

VILLAGE OF BROOKLYN HEIGHTS

MINUTES OF A MEETING

Finance Committee

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A meeting of the **Finance Committee** of the Village of Brooklyn Heights, Ohio was held on **March 11, 2014 at 6:12 pm.** with Councilwoman Nancy Hatgas presiding.

The purpose of this meeting is to discuss

Present at roll call:	Councilmen:	Hatgas, Black, Selig, Foote, Walsh
	Mayor:	Procuk
	Clerk/Treasurer:	Clymer
	Law Director	
	Engineer	
	Police Chief	
	Fire Chief	
	Service Director:	
	Building Comm:	
	Comm. Service Dir.:	
	Recreation Dir.:	Presot

Mrs. Hatgas said the purpose of this meeting is to discuss putting 5% into the Capital Improvement Fund (currently all monies to into the General Fund with the exception of \$40,000 which goes to Capital) and to discuss the revised 2014 budget (revised from the Feb. 25th Finance meeting).

Mr. Clymer gave Council notice that if they were to contribute 5% of the R.I.T.A. receipts for 2014 it would amount to approximately \$229,000. Currently we are putting \$10,000 a quarter into Capital.

Mr. Black said that we have \$490,000 in the Capital Improvement Fund. In the past we had a surplus and could spend as we need without impacting the general operating budget. Today if we do all that we want to do, we would exhaust our Capital Fund in three years and would be operating out of the General Fund and the \$40,000 we are contributing to the Capital Fund.

If we put the \$229,000 in Capital it is funding not in our General Operating Budget. We need to be frugal in our spending.

Mr. Clymer agreed that we need to put money into Capital but is also concerned that the 5% is money not in our General Fund. He said this is moving money from one pot to the other.

Mr. Foote does not want to start a project like Dorset and not be able to finish it. In order to see the project through, we need to make this kind of adjustment....

Mr. Black said he is all for the 95%-5% split.

Mayor Procuk said that eight years ago he was looking at the projections as we knew them, we knew that the Community Reinvestment would be dropping off and all of a sudden we would have a half million dollars and it would be all ours instead of giving \$250,000 to the schools. When Mr. Vavrek wanted more going into the General Fund, Mayor Procuk did not fight it, but looking to the future we are putting \$40,000 a quarter into Capital. He said 95-5 split because that is what he is used to.

Mrs. Hatgas suggested possible 2% this year and next and then increasing it later. She said there is a long list of projects and we will have to be stingy with our approvals.

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.....

Mr. Walsh asked what we spend on Economic Development in a year...other than Ken Perry's salary and Mayor Procuk told him that is it. Mr. Walsh continued that we are looking at deficit spending over the next 4-5 years but we are not looking at the one avenue that can solve a lot of our problems. We have no branding in this village, not even a flyer that can be sent to real estate agents talking about how great Brooklyn Heights is. We have no marketing plan. We need to find the money in the budget to help Ken Perry market this village and not just a hope and a prayer that Geis is going to find somebody for that property. We need to be more proactive in economic development and go out and find people.

Mr. Black would like to allocate \$10,000 for use to market the village.

Mr. Walsh would like to see \$15,000 to \$20,000 allocated. He said we have to do more. Independence claims to be the heart of Cuyahoga County, but we are the best location in the nation and we are dead center in the county. We have to do more. He said that over the last two and a half years he has asked Ken Perry how he can help...*this is Mr. Walsh's profession*...and Mr. Perry has never asked.

Mrs. Hatgas said before we start allocating money for Economic Development don't we have to have a plan? She asked Mr. Clymer about the \$50,000 in the contingency fund.

Mr. Walsh said he chairs that committee and he feels that we should pull some money out and earmark it for Economic Development.

Mayor Procuk said we are at the mercy of the building owners. We used to advertise in Crain's but that doesn't matter anymore. We've become intrigued by Constant Contact. We have vacancies because there is rent being paid on empty buildings and the landlords don't care about us. We have no retail and no restaurants. Nothing to bring them here other than it is close.

Mr. Walsh said that we need a flyer with basic information and it must be sent out several times to get people to read it.

Mrs. Hatgas said you have to get some of the 'fat' landlords on board first otherwise you get people in here with nothing to buy.

Mayor Procuk said the first question over the last eleven years has been "what will you give us". He said that Smith & Condani is here despite the deals they were offered from Garfield Hts. and Valley View.

Mr. Walsh feels we should ask companies like Smith & Condani and Weltman, Weinberg & Reis why they are here and what keeps them here. Ask them to be a part of the Brooklyn Hts. marketing team.

Mr. Black feels we could do feature articles on our tenants, i.e.: Smith & Condani, WWR and Fogg using Constant Contact. We could take a small portion of the contingency fund and let the Mayor and Ken Perry do some marketing.

Mr. Walsh said he likes that Mr. Perry is bringing Geis in to discuss their property. He asked what would be put on the property if they removed the trailers.

Mayor Procuk said they have signs on the property that are seen from Granger Road, but the trailers are seen from I-480.

Mrs. Hatgas said she wouldn't mind the trailers if they clean up the rest of the property and make it look nice.

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Mr. Clymer then asked if they want him to take \$10,000 from the Contingency line item and move it to "Other Contractual Services". Some discussion took place and the \$10,000 was agreed upon and a marketing plan is to be put in place.

Mrs. Hatgas took the meeting back to the Capital Fund.

Mr. Selig would like to see \$40,000 per quarter go into Capital for a total of \$160,000 per year and council agreed.

Mrs. Hatgas asked about putting an estimated number for salary increases into this budget so it can be submitted to the county by March 31st.

Mr. Clymer said he would factor in 2.5% for possible increases and Mr. Selig and Mrs. Hatgas both said that there would be some small increases in the non-union sector so it was decided to factor in 3%.

Mr. Black asked that the revised budget be in Friday's council packet and Mrs. Hatgas asked what happens with the information collected from the non-union workers. Mayor Procuk said they would have a Wage & Salary meeting in Executive Session to discuss it.

Mr. Walsh set the Wage & Salary meeting for 5:30 pm on March 18th to go into Executive Session to discuss the non-union requests. Mrs. Hatgas will consolidate the notes from the individual meetings and have it to each member of council prior to the meeting.

The meeting of the Finance Committee was closed.

Nancy Hatgas
Finance Committee Chairwoman