



6550 N. High Street
Worthington, Ohio 43085

T: 614-436-3100

Worthington City Council Agenda

Louis J.R. Goorey Municipal Building
John P. Coleman Council Chamber

Monday February 12, 2018 ~ 7:30 PM

CITY COUNCIL MEMBERS

Bonnie D. Michael
President

Scott Myers
President Pro-Tem

Rachael Dorothy
Council Member

Douglas Foust
Council Member

Beth Kowalczyk
Council Member

David Robinson
Council Member

Douglas Smith
Council Member

CITY STAFF MEMBERS

Matthew Greeson
City Manager

D. Kay Thress
Clerk of Council

1. Call To Order

2. Roll Call

3. Pledge of Allegiance

4. New Legislation to Be Introduced

4.A. Resolution No. 08-2018 Appointment of Mayor's Court Magistrate

Appointing Sean Maxfield to Serve as Mayor's Court Magistrate when the Mayor and Vice-Mayor are Not Available.

Executive Summary: This Resolution appoints Sean Maxfield to serve as a Mayor's Court magistrate when Mayor Holmes or Vice-Mayor Lorimer are not available.

Recommendation: Introduce and Approve as Presented

5. Reports of City Officials

5.A. Policy Item(s)

5.A.I. Financial Report - January 2018

Monthly Financial Report

Executive Summary: The Finance Director will present the Financial Report for the month of January.

Recommendation: Motion to approve

5.B. Information Item(s)

5.B.I. Ohio Ethics Commission Training Videos

Executive Summary: Video(s) from the Ohio Ethics Commission will be played to provide an overview of Ohio Ethics Law

6. Reports of Council Members

7. Other

8. Executive Session

9. Adjournment



STAFF MEMORANDUM
City Council Meeting - February 12, 2018

Date: February 9, 2018
To: Matthew H. Greeson
From: Robyn Stewart, Assistant City Manager
Subject: **Resolution - Appointment of Mayor's Court Magistrate**

EXECUTIVE SUMMARY

This Resolution appoints Sean Maxfield to serve as a Mayor's Court magistrate when Mayor Holmes or Vice-Mayor Lorimer are not available.

RECOMMENDATION

Introduce and Approve as Presented

BACKGROUND/DESCRIPTION

Section 2.05 of the City Charter provides that the Mayor shall serve as judge of Mayor's Court. It also provides that the Vice-Mayor shall act as Mayor in the absence of the Mayor. Mayor Scott Holmes and Vice-Mayor James Lorimer generally are able to arrange their schedules to make sure that one of them is available to cover Mayor's Court. However, Mayor Holmes and Vice-Mayor Lorimer will both be unavailable on Tuesday, February 13th.

In 2013 the City entered into a contract with Attorney Sean Maxfield to serve on an as needed basis when the Mayor and Vice-Mayor were unable to perform Mayor's Court services. The contract provides that Mr. Maxfield is paid \$350 per Mayor's Court session and \$150 per arraignment session. The arraignments occur when a defendant is incarcerated at the Franklin County Jail. The contract was entered into pursuant to section 1905.05 of the Ohio Revised Code which authorizes the mayor to "appoint a person as mayor's court magistrate".

The 2016 amendments to the City Charter added the following language to section 2.05: "Nothing in this Section 2.05 shall limit the City Council from appointing a magistrate to preside over Mayor's Court in the absence of the Mayor and Vice-Mayor. City Council shall establish the qualifications of a magistrate and shall make such appointment by resolution."

4.A. - Appointment of Mayor's Court Magistrate

Based on the change in the Charter language, the Law Department has recommended that Council pass a resolution appointing Mr. Maxfield and authorizing the City Manager to enter into a contract on the same terms as the 2013 contract.

The Ohio Supreme Court establishes minimum educational requirements for attorneys that serve as Mayor's Court magistrates. Mr. Maxfield meets those requirements and has served as a magistrate for over fifteen years in various central Ohio Mayor's Courts.

FINANCIAL IMPLICATIONS/FUNDING SOURCES (if applicable)

As noted above, Mr. Maxfield's fees are \$350 per court session and \$150 per arraignment session. The 2018 Operating Budget includes \$2,500 for magistrate services.

ATTACHMENTS

Resolution

RESOLUTION NO. 08-2018

Appointing Sean Maxfield to Serve as Mayor's Court Magistrate when the Mayor and Vice-Mayor are Not Available.

WHEREAS, section 2.05 of the City Charter, as amended in 2016, provides that the City Council may appoint a magistrate to preside over Mayor's Court; and,

WHEREAS, Sean Maxfield has served as a magistrate for the Worthington Mayor's Court since 2013 on those occasions when the Mayor and Vice-Mayor were not available; and,

WHEREAS, Sean Maxfield meets the requirements established by the Ohio Supreme Court to serve as a magistrate and has served in that capacity for over fifteen years in various central Ohio Mayor's Courts; and,

WHEREAS, Mayor Scott Holmes and Law Director Tom Lindsey have recommended that Sean Maxfield be appointed to serve as a magistrate when the Mayor and Vice-Mayor are not available.

NOW THEREFORE, BE IT RESOLVED by the Council of the Municipality of Worthington, County of Franklin, State of Ohio:

SECTION 1. That Sean Maxfield is hereby appointed to serve as a magistrate pursuant to Section 2.05 of the City Charter based on his qualifications of meeting the requirements established by the Ohio Supreme Court and having served over fifteen years as a magistrate in central Ohio.

SECTION 2. That the City Manager is hereby authorized to enter into a contract with Sean Maxfield for the provision of magistrate services in the Worthington Mayor's Court.

SECTION 3. That the Clerk be and hereby is instructed to record this Resolution in the appropriate record book upon its adoption.

Adopted _____

President of Council

Attest:

Clerk of Council



Department of Finance

January 2018 Financial Report

Quick Facts

All Funds

01/31/2018
Balances
\$26,789,454
(January 1, 2018
balance:
\$26,697,378)

Expenditures
85.37%
of appropriations.
Revenues above
expenditures by
\$92,075

General Fund

01/31/2018
Balance
\$13,337,982
(January 1, 2018
balance:
\$13,491,664)

Expenditures
77.82%
of appropriations.
Revenues below
expenditures by
\$153,682

Highlights & Trends for January 2018

Income Tax Collections

- Income tax revenues are above January 2017 collections by \$281,444 or 13.48%; Year to date collections are above 2017 YTD by \$281,444 or 13.48%.
- Income tax collections are above estimates by \$429,146 or 22.11% as of January 31, 2018.
- Refunds issued in January totaled \$19,785.50 with year to date refunds totaling \$19,785.50

Income Tax Revenue by Account Type

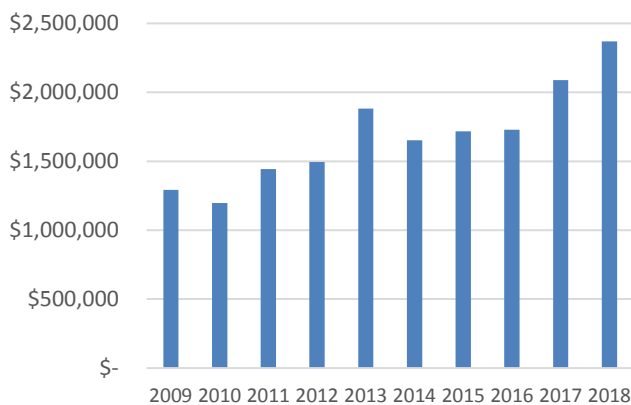
For January of 2018:

- Withholding Accounts – 73.98% of collections
- Individual Accounts – 11.41% of collections
- Net Profit Accounts – 14.61% of collections

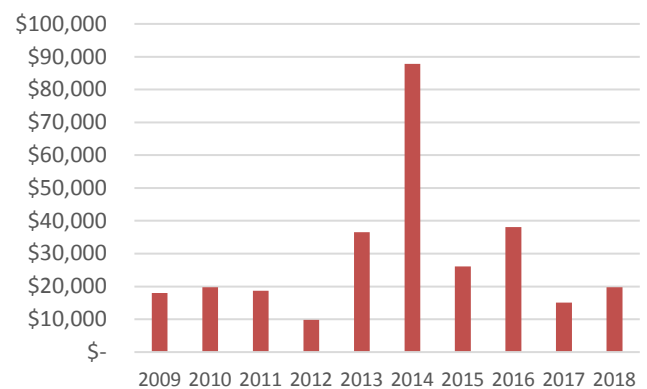
For January of 2017:

- Withholding Accounts – 78.68% of collections
- Individual Accounts – 10.25% of collections
- Net Profit Accounts – 11.07% of collections

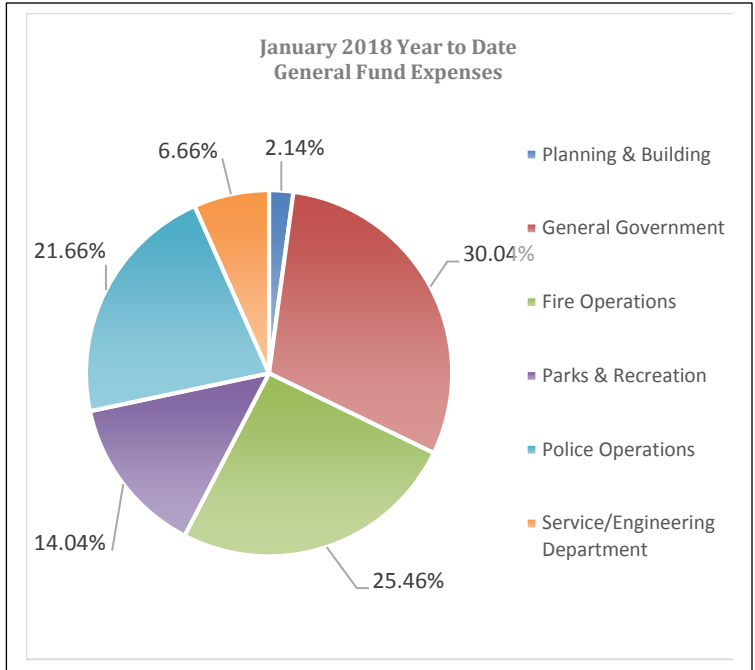
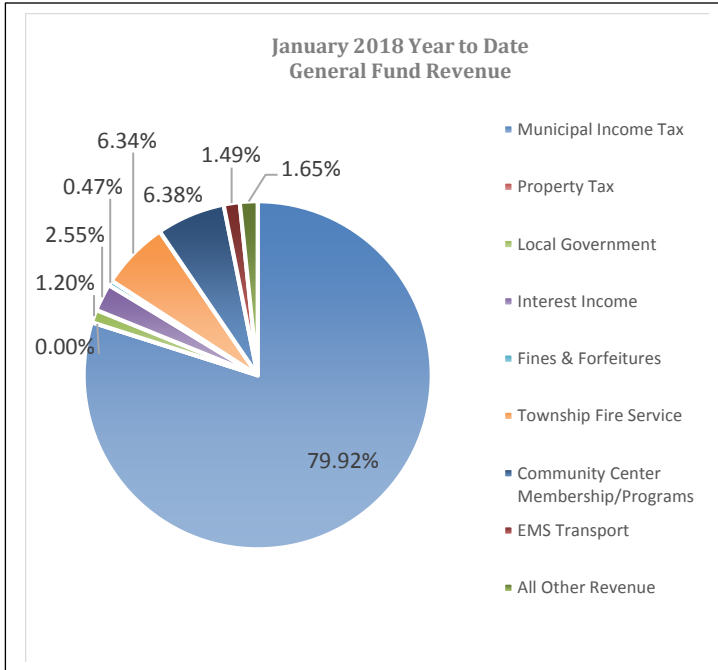
January Income Tax Collections



Income Tax Refunds as of January



Highlights & Trends for January (continued)



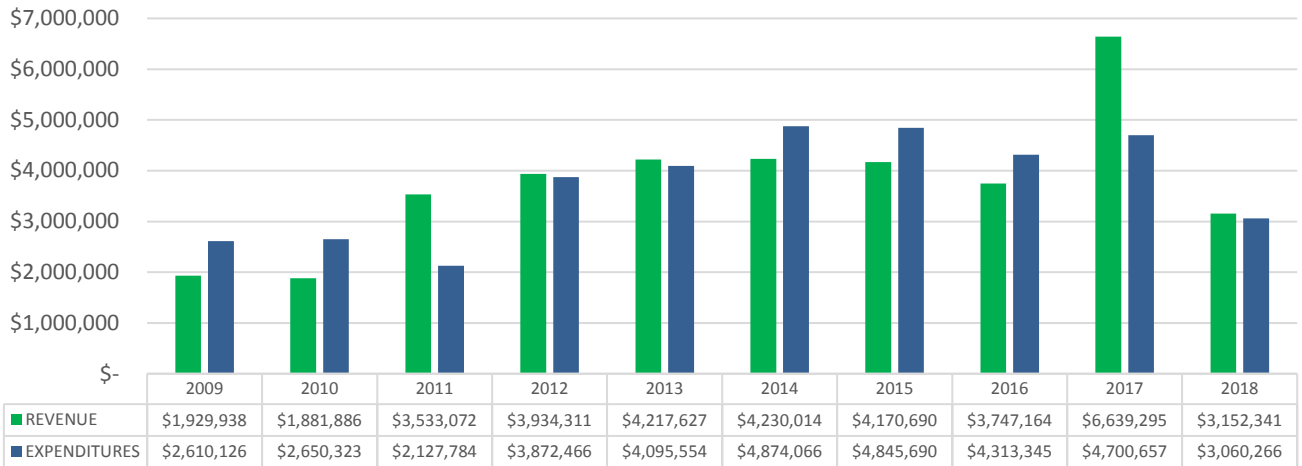
Notable Initiatives & Activities

- Fund balances for all funds increased from \$26,697,378 on January 1, 2018 to \$26,789,454 as of January 31, 2018, with year to date revenues exceeding expenditures for all funds by \$92,075.
- For the month of January, fund balances for all funds increased from \$26,697,378 as of January 1, 2018 to \$26,789,454 as of January 31, 2018, with expenditures exceeding revenue by \$92,075.
- Year to date revenues for all funds are below 2017 revenues by \$3,586,953 and above estimates by \$565,129. The January 2017 receipt of \$3,960,000 in bond proceeds is the reason for the significant variance between 2017 and 2018.
- Expenditures for all funds tracked at 85.37% of anticipated expenditure levels for the month of January.
- The General Fund balance decreased from 13,491,664 as of January 1, 2018 to \$13,337,982 as of January 31, 2018, with expenditures exceeding revenues by \$153,682.
- For the month of January, the General Fund balance decreased from \$13,491,664 on January 1, 2018 to \$13,337,982 as of January 31, 2018, with expenditures exceeding revenues by \$153,682.
- General Fund revenues are above 2017 revenues by \$357,192 and above estimates by \$374,664 or 18.76%
- General Fund Expenditures tracked at 77.82% of anticipated expenditure levels for the month of January 2018.

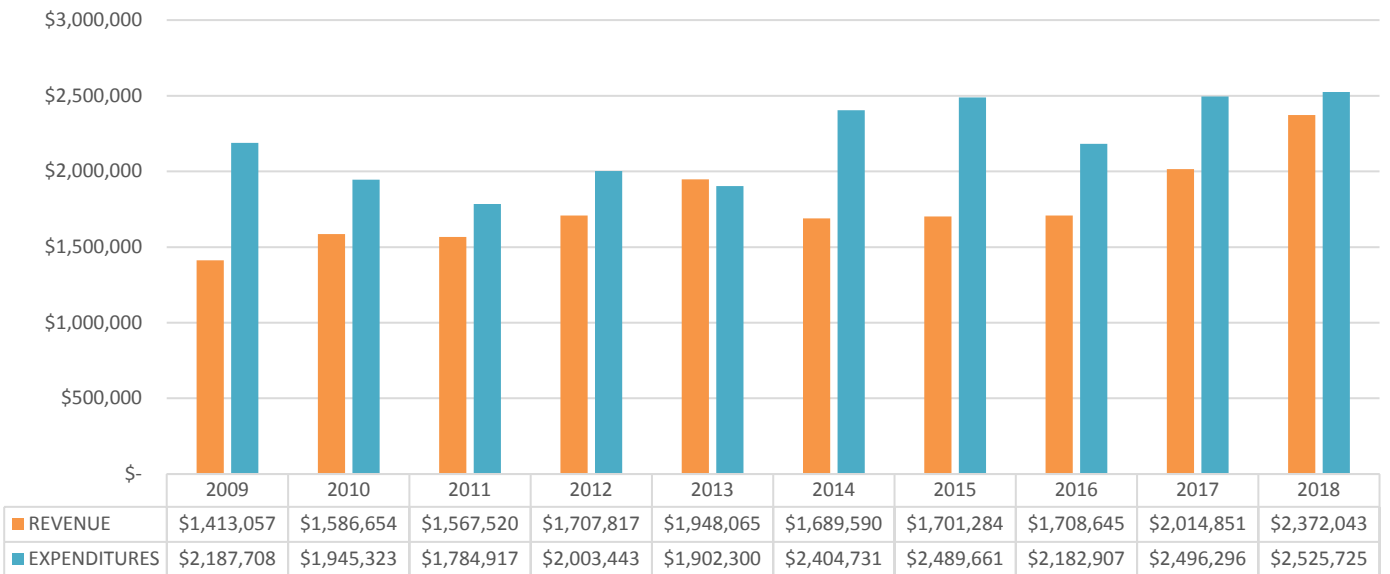


Financial Tracking

January
Revenue to Expenditures
All Funds



General Fund
Cash Position





January 2018 Cash Reconciliation

Total Fund Balances:		\$26,786,453.69
Depository Balances:		
General Account:	\$ 6,970,191.24	
EMS Lock Box:	2,537,624.37	
Total Bank Balances:		\$9,507,815.61
Investment Accounts:		
Certificates of Deposits:	\$ 6,167,977.16	
Certificates of Deposits (EMS)	2,094,000.00	
Star Ohio/Star Plus	1,237,048.82	
Fifth Third MMKT/CDs	7,433,604.91	
Bicentennial Fund CD	71,022.84	
CF Bank MMKT/CD	276,454.35	
Total Investment Accounts:		\$17,280,108.08
Petty Cash/Change Fund:		1,530.00
Total Treasury Balance as of January 31, 2018		\$26,789,453.69
Total Interest Earnings as of January 31, 2018		\$60,533.34
Average Interest Earnings		1.56%

Debt Statement

<u>Issuance</u>	<u>Purpose</u>	<u>Maturity</u>	<u>Rate</u>	<u>Principal Balance</u>
2015	2015 Refunding Bonds	December 2021	1.62%	\$3,040,000.00
2017	2017 Various Purpose Bonds	December 2032	2.21%	\$3,745,000.00
2008	OPWC 0% Loan – ADA Ramps	December 2028	0%	\$ 78,100.50
2015	OPWC 0% Loan – Kenyonbrook	December 2045	0%	\$ 561,747.96
	Total Principal Debt Balance			\$7,424,848.46



**City of Worthington
Fund Summary Report
as of January 31, 2018**

FUND	<u>1/1/2018</u> <u>Beginning</u> <u>Balance</u>	<u>Year to Date</u> <u>Actual Revenue</u>	<u>Year to Date</u> <u>Actual</u> <u>Expenses</u>	<u>01/31/2018 Fund</u> <u>Balance</u>
101 General Fund	\$ 13,491,664	\$2,372,043.19	\$2,525,724.92	\$13,337,982.03
202 Street M&R	3,573	\$146,885.19	\$81,952.20	\$68,505.87
203 State Highway	14,156	\$3,801.50	\$10,935.63	\$7,022.30
204 Water	87,817	\$8,854.76	\$8,594.27	\$88,077.66
205 Sewer	66,268	\$7,838.46	\$6,989.64	\$67,116.36
212 Police Pension	596,983	\$0.00	\$92,175.29	\$504,807.99
214 Law Enforcement Trust	71,890	\$0.00	\$0.00	\$71,890.49
215 Municipal MV License Tax	167,714	\$9,801.60	\$0.00	\$177,515.40
216 Enforcement/Education	48,817	\$2.50	\$0.00	\$48,819.92
217 Community Technology	80,000	\$0.00	\$0.00	\$80,000.00
218 Court Clerk Computer	234,893	\$888.00	\$1,665.92	\$234,114.59
219 Economic Development	561,016	\$0.00	\$2,035.00	\$558,980.90
220 FEMA Grant	15,884	\$0.00	\$0.00	\$15,883.50
221 Law Enf CED	7,480	\$12,880.00	\$0.00	\$20,360.00
224 Parks & Rec Revolving	427,916	\$84,437.27	\$45,192.97	\$467,160.69
229 Special Parks	27,654	\$333.20	\$0.00	\$27,987.56
253 2003 Bicentennial	71,536	\$0.00	\$0.00	\$71,536.32
306 Trunk Sewer	375,149	\$0.00	\$0.00	\$375,148.78
308 Capital Improvements	8,606,289	\$501,279.61	\$284,635.92	\$8,822,932.50
313 County Permissive Tax	-	\$0.00	\$0.00	\$0.00
409 General Bond Retirement	1,063,223	\$0.00	\$0.00	\$1,063,223.03
410 Special Assessment Bond	278,448	\$0.00	\$0.00	\$278,447.93
825 Accrued Acreage Benefit	82,141	\$3,044.00	\$0.00	\$85,184.93
830 OBBS	2,074	\$251.86	\$364.14	\$1,961.76
838 Petty Cash	1,530	\$0.00	\$0.00	\$1,530.00
910 Worthington Sta TIF	11,705	\$0.00	\$0.00	\$11,704.91
920 Worthington Place (The Heights) TIF	285,098	\$0.00	\$0.00	\$285,097.96
930 933 High St. MPI TIF Fund	16,460	\$0.00	\$0.00	\$16,460.31
Total All Funds	\$26,697,378.45	\$3,152,341.14	\$3,060,265.90	\$26,789,453.69



**City of Worthington, Ohio
General Fund Overview
as of January 31, 2018**

		2017 Year End Actual	2018 Original Budget	2018 Revised Budget	2018 Y-T-D Estimates	2018 January Y-T-D Actual	2018 Variance Over/(Under)	Variance as % of Budget
Revenues								
Municipal Income Tax	1	\$ 21,006,562	\$ 20,635,497	\$ 20,635,497	\$ 1,552,496	\$ 1,895,813	\$ 343,317	22.11%
Property Tax	2	2,628,416	2,783,850	\$ 2,783,850	-	-	\$ -	0.00%
Local Government	*	351,928	350,000	\$ 350,000	29,167	28,376	\$ (791)	-2.71%
Inheritance Tax	2	-	-	\$ -	-	-	\$ -	0.00%
Interest Income	*	215,776	210,000	\$ 210,000	17,500	60,533	\$ 43,033	245.90%
Fines & Forfeitures	*	157,159	200,000	\$ 200,000	16,667	11,205	\$ (5,462)	-32.77%
Township Fire Service	2	304,448	475,000	\$ 475,000	118,750	150,335	\$ 31,585	26.60%
Community Center Membership/Progr	*	1,263,448	1,455,500	\$ 1,455,500	121,292	151,289	\$ 29,997	24.73%
EMS Transport	*	671,816	675,000	\$ 675,000	56,250	35,405	\$ (20,845)	-37.06%
All Other Revenue	*	1,243,865	1,203,794	\$ 1,203,794	85,258	39,088	\$ (46,170)	-54.15%
Total Revenues		\$ 27,843,417	\$ 27,988,642	\$ 27,988,642	\$ 1,997,379	\$ 2,372,043	\$ 374,664	18.76%
Expenditures								
Planning & Building		\$ 658,913	\$ 777,207	\$ 777,207	\$ 64,767	\$ 42,996	\$ (21,771)	66.39%
General Government		6,639,741	7,155,413	\$ 7,155,413	\$ 817,596	604,971	\$ (212,626)	73.99%
Fire Operations		6,066,466	6,786,356	\$ 6,786,356	\$ 565,530	512,599	\$ (52,931)	90.64%
Parks & Recreation		4,444,601	4,893,143	\$ 4,893,143	\$ 407,762	282,803	\$ (124,958)	69.36%
Police Operations		5,589,964	6,102,395	\$ 6,102,395	\$ 508,533	436,092	\$ (72,441)	85.75%
Service/Engineering Department		2,087,607	2,679,803	\$ 2,679,803	\$ 223,317	134,171	\$ (89,145)	60.08%
Total Expenditures		\$ 25,487,293	\$ 28,394,316	\$ 28,394,314	\$ 2,587,505	\$ 2,013,632	\$ (573,873)	77.82%
Excess of Revenues Over (Under) Expenditures		\$ 2,356,125	\$ (405,674)	\$ (405,672)	\$ (590,126)	\$ 358,411		
Fund Balance at Beginning of Year		\$ 11,628,193	\$ 13,491,663	\$ 13,491,663	\$ 13,491,663	\$ 13,491,663		
Unexpended Appropriations (98.0%)			567,886	567,886	47,324			1 - Income Tax budget based on individual monthly projections.
Expenditures versus Prior Year Enc		492,655	1,647,970	1,647,970	411,992	512,092		2 - These revenue budgets are based on semi-annual payments.
General Fund Balance		\$ 13,491,663	\$ 12,005,905	\$ 12,005,907	\$ 12,536,869	\$ 13,337,982		* - All other revenue budgets are spread equally over each month.
								All expenditure budgets are spread equally over each month.