

**CITY OF MAPLE HEIGHTS
COUNCIL MEETING AGENDA**

Maple Heights Senior Center

April 19, 2017

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| 1. Caucus: | All members of Council |
| 2. Call to Order: | Council President Richard Trojanski |
| 3. Invocation/Pledge of Allegiance: | Councilman Stafford L. Shenett, Sr. |
| 4. Roll Call: | Council Clerk Leonette Cicirella |
| 5. Special Presentation: | Maple Heights Police Department |
| Special Presentation: | Councilwoman Sharri Thomas, District 6 |
| 6. Addendum: | |
| 7. Approval of Minutes: | September 21, 2016 (Regular Meeting of Council) |
| 8. Communications: | |
| 9. Council Committee Reports: | |
| 10. Department Reports: | |
| 11. Citizen's Comments: | 3 minute limitation |
| 12. Legislation: | |

2017-43 A RESOLUTION AUTHORIZING THE MAYOR AND SERVICE DIRECTOR TO ENTER INTO A PURCHASING PARTICIPATION AGREEMENT WITH THE OHIO DEPARTMENT OF TRANSPORTATION FOR THE PURCHASE OF SODIUM CHLORIDE (ROCK SALT) FOR THE 2017-2018 SEASON (018-18), AND DECLARING AN EMERGENCY

Reading 1 (Blackwell)

2017-44 A RESOLUTION AUTHORIZING THE MAYOR AND FIRE CHIEF TO APPLY FOR, AND ACCEPT AND EXPEND NON-MATCHING GRANT FUNDS FROM, THE FIREHOUSE SUBS PUBLIC SAFETY FOUNDATION, INC. FOR AN EQUIPMENT GRANT FOR THE PURCHASE OF VEHICLE EXTRICATION EQUIPMENT IN AN AMOUNT NOT TO EXCEED \$20,000.00, AND DECLARING AN EMERGRNCY

Reading 1 (Blackwell)

2017-45 A RESOLUTION APPROVING AND AUTHORIZING THE MAYOR, PURSUANT TO R.C. SECTION 118.06, TO SUBMIT AN AMENDED FINANCIAL RECOVERY PLAN DATED APRIL 19, 2017 TO THE FINANCIAL PLANNING AND SUPERVISION COMMISSION, AND DECLARING AN EMERGENCY

Reading 1 (Blackwell)

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| 13. Expenditures over \$1,000.00 |
| 14. Mayor's Report |
| 15. Council & Council President's Reports |
| 15. Adjournment |

**RESOLUTION AUTHORIZING PARTICIPATION
IN THE ODOT WINTER CONTRACT (018-18) FOR ROAD SALT**

WHEREAS, the CITY OF MAPLE HEIGHTS, CUYAHOGA COUNTY, OHIO (hereinafter referred to as the “Political Subdivision”) hereby submits this written agreement to participate in the Ohio Department of Transportation’s (ODOT) annual winter road salt bid (018-18) in accordance with Ohio Revised Code 5513.01(B) and hereby agrees to all of the following terms and conditions in its participation of the ODOT winter road salt contract:

- a. The Political Subdivision hereby agrees to be bound by all terms and conditions established by ODOT in the winter road salt contract and acknowledges that upon award of the contract by the Director of ODOT it shall be bound by all such terms and conditions included in the contract; and
- b. The Political Subdivision hereby acknowledges that upon the Director of ODOT’s signing of the winter road salt contract, it shall effectively form a contract between the awarded salt supplier and the Political Subdivision; and
- c. The Political Subdivision agrees to be solely responsible for resolving all claims or disputes arising out of its participation in the ODOT winter road salt contract and agrees to hold the Department of Transportation harmless for any claims, actions, expenses, or other damages arising out of the Political Subdivision’s participation in the winter road salt contract; and
- d. The Political Subdivision hereby requests through this participation agreement a total of **TBD (XXX)** tons of Sodium Chloride (Road Salt) of which the Political Subdivision agrees to purchase from its awarded salt supplier at the delivered bid price per ton awarded by the Director of ODOT; and
- e. The Political Subdivision hereby agrees to purchase a minimum of 90% of its above-requested salt quantities from its awarded salt supplier during the contract’s effective period of October 1, 2017 through April 30, 2018; and
- f. The Political Subdivision hereby agrees to place orders with and directly pay the awarded salt supplier on a net 30 basis for all road salt it receives pursuant to ODOT winter salt contract; and
- g. The Political Subdivision acknowledges that should it wish to rescind this participation agreement it will do so by written, emailed request by no later than Thursday, June 1, 2017. The written, emailed request to rescind this participation agreement must be received by the ODOT Office of Contract Sales, Purchasing Section email: Contracts.Purchasing@dot.ohio.gov by the deadline. The Department, upon receipt, will respond that it has received the request and that it has effectively removed the Political Subdivision’s participation request. Furthermore, it is the sole responsibility of the Political Subdivision to ensure ODOT has received this participation agreement as well as the receipt of any request to rescind this participation agreement. The Department shall not be held responsible or liable for failure to receive a Political Subdivision’s participation agreement and/or a Political Subdivision’s request to rescind its participation agreement.

NOW, THEREFORE, be it ordained by the following authorized person(s) that this participation agreement for the ODOT winter road salt contract is hereby approved, funding has been authorized, and the Political Subdivision agrees to the above terms and conditions regarding participation on the ODOT winter salt contract:

_____ (Authorized Signature) APRIL 19, 2017 Approval Date
MAYOR ANNETTE M. BLACKWELL

**THIS RESOLUTION MUST BE UPLOADED TO THE WINTER SALT PARTICIPATION WEBSITE
BY NO LATER THAN WEDNESDAY, MAY 10, 2017.**

PLEASE NOTE: THE DEPARTMENT WILL NOT ACCEPT TYPED SIGNATURES. PARTICIPATION AGREEMENTS SUBMITTED WITH TYPED SIGNATURES WILL BE INVALID AND INELIGIBLE FOR APPROVAL. YOU CANNOT SUBMIT A WORD DOCUMENT VERSION OF THIS PARTICIPATION AGREEMENT. NO EXCEPTIONS.

RESOLUTION NO.: 2017-43

INTRODUCED BY: Mayor Annette M. Blackwell

MOTION FOR ADOPTION BY:

A RESOLUTION AUTHORIZING THE MAYOR AND SERVICE DIRECTOR TO ENTER INTO A PURCHASING PARTICIPATION AGREEMENT WITH THE OHIO DEPARTMENT OF TRANSPORTATION FOR THE PURCHASE OF SODIUM CHLORIDE (ROCK SALT) FOR THE 2017-2018 SEASON (018-18), AND DECLARING AN EMERGENCY

WHEREAS, it is the responsibility of the City of Maple Heights to maintain and operate the roadways in the City for the safety of the community; and

WHEREAS, the Ohio Department of Transportation ("ODOT") invites all local governments and political subdivisions to partner with ODOT for the cooperative purchase of rock salt (Winter Contract #018-18) for the 2017-18 winter season; and

WHEREAS, as a member of the State Cooperate Purchasing Program, the City of Maple Heights is eligible to participate in the ODOT program and was a program participant in previous salt contracts presently in effect; and

WHEREAS, in order to participate in this program, the City of Maple Heights must complete and submit the purchasing participation agreement for the purchase of Sodium Chloride (rock salt), attached hereto as Exhibit A.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Maple Heights, County of Cuyahoga, State of Ohio, that:

Section 1: Council hereby authorizes the Mayor and Service Director to enter into the purchasing participation agreement, attached hereto as Exhibit A, with the Ohio Department of Transportation, for the purchase of sodium chloride (rock salt) for the 2017-2018 winter season.

Section 2: The City of Maple Heights is hereby bound by all terms and conditions as established by ODOT in the Winter Contract 018-18, attached hereto as Exhibit A. Furthermore, the City agrees to directly pay vendors, for items it receives pursuant to the aforementioned contract.

Section 3. It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting on the date indicated below, and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Section 4. This Resolution constitutes an emergency measure necessary for the public peace, safety and general welfare of the City and for the further reason that it is necessary to meet the May 10, 2017 participation deadline, and provided it receives the affirmative vote of

two-thirds (2/3) of the members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor, otherwise it shall take effect and be in force from and after the earliest period allowed by law.

PASSED: _____, 2017

Richard Trojanski, Council President

Approved as to legal form:

Annette M. Blackwell, Mayor

Frank Consolo, Director of Law

ATTEST: _____
Leonette F. Cicirella, Clerk of Council

I, Leonette F. Cicirella, Clerk of Council of the City of Maple Heights, County of Cuyahoga, State of Ohio, do hereby certify the above to be a true and exact copy of the original as contained in the records of my office and that the same has been and will remain duly posted as required by law.

Date: _____

Leonette F. Cicirella, Clerk of Council

RESOLUTION NO.: 2017-44

INTRODUCED BY: Mayor Annette M. Blackwell

MOTION FOR ADOPTION BY:

A RESOLUTION AUTHORIZING THE MAYOR AND FIRE CHIEF TO APPLY FOR, AND ACCEPT AND EXPEND NON-MATCHING GRANT FUNDS FROM THE FIREHOUSE SUBS PUBLIC SAFETY FOUNDATION, INC. FOR AN EQUIPMENT GRANT FOR THE PURCHASE OF VEHICLE EXTRICATION EQUIPMENT IN AN AMOUNT NOT TO EXCEED \$20,000.00, AND DECLARING AN EMERGENCY

WHEREAS, The Firehouse Subs Public Safety Foundation, Inc. (FSPSF) is a nonprofit corporation recognized by the IRS as a 501(c)(3) tax-exempt organization, providing life-saving equipment and needed resources to first responders and public safety organizations nationwide through funding by private donations from concerned citizens and businesses; and

WHEREAS, FSPSF recognizes that there are often much-needed tools and equipment that fire and rescue department budgets simply cannot afford to provide for which can have tragic results for both victims and first responders alike. To assist these agencies, FSPSF makes grants to purchase needed equipment; and

WHEREAS, the Mayor and Fire Chief have recommended to Council that the City submit an application for a FSPSF Equipment Grant to receive funding, in an amount not to exceed \$20,000.00, for the purchase of vehicle extrication equipment, and to accept and expend such grant funds, if awarded.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Maple Heights, County of Cuyahoga, State of Ohio, that:

Section 1. Council hereby authorizes the Mayor and Fire Chief to submit an application for a FSPSF Equipment Grant to receive funding, in an amount not to exceed \$20,000.00, for the purchase of vehicle extrication equipment, and to accept and expend such grant funds, if awarded, and to execute all necessary documents related to same.

Section 2. That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting on the date indicated below, and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Section 3. This Resolution constitutes an emergency measure necessary for the public peace, safety and general welfare of the City and for the further reason that the FSPSF Equipment Grant application must be timely filed, and provided it receives the affirmative vote of two-thirds (2/3) of the members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor, otherwise it shall take effect and be in force from and after the earliest period allowed by law.

PASSED: _____, 2017

Richard Trojanski, Council President

Annette M. Blackwell, Mayor

Approved as to legal form:

Frank Consolo, Director of Law

ATTEST: _____
Leonette F. Cicirella, Clerk of Council

I, Leonette F. Cicirella, Clerk of Council of the City of Maple Heights, County of Cuyahoga, State of Ohio, do hereby certify the above to be a true and exact copy of the original as contained in the records of my office and that the same has been and will remain duly posted as required by law.

Date: _____

Leonette F. Cicirella, Clerk of Council

RESOLUTION NO.: 2017-45

INTRODUCED BY: Mayor Annette M. Blackwell

MOTION FOR ADOPTION BY:

A RESOLUTION APPROVING AND AUTHORIZING THE MAYOR, PURSUANT TO R.C. SECTION 118.06, TO SUBMIT AN AMENDED FINANCIAL RECOVERY PLAN DATED APRIL 19, 2017 TO THE FINANCIAL PLANNING AND SUPERVISION COMMISSION, AND DECLARING AN EMERGENCY

WHEREAS, in accordance with Section 118.06 of the Ohio Revised Code (R.C. Section 118.06) the Mayor must submit to the Financial Planning and Supervision Commission (FPSC) amendments to the initial Financial Recovery Plan; and

WHEREAS, the Mayor and the Council President, in conjunction with the State Auditor's Office, recommend that the Financial Recovery Plan dated April 19, 2017, which is attached hereto as Exhibit A and incorporated as if fully rewritten herein, be approved as an amendment to the initial Financial Recovery Plan and submitted to the FPSC.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Maple Heights, County of Cuyahoga, State of Ohio, that:

Section 1: Council hereby approves the Financial Recovery Plan dated April 19, 2017, which is attached hereto as Exhibit A and incorporated as if fully rewritten herein, and authorizes the Mayor to submit the attached Financial Recovery Plan dated April 19, 2017 to the FPSC.

Section 2. It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting on the date indicated below, and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Section 3. This Resolution constitutes an emergency measure necessary for the public peace, safety and general welfare of the City and for the further reason that it is necessary to timely submit the Financial Recovery Plan to the FPSC, and provided it receives the affirmative vote of two-thirds (2/3) of the members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor, otherwise it shall take effect and be in force from and after the earliest period allowed by law.

PASSED: _____, 2017

Richard Trojanski, Council President

Annette M. Blackwell, Mayor

Approved as to legal form:

Frank Consolo, Director of Law

ATTEST: _____
Leonette F. Cicirella, Clerk of Council

I, Leonette F. Cicirella, Clerk of Council of the City of Maple Heights, County of Cuyahoga, State of Ohio, do hereby certify the above to be a true and exact copy of the original as contained in the records of my office and that the same has been and will remain duly posted as required by law.

Date: _____

Leonette F. Cicirella, Clerk of Council

City of Maple Heights

Fiscal Emergency Recovery Plan

As presented by the
Mayor of the City of Maple Heights

Annette Blackwell
& Members of City Council

April 19, 2017

City of Maple Heights
Financial Recovery Plan
April 19, 2017

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City of Maple Heights
Financial Recovery Plan
April 19, 2017

Objective of the Financial Plan:

In accordance with Section 118.06, Ohio Revised Code, the Mayor must submit to the Financial Planning and Supervision Commission ("Commission") a Financial Plan ("the Plan") as approved by ordinance or resolution of the Maple Heights City Council ("City Council") within 120 days after the first meeting of the Commission (September 24, 2015). The main objective of the Plan is to eliminate all fiscal emergency conditions which were determined by the Auditor of the State pursuant to Section 118.04, Ohio Revised Code. The Plan identifies the action to be taken by the City to restore the fiscal integrity of the City. It also serves as a master plan by which all future appropriation measures must comply and directs the correction of issues essential to financial recovery. The Plan may be amended in the same manner as its initial passage.

The actions that are to be taken by the City and legal authority, and the approximate dates of the commencement and completion are incorporated herein.

The matters that need to be addressed by the City of Maple Heights ("the City") Financial Recovery Plan in order to eliminate its fiscal emergency conditions are set forth below:

The Budget Process - Appropriations:

By virtue of Ohio law, the City of Maple Heights is required to balance its annual operating budget. Accordingly, the City's administration is committed to address each of the projected deficits through a series of demanding actions designed to increase operating revenues and/or decrease operating expenditures/expenses. The annual appropriations process shall be accomplished for the General Fund and any deficit funds through the City's rolling five-year forecast incorporated herein and will match the City's budget.

The City's budget shall be monitored on a continuing basis, both by the Fiscal Officer and the Financial Supervisor. In order to ensure that revenues are meeting projected levels, estimated revenues shall be compared to actual revenues received on at least a monthly basis. If significant differences are noted, an Amended Certificate of Estimated Resources shall be requested from the County Budget Commission. At no time should appropriations exceed the estimated revenues; therefore, if a reduced Amended Certificate of Estimated Resources is necessary, appropriations shall be reduced accordingly through ordinance. Expenditures must always be less than or equal to the Council-approved appropriations. The most current Certificate of Estimated Revenues and Council-approved appropriations shall be recorded in the City's accounting software to enable monitoring of the budget.

The City will only encumber the amounts it will be spending during the current year and not the entire amount of the project.

On or before December 31st of each year the City the City Council shall adopt budget appropriations for the upcoming year that begins January 1st. Failure to do so is in violation of the Plan and the City shall be subject to remedies and penalties as prescribed in Chapter 118 of the Ohio Revised Code.

In order to accomplish this, the following procedures shall be followed while the City remains in fiscal emergency:

City of Maple Heights
Financial Recovery Plan
April 19, 2017

Format for Appropriations: The appropriations will be at the department, personal services, and other level at minimum; and will match the Mayor's Estimate.

- a. The Finance Director shall update the estimated revenue projections included in the rolling five-year forecast no later than September 15th every year that the City remains in fiscal emergency. This starts the budget process.
- b. On or before October 1st of each year all department heads and all other branches of government shall submit their departmental budgets to the Finance Director and the Mayor. The departmental budgets shall provide a detailed narrative explaining the need for the monies requested. If any department budget includes appropriations from grant dollars specific to their department, the grant requirements, dollar amount, and grant period shall be included with the documentation.
- c. On or before November 1st of each year the Mayor shall submit to City Council the Mayor's Estimate with the format for appropriations at the department, personal services, and other level at a minimum.
- d. On or before December 1st, City Council shall complete its budget hearings on the Mayor's Estimate. Within 7 days from passage, the Clerk of City Council shall forward to Financial Supervisor the proposed appropriations ordinance resulting from City Council's budget hearings on the Mayor's Estimate.
- e. After the Financial Supervisor's review of the proposed appropriations ordinance and no later than December 31st, City Council shall adopt an appropriations ordinance for the upcoming fiscal year that is consistent with all modifications set forth by the Financial Supervisor. Failure to do so is in violation of the Plan and the City shall be subject to remedies and penalties as prescribed in Chapter 118 of the Ohio Revised Code.

Financial Reports:

The City of Maple Heights' Finance Department shall close the preceding month's books and reconcile to the bank by the 12th day of the following month. A copy of the financial reports for the preceding month shall be sent to the Mayor, City Council and the Financial Supervisor:

- a. Statement of Cash Position – all funds
- b. Monthly Bank Reconciliation – with support for all amounts on reconciliation. The monthly reconciliation shall be submitted no later than the 15th of the following month.
- c. Revenue Report – includes estimated revenues and year-to-date actual revenue received.
- d. Expenditure Report – includes appropriations and year-to-date actual expenditures.
- e. Listing of all Accounts Payable – any bill more than 30 days past due, including payroll/benefit related items such as health insurance payments, amounts owed to the pension systems, and all other payables.

City of Maple Heights
Financial Recovery Plan
April 19, 2017

Assurances of the Financial Plan:

1. The City will conform to statutes with respect to tax budgets and appropriation measures.
2. The City will establish monthly levels of expenditures and encumbrances pursuant to division (B)(2) of Section 118.07 of the Ohio Revised Code.
3. The amount and purpose of any issue of debt obligations will not exceed debt limits supported by appropriate certification by the City's Finance Director and the County Auditor.
4. The City will prepare a financial forecast for a five-year period in accordance with the standards issued by the Auditor of State. (See Appendix A).
5. The City will address and implement Auditor of State comments from the Report of Accounting Methods.

Based on the implementation of the items in this Plan, the City anticipates applying for termination of Fiscal Emergency status in 2019.

Respectfully submitted,

Annette M. Blackwell
Mayor, City of Maple Heights

Richard Trojanski
President, Maple Heights City Council

Financial Plan Approvals

Date

By City of Maple Heights Council on

By Financial Planning and Supervision Commission on

City of Maple Heights
Financial Recovery Plan
April 19, 2017

Action Items:

Reference Number	Actions	Begin	Completion	Effect on Forecast Bottom Line:
Revenue Generating Actions 2017 and Beyond:				
a	Pennzoil_Quaker State Co. installment payments, 35 months @ \$9,750, 1 month @\$9,645.57 due to RITA refund for 2011 overpayment of \$350,895.57	June, 2014	May, 2017	Additional RITA income of approximately \$117,000 per year to general fund, once fully paid.
b	Fannie Mae Candies Reopen 2/2016 after fire destroyed plant 11/2014	April, 2016	June, 2016	Additional RITA income of approximately \$74,533 to general fund in 2017 for prior taxes not paid; \$42,590 per year thereafter.
c	Bogg Equipment Opened 1/2016; \$624,000 annual payroll	May, 2016	September, 2016	Additional RITA income of approximately \$15,600 to general fund per year.
d	Bruder Manufacturing Opened in 2016; \$1 million annual payroll	October, 2016	Ongoing	Additional RITA income of approximately \$18,000 to general fund per year.
e	Save-A-Lot Reopens in June, 2017 with 30-40 part time and full-time employees	July, 2017	Ongoing	Additional RITA income of approximately \$9,700 to general fund per year.
f	Prime Meats opens in May, 2017 with 10-15 part-time and full-time employees	August, 2017	Ongoing	Additional RITA income of approximately \$4,800 to general fund per year.
g	Signature Health will open in April, 2017; \$700,000 annual payroll	April, 2017	Ongoing	Additional RITA income of approximately \$5,300 to general fund per year.
h	R. L. Lipton Distributing expansion plans with additional 20-25 employees at \$12-18 per hour.	2017	Ongoing	Pending expansion completion, additional RITA income of approximately \$5,000 to general fund per year.
i	Southgate Bowling Lanes will open in May 2017 with 20-25 part-time employees	May, 2017	Ongoing	Pending opening additional RITA income of approximately \$3,000 to general fund per year.
j	Shoppers World will open late August 2017 with 25-30 part-time employees	August, 2017	Ongoing	Pending opening additional RITA income of approximately \$3,000 to general fund per year.
k	Sides-To-Go restaurant will open June 2017 with 10-15 part-time employees	June, 2017	Ongoing	Pending opening additional RITA income of approximately \$1,500 to general fund per year.
l	Sell, lease or trade of non-essential City assets using GovDeals	May, 2015	Ongoing	City anticipates to receive \$20,000 in 2017.
m	The subsidy to the Senior Programs was cut.	April, 2015	Ongoing	Savings will be approximately \$250,000 annually.
n	Proposed increase to Local Government Funding for the City in the Governor's 2017 budget	June, 2017	June, 2020	If approved, the City will receive approximately 24.3 percent more in LGF annually.
o	Development memorandum of understanding	2017	Ongoing	The City is expecting to sell approximately 15 homes. Through the agreement, they are expected to receive \$4,000 per home.
p	Proposed Phone System Changes	2017	Ongoing	Changes to contract could save the City \$29,208. Of that \$28,000 is estimated to be saved in the general fund.
q	Bureau of Workers' Compensation Premium Refund	2017	July, 2017	The City is expecting to receive a 66 percent rebate on their 2015 year end premium payment. Additional \$110,000 to the general fund.

City of Maple Heights
Financial Recovery Plan
April 19, 2017

Shared Services (not all inclusive):

1. The City of Maple Heights (“the City”) has joined with Garfield Heights and Bedford Heights to form the Southeast Emergency Communication Center (Center) to be operated from the City of Bedford Heights. This consortium will serve as a regional dispatch center for the (3) communities and afford them with shared resources. The City will save the costs of updating much needed equipment that has been funded through a grant awarded to Bedford Heights for the Center. The Center was opened in 2015.
2. The City is a member of the Southeast Area Law Enforcement Agency (SEALE), a collaboration of police departments from seven (7) southeastern Cleveland suburbs. These communities include Bedford, Bedford Heights, Garfield Heights, Maple Heights, Solon, Oakwood Village and Walton Hills. Together the police officers, dispatchers, and fire/paramedics join together to form the SWAT Team, Bomb Unit, Crisis Intervention Team, Special Communication Unit, Special Tactical Operations Rescue Medics Child Abduction Response Team, the SEALE Training Academy and the SEALE Narcotics Task Force.
3. The City of Maple Heights is a member of the Chagrin Southeast Regional Hazmat Response Team that consists of firefighters from 30 local southeastern Cleveland suburbs that provide hazardous material and confined space response to participating member fire departments when needed in a crisis situation.
4. The City of Maple Heights is a member of the Northeast Ohio Public Energy Council (NOPEC) 129 member communities strong. NOPEC’s mission is to provide the lowest possible rates to the member community’s residents and businesses in the highly volatile deregulated energy marketplace.
5. The City of Maple Heights shares a Law Director with the Village of Woodmere.

City of Maple Heights - Cuyahoga County
Statement of Revenues, Expenditures and Changes in Fund Balance - Budget Basis
For the Years Ended December 31, 2014, Through 2016, Actual
and Ending December 31, 2017, Through 2021, Forecasted
 General Fund

	2014 Actual	2015 Actual	2016 Actual	2017 Forecasted	2018 Forecasted	2019 Forecasted	2020 Forecasted	2021 Forecasted
Revenues								
Property Taxes	\$1,667,571	\$1,589,921	\$1,465,612	\$1,679,133	\$1,679,133	\$1,763,090	\$1,763,090	\$1,763,090
Municipal Income Tax	6,658,488	7,158,757	7,132,745	7,113,900	7,113,900	7,113,900	7,113,900	7,113,900
Intergovernmental	1,106,632	1,092,077	1,023,865	1,051,344	1,051,344	1,051,344	1,051,344	1,051,344
Charges for Services	242,859	242,596	198,494	221,750	221,750	221,750	221,750	221,750
Fines, Fees, Licenses and Permits	2,525,960	1,505,631	1,231,905	1,238,900	1,238,900	1,238,900	1,238,900	1,238,900
Grants	86,141	154,089	12,931	12,000	12,000	12,000	12,000	12,000
Investment Income	196	111	69	80	80	80	80	80
Other	596,019	319,239	265,862	427,750	223,750	223,750	223,750	223,750
Total Revenues	12,883,866	12,062,421	11,331,483	11,744,857	11,540,857	11,624,814	11,624,814	11,624,814
Expenditures								
Current:								
Police								
Salary and Wages	1,977,857	2,097,237	1,642,831	1,770,962	1,806,381	1,842,509	1,879,359	1,916,946
Overtime	190,038	267,442	137,887	144,000	144,000	144,000	144,000	144,000
Fringe Benefits	1,751,064	891,718	976,950	893,932	907,146	920,360	933,573	946,787
Total Police	3,918,959	3,256,397	2,757,668	2,808,894	2,857,527	2,906,869	2,956,932	3,007,733
Auxiliary Police								
Salary and Wages	64,002	61,350	48,053	52,265	53,310	54,376	55,464	56,573
Overtime	3,861	0	0	0	0	0	0	0
Fringe Benefits	2,056	13,469	8,643	9,329	9,329	9,329	9,329	9,329
Total Auxiliary Police	69,919	74,819	56,696	61,594	62,639	63,705	64,793	65,902
Fire								
Salary and Wages	2,518,789	1,788,787	1,641,663	1,782,999	1,818,660	1,855,033	1,892,134	1,929,977
Overtime	368,427	159,017	31,664	32,808	32,808	32,808	32,808	32,808
Fringe Benefits	1,158,231	886,498	1,057,986	1,025,024	1,039,828	1,054,631	1,069,435	1,084,238
Total Fire	\$4,045,447	\$2,834,302	\$2,731,313	\$2,840,831	\$2,891,296	\$2,942,472	\$2,994,377	\$3,047,023

(continued)

City of Maple Heights - Cuyahoga County
Statement of Revenues, Expenditures and Changes in Fund Balance - Budget Basis
For the Years Ended December 31, 2014, Through 2016, Actual
and Ending December 31, 2017, Through 2021, Forecasted
General Fund (continued)

	2014 Actual	2015 Actual	2016 Actual	2017 Forecasted	2018 Forecasted	2019 Forecasted	2020 Forecasted	2021 Forecasted
Dispatch and Secretaries								
Salary and Wages	\$539,502	\$278,987	\$96,766	\$109,916	\$112,114	\$114,356	\$116,643	\$118,976
Overtime	41,330	37,018	0	250	250	250	250	250
Fringe Benefits	253,341	130,560	51,480	52,710	53,652	54,594	55,536	56,477
Other Administrative	0	318,432	584,360	596,047	596,047	596,047	596,047	596,047
Total Dispatch and Secretaries	834,173	764,997	732,606	758,923	762,063	765,247	768,476	771,750
School Guards								
Salary and Wages	59,081	37,765	31,799	43,209	44,073	44,954	45,853	46,770
Fringe Benefits	7,263	7,017	6,333	7,713	7,713	7,713	7,713	7,713
Total School Guards	66,344	44,782	38,132	50,922	51,786	52,667	53,566	54,483
Jail Administrators								
Operations								
Salary and Wages	462,257	286,783	291,960	241,711	247,432	253,267	259,219	265,290
Overtime	20,679	5,556	9,607	1,667	1,667	1,667	1,667	1,667
Fringe Benefits	14,864	121,085	159,473	177,100	179,378	181,657	183,935	186,214
Other Administrative	56,901	44,034	34,693	35,100	35,100	35,100	35,100	35,100
Total Jail Administrators	554,701	457,458	495,733	455,578	463,577	471,691	479,921	488,271
Public Health								
Other Administrative	90,701	90,701	90,701	90,701	90,701	90,701	90,701	90,701
Recreation								
Salary and Wages	60,020	2,670	1,706	2,000	2,000	2,000	2,000	2,000
Overtime	90	0	0	0	0	0	0	0
Fringe Benefits	27,181	3,592	267	319	319	319	319	319
Other Administrative	12,313	1,726	8,082	7,725	7,725	7,725	7,725	7,725
Total Recreation	\$99,604	\$7,988	\$10,055	\$10,044	\$10,044	\$10,044	\$10,044	\$10,044

(continued)

City of Maple Heights - Cuyahoga County
Statement of Revenues, Expenditures and Changes in Fund Balance - Budget Basis
For the Years Ended December 31, 2014, 2014, Through 2016, Actual
and Ending December 31, 2017, Through 2021, Forecasted
General Fund (continued)

	2014 Actual	2015 Actual	2016 Actual	2017 Forecasted	2018 Forecasted	2019 Forecasted	2020 Forecasted	2021 Forecasted
Senior Services, Nutrition, Transportation, and Home Delivered Meals								
Salary and Wages	\$276,169	\$229,529	\$0	\$0	\$0	\$0	\$0	\$0
Fringe Benefits	100,747	85,296	0	0	0	0	0	0
Other Administrative	38,458	33,147	0	0	0	0	0	0
Total All Senior Services	415,374	347,972	0	0	0	0	0	0
Building Commissioner								
Salary and Wages	96,835	89,729	92,347	94,046	95,930	97,849	99,806	101,802
Overtime	0	0	648	0	0	0	0	0
Fringe Benefits	45,237	42,773	54,154	49,840	50,782	51,724	52,666	53,607
Other Administrative	254,140	174,525	485,310	442,020	442,020	442,020	442,020	442,020
Total Building Commissioner	396,212	307,027	632,459	585,906	588,732	591,593	594,492	597,429
Community Planning and Zoning Board								
Salary and Wages	3,850	4,160	2,320	4,033	4,114	4,196	4,280	4,366
Fringe Benefits	444	406	350	825	825	825	825	825
Other Administrative	1,728	1,517	1,020	1,000	1,000	1,000	1,000	1,000
Total Community Planning and Zoning Board	6,022	6,083	3,690	5,858	5,939	6,021	6,105	6,191
Service Director								
Salary and Wages	43,680	9,888	16,439	29,068	29,652	30,245	30,850	31,467
Fringe Benefits	22,855	2,622	7,507	13,840	14,091	14,341	14,592	14,842
Other Administrative	2,343	17,427	567	580	580	580	580	580
Total Service Director	68,878	29,937	24,513	43,488	44,323	45,166	46,022	46,889
Mechanics								
Salary and Wages	79,185	43,939	39,527	39,059	42,334	43,181	44,045	44,926
Overtime	8,356	2,238	2,580	2,000	2,000	2,000	2,000	2,000
Fringe Benefits	31,394	24,985	31,568	28,119	28,654	29,188	29,723	30,258
Other Administrative	109,749	94,649	14,100	13,700	13,700	13,700	13,700	13,700
Total Mechanics	\$228,684	\$165,811	\$87,775	\$82,878	\$86,688	\$88,069	\$89,468	\$90,884

City of Maple Heights - Cuyahoga County
Statement of Revenues, Expenditures and Changes in Fund Balance - Budget Basis
For the Years Ended December 31, 2014, Through 2016, Actual
and Ending December 31, 2017, Through 2021, Forecasted
 General Fund (continued)

	2014 Actual	2015 Actual	2016 Actual	2017 Forecasted	2018 Forecasted	2019 Forecasted	2020 Forecasted	2021 Forecasted
Mayor's Office								
Salary and Wages	\$161,606	\$192,962	\$139,853	\$145,634	\$148,547	\$151,518	\$154,548	\$157,639
Overtime	1,268	0	0	0	0	0	0	0
Fringe Benefits	50,582	35,435	59,906	55,216	56,049	56,877	57,706	58,534
Other Administrative	8,006	946	7,239	9,450	9,450	9,450	9,450	9,450
Total Mayor's Office	221,462	229,343	206,998	210,300	214,046	217,845	221,704	225,623
Finance								
Salary and Wages	226,061	174,659	196,896	172,859	176,316	179,842	183,439	187,108
Overtime	2,958	3,507	7,736	1,300	1,300	1,300	1,300	1,300
Fringe Benefits	74,934	67,520	94,546	91,733	93,462	95,187	96,913	98,638
Other Administrative	38,722	4,116	5,407	5,550	5,550	5,550	5,550	5,550
Total Finance	342,675	249,802	304,585	271,442	276,628	281,879	287,202	292,596
Legal								
Salary and Wages	215,566	215,494	182,851	128,391	130,959	133,578	136,250	138,975
Overtime	250	0	2,335	0	0	0	0	0
Fringe Benefits	38,693	58,511	49,260	22,313	25,704	25,704	25,704	25,704
Other Administrative	70,149	35,828	49,949	52,800	33,800	33,800	33,800	33,800
Total Legal	324,658	309,833	284,395	203,504	190,463	193,082	195,754	198,479
Election Expense								
Other Administrative	30,964	6,375	52,063	50,000	50,000	50,000	50,000	50,000
Engineering								
Salary and Wages	22,000	22,000	0	0	0	0	0	0
Fringe Benefits	2,105	3,988	0	0	0	0	0	0
Other Administrative	29,789	80,989	0	0	0	0	0	0
Total Engineering	\$53,894	\$106,977	\$0	\$0	\$0	\$0	\$0	\$0

(continued)

City of Maple Heights - Cuyahoga County
Statement of Revenues, Expenditures and Changes in Fund Balance - Budget Basis
For the Years Ended December 31, 2014, Through 2016, Actual
and Ending December 31, 2017, Through 2021, Forecasted
General Fund (continued)

	2014 Actual	2015 Actual	2016 Actual	2017 Forecasted	2018 Forecasted	2019 Forecasted	2020 Forecasted	2021 Forecasted
Lands and Buildings								
Salary and Wages	\$68,626	\$73,175	\$51,167	\$45,280	\$46,186	\$47,110	\$48,052	\$49,013
Overtime	2,717	0	619	0	0	0	0	0
Fringe Benefits	25,202	29,403	19,549	18,698	18,972	19,245	19,519	19,792
Utilities	269,410	290,577	296,141	299,000	299,000	299,000	299,000	299,000
Other Administrative	500,997	292,913	303,742	530,400	304,400	304,400	304,400	304,400
Total Lands and Buildings	866,952	686,068	671,218	893,378	668,558	669,755	670,971	672,205
Civil Service								
Salary and Wages	5,580	5,580	3,690	5,580	5,693	5,807	5,923	6,041
Fringe Benefits	680	519	453	997	997	997	997	997
Other Administrative	7,036	1,336	2,617	150	150	150	150	150
Total Civil Service	13,296	7,435	6,760	6,727	6,840	6,954	7,070	7,188
Human Resources								
Salary and Wages	77,126	78,610	50,653	54,084	55,166	56,269	57,394	58,542
Overtime	0	0	2,743	0	0	0	0	0
Fringe Benefits	25,698	32,057	31,773	33,003	33,675	34,344	35,012	35,680
Other Administrative	3,662	12,223	25,530	24,840	24,840	24,840	24,840	24,840
Total Human Resources	106,486	122,890	110,699	111,927	113,681	115,453	117,246	119,062
Economic Development								
Salary and Wages	36,375	0	0	0	0	0	0	0
Fringe Benefits	5,239	578	0	0	0	0	0	0
Other Administrative	1,379	0	0	0	0	0	0	0
Total Economic Development	\$42,993	\$578	\$0	\$0	\$0	\$0	\$0	\$0

(continued)

City of Maple Heights - Cuyahoga County
Statement of Revenues, Expenditures and Changes in Fund Balance - Budget Basis
For the Years Ended December 31, 2014, Through 2016, Actual
and Ending December 31, 2017, Through 2021, Forecasted
General Fund (continued)

	2014 Actual	2015 Actual	2016 Actual	2017 Forecasted	2018 Forecasted	2019 Forecasted	2020 Forecasted	2021 Forecasted
Council								
Salary and Wages	\$99,000	\$98,800	\$99,725	\$99,000	\$99,000	\$99,000	\$99,000	\$99,000
Fringe Benefits	9,744	16,080	16,593	18,422	18,422	18,422	18,422	18,422
Other Administrative	2,293	4,233	3,906	13,900	13,900	13,900	13,900	13,900
Total Council	111,037	119,113	120,224	131,322	131,322	131,322	131,322	131,322
Clerk of Council								
Salary and Wages	53,953	63,587	44,850	44,682	45,576	46,488	47,418	48,366
Overtime	0	1,821	0	0	0	0	0	0
Fringe Benefits	23,428	13,097	17,318	17,473	17,747	18,020	18,294	18,567
Other Administrative	0	357	438	430	430	430	430	430
Total Clerk of Council	77,381	78,862	62,606	62,585	63,753	64,938	66,142	67,363
Mayor's Court								
Salary and Wages	56,233	54,933	39,786	29,594	30,186	30,790	31,406	32,034
Fringe Benefits	24,132	15,926	15,327	10,026	10,163	10,300	10,436	10,573
Other Administrative	606	442	1,850	1,830	1,830	1,830	1,830	1,830
Total Mayor's Court	80,971	71,301	56,963	41,450	42,179	42,920	43,672	44,437
Non-Departmental								
Fringe Benefits	297,093	86,962	2,147	2,000	2,000	2,000	2,000	2,000
Workers' Compensation	0	156,881	113	0	0	0	0	0
Special Events	1,972	0	0	0	0	0	0	0
Bank Fees	14,095	12,855	17,100	18,000	18,000	18,000	18,000	18,000
RITA Collection Fees	0	378,987	254,487	250,000	250,000	250,000	250,000	250,000
Other Administrative	38,151	281,420	190,344	213,100	213,100	213,100	213,100	213,100
Grass Cutting	97,204	133,896	97,324	120,000	120,000	120,000	120,000	120,000
Contingency	752	67,007	15,173	25,000	25,000	25,000	25,000	25,000
Total Non-Departmental	449,267	1,118,008	576,688	628,100	628,100	628,100	628,100	628,100
Total Expenditures	\$13,517,054	\$11,494,859	\$10,114,540	\$10,406,352	\$10,300,885	\$10,436,493	\$10,574,080	\$10,713,675

(continued)

City of Maple Heights - Cuyahoga County
Statement of Revenues, Expenditures and Changes in Fund Balance - Budget Basis
For the Years Ended December 31, 2014, Through 2016, Actual
and Ending December 31, 2017, Through 2021, Forecasted
General Fund (continued)

	2014	2015	2016	2017	2018	2019	2020	2021
	Actual	Actual	Actual	Forecasted	Forecasted	Forecasted	Forecasted	Forecasted
<i>Excess of Revenue Over (Under) Expenditures</i>	(633,188)	567,562	1,216,943	1,338,505	1,239,972	1,188,321	1,050,734	911,139
Other Financing Sources (Uses)								
Advances In	0	0	375,000	0	0	0	0	0
Transfers In	100,250	221,000	0	0	0	0	0	0
Transfers Out	(729,845)	(693,344)	(857,000)	(860,000)	(860,000)	(860,000)	(860,000)	(860,000)
<i>Total Other Financing Sources (Uses)</i>	(629,595)	(472,344)	(482,000)	(860,000)	(860,000)	(860,000)	(860,000)	(860,000)
<i>Changes in Fund Balance</i>	(1,262,783)	95,218	734,943	478,505	379,972	328,321	190,734	51,139
<i>Fund Balance (Deficit) Beginning of Year</i>	(1,332,946)	(2,595,729)	(2,500,511)	(1,765,568)	(1,287,063)	(907,091)	(578,770)	(388,036)
<i>Fund Balance (Deficit) End of Year</i>	(\$2,595,729)	(\$2,500,511)	(\$1,765,568)	(\$1,287,063)	(\$907,091)	(\$578,770)	(\$388,036)	(\$338,897)
Pennzoil-Quaker State Co. Income Tax				68,250	117,000	117,000	117,000	117,000 a
Fannie Mae Candies Reopen				74,533	42,590	42,590	42,590	42,590 b
Bogg Equipment Opened				5,300	5,300	5,300	5,300	5,300 c
Bruder Manufacturing Opened				18,000	18,000	18,000	18,000	18,000 d
Save-A-Lot Reopen				9,700	9,700	9,700	9,700	9,700 e
Prime Meats Opens				4,800	4,800	4,800	4,800	4,800 f
Signature Health Opened				5,300	5,300	5,300	5,300	5,300 g
R.L. Lipton Distributing Expansion Plans				0	5,000	5,000	5,000	5,000 h
Southgate Bowling Lanes to Open				0	3,000	3,000	3,000	3,000 i
Shoppers World to Open				0	3,000	3,000	3,000	3,000 j
Sides-To-Go to Open				0	1,500	1,500	1,500	1,500 k
Additional Sale of Equipment				10,000	0	0	0	0 l
Local Government Fund Increase				0	95,000	180,000	180,000	180,000 n
Development Corporation Fee				60,000	0	0	0	0 o
AT&T Phone Bill Savings				28,000	28,000	28,000	28,000	28,000 p
Bureau of Workers' Compensation Refund				110,000	0	0	0	0 q
Ending Cash after All Plan Items*	(2,595,729)	(2,500,511)	(1,765,568)	(893,180)	(175,018)	576,493	1,190,417	1,664,746

*Please note, this subtotal is factoring in the cumulative effect of recovery plan items for all years, so it will not add down from the "Fund Balance (Deficit) End of Year" line.

City of Maple Heights
Financial Recovery Plan
April 19, 2017

Forecast Assumptions (significant assumptions):

Revenues

The 2017 Amended Certificate of Estimated Resources was used for forecasting revenue line items in 2017 and carried forward in 2018 – 2021.

Property Taxes – 2017 and 2018 property taxes were forecasted based on the Schedule A published by the Cuyahoga County Budget Commission. The biggest decline in the last few years occurred between 2015 and 2016 (7.81 percent) mainly due to the county’s re-evaluation. The subsequent property taxes for future years were forecasted based on a five percent increase due to the county’s reappraisal that will occur in 2018.

Local Income Tax – The income tax prior to 2015 had seen a downward slide from previous years mainly due to high unemployment in the City. The economy plays an integral part in the tax revenue. There was a spike in 2015 income tax, then a small decline in 2016 income tax. Income tax will be forecasted at a conservative amount from the prior year actual.

Local Government Revenue – The 2017 forecasted revenues were based on documentation from the Department of Taxation. Until future documentation is received from the Department of Taxation, the revenue is flat-lined.

Charges for Services – The County estimated that grass cutting assessments would be approximately \$400,000. This is largely due to delinquencies. The City does not believe this is a realistic number based on prior year collections. Therefore, the forecast will estimate charges for services receipts to be in line with prior year collections.

Fines, Fees, Licenses and Permits – This revenue source was forecasted based on prior year collections.

Grants – The change in the grants were due to reclassification of the Senior Programs from the General Fund to Special Revenue Funds. Due to the passage of a 1.3 mill levy for the Senior Center in 2015, the Senior Programs are now classified as restricted. The City expects to receive \$9,000 for a community diversion grant and \$3,000 for a community recycling grant each year through the forecasted period.

Other – Other revenue is showing an increase in 2017 due to anticipated reimbursement for a park improvement project. There is a corresponding increase to Lands and Buildings other expenditures line item for this project.

Expenditures

The 2017 Permanent Appropriations were used for most line items and carried forward in 2018 - 2021. Salaries and benefits are based on current payroll registers.

There is an increase in salaries and wages in most departments to account for step increases and longevity.

There is an increase in fringe benefits in all departments largely due to increases in healthcare costs.

City of Maple Heights
Financial Recovery Plan
April 19, 2017

Police – The Police Department experienced a high volume of turnover in 2015 which resulted in a lower rate of pay and less fringe benefits for new cadets. Each year the cadets' salaries increased to the next step until they reached officer's pay grade.

The Police bargaining unit was ratified by the Union and approved by Council in February 2016. There was an increase in employee health contributions. Their firearms proficiency pay was converted to increases in their hourly rate.

Fire – In 2015 the Fire Department underwent many personnel changes resulting in vacancies that were replaced with cadets at a lower rate of pay and less fringe benefits. Each year they will receive a step increase until they reach fire fighter category.

The provisions of the IAFF new contract in 2015 reduced minimum manning from 8 to 6 which is projected to save the City about \$1 million annually.

Dispatch and Secretaries – The City signed an agreement to participate with Garfield Heights and Bedford Heights in the operation of the Southeast Emergency Communications Center (SECC) effective 6/1/2015. All but two (2) of the City's dispatchers' positions were eliminated. Also, the Dispatchers' Bargaining Unit was disbanded which moved the two workers to non-bargaining status and all of the provisions thereof. The City has budgeted for dispatcher positions as well as 2 part-time replacements.

Senior Services – Senior Services have been moved to a special revenue fund.

Mayor's Office – In 2016, the Mayor's salary was reduced \$15,493.20 by legislation.

Finance – Salaries and wages were slightly higher in 2016 due to the City having to pay an additional interim Finance Director salary on top of paying the previous Finance Director's administrative leave salary. The City has hired a new Finance Director who will begin April 1, 2017.

Past Due Account Payable

Currently, the City is using the purchase order system exclusively to account for all purchases and liabilities. The City's average invoice aging is between 30-45 days. There will always be outstanding invoices with net 30 days terms.

City of Maple Heights
Council Expenditures over \$1000.00
Wednesday, April 19, 2017

APPROVAL NUMBER	COST	VENDOR	ITEM and DESCRIPTION	Date Requested	Requested By	Fund	Dept	Account	AVAILABLE BUDGET	Additional \$ Needed	Transfer from Budget Acct
2017-035	\$6,198.74	Lorain County Community College	Police Academy Training Cadet Anthony Konieczka Spring 2017	3/29/2017	Police	Drug Law Enforcement	Police	274-1100-52065 Police Continued Training	\$6,200		
2017-036	\$5,004.00	Stewart Signs	Freestanding Sign for Food Pantry	3/31/2017	Senior Center	Job Creation & Retention Grant	Misc	280-7170-52063 Operating Supplies	\$20,000		
2017-037	\$3,000.00	Pradco	Psychological Testing for Police Cadet Applicants	4/10/2017	Police Chief	Ambulance Billing	Police	252-1100-55015 Prof. Services	\$4,367		
2017-038	\$12,773.95	W.B. Mason	Renovation of Living Room Area at the Senior Center	3/22/2017	Senior Center	Capital Improvement	Senior Services	410-3500-55021 Senior Ctr Improvements	\$63,750		
2017-039	\$14,856.25	Ohio Desk	Carpet Title for Dining, Living, and Meeting Rooms at the Senior Center	3/30/2017	Senior Center	Capital Improvement	Senior Services	410-3500-55021 Senior Ctr Improvements	\$48,894		
TOTAL	\$41,832.94										

All Approved _____ YES _____ NO Pull Out # _____

_____ Council President