FINANCE COMMITTEE MEETING

held March 4, 2013

6:00 p.m.

Present:	Chairman Mike Young Councilman Dwight Clark Councilman Dave Tadych
Also Present:	Mayor Sutherland, Finance Director Mahoney, Police Chief Wright, Fire Chief Lyons, Service Director Sears, Assistant Service Director Sears, Community Services Director Bock, Operations Manager Landers, President of Council Paul Koomar, Councilwoman Karen Lieske, Councilman Clete Miller
Audience:	Susan Fink

2013 Budget Revenue

Capital Improvements (Exhibit A attached)

Mr. Young called the meeting to order at 6:00 p.m. In addressing Capital Improvements, Mr. Young advised that, especially with large improvements, any projects must be fit in with a bond schedule and budgeted out so that the city is not in excess of $1.981 million in any particular year. We are pushing that limit for this year. Next year we will free up approximately one-half million dollars.

Mr. Galli and Mr. Sears have prepared a list of needed building improvements. There will be a separate discussion with the President of Council and the Mayor. Those issues that fall under the jurisdiction of the Cahoon Memorial Park Trustees will include all of the trustees.

Community House – New Fire Alarm. The work began March 4, 2013 and should be done by March 15, 2013. There are no anticipated changes in the amount of $20,000.

Cahoon Park Improvements - $10,000 – An asphalt walking trail will be conducted to connect the tennis courts to the existing walking trail behind the baseball diamond. Mr. Tadych asked if the sidewalk along Dover Center Road will remain. Mr. Galli responded affirmatively.

A new storage shed to house the equipment for the Dover Center Road tennis courts will be constructed. If possible, the cost of the shed will be worked into the budget for the tennis court replacement project.

Bradley Road Park Improvements – The basketball courts need to be resurfaced at an approximate cost of $40,000. A lighting retro-fit for the lighting on the Bradley Road Park

tennis courts is estimated to cost $75,000. Mr. Young will provide contact information for a party who had similar work done last year through a grant. Mr. Clark asked if another two years life is possible for the tennis court lighting. Mr. Galli stated that twenty years life for the lighting is possible. However, if LED lighting is installed, there will be considerable savings with a six to seven year payback. The existing poles can be used. Mr. Tadych noted that the Reese Park tennis court lights are glaring into the neighbors' properties.

Renovate old Police Station Office – Mayor Sutherland stated that there is HVAC work that needs to be done, as well as electrical drop ceilings, and other infrastructure work. Estimated cost is $30,000. Something other than the Recreation Department will be occupying the space. The long-range plan is to bring the Recreation Department here, but it will take a while to get that in place.

City Hall Exterior Improvements – Mr. Sears stated that the city hall re-roofing project is for shingles and metals only. The other items, such as screens, will be done in-house. Mr. Young asked if the pillars on the outside of the doors, and the doors will be replaced. Mr. Sears stated that the entrance doors and entrance way will be repainted only. The bottom 36 inches should be able to be cut out of the outdoor columns. They are planning on putting stone-face brick upward with sandstone, get rid of the bases, and paint in the spring. Exterior trim of the building will also be painted. Mr. Young noted the need for tuck point work for the city hall building, the community house and the Dwyer Memorial Center. Mr. Clark suggested taking care of the internal improvements needed at the Dwyer Center first, and then addressing the exterior. Mr. Tadych commented that the braces on the outdoor columns are in poor condition. Mr. Galli has asked the directors to put together a list of what needs to be done in the buildings on a time-line needed basis from present to the next five years.

Mr. Young questioned the need for a control system after hours with a camera at the police station that could buzz people in and out of the building. Mr. Galli stated that there are key swipes that could be used for controlled access.

Discussion followed with Mr. Sears regarding improvement plans for the city hall. Mr. Sears noted that the decisions for the improvements should be based on the life expectancy for the improvements. Mayor Sutherland stated that $200,000 could easily be put into city hall, just to maintain it. A conversation should ensue with Council as to how much money they should continue to put into the city hall building. Mr. Young stated that these discussions would be for the Council of the Whole, rather than just the Finance Committee.

Service Garage Projects include a sediment control pad, enhanced swale, and electrical upgrades. Mr. Young stated that the question is how much of this work will be covered by insurance proceeds. A settlement for the salt transfer building has been received. Mr. Sears stated that he is hoping Mr. Galli will be able to replace the building for the amount of $315,000 of the settlement. The other items such as the sediment control pad and the enhanced swale are required as part of the EPA Storm Water Management Program, and must be done by 2014. The sediment control pad is the truck washing facility. The thought process is to build the sediment control pad at the existing building on the east side. The enhanced swale is for storm drainage off the building. The insurance settlement will not be paid until Mr. Galli submits a plan as to

what type of building will be constructed. The sediment control pad, swale, electrical upgrades clear span covers, and flat roof above the sign are additional items above and beyond the insurance settlement proceeds. These improvements total $105,000.

Columbia Park Improvement – The steps are estimated to cost $100,000 for repair or replacement. CT Consultants has recommended a design/build proposal for a concrete structure. Mr. Tadych asked if that would be built over the existing steps. Mr. Galli stated that this remains to be determined.

Police Station Sign – Chief Wright stated that the building has been in use for seven years. They have patiently awaited signage. The lighted sign would cost approximately $2,000. Mr. Tadych noted that there was discussion about a sandstone base. Chief Wright stated that a brick and sandstone base would be constructed to hold a weather resistant sign with the address of the building and the Police Department logo.

Various Building Signs – The $2,500 sign cost would cover new signs in the city for the Boat Club and Bay Lodge.

Also included in the Cahoon Park Improvements, but more as a wish-list for the future is a new digitalized LED information sign to be constructed at the corner of Wolf and Cahoon Roads to replace the existing sign, and a drinking fountain at the north side of the T. Richard Martin Walking Trail. Mr. Young stated that discussion should probably begin about the lighting of signs for the historic district of Cahoon Memorial Park. Mr. Sears stated that he would perceive a sign similar to the police station sign, with some sort of historic designation.

Mr. Sears stated that the three buildings that should be discussed for improvements by the Council of the Whole would be the city hall, community house, and Dwyer Memorial Senior Center.

Equipment Replacement

Mr. Young stated that the Service Department is looking at $398,000 worth of equipment replacement, and $18,000 for a parks mower but there have been no other details provided. Mr. Sears referred to the last chapter of the budget book he prepared for 2013 for the Service Department.

The 2003 Pelican Sweeper has a trade-in value of $15,000. All of the proposed purchases are of state bid pricing. Mr. Tadych asked if the new sweeper will work more efficiently than the old street sweeper. Mr. Sears explained the difference between a Pelican sweeper, which is broom driven, and a Vacuum Sweeper which actually vacuums up the leaves. Mayor Sutherland discussed whether there would be any opportunity to share equipment with another community. It was decided that this would reduce the life of a sweeper. The estimated life of the sweeper is five years. Mr. Tadych noted that the sweeper being replaced has been used for ten years.

Mayor Sutherland commented that the Environment Protection Agency requires sweeping all streets and city-owned parking lots twice per year. All of the material must be captured and disposed of properly.

Mr. Sears will attempt to have Fleet Manager/Mechanic Scott White present at a Finance Committee meeting to discuss vehicle and equipment needs. The Committee discussed the importance of scheduling equipment replacement to avoid too many very large purchases within the same year.

Mrs. Mahoney advised that $850,000 of the indebtedness schedule is for sewers. The total indebtedness permitted is $1.9 million.

Bay Village Police Department Capital Requests – Exhibit B attached

Chief Wright stated that the department is requesting three police vehicles: a 2013 Ford Utility Police Interceptor, and two 2014 Ford Sedan Police Interceptor. All three vehicles will be marked as patrol vehicles. Of the three detective vehicles, one is one year old, one is in fair condition, and the third vehicle had a new engine installed five years ago.

Mr. Clark suggested that Scott White review police and fire vehicle inventories to assist the Finance Department in prioritizing purchases. Mr. Young noted that there is a grant application outstanding. If this grant is successful, the budget for three vehicles could be reduced by one vehicle. If orders for vehicles are placed before the deadline, a 2013 vehicle or 2014 vehicle at the 2013 vehicle will be obtained. If ordered after the deadline, the cars may not be available. Mrs. Mahoney suggested appropriating for two cars now, and if the grant is received submit a revised appropriation.

Mr. Clark expressed concern about gas mileage of an SUV. Chief Wright stated that he has not looked at the specific comparison. He noted that the SUV's are comfortable for the officers, are a four-wheel drive vehicle, and allows more equipment to be carried. One of the new Taurus police vehicles is a four-wheel drive, the other is an all-wheel drive. The four-wheel drive does not handle well in icy or wet conditions. The proposed sedans are all-wheel drive vehicles.

Bay Village Fire Department Capital Requests – Exhibit C attached

Chief Lyons stated that the replacement of the Fire Chief's vehicle has been postponed three times. The Mayor noted the urgent need for this vehicle, as the existing vehicle has been towed twice recently due to breakdowns.

Mr. Young stated that the original design of the Fire Station is no longer applicable due to the absence of a dispatcher. Discussion followed concerning a change in building design presently or if there is a change in the future if the city would go to a regional fire district. Chief Lyons stated that the building would probably look very similar in terms of use. There is area needed for administrative services, vehicles and tools, and residential functions. An architect could factor into design the possibility of a regional department.

Mayor Sutherland has signed a purchase order for the Nixle Dial option to replace the obsolete Reverse-911 system, in the amount of $5,500 annual fee.

The meeting adjourned at 7:00 p.m. The next meeting of the Finance Committee will be held at 7:00 a.m. on Friday, March 8, 2013.

Mike Young, Chairman

Joan Kemper, Secretary