

**MINUTES OF THE FINANCE COMMITTEE**  
**December 17, 2018**  
**Auditorium**

**Present:** Anderson, Bullock, George, Litten, O’Leary, O’Malley, Rader

**Also Present:** Mayor Summers, Finance Director Pae, Public Works Director Beno, Human Services Director Gelsomino, Human Resources Director Yousefi, Law Director Butler, Fire Chief Gilman, 3 members of the public

**Call to order:** 6:35 p.m.

**ORDINANCE 47-18 - AN ORDINANCE to take effect immediately provided it receives the affirmative vote of at least two thirds of the members of Council, or otherwise to take effect and be in force at the earliest period allowed by law, to establish appropriations for current expenses and other expenditures of the City of Lakewood, State of Ohio, for the fiscal year ending December 31, 2018.**

Director Pae explained that the Ordinance updates the 2018 appropriations originally passed by Council last year. Exhibits A & B are substitutes and reflect what the City knows at the close of mid-December.

A motion was made and seconded to recommend Ordinance 47-18 for adoption by full Council as substituted.

All members voted in favor. Motion passed.

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**ORDINANCE 48-18 - AN ORDINANCE to take effect immediately provided it receives the affirmative vote of at least two thirds of the members of Council, or otherwise to take effect and be in force at the earliest period allowed by law, authorizing the transfer and advance of certain funds.**

Director Pae explained that the transfers are the appropriated transfers throughout the year. The advances in an amount not to exceed \$600,000 are from the General Fund to other funds to make sure that they remain in the black.

A motion was made and seconded to recommend Ordinance 48-18 for adoption by full Council. All members voted in favor. Motion passed.

*Discussion:* In response to a prompt by a Committee member, Director Pae reviewed the fourth quarter transfers out of the General Fund in greater detail.

On the motion: all members voted in favor.

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**ORDINANCE 49-18 - AN ORDINANCE to take effect immediately provided it receives the affirmative vote of at least two thirds of the members of Council, or otherwise to take effect and be in force at the earliest period allowed by law, to establish appropriations for current expenses and other expenditures of the City of Lakewood, State of Ohio, for the fiscal year ending December 31, 2019.**

Director Pae explained that this reflects what is in the November 15<sup>th</sup> Estimate of Expenses Budget Book presented to Council. There are no changes or substitutions at this time.

A motion was made and seconded to recommend Ordinance 49-18 for adoption by full Council. All members voted in favor. Motion passed.

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**ORDINANCE 50-18 - AN ORDINANCE to take effect immediately provided it receives the affirmative vote of at least two thirds of the members of Council, or otherwise to take effect and be in force at the earliest period allowed by law, 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 2019 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.**

Director Pae explained that this ordinance and the ones that follow give the administration authority to enter into contracts across all funds up to certain amounts. Ordinance 50-18 has a substitution which includes a \$25,000 increase for WWTP chemicals due to a cost increase. There are funds available.

It was clarified that line item #16 – Integrated Wet Weather Plan Professional Services includes CT Consultants design and modeling, Raftelis, and Brown and Caldwell. Director Beno spoke to the scope of services.

Director Pae explained that line item #40 - \$500,000 for Lakewood Hospital demolition was included as backup contracting authority in case of an emergency. \$7.5 million was already approved in 2018.

A motion was made and seconded to recommend Ordinance 50-18 for adoption by full Council as substituted.

All members voted in favor. Motion passed.

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**ORDINANCE 51-18 - AN ORDINANCE to take effect immediately provided it receives the affirmative vote of at least two thirds of the members of Council, or otherwise to take effect and be in force at the earliest period allowed by law, 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 service contracts in accordance with the**

**Administrative Code of the City of Lakewood for the Department of Planning & Development in accordance with the Administrative Code of the City of Lakewood, contracts not to exceed the specified amounts shown without separate resolution of Council.**

It was noted that about half of the contracts in this ordinance are related to CDBG/HOME/ESG funds and their associated programs. The Committee discussed the Cleveland Mediation Center contract. Mayor Summers indicated that the City has not settled on this contract but is looking into it for 2019.

A motion was made and seconded to recommend Ordinance 51-18 for adoption by full Council. All members voted in favor. Motion passed.

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**ORDINANCE 52-18 - AN ORDINANCE to take effect immediately provided it receives the affirmative vote of at least two thirds of the members of Council, or otherwise to take effect and be in force at the earliest period allowed by law, and 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 Memberships as authorized by the 2019 Appropriation Ordinance and the Administrative Code of the City of Lakewood, contracts not to exceed \$80,000 without separate Ordinance of Council.**

It was noted that Council's additional memberships increased the amounts. Past years membership costs have been around \$60,000.

A motion was made and seconded to recommend Ordinance 52-18 for adoption by full Council. All members voted in favor. Motion passed.

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**ORDINANCE 53-18 - AN ORDINANCE to take effect immediately provided it receives the affirmative vote of at least two thirds of the members of Council, or otherwise to take effect and be in force at the earliest period allowed by law, amending section 902.04, Rates and Charges, of the Codified Ordinances of the City of Lakewood for the purpose of adjusting sewer rates charged against each lot, parcel of land or premises which may have an active sewer connection with the Municipal wastewater disposal system or which may otherwise discharge wastewater either directly or indirectly into such system or any part thereof.**

Chairman O'Malley summarized the proposed increases which were discussed at length during budget hearings. He confirmed that Council will have the authority to go back and adjust rates at any time should anything change.

Councilmember George reiterated her concerns about affordability for residents but stated that she understands the necessity of the increases and will support them.

Councilmember O'Malley added that the increase is strategic in that it is designed to avoid larger increases that would come from a consent decree. He asked that Council revisit the rates each year in committee.

Councilmember Rader expressed reluctance to raise rates but stated that he feels better after speaking with landlords who expressed their preference for predictable increases verses unpredictable ones.

Councilmember Anderson remarked that he was heartened to learn that Lakewood's proposed increases are comparable to those is neighboring communities.

President O'Leary committed to make time for discussion on rates in Committee of the Whole in 2019.

A motion was made and seconded to recommend Ordinance 53-18 for adoption by full Council. All members voted in favor. Motion passed.

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**ORDINANCE 54-18 - AN ORDINANCE to take effect immediately provided it receives the affirmative vote of at least two thirds of the members of Council, or otherwise to take effect and be in force at the earliest period allowed by law, to amend section 915.01, Establishment of Rates, of the Codified Ordinances of the City of Lakewood for the purpose of adjusting water rates charged against each lot, parcel of land or premises which may have an active water connection with the Municipal water system.**

Councilmember Bullock remarked that the proposed increase represents the least expensive version of an increase that residents will have to pay one way or another. He expressed appreciation for the administration's long term view and responsible spirit of the discussion.

A motion was made and seconded to recommend Ordinance 54-18 for adoption by full Council. All members voted in favor. Motion passed.

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**ORDINANCE 55-18 - AN ORDINANCE to take effect immediately provided it receives the affirmative vote of at least two thirds of the members of Council, or otherwise to take effect and be in force at the earliest period allowed by law, authorizing and directing 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 advertise for bid and enter into a contract with the lowest and best bidder in accordance with the Administrative Code of the City of Lakewood for Street Infrastructure Improvements in accordance with the Administrative Code of the City of Lakewood, contracts not to exceed the specified amounts shown without separate resolution of Council.**

Director Pae explained that this ordinance and all of the subsequent ordinances up to 63-18 relate to the capital budget, which was discussed previously. They are broken apart separately because

debt is issued for the projects and bond counsel recommends separate contracting authority ordinances for each project.

The Committee briefly discussed the City's progress on pavement conditions. There has been a slight gain over the past few years. The Committee discussed crack sealing strategies.

A motion was made and seconded to recommend Ordinance 55-18 for adoption by full Council. All members voted in favor. Motion passed.

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**ORDINANCE 56-18 - AN ORDINANCE to take effect immediately provided it receives the affirmative vote of at least two thirds of the members of Council, or otherwise to take effect and be in force at the earliest period allowed by law, authorizing and directing 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 advertise for bid and enter into a contract with the lowest and best bidder in accordance with the Administrative Code of the City of Lakewood for the Wastewater System and Treatment Improvement Program in accordance with the Administrative Code of the City of Lakewood, contracts not to exceed the specified amounts shown without separate resolution of Council.**

After reminding the Committee of the considerable discussion that has been had on these topics, Chairman O'Malley motioned to recommend Ordinance 56-18 for adoption by full Council. Motion was seconded.

All members voted in favor. Motion passed.

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**ORDINANCE 57-18 - AN ORDINANCE to take effect immediately provided it receives the affirmative vote of at least two thirds of the members of Council, or otherwise to take effect and be in force at the earliest period allowed by law, authorizing and directing 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 advertise for bid and enter into a contract with the lowest and best bidder in accordance with the Administrative Code of the City of Lakewood for the Water System Replacement Program in accordance with the Administrative Code of the City of Lakewood, contracts not to exceed the specified amounts shown without separate resolution of Council.**

After reminding the Committee of the considerable discussion that has been had on these topics, Chairman O'Malley motioned to recommend Ordinance 57-18 for adoption by full Council. Motion was seconded.

All members voted in favor. Motion passed.

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**ORDINANCE 58-18 - AN ORDINANCE to take effect immediately provided it receives the affirmative vote of at least two thirds of the members of Council, or otherwise to take effect and be in force at the earliest period allowed by law, authorizing and directing 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 advertise for bid and enter into a contract with the lowest and best bidder in accordance with the Administrative Code of the City of Lakewood for Community Development Block Grant CDBG Fund Infrastructure Improvements in accordance with the administrative code of the City of Lakewood, contracts not to exceed the specified amounts shown without separate resolution of Council.**

It was clarified that this ordinance pertains to street improvements made with CDBG funds – Riverside and Mars in 2019 – and parks improvements.

A motion was made and seconded to recommend Ordinance 58-18 for adoption by full Council. All members voted in favor. Motion passed.

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**ORDINANCE 59-18 - AN ORDINANCE to take effect immediately provided it receives the affirmative vote of at least two thirds of the members of Council, or otherwise to take effect and be in force at the earliest period allowed by law, authorizing and directing 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 advertise for bid and enter into a contract with the lowest and best bidder in accordance with the Administrative Code of the City of Lakewood for the purchase of Vehicles, Machinery and Equipment in accordance with the Administrative Code of the City of Lakewood, contracts not to exceed the specified amounts shown without separate resolution of Council.**

Councilmember Bullock asked the administration for a commitment to invest in alternative fuel vehicles for the sake of sustainability.

Mayor Summers expressed openness to using alternatives fuels for the next round of parking enforcement vehicles but otherwise noted that the City vehicle fleet is not for light duty.

A motion was made and seconded to recommend Ordinance 59-18 for adoption by full Council. All members voted in favor. Motion passed.

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**ORDINANCE 60-18 - AN ORDINANCE to take effect immediately provided it receives the affirmative vote of at least two thirds of the members of Council, or otherwise to take effect and be in force at the earliest period allowed by law, authorizing and directing 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 advertise for bid and enter into a contract with the lowest and best bidder in accordance with the Administrative Code of the City of Lakewood for Buildings & Facilities Improvements in accordance with the Administrative Code of the City of Lakewood, contracts not to exceed the specified amounts shown without separate resolution of Council.**

It was clarified that the Police Firing Range was already authorized in 2018.

A motion was made and seconded to recommend Ordinance 60-18 for adoption by full Council. All members voted in favor. Motion passed.

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**ORDINANCE 61-18 - AN ORDINANCE to take effect immediately provided it receives the affirmative vote of at least two thirds of the members of Council, or otherwise to take effect and be in force at the earliest period allowed by law, authorizing and directing 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 advertise for bid and enter into a contract with the lowest and best bidder in accordance with the Administrative Code of the City of Lakewood for Traffic Signs & Signals in accordance with the Administrative Code of the City of Lakewood, contracts not to exceed the specified amounts shown without separate resolution of Council.**

It was mentioned that the contracting authority for traffic signs and signals is for emergency replacements only. There are no planned replacements in 2019. Speed cameras are included in the vehicles and equipment contracting authority ordinance.

A motion was made and seconded to recommend Ordinance 61-18 for adoption by full Council. All members voted in favor. Motion passed.

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**ORDINANCE 62-18 - AN ORDINANCE to take effect immediately provided it receives the affirmative vote of at least two thirds of the members of Council, or otherwise to take effect and be in force at the earliest period allowed by law, authorizing and directing 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 advertise for bid and enter into a contract with the lowest and best bidder in accordance with the Administrative Code of the City of Lakewood for Parks & Pools Improvements in accordance with the Administrative Code of the City of Lakewood, contracts not to exceed the specified amounts shown without separate resolution of Council.**

The Committee briefly revisited a conversation it had during hearings about the administration keeping councilmembers in the loop more on park improvements.

President O'Leary expressed appreciation for the understanding that has been reached and for already receiving proactive director outreach.

Mayor Summers spoke about what has been done at the parks and what the next steps are to improve quality of life.

Councilmember Bullock proposed that Council send the administration a consensus list of priorities of interest.

A motion was made and seconded to recommend Ordinance 62-18 for adoption by full Council. All members voted in favor. Motion passed.

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**ORDINANCE 63-18 - AN ORDINANCE to take effect immediately provided it receives the affirmative vote of at least two thirds of the members of Council, or otherwise to take effect and be in force at the earliest period allowed by law, authorizing and directing 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 advertise for bid and enter into a contract with the lowest and best bidder in accordance with the Administrative Code of the City of Lakewood for the Sidewalk Improvement Program in accordance with the Administrative Code of the City of Lakewood, contracts not to exceed the specified amounts shown without separate resolution of Council.**

Councilmember George advocated for a way to preserve slate sidewalks in 2019.

A motion was made and seconded to recommend Ordinance 63-18 for adoption by full Council. All members voted in favor. Motion passed.

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**ORDINANCE 64-18 - AN ORDINANCE to take effect on January 1, 2019, 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, to provide for creating positions and rates of pay for full-time and certain part-time annual salaried employees and hourly rate employees not covered by a collective bargaining agreement in the several departments, divisions and offices of the City of Lakewood, including the Chief of Fire, Chief of Police and Civil Service Commissioners.**

It was explained that the substitute adds Certified Municipal Clerk and Master Municipal Clerk designations as part of the licensing.

A motion was made and seconded to recommend Ordinance 64-18 as substituted for adoption by full Council.

All members voted in favor. Motion passed.

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**RESOLUTION 9042-18 - A RESOLUTION to take effect immediately provided it receives the affirmative vote of at least two thirds of the members of Council, or otherwise to take effect and be in force after the earliest period allowed by law, authorizing and directing the Mayor to submit the Fiscal Year (FY) 2019 One-Year Action Plan of the FY 2015 – 2019 Five Year Consolidated Plan which includes dollar allocations and activities to be funded with federal Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG), and HOME Investment Partnership Program (HOME) resources and incorporates the City’s application to the U.S. Department of Housing and Urban Development (HUD) for FY 2019 CDBG, ESG, and HOME funds and all amendments thereto and all understandings and assurances contained therein.**

Chairman O’Malley thanked the CAC for its great work this year.

A motion was made and seconded to recommend Resolution 9042-18 for adoption by full Council.

All members voted in favor. Motion passed.

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Chairman O'Malley thanked the full Council for its engagement, the administration, and the Finance Department.

He stated that the Committee is pleased to be recommending a balanced and ambitious budget for 2019.

Councilmember Anderson alerted Council that he will recuse himself from voting on Ordinance 51-18 because one of the contracts in the ordinance is affiliated with his employer, Frontline Services.

Councilmember Bullock thanked Finance Committee Chairman and the Clerk.

Finance Committee adjourned at 7:33 p.m.