6 week training/overlap program for the Administrative Services PT Manager replacement.
PERS	001-0461-52223	761.82	Calculated 6 week training/overlap program for the Administrative Services PT Manager replacement.
MEDITAX	001-0461-52226	78.90	Calculated 6 week training/overlap program for the Administrative Services PT Manager replacement.
WORKER'S COMP - ADM SERVICES	001-0461-52274	190.45	Calculated 6 week training/overlap program for the Administrative Services PT Manager replacement.
PROFESSIONAL SERVICES	001-0600-54233	15,000.00	Possible legal services for updates to Codified Ord 880, local income tax laws, as a result of HB 29 - sports gaming/gambling activities.
TESTING - CIVIL SERVICE	001-0930-54237	5,950.00	Additional testing costs. Upcoming ads/tests for Service Maintenance and laterals for the Divisions of Police and Fire. Cost estimate from Natalie 7/13.
ADVANCE OUT TO CAPITAL IMPROV FUND #300	001-0999-99875	250,000.00	Advance Out to the Capital Improv Fund #300 to temporarily cover expenses for the Rec Center improvements until reimbursed by the State of Ohio.
General Fund Total		**286,889.69**	
Police Fund (#114)			
POLICE OVERTIME	114-0520-51198	(7,758.40)	MCDAC grant award & funding was reduced by 20%. This $ reduction represents 20% less of the 2022 SRO overtime included in the application.
MEDITAX	114-0520-52226	(112.50)	MCDAC grant award & funding was reduced by 20%. This $ reduction represents 20% less of the 2022 SRO overtime included in the application.
POLICE OP&F PENSION	114-0520-52227	(2,463.29)	MCDAC grant award & funding was reduced by 20%. This $ reduction represents 20% less of the 2022 SRO overtime included in the application.
WORKER'S COMP	114-0520-52274	(255.79)	MCDAC grant award & funding was reduced by 20%. This $ reduction represents 20% less of the 2022 SRO overtime included in the application.
EQUIPMENT SERVICE CONTRACT	114-0520-54253	12,098.97	Gray Key License used for investigations. Township to reimburse the City for Brunswick Hills Township cost share from 05/01/2022-07/14/2023.
FUEL	114-0520-55300	6,200.00	Increase fuel costs to an estimated $115,000 for the year due to elevated fuel costs. Thru June 30, 2022 $55,957.61 spent YTD.
Police Fund Total		**7,708.99**	
Street R & M Fund (#117)			
FUEL	117-0420-55310	10,000.00	Increase fuel costs to an estimated $95,000 for the year due to elevated fuel costs. Thru June 30, 2022 $46,628.60 spent YTD.
Street R & M Fund Total		**10,000.00**	
Parks Fund (#127/960)			
FUEL	127-0810-55300	5,000.00	Increase fuel costs to an estimated $20,000 for the year due to elevated fuel costs. Thru June 30, 2022 $7,029.65 spent YTD.
Parks Fund Total		**5,000.00**	
Local Fiscal Recovery Fund (#140)			
WAGES - SAFETY/PUBLIC HEALTH (2nd Tranche)	140-2022-51000	1,331,991.09	Appropriate 2nd tranche American Rescue Plan Funds in accordance with City Council Resolution#94-2021 and Us Department of Treasury guidelines.
FRINGE BENEFTIS (2nd Tranche) - SAFETY/PUBLIC	140-2022-52000	502,160.64	Appropriate 2nd tranche American Rescue Plan Funds in accordance with City Council Resolution#94-2021 and Us Department of Treasury guidelines.
Total Local Fiscal Recovery Fund		**1,834,151.73**	
Opioid Settlement Fund (#141)			
CONTRACT/PURCHASE SERVICES	141-0439-54253	10,348.58	Appropriate 1st year Opioid settlement distribution. To be used for recovery/treatment/prevention/support services from addiction (OneOhio Exhibit A).
Total Opioid Settlement Fund		**10,348.58**	
Capital Projects Improvement Fund (#300)			
REC CENTER IMPROV GRANT - STATE	300-0831-56000	250,000.00	The City was awarded a $250,000 grant for eligible improvements to the Recreation Center. Grant award part of FY 2023-2024 State Capital Bill.
ADVANCE OUT TO THE GF	300-0999-80185	250,000.00	Advance Out to the General Fund once expenses for the Recreation Center improvements are reimbursed by the State of Ohio (ODNR) grant.
Capital Projects Improvement Fund Total		**500,000.00**	

THE CITY OF BRUNSWICK

PROPOSED LEGISLATION

DATE: 8/8/2022

TO: Vice Mayor Nicholas Hanek and Members of City Council

FROM: Carl S. DeForest, City Manager
Todd Fischer

COPY: Mayor Ron Falconi

LEGISLATION: **ORD. NO. 67-2022** - An emergency ordinance to advance funds. - **1st Reading** (To be brought from Finance Committee, *Administration/Todd Fischer*)

BACKGROUND: In order to comply with the Ohio Revised Code Section 5705, advances may become necessary as certain financial situations arise. 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 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. Advance legislation is generally presented two to three times a year or more, if deemed necessary.

PURPOSE AND EXPLANATION: Refer to background section.

IMPLEMENTATION SCHEDULE: Discuss at the Aug 8, 2022 Finance Committee meeting and move to the Aug 8, 2022 Council agenda as an emergency with suspension of the rules.

FINANCIAL INFORMATION:

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

Recommended approval as an emergency with suspension of the rules. Emergency clause necessary to allow funding to be in place to administer plans and/or purchase orders for various projects, grants, etc.

ADDITIONAL INFORMATION: None.

CITY OF BRUNSWICK, OHIO

ORDINANCE NO.

By:

AN EMERGENCY ORDINANCE TO ADVANCE FUNDS

WHEREAS: The City of Brunswick wishes to advance monies from the General Fund #001 to the Capital Projects Improvement Fund #300 to temporarily fund the eligible Recreation Center improvements until grant reimbursements from the 2023-2024 State Capital grant are received.

THE COUNCIL OF THE CITY OF BRUNSWICK HEREBY ORDAINS:

SECTION 1: That the following funds are hereby advanced:

FROM:	General Fund (#001)
TO:	Capital Projects Improvement Fund (#300)
AMOUNT:	$250,000.00

SECTION 2: 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 advanced. Therefore, the same shall be in full force and effect from and after its passage by the required number of votes.

PASSED: 1st Reading ___
Rules Suspended: AYES ___NAYS ___

ADOPTED: _____AYES ___NAYS ___

ATTEST: _____
Clerk of Council
Laura E. Timura