

**VILLAGE OF CHAGRIN FALLS
COMMITTEE OF THE WHOLE COUNCIL
April 21, 2021**

Members present: DeBernardo, Grube, Newell, Rockey, Rogoff, Wyville
Also present: Mayor Tomko, Bloom, Lannon, Jamieson

The virtual meeting was called to order at 7:00 p.m. by Erinn Grube.

Dave Bloom reviewed the March, 2021 summary financial statements and the April, 2021 Revenue Analysis spreadsheet. Overall, the Village's finances are in a good position at this point.

Mayor Tomko and Rob Jamieson explained the updated Capital Improvements report and answered several questions.

The meeting adjourned at 8:25 p.m.

Erinn Grube, Council President
lgb

**GENERAL FUND
MONTHLY EXPENDITURE REPORT
MARCH 31, 2021**

	<u>BUDGET</u>	<u>EXPENDITURES YEAR-TO-DATE</u>	<u>% EXPEND.</u>	<u>% EXPEND. Y-T-D 2020</u>
POLICE	\$2,156,039.00	\$473,714.35	21.97%	26.81%
FIRE FIGHTING	\$406,567.00	\$65,132.06	16.02%	18.99%
POLICE / FIRE DISPATCH	\$190,000.00	\$46,391.39	24.42%	33.22%
CEMETERY	\$214,292.00	\$36,187.48	16.89%	22.69%
AMBULANCE SERVICE	\$408,000.00	\$135,894.47	33.31%	31.05%
PARKS	\$149,096.00	\$7,121.97	4.78%	9.51%
REFUSE COLLECTION	\$381,568.00	\$90,546.43	23.73%	23.75%
COURT / LAW DEPT.	\$385,750.00	\$108,119.39	28.03%	25.19%
FINANCE	\$417,560.00	\$98,861.59	23.68%	23.52%
LANDS & BUILDINGS	\$298,409.00	\$41,671.78	13.96%	13.25%
CHIEF ADMIN. OFFICER	\$184,210.00	\$45,352.34	24.62%	22.44%
NON-GOVT. (TRANSFERS)	\$125,500.00	\$40.00	0.03%	2.00%
OTHER	<u>\$1,068,815.00</u>	<u>\$268,536.74</u>	<u>25.12%</u>	<u>23.59%</u>
TOTALS	\$6,385,806.00	\$1,417,569.99	22.20%	24.40%

Column 3 Target Percentage: 25.00%

**MONTHLY STATEMENT OF
CASH RECEIPTS AND DISBURSEMENTS**

MAJOR FUNDS

MARCH 31, 2021

	<u>YEAR-TO-DATE RECEIPTS</u>	<u>YEAR-TO-DATE EXPENDITURES</u>	<u>BALANCE 3/31/2021</u>	<u>PROJECTED BALANCE 12/31/2021</u>
GENERAL FUND	\$2,000,501.51	\$1,417,569.99	\$4,538,810.81	\$3,464,973
GENERAL FUND RESERVE	\$0.00	\$0.00	\$463,000.00	\$463,000
EMPLOY. HEALTHCARE RESERVE	\$0.00	\$0.00	\$200,000.00	\$200,000
 STREET FUND	 \$242,211.09	 \$216,458.33	 \$743,688.81	 \$512,423
CAPITAL PROJECTS FUND (D1)	\$253,518.27	\$81,663.48	\$1,633,763.40	\$573,921
 WATER FUND	 \$1,372,444.38	 \$419,815.99	 \$2,182,504.47	 \$1,544,747
WATER-RESERVE CAP. IMP.	\$3,672.43	\$14,488.60	1,692.42	\$10,068
 SEWER FUND	 \$431,151.09	 \$345,283.22	 \$814,746.75	 \$776,880
SEWER-RESERVE CAP. IMP.	\$57,000.81	\$65,701.75	46,638.42	\$50,735
 WORKING EQUIP. FUND	 \$186,379.66	 \$134,282.38	 \$389,223.84	 \$303,819
 ALL OTHER	 \$75,911.96	 \$132,721.05	 \$463,063.59	 \$400,000
 TOTALS	 \$4,622,791.20	 \$2,827,984.79	 \$11,477,132.51	 \$8,300,566

***GF revenues YTD include:**

Income Tax: \$ 928,471

Property Tax: \$ 772,616



VILLAGE OF CHAGRIN FALLS

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MEMORANDUM

To: Council
Cc: Dave Bloom, Rob Jamieson, Tim Lannon
Subject: Capital Expenditures
Attachments: 2021 Capital Expenditures
Projections and Cash Flow Analysis Village

2021 Capital Expenditures

Attached is a proposed capital budget for 2021. This is the same format as the 2020 plan. It details all proposed capital expenditures for 2021.

Projections and Cash Flow Analysis

Also attached is an Excel workbook (5 sheets) with analysis of our existing indebtedness and related annual payments together with projections of capital funds available. These sheets are organized in the following manner:

➤ **SHEET 1-DEBT PAYMENTS**

List of all existing Village debt-related annual payments through 2030, with the amount that will remain unpaid after 2030.

➤ **SHEET 2-TOTAL DEBT**

Allocates the existing debt and the related payments to the appropriate funds. The numbers noted are derived from Sheet 1-Debt Payments.

➤ **SHEET 3-PROJECTIONS**

Projects the income and expense of the two utility funds and the allocations to the capital improvements fund out of the general fund together with the administration's view of known capital expenditures beyond 2021. The 2021 numbers come from the budget you approved on March 22, 2021. I have only used currently enacted water and sewer rates. Expenses of the fund have been inflated by 3% for 2022 and 23 and then 2.5% for 2024 and by 2% for every year after. The debt payments shown come from sheet 2. Allocation to the Capital improvements fund have been increased by 2% per year. This 2% increase reflects how much we are anticipating our tax revenues to increase annually. The capital expenditures on sheet 3 come from sheet 4

➤ **SHEET 4-CAPITAL EXPENDITURES**

Lists the Administration's known capital projects. **The numbers in the 2021 column agree with the 2021 budget request.** Once council has had an opportunity to review and modify the list of proposed capital projects, I will complete this analysis.

➤ **SHEET 5-ROAD PROGRAM**

Details of the 2021 Road Program. In addition to the road program, we will be resurfacing E. Washington Street from Main Street to the Village line and Cleveland Street from E. Washington Street to Bell Street as a part of the sewer and water project. Their resurfacing costs are included in the overall E. Washington Street project cost and financed by the OEPA loan proceeds.

I call your attention to **sheet 1 – line 19 “OEPA - 2022 WWTP Phase II”**. This is the anticipated borrowing for phase II of the Waste Water Treatment Plant renovation and upgrade. This borrowing has not occurred yet and the interest rate used is purely my guess. I used 2.5% as a hopefully very conservative estimate of borrowing costs next year, our current borrowing rate from OEPA on similar debt is under 1%. So, if interest rates do not rise too much over the next year, there are material savings possible from use of an actual lower rate of interest. We are also requesting funds from the Federal govt. as part of the proposed infrastructure bill. If passed and if granted this will reduce the amount of the debt. Currently, I have not reflected any federal funds for this project or any other.

We have provided for a minimum cash balance in both utility funds (water + waste water) equal to 3 months of operating expense. This is to provide a cash reserve fund for emergency repairs and unanticipated expenses. This three-month cash reserve is in accordance with the American Water Works Association recommended amount of 3 to 6 months. Any cash generated over this amount is available for on going capital projects in the respective funds.

As shown on sheet 3 of the attached spreadsheet, I believe the projected capital expenditures through 2023 are covered by the projected cash flows.

We look forward to discussing this with Council.



Mayor, William A. Tomko