

June 29, 2023

FINANCE COMMITTEE

July 5, 2023

Committee and Council Meetings can be viewed by accessing YouTube

Council Chambers

5:45pm

AGENDA

1. Consider **Resolution No. 23-65 Exp** APPROPRIATING MONIES FOR THE CURRENT EXPENSES OF THE MUNICIPAL CORPORATION
2. Consider **Resolution No. 23-66** APPROPRIATING MONIES FOR THE CURRENT EXPENSES OF THE MUNICIPAL CORPORATION
3. Other items at the discretion of the chair

Resolution No.23-65 Exp

BY: _____

A RESOLUTION APPROPRIATING MONIES FOR CURRENT EXPENSES OF THE MUNICIPAL CORPORATION

WHEREAS, to properly, efficiently and expeditiously conduct business of the City of Newark in the best interest of its citizens, there is an immediate requirement for a certain financial transaction as indicated.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NEWARK, COUNTY OF LICKING, STATE OF OHIO.

Section 1. There is hereby an appropriation of the unappropriated balance of the 221 Streets Fund, in the amount of \$12,000.00 (Temporary Services)

221.302.5230	Temporary Services	12,000.00
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Section 2. There is hereby an appropriation of the unappropriated balance of the 261 Court Computerization Fund, in the amount of \$11,315.07 (Expense for Kylie Humphrey while working as Deputy Clerk DocuScan Position)

261.167.5111	Salaries	8,248.01
261.167.5122	PERS	1,154.71
261.167.5124	Health	1705.95
261.167.5124110	NonAfscome Dental	72.35
261.167.5124400	Life	19.80
261.167.5126	Medicare	114.25

Section 3. There is hereby an appropriation of the unappropriated balance of the 100 General Fund, in the amount of \$23,838.54 (To cover newly created Grounds maintenance worker for 10 pay periods)

100.432.5111	Salaries	15,368.00
100.432.5122	PERS	2,151.52
100.432.5122100	PERS Pickup	768.40
100.432.5124	Health Insurance	4,609.85
100.432.5124100	Afscme Insurance	353.75
100.432.5126	Medicare	224.84
100.432.5127	Workers Comp	239.19

100.432.5319200	Afscme Reimbursement	Boot	125.00
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This resolution is a measure providing for an appropriation for current expenses of the municipal corporation; it shall go into effect pursuant to Section 4.07 of the Charter of the City of Newark, Ohio.

Adopted this _____ day of _____, 2023.

President of Council _____

Attest Clerk of Council _____

Date filed with Mayor _____

Date approved by Mayor _____

Mayor _____

Approved as to form Director of Law _____, _____

Finance Committee Request Form

Appropriate **From Unappropriated Balance of Specific Fund 221-Streets Fund Source

Fund	Dept	Object	Account Description	Amount
221	302	5230	Temporary Services	12,000.00
Total				\$12,000.00

Reason for Appropriations
Temporary Services

1. Verify with the Auditor's office to make sure there is a sufficient amount in the unappropriated balance of the fund.
2. Please enter Fund Source from which dollars will be appropriated - Number and Name.

Disappropriate

Fund	Dept	Object	Account Description	Amount
Total				\$0.00

Reason for Disappropriations

1. Disappropriations will need to be made if funds need removed from a salary account and moved into an operating account.
2. This can only be done if there are sufficient funds to cover remaining expenses in that account for the year.

Expedite - Waive Second Reading Yes No

Reason

Requester	Date <u>6-21-2023</u>		
Director	Date <u>6-21-23</u>	Approve <input checked="" type="checkbox"/>	Disapprove <input type="checkbox"/>
Mayor	Date <u>6-21-23</u>	Approve <input type="checkbox"/>	Disapprove <input type="checkbox"/>
Auditor	Date <u>6-22-23</u>	Approve <input checked="" type="checkbox"/>	Disapprove <input type="checkbox"/>

Finance Committee Action Date _____ Approve Disapprove

Finance Committee Request Form

Appropriate **From Unappropriated Balance of Specific Fund

261 - Court Computerization

Fund Source

Fund	Dept	Object	Account Description	Amount
261	167	5111	Salaries	8,248.01
261	167	5122	PERS	1,154.71
261	167	5124	Health	1,705.95
261	167	5124110	Non Afsome Dental	72.35
261	167	5124400	Life	19.80
261	167	5126	Medicare	114.25
Total				\$11,315.07

Reason for Appropriations

Expense for Kylie Humphrey while working as Deputy Clerk DocuScan position.

1. Verify with the Auditor's office to make sure there is a sufficient amount in the unappropriated balance of the fund.
2. Please enter Fund Source from which dollars will be appropriated - Number and Name.

Disappropriate

Fund	Dept	Object	Account Description	Amount
Total				\$0.00

Reason for Disappropriations

1. Disappropriations will need to be made if funds need removed from a salary account and moved into an operating account.
2. This can only be done if there are sufficient funds to cover remaining expenses in that account for the year.

Expedite - Waive Second Reading

Yes

No

Reason

Requester _____ Date _____

Director Marcia J. Phelps Date 6/21/23

Mayor [Signature] Date 6-26-23

Auditor [Signature] Date 6-27-23

Approve

Disapprove

Approve

Disapprove

Approve

Disapprove

Finance Committee Action

Date _____

Approve

Disapprove

Finance Committee Request Form

Appropriate **From Unappropriated Balance of Specific Fund 100 - GF Fund Source

Fund	Dept	Object	Account Description	Amount
100	432	5111	Salaries	15,368.00
100	432	5122	PERS	2,151.52
100	432	5122100	PERS Pickup	768.40
100	432	5124	Health Insurance	4,609.85
100	432	5124100	Afscme Insurance	353.75
100	432	5126	Medicare	222.84
100	432	5127	Workers Comp	239.19
100	432	5319200	Afscme Boot Reimbursement	125.00
Total				\$23,838.54

Reason for Appropriations
 To cover newly created Grounds Maintenance Worker for 10 pay periods.

1. Verify with the Auditor's office to make sure there is a sufficient amount in the unappropriated balance of the fund.
2. Please enter Fund Source from which dollars will be appropriated - Number and Name.

Disappropriate

Fund	Dept	Object	Account Description	Amount
Total				\$0.00

Reason for Disappropriations

1. Disappropriations will need to be made if funds need removed from a salary account and moved into an operating account.
2. This can only be done if there are sufficient funds to cover remaining expenses in that account for the year.

Expedite - Waive Second Reading Yes No

Reason

Requester <i>[Signature]</i>	Date <i>6.22.23</i>		
Director <i>[Signature]</i>	Date <i>6.26.23</i>	Approve <input checked="" type="checkbox"/>	Disapprove <input type="checkbox"/>
Mayor <i>[Signature]</i>	Date <i>6.27.23</i>	Approve <input checked="" type="checkbox"/>	Disapprove <input type="checkbox"/>
Auditor <i>[Signature]</i>	Date <i>6.28.23</i>	Approve <input checked="" type="checkbox"/>	Disapprove <input type="checkbox"/>

Finance Committee Action Date _____ Approve Disapprove

Resolution No.23-66

BY: _____

A RESOLUTION APPROPRIATING MONIES FOR CURRENT EXPENSES OF THE MUNICIPAL CORPORATION

WHEREAS, to properly, efficiently and expeditiously conduct business of the City of Newark in the best interest of its citizens, there is an immediate requirement for a certain financial transaction as indicated.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NEWARK, COUNTY OF LICKING, STATE OF OHIO.

Section 1. There is hereby an appropriation of the unappropriated balance of the 100 General Fund, in the amount of \$150,000.00 (Request appropriation to hire 4 additional firefighters effective 8.1.23 and to outfit them with gear and uniforms)

100.205.5111	Salaries Uniformed	65,735.64
100.205.5121	Pension	15,776.35
100.205.5124	Health Insurance	36,880.00
100.205.5124.110	Health Insurance, non AFSCME	580.00
100.205.5124.400	Life Insurance	220.00
100.205.5126	Medicare	953.17
100.205.5127	Workers Comp	1,023.11
100.205.5117	Holiday Bank	7,608.27
100.205.5238.999	Quartermaster	1,600.00
100.204.5311	Fire Supplies	19,623.46

Section 2. There is hereby an appropriation of the unappropriated balance of the 100 General Fund, in the amount of \$693.75 (Requesting funds be appropriated into the equipment supply account from the sale of hose nozzles/tips on Gov Deals)

100.204.5331	Equipment Supplies	693.75
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Section 3. There is hereby an appropriation of the unappropriated balance of the 661 Sewer Department Fund, in the amount of \$100,000.00 (Replace 300 feet of damaged sanitary sewer clay pipe on Church Street between 2nd and 3rd St. as part of East Church St. Storm water improvements project)

661.712.5522	Sewer Lines	100,000.00
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This resolution is a measure providing for an appropriation for current expenses of the municipal corporation; it shall go into effect pursuant to Section 4.07 of the Charter of the City of Newark, Ohio.

Adopted this _____ day of _____, 2023.

President of Council _____

Attest Clerk of Council _____

Date filed with Mayor _____

Date approved by Mayor _____

Mayor _____

Approved as to form Director of Law _____, _____

Finance Committee Request Form

Appropriate **From Unappropriated Balance of Specific Fund 100 Fund Source

Fund	Dept	Object	Account Description	Amount
100	205	5111	Salaries, Uniformed	65,735.64
100	205	5121	Pension	15,776.35
100	205	5124	Health Insurance	36,880.00
100	205	5124.110	Health Insurance, Non AFSCME	580.00
100	205	5124.400	Life Insurance	220.00
100	205	5126	Medicare	953.17
100	205	5127	Workers Comp	1,023.11
100	205	5117	Holiday Bank	7,608.27
Total				\$128,776.54

Reason for Appropriations
 Page 1 of 2 Request appropriation to hire four (4) additional firefighters effective 8.1.23 and to outfit them with gear and uniforms.

1. Verify with the Auditor's office to make sure there is a sufficient amount in the unappropriated balance of the fund.

2. Please enter Fund Source from which dollars will be appropriated - Number and Name.

Disappropriate

Fund	Dept	Object	Account Description	Amount
Total				\$0.00

Reason for Disappropriations

1. Disappropriations will need to be made if funds need removed from a salary account and moved into an operating account.

2. This can only be done if there are sufficient funds to cover remaining expenses in that account for the year.

Expedite - Waive Second Reading Yes No

Reason

Requester	Date <u>27 JUN 2023</u>	
Director	Date <u>6/28/23</u>	Approve <input checked="" type="checkbox"/> Disapprove <input type="checkbox"/>
Mayor	Date <u>6.28.23</u>	Approve <input checked="" type="checkbox"/> Disapprove <input type="checkbox"/>
Auditor	Date <u>6-28-23</u>	Approve <input checked="" type="checkbox"/> Disapprove <input type="checkbox"/>

Finance Committee Action Date _____ Approve Disapprove

Finance Committee Request Form

Appropriate, **From Unappropriated Balance of Specific Fund 100 Fund Source

Fund	Dept	Object	Account Description	Amount
100	205	5238.999	Quartermaster	1,600.00
100	204	5311	Fire supplies	19,623.46
Total				\$21,223.46

Reason for Appropriations
 Page 2 of 2 Request appropriation to hire four (4) additional firefighters effective 8.1.23 and to outfit them with gear and uniforms.

1. Verify with the Auditor's office to make sure there is a sufficient amount in the unappropriated balance of the fund.
2. Please enter Fund Source from which dollars will be appropriated - Number and Name.

Disappropriate

Fund	Dept	Object	Account Description	Amount
Total				\$0.00

Reason for Disappropriations

1. Disappropriations will need to be made if funds need removed from a salary account and moved into an operating account.
2. This can only be done if there are sufficient funds to cover remaining expenses in that account for the year.

Expedite - Waive Second Reading Yes No

Reason

Requester FIC Date 27 JUN 2023

Director Date 6/28/23 Approve Disapprove

Mayor Date 6.28.23 Approve Disapprove

Auditor Date 6-28-23 Approve Disapprove

Finance Committee Action Date _____ Approve Disapprove

Finance Committee Request Form

Appropriate <small>**From Unappropriated Balance of Specific Fund</small>			100	Fund Source
Fund	Dept	Object	Account Description	Amount
100	204	5331	Equipment supplies	693.75
Total				\$693.75

Reason for Appropriations
 Requesting funds be appropriated into the equipment supply account from the sale of hose nozzles/tips on Gov Deals

1. Verify with the Auditor's office to make sure there is a sufficient amount in the unappropriated balance of the fund.

2. Please enter Fund Source from which dollars will be appropriated - Number and Name.

Disappropriate				
Fund	Dept	Object	Account Description	Amount
Total				\$0.00

Reason for Disappropriations

1. Disappropriations will need to be made if funds need removed from a salary account and moved into an operating account.

2. This can only be done if there are sufficient funds to cover remaining expenses in that account for the year.

Expedite - Waive Second Reading Yes No

Reason

Requester <i>[Signature]</i> Date <u>27 JUN 2023</u>		
Director <i>[Signature]</i> Date <u>6/28/23</u>	Approve <input checked="" type="checkbox"/>	Disapprove <input type="checkbox"/>
Mayor <i>[Signature]</i> Date <u>6.28.23</u>	Approve <input checked="" type="checkbox"/>	Disapprove <input type="checkbox"/>
Auditor <i>[Signature]</i> Date <u>6-28-23</u>	Approve <input checked="" type="checkbox"/>	Disapprove <input type="checkbox"/>

Finance Committee Action Date _____ Approve Disapprove

Finance Committee Request Form

Appropriate **From Unappropriated Balance of Specific Fund				661	Fund Source
Fund	Dept	Object	Account Description	Amount	
661	712	5522	Sewer Lines	100,000.00	
Total				\$100,000.00	
Reason for Appropriations					
Replace 300 feet damaged sanitary sewer clay pipe on Church St between 2nd and 3rd St as part of East Church St Stormwater Improvements project					
<div style="display: flex; justify-content: space-between;"> <div style="width: 60%;"> <p>1. Verify with the Auditor's office to make sure there is a sufficient amount in the unappropriated balance of the fund.</p> <p>2. Please enter Fund Source from which dollars will be appropriated - Number and Name.</p> </div> </div>					

Disappropriate					
Fund	Dept	Object	Account Description	Amount	
Total				\$0.00	
Reason for Disappropriations					
<div style="display: flex; justify-content: space-between;"> <div style="width: 60%;"> <p>1. Disappropriations will need to be made if funds need removed from a salary account and moved into an operating account.</p> <p>2. This can only be done if there are sufficient funds to cover remaining expenses in that account for the year.</p> </div> </div>					

Expedite - Waive Second Reading	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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Reason

Requester <i>B. J. Fee</i>	Date <i>6/28/23</i>		
Director <i>D. J. Rhodes</i>	Date <i>6/28/23</i>	Approve <input checked="" type="checkbox"/>	Disapprove <input type="checkbox"/>
Mayor <i>[Signature]</i>	Date <i>6.28.23</i>	Approve <input checked="" type="checkbox"/>	Disapprove <input type="checkbox"/>
Auditor <i>[Signature]</i>	Date <i>6-28-23</i>	Approve <input checked="" type="checkbox"/>	Disapprove <input type="checkbox"/>

Finance Committee Action	Date _____	Approve <input type="checkbox"/>	Disapprove <input type="checkbox"/>
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