

FINANCE COMMITTEE MEETING MINUTES

Centerville Municipal Building
Kingseed Law Library
May 16, 2024

In attendance were Committee members:

Bill Serr- Councilmember
Belinda Kenley- Councilmember

Also in attendance were Mayor Brooks Compton, City Manager Wayne Davis, Assistant City Manager Mariah Vogelgesang, Finance Director Tyler Roark, Assistant Finance Director Miranda Platt, and Tax Superintendent Emily Bair.

Councilmember John Palcher was absent from the meeting.

At 3:06 PM, Belinda Kenley called the meeting to order.

A motion was made to excuse absent committee members. Motioned by Councilmember Bill Serr and seconded by Councilmember Belinda Kenley. The motion was passed 2-0.

A motion was made to approve the minutes of the February 20, 2024 meeting. Motioned by Councilmember Bill Serr and seconded by Councilmember Belinda Kenley. The motion was passed 2-0.

Mr. Roark presented the quarter one financial report for 2024. The City remained very stable and in a secure financial position. The all-funds cash balance at the end of March was reported at \$64 million. Mr. Roark advised the City will close on the Bond Anticipation Note (BAN) for the Benham's Grove Improvement Project in April. The cash balance in quarter two will reflect the proceeds from the note. Income tax collections increased \$128K or 2.12% over 2023 levels. Business (net profit) collections for 2023 were down 10.67%. Ms. Bair advised that although we are up in net profit for quarter one, we will likely be down again for the year. Of the top 100 business accounts in 2023, 29 reported a decrease in taxable income by an average of 20%. These top 100 businesses account for 70% of the total business net profit revenue. Ms. Bair stated for tax year 2022, the City issued 11 refunds totaling \$24k to non-resident employees who worked from home. Ms. Bair also advised that in 2023 the City added 541 new withholding accounts and 216 thus far in 2024. Many of these accounts have been set up for employees residing in Centerville who are now working from home. Mr. Roark gave a recap on the General Fund spending, advising that 52.26% of the 2024 revised budget (with encumbrances) was spent. There is a large encumbrance balance in the general which Mr. Roark attributed to the Benham's Grove and Stubbs Park improvement projects. Mr. Roark advised that golf revenues saw a \$34.4K increase from 2023 with greens fees, golf carts, and league dues all being contributors to the financial success. Food Service revenue increased \$9k or 4.20% from 2023 with food sales, non-alcoholic beverages, and restaurant tips all being contributors. On the expenditure side, personnel and benefit costs increased due to staffing additions and the successful Incentive Pay Program, which has seen a 70% return rate in staff. Overall, the Golf Course Fund spending finished quarter one at 36.43% of the 2024 revised budget (with encumbrances). Mr. Roark gave an update on the Waste Collection Fund. Mr. Roark advised that

revenues and expenses were up for the year. We attribute the increase in revenue to the second year of revised rates. At the end of quarter one, the cash balance was \$1.27 million.

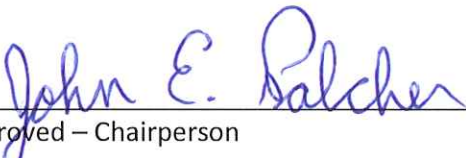
Ms. Piatt gave an update on the City's 2023 financial audit. She stated that in October of 2022, the Auditor of State's (AOS) office approved the extension request with Plattenburg. This contract will take the City through the fiscal year 2026 financial audit. She advised at that time, AOS will come in to conduct the audit or the City will need to go through the process to competitively bid the service. Plattenburg was on-site in March. Ms. Piatt advised that the City's basic financial statements (BFS) will be filed by May 30th and the audit will be completed by June 30th. Similarly to years past, the City plans to submit for the Government Finance Officers Association (GFOA) awards.

Mr. Roark led the discussion on purchasing cooperatives. He discussed that the City has increased its utilization of purchasing cooperatives in recent years, due to the increased capital investment undertaken by the City. When an opportunity arises to piggyback a purchasing cooperative contract in lieu of formally bidding a contract or piece of equipment, City Council will authorize applying for membership of the cooperative. Often there is no cost to join the cooperative, and once we join the City has access to their formally and competitively bid contracts. These contracts allow the City to save time and money when procuring pieces of equipment or in some cases certain construction contracts while complying with bidding requirements from City regulations and the Ohio Revised Code (ORC). The list of purchasing cooperatives continues to grow as vendors continue to offer different opportunities based on the projects and equipment needs of the City.

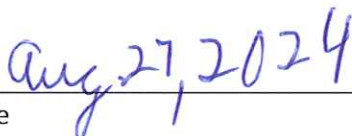
To close the discussion, Mr. Roark updated the committee members on the Costco Board of Revision (BOR) case. The Costco parcels received large valuation increases as part of the Greene County triennial update for tax year 2023. Once again, Costco appealed the valuation amounts to the Board of Revision (BOR). That case will likely be heard in the summer months and then could again be appealed to the Ohio Board of Tax Appeals. There may be an opportunity to partner with Greene County on this case depending on the results starting with the BOR later this year.

At 4:08 PM, Councilmember Bill Serr made the motion to adjourn the meeting. The motion was seconded by Councilmember Belinda Kenley. The motion passed 2-0.

The next meeting will be scheduled at a later date in the Kingseed Law Library.



Approved – Chairperson



Date