

CITY OF TWINSBURG, OHIO

CAPITAL IMPROVEMENTS BOARD / FINANCE COMMITTEE MINUTES

August 29, 2023

Call to Order

Bill Furey called the meeting to order at 5:30 pm.

1. Roll Call

Present: Sharyn Price, Shelley Shipley, John Blust, Maureen Stauffer

Also present: Sam Scaffide – Mayor, Council Member – Bill Furey
Christina Conway – Finance Director

2. Audience Participation: None presented

3. Approval of Minutes from 09/13/2022:

Sharyn Price motioned to approve the September 13, 2022 minutes as written. Shelley Shipley seconded the motion. The motion passed unanimously.

4. Swearing in of New Members:

5. Election of Chairperson:

Shelley Shipley nominated Sharyn Price, as Chairperson. Blessed seconded the motion. The motion passed unanimously.

6. Review of 2023 Capital Requests: Refer to Powerpoint handout.

7. Introduction of 2024 Capital Requests:

- Police & Fire Levy Fund
 - Limited by the amount of revenue collected based on property tax.
 - Limited by the obligation to fund the police and fire pensions (Employer portion is 19.5% and 24% respectively)
- Anticipated 2024 collection amount for P&F Levy Fund - \$1,755,681
 - Total estimated obligation for police and fire pensions - \$1.0 million
 - This leaves \$755,000 remaining for capital expenditures
 - However, for 2024 there is \$345,500 in pre-committed projects leaving \$409,500

8. Department Heads – 2024 Capital Budget Requests:

A. Christina Conway (for Chief Bosso, who is out of state), Fire Department

- *Medium Duty Advanced Life Support Ambulance:*
 - Option #1 – replace the entire med unit (\$375,000)
 - Option #2 – put a current med unit “box” on a new chassis, saving \$100,000 (\$275,000)

- *Response Vehicle for Station #2: \$60,000*
 - The current utility/response vehicle (2007 Dodge RAM crew cab) cannot be used for emergency response due to its light-weight
 - The replacement SUV will be transferred to the Fire Chief as a response vehicle
 - The current shift command will move to Station #2 as their chase and response vehicle
 - The current chief's vehicle (2023 For Expedition) will be reassigned as the new shift command vehicle

B. Chief Tom Mason, Police Department

- *Cruiser Fleet Replacement Year 1 of 3: \$205,000*
 - Replacing 7 fleet cruisers and 1 supervisor truck. The police department likes to replace the fleet every three years. Most vehicles will have over 100,000 miles by then.
 - The State of Ohio bid is currently open for the 2024 purchasing year. Update: Christina was notified that the bid is closed and will be open for the 2025 purchasing year.
- *Detective Bureau Lease Year 1 of 2: \$12,000*
 - Annual estimated cost: \$11,986
 - Two current leases expire in 2024
- *Intoximeter: \$12,000*
 - Estimated cost is \$11,767.50
 - The current BAC machine becomes obsolete at the end of 2023. The Ohio Department of Health recommends the Intoximeter to replace it
- *Portable Radio Replacement Year 1 of 6: \$46,000*
 - Current portable radios will no longer be supported for firmware/software updates at the end of 2023
 - Annual cost is \$45,478.21 (6 year payment option from Motorola)
- *Addition-Women's Restroom Build out: \$80,000*
 - Estimated cost is \$80,000 (For an outside contractor to do all aspects of the building (top to bottom). Chief will be talking to the Service Department to see what parts of the project they could do to save the city some money.
 - There is currently only one women's restroom in the department and the number of female employees has increased
 - Would involve a portion of the PD's unused garage space and renovation.

9. Miscellaneous: None

10. Adjournment: Motion to adjourn the meeting passed unanimously.

Next Meeting: September 5, 2023 at 5:30 pm.