

FINANCE COMMITTEE MEETING
held October 20, 2016
5:30 p.m. Conference Room

Present: Councilman Dwight Clark, Chair
Councilman Tom Henderson
Councilman Dave Tadych
Finance Director Mahoney

Also Present: Mayor Ebert, President of Council Koomar, Councilman Marty Mace

Audience: Operations Manager Landers, Community Services Director Selig,
Police Chief Spaetzel, Fleet Manager White, Service Department
Supervisor Liskovic

Chairman Clark opened the meeting at 5:30 p.m. and thanked everyone for their attendance.

2017 City Departments Capital Requests

Mr. Clark stated that the Department Directors have been tasked to present a reasonable number of Capital requests for 2017, and then they would be afforded the opportunity to speak to the Finance Committee regarding their requests.

Finance Director Mahoney issued packets of information relating to the budget to the members of Council. The first page in the packet is the debt schedule. What the debt schedule is showing is that in 2018, with the anticipated new, additional debt of \$1.6 million, there will be a shortfall in 2018 of about \$88,000, which is insignificant because there could be additional property tax allocated to the Debt Service Fund. Mrs. Mahoney stated that her goal is to always have two years of debt payments in the Debt Service Fund (Bond Retirement) and to not spend down farther than that. Total reserves are two years of expenditures and in 2018 that number should be \$4,392,087 which is two years' worth based on the added debt we could take on in 2017. Right now, the anticipated cash fund balance at the end of 2016 is \$4.8 million, which indicates a little cushion. Mrs. Mahoney stated that she worked with the department directors to come up with what reasonable requests that she feels the City can fund.

Mr. Clark noted, for reference purposes, that in 2016 the City borrowed \$1.37 million for our annual note program.

Mrs. Mahoney explained that the second page of her distribution is a summary of what the departments are requesting for Capital projects. Total Capital projects requested amount to \$2,483,455. Sources of funds to fund that total debt is a little bit from the County grants, (Dwyer Kitchen Grant and Generator Grant, Fire Department CVA Grant). Those projects will not happen if the grant money is not received. There is about \$7,000 in the Animal Donations Fund. That will fund the conversion of the van to the Animal Control Officer (ACO) van. The Queenswood Engineering cost will either be paid through purchase order, since Council has

already approved \$130,000 for the project. If the State does not approve the engineer, that money is in the fund balance, ready to be spent on engineering. For the Community House gutters, there was \$7,200 remaining from the painting this year, so resources are available in the fund balance. The gutters cost \$8,000, so \$7200 left over from the paint project will be used for that. There is about \$200,000 that can be used for street improvements that is in Fund 270. Lake Road Cleaning can be paid for out of sewer funds. Crack sealing can be paid from the Street Improvement Fund. That has been done in the past.

Tom Henderson stated that one general question he has for discussion, at this point we are not ready to undertake the Sunset Project, but how soon will we be thinking about those large projects in the context of the 2017 Capital Budget and borrowing for the Sunset Project? Mrs. Mahoney stated that Sunset would have to be a separate borrowing issue. Mr. Clark stated that when we know what the permanent borrowing amount is, we can probably do a note separate from our normal borrowing program based upon how we break up the City cost and the resident share. He would like to keep it separate from our normal borrowing program because it probably is going to be a longer term project with specific financing. We don't want to lose sight of that moving forward.

Mr. Tadych asked Mr. Ebert if the \$2.5 million is the whole Sunset project, including the cost to the residents. Mr. Ebert responded affirmatively. Mr. Henderson stated that he thought it was \$2.9 million the last time it was reviewed. Mr. Ebert stated that he spoke with Engineer Bob Grestak for some ideas to get it down to the \$2.5 million amount.

Mrs. Mahoney stated that what they have done the past few years is a Bond Anticipation Note (BAN). If we took out a note for this it would be a separate note.

Mr. Koomar asked if there is any of the debt listed that at some point would be callable that we could pay off. Mrs. Mahoney stated that unfortunately they are not callable. Mr. Clark added that the police station debt is already set through the non-callable period. The only other bonds that are non-callable are the bonds for the Community Gym and the Aquatic Center. The Community Gym pays off at the end of 2017. Mr. Koomar asked if the Police Station was ever callable. Mr. Clark stated that they advance refunded part of the Police Station in 2012, at an about 2% coupon, so it is probably not callable for about ten years. We would not call it anyway because it is a relatively low interest rate. The other one is probably non-callable because we had waited for the settlement on the architect issue before we paid some of that interim note down and took the balance to market.

Community Services Department

Community Services Director Leslie Selig stated that they are still in the process of applying for the kitchen grant for \$150,000. At the same time, there is a supplemental grant now available of \$50,000 that would help for the purchase of a generator at the Dwyer Memorial Center to provide a viable safe place for residents during extreme weather conditions or other unusual events.

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The Department is still looking to continue the window replacement project. A third window is in the process of being purchased which will finish the west side of the building. There is another \$10,000 budgeted for 2017 to cover the rest of the windows that would be on the front and the east side of the Dwyer Memorial Center. The total cost of windows is \$20,000.

There are no matching City funds required for the \$150,000 kitchen grant. Mrs. Selig stated they put \$20,000 in the budget for 2016 for engineering which will transfer to 2017. We have not negotiated anything yet with CT Consultants. Mrs. Selig's goal would be zero funds contributed from the City. In terms of using the kitchen at Bay Presbyterian Church, Mrs. Selig has been working with them on the Holiday Caring and Sharing Program for this year and has had the opportunity to look at their kitchen. Mrs. Selig stated that using their kitchen would be Plan B, but logistically it would be very challenging to move the program to Bay Presbyterian.

Mrs. Selig stated that the four columns at the Dwyer Memorial Center portico in the canopy of the building are deeply corroded and have to be replaced or shored up. There are literally holes in two of them. It is a structural safety concern at some point, and we are getting close to that point. CT Consultants provided an estimate of \$55,000. Mr. Ebert and Mr. Liskovic discussed it and think it can be done for \$10,000 in-house. Mr. Koomar noted that the City Hall columns were done in-house. Mrs. Mahoney advised that the columns at City Hall are decorative, whereas the columns at the Dwyer Memorial Center are structural columns.

The existing 14-passenger bus is used for transportation for Dwyer Memorial Center programs. A mini-van and a 2014 Taurus is also part of the Community Services fleet. Mr. Ebert suggested that the senior mini-van would be a good van to convert for use by the Animal Control Officer, and replace the mini-van with a new van. Ideally, a mini-van would have a wheel chair lift. It is easier for the transporter and the person who is being transported. Only one wheel chair bound person is taken at one time. It makes more sense to have the mini-van have the wheel chair lift and the 14-passenger van not have the wheel chair lift. Also, the one they have now rattles terribly. The mini-van is used for multiple trips four days per week. Mr. Tadych asked how many seats would be removed from a van by the installation of a wheel chair component. Mrs. Selig stated that the van she was considering would still seat five people including the driver. Normally, they never have more than three passengers at one time. Mr. Clark asked when the van would normally have been slotted for replacement. Mrs. Selig stated that they could wait another cycle for a mini-van and hopefully buy a less expensive 14 passenger van a couple years after that.

Mr. Clark stated he was thinking about establishing priorities. Going back to the generator, it plays somewhat of an essential role, albeit contingent as to what happens. There really was a challenge with Superstorm Sandy trying to gather people in a place where you could feel safe and warm. He suggested that Mrs. Selig think about whether that is something that should be done with or without a grant. Mr. Ebert noted that the Middle School has a shower, cafeteria, generator, and more room than the Dwyer Center. That would be the ideal place for emergency evacuations. The cooperation of the School Board would be necessary.

Mr. Clark asked when Mrs. Selig will be notified of her grant applications for the kitchen and the generator. Mrs. Selig expects to hear the results in the first quarter of 2017. If the kitchen grant is successful, she will apply in 2018 for the meal grant.

Mr. Clark stated at this point it makes perfect sense to complete the window project and the canopy repairs, especially if it can be done internally. We can then look at the other elements in terms of priority and whether we want to consider extending those for other reasons.

Police Department

Police Chief Spaetzel reviewed his Capital requests for 2017. He stated that they do not need much; they have the ongoing CAD/RMS software which was purchased several years ago. It worked out quite well for the Police. They have spread the cost of the system out over five years and included in that was the maintenance cost. They are really not paying \$10,000 or more in maintenance costs, it is just included in the five-year purchase plan. The amount of \$14,575 per year will drop off in 2020. At that time a maintenance agreement will be written. It will be about the same cost, but it will be part of the Operating costs.

Mr. Koomar asked the function of the CAD/RMS software system. Police Chief Spaetzel stated that it basically runs all of the Police Department's internal record-keeping systems. The Computer Aided Dispatch system ties into the Records Management System. The Sundance Software runs the whole thing. All the records of the Police Department are housed within this software program. It interfaces with LEEDS and the courts, avoiding duplication of work. This is the software that replaced the grid software that wasn't supported and of questionable quality.

The Police Department is seeking to replace two new vehicles in 2017. They have had quite a few discussions on how to rework the five-year plan, because they had some high mileage vehicles. It worked out best to dispose of the current 2011 Crown Victoria vehicles, which are the last patrol Crown Victorias that they have in the department. They are running up some maintenance costs on the older Crown Victorias. Fleet Manager Scott White stated that there were major repairs on one in the amount of \$4,500 and \$400 in minor repairs on the other. They both total \$80,000 to \$90,000 for vehicles due to be replaced in 2017.

Mr. Clark asked if the used vehicles will ultimately go into the City fleet of vehicles to be used by the Service Department. Chief Spaetzel stated that they try to keep them at the 100,000 mileage mark so that they can be reused. High mileage adds wear and tire. One hour of idle time equates to thirty miles which adds considerably to the actual miles of the vehicle.

Mr. Clark stated that two vehicles were bought late last year. One doesn't have any mileage. Are we still waiting for one to be delivered? Chief Spaetzel stated that because they were late to order last year they just received those vehicles and one of them is having the equipment transferred right now. The equipment is being transferred from the current Crown Victoria and put into the new vehicle. The vehicle numbers are 1125 and 1127.

Mr. Clark stated that Mr. White's concern is that there will be deferred maintenance costs that we could be experiencing on the two Crown Victorias going forward. Mr. White said that they

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are in fairly good shape. The miles go way down once they come into the Service Department fleet. Mr. White tries to run the vehicles until they have an engine failure or transmission failure that will take them out of service. He does discourage driving them to Columbus for any kind of training, but as far as using them in the City they can get a couple years out of them.

Mr. Clark asked if the vehicles have much of a salvage value. Mr. White stated that he has seen them sold for as little as \$1,000 and as high as \$3,000. One was sold for \$3,200 with a transmission that would not go in reverse.

Mr. Clark stated that there are four Crown Victorias in the pool. Mr. White stated that he would move the older ones out and keep the two newer ones in for two employees who need vehicles to perform their jobs. (Curtis Krakowski and Bob Lyons)

Mr. Tadych asked if these new vehicles are similar to what we have been buying in the past. Mr. White stated that the vehicles purchased this year were actually 2017 models.

Mr. Clark asked if the vehicles will all be marked. Mr. White stated that they will be marked similar to the others that they have. Mr. Tadych asked if most of the City cars are marked. Mr. White stated they only have one that is not marked.

A mileage list is included in the report distributed to members of the Finance Committee by Mrs. Mahoney. There are four police vehicles with 75,000 miles or more.

Mr. Clark asked if the performance of the Explorer Utility vehicles has been good overall. Mr. White stated that they have worked very well for the Police Department. They normally purchase an additional Drive Train warranty on the vehicles. Most of the problems that Ford has been having are drive shaft and fuel pump, which are covered under warranty.

Chief Spaetzel discussed converting the Community Services vehicle to an Animal Control Officer van for a cost of about \$6,000. They would fold the seats down, put a rubberized surface in the back, tint the windows, and put in some animal cages and a cabinet. The cost would be minimal and there is a fund for animal services (\$7,000) that can be tapped for that purpose. There is more than enough to cover the cost. The vehicle will need to be marked, a radio and lights installed. Mr. Henderson asked the revenue source of the \$7,000 fund. He was informed that it was from donations. Mr. Clark asked if there is any reason why these costs could not be taken out of the Capital Fund. After further discussion as to which fund to use, Mrs. Mahoney stated that she will place the cost in the Operating Budget, to be taken from the donations fund. Mayor Ebert reminded the committee that the separate issue of compensation for an Animal Control Officer must be budgeted.

Regarding vehicles, Mr. Clark stated that in the past the Police Department has gone on a purchasing schedule of two vehicles one year, one vehicle the next year, and two vehicles again the following year. Going forward, the Police are expecting to purchase two cars each year. Chief Spaetzel stated that they used to do a three vehicle/two vehicle purchase rotation. Mr. Tadych noted that they used to do a three vehicle/two vehicle purchase rotation, and then stepped down to a two vehicle/one vehicle purchase rotation. Mr. Henderson asked about Car No. 1152,

the Ford Taurus Police Vehicle with 88,507 miles which was marked on the mileage sheet for replacement in 2017. Chief Spaetzel stated that detective car has been moved to 2018 for replacement. Priority is given for replacement to patrol cars which are used for responding to emergencies. Chief Spaetzel's car was purchased in 2010 and will not be replaced until 2021. This saves the cost of outfitting a car three or four times.

Mr. Clark asked timing in terms of slotting delivery on the two cars requested for purchase. Fleet Manager Scott White stated that the cut-off is the end of February. This will put the cars on the road in July. Mr. Clark asked if an order is placed in January will that insure earlier delivery. Mr. White stated that they do not deliver until after the cut-off. The earlier the order is placed the sooner the delivery will be made. However, since Bay Village is a low quantity purchaser, they may get bumped behind cities such as Cleveland or Toledo, who buy larger volumes of vehicles.

Service Department

Operations Manager Landers, Supervisor Jon Liskovic, Supervisor Curtis Krakowski and Fleet Manager Scott White were present representing the Service Department.

Mr. Clark complimented Mrs. Mahoney and the Service Department on their written presentation of a five-year plan for the Service Department.

Road Improvements

The amount of \$700,000 was budgeted for Various Street Improvements in 2016, with an additional \$50,000 set aside for Crack Sealing. There is a balance of \$200,000 in Fund 270, Street Construction and Maintenance Fund, which will help fund some of the needs in 2017.

Roads scheduled for the mill and overlay in 2017 fall under the category of Group D, which are Glen Park (Wolf to Knickerbocker); Douglas; Midland (Dover to Glen Park); Normandy (Dover to Glen Park; Osborn (Douglas to Glen Park); Henry; and Cahoon (Wolf to Lake Road).

Mr. Tadych confirmed with Mr. Krakowski that there is nothing left in road work from 2016 that remains to be done.

Mr. Henderson noted the color-coded street map prepared by former Service Director Scott Thomas for the road improvements and crack sealing projects in the past. The map proved to be a very helpful way for Council to understand the plan for which streets would be resurfaced and which would be crack-sealed. A similar map would be appreciated for 2017.

Mr. Clark noted that in 2016 there was also the necessity to repay monies owing to the Infrastructure Improvement Fund. Mrs. Mahoney also did a significant breakdown of the Capital and Operating components of street construction. We learned there was a mis-match between the two and we tried to more equally match the revenue and expenses for the Operating and Capital components. Mrs. Mahoney stated she is budgeting another \$425,000 transfer from the General Fund to the Street Repair Fund. This will still allow a positive balance in Fund 270.

Lake/Columbia Pedestrian Signalization (engineering)

The amount of \$50,000 is budgeted for this project. Mayor Ebert stated that he asked for an additional quotation. Mr. Koomar has asked Mrs. Mahoney to contact Metroparks for their source for this type of signalization. Mayor Ebert noted that crossing in this area is a concern. Finance Director Mahoney stated that Lake Road is a state route so the state has to approve the signals. She advised that at the intersection of Detroit Road and Manor Park in Lakewood they have a signal that is state approved for pedestrian use. The signal stays green until the button is pushed for crossing.

It was noted that the pedestrian signal at Lake and Dover Center was received free from the state after it was no longer needed for rerouting traffic while the Wolf Road Bridge was under construction. Mr. Landers noted that when the state will reconstruct the Lake Road Bridge in two years they will be using Columbia as a detour for truck rerouting and a similar situation may arise with a state installed traffic light at Columbia. Mr. Ebert suggested asking them to put the traffic light in now so that drivers will become accustomed to the signal. Mr. Clark thanked Mr. Landers for the information.

Further information will be presented as it is received.

Lake Road Resurfacing

The amount of \$50,000 is planned to be set aside in 2019, with state participation of 85% funding scheduled for 2020, and City funds participation of \$655,672.

Bridges and Culverts

The Queenswood Bridge Improvements still retains the \$132,000 approved by Council from the 2016 Budget. The project cost of \$1,451,817 will be borne in 2018 by a grant from the state. The engineering estimate of \$132,000 is being held until the state approves the lone bid of Osborn Engineering for the engineering portion of the bridge replacement. Mr. Clark noted that the state money is take-out money with the City funding the work first. Mr. Clark stated that it would be preferred if the state would pay for the project as it proceeds.

Mr. Tadych asked who did the study on the area to determine the number of cars that traveled across the bridge. Mr. Tadych was informed that Osborn Engineering did the study. He asked Mr. Krakowski to let him know the details of the report.

Mr. Krakowski stated that they would like to do the same process with the bridge on Ashton Lane that was done with the Queenswood Bridge. We passed the inspections that were done on the Ashton Lane Bridge, but they were on level that was close to deterioration. Cosmetic work was done on the Ashton Lane Bridge in the past.

Mr. Krakowski advised that the qualification for a grant for a bridge is that it must be more than 20 feet long.

Mr. Clark noted that the amount of \$132,000 for the engineering of the Queenswood Bridge Project has been approved by Council. Councilmanic action would only be necessary if the engineering were to exceed that amount.

White Creek Modeling (engineering)

The amount of \$43,000 has been set aside for engineering for modeling for the White Creek, one of five creeks that run through the City of Bay Village. There is an area where the culvert has collapsed near Wolf Road. Initially they tried to repair it, but there is a concern about the amount of flow that comes through there and potential flooding. The Service Department would like to get a model of what is happening with the creek and the correct way to fix it and prevent something worse from happening upstream and downstream. The amount of \$43,000 for engineering is a CT Consultants quotation, but it is not necessary to use CT Consultants for the engineering.

Mr. Clark stated that the Council has not seen any of the results of modeling projects that were done by CT Consultants. Last year, the Bradley/Lake modeling was approved. Mr. Krakowski stated that they just finished that modeling. Mr. Krakowski stated that they had estimated \$300,000 for an actual replacement. Once CT Consultants did the remodeling their recommendation was that the area just be flushed, cleaned, and maintained. A meeting was held this morning with the Service Department staff to inform them to put that section of pipe on a scheduled maintenance of flushing. They were able to film the pipe, flush it and clean it, and film it again, with the result that it was pretty clean.

The White Creek Modeling is considered a priority by the Finance Committee in the amount of \$43,000 in the Capital budget. Mr. Tadych asked if we have someone in house that can look at this and see what can be done. Mr. Krakowski stated that we have a crew that can film it and take observations, but it would be preferred to have an engineer's recommendations.

Building Repairs and Improvements

Light Replacements – City Hall/Service

Supervisor Jon Liskovic stated that currently the Service Department is down to about 57% functioning fixtures. To restore them to 100% would be about \$4,500 with continuing maintenance and continuing repairs. That prompted the Service Department to look at what can be done to decrease maintenance and increase longevity. They came across an LED vendor that makes a product that will decrease energy costs. Their proposal is \$8,000, and the remaining working fixtures would be able to be utilized. Return on investment is 26 months. The proposal for City Hall fixtures is \$6,000. Parts of City Hall have been done.

Mr. Liskovic stated that an outdoor lighting survey was done at the City Service Garage with a vendor a few years ago. The Service Department is the biggest violator as far as usage and consumption of power. The return on investment is the most favorable with the Service Department. Mr. Liskovic would like to look into this further in 2017.

HVAC City Hall

Mr. Liskovic explained that the north wing, first and second floor area have 16% efficiency units that are 30 years old. The heat exchangers can go at any time right now. Converting into a 90% efficiency unit will result in a \$33 savings on every \$100 spent. There are a total of eight newer units in the building. Mr. Tadych noted that the Council chamber is always too warm and suggested looking into that section when this work is done. Mr. Liskovic stated that the unit services four different thermostats and zoning it off doesn't work properly. To correct this problem would require the installation of new sheet metal. Mr. Clark tasked the department to look at the cost of replacing the sheet metal.

Mr. Liskovic advised that the air conditioning unit above the conference room is not functioning. Cost of repair is estimated to be \$8,000. The unit was purchased in 2009. Mrs. Mahoney will include this cost in the Operations budget.

Clague Park Electrical

Mr. Liskovic stated that there are many issues with the panel. There is rust internally and externally. It is missing panel covers. There are safety issues. One neutral plug is severely corroded and if it were to separate it would energize the whole surrounding area. Cost for repair is estimated to be \$4,100 for parts.

Mr. Tadych complained that the tennis court lights at Reese Park are on at weird hours and shining into peoples' homes.

Clear Span for Topsoil

Mr. Clark advised that this proposed expense of \$15,000 was originally scheduled for 2016. Mr. Landers stated that the Service Department can make their own topsoil from excavations but need a cover to keep it dry. This year 134 yards of top soil were purchased at \$25.00 per yard. The \$5000 spent per year on topsoil can be saved if the top soil is made by the Service Department. Mr. Landers stated that the clear span would also protect mulch that is used for Play-in-Bay and other playgrounds that use special playground mulch.

Mr. Clark asked the lifespan of a Clear Span cover. Mr. Landers stated that the lifespan is twelve to fifteen years.

Community House Rehab

Mr. Liskovic stated that they are proposing to replace the gutters at the Community House with half round style gutters and downspouts. The seams are leaking in the existing gutters, even though they have been siliconed and banded together. There are funds remaining from the 2016 painting project in the amount of \$7,200 to partially pay for this \$8,000 project.

Mr. Tadych stated that if the City is looking to renovate the Community House, why would we be installing gutters that have to be torn down in a year or two. Mr. Koomar stated that we have painted the Community House and the existing gutters are letting water run down the side of it.

Community House Accessible Ramp (\$8,480 for engineering)

A new accessible ramp structure would be constructed of wood or similar composite material and would connect the existing outdoor patio area to the north of the building to the access driveway to the west.

Mr. Liskovic stated that the north side of the building where the entrance is there is a composite deck which is flaking. There used to be a men's restroom and a women's restroom in the area. The women's restroom has been closed due to deterioration and the men's restroom has been made into a unisex restroom.

Mr. Tadych stated that the Service Department tried to repair the leaking porch area five to seven years ago. Mr. Liskovic stated that the effort was unsuccessful.

Rose Hill Structure Analysis (engineering)

Mr. Krakowski met with the Bay Village Historical Society representative who expressed concern that the walls are cracking and water is leaking. Mr. Landers stated that he was notified just yesterday that one of the windows upstairs has cracked because of the shifting of the home.

Mr. Krakowski stated that he walked the site with Consulting Engineer Bob Greytak. Mr. Greytak was asked for a proposal for a structural analysis. The northeast side of the home is the worst side, but the east side has been tuck pointed. Mr. Liskovic noted that many of those tuck points are now open about one-quarter inch. Mr. Greytak's concern is the stabilizing of the building and the erosion of the hill. The fact that there is no vegetation is causing the erosion to get progressively worse.

Mr. Tadych stated that basement work was done on the foundation in the southeast corner of the building in 2004 and 2005. That was a good effort. Mr. Krakowski stated that the \$30,000 proposed in the budget includes stabilization of the hill.

Rosehill Museum Security/Fire Panel

Mrs. Mahoney advised that the new phone system may possibly be able to incorporate the alarm system, saving the City considerable funds.

Bay Lodge

The flooring installation for the Bay Lodge will be completed in 2016.

Osborn House

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The gutter installation where gutters do not exist will be completed in 2016.

Custom door is to be completed and installed for the east door.

Dwyer Memorial Senior Center

The window replacement is to be completed by the end of 2016 with interior finish work to be completed the first quarter of 2017.

Mr. Tadych asked if the same vendor is being used for the windows. Mr. Liskovic stated that they are moving to a commercial grade window which any window vendor can reproduce. The same window will be used for the entire building, but they are moving through the building with replacement as funds permit.

The repair of the canopy posts is scheduled for 2017 with multiple thoughts generated for repair in-house. Mr. Krakowski noted that the columns are structural and the bottom baseboards will need to be modified and stabilized. Since the building is a commercial building it will require plan review and structural engineering.

The exterior trim is in need of repair and painting. A contractor has been asked for a proposal.

Mr. Tadych noted that the office entryway becomes hazardous in the winter due to hanging ice.

The parquet floor in the main area is scheduled for replacement within the next five years.

Tuck pointing and brick replacement in various areas around the building will be done in-house during the winter, weather permitting.

Aquatic Facility

Through the last Fire Department inspection it was found that the mechanical/pump room is not properly vented for the chlorine that is stored in that room. That will be addressed shortly.

City Hall

The Mayor's office will be completely renovated, and the reception-area on the main floor will have cosmetic improvements and be updated for 2018. Mr. Ebert stated that consideration should be given to improving the security system.

Falling masonry wing walls and surrounding concrete pavement for the stairwell leading to the basement will be replaced.

Miscellaneous

Mr. Liskovic stated that the City has incurred four roofing repairs since all the roofs have been redone in 2013. Mr. Ebert suggested that there had to be faulty installation on the part of the

contractor. Mr. Krakowski stated that six contractors bid on those roofs because they had to be bid out separately. Mayor Ebert will send letters from the Law Department to the contractors.

Capital Equipment Requests

Bucket Truck replacement had been moved to 2018, but is requested for replacement in 2017 due to need. The budgeted amount for 2017 for this vehicle is \$175,000. Mr. White stated that it had originally been scheduled for replacement in 2014. It is absolutely a necessity to have the bucket truck purchased this year.

Mr. Ebert stated that he met with President of Council Koomar at the T. Richard Martin Walking Trail on October 19 to clear the area of vegetation growth so there is a better view of the lake. The City of Avon Lake will send their equipment over to assist with clearing. If Bay Village had a bucket truck it would assist greatly in clearing the area.

No. 70, the F-150 Pick up Truck is a 2003 vehicle overdue for replacement at a cost of \$32,000. It currently has transmission and rear-end issues.

No. 103, the Rubber Tire Front End Loader (1999) is used at the Westlake composter. It was originally scheduled for replacement in 2018, but due to high maintenance costs has been moved to 2017. If it is not addressed this year, the City will lose its ability to have a compost machine. In accordance with the contract with the City of Westlake, the City of Bay Village must supply a loader and a man. Salvage value is expected to be approximately \$6,000.

A grant is being prepared to acquire a Steam Pressure Washer. Additional funding of \$10,000 from the City is needed. The pressure washer is used for vehicles, but is not appropriate for buildings. The pressure washer purchase includes cleaning agents that neutralizes salt. There are three components: the pressure washer itself, a manual wand, and a drive-over component. Mr. White will pass on further information to the committee as it is received.

A Welder is proposed for purchase in the amount of \$8,000. This is a wire-feed type welder which is much more efficient than the welder that is used in the Service Department now.

An additional Pick-up Truck (Truck No. 17) is due for replacement in 2017 and is estimated to cost \$30,000. Mr. White explained that when Director of Public Service Scott Thomas was hired, another supervisor position was created. That supervisor is currently driving an older unit. Since Operation Manager Landers' truck is low mileage and is used daily, it is proposed to assign that truck to Rick Kuznik, the supervisor, and replace Operation Manager Landers' truck. This is similar to what Mr. White worked out with Recreation Director Enovitch's vehicle which he received when former Service Director Thomas's replacement vehicle arrived.

Mr. Clark asked how the new vehicle purchased for former Service Director Scott is being used. It is a brand new Dodge Durango SUV. Mayor Ebert stated that right now the vehicle is sitting at the garage.

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Mr. Clark asked if there is any way the City can eliminate one of these Service Department vehicle purchases due to the new vehicle sitting at the garage. Mayor Ebert noted that the former Mayor's vehicle is sitting at the garage as well. Mr. Ebert assumes that in 2018 the new Mayor will receive a new car. Mr. Tadych asked if the new Mayor receives a car if the office includes the title of Safety Director. Mr. Ebert stated that this is not correct.

Mr. White stated that Service Department drivers have to have pick-up trucks to perform their duties. They will try to use the former Mayor's car. The brand new Dodge Durango will be held until a new Service Director or new Mayor is in place. Mr. Clark stated that this means that the Dodge Durango will stay dormant for fifteen months. Mr. Clark stated that a better option would be to somehow repurpose that vehicle now. Mr. White will give this further thought.

A Ferris IS 3000 Mower will be replaced in 2017 with an estimated price of \$14,000.

Mr. Clark stated that he appreciates everyone taking the time to meet and review 2017 Capital budget requirements this evening.

The Fire Department, Recreation Department, and Administration Capital Budget requests will be heard on Monday evening, October 24, 2016 at 7:00 p.m.

There being no further business to discuss, the meeting adjourned at 7:30 p.m.

Dwight Clark, Chairman

Joan T. Kemper, Secretary