Emailed 11/09/2023
AMENDED 12/05/2023

CITY OF TWINSBURG, OHIO

ORDINANCE 114-2023

THE PERMANENT APPROPRIATION ORDINANCE FOR 2024 APPROVED BY COUNCIL FROM ESTIMATES SUBMITTED BY THE MAYOR, PROVIDING FOR THE ORDINARY EXPENSES AND OTHER NECESSARY EXPENSES OF THE CITY OF TWINSBURG, OHIO, DURING THE FISCAL YEAR ENDING DECEMBER 31, 2024; AND DECLARING AN EMERGENCY

WHEREAS, pursuant to Section 5705.38 of the Ohio Revised Code the City is required to pass an annual appropriations measure on or before the first day of the year; and

WHEREAS, the Administration has requested and received from each office or department of the City of Twinsburg a detailed statement, upon uniform forms, of estimated expenses for the upcoming fiscal year (2024), said information being incorporated herein; and

WHEREAS, said information was submitted to the Finance Department and Council for inspection and deliberation.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Twinsburg, County of Summit and State of Ohio:

SECTION I: That in order to provide for the ordinary and other necessary expenses of the City of Twinsburg, during the fiscal year commencing January 1, 2024, the following sums be and are hereby set aside and appropriated as follows:

	PERSONAL SERVICES	OTHER EXPENDITURES	TOTAL
GENERAL FUND (100)			
Council	$ 212,525	$ 77,000	$ 289,525
Mayor's Office	$ 382,000	$ 23,900	$ 405,900
Civil Service	$ 1,385	$ 40,650	$ 42,035
Human Resources	$ 224,000	$ 70,500	$ 294,500
Information Technology	$ 221,750	$ 354,600	$ 576,350
Law Department	$ 275,000	$ 60,550	$ 335,550
Finance Department	$ 439,500	$ 35,150	$ 474,650
General Government	$ 2,705,000	$ 5,246,379	$ 7,951,379
Communications	$ 1,161,500	$ 229,975	$ 1,391,475
Police Department	$ 4,227,500	$ 566,700	$ 4,794,200
Fire Department	$ 4,238,500	$ 933,188	$ 5,171,688

Public Works	$ 3,662,000	$ 3,336,615	$ 6,998,615
Engineering Department	$ 597,376	$ 308,600	$ 905,976
Building Department	$ 409,500	$ 103,500	$ 513,000
Planning Board	$ 1,600	$ 2,600	$ 4,200
Planning & Econ. Development	$ 274,250	$ 56,250	$ 330,500
Parks and Recreation	$ 506,663	$ 337,500	$ 844,163
Senior Activities	$ 151,300	$ 86,800	$ 238,100
	$ 19,691,349	$ 11,870,457	$ 31,561,806
SPECIAL REVENUE FUNDS:			
Street Maintenance & Repair (210)		$ 2,020,000	$ 2,020,000
Parks & Recreation Revolving (212)		$ 30,000	$ 30,000
Liberty Park (213)		$ 3,000	$ 3,000
Municipal Motor Vehicle (214)		$ 200,000	$ 200,000
Permissive Tax (216)		$ 116,000	$ 116,000
State Highway (220)		$ 312,600	$ 312,600
Drug Fund (230)		$ 2,500	$ 2,500
Unclaimed Funds (270)		$ 250	$ 250
Reserve Fund (272)		$ 75,000	$ 75,000
Federal Grant (281)		$ 3,103,000	$ 3,103,000
State Grant (282)	$ 27,500	$ 1,318,500	$ 1,346,000
ARPA Fiscal Recovery Fund (285)		$ 195,060	$ 195,060
OneOhio Opioid Settlement (286)		$ 15,000	$ 15,000
Fire Pension (290)	$ 225,577		$ 225,577
Police Pension (291)	$ 225,577		$ 225,577
Police & Fire Levy Fund (295)	$ 792,500	$ 980,000	$ 1,772,500
DEBT SERVICE FUNDS:			
General Bond Retirement (320)		$ 675,000	$ 675,000
S/A Bond Retirement (330)		$ 45,000	$ 45,000
ENTERPRISE FUNDS:			
Sewer Revenue (510)	$ 2,692,650	$ 2,307,890	$ 5,000,540
Water Utility (512)		$ 15,000	$ 15,000
Sewer Improvement (514)		$ 576,500	$ 576,500
Golf Course (520)	$ 773,300	$ 893,500	$ 1,666,800
Fitness Center (522)	$ 835,930	$ 622,100	$ 1,458,030
Community Theater (524)		$ 104,076	$ 104,076
CAPITAL IMPROVEMENT:			

Capital Improvement Fund (820)		$ 1,589,879	$ 1,589,879
TOTAL FOR ALL FUNDS	**$ 25,264,383**	**$ 27,070,312**	**$ 52,334,695**

SECTION II: That the Director of Finance be and hereby is authorized to draw warrants on the City Treasury for payment from any vouchers therefore or any ordinance or resolution of Council to make expenditures, provided that no warrant shall be drawn or paid for salaries or wages except to persons employed by authority of and in accordance with law or ordinance, for items of expense constituting a legal obligation against the City, and for the purposes other than those covered by specific appropriations herein made.

SECTION III: That no official or employee or board or commission authorized to make expenditures shall present any voucher, certification or other documents authorizing any expenditure when such expenditure exceeds an appropriation set forth herein without prior approval by the Mayor and by majority vote of Council except for inter-department transfers authorized by the Mayor and Finance Director. The Director of Finance shall not draw warrants or otherwise approve any expenditure exceeding an appropriated amount without the approval required by this Section.

SECTION IV: It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were taken in open meeting or meetings of this Council, and that all deliberations of this Council were in meetings open to the public and in full compliance with all legal requirements, including without limitations, those set forth in Section 121.22 of the Ohio Revised Code.

SECTION V: That this Ordinance is hereby declared to be an emergency measure, necessary for the immediate preservation of the public peace, health, safety welfare and convenience of the citizens of the City of Twinsburg, and for the additional reason of time limitations to commence projects in a timely manner for next year's budget, and provided it receives the affirmative vote of five or more members of Council, it shall take effect and be in force immediately upon its passage and approval of the Mayor; otherwise, it shall take effect and be in force at the earliest period allowed by law.

PASSED: ____________________________

APPROVED: ________________________

EFFECTIVE: ________________________

____
Bill Furey, President of Council

Submitted to the Mayor for approval this
________ day of ____________, 2023

Approved by the Mayor _________, 2023

____
Sam Scaffide, Mayor

ATTEST:

____
Shannon Collins
Clerk of Council

1st Rdg. __________________
2nd Rdg. __________________
3rd Rdg. __________________

Passed: _________________

Yes ______ No _______

CERTIFICATE OF POSTING

I, Shannon Collins, Clerk of Council, of the City of Twinsburg, State of Ohio, do hereby certify that publication of the foregoing ordinances, resolutions was duly made by posting true copies thereof in accordance with Section 113.02 of the Codified Ordinances of the City of Twinsburg-commencing on the _________day of _________________________, 2023.

____
Shannon Collins
Clerk of Council
City of Twinsburg

MEMO

DATE: November 7, 2023

TO: Shannon Collins, Clerk of Council
CC: Mayor Sam Scaffide, Matt Vazzana, Law Director

FROM: Christina Conway, Finance Director

RE: Legislation Request for the 2024 Annual Appropriation Ordinance

1. Nature of Legislation:

This request is to provide the 2024 Permanent Appropriation Ordinance for Council's review and approval.

2. Why is it being proposed:

Ohio Revised Code 5705.38 requires that a City pass an appropriation measure on or before the first day of the year. We are required to pass and submit to Summit County, a temporary or permanent budget by December 31, 2023.

3. Is there a need for an emergency clause? If yes, please explain why:

Yes. The amendments will receive three readings, but on the third reading will need to be passed under emergency in order to submit to Summit County by December 31, 2023.

Christina Conway ____________________ DATE: 11/7/2023

DEPARTMENT HEAD SIGNATURE

City of Twinsburg Finance Department
10075 Ravenna Road, Twinsburg, Ohio 44087
Phone: 330.963.6237 www.mytwinsburg.com

Twinsburg
NATURALLY BEAUTIFUL Ohio

Memo To: Mayor Sam Scaffide
City Council

From: Christina Conway, Finance Director

Date: December 5, 2023

Re: Explanation to Final Budget Adjustments for 2024 Appropriations

There are some changes from the initial appropriations that were submitted at the November 12, 2023 Council meeting that change the final request. These changes are:

<u>General Fund</u>

- Council Communications – increase from $750 to $5,000
- City Wide Events—increase from $30,000 to $35,000
- Police Overtime—increase from $125,000 to $150,000
- Public Works Overtime—increase from $85,000 to $110,000
- Public Works Repairs & Maintenance—decrease from $725,000 to $690,000
- Property Maintenance—decrease from $5,000 to $3,500
- Parks & Recreation Concerts in the Park—decrease from $165,000 to $100,000

This is an overall reduction of $87,750

<u>Golf Course Club House</u>

- Operating increase from $50,000 to $55,000
- Repairs & Maintenance increase from $7,500 to $10,000
- Other Miscellaneous increase from $15,000 to $55,000

This is an overall increase of $47,500

Memo To: Mayor Sam Scaffide
City Council

From: Christina Conway, Finance Director

Date: December 11, 2023

Re: Explanation to Final Budget Adjustments for 2024 Appropriations & Revenue Estimate

There are some changes from the initial appropriations that were submitted at the November 12, 2023 Council meeting that change the final request. These changes are:

General Fund

- Council Communications – increase from $750 to $5,000
- City Wide Events—increase from $30,000 to $35,000
- Police Overtime—increase from $125,000 to $150,000
- Public Works Overtime—increase from $85,000 to $110,000
- Public Works Repairs & Maintenance—decrease from $725,000 to $690,000
- Property Maintenance—decrease from $5,000 to $3,500
- Parks & Recreation Concerts in the Park—decrease from $165,000 to $100,000

This is an overall reduction of $87,750

Golf Course Club House

- Operating increase from $50,000 to $55,000
- Repairs & Maintenance increase from $7,500 to $10,000
- Other Miscellaneous increase from $15,000 to $55,000

This is an overall increase of $47,500

Revenue Increase

- Increase of $525,000 to RITA Income Tax

City of Twinsburg Finance Department *10075 Ravenna Road, Twinsburg, Ohio 44087*
Phone: 330.425.7161 Fax: 330.425.7092
www.mytwinsburg.com