

MINUTES OF THE FINANCE COMMITTEE
October 2, 2017
Council Conference Room

Present: Councilmembers Bullock, Nowlin, & O'Malley

Also Present: Director Pae, Mayor Summers, members of the public, Councilmember Marx, Anderson, Litten, Director Beno, Director Sylvester, Gelsomino, Yousefi, O'Leary (6:30 p.m.)

Call to Order: 5:49 p.m.

ORDINANCE NO. 43-16A - Amending Ordinance 43-16, adopted December 19, 2016...

Director Pae explained that the 2016 purchasing and contracting authority needs to be increased for several items in the budget including the following:

- Increase of \$175,000 for Citywide Computer Hardware
- Increase of \$32,500 for telephone services due to increases of AT&T
- Increase of \$25,000 increase for postage and mailing due to mailing of the Third Amended Charter
- Increase of \$20,000 for Senior Transportation Services – this contract was bid and awarded after contracting authority was adopted.
- Increase of \$20,000 for computer software used by fleet and police evidence management
- Increase of \$35,000 for Printing services
- Increase of \$340,000 in preparation for a new agreement between the City and the Schools regarding the Rockport TIF

Director Pae distributed a substitute version of the Resolution with two additional items for increases:

- Increase of \$25,000 for legal services related to collective bargaining
- Increase of \$15,000 to provide sand for the Lakewood Park volleyball court

Director Pae asked that the Ordinance be passed on second reading due to the time sensitivity of paying vendors by year's end.

Councilmembers asked questions about the \$340,000 increase for an agreement with the Board of Education.

The administration replied that this was an unanticipated expense that has come about due to an unusual increase in millage. The listed expense is for the preparation of a new agreement between the City and the BOE regarding the Rockport properties. The Committee decided to continue conversation on this item on the Council floor.

A motion was made to recommend the substitute version of Resolution 43-16A. Motion seconded. All members voted in favor. Motion passed.

Resolution 8945-17 Council Budget Priorities

Councilmember Bullock explained that the Committee would briefly discuss each item and vote on each. An amended version of the Resolution will be produced based on changes made during discussion.

Additional Shade at City Pools

Councilmember Bullock proposed to change the language in the proposal to an estimated expense from \$10,000 to \$14,000 to “up to \$15,000.”

Director Beno remarked that the weather is the single biggest influencer of pool attendance and not pool amenities. He pointed out some of the structural challenges to installing additional shade structures. He stated that about \$15,000 was spent on shade structures this year.

Outdoor basketball

Councilmember Bullock proposed to change the language in the proposal to an estimated expense from \$60,000 to \$70,000 to “up to \$80,000.”

Mayor Summers announced that a full court would likely be possible without having to move community gardens. He confirmed that plans are still moving forward to bring a temporary half-court to Madison Park.

Councilmember O’Malley expressed strong support for the proposal.

EV Charging Stations

Mayor Summers noted that some local business owners may be willing to install a charging station. He noted that location and power source are key considerations.

Councilmember Marx added that she would like the City to encourage Cleveland Clinic and the new downtown development to include these during new construction.

Re-design Kauffman Park

Councilmember Bullock remarked that he is willing to withdraw this proposal but that he wants assurance that the administration will engage Council before committing dollars into the playground and tennis courts there. He noted that the rigorous process used to plan Cove and Wagar are a good model.

Mayor Summers remarked that the City is not starting from scratch because a Kauffman Park plan was adopted several years ago. He reported on some of the recent improvements to the park. He noted that although he wants to stay focused on a parks plan city-wide that the administration needs to stay focused on the work to be done at Cove and Wagar Parks.

Councilmember Bullock was agreeable to withdrawing the proposal at this time and continuing conversations regarding this topic in 2018.

Bicycle Master Plan

Councilmember Bullock proposed changes to delete references to percent allocations in the Estimated Expense section of the proposal.

Mayor Summers remarked that the planning for bike lanes can be more expensive than the paint on the road. He stated that painting the bike lanes for the Clifton Rd. Ext. was \$40,000. He reported on an anticipated NOACCA grant to assist with planning for Lake Ave.

Councilmember Bullock asked to see some north to south linkages for bike lanes. He remarked on the need to create financial capacity. He agreed that 2018 will likely be a year of more planning and less paint. He advised that the City not wait on the citizen engagement and education portions.

Councilmember Marx reported that she is speaking with the schools about a bike safety curriculum for third graders.

Public Art

Councilmember Bullock explained that the proposal aims to continue the progress made on public art and to establish two projects in 2018. He asked if the City should consider an outside consultant.

Mayor Summers noted the high cost of many public art projects. He advised that the City should establish a phase two of the public art task force.

Councilmember Bullock suggested amending the proposal to remove reference to creating a public art plan and to instead, “continue working to develop a plan.”

Councilmember Marx suggested that the City encourage new developments to include public art.

Director Sylvester added that the Cove and Wagar Park plans include public art.

Recycling

Councilmember Bullock proposed to amend the proposal to add H2O as a community partner, explaining that perhaps they could serve as ambassadors of the program to promote its success. He noted that the City already has recycling bins and that this proposal would simply entail installing them.

Traffic Calming

Councilmember Bullock summarized the conversation the Committee had on this topic at its last meeting. Chief Malley agreed that there is potential to continually improve traffic calming efforts but that there are no specific streets in mind at this time.

Mayor Summers reported that the City recently purchased two additional portable units to educate residents and track speeds on problem streets.

Purchase Clean Energy for City Hall Operations

Brief remarks were made on this proposal. Councilmember Bullock noted that the City's electric expenses are over \$1.5 million per year. NOPEC is in the process of creating new options.

Support Project SOAR

Mayor Summers announced that the City is prepared to support Project SOAR.

Curb Replacement

Some of the challenges of this proposal were discussed such as how the City will identify the curbs most in need of repair. The administration expressed that it wants to avoid being arbitrary in this decision. Since curbs are often replaced as part of street resurfacing projects, the Mayor proposed that more funds from street resurfacing could be dedicated to curb replacement. This would result in fewer streets being resurfaced.

Councilmember Bullock proposed that Council create the financial capacity for this project and work out the details later.

Webb Park Re-Design

Councilmember Anderson clarified that his main interest is the playground equipment at Webb Park.

Director Beno suggested that instead of using the proposed \$20,000 to go toward planning that the City move forward and use it to invest in new equipment.

Councilmember Bullock summarized the changes that were made as follows:

- In the Shade at Pools proposal, change the language to an estimated expense from \$10,000 to \$14,000 to "up to \$15,000."
- Strike the Kauffman Park Re-Design Proposal
- In the Bicycling proposal, strike all references to percent allocations
- In the Public Art Plan proposal, strike references to creating a master plan and instead insert "continue working in 2018 to develop a plan for public art."
- In the Outdoor Basketball Proposal, change the estimated expense from \$60,000 to \$70,000 to "up to \$80,000."
- In the Recycling proposal, add H2O as a community partner

A motion was made and seconded to amend Resolution 8945-17 to include the above changes. Motion Passed.

A motion was made and seconded to recommend Resolution 8945-17 to Council for adoption as substituted. Motion Passed.

Finance Committee adjourned at 6:54 p.m.

Substitute

ORDINANCE NO: 43-16A

BY:

AN ORDINANCE to take effect immediately provided it receives the affirmative vote of at least five members of Council, or otherwise to take effect and be in force after the earliest period allowed by law, amending Ordinance 43-16, adopted December 19, 2016, authorizing the Mayor (Director of Public Safety), the Director of Public Works, the Director of Law, the Director of Finance, and/or the Purchasing Manager to enter into contracts for professional services, and to advertise for bids and enter into contracts for the purchase of repair maintenance and operating supplies, services and equipment as authorized by the 2017 Appropriation Ordinance and the Administrative Code of the City of Lakewood with the lowest and best bidder or bidders or as otherwise provided by law.

WHEREAS, this Council desires to provide the authorization to the Mayor (Director of Public Safety), the Director of Public Works, the Director of Law, the Director of Finance, and/or the Purchasing Manager to enter into contracts for professional services, and to advertise for bids and enter into contracts for the purchase of repair maintenance and operating supplies, services and equipment as authorized by the 2017 Appropriation Ordinance and the Administrative Code of the City of Lakewood with the lowest and best bidder or bidders or as otherwise provided by law, and

WHEREAS, this Council by a vote of at least five of its members determines that this ordinance is an emergency measure, and that this ordinance shall take effect at the earliest date possible as set forth in Article III, Sections 10 and 13 of the Second Amended Charter of the City of Lakewood, and that it is necessary for the immediate preservation of the public peace, property, health and safety, and to provide for the usual daily operation of municipal departments in that delay could impair the City's ability to provide necessary services in a timely manner for fiscal year 2017, now, therefore,

BE IT ORDAINED BY THE CITY OF LAKEWOOD, OHIO:

Section 1. Section 1 of Ordinance 43-16, adopted December 19, 2016, currently reading as follows:

Section 1. That the Mayor (Director of Public Safety), the Director of Public Works, the Director of Law, the Director of Finance, and/or the Purchasing Manager be and are hereby authorized and directed to enter into a contract or contracts for supplies, services and equipment with the lowest and best bidder or bidders or as otherwise provided by law, as follows:

Professional services contracts included in the 2017 Budget are as follows:

- 1) Legal Services.....200,000
- 2) Recodification of Ordinances 12,500
- 3) Financial Audit 75,000
- 4) Hospitalization and Health Care Benefit Consulting Services.....45,000

5) Consultant for Workers Compensation.....	30,000
6) Risk Management Consulting Services.....	13,000
7) Healthcare, Physicals, Drug & Alcohol Testing.....	25,000
8) Employee Assistance Program.....	15,000
9) Supervisor / Manager / Employee Training.....	125,000
10) Exams for Classified Positions.....	75,000
11) Housing and Building Plans Examinations.....	150,000
12) Lakewood Jail Medical Services.....	50,000
13) Band Concerts.....	15,000
14) Municipal Engineering Consultant.....	60,000
15) Debt Issuance Costs.....	150,000
16) Integrated Wet Weather Plan Professional Services.....	500,000
17) Administrative Professional Services.....	250,000
18) Professional Services related to Lakewood Hospital.....	500,000
Sub-Total	\$2,290,500

Services contracts included in the 2017 Budget are as follows:

1) Government Agreements (WEB).....	110,000
2) Government Agreements (Bd of Ed/Pools).....	210,000
3) Financial Institution Service Charges.....	60,000
4) Electronic Payment Services.....	200,000
5) Property & Liability Insurance Contracts.....	450,000
6) Workers' Comp Stop Loss Insurance.....	90,000
7) Life Insurance.....	20,000
8) Hospitalization and Health Care Benefit Services.....	7,500,000
9) Medical Claims Billing Service.....	100,000
10) Sentenced Prisoners Full Jail Service.....	300,000
11) Home Delivered Meals.....	47,500
12) Distribution System Leak Survey.....	40,000
13) Disposal of Screenings and Grit (WWTP).....	10,000
14) Excavation Spoils Removal.....	100,000
15) Roll of Box for Street Sweeping.....	60,000
16) Solid Waste Disposal Site.....	900,000
17) Organic Waste Disposal.....	30,000
18) Waste Collections – Condominiums.....	95,000
19) Biosolids Disposal.....	103,000
20) Roll-Off Box for Construction Debris.....	65,000
21) Site to Receive & Process Yard Waste.....	45,000
22) Lab Analysis Service.....	25,000
23) Citywide Computer Hrdwr Op. Sys., & Software Maint Contracts.....	375,000
24) Communications Services.....	100,000
25) Water Meter Program Maintenance.....	25,000
26) Telephone Service.....	50,000
27) Cellular Phone Service.....	250,000
28) Laundry Service-Police Department.....	12,000
29) HVAC Maintenance.....	125,000
30) Elevator Maintenance.....	25,000
31) Fire Alarm Maintenance.....	75,000
32) Copier Maintenance Service.....	25,000
33) Postage, Mailing Services, Equipment Lease/Maintenance.....	250,000
34) Rental and Laundry of Uniforms.....	15,000
35) Advertising.....	30,000
36) Printing Services.....	115,000
37) CRIS/LEADS Fees.....	20,000
38) Parking Citation Billing Service.....	50,000
39) Fireworks Display.....	40,000

40) Transportation Services45,000

Sub-Total\$12,187,500

Materials, supplies, and equipment authorized for purchase under the 2017 Budget are as follows:

1) Sand and Aggregate30,000
2) Concrete Supplies50,000
3) Asphalt Materials50,000
4) Asphalt Cold Patch25,000
5) Crack Sealant40,000
6) Road Salt (Sodium Chloride)300,000
7) Fire Hydrants, Sewer and Water Appurtenances100,000
8) Water Meter Supplies & Materials50,000
9) Sign Shop-Supplies, Blanks & Reflective Material195,000
10) Polymer Flocculants25,000
11) Wastewater Treatment Chemicals120,000
12) Tires and Road Service80,000
13) Automotive Repairs, Parts and Supplies600,000
14) Oil and Lubricants45,000
15) Fuel (Gasoline and Diesel)500,000
16) Purchase of Uniforms and Gear – Public Works40,000
17) Electrical Supplies50,000
18) Hardware Supplies40,000
19) Janitorial Supplies45,000
20) Landscape Materials25,000
21) Lumber Supplies100,000
22) Plumbing Supplies40,000
23) Pool Supplies – Chemicals45,000
24) Small Tools and Equipment130,000
25) Prisoner Food Supplies40,000
26) Purchase Uniforms & Gear – Safety Forces75,000
27) Ammunition25,000
28) Office Supplies35,000
29) Computer Supplies10,000
30) Computer Software20,000
31) Communications Equipment75,000
32) Paper Supplies15,000
33) Lease Copier Equipment37,000
34) Subscriptions/Publications35,000
35) Reforestation175,000
36) Police Operating Equipment150,000
37) Fire/EMS Operating Equipment150,000
38) Waste Water Treatment Plant Operating Equipment100,000
39) Fitness Equipment/Devices50,000

Sub-Total\$3,717,000

Total\$18,195,000

shall be and is hereby amended to read:

Section 1. That the Mayor (Director of Public Safety), the Director of Public Works, the Director of Law, the Director of Finance, and/or the Purchasing Manager be and are hereby authorized and directed to enter into a contract or contracts for supplies, services and equipment with the lowest and best bidder or bidders or as otherwise provided by law, as follows:

Professional services contracts included in the 2017 Budget are as follows:

1) Legal Services.....	225,000
2) Recodification of Ordinances	12,500
3) Financial Audit	75,000
4) Hospitalization and Health Care Benefit Consulting Services.....	45,000
5) Consultant for Workers Compensation.....	30,000
6) Risk Management Consulting Services.....	13,000
7) Healthcare, Physicals, Drug & Alcohol Testing	25,000
8) Employee Assistance Program	15,000
9) Supervisor / Manager / Employee Training.....	125,000
10) Exams for Classified Positions	75,000
11) Housing and Building Plans Examinations.....	150,000
12) Lakewood Jail Medical Services	50,000
13) Band Concerts.....	15,000
14) Municipal Engineering Consultant.....	60,000
15) Debt Issuance Costs	150,000
16) Integrated Wet Weather Plan Professional Services	500,000
17) Administrative Professional Services	300,000
18) Professional Services related to Lakewood Hospital	500,000
Sub-Total	\$2,365,500

Services contracts included in the 2017 Budget are as follows:

1) Government Agreements (WEB).....	110,000
2) Government Agreements (Bd of Ed/Pools).....	550,000
3) Financial Institution Service Charges	60,000
4) Electronic Payment Services	200,000
5) Property & Liability Insurance Contracts	450,000
6) Workers' Comp Stop Loss Insurance	90,000
8) Life Insurance	20,000
8) Hospitalization and Health Care Benefit Services	7,500,000
9) Medical Claims Billing Service.....	100,000
10) Sentenced Prisoners Full Jail Service	300,000
12) Home Delivered Meals	47,500
12) Distribution System Leak Survey	40,000
13) Disposal of Screenings and Grit (WWTP)	10,000
14) Excavation Spoils Removal.....	100,000
15) Roll of Box for Street Sweeping.....	60,000
16) Solid Waste Disposal Site.....	900,000
17) Organic Waste Disposal	30,000
18) Waste Collections – Condominiums	95,000
19) Biosolids Disposal	103,000
20) Roll-Off Box for Construction Debris	65,000
21) Site to Receive & Process Yard Waste.....	45,000
22) Lab Analysis Service	25,000
23) Citywide Computer Hrdwr Op. Sys., & Software Maint Contracts.....	550,000
24) Communications Services.....	100,000
25) Water Meter Program Maintenance.....	25,000
26) Telephone Service.....	82,500
27) Cellular Phone Service	250,000
28) Laundry Service-Police Department	12,000
29) HVAC Maintenance	125,000
30) Elevator Maintenance	25,000
31) Fire Alarm Maintenance	75,000
32) Copier Maintenance Service	25,000
33) Postage, Mailing Services, Equipment Lease/Maintenance	275,000
34) Rental and Laundry of Uniforms	15,000

35) Advertising	30,000
36) Printing Services	150,000
37) CRIS/LEADS Fees	20,000
38) Parking Citation Billing Service	50,000
39) Fireworks Display.....	40,000
40) Transportation Services	65,000

Sub-Total \$12,815,000

Materials, supplies, and equipment authorized for purchase under the 2017 Budget are as follows:

1) Sand and Aggregate	45,000
2) Concrete Supplies	50,000
3) Asphalt Materials.....	50,000
4) Asphalt Cold Patch	25,000
5) Crack Sealant.....	40,000
6) Road Salt (Sodium Chloride).....	300,000
7) Fire Hydrants, Sewer and Water Appurtenances	100,000
8) Water Meter Supplies & Materials	50,000
9) Sign Shop-Supplies, Blanks & Reflective Material	195,000
10) Polymer Flocculants	25,000
11) Wastewater Treatment Chemicals	120,000
12) Tires and Road Service.....	80,000
13) Automotive Repairs, Parts and Supplies.....	600,000
14) Oil and Lubricants	45,000
15) Fuel (Gasoline and Diesel)	500,000
16) Purchase of Uniforms and Gear – Public Works	40,000
17) Electrical Supplies	50,000
18) Hardware Supplies.....	40,000
19) Janitorial Supplies	45,000
20) Landscape Materials	25,000
21) Lumber Supplies.....	100,000
22) Plumbing Supplies	40,000
23) Pool Supplies – Chemicals	45,000
24) Small Tools and Equipment.....	130,000
25) Prisoner Food Supplies.....	40,000
26) Purchase Uniforms & Gear – Safety Forces	75,000
27) Ammunition	25,000
28) Office Supplies	35,000
29) Computer Supplies	10,000
30) Computer Software	40,000
31) Communications Equipment	75,000
32) Paper Supplies	15,000
33) Lease Copier Equipment.....	37,000
34) Subscriptions/Publications.....	35,000
35) Reforestation.....	175,000
36) Police Operating Equipment	150,000
37) Fire/EMS Operating Equipment	150,000
38) Waste Water Treatment Plant Operating Equipment	100,000
39) Fitness Equipment/Devices.....	50,000

Sub-Total \$3,752,000

Total \$18,932,500

Section 2. Contracts for supplies, services and equipment in excess of \$7,500 and for professional services in excess of \$5,000 shall not be awarded except as approved herein or further approved by Resolution of Council.

Section 3. It is found and determined that all formal actions of this Council concerning and relating to the passage of this ordinance were adopted in an open meeting of this Council, and that all such deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements.

Section 4. This ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, property, health, safety and welfare in the City and for the usual daily operation of the City for the reasons set forth and defined in the preamble, and provided it receives the affirmative vote of at least five members of Council, this ordinance shall take effect and be in force immediately upon its adoption by the Council and approval by the Mayor, or otherwise it shall take effect and be in force after the earliest period allowed by law.

Adopted: _____

President

Clerk

Approved: _____

Mayor