



To: Gahanna City Council
Clerk of Council

From: Joann Bury, Director of Finance
Miranda Vollmer, Senior Director of Administrative Services
Mayor Laurie A. Jadwin

Cc: Raymond J. Mularski, Esq., City Attorney

Date: October 18, 2023

Re: Dept. of Finance – Request for Council Action (October 23, 2023 COTW Meeting)

ACTION ITEMS

ACTION ITEM #1: RESOLUTION TO TRANSFER APPROPRIATIONS

The Department of Engineering identified available funds in the amount of \$39,000 within the Sewer Fund professional services. The Olde Gahanna Sanitary Sewer project is funded from the Sewer Capital Fund. The available funds in professional services need to be transferred from the Sewer Fund to the Sewer Capital Fund to be used for this project. The Administration respectfully requests a Resolution to transfer appropriations in the amount of \$39,000 from the Sewer Fund professional services to Sewer Fund transfers out and Council's authorization to transfer the funds to the Sewer Capital Fund.

The Department of Department also has completed a salary and benefit projection to year end based on staffing changes, actual hire dates, and changes in insurance selections since the initial appropriations were passed, and an appropriation transfer is necessary for Council Office insurance benefits. It is respectfully requested that Council adopt a Resolution to transfer \$25,000 in appropriations within the General Fund from Marketing and Communications full-time wages to Council insurance benefits.

Requested Legislation and Funding

Legislation Needed:	Resolution
Emergency/Waiver:	N/Ao
Vendor Name:	N/A
Vendor Address:	N/A
Already Appropriated:	N/A

Supplemental/Transfer: \$39,000 from 661.11.000.5210 – Sewer Professional Services
to 661.11.000.5900 – Sewer Transfer Out
\$25,000 from 101.02.240.5105 – General Fund Marketing &
Communications Full Time Wages to
101.01.000.5135 – General Fund Council Office Insurance

ACTION ITEM #2: ORDINANCE FOR SUPPLEMENTAL APPROPRIATIONS

This item is related to the request for a Resolution in Action Item #1 above. Pending approval of the appropriation transfer and authorization to transfer the funds, an Ordinance for supplemental appropriations is respectfully requested for the Olde Gahanna Sanitary Sewer project in the amount of \$39,000.

The Department of Finance also completed an analysis of Tax Incremental Financing (TIF) obligations, and an Ordinance for supplemental appropriations is respectfully requested as outlined in the table below. The salaries and benefit requests are the result of staffing changes, actual hire dates, and changes in insurance selections. The increase in TIF obligations is a direct result of the TIF producing more in PILOT payments than originally budgeted, resulting in more revenue sharing.

Requested Legislation and Funding

Legislation Needed: Ordinance
Emergency/Waiver: N/A
Vendor Name: N/A
Vendor Address: N/A
Already Appropriated: N/A
Supplemental/Transfer: \$39,000 Unappropriated, unencumbered balance of the
Sewer Capital Fund 6620 to Sewer Capital Fund Capital
Improvements 662.11.000.5505

From the Unappropriated Unencumbered Balance of	To Account	Amount
2200 – Street Fund	220.11.000.5105 – Street Full Time Wages	\$65,000
2420 – Parks & Recreation Fund	242.08.340.5135 – Senior Svc Insurance	\$12,700
2420 – Parks & Recreation Fund	242.08.370.5110 – Swim Club Part Time Wages	\$33,000
2420 – Parks & Recreation Fund	242.08.370.5130 – Swim Club Retirement	\$5,000
2420 – Parks & Recreation Fund	242.08.370.5140 – Swim Club Workers Comp	\$800
2420 – Parks & Recreation Fund	242.08.370.5145 – Swim Club Medicare	\$600
2420 – Parks & Recreation Fund	242.08.380.5110 – Hunters Rdg Part Time Wages	\$21,000
2420 – Parks & Recreation Fund	242.08.380.5130 – Hunters Rdg Retirement	\$3,600
2420 – Parks & Recreation Fund	242.08.380.5140 – Hunters Rdg Workers Comp	\$500
2420 – Parks & Recreation Fund	242.08.380.5145 – Hunters Rdg Medicare	\$400
2240 – TIF Fund	224.11.040.5205 – West Gahanna Contract Svc	\$28,814
2240 – TIF Fund	224.11.100.5205 – Johnstown Contract Svc	\$16,640