

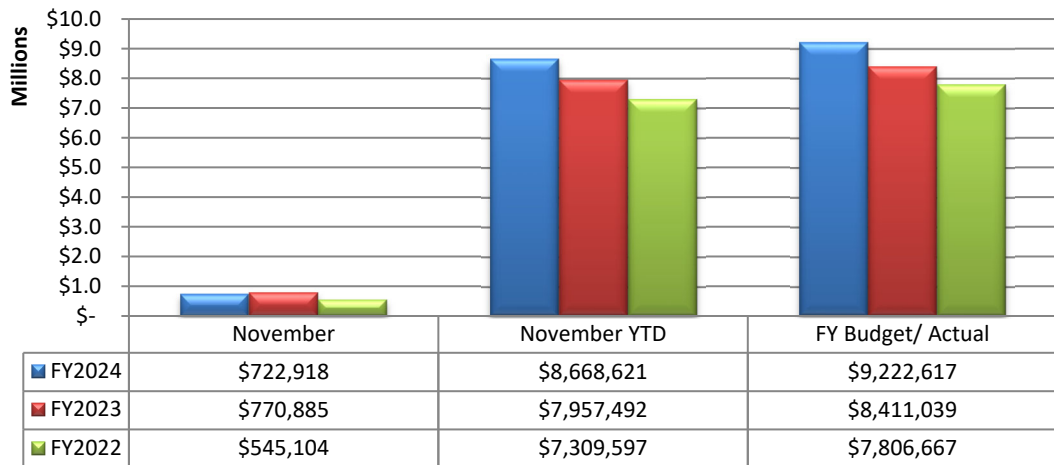


City of Pataskala Finance Department
James M. Nicholson, Finance Director
Finance Director's Report to Council

Current Projects & Issues

- **November 2024** - We are still posting entries for the month of November, but I would anticipate closing the month by mid-next week. I am shooting to have the monthly financial condition report for the month out by the end of the following week. At this point in time, I can update Council on the status of November's income tax collections.
 - **Income Tax Revenue** - Collections for the month of November are \$722.9 thousand and are \$48.0 thousand (6.22%) lower than the November 2023 collections. On a year-to-date basis, the city has received \$8.67 million in income tax collections which is \$711.1 thousand (8.94%) higher than in the same 11-month period in 2023. This amount equates to 93.99% of the full year budget and is higher than the 91.67% straight-line rate if revenues were to be collected evenly throughout the year. In 2023 this rate was 94.63%, and it was 93.63% in 2022. Income tax collections in 2024 continue to collect better than expectations.

Income Tax Collections - All Funds
 (Street, Police, Capital Improvements & Debt Service funds)



- **2025 Budget** – Since the budget was approved at the November 18th Council meeting, the 2025 appropriation budget and revenue projections have been loaded into the VIP budgetary control system. This will enable us to quickly roll into 2025 once we have the books closed on 2024.
- **Iron Filter Replacement Project** – We continue to work with the Administration and the Utility department to arrange funding for the Utility Water Plant Iron Filter Replacement project. This project is expected to cost approximately \$3.5 million, and we will be borrowing the funds for the project. We are currently proposing the issuance of 1-year Bond Anticipation Notes (BANs) to maximize our funding flexibility. It is possible that we may receive some OPWC grant/loan funding

in the future, and we would use those funds to repay the notes. If we don't receive 3rd-party funding, we would likely structure the transaction as a 7-year bond or loan. We would anticipate closing the transaction on or before December 4, 2024, which would provide the needed funding for the 2025 CIP project. The project expenditures and the resulting debt service have both been included in the 2025 budget.

- **Supplemental Appropriation** – I prepared a year-end supplemental appropriation ordinance which had its' 2nd reading by Council and was amended at the November 18th meeting. This ordinance is a year-end 'clean-up' measure and serves to ensure that adequate appropriations are in the correct budget categories as we wind up 2024. It provides for: (1) the proper distribution of JEDD revenues to the JEDD Board; (2) the appropriation of insurance proceeds related to the totaling of a Police cruiser; (3) several Utility appropriation increases related to the increased number of emergency waterline repairs; (4) ensure adequate funding for the payment of Human Resources consulting invoices; (5) appropriation reclassifications and increases to provide sufficient funding for the construction of a Public Service garage facility; (6) additional appropriations to fund the transition of the city's budgetary control and accounting system (VIP) to a web-based system; and (7) additional appropriations to purchase network-related equipment such as servers, phones, firewalls, etc. related to the change in information technology service providers.
- **2025 Health & Life Insurance Renewal:** Employee insurance open enrollment (OE) for the 2025 health insurance program was held during the month of November. We hosted an optional all-employee meeting on November 6th to go over the entire benefits package as well as providing an opportunity for our employees to meet with representatives of Ohio Deferred Compensation and supplemental insurance carriers. We've already prepared and distributed the OE materials to employees and will assist them in making any changes that they wish to make.
- **Copier Replacements:** All city copiers are on 4-year rotating operating leases. The next two copiers to be replaced are in the Administration and Planning & Zoning offices. These leases with Gordon Flesch are scheduled to expire in January 2025. The authorizing legislation was approved by Council at the November 18th Council meeting. By starting the process at that time, it should provide ample time for the machines to be ordered, configured and installed in mid-January prior to the contracts' expiration.
- **2025 Property, Casualty & Liability Insurance Renewal** – We've just received the initial application documents to review for our annual property, casualty and liability insurance renewal. We have until mid-December to complete our review and return them to the Ohio Plan. The enabling legislation will be brought to Council in either the mid-January meeting or the first meeting in February. The current policy expires on 2/19/25, although there is a retainer on the policy which would cover the city for up to 30 days in the event the renewal is not authorized prior to the stated expiration date.