



AGENDA

ATHENS CITY COUNCIL

MONDAY, AUGUST 7, 2023 - 6:00 PM

e-mail: dwalker@ci.athens.oh.us

Streaming is available at www.ci.athens.oh.us/video

6:00 PM

PRESENTATION

CITY FINANCE OVERVIEW (AUDITOR HECHT AND TREASURER THOMAS)

7:00 PM

FINANCE & PERSONNEL COMMITTEE:

- Then and now approval for BDT Architects & Designers (\$6,250)
- Appropriations:
 - (\$50,000) to general fund, auditor, refund line, for additional income tax refunds
 - (\$52,000) to general fund, police personnel line, for police payouts

1. Establish Quorum

2. Disposition of Minutes:

- Special Session of Council held June 12, 2023
- Special Session of Council held June 15, 2023
- Regular Session of Council held June 20, 2023
- Special Session of Council held June 26, 2023

3. Communications

4. Reports and Communications from Other Elected Officials

5. Ordinances for First Reading:

- **0-78-23**
AN ORDINANCE ACCEPTING PERMANENT UTILITY RIGHT-OF WAY EASEMENTS FROM OCULUS ACQUISITIONS, LLC FOR ACCESS TO THE

EXISTING CITY LIFT STATION AT UNIVERSITY ESTATES. Introduced by Council Member Grace

- **0-79-23**
AN ORDINANCE AMENDING ORDINANCE 65-23, THE 2023 APPROPRIATION ORDINANCE 155-22.
Introduced by Council Member Crawl
- **0-80-23**
AN ORDINANCE APPROVING A THEN-AND-NOW CERTIFICATE FOR PAYMENT TO BDG ARCHITECTS & DESIGNERS FOR PARKING GARAGE IMPROVEMENTS, PHASE III, PROJECT #362; AND DECLARING AN EMERGENCY.
Introduced by Council Member Crawl
- **0-81-23**
AN ORDINANCE AMENDING THE 2023 APPROPRIATION ORDINANCE 155-22. Introduced by Council Member Crawl

6. Announcements & Other Business:

- Motion to Accept the June 2023 Financial Reports

7. Opportunity for Citizens to Speak on Legislative Items and City Services Not Covered on the Agenda

8. Adjournment

Chris Knisely
President of Council

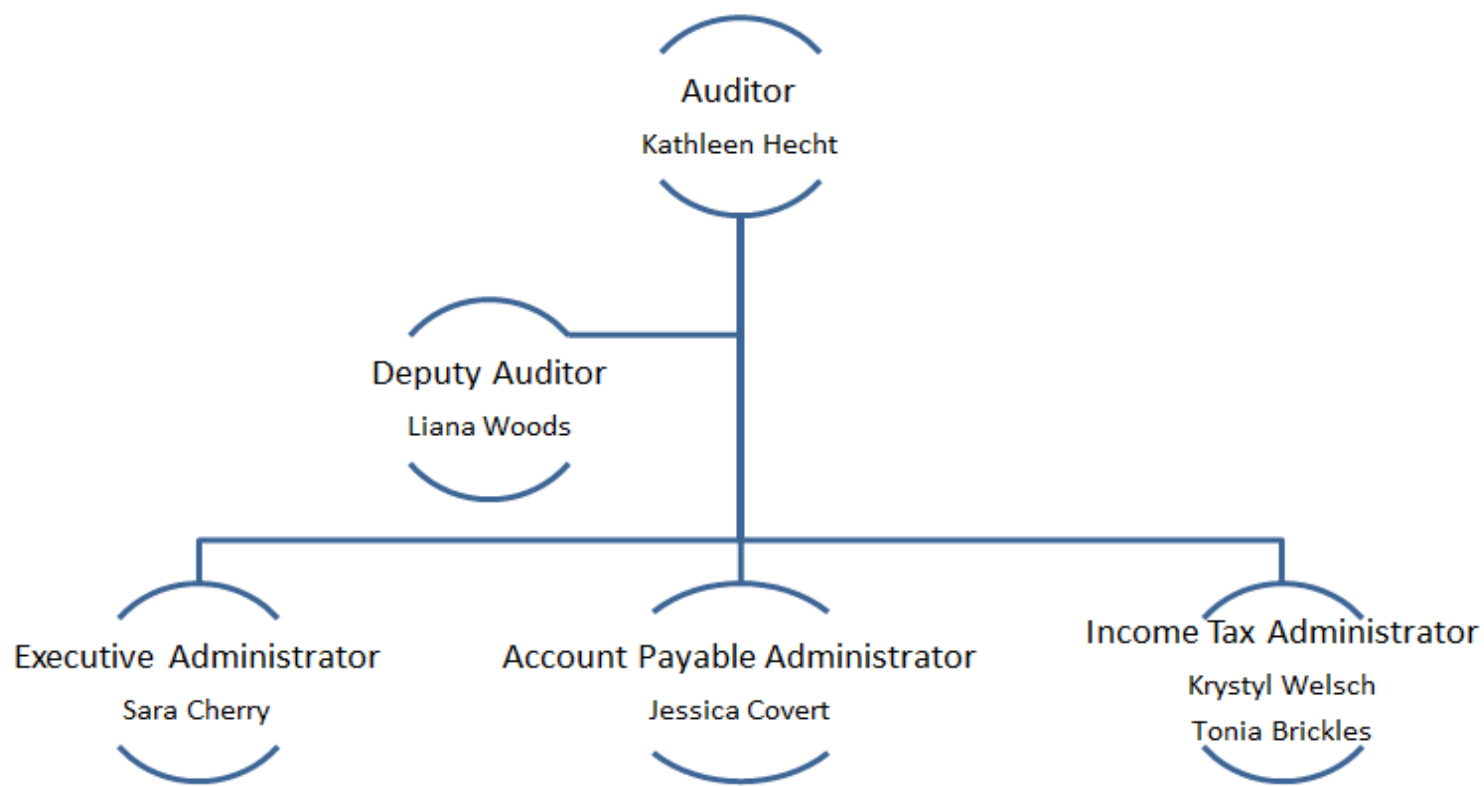
The City of Athens supports the Americans with Disabilities Act. Requests for reasonable accommodation may be made with the ADA Coordinator in the City Building or by calling 592-3367.



Responsibilities of the Auditor

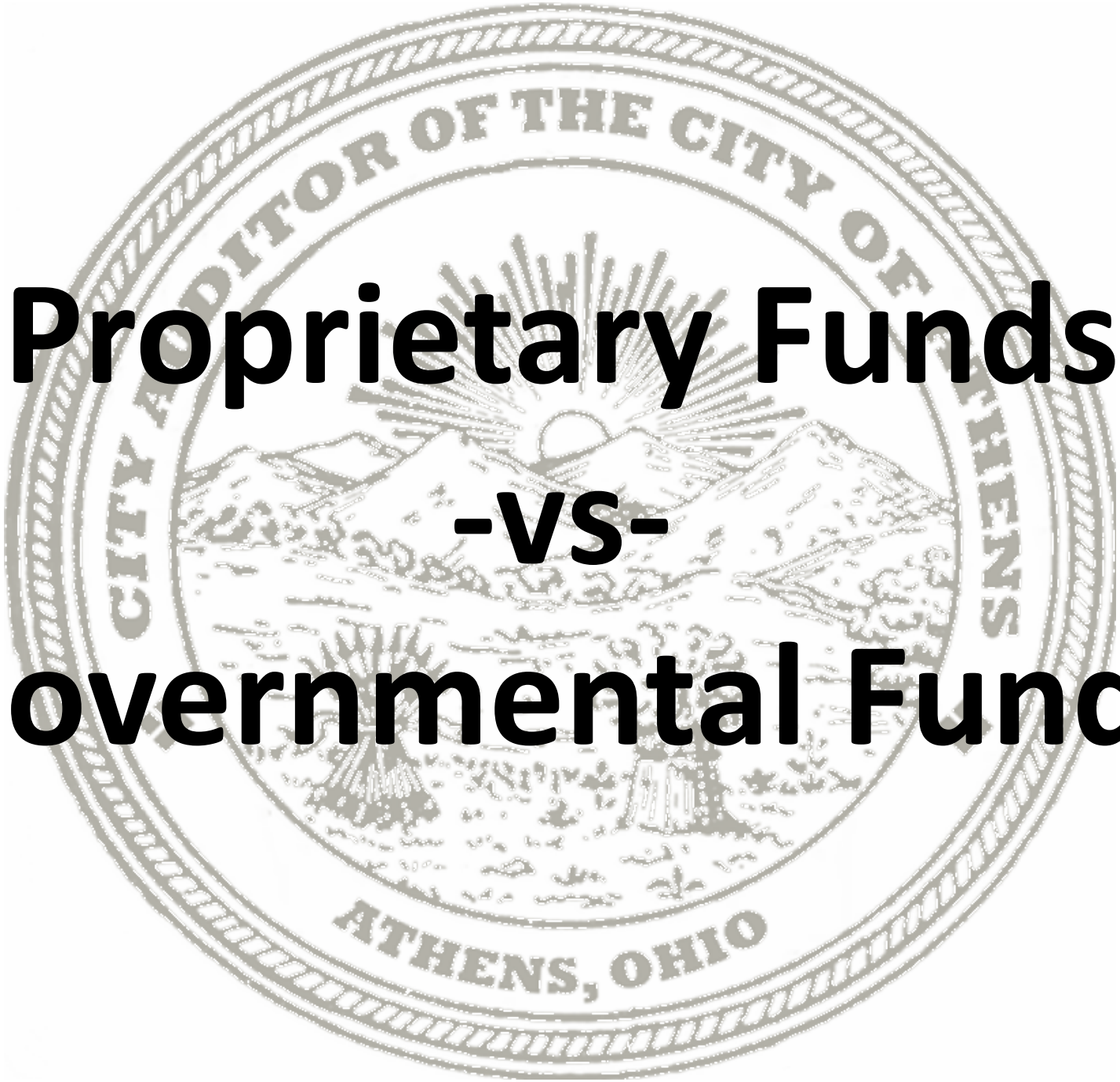
- Keep the books of the city
- Exhibit accurate statements of all revenue and expenses
- Audits the accounts of all departments
- Collection of municipal income taxes (our largest source of revenue) and other forms of revenue
- Responsible for all forms of payment; payroll, accounts payable, and petty cash
- Tracking all departmental assets
- Bond acquisitions and payments

Athens City Auditor's Office Organizational Chart



**CITY OF ATHENS
CHART OF ACCOUNTS
FUND AND PROGRAM SUMMARY**

GENERAL FUND			DEBT SERVICE FUNDS			ENTERPRISE FUNDS		
Mayor	101	101	FIRE STATION DEBT FUND	430	- 490	PK GARAGE	730	- 718
Auditor	101	102	APR DEBT FUND	450	- 490	PK GARAGE DEBT	733	- 490
Treasurer	101	103						
Law Director	101	104				WATER		
Council	101	105				Maintenance	740	- 635
Court	101	106				Administration	740	- 636
Lands/Bldgs.	101	112	CAPITAL PROJECT FUNDS			Plant	740	- 637
Other Admin	101	120				WTP IMPR. DEBT	744	- 490
Police	101	207	STREET REHAB	572	- 580			
Fire	101	208	CAPITAL IMPR	580	- 580			
Code	101	351	ARMORY/HUDSON	582	- 580	SEWER		
Parking Enforcement	101	718	LAW BLDG. IMPR	585	- 580	Maintenance	750	- 635
			FEMA GRANT	588	- 580	Administration	750	- 636
			SM CITIES ODOT	589	- 580	Plant	750	- 637
			ISSUE II GRANT	590	- 580	SEWER REPLACE		
SPECIAL REVENUE FUNDS			E. STATE/ARC	591	- 580	Debt	755	- 490
			COURT CAPITAL	592	- 106	Maintenance	755	- 635
SAFETY SERVICES	206	208	TIF MUNI IMP TAX INCREMENT	593	- 580	Plant	755	- 637
CEMETERY	210	115	UNIV EST TAX INCREMENT	594	- 580	SEWER DEBT	758	- 490
TOURISM	212	120	DRD FUND	596	- 580	GARBAGE		
TRANS. ASSIST.	214	716				Administration	760	- 636
CABLE ACCESS	215	120	TRUST FUNDS					
STREET	220	717						
STATE HIGHWAY	225	717	LUCH'S BEAUTIF	650	- 120			
WHEEL TAX	226	717						
JUDGE COURT-COMP	230	106				INTERNAL SERVICE FUNDS		
CLERK COURT-COMP	231	106				BASIC	865	- 625
UNDERAGE DRINKERS	232	106				Fleet Maintenance	865	- 645
CCA GRANT	235	106				IT Services	865	- 647
DUI COURT GRANT	237	106				MEDICAL	866	- 881
CDBG	248	352						
CDBG RLF	249	352						
A. CITY ENHANCE.	250	352						
COMMUNITY IMPRV CORP	253	352						
INDIG DRIVER	260	207				AGENCY FUNDS		
ENFORCE/EDUC.	261	207				'89 ESCROW	901	
IDIAM	262	106				MANSFIELD. HSE	902	
RECREATION	270	940				UNCLAIMED FUNDS	903	
COMM. CTR. FACILITY	271	940				ON-ACCT FUNDS	931	
COMM. CTR. PHASE II	272	940						
APR INCOME TAX FUND	273	940						
ARPA RESCUE PLAN ACT	286	120						
OPIOID SETTLEMENT	287	120						
LAW ENFORCE	293	207						
DRUG ENFORCE	294	207						

The background of the slide features a large, faint, circular seal. The seal is for the City Auditor of the City of Athens, Ohio. It contains a landscape with a rising sun, mountains, and a river. The text "CITY AUDITOR OF THE CITY OF ATHENS" is written around the top inner edge, and "ATHENS, OHIO" is at the bottom.

Proprietary Funds -VS- Governmental Funds

The seal of the City Auditor of the City of Athens, Ohio, is a circular emblem. The outer ring contains the text "CITY AUDITOR OF THE CITY OF ATHENS" at the top and "ATHENS, OHIO" at the bottom, separated by two small square symbols. The inner circle features a landscape with a rising sun over mountains, a river, and a small building. The text "Monthly Reports" is superimposed over the center of the seal in a large, bold, black font.

Monthly Reports

MTD/YTD Revenue Report

CITY OF ARLINGTON
YTD REVENUE REPORT
FOR THE PERIOD ENDED MARCH 31, 2023

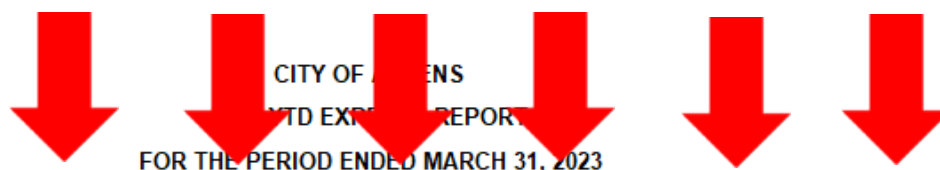
Account	Description	Est Rev	MTD Rec	YTD Rec	Unc Bal	%Remain	%Collected
101.000.411000	REAL ESTATE TAX	1,057,800.00	0.00	0.00	1,057,800.00	100.00%	0.00%
101.000.411300	TANGIBLE PERS PROPERTY	0.00	0.00	0.00	0.00	0.00%	0.00%
101.000.412500	INCOME TAX RECEIPTS	10,600,000.00	736,813.55	2,263,202.25	8,336,797.75	78.65%	21.35%
101.000.413100	MANUFACTURED HOME TAX	75.00	0.00	0.00	75.00	100.00%	0.00%
101.000.413200	TRANSIENT GUEST TAX (3%)	240,000.00	128.43	58,700.61	181,299.39	75.54%	24.46%
101.000.414000	UNDIVIDED CO LOCAL GOVT	0.00	0.00	0.00	0.00	0.00%	0.00%
101.000.414100	CO LOCAL GOVT FUND-STATE UNDIVIDED	460,000.00	34,257.99	158,992.28	301,007.72	65.44%	34.56%
101.000.414200	STATE DIRECT LOCAL GOVT FUND	120,000.00	7,967.83	29,565.24	90,434.76	75.36%	24.64%
101.000.414300	ESTATE TAXES	0.00	0.00	0.00	0.00	0.00%	0.00%
101.000.414400	CIGARETTE LICENSES	6,000.00	0.00	0.00	6,000.00	100.00%	0.00%
101.000.414500	LIQUOR LICENSES	65,000.00	0.00	0.00	65,000.00	100.00%	0.00%
101.000.414600	ROLLBACK HOMESTEAD PP EXEMPT	80,000.00	0.00	0.00	80,000.00	100.00%	0.00%
000-41		12,628,875.00	779,167.80	2,510,460.38	10,118,414.62	80.12%	19.88%

Revenue Comparison Report

CITY OF CHENS
REVENUE COMPARISON REPORT
FOR THE PERIOD ENDING MARCH 31, 2023

Account	Account Description	Estimated Revenue	YTD Actual Revenue	Uncollected Balance	Last Year End Estimated Revenue	Last Year YTD Revenue	Last Year End YTD Revenue
GENERAL FUND							
101.000.411000	REAL ESTATE TAX	1,057,800.00	0.00	1,057,800.00	1,058,000.00	0.00	1,053,634.53
101.000.411300	TANGIBLE PERS PROPERTY	0.00	0.00	0.00	0.00	0.00	0.00
101.000.412500	INCOME TAX RECEIPTS	10,600,000.00	2,263,202.25	8,336,797.75	11,000,000.00	2,311,235.25	10,472,721.90
101.000.413100	MANUFACTURED HOME TAX	75.00	0.00	75.00	100.00	0.00	72.48
101.000.413200	TRANSIENT GUEST TAX (3%)	240,000.00	58,700.61	181,299.39	230,000.00	51,157.08	229,964.99
101.000.414000	UNDIVIDED CO LOCAL GOVT	0.00	0.00	0.00	0.00	0.00	0.00
101.000.414100	CO LOCAL GOVT FUND-STATE	460,000.00	158,992.28	301,007.72	440,000.00	111,163.66	430,826.93
101.000.414200	STATE DIRECT LOCAL GOVT FUND	120,000.00	29,565.24	90,434.76	120,000.00	27,429.02	119,868.26
101.000.414300	ESTATE TAXES	0.00	0.00	0.00	0.00	0.00	0.00
101.000.414400	CIGARETTE LICENSES	6,000.00	0.00	6,000.00	6,000.00	0.00	5,846.16
101.000.414500	LIQUOR LICENSES	65,000.00	0.00	65,000.00	70,000.00	0.00	67,689.65
101.000.414600	ROLLBACK HOMESTEAD PP EXEMPT	80,000.00	0.00	80,000.00	75,000.00	0.00	74,471.61
101.000.421100	CONTRACTOR/VENDOR LICENSES	50,000.00	2,798.55	47,201.45	50,000.00	2,625.00	48,153.63
101.000.421500	ELECTRIC SCOOTER PERMITS	15,000.00	0.00	15,000.00	14,000.00	0.00	13,150.00
101.000.423100	CABLE FRANCHISE FEES	70,000.00	16,087.43	53,912.57	71,000.00	18,007.78	69,267.08

MTD/YTD Expense Report



Account	Description	Rev App	MTD Exp	YTD Exp	Unexp	Enc	Unenc	%	%
101.101.510500	INTERNS	10,000.00	981.00	3,037.00	6,963.00	0.00	6,963.00	30.37%	69.63%
101.101.511000	REGULAR EARNINGS	600,000.00	44,903.93	138,112.80	461,887.20	0.00	461,887.20	23.02%	76.98%
101.101.511100	OVERTIME	600.00	0.00	0.00	600.00	0.00	600.00	0.00%	100.00%
101.101.511400	LONGEVITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00%
101.101.513300	ACCRUED BENEFITS	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00%
101.101.513400	DUAL INS WAIVER	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00%
101.101.513500	CELL PHONE ALLOWANCE	2,000.00	228.00	684.00	1,316.00	0.00	1,316.00	34.20%	65.80%
101.101.514100	PERS 14.0%	87,000.00	6,461.41	22,349.72	64,650.28	0.00	64,650.28	25.69%	74.31%
101.101.514200	PENSION	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00%
101.101.515100	LIFE INSURANCE	1,800.00	125.11	375.33	1,424.67	1,424.67	0.00	100.00%	0.00%
101.101.515200	MEDICAL INSURANCE	197,000.00	0.00	28,710.00	168,290.00	0.00	168,290.00	14.57%	85.43%
101.101.515300	WORKERS COMP INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00%
101.101.515400	UNEMPLOYMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00%
101.101.515500	MEDICARE	10,000.00	668.65	2,056.62	7,943.38	0.00	7,943.38	20.57%	79.43%
101-51	MAYOR(51)	908,400.00	53,368.10	195,325.47	713,074.53	1,424.67	711,649.86	21.66%	78.34%
101.101.520100	SUPPLIES	14,520.00	102.10	364.71	14,155.29	1,222.29	12,933.00	10.93%	89.07%
101.101.520200	COPIER SUPPLIES	1,500.00	203.96	221.96	1,278.04	278.04	1,000.00	33.33%	66.67%
101.101.524100	GAS & OIL	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00%
101.101.524200	VEHICLE MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00%
101.101.526100	UNIFORMS	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00%
101-52	MAYOR(52)	16,020.00	306.06	586.67	15,433.33	1,500.33	13,933.00	13.03%	86.97%

MTD Fund Report



Fund	Description	Beg Bal	MTD Rec	MTD Exp	Unexp	Enc	Unenc
101	GENERAL FUND	6,069,768.50	1,045,447.26	1,333,246.74	5,781,969.02	1,417,542.89	4,364,426.13
206	SAFETY SERVICES POLICE & FIRE	8,997,920.92	0.00	294,546.27	8,703,374.65	303,374.65	8,400,000.00
210	CEMETERY FUND	35,036.49	81,146.55	6,370.29	109,812.75	5,074.34	104,738.41
212	TOURISM FUND	2,557.10	130.44	0.00	2,687.54	1,260.76	1,426.78
214	TRANSPORTATION ASSIST FUND	167,482.66	10,922.95	43,281.77	135,123.84	83,315.00	51,808.84
215	CABLE ACCESS FUND	220,868.75	305.83	2,487.00	218,687.58	113.86	218,573.72
220	STREET FUND	4,057,478.08	221,045.20	124,200.27	4,154,323.01	784,581.52	3,369,741.49
225	STATE HIGHWAY FUND	182,145.80	3,048.08	0.00	185,193.88	18,692.28	166,501.60
226	PERMISSIVE WHEEL TAX FUND	374,758.10	5,808.74	0.00	380,566.84	0.00	380,566.84
230	JUDGES COURT COMPUTER	102,309.55	546.36	5,167.30	97,688.61	4,161.08	93,527.53
231	CLERK COURT COMPUTER	32,869.32	6,016.43	3,085.50	35,800.25	5,355.09	30,445.16
232	DIVERSION PROGRAM FUND	121,508.10	8,889.38	8,309.94	122,087.54	12,468.42	109,619.12
235	COMM.CORR.GRANT FUND	31,335.82	0.00	2,888.58	28,447.24	131.86	28,315.38
237	DUI COURT GRANT	79,160.43	1,745.50	3,686.52	77,219.41	15,727.91	61,491.50
248	CDBG FUND	482,369.94	6,058.66	0.00	488,428.60	155,095.60	333,333.00
249	CDBG REVOLVING LOAN	82,236.62	115.23	0.00	82,351.85	0.00	82,351.85
250	ATHENS CITY ENHANCEMENT	68,288.85	79.44	0.00	68,368.29	11,591.76	56,776.53
253	ATHENS COMMUNITY IMPROVM	0.00	0.00	0.00	0.00	0.00	0.00
260	INDIGENT DRIV ALC TREAT FUND	327,429.03	1,147.25	0.00	328,576.28	0.00	328,576.28
261	ENFORCEMENT/EDUCATION FUND	26,863.83	87.71	0.00	26,951.54	0.00	26,951.54
262	IDIAM FUND	266,833.63	674.93	0.00	267,508.56	0.00	267,508.56
270	RECREATION FUND	311,861.22	29,144.50	127,438.02	213,567.70	102,090.24	111,477.46
271	COMMUNITY CENTER	435,143.80	154,171.58	82,584.53	506,730.85	75,217.15	431,513.70
272	COMMUNITY CENTER PHASE II	298,147.74	0.00	9,170.00	288,977.74	288,977.74	0.00
273	APR INCOME TAX FUND	1,262,870.03	26,084.49	67,247.32	1,221,707.20	744,409.45	477,297.75
285	CORONA VIBUS BELIEF FUND	0.00	0.00	0.00	0.00	0.00	0.00

The seal of the Auditor of the City of Athens, Ohio, is a circular emblem. It features a central illustration of a landscape with a rising sun, a river, and a bridge. The sun's rays are prominent. The text "AUDITOR OF THE CITY OF ATHENS" is written in a circular path around the top, and "ATHENS, OHIO" is at the bottom. There are decorative elements like stars on the sides.

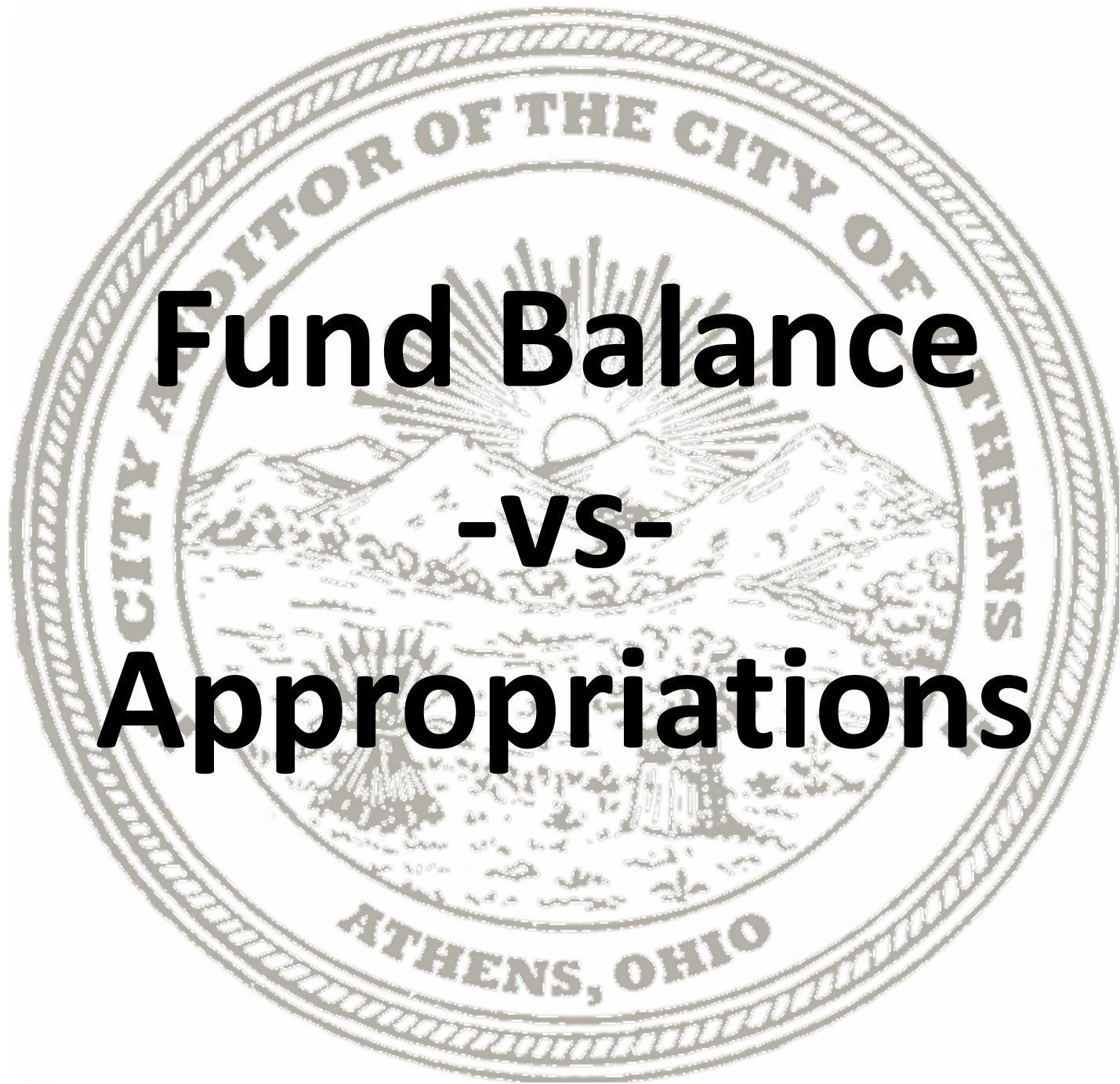
Annual Expense Budget Preparation

Departmental Cost Allocations

- Medical - \$19,800 per person, per year
- General Fund - Administrative Cost
- Internal Service Fund
- O-63-21
- O-64-21

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Annual Revenue Budget Preparation



Fund Balance -vs- Appropriations

What is an appropriation?

O-155-22

An ORDINANCE to make appropriations for current expenses and other expenditures of the City of Athens, Ohio, during the fiscal year ending December 31, 2023.

SECTION I. BE IT ORDAINED by the Council of the City of Athens, State of Ohio, that to provide for the current expenditures of the said City of Athens during the fiscal year ending December 31, 2023, the following sums be and they are hereby set aside and appropriated as follows:

SECTION II. That there be appropriated from the following funds:

GENERAL FUND

101

DEPARTMENT	Transaction Classes >>	PERSONNEL	SUPPLIES	DEBT	CAPITAL	TRANSFERS	BUDGET	% of Total
		100	SERVICES 200-300	SERVICE 400	OUTLAY 500	& REFUNDS 600	TOTAL	
MAYOR	101.101	908,400	71,804.00	0	9,000	0	989,204	5.94
AUDITOR	101.102	536,700	201,822	0	42,000	300,000	1,080,522	6.49
TREASURER	101.103	20,000	3,675	0	0	0	23,675	0.14
LAW DIRECTOR	101.104	584,100	77,709	0	4,000	0	665,809	4.00
COUNCIL	101.105	376,200	118,009	0	3,000	0	497,209	2.99
COURT	101.106	867,500	333,083	0	2,000	0	1,202,583	7.22

Fund Balance

- The City's Fund Balance Policy is set by O-136-11
- The fund balance is the cumulative difference of all revenues and expenditures in governmental funds
- The fund balance serves as a measure of financial resources available for current operation

Selected Financial Health Indicator Results

Year	Basis	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	Filing Status	Population	Budget
2015	GAAP																		Final	24,024	\$44,426,065
2016	GAAP																		Final	25,044	\$50,782,861
2017	GAAP																		Final	25,341	\$40,115,670
2018	GAAP																		Final	24,688	\$41,901,889
2019	GAAP																		Final	24,688	\$48,970,838
2020	GAAP																		Final	24,536	\$48,603,570
2021	GAAP																		Final	24,496	\$51,869,086
2022	GAAP																		Preliminary	23,849	\$61,971,943

Critical Outlook

The more serious of the outcomes of the FHI analysis. An indicator with a Critical Outlook signals a potential high risk of fiscal stress. The entity should review the cause of the Critical Outlook indicator and consider steps necessary to alleviate the condition.

Cautionary Outlook

Although not as serious as an FHI with a Critical Outlook, an indicator with a Cautionary Outlook signals a situation of which the entity should be aware. The entity should review the cause of the Cautionary Outlook indicator since, left unchecked, it could develop into a Critical Outlook indicator.

Positive Outlook

This entity does not meet a Critical or Cautionary Outlook as defined above.

Not Applicable

This entity did not report data for this indicator or the data for determination of the indicator is unavailable.



0-78-23

Introduced by Sarah Grace, Chair
Planning & Development Committee

AN ORDINANCE ACCEPTING PERMANENT UTILITY RIGHT-OF WAY
EASEMENTS FROM OCULUS ACQUISITIONS, LLC FOR ACCESS TO THE
EXISTING CITY LIFT STATION AT UNIVERSITY ESTATES.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ATHENS, OHIO:

SECTION I: Athens City Council does hereby accept utility easements from Oculus Acquisitions, LLC for access to the existing City lift station at University Estates. Said agreement grants and conveys to the Grantee permanent utility right-of-way easements needed for access to the existing City lift station at University Estates and the right to maintain, repair, and replace, as needed, utility lines in the easement areas, more fully described in the agreement attached hereto and incorporated herein by reference.

SECTION II: This Ordinance shall be in effect and full force upon its passage and approval by the Mayor.

President of Council

ATTEST:

APPROVED:

Clerk of Council

Mayor

0-79-23

Introduced by Sam Crawl, Chair
Finance & Personnel Committee

AN ORDINANCE AMENDING ORDINANCE 65-23, THE 2023 APPROPRIATION
ORDINANCE 155-22.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ATHENS, OHIO:

SECTION I: The 2023 Appropriation Ordinance 155-22 is hereby amended by
appropriating from the unappropriated balance the following sums:

Twelve Thousand Five Hundred Dollars (\$12,500.00) to General Fund, **Lands &
Buildings, 101.112** ~~Other Administrative, 101.120~~, T.C. 200-300, for vehicle leasing;

One Thousand Dollars (\$1,000.00) to Recreation Fund, 270, T.C. 600, for refunds; and

Two Hundred Fifteen Thousand Dollars (\$215,000.00) to Capital Improvements, 580,
T.C. 500, for City Hall 150th Anniversary Renovation, and increasing the total
appropriations by the same amount.

SECTION II: This Ordinance shall be in effect and full force upon passage and
approval by the Mayor.

President of Council

ATTEST:

APPROVED:

Clerk of Council

Mayor

0-80-23

Introduced by Sam Crawl, Chair
Finance & Personnel Committee

AN ORDINANCE APPROVING A THEN-AND-NOW CERTIFICATE FOR PAYMENT TO BDT ARCHITECTS & DESIGNERS FOR PARKING GARAGE IMPROVEMENTS, PHASE III, PROJECT #362; AND DECLARING AN EMERGENCY.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ATHENS, OHIO:

SECTION I: A Then-and-Now Certificate in the amount of Six Thousand Two Hundred Fifty Dollars (\$6,250.00) is hereby approved for Project #362, pursuant to Ordinance 35-23 and Purchase Order MV999999.

SECTION II: This Ordinance shall be an emergency measure necessary for the preservation of the health, welfare and safety of the residents of the City of Athens, Ohio, in order to maintain fiscal integrity, and it shall be in full force and effect upon its passage and approval by the Mayor.

President of Council

ATTEST:

APPROVED:

Clerk of Council

Mayor

0-81-23

Introduced by Sam Crawl, Chair
Finance & Personnel Committee

AN ORDINANCE AMENDING THE 2023 APPROPRIATION ORDINANCE 155-22.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ATHENS, OHIO:

SECTION I: The 2023 Appropriation Ordinance 155-22 is hereby amended by appropriating from the unappropriated balance the following sums:

Fifty Thousand Dollars (\$50,000.00) to General Fund, Auditor, 101.102, T.C. 600, for additional income tax refunds; and

Fifty-Two Thousand Dollars (\$52,000.00) to General Fund, Police, 101.207, T.C. 100, for police payouts, and increasing the total appropriations by the same amounts.

SECTION II: This Ordinance shall be in effect and full force upon passage and approval by the Mayor.

President of Council

ATTEST:

APPROVED:

Clerk of Council

Mayor