



## **City of Powell Finance Committee**

### **MINUTES April 11, 2017**

#### Attendees:

Tom Counts, Dan Swartwout, Brendan Newcomb, Frank Bertone, Jon Bennehoof, Steve Lutz, Jessica Marquez, Debra Miller and Sean Miller (Director of Delaware County Emergency Management Agency)

#### Approval of minutes

Minutes were approved as presented.

#### Emergency Management Agreement Change

Mr. Miller (EMA) presented to the committee on this topic. He went through the Delaware County Emergency Management Point Paper line by line with an explanation and/or history. This line by line discussion included the changes in the agreement and the estimated cost changes (funding).

The committee focused on two areas with their questions to Mr. Miller. First, asking about the change in funding and getting more details on the reliance of federal grants for a majority of their funding. The second, was getting more details on the function of the agency and how it assists the city.

The committee was also interested in asking about other funding ideas that didn't involve the City or County – such as including with the 911 millage, etc.

#### Finance Director's Report – March 2017

Ms. Miller stated that expenditures continue to be in-line with the budget and income taxes are coming right at last year's level. Until the City gets past April/May collections where a large majority is collected we won't know if we are okay or to start getting worried.

There was a question on clarifying the about collected in the Seldom Seen TIF Fund whether that about was interest or the amount of the note. It was interest.

#### Board of Tax Appeals

In 2015, the City had to replace its municipal income tax code with an updated one approved by the State of Ohio legislators to be effective in 2016. Also, included in the change was a replacement of the City's old Board of Tax Appeals with a new one that had different rules on who could be on the board.

Ms. Miller stated that she had a letter that she felt when she responded that the accountant and taxpayer would be appealing. Therefore, the Board needed to be set up. Based on her tenure with the City, the Board has not had to meet very often – maybe a half-a-dozen times.

Mr. Counts mentioned some of the reasons for prior appeals and Ms. Miller stated taxpayers no longer have the ability to appeal the decision on waiving or reducing penalties and interest.

The committee then discussed what type of person should be appointed to the board, the qualifications and the process of getting those candidates. They asked Ms. Miller to email them the code and her recommendations on qualifications.

#### Popular Annual Financial Report (PAFR)

Ms. Marquez presented on what a Popular Annual Financial Report is and how it differs from the City's Comprehensive Annual Financial Report (CAFR) and the Budget document. The Finance staff felt this would be a good communications tool for the residents especially since the City's may be considering going out to the ballot in the future.

Staff doesn't have the time to do the entire PAFR which is why finding out that Julian & Grube has a branch that assists governments in preparing the PAFR was interesting. The quote from J&G is also included in the packet.

The committee thought the PAFR was a good idea but was interested in learning on how it would be distributed. Ms. Marquez will be following up with the committee once she researches how many other communities distribute.

#### 2017 August Note Refinancing

Last year the City issued a one-year note for the majority of the Seldom Seen Park and public improvements at \$1.45 million. This year the amount will be raised for the total amount of \$2.225 million but whether or not it is a note or bond or some other debt instrument will be determined in the next week or so. Included in the packet, is the financing timeline for the debt instruments.

#### 2016 City Council Goal – Fiscal Sustainability/Capital Funding

Ms. Miller reviewed what each document was in the committee packet. She hoped that everyone would keep this part of the packet as backup for the continuing discussion on Capital Funding.

The committee continued their discussion on the timing of the ballot – appears to be some leaning towards November 2018 – but the committee wants to make sure that all council members are on-board with going to the ballot.

The Upper Arlington "Blue-Ribbon Panel" was discussed with the committee based on what Mr. Swartwout found out after talking with one of the members of the panel. The committee liked the concept and turned the conversation to how long did the committee work on the report and how to find citizens willing to work on the panel.

#### Other Business

None

#### Adjourn

Committee adjourned at 8:40 pm.