

FINANCE COMMITTEE

FEBRUARY 10, 2015

The meeting was called to order at 5:03 p.m. by Chairman Tom Mackin. Committee members present were Tom Mackin and Jim Matuszak. Todd Grayson was absent. Also present were Bridgette Kabat, City Administrator, Dave Creps, Finance Director, Mathew Beredo, Law Director, Tim Fisher, Deputy Finance Director, and Steve Bronder, Income Tax Commissioner.

SIDEWALK LEASES

Mr. Beredo stated that the City provides space in the right-of-way for several outdoor cafés downtown as well as at the O'Deer Diner. He said the Administration is requesting authorization to renew these leases for the period beginning March 15th. Mr. Mackin asked if there are any changes to the rates or times. Mr. Beredo said there are no changes from the previous year's leases. Mr. Mackin said that the outdoor cafés have been very successful and we may want to consider a small increase next year. Ms. Kabat stated that Jon Eckel is in the process of reviewing all City leases. The Committee agreed 2-0 to recommend approval of the proposed sidewalk leases.

FINANCE DIRECTOR'S REPORT

The Committee reviewed expenditures over \$5,000 for the month of January. There were several items that the Committee had questions about including police equipment, credit card purchases, Fort Meigs water tower, fiber optic splicing equipment, design work for the Eckel Junction Road/Carronade Drive roundabout, and appraisals for the Fort Meigs Road widening project. Ms. Kabat said that letters from the Mayor went out last week to notify affected homeowners along Fort Meigs Road that West Erie will be contacting them.

Mr. Creps reported that the balance of the health insurance fund went up a little bit since last month. The balance as of January 31, 2015 was \$50,061.75. He said we are still waiting on the reinsurance reimbursement. The Committee discussed that a monthly report on the health insurance fund is no longer necessary as it seems to have stabilized over the past several years. Mr. Creps stated that he will begin to do a quarterly report.

BUDGET UPDATE

The Administration distributed the budget amendment to the Committee. Mr. Creps said that the numbers in black represent the original budget numbers and the blue numbers are carryovers or new numbers. The proposed budget amendment will be distributed to all Council members.

Ms. Kabat reviewed the budget amendment and pointed out the new items the Administration is requesting. Mr. Mackin asked that for the next meeting the Administration provide information regarding how we would go about establishing a Capital Reserve Fund and the pros and cons of doing so. A first reading of the ordinance regarding the budget amendment will be done at the first Council meeting in March.

TAX COMMISSIONER'S REPORT

Mr. Bronder reported that for the month of January the Tax Division collected \$1.6 million dollars, up 3.3% over the same period last year. Mr. Bronder said that the Tax Division is prepared for the upcoming tax season.

Mr. Mackin made a motion to go into Executive Session to discuss the possible purchase of real property. Mr. Matuszak seconded and at 5:55 pm., the Committee went into Executive Session.

The Committee returned from Executive Session at 6:12 p.m. and there being no further business, the meeting adjourned.

Respectfully submitted,



Tom Mackin, Chairman
Finance Committee

Next regular meeting: Tuesday, March 10, 2015 at 5:00 p.m.