

1. 2021.07.21 Agenda

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2. 2021.06.16 Finance Minutes

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[2021.06.16 FINANCE MINUTES.PDF](#)

# The Village of Sunbury

P. O. Box 508  
Sunbury, Ohio 43074  
(740) 965-2684  
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**Allen Rothermel**  
Administrator

**Joseph St. John**  
Mayor

**Kathy Belcher**  
Fiscal Officer

## AGENDA OF BUSINESS FINANCE COMMITTEE VIA VIRTUAL JULY 21, 2021 6:30 PM

### **American Rescue Plan Act**

#### **American Rescue Plan Act - Coronavirus Local Fiscal Recovery Funds for Ohio Non-Entitlement Units of Local Government, registration submitted by KATHY BELCHER**

Your registration has been **approved**. Your award amount is \$333,475.00.

Your entity's application has been approved and your first tranche payment is shown above. This is half of your allocation and should be received within ten (10) business days or sooner. Your NEU Recipient Number is: OH0733

### Resolution 2021.11 – Rates/Amounts

#### Virtual Billing

Comparison between Smart Bill and Invoice Cloud

### REPORTS

#### **Investments**

Fifth Third Bank – Statement included. Currently interest earned at Fifth Third is at .537% with a two year window.

Star Bank – Statement included

Currently Star Ohio is paying .08% interest equals to .0008

Chase Bank-Statement included

Interest paid for December was .01% equals to .00010.

## Bank Reconciliation

Bank balance of	17,616,613.74
Star Ohio	7,740,226.62
Fifth Third	7,862,881.68
Chase	315,434.77
First Commonwealth	1,698,070.67

## MTD/YTD CURRENT REVENUE REPORT 2021.05

### General Fund

- The beginning year fund balance was \$10,519,625.52 with the current balance is 10,406,168.56 showing a decrease of \$113,456.96.
- Through June year to date revenue should be at 50.0%. In actuality we came in at 48.59%. With the leaders being Income Tax at 53.09%, Local Government fund is at 60.7%. Real Estate Tax after the first half payment came in at 66.55%, this actually a result more of a budgeting deficit, when I budget for the real estate tax, I work from the County's numbers, therefore I am one year behind any new builds. Going forward I believe that I could contact the County to narrow the expected gap.
- **Building Permits are coming back up, but still behind 50% at 30.91%.** – This again is more of a budgeting process, I increased the budget to include various residential building plans that have happened yet, I believe that I am one year too early with the estimated projections.
- Interest income has been at 3.5% This too is a sign of the times, with interest rates low, it only stands to reason that interest earned also is low.

### Street Fund

- The beginning balance was \$389,666.77. Current balance is \$542,693.00.
- Gas Tax Collections are at year to date \$140,077.79, 39.13% of estimated revenue.

### Impact Fees Police

- The beginning balance of the fund was \$93,381.56. Current balance is \$185,749.79 Collections for June are at 88.95 % of budget.

### Impact Fees Municipal Building

- The beginning balance of the fund was \$40,943.78. Current balance is \$49,903.82. Revenue is at 89.60 of budget.

### Sewer Fund

- The beginning fund balance was \$4,024,986.63. Current balance at \$4,623,306.34
- Customer Usage is at 50.96%
- Entire fund at 84.22% of estimated budget

\*\* Of note the Sewer Fund has received the first reimbursement from the Little Walnut Creek  
This reimbursement was the \$150,000.00 that was paid to Romanelli/Hughes for the  
project.

Total Revenue Percentage is 58.06% of an expected 50.0% of budget.

### **MTD/YTD CURRENT EXPENSE REPORT 2021.06**

#### General Fund

- The current expenses are at 48.48%  
RITA is one of the leaders in the expense 50.99% of the expected 50.0%.  
Capital Street appropriations were increased by the Ordinance 2021.01.1 First Amended.  
Capital Street is at 78.15 % with the purchase of the new truck.

#### Street Fund

- Expenses for the Street Department came in at \$8,938.11. 3.16% of the budgeted \$400,000.00

#### Sewer Fund

- Expenses are at 37.10% of budget
- Chemical expenses are at 83.07% of budget
- Supplies are at 24.63% of budget.

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## Minutes FINANCE COMMITTEE VIA VIRTUAL JUNE 16, 2021 6:30 PM

### Attendance

Mayor St. John, Damin Cappel, Martin Fisher, David Martin, and Cindi Cooper, Tim Gose and Greg Elliott were present.

### Gose

- Asked about the differences between I – Cloud and Smart Bill
  - The major difference is real time versus/monthly billings
  - I Cloud wants to make a short presentation at the next Finance Meeting.
  - **St. John** made note of the process of updating the utility billing from Authority Billing with Smart Bill mailing the bills to the next step of going paperless, having test alerts and see the account online.

### American Rescue Plan Act

### St. John

- Gave a history for the 2021 Street Program – The Village did not score high enough to be awarded a grant. The Committee decided to continue with a 2021 Street program to continue moving forward and avoid falling behind. The amended appropriations will increase the Street Capital Fund to take the original appropriations and add more monies for the street improvements.

### ORDINANCE NO. 2021.01 First Amended

### AN ORDINANCE AMENDING THE 2021 ANNUAL APPROPRIATIONS AND DECLARING AN EMERGENCY

### **St. John**

- Gave a brief update on the necessary repairs to the current bucket truck, with the needed repairs and the age/condition of the truck a new truck has been found. And on the Council's, agenda is an ordinance authorizing purchase of the truck. The truck is necessary for the repairs to the streetlights. The old truck will be sold for parts, and tonight will be a first reading only.

### **St. John**

- Impact Fee Study – initially there was to be a report ready for tonight, and after a comparative analysis it was decided to make a few more changes before recommending to Council.

### **Parkinson**

- Explained the two options in applying for the TAP grant.
  1. Submit the application, due this Friday, June 18<sup>th</sup> and it will be awarded on August 6<sup>th</sup>. The aggressive schedule will include design bid and construction this year. This is a reimbursement project, with that in mind the Village would have to “front” all the funds and then submit for reimbursement from the County.
  2. The less aggressive method would have design, bid and construction of the trail in the first part of next year. The advantage of this method is it would give the Village an opportunity to budget the funds.
  3. This will be brought up to Council for a decision.

### **St. John**

- Displayed the map below to show the advantages of bidding now and perhaps being able to profit from one contractor and saving on the mobilization costs.
- This will be brought up in Council for the official motion/vote.
- Asked for clarification on the approval process of the funds, Parkinson is just asking for the approval of the aggressive schedule to take advantage of combining the mobilization cost of the contractors.



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**REPORTS**

**Investments**

Fifth Third Bank – Statement included. Currently interest earned at Fifth Third is at .55% with a two year window.

Star Bank – Statement included  
 Currently Star Ohio is paying .08% interest equals to .0008  
 Chase Bank-Statement included  
 Interest paid for December was .01% equals to .00010.

**Bank Reconciliation**

Bank balance of	17,471,954.00
Star Ohio	7,868,689.51
Fifth Third	7,739,716.97
Chase	315,431.96
First Commonwealth	1,548,115.56

## MTD/YTD CURRENT REVENUE REPORT 2021.05

### General Fund

- The beginning year fund balance was \$10,519,625.52 with the current balance is 10,670,206.27 showing an increase of \$150,580.75.
- Through May year to date revenue should be at 41.67%. In actuality we came in at 45.26%. With the leaders being Income Tax at 42.10%, Local Government fund is at 46.0%. Real Estate Tax after the first half payment came in at 66.55%, this actually a result more of a budgeting deficit, when I budget for the real estate tax, I work from the County's numbers, therefore I am one year behind any new builds. Going forward I believe that I could contact the County to narrow the expected gap.
- **Building Permits have taken a hit being at 24.16%.** – This again is more of a budgeting process, I increased the budget to include various residential building plans that have happened yet, I believe that I am one year too early with the estimated projections.
- Interest income has been at 2.76% This too is a sign of the times, with interest rates low, it only stands to reason that interest earned also is low.

### Street Fund

- The beginning balance was \$389,666.77. Current balance is \$516,668.46.
- Gas Tax Collections are at \$25,615.65, 31.99% of estimated revenue.

### Impact Fees Police

- The beginning balance of the fund was \$93,381.56. Current balance is \$97,084.62 Collections for May are at 74.06 % of budget.

### Impact Fees Municipal Building

- The beginning balance of the fund was \$40,943.78. Current balance is \$48,415.43. Revenue is at 74.72 of budget.

### Sewer Fund

- The beginning fund balance was \$4,024,986.63. Current balance at \$4,305,500.56
- Customer Usage is at 42.5%
- Entire fund at 53.29% of estimated budget

**\*\* Of note the Sewer Fund has received the first reimbursement from the Little Walnut Creek This reimbursement was the \$150,000.00 that was paid to Romanelli/Hughes for the project.**

Total Revenue Percentage is 45.29% of an expected 41.66% of budget.



## **MTD/YTD CURRENT EXPENSE REPORT 2021.05**

### **General Fund**

- The current expenses are at 36.47%  
RITA is one of the leaders in the expense 40.62% of the expected 41.67%.  
Capital Street is at 29.7 % with the purchase of the new truck.

### **Street Fund**

- Expenses for the Street Department came in at \$8,938.11. 2.2% of the budgeted \$400,000.00

### **Sewer Fund**

- Expenses are at 28.94% of budget
- Chemical expenses are at 55.13% of budget
- Supplies are at 18.55% of budget.