

CIRCLEVILLE FINANCE COMMITTEE MINUTES 5.13.2024

Circleville City Finance Committee convened in City Council Chambers, 127 South Court St, Circleville, OH. on Monday, May 13, 2024, at 5:00 p.m. Roll call: Present: Chair Katie Logan Hedges, Committee member Tom Duvall, and Clerk Melissa Burns. Absent member: Jeff Hallinin. Invited Guests present: Mayor Michelle Blanton, Auditor Mark Bidwell, Service Director Jim Stanley, Zoning Inspector Hannah Wynne, and Ross Vanbibber.

Call Meeting to Order and Roll call.

Duvall motioned to approve the April 30, 2024, minutes. Hedges seconded. Motion carried.

New Business:

a) RESOLUTION APPROVING A VEHICLE LEASING AND REPLACEMENT PROGRAM WITH ENTERPRISE FLEET MANAGEMENT, INC. AND AUTHORIZING THE SAFETY AND SERVICE DIRECTOR TO ENTER INTO AGREEMENTS RELATED TO THE SAME AND DECLARING AN EMERGENCY.

Discussion: The Auditor spoke to Ross Vanbibber and the Service Director about saving money through a vehicle leasing and replacement contract with Enterprise Fleet Management, Inc. They all worked together to develop a plan that is tailored to the City's specific needs and is changeable based on those needs. Bidwell states the hope is this would decrease the cost of the fleet management and save a lot of time. Vanbibber stated they like to factory order the engineer and police fleet vehicles and the savings are usually between \$2,000-\$4,000 plus government incentives ranging between \$2,500-\$6,000. Maintenance is included in the agreement for all vehicles except the police fleet. Vehicles will be ready to go when they arrive including any additional equipment installations, tags, title, etc. Enterprise would also be responsible for selling the vehicles when it is time. Enterprise's sales team works hard to sell the vehicles above market value and as quickly as possible.

Hedges inquired about what all the vehicle maintenance program included. Vanbibber stated it would include all the preventative care. The plan is built for the vehicles to stay under 100,000 miles. The city would be on a fixed expense for under 100,000 miles and include one set of brakes and four tires. If anything happens under 100,000 miles all those expenses will be covered. Vanbibber explained it is more expensive to run older vehicles then it is to cycle new vehicles. You get better gas mileage, save on costly repairs, and save with the government buys. With that plus Enterprises knowledge, experience, and abilities; they estimate they can save the City approximately \$523,806 over a 10 year period. Vanbibber stated there are over 20 locations in a 25-mile radius the vehicles can be serviced at. All maintenance is tracked through an app so the City can easily track and manage the program.

Bidwell said both himself and the Acting Chief are in support of the proposed agreement. Bidwell stated Enterprise can get fleet vehicles at a much lower cost, up to \$10,000 off. Enterprise can resell the vehicles for a much higher cost, and they have lower maintenance costs. Vanbibber stated the current plan was created based off his analysis of what vehicles needed to be replaced first, but it is customizable and a working partnership.

Duvall asked if we had a current database. Stanley stated we currently do not have a maintenance database.

Bidwell stated that at any time the City wanted to end the relationship with Enterprise they could.

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The Mayor stated from the logistic side of things this agreement does help in getting the vehicles back on the street as quickly as possible.

MOTION-ROLL CALL-VOTE. Duvall motioned to forward the Resolution to the next Council meeting on May 21, 2024, with a recommendation for passage. Hedges seconded. Roll call (2 Yeas – 0 Nays) Motion carried.

b) AN ORDINANCE AMENDING THE ANNUAL APPROPRIATION ORDINANCE IN THE GENERAL FUND 101 STREET CONSTRUCTION FUND 203 CITY PERMISSIVE MOTOR VEHICLE FUND 205 CAPITAL IMPROVEMENT .4% INCOME TAX FUND 206 CAPITAL IMPROVEMENT FUND 306 WATERWORKS IMPROVEMENT & EXTENSION FUND 819 AND SANITARY SEWER IMPROVEMENT & EXTENSION FUND 920 OF THE CITY OF CIRCLEVILLE

Discussion: Bidwell spoke to state \$53,100 is to add a planner for the remainder of 2024. This will include payroll, benefits, and OPERS. Bidwell stated he put \$5,076.56 back in the Capital Improvement .4% Fund. The funds were received from Amazon after a driver hit a light pole and they reimbursed the City for the damages. Fund 819 and Fund 920 are receiving \$72,250 each for the sell of an old Vac Truck. Hedges asked why the proceeds of the Vac Truck are being appropriated to both the Water and Serwer Department. Bidwell stated that the Utilities Department pretty much splits everything for the Water and Sewer Departments. Stanley clarified the \$53,100 is for both the Planner and Zoning Inspector positions. Stanley stated the vehicle leases for the trucks have already been appropriated. He said Vanbibber will purchase those back at some point so the money will come back. The last item is to replenish road salt out of the 205 Fund in the amount of \$17,000. There wasn't enough in that fund to honor an agreement with the State to purchase 300 tons by the end of May. This will allow the City to move forward with the purchase.

MOTION-ROLL CALL-VOTE. Duvall motioned to forward the Ordinance to the next Council meeting on May 21, 2024, with a recommendation for passage. Hedges seconded. Roll call (2 Yeas – 0 Nays) Motion carried.

c) Safety Levy Update with Mayor Michelle Blanton.

Discussion: The Mayor stated she provided the legislation from 2019, when the Safety Levy was first considered. It discusses the average cost, how many positions, and why the levy was considered in the first place. It does include Code Enforcement as one of the reasons. The Mayor provided a table from 2019-1st QTR of 2024, that shows the amounts in each Fund for the individual Safety Departments. The Mayor also provided a printout of each of the Safety Department's operating costs from 2019-1st QTR of 2024. The Mayor's recommendation is for Council to consider putting the .4% back on the ballot.

Hedges asked the Mayor how she believed she could get the levy to pass in November. She noted that in March the levy failed by 51 votes which was considerably less than the previous loss. The Mayor states she believes she can do this by providing factual information to the citizens. The Administration can provide details on how the previous funds were spent and give a commitment on how the funds will be spent in the future. The Mayor has already put together a quarterly report for both the Police and Fire that shows each line expense. The Administration is committed to providing as much factual information as possible to the citizens.

Hedges stated that even with pushing out facts she believes there is a considerable mountain to climb. Her worry is if the levy fails again, it would be detrimental to it passing in the future. She believes a comprehensive plan is important to making sure the levy passes.

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The Mayor stated §VI was added to state the funds from the replacement tax allocation will be used for the safety forces prior to the use of funds allocated to the General Fund.

Hedges stated if the levy was to go back on the ballot it would need to be to the Board of Elections by August 7th. Hedges would like a follow-up meeting and input from other Council members.

Klitzka would like better wording and to consider defaulting back to .5% to remove any possible confusion. He believes the citizens were confused by the wording and didn't understand why it was decreasing. Hedges did clarify that the City doesn't dictate the language used in the ballot and they did repeatedly ask to use the words less or decrease and the answer was always no. Hedges stated she is hesitant to change it back to .5% because they made a commitment to the citizens to decrease it if they could. Hedges believes it's their job to make sure the citizens understand the language on the ballot.

MOTION-ROLL CALL-VOTE.

Old/Other Business:

Duvall Motion to adjourn at 6:02 p.m., Hedges seconded. Motion carried.

Minutes prepared by: Melissa Burns, Clerk.