



Doug Joseph, President
Caleb Skinner, Ward 1
Brett Luzader, Ward 2
Marshall Spalding, Ward 3
Mel Clemens, Ward 4
Barth Cotner, At-Large
Stacie A. Baker, At-Large
Kristin J. Bryant, At-Large

CITY COUNCIL

Committee Meetings Regular Council Meeting

7232 E. Main St
Reynoldsburg, OH 43068
www.ci.reynoldsburg.oh.us

April Beggerow
614-322-6836

Monday, November 26, 2018

Council Chambers

FINANCE AND ADMINISTRATION COMMITTEE MEETING

1. CALL TO ORDER - ROLL CALL

2. APPROVAL OF AGENDA

3. APPROVAL OF MINUTES

- a. Finance and Administration Committee – Committee Meeting – November 13, 2018

4. NEW LEGISLATION/DISCUSSION ITEMS

- a. MOTION THAT THE COUNCIL OF THE CITY OF REYNOLDSBURG DOES HEREBY ADOPT A RESOLUTION TO RECOGNIZE AND HONOR REYNOLDSBURG RAIDERS FOOTBALL.
- b. MOTION THAT THE COUNCIL OF THE CITY OF REYNOLDSBURG DOES HEREBY ADOPT A RESOLUTION TO RECOGNIZE AND HONOR REYNOLDSBURG RAIDER MARCHING PRIDE.
- c. ORDINANCE TO MAKE A FINAL APPROPRIATION FOR CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF REYNOLDSBURG, STATE OF OHIO, DURING THE FISCAL YEAR ENDING DECEMBER 31, 2019; AND DECLARING AN EMERGENCY.

- d. ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF REYNOLDSBURG, OHIO: Sections 160.01 DEFINITIONS; 160.02 AUTHORIZED POSITIONS, PERSONNEL, CLASSIFICATION AND PAY GRADE; 160.03 SALARY SCHEDULE; 160.05 OVERTIME ELIGIBILITY; 160.07 LONGEVITY and 160.10 EDUCATIONAL ASSISTANCE and DECLARING IT AN EMERGENCY.
- e. ORDINANCE AUTHORIZING RENEWAL OF CITY'S HEALTH INSURANCE COVERAGE WITH MEDICAL MUTUAL OF OHIO FOR THE PERIOD FROM JANUARY 1, 2019 THROUGH DECEMBER 31, 2019 AND DECLARING AN EMERGENCY.
- f. ORDINANCE AUTHORIZING MAYOR TO ENTER INTO CONTRACT FOR CITY INSURANCE FOR 2019 AND DECLARING AN EMERGENCY.
- g. ORDINANCE AUTHORIZING CITY AUDITOR TO FUND HEALTH SAVINGS ACCOUNTS FOR 2019 AND DECLARING AN EMERGENCY.

5. LEGISLATION FOR EMERGENCY ADOPTION

- a. ORDINANCE AWARDED DEPOSITS OF PUBLIC FUNDS AND DECLARING AN EMERGENCY (First Reading 11/13/2018).

6. LEGISLATION FOR SECOND READING

- a. ORDINANCE AUTHORIZING MAYOR TO ENTER INTO CONTRACT WITH THE DISTRICT ADVISORY COUNCIL OF THE FRANKLIN COUNTY GENERAL HEALTH DISTRICT, AND FRANKLIN COUNTY PUBLIC HEALTH FOR HEALTH SERVICES FROM JANUARY 1, 2019 TO DECEMBER 31, 2019; AND DECLARING AN EMERGENCY. (First Reading 11/13/2018, Requests Emergency Adoption upon 3rd Reading).
- b. ORDINANCE AUTHORIZING MAYOR TO ENTER INTO AN AGREEMENT WITH KIRCH GROUP TECHNOLOGIES, LLC., FOR INFORMATION TECHNOLOGY SERVICES FOR THE PERIOD OF JANUARY 1, 2019 THROUGH DECEMBER 31, 2019; AND DECLARING AN EMERGENCY. (First Reading 11/13/2018, Requests Emergency Adoption upon 3rd Reading).

- c. ORDINANCE MAKING TRANSFER OF FUNDS AMONG VARIOUS GENERAL FUND DEPARTMENTS, MAKING APPROPRIATIONS FOR THE SENIOR CENTER, BUILDING DEPARTMENT, CITY ATTORNEY, HUMAN RESOURCES, GENERAL ADMINISTRATION, WATER, WASTEWATER, SEWER CAPACITY, SIDEWALK, VISITOR BUREAU, BRICE/MAIN TIF AND SUMMIT RD TIF#1; AND DECLARING AN EMERGENCY. (First Reading 11/13/2018, Requests Emergency Adoption upon 3rd Reading).

MINUTES COMMITTEE MEETING
 REYNOLDSBURG FINANCE AND ADMINISTRATION COMMITTEE
 November 13, 2018

Chairman Barth R. Cotner called the meeting to order at 9:47 PM

Call to Order - Roll Call

PRESENT: Clemens, Cotner, Luzader, Spalding, Joseph

ABSENT:

Approval of Agenda

Agenda stands approved.

Approval of Minutes

- a. Finance and Administration Committee – Committee Meeting – October 22, 2018

RESULT:	ACCEPTED
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NEW LEGISLATION/DISCUSSION ITEMS

MOTION THAT THE REYNOLDSBURG AUDITOR BE AND IS HEREBY AUTHORIZED AND DIRECTED TO ADVERTISE FOR BIDS FOR THIRD PARTY INVESTMENT/SECURITY CUSTODIAL SERVICES --- Cotner. Finance and Administration Committee.

Mr. Cicak: Basically what I'm asking for is approval to have competitive bids put out for custodial services of our investments. The Treasury Investment Board approved this policy on 10/23, it's a best practice to have a third party that is not holding any of your securities or sell any of your securities held them in custody, and that's what this is. If you have any questions going through this, I'll be glad to answer them.

Mr. Spalding: Could you give us an example like who would that be.

Mr. Cicak: Anybody that we are not, like Huntington Bank, we don't do any business with Huntington Bank. Any of the large firms. The problem I have is this is for safe keeping of tax payers dollars. Either we have the security or we have the money. At no time can a rogue broker ever put us at risk.

Mr. Spalding: Well they can't put us 100% at risk because there's funds in some places and securities in others so, you're saying they would have control of all securities and assets?

Mr. Hood: Quite the opposite.

Mr. Cicak: It is, the delivery vs. payment. We're settled once we get the stock or security. It's a GFOA best practice and I basically want to see how much it costs and what kind of quotes we get and I'll come back and ask for permission if it's something we move forward with.

Minutes Acceptance: Minutes of Nov 13, 2018 7:33 PM (Approval of Minutes)

MINUTES COMMITTEE MEETING
 REYNOLDSBURG FINANCE AND ADMINISTRATION COMMITTEE
 November 13, 2018

Mr. Hood: We are very very limited in what we may invest the tax payer's money in. So the risk of return on the investment is very very low. But this will give us the ability to contract with another fiduciary who has an obligation to us to safeguard our holdings until we can either reinvest or Stephen determines that we need to use that cash to pay some of our ongoing expenses.

Mr. Baker: Is that in regards to the Ohio revised code and what we can do with that because he said we are limited. I was wondering of that was because of state law.

Mr. Cicak: Basically what this does is we have brokers, a number of different brokers where we get a number of different securities. We pay them ad then they hold the security. This will have the securities turned over to a custodian, either a big one is Huntington Bank in which, they'll produce a report every month that shows what our return is. Then I can compare it to the different brokerages and make sure its the same.

RESULT:	REFERRED [UNANIMOUS]	Next: 11/13/2018 7:34 PM
MOVER:	Barth R. Cotner, Chairman	
SECONDER:	Marshall Spalding, Ward 3 Councilmember	
AYES:	Clemens, Cotner, Luzader, Spalding	

ORDINANCE AUTHORIZING MAYOR TO ENTER INTO CONTRACT WITH THE DISTRICT ADVISORY COUNCIL OF THE FRANKLIN COUNTY GENERAL HEALTH DISTRICT, AND FRANKLIN COUNTY PUBLIC HEALTH FOR HEALTH SERVICES FROM JANUARY 1, 2019 TO DECEMBER 31, 2019; AND DECLARING AN EMERGENCY. --- Cotner. Finance and Administration Committee.

Mayor McCloud: Its that time of year again, we are prepared to what you have before you is a proposed contract between us and the Franklin County Board of Health. We do this every year. They provide a host of services, plumbing inspections, mosquito, rabies, our membership is based upon our population and I would just like for this to go forward for a reading tonight.

Mr. Cotner: Is that the population of Franklin County only?

Mayor McCloud: No, it's broken down by if your population is between this and this then you're going to fall into this range. So we're in a class with a handful of other: Grove City, Groveport, Hilliard, New Albany, Pickerington, Upper Arlington, Westerville, Whitehall are all paying the exact same amount. So we're in that category.

2:16:22

Minutes Acceptance: Minutes of Nov 13, 2018 7:33 PM (Approval of Minutes)

MINUTES COMMITTEE MEETING
REYNOLDSBURG FINANCE AND ADMINISTRATION COMMITTEE
November 13, 2018

RESULT:	REFERRED TO COUNCIL [UNANIMOUS]	Next: 11/13/2018 7:34 PM
MOVER:	Barth R. Cotner, Chairman	
SECONDER:	Brett Luzader, Ward 2 Councilmember	
AYES:	Clemens, Cotner, Luzader, Spalding	

ORDINANCE AWARDING DEPOSITS OF PUBLIC FUNDS AND DECLARING AN EMERGENCY --- Cotner. Finance and Administration Committee.

Mr. Cicak: The City does not pay our brokers when we buy one of these securities. The seller pays the brokers. I'm requesting permission to add another broker. This is Baird Company, they're the number one brokerage house for public funds.

Mr. Cotner: Alright. The Treasury Investment Board Agreed on this, brought it to Council, so it's a recommendation for that.

Mr. Cicak: Yes and on this ordinance it has a list of the different companies we do business with.

RESULT:	REFERRED TO COUNCIL [UNANIMOUS]	Next: 11/13/2018 7:34 PM
MOVER:	Barth R. Cotner, Chairman	
SECONDER:	Mel Clemens, Ward 4 Councilmember	
AYES:	Clemens, Cotner, Luzader, Spalding	

ORDINANCE AUTHORIZING MAYOR TO ENTER INTO AN AGREEMENT WITH KIRCH GROUP TECHNOLOGIES, LLC., FOR INFORMATION TECHNOLOGY SERVICES FOR THE PERIOD OF JANUARY 1, 2019 THROUGH DECEMBER 31, 2019; AND DECLARING AN EMERGENCY. --- Cotner. Finance and Administration Committee.

Mrs. Boller: This is for our IT services that we contract out for 2019. Same contract that we had last year, there have been no changes to it.

Mr. Cotner: I think one thing that is always good to share with is the waiving of competitive bidding, why and how that process works.

Mrs. Boller: It is a professional service and they are on our no-bid list as well. They've done a really good job for us throughout the last couple of years, secured our systems quite well and it's not broken, so..

Mr. Cotner: Just always nice anytime we see no bid everybody worries a little bit, so just making sure there is an explanation and understanding how that works then. Thank you.

Mr. Baker: Is the fee the same for using the service?

Mrs. Boller: Yes, its \$144,000 for the year, that includes us having one on site person here 4 days a week and then on-call.

Minutes Acceptance: Minutes of Nov 13, 2018 7:33 PM (Approval of Minutes)

MINUTES COMMITTEE MEETING
REYNOLDSBURG FINANCE AND ADMINISTRATION COMMITTEE
November 13, 2018

Mr. Cotner: You said everything was good with them, were there ever any issues that on-call didn't get to right away or we had problems with?

Mrs. Boller: I don't think so, I think we've had pretty good service. Our biggest concern is making sure that 911 doesn't go down. They've been excellent about that. I believe the Chief could concur there. And they respond to, we have a help ticket system and they respond pretty quickly for us.

RESULT:	REFERRED TO COUNCIL [UNANIMOUS]	Next: 11/13/2018 7:34 PM
MOVER:	Barth R. Cotner, Chairman	
SECONDER:	Marshall Spalding, Ward 3 Councilmember	
AYES:	Clemens, Cotner, Luzader, Spalding	

ORDINANCE MAKING TRANSFER OF FUNDS AMONG VARIOUS GENERAL FUND DEPARTMENTS, MAKING APPROPRIATIONS FOR THE SENIOR CENTER, BUILDING DEPARTMENT, CITY ATTORNEY, HUMAN RESOURCES, GENERAL ADMINISTRATION, WATER, WASTEWATER, SEWER CAPACITY, SIDEWALK, VISITOR BUREAU, BRICE/MAIN TIF AND SUMMIT RD TIF#1; AND DECLARING AN EMERGENCY. --- Cotner. Finance and Administration Committee.

Mr. Cicak: This is our annual clean-up ordinance. I'm requesting it goes for the 3 readings and then pass as an emergency because there might be changes to it over the course of the next couple of readings.

Mr. Cotner: Usually seems like we're doing this a little closer to the end of the year so we're looking to.. usually there are a few changes along the way but things are in pretty good order then.

Mr. Cicak: There's a few things if you see them, they're all listed individually, but we don't know what could happen.

RESULT:	REFERRED TO COUNCIL [UNANIMOUS]	Next: 11/13/2018 7:34 PM
MOVER:	Barth R. Cotner, Chairman	
SECONDER:	Brett Luzader, Ward 2 Councilmember	
AYES:	Clemens, Cotner, Luzader, Spalding	

ORDINANCE TO MAKE A FINAL APPROPRIATION FOR CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF REYNOLDSBURG, STATE OF OHIO, DURING THE FISCAL YEAR ENDING DECEMBER 31, 2019; AND DECLARING AN EMERGENCY. -- - Cotner. Finance and Administration Committee.

Mayor McCloud: You should have before you what I call the kitchen sink version of next year's budget and what I mean by that is I sit down with my Directors and they propose their budgets. I tell them to include everything that they would like and then at that point we sit down together and work through projects we can put off, eliminate and we also work very closely with the Auditor's office in getting to a final figure. This is a very, this is the rough down and dirty first draft. I'm not asking

Minutes Acceptance: Minutes of Nov 13, 2018 7:33 PM (Approval of Minutes)

MINUTES COMMITTEE MEETING
 REYNOLDSBURG FINANCE AND ADMINISTRATION COMMITTEE
 November 13, 2018

that it be read tonight, it will become more and more specific in the next couple of weeks. I will also have the Chief and probably Donna Bauman here one night specifically to answer any questions. Those are by far the 2 largest departments of the city. As always, I will make myself and my staff available on your schedule if anyone has questions about the budget and the budget process.

Mr. Cotner: Just kind of looking and counting days and meetings that we've got three meetings left, so 26th for the Chief and get the ball rolling with the Chief, that gives you enough time.. Ok. So everyone have in your mindset for that meeting on the 26th, questions for the Police Department, prepare questions, talk to the Chief ahead of time and get some ideas what he's looking at and what we need to do. You can let us know from there, but it sounds like at least we've got a good start.

RESULT: ITEM HELD

Next: 11/26/2018 7:33 PM

LEGISLATION FOR THIRD READING

ORDINANCE AUTHORIZING OF THE CREATION OF THE COMMUNITY EVENTS DEPARTMENT WITH FUNDING CODES --- Cotner. Finance and Administration Committee.

Mr. Cotner: As we looked at this we realized that we really don't need to have an ordinance on this, this is something that they can handle administratively with the Auditor's Department. I believe as the discussion has been told, we are good to go with withdrawing this legislation then.

RESULT: WITHDRAWN

Minutes Acceptance: Minutes of Nov 13, 2018 7:33 PM (Approval of Minutes)

City Council**Barth Cotner****7232 E. Main Street****Reynoldsburg OH 43068****Phone****RESOLUTION REQUEST**

DATE: **November 26, 2018**

TO: **Finance and Administration Committee**

RE: **MOTION THAT THE COUNCIL OF THE CITY OF
REYNOLDSBURG DOES HEREBY ADOPT A RESOLUTION TO
RECOGNIZE AND HONOR REYNOLDSBURG RAIDERS
FOOTBALL**

Approval:

Completed Brad McCloud	Jed Hood	Stephen Cicak
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SECTION 1. The Reynoldsburg City Council congratulates the Reynoldsburg Raiders football team for winning the 2018 OCC Ohio Division championship;

SECTION 2. The Reynoldsburg City Council recognizes the players, coaches, staff, and fans whose hard work led to the championship; and

(A) the Superintendent of the Reynoldsburg City Schools;

(B) the director of athletics at Reynoldsburg City Schools; and

(C) the coach and coaching staff of the Reynoldsburg Raiders football team.

City Council**Barth Cotner****7232 E. Main Street****Reynoldsburg OH 43068****Phone****RESOLUTION REQUEST**

DATE: November 26, 2018

TO: Finance and Administration Committee

RE: MOTION THAT THE COUNCIL OF THE CITY OF
REYNOLDSBURG DOES HEREBY ADOPT A RESOLUTION TO
RECOGNIZE AND HONOR REYNOLDSBURG RAIDER
MARCHING PRIDE

Approval:

Completed Brad McCloud	Jed Hood	Stephen Cicak
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SECTION 1. The Reynoldsburg City Council congratulates the Reynoldsburg Raider Marching Pride on their superior season;

SECTION 2. The Reynoldsburg City Council recognizes the members, staff, and fans whose hard work led to their superior season; and

(A) Jason Gibson, head director;

(B) Scott Tennant, assistant director; and

(C) Stephanie Lewis, color guard instructor; and

(D) Gary Sweeney, percussion instructor

Human Resources Dept.**Sandra Boller****7232 E. Main Street****Reynoldsburg OHIO 43068****614-322-6868 Phone****ORDINANCE REQUEST****DATE: November 26, 2018****TO: Finance and Administration Committee**

RE: ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF REYNOLDSBURG, OHIO: SECTIONS 160.01 DEFINITIONS; 160.02 AUTHORIZED POSITIONS, PERSONNEL, CLASSIFICATION AND PAY GRADE; 160.03 SALARY SCHEDULE; 160.05 OVERTIME ELIGIBILITY; 160.07 LONGEVITY AND 160.10 EDUCATIONAL ASSISTANCE AND DECLARING IT AN EMERGENCY

Approval:

Completed Brad McCloud	Completed Jed Hood	Completed Stephen Cicak
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Emergency/Suspension: Emergency

Reason For Emergency: Financial needs of the City's government

Statement of necessity: Financial needs of City's government.

REQUEST CHANGES TO CHAPTER 160.01 DEFINITIONS; 160.02 AUTHORIZED POSITIONS, PERSONNEL, CLASSIFICATION AND PAY GRADE; 160.03 SALARY SCHEDULE; 160.05 OVERTIME ELIGIBILITY; 160.07 LONGEVITY AND 160.10 EDUCATIONAL ASSISTANCE AND DECLARING IT AN EMERGENCY

City of Reynoldsburg, Ohio
Chapter 160
Employee Compensation

Attachment: Chapter 160 112618 updates (Chapter 160 Employee Compensation)

June 27, 2017

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160.01 DEFINITIONS

Active Pay Status: Except where otherwise defined in this manual, active pay status is a period when an employee is eligible to receive pay directly from the City and includes hours worked, and/or paid leave.

ADA: Americans With Disabilities Act.

Appointing Authority: Elected Official, commission, board or body having the power to appoint, to remove, to suspend or otherwise discipline positions in any office, department, commission, or board.

BWC: abbreviation for Ohio Bureau of Workers' Compensation.

City: The City of Reynoldsburg, Ohio.

Classification (Class): a position, or group of positions that involve similar responsibilities and require similar qualifications to which the same schedule of compensation equitably applies.

Classification Plan (Class Plan): alphabetically arranged compilation of the classification specifications for employees of the City.

Classification Series: classifications which are closely related, and grouped to form a career progression.

Classification Title: descriptive name of a group of positions similar enough to be included under a single classification.

Classified Service: all persons in the employ of the City, not specifically included in the unclassified service.

Collective Bargaining Agreement: written agreement(s) entered into between the City and an exclusive representative of employees of the City pursuant to ORC Section 4117.

Commission: the Civil Service Commission of the City of Reynoldsburg, Ohio.

Compensatory Time: the substitution of earned hours off, in lieu of overtime pay.

Continuous Service: uninterrupted service of an employee with the City where no break in service occurs. Authorized leaves of absence, or any separation from service which carries with it the right to reinstatement or reemployment shall not constitute a break in service provided the employee is reinstated or reemployed within the allowable time. However, time spent on a leave of absence without pay, layoff, or other separation shall not be included where the completed service of the employee is utilized to determine eligibility for City-provided benefits, except where the employee has a right to such benefits under USERRA (Military Leave).

Day(s): unless otherwise specified, means calendar day(s).

Demotion: change in position that reduces the employee's scope of responsibility and compensation.

Department: city organizational unit directed and controlled by the City and charged with a specific public service function and mission.

Department Head: supervisor (as defined herein) charged with the responsibility of managing a department on behalf of the City. Also called Director in some departments.

Designee: any person authorized by the City or management official to perform a function with or on behalf of the City or management official.

Director: an unclassified supervisor (as defined herein) charged with the responsibility of managing a department on behalf of the City.

~~Discourteous Treatment: failure by an employee to treat others with respect, in a polite and courteous manner.~~

~~Dishonesty: disposition to lie, cheat, or defraud; untrustworthiness; lack of integrity.~~

~~Distribution: an act of distributing goods, materials, and/or written materials or literature.~~

Division: city organizational unit directed and controlled by the City and charged with a specific public service function and mission.

Division Head: supervisor (as defined herein) charged with the responsibility of managing a division on behalf of the City. Also called Superintendent in some divisions.

Earned Time: includes hours actually worked plus hours granted to the employee by the City for holiday, and/or any paid leave provided.

Emergency Appointment: an appointment may be made by the Appointing Authority without regard to the Chapter 160 or the rules of O.R.C. 124.01 to 124.64, but in no case to continue longer than six months, and in case shall successive appointments be made.

Employee: any person holding a position subject to appointment, removal, promotion, or demotion by the Appointing Authority.

Employee, Classified: an employee included in the Classified Civil Service of the City of Reynoldsburg as defined by City Charter.

Employee, Half-Time: part-time employee who regularly works 20 hours per week who will receive sick time of 2.30 hours per pay, vacation at 1.54 hours per pay, and holiday pay at 4 hours per holiday.

Employee, Full-Time: an employee whose employment is expected to continue for longer than one year and who normally works a standard workweek of a minimum of 37.5

Employee, Seasonal: An individual hired primarily to perform services which because of climatic conditions or because of the seasonal nature of such service, it is customary to operate only during regular periods of forty weeks or less in any consecutive fifty-two weeks.

Employee, Service Date: date on which an employee was appointed to initial employment with the City adjusted for time off without pay, or any prior service credit.

Employee, Three-quarter time: part-time employee who regularly works 30 hours per week who will receive sick time of 3.45 hours per pay, vacation at 2.31 hours per pay, and holiday pay at 6 hours per holiday.

Excused Absence: absence from work with the approval of the Appointing Authority or appropriate designee (e.g., sick leave, vacation, holiday, unpaid leave of absence, etc.).

Exempt Employee: salaried employee determined to be exempt from the minimum wage and overtime provisions of the Fair Labor Standards Act, and who therefore does not have to legally be paid the statutory minimum wage and/or be compensated, at premium rates, for additional hours worked in the workweek.

FLSA: abbreviation for the Fair Labor Standards Act.

FML: abbreviation for Family and Medical Leave.

Flex-Time: adjustment of an employee's work hours to avoid the employee working in excess of 40 hours in one (1) workweek or any other standard work period established in accordance with the FLSA.

Interim Appointment: Interim appointment, made necessary by reason of sickness, disability, or other approved leave of absence of regular officers or employees shall continue only during, such period of sickness, disability or other approved leave of absence. Interim appointments shall be made only to fill a vacancy that results from an employee's absence, or to fill a vacancy that results because of an other employee receives an interim appointment.

Injury Leave: period of time granted by the Appointing Authority or designee for inability of the employee to work because of an on-the-job accident substantiated by a medical report.

Legal Holidays: days proclaimed by the Mayor as days which employees are normally not required to work and are paid the normal hours per day at the employee's prevailing rate, according to the schedule set forth in Section 5.06 or 5.061 herein, as applicable.

Length of Service: interval from the employees service date to any given date.

Longevity: Full-time employees of the City shall be eligible for longevity compensation at the conclusion of six years of continuous service. Payment will be made annually as a lump sum.

Non-Exempt Employee: an employee who is entitled to be paid the federal minimum wage and to be paid at the rate of one and one-half (1 1/2) times the employee's regular rate of pay for all hours worked in excess of 40 in the established workweek or other standard work period established in accordance with the FLSA.

~~O.R.C.: abbreviation for the Ohio Revised Code. Also abbreviated as R.C. when followed by a chapter or section number.~~

OSHA: abbreviation for Ohio's Occupational Safety and Health Act.

Occasional Labor/Independent Contract: an employee who works on an irregular schedule which is determined by the fluctuating demands of the work and is generally not predictable and not paid through a timesheet.

Overtime: time worked by non-exempt full-time employees in excess of the normal schedule.

PART-TIME: an individual that does not work a regular 40 hour work week .

PERS: abbreviation for the Public Employees Retirement System.

PFDPF: abbreviation for the Ohio Police and Fireman's Disability and Pension Fund.

Pay Period: the official pay period shall be biweekly.

Pay Plan: schedule of compensation rates established for all classifications or positions in the City service.

Personnel Actions: a specific act by the City to implement a personnel decision (e.g. hiring, promotion, demotion, suspension, removal, layoff, wage increases).

Personnel Decisions: such decisions include, but are not limited to: (1) recruitment, (2) selection, (3) placement, (4) testing, (5) training, (6) promotions and transfers, (7) layoff and recall, (8) removal, (9) disciplinary action, (10) employee benefits and compensation, and (11) tangible program services and benefits.

Position: group of duties and responsibilities assigned or delegated by competent authority to be performed by one (1) person. All of the positions listed in the organizational chart constitute positions within City. Positions and the duties of a position may be revised, but the employee's classification remains the same unless the position is reclassified.

Prevailing Pay Rate: rate of compensation in effect at any time.

Prior Service Credit: the City will allow service credit for any prior service an employee may have had with the City or any other Ohio governmental agency or Ohio political subdivision. Part-time service will be pro-rated for prior service credit purposes.

Promotion: change in position which results in an increase in an employee's compensation and responsibility.

Separation (except for cause): applies when the employee leaves the City service of his own volition.

Sick Leave: period of time granted by the Appointing Authority or appropriate designee due to inability of the employee to work because of physical or mental sickness, or injury due to an off-the-job accident.

Solicitation: act of requesting an individual to purchase goods, materials, or services, or a plea for financial contribution.

Superintendent: a classified individual who has been authorized by the City to perform or assist in performing some or all of the following: hiring, transferring, suspending, laying off, recalling, promoting, discharging, assigning, rewarding, interviewing, evaluating, approving leave requests, approving payroll time sheets or disciplining employees under the direction of the City; to responsibly direct employees; to adjust their grievances; or to effectively recommend any of these actions. Also referred to as Supervisor.

Supervisor: a classified individual who has been authorized by the City to perform or assist in performing some or all of the following: hiring, transferring, suspending, laying off, recalling, promoting, discharging, assigning, rewarding, interviewing, evaluating, approving leave requests, approving payroll time sheets or disciplining employees under the direction of the City; to responsibly direct employees; to adjust their grievances; or to effectively recommend any of these actions. Also referred to as Superintendent.

Suspension: relief of an employee from duty without pay, usually for a short period of time as a disciplinary measure.

Transfer: voluntary and/or involuntary reassignment from one department in the City service to another.

Training Appointment: In the event of a planned (i.e. retirement, notice given of separation) employee separation, the Appointing Authority may employ an additional employee for no longer than eight (8) weeks while the current employee continues their employment with the City.

Unclassified Service: those positions set forth in Section 7.03 of the City Charter as applied to the Civil Service of the City of Reynoldsburg. Positions in the unclassified service shall be exempt from all examinations.

Vacation Leave: period of time granted by the Appointing Authority or appropriate designee during which employees are exempt from work and paid at the employee=s prevailing rate.

Vacation Year: the interval of time based on the employee's service date with the City and extends from service date to service date.

Vendor: any individual or group engaged in or desiring to engage in the supply of goods, materials, or services, (which are utilized in the conduct of public business) to the City and/or its employees.

Work Area: any office, room, or physical location where official City business is transacted and/or operations of the City are conducted.

Work Time: the time when an employee's duties require that the employee be engaged in work tasks.

Written Reprimand: written record of disciplinary action, usually issued after a written warning has failed to improve an employee's conduct or when the employee has committed a more serious violation, which is provided to the employee and placed in the employee's personnel file in an attempt to improve the employees conduct and performance.

Written Warning: written documentation of a verbal counseling and instruction which is provided to the employee and placed in the employee's personnel file to correct any misconduct and improve the employee's conduct and performance.

160.02 AUTHORIZED POSITIONS, PERSONNEL, CLASSIFICATION AND PAY GRADE

<u>Position</u>	<u>Personnel</u>	<u>Classification</u>	<u>Pay Grade</u>
(a) ADMINISTRATIVE			
Mayor	1	Unclassified	See Sect.141.01
Auditor	1	Unclassified	See Sect.143.01
City Attorney	1	Unclassified	See Sect.147.03
Asst. City Attorney	1	Unclassified	19 <u>22</u>
Asst. City Prosecutor	2 p/t	Unclassified	19
City Attorney Secretary	1	Unclassified	15
City Attorney Clerk	1	Classified	12
Mayor's Secretary*	1p/t	Unclassified	15
Clerk of Courts	1	Unclassified	16
Assistant Clerk of Courts	1	Classified	11
Data Entry Operator	1p/t	Classified	6
Data Entry Operator	1	Classified	6
Clerk of Council	1	Unclassified	16
Asst. Clerk of Council	1 p/t	Unclassified	10
Tax Administrator	1	Classified	15 <u>17</u>
Deputy Auditor	1	Unclassified	15
Auditor's Secretary	1 p/t	Unclassified	10
Finance Manager	1	Classified	21 <u>22</u>
Civil Service			
Administrative Assistant	2 p/t	Unclassified	15
Special Events/Media Coordinator	1	Unclassified	12
* Mayor's Secretary to be shared with Human Resources Department			
(b) DEPARTMENT OF COMPUTER SYSTEMS			
Director of Computer Systems	1	Unclassified	20 <u>22</u>
Network Systems Administrator	1	Classified	19
(c) DEPARTMENT OF DEVELOPMENT			
Development Director	1	Unclassified	21 <u>22</u>
Development Director			
Administrative Assistant	1	Unclassified	40 <u>13</u>
Planning & Zoning Administrator	1	Classified	19
(d) HUMAN RESOURCES DEPARTMENT			
Director of Human Resources	1	Unclassified	20 <u>22</u>
Human Resources Generalist	1	Unclassified	12

(e) PARKS & RECREATION DEPARTMENT

Director	1	Unclassified	20 22
Administrative Assistant	1	Unclassified	42 13
Director Senior Citizens Center <u>Center Superintendent</u>	1	Classified	
	16		
<u>Special Events/Media Coordinator</u>	<u>1</u>	<u>Unclassified</u>	<u>12</u>

<u>Position</u>	<u>Personnel</u>	<u>Classification</u>	<u>Pay Grade</u>
Senior Citizens Assistant	2 p/t	Classified	9
Senior Center Activities Instructor	1 p/t	Classified	5
Recreation Superintendent	1	Classified	14 16
Grounds Superintendent	1	Classified	14 16
Parks Maintenance—Crew Leader <u>Assistant Grounds Superintendent</u>			1
Classified	44 12		
Parks Grounds Maintenance	2	Classified	23
Parks Maintenance	2	Classified	6
Horticulturist	1	Classified	8 10
Seasonal & Occasional	Variable	Unclassified	See 160.03(d) & (e)

(f) POLICE DEPARTMENT

Director of Public Safety	1	Unclassified	26 22
Chief of Police	1	Classified	26A
Deputy Chief of Police	1	Classified	24A
Lieutenant	2	Classified	22A
Sergeant	9	Classified	See Chapter 166
Police Officer	57	Classified	See Chapter 166
Dispatcher	8	Classified	See Chapter 162
Support Services Supervisor	1	Classified	16
Property Room Coordinator	1	Classified	10
Property Room Clerk	1p/t	Classified	7
Chief of Police			
Administrative Assistant	1	Classified	14
Public Service Records Technician	3	Classified	9
Court Specialist	1	Classified	9
Detective Bureau Administrative Assistant	1	Classified	9
Command & Staff Administrative Assistant	1	Classified	10
Accreditation Manager	1 p/t	Classified	10
<u>Training Manager</u>	<u>1p/t</u>	<u>Classified</u>	<u>10</u>
Court Liaison	2 p/t	Classified	13

(g) SERVICE DEPARTMENT

(1) Director of Public Service	1	Unclassified	25 22
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Rev. 44-16, 5/10/2016 Rev. 45-16 5/10/2016, Rev. 110-16 10/24/16, Rev. 119-16 11/14/2016; Rev 64 -17 6/27/2017; 136-17 11/30/2017;

Rev 154-17 12/18/2017

Service Director			
Administrative Assistant	1	Unclassified	13
Secretary	1	Classified	8
Maintenance Foreman	1	Classified	14 16
Custodian	23	Classified	5
Maintenance Crew Leader	1	Classified	9

(2) Building Division

Chief Building Official	1	Classified	19
Asst. Chief Building Inspector	1	Classified	17
Building Inspector I	3	Classified	14

~~Administrative Assistant~~ Permit Technician 1 Classified

11

Code Compliance Officer	2	Classified	6
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(3) Water/Wastewater Division

Superintendent	1	Classified	18
Asst. Superintendent	1	Classified	15
Maintenance Spec/Equip Operator	56	Classified	10
Maintenance Spec/Equip Operator	1p/t	Classified	10
Billing Supervisor	1	Classified	13
Account Clerk 2	4	Classified	7

(4) Street Division

Superintendent	1	Classified	17
Asst. Superintendent	1	Classified	15
Administrative Assistant	1	Classified	8
(To be shared with Storm Water Utility Division)			
Maintenance Spec/Equip Operator	5	Classified	10
Maintenance Spec/Equip Operator	1*	Classified	10
(To be shared with Storm Water Utility Division)			

Fleet Maintenance Supervisor	1	Classified	14
Fleet Maintenance Technician	1	Classified	10

(4)(a) Storm Water Utility Division

Asst. Superintendent	1	Classified	13 13
Administrative Assistant	1	Classified	8
(To be shared with Street Division)			
Pollution Control Technician	1	Classified	10
Maintenance Spec/Equip Operator	1	Classified	10
Maintenance Spec/Equip Operator	1*	Classified	10
(To be shared with Street Division)			

(h) DEPARTMENT OF ENGINEERING

Director of Engineering	1	Unclassified	23 22
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160.03 SALARY SCHEDULE

BEGINNING January 1, ~~2018~~2019, THE FOLLOWING PAY GRADES SHALL BE IN EFFECT:

(a) Full Time Employees

CITY OF REYNOLDSBURG, OHIO
SALARY SCHEDULE
(5% Between Grades, 30% Minimum to Maximum)

GRADE		MINIMUM	TO	MAXIMUM
1	Annual	\$ 24,295		\$ 35,078
2	Annual	\$ 25,522		\$ 36,816
31	Annual	\$ 26,801 <u>27,605</u>		\$ 38,661 <u>39,821</u>
42	Annual	\$ 28,132 <u>28,976</u>		\$ 40,566 <u>41,783</u>
53	Annual	\$ 29,561 <u>30,448</u>		\$ 42,589 <u>43,867</u>
64	Annual	\$ 31,042 <u>31,973</u>		\$ 44,729 <u>46,071</u>
75	Annual	\$ 32,580 <u>33,557</u>		\$ 46,985 <u>48,395</u>
86	Annual	\$ 34,214 <u>35,240</u>		\$ 49,351 <u>50,832</u>
97	Annual	\$ 35,901 <u>36,978</u>		\$ 51,837 <u>53,392</u>
108	Annual	\$ 37,690 <u>38,821</u>		\$ 54,438 <u>56,071</u>
119	Annual	\$ 39,585 <u>40,773</u>		\$ 57,152 <u>58,867</u>
1210	Annual	\$ 41,580 <u>42,827</u>		\$ 59,990 <u>61,790</u>
1311	Annual	\$ 43,672 <u>44,982</u>		\$ 62,991 <u>64,881</u>
1412	Annual	\$ 45,874 <u>47,250</u>		\$ 66,169 <u>68,154</u>
1513	Annual	\$ 48,177 <u>49,622</u>		\$ 69,462 <u>71,546</u>
1614	Annual	\$ 50,580 <u>52,097</u>		\$ 72,586 <u>74,764</u>
1715	Annual	\$ 53,089 <u>54,682</u>		\$ 76,570 <u>78,867</u>
1816	Annual	\$ 55,745 <u>57,417</u>		\$ 80,383 <u>82,794</u>
1917	Annual	\$ 58,557 <u>60,314</u>		\$ 84,425 <u>86,958</u>
2018	Annual	\$ 61,472 <u>63,316</u>		\$ 88,648 <u>91,307</u>
2119	Annual	\$ 64,539 <u>66, 475</u>		\$ 93,100 <u>95,893</u>
22 20	Annual	\$ 67,759 <u>69,792</u>		\$ 97,776 <u>100,709</u>
2321	Annual	\$ 71,137 <u>73,271</u>		\$ 102,694 <u>105,067</u>

Rev. 44-16, 5/10/2016 Rev. 45-16 5/10/2016, Rev. 110-16 10/24/16, Rev. 119-16 11/14/2016; Rev 64 -17 6/27/2017; 136-17 11/30/2017;

Rev 154-17 12/18/2017

<u>2422</u>	Annual	<u>\$74,712 76,953</u>	<u>\$107,832 111,067</u>
<u>2523</u>	Annual	<u>\$ 78,452 80,806</u>	<u>\$ 113,210 116,606</u>
<u>2624</u>	Annual	<u>\$ 82,388 84,860</u>	<u>\$ 118,873 122,439</u>

*Nonexempt payroll will be based upon hourly rates derived from the annual rates.

** Based on City of Reynoldsburg Council recommendation of 2%.

(b) Senior Police Management

**CITY OF REYNOLDSBURG, OHIO
SALARY SCHEDULE**

GRADE		MINIMUM	TO	MAXIMUM
22A	Annual	\$ 81,491		\$116,441
24A	Annual	\$85,565		\$122,263
26A	Annual	\$ 89,756		\$ 128,298

*Nonexempt payroll will be based upon hourly rates derived from the annual rates.

(c) Part Time Employee

Part time employees' rate of pay shall begin at the minimum hourly rate for the pay grade assigned.

(d) Seasonal Employee

1) Parks and Recreation Department:

Seasonal Recreation Employee	\$8.00 - \$30.00
Seasonal Maintenance Employee	\$8.50 – 14.00
Bus/Van Driver	\$9.50 per hour-\$16.00

2) Service Department

Water/Wastewater Laborer	\$9.00 - \$10.50 per hour
Service Seasonal Laborer	\$9.00 - \$10.50 per hour

3) Street Department

Street Seasonal Laborer	\$9.00 - \$10.50 per hour
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(e) Occasional Labor/Independent Contract

Unless otherwise indicated, occasional shall be paid at the rate mandated as the minimum wage by the Fair Labor Standards Act. Exceptions to this area are as follows:

- (1) Parks and Recreation Department:
 - Umpire/Referee- \$7.00 to \$ \$60.00 per game
 - Program Assistant \$7.80 - \$20.00 per game/hour
- (2) Service Department (Building Division)
 - Building Plans Examiner
 - Residential/Inspector \$13.00 per hour

160.04 OTHER COMPENSATION

(1) Water/Wastewater Departments – License Compensation

(a) Any employee in the Water Department or Waste Water Department who receives a Class I, Class II, or Class III license from the Ohio EPA shall receive an additional amount per month for the highest held as follows:

Class I	\$ 75.00
Class II	\$100.00
Class III	\$150.00

(b) An employee may be compensated for the highest license regardless of the Department.

2) All Second Shift Chapter 160 Eligible Employees Shift Differential

A shift differential of seventy-five cents (\$.75) per hour worked shall be paid to any Chapter 160 eligible employees when the majority of their regularly scheduled shift is after 1:00 p.m. and before 6:00 a.m.

- 3) Employees who work less than 20 hours per week on a regular basis will receive no benefits.
- 4) An employee who is temporarily assigned to a classification with a lower rate of pay will not be reduced in pay. An employee temporarily assigned to perform the duties of a higher classification with additional responsibilities should be granted a minimum of (five percent (5%)), but no more than ten percent (10%) temporary increase, as determined by the Appointing Authority.

160.05 OVERTIME ELIGIBILITY

A. POLICY

1. Exempt (Salary): Administrative, executive, professional, and certain other employees paid on a salary basis may be exempted or may fall into one of the specific categories of "non-covered" employees under the FLSA. The following positions are exempt from overtime compensation:

Safety Director	Service Director
Development Director	Deputy Chief of Police
Parks & Recreation Director	Computer Systems Director
Human Resources Director	Superintendent of Streets
Chief Building Official	Clerk of Courts
Superintendent of Water/Wastewater	Chief of Police
Tax Administrator	Finance Manager
Assistant City Prosecutors	Clerk of Council
Planning & Zoning Administrator	Assistant City Attorney
Director of Senior Center	

Such employees shall not receive a reduction in pay for absences of less than an entire work period (normally five [5] days). Absences will first be deducted from the employee's accumulated sick leave, vacation, or other paid leave time, as appropriate. Sick leave, vacation leave, and holiday pay are based upon a 40 hour week for exempt employees.

2. Nonexempt (Hourly): Employees that fall into the non-exempt status, either by ordinance or the federal Fair Labor Standards Act (FLSA), are paid a set wage on an hourly basis.
3. Part-time employees are expected to work their normally prescribed amount of work hours as determined by the City.

160.06 OVERTIME PAY

(a) Overtime will be authorized by the Appointing Authority or designee when it is necessary to prevent loss of life, damage to property, or to continue essential City services. Only full-time non-exempt employees are eligible for overtime pay.

(b) Full-time employees required to work, in excess of the established regular work week, holidays and/or any paid leave during the scheduled work week, shall be compensated for the excess hours at the rate of one and one-half (1½) times their current rate of pay. Employees must submit a time sheet by noon on Monday in order to be paid for overtime in the prior two (2) weeks. If not, overtime will be paid in the following pay period. Part-time employees must work more than forty (40) hours per week in order to qualify for overtime pay.

(c) The work period for calculating overtime shall be 12:00 a.m. Saturday through 11:59 p.m. Friday, unless the City has established an alternative work period for certain classes of employees. The City's right to use dual calculations to compute overtime owed to employees covered by collective bargaining agreements remains intact.

(d) In case of death of an employee, any earned overtime hours worked credited to such employee shall be paid to the surviving spouse, or to the estate of the deceased, if there is no surviving spouse.

160.07 LONGEVITY

Full-time employee of the City shall be eligible for longevity compensation at the conclusion of six (6) years of continuous service. Employees who are eligible for longevity prior to November 1, 2014 will have an adjusted longevity payment date of November 1. Longevity will be paid on the pay period that includes November 1 annually.

Full-time employees who become eligible for longevity as of November 1, 2014 will be paid longevity their actual anniversary dated with the city. The new rate effective January 1, 2018 is:

<u>From</u> (Conclusion of):	<u>To</u> (Conclusion of):	
6 th year	9 th year	\$450.00 <u>\$550.00</u> annually
10 th year	14 th year	\$500.00 <u>\$600.00</u> annually
15 th year	19 th year	\$550.00 <u>\$650.00</u> annually
20 th year	----	\$600.00 <u>\$700.00</u> annually

Employee must be employed by the City of Reynoldsburg on their longevity payment date to receive longevity pay. Longevity pay will not be prorated.

160.08 ADMINISTRATION OF PAY PLAN

(a) SALARY SCHEDULE AND PAY GRADES

- a) 1. Effective January 1, 2019 the City will implement a step program for non-bargaining unit employees in pay grades 1 through 14 in non-supervisory rolls as depicted below. There are two methods by which employees shall receive pay increase; anniversary date of hire and the annual increases in the pay table, which go in affective January 1 of each year as approved by City Council. All employees move to the rate in effect for their step on January 1.
- b) All new employees will be assigned to Step 1 at the time of hire, unless there is qualifications that the Appointing Authority approves a start of a higher step.
- c) In order to move to the next step an employee's performance must meet or exceed expectations. Any employee not meeting performance standards will be notified of a delay of the step increase by six-months. At the six-month mark there will be another evaluation of performance and if the employee meets the performance standards, they will be granted their step increase and then move forward to their next step on their anniversary date.
- d) During the implementation of steps, each employee will move to the next step from their current pay as of January 1, 2019 on their anniversary date. For example, an employee's current rate of pay is between Step 3 and Step 4, they will move to Step 4 on their anniversary date.
1. The denial of an increase is not a disciplinary action nor a reduction in pay, the employee has simply not earned an increase

1. Basis of the Overall Salary Schedule and Adjustments
TABLE FOR STEPS FOR PAY GRADE 1 -14 NON SUPERVISORY
WILL BE INSERTED HERE

TABLE FOR PAY GRADE 13 – 26A SUPERVISORY POSITIONS
WILL BE INSERTED

~~The overall level of pay of non bargaining unit employees is based in part on available resources and in part on a survey of the City's competitive standing in relation to comparable cities within the Greater Columbus area. Since it is impractical for the City to survey all classifications within the compensation plan, the City surveyed certain benchmark classifications that are common in most similar cities. Then, through a point factoring process, each individual job classification was assigned a Pay Grade based upon that classification's level of responsibility, nature of duties, complexity of duties, and qualifications compared to the benchmarks and compared to all other classifications covered by this Pay Plan.~~

Each year, City Council will review the minimum and maximum rates set forth in Reynoldsburg Chapter 160.03 and determine whether and to what extent the City should adjust the overall Salary Schedule in order to allow the City of Reynoldsburg to remain competitive in the labor market and to help its employees' wages maintain pace with inflation. In doing so, the Council will review the City's available resources, any updated survey information, and any annualized changes in the Consumer Price Index (CPI) for Urban Wage Earners and Clerical Workers – U.S. City Average published by the United States Department of Labor Bureau of Labor Statistics. Any percentage adjustment agreed upon by Council will be applied to all Pay Grades, so as to maintain the same differential between them. The adjustment will normally be effective as of January 1 of each year.

The CPI data and any survey data of comparable jurisdictions will only be used as guidelines to help the Council assess the City's options year to year. Although the City might only resurvey every three (3) years, rather than annually, the Salary Schedule will nevertheless be reviewed annually for possible adjustment.

2. Initial Pay Grade Assignments:

~~Each non-bargaining unit position authorized by the City Council shall be assigned to a job classification, and each classification shall be assigned to a Pay Grade as set forth in Reynoldsburg Chapter 160.02. Each Pay Grade shall be assigned a minimum and maximum rate as set forth in Reynoldsburg Chapter 160.03.~~

~~The appointing authority may establish the hiring rate within the Pay Grade, based upon qualifications, education and experience.~~

3. Promotions

Upon promotion, the employee's rate of pay shall be the rate within the higher appropriate Pay Grade that affords the employee an increase of not less than 5% over the employee's rate for the position prior to promotion.

4. Transfers and Certain Other Appointments

Upon lateral transfer or appointment to a classification within the same Pay Grade, the employee's pay level is to remain at the same Pay Grade and rate. If that lateral transfer or appointment is to a classification with a lower Pay Grade, the appointing authority may establish the employee's pay at an equitable rate within the lower Pay Grade authorized by Reynoldsburg Chapter 160.03 Salary Schedule. Promotion transfers and appointments are to be in accordance with Reynoldsburg Chapter 160.08. All benefits are retained when an employee transfers or is appointed to another position within the service of the City for any reason.

(b) INDIVIDUAL INCREASES FOR PAY GRADES SUPERVISORY STAFF 13 – 26A

Employees in pay grades 13 and above that service in a supervisory role, will receive increases based upon an annual evaluation completed by their direct supervisor each spring. The amount of the increase will be with the salary range for the pay grade determined by the Appointing Authority. After January 1, 2003 and as of each January 1 thereafter, the City Council will determine the amount of increase for which employees are eligible, as follows:

1. Employees whose pay falls within their Assigned Pay Grades:

Any employee whose pay falls within his or her assigned pay ranges after the Council makes any annual adjustment to the Salary Schedule and whose performance meets or exceeds an acceptable level for the previous evaluation year (Dec. 1 – Nov. 30), shall receive a increase. All such employees shall receive the same percentage increase, as determined by Council, unless the Council elects to allow a higher percentage for employees who have not yet reached a certain level within their respective Pay Grades (e.g., the top quartile).

Beginning January 1, 2005, adjustments will be made based on actual evaluations.

Notwithstanding the above except as provided in Reynoldsburg Chapter, 160.08 pay increases may not exceed the maximum for any Pay Grade. So, for example, if City Council has determined to adjust the overall Pay Grades upward by two percent (2%) and to allow three percent (3%) increases for employees within the Grade, an employee whose pay was already at the maximum for the Grade is eligible for a two percent (2%) pay increase. The remainder of the increase will be paid to the employee in the form of a 1% lump sum payment. It is possible for an employee whose performance is unsatisfactory to fall below the minimum of the Pay Grade.

2. Employees whose pay is below the grade:

Each employee whose pay rate remains below the minimum for his or her assigned Pay Grade after the Council makes any annual adjustment to the Salary Schedule shall be eligible for a performance-based increase each January 1 on the same basis as employees whose pay falls within their respective Pay Grades (based on performance). However, if the employee earns an increase, but that increase is insufficient to increase the employee's pay to at least the minimum for his or her Pay Grade, the employee's pay will be increased to that minimum.

3. Employees whose pay is above the grade:

Each employee whose pay rate is above the maximum for his or her assigned Pay Grade after Council makes any annual adjustment to the Salary Scale and whose performance would otherwise have warranted an increase (based on performance)

~~will receive a lump sum amount equal to the increase allowed by Council but such amount will not be added to the employee's base pay. Once the maximum for the Pay Grade exceeds the employee's rate of pay, such employee will be eligible for increases on the same basis as other employees whose pay falls within their Pay Grades.~~

~~4. Performance That Does Not Meet or Exceed Acceptable Levels~~

~~If the appointing authority determines that the employee's performance did not meet or exceed an acceptable level during the previous evaluation year; the employee will not receive a January 1 increase. However, the employee may request a meeting with the appointing authority or his or her designee to review, and if appropriate, adjust the ratings. The appointing authority may invite other appropriate people to the meeting, and will decide whether to revise the individual's evaluation. If he or she decides to adjust the score to a level that would warrant an increase, such increase shall be retroactive to the date the increase would normally have been effective. If no increase is warranted, the appointing authority will see that the employee is given additional direction as to what he or she must do in order to meet or exceed an acceptable level of performance for the next round of annual evaluations.~~

~~An employee whose performance was rated as not meeting or exceeding acceptable levels will receive a special evaluation as of the immediately following April 30, if he or she is still employed as of that date. If the employee receives a satisfactory evaluation at that time, he or she will receive the percentage increase effective May 1, but not retroactive to January 1.~~

~~The denial of an increase is not a disciplinary action nor a reduction in pay—
The employee has simply not earned an increase.~~

5. Probationary Employees and New Employees

The appointing authority shall have the option of withholding a January 1 increase for a probationary employee or for a non-classified employee whose employment with the City is less than six months.

160.09 GROUP INSURANCE

(a) Each employee eligible for medical insurance under the Affordable Health Care Act is entitled to such benefits provided by a group insurance contract, the premiums of which, including premiums for dependent coverage, if appropriate, shall be paid by the City less an employee/newly elected or appointed official premium contribution of twelve percent (12%) of the total monthly premium for health, and seven percent (7%) for dental and vision

insurance unless otherwise specified. Premium contributions shall be paid by payroll deduction. Coverage's and exclusions are as follows:

1. Effective January 1, 2014, eligible employees and each newly elected official who choose to utilize the City's medical insurance will pay twelve (12%) of the monthly premium contribution.
2. Effective January 1, 2008 for eligible employees and place into the H.S.A. amounts for single and family coverage as determined annually by City Council. Contributions for elected officials shall be equal to the contribution for full-time employees. Said amounts will be placed into the individual H.S.A. by the Auditor not later than January 15th of each year or as determined by the appropriate Labor Agreement. ▯

A. The following shall apply for each full-time employee and is eligible for Medicare coverage:

The City will reimburse said full-time employee or elected official for qualified medical expenses and prescriptions that meet the insurance plan deductible coverage up to the same contribution level of those not eligible for Medicare coverage.

3. Full-time employees required to forfeit insurance coverage because their spouse is also a covered City employee shall receive twenty-five (25) dollars per month while such forfeiture is in effect.
4. Full-time employees may "opt out" of City provided health insurance provided they supply a certificate of coverage from another provider. Employees who "opt out" of employee only coverage will be paid One Thousand Five Hundred Dollars (\$1,500.00) annually. Employees who "opt out" of family coverage will be paid Two Thousand Five Hundred Dollars (\$2,500.00) annually and any employee opting to take employee only coverage in lieu of family coverage, except as determined by Section (4) above, will be paid One Thousand Five Hundred Dollars (\$1,500.00) annually. All dates of payments made under this "opt out" provision will be determined by the Auditor.
5. Each permanent three-quarter (30 hour) or more employee shall receive a minimum of Fifty Thousand Dollars (\$50,000.00) or one times annual salary Life insurance rounded off to the next higher One Thousand Dollars (\$1,000.00), plus an equal amount of Accidental Death Insurance. Part-time elected officials do not receive Life Insurance benefits. Premiums shall be fully paid by the City. The city shall provide police liability insurance for all police officers.

Effective January 1, 2001 each full-time, non-bargaining unit employee is entitled to disability benefits provided by an insurance carrier, the premium of which is paid by the City of Reynoldsburg.

160.10 EDUCATIONAL ASSISTANCE

1. All full-time employees are eligible to participate in the Educational Assistance Incentive Program of the City. Participation is voluntary and available to those who elect job-related self-development activities during non-working hours. All coursework must be taken in accordance with a Planned Program of Professional Improvement approved by the appointing authority in advance.
2. The allowances for assistance are as follows:
 - A. All full-time employees are eligible to participate in the Educational Assistance Incentive Program of the City. Participation is voluntary and available to those who elect job-related self-related self-development activities during non-working hours. All coursework must be taken in accordance with a Planned Program of Professional Improvement approved by the appointing authority in advance.
 - B. The allowances for assistance are as follows:
 1. The annual allowance for college credit coursework education assistance (per employee) is ~~\$2,750.00~~ \$3,000.00 per academic year.
 2. The annual allowance for non-college credited coursework education assistance (per employee is \$1,000.00 per academic year
 3. Annual text book reimbursement shall not exceed fifty percent (50%) of the actual cost of textbooks for college credit coursework and \$250.00 for non-college credit coursework during the academic year.
 4. All coursework must be preapproved before commencement of the course
3. To qualify for assistance, plan participants shall satisfactorily complete the course(s) with a grade of C or better, or pass a pass/fail course. Reimbursement shall be made upon submission of official transcripts, tuition statements, and receipts for textbooks.
4. An employee who has received educational assistance must remain an employee for one (1) year following completion of the courses for which assistance was received. Should an employee separate from service with the City of Reynoldsburg within the one (1) year period, except in the event of a disability retirement, that employee must repay any assistance received in the one (1) year period.

160.11 CITY CLOTHING PROVIDED

1. The Appointing Authority reserves the right to prescribe appropriate attire and grooming and to set standards which are deemed to be in the best interest of the City and ensure an appropriate image for the City.
2. The Appointing Authority requires that an employee's clothing, grooming, and overall appearance be appropriate, in good taste, present a favorable public image, and be in conformity with regulations established by the City due to the specialized nature of service provided or the employment position maintained.
3. Clothing shall be conducive to the safe and effective performance of required job duties.
4. Certain employees may be required to wear regulation uniforms while on duty. The applicable departments may establish policies and procedures governing uniforms. When employees are required to wear a regulation uniform, the City shall provide the uniforms and/or provide a uniform allowance as prescribed by the City ordinance or applicable collective bargaining agreement.
5. Employees are required to keep uniforms neat, clean, and in good repair. City-issued uniforms may only be worn by employees while conducting official City business.
6. The City shall provide standard work clothing and safety equipment for all maintenance employees of the Parks and Recreation, Service, Street, Vehicle Maintenance, Water/Waste Water, Storm Water Utility and the Building Department employees. Each item of work clothing shall be suitably and permanently identified as belonging to the City. Any item unaccounted for shall be charged to the employee.

160.12 CITY CLOTHING PROVIDED (SENIOR POLICE MANAGEMENT)

In addition to non-conflicting provisions in Section 7.07, the following shall apply to Senior Police Management.

The City shall furnish the basic uniforms and new equipment for all sworn officers. Uniform parts and equipment shall be replaced by the City on an as-needed basis. All uniforms and equipment purchased by the City remain the property of the City and must be returned when a member is separated from City service for any reason.

Uniform items not accounted for shall be replaced at the employee's expense. Failure to do so shall result in the value of the uniform items not accounted for being withheld from the employee's separation pay.

The City shall repair or replace all uniform items damaged or destroyed in the line of duty so long as the damage was not due to the employee's misconduct or negligence.

The City shall repair or replace eye glasses damaged or destroyed in the line of duty so long as the damage is not due to the employee's misconduct or negligence. This section shall provide coverage only for a like amount of the damaged eye glasses.

Employees assigned to plain clothes or administrative duty shall be permitted to purchase civilian clothing and components up to the reimbursable amount of \$850 per year. Clothing selected shall be at the discretion of the employee but shall be moderately conservative in style, cut, and color, and shall be acceptable to the local business community.

If not caused by negligence or misconduct of the employee, civilian clothing and/or components damaged to the point of unserviceability, in the line of duty, shall be replaced by the City as soon as possible at no charge to the current or subsequent allowance. Replacement does not include normal wear and tear.

Employees shall be reimbursed for necessary dry cleaning of uniforms or plain cloths items. Employees shall utilize the dry cleaning facility or facilities designated by the City. The following items shall be provided by the City:

Trousers — 5	Holster — 1
Shirts, Winter — 5	Magazine — 2
Shirts, Summer — 5	Magazine Pouches — 1 (dbl)
Ties — 3	Handcuffs — 1
Tie Bar — 1	Handcuff Case — 1
Shoes — 1 pair	Handcuff Key — 1
Boots — 1 pair	Belt Keepers — 4
Jacket – All Season – 1	Walkie Talkie Holder — 1
Raincoat — 1	Mace — 1
Hat, Winter — 1	Mace Holder — 1
Trooper Winter Hat — 1	Gloves — 1 pair
Hat, Summer — 1	Flashlight — 1 (3 cell)
Raincoat Cover — 1	Cite Bookholder — 2
Hat Badge — 1	Wristwatch — 1
Breast Badge — 2	Protective Vest — 1
Name Plate — 2	Belt (Trouser) — 1
Whistle — 1	Gun Belt — 1
Whistle Chain — 1	Service Weapon — 1

Human Resources Dept.**Sandra Boller****7232 E. Main Street****Reynoldsburg OHIO 43068****614-322-6868 Phone****ORDINANCE REQUEST****DATE: November 26, 2018****TO: Finance and Administration Committee**

RE: ORDINANCE AUTHORIZING RENEWAL OF CITY'S HEALTH INSURANCE COVERAGE WITH MEDICAL MUTUAL OF OHIO FOR THE PERIOD FROM JANUARY 1, 2019 THROUGH DECEMBER 31, 2019 AND DECLARING AN EMERGENCY.

Approval:

Completed Brad McCloud	Completed Jed Hood	Completed Stephen Cicak
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Emergency/Suspension: Emergency

Reason For Emergency: Financial needs of the City's government

Statement of necessity: Financial needs of the City's government.

Authorizing the Mayor to enter into a one-year agreement with Medical Mutual of Ohio for the City's Health Insurance coverage with Medical Mutual of Ohio for the period of January 1, 2019 through December 31, 2019 and declaring it an emergency.

Human Resources Dept.**Sandra Boller****7232 E. Main Street****Reynoldsburg OHIO 43068****614-322-6868 Phone****ORDINANCE REQUEST**

DATE: November 26, 2018**TO: Finance and Administration Committee****RE: ORDINANCE AUTHORIZING MAYOR TO ENTER INTO
CONTRACT FOR CITY INSURANCE FOR 2019 AND DECLARING
AN EMERGENCY.**

Approval:

Completed Brad McCloud	Completed Jed Hood	Completed Stephen Cicak
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Emergency/Suspension: Emergency

Reason For Emergency: Financial needs of the City's government

Statement of necessity: Financial needs of the City's government.

Request authorization for the Mayor to enter into a contract for city insurance (property, liability, automobile and cyber coverage) for a year period beginning January 1, 2019 and ending December 31, 2019 with Willis of Ohio and its related companies in the amount not to exceed \$190,000 and declaring it as an emergency

City Auditor's Office**Stephen Cicak****7232 E. Main Street****Reynoldsburg OHIO 43068****614/322-6858 Phone****ORDINANCE REQUEST**

DATE: November 26, 2018

TO: Finance and Administration Committee

RE: Ordinance Authorizing the City Auditor to Fund Health Savings
Accounts for 2019 and Declaring an Emergency

Approval:

Completed Brad McCloud	Completed Jed Hood	Pending Stephen Cicak
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Emergency/Suspension: Emergency

Reason For Emergency: Financial needs of the City's government

Emergency/Suspension: Emergency

Reason For Emergency: Financial needs of the City's government

Be it Ordained by the City Council of the City of Reynoldsburg, Ohio:

Section 1: That the City Auditor is at this moment authorized and directed to fund the Health Savings Accounts that have been established by Chapter 160 Employee Compensation, for City Employees and Elected Officials, in the following amounts for 2019:

	FAMILY	SINGLE
Chapter 160	Up to \$4000	Up to \$2000
FOP	as negotiated in contract	
FOP-OLC	as negotiated in contract	
FOP-POBA	as negotiated in contract	

City Auditor's Office**Stephen Cicak****7232 E. Main Street****Reynoldsburg OHIO 43068****614/322-6858 Phone**

Section 2. That for all those employees who begin employment after the Health Care Savings Accounts have been funded; the City Auditor will determine the amounts and dates applicable to them.

Section 3. That this ordinance is to be deemed an emergency measure necessary for the financial needs of the city and further to be effective January 1, 2019, as per Labor Contracts and PPM; wherefore upon adoption by the council, this ordinance shall be in effect immediately upon the signature of the Mayor.

Mayor's Office
Brad McCloud
7232 E. Main Street
Reynoldsburg OHIO 43068
Phone

ORDINANCE REQUEST

DATE: **November 26, 2018**

TO: **Finance and Administration Committee**

RE: ORDINANCE TO MAKE A FINAL APPROPRIATION FOR CURRENT
EXPENSES AND OTHER EXPENDITURES OF THE CITY OF
REYNOLDSBURG, STATE OF OHIO, DURING THE FISCAL YEAR
ENDING DECEMBER 31, 2019; AND DECLARING AN EMERGENCY.

Approval:

Completed Brad McCloud	Completed Jed Hood	Stephen Cicak
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Emergency/Suspension: Emergency

Reason For Emergency: Financial needs of the City's government

Ordinance to make Final Appropriations for current and other expenditures of the City of Reynoldsburg, State of Ohio during fiscal year ending December 31, 2019.

City of Reynoldsburg

2019 Budget

Submitted by Brad McCloud

ORDINANCE TO MAKE A FINAL APPROPRIATION FOR CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF REYNOLDSBURG, STATE OF OHIO, DURING THE FISCAL YEAR ENDING DECEMBER 31, 2019 AND DECLARING AN EMERGENCY

WHEREAS, various appropriations are required effective January 1, 2019, to provide for the current expenses and other expenditures associated with the operations of the City for the fiscal year ending December 31, 2019.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF REYNOLDSBURG, OHIO:

SECTION 1. That the following appropriations are hereby made in the General Fund (110):

Department	#	Personal	Supplies	Services	Debt	Other	Capital	2019
		Services					Purchases	Budget
		(5100)	(5200)	(5300)	(5400)	(5500)	(5600)	Request
TRANSFERS	110	0	0	0			0	0
POLICE	111	9,033,402	493,000	769,480	0	0	811,400	11,107,282
MECHANIC	290	154,435	120,800	46,850	0	0	16,100	338,185
PARKS & RECR.	340	815,270	263,325	560,375	0	0	84,033	1,723,003
SENIOR CENTER	343	164,583	17,200	76,350	0	0	0	258,133
COMMUNITY EVENTS	344	92,926	13,310	160,485				266,721
SERVICE	448	548,766	22,200	590,110	0	0	0	1,161,076
BUILDING	479	370,318	10,000	83,300	0	0	0	463,618
MAYOR	522	132,883	800	38,000	0	0	0	171,683
CIVIL SERVICE	534	62,290	2,000	34,000	0	0	500	98,790
CITY AUDITOR	545	344,053	5,500	77,600	0	0	0	427,153
CITY ATTORNEY	554	516,327	3,400	89,204	0	0	0	608,931
CITY COUNCIL	571	191,146	2,000	62,400	0	0	0	255,546
DEVELOPMENT	580	276,869	3,750	346,250	0	0	15,000	641,869
HUMAN RE.	582	105,499	15,000	28,100	0	0	500	149,099
COMPUTER	584	0	13,000	399,600	0	0	330,000	742,600
CLERK OF COURTS	593	262,604	4,500	84,600	0	0		351,704
GENERAL ADMIN.	595	279,150	3,500	669,000	0	0	16,500	968,150
PUBLIC HEALTH	810			319,733				319,733
GENERAL FUND		13,350,521	993,285	4,435,437	0	0	1,274,033	20,053,276

SECTION 2. That the following appropriations are hereby made in the following funds:

Fund	#	Personal	Supplies	Services	Debt	Other	Capital	2018
		Services					Purchases	Budget
		(5100)	(5200)	(5300)	(5400)	(5500)	(5600)	Request
INCOME TAX	220	70,959	600	30,700		2,306,000		2,408,259
COURT COMPUTER	211		16,000	27,000		15,000		58,000
STREET	260	635,516	293,500	145,630			149,600	1,224,246
STATE HIGHWAY	270		70,000	24,000				94,000
COPS IN SCHOOL	282							0
LAW ENFORCEMENT	290							0
DRUG ENFORCEMENT	291							0
SAFETY BELT PROG	292							0
DUI/EDUCATION	293							0
FEDERAL FORFEITURE	294							0
LAW ENFORC/ASST	295							0
EDWARD BYRNE	297							0
WATER	710	403,014	164,000	5,469,360	367,758		291,000	6,695,132
WASTEWATER	720	384,518	102,000	5,372,845	39,945		291,000	6,190,308
STORM WATER	740	304,208	47,000	1,024,890	120,227		65,600	1,561,925
REFUSE COLL.	750		2,000	2,815,000				2,817,000
PERMISSIVE LIC.	230							0
POLICE PENSION	240	200,000		3,000				203,000
SEWER CAPACITY	250			500	64,178			64,678
GENERAL DEBT	310				3,123,823			3,123,823
S. A. DEBT	320							0
TAYLOR SQ. DEBT	330				567,860			567,860
EMPLOYEE FUND	690							0
Taylor Sq Tif	970			50,000				50,000
BRICE-MAIN DEBT	971			4,500	81,800			86,300
KROGER TIF DEBT	972							0
SUMMIT RD TIF #1	973			2,000				2,000
TAYLOR RD TIF #1	974			500				500
TAYLOR RD TIF #2	975			100				100
TOTALS		1,998,215	695,100	14,970,025	4,365,591	2,321,000	797,200	25,147,131

SECTION 3. That the Income Tax Revenues shall be appropriated and disbursed pursuant to Ordinance No. 68-17 adopted by Reynoldsburg City Council on July 10, 2017.

4.g.a

SECTION 4. That the unencumbered balances as of December 31, 2018 shall be and are hereby appropriated in the Fiduciary Funds, and the Capital Improvement Project Funds, and that the revenues credited to the Fiduciary funds shall be appropriated upon receipt to the proper associated accounts. That the 2018 capital project encumbrances funded by OPWC are hereby reappropriated. The ending balance in the Water and Wastewater CIP revenue accounts for prior year will be appropriated in the general project account for the specific funds to be used later for approved projects.

SECTION 5. That the amounts of public contributions and reimbursements to the City shall be appropriated upon receipt to the proper associated accounts.

SECTION 6. That the amount of \$ 567,861 shall be and is hereby appropriated in the Taylor Square School TIEF Fund (970) and transferred to the Taylor Square TIEF Debt Retirement Fund (330).

SECTION 7. That the amount of \$ 990,000 shall be and is hereby appropriated in the Taylor Square School TIEF Fund (970) to comply with the TIF agreement.

SECTION 8. That the amount of \$ 170,000 shall be and is hereby appropriated in the Brice-Main TIF Fund (971) to comply with the TIF agreement.

SECTION 9. That the City Auditor is hereby authorized to draw warrants on the appropriate funds, for payments from any of the foregoing appropriations, upon receiving proper certificates and vouchers therefore, approved by the officers authorized by law to approve same, or an ordinance of Council to make the expenditures; provided that no warrants shall be drawn or paid for salaries or wages except to persons employed by authority of and in accordance with law or ordinance.

SECTION 10. That the effective date of the appropriations in this ordinance shall be January 1, 2019.

SECTION 11. That this ordinance is deemed to be an emergency measure necessary for the financial needs of the city and further for the reason that final appropriations for operation of the City beginning January 1, 2019 must be adopted by City Council prior to April 1, 2019; wherefore, upon adoption by Council this ordinance shall be in effect upon the signature by the Mayor.

Attachment: 2019 Council 11092019 (2019 Budget Appropriations)

4.g.a

BUDGET	DEPARTMENT	Personal	Supplies	Services	Debt	Other	Capital	2019	2019	2018	2017	2016	2015	2014	2013
		Services (5100)	(5200)	(5300)	(5400)	(5500)	Purchases (5600)	Budget Request	Estimated Revenue	Budget Final	Actual Expense	Actual Expense	Actual Expense	Actual Expense	Actual Expense
110-11-0000	POLICE	9,033,402	493,000	769,480	0	0	811,400	11,107,282		11,133,888	9,317,966	9,289,780	8,875,623	8,704,181	8,175
110-290-0000	MECHANIC	154,435	120,800	46,850	0	0	16,100	338,185		350,929	240,649	224,729	221,253	217,706	239
110-340-0000	PARKS & RECR.	815,270	263,325	560,375	0	0	84,033	1,723,003		1,778,156	1,207,562	1,279,293	993,901	951,653	784
110-343-0000	SENIOR CENTER	164,583	17,200	76,350	0	0	0	258,133		424,735	189,391	200,931	314,285	153,502	168
110-344-0000	COMMUNITY EVENTS	0	13,310	160,485	0	0	0	266,721		1,240,727	1,030,452	1,002,175	925,522	944,559	893,380
110-448-0000	SERVICE	548,786	22,200	590,110	0	0	0	1,161,076		0	0	0	0	2,772	78,158
110-449-0000	ENGINEERING	0	0	0	0	0	0	0		467,174	436,492	383,216	330,220	307,925	287,726
110-479-0000	BUILDING	370,318	10,000	83,300	0	0	0	463,618		262,859	157,070	189,287	194,211	193,731	204,851
110-522-0000	MAYOR	132,883	800	38,000	0	0	0	171,683		118,756	75,675	72,699	63,720	53,232	50,788
110-534-0000	CIVIL SERVICE	62,290	2,000	34,000	0	0	500	98,790		472,005	435,644	398,956	387,236	362,712	337,503
110-545-0000	CITY AUDITOR	344,053	5,500	77,600	0	0	0	427,153		606,614	562,918	565,381	476,524	454,495	478,277
110-554-0000	CITY ATTORNEY	516,327	3,400	89,204	0	0	0	608,931		260,473	216,226	223,052	206,947	172,331	186,458
110-571-0000	CITY COUNCIL	191,146	2,000	62,400	0	0	0	255,546		422,757	240,092	250,989	215,348	215,348	146,651
110-580-0000	DEVELOPMENT	276,869	3,750	346,250	0	0	15,000	641,869		501,400	433,560	415,706	312,435	292,042	352,564
110-582-0000	HUMAN RE.	105,499	15,000	28,100	0	0	500	149,099		147,049	133,686	106,509	82,439	54,160	51,404
110-584-0000	COMPUTER	0	13,000	399,600	0	0	330,000	742,600		334,151	300,943	274,937	288,371	246,632	236,628
110-593-0000	CLERK OF COURTS	262,604	4,500	84,600	0	0	0	351,704		1,223,286	637,659	660,798	645,762	610,131	459,396
110-595-0000	GENERAL ADMIN.	279,150	3,500	669,000	0	0	16,500	968,150		302,552	285,500	271,798	257,940	219,428	212,965
110-810-0000	PUBLIC HEALTH	0	0	319,733	0	0	0	319,733		20,047,511	15,901,485	15,820,218	14,731,737	14,303,591	12,648,127
TOTAL	GENERAL FUND	13,350,521	993,285	4,435,437	0	0	1,274,033	20,053,276	18,100,000	20,047,511	15,901,485	15,820,218	14,731,737	14,303,591	12,648,127
220-564-0000	INCOME TAX	70,959	600	30,700	0	2,306,000	0	2,408,259		1,932,762	465,442	1,101,541	402,389	366,265	766,343
260-268-0000	STREET	635,516	293,500	145,630	0	0	149,600	1,224,246	1,415,000	1,703,866	812,522	1,237,706	1,085,882	1,049,402	866,750
270-288-0000	STATE HIGHWAY	0	70,000	24,000	0	0	0	94,000	111,500	94,000	41,104	167,750	159,786	92,893	142,116
710-735-0000	WATER	403,014	164,000	5,469,360	367,758	0	291,000	6,695,132	6,525,000	6,310,545	5,544,171	5,993,688	5,377,544	5,540,189	5,830,050
720-736-0000	WASTEWATER	384,518	102,000	5,372,845	39,945	0	291,000	6,190,308	6,105,000	5,666,783	5,295,698	5,511,808	6,796,975	4,942,690	5,999,020
740-737-0000	STORM WATER	304,208	47,000	1,024,890	120,227	0	65,600	1,561,925	1,350,000	1,482,157	1,249,921	1,168,788	632,187	513,640	488,020
750-738-0000	REFUSE COLL.	0	2,000	2,815,000	0	0	0	2,817,000	2,200,000	2,111,850	1,662,906	2,047,500	1,876,883	2,016,260	2,046,808
230-000-0000	PERMISSIVE LIC.	0	0	0	0	0	0	0		0	0	0	0	0	117,653
240-000-0000	POLICE PENSION	200,000	0	3,000	0	0	0	203,000	215,300	163,000	182,695	163,000	162,739	192,970	192,743
250-000-0000	SEWER CAPACITY	0	0	500	64,178	0	0	64,678	35,000	64,428	64,383	127,449	133,080	71,331	74,827
TOTALS	TOTALS	1,998,215	679,100	14,885,925	592,108	2,306,000	797,200	21,258,548	17,956,800	19,528,991	15,325,842	17,479,210	16,627,465	14,785,640	16,505,111
211-000-0000	COURT COMPUTER	0	16,000	27,000	0	15,000	0	58,000	20,000	55,000	23,990	55,000	26,388	28,068	36,936
282-11-0000	COPS IN SCHOOL							0		0					
290-11-0000	LAW ENFORCEMENT							0		0			108,436	116,546	30,054
291-11-0000	DRUG ENFORCEMENT							0		0					0
292-11-0000	SAFETY BELT PROG							0		0					0
293-11-0000	DUI/EDUCATION							0		0					0
294-11-0000	FEDERAL FORFEITURE							0		0			17,115	95,756	8,592
295-11-0000	LAW ENFOR/CASST							0		0					0
297-11-0000	EDWARD BYRNE							0		0					7,549
310-000-0000	GENERAL DEBT	0	0	3,123,823	0	0	0	3,123,823	2,240,000	1,645,686	1,576,811	1,494,935	1,498,890	1,756,500	1,830,362
320-000-0000	S.A. DEBT	0	0	0	0	0	0	0		0					
330-000-0000	TAYLOR SQ. DEBT	0	0	0	567,860	0	0	567,860	567,860	568,675	574,382	605,598	601,348	608,347	603,522
690-000-0000	EMPL YEE FUND	0	0	0	0	0	0	0		0					2,339
970-000-0000	Taylor Sq TIF	0	0	50,000	0	0	0	50,000	1,560,000	45,000	26,120	39,000	1,291,496	1,764,450	2,046,808
971-000-0000	BRICE-MAIN DEBT	0	0	4,500	81,800	0	0	86,300	285,000	96,975	87,380	89,330	89,509	90,725	306,582
972-000-0000	KROGER TIF DEBT	0	0	0	0	0	0	0		1,500		1,200	35,111	35,082	39,711
973-000-0000	SUMMIT RD TIF #1	0	0	2,000	0	0	0	2,000	30,000	50	2	100	0	0	0
974-000-0000	TAYLOR RD TIF #1	0	0	500	0	0	0	500	18,000	1,000	265	350	248	192	309
975-000-0000	TAYLOR RD TIF #2	0	0	100	0	0	0	100	1,000	50	12	50	10	10	10
TOTAL MISC FUNDS	TOTAL MISC FUNDS	0	16,000	84,100	3,773,483	15,000	0	3,888,563	4,721,860	2,413,936	2,288,962	2,285,563	3,668,551	4,493,676	4,912,775
GRAND TOTALS	GRAND TOTALS	15,348,736	1,688,385	19,405,462	4,365,591	2,321,000	2,071,233	45,200,407	40,778,660	41,990,438	33,516,289	35,584,991	35,027,753	33,582,908	34,066,013

PREPARED November 9, 2018

Account Number	Account Description	2018 Adopted Budget	2018 Amended Budget	2019 Department Entry	Department Entry Comments
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Fund: 110 - General Fund

EXPENSES

Department: 111 - Police Division

5100 - Personal Services

5101	Salary-Elected Officials/Director	46,062.0000	46,062.0000	0.0000	
5102	Wages-Staff	867,260.0000	867,260.0000	867,359.0000	
5104	Wages-Part time	87,832.0000	87,832.0000	85,332.0000	
5105	Overtime	350,000.0000	350,000.0000	350,000.0000	
5106	Longevity	56,550.0000	56,550.0000	51,550.0000	
5109	HSA Employer Funding	260,000.0000	260,000.0000	248,000.0000	
5111	Wages Chief	115,782.0000	115,782.0000	116,000.0000	
5113	Wages Enforcement	5,335,492.0000	5,335,492.0000	5,167,837.0000	deputy chief
5151	PERS Contribution	141,141.0000	141,141.0000	150,498.0000	
5152	PFDPF Contribution	966,192.0000	966,192.0000	884,477.0000	
5155	PERS Pickup	46,957.0000	46,957.0000	46,384.0000	
5161	Group Insurance	1,035,011.0000	1,035,011.0000	969,720.0000	
5166	Medicare	98,829.0000	98,829.0000	96,245.0000	

Account Classification Total: 5100 - Personal Services

\$9,407,108.00 \$9,407,108.00 \$9,033,402.00

5200 - Supplies

5201	Office Supplies	8,500.0000	9,568.0500	9,500.0000	
5202	Photo Copy Supplies	3,500.0000	3,500.0000	3,500.0000	
5203	Computer Supplies	20,000.0000	21,704.9400	18,000.0000	
5205	Small Tools/Minor Equipment	5,000.0000	5,074.9800	6,000.0000	
5206	Evidence	10,000.0000	10,000.0000	10,000.0000	
5207	Law Enforcement Supplies	85,800.0000	96,730.8700	93,000.0000	
5213	Repair and Maintenance Supplies	12,100.0000	12,100.0000	11,000.0000	
5241	Uniforms-Purchased	130,000.0000	132,119.0800	212,000.0000	
5251	MV Gas and Oil	120,000.0000	126,514.6000	130,000.0000	

Account Classification Total: 5200 - Supplies

\$394,900.00 \$417,312.52 \$493,000.00

5300 - Services

5311	Utilities	144,530.0000	157,848.0900	144,530.0000	
5321	Professional Training	50,000.0000	50,287.8400	55,000.0000	
5323	Publications	2,850.0000	2,850.0000	2,850.0000	

5324	Professional Association Dues	2,500.0000	2,500.0000	2,500.0000
5325	Educational Assistance	10,000.0000	10,654.3900	10,000.0000
5339	Misc Contract Services	72,000.0000	72,795.9300	83,600.0000
5351	Liability Insurance Deductible	25,000.0000	25,000.0000	25,000.0000
5361	Building Repair/Maintenance	70,000.0000	77,781.7900	132,500.0000
5362	Equipment Maintenance	50,000.0000	50,650.0000	72,000.0000
5363	MV Repair/Maintenance-External	22,000.0000	24,208.5000	27,000.0000
5366	Computer Maintenance	3,000.0000	3,000.0000	3,000.0000
5375	Prisoner Care	140,000.0000	144,700.5000	140,000.0000
5391	Postage	5,000.0000	5,165.0300	6,500.0000
5392	Fingerprinting Services	5,000.0000	6,188.0000	2,500.0000
5393	L.E.A.D.S Terminal	8,500.0000	9,100.0000	8,500.0000
5395	Printing/Advertising	15,000.0000	15,114.1800	15,000.0000
5396	Uniform Cleaning/Repairs	30,000.0000	32,530.0500	35,000.0000
5399	Other Miscellaneous Services	4,500.0000	4,500.0000	4,000.0000
<i>Account Classification Total: 5300 - Services</i>		<i>\$659,880.00</i>	<i>\$694,874.30</i>	<i>\$769,480.00</i>
<i>5600 - Capital Purchases</i>				
5631	Furniture and Fixtures	7,500.0000	8,435.5500	10,000.0000
5632	Motor Vehicles	475,000.0000	735,779.2000	575,000.0000
5633	Machinery and Equipment	99,500.0000	99,500.0000	93,000.0000
5634	Unmarked Vehicles	40,000.0000	40,000.0000	58,400.0000
5639	Other Equipment	50,000.0000	51,008.9700	75,000.0000
<i>Account Classification Total: 5600 - Capital Purchases</i>		<i>\$672,000.00</i>	<i>\$934,723.72</i>	<i>\$811,400.00</i>
Department Total: 111 - Police Division		\$11,133,888.00	\$11,454,018.54	\$11,107,282.00

Department: 290 - Mechanic*5100 - Personal Services*

5102	Wages-Staff	98,338.0000	98,338.0000	98,338.0000
5106	Longevity	450.0000	450.0000	450.0000
5109	HSA Employer Funding	8,000.0000	8,000.0000	8,000.0000
5151	PERS Contribution	13,830.0000	13,830.0000	13,830.0000
5161	Group Insurance	32,228.0000	32,228.0000	32,384.0000
5166	Medicare	1,433.0000	1,433.0000	1,433.0000

Account Classification Total: 5100 - Personal Services

\$154,279.00

\$154,279.00

\$154,435.00

5200 - Supplies

5201	Office Supplies	100.0000	100.0000	100.0000
5203	Computer Supplies	200.0000	200.0000	200.0000
5205	Small Tools/Minor Equipment	3,000.0000	3,000.0000	3,000.0000
5213	Repair and Maintenance Supplies	90,000.0000	92,045.1800	110,000.0000
5259	Operating Materials and Supplies	7,500.0000	7,500.0000	7,500.0000

Account Classification Total: 5200 - Supplies

\$100,800.00

\$102,845.18

\$120,800.00

5300 - Services

5321	Professional Training	1,000.0000	1,000.0000	1,000.0000
5362	Equipment Maintenance	3,000.0000	3,000.0000	3,000.0000
5363	MV Repair/Maintenance-External	35,000.0000	40,291.5700	40,000.0000
5397	Uniform Rental	1,350.0000	1,398.4200	1,350.0000
5399	Other Miscellaneous Services	1,500.0000	1,500.0000	1,500.0000

Account Classification Total: 5300 - Services

\$41,850.00

\$47,189.99

\$46,850.00

5600 - Capital Purchases

5632	Motor Vehicles	50,000.0000	50,000.0000	0.0000
5633	Machinery and Equipment	4,000.0000	4,000.0000	16,100.0000

Account Classification Total: 5600 - Capital Purchases

\$54,000.00

\$54,000.00

\$16,100.00

Department Total: 290 - Mechanic

\$350,929.00

\$358,314.17

\$338,185.00

Tire Changer - Balancer - A/C Recycle Machine

4.g.a

Department: 340 - Parks and Recreation

5100 - Personal Services

5101	Salary-Elected Officials/Director	86,914.0000	86,914.0000	86,914.0000
5102	Wages-Staff	366,097.0000	366,097.0000	364,298.0000
5105	Overtime	15,700.0000	15,700.0000	15,700.0000 Additional \$8,000 for Tomato Festival
5106	Longevity	500.0000	500.0000	1,400.0000
5109	HSA Employer Funding	32,000.0000	32,000.0000	30,000.0000
5141	Wages-Seasonal Labor	100,000.0000	100,000.0000	110,000.0000
5151	PERS Contribution	79,689.0000	79,689.0000	80,964.0000
5161	Group Insurance	126,202.0000	126,202.0000	117,608.0000
5166	Medicare	8,254.0000	8,254.0000	8,386.0000

Account Classification Total: 5100 - Personal Services \$815,356.00 \$815,356.00 \$815,270.00

5200 - Supplies

5201	Office Supplies	2,000.0000	2,000.0000	1,600.0000
5203	Computer Supplies	1,500.0000	1,500.0000	1,500.0000
5205	Small Tools/Minor Equipment	4,000.0000	4,000.0000	5,600.0000

Hand tools, pruners, loppers, hoses, sprinklers, landscape tools--\$3,650; weed eater, chainsaw, surface cleaner for tennis courts--\$1,950

5209	Chemicals	28,000.0000	28,000.0000	32,125.0000
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Suppliers have informed the P&R Dept that prices will increase 5% for chemicals; \$2 per bag for fertilizer; grass seed will most likely increase as well (saw a \$.30 per lb increase from 2017 to 2018)

5213	Repair and Maintenance Supplies	53,000.0000	65,722.2600	80,000.0000
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Adding butterfly garden at New Rodebaugh Park \$7,000; Soil and Water Conservation Projects \$15,000; Remaining \$58,000--misc supplies for general park maintenance--paint, shop towels, restroom supplies, flags, mulch, Arbor Day trees, greenhouse supplies, hanging baskets, athletic field supplies

5215	Recreational Supplies	52,000.0000	58,277.7000	55,000.0000
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Growth of leagues, replacement nets for soccer, replacement bases/anchors/pitching rubbers

5241	Uniforms-Purchased	1,500.0000	1,500.0000	2,500.0000
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5251	MV Gas and Oil	20,000.0000	20,108.2200	20,000.0000
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5252	Aggregates	17,000.0000	17,000.0000	17,000.0000
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5259	Operating Materials and Supplies	58,000.0000	58,000.0000	48,000.0000
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Account Classification Total: 5200 - Supplies \$237,000.00 \$256,108.18 \$263,325.00

5300 - Services

5303	Community Events	24,300.0000	73,811.3700	10,000.0000 5K Race
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5311	Utilities	29,000.0000	31,938.2800	36,000.0000
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Civic Park Lease \$4,300; Data Package 3-tablets \$1500; Pine Quarry Camera \$2,500; Lights in parks, greenhouse, cell phones, \$27,700

5321	Professional Training	6,000.0000	6,550.0000	4,500.0000
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5322	Conference/Reimb	8,500.0000	9,075.0000	9,425.0000
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Attend National Parks and Recreation Association Conf X 2 staff=\$4,000; misc conference and reimbursements for mileage for 7 staff members \$5,425

5323	Publications	0.0000	0.0000	250.0000	Professional Educational Literature and Subscriptions for Master Arborist
5324	Professional Association Dues	2,200.0000	2,530.0000	2,200.0000	
5338	Personal Service Contracts	72,000.0000	73,226.0000	55,000.0000	Streetscape Landscape contract \$150,000; Streetscape Irrigation contract \$30,000; Tree Work \$20,000; Replacement Fencing Community Gardens \$25,000; Concrete Pads Installed \$35,000; Park Wayfinding signs \$5,000; Equipment Rentals \$5,000; Other Park Misc Contracts \$76,000; Basketball Resurfacing \$14,000
5339	Misc Contract Services	120,000.0000	136,764.5200	360,000.0000	
5361	Building Repair/Maintenance	63,500.0000	91,021.0300	52,000.0000	
5362	Equipment Maintenance	3,500.0000	3,500.0000	3,000.0000	
5391	Postage	1,000.0000	1,000.0000	1,000.0000	
5395	Printing/Advertising	23,000.0000	26,218.0000	23,000.0000	
5399	Other Miscellaneous Services	5,000.0000	5,000.0000	4,000.0000	
<i>Account Classification Total: 5300 - Services</i>		\$358,000.00	\$460,634.20	\$560,375.00	
5600 - Capital Purchases					
5602	Land Improvements	65,000.0000	57,000.0000	0.0000	
5631	Furniture and Fixtures	3,500.0000	3,500.0000	0.0000	
5632	Motor Vehicles	141,000.0000	141,000.0000	60,533.0000	1 ton truck, ext cab \$36,846 SUV-Pool Car multi-dept use \$23,687
5633	Machinery and Equipment	100,000.0000	100,000.0000	12,000.0000	60" Z Turn mower \$10,000 Gas powered T-Post driver \$2,000
5639	Other Equipment	58,300.0000	58,300.0000	11,500.0000	Additional Pine Quarry Camera \$6000 Windscreen Tennis Courts \$5,500
<i>Account Classification Total: 5600 - Capital Purchases</i>		\$367,800.00	\$359,800.00	\$84,033.00	
Department Total: 340 - Parks and Recreation		\$1,778,156.00	\$1,891,898.38	\$1,723,003.00	

Department: 343 - Senior Center**5100 - Personal Services**

5102	Wages-Staff	64,254.0000	64,254.0000	64,254.0000
5104	Wages-Part time	60,216.0000	60,216.0000	60,215.0000
5105	Overtime	3,000.0000	3,000.0000	0.0000
5106	Longevity	500.0000	500.0000	500.0000
5109	HSA Employer Funding	4,000.0000	4,000.0000	4,000.0000
5151	PERS Contribution	17,916.0000	17,916.0000	17,496.0000
5161	Group Insurance	16,203.0000	16,203.0000	16,306.0000
5166	Medicare	1,856.0000	1,856.0000	1,812.0000

Account Classification Total: 5100 - Personal Services

\$167,945.00 \$167,945.00 \$164,583.00

5200 - Supplies

5201	Office Supplies	1,200.0000	1,200.0000	1,200.0000
5203	Computer Supplies	2,200.0000	2,200.0000	1,500.0000
5213	Repair and Maintenance Supplies	8,500.0000	8,500.0000	8,500.0000
5215	Recreational Supplies	2,840.0000	3,107.7500	3,000.0000
5216	Contributed Supplies Purchased	0.0000	19,687.1200	0.0000
5259	Operating Materials and Supplies	4,300.0000	4,300.0000	3,000.0000

Account Classification Total: 5200 - Supplies

\$19,040.00 \$38,994.87 \$17,200.00

5300 - Services

5311	Utilities	15,000.0000	15,856.7400	15,000.0000
5321	Professional Training	300.0000	300.0000	300.0000
5322	Conference/Reimb	300.0000	519.0000	400.0000
5324	Professional Association Dues	150.0000	250.0000	150.0000
5339	Misc Contract Services	12,300.0000	12,360.0000	8,000.0000
5361	Building Repair/Maintenance	206,000.0000	206,000.0000	50,000.0000
5391	Postage	2,500.0000	2,500.0000	2,500.0000
5395	Printing/Advertising	1,200.0000	1,200.0000	0.0000

Account Classification Total: 5300 - Services

\$237,750.00 \$238,985.74 \$76,350.00

Department Total: 343 - Senior Center

\$424,735.00 \$445,925.61 \$258,133.00

Department: 344 - Community Events*5100 - Personal Services*

5102	Wages-Staff	58,000.00
5105	Overtime	5,000.00
5106	Longevity	-
5109	HSA Employer Funding	4,000.00
5151	PERS Contribution	8,820.00
5161	Group Insurance	16,192.00
5166	Medicare	914.00

Account Classification Total: 5100 - Personal Services

92,926.00

5200 - Supplies

5215	Recreational Supplies	0.0000	0.0000	13,310.0000
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Account Classification Total: 5200 - Supplies

\$0.00 \$0.00 \$13,310.00

5300 - Services

5303	Community Events	0.0000	0.0000	520.0000
5311	Utilities	0.0000	0.0000	840.0000
5322	Conference/Reimb	0.0000	0.0000	1,250.0000
5324	Professional Association Dues	0.0000	0.0000	700.0000
5339	Misc Contract Services	0.0000	0.0000	127,975.0000
5395	Printing/Advertising	0.0000	0.0000	15,000.0000
5399	Other Miscellaneous Services	0.0000	0.0000	14,200.0000

Account Classification Total: 5300 - Services

\$0.00 \$0.00 \$160,485.00

Department Total: 344 - Community Events

\$0.00 \$0.00 \$266,721.00

4.g.a

Department: 448 - Service Department

5100 - Personal Services

5101	Salary-Elected Officials/Director	88,467.0000	88,467.0000	88,467.0000
5102	Wages-Staff	276,786.0000	276,786.0000	278,362.0000
5105	Overtime	3,000.0000	3,000.0000	3,000.0000
5106	Longevity	1,700.0000	1,700.0000	2,150.0000
5109	HSA Employer Funding	28,000.0000	28,000.0000	24,000.0000
5151	PERS Contribution	51,793.0000	51,793.0000	52,077.0000
5161	Group Insurance	113,116.0000	113,116.0000	95,316.0000
5166	Medicare	5,365.0000	5,365.0000	5,394.0000

Account Classification Total: 5100 - Personal Services

\$568,227.00 \$568,227.00 \$548,766.00

5200 - Supplies

5201	Office Supplies	1,500.0000	1,500.0000	1,700.0000 Increase to allow for printer cartridges
5203	Computer Supplies	1,000.0000	1,000.0000	1,000.0000
5213	Repair and Maintenance Supplies	18,000.0000	18,368.9400	18,000.0000
5251	MV Gas and Oil	1,500.0000	1,527.7500	1,500.0000

Account Classification Total: 5200 - Supplies

\$22,000.00 \$22,396.69 \$22,200.00

5300 - Services

5301	Boards/Commissions	750.0000	750.0000	750.0000
5302	Street Lighting	240,000.0000	257,370.0200	260,000.0000 Increase to allow for inflation
5303	Community Events	28,000.0000	28,000.0000	35,000.0000 \$29,250 for Fireworks Display \$4,000 for Shred It Truck/Community Clean Up
5321	Professional Training	1,000.0000	1,000.0000	500.0000
5322	Conference/Reimb	250.0000	250.0000	250.0000
5325	Educational Assistance	3,000.0000	3,000.0000	1,500.0000 decrease from 2018
5331	Engineering/Architecture	125,000.0000	133,454.5700	125,000.0000
5339	Misc Contract Services	65,000.0000	66,809.9900	86,310.0000 Increase in mosquito management
5362	Equipment Maintenance	4,000.0000	4,099.0000	4,000.0000
5366	Computer Maintenance	500.0000	500.0000	0.0000
5367	Streetscape Maintenance	108,000.0000	108,000.0000	0.0000 This should be in Parks budget
5374	Emergency Management Services	40,000.0000	40,000.0000	40,000.0000
5391	Postage	500.0000	500.0000	500.0000
5395	Printing/Advertising	1,000.0000	1,255.3600	1,500.0000 Increase to allow for additional advertising needs
5397	Uniform Rental	2,500.0000	2,500.0000	2,500.0000
5398	Tree/Grass Service	30,000.0000	30,330.0000	31,000.0000
5399	Other Miscellaneous Services	1,000.0000	1,000.0000	1,300.0000

Account Classification Total: 5300 - Services

\$650,500.00 \$678,818.94 \$590,110.00

Department Total: 448 - Service Department

\$1,240,727.00

\$1,269,442.63

\$1,161,076.00

Attachment: 2019 Council 11092019 (2019 Budget Appropriations)

Department: 479 - Building Department*5100 - Personal Services*

5101	Salary-Elected Officials/Director	75,300.0000	75,300.0000	75,300.0000
5102	Wages-Staff	184,449.0000	184,449.0000	184,449.0000
5106	Longevity	500.0000	500.0000	500.0000
5109	HSA Employer Funding	14,000.0000	14,000.0000	14,000.0000
5151	PERS Contribution	36,085.0000	36,085.0000	36,085.0000
5161	Group Insurance	55,766.0000	55,766.0000	56,210.0000
5166	Medicare	3,774.0000	3,774.0000	3,774.0000

Account Classification Total: 5100 - Personal Services

\$369,874.00

\$370,318.00

5200 - Supplies

5201	Office Supplies	2,000.0000	2,000.0000	2,000.0000
5203	Computer Supplies	6,000.0000	6,000.0000	0.0000
5241	Uniforms-Purchased	3,000.0000	3,000.0000	3,000.0000
5251	MV Gas and Oil	5,000.0000	5,239.3900	5,000.0000

Account Classification Total: 5200 - Supplies

\$16,000.00

\$16,239.39

\$10,000.00

5300 - Services

5311	Utilities	2,000.0000	2,372.9600	5,000.0000	Increase due to WIFI for tablets out in the field
5321	Professional Training	5,000.0000	5,000.0000	5,000.0000	
5322	Conference/Reimb	1,500.0000	1,500.0000	1,500.0000	
5323	Publications	1,500.0000	1,500.0000	1,500.0000	
5324	Professional Association Dues	800.0000	800.0000	800.0000	
5331	Engineering/Architecture	1,500.0000	1,500.0000	1,500.0000	
5339	Misc Contract Services	20,000.0000	22,063.7500	20,000.0000	
5362	Equipment Maintenance	5,000.0000	5,353.9500	6,000.0000	
5366	Computer Maintenance	2,000.0000	2,000.0000	2,000.0000	
5376	County Health Services	35,000.0000	40,595.0000	35,000.0000	
5391	Postage	1,000.0000	1,000.0000	1,000.0000	
5395	Printing/Advertising	3,500.0000	3,500.0000	3,500.0000	Increase to allow for printing needs
5399	Other Miscellaneous Services	500.0000	500.0000	500.0000	

Account Classification Total: 5300 - Services

\$79,300.00

\$87,685.66

\$83,300.00

5600 - Capital Purchases

5631	Furniture and Fixtures	2,000.0000	2,000.0000	0.0000	
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Account Classification Total: 5600 - Capital Purchases

\$2,000.00

\$2,000.00

\$0.00

Department Total: 479 - Building Department

\$467,174.00

\$475,799.05

\$463,618.00

5100 - Personal Services

Account Classification Total: 5100 - Personal Services

Classification Total: 5100 - Personal Services	\$219,959.00	\$219,959.00	\$132,883.00
Office Supplies	600.0000	600.0000	600.0000
Computer Supplies	200.0000	200.0000	200.0000
Account Classification Total: 5200 - Supplies	\$800.00	\$800.00	\$800.00

Account Classification Total: 52,000 - Supplies

Account Classification Total: 5300 - Services

\$262,859.00	\$264,099.89	\$171,683.00
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5100 - Personal Services

Account Classification Total: 5100 - Personal Services

\$87,206.00	\$87,206.00	\$62,290.00
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Account Classification Total: 5200 - Supplies

\$1,350.00	\$1,350.00	\$2,000.00
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we have paid for nine medicals for new employees at 1200.00 each and the PD is looking to hire 4 new officers before the end of the year. This is why we increased this figure

Account Classification Total: 5,300 - Services

\$29,700.00	\$38,874.00	\$34,000.00
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Account Classification Total: 5600 - Capital Purchases

\$500.00	\$500.00	\$500.00
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Department: 545 - City Auditor
5100 - Personal Services

5101	Salary-Elected Officials/Director	81,548.0000	81,548.0000	87,342.0000
5102	Wages-Staff	138,742.0000	138,742.0000	152,866.0000
5104	Wages-Part time	35,947.0000	35,947.0000	38,000.0000
5105	Overtime	2,000.0000	2,000.0000	2,000.0000
5106	Longevity	1,100.0000	1,100.0000	500.0000
5109	HSA Employer Funding	16,000.0000	16,000.0000	4,000.0000
5151	PERS Contribution	36,307.0000	36,307.0000	38,249.0000
5161	Group Insurance	64,552.0000	64,552.0000	17,278.0000
5166	Medicare	3,759.0000	3,759.0000	3,818.0000

Account Classification Total: 5100 - Personal Services

\$379,955.00 \$379,955.00 \$344,053.00

5200 - Supplies

5201	Office Supplies	3,000.0000	3,000.0000	2,500.0000
5203	Computer Supplies	3,500.0000	3,724.0900	3,000.0000

Account Classification Total: 5200 - Supplies

\$6,500.00 \$6,724.09 \$5,500.00

5300 - Services

5321	Professional Training	2,450.0000	2,450.0000	2,650.0000
5322	Conference/Reimb	3,800.0000	3,800.0000	2,800.0000
5324	Professional Association Dues	1,000.0000	1,000.0000	1,000.0000
5333	Outside Professional Services	38,000.0000	38,000.0000	38,000.0000
5339	Misc Contract Services	23,300.0000	23,300.0000	15,300.0000
5362	Equipment Maintenance	1,200.0000	1,200.0000	1,200.0000
5391	Postage	1,800.0000	1,800.0000	2,000.0000
5395	Printing/Advertising	3,000.0000	3,000.0000	2,650.0000
5399	Other Miscellaneous Services	11,000.0000	11,000.0000	12,000.0000

Account Classification Total: 5300 - Services

\$85,550.00 \$85,550.00 \$77,600.00

Department Total: 545 - City Auditor

\$472,005.00 \$472,229.09 \$427,153.00

Department: 554 - City Attorney*5100 - Personal Services*

5101	Salary-Elected Officials/Director	97,803.0000	97,803.0000	97,803.0000
5102	Wages-Staff	186,445.0000	186,445.0000	186,446.0000
5104	Wages-Part time	84,624.0000	84,624.0000	84,624.0000
5106	Longevity	500.0000	500.0000	500.0000
5109	HSA Employer Funding	18,000.0000	18,000.0000	18,000.0000
5151	PERS Contribution	51,712.0000	51,712.0000	51,712.0000
5161	Group Insurance	71,874.0000	71,874.0000	71,886.0000
5166	Medicare	5,356.0000	5,356.0000	5,356.0000

Account Classification Total: 5100 - Personal Services

\$516,314.00

\$516,314.00

\$516,327.00

5200 - Supplies

5201	Office Supplies	1,500.0000	1,500.0000	2,500.0000
5203	Computer Supplies	400.0000	400.0000	400.0000
5205	Small Tools/Minor Equipment	500.0000	500.0000	500.0000

Account Classification Total: 5200 - Supplies

\$2,400.00

\$2,400.00

\$3,400.00

5300 - Services

5321	Professional Training	2,500.0000	2,500.0000	2,500.0000
5322	Conference/Reimb	250.0000	250.0000	250.0000
5323	Publications	6,500.0000	6,880.8000	6,800.0000
5324	Professional Association Dues	1,500.0000	1,500.0000	2,500.0000
5332	Legal Services	40,000.0000	40,000.0000	40,000.0000
5333	Outside Professional Services	14,500.0000	14,500.0000	14,504.0000
5337	Public Defender	5,000.0000	5,514.2000	5,000.0000
5339	Misc Contract Services	14,100.0000	14,100.0000	14,100.0000
5341	Court Costs and Fees	300.0000	300.0000	300.0000
5366	Computer Maintenance	250.0000	250.0000	250.0000
5391	Postage	500.0000	500.0000	500.0000
5399	Other Miscellaneous Services	2,500.0000	2,500.0000	2,500.0000

Account Classification Total: 5300 - Services

\$87,900.00

\$88,795.00

\$89,204.00

Department Total: 554 - City Attorney

\$606,614.00

\$607,509.00

\$608,931.00

Department: 571 - City Council*5100 - Personal Services*

5101	Salary-Elected Officials/Director	60,902.0000	60,902.0000	62,162.0000
5102	Wages-Staff	87,950.0000	87,950.0000	63,525.0000
5104	Wages-Part time	0.0000	0.0000	21,840.0000
5106	Longevity	0.0000	0.0000	450.0000
5109	HSA Employer Funding	4,000.0000	4,000.0000	4,000.0000
5151	PERS Contribution	20,664.0000	20,664.0000	20,717.0000
5161	Group Insurance	16,398.0000	16,398.0000	16,306.0000
5166	Medicare	2,159.0000	2,159.0000	2,146.0000

Account Classification Total: 5100 - Personal Services

\$192,073.00

\$192,073.00

\$191,146.00

5200 - Supplies

5201	Office Supplies	1,200.0000	1,224.0000	1,500.0000
5203	Computer Supplies	500.0000	500.0000	500.0000

Account Classification Total: 5200 - Supplies

\$1,700.00

\$1,724.00

\$2,000.00

5300 - Services

5321	Professional Training	1,000.0000	1,000.0000	3,000.0000
5322	Conference/Reimb	1,800.0000	1,800.0000	3,000.0000
5323	Publications	100.0000	100.0000	100.0000
5324	Professional Association Dues	500.0000	500.0000	500.0000
5325	Educational Assistance	5,500.0000	5,500.0000	3,500.0000
5339	Misc Contract Services	40,000.0000	40,040.9500	43,000.0000
5391	Postage	300.0000	300.0000	300.0000
5395	Printing/Advertising	8,500.0000	8,611.9300	3,000.0000
5399	Other Miscellaneous Services	6,000.0000	6,000.0000	6,000.0000

Account Classification Total: 5300 - Services

\$63,700.00

\$63,852.88

\$62,400.00

5600 - Capital Purchases

5639	Other Equipment	3,000.0000	3,000.0000	0.0000
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Account Classification Total: 5600 - Capital Purchases

\$3,000.00

\$3,000.00

\$0.00

Department Total: 571 - City Council

\$260,473.00

\$260,649.88

\$255,546.00

Department: 580 - Development Department*5100 - Personal Services*

5101	Salary-Elected Officials/Director	85,399.0000	85,399.0000	85,000.0000
5102	Wages-Staff	89,906.0000	89,906.0000	112,000.0000
5109	HSA Employer Funding	6,000.0000	6,000.0000	10,000.0000
5151	PERS Contribution	24,368.0000	24,368.0000	27,580.0000
5161	Group Insurance	23,642.0000	23,642.0000	39,432.0000
5166	Medicare	2,542.0000	2,542.0000	2,857.0000

Account Classification Total: 5100 - Personal Services

\$231,857.00

\$231,857.00

\$276,869.00

5200 - Supplies

5201	Office Supplies	3,500.0000	3,500.0000	3,500.0000
5203	Computer Supplies	250.0000	250.0000	250.0000

Account Classification Total: 5200 - Supplies

\$3,750.00

\$3,750.00

\$3,750.00

5300 - Services

5301	Boards/Commissions	3,500.0000	3,500.0000	6,000.0000
5311	Utilities	1,750.0000	1,952.2200	1,750.0000 Cell Phone
5321	Professional Training	2,500.0000	2,500.0000	2,500.0000
5322	Conference/Reimb	10,000.0000	10,025.0000	10,000.0000
5323	Publications	150.0000	150.0000	1,000.0000
5324	Professional Association Dues	2,500.0000	2,500.0000	3,500.0000
5325	Educational Assistance	0.0000	0.0000	3,000.0000
5331	Engineering/Architecture	0.0000	0.0000	50,000.0000 EMH&T Services OHM Services
5332	Legal Services	5,000.0000	5,000.0000	10,000.0000
5339	Misc Contract Services	160,000.0000	284,237.8900	250,000.0000 Calfee Zoning Code Rewrite - 150k Costar - 5k LoopNet - 5k
5391	Postage	750.0000	750.0000	1,000.0000
5395	Printing/Advertising	0.0000	0.0000	5,000.0000 Business Cards/ Envelopes Social Media Marketing/ Advertising
5399	Other Miscellaneous Services	1,000.0000	1,000.0000	2,500.0000 Binding of BZBA and PC minutes

Account Classification Total: 5300 - Services

\$187,150.00

\$311,615.11

\$346,250.00

5600 - Capital Purchases

5631	Furniture and Fixtures	0.0000	0.0000	15,000.0000
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Account Classification Total: 5600 - Capital Purchases

\$0.00

\$0.00

\$15,000.00

Department Total: 580 - Development Department

\$422,757.00

\$547,222.11

\$641,869.00

Department: 582 - Human Resources Department*5100 - Personal Services*

5101	Salary-Elected Officials/Director	83,350.0000	83,350.0000	83,350.0000
5106	Longevity	450.0000	450.0000	450.0000
5109	HSA Employer Funding	2,000.0000	2,000.0000	2,000.0000
5151	PERS Contribution	11,732.0000	11,732.0000	11,732.0000
5161	Group Insurance	6,752.0000	6,752.0000	6,752.0000
5166	Medicare	1,215.0000	1,215.0000	1,215.0000

Account Classification Total: 5100 - Personal Services

\$105,499.00

\$105,499.00

\$105,499.00

5200 - Supplies

5201	Office Supplies	800.0000	800.0000	800.0000
5203	Computer Supplies	200.0000	274.9900	200.0000
5208	OSHA Supplies	12,000.0000	13,176.0800	14,000.0000

Account Classification Total: 5200 - Supplies

\$13,000.00

\$14,251.07

\$15,000.00

5300 - Services

5321	Professional Training	1,000.0000	1,000.0000	0.0000	Training materials/train the trainer
5322	Conference/Reimb	500.0000	500.0000	0.0000	
5323	Publications	400.0000	400.0000	400.0000	
5324	Professional Association Dues	450.0000	450.0000	500.0000	
5336	Medical Services/Physical Exams	3,000.0000	3,116.0000	3,000.0000	
5339	Misc Contract Services	5,000.0000	5,000.0000	5,000.0000	
5391	Postage	200.0000	200.0000	200.0000	
5399	Other Miscellaneous Services	18,000.0000	20,250.2900	19,000.0000	

Account Classification Total: 5300 - Services

\$28,550.00

\$30,916.29

\$28,100.00

5600 - Capital Purchases

5631	Furniture and Fixtures	0.0000	0.0000	500.0000	If assistant is approved - furniture will be needed.
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Account Classification Total: 5600 - Capital Purchases

\$0.00

\$0.00

\$500.00

Department Total: 582 - Human Resources Department

\$147,049.00

\$150,666.36

\$149,099.00

Department: 584 - Computer Department*5200 - Supplies*

5201	Office Supplies	500.0000	500.0000	250.0000
5203	Computer Supplies	12,500.0000	15,747.7700	12,750.0000

Account Classification Total: 5200 - Supplies

\$13,000.00	\$16,247.77	\$13,000.00
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5300 - Services

5311	Utilities	800.0000	800.0000	800.0000
5339	Misc Contract Services	159,500.0000	159,515.0000	156,000.0000
5366	Computer Maintenance	204,100.0000	204,400.0000	242,800.0000

Account Classification Total: 5300 - Services

\$364,400.00	\$364,715.00	\$399,600.00
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5600 - Capital Purchases

5631	Furniture and Fixtures	2,500.0000	2,500.0000	0.0000
5639	Other Equipment	121,500.0000	121,500.0000	330,000.0000

Account Classification Total: 5600 - Capital Purchases

\$124,000.00	\$124,000.00	\$330,000.00
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Department Total: 584 - Computer Department

\$501,400.00	\$504,962.77	\$742,600.00
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Phone System approximately \$180,000. Contract up this year.

Department: 593 - Clerk of Courts*5100 - Personal Services*

5101	Salary-Elected Officials/Director	69,369.0000	69,369.0000	69,369.0000
5102	Wages-Staff	82,158.0000	82,158.0000	79,659.0000
5104	Wages-Part time	25,113.0000	25,113.0000	25,113.0000
5106	Longevity	950.0000	950.0000	950.0000
5109	HSA Employer Funding	8,000.0000	8,000.0000	12,000.0000
5151	PERS Contribution	24,163.0000	24,163.0000	24,163.0000
5161	Group Insurance	32,723.0000	32,723.0000	48,811.0000
5166	Medicare	2,575.0000	2,575.0000	2,539.0000

Account Classification Total: 5100 - Personal Services

\$245,051.00

\$245,051.00

\$262,604.00

5200 - Supplies

Office Supplies

4,500.0000

4,985.6200

4,500.0000

Account Classification Total: 5200 - Supplies

\$4,500.00

\$4,985.62

\$4,500.00

5300 - Services

5321	Professional Training	500.0000	500.0000	500.0000
5322	Conference/Reimb	250.0000	250.0000	250.0000
5323	Publications	450.0000	450.0000	450.0000
5324	Professional Association Dues	350.0000	350.0000	350.0000
5332	Legal Services	56,000.0000	61,000.0000	56,000.0000
5339	Misc Contract Services	1,000.0000	1,000.0000	1,000.0000
5344	Witness Fees	250.0000	250.0000	250.0000
5362	Equipment Maintenance	1,000.0000	1,000.0000	1,000.0000
5377	Municipal Court	20,000.0000	20,000.0000	20,000.0000
5391	Postage	1,800.0000	1,800.0000	1,800.0000
5393	L.E.A.D.S Terminal	600.0000	600.0000	600.0000
5399	Other Miscellaneous Services	2,400.0000	2,445.0000	2,400.0000

Account Classification Total: 5300 - Services

\$84,600.00

\$89,645.00

\$84,600.00

Department Total: 593 - Clerk of Courts

\$334,151.00

\$339,681.62

\$351,704.00

Department: 595 - General and Administrative*5100 - Personal Services*

5164	Workers Compensation	253,786.0000	253,786.0000	254,150.0000
5165	Unemployment Compensation	25,000.0000	25,000.0000	25,000.0000

Account Classification Total: 5100 - Personal Services

	\$278,786.00	\$278,786.00	\$279,150.00
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5200 - Supplies

5202	Photo Copy Supplies	3,500.0000	3,500.0000	3,500.0000
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Account Classification Total: 5200 - Supplies

	\$3,500.00	\$3,500.00	\$3,500.00
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5300 - Services

5301	Boards/Commissions	14,000.0000	15,221.8400	15,500.0000
5311	Utilities	175,000.0000	191,078.0100	195,000.0000
5324	Professional Association Dues	24,000.0000	24,000.0000	26,000.0000
5351	Liability Insurance Deductible	185,000.0000	185,000.0000	185,000.0000
5352	Motor Vehicle Insurance	50,000.0000	50,000.0000	50,000.0000
5353	Employee Fidelity Bond	2,000.0000	2,000.0000	2,000.0000
5361	Building Repair/Maintenance	65,000.0000	80,849.0000	65,000.0000
5362	Equipment Maintenance	2,500.0000	2,500.0000	2,500.0000
5371	Election Expense	60,000.0000	60,000.0000	40,000.0000
5372	Delinquent Tax Advertising	1,000.0000	1,000.0000	1,000.0000
5373	Auditor/Treasurer Fees	8,000.0000	8,000.0000	8,500.0000
5391	Postage	8,500.0000	8,500.0000	8,500.0000
5394	Taxes/Assessments-City Property	45,000.0000	45,000.0000	60,000.0000
5399	Other Miscellaneous Services	10,000.0000	10,000.0000	10,000.0000

Account Classification Total: 5300 - Services

	\$650,000.00	\$683,148.85	\$669,000.00
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5600 - Capital Purchases

5611	Buildings	278,000.0000	287,000.0000	0.0000
5631	Furniture and Fixtures	0.0000	0.0000	1,500.0000
5639	Other Equipment	13,000.0000	13,000.0000	15,000.0000

Account Classification Total: 5600 - Capital Purchases

	\$291,000.00	\$300,000.00	\$16,500.00
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Department Total: 595 - General and Administrative

	\$1,223,286.00	\$1,265,434.85	\$968,150.00
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Department: 810 - Public Health and Welfare
5300 - Services

5376	County Health Services	302,552.0000	302,552.0000	319,733.0000
Account Classification Total: 5300 - Services		\$302,552.00	\$302,552.00	\$319,733.00
Department Total: 810 - Public Health and Welfare		\$302,552.00	\$302,552.00	\$319,733.00

EXPENSES Total		\$20,047,511.00	\$20,738,335.95	\$20,053,276.00
Fund EXPENSE Total: 110 - General Fund		\$20,047,511.00	\$20,738,335.95	\$20,053,276.00

Account Number	Account Description	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 Department Entry	Department Entry Comments
Fund: 211 - Computerized Needs (counts)						
EXPENSES						
Department: 000 - General						
5200 - Supplies						
5201	Office Supplies	0.0000	4,000.0000	4,000.0000	4,000.0000	
5203	Computer Supplies	9,551.8800	12,000.0000	12,607.7700	12,000.0000	
	Account Classification Total: 5200 - Supplies	\$9,551.88	\$16,000.00	\$16,607.77	\$16,000.00	
5300 - Services						
5366	Computer Maintenance	6,784.9400	12,000.0000	12,000.0000	12,000.0000	
5399	Other Miscellaneous Services	1,754.7900	15,000.0000	15,151.2300	15,000.0000	
	Account Classification Total: 5300 - Services	\$8,539.73	\$27,000.00	\$27,151.23	\$27,000.00	
5600 - Capital Purchases						
5639	Other Equipment	5,898.0000	12,000.0000	12,000.0000	15,000.0000	
	Account Classification Total: 5600 - Capital Purchases	\$5,898.00	\$12,000.00	\$12,000.00	\$15,000.00	
	Department Total: 000 - General	\$23,989.61	\$55,000.00	\$55,759.00	\$58,000.00	
	EXPENSES Total	\$23,989.61	\$55,000.00	\$55,759.00	\$58,000.00	
Fund EXPENSE	Total: 211 - Computerized Needs (counts)	\$23,989.61	\$55,000.00	\$55,759.00	\$58,000.00	

Fund: 220 - Income Tax Fund

Attachment: 2019 Council 1109202019 6120 Budget Appropriations

EXPENSES

Department: 564 - Income Tax Division

5100 - Personal Services

5101	Salary-Elected Officials/Director	61,261.5300	65,647.0000	65,647.0000	52,096.0000
5106	Longevity	600.0000	600.0000	600.0000	600.0000
5109	HSA Employer Funding	2,000.0000	2,000.0000	2,000.0000	2,000.0000
5151	PERS Contribution	8,635.2600	9,275.0000	9,275.0000	7,378.0000
5161	Group Insurance	7,248.2400	7,118.0000	7,118.0000	7,118.0000
5164	Workers Compensation	2,078.1100	2,222.0000	2,222.0000	1,767.0000

Account Classification Total: 5100 - Personal Services

\$81,823.14 \$86,862.00 \$86,862.00 \$70,959.00

5200 - Supplies

5201	Office Supplies	332.0800	250.0000	250.0000	250.0000
5203	Computer Supplies	245.6900	350.0000	350.0000	350.0000

Account Classification Total: 5200 - Supplies

\$577.77 \$600.00 \$600.00 \$600.00

5300 - Services

5322	Conference/Reimb	497.6000	700.0000	700.0000	1,000.0000
5323	Publications	140.0000	200.0000	200.0000	200.0000
5324	Professional Association Dues	25.0000	25.0000	25.0000	525.0000
5339	Misc Contract Services	0.0000	75,000.0000	75,000.0000	15,000.0000
5353	Employee Fidelity Bond	75.0000	75.0000	75.0000	75.0000
5362	Equipment Maintenance	195.9000	300.0000	300.0000	300.0000
5373	Auditor/Treasurer Fees	598.6500	1,500.0000	1,500.0000	3,000.0000
5379	Other Governmental Billings	5,099.5100	7,500.0000	7,500.0000	10,000.0000
5391	Postage	80.1100	1,000.0000	1,000.0000	600.0000

Account Classification Total: 5300 - Services

\$6,711.77 \$86,300.00 \$86,300.00 \$30,700.00

5500 - Transfers/Other

5519	Miscellaneous Costs	6,663.5000	6,000.0000	6,000.0000	6,000.0000
5529	Miscellaneous Distributions	366,666.4400	750,000.0000	750,000.0000	800,000.0000
5530	Enterprise Zone Payment	(0.0200)	1,000,000.0000	1,000,000.0000	1,500,000.0000

Account Classification Total: 5500 - Transfers/Other

\$373,329.92 \$1,756,000.00 \$1,756,000.00 \$2,306,000.00

5600 - Capital Purchases

5639	Other Equipment	0.0000	3,000.0000	3,000.0000	0.0000
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Account Classification Total: 5600 - Capital Purchases

\$0.00 \$3,000.00 \$3,000.00 \$0.00

Department Total: 564 - Income Tax Division

\$462,442.60 \$1,932,762.00 \$1,932,762.00 \$2,408,259.00

Attachment: 2019 Council 11092019 (2019 Budget Appropriations)

Fund: 240 - Police Pension Fund		EXPENSES Total		Total: 220 - Income Tax Fund	
EXPENSES		\$462,442.60	\$1,932,762.00	\$1,932,762.00	\$2,408,259.00
5100 - Personal Services		\$462,442.60	\$1,932,762.00	\$1,932,762.00	\$2,408,259.00
Department: 000 - General					
EXPENSES					
5152		PRDPF Contribution	190,000.0000	160,000.0000	160,000.0000
5500 - Transfers/Other		Account Classification Total: 5100 - Personal Services	\$190,000.00	\$160,000.00	\$160,000.00
5519		Miscellaneous Costs	2,694,6700	3,000.0000	3,000.0000
Account Classification Total: 5500 - Transfers/Other		\$2,694.67	\$3,000.00	\$3,000.00	\$3,000.00
Department Total: 000 - General		\$192,694.67	\$163,000.00	\$163,000.00	\$203,000.00
EXPENSES Total		\$192,694.67	\$163,000.00	\$163,000.00	\$203,000.00

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Fund: 250 - Sewer Capacity Fund

EXPENSES

Department: 000 - General

Project: 0080 - Cobblestone/Windsor

5300 - Services

5373

Auditor/Treasurer Fees

Account Classification Total: 5373 - Services

Project Total: 0080 - Cobblestone/Windsor

Project: 0093 - Pleasantview Hgt Sanitary Sewer

5300 - Services

5373

Auditor/Treasurer Fees

Account Classification Total: 5373 - Services

Project Total: 0093 - Pleasantview Hgt Sanitary Sewer

Department Total: 000 - General

Department: 736 - Wastewater Division

5300 - Services

5373

Auditor/Treasurer Fees

Account Classification Total: 5373 - Services

Department Total: 736 - Wastewater Division

Department: 991 - Debt Service

5400 - Debt Service

5414

G. O. Bond-Principal

5424

G. O. Bond-Interest

Account Classification Total: 5400 - Debt Service

Department Total: 991 - Debt Service

EXPENSES Total

Fund EXPENSE Total: 250 - Sewer Capacity Fund

	192,7200	0.0000	0.0000	250.0000
	\$192.72	\$0.00	\$0.00	\$250.00
	\$192.72	\$0.00	\$0.00	\$250.00
	12.2200	0.0000	0.0000	250.0000
	\$12.22	\$0.00	\$0.00	\$250.00
	\$12.22	\$0.00	\$0.00	\$250.00
	\$204.94	\$0.00	\$0.00	\$500.00
	0.0000	250.0000	250.0000	0.0000
	\$0.00	\$250.00	\$250.00	\$0.00
	\$0.00	\$250.00	\$250.00	\$0.00
	56,550.2300	58,260.0000	58,260.0000	60,020.0000
	7,627.3900	5,918.0000	5,918.0000	4,158.0000
	\$64,177.62	\$64,178.00	\$64,178.00	\$64,178.00
	\$64,177.62	\$64,178.00	\$64,178.00	\$64,178.00
	\$64,382.56	\$64,428.00	\$64,428.00	\$64,678.00
	\$64,382.56	\$64,428.00	\$64,428.00	\$64,678.00
	\$64,382.56	\$64,428.00	\$64,428.00	\$64,678.00

Fund: 260 - Street Fund

EXPENSES

Department: 268 - Street Department

5100 - Personal Services

5101	Salary-Elected Officials/Director	66,095.5900	70,827.0000	70,827.0000	70,827.0000
5102	Wages-Staff	290,020.8700	332,774.0000	332,774.0000	329,433.0000
5105	Overtime	5,048.6800	28,000.0000	28,000.0000	28,000.0000
5106	Longevity	2,500.0000	2,500.0000	2,500.0000	3,000.0000
5109	HSA Employer Funding	28,000.0000	28,000.0000	28,000.0000	25,000.0000
5151	PERS Contribution	50,645.5400	60,774.0000	60,774.0000	60,376.0000
5161	Group Insurance	104,100.6800	110,908.0000	110,908.0000	98,163.0000
5164	Workers Compensation	12,980.6200	14,559.0000	14,559.0000	14,464.0000
5166	Medicare	5,067.8000	6,294.0000	6,294.0000	6,253.0000

Account Classification Total: 5100 - Personal Services
 \$562,459.78 \$654,636.00 \$654,636.00 \$635,516.00

5200 - Supplies

5201	Office Supplies	762.6000	2,000.0000	2,000.0000	2,700.0000
5203	Computer Supplies	1,618.9400	2,500.0000	2,597.9800	1,800.0000
5205	Small Tools/Minor Equipment	169.9500	1,500.0000	1,500.0000	1,500.0000
5213	Repair and Maintenance Supplies	91.2400	500.0000	585.3000	500.0000
5241	Uniforms-Purchased	450.6300	2,000.0000	2,000.0000	2,000.0000
5251	MV Gas and Oil	17,661.0100	40,000.0000	42,606.9500	38,000.0000
5252	Aggregates	2,704.2500	15,000.0000	15,000.0000	17,000.0000
5253	Ice Control	68,417.1600	140,000.0000	140,000.0000	140,000.0000
5259	Operating Materials and Supplies	66,016.5600	90,000.0000	92,719.9900	90,000.0000

Account Classification Total: 5200 - Supplies
 \$157,892.34 \$293,500.00 \$299,010.22 \$293,500.00

5300 - Services

5311	Utilities	10,770.7200	19,000.0000	20,707.8400	19,000.0000
5313	Traffic Light Current	4,714.0500	12,000.0000	12,446.7300	12,000.0000
5321	Professional Training	150.0000	500.0000	500.0000	500.0000
5322	Conference/Reimb	0.0000	200.0000	200.0000	200.0000
5324	Professional Association Dues	95.0000	130.0000	130.0000	130.0000
5331	Engineering/Architecture	5,211.5000	14,000.0000	14,000.0000	14,000.0000
5339	Misc Contract Services	18,175.3400	36,500.0000	45,984.8700	36,500.0000
5351	Liability Insurance Deductible	8,600.0000	9,600.0000	9,600.0000	9,600.0000
5352	Motor Vehicle Insurance	9,600.0000	10,600.0000	10,600.0000	10,600.0000
5361	Building Repair/Maintenance	6,587.3700	10,000.0000	10,403.0000	10,000.0000
5365	Utility Line Repair/Maintenance	26,713.4500	30,000.0000	30,000.0000	30,000.0000
5391	Postage	0.9200	100.0000	100.0000	100.0000
5397	Uniform Rental	1,301.6700	2,000.0000	2,088.1100	2,000.0000
5399	Other Miscellaneous Services	249.3700	1,000.0000	1,000.0000	1,000.0000

Account Classification Total: 5300 - Services
 \$92,169.39 \$145,630.00 \$157,760.55 \$145,630.00

5600 - Capital Purchases

5611	Buildings	0.0000	240,000.0000	240,000.0000	0.0000
5632	Motor Vehicles	0.0000	365,000.0000	365,000.0000	145,000.0000
5639	Other Equipment	0.0000	4,600.0000	15,105.7700	4,600.0000

Account Classification Total: 5600 - Capital Purchases
 Department Total: 268 - Street Department
 \$812,521.51 \$1,703,366.00 \$1,731,512.54 \$1,224,246.00

Fund EXPENSE Total: 260 - Street Fund
 \$812,521.51 \$1,703,366.00 \$1,731,512.54 \$1,224,246.00

Fund: 310 - General Debt Retirement Fund
EXPENSES
Department: 991 - Debt Service
5400 - Debt Service

5401	Registrar/Agent/Bank Fees	0.0000	0.0000	174,002.3200	0.0000
5414	G. O. Bond-Principal	1,382,498.0600	1,482,498.0000	1,490,265.0900	1,886,890.0000
5424	G. O. Bond-Interest	194,313.0000	163,188.0000	528,280.5000	1,236,933.0000
Account Classification Total: 5400 - Debt Service		\$1,576,811.06	\$1,645,686.00	\$2,192,547.91	\$3,123,823.00
5519	Miscellaneous Costs	0.0000	0.0000	380,240.0000	0.0000
Account Classification Total: 5500 - Transfers/Other		\$0.00	\$0.00	\$380,240.00	\$0.00
Department Total: 991 - Debt Service		\$1,576,811.06	\$1,645,686.00	\$2,572,787.91	\$3,123,823.00
EXPENSES Total		\$1,576,811.06	\$1,645,686.00	\$2,572,787.91	\$3,123,823.00
Fund EXPENSE Total: 310 - General Debt Retirement Fund		\$1,576,811.06	\$1,645,686.00	\$2,572,787.91	\$3,123,823.00

Attachment: 2019 Council 11092019 (2019 Budget Appropriations)

Fund: 330 - Taylor Sq Tier Debt Retirement

EXPENSES

Department: 991 - Debt Service

5400 - Debt Service

5414	G. O. Bond-Principal	495,000.0000	500,000.0000	500,000.0000	510,000.0000
5424	G. O. Bond-Interest	79,382.1000	68,675.0000	68,675.0000	57,860.0000
Account Classification Total: 5400 - Debt Service		\$574,382.10	\$568,675.00	\$568,675.00	\$567,860.00
Department Total: 991 - Debt Service		\$574,382.10	\$568,675.00	\$568,675.00	\$567,860.00
EXPENSES Total		\$574,382.10	\$568,675.00	\$568,675.00	\$567,860.00
Fund EXPENSE Total: 330 - Taylor Sq Tier Debt Retirement		\$574,382.10	\$568,675.00	\$568,675.00	\$567,860.00

Attachment: 2019 Council 11092019 (2019 Budget Appropriations)

5639	Other Equipment	60,000.0000	125,000.0000	125,000.0000	150,000.0000
Account Classification Total: 5600 - Capital Purchases		\$60,714.50	\$253,500.00	\$253,500.00	\$291,000.00
Department Total: 735 - Water Division		\$5,161,618.09	\$5,944,788.00	\$6,479,624.34	\$6,327,374.00

Attachment: 2019 Council 11092019 (2019 Budget Appropriations)

Department: 991 - Debt Service							
5400 - Debt Service							
5401	Registrar/Agent/Bank Fees	16,530.0000	0.0000	0.0000	0.0000		
5414	G. O. Bond Principal	316,169.7300	310,827.0000	310,827.0000	320,649.0000		
5424	G. O. Bond-Interest	49,853.4700	54,930.0000	54,930.0000	47,109.0000		
<i>Account Classification Total: 5400 - Debt Service</i>		<i>\$382,553.20</i>	<i>\$365,757.00</i>	<i>\$365,757.00</i>	<i>\$367,758.00</i>		
Department Total: 991 - Debt Service		\$382,553.20	\$365,757.00	\$365,757.00	\$367,758.00		
EXPENSES Total		\$5,544,171.29	\$6,310,545.00	\$6,845,381.34	\$6,695,132.00		
Fund: 720 - Wastewater/Sewer Fund		\$5,544,171.29	\$6,310,545.00	\$6,845,381.34	\$6,695,132.00		

EXPENSES

Department: 736 - Wastewater Division

5100 - Personal Services

5101	Salary-Elected Officials/Director	41,616.1100	36,575.0000	36,575.0000	36,575.0000
5102	Wages-Staff	196,182.9400	227,418.0000	227,418.0000	228,894.0000
5105	Overtime	839.9500	3,500.0000	3,500.0000	3,500.0000
5106	Longevity	0.0000	450.0000	450.0000	450.0000
5109	HSA Employer Funding	20,083.3300	15,000.0000	15,000.0000	13,000.0000
5151	PERS Contribution	33,184.7300	37,162.0000	37,162.0000	37,006.0000
5161	Group Insurance	62,523.1600	59,259.0000	59,259.0000	52,873.0000
5164	Workers Compensation	8,318.3400	8,986.0000	8,986.0000	9,033.0000
5166	Medicare	3,346.9500	3,257.0000	3,257.0000	3,227.0000

5200 - Supplies

Account Classification Total: 5100 - Personal Services

\$366,095.51	\$391,607.00	\$391,607.00	\$384,518.00
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5201	Office Supplies	2,926.8700	5,500.0000	5,500.0000	5,500.0000
5203	Computer Supplies	235.5590	800.0000	800.0000	7,500.0000
5213	Repair and Maintenance Supplies	44.0000	2,000.0000	20,391.0100	2,500.0000
5241	Uniforms-Purchased	2,144.0000	2,500.0000	2,522.5000	2,500.0000
5251	MV Gas and Oil	5,755.7400	12,000.0000	12,861.6900	14,500.0000
5252	Aggregates	0.0000	750.0000	750.0000	4,500.0000
5259	Operating Materials and Supplies	6,618.7400	60,000.0000	60,308.1100	65,000.0000

5300 - Services

Account Classification Total: 5200 - Supplies

\$17,724.90	\$83,550.00	\$103,123.31	\$102,000.00
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5311	Utilities	8,321.1700	11,000.0000	12,085.2600	12,000.0000
5321	Professional Training	176.8300	2,000.0000	2,020.0000	3,000.0000
5322	Conference/Reimb	73.5000	500.0000	500.0000	500.0000
5324	Professional Association Dues	167.0000	160.0000	160.0000	350.0000
5325	Educational Assistance	0.0000	500.0000	500.0000	500.0000
5331	Engineering/Architecture	2,218.8400	15,000.0000	15,000.0000	18,500.0000
5339	Misc Contract Services	20,424.8900	40,000.0000	41,370.6900	40,000.0000
5351	Liability Insurance Deductible	1,500.0000	1,500.0000	1,500.0000	1,750.0000
5352	Motor Vehicle Insurance	2,900.0000	2,900.0000	2,900.0000	3,000.0000
5361	Building Repair/Maintenance	670.2200	9,000.0000	9,000.0000	9,000.0000
5362	Equipment Maintenance	1,163.7400	3,000.0000	3,000.0000	3,000.0000
5363	MV Repair/Maintenance-External	0.0000	1,000.0000	1,000.0000	1,000.0000
5364	MV Repair/Maintenance-Internal	4,216.2500	6,000.0000	6,000.0000	6,000.0000
5365	Utility Line Repair/Maintenance	84,488.2300	85,000.0000	100,350.3500	115,000.0000
5366	Computer Maintenance	12,947.5300	13,500.0000	13,500.0000	15,000.0000
5378	Columbus Contract	4,484,248.0100	4,740,042.0000	4,875,793.9900	4,882,245.0000
5391	Postage	5,617.2000	15,500.0000	15,500.0000	12,000.0000
5397	Uniform Rental	485.4400	1,600.0000	1,600.0000	0.0000
5399	Other Miscellaneous Services	116,748.2900	75,000.0000	75,205.1400	250,000.0000

5600 - Capital Purchases

Account Classification Total: 5300 - Services

\$4,746,367.14	\$5,023,202.00	\$5,176,985.43	\$5,372,845.00
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5631	Furniture and Fixtures	0.0000	1,000.0000	1,000.0000	1,000.0000
5632	Motor Vehicles	0.0000	87,500.0000	87,500.0000	90,000.0000
5633	Machinery and Equipment	2,929.6700	40,000.0000	40,000.0000	50,000.0000
5639	Other Equipment	60,000.0000	0.0000	85,000.0000	150,000.0000

Account Classification Total: 5600 - Capital Purchases

\$62,929.67	\$128,500.00	\$213,500.00	\$291,000.00
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Department Total: 736 - Wastewater Division

\$5,193,117.22	\$5,626,659.00	\$5,885,225.74	\$6,150,363.00
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Attachment: 2019 Council 11092019 (2019 Budget Appropriations)

Department: 991 - Debt Service							
5400 - Debt Service							
5414	G. O. Bond-Principal		94,500.0000	35,300.0000	35,300.0000	36,200.0000	
5424	G. O. Bond-Interest		8,080.9800	4,624.0000	4,624.0000	3,745.0000	
Account Classification Total: 5400 - Debt Service			\$102,580.98	\$39,924.00	\$39,924.00	\$39,945.00	
Department Total: 991 - Debt Service			\$102,580.98	\$39,924.00	\$39,924.00	\$39,945.00	
EXPENSES Total			\$5,295,698.20	\$5,666,783.00	\$5,925,149.74	\$6,190,308.00	
Fund EXPENSE Total: 720 - Wastewater/Sewer Fund			\$5,295,698.20	\$5,666,783.00	\$5,925,149.74	\$6,190,308.00	

Fund: 740 - Storm Water Drainage Fund

EXPENSES

Department: 737 - Storm Water Division

5100 - Personal Services

5102	Wages-Staff	198,908.4400	186,532.0000	186,532.0000	186,532.0000
5105	Overtime	414.3400	4,900.0000	4,900.0000	4,900.0000
5106	Longevity	1,350.0000	1,350.0000	1,350.0000	1,400.0000
5109	HSA Employer Funding	12,000.0000	16,000.0000	16,000.0000	15,000.0000
5151	PERS Contribution	24,169.7100	26,989.0000	26,989.0000	26,996.0000
5161	Group Insurance	46,263.0600	64,498.0000	64,498.0000	60,117.0000
5164	Workers Compensation	6,031.8800	6,466.0000	6,466.0000	6,467.0000
5166	Medicare	1,675.8700	2,795.0000	2,795.0000	2,796.0000

5200 - Supplies

5201	Office Supplies	1,622.9400	6,500.0000	6,742.3500	6,500.0000
5203	Computer Supplies	2,416.1800	750.0000	750.0000	750.0000
5205	Small Tools/Minor Equipment	634.3000	1,000.0000	1,000.0000	1,000.0000
5241	Uniforms-Purchased	271.4300	750.0000	750.0000	1,000.0000
5251	MV Gas and Oil	3,777.9600	6,500.0000	6,766.5200	7,000.0000
5252	Aggregates	136.5000	750.0000	750.0000	750.0000
5259	Operating Materials and Supplies	13,988.9700	20,000.0000	20,035.0000	30,000.0000

5300 - Services

5311	Utilities	3,647.8300	8,000.0000	8,619.7700	8,000.0000
5321	Professional Training	235.0000	400.0000	400.0000	400.0000
5322	Conference/Reimb	10.0000	20.0000	20.0000	20.0000
5324	Professional Association Dues	141.0000	220.0000	220.0000	220.0000
5331	Engineering/Architecture	130.1300	8,000.0000	8,000.0000	8,000.0000
5339	Misc Contract Services	31,840.7800	47,250.0000	47,859.8700	47,250.0000
5351	Liability Insurance Deductible	1,249.5000	2,250.0000	2,250.0000	2,250.0000
5352	Motor Vehicle Insurance	1,750.0000	2,750.0000	2,750.0000	2,750.0000
5361	Building Repair/Maintenance	2,490.1000	5,000.0000	5,000.0000	5,000.0000
5364	MV Repair/Maintenance-Internal	1,557.4300	4,500.0000	4,500.0000	4,500.0000
5365	Utility Line Repair/Maintenance	0.0000	7,500.0000	7,500.0000	8,500.0000
5378	Columbus Contract	721,828.1100	825,000.0000	886,507.6800	875,000.0000
5391	Postage	5,009.0100	22,000.0000	22,000.0000	22,000.0000
5397	Uniform Rental	1,239.1800	2,000.0000	2,045.0900	2,000.0000
5399	Other Miscellaneous Services	32,831.2000	39,000.0000	69,205.1400	39,000.0000

5600 - Capital Purchases

5632	Motor Vehicles	0.0000	40,000.0000	40,000.0000	50,000.0000
5633	Machinery and Equipment	0.0000	0.0000	0.0000	15,600.0000

Account Classification Total: 5600 - Capital Purchases	\$0.00	\$40,000.00	\$40,000.00	\$65,600.00
Department Total: 737 - Storm Water Division	\$1,117,620.85	\$1,399,670.00	\$1,453,201.42	\$1,441,698.00

3/4 Ton 4x4 Quad Cab Slide in
dump
2 Computers, Tripod lift/harness
safety equip, Root Cutter,
Camera locator, Electric
jackhammer

Attachment: 2019 Council 11092019 (2019 Budget Appropriations)

Department: 991 - Debt Service

5400 - Debt Service

5401 Registrar/Agent/Bank Fees
 5414 G. O. Bond-Principal
 5424 G. O. Bond-Interest

Account Classification Total: 5400 - Debt Service					
Department Total: 991 - Debt Service					
EXPENSES Total					
	\$1,249,921.18	\$1,482,157.00	\$1,575,688.42	\$1,561,925.00	
	\$132,300.33	\$122,487.00	\$122,487.00	\$120,227.00	
	105,000.0000	100,000.0000	100,000.0000	100,000.0000	
	15,330.3300	22,487.0000	22,487.0000	20,227.0000	
	11,970.0000	0.0000	0.0000	0.0000	

Fund EXPENSE: Total: 740 - Storm Water Drainage Fund: \$1,249,921.18 \$1,482,157.00 \$1,575,688.42 \$1,561,925.00

Fund: 750 - Solid Waste Fund					
EXPENSES					
Department: 738 - Refuse Collection					
5200 - Supplies					
5201	Office Supplies		1,127,250	2,000,000	2,000,000
Account Classification Total: 5200 - Supplies			\$1,127,250	\$2,000,000	\$2,000,000
5300 - Services					
5315	Private Hauler Contract		1,621,876.5200	2,050,000.0000	2,345,819.4000
5391	Postage		5,617.1300	15,000.0000	15,000.0000
5399	Other Miscellaneous Services		34,285.4400	44,950.0000	45,155.1400
Account Classification Total: 5300 - Services			\$1,661,779.09	\$2,109,950.00	\$2,405,974.54
Department Total: 738 - Refuse Collection			\$1,662,906.34	\$2,111,950.00	\$2,815,000.00
EXPENSES Total			\$1,662,906.34	\$2,111,950.00	\$2,817,000.00
Fund/EXPENSE - Total: 750 - Solid Waste Fund			\$1,662,906.34	\$2,111,950.00	\$2,407,974.54
					\$2,817,000.00

Attachment: 2019 Council 11092019 (2019 Budget Appropriations)

Fund: 970 - Taylor Sq School Tlef

EXPENSES

Department: 000 - General

Project: 0002 - Phase II

5300 - Services

5373	Auditor/Treasurer Fees	26,120.1100	45,000.0000	45,000.0000	50,000.0000
Account Classification Total: 5300 - Services		\$26,120.11	\$45,000.00	\$45,000.00	\$50,000.00
5500 - Transfer/Other					
5501	Transfers	574,385.0000	568,675.0000	568,675.0000	0.0000
5527	Agency/Tlef Distributions	1,373,122.9700	1,750,000.0000	1,750,000.0000	
Account Classification Total: 5500 - Transfer/Other		\$1,947,507.97	\$2,318,675.00	\$2,318,675.00	\$0.00
Project Total: 0002 - Phase II		\$1,973,628.08	\$2,363,675.00	\$2,363,675.00	\$50,000.00
Department Total: 000 - General		\$1,973,628.08	\$2,363,675.00	\$2,363,675.00	\$50,000.00
EXPENSES Total		\$1,973,628.08	\$2,363,675.00	\$2,363,675.00	\$50,000.00
Fund EXPENSE Total: 970 - Taylor Sq School Tlef		\$1,973,628.08	\$2,363,675.00	\$2,363,675.00	\$50,000.00

Fund: 971 - Brice Main TIF

EXPENSES

Department: 000 - General

Project: 4001 - Tif-Home Depot

5300 - Services

5373	Auditor/Treasurer Fees	1,557,720.00	2,500,000.00	2,500,000.00	2,500,000.00
	Account Classification Total: 5300 - Services	\$1,557,720.00	\$2,500.00	\$2,500.00	\$2,500.00
Project:	4002 - Tif-Walgreens	\$1,557,720.00	\$2,500.00	\$2,500.00	\$2,500.00
EXPENSES Total					

5300 - Services

Auditor/Treasurer Fees

5373	Auditor/Treasurer Fees	909,130.00	1,200,000.00	1,200,000.00	2,000,000.00
	Account Classification Total: 5300 - Services	\$909,130.00	\$1,200.00	\$1,200.00	\$2,000.00
Project:	4002 - Tif-Walgreens	\$909,130.00	\$1,200.00	\$1,200.00	\$2,000.00
Department:	991 - Debt Service	\$2,466.85	\$3,700.00	\$3,700.00	\$4,500.00
EXPENSES Total					

5400 - Debt Service

G. O. Bond-Principal

G. O. Bond-Interest

5414	G. O. Bond-Principal	75,000,000.00	85,000,000.00	85,000,000.00	75,000,000.00
5424	G. O. Bond-Interest	9,912,700.00	8,275,000.00	8,275,000.00	6,800,000.00
	Account Classification Total: 5400 - Debt Service	\$84,912,700.00	\$93,275.00	\$93,275.00	\$81,800.00
Department:	991 - Debt Service	\$84,912,700.00	\$93,275.00	\$93,275.00	\$81,800.00
EXPENSES Total		\$87,379.55	\$96,975.00	\$96,975.00	\$86,300.00
Fund EXPENSE:	Total: 971 - Brice Main TIF	\$87,379.55	\$96,975.00	\$96,975.00	\$86,300.00

Fund: 972 - Kroger TIF Debt Retirement

EXPENSES

Department: 000 - General

Project: 4000 - Tif-General

5300 - Services

5373	Auditor/Treasurer Fees	(7,731,190.00)	1,500,000.00	1,500,000.00	0.0000
	Account Classification Total: 5300 - Services	(\$7,731,190.00)	\$1,500.00	\$1,500.00	\$0.00
Project:	4000 - Tif-General	(\$7,731,190.00)	\$1,500.00	\$1,500.00	\$0.00
Department:	000 - General	(\$7,731,190.00)	\$1,500.00	\$1,500.00	\$0.00
EXPENSES Total		(\$7,731,190.00)	\$1,500.00	\$1,500.00	\$0.00
Fund EXPENSE:	Total: 972 - Kroger TIF Debt Retirement	(\$7,731,190.00)	\$1,500.00	\$1,500.00	\$0.00

Fund: 973 - Summit Rd TIF #1

EXPENSES

Department: 000 - General

Project: 4000 - Tif-General

5300 - Services

5373	Auditor/Treasurer Fees	1,710.00	50,000.00	50,000.00	2,000,000.00
	Account Classification Total: 5300 - Services	\$1,710.00	\$50.00	\$50.00	\$2,000.00
Project:	4000 - Tif-General	\$1,710.00	\$50.00	\$50.00	\$2,000.00
Department:	000 - General	\$1,710.00	\$50.00	\$50.00	\$2,000.00
EXPENSES Total		\$1,710.00	\$50.00	\$50.00	\$2,000.00
Fund EXPENSE:	Total: 973 - Summit Rd TIF #1	\$1,710.00	\$50.00	\$50.00	\$2,000.00

Fund: 974 - Taylor Rd TIF #1

EXPENSES

Department: 000 - General

Project: 4000 - Tif-General

5300 - Services

5373	Auditor/Treasurer Fees	264,700.00	1,000,000.00	1,000,000.00	500,000.00
	Account Classification Total: 5300 - Services	\$264,700.00	\$1,000.00	\$1,000.00	\$500.00
Project:	4000 - Tif-General	\$264,700.00	\$1,000.00	\$1,000.00	\$500.00
Department:	000 - General	\$264,700.00	\$1,000.00	\$1,000.00	\$500.00
EXPENSES Total		\$264,700.00	\$1,000.00	\$1,000.00	\$500.00
Fund EXPENSE:	Total: 974 - Taylor Rd TIF #1	\$264,700.00	\$1,000.00	\$1,000.00	\$500.00

Attachment: 2019 Council 11092019 (2019 Budget Appropriations)

Fund: 975 - Taylor Rd Tr #2

EXPENSES

Department: 000 - General

Project: 4000 - Tref-General

5300 - Services

5373

Auditor/Treasurer Fees

Account Classification Totals: 5300 - Services		11,5500	50,0000	50,0000	100,0000
Project Total: 4000 - Tref-General		\$11.55	\$50.00	\$50.00	\$100.00
Department Total: 000 - General		\$11.55	\$50.00	\$50.00	\$100.00
EXPENSES Total		\$11.55	\$50.00	\$50.00	\$100.00
Fund EXPENSE Total: 975 - Taylor Rd Tr #2		\$11.55	\$50.00	\$50.00	\$100.00
EXPENSE GRAND Totals:		\$19,554,579.25	\$24,261,602.00	\$26,415,872.72	\$25,147,131.00

Budget updates:

The following changes were made to the budget that submitted on 11/13/2018:

CIVIL SERVICES

110.534.5332	Legal Services	increased from \$3,000 to \$4,000
110.534.5336	Medical Services	increased from \$14,000 to \$15,000

PARKS AND RECREATION

110.340.5105	Overtime	increased from \$15,700 to \$23,700
110.340.5391	Postage	increased from \$1,000 to \$5,000

City Auditor's Office**Stephen Cicak****7232 E. Main Street****Reynoldsburg OHIO 43068****614/322-6858 Phone****ORDINANCE REQUEST****DATE: November 26, 2018****TO: Finance and Administration Committee****RE:** I am requesting that we add Robert W Baird Co as an additional broker.
The TIB voted in favor of this idea 10-23-18

Approval:

Completed Brad McCloud	Completed Jed Hood	Skipped Stephen Cicak
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Emergency/Suspension: Emergency

Reason For Emergency: Financial needs of the City's government

ORDINANCE AWARDING DEPOSITS OF PUBLIC FUNDS AND DECLARING AN
EMERGENCY

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF REYNOLDSBURG, OHIO:

SECTION 1. That in accordance with Section 7.06 (b) (2) of the Charter of the City of

Reynoldsburg, inactive, interim and active deposits of the City of Reynoldsburg, shall be and are hereby defined as defined in Chapter 135 of the Ohio Revised Code.

SECTION 2. That the interim deposits of the City of Reynoldsburg be awarded to Star Ohio, Star Ohio Plus 5/3 Securities, Inc.; Heartland Bank; WesBanco; UBS Financial Services; Raymond James; D.A. Davidson; Stifel Nicolaus; **ADDING Robert W Baird & Co.**

SECTION 3. That the Mayor is hereby authorized to execute Agreements for Deposit of Public Funds with 5/3 Securities, Inc.; Heartland Bank; WesBanco; UBS

Financial Services; Raymond James; D.A. Davidson; Stifel Nicolaus; **ADDING Robert W Baird & Co.**

SECTION 4. That this Ordinance is deemed to be an emergency measure necessary for the

City Auditor's Office**Stephen Cicak****7232 E. Main Street****Reynoldsburg OHIO 43068****614/322-6858 Phone**

financial needs of the city and further to have agreements in place; wherefore upon adoption by Council this Ordinance shall be in effect immediately upon signature by the Mayor

Mayor's Office
Brad McCloud
7232 E. Main Street
Reynoldsburg OHIO 43068
Phone

ORDINANCE REQUEST

DATE: **November 26, 2018**

TO: **Finance and Administration Committee**

RE: **ORDINANCE AUTHORIZING MAYOR TO ENTER INTO
CONTRACT WITH THE DISTRICT ADVISORY COUNCIL OF
THE FRANKLIN COUNTY GENERAL HEALTH DISTRICT, AND
FRANKLIN COUNTY PUBLIC HEALTH FOR HEALTH
SERVICES FROM JANUARY 1, 2019 TO DECEMBER 31, 2019.**

Approval:

Completed Brad McCloud	Completed Jed Hood	Completed Stephen Cicak
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Emergency/Suspension: Emergency

Reason For Emergency: Immediate preservation of the public peace, health, or safety

Authorization for the Mayor to enter into a contract with the District Advisory Council of the Franklin County General Health District and Franklin County Public Health for Health Services from January 1, 2019 to December 31, 2019. The cost of services is based upon per capita rate of \$8.61 for a population of 37,135 totaling \$319,732.35.

See Attached.

Requesting emergency adoption upon third read.

CONTRACT
Between
FRANKLIN COUNTY BOARD OF HEALTH
And
CITY OF REYNOLDSBURG

This contract entered into by and between the City of Reynoldsburg (hereafter referred to as "City"), with its principal address being 7232 East Main Street, Reynoldsburg, OH 43068, and the Board of Health of the Franklin County General Health District (hereafter referred to as "Board" or "Franklin County Public Health") for 2019 Public Health Services under the approval of Resolution No.18-105 dated September 12, 2018.

The Board is a general health district as defined under Ohio Revised Code (ORC) Section 3709.01.

ORC Section 3709.08 authorizes cities in Franklin County to contract with the Board to provide public health services to and within the City.

The District Advisory Council (hereafter referred to as "Council") of the Franklin County General Health District, created by ORC 3709.03, after giving due notice by publication as required by law, held a public meeting on March 22, 2018, at which by a majority vote of members representing the Council voted affirmatively to provide public health services to the cities in Franklin County, and did authorize the Chairman of the Council to enter into a contract with the Mayor of each city to provide public health services therein.

The Board is engaged in the governance of providing public health services as described in this contract and the Scope of Work, attached hereto and incorporated herein as Exhibit A, and has the knowledge, skills and resources to provide such services in accordance with the terms and conditions of Ohio law and this contract.

Pursuant to Revised Code 3709.08(C), the contract was submitted to the State of Ohio's director of health. The Board is organized and equipped to provide the services and shall have the powers and shall perform all the duties required of the board of health or the authority having the duties of a board of health within the City.

The City is willing to contract with the Board for such services in accordance with the terms and condition of Ohio law and this Contract.

SECTION 1 – SERVICES

The Board shall, for the consideration hereinafter stated, furnish to the City, and inhabitants thereof, all such public health services as are furnished to all villages and townships and the inhabitants thereof, of Franklin County, Ohio. Said services shall include all services as allowed by law according to the most current version of the Ohio Revised Code and as listed in Exhibit A. Said services shall include the minimum standards and optimal achievable standards for boards of health and local health departments pursuant to Ohio Revised Code Section 3701.342. Said services shall

include enforcement of all rules and regulations as allowed by law according to the most current version of the Ohio Administrative Code and the enforcement of the following Franklin County Public Health Regulations:

- (100) Definitions
- (101) Collection Vehicle Registration, Inspection and Operation for Prevention of Nuisances
- (102) Property Health and Sanitation
- (103) Plumbing for Commercial, Public and Residential Buildings and Places
- (104) Rabies Control
- (105) Approval of Building Plans
- (106) Sewage Treatment Systems
- (199) Administration and Enforcement

And, the current version of the above-described regulations of Franklin County Public Health shall apply to and be enforceable within the jurisdiction of the Franklin County General Health District and the City.

The City Attorney shall be responsible for any litigation involving enforcement of Health Regulations within the corporate limits of said political subdivision.

This contract and any claims arising in any way out of this contract shall be governed by the laws of the State of Ohio. Any litigation arising out of or relating in any way to this contract or the performance hereunder shall be brought only in an Ohio court of competent jurisdiction in Franklin County, Ohio, and the City hereby irrevocably consents to such jurisdiction.

SECTION 2 – TERM

Said public health services shall be furnished beginning January 1, 2019 and ending December 31, 2019 provided, however, that either party to this agreement shall have the right to cancel the same upon four (4) months written notice and the parties hereto may, by mutual written agreement, modify the terms of this agreement.

SECTION 3 – COMMUNICATION

The Board will provide ongoing communication with the Mayor/City Manager and his or her designees through notification at least quarterly. This communication will provide information on timely public health topics, upcoming events and featured services. Reports and other information about direct services that are being provided to the City will be provided upon request.

SECTION 4 – PUBLIC HEALTH PAYMENT, FEES & CHARGES

The City, Ohio shall pay the Board for said public health services furnished to the City and the inhabitants thereof, such sum or sums of money based on a per capita rate as would be charged against municipal corporations composing the Franklin County General Health District at a per capita rate of \$8.61.

Said sums of money shall be paid to the Board in installments of 50% of the total contract amount in January 2019 and 50% of the total contract amount in June 2019 through the

process of withholding the installment amounts from the semi-annual real estate tax settlement distribution to be received by the City and transferred to the Board by the Settlement Officer of the Franklin County Auditor. The sum for 2019 shall not exceed \$319,732.35, notwithstanding any fee established pursuant to the sections set forth below.

In any instance where the Board expends funds to abate a nuisance pursuant to Section 1, above, within the City, the Board may invoice the City for the costs of such nuisance abatement. Further, the City shall pay, in addition to those sums set forth in Section 5, above, to the Board the cost to abate the nuisance.

The Board agrees to certify such nuisance abatement costs to the Franklin County Auditor to be recorded as a lien upon the property and shall reimburse all funds recovered under such a lien to the City.

SECTION 5 - PLUMBING INSPECTION SERVICES AND FEES

The Board shall, for the consideration hereinafter stated, furnish to the City, all plumbing and medical gas inspections as are furnished to all inhabitants within the general health district of Franklin County. Inspectors are to be state certified by the Ohio Department of Commerce.

The City, through its Building Department, shall issue permits and collect fees for such plumbing inspections. The fee to be charged shall be the most current fee charged by the Board. The City shall forward sixty (60) percent of all plumbing inspection fees collected by them to the Board upon receiving monthly statements of the amount due from the Board. The City shall pay said amount, within thirty (30) days after receipt of said statement.

SECTION 6 – APPROVAL

This contract is approved by a majority of the members of the legislative authority of the City, pursuant to the provisions of Ordinance _____ dated _____.

The City has determined that Franklin County Public Health is organized and equipped to adequately provide the service that is the subject of this contract.

IN WITNESS WHEREOF, the parties to this agreement have hereunto set their hands and seals and have executed this agreement the day and year written below.

DISTRICT ADVISORY COUNCIL OF THE
FRANKLIN COUNTY GENERAL HEALTH DISTRICT

Chairperson Date

FRANKLIN COUNTY PUBLIC HEALTH

Joe Mazzola, MPA Date
Health Commissioner

THE CITY OF REYNOLDSBURG, OHIO

Mayor Brad McCloud Date

APPROVED AS TO FORM:

Ron O'Brien
Prosecuting Attorney
Franklin County, Ohio

Assistant Prosecuting Attorney Date
Attorney for the District Advisory
Council of the Franklin County General Health District

City Attorney Date
City of Reynoldsburg, Ohio

FINANCIAL CERTIFICATE

It is hereby certified that the amount required to meet the contract agreement, obligation, payment of expenditure for the above has been lawfully appropriated, authorized or directed for such purpose and is in the treasury or in the process of collection to the credit of the proper fund and is free from any obligation or certificated now outstanding.

FISCAL OFFICER
City of Reynoldsburg, Ohio

DATE

EXHIBIT A SCOPE OF WORK

Franklin County Public Health ("Board"), hereby agrees to provide health services for the City for the calendar year 2019 as set forth below ("Services").

- The Board shall have full authority to be and act as the public health authority for the City
- The Services described in the schedule listed below in this Exhibit will be provided by the Board to the City.
- The Services will include all necessary medical, nursing, sanitary, laboratory and such other health services as are required by the Statutes of the State of Ohio.

The followings specific services shall be a part of the Services provided under this Contract:

List of Functions, Programs and Services	
Administrative Services:	
Administration	
Budget, Accounts Payable, Accounts Receivable	
Communication & Marketing	
Grant Writing & Management	
Records Management	
Reports - Financial & Statistical	
Data Services:	
Community Health Assessment	
Health Data	
Environmental Health:	
Food Service Operation Licensing, Inspection & Education	
Healthy Homes (Lead, Radon) Inspection & Education	
Mosquito Control Services & Education	
Nuisance & Vector Control Enforcement & Education	
Plumbing & Medical Gas Inspections	
Public Swimming Pool & Spa Licensing, Inspection & Education	
Rabies Surveillance - Animal bite investigation and follow up	
Retail Food Establishment Licensing, Inspection & Education	
School Facilities Inspection & Education	
Sewage Treatment System Permitting, Inspection & Education	
Smoke Free Workplace Enforcement & Education	
Solid Waste, Construction and Demolition Facility, Transfer Station Inspection & Enforcement	
Tattoo & Body Piercing Permitting, Enforcement & Inspection	
Temporary Park Camp Licensing, Enforcement & Inspection	
Water Quality Permitting, Testing & Education	
Emergency Preparedness:	
Community Outreach and Education	
Injury Prevention/Opiate Crisis Programs & Education	

Public Health Emergency Preparedness
Planning and Cities' Readiness Initiative activities
Epidemiology, Surveillance, Investigation Services:
Reportable Infectious Disease investigation and follow-up(excluding HIV/AIDS; STD; TB)
Disease Outbreak Management
Health Promotion:
Community Health Action Teams
Farm to School Program
Nutrition & Physical Activity Education Programs
Safe Routes to Schools
Tobacco Use Prevention, Education & Cessation Program
Health Systems & Planning:
Community Health Improvement Plan
Data & Information Technology
Public Health Accreditation
Immunization Services:
Childhood and Adult Vaccine Administration Services
Occupational Health:
Immunizations and screenings - Fee for Service
Maternal & Child Health:
Bureau for Children with Medical Handicaps (BCMH) Public Health Nursing Services
Safe Sleep & Infant Mortality Prevention Initiatives & Education

The Board maintains a range of grant funded programs for citizens throughout the County who are income qualified.

THE BOARD RESERVES THE RIGHT TO AMEND THIS EXHIBIT AT ANYTIME PRIOR TO AUTHORIZATION OF THE CITY COUNCIL AND THE BOARD OF HEALTH ANNUALLY.

RECORD OF PROCEEDINGS

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. SHTR011

Franklin County Public Health

Journalized on:

Held

20

SEP 11 2018

RESOLUTION 18-105

September 11, 2018

RESOLUTION AUTHORIZING THE FRANKLIN COUNTY BOARD OF HEALTH TO PROVIDE PUBLIC HEALTH AND PLUMBING SERVICES TO POLITICAL SUBDIVISIONS IN 2019

WHEREAS, pursuant to Ohio Revised Code sections 3709.08 and 3709.281, the Franklin County District Advisory Council and/or Franklin County Public Health may contract with political subdivisions located within or adjacent to the general health district of Franklin County, Ohio, for Franklin County Public Health to provide health and plumbing services to said political subdivisions.

Now, therefore, upon motion of Board Member Rudge, second by Board Member Morgan,

BE IT RESOLVED BY THE FRANKLIN COUNTY BOARD OF HEALTH, BOARD MEMBERS;

1. That Franklin County Public Health shall provide such health and plumbing services as set forth in the attached contracts to the following political subdivisions, for the amounts listed below, as executed by the District Advisory Council and political subdivisions for 2019:

City of Bexley	per capita \$8.61; not to exceed \$114,185.82 and 60% of all plumbing fees collected
City of Canal Winchester	per capita \$8.61; not to exceed \$74,657.31 and 60% of all plumbing fees collected
City of Dublin	per capita \$8.61; not to exceed \$417,585.00 and 60% of all plumbing fees collected
City of Gahanna	per capita \$8.61; not to exceed \$307,445.88 and 60% of all plumbing fees collected
City of Grandview Heights	per capita \$8.61; not to exceed \$67,588.50 and 60% of all plumbing fees collected

Attachment: FCPH 2019 (Franklin County Public Health for Health Services from January 1, 2019 to December 31, 2019.)

RECORD OF PROCEEDINGS

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. SHTRCP11

Held _____ 20____

Resolution 18-105
Page 2

City of Grove City	per capita \$8.61; not to exceed \$357,271.95 and \$75.00 per plumbing inspection as needed
City of Groveport	per capita \$8.61; not to exceed \$49,877.73 and 60% of all plumbing fees collected
City of Hilliard	per capita \$8.61; not to exceed \$319,112.43 and 60% of all plumbing fees collected
City of New Albany	per capita \$8.61; not to exceed \$92,161.44 and 60% of all plumbing fees collected
City of Pickerington	per capita \$8.61; not to exceed \$182,695.59 and 60% of all plumbing fees collected
City of Reynoldsburg	per capita \$8.61; not to exceed \$319,732.35 and 60% of all plumbing fees collected
City of Upper Arlington	per capita \$8.61; not to exceed \$302,762.04 and 60% of all plumbing fees collected
City of Westerville	per capita \$8.61; not to exceed \$332,242.68 and 60% of all plumbing fees collected
City of Whitehall	per capita \$8.61; not to exceed \$158,122.65 and 60% of all plumbing fees collected

2. That the Health Commissioner is authorized to prepare and execute the following plumbing services contracts for 2019:

Village of Marble Cliff	60% of all plumbing fees collected
Village of Minerva Park	60% of all plumbing fees collected
Village of Obetz	60% of all plumbing fees collected
Village of Riverlea	60% of all plumbing fees collected
City of Worthington	60% of all plumbing fees collected

3. That this resolution shall be in full force and effect from and immediately upon its adoption.

Attachment: FCPH 2019 (Franklin County Public Health for Health Services from January 1, 2019 to December 31, 2019.)

RECORD OF PROCEEDINGS

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. SHTR0P11

Held _____ 20____

Resolution 18-105
Page 3

Voting Aye Thereon:

Sally Munson
Greg Linder
Thomas L. Ruether
Roy Bannum

Board Members
Franklin County Board of Health

Voting Nay Thereon:

Board Members
Franklin County Board of Health

Attachment: FCPH 2019 (Franklin County Public Health for Health Services from January 1, 2019 to December 31, 2019.)

Human Resources Dept.**Sandra Boller****7232 E. Main Street****Reynoldsburg OHIO 43068****614-322-6868 Phone****ORDINANCE REQUEST****DATE: November 26, 2018****TO: Finance and Administration Committee**

RE: ORDINANCE AUTHORIZING MAYOR TO ENTER INTO AN AGREEMENT WITH KIRCH GROUP TECHNOLOGIES, LLC., FOR INFORMATION TECHNOLOGY SERVICES for the Period of January 1, 2019 through December 31, 2019; AND DECLARING AN EMERGENCY.

Approval:

Completed Brad McCloud	Completed Jed Hood	Completed Stephen Cicak
---------------------------	-----------------------	----------------------------

Emergency/Suspension: Emergency

Reason For Emergency: Financial needs of the City's government

REQUESTING AUTHORIZATION FOR THE MAYOR TO ENTER INTO AN AGREEMENT WITH KIRCH GROUP TECHNOLOGIES LLC, FOR INFORMATION TECHNOLOGY SERVICES FOR THE PERIOD OF JANUARY 1, 2019 THROUGH DECEMBER 31, 2019 (see attached) AND WAIVE COMPETITIVE BIDDING.

requesting emergency adoption upon third read.

Contract Version 4.0.0_REY (2019)

Kirch Group Technology, LLC Service Agreement Contract

Attachment: 2019 KGT Contract (Kirch Group Technology Contract 2019)

Submitted to:

City of Reynoldsburg
7232 E. Main Street
Reynoldsburg, Ohio 43068



Kirch Group Technology, LLC - Service Contract

This **Kirch Group Technology Service Agreement** (the “Agreement”) is made and entered into as of the last date appearing at the foot of this Agreement by and between Kirch Group Technology, LLC, an Ohio limited liability company (“KGT”) and the client whose name appears at the foot of this Agreement (the “Client”).

Statement of Agreement:

1. **Agreement Basics.** Pursuant to this Agreement, and subject to the terms, conditions and limitations contained in this Agreement, KGT shall provide general Information Technology (IT) management in support of your business and its Covered Hardware (defined on **Exhibit 1A**) and Covered Software (defined on **Exhibit 1B**) (Covered Hardware and Covered Software are collectively, the “Covered Items”).
2. **Overview.** KGT’s uniquely configured support framework for Covered Items provides a range of services, as selected in this Agreement, designed to keep your computer and network systems functioning. Such services, as selected by Client, pertaining to Covered Items include are disclosed on **Exhibit 2**.
3. **System Documentation.** Client shall provide all documentation relative to the Covered Items to KGT.
4. **Getting Started.** Once the Documentation is delivered or provided to KGT, a KGT technician (a “Tech”) shall perform a series of preliminary studies and recommendations. A quotation may be provided to the client with a list of list of hardware and/or software and/or labor required to get client to a state in which KGT will accept client into this agreement. Failure to accept and pay in full for this will result in the immediate cancelation of this agreement as client does not qualify for this arrangement.
5. **Services.** The services provided to the Client under this Agreement are specifically set forth on the Contract Service Schedule as disclosed on **Exhibit 5**.
6. **Services Limitations.** Due to the nature of technology, KGT makes no representation regarding its ability to solve every IT/network problem Client encounters, but KGT does represent that the Tech shall be provided to Client as provided in this Agreement. Details of service limitations are included on **Exhibit 6**.
7. **Deliverables.** Working with Client’s designated contact person (in some special cases, persons), KGT (acting through its Tech) shall address, as provided in this Agreement, any issues and/or problems concerning Client’s current IT environment as it pertains to Covered Items.
8. **Client Obligations.** For KGT to provide the type of service that our Clients deserve and uphold its obligations under this Agreement, Client must strictly observe and where appropriate perform the obligations disclosed on **Exhibit 8**.
9. **Term and Termination.** The Term of this Agreement shall commence on the effective date as defined in this Agreement and is effective for the remainder of the calendar year. This period is also referred to as the “Term.” This Agreement may be terminated by KGT prior to the Agreement End Date upon Client’s failure to perform any of its obligations defined in § 8 or on Exhibit 8-Attached, including, but not limited to failure to discharge Client’s financial obligations under this Agreement with fifteen (15) days of Client’s receipt of a written notice of default. Additional reasons for termination of this agreement are described on **Exhibit 9**.
10. **Fees and Payments.** Client’s fees for services provided in the Contract Service Schedule appear on the Contract Price Schedule disclosed on **Exhibit 10**. Beginning on the Effective Date, Client shall be billed according to the below-stated payment schedule set forth on the Contract Price Schedule, in advance for applicable fees. Any amount due to KGT under this Agreement, whether under the Contract Price Schedule or billing for additional services shall be payable in full upon receipt of an invoice, without withholding, deduction or offset of any amounts for any purpose. ~~Any amount not paid within thirty (30) days of the invoice’s date shall be subject to an interest charge of eighteen percent (18%) per annum.~~ Any KGT billing not disputed by Client both in writing and in good faith, within thirty (30) days of Client’s receipt of an invoice is deemed approved and accepted by Client. The Contract Price Schedule only covers items on the Contract

Service Schedule. The Contract Service Schedule work is performed during normal business hours of 8:00am-5:00pm EST, Monday – Friday. Please see website for list of Holidays and dates KGT office is closed. If Client needs an issue addressed outside the normal business hours, such services (whether or not such service is on the Contract Service Schedule) shall be billed at KGT's then effective "After-Hours Rate", unless KGT agrees to a different rate in writing prior to such services being performed. After-Hours Rates are defined on the KGT website and are subject to change at any time.

11. **Non-interference.** Client shall not hire, interview, solicit for hire or aid any third party in hiring any KGT employee, consultant, technician or agent during the Term and for a period of one (1) year after this Agreement has been terminated, or later if KGT's completion of any services for Client's benefit extends beyond the termination date.
12. **Entire Agreement.** This Agreement along with all attached Exhibits constitute one and only one agreement regarding this Agreement's subject matter. This Agreement may not be amended, altered or modified in any manner, except as specifically provided herein, unless it is done so in a written instrument signed by both the Client and KGT; provided, that, one of such instrument's terms reflects one its purpose is to amend this Agreement.
13. **Notices.** Any notice required or permitted under this Agreement must be in writing and except for the ARTS site and/or voice mail provided for in § 6 (and **Exhibit 6**) and sent to the party at the address appearing on **Exhibit 13**. Such notice(s) shall be deemed received on (a) the date it is posted in the U.S. Mail systems, properly addressed, bearing adequate postage with a return receipt appended, (b) when delivered to an overnight delivery service, if properly addressed (for this purpose only Federal Express and UPS are acceptable), or (c) when sent by email to the party's email address set forth at the foot of this Agreement; provided, that an electronic receipt for such email is received by the sender.
14. **Assigned Technician.** KGT will provide a technician to Client. This technician will operate under the guidelines as described in **Exhibit 14**.

IN WITNESS WHEREOF, KGT and Client have executed this Agreement as of the date appearing next to their signature and each of KGT and Client represent to the other party that the person executing this Agreement on this behalf is fully authorized to bind the party for which it is so executing.

Contract Effective Date: 1/1/2019 – 12/31/2019

CLIENT:

City of Reynoldsburg

By: _____

Printed Name: _____

Date: _____

KGT:

Kirch Group Technology, LLC

By: _____

John Stickel, Managing Member

Date: _____

Exhibit 1A:**“Covered Hardware:”**

Exhibit 1B:**“Covered Software:”**

Client Operating Systems (OS):

- Microsoft Windows 7 (Home, Professional, Enterprise, Ultimate)
- Microsoft Windows 8 and 8.1 (Pro, Enterprise, RT)
- Microsoft Windows 10 (Home, Pro, Enterprise)

Server Operating Systems (OS):

- Microsoft Windows Small Business Server 2011
- Microsoft Windows Server 2008 R2 (all)
- Microsoft Windows Server 2012 (all)
- Microsoft Windows Server 2016 (all)
- Microsoft Windows Server 2019 (all)

Applications:

- Microsoft Office 2010
- Microsoft Office 2013
- Microsoft Office 2016
- Microsoft Office 2019
- Microsoft Office 365

It is not possible for KGT to completely support all software, however, we will attempt to resolve any issues you may have if an error occurs. We must be given an error. To get further support with this agreement for industry specific software, we require you to maintain an ongoing support contract with that software vendor. We will still assist you in troubleshooting, by utilizing the support contract and contacting the specific vendor.

Training is not included in the agreement. Training is helping a user understand how to use the software and/or utilize certain features of the software. Although a technician may choose to train a Client, this is not typically included in the agreement. Client will be notified in advance if training is going to be invoiced and arrangements for payment and amounts will be determined.

Exhibit 2:**“Menu of Services:”**

- a. Site Assessment
- b. IT Inventory and Management
- c. Scheduled Visits (either “on-site” or “remote”)
- d. Proactive Service
 - a. Check Server Event Logs
 - b. Verify Backups
 - i. KGT will confirm that backups are getting done. However, KGT will not test backup media at each visit to confirm a full disaster recovery test. This service (disaster recovery test) is an additional charge.
 - c. Verify Anti-Virus Software
- e. Technology Knowledge and Guidance
- f. Help Desk Support (including phone support)
- g. Covered Items Reliability Check
- h. Covered Items Security Check
- i. Cost Management and Control (IT Budget Assistance)

Exhibit 5:**“Contract Service Schedule:”**

Contract Services generally include the following: (a) Scheduled Visits; (b) Server Specific Duties; (c) Personal Computer Specific Duties; (d) Peripheral Specific Duties; (e) ARTS response protocol; and (f) Software Support, which relate to the following services descriptions; provided, however, to the extent there is a conflict between the Contract Service Schedule and this Exhibit 5, the former shall control.

Scheduled Visits. The date, time and frequency for Tech Client Visits are based on the size, amount and complexity of Covered Hardware as determined by KGT. Client and KGT must agree on specific dates and times for the Tech’s performance of the scheduled maintenance covered by this Agreement. **Such schedule may be modified to reflect Covered Items changes.**

Scheduled Visits:

- a. This constitutes scheduled visits under this Agreement.
- b. Scheduled visits typically last between one and two hours.
 1. Scheduled visits not to exceed three hours, unless prior arrangements are made between Client and KGT.
 2. The Tech may, in his/her discretion, reschedule time for incidents not previously submitted to KGT either under ARTS or by telephone phone calls received by KGT at least twenty-four (24) hours prior to the start time for such scheduled visit.
 - A. Any additional services not covered by the terms of this Agreement performed during a scheduled visit, under ARTS or due to a telephone call may result in fees in addition to the basic fees (aka Contract Price) set forth in this Agreement.
 - B. When the technician arrives on the scheduled day, he/she will address any ARTS submitted tickets with the Client’s contact person. The technician will then proceed with the following services on applicable covered hardware.

Server Specific Duties:

During both Scheduled Visits, and where appropriate in the Tech’s opinion, the following Server Specific Duties shall be conducted/reviewed by the Tech: review outside of server housing for warning lights; check server for adequate storage space; Review Windows event logs for messages, warnings, and errors and address as necessary; Review and approve appropriate Windows updates via Windows Software Update Services; Review network Anti-virus management software for issues and address as necessary and Review server and data backups and address as necessary.

Personal Computer Specific Duties.

During both Scheduled Visits, and where appropriate in the Tech’s opinion, the following Personal Computer Specific Duties shall be conducted/reviewed by the Tech: ensure Windows updates are or have been installed correctly; monitor for malware infections; and run cleanup utilities to provide highest available usage speeds.

Peripheral Specific Duties.

During both Scheduled Visits, and where appropriate in the Tech’s opinion, the Tech shall ensure proper operation of printers, scanners, firewalls, switches and the like; **provided, that**, such peripherals are listed in the Covered Hardware Schedule as the date of the visit.

ARTS Response Protocol.

This Agreement provides access to a Tech who provides necessary services to monitor and maintain your current system and network environment as provided herein. Consequently, KGT provides a Tech for an on-site, scheduled visit on the day and time provided in this Agreement. Client is authorized to leave emergency/non-emergency voice mail messages and is granted access to the KGT's Automated Response and Ticket Submission (ARTS) site. All scheduled visits and support occurs during KGT's normal business hours of which are listed on our website. Our offices are also closed on all National Holidays. If support in response to an ARTS request is performed at Client's request either "after normal business hours" and/or over a weekend, Client will be billed for a fee in addition to Client's regular financial obligations set forth in this Agreement.

Software Support.

KGT provides support under this Agreement for Covered Software as it relates to its proper installation and configuration in your current business environment. Usage and appropriate understanding of how the Covered Software is (or may be) utilized in the Client's business is outside this Agreement's scope. KGT, may, where appropriate, endeavor to dispense Covered Software knowledge where and when appropriate based upon the applicable Tech's expertise with the particular software item. However, KGT reserves the right to decline support for Covered Software usage and understanding when it determines that the Client (or Client's applicable user) needs or could benefit from software training.

Upgrading or Replacing Hardware/Software.

Upgrading or replacing hardware or software normally requires an on-site visit. However, hardware and/or software upgrades may be completed remotely, with or without the knowledge of the Client. This Agreement does not include the cost of new or replacement hardware, software, cabling or other equipment that may be required to perform services under this Agreement. A separate labor fee shall be applied for adding any hardware not listed on the Covered Hardware Schedule, or major software upgrades or installations not listed on the Covered Software Schedule. Clients shall be quoted a price for new or replacement hardware prior to installation or repair. Labor fees associated with replacement or repair of hardware on the Covered Hardware Schedule are included in this Agreement, except where outlined on the Client Fee Schedule. Applicable sales tax shall be charged as required by applicable law.

Caveats: KGT recommends Business class hardware and software for all of our clients. Purchasing hardware and software through KGT is not a requirement under this Agreement. However, Client benefits with KGT's price breaks on business class IT hardware and software from Dell and other vendors. Should Client seek to upgrade or replace hardware or software with non-business class hardware or software or items the use of which KGT has recommended against, the labor fees for such replacement or repair are not included in the with this Agreement.

Exhibit 6:**“Service Limitations:”**

- a. Once Client submits an Emergency ticket to the ARTS site and/or an Emergency voice mail message, KGT shall have four (4) business hours to acknowledge the ticket. That does not mean that the issue has to be resolved. KGT shall then have two (2) business hours to begin the attempt at resolving the issue. The attempt is not necessarily limited to an on-site Tech visit. Remote efforts by KGT designed to address the problem(s) are attempts. The agreed response time under this Agreement is set forth in the Contract Services Schedule.
 - a. **MODIFICATION FOR CITY OF REYNOLDSBURG:**
 - i. Should the 911/Communications go down during business hours or After Hours, personal contact via cell phone to KGT Technician is permitted to facilitate immediate response. KGT will invoice client at current After Hours Rate should contact fall outside of normal KGT business hours.
- b. Services not included in this Agreement or listed on the Contract Service Schedule are billable in addition to the Contract Price Schedule and include: setup and configuration of PCs, printers, and other peripherals not listed in the Covered Hardware Schedule; setup and configuration of new servers; installation and configuration of new software and/or major software upgrades; software research related to Client’s business; excessive hardware and/or software quotes; emergency IT support outside normal business hours as define in the Agreement; **direct contact (e-mail, phone calls) with Tech(s) not KGT initiated**; software training for Client’s employees; or reinstallation of server operating systems and programs.
- c. Force majeure—Problems considered force majeure are not services coming within the Contract Services Schedule and this Agreement. Force majeure includes acts of God, fire, theft, insurrection, situations involving marital law, etc. KGT reserves the right to bill for issues that arise directly, or indirectly, from force majeure including issues with ISP’s, telephone companies, power and cellular companies. Force majeure relieves KGT of its response time obligations under this Agreement.

Exhibit 8:**“Client Obligations/Duties:”**

- a. All issues and/or IT related questions must be submitted to KGT via the ARTS site or through KGT’s voicemail system. **Direct contact (e-mail, phone calls) with Tech(s) not KGT initiated**, are not permitted and are subject to additional billing charges;
- b. Pay all invoices by their due date. Failure to pay on due date shall result in late fees, stoppage of service and/or termination of this Agreement;
- c. Pay all Agreement fees by due date stated on the applicable invoice. Failure to pay by due date shall result in late fees, stoppage of service and/or termination of this Agreement;
- d. Provide KGT with as much advanced notice to any changes to current network environment (ISP changes, phone system changes, personnel changes);
- e. Maintain all applicable software licenses and software, whether or not such software is part of the Covered Software Schedule;
- f. **KGT will not install or service illegal software and Client’s installation and/or use of such illegal software may result in KGT’s termination of this Agreement;**
- g. Notify KGT regarding any software installed and purchased without consulting KGT;
- h. Advise Client’s staff on usage of ARTS and against direct Tech contact (for support initiation);
- i. Provide Client staff with proper software training on applicable company software as KGT does not provide support on software usage;
- j. Advise KGT of the presence of mobile devices that connect to Client’s network or gather company email;
- k. Maintain an active virus scanning solution and routine backup solution as deemed appropriate by KGT for Client’s environment;
- l. KGT reserves the right to invoice the client for Spyware/Malware removal should the client refuse to have appropriate preventative software and/or hardware in place as deemed appropriate by KGT for Client’s environment.

Exhibit 9:**“Agreement Terms and Termination Details:”**

- a. If the Agreement End Date arrives, and the Agreement is not renewed, so long as all of Client’s obligations under this Agreement are fully satisfied by such date, then KGT shall return the Documentation to Client and retain copies exclusively for archive and liability purposes upon request by Client. KGT shall make no further use of such Documentation and shall hold it in the strictest of confidence.
- b. If the Agreement End Date arrives or if the Agreement is terminated earlier due to Client’s failure to comply with all its obligations found in § 8 of this Agreement (and Exhibit 8), neither shall the Documentation be returned to Client nor shall the temporary passwords installed by KGT be released, except as provided in c, below, unless and until Client has brought current or remedied, in KGT’s opinion, its obligations under § 8 and (and Exhibit 8).
- c. If the nature of Client’s business is such that temporary protective passwords installed by KGT would create legal liability for Client, which areas must be disclosed to KGT on or before the effective date, the passwords referenced in b, above, shall not be applied to such items.
- d. Should Client terminate this Agreement and the Contract Price Schedule payments shall have been paid either in advance or in full, no refund shall be given and KGT shall not be obligated thereafter to provide any services contemplated by this Agreement.

Exhibit 10:**“Fees and Payments:”**

Quoted Service Agreement - \$144,000.00 yearly, to be billed quarterly (\$36,000.00).

Payment Schedule - Billed on January 1st, April 1st, July 1st, and October 1st in 2019: \$36,000.00.

Exhibit 13:**“Addresses, E-mail Addresses and Telephone Numbers:”****Client Address:**

City of Reynoldsburg
7232 E. Main Street
Reynoldsburg, Ohio 43068

PH: (614)322-6800

Main Contact:

Sandra Boller

Email Contact:

sboller@ci.reynoldsburg.oh.us

Exhibit 14:**“Assigned Technician:”**

Should the details below contradict other statements made above in the contract, the details below take priority.

- a. KGT will provide an assigned technician for Client. This technician will operate outside the current limitations of this contract. Technician will provide routine IT services as expected from a Network Administrator. No additional fees will be billed to the Client for services provided by this technician.
- b. Total technician time onsite will be 24 hours per week. Hours will be reduced when Client offices are closed according to Holiday Schedule. This contract includes ten (10) hours of After-Hours Support per contract year provided by the assigned technician. Routine, scheduled service, outside of normal business hours does not count as After-Hours Support. Routine, scheduled service, outside of normal business hours is included in the contract.
- c. KGT will make a reasonable effort to provide the same technician. Should this technician be unavailable, KGT will provide an alternate technician as to keep the above schedule.
- d. Assigned technician will not be limited to on-site hours only. Should any emergencies arise, assigned technician will be responsible for handling the issue. Should the emergency (not scheduled) arise outside of normal business hours, the included ten (10) hours of After-Hours Support will be used. Once used completely, the Client will be invoiced at the current After-Hours Rate. Any unused hours may not be carried forward to another contract year.
- e. Assigned technician will have a cell phone and can be contacted by Client at any time, understanding this could result in additional billing (according to rules above).

City Auditor's Office**Stephen Cicak****7232 E. Main Street****Reynoldsburg OHIO 43068****614/322-6858 Phone****ORDINANCE REQUEST**

DATE: **November 26, 2018**

TO: **Finance and Administration Committee**

RE: Adopt as an Emergency at the Third Reading

Approval:

Completed Brad McCloud	Completed Jed Hood	Completed Stephen Cicak
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Emergency/Suspension: Emergency

Reason For Emergency: Financial needs of the City's government

Unappropriate \$214700.00 from Acct 110.111.5113 (Police Enforcement Wages) and returned to the Unappropriated General Fund, (110)

Appropriate from the General Fund as follows:

Mechanic Acct# 110.290.5151	\$850.00 PERS Contribution
Senior Center Acct# 110.343.5151	\$900.00 PERS Contribution
Building Dept Acct# 110.479.5161	\$2000.00 Group Insurance
City Attorney Dept Acct# 110.554.5151	\$1500.00 PERS Contribution
HR Dept Acct# 110.582.5151	\$200.00 PERS Contribution
HR Dept# Acct#110.582.5161	\$750.00 Group Insurance
General Admin Dept Acct#110.595.5164	\$208500.00 BWC

That an amount of \$381500.00 is unappropriated from the Water Fund and is appropriated as follows:

Acct#710.735.5378	\$375,000.00	Columbus Contract
Acct#710.735.5105	\$6500.00	Overtime

City Auditor's Office

Stephen Cicak

7232 E. Main Street

Reynoldsburg OHIO 43068

614/322-6858 Phone

That an amount of \$4000.00 is unappropriated from the Waste Water Fund and is appropriated as follows:

Acct#720.736.5102	\$1300.00	Wages
Acct#720.736.5151	\$2700.00	PERS Contribution

That an amount of \$180.00 is unappropriated from the Sewer Capacity Fund and is appropriated as follows:

Acct# 250.000.0093.5373	\$180.00	Auditor-Treasurer Fees
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That an amount of \$210.00 is unappropriated from the Sidewalk Construction Fund and is appropriated as follows:

Acct#420.000.0004.5653	\$189.00	Auditor Treasure Fees
Acct#420.000.005.5653	\$21.00	Auditor Treasure Fees

That an amount of \$75000.00 is unappropriated from the Visitor Bureau Fund and is appropriated as follows:

Acct#920.000.5527	\$75000.00	Misc Distribution
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That an amount of \$495.00 is unappropriated from the Brice/Main TIF Fund and appropriated as follows:

Acct#971.000.4002.5373	\$495.00	Auditor-Treasurer Fees
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That an amount of \$1135.00 is unappropriated from the Summit Rd TIF #1 Fund and is appropriated as follows:

Acct#973.000.4000.5373	\$1135.00	Auditor-Treasurer Fees
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Adopt as an Emergency at the Third Reading