

**FINANCE COMMITTEE MINUTES
NOVEMBER 20, 2006**

The Finance Committee meeting was held on November 20, 2006, at North Royalton City Hall, 13834 Ridge Road. Meeting called to order at 5:32 p.m.

Present: Chair Kurt McKee, President of Council Robert Stefanik, Don Willey; Denise Bobulsky, Larry Antoskiewicz, Lisa Uffman-Kirsch. Mayor Luks, Finance Director Karen Fegan, Service Director Skip Mayer, Paula Recker, Joanne DuMound, Gary Obenauer.

(Due to machine malfunction, the first portion of the audio tape is inaudible).

APPROVAL OF MINUTES

October 16, 2006: amendments proposed as follows:

UNFINISHED BUSINESS:

- 1. Economic Development Report/available grant money**
Mayor Luks reported to the committee that Economic Development Director Michael Kosdrosky is busy working on the passage of Issue 114 and does not have time to submit an economic development report to the Finance Committee.
- 2. Tax collections status**
Tax collections continue to be at or near budget with a slight surplus. Discussion took place on several departments being over budget on their fuel budget for 2006.
- 3. Monthly finance report**
Finance Director Karen Fegan reported fuel cost will be over budget this year and will have to be addressed in the next appropriation amendment. Mrs. Uffman-Kirsch questioned the \$35,000 miscellaneous expense in the Law Department budget. It was determined that approximately 95% of the \$35,000 was the cost for the David Terry lawsuit settlement owed by the city. Mrs. Uffman-Kirsch questioned if we should leave this discussion in the minutes.
- 5. Bid process and purchasing policy**
Discussion took place on the procedures document presented by Law Director Tom O'Donnell. Mr. Willey asked for clarification on several points. This remains an administrative function. Removed from agenda.
- 7. Volunteer CERT Team**
Legal opinion prepared by Donna Vozar was provided to the committee. Removed from agenda.

NEW BUSINESS

- 1. Hinckley/Boston Road paving project**
Project was completed. It is unclear at this time if we will be billed by Hinckley or Medina County. The administration had no idea that construction was to take place. An update will be provided at the November Finance Committee meeting. Removed from agenda.

(No vote taken on approval of amendments or approval of minutes.)

UNFINISHED BUSINESS

1. **Economic Development report/available grant money – Jan/April/July/Oct**
Report due in at the January 2007, Finance Committee meeting.
2. **Tax collections status.**
Finance Director was asked when R.I.T.A. sends checks to the city. Mrs. Fegan said it is on or near the 1st and 15th of every month.
3. **Monthly Finance report.**
Report went out the end of October, and there were no questions or comments from the committee.
4. **Capital appropriations – Jan/April/July/Oct.**
No action – report due at the January 2007 meeting.
5. **Bid Process and Purchasing Policy.**
Removed from agenda in October.
6. **Overtime Reporting (monthly).**
No report was made available to the committee
7. **Volunteer CERT Team.**
Removed from agenda in October.
8. **Hinckley/Boston Road paving project.**
The Finance Director announced that the city had received a final bill in the amount of \$35,000.
Remove from agenda.

NEW BUSINESS

1. **Ordinance 06-149 Amending Appropriation Ordinance.**
After a short discussion it was moved by Mr. Stefanik, seconded by Mr. McKee to recommend approval of 06-149. Yeas: 3. Nays: 0. Motion carried.
2. **2007 First Quarter Temporary Appropriation Ordinance.**
It was agreed by the committee that we must address flooding and streets as early as possible.
Mr. Willey asked how the money from Issue 114 will be shown on the reports. Mrs. Fegan stated that the R.I.T.A. report will show two numbers so it will be very clear. Mr. Willey would like to see separate line items for all major projects that will be using tax increase funds.

ADJOURNMENT

Moved by Mr. Stefanik, seconded by Mr. Willey to adjourn the meeting. Yeas: 3. Nays: 0. Motion carried.
Meeting adjourned at 6:37 p.m.