

City Council Work Session Agenda **MINUTES**

January 18th, 2024

6:30 pm

1. Planning and Zoning Administrator, Bill Jones
 - a. Discuss Motion
 - i. Regarding appointing Kasey Bishop to the Planning Commission
 - b. Discuss Planning Commission Meeting
 - ii. Regarding Amending Section 1252.14 and Repealing Section 1258.08
 - a. Mr. Jones Discussed adding a second reading to the provided ordinances on March 7th and to add a public hearing on March 7th with a public notice 30 days beforehand.
2. Service Director, Rob Leichman
 - a. Discuss Motion
 - i. Regarding Christina Lucas to the Parks and Recreation Board.
 - a. Discussed Christina Lucas who is currently an alternate board member, Mr. Leichman added that the parks board requested to City Council to swear her in, so she could be moved to a permanent seat on the board.
 - ii. Regarding, authorizing the City Manager to purchase a 2024 Dodge Ram 1500 quad cab pick-up truck.
 - a. Mr. Leichman Discussed a motion authorizing the City Manager to purchase a 2024 Dodge Ram 1500 quad cab-pick-up truck from Cronin Chrysler-Dodge-Jeep-Ram Inc. At a total cost of \$43,632.00. This was requested and budgeted for the year 2023. Mr. Leichman noted that as the staff grows so does the need for vehicles. The truck will be used by the operator that is in charge of the water operating plant. The 2020 Dodge Ram will then be used for a mower truck and will be used for those in need of assistance when it comes to mowing.
3. Finance Director Matthew Mesisklis
 - a. Discuss Correspondence (**See Attached**)
 - i. Regarding December Financial Snapshot
 - a. Mr. Mesisklis discussed the year end December 31st, 2023 Financial Snapshot, the original budget and the general fund is \$4,557,000 the actual spent throughout the year was \$9,532,000, this was due to excesses in that fund that were appropriated specifically \$1.5 million was going towards payoff of debt in the water fund that was in advance out. \$3 million was a strategic transfer of the capital improvement fund. Mr. Mesisklis added there were also property purchased that occurred throughout the year. Mr. Mesisklis then highlighted funds that were not particularly in use, such as the Water Improvements Fund, Water Rate Stabilization, Special Assessment, those funds have not been used in several years and those balances were far back as of 2012. Mr.

Mesisklis put a journal entry and expensed those funds. Mr. Mesisklis then addressed other utility funds that came in and purchase orders that can still be open at the end of the year that can be used from the year 2023 budget, Mr. Mesisklis gave an example of the sewer revenue fund, the original budget was \$1.9 million through the year end, \$1,483,000 was spent. Purchase orders can be still made from this budget such as sewer projects. Mr. Mesisklis conclude by addressing major revenues. Income Tax revenue was estimated 3.6 million year to date received was just under 5. In totality with major funds, there was a 7.3% increment compared.

- a. Discuss Ordinance
 - i. Regarding, an ordinance restricting fund 202-municipal motor vehicle license fund. **(Second Reading)**
 - a. Mr. Mesisklis discussed an ordinance restricting fund 202 municipal motor vehicle license fund. Mr. Mesisklis added this ordinance restricts those new revenues from the \$5 license plate fee to be expensed only for concrete purposes.

City Manager, Marcos Nichols

- a. Discuss Ordinance
 - i. Regarding, amending section 660.05, duty to keep sidewalks in repair and clean of the code of ordinances of the city of Trenton. **(Second Reading)**
 - a. Mr. Nichols discussed amending section 660.05 and removing sidewalks and curbs and the owner is responsible for the driveway apron. Mr. Nichols also clarified that if there was excess money, that would be put towards sidewalks.
- b. Executive Session Request
 - i. To consider confidential information related to marketing plans, specific business strategy, production techniques, trade secrets, or personal financial statements of an applicant for economic development assistance.
 - ii. Purchase of property for public purposes
 - iii. To consider the employment or compensation of a public employee

Motion – To go into executive session for the reasons noted.

(Roll Call Vote) 1st Vice Mayor Woodrey 2nd Ms. Montgomery Time: 6:43PM
 YAYS: Perry, Woodrey, Croucher, Montgomery, Nichols, Combs, Perry (7)
 NAYS: (0)
 ABSTAIN: (0)
 ABSENT: (0)

Motion – That the meeting be adjourned.

(Roll Call Vote) 1st Vice Mayor Woodrey 2nd Ms. Montgomery Time: 7:27PM
 YAYS: Perry, Woodrey, Croucher, Montgomery, Nichols, Combs, Perry (7)
 NAYS: (0)
 ABSTAIN: (0)
 ABSENT: (0)

DECEMBER 31, 2023 - CITY OF TRENTON FINANCIAL SNAPSHOT

Fund Name	Original Budget (2023)	YTD Spent (2023)	% Spend	Revenue Estimate	YTD Received	% Received	CASH Remaining	CASH Policy
011 GENERAL FUND	\$ 4,557,500	\$ 9,532,878	209.2%	\$ 5,085,826	\$ 7,763,084	152.6%	\$ 3,605,859	\$ 1,264,480
023 WATER DEBT SERVICE FUND	\$ 3,063,782	\$ 2,553,093	83.3%	\$ 3,063,781	\$ 2,737,176	89.3%		
025 WATER IMPROVEMENTS FUND		\$ 4,723					\$ 300,000	\$ 300,000
026 WATER REVENUE FUND	\$ 3,580,459	\$ 4,110,361	114.8%	\$ 2,204,638	\$ 4,179,721	189.6%	\$ 1,303,179	\$ 649,142
027 WATER RATE STABILIZATION FUND		\$ 4,723					\$ 300,000	\$ 300,000
028 UTILITY CREDIT MEMO		\$ 784		\$ 25,715	\$ 784	3.0%	\$ 29,486	\$ 30,000
036 WATER SYSTEM RESERVE FUND	\$ 13,600	\$ -	0.0%	\$ 200,000	\$ 173,839	86.9%	\$ 975,299	\$ 300,000
050 UTILITY DEPOSIT TRUST FUND	\$ 57,148	\$ 61,148	107.0%	\$ 51,875	\$ 80,250	154.7%	\$ 236,087	
066 SEWER REVENUE FUND	\$ 1,898,419	\$ 1,483,988	78.2%	\$ 1,787,296	\$ 1,839,661	102.9%	\$ 981,084	\$ 579,302
076 SEWER RESERVE FUND	\$ 155,000	\$ 451,858	291.5%	\$ 60,080	\$ 154,400	257.0%	\$ 3,502,307	\$ 300,000
096 REFUSE REVENUE FUND	\$ 1,171,205	\$ 1,220,821	104.2%	\$ 1,264,047	\$ 1,251,967	99.0%	\$ 597,249	
102 STREET MAINTENANCE & REPAIR FUND	\$ 3,080,393	\$ 338,841	11.0%	\$ 1,958,877	\$ 2,045,272	104.4%	\$ 1,003,516	
132 PARKS & RECREATION IMPROVEMENTS FUND	\$ 302,601	\$ 245,740	81.2%	\$ 343,592	\$ 452,658	131.7%	\$ 140,967.00	
165 SPECIAL ASSESSMENT BOND FUND		\$ 34,887.07			\$ -		\$ -	
166 STORMWATER PHASE II FUND	\$ 266,170	\$ 35,615	13.4%	\$ 262,000	\$ 305,251	116.5%	\$ 141,185	\$ 155,371
192 COUNTY MOTOR VEHICLE LICENSE FUND	\$ 157,000	\$ 157,000		\$ 157,000	\$ 157,000	100.0%	\$ -	
202 MUNICIPAL MOTOR VEHICLE LICENSE FUND	\$ 280,000	\$ 280,000		\$ 95,515	\$ 102,068	106.9%	\$ 22,507	
212 CITY EMPLOYEE FUND		\$ 913		\$ 258	\$ -	0.0%	\$ -	
218 POLICE LEVY FUND	\$ 2,809,404	\$ 3,318,735	118.1%	\$ 1,496,240	\$ 1,445,286	96.6%	\$ 932	
222 FIRE LEVY FUND	\$ 1,303,780	\$ 1,216,197	93.3%	\$ 1,217,295	\$ 1,234,165	101.4%	\$ 785,643	
223 FIRE LEVY - CAPITAL & DEBT FUND	\$ 590,814	\$ 587,728	99.5%	\$ -	\$ 40,000		\$ 166,542	
224 FIRE DEPOSIT ESCROW FUND	\$ 10,300	\$ 66,572	646.3%	\$ 10,300	\$ 147,243	1429.5%	\$ 108,771	
226 CASH BOND DEPOSIT FUND	\$ 290,514	\$ 713	0.2%	\$ 321,601	\$ 104,785	32.6%	\$ 107,462	
228 COMMUNITY NIGHT OUT FUND		\$ 7,036						
234 GENERAL CAPITAL IMPROVEMENT FUND	\$ 96,288	\$ 60,714	63.1%	\$ -	\$ 3,032,500		\$ 3,068,114	
241 AMERICAN RESCUE PLAN ACT FUND					\$ -		\$ 398,366	\$ 390,768.97
250 GENERAL STABILIZATION RESERVE FUND					\$ -		\$ -	
251 PROPERTY REHABILITATION FUND	\$ 75,150	\$ 17,200	22.9%	\$ -	\$ 34,818		\$ 171,579	
252 MAYOR'S COURT CAPITAL IMPROVEMENTS FUND	\$ 3,605		0.0%	\$ 2,183	\$ 2,777	127.2%	\$ 25,584	
253 TAX INCREMENT EQUIVALENT FUND	\$ 2,165,540	\$ 418,728	19.3%	\$ 687,193	\$ 562,427	81.8%	\$ 2,446,639	
254 MUNICIPAL BUILDING PROJECT FUND		\$ 274					\$ -	
255 TIF - CARVANA INDUSTRIAL PARK	\$ 200,000	\$ -	0.0%	\$ 300,000	\$ -	0.0%	\$ -	
256 TIF- MAGNODE INDUSTRIAL PARK	\$ 140,000	\$ -	0.0%	\$ 200,000	\$ -	0.0%	\$ -	
402 LAW ENFORCEMENT TRUST FUND	\$ 22,500	\$ 6,590	29.3%	\$ 3,455	\$ 3,811	110.3%	\$ 28,228	
422 DRUG LAW ENFORCEMENT FUND	\$ 1,545	\$ -	0.0%				\$ -	
432 FEDERAL ASSET FORFEITURE FUND		\$ -			\$ -		\$ 2,275	
442 LAW ENFORCEMENT & EDUCATION FUND	\$ 91	\$ -	0.0%	\$ 1,172	\$ -	0.0%	\$ -	
518 UNCLAIMED MONEYS--TRUST FUND	\$ 521	\$ -	0.0%	\$ 572	\$ 2,513	439.3%	\$ 6,293	
890 EMPLOYEE TERMINATION BENEFITS FUND	\$ 18,517	\$ 20,105	108.6%	\$ 41,733	\$ 33,875	81.2%	\$ 158,085	\$ 143,361
Grand Total	\$ 26,304,315	\$ 26,237,965	99.7%	\$ 20,842,245	\$ 27,887,331	133.8%	\$ 20,613,239	\$ 4,412,425

MAJOR REVENUES	Revenue Est.	YTD Received	% Rec.
INCOME TAX + Penalties (Net)	\$ 3,612,000	\$ 4,901,980	135.7%
PROPERTY TAX / PILOT / ROLLBACK	\$ 3,741,583	\$ 3,127,133	83.6%
WATER SERVICE	\$ 2,183,655	\$ 2,319,706	106.2%
SEWER SERVICE	\$ 1,742,896	\$ 1,775,959	101.9%
REFUSE SERVICE	\$ 1,260,132	\$ 1,251,967	99.4%
INTEREST	\$ 675,000	\$ 851,633	126.2%
GAS TAXES	\$ 653,186	\$ 700,240	107.2%
VEHICLE REGISTRATION (STATE, COUNTY, CITY)	\$ 357,584	\$ 335,888	93.9%
TOTAL - MAJOR SOURCES	\$ 14,226,036	\$ 15,264,506	107.3%

Bank	Statement Balance	Month Interest
1st Financial	\$ 1,477,526	
StarOhio	\$ 1,622,471	\$ 7,645
Redtree Financial	\$ 17,597,716	\$ 62,092
Huntington	\$ 46,109	\$ 1,508
TOTAL BANK STATEMENT BALANCE	\$ 20,743,823	\$ 71,245
TOTAL DEPOSITS-IN-TRANSIT	\$ 34,315.34	
TOTAL BOOK FUND BALANCE	\$ 20,613,239	
Month-end credit memos available	\$ 29,486.00	
TOTAL MONTH-END UNCLEARED CHECKS	\$ 246,988	
		% Difference
NET DIFFERENCE (BOOK OVER BANK)	\$ (52,603)	-0.25%
		Audit Limit %
		7%

The City of Trenton has several funds, dedicated to various purposes of local governance. These funds have distinct revenues which they are allowed to collect, and equally-distinct categories of spending that each fund can be used to provide for projects and city operations. As good stewards of public finances, the City has policies within its various funds to maintain minimum balances based on spending trends. These policies allow Trenton's operations to remain efficient and intact even in times of crisis. Ample reserves also contribute the City's respectable Bond rating of Aa3, which promotes access to low-interest debt to complete large-scale projects without undue debt burden. Reserves also allow for the collection of interest revenue to further improve the City's financial security. The City holds its funds in StarOhio - Ohio's Local Government Investment Pool - which operates as a liquid money-market fund. The City also invests in securities such as CDs, Municipal Bonds, Treasury Bonds, and Commercial Paper for more aggressive yields with its investment advisor, RedTree Financial. To maximize returns, funds are held in common with investment advisors and then interest earnings are distributed to those marked in bold above on a monthly basis. This report is updated and presented to City Council monthly.

As recommended by the Ohio Auditor of State, these statements are prepared monthly and provided to the public for accountability purposes