

CITY OF TWINSBURG, OHIO

CAPITAL IMPROVEMENTS BOARD / FINANCE COMMITTEE MINUTES

August 31, 2021

CALL TO ORDER:

Bryan Waldorf called the meeting to order at **5:30 pm.**

1. ROLL CALL:

Present: Sharyn Price, Shelly Shipley, Eric Hornyak, Bryan Waldorf, Charles Kane
Council members present: Sam Scaffide

Also present: Sarah Buccigross – Finance Director

2. AUDIENCE PARTICIPATION: None presented

3. SWEARING IN OF MEMBERS

4. ELECTION OF CHAIRPERSON AND VICE-CHAIRPERSON:

Bryan Waldorf nominated and unanimously appointed Chairperson.
Sharyn Price nominated and unanimously appointed Vice-Chairperson.

5. APPROVAL OF MINUTES FROM 09/15/2020:

MOTION TO APPROVE THE SEPTEMBER 15, 2020 MINUTES AS WRITTEN.
The motion was seconded and passed unanimously.

6. INTRODUCTIONS AND REVIEW OF SCHEDULE: The Capital Improvement Board (CIB) reviews Capital requests made by department during the initial stages of the budget process. Capital requests are items that are over \$5,000 and have a useful life of five years or more. Department Heads present their requests and the reasons for them and CIB members vote on whether these items will be recommended to the Finance Committee for approval in the 2022 budget.

The schedule for Department presentations and upcoming meetings is attached with documents presented to committee members.

7. SUMMARY OF INITIAL 2022 REQUESTS:

- Ms. Buccigross reviewed the new packets that were distributed to each board member. It is noted that the Building Department and the Mayor's Office/Council will not present to the CIB. Their requests are comparatively low to other departments. Any questions regarding these specific requests will be forwarded to these departments.
- The 2022 Total Request Amounts by Fund is a breakdown showing how each fund will pay for departmental requests. Sarah will provide revenue sources for CIB members.
- Committed Lease Payments: Total lease payments is \$339,600. This includes police cruisers, detective vehicles, fire engine, LifePak monitors and Fitness equipment.

8. Department Heads – 2022 Capital Budget Requests:

A. Jennifer Betenson, Director of Park and Recreation

i. **Parks and Recreation / Seniors:**

Amphitheater Bridge Replacement: This is an ADA compliance component request. There needs to be Amphitheater Bridge replacement for approximately \$100,000. This is an estimate and is for Phase One of a six phase project for accessibility. We can do some of this in-house. The entire project could cost approximately \$700,000, but the bridge accessibility is priority one. Jennifer will forward the final numbers for 2021 Rock the Park concert season as requested.

Senior Center: The Community Center building is aging. P & R would like to replace the original flooring for \$40,000 and the original furniture for \$20,000, making the space easier to clean and more accessible to seniors. American Rescue Funds may be able to help pay for this as it relates to Covid-19. The Senior Center vehicle request can be put on hold at this time.

ii. **Fitness Center:**

Chemtrol Unit and Diamond Brite Pool covering can be postponed until 2024. *Equipment Lease* is in year 4 of a 5 year lease. This will be evaluated in the future.

Parking Lot Resurfacing, \$120,000 needs to be a priority.

Pick-up Truck request can also be postponed. This request will be evaluated and determined by the Service Department.

B. Jim Roberts, Director of Golf Maintenance

i. **Golf Maintenance:** These are all replacement items.

Pick Up Truck request will be evaluated by the Service Department.

Reel Grinder: \$47,000 This equipment cuts the turf on greens, tees and fairways. We can no longer get parts for repairs for the 1996 unit we currently have.

Pull Behind Blower: \$9,500 This is a pull behind blower to clean debris off the golf course and practice area. This will expedite the cleaning debris process. The current unit is a 2001 and needs replaced.

Rotary Rough Mower: \$60,000 This is to replace a 2006 mower. This unit mows the rough grass around the course. Our current mower is no longer in production, parts and repairs will be difficult. This request will go to bid for the best price from vendors. The equipment is projected to last 15+ years.

Utility Golf Cart: \$14,000 to replace a 1992 unit. It is needed to use for light weight equipment (shovels, hoses, etc.) It is difficult to get repair parts for currently outdated unit.

9. MISCELLANEOUS: None

10. ADJOURNMENT: MOTION TO ADJOURN THE MEETING passed unanimously.