

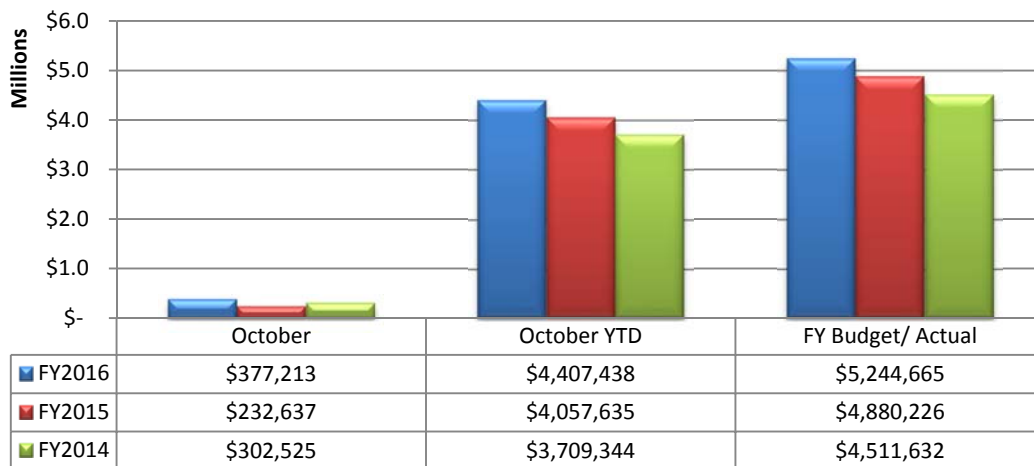


**City of Pataskala Finance Department**  
**James M. Nicholson, Finance Director**  
*Finance Director's Report to Council*

**Current Projects & Issues**

- **September 2016** – I am pleased to report that the books have been closed successfully for the month of September. The production of the monthly financial report, however, has been slightly delayed due to the demands of producing the 2017 budget materials. Once the budget book has been completed, the monthly report will be prepared and distributed to Council.
- **October 2016** – We are in the midst of posting entries for the month of October, I would anticipate closing the month by mid-week the first week of November. I plan to have the monthly financial report prepared and distributed with the mid-November Finance Director's Report to Council. At this point in time, however, I am able to update Council on the status of October's income tax collections.
  - **Income Tax Revenue** - Collections for the month of October are \$377,213 and are \$144,576 (0.56%) higher than the October 2015 collections. On a year to-date basis, however, total collections are \$4,407,438 and are \$349,803 (8.62%) higher than last year. When comparing our year over year increase to other comparable communities, we are experiencing a slightly higher rate of increase than comparable RITA communities.

**Income Tax Collections - All Funds**



- **2017 Budget** – Work on developing the final proposed budget has been completed. An initial draft of the comprehensive budget book has been developed, and is now in the review process. Once the review has been completed, printed copies will be prepared and distributed to the Mayor and Council shortly thereafter. A Council budget review session has been scheduled for 6:00 pm on Monday, October 31<sup>st</sup>. However, I would like to extend an offer to anyone who might be interested in sitting down 'one-on-one' beforehand to review the budget document. Please

email or call to set-up a date and time to meet.

- **Medical Insurance Renewal** – We continue to work on identifying and evaluating all of our options regarding our 2017 medical insurance renewal. At this time, we have not heard back from Frank Harmon (our broker) regarding our request to be released from the OPEC-HC without penalty. The next scheduled OPEC-HC board meeting is scheduled for October 27<sup>th</sup>, although we have requested a special meeting to consider our request.
  
- **Collective Bargaining** – We’ve received SERB notices for the FOP and OPBA notifying us of their intent to collectively bargain for a new contract. Although we haven’t heard from the USW (Steel Workers union), we would anticipate receiving such a notice from them soon. I have reached out to Brian Zets regarding an internal strategy planning session. I think that it’s important that staff sit down with legal counsel to identify the negotiating priorities, including any desired contract language changes.
  
- **Police Cruiser Analysis** – In response to a recent Council request, I sent a ‘Member Request’ to the membership of the Ohio GFOA regarding police cruiser assignment and replacement policies. To date, I’ve received four responses (Green Township in Hamilton County, and the cities of Blue Ash, Powell, and Reynoldsburg). Generally speaking, none of those who responded had formally adopted policies; rather, they were more informal policies or practices. I’ve attached copies of the emails I received to this report.

## Jamie Nicholson

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**From:** West, Bart <BWest@greentwp.org>  
**Sent:** Sunday, October 09, 2016 11:58 AM  
**To:** Jamie Nicholson  
**Cc:** Griswold, Linda  
**Subject:** GFOA - Reply to request for information

Jamie,

I am responding to your request for information concerning police cruiser deployment and replacement.

While we don't have a formal policy addressing how we deploy marked cruisers, generally two officers share each marked car. Other than when an officer takes off, each car is used 12 hours each day/seven days a week. (**Note:** Our uniformed officers work 12 hour shifts. On each of the two shifts, one squad of officers is off when the other squad is working.)

As far cruiser replacement, we generally replace cars shortly after they hit 100,00 miles. We feel that this about the mileage that emergency vehicles become less reliable and it is also when our extended warranties expire.

I hope that you find this information helpful. Please feel free to contact me via email or phone if you would like additional information.

Thanks,

Bart

**Bart W. West, Police Chief**

Green Township Police Dept.

6303 Harrison Avenue

Cincinnati, Ohio 45247

Ph: 513.574.0007

Fax: 513.574.9919

[bwest@greentwp.org](mailto:bwest@greentwp.org)



## Jamie Nicholson

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**From:** Riley, Rich <rriley@BlueAsh.com>  
**Sent:** Friday, October 07, 2016 4:23 PM  
**To:** Jamie Nicholson  
**Cc:** Moore, Amy  
**Subject:** Policer Cruiser deploy and replace

Jamie,

We don't have a policy, but here is our general practice:

- 2 marked cars are assigned to individuals – Canine and Traffic Safety
- 2 marked cars are shared by 3 sergeants each
- 9 marked cars are shared by 2 POs each
- 7 unmarked cars are assigned to individuals
- 6 unmarked cars are pool vehicles or special purpose vehicles
- We usually replace at 90,000 miles or 10 years (if it is a lower mileage vehicle)

Best regards,

Rich Riley  
Police Captain  
Blue Ash Police Department  
4343 Cooper Rd.  
Blue Ash, OH 45242  
513.266.5588  
[rriley@blueash.com](mailto:rriley@blueash.com) [Website](#) [Facebook](#)



## Jamie Nicholson

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**From:** Debra Miller <DMiller@cityofpowell.us>  
**Sent:** Tuesday, October 04, 2016 11:04 AM  
**To:** Jamie Nicholson  
**Subject:** Cruisers

Jamie,

We have 19 officers and will be getting our 20<sup>th</sup> next year. We have the following vehicles for them:

- 8 cruisers
- 3 unmarked cars – plus 1 unmarked car we seized
- 1 Crime Scene Van

We budget to replace 2 cruisers every year or rotating them out after 3 years of use or approximately 100K mileage. We don't like to have a high maintenance budget for repairs other than routine items so we monitor the vehicles closely. Officers share the same vehicle but are on different shifts. The unmarked cars are replaced around every 8 to 10 years.

Sincerely,  
Debra

**Debra K. Miller, CPA**  
*Finance Director*  
City of Powell  
(614) 885-5380  
[www.cityofpowell.us](http://www.cityofpowell.us)

[dmiller@cityofpowell.us](mailto:dmiller@cityofpowell.us)

## Jamie Nicholson

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**From:** Bill Early <bearly@reypd.com>  
**Sent:** Tuesday, October 04, 2016 10:25 AM  
**To:** Jamie Nicholson  
**Subject:** cruiser policy

Jamie,

Reynoldsburg does not have a policy and we never have enough cruisers for all of the officers during the day. We try to budget for 2 or 3 new cruisers each year to replace the oldest ones in the fleet. This year we are adding three and keeping the old ones for use by special duty and our community resource bureau. Unlike Pataskala, we do not have take home cruisers and they are shared by all the shifts and officers. Hope this helps.

Bill

*Lt. Bill Early Badge #93*

Reynoldsburg Division of Police  
7240 East Main Street Reynoldsburg, Ohio 43068  
(614) 866-6622 main dispatch  
(614) 322-6935 office  
(614) 322-6926 fax  
bearly@reypd.com