



CITY OF TWINSBURG, OHIO

Finance Committee Meeting

Tuesday, January 25, 2022

6:00 PM

Meeting Called to Order: Mr. Greg Bellan called meeting to order at 6:00 PM.

Roll Call: Mr. Scaffide, Mr. Furey, Mrs. Walker, Mr. Post, Mrs. Labbe, Mr. Bellan, Mr. Barr, Ms. Buccigross, Mayor Yates, Mr. Vazzana

2. Audience Participation: None

3. Approval of December 14, 2021 Finance Committee Minutes: A Motion to approve the 12/14/2021 meeting minutes presented. Mr. Post seconded the Motion. Minutes were approved unanimously as submitted.

4. 2022 Permanent Appropriation Presentations:

Golf Pro Shop – Bryan Mineard

2022 Course Revenues are budgeted at \$1.3M

- Season Revenues are heavily dependent on weather.
- All Course fees will potentially increase 1-3% in 2022 from 2021 (\$1.28M).

Temporary Appropriation Changes

- Add \$30,000 in Revenues based on above.
- Add \$27,000 to Professional Services - This is needed to cover the credit card fee.

Total 2022 Permanent Request = \$515,400.00

- 2021 Ending Budget was \$468,830, 10% increase
- Portion of Increase is due to \$25,000 Battery Replacement for Golf Carts – Phase 1.

Restaurant & Banquet services will continue to be provided by JJB (Burntwood)

- Rent and Utility share income will be \$102,000 in addition to \$1.3M Course Revenues.

Clubhouse Bond is paid by the General Bond Payment Fund in the amount of \$401,844.26 for 2022.

Golf Maintenance – Jim Roberts

Temporary Appropriation Changes:

- Operating cost additions: \$19,500 for expected increases in Utilities, Misc. Contractual, Operating Supplies (chemicals, fuel, etc.), and Repairs and Maintenance.
- Capital Cost Additions: \$24,500 total increase. Items that had a higher price.
 - \$4,500 Additional for Golf Cart = new total is \$18,500
 - \$20,000 Additional for Rough Mower = new total is \$80,000

Total 2022 Permanent Request = \$979,350

- 2021 Ending Budget was \$780,750, 25% increase
- Majority of Increase is cost of Capital = no Capital was approved in 2021, 2022 is \$195,000.

Anticipated Subsidy for Golf Course is \$147,750

Parks & Recreation/Seniors/Fitness – Jennifer Betenson

Budget includes costs to hold Events and Activities including: Rock the Park, Special Events, and Camp(s).

- Some Events and Activities are self-supporting.
- The department is anticipating a “normal” Events and Camp Season. Bussing will be provided for field trips only, camp fees will increase.

Temporary Appropriation Changes:

- Add \$20,000 to update Holiday Display items, nativity scene, etc. This will include the Fitness Center and Fire Stations.
- Capital: Removed RTP Bridge Construction \$100,000
 - EPA study is in Budget for \$15,000.
 - Possible use of funds for Bathroom and/or Playgrounds – Service Budget.

Total 2022 Permanent Request = \$673,505

- 2021 Ending Budget was \$781,975 (13%) Decrease

Senior Center

- Anticipating a “normal” operation and Field Trip
 - Field Trip Revenues and Expenses have been updated to cover costs.
 - \$13,000 added to both Revenue and Expense.
- Total 2022 Permanent Request = \$192,590
 - 2021 Ending Request was \$172,070, 12% increase
 - Increase due in part to the updated Field Trip Budget.

Fitness Center

- Updated Marketing and Programming plan will be implemented for 2022
 - New Membership options offer a more inclusive plan
 - Annual Membership rates increased 3%.
 - Focus on renting the Fitness Center fieldhouse space.
- Temporary Appropriations Include:
 - \$40,000 Reduction in Salaries and Wages – No Kid Park planned.
 - Initial Design on Roof and Pool Pak Capital Investment is included in budget at \$22,000
- Total 2022 Permanent Request = \$1,394,245
 - 2021 Ending Budget was \$1,261,855, 10% increase
 - Additional FT staff and Capital Expense are the main reasons for Budget Increase.
- Anticipated 2022 Subsidy: \$160,245

5. 2021 Financial Review: With accompanying slides, Mrs. Buccigross reviewed revenue updates and expense items as previously discussed. Sarah noted that we have an increase in General Fund reserves \$661,944.91. This increase in General Fund reserves will be helpful as Work from Home Impact is determined. The Sewer Revenue and Sewer Improvement Fund reserves increased by \$3,758,450.68 – Multiyear WWTP Capital Planning will be reviewed at March Finance Committee meeting. ARPA Funds of \$987,592.99 received in 2021.

-Income Tax & Pandemic Relief: Work from Home Impact is greatest concern in 2022 in relation to Income Tax collections. RITA continues to provide information regarding Work from Home changes.

-Relief Funding: Second half of ARPA Relief is expected in 2022 for \$987,592.99. No additional Relief Funding is expected to be received in 2022 or ongoing.

-Enterprise Funds

Golf Course: 2021 Total Subsidy: \$55,500; 2020 Total Subsidy: \$540,000

Fitness: 2021 Total Subsidy- \$94,000; 2020 Total Subsidy- \$510,850

6. Comments / Questions: None presented

7. Miscellaneous:

A. Credit Card Reporting: This information is presented to Finance Committee for review. There are no changes reported.

B. Work from Home Update: Cardinal Health has plans to make Work from Home options permanent. This will result in about a 90% loss of employees working in the City of Twinsburg. Larry Finch and Mayor Yates are keeping the lines of communication open with local businesses to determine return to work plans. Local landlord expects to have a local employer discontinue their lease. Many smaller businesses continue to have work from home options.

8. Next Meeting Date: February 22, 2022.

10. Adjournment: Mr. Bellan adjourned meeting at 6:56 PM.