8/26/2024 | 7:00 PM

Municipal Services Center, Council Chamber
3600 Tremont Road

If you are joining through Zoom, please click the link below to join the meeting:
https://us06web.zoom.us/j/88268224042
Or Telephone: 1 929 205 6099
Webinar ID:882 6822 4042

1. **Call to Order/Roll Call**
2. **Pledge of Allegiance Led By Vice President Close**
3. **Consent Agenda**
   a. Approve City Council Meeting Minutes for August 19, 2024
   b. Ordinance No. 50-2024 - An ordinance authorizing the City Manager to enter into contract with Atlantic Emergency Solutions to refurbish Fire Engine 72
   c. Ordinance No. 51-2024 - An ordinance authorizing the City Manager to enter into a contract with HK Solutions for sanitary sewer inspection and cleaning services
4. **Reports/Presentations**
   a. Finance Director Report: June and July 2024
5. **Legislative Items for First Reading/Public Hearing**
   a. Ordinance No. 52-2024 - An ordinance amending Chapter 783 - Alarm Systems of the Upper Arlington Code of Ordinances
   b. Ordinance No. 53-2024 - An ordinance amending 2024 appropriations and authorizing the advance of funds
   c. Ordinance No. 54-2024 - An ordinance amending the 2023-2024 Municipal Program of Services (2023-2024 Biennial Budget Supplement) as adopted via Ordinance No. 80-2023
6. **City Manager Update**
7. **Council Liaison Report**
8. **Adjournment**

August 19, 2024

City Council met in regular session in the Council Chamber of the Municipal Services Center, 3600 Tremont Road, and was called to order by President Awakessien Jeter at 7:03 p.m.

Members Present: President Ukeme Awakessien Jeter**,** Vice President Brian Close, Kathy Adams, John J. Kulewicz, Jim Lynch, Heidi Munc, and Todd Walter

Staff Present: City Attorney Darren Shulman, Assistant City Manager Jackie Thiel, City Clerk Krystal Gonchar, IT Director Jeff Kasson, Finance Director Brent Lewis, Fire Chief Chris Zimmer, HR Director Abby Cochran, Police Chief Keith Hall, Public Service Director Gary Wilfong, and Community Affairs Director Emma Speight

Pledge of Allegiance

The Pledge of Allegiance was led by Council Member Jim Lynch.

Consent Agenda

a. Approve the following City Council Meeting Minutes:

- City Council Meeting Minutes for June 17, 2024
- City Council Retreat Meeting Minutes for August 12, 2024
- City Council Retreat Meeting Minutes for February 21, 2024
- Financial Policies Committee Meeting Minutes for August 6, 2024
- Financial Policies Committee Meeting Minutes for May 20, 2024

Mr. Kulewicz moved, seconded by Ms. Adams, to approve the Consent Agenda. The motion carried with the following vote:

Voting Aye: Adams, Close, Kulewicz, Lynch, Munc, Walter, and President Awakessien Jeter

Reports/Presentations

a. Resolution of Commendation Recognizing Chef-O-Nette

On behalf of City Council, Mr. Walter presented a Resolution of Commendation recognizing Harlan Howard for his retirement and the success of his business, Chef-O-Nette.

b. Heritage Trail Extension Presentation by Tim Moloney, Executive Director of Franklin County Metro Parks

Tim Moloney, Executive Director of Franklin County Metro Parks, presented a proposed plan to extend the Heritage Trail through Upper Arlington (attached hereto and incorporated herein as Exhibit A). Mr. Moloney stated that the plan is a collaboration between neighboring communities, Franklin County Metro Parks, and Central Ohio Greenways. There are gaps in the trail and the intent is to create a path through neighborhoods, which will run down to the Columbus Crew stadium. There are former trail lines that have been abandoned, with bridges already in place that could be used for a path. For the next step, the City would need to enter into a purchase agreement for the land with the property owner, Norfolk-Southern. Franklin County Metro Parks seeks to utilize federal and state funding options for the project.

Ms. Adams asked if the plan is to divide the costs among the cities by land percentage. Mr. Moloney confirmed, but it is expected that they will need $14M in addition. Franklin County Metro Parks is taking the lead on this project.

President Awakessien Jeter asked about the connection to Rapid 5. Mr. Moloney, a Rapid 5 board member, confirmed it is a Rapid 5 project focused on utilizing underused corridors, though their funding is limited. President Awakessien Jeter noted that the City’s involvement covers just 2.2 miles, the smallest section of the trail, and inquired about the project's viability and whether Columbus and Hilliard are on board. Mr. Moloney stated that many parties, including smaller communities and Franklin County, are involved. President Jeter then asked how to gain support from other city councils and the project timeline. Mr. Moloney said it would take 12-18 months to secure the land. President Awakessien Jeter expressed her support for the project. The Assistant City Manager added that this presentation is just a preview, with more updates to come.

Legislative Items for First Reading/Public Hearing

a. Ordinance No. 50-2024 - An ordinance authorizing the City Manager to enter into contract with Atlantic Emergency Solutions to refurbish Fire Engine 72

Mr. Kulewicz asked if there would be a backup vehicle to Fire Engine 72 during the repair work. The Fire Chief said that Engine 72 is a reserve rig, if one is needed they will reach out to neighboring communities to loan a vehicle. Engine 72 is not normally staffed, but used in an emergency.

Ms. Munc asked how far in advance they should be thinking about reopening Fire Station 73. Ms. Thiel said the suggestion came up during the recent Fire Operations Study; they are reviewing needs, but due to redevelopment of Henderson Road, they may be looking 10 years out.

President Awakessien Jeter advised the Second Reading/Public Hearing/Council Action will be August 26, 2024.

b. Ordinance No. 51-2024 - An ordinance authorizing the City Manager to enter into a contract with HK Solutions for sanitary sewer inspection and cleaning services

Mr. Kulewicz asked for clarification on the contract related to how many feet of lines would be inspected and cleaned. The Public Service Director stated that the contract would exceed the amount required by current standards. Related to bid responses, Ms. Munc asked if the wide range in responses is typical. She then asked if the City should allocate more in future budgets. Mr. Wilfong said it is somewhat typical, especially when companies are not located nearby, they may quote a higher price. Similar to other contracts, the costs for these services continue to increase.

President Awakessien Jeter advised the Second Reading/Public Hearing/Council Action will be August 26, 2024.

Liquor Control

a. The City Clerk has received notice from the Ohio Department of Liquor Control that an application has been filed for change of stock ownership from Tupelo Honey Hospitality Corp DBA Tupelo Honey Southern Kitchen and Bar, for existing D1, D2, D3, D3A and D6 Liquor Permits.

Council had no objections to the permit.

b. Motion to approve the transfer of liquor license (TREX) to Chefo-Arlington, LLC, 2090 Tremont Center, for economic development purposes

President Awakessien Jeter asked what economic development benefits would be generated by the transfer of the liquor license. The City Attorney stated that an estimated $400,000 would be invested in the location, 15 jobs created, additional sales tax and state withholding tax revenue. The applicant stated that the license would be transferred from a closed restaurant in Gahanna.

Vice President Close moved, seconded by Ms. Adams, to approve the transfer of liquor license (TREX) to Chefo-Arlington, LLC, 2090 Tremont Center, for economic development purposes.

The motion carried with the following vote:

Voting Aye: Adams, Close, Kulewicz, Lynch, Munc, Walter, and President Awakessien Jeter

<u>City Manager Update</u>

The Assistant City Manager shared three community engagement opportunities: Fire Strategic Planning survey submission deadline is August 25, 2024, the Envision Henderson round two public engagement survey is still open, and the Fancyburg Master Plan survey is still open.

* * *

There being no further business to come before City Council, President Awakessien Jeter adjourned the meeting at 7:43 p.m.

Exhibit A

Heritage Trail Extension

Columbus & Franklin County
Metro Parks
metroparks.net

“We’re only open everyday”

Heritage Trail

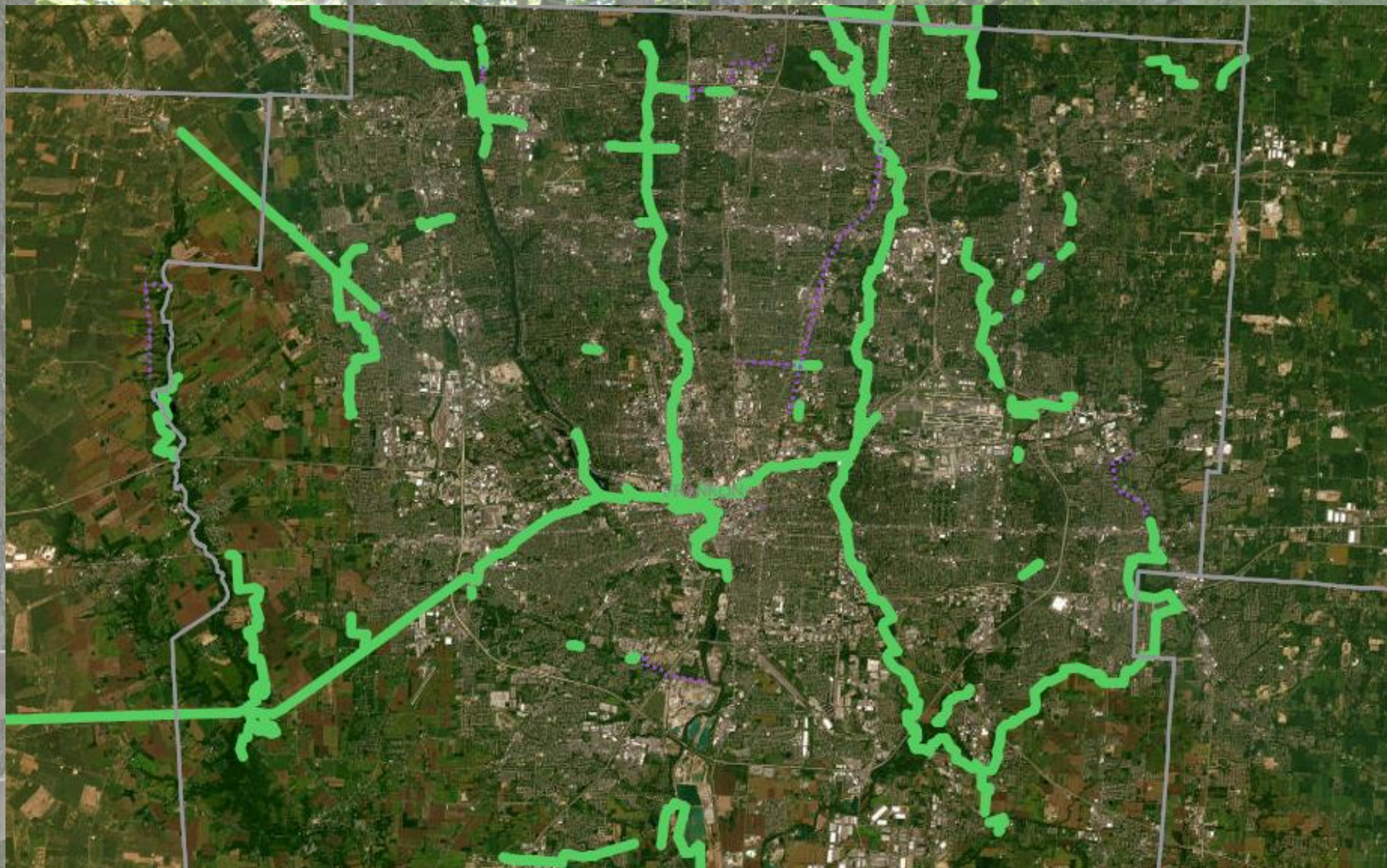
- 7 mile trail from downtown Hilliard to just outside of Plain City
- Created by City of Hilliard, the Heritage Rail-Trail Coalition and Metro Parks
- Trail opened in 1995
- Working on the completion of the trail into Plain City

Columbus & Franklin County
Metro Parks
metroparks.net

Central Ohio Greenways

- 230 miles of managed trail in Central Ohio
- A collaboration of many communities involved in the development of the system
- Millions of annual users
- Over 12 million trail miles annually
- Metro Parks Rangers and Maintenance crews working 365 days a year

Columbus & Franklin County
Metro Parks
metroparks.net



Columbus & Franklin County
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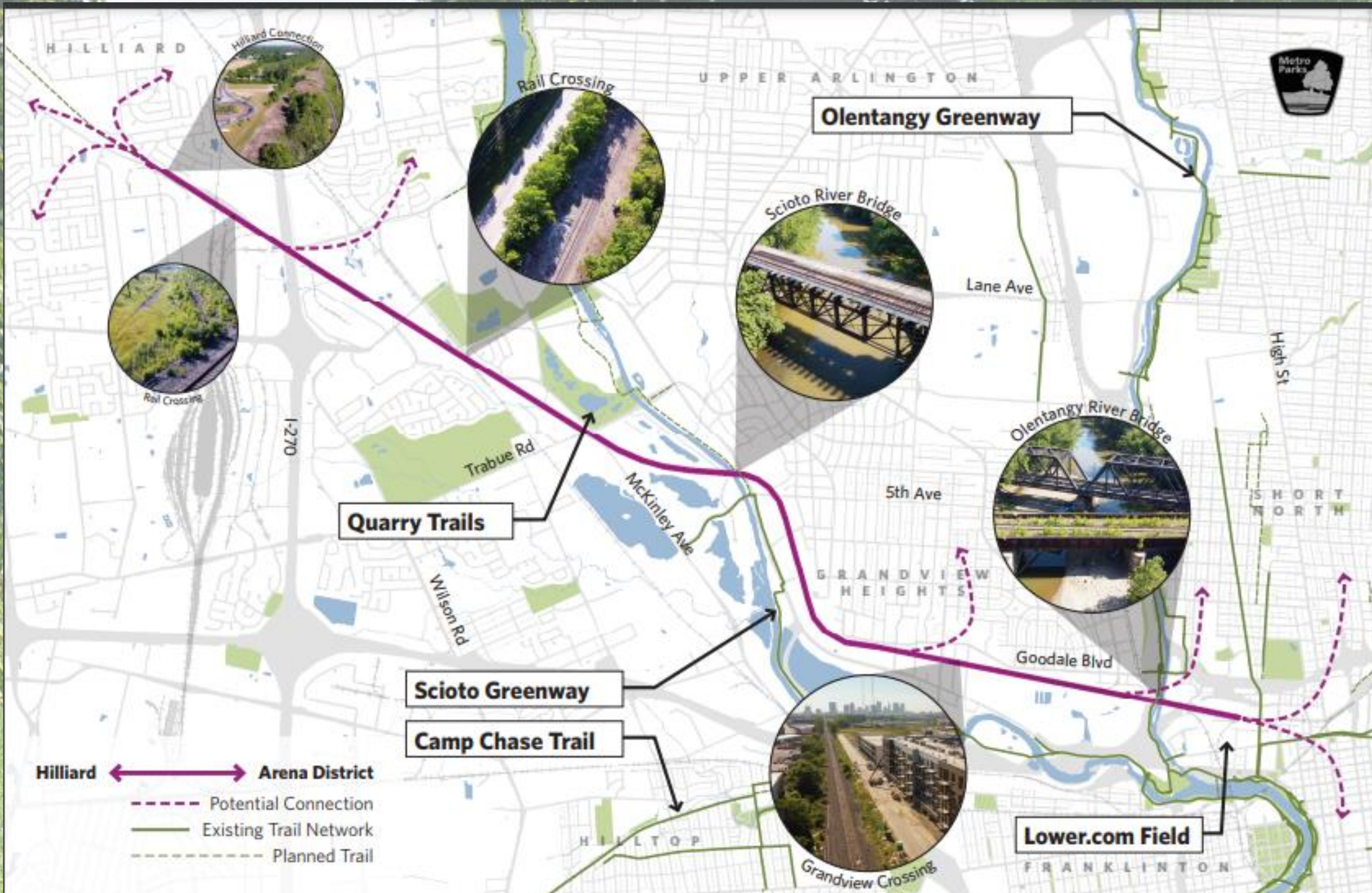
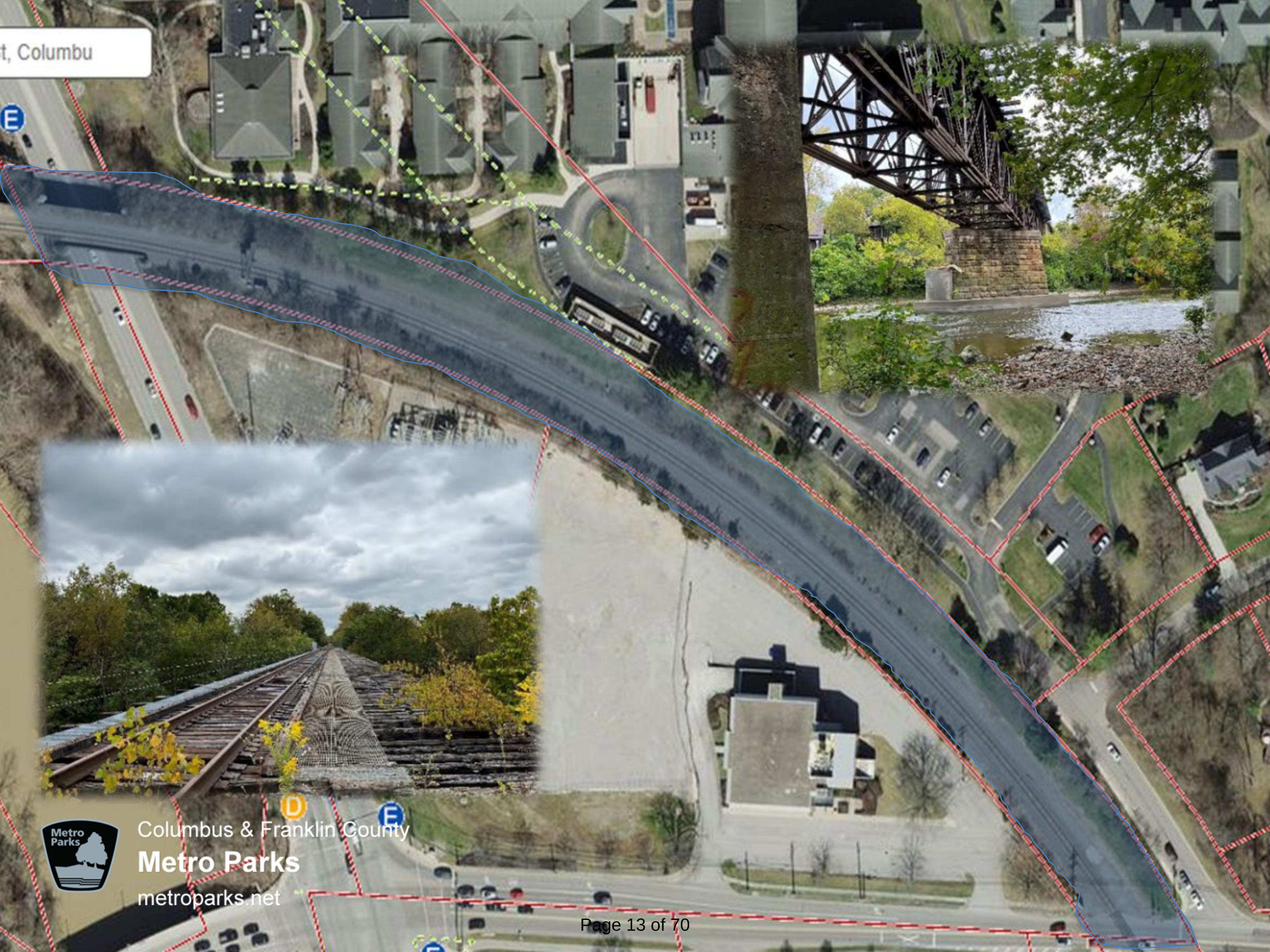
Central Ohio Greenways


HILLIARD
Hilliard Connection
Rail Crossing
UPPER ARLINGTON
Olentangy Greenway
Scioto River Bridge
Lane Ave
Rail Crossing
I-270
High St
Olentangy River Bridge
Trabue Rd
McKinley Ave
5th Ave
SHORT NORTH
Quarry Trails
GRANDVIEW HEIGHTS
Wilson Rd
Goodale Blvd
Scioto Greenway
Camp Chase Trail
Hilliard
Arena District
Potential Connection
Existing Trail Network
Planned Trail
HILLTOP
Grandview Crossing
Lower.com Field
FRANKLINTON

PROCESS

Acquire Land → Construct Main Trail → Connect Neighborhoods → Expand Parks

Columbus & Franklin County
Metro Parks
metroparks.net



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Metro Parks
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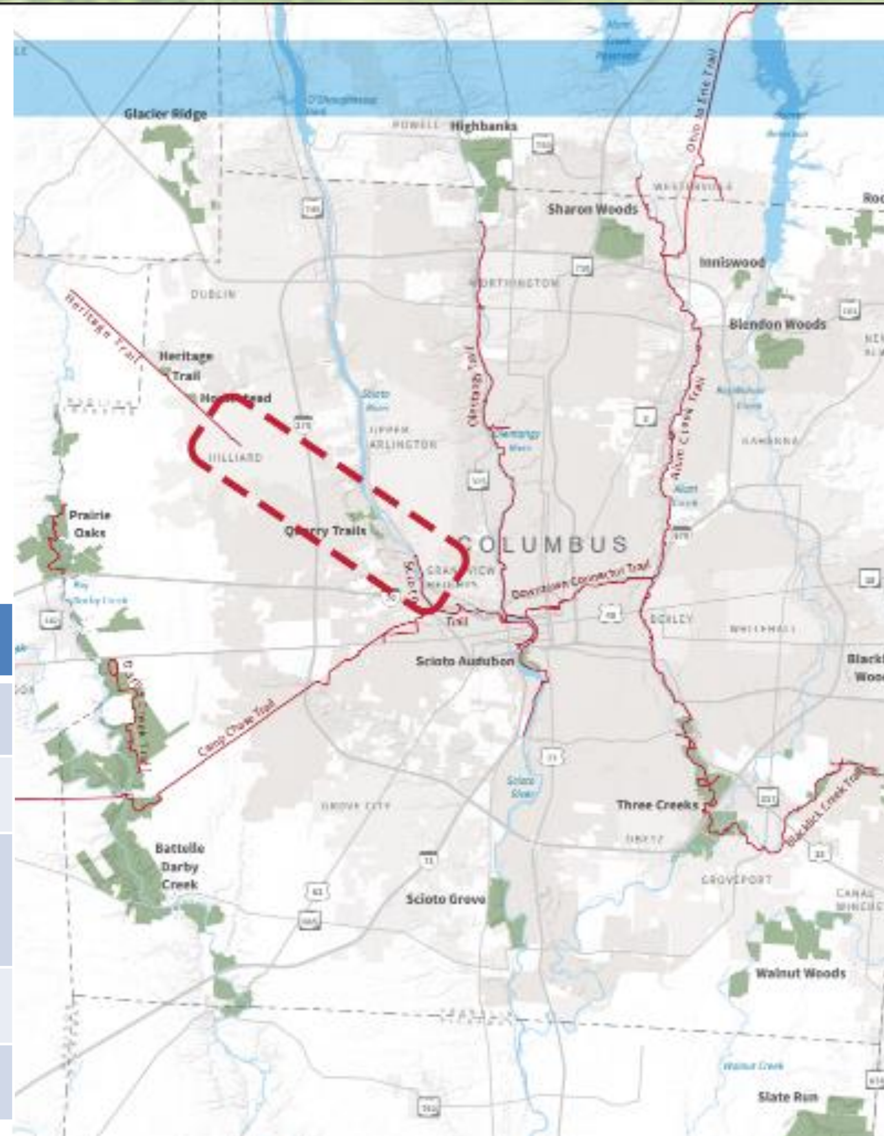
- 8 Miles of new trail
- Direct connection to the Olentangy and Scioto Trails
- Trail runs from Crew Stadium to Plain City
- 500,000 people within 5 miles of the trail
- Trail connects Hilliard, Columbus, Upper Arlington, Marble Cliff, and Grandview Heights

City	Length	Acres
Hilliard	8,410	47.1
Columbus	21,600	30.4
Upper Arlington	1,200	2.2
Marble Cliff	4,940	9.8
Grandview	10,500	21.1



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Next Steps

- Purchase contract with Norfolk Southern
- Investigate financing options for land takedown
- Utilize $10.5 million in State Capital Budget for land acquisition
- Financial commitments from municipal partners
- +/- 12 months due diligence

Authors:	Chris Zimmer, Fire Chief
Council Meeting Date:	August 26, 2024
Subject/Legislative Item:	Ordinance No. 50-2024 - An ordinance authorizing the City Manager to enter into contract with Atlantic Emergency Solutions to refurbish Fire Engine 72
Purpose:	Refurbish existing reserve fire engine to extend service life and ensure mechanical reliability.
Executive Summary:	The Fire Division has one reserve fire engine available for use when front-line apparatus are out of service for maintenance or when events or incidents occur that require additional apparatus to be placed in service. Due to extended delivery times related to purchasing new apparatus, and the potential need for additional apparatus being placed in service based on city growth and economic development activities, the Fire Division recommends keeping this vehicle. Additionally, it is recommended to refurbish the vehicle to ensure continued reliability. This request has been fully reviewed by our Fleet Maintenance personnel, and they endorse this proposal.

Purpose and Impact

The CPSM study conducted in 2022 indicated there would likely be a future need for expansion of fire and EMS staffing, and potentially reopening Station 73. The Fire Division will need an additional suppression unit to facilitate this expansion.

Current build times for fire apparatus are averaging 36 months, with costs approaching 2 million dollars in today's market. A replacement for Engine 71 has been ordered with an estimated delivery date of 2027.

If there is to be any expansion of staffing, the Fire Division will not have a reserve apparatus if we follow the previous plan of decommissioning Engine 72 after Engine 71's replacement arrives.

It is proposed to keep Engine 72 in the fleet and refurbish it to ensure it remains reliable as a reserve apparatus.

$150,000 was approved by Council in the 2024 budget. Atlantic Emergency Solutions was selected as the service provider to perform the refurbish work at a cost of $138,838.76.

Fleet maintenance has endorsed this proposal based on multiple criteria.

- Engine 72, despite its age, continues to be a very reliable unit.
- The refurbishment plan includes replacing and reconditioning components typically known to fail due to age, such as suspension parts, belts, hoses, pump rebuilding, and any needs within the power train.
- Engine 72 does not have a “downstream” emission package, which is known to be problematic as they age. (This is the only large unit in the fleet that does not have the “downstream” emissions package.)

Fleet personnel emphasize that this is an opportunity for this vehicle only and should generally not be considered in the future for other vehicles.

We are requesting a $20,000 contingency for any unexpected cost overages that may be identified once work commences, for an amount not to exceed $158,838.76. This amount is over the approved budget by $8,838.76. This amount will be included in the mid-year appropriation ordinance.

History
Engine 72 is a reserve apparatus utilized whenever Engine 71 or Ladder 72 are unavailable due to maintenance. The unit is also used occasionally when personnel are called back due to significant or multiple alarm events or for upstaffing during severe weather or other planned events.

Maintaining reserve apparatus is essential to maintaining the Division's ISO rating, which affects insurance rates for the city’s residents and business owners.

The competitive bid process was used to solicit vendors. Atlantic Emergency Solutions was selected as the only bidder, for an amount of $138,838.76.

A contingency is proposed, to cover any unexpected expenses that are uncovered once work commences, for a total cost not to exceed $158,838.76.

Alternatives
Purchasing a new apparatus outright, while a possible alternative, would be a significant cost and would have ripple-down effects on the replacement schedule by having 3 large apparatus (E71, E72, and L72) very close together in the replacement schedule.

Not refurbishing this vehicle raises the potential for mechanical breakdown due to the increased use of the unit and the age of typical “wear out” items that would be replaced in a comprehensive refurbishment.

Not maintaining a 4th suppression apparatus will limit the ability of the Division to expand in the foreseeable future, as the CPSM study recommends.

Attachments

1.	Ordinance No. 50-2024

RECORD OF ORDINANCES

CITY OF UPPER ARLINGTON

STATE OF OHIO

ORDINANCE NO. 50-2024

TO AUTHORIZE THE CITY MANAGER TO ENTER INTO CONTRACT WITH ATLANTIC EMERGENCY SOLUTIONS TO REFURBISH FIRE ENGINE 72

WHEREAS, the Fire Division has one reserve fire engine available to use when Fire Engine 71 and Ladder 72 are unavailable or out of service; and

WHEREAS, due to extended delivery times related to purchasing a new apparatus and the potential need for an additional apparatus being placed in service based on the City's growth and economic development activities, the Fire Division recommends keeping Fire Engine 72 in service; and

WHEREAS, Atlantic Emergency Solutions was the only bidder for the project, for an amount of $138,838.76, which came in under the budgeted amount of $150,000; and

WHEREAS, Staff recommend including a contingency amount to cover any unexpected expenses that are uncovered once work commences, for a total cost not to exceed $158,838.76.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Upper Arlington, Ohio:

SECTION 1. The City Manager is hereby authorized to enter into contract with Atlantic Emergency Solutions for a total contract amount not to exceed $158,838.76, to refurbish Fire Engine 72.

SECTION 2. The City Manager, Finance Director, and the City Attorney are hereby authorized to take all actions, including the execution of all documents or amendments necessary to enter into, implement, and administer the contract, that are not substantially inconsistent with this ordinance.

SECTION 3. This ordinance shall take effect immediately upon passage.

3600 Tremont Road | Upper Arlington, OH 43221
614-583-5000 | upperarlingtonoh.gov

Authors:	Gary Wilfong, P.E., Public Service Director
Council Meeting Date:	August 26, 2024
Subject/Legislative Item:	Ordinance No. 51-2024 - An ordinance authorizing the City Manager to enter into a contract with HK Solutions for sanitary sewer inspection and cleaning services
Purpose:	Continued operations and maintenance of the sanitary sewer system.
Executive Summary:	Legislation authorizes the City Manager to enter into a contract with HK Solutions for Sanitary Sewer Inspection and Cleaning services.

Purpose and Impact

This ordinance authorizes the City Manager to enter into a contract with HK Solutions in the amount of $293,017.28 for Sanitary Sewer Inspection and Cleaning services. This is budgeted in the Sanitary Sewer Surcharge Fund for $300,000.

On July 24, 2024, the City received four (4) competitive bids for Sanitary Sewer Cleaning and Inspection services as follows:

Contractor	Bid Amount
HK Solutions	**$293,017.28**
Metropolitan Environmental Services	$293,500.00
Insight Pipe	$421,800.00
Visu-Sewer	$473,400.00

The Public Service Department is required by Upper Arlington City Code Ordinance 931.15 to maintain the City’s 162 miles of sanitary sewer system. Furthermore, performance standards set forth in the Capacity, Management, Operations, and Maintenance manual (CMOM) require the department to video inspect and clean a minimum of ten percent (10%) of the sanitary sewer system per year – approximately 85,000 linear feet annually. The proposed contract is a one (1) year agreement which will inspect and clean an additional 70,000 linear feet of sanitary sewer lines. Approval and implementation of this contract will allow us to continue to exceed our performance standard goals as set forth in the CMOM and, most importantly, will allow us to be proactive, rather than reactive, to potential sanitary sewer line issues.

In the past, the City has contracted out these services to ensure compliance with CMOM guidelines. This approach has consistently helped us achieve the required standards and maintain the integrity of the sanitary sewer system.

History

In 2023, the Public Works Division crews inspected and cleaned over 82,000 linear feet of sanitary sewer lines. The majority of these inspections were lines that require ongoing inspection and cleaning (i.e., roots, line failures, etc.). This contract, as designed, will allow for more preventative maintenance and inspection by targeting the sewer lines that are not included in the annual Public Works inspections.

Additionally, Public Works will use an AI coding software to improve pipe inspections with the video from this contract. This innovative technology follows NASSCO PACP standards and works with any existing software and equipment. It creates a Digital Twin—a detailed, digital version of the pipe system—that can be easily integrated into Upper Arlington's existing GIS system.

The Digital Twin can be used for everyday management, long-term planning, and project design. It helps with construction by showing defects and supports maintenance by identifying issues like roots or debris. It can also help resolve customer complaints by showing detailed inspection results.

Alternatives

Without this contract, staff would continue cleaning and inspecting the sanitary sewer system using the existing Public Works Division staff and equipment, which would not meet the requirements set forth in the City's CMOM.

Attachments

1.	Ordinance No. 51-2024

RECORD OF ORDINANCES

CITY OF UPPER ARLINGTON

STATE OF OHIO

ORDINANCE NO. 51-2024

TO AUTHORIZE THE CITY MANAGER TO ENTER INTO CONTRACT WITH HK SOLUTIONS FOR SANITARY SEWER INSPECTION AND CLEANING SERVICES

WHEREAS, the Public Service Department is required by Upper Arlington City Code Ordinance 931.15 to maintain the City's 162 miles of sanitary sewer system; and

WHEREAS, performance standards set forth in the Capacity, Management, Operations, and Maintenance manual (CMOM) require the department to video inspect and clean a minimum of ten percent (10%) of the sanitary sewer system per year – approximately 85,000 linear feet annually; and

WHEREAS, the proposed contract will include inspection and cleaning services for an additional 70,000 linear feet of sanitary sewer lines; and

WHEREAS, approval and implementation of the proposed contract will allow the City to continue to exceed performance standard goals as set forth in the CMOM and, most importantly, will allow the City to be proactive, rather than reactive, to potential sanitary sewer line issues; and

WHEREAS, on July 24, 2024, the City received the following bids for sewer inspection and cleaning services:

Contractor	Bid Amount
HK Solutions	**$293,017.28**
Metropolitan Environmental Services	$293,500.00
Insight Pipe	$421,800.00
Visu-Sewer	$473,400.00; and

WHEREAS, the lowest and best bid from HK Solutions comes in under the budgeted amount of $300,000.00; and

WHEREAS, it is therefore recommended that the City Manager be authorized to enter into contract with HK Solutions for sanitary sewer inspection and cleaning services.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Upper Arlington, Ohio:

SECTION 1. The City Manager is hereby authorized to enter into contract with HK Solutions for an amount not to exceed $293,017.28, for sanitary sewer inspection and cleaning services.

SECTION 2. The City Manager, Finance Director, and the City Attorney are hereby authorized to take all actions, including the execution of all documents or amendments necessary to enter into, implement, and administer the contract, that are not substantially inconsistent with this ordinance.

SECTION 3. This ordinance shall take effect immediately upon passage.

Authors:	Brent Lewis, Finance Department Director
Council Meeting Date:	August 26, 2024
Subject/Legislative Item:	Finance Director Report: June and July 2024
Purpose:	To keep the City Council informed about the City's financial status and assist them with the monitoring of the current year's budget.
Executive Summary:	As required by the City Council's adopted financial accounting and report policies, the Finance Director is presenting the June (second quarter) and July Finance Director Report. No legislative action is required.

Purpose and Impact

*** Reminder: The accompanying financial report is prepared using the "budgetary method". This means revenues equal amounts actually collected and expenditures equal amounts actually spent plus amounts that have been committed (encumbered) to date.***

<u>General Fund Overview</u>

The City's General Fund ended the second quarter of 2023 at $31.96 million, which is $2.8 million better than projected and $2.8 million less than the January 1st beginning balance. One of the biggest reasons for the reduced fund balance is the Council approved $8.1 million advance of funds related to the OSU tenant improvements at the Bob Crane Community Center. These funds will be reimbursed to the General Fund as the funds are spent and reimbursed by OSU.

On the revenue side, income tax (discussed further below) and investment earnings (other revenue) currently have the largest positive variances over projected amounts. In fact, the actual investment earnings have already exceeded the yearly projections ($1.5 million) by over $400,000. All other revenue items are at or near the projected points through the second quarter.

On the expenditure side, all departments are operating within their adopted (and amended) budgets with no notable variances to report at this time. The Finance Department along with all other City departments are currently reviewing all remaining budget amounts for consideration of any mid-year appropriation adjustments, if required, for planning needs during the second half of the year.

Income Tax Overview
The income tax revenues through the second quarter of 2023 were represented mainly by collections during December 2023 through May 2023. Income tax receipts grew from $10.4 million in the first quarter to $25.5 million in the second quarter. At this point in the year, income tax receipts are 3.97% greater than projections and 5.81% greater than our 2023 total at the same point.

Most years at this time, both the employee withholding and individual portions of the tax show above both projections and prior year totals, while the business net profits portion of the tax shows below the projected and prior year figures. While this pattern holds true for the withholding and business net profits portions, the individual (self-employment income, rental income, etc.) is trailing behind. There doesn't seem to be a specific reason why the individual amount is trailing behind, so Finance staff will continue to monitor this portion of the tax through the extension deadline (October 15) to see if it recovers. As always, the business net profits portion is the most difficult to project based on multiple industry and economic factors. Taxes applicable to employment levels are easier to project for immediate and future impacts.

Income tax receipts are allocated between the General Fund and the Capital Asset Management Fund. Through the second quarter, the City hs deposited $18.3 million of income tax receipts into the General Fund and $7.2 million into the Capital Asset Management Fund.

Other Funds and Notes

- For the quarter, the overall cash position decreased from approximately $183 million to $174.7 million. The primary reason for this decrease is spending existing funds on large capital-related equipment, CIP, and the community center.
- The General Fund contingency reserve is required to be 30% of the current year's General Fund operating budget. As of the end of the quarter, the required level of reserve to maintain is approximately $14.15 million. With a current balance of $31.85 million, this means the General Fund currently maintains approximately $17.8 million in excess of the required reserve amount. The excess amount will likely continue to *increase* throughout the year as tax revenues continue to come in, and large advances are repaid. The final projected excess included within the 2024 adopted budget was $24.1 million.
- The second half 2023 Semi-Annual Utility Bill was mailed to property owners in late June with a due date of July 28. Any unpaid balances and late penalties are subject to an upcoming filing with the Franklin County Auditor as a special assessment to be collected within next year's County property taxes.
- The Solid Waste Fund is currently showing a negative fund balance. This is due to a change in reporting expenditures (to be consistent with other funds reporting) and a majority of the second half bill being received in July.
- The budget hearings for the 2025-2026 have been set for the following dates: 11/18 - Overview and Capital Improvement; 12/2 - *Operating/Equipment/ Master List of Fees;* 12/9 - *Open items;* 12/16 - *Budget Adoption*

History
N/A

Alternatives
N/A

Attachments

1.	June 2024 Finance Director Report
2.	July 2024 Finance Director Report

Monthly Financial Report
As of June 2024

General Fund (101)

	Original Budget	Amended Budget	Projected To Date	Actual	Dollar Variance	Percentage Variance
Revenues and Other Sources						
Income Tax	$ 32,096,900	$ 33,317,200	$ 17,628,041	$ 18,329,784	$ 701,743	3.98%
Real & Personal Property Tax	8,863,000	9,977,100	5,468,363	5,468,363	-	0.00%
All Other Operating Revenues	9,238,970	9,394,070	5,197,259	6,351,758	1,154,499	22.21%
Transfers/Advances In	3,235,500	8,235,500	1,377,395	1,377,395	-	0.00%
Total Revenues and Other Sources	53,434,370	60,923,870	29,671,058	31,527,300	1,856,242	**6.26%**
Obligations:						
Police Division	11,714,300	11,714,300	6,374,246	6,374,152	94	0.00%
Fire Division	11,669,300	11,669,300	5,500,429	5,359,005	141,424	2.57%
Board of Health	388,600	388,600	386,579	386,579	-	0.00%
Parks and Recreation	5,834,500	5,834,500	3,196,146	3,081,490	114,656	3.59%
Community Development	1,531,000	1,531,000	1,001,500	890,923	110,577	11.04%
Public Service Administration	1,260,600	1,260,600	709,300	704,331	4,969	0.70%
Public Works	1,483,200	1,483,200	627,600	548,743	78,857	12.56%
City Manager	1,917,600	1,917,600	970,900	835,884	135,016	13.91%
City Attorney	934,200	934,200	458,250	400,366	57,884	12.63%
City Clerk	304,000	304,000	145,667	124,470	21,197	14.55%
City Council	150,800	150,800	91,108	88,481	2,627	2.88%
Finance	1,490,600	1,490,600	832,246	782,308	49,938	6.00%
Facilities Maintenance	3,068,400	3,068,400	1,095,025	922,421	172,604	15.76%
Information Technology	1,931,200	1,931,200	1,067,067	1,043,438	23,629	2.21%
General Administration	3,490,000	3,490,000	1,991,583	1,935,995	55,588	2.79%
Transfers/Advances Out	4,174,200	12,274,200	10,850,000	10,850,000	-	0.00%
Total Obligations	51,342,500	59,442,500	35,297,646	34,328,586	969,060	**2.75%**
Excess of Revenue and Other Sources over Obligations:	2,091,870	1,481,370	(5,626,588)	(2,801,286)		
Total Beginning Fund Balance	34,761,336	34,761,336	34,761,336	34,761,336		
Anticipated Appropriation Lapses	1,415,000	1,415,000	-	-		
Total Ending Fund Balance	**$ 38,268,206**	**$ 37,657,706**	**$ 29,134,748**	**$ 31,960,050**	**$ 2,825,302**	**9.70%**

Capital Asset Management Fund (102)

	Original Budget	Amended Budget	Projected To Date	Actual	Dollar Variance	Percentage Variance
Revenues and Other Sources						
Income Tax	$ 12,482,200	$ 12,956,700	$ 6,855,349	$ 7,126,717	$ 271,368	3.96%
Total Revenues and Other Sources	**12,482,200**	**12,956,700**	**6,855,349**	**7,126,717**	**271,368**	**3.96%**
Obligations						
Transfers/Advances Out	9,776,200	9,776,200	1,421,491	1,421,491	-	0.00%
Total Obligations	**9,776,200**	**9,776,200**	**1,421,491**	**1,421,491**	**-**	**0.00%**
Excess of Revenue and Other Sources over Obligations:	2,706,000	3,180,500	5,433,858	5,705,226		
Beginning Fund Balance	20,368,117	20,368,117	20,368,117	20,368,117		
Ending Fund Balance	**$ 23,074,117**	**$ 23,548,617**	**$ 25,801,975**	**$ 26,073,343**	**$ 271,368**	**1.05%**

Monthly Financial Report
As of June 2024

Capital Equipment Fund (106)

	Original Budget	Amended Budget	Projected To Date	Actual	Dollar Variance	Percentage Variance
Revenues and Other Sources						
Real & Personal Property Tax	$ 1,127,730	$ 1,279,960	$ 639,980	$ 695,804	$ 55,824	0.00%
Homestead & Rollbacks	150,270	170,140	85,070	85,030	(40)	0.00%
Transfers In	240,000	240,000	-	-	-	0.00%
Total Revenues and Other Sources	**1,518,000**	**1,690,100**	**725,050**	**780,834**	**55,784**	**0.00%**
Obligations						
Capital Equipment	1,311,900	1,311,900	997,964	997,964	-	0.00%
Total Obligations	**1,311,900**	**1,311,900**	**997,964**	**997,964**	**-**	**0.00%**
Excess of Revenue and Other Sources over Obligations:	206,100	378,200	(272,914)	(217,130)		
Beginning Fund Balance	867,861	867,861	867,861	867,861		
Ending Fund Balance	**$ 1,073,961**	**$ 1,246,061**	**$ 594,947**	**$ 650,731**	**$ 55,784**	**9.38%**

Street Maintenance and Repair Fund (207)

	Original Budget	Amended Budget	Projected To Date	Actual	Dollar Variance	Percentage Variance
Revenues and Other Sources						
Gasoline Taxes	$ 1,800,000	$ 1,800,000	$ 905,657	$ 894,159	$ (11,498)	-1.27%
Motor Vehicle License Taxes	450,000	450,000	211,344	234,719	23,375	11.06%
All Other Operating Revenues	23,000	23,000	15,000	34,805	19,805	132.03%
Total Revenues and Other Sources	**2,273,000**	**2,273,000**	**1,132,001**	**1,163,683**	**31,682**	**2.80%**
Obligations						
Public Service Administration	883,000	883,000	423,104	367,779	55,325	13.08%
Public Works	1,463,700	1,463,700	763,863	749,356	14,507	1.90%
Total Obligations	**2,346,700**	**2,346,700**	**1,186,967**	**1,117,135**	**69,832**	**5.88%**
Excess of Revenue and Other Sources over Obligations:	(73,700)	(73,700)	(54,966)	46,548		
Beginning Fund Balance	1,654,072	1,654,072	1,654,072	1,654,072		
Ending Fund Balance	**$ 1,580,372**	**$ 1,580,372**	**$ 1,599,106**	**$ 1,700,620**	**$ 101,514**	**6.35%**

Bonded Improvement Fund (402)

	Original Budget	Amended Budget	Projected To Date	Actual	Dollar Variance	Percentage Variance
Revenues and Other Sources						
All Other Operating Revenues	600,000	600,000	600,000	1,811,868	1,211,868	201.98%
Total Revenues and Other Sources	**600,000**	**600,000**	**600,000**	**1,811,868**	**1,211,868**	**201.98%**
Obligations						
Capital Improvements - CIP	13,605,700	13,605,700	13,251,222	13,251,222	-	0.00%
Total Obligations	**13,605,700**	**13,605,700**	**13,251,222**	**13,251,222**	**-**	**0.00%**
Excess of Revenue and Other Sources over Obligations:	(13,005,700)	(13,005,700)	(12,651,222)	(11,439,354)		
Beginning Fund Balance	18,241,845	18,241,845	18,241,845	18,241,845		
Ending Fund Balance	**$ 5,236,145**	**$ 5,236,145**	**$ 5,590,623**	**$ 6,802,491**	**$ 1,211,868**	**21.68%**

Monthly Financial Report
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Infrastructure Improvement Fund (404)

	Original Budget	Amended Budget	Projected To Date	Actual	Dollar Variance	Percentage Variance
Revenues and Other Sources						
All Other Operating Revenues	$ 7,937,000	$ 7,937,000	$ 925,983	$ 752,374	$ (173,609)	-18.75%
Transfers/Advances In	3,250,000	11,350,000	9,350,000	9,350,000	-	0.00%
Total Revenues and Other Sources	11,187,000	19,287,000	10,275,983	10,102,374	(173,609)	**-1.69%**
Obligations						
Capital Improvements - CIP	12,308,400	20,408,400	18,089,131	18,089,131	-	0.00%
Capital Improvements - Community Center/Office	2,800,000	2,800,000	2,901,463	2,901,463	-	0.00%
Transfers/Advances Out	-	5,000,000	-	-	-	
Total Obligations	**15,108,400**	**23,208,400**	**20,990,594**	**20,990,594**	**-**	**0.00%**
Excess of Revenue and Other Sources over Obligations:	(3,921,400)	(3,921,400)	(10,714,611)	(10,888,220)		
Beginning Fund Balance	11,601,775	11,601,775	11,601,775	11,601,775		
Ending Fund Balance	**$ 7,680,375**	**$ 7,680,375**	**$ 887,164**	**$ 713,555**	**$ (173,609)**	**-19.57%**

Solid Waste Management Fund (710)

	Original Budget	Amended Budget	Projected To Date	Actual	Dollar Variance	Percentage Variance
Revenues and Other Sources						
Charges for Services	$ 3,800,000	$ 3,800,000	$ 2,081,078	$ 1,991,690	$ (89,388)	-4.30%
All Other Operating Revenues	151,250	151,250	70,216	83,297	13,081	18.63%
Total Revenues and other sources	**3,951,250**	**3,951,250**	**2,151,294**	**2,074,987**	**(76,307)**	**-3.55%**
Obligations						
Public Works	4,112,200	4,112,200	3,988,834	3,964,649	24,185	0.61%
Total Obligations	**4,112,200**	**4,112,200**	**3,988,834**	**3,964,649**	**24,185**	**0.61%**
Excess of Revenue and Other Sources over Obligations:	(160,950)	(160,950)	(1,837,540)	(1,889,662)		
Beginning Fund Balance	1,449,715	1,449,715	1,449,715	1,449,715		
Ending Fund Balance	**$ 1,288,765**	**$ 1,288,765**	**$ (387,825)**	**$ (439,947)**	**$ (52,122)**	**13.44%**

Water Surcharge Fund (720)

	Original Budget	Amended Budget	Projected To Date	Actual	Dollar Variance	Percentage Variance
Revenues and Other Sources						
Charges for Services	$ 792,000	$ 792,000	$ 345,739	$ 393,327	$ 47,588	13.76%
Total Revenues and other sources	**792,000**	**792,000**	**345,739**	**393,327**	**47,588**	**13.76%**
Obligations						
Public Works	442,300	442,300	187,433	150,040	37,393	19.95%
Capital Improvements	452,000	498,000	497,805	497,805	-	0.00%
Transfers Out (including intra-city services)	100,000	100,000	17,871	17,871	-	0.00%
Total Obligations	**994,300**	**1,040,300**	**703,109**	**665,716**	**37,393**	**5.32%**
Excess of Revenue and Other Sources over Obligations:	(202,300)	(248,300)	(357,370)	(272,389)		
Beginning Fund Balance	1,771,114	1,771,114	1,771,114	1,771,114	-	
Ending Fund Balance	**$ 1,568,814**	**$ 1,522,814**	**$ 1,413,744**	**$ 1,498,725**	**$ 84,981**	**6.01%**

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Sanitary Sewer Surcharge Fund (730)

		Original Budget		Amended Budget		Projected To Date		Actual		Dollar Variance	Percentage Variance
Revenues and Other Sources											
Charges for Services	$	1,175,000	$	1,175,000	$	559,607	$	656,659	$	97,052	17.34%
All Other Operating Revenues		1,500		1,500		1,581		1,581		-	0.00%
Total Revenue		**1,176,500**		**1,176,500**		**561,188**		**658,240**		**97,052**	**17.29%**
Obligations											
Public Works		934,700		934,700		428,404		384,404		44,000	10.27%
Capital Improvements		630,000		630,000		407,603		407,603		-	0.00%
Capital Equipment		347,500		347,500		324,365		324,365		-	0.00%
Transfers Out (including intra-city services)		27,600		27,600		15,804		15,804		-	0.00%
Total Obligations		**1,939,800**		**1,939,800**		**1,176,176**		**1,132,176**		**44,000**	**3.74%**
Excess of Revenue and Other Sources over Obligations:		(763,300)		(763,300)		(614,988)		(473,936)			
Beginning Fund Balance (**)		3,007,693		3,007,693		3,007,693		3,007,693			
Ending Fund Balance	**$**	**2,244,393**	**$**	**2,244,393**	**$**	**2,392,705**	**$**	**2,533,757**	**$**	**141,052**	**5.90%**

Stormwater Management Fund (740)

		Original Budget		Amended Budget		Projected To Date		Actual		Dollar Variance	Percentage Variance
Revenues and Other Sources											
Charges for Services	$	753,000	$	753,000	$	398,742	$	391,255	$	(7,487)	-1.88%
Investment Earnings		40,000		40,000		40,000		52,568		12,568	31.42%
Miscellaneous income		-		-		-		175		175	100.00%
Total Revenues and other sources		**793,000**		**793,000**		**438,742**		**443,998**		**5,256**	**1.20%**
Obligations											
Public Works		719,400		719,400		333,527		327,291		6,236	1.87%
Capital Equipment		287,500		287,500		267,709		267,709		-	0.00%
Transfers Out (including intra-city services)		77,700		77,700		15,478		15,478		-	0.00%
Total Obligations		**1,084,600**		**1,084,600**		**616,714**		**610,478**		**6,236**	**1.01%**
Excess of Revenue and Other Sources over Obligations:		(291,600)		(291,600)		(177,972)		(166,480)			
Beginning Fund Balance (**)		2,565,637		2,565,637		2,565,637		2,565,637			
Ending Fund Balance	**$**	**2,274,037**	**$**	**2,274,037**	**$**	**2,387,665**	**$**	**2,399,157**	**$**	**11,492**	**0.48%**

Swimming Pool Fund (750)

		Original Budget		Amended Budget		Projected To Date		Actual		Dollar Variance	Percentage Variance
Revenues and Other Sources											
Charges for Services	$	1,013,800	$	1,013,800	$	810,340	$	805,027	$	(5,313)	-0.66%
Total Revenues and other sources		**1,013,800**		**1,013,800**		**810,340**		**805,027**		**(5,313)**	**-0.66%**
Obligations											
Parks and Recreation		1,054,700		1,054,700		472,485		462,892		9,593	2.03%
Total Obligations		**1,054,700**		**1,054,700**		**472,485**		**462,892**		**9,593**	**2.03%**
Excess of Revenue and Other Sources over Obligations:		(40,900)		(40,900)		337,855		342,135			
Beginning Fund Balance		344,087		344,087		344,087		344,087			
Ending Fund Balance	**$**	**303,187**	**$**	**303,187**	**$**	**681,942**	**$**	**686,222**	**$**	**4,280**	**0.63%**

Monthly Financial Report
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Statement of Receipts and Disbursements (cash basis rounding)

Fund	Beginning Balance	Year to Date & Transfer In	Year to Date & Transfer Out	Ending Balance	Percentage Change
General	$ 37,085,663	$ 31,527,300	$ 33,517,313	$ 35,095,650	-5.4%
Capital Asset Management	20,368,117	7,126,717	1,421,491	26,073,343	28.0%
Police Pension	1,167,500	468,500	258,537	1,377,463	18.0%
Fire Pension	1,167,500	468,500	258,537	1,377,463	18.0%
Self Insurance	1,003,601	65,632	14,876	1,054,357	5.1%
Capital Equipment	2,129,559	780,834	1,418,749	1,491,644	-30.0%
Police & Fire Pension	1,736,091	794,878	860,321	1,670,648	-3.8%
Technology Fund	530,105	52,067	315,562	266,610	-49.7%
Tax Incentive Review Fund	1,270	-	-	1,270	0.0%
Street Maintenance and Repair Fund	1,795,847	1,163,683	1,151,990	1,807,540	0.7%
EMS Billing Fund	701,619	1,622,178	118,187	2,205,610	214.4%
Law Enforcement	453,163	173,751	121,725	505,189	11.5%
Tree Planting Fund	49,640	36,040	-	85,680	72.6%
Enforcement Education	20,849	395	154	21,090	1.2%
Mayor's Court Computer	40,010	3,347	-	43,357	8.4%
Mayor's Court Special Project	156,791	11,140	-	167,931	7.1%
Local Fiscal Recovery Fund	2,450,228	-	-	2,450,228	0.0%
OneOhio Opioid Fund	53,506	3,815	4,251	53,070	-0.8%
Economic Development	1,860,151	-	5,300	1,854,851	-0.3%
Arlington Centre TIF Fund	142,294	12,462	141	154,615	8.7%
Tremont Road TIF Fund	15,415	-	-	15,415	0.0%
Lane Avenue Mixed Use TIF Fund	638,001	728,213	391,855	974,359	52.7%
Lane Avenue TIF Fund	443,876	46,977	530	490,323	10.5%
Arlington Crossing TIF Fund	1,359,099	72,514	1,313	1,430,300	5.2%
Horizon TIF Fund	1,331,468	261,927	6,155	1,587,240	19.2%
Kingsdale West TIF Fund	439,920	40,046	452	479,514	9.0%
Kingsdale CORE TIF Fund	823,957	515,875	335,075	1,004,757	21.9%
Civil Service	72,800	-	8,840	63,960	-12.1%
Riverside North TIF Fund	18,976	1,399	16	20,359	7.3%
Riverside South TIF Fund	281,445	21,704	245	302,904	7.6%
W. Lane Northwest TIF Fund	17,157	-	-	17,157	0.0%
Lane II TIF Fund	1,188,865	645,335	453,448	1,380,752	16.1%
Kingsdale Center TIF Fund	756,632	542,956	1,209,970	89,618	-88.2%
Gateway TIF Fund	21,561	221,663	90	243,134	1027.7%
Neighborhood Lighting Utility	282,103	37,958	18,495	301,566	6.9%
Clerk of Courts Fund	20,135	3,348	4,435	19,048	-5.4%
UA Visitor's Bureau Fund	531,953	60,567	-	592,520	11.4%
General Bond Retirement	2,605,287	2,442,311	4,297,408	750,190	-71.2%
Bonded Improvements	65,561,099	1,811,868	29,539,160	37,833,807	-42.3%
Infrastructure Improvement Fund	24,655,170	10,102,374	3,282,960	31,474,584	27.7%
Estate Tax Fund	25,373	-	22,761	2,612	-89.7%
Community Fiber Optic Fund	345,281	195,516	81,925	458,872	32.9%
Employee Benefit	1,434,410	2,841,536	2,730,925	1,545,021	7.7%
BWC Administration Fund	1,216,593	166,799	124,563	1,258,829	3.5%
Solid Waste Management	1,793,773	2,074,987	1,977,044	1,891,716	5.5%
Water Surcharge	1,896,891	393,327	174,516	2,115,702	11.5%
Sanitary Sewer Surcharge	3,065,235	658,240	483,001	3,240,474	5.7%
Stormwater Management	3,295,610	443,998	568,410	3,171,198	-3.8%
UA Swimming Pools	363,048	805,027	408,169	759,906	109.3%
Unclaimed Funds	7,814	201	-	8,015	2.6%
Revolving Fund	39,331	647,425	544,181	142,575	262.5%
Construction Withholding	2,091,712	2,148,427	1,574,281	2,665,858	27.4%
Payroll Clearing Fund	557,720	19,139,162	19,111,480	585,402	5.0%
Totals (ROUNDED)	**$ 190,111,214**	**$ 91,382,920**	**$ 106,818,838**	**$ 174,675,296**	***ROUNDED TOTALS***

Monthly Financial Report
As of June 2024

Income Tax Comparisons

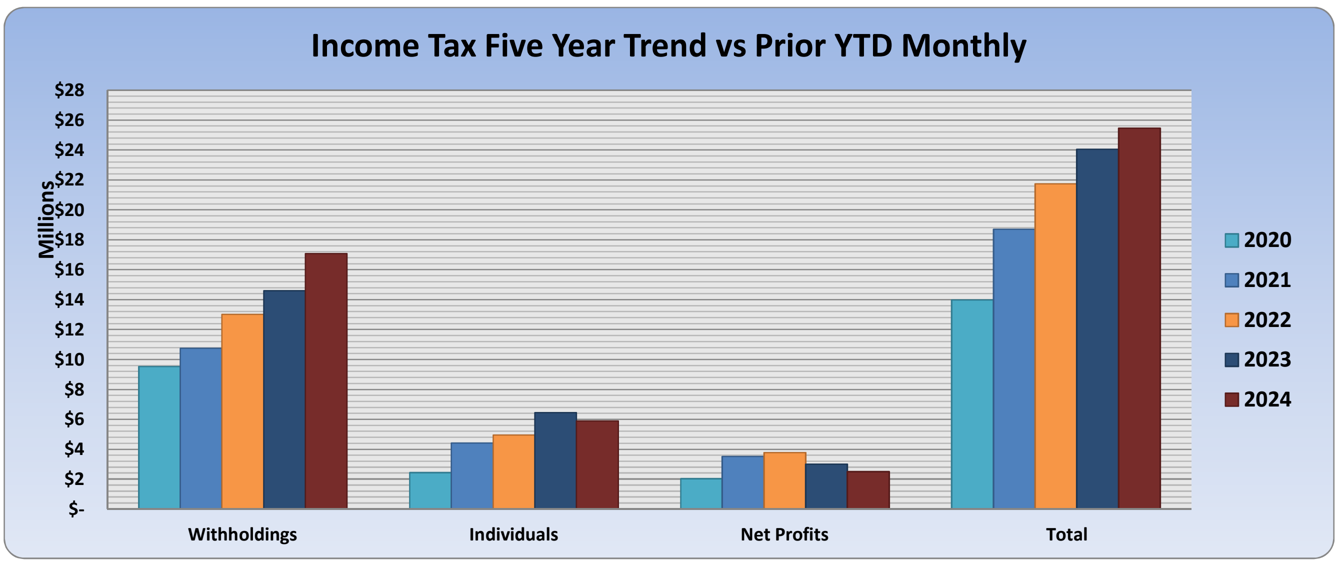
	Projections	Year to date	Difference	% Difference
Withholdings	$ 14,561,284	$ 17,071,708	$ 2,510,424	17.24%
Individuals	6,007,333	5,888,321	(119,012)	-1.98%
Net Profits	3,914,773	2,496,472	(1,418,301)	-36.23%
Total	$ 24,483,390	$ 25,456,501	$ 973,111	3.97%

Income Tax Five Year Comparison

	2020	2021	2022	2023	2024
Withholdings	$ 9,523,076	$ 10,748,707	$ 13,021,471	$ 14,592,027	$ 17,071,708
Individuals	2,430,212	4,419,519	4,947,659	6,459,347	5,888,321
Net Profits	2,020,568	3,526,147	3,780,968	3,006,491	2,496,472
Total	$ 13,973,856	$ 18,694,373	$ 21,750,098	$ 24,057,865	$ 25,456,501

Percentage Increase (Decrease) From Prior Year

	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
Withholdings	8.35%	12.87%	21.14%	12.06%	16.99%
Individuals	-49.08%	81.86%	11.95%	30.55%	-8.84%
Net Profits	-2.31%	74.51%	7.23%	-20.48%	-16.96%
Total	-10.60%	33.78%	16.35%	10.61%	**5.81%**



Interest & Investment Income
Jun-24

General Investments	Beginning Balance	Purchased	Matured/Sold	Deposited/Withdrawn	Investment Acct.	Ending Balance
Municipal Securities	1,929,046.00					$ 1,929,046.00
Corporate / General Investments	11,760,691.18					$ 11,760,691.18
Federal Agency	47,244,465.77	1,434,444.00				$ 48,678,909.77
United States Treas NTS	14,258,954.12					$ 14,258,954.12
Total Bonds	$ 75,193,157.07	$ 1,434,444.00	$ -	$ -	$ -	$ 76,627,601.07
Short Term Fixed Maturity Commercial Paper	6,813,937.88		(1,291,401.97)			$ 5,522,535.91
Other Assets (Savings Cert - Market Traded)	$ 2,948,656.80					$ 2,948,656.80
Bond and Investments:						
2022						
Federal Agency	4,237,677.33		(595,261.80)			$ 3,642,415.53
Corporate / General Investments	1,057,111.00					$ 1,057,111.00
Short Term Fixed Maturity Commercial Paper	-					$ -
United States Treas NTS	225,787.50					$ 225,787.50
Community Center						
Federal Agency	10,112,355.24		(2,391,806.34)			$ 7,720,548.90
US Government Bonds	3,067,415.82					$ 3,067,415.82
Total Bonds & Investments	$ 103,656,098.64	$ 1,434,444.00	$ (4,278,470.11)	$ -	$ -	$ 100,812,072.53
Money Markets:						
General	133,130.30	(1,434,444.00)	1,291,401.97		122,264.55	$ 112,352.82
Community Center	885,279.19		2,501,000.00	(2,501,000.00)	15,782.40	$ 901,061.59
Bond 2020 & 2022	589,163.20		595,000.00	(595,000.00)	23,528.96	$ 612,692.16
Total Money Markets	$ 1,607,572.69	$ (1,434,444.00)	$ 4,387,401.97	$ (3,096,000.00)	$ 161,575.91	$ 1,626,106.57
Star Ohio:						
General Investment	41,133,931.63			(1,755,651.69)	179,271.27	$ 39,557,551.21
Bond Proceeds	13,843,386.17			39,145.76	62,874.60	$ 13,945,406.53
Federal ARPA (Gen. Inv.)	2,306,664.05			(10,631.37)	10,298.83	$ 2,306,331.51
Gateway	992,154.85				4,433.88	$ 996,588.73
Kingsdale	224,867.10			(1,050.74)	1,003.98	$ 224,820.34
Community Center	8,249,981.63			(679,273.76)	44,450.14	$ 7,615,158.01
Office (Comm. Center)	5,866,080.03			(496,538.20)	25,769.78	$ 5,395,311.61
Total STAR Ohio	$ 72,617,065.46	$ -	$ -	$ (2,904,000.00)	$ 328,102.48	$ 70,041,167.94
Total Investments	$ 177,880,736.79	$ -	$ 108,931.86	$ (6,000,000.00)	$ 489,678.39	$ 172,479,347.04
NW Huntington Bank	$ 6,572,257.59					$ 2,195,954.58
Total Cash & Investments	$ 184,452,994.38					$ 174,675,301.62

ITEMS PURCHASED BETWEEN $25,000 & $150,000 JUNE 2024

DATE	VENDOR	DESCRIPTION	AMOUNT
6/5/24	AP Triton	Strategic Planning for Fire	$29,860.00
6/6/24	Esports Foundry	Community Center Esports Licensing	$79,000.00
6/10/24	SHI (MBE)	UPS Equipment for IT	$29,948.26
6/11/24	The EDGE Group	Fancyburg Park Design Services	$74,000.00
6/12/24	RedTree Investment Group	Investment Advisory Services	$28,380.00
6/13/24	Carpenter Marty Transportation	2024 Bridge Inspections	$38,152.88
6/19/24	Mr. B's Cleaning Services (MBE)	Custodial Services for City Buildings	$108,000.00
6/20/24	Century Equipment	2024 Toro Outcross	*$40,074.43

*Outcross 9060 ($96,943.86) Trade-in ($-56,869.43) = $40,074.43

QUALITY BASED SELECTION CONSULTANTS – JUNE 2024

DATE	VENDOR	DESCRIPTION	AMOUNT
6/25/24	MSA	Devon Pool Toddler Features Design	$143,000.00

NOTIFICATION OF CHANGE ORDERS: NON-CONSTRUCTION, CITY MANAGER APPROVAL JUNE 2024

DATE	VENDOR	DESCRIPTION	CHANGE ORDER AMOUNT	New Total
None				

GRANTS JUNE 2024

DATE	ORGANIZATION	DESCRIPTION	AMOUNT
None			

6/5/24

The City hosted an MBE, WBE & EDGE Certification Program for small businesses. The Minority Business Assistance Center conducted training and facilitated one-on-one sessions that instructed the businesses on how to get State certified.

Monthly Financial Report
As of July 2024

General Fund (101)

	Original Budget	Amended Budget	Projected To Date	Actual	Dollar Variance	Percentage Variance
Revenues and Other Sources						
Income Tax	$ 32,096,900	$ 33,317,200	$ 20,865,101	$ 21,533,432	$ 668,331	3.20%
Real & Personal Property Tax	8,863,000	9,977,100	5,468,363	5,468,363	-	0.00%
All Other Operating Revenues	9,238,970	9,394,070	6,049,951	7,424,412	1,374,461	22.72%
Transfers/Advances In	3,235,500	8,235,500	1,377,395	1,377,395	-	0.00%
Total Revenues and Other Sources	53,434,370	60,923,870	33,760,810	35,803,602	2,042,792	**6.05%**
Obligations:						
Police Division	11,714,300	11,714,300	7,094,390	7,066,595	27,795	0.39%
Fire Division	11,669,300	11,669,300	6,459,871	6,192,892	266,979	4.13%
Board of Health	388,600	388,600	386,579	386,579	-	0.00%
Parks and Recreation	5,834,500	5,834,500	3,628,354	3,554,181	74,173	2.04%
Community Development	1,531,000	1,531,000	1,119,083	972,458	146,625	13.10%
Public Service Administration	1,260,600	1,260,600	774,350	764,324	10,026	1.29%
Public Works	1,483,200	1,483,200	679,800	622,821	56,979	8.38%
City Manager	1,917,600	1,917,600	1,039,800	946,139	93,661	9.01%
City Attorney	934,200	934,200	498,100	449,745	48,355	9.71%
City Clerk	304,000	304,000	164,667	143,596	21,071	12.80%
City Council	150,800	150,800	103,675	101,682	1,993	1.92%
Finance	1,490,600	1,490,600	936,463	872,139	64,324	6.87%
Facilities Maintenance	3,068,400	3,068,400	1,315,800	1,106,304	209,496	15.92%
Information Technology	1,931,200	1,931,200	1,147,533	1,134,460	13,073	1.14%
General Administration	3,490,000	3,490,000	2,115,000	2,037,361	77,639	3.67%
Transfers/Advances Out	4,174,200	12,274,200	10,850,000	10,850,000	-	0.00%
Total Obligations	51,342,500	59,442,500	38,313,465	37,201,276	1,112,189	**2.90%**
Excess of Revenue and Other Sources over Obligations:	2,091,870	1,481,370	(4,552,655)	(1,397,674)		
Total Beginning Fund Balance	34,761,336	34,761,336	34,761,336	34,761,336		
Anticipated Appropriation Lapses	1,415,000	1,415,000	-	-		
Total Ending Fund Balance	**$ 38,268,206**	**$ 37,657,706**	**$ 30,208,681**	**$ 33,363,662**	**$ 3,154,981**	**10.44%**

Capital Asset Management Fund (102)

	Original Budget	Amended Budget	Projected To Date	Actual	Dollar Variance	Percentage Variance
Revenues and Other Sources						
Income Tax	$ 12,482,200	$ 12,956,700	$ 8,114,206	$ 8,372,360	$ 258,154	3.18%
Total Revenues and Other Sources	**12,482,200**	**12,956,700**	**8,114,206**	**8,372,360**	**258,154**	**3.18%**
Obligations						
Transfers/Advances Out	9,776,200	9,776,200	1,421,491	1,421,491	-	0.00%
Total Obligations	**9,776,200**	**9,776,200**	**1,421,491**	**1,421,491**	**-**	**0.00%**
Excess of Revenue and Other Sources over Obligations:	2,706,000	3,180,500	6,692,715	6,950,869		
Beginning Fund Balance	20,368,117	20,368,117	20,368,117	20,368,117		
Ending Fund Balance	**$ 23,074,117**	**$ 23,548,617**	**$ 27,060,832**	**$ 27,318,986**	**$ 258,154**	**0.95%**

Monthly Financial Report
As of July 2024

Capital Equipment Fund (106)

	Original Budget	Amended Budget	Projected To Date	Actual	Dollar Variance	Percentage Variance
Revenues and Other Sources						
Real & Personal Property Tax	$ 1,127,730	$ 1,279,960	$ 639,980	$ 695,804	$ 55,824	0.00%
Homestead & Rollbacks	150,270	170,140	85,070	85,030	(40)	0.00%
Transfers In	240,000	240,000	-	-	-	0.00%
Total Revenues and Other Sources	**1,518,000**	**1,690,100**	**735,050**	**790,834**	**55,784**	**0.00%**
Obligations						
Capital Equipment	1,311,900	1,311,900	1,060,744	1,060,744	-	0.00%
Total Obligations	**1,311,900**	**1,311,900**	**1,060,744**	**1,060,744**	**-**	**0.00%**
Excess of Revenue and Other Sources over Obligations:	206,100	378,200	(325,694)	(269,910)		
Beginning Fund Balance	867,861	867,861	867,861	867,861		
Ending Fund Balance	**$ 1,073,961**	**$ 1,246,061**	**$ 542,167**	**$ 597,951**	**$ 55,784**	**10.29%**

Street Maintenance and Repair Fund (207)

	Original Budget	Amended Budget	Projected To Date	Actual	Dollar Variance	Percentage Variance
Revenues and Other Sources						
Gasoline Taxes	$ 1,800,000	$ 1,800,000	$ 1,065,217	$ 1,047,652	$ (17,565)	-1.65%
Motor Vehicle License Taxes	450,000	450,000	247,607	273,120	25,513	10.30%
All Other Operating Revenues	23,000	23,000	13,522	41,201	27,679	204.70%
Total Revenues and Other Sources	**2,273,000**	**2,273,000**	**1,326,346**	**1,361,973**	**35,627**	**2.69%**
Obligations						
Public Service Administration	883,000	883,000	459,896	427,933	31,963	6.95%
Public Works	1,463,700	1,463,700	928,825	897,455	31,370	3.38%
Total Obligations	**2,346,700**	**2,346,700**	**1,388,721**	**1,325,388**	**63,333**	**4.56%**
Excess of Revenue and Other Sources over Obligations:	(73,700)	(73,700)	(62,375)	36,585		
Beginning Fund Balance	1,654,072	1,654,072	1,654,072	1,654,072		
Ending Fund Balance	**$ 1,580,372**	**$ 1,580,372**	**$ 1,591,697**	**$ 1,690,657**	**$ 98,960**	**6.22%**

Bonded Improvement Fund (402)

	Original Budget	Amended Budget	Projected To Date	Actual	Dollar Variance	Percentage Variance
Revenues and Other Sources						
All Other Operating Revenues	600,000	600,000	600,000	2,055,953	1,455,953	242.66%
Total Revenues and Other Sources	**600,000**	**600,000**	**600,000**	**2,055,953**	**1,455,953**	**242.66%**
Obligations						
Capital Improvements - CIP	13,605,700	13,605,700	13,373,878	13,373,878	-	0.00%
Total Obligations	**13,605,700**	**13,605,700**	**13,373,878**	**13,373,878**	**-**	**0.00%**
Excess of Revenue and Other Sources over Obligations:	(13,005,700)	(13,005,700)	(12,773,878)	(11,317,925)		
Beginning Fund Balance	18,241,845	18,241,845	18,241,845	18,241,845		
Ending Fund Balance	**$ 5,236,145**	**$ 5,236,145**	**$ 5,467,967**	**$ 6,923,920**	**$ 1,455,953**	**26.63%**

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Infrastructure Improvement Fund (404)

	Original Budget	Amended Budget	Projected To Date	Actual	Dollar Variance	Percentage Variance
Revenues and Other Sources						
All Other Operating Revenues	$ 7,937,000	$ 7,937,000	$ 1,322,833	$ 1,378,343	$ 55,510	4.20%
Transfers/Advances In	3,250,000	11,350,000	9,350,000	9,350,000	-	0.00%
Total Revenues and Other Sources	11,187,000	19,287,000	10,672,833	10,728,343	55,510	**0.52%**
Obligations						
Capital Improvements - CIP	12,308,400	20,408,400	18,481,225	18,481,225	-	0.00%
Capital Improvements - Community Center/Office	2,800,000	2,800,000	2,800,000	2,800,000	-	0.00%
Transfers/Advances Out	-	5,000,000	-	-	-	
Total Obligations	**15,108,400**	**23,208,400**	**21,281,225**	**21,281,225**	**-**	**0.00%**
Excess of Revenue and Other Sources over Obligations:	(3,921,400)	(3,921,400)	(10,608,392)	(10,552,882)		
Beginning Fund Balance	11,601,775	11,601,775	11,601,775	11,601,775		
Ending Fund Balance	**$ 7,680,375**	**$ 7,680,375**	**$ 993,383**	**$ 1,048,893**	**$ 55,510**	**5.59%**

Solid Waste Management Fund (710)

	Original Budget	Amended Budget	Projected To Date	Actual	Dollar Variance	Percentage Variance
Revenues and Other Sources						
Charges for Services	$ 3,800,000	$ 3,800,000	$ 3,517,920	$ 3,571,102	$ 53,182	1.51%
All Other Operating Revenues	151,250	151,250	79,434	100,633	21,199	26.69%
Total Revenues and other sources	**3,951,250**	**3,951,250**	**3,597,354**	**3,671,735**	**74,381**	**2.07%**
Obligations						
Public Works	4,112,200	4,112,200	3,999,115	3,969,418	29,697	0.74%
Total Obligations	**4,112,200**	**4,112,200**	**3,999,115**	**3,969,418**	**29,697**	**0.74%**
Excess of Revenue and Other Sources over Obligations:	(160,950)	(160,950)	(401,761)	(297,683)		
Beginning Fund Balance	1,449,715	1,449,715	1,449,715	1,449,715		
Ending Fund Balance	**$ 1,288,765**	**$ 1,288,765**	**$ 1,047,955**	**$ 1,152,032**	**$ 104,078**	**9.93%**

Water Surcharge Fund (720)

	Original Budget	Amended Budget	Projected To Date	Actual	Dollar Variance	Percentage Variance
Revenues and Other Sources						
Charges for Services	$ 792,000	$ 792,000	$ 377,186	$ 433,789	$ 56,603	15.01%
Total Revenues and other sources	**792,000**	**792,000**	**377,186**	**433,789**	**56,603**	**15.01%**
Obligations						
Public Works	442,300	442,300	184,292	165,555	18,737	10.17%
Capital Improvements	452,000	498,000	497,805	497,805	-	0.00%
Transfers Out (including intra-city services)	100,000	100,000	18,545	18,545	-	0.00%
Total Obligations	**994,300**	**1,040,300**	**700,642**	**681,905**	**18,737**	**2.67%**
Excess of Revenue and Other Sources over Obligations:	(202,300)	(248,300)	(323,456)	(248,116)		
Beginning Fund Balance	1,771,114	1,771,114	1,771,114	1,771,114	-	
Ending Fund Balance	**$ 1,568,814**	**$ 1,522,814**	**$ 1,447,658**	**$ 1,522,998**	**$ 75,340**	**5.20%**

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Sanitary Sewer Surcharge Fund (730)

	Original Budget	Amended Budget	Projected To Date	Actual	Dollar Variance	Percentage Variance
Revenues and Other Sources						
Charges for Services	$ 1,175,000	$ 1,175,000	$ 610,074	$ 727,036	$ 116,962	19.17%
All Other Operating Revenues	1,500	1,500	1,581	1,581	-	0.00%
Total Revenue	**1,176,500**	**1,176,500**	**611,655**	**728,617**	**116,962**	**19.12%**
Obligations						
Public Works	934,700	934,700	473,404	437,952	35,452	7.49%
Capital Improvements	630,000	630,000	407,603	407,603	-	0.00%
Capital Equipment	347,500	347,500	324,365	324,365	-	0.00%
Transfers Out (including intra-city services)	27,600	27,600	16,420	16,420	-	0.00%
Total Obligations	**1,939,800**	**1,939,800**	**1,221,792**	**1,186,340**	**35,452**	**2.90%**
Excess of Revenue and Other Sources over Obligations:	(763,300)	(763,300)	(610,137)	(457,723)		
Beginning Fund Balance (**)	3,007,693	3,007,693	3,007,693	3,007,693		
Ending Fund Balance	**$ 2,244,393**	**$ 2,244,393**	**$ 2,397,556**	**$ 2,549,970**	**$ 152,414**	**6.36%**

Stormwater Management Fund (740)

	Original Budget	Amended Budget	Projected To Date	Actual	Dollar Variance	Percentage Variance
Revenues and Other Sources						
Charges for Services	$ 753,000	$ 753,000	$ 693,507	$ 700,606	$ 7,099	1.02%
Investment Earnings	40,000	40,000	40,000	63,749	23,749	59.37%
Miscellaneous income	-	-	-	7,058	7,058	100.00%
Total Revenues and other sources	**793,000**	**793,000**	**733,507**	**771,413**	**37,906**	**5.17%**
Obligations						
Public Works	719,400	719,400	424,688	411,592	13,096	3.08%
Capital Equipment	287,500	287,500	267,709	267,709	-	0.00%
Transfers Out (including intra-city services)	77,700	77,700	15,478	15,478	-	0.00%
Total Obligations	**1,084,600**	**1,084,600**	**707,875**	**694,779**	**13,096**	**1.85%**
Excess of Revenue and Other Sources over Obligations:	(291,600)	(291,600)	25,632	76,634		
Beginning Fund Balance (**)	2,565,637	2,565,637	2,565,637	2,565,637		
Ending Fund Balance	**$ 2,274,037**	**$ 2,274,037**	**$ 2,591,269**	**$ 2,642,271**	**$ 51,002**	**1.97%**

Swimming Pool Fund (750)

	Original Budget	Amended Budget	Projected To Date	Actual	Dollar Variance	Percentage Variance
Revenues and Other Sources						
Charges for Services	$ 1,013,800	$ 1,013,800	$ 939,145	$ 930,507	$ (8,638)	-0.92%
Total Revenues and other sources	**1,013,800**	**1,013,800**	**939,145**	**930,507**	**(8,638)**	**-0.92%**
Obligations						
Parks and Recreation	1,054,700	1,054,700	716,160	674,304	41,856	5.84%
Total Obligations	**1,054,700**	**1,054,700**	**716,160**	**674,304**	**41,856**	**5.84%**
Excess of Revenue and Other Sources over Obligations:	(40,900)	(40,900)	222,985	256,203		
Beginning Fund Balance	344,087	344,087	344,087	344,087		
Ending Fund Balance	**$ 303,187**	**$ 303,187**	**$ 567,072**	**$ 600,290**	**$ 33,218**	**5.86%**

Monthly Financial Report
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Statement of Receipts and Disbursements (cash basis rounding)

Fund	Beginning Balance	Year to Date & Transfer In	Year to Date & Transfer Out	Ending Balance	Percentage Change
General	$ 37,085,663	$ 35,803,602	$ 36,490,001	$ 36,399,264	-1.9%
Capital Asset Management	20,368,117	8,372,360	1,421,491	27,318,986	34.1%
Police Pension	1,167,500	468,500	258,537	1,377,463	18.0%
Fire Pension	1,167,500	468,500	258,537	1,377,463	18.0%
Self Insurance	1,003,601	78,737	16,530	1,065,808	6.2%
Capital Equipment	2,129,559	790,834	1,492,966	1,427,427	-33.0%
Police & Fire Pension	1,736,091	794,878	860,321	1,670,648	-3.8%
Technology Fund	530,105	58,039	315,562	272,582	-48.6%
Tax Incentive Review Fund	1,270	-	-	1,270	0.0%
Street Maintenance and Repair Fund	1,795,847	1,361,973	1,338,214	1,819,606	1.3%
EMS Billing Fund	701,619	1,622,280	125,481	2,198,418	213.3%
Law Enforcement	453,163	175,452	138,406	490,209	8.2%
Tree Planting Fund	49,640	36,540	-	86,180	73.6%
Enforcement Education	20,849	420	154	21,115	1.3%
Mayor's Court Computer	40,010	3,686	-	43,696	9.2%
Mayor's Court Special Project	156,791	12,270	-	169,061	7.8%
Local Fiscal Recovery Fund	2,450,228	-	-	2,450,228	0.0%
OneOhio Opioid Fund	53,506	14,879	4,851	63,534	18.7%
Economic Development	1,860,151	-	5,300	1,854,851	-0.3%
Arlington Centre TIF Fund	142,294	12,462	141	154,615	8.7%
Tremont Road TIF Fund	15,415	-	-	15,415	0.0%
Lane Avenue Mixed Use TIF Fund	638,001	728,213	391,855	974,359	52.7%
Lane Avenue TIF Fund	443,876	46,977	530	490,323	10.5%
Arlington Crossing TIF Fund	1,359,099	72,514	1,313	1,430,300	5.2%
Horizon TIF Fund	1,331,468	261,927	6,155	1,587,240	19.2%
Kingsdale West TIF Fund	439,920	40,046	452	479,514	9.0%
Kingsdale CORE TIF Fund	823,957	515,875	335,075	1,004,757	21.9%
Civil Service	72,800	-	8,840	63,960	-12.1%
Riverside North TIF Fund	18,976	1,399	16	20,359	7.3%
Riverside South TIF Fund	281,445	21,704	245	302,904	7.6%
W. Lane Northwest TIF Fund	17,157	-	-	17,157	0.0%
Lane II TIF Fund	1,188,865	645,335	453,448	1,380,752	16.1%
Kingsdale Center TIF Fund	756,632	542,956	1,210,622	88,966	-88.2%
Gateway TIF Fund	21,561	221,663	38,777	204,447	848.2%
Neighborhood Lighting Utility	282,103	64,555	21,613	325,045	15.2%
Clerk of Courts Fund	20,135	3,687	4,510	19,312	-4.1%
UA Visitor's Bureau Fund	531,953	73,175	-	605,128	13.8%
General Bond Retirement	2,605,287	2,442,311	4,297,408	750,190	-71.2%
Bonded Improvements	65,561,099	2,055,954	34,642,807	32,974,246	-49.7%
Infrastructure Improvement Fund	24,655,170	10,728,343	4,014,662	31,368,851	27.2%
Estate Tax Fund	25,373	-	23,602	1,771	-93.0%
Community Fiber Optic Fund	345,281	195,516	81,925	458,872	32.9%
Employee Benefit	1,434,410	3,309,117	3,253,351	1,490,176	3.9%
BWC Administration Fund	1,216,593	194,535	138,414	1,272,714	4.6%
Solid Waste Management	1,793,773	3,671,735	2,301,047	3,164,461	76.4%
Water Surcharge	1,896,891	433,789	516,542	1,814,138	-4.4%
Sanitary Sewer Surcharge	3,065,235	728,617	541,453	3,252,399	6.1%
Stormwater Management	3,295,610	771,413	645,020	3,422,003	3.8%
UA Swimming Pools	363,048	930,507	629,766	663,789	82.8%
Unclaimed Funds	7,814	201	-	8,015	2.6%
Revolving Fund	39,331	659,701	548,042	150,990	283.9%
Construction Withholding	2,091,712	1,966,391	1,606,587	2,451,516	17.2%
Payroll Clearing Fund	557,720	21,642,105	21,902,655	297,170	-46.7%
Totals (ROUNDED)	**$ 190,111,214**	**$ 103,060,553**	**$ 120,358,104**	**$ 172,813,663**	***ROUNDED TOTALS***

Monthly Financial Report
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Income Tax Comparisons

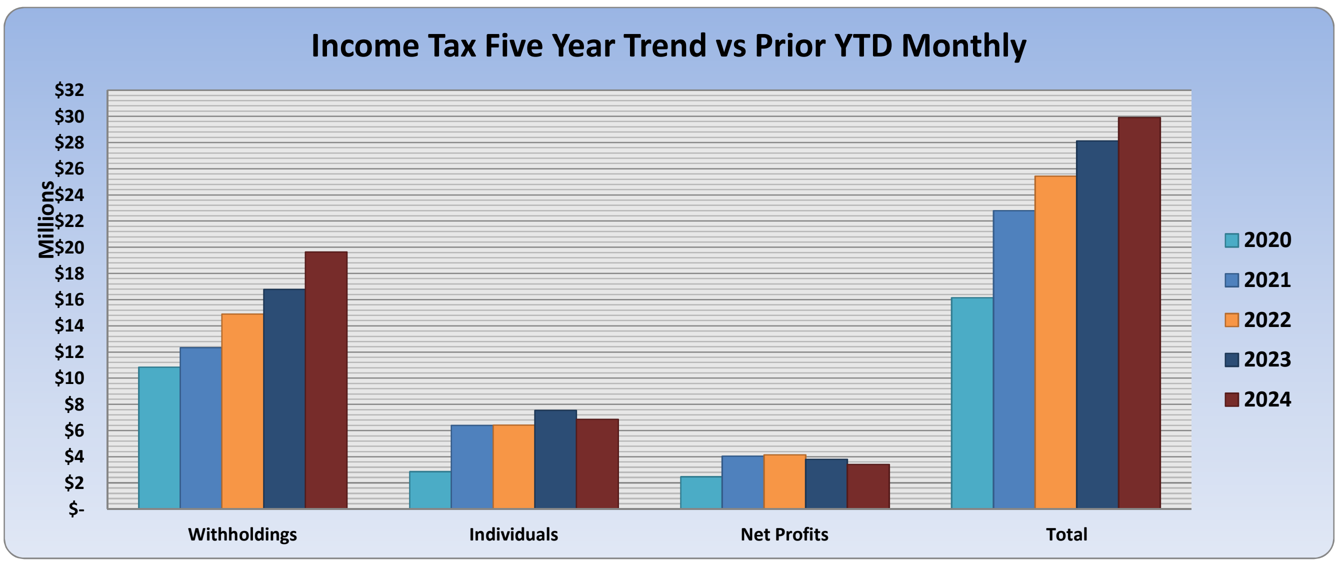
	Projections	Year to date	Difference	% Difference
Withholdings	$ 16,699,987	$ 19,640,614	$ 2,940,627	17.61%
Individuals	7,724,254	6,850,318	(873,936)	-11.31%
Net Profits	4,555,066	3,414,860	(1,140,206)	-25.03%
Total	$ 28,979,307	$ 29,905,792	$ 926,485	3.20%

Income Tax Five Year Comparison

	2020	2021	2022	2023	2024
Withholdings	$ 10,842,983	$ 12,334,015	$ 14,888,424	$ 16,774,254	$ 19,640,614
Individuals	2,854,395	6,397,430	6,408,361	7,544,024	6,850,318
Net Profits	2,459,359	4,059,901	4,135,834	3,804,743	3,414,860
Total	$ 16,156,737	$ 22,791,346	$ 25,432,619	$ 28,123,021	$ 29,905,792

Percentage Increase (Decrease) From Prior Year

	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
Withholdings	5.50%	13.75%	20.71%	12.67%	17.09%
Individuals	-49.00%	124.13%	0.17%	17.72%	-9.20%
Net Profits	0.67%	65.08%	1.87%	-8.01%	-10.25%
Total	-11.80%	41.06%	11.59%	10.58%	**6.34%**



Interest & Investment Income
Jul-24

General Investments	Beginning Balance	Purchased	Matured/Sold	Deposited/Withdrawn	Investment Acct.	Ending Balance
Municipal Securities	1,929,046.00					$ 1,929,046.00
Corporate / General Investments	11,760,691.18					$ 11,760,691.18
Federal Agency	48,678,909.77	1,266,096.50				$ 49,945,006.27
United States Treas NTS	14,258,954.12	1,987,336.56				$ 16,246,290.68
Total Bonds	$ 76,627,601.07	$ 3,253,433.06	$ -	$ -	$ -	$ 79,881,034.13
Short Term Fixed Maturity Commercial Paper	5,522,535.91		(3,566,361.50)			$ 1,956,174.41
Other Assets (Savings Cert - Market Traded)	$ 2,948,656.80	491,331.75				$ 3,439,988.55
Bond and Investments:						
2022						
Federal Agency	3,642,415.53					$ 3,642,415.53
Corporate / General Investments	1,057,111.00		(1,057,111.00)			$ -
Short Term Fixed Maturity Commercial Paper	-					$ -
United States Treas NTS	225,787.50					$ 225,787.50
Community Center						
Federal Agency	7,720,548.90					$ 7,720,548.90
US Government Bonds	3,067,415.82		(1,945,687.69)			$ 1,121,728.13
Total Bonds & Investments	$ 100,812,072.53	$ 3,744,764.81	$ (6,569,160.19)	$ -	$ -	$ 97,987,677.15
Money Markets:						
General	112,352.82	3,566,361.50	(3,744,764.81)		248,575.49	$ 182,525.00
Community Center	901,061.59	1,985,000.00		(2,885,000.00)	34,746.22	$ 35,807.81
Bond 2020 & 2022	612,692.16	1,100,000.00		(1,700,000.00)	16,970.53	$ 29,662.69
Total Money Markets	$ 1,626,106.57	$ 6,651,361.50	$ (3,744,764.81)	$ (4,585,000.00)	$ 300,292.24	$ 247,995.50
Star Ohio:						
General Investment	39,557,551.21			1,359,400.91	196,971.60	$ 41,113,923.72
Bond Proceeds	13,945,406.53			(1,176,260.30)	58,537.78	$ 12,827,684.01
Federal ARPA (Gen. Inv.)	2,306,331.51			(10,298.83)	10,607.07	$ 2,306,639.75
Gateway	996,588.73				4,594.68	$ 1,001,183.41
Kingsdale	224,820.34				1,036.51	$ 225,856.85
Community Center	7,615,158.01			(106,931.10)	27,971.35	$ 7,536,198.26
Office (Comm. Center)	5,395,311.61			(480,910.68)	23,658.25	$ 4,938,059.18
Total STAR Ohio	$ 70,041,167.94	$ -	$ -	$ (415,000.00)	$ 323,377.24	$ 69,949,545.18
Total Investments	$ 172,479,347.04	$ 10,396,126.31	$ (10,313,925.00)	$ (5,000,000.00)	$ 623,669.48	$ 168,185,217.83
NW Huntington Bank	$ 2,195,954.58					$ 4,628,451.15
Total Cash & Investments	$ 174,675,301.62					$ 172,813,668.98

ITEMS PURCHASED BETWEEN $25,000 & $150,000 JULY 2024

DATE	VENDOR	DESCRIPTION	AMOUNT
7/1/24	Applied Pavement Technology	Biennial Pavement Condition Assessment	$81,712.00
7/10/24	Tyler Technologies	Software Support/Licensing	$73,443.84
7/15/24	Byers Ford	Truck Purchase for Police (unmarked vehicle)	$62,590.00
7/23/24	Strand Associates, Inc.	Arlington Center Blvd. Design	$35,000.00
7/24/24	DHDC, Inc. (MBE)	Materials Testing and Inspection	$39,000.00
7/30/24	Expedient Data Centers	Colocation Services	$25,404.47
7/31/24	Midstates Recreation	Playground Surfacing	$49,999.00

QUALITY BASED SELECTION CONSULTANTS – JULY 2024

DATE	VENDOR	DESCRIPTION	AMOUNT
None			

NOTIFICATION OF CHANGE ORDERS: NON-CONSTRUCTION, CITY MANAGER APPROVAL JULY 2024

DATE	VENDOR	DESCRIPTION	CHANGE ORDER AMOUNT	New Total
None				

GRANTS JULY 2024

DATE	ORGANIZATION	DESCRIPTION	AMOUNT
None			

Authors:	Jacolyn Thiel, Assistant City Manager
Council Meeting Date:	August 26, 2024
Subject/Legislative Item:	Ordinance No. 52-2024 - An ordinance amending Chapter 783 - Alarm Systems of the Upper Arlington Code of Ordinances
Purpose:	Update the Alarm Systems City Code Chapter 783
Executive Summary:	To provide updates to the city alarm systems code to allow for an alarm management service to strengthen the accountability of the responsible party using an alarm system and help prevent unnecessary use of police and fire resources.

Purpose and Impact

The Center for Public Safety Management's (CPSM) 2023 Police and Fire Operations Study identified recommended improvements to help increase efficiency and prevent unnecessary use of police and fire resources. In both divisions, false alarm calls were identified as a source of inefficiency, and a change to the City's current false alarm ordinance was needed to increase accountability and reduce the number of false alarm responses.

Staff concurs with CPSM's conclusion that the community can benefit from updates to the city alarm ordinance and alarm management services to strengthen the accountability of the responsible party for use of an alarm system. Alarm management services funding was included in the 2024 Police budget ($30,000) and the City issued a bid to have a third-party vendor administer alarm system registration and manage false alarm calls. PM AM was selected for this service at a cost of $18,000 annually, but before entering into contract, updates are proposed to the false alarm management city code, which has not been updated since 2015.

Listed below is a summary of the recommended code updates with an effective date of January 1, 2025 (the full code update is attached for review). This timeline will allow the city to enter into contract for the third-party alarm management system after code passage, with time for software implementation and community engagement before the effective date.

- **Change to Alarm Permit Process (783.02):** Registration and a permit with the City is currently required for any alarm system within the City of UA. This update moves the permitting process to the City's website rather than through the Community Development Department or the Chief of Police. Through the public education campaign, we will have all parties responsible for an alarm system(s) register through the new portal that will be on the city website to provide an update to registration and contact information. If the alarm system was previously registered with the city by the current party, the $50 registration fee will be waived. All new parties will pay the $50 alarm system registration fee.

- **Removal of Automatic Dialing Devices (783.03):** Automatic dialing device permits have been removed from the city code, as the alarm systems run on internet systems instead of through telephone lines.
- **Change to False Alarm Validity Determination (783.08):** A city assigned designee (alarm management services) will now be notified if an inspecting police officer or firefighter determines a signal to be a false alarm. The city designee shall then provide the permit holder with notification of the false alarm determination. The determination may then be appealed to the city manager for final determination. Previously, this could be appealed to a UA Safety Committee that has since been dissolved.
- **Updates to Commercial Fire Alarm requirements to meet Ohio Fire Code**
- **Change to False Alarm Service Charges (783.09):** Service fees for false alarms will now be charged after the 2nd false alarm, rather than the 3rd, with each false alarm service fee rising after every occurrence. A fee schedule has been created and will be included in the annual city Master Fee Schedule that is updated annually during the budget process this fall. The service fees are as follows:

(1) Third false alarm within a 365-day period: $50 or completion of city's alarm system education program
(2) Fourth false alarm within a 365-day period: $75
(3) Fifth false alarm within a 365-day period: $100
(4) Any additional false alarm within a 365-day period: $150

History

False alarm calls are alarm signals that elicit an urgent response by the Police or Fire Division, when a situation requiring such response does not exist. Between 2021 to 2022, the Upper Arlington Police and Fire Division responded to a combined 1,216 false alarm calls. These responses incur an expense to the City:

- Fire: 410 false alarms * $427/run= $175,070
- Police: 806 false alarms * $120/run = $96,720

False alarm calls waste valuable safety service resources, cause unnecessary panic, and can lead to the development of alarm fatigue. 98 percent of false alarm calls are caused by user error, and this can be addressed by alarm management programs and education.

PM AM Alarm Management Software Solution

PM AM is a software solution providing services for alarm billing and tracking with excellent customer service administering alarm ordinances resulting in false alarm reduction. The solution includes billing for fees and all mailings generated from alarm management processing, coordination with alarm companies, appeals support, and reporting. With PM AM, citizens, businesses, and City officials can access services from any device, whether it is a smartphone, laptop, or tablet. Citizens can apply for a permit, make payments, update contact information etc. through the City's website maintained by PM AM.

Alternatives

City Council can take no action at this time and direct staff to continue to process alarm permits and false alarms without a software solution. The current administrative burden does not allow for full reporting, but a public education campaign could allow for improvements to compliance.

Attachments

1.	Ordinance No. 52-2024
2.	Exhibit A - CHAPTER_783.___ALARM_SYSTEMS - CODE UPDATE

RECORD OF ORDINANCES
CITY OF UPPER ARLINGTON
STATE OF OHIO

ORDINANCE NO. 52-2024

TO AMEND CHAPTER 783 – ALARM SYSTEMS OF THE UPPER ARLINGTON CODE OF ORDINANCES

WHEREAS, between 2021 and 2022, the Upper Arlington Police and Fire Divisions responded to a combined total of 1,216 false alarm calls, which incurred expenses to the City; and

WHEREAS, false alarm calls waste valuable safety service resources, cause unnecessary panic, and can lead to the development of alarm fatigue; and

WHEREAS, 98 percent of false alarm calls are caused by user error, which can be addressed through alarm management programs and education; and

WHEREAS, the Center for Public Safety Management's (CPSM) 2023 Police and Fire Operations Study identified recommended improvements in this area to help increase efficiency and prevent unnecessary use of police and fire resources; and

WHEREAS, staff recommend changes to the City's current false alarm ordinance to increase accountability and reduce the number of false alarm responses.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Upper Arlington, Ohio:

SECTION 1. Chapter 783 – Alarm Systems of the Upper Arlington Code of Ordinances is hereby amended as described in EXHIBIT A, attached hereto and made a part herein.

SECTION 2. This ordinance shall take effect 30 days after passage.

CHAPTER 783. ALARM SYSTEMS

§ 783.01 DEFINITIONS.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Alarm permit: means a permit issued by the chief of police or fire chief to any owner or other person in control of a building, property or part thereof, located in the city, to install and maintain an alarm system.

Alarm permit holder: means a person, organization, company or any other entity in control of a building, structure or facility, or any portion thereof, which is intended to be protected by an alarm system and has a permit issued to him by the chief of police or fire chief.

Alarm system: means any assembly of equipment, mechanical or electrical, arranged to signal audibly, visibly or electronically, to a location outside the structures protected by the system or to a monitoring station which in turn notifies the appropriate agency, the presence of fire, smoke, robbery, burglary, vandalism, intrusion or other activity requiring urgent attention to which the police division or the fire division is expected to respond, including interconnected alarm systems, as defined below, but shall not include alarms installed in motor vehicles.

Alarm system (interconnected): means an alarm system which directly or indirectly, automatically or manually, uses a telephone line, cable line, cellular, internet and/or radio and microwave transmission, to transmit an alarm or message upon activation of the alarm system.

Alarm system (local): means an alarm system that when activated only sounds a horn, bell, buzzer, or other type of audible or visible alarm that is designed to be audible or visible beyond the premises being served, but which does not result in the transmission of a signal to any other location.

Appropriate chief: means the Upper Arlington Chief of Police or the Upper Arlington Fire Chief.

Automatic dialing device: means a device which is interconnected to a telephone line, cellular or internet connection and is programmed to ~~select a predetermined telephone number and~~ transmit by voice, message, or code signal an emergency message indicating a need for emergency response.

False alarm: means an alarm signal or message eliciting an urgent response by the police division or fire division when a situation requiring such response by the police or fire does not, in fact, exist.

The following conditions shall not be considered a false alarm:

(A) An alarm which has been activated as a result of testing or repair shall not be considered a false alarm, if prior notification has been given the day of such repairs or test to the agency which the alarm would signal.

(B) Adverse weather, internet, cellular ~~or telephone~~ or power outages or other catastrophic acts of God not reasonably subject to control by the alarm manufacturer, installer or alarm permit holder which cause an alarm signal are not considered false alarms.

(C) An alarm which has been activated shall not be considered as a false alarm, if the responding public safety division receives a request to cancel. Such request must be made to the same location as the request for service and must be received prior to the arrival of any units or equipment.

§ 783.02 ALARM PERMITS.

(A) Any residence or building or part thereof located within the City of Upper Arlington ~~may be~~ equipped with an alarm system for the purpose of detecting and signaling the presence of a fire or unauthorized intrusion shall be registered with and permitted by the City. ~~A permit for the installation of an alarm system may be required by the local Building and Fire Codes, for buildings other than single family residences.~~ It shall be the responsibility of the owner and installer to register and secure said permits from the city. ~~'s community development department.~~ New alarm systems shall obtain permits prior to installation.

(B) Owners of alarm systems are responsible for maintaining accurate information on the alarm system registration.

(~~B~~C) Applications for alarm user permits shall be made through the city's website. ~~on forms provided by the chief of police. The application shall include the name, address and telephone number of the applicant and the name, address and telephone number of the property (including business phone number) and central station phone number of the applicant's alarm company, if any.~~

The application shall also include notice that a permit holder who has been charged with a false alarm may appeal that finding pursuant to the appeals procedure set forth in C.O. § 783.08.

Each ~~application~~ registration for an alarm user permit for an alarm system which pertains to a residence shall provide at least two (2) other names and telephone numbers of persons to contact in case of an emergency when the user is unavailable. Each application for an alarm user permit for an alarm system which pertains to a building, structure or facility other than a residence shall provide at least three (3) such names along with emergency contact information for each, unless such facility employs less than three (3) persons. An alarm monitoring company name may be substituted for one (1) of the required names, if a contractual arrangement exists between the user and the monitoring company. Contact information shall be provided for each tenant space within a building.

If an alarm user has more than one (1) alarm system protecting two (2) or more separate structures having different addresses, a separate permit shall be required for each system at each address.

(C) A one-time alarm ~~permit~~administration fee of fifty dollars ($50.00) will be charged for a permit issued under the provisions of this ordinance.

Permits are issued to a Resident or business for a specific location. Should the Resident or business move from the address indicated on the original permit, the alarm permit shall be void.

(D) No person shall install, operate or allow on the premises under his control the operation of an alarm system unless such person first obtains a valid alarm permit. This requirement shall be the responsibility of the owner unless the occupant of the property is different from the owner, in which case it shall be the responsibility of both.

(E) Each holder of an alarm user permit shall, within ten (10) days of any change of the information on the alarm user permit application, notify the city ~~chief of police in writing~~ via the City's designated process of any and all changes in the information on the application.

(F) Each application for an alarm permit shall contain an agreement to submit to the assessment of a service charge for false alarms. Failure to agree to this provision shall be cause to deny issuance of an alarm user permit, or if one (1) has been issued, shall be cause to revoke any such alarm user permit.

(G) The information contained in an alarm user permit application shall be securely maintained and restricted to inspection only by the chief of police, fire chief and their designated representatives.

(H) Any system installed shall be installed in accordance with local building and fire codes, as well as applicable standards.

(Ord. No. 87-2015, § 5, 12-14-2015)

~~§ 783.03 AUTOMATIC DIALING DEVICES.~~

~~(A) The city may subscribe to one (1) or more telephone lines for burglar alarms, or for fire alarm purposes, or for similar purposes; and when any line is designated as provided for above, persons may, upon proper application and compliance with applicable laws, be granted a permit to install a device or devices which automatically select the designated telephone line for the purpose of playing a recorded message or to otherwise report an intrusion or other emergency. The permit fee shall be established by the city manager, in such amount as to reimburse the city for the cost of any telephone lines dedicated to automatic dialing devices. Such fee shall be revised at the beginning of every fiscal year to reflect the most recent cost experience.~~

~~(B) No person shall use or cause to be used, any telephone device or telephone attachment that automatically selects any telephone line allocated by the telephone company to the city or any of its departments or divisions, except a telephone line which shall be specifically designated by the city manager for such purpose. Such designated telephone line or lines shall terminate at the Municipal Services Center Communications Center located at 3600 Tremont Road.~~

~~(C) All automatic dialing devices shall be reprogrammed to use the designated telephone line within ten (10) days of notification of designation by the city manager; additionally, the message format must be approved by the appropriate chief prior to interconnection.~~

§ 783.04 EQUIPMENT MAINTENANCE AND INSPECTION OF ALARM SYSTEMS.

(A) All equipment used in installations for which a permit is required shall meet the applicable standards of the Underwriters Laboratories of the United States and of Canada, Factory Mutual, or the National Fire Protection Association, or other recognized industry standard. Applicant may be required to submit evidence of the reliability and suitability of the equipment to be installed.

(B) All commercial fire alarms must be maintained in accordance with the Ohio Fire Code Section 107.1 "Maintenance of safeguards. Where any device, equipment, system, condition, arrangement, level of protection, or any other feature is required for compliance with the provisions of this code, or otherwise installed, such device, equipment, system, condition, arrangement, level of protection, or other feature shall thereafter be continuously maintained in accordance with this code and applicable referenced standards."

In the event of a Commercial Fire Alarm failure a fire watch shall be posted in accordance with the Ohio Fire Code 901.7 "Systems out of service. Where a required fire protection system is out of service, the fire department and the fire code official shall be notified immediately and, where required by the fire code official, the building shall be either evacuated or an approved fire watch shall be provided for all occupants left unprotected by the shutdown until the fire protection system has been returned to service. Where utilized, fire watches shall be provided with not less than one approved means for notification of the fire department and their only duty shall be to perform constant patrols of the protected premises and keep watch for fires."

(C~~B~~) After three (3) false alarms, an alarm permit may be revoked unless an alarm system inspection is scheduled by the owner within thirty (30) days. ~~The chief of police and the fire chief or their designated representative shall have the authority, at reasonable times, and upon oral notice, to enter upon any premises within the city, to inspect only the installation and operation of an alarm system, the purpose of which is to report an emergency to the police or fire division. In the event the premises to be inspected is a private dwelling, such inspection shall only be done between the hours of 8:00 a.m. and 8:00 p.m., and only if the notice is in written form addressed to the permit holder and presented to a responsible adult. Under this ordinance, such residences are only subject to the above inspection after three (3) false alarms have originated from~~

~~them. The written notice shall cite the specific false alarm history of that permit. Failure to allow reasonable inspection of such alarm system may be grounds for revocation of the alarm permit.~~

(C) The chief of police or fire chief may require that repairs or adjustments be made whenever he has determined that such are necessary to assure proper operation. Failure to make such repairs or adjustments may be grounds for revocation of the alarm permit.

§ 783.05 SUSPENSION, REVOCATION AND APPEALS PROCEDURE FOR PERMITS.

(A) Before a permit issued pursuant to this chapter may be suspended or revoked for any reason except as prescribed in C.O. § 783.99(D), a hearing must be held before the appropriate chief. A notice setting forth the time, place and nature of the hearing shall be sent to the alarm permit holder no less than seven (7) days prior to said hearing.

(B) After said hearing, the appropriate chief shall either dismiss the case or shall forward a recommendation of revocation and/or suspension to the city manager. Within ten (10) days after receiving the recommendation, the city manager shall approve or disapprove the recommendation and notify the permit holder accordingly.

(C) Any decision made by the city manager pursuant to this section may be appealed by filing a written notice of appeal with the city clerk within five (5) days of receipt of the city manager's decision. Such appeal shall be heard by the city council within thirty (30) days after the filing of the appeal and that body may affirm, amend, or reverse the decision or take other action deemed appropriate.

(D) At the end of the revocation and/or suspension period, the alarm permit holder will be required, if the holder intends to continue using his or her alarm system, to first re-file an application and have it approved by the appropriate chief.

§ 783.06 LIABILITY OF CITY.

(A) The issuance of any permits in conjunction with this chapter shall not constitute acceptance by the city of any liability to maintain any equipment, to answer alarms, or for anything in connection therewith.

§ 783.07 EXEMPTIONS.

(A) The provisions of this chapter are not applicable to home smoke detectors not intended to be heard outside the dwelling unit, or to local alarm systems or audible alarms affixed to automobiles, boats, boat trailers, house trailers and recreation vehicles or other motor vehicles.

§ 783.08 ALARM VALIDITY DETERMINATION.

(A) Whenever an alarm is activated requiring an urgent response to the location by the police division or the fire division, a police officer or firefighter who responded to the alarm address shall inspect the areas protected by the system and shall determine whether the emergency response was in fact required as indicated by the alarm system.

(B) If the inspecting police officer or firefighter determines the signal to be a false alarm, the police officer or firefighter shall make a report of the false alarm to the respective chief and city assigned designee. The city designee ~~respective division~~ shall then provide the permit holder ~~written~~ notification of the false alarm determination.

(C) Any permit holder who has been charged with a false alarm may appeal the finding of the police division or the fire division to the city manager and/or assigned designee for each such determination of a false alarm. Such appeal shall be made in writing within ten (10) days of the date of issuance of the false alarm notification. The city manager and/or assigned designee shall then provide the permit holder written notification of the false alarm determination.

~~The permit holder may further appeal the decision of the city manager to the Upper Arlington Safety Committee. Such appeal shall be made in writing within ten (10) days of the date of issuance of the decision of the city manager. The safety committee's decision shall be final.~~

§ 783.09 FALSE ALARM SERVICE CHARGES.

(A) Each false alarm response shall constitute a separate violation, whether police or fire response is elicited. ~~a~~Any response to a false alarm to a city address by another agency, in lieu of response by Upper Arlington agencies, as a result of mutual aid or automatic response agreements, shall constitute a false alarm.

(B) No service fee shall be assessed for the first two (2) ~~three (3)~~ false alarm~~s~~ per 365-day period ~~calendar year~~ for each alarm permit.

(C) Any permit holder whose alarm system allows or causes to be transmitted more than two ~~three (3)~~ false alarm~~s~~ within a 365-day period ~~calendar year~~ for a given system shall be assessed a service charge for each such additional false alarm response according to the Master List of Fees. ~~Such fee shall be uniform and based as much as is practical on average cost to the city per false alarm response and shall be set by the chief of police or fire chief subject to the approval of the city manager.~~

(D) Should the alarm permit holder find the false alarm was caused by faulty equipment, the service charge can be waived, if the permit holder has the equipment repaired. The permit holder must submit a request along with documentation of service to the city ~~chief of police~~ for ~~approval~~ review.

(E) False alarm charges are assessed against the property the alarm system monitors and shall become a lien against the property, collectible the same as other liens and taxes following the standards and procedures set forth in C.O. § 227.04.

§ 783.99 PENALTIES.

(A) No person shall operate an alarm system without first obtaining a permit as required by this chapter, or after having a permit revoked or suspended, and after exhausting the right of appeal, fail to disconnect the alarm system. Violation of this section shall be a minor misdemeanor. Each day of such unpermitted use shall constitute a separate violation.

(B) After six (6) ~~three (3)~~ false alarms in a 365-day period ~~calendar year~~, the chief of police or fire chief will review the alarm holder's permit and recommend to the city manager, continuance of the permit or revoking of the permit for up to a maximum of six (6) months. The alarm permit holder may appeal the city manager's decision to city council as provided for in C.O. § 783.05(C). City council's decision shall be final. The chief of police or fire chief may order the disconnection of any alarm system upon forwarding a recommendation of suspension or revocation of an alarm permit to the city manager pending his review and any appeals.

(C) No alarm permit holder shall knowingly allow his alarm system to be used by any person to create a false alarm as defined in C.O. § 517.13. Violation of this section shall be a misdemeanor of the fourth degree. In addition to any other penalty prescribed by C.O. § 501.09, the alarm permit held by such permit holder may be suspended or revoked for up to one (1) year.

(D) No person, organization or business that installs an alarm system shall fail to remit the permit fee as required by C.O. § 783.02(C). No person, organization or business shall fail to attempt in good faith to collect the permit fee as required by C.O. § 783.02(C). No person, organization or business shall fail to notify the chief of police or fire chief of the installation or removal or termination of an alarm system as required by C.O. § 783.02(D). Whoever violates C.O § 783.99(D) shall be guilty of an unclassified misdemeanor and may be fined up to five hundred dollars ($500.00).

STAFF REPORT

3600 Tremont Road | Upper Arlington, OH 43221
614-583-5000 | upperarlingtonoh.gov

Authors:	Brent Lewis, Finance Department Director
Council Meeting Date:	August 26, 2024
Subject/Legislative Item:	Ordinance No. 53-2024 - An ordinance amending 2024 appropriations and authorizing the advance of funds
Purpose:	To have the City Council authorize certain amendments to the 2024 adopted budget as required by the City Code.
Executive Summary:	City staff has conducted a mid-year review of the City's 2024 budget and is proposing the noted amendments for City Council's approval.

Purpose and Impact

Each year, during the City Council's summer recess, staff conducts a comprehensive review of the current budget year revenue estimates and appropriations for anticipated amendments. Upon City Council's return, any proposed amendments are brought before Council for approval.

Amendments typically consist of:

- Requesting new appropriations related to unbudgeted goods or services that have come up during the first half of the year;
- Requesting additional (reducing) appropriations for goods or services that were determined to be initially under/over budgeted; or,
- Requesting a re-allocation of existing appropriations.

Exhibits 1 and 2 have been included to supplement this report to show the impact of the proposed adjustments on each affected fund and provide further details for each proposed adjustment. It should be noted that *revenue adjustments are not required to be approved by the City Council*. However, adjustments that staff will be making have been included in Exhibit 1 to help show the impact on fund balance.

The following are highlights of amendments that have been included in the proposed Ordinance (see Exhibit 2):

- The General Fund (101) includes six requests for supplemental appropriations totaling $198,200.
    - $43,000 - Additional appropriations are being requested to cover prior year outstanding credit card processing fees that were not included in the current year's budget.
    - $16,000 - Additional appropriations are being requested to cover a large, unexpected permit refund from 2023.
    - $23,900 - Additional appropriations are being requested to properly budget for new Council members elected health/dental benefits.
    - $100,000 - Additional appropriations are being requested to hire consultants to perform a housing study as directed by the City Council priorities.
    - $15,000 - Additional appropriations are being requested to incorporate the changes associated with Teamsters labor agreement that was adopted in 2024.
    - $134,100 - Additional appropriations (and authorization of advance) is being requested to cover obligation associated with the Kingsdale Center TIF Fund (see description below).
- The Capital Equipment Fund includes three requests for supplemental appropriations totaling $43,500.
    - $7,500 - Additional appropriation are being requested for the replacement of a leaf box that was previously mounted on truck #4057, which was removed from service due to camshaft issues.
    - $33,200 - Additional appropriations are being requested to (1) replace the current engineering plotter which is over eight years old and (2) to add additional cameras at the PSC.
    - $33,000 - Additional appropriations are being requested to (1) add a reasonable contingency to the contract to refurbish Engine 72 (contract in separate ordinance) and (2) properly account for fitness equipment that was purchased for Fire Station 72. The fitness equipment was originally budgeted in the General Fund - Facilities Maintenance Department, but exceeded the capital threshold ($5,000). Therefore, it needs to be accounted for in the Capital Equipment Fund.
- The Street Maintenance and Repair Fund includes one supplemental appropriation request totaling $89,900. The additional appropriations are being requested to incorporate the changes associated with Teamsters labor agreement that was adopted in 2024.
- The Kingsdale Center TIF Fund includes one appropriation *reduction* request totaling $112,400. The reduction in appropriations is being requested due to the anticipated school compensation payment not being required due to the TIF exemption not being in place during the year.
- The Gateway TIF Fund includes one appropriation *reduction* request totaling $411,100. The reduction in appropriations is being requested due to the anticipated school compensation payment not being required due to the TIF exemption not being in place during the year.
- The Bonded Improvement Fund includes one supplemental appropriation request totaling $500,000. The additional appropriations are being requested to account for journal entries to properly align community center expenditures against the correct funding source. This does not represent an increase in the BCCC budget.

- The Infrastructure Improvement Fund includes one supplemental appropriation request totaling $1,000. The additional appropriations are being requested for administrative fees associated with collecting special assessments.
- The Employee Benefit Fund includes one supplemental appropriation request totaling $500,000. The additional appropriations are being requested for high than expected healthcare claims.
- The Water Surcharge Fund includes one supplemental appropriation request totaling $27,100. The additional appropriations are being requested to incorporate the changes associated with Teamsters labor agreement that was adopted in 2024.
- The Sanitary Sewer Surcharge Fund includes one supplemental appropriation request totaling $32,200. The additional appropriations are being requested to incorporate the changes associated with Teamsters labor agreement that was adopted in 2024.
- The Stormwater Management Fund includes one supplemental appropriation request totaling $13,400. The additional appropriations are being requested to incorporate the changes associated with Teamsters labor agreement that was adopted in 2024.
- The Swimming Pools Fund includes one supplemental appropriation request totaling $23,000. The additional appropriations are being requested to cover prior year outstanding credit card processing fees that were not included in the current year's budget.
- The Rotary Fund includes one supplemental appropriation request totaling $1,024,400. The additional appropriations are being requested to account for the PACE agreement activity (Gateway/Gosh).
- The Construction Withholding Fund includes one supplemental appropriation request totaling $1,500,000. The additional appropriations are being requested to account for the retainage activity associated with various capital projects.

Please see Exhibit 1 & Exhibit 2 for further information and detail on requested budget requests.

As noted previously, revenue estimates are not required to be approved by the City Council, but are only provided to show the true impact on a particular fund's balance. Various revenue estimates are being made and are noted in **Exhibit 1**. The following are a few highlights of the revenue estimate amendments:

- The payments in lieu of taxes line items are being *reduced* in the Kingsdale Center TIF Fund (-$1,158,500) and the Gateway TIF Fund (-$672,500) due to the TIF exemptions not being approved during the year as anticipated.
- The investment earnings line items are being increased in the General Fund (+$2 million) and the Bonded Improvement Fund (+$2 million) due to better than expected investment returns.
- The miscellaneous revenue line items are being increased in the Rotary Fund (+$1,024,400) and the Construction Wiithholding Fund (+$1 million) to account for PACE special assessment revenues and construction retainage activity, respectively.

Other Noteworthy Items

- This Park Department was awarded a $10,000 grant from the Ohio EPA for a bottle-filler water fountain for Thompson Park. The total expense for the project is estimated to be between $12,000-$15,000. This expense can be incorporated into the current CIP budget.
- The adopted 2024 facilities maintenance budget included $50,000 for various maintenance and repairs. After conducting further investigation and the bidding process, it was determined the project is going to come in around $108,000. It is believed that this increase can be encompassed within current facility's maintenance appropriations, but due to the large change, staff wanted to notify the City Council.

History

N/A

Alternatives

The City Council could reject or amend any of the proposed budget amendments.

Attachments

1.	2024.MIDYEARbudget.summary Exhibit 1
2.	2024.MIDYEARbudget.summary Exhibit 2
3.	Ordinance No. 53-2024 - 2024 Mid Year Appropriate and Transfer

Exhibit 1

2024 MID-YEAR Budget Adjustments

ALL #S PRESENTED ROUNDED TO WHOLE DOLLAR ON THIS SUMMARY SHEET	101 General Fund	106 Capital Equipment Fund	207 Street Maintenance & Repair Fund	259 Kingsdale Core TIF Fund	265 Kingsdale Center TIF	266 Gateway TIF	402 Bonded Improvement Fund	404 Infrastructure Improvement Fund	610 Employee Benefits Fund	720 Water Surcharge Fund	730 Sanitary Sewer Surcharge Fund	740 Stormwater Management Fund	750 Swimming Pools Fund	948 Rotary Fund	949 Construction Withholding Fund	**Grand Totals of All Adjusted Funds**
Revenue Adjustments from Adopted:																
Payments in lieu of taxes	$ -	$ -	$ -	$ -	$ (1,158,500)	$ (672,500)	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	**$ (1,831,000)**
Investment Revenue	2,000,000	-	-	-	-	-	2,000,000	-	-	-	-	-	-	-	-	**4,000,000**
Miscellaneous revenue	-	10,000	-	-	-	27,600	-	-	-	-	-	-	-	1,024,400	1,000,000	**2,062,000**
OFU - Advances In	-	-	-	-	134,100	-	-	-	-	-	-	-	-	-	-	**134,100**
Total Revenue	2,000,000	10,000	-	-	(1,024,400)	(644,900)	2,000,000	-	-	-	-	-	-	1,024,400	1,000,000	**4,365,100**
Appropriation Changes:																
Supplemental Appropriations	332,300	73,700	89,900	-	(112,400)	(411,100)	500,000	1,000	500,000	27,100	32,200	13,400	23,000	1,024,400	1,500,000	**3,593,500**
Total Appropriations	332,300	73,700	89,900	-	(112,400)	(411,100)	500,000	1,000	500,000	27,100	32,200	13,400	23,000	1,024,400	1,500,000	**3,593,500**
Effect on Fund Balance	1,667,700	(63,700)	(89,900)	-	(912,000)	(233,800)	1,500,000	(1,000)	(500,000)	(27,100)	(32,200)	(13,400)	(23,000)	-	(500,000)	**771,600**
Current Amended Budget Fund Balance (ENDING)	33,753,206	1,205,961	1,580,372		935,432	463,861	5,236,145	2,680,375	2,150,167	1,522,814	2,244,393	2,274,037	303,187	39,331	2,091,712	**56,480,993**
NEW Amended Budget Fund Balance (ENDING)	$ 35,420,906	$ 1,142,261	$ 1,490,472	$ -	$ 23,432	$ 230,061	$ 6,736,145	$ 2,679,375	$ 1,650,167	$ 1,495,714	$ 2,212,193	$ 2,260,637	$ 280,187	$ 39,331	$ 1,591,712	**$ 57,252,593**

Consolidated effect on all fund balances	**771,600**

Exhibit 2

2024 MID-YEAR Review
Supplemental Appropriations

	Fund	Department	Supplemental/Transfer: Supplemental Appropriations	Supplemental/Transfer: Transfer of Appropriations	Supplemental/Transfer: Total	Breakdown By Budget Category: Personal Services	Breakdown By Budget Category: Other than Personal Services	Breakdown By Budget Category: Capital	Breakdown By Budget Category: Transfers/ Advances	Breakdown By Budget Category: Total	Description
101	General Fund	Parks	$ 43,300	$ -	$ 43,300	$ -	$ 43,300	$ -		$ 43,300	Additional appropriations are being requested to cover prior year outstanding credit card processing fees that were not included in the current year's budget.
101	General Fund	Community Development	16,000	-	16,000	-	16,000	-	-	16,000	Additional appropriations are being requested to cover a large, unexpected permit refund from 2023.
101	General Fund	City Council	23,900	-	23,900	23,900	-	-	-	23,900	Additional appropriations are being requested to properly budget for new Council members elected health/dental benefits.
101	General Fund	City Manager	100,000	-	100,000	-	100,000	-		100,000	Additional appropriations are being requested to hire consultants to perform a housing study as directed by City Council priorities.
101	General Fund	Public Works	15,000	-	15,000	15,000	-	-	-	15,000	Additional appropriations are being requested to incorporate the changes associated with Teamsters labor agreement that was adopted in 2024.
101	General Fund	Transfers	134,100	-	134,100	-	-	-	134,100	134,100	Additional appropriations (and authorization of advance) is being requested to cover obligation associated with the Kingsdale Center TIF Fund (see description below).
	Total General Fund		**332,300**	**-**	**332,300**	**38,900**	**159,300**	**-**	**134,100**	**332,300**	
106	Capital Equipment Fund	Public Works	7,500	-	7,500	-	-	7,500	-	7,500	Additional appropriation are being requested for the replacement of a leaf box that was previously mounted on truck #4057, which was removed from service due to camshaft issues. A leaf box typically costs over $9,000, but one has become available for a discounted price of $7,500.
106	Capital Equipment Fund	IT	33,200	-	33,200	-	-	33,200	-	33,200	Additional appropriations are being requested to (1) replace the current engineering plotter which is over eight years old and (2) to add additional cameras at the PSC.
106	Capital Equipment Fund	Fire	33,000	-	33,000	-	-	33,000	-	33,000	Additional appropriations are being requested to (1) add a reasonable contingency to the contract to refurbish Engine 72 (contract in separate ordinance) and (2) properly account for fitness equipment that was purchased for Fire Station 72. The fitness equipment was originally budgeted in the General Fund - Facilities Maintenance Department, but exceeded the capital threshold ($5,000). Therefore, it needs to be accounted for in the Capital Equipment Fund.
	Total Capital Equipment Fund		**73,700**	**-**	**73,700**	**-**	**-**	**73,700**	**-**	**73,700**	
108	Technology Fund		**-**	**-**	**-**	**-**	**2,000**	**(2,000)**	**-**	**-**	A transfer of appropriations is being requested to use unspent capital funds (PSC asset software came in under budget) for the purchase of an additional laptop and accessories for the new Aquatics Coordinator position that is scheduled to start this year.
	Total Technology Fund		**-**	**-**	**-**	**-**	**2,000**	**(2,000)**	**-**	**-**	
207	Streets Fund	Public Works	89,900	-	89,900	89,900	-	-	-	89,900	Additional appropriations are being requested to incorporate the changes associated with Teamsters labor agreement that was adopted in 2024.
	Total Streets Fund		**89,900**	**-**	**89,900**	**89,900**	**-**	**-**	**-**	**89,900**	
265	Kingsdale Center TIF Fund	Finance	(112,400)	(3,000)	(115,400)	-	(115,400)	-	-	(115,400)	A reduction in appropriations is being requested for (1) the transfers noted below and (2) due to the anticipated school compensation payment not being required due to the TIF exemption not being in place during the year.
265	Kingsdale Center TIF Fund	Public Service	-	3,000	3,000	3,000	-	-	-	3,000	A transfer of appropriations is being requested for unbudgeted inspection costs (payroll) that will be reimbursed by the developer.
	Total Kingsdale Center TIF Fund		**(112,400)**	**-**	**(112,400)**	**-**	**(115,400)**	**-**	**-**	**(112,400)**	
266	Gateway TIF Fund	Public Service	-	200	200	200	-	-	-	200	A transfer of appropriations is being requested for unbudgeted inspection costs (payroll) that will be reimbursed by the developer.
266	Gateway TIF Fund	Public Works	-	38,700	38,700	-	-	38,700	-	38,700	A transfer of appropriations is being requested for the final payment related to the City's portion of the TIF project. This amount was being held until inspection services were complete and billed as noted in the development agreement.

2024 MID-YEAR Review
Supplemental Appropriations

			Supplemental/Transfer			Breakdown By Budget Category					
	Fund	Department	Supplemental Appropriations	Transfer of Appropriations	Total	Personal Services	Other than Personal Services	Capital	Transfers/ Advances	Total	Description
266	Gateway TIF Fund	Finance	(411,100)	(38,900)	(450,000)	-	(450,000)	-	-	(450,000)	A reduction in appropriations is being requested for (1) the transfers noted above and (2) due to the anticipated school compensation payment not being required due to the TIF exemption not being in place during the year.
	Total Gateway TIF Fund		**(411,100)**	**-**	**(411,100)**	**200**	**(450,000)**	**38,700**	**-**	**(411,100)**	
402	Bonded Improvement Fund	Parks & Recreation	500,000	-	500,000	-	-	500,000	-	500,000	Additional appropriations are being requested to account for journal entries to properly align community center expenditures against the correct funding source. This does not represent an increase in the BCCC budget.
	Total Bonded Improvement Fund		**500,000**	**-**	**500,000**	**-**	**-**	**500,000**	**-**	**500,000**	
404	Infrastructure Improvement Fund	Parks & Recreation	-	35,000	35,000	35,000	-	-	-	35,000	A transfer of appropriations is being requested to properly align the budget with how capital-related payroll costs are being charged.
404	Infrastructure Improvement Fund	Public Service	-	(35,000)	(35,000)	(35,000)	-	-	-	(35,000)	A transfer of appropriations is being requested to properly align the budget with how capital-related payroll costs are being charged.
404	Infrastructure Improvement Fund	Finance	1,000	-	1,000	-	1,000	-	-	1,000	Additional appropriations are being requested for administrative fees associated with collecting special assessments.
	Total Infrastructure Improvement Fund		**1,000**	**-**	**1,000**	**-**	**1,000**	**-**	**-**	**1,000**	
610	Employee Benefit Fund	Finance	500,000	-	500,000	480,000	20,000	-	-	500,000	Additional appropriations are being requested for high than expected healthcare claims.
	Total Employee Benefit Fund		**500,000**	**-**	**500,000**	**480,000**	**20,000**	**-**	**-**	**500,000**	
720	Water Surcharge Fund	Public Works	27,100		27,100	27,100	-	-	-	27,100	Additional appropriations are being requested to incorporate the changes associated with Teamsters labor agreement that was adopted in 2024.
	Total Water Surcharge Fund		**27,100**	**-**	**27,100**	**27,100**	**-**	**-**	**-**	**27,100**	
730	Sewer Surcharge Fund	Public Works	32,200		32,200	32,200			-	32,200	Additional appropriations are being requested to incorporate the changes associated with Teamsters labor agreement that was adopted in 2024.
	Total Sewer Surcharge Fund		**32,200**	**-**	**32,200**	**32,200**	**-**	**-**		**32,200**	
740	Stormwater Management Fund	Public Works	13,400	-	13,400	13,400	-	-	-	13,400	Additional appropriations are being requested to incorporate the changes associated with Teamsters labor agreement that was adopted in 2024.
	Total Stormwater Management Fund		**13,400**	**-**	**13,400**	**13,400**	**-**	**-**		**13,400**	
750	Swimming Pools Fund	Parks & Recreation	-	-	-	30,000	(30,000)	-	-	-	A transfer of appropriations is being requested from other then personal services to personal services. Swim lessons were originally budgeted as a contracted service, however in 2024 City staff was used to teach lessons.
	Swimming Pools Fund	Parks & Recreation	23,000	-	23,000	-	23,000	-	-	23,000	Additional appropriations are being requested to cover prior year outstanding credit card processing fees that were not included in the current year's budget.
	Total Swimming Pools Fund		**23,000**	**-**	**23,000**	**30,000**	**(7,000)**	**-**	**-**	**23,000**	
948	Rotary Fund	Finance	1,024,400	-	1,024,400	-	1,024,400	-	-	1,024,400	Additional appropriations are being requested to account for the PACE agreement activity (Gateway/Gosh).
	Total Rotary Fund		**1,024,400**	**-**	**1,024,400**	**-**	**1,024,400**	**-**	**-**	**1,024,400**	
949	Construction Withholding Fund	Finance	1,500,000	-	1,500,000	-	1,500,000	-	-	1,500,000	Additional appropriations are being requested to account for the retainage activity associated with various capital projects.
	Total Construction Withholding Fund		**1,500,000**	**-**	**1,500,000**	**-**	**1,500,000**	**-**	**-**	**1,500,000**	
	Total Non-General Funds		**3,261,200**	**-**	**3,261,200**	**672,800**	**1,973,000**	**612,400**	**-**	**3,261,200**	
		TOTAL ALL FUNDS	**$ 3,593,500**	**$ -**	**$ 3,593,500**	**$ 711,700**	**$ 2,132,300**	**$ 612,400**	**$ 134,100**	**$ 3,593,500**	

RECORD OF ORDINANCES
CITY OF UPPER ARLINGTON
STATE OF OHIO

ORDINANCE NO. 53-2024

TO AMEND 2024 APPROPRIATIONS AND AUTHORIZE THE ADVANCE OF FUNDS

WHEREAS, it is necessary to make adjustments to appropriations and effect certain transfers.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Upper Arlington, Ohio:

SECTION 1. That the Finance Director is hereby authorized and directed to appropriate $332,300 from the unappropriated balance of the General Fund and allocate to the following departments and categories:

Department	Category	Amount
Parks & Recreation	Other Than Personal Services	$ 43,300
Community Development	Other Than Personal Services	16,000
City Council	Personal Services	23,900
City Manager	Other Than Personal Services	100,000
Public Works	Personal Services	15,000
Transfers	Transfers	134,100
Total General Fund		$ 332,300

SECTION 2. That the Finance Director is hereby authorized and directed to appropriate $68,500 from the unappropriated balance of the Capital Equipment Fund – Capital category and allocate to various departments.

SECTION 3. That the Finance Director is hereby authorized and directed to transfer $2,000 in appropriations within the Technology Fund from the Information Technology – Capital category to the Information Technology – Other Than Personal Services category.

SECTION 4. That the Finance Director is hereby authorized and directed to appropriate $89,900 from the unappropriated balance of the Street Maintenance and Repairs Fund and allocate to the Public Works – Personal Services category.

SECTION 5. That the Finance Director is hereby authorized and directed to transfer $3,000 in appropriations within the Kingsdale Center TIF Fund from the Finance – Other Than Personal Services category to the Public Services – Personal Services category.

SECTION 6. That the Finance Director is hereby authorized and directed to *reduce* $112,400 in appropriations in the Kingsdale Center TIF Fund - Finance – Other Than Personal Services category.

SECTION 7. That the Finance Director is hereby authorized and directed to transfer $38,900 in appropriations within the Gateway TIF Fund from the Finance – Other Than Personal Service category to the Public Service – Personal Services category ($200) and to the Public Works – Capital category ($38,700).

SECTION 8. That the Finance Director is hereby authorized and directed to *reduce* $411,100 in appropriations in the Gateway TIF Fund - Finance – Other Than Personal Services category.

SECTION 9. That the Finance Director is hereby authorized and directed to appropriate $500,000 from the unappropriated balance of the Bonded Improvement Fund and allocate to the Public Works – Capital category.

SECTION 10. That the Finance Director is hereby authorized and directed to appropriate $1,000 from the unappropriated balance of the Infrastructure Improvement Fund and allocate to the Finance – Other Than Personal Services category.

SECTION 11. That the Finance Director is hereby authorized and directed to transfer $35,000 in appropriations within the Infrastructure Improvement Fund from the Public Service – Personal Services category to the Parks and Recreation – Personal Services category.

SECTION 12. That the Finance Director is hereby authorized and directed to appropriate $500,000 from the unappropriated balance of the Employee Benefit Fund and allocate $480,000 to the Finance – Personal Services category and $20,000 to the Finance – Other Than Personal Services category

SECTION 13. That the Finance Director is hereby authorized and directed to appropriate $27,100 from the unappropriated balance of the Water Surcharge Fund and allocate to the Public Works – Personal Services category.

SECTION 14. That the Finance Director is hereby authorized and directed to appropriate $32,200 from the unappropriated balance of the Sanitary Sewer Surcharge Fund and allocate to the Public Works – Personal Services category.

SECTION 15. That the Finance Director is hereby authorized and directed to appropriate $13,400 from the unappropriated balance of the Stormwater Management Fund and allocate to the Public Works – Personal Services category.

SECTION 16. That the Finance Director is hereby authorized and directed to appropriate $23,000 from the unappropriated balance of the Swimming Pools Fund and allocate to the Parks & Recreation - Other Than Personal Services category.

SECTION 17. That the Finance Director is hereby authorized and directed to transfer $30,000 in appropriations within the Swimming Pools Fund from the Parks and Recreation – Other Than Personal Services category to the Parks and Recreation – Personal Services category.

SECTION 18. That the Finance Director is hereby authorized and directed to appropriate $1,024,400 from the unappropriated balance of the Rotary Fund and allocate to the Finance - Other Than Personal Services category.

SECTION 19. That the Finance Director is hereby authorized and directed to appropriate $1,500,000 from the unappropriated balance of the Construction Withholding Fund and allocate to the Finance - Other Than Personal Services category.

SECTION 20. That the Finance Director is hereby authorized to advance $134,100 of funds from the General Fund to the Kingsdale Center TIF Fund.

SECTION 21. That this ordinance shall take effect immediately upon passage.

3600 Tremont Road | Upper Arlington, OH 43221
614-583-5000 | upperarlingtonoh.gov

Authors:	Brent Lewis, Finance Department Director Steven Schoeny, City Manager
Council Meeting Date:	August 26, 2024
Subject/Legislative Item:	Ordinance No. 54-2024 - An ordinance amending the 2023-2024 Municipal Program of Services (2023-2024 Biennial Budget Supplement) as adopted via Ordinance No. 80-2023
Purpose:	To proposed amendments to the employee strength table as asopted in the 2023-2024 Biennial Budget Supplement
Executive Summary:	During the mid-year budget review, staff conducted a review of the authorized employee strength table and compared to current City needs. Several changes are being proposed that require City Council approval.

Purpose and Impact

- An exhibit to this staff report has been included that lists all the proposed changes to the employee strength table. Several of the changes have been authorized by the Appointing Authority, as allowed per the authority given via Ordinance 88-2019 and with the adoption of the annual budget document. These items include:
- Amending the pay grade of any position contained in the budget, provided there has been third party review, and there has been sufficient appropriation in the budget for that department.
- To update the title of any position that neither changes the grade nor duties/ description of the position.
- To temporarily exceed the strength table for a position for a period not to exceed 120 days. This authority is limited to a date certain due to retirement of the position or departure from employment in the position with the City. (Note: exceptions exist for safety services)

The following are the proposed amendments that require City Council approval.

(City Manger) A proposed change is being requested to move one FTE from the Economic Development Director position (pay grade 29) to an Economic Analyst position (pay grade 21). This proposed change is related to the City moving to a model of using a consultant to perform economic development activities on an as needed bases. The Economic Analyst position would be an in-house position for economic development data collection and review and report to the City Manager. The Economic Development position, though being an authorized position in the adopted strength table, was not budgeted in 2024. No appropriations are requested for the Economic Analyst position in 2024. The proposed change, at this point, would allow recruiting to take place in 2024, with and expected start date in 2025. *See the exhibit for current pay grades.*

(City Manager) A proposed addition of .5 FTE's is being requested for the HR Specialist position. This proposed addition would allow the CIty to hire additional part-time HR staff to assist in the hiring of staff for the Bob Crane Community Center. No additional appropriations are required at this time.

(Community Development) A proposed pay grade change from 26 to 27 for the Chief Building Official position is being requested. The position was recently submitted for third party review and results validated pay grade 26. However, current market conditions and the anticipated job market when it is vacated will necessitate a higher pay grade to be able to recruit someone. *See the exhibit for current pay grades.*

History

N/A

Alternatives

The City Council could deny or delay approval of any or all of these proposed changes.

Attachments

1.	Ordinance No. 54-2024
2.	Exhibit A - Employee Strength Table Proposed Changes 2024

RECORD OF ORDINANCES

CITY OF UPPER ARLINGTON
STATE OF OHIO

ORDINANCE NO. 54-2024

TO AMEND THE 2023-2024 MUNICIPAL PROGRAM OF SERVICES (2023-2024 BIENNIAL BUDGE SUPPLEMENT) AS ADOPTED VIA ORDINANCE NO.80-2023

WHEREAS, City Council adopted the 2023-2024 Municipal Program of Services (2023-2024 Biennial Budget Supplement) via Ordinance 80-2023; and

WHEREAS, the adoption of the 2023-2024 Municipal Program of Services (2023-2024 Biennial Budget Supplement) includes the adoption of the City's employment strength table; and

WHEREAS, on occasion, there are changes to the employee strength table that require amendments of the adopted budget and Council action; and

WHEREAS, the following changes require Council action: (1) moving one FTE from the Economic Development Director position to an Economic Analyst position; (2) adding .5 FTE to the HR Specialist position; and, (3) increasing the pay grade of the Chief Building Official from a 26 to a 27.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Upper Arlington, Ohio:

SECTION 1. The amendments to the 2023-2024 Municipal Program of Services (2023-2024 Biennial Budget Supplement), attached hereto and incorporated herein as Exhibit A, are hereby incorporated and adopted.

SECTION 2. This ordinance shall take effect immediately after passage.

EMPLOYMENT SUMMARY

Pay Grade	New Pay Grade	Department/Position	Final 2019 Full Time	Final 2019 FTE	Final 2020 Full Time	Final 2020 FTE	Final 2021 Full Time	Final 2021 FTE	Final 2022 Full Time	Final 2022 FTE	Final 2023 Full Time	Final 2023 FTE	Adopted 2024 Full Time	Adopted 2024 FTE	
		City Attorney's Office													
		City Attorney	1.00		1.00		1.00		1.00		1.00		1.00		
27		Assistant City Attorney	2.00		2.00		2.00		2.00		2.00		2.00		
24		Criminal Justice Program Administrator	1.00		1.00		1.00		1.00		1.00		1.00		
19		Legal Management Assistant	1.00		1.00		1.00		1.00		1.00		1.00		
		Part-time Law Clerk / Intern		0.58		0.58		0.58		0.58		0.58		0.58	
		Total	5.00	0.58	5.00	0.58	5.00	0.58	5.00	0.58	5.00	0.58	5.00	0.58	
		City Clerk's Office													
		City Clerk	1.00		1.00		1.00		1.00		1.00		1.00		
21		Deputy City Clerk	1.00		1.00		1.00			0.73		0.73		0.73	
17		Assistant Deputy City Clerk		0.63		0.63		0.63		0.63		0.63		0.63	
		Total	2.00	0.63	2.00	0.63	2.00	0.63	1.00	1.36	1.00	1.36	1.00	1.36	
		City Manager's Office													
		City Manager	1.00		1.00		1.00		1.00		1.00		1.00		
31		Assistant City Manager	1.00		1.00		1.00		1.00		1.00		1.00		
29		Economic Development Director	1.00		1.00		1.00		1.00		1.00		0.00		* Position proposed to be moved to Economic Analyst
29		Human Resources Director	1.00		1.00		1.00		1.00		1.00		1.00		
29		Community Affairs Director	1.00		1.00		1.00		1.00		1.00		1.00		
	21	Economic Analyst											1.00		* Proposed transfer of 1 FTE as noted above.
23		Communications Manager	1.00		1.00		1.00		1.00		1.00		1.00		
21		Human Resources Administrator							1.00		1.00		1.00		
21		Communications Specialist									1.00		1.00		
19		Executive Office Administrator	1.00		1.00		1.00		1.00		1.00		1.00		
19		Human Resources Specialist	1.00		1.00		1.00		1.00		1.00		1.00	0.50	* Proposed addition of .5 FTE
		Intern		0.29		0.29		0.29		0.29		0.29		0.29	
		Total	8.00	0.29	8.00	0.29	8.00	0.29	9.00	0.29	10.00	0.29	10.00	0.79	
		Community Development													
31		Community Development Director			1.00		1.00		1.00		1.00		1.00		
26		Senior Planner	1.00		1.00		1.00		1.00		1.00		1.00		
26	27	Chief Building Official	1.00		1.00		1.00		1.00		1.00		1.00		* Pay grade adjusted
22		Planning Officer	1.00		1.00		1.00		1.00		1.00		1.00		
22		Code Compliance Officer	2.00		1.00		1.00		1.00		1.00		1.00		
21	22	Building Inspector/Plans Examiner	2.00		2.00		2.00		2.00		2.00		2.00		* Pay grade adjusted based on 3rd party review
20		Community Development Compliance Assistant			1.00		1.00		1.00		1.00		1.00		
17		Administrative Assistant	1.00		1.00		1.00		1.00		1.00		1.00		
		Intern		0.75		0.75		0.75		0.75		0.75		0.75	
			8.00	0.75	9.00	0.75	9.00	0.75	9.00	0.75	9.00	0.75	9.00	0.75	

EMPLOYMENT SUMMARY

Pay Grade	New Pay Grade	Department/Position	Final 2019 Full Time	Final 2019 FTE	Final 2020 Full Time	Final 2020 FTE	Final 2021 Full Time	Final 2021 FTE	Final 2022 Full Time	Final 2022 FTE	Final 2023 Full Time	Final 2023 FTE	Adopted 2024 Full Time	Adopted 2024 FTE
		Facilities Maintenance												
22		Facilities Manager											1.00	
20		Maintenance Manager	1.00		1.00		1.00		1.00		1.00		1.00	
		Total	1.00	0.00	1.00	0.00	1.00	0.00	1.00	0.00	1.00	0.00	2.00	0.00
		Finance Department *(includes Clerk of Court)*												
31		Director of Finance	1.00		1.00		1.00		1.00		1.00		1.00	
29		Assistant Finance Director	1.00		1.00		1.00		1.00		1.00		1.00	
26		Finance Manager	1.00		1.00		1.00		1.00		1.00		1.00	
21		Purchasing Administrator	1.00		1.00		1.00		1.00		1.00		1.00	
21	22	Clerk of Court	1.00		1.00		1.00		1.00		1.00		1.00	
20		Examiner	1.00		1.00		1.00		1.00		1.00		1.00	
20		Payroll Administrator	1.00		1.00		1.00		1.00		1.00		1.00	
19		Management Assistant	1.00		1.00		1.00		1.00					
19		Management Analyst									1.00		1.00	
18		Accounting Assistant	1.00		1.00		1.00		1.00		1.00		1.00	
18		Deputy Clerk of Court	1.00		1.00			0.73		0.73		0.75		0.75
17		Fiscal Technician	1.00		1.00		1.00		1.00		1.00		1.00	
			11.00	0.00	11.00	0.00	10.00	0.73	10.00	0.73	10.00	0.75	10.00	0.75
		Fire Division**												
31		Fire Chief	1.00		1.00		1.00		1.00		1.00		1.00	
29		Assistant Fire Chief / Deputy Fire Chief	1.00		1.00		1.00		1.00		1.00		1.00	
22		C.A.R.E.S Manager	1.00		1.00		1.00		1.00		1.00		1.00	
19		Fire Office Manager	1.00		1.00		1.00		1.00		1.00		1.00	
17		Administrative Assistant	1.00		1.00		1.00		1.00		1.00		1.00	
		Battalion Chief	5.00		5.00		5.00		5.00		5.00		5.00	
		Lieutenant	7.00		7.00		7.00		7.00		7.00		8.00	
		Firefighter	41.00		41.00		41.00		42.00		42.00		44.00	
**		*The City Manager is authorized to exceed the Fire Division strength table for a period of 12 months, but not exceed the current budget.*												
		Total	58.00	0.00	58.00	0.00	58.00	0.00	59.00	0.00	59.00	0.00	62.00	0.00
		Information Technology Department												
31		Director of Information Technology	1.00		1.00		1.00		1.00		1.00		1.00	
24		Systems Engineer	2.00		2.00		2.00							
24		Applications Engineer							1.00		1.00		1.00	
24		Infrastructure Engineer							1.00		1.00		1.00	
22		Project Manager/Web Developer	1.00		1.00		1.00		1.00		1.00		1.00	
20		Systems Administrator	1.00		1.00		1.00		1.00		2.00		2.00	
		Total	5.00	0.00	5.00	0.00	5.00	0.00	5.00	0.00	6.00	0.00	6.00	0.00

* Pay grade adjusted based on 3rd party review

EMPLOYMENT SUMMARY

Pay Grade	New Pay Grade	Department/Position	Final 2019 Full Time	Final 2019 FTE	Final 2020 Full Time	Final 2020 FTE	Final 2021 Full Time	Final 2021 FTE	Final 2022 Full Time	Final 2022 FTE	Final 2023 Full Time	Final 2023 FTE	Adopted 2024 Full Time	Adopted 2024 FTE	
		Parks and Recreation Department													
31		Parks & Recreation Director	1.00		1.00		1.00		1.00		1.00		1.00		
25		Parks Development & Arts Superintendent	1.00		1.00		1.00		1.00		1.00		1.00		
24		Parks & Forestry Superintendent	1.00		1.00		1.00		1.00		1.00		1.00		
24		Recreation Superintendent	1.00		1.00		1.00		1.00		1.00		1.00		
22		Arts Manager	1.00		1.00		1.00		1.00		1.00		1.00		
22		Recreation Manager	1.00		1.00		1.00		1.00		1.00		1.00		
22		Aquatics Manager		0.84		0.84		0.84		0.84	1.00		1.00		
22		Parks & Forestry Supervisor	2.00		2.00		2.00		2.00		2.00		2.00		
22		Community Center Manager							1.00		1.00		1.00		
21		Recreation Supervisor	6.00		6.00		6.00		6.00		6.00		7.00		
21		~~Horticulture~~ Landscape Supervisor	1.00		1.00		1.00		1.00		1.00		1.00		* Title change only
20		Community Events Coordinator		0.66		0.66		0.66		0.66		0.66		0.75	
20		Recreation Program Assistant		0.87		0.87		0.87							
20		Rental Coordinator											1.00		
20		Aquatics Coordinator											1.00		
18		Recreation Program Leader		0.73		0.73		0.73							
17		Administrative Assistant	3.00		3.00		3.00		3.00		3.00		3.00		
20		Parks and Forestry Specialist	3.00		5.00		4.00		4.00		4.00		4.00		
18		Parks and Forestry Technician	4.00	3.73	4.00	3.73	5.00	3.73	5.00	3.73	5.00	3.73	6.00	2.29	
		Seasonal/PT Workers		27.41		27.41		27.41		29.01		29.01		29.39	
		Safety Town *(moved from Police in 2022)*								1.06		1.06		1.16	
			25.00	34.24	27.00	34.24	27.00	34.24	28.00	35.30	29.00	34.46	33.00	33.59	
		Police Division**													
31		Police Chief	1.00		1.00		1.00		1.00		1.00		1.00		
24		Professional Standards Coordinator									1.00		1.00		
22		Crime Analyst									1.00		1.00		
20		Property Custodian/Court Liaison							1.00		1.00		1.00		
18		Police Records Specialist		0.60		0.60	1.00		1.00		1.00		1.00		
17		~~Administrative Assistant~~ Support Specialist	3.00		3.00		3.00		3.00		3.00		3.00		* Title change only
		Lieutenant	3.00		3.00		3.00		3.00		3.00		3.00		
		Sergeant	8.00		8.00		8.00		8.00		8.00		8.00		
		Police Officer	41.00		41.00		41.00		41.00		41.00		41.00		
		Special Project Intern		0.50		0.50		0.50		0.50		0.50		0.50	
		Safety Town *(moved to Parks and Recreation in 2022)*		1.06		1.06		1.06							
**		*The City Manager is authorized to exceed the Police Division strength table for a period of 12 months, but not exceed the current budget.*													
		Total	56.00	2.16	56.00	2.16	57.00	1.56	58.00	0.50	60.00	0.50	60.00	0.50	

EMPLOYMENT SUMMARY

Pay Grade	New Pay Grade	Department/Position	Final 2019 Full Time	Final 2019 FTE	Final 2020 Full Time	Final 2020 FTE	Final 2021 Full Time	Final 2021 FTE	Final 2022 Full Time	Final 2022 FTE	Final 2023 Full Time	Final 2023 FTE	Adopted 2024 Full Time	Adopted 2024 FTE
		Public Service Department												
31		Public Service Director					1.00		1.00		1.00		1.00	
31		Public Service Director / City Engineer	1.00		1.00									
28		Deputy Public Service Director / City Engineer	1.00											
29		City Engineer					1.00		1.00		1.00		1.00	
26		Assistant City Engineer	1.00		2.00		1.00		1.00		1.00		1.00	
23		Engineering Coordinator	2.00		2.00		2.00		2.00		2.00		2.00	
23		GIS Administrator	1.00		1.00		1.00		1.00		1.00		1.00	
23		Electrical Supervisor	1.00		1.00		1.00		1.00		1.00		1.00	
20		Engineering Technician	3.00	1.44	4.00	1.44	4.00	1.44	4.00	1.44	4.00	1.44	4.00	0.96
20		GIS Analyst	1.00		1.00		1.00		1.00		1.00		1.00	
20		Utility/Engineering Technician	1.00		1.00		1.00		1.00		1.00		1.00	
19		Utility Locator											1.00	
19		Management Assistant	1.00		1.00		1.00		1.00		1.00		1.00	
19		Electrician/Traffic Technician	4.00		4.00		4.00		4.00		4.00		4.00	
		Intern		0.29										
		Total	17.00	1.73	18.00	1.44	18.00	1.44	18.00	1.44	18.00	1.44	19.00	0.96
		Public Works Division												
24		Public Works Service Manager	1.00		1.00		1.00		1.00		1.00		1.00	
23		Public Works Supervisor	3.00		3.00		3.00		3.00		3.00		3.00	
21		Fleet Maintenance Supervisor					1.00		1.00		1.00		1.00	
20		Fleet Maintenance Lead Technician					1.00		1.00		1.00		1.00	
20		Fleet Maintenance Foreman	1.00		1.00									
19		Fleet Maintenance Technician	4.00		4.00		4.00		4.00		4.00		4.00	
21		Performance Analyst	1.00		1.00		1.00		1.00		1.00		1.00	
18		Parts Coordinator	1.00		1.00									
		Public Works Workers	20.00	1.73	20.00	1.73	20.00	1.73	20.00	1.73	20.00	1.73	20.00	1.73
		Total	31.00	1.73	31.00	1.73	31.00	1.73	31.00	1.73	31.00	1.73	31.00	1.73
		Grand Total	**227.00**	**42.11**	**231.00**	**41.82**	**231.00**	**41.95**	**234.00**	**42.68**	**239.00**	**41.86**	**248.00**	**41.01**

Note: As first authorized by Ordinance 88-2019, the Appointing Authorities are hereby given the authority:

- To amend the pay grade of any position contained in the budget, provided there has been third party review, and there has been sufficient appropriation in the budget for that department.
- To update the title of any position that neither changes the grade nor duties/description of the position.
- To temporarily exceed the strength table for a position for a period not to exceed 120 days. This authority is limited to a date certain due to retirement of the position or departure from employment in the position with the City. *(see exceptions above for police and fire)*

EMPLOYMENT SUMMARY

2024 Pay Grades (+3.2%)

Pay Grade	*Hourly* Minimum	*Hourly* Mid point	*Hourly* Maximum	*Annualized*** Minimum	*Annualized*** Mid point	*Annualized*** Maximum
14	$ 20.2357	$ 24.2828	$ 28.3299	$ 42,090.18	$ 50,508.21	$ 58,926.25
15	21.2925	25.5510	29.8095	44,288.36	53,146.04	62,003.71
16	22.5706	27.0847	31.5988	46,946.75	56,336.24	65,725.50
17	23.9243	28.7091	33.4940	49,762.47	59,714.96	69,667.45
18	25.3597	30.4317	35.5037	52,748.21	63,297.90	73,847.59
19	26.8816	32.2579	37.6343	55,913.70	67,096.39	78,279.32
20	28.4952	34.1943	39.8933	59,270.01	71,124.06	82,978.10
21	30.2041	36.2449	42.2857	62,824.54	75,389.44	87,954.35
22	32.0165	38.4198	44.8231	66,594.38	79,913.11	93,232.08
23	33.9377	40.7252	47.5128	70,590.39	84,708.47	98,826.55
24	35.9740	43.1689	50.3637	74,825.98	89,791.22	104,756.46
25	38.1328	45.7592	53.3858	79,316.15	95,179.15	111,042.38
26	40.8013	48.9617	57.1219	84,866.72	101,840.25	118,813.55
27	43.6580	52.3896	61.1212	90,808.65	108,970.33	127,132.01
28	46.7143	56.0572	65.4000	97,165.72	116,598.96	136,031.96
29	50.9186	61.2358	71.2860	105,910.64	127,370.43	148,274.89
30	55.5012	62.4604	72.8706	115,442.59	129,917.69	151,570.84
31	60.4964	74.6966	88.9887	125,832.43	155,368.86	185,096.51

** - The pay of each employee (including contract employees) is based on an annualized method. The regular hourly wage is determined by dividing the annual salary by 2,080 hours unless otherwise provided by ordinance or collective bargaining agreements. Thus, in years where regular work hours exceed the 2,080 hours, annualized amounts could exceed the amounts included in this schedule.