
MEMORANDUM

TO: Mayor & Members of Council
FROM: Jon Bisher
SUBJECT: General Information
DATE: October 26, 2012

CALENDAR

- A. **AGENDA – SPECIAL** *Finance & Budget Committee* in Joint Session with *City Council*; Monday, October 29th at 7:30 pm
- I. Approval of Minutes
 - II. Potential Future Assessments on Projects
 - III. Review of Proposed Revenues for 2013 Budget – these will be passed out at the meeting.
 - IV. Review of Proposed Personnel Costs for 2013 Budget – a summary is enclosed.
- B. **AGENDA – Parks & Recreation Board – Thursday, November 1st at 6:30 pm**
- C. **AGENDA – Finance & Budget Committee** in Joint Session with *City Council*; **Friday, November 2nd at 8:00 am**
- D. **AGENDA – Finance & Budget Committee** in Joint Session with *City Council*; **Saturday, November 3rd at 8:00 am**
- E. **INFORMATIONAL ITEMS**
1. **AMP UPDATE**/October 19, 2012
 2. At AMP Conference this week, I was re-elected as Chairman of AMP Board for a 5th term.

JAB:rd
Records Retention
CM-11 - 2 Years

October 2012							November 2012							December 2012						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6					1	2	3							1
7	8	9	10	11	12	13	4	5	6	7	8	9	10	2	3	4	5	6	7	8
14	15	16	17	18	19	20	11	12	13	14	15	16	17	9	10	11	12	13	14	15
21	22	23	24	25	26	27	18	19	20	21	22	23	24	16	17	18	19	20	21	22
28	29	30	31				25	26	27	28	29	30		23	24	25	26	27	28	29
														30	31					

 Calendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29 6:00 PM Halloween Parade 7:30 PM Special Finance & Budget and City Council Meeting	30	31 6:00 PM - 7:30 pm Trick-or-Treat	1 6:00 PM Parks & Recreation Board Meeting	2 8:00 AM Finance & Budget and City Council Meeting/2013 Budget Review	3 8:00 AM Finance & Budget and City Council Meeting/2013 Budget Review
4	5 7:00 PM City COUNCIL Meeting AV - Dar	6	7	8	9	10
11	12 6:30 PM Electric Committee BOPA Meeting 7:00 PM Water/Sewer Committee Meeting 7:30 PM Municipal Properties/ED Committee Meeting AV - Rox	13	14	15	16	17
18	19 6:00 PM City TREE Commission Meeting 7:00 PM City COUNCIL Meeting 8:00 PM Parks & Rec Committee Meeting AV - Dar	20	21	22 HOLIDAY - Thanksgiving	23	24
25	26 6:30 PM Finance & Budget Committee Meeting 7:30 PM Safety & Human Resources Committee Meeting AV - Shery	27	28	29	30	1 10:00 AM Christmas Parade

City of Napoleon, Ohio

Finance & Budget Committee

in Joint Session with

City Council

LOCATION: City Offices, 255 W. Riverview Avenue, Napoleon, Ohio 43545

Special Meeting Agenda

Monday, October 29, 2012 at 7:30 PM

- I. Approval of Minutes
- II. Potential Future Assessments on Projects
- III. Review of Proposed Revenues for 2013 Budget
- IV. Review of Proposed Personnel Costs for 2013 Budget
- V. Any Other Matters Currently Assigned to the Committee

Gregory J. Heath, Finance Director/Clerk

City of Napoleon, Ohio

City Council

in Joint Session with the

Finance & Budget Committee

LOCATION: City Offices, 255 W. Riverview Avenue, Napoleon, Ohio 43545

Special Meeting Agenda

Monday, October 29, 2012 at 7:30 PM

- I. Potential Future Assessments on Projects
- II. Review of Proposed Revenues for 2013 Budget
- III. Review of Proposed Personnel Costs for 2013 Budget
- IV. Any Other Items That May Come Before Council

Gregory J. Heath, Finance Director/Clerk

Bond rating companies uses the CAFR to rate the City's debt and as a result, the City gets relatively competitive interest rates. Agencies check whether the City receives a certificate from GFOA and that also helps interest rates.

Ridley noted that on page 1 of the proposed contract, it lists a proposal as *Appendix 1* when it is actually titled *Professional Fees*, not *Appendix 1*. There are some technical things to clean up. Heath said Hayberger hasn't had a chance to look it over. Ridley said the CAFR is a detailed, impressive document. He appreciates the services S&A has given the City. Perry said S&A appreciates their relationship with the City. Heath will send the contract to Hayberger for review. Ridley asked if suspension of the legislation will be needed. Heath said he would like it to be passed under suspension, but not emergency. It should be in place for the end of November when S&A does their preliminaries.

Motion To Approve

Motion: Maassel Second: Helberg
To recommend awarding the contract to Schonhardt & Associates for the annual GAAP & CAFR reporting

Passed
Yea-4
Nay-0

Roll call vote on above motion:
Yea- Helberg, Maassel, Behm, Ridley
Nay-

Motion To Adjourn

Motion: Maassel Second: Helberg
To adjourn at 6:45 pm

Passed
Yea-4
Nay-0

Roll call vote on above motion:
Yea- Helberg, Maassel, Behm, Ridley
Nay-

Date Approved:

Christopher Ridley, Chair

EMPLOYEE POSITION / TITLE	EMP NO.	EMPLOYEE NAME	ORIGINAL HIRE DATE	YEAR OF ORIGINAL HIRE	CONTIN. YEARS IN SERVICE	ORD./ SCALE/ STEP	BASE RATE/ HOUR	LONGEVITY & OTHER BONUS PAY	BASE ANNUAL HOURS	BASE ANNUAL SALARY	BASE LNGVTY./ & BONUS PER YEAR	TOTAL BASE+LNG.+ BNS=SALARY
(NOTE: 26 Pays Budgeted in 2013; TOTALS Rounded "RND" to Nearest \$10.)				Budget Year								
(Increases per Contracts, for NB and Appointing Authority budgeted at 2.0%)				2013								
SUMMARY BY FUND AND DEPARTMENT												
100 GENERAL FUND												
1100 City Council/Legislative										\$33,320	\$0	\$33,320
1200 Mayor/Executive										\$13,520	\$0	\$13,520
1300 City Manager/Administrative										\$167,510	\$2,500	\$170,010
1370 City Manager/Human Resources										\$53,810	\$0	\$53,810
1400 Law Director/Administrative										\$114,270	\$2,500	\$116,770
1500 Finance/Administrative										\$272,670	\$5,570	\$278,240
1520 Finance/Utility Billing										\$96,070	\$2,650	\$98,720
1600 Information Systems/Admin.										\$92,080	\$3,900	\$95,980
1700 Engineering/City Engineer										\$203,440	\$5,320	\$208,760
1800 Municipal Court/Judicial										\$313,890	\$6,530	\$320,420
2100 Police/Safety Services										\$1,211,030	\$27,050	\$1,238,080
2200 Fire/Safety Services										\$650,590	\$6,140	\$656,730
3100 Building Inspections/Zoning and Planning										\$80,770	\$2,950	\$83,720
4700 Cemetery/Grounds										\$59,250	\$2,200	\$61,450
5130 Service/Buildings, Properties, Equipment										\$46,040	\$2,520	\$48,560
TOTAL - 100 GENERAL FUND										\$3,408,260	\$69,830	\$3,478,090
170 MUNICIPAL INCOME TAX FUND												
1510 Finance/Income Tax Collection										\$106,010	\$3,440	\$109,450
200 STREET CONSTRUCTION, MAINTENANCE & REPAIR FUND												
5100 Service/Streets Maintenance & Properties										\$171,370	\$6,300	\$177,670
5110 Service/Ice and Snow Removal										\$32,000	\$0	\$32,000
5120 Service/Storm Drainage										\$11,000	\$0	\$11,000
TOTAL - 200 STREET (SCM&R) FUND										\$214,370	\$6,300	\$220,670
220 RECREATION FUND												
4100 Parks/Administrative										\$70,780	\$3,600	\$74,380
4200 Recreation/Golf Operating										\$104,410	\$2,770	\$107,180
4300 Recreation/Pool Operating										\$43,000	\$0	\$43,000
4400 Recreation/Programs										\$174,800	\$5,980	\$180,780
TOTAL - 220 RECREATION FUND										\$392,990	\$12,350	\$405,340
271 LAW ENFORCEMENT EDUCATION FUND												
2100 Police/Safety Services										\$3,000	\$0	\$3,000
274 MANDATORY DRUG FINE FUND												
2100 Police/Safety Services										\$3,000	\$0	\$3,000
275 MUNICIPAL PROBATION SERVICE FUND												
1800 MUNICIPAL COURT/JUDICIAL										\$0	\$0	\$0
SUMMARY BY FUND AND DEPARTMENT (Continued Next Page)												

Salary and Fringe Benefits

2013 PROJECTED BUDGET

2013 APPROPRIATION BUDGET

EMPLOYEE POSITION / TITLE	EMP NO.	EMPLOYEE NAME	TOTAL	51500 & 51600	51530 & 51540	51600	51700	51710 HLTH.TYPE (Net Cty)	City Pd.Hlth.	51750	TOTAL	TOTAL
			BASE+LNG.+ BNS=SALARY	PERS/ or SOC.SEC.	POLICE PEN. FIRE PEN.	WORKERS COMP. (Est.)	MEDICARE HD>04/01/86	S-Single EC-Emp/Chld	\$3,770 \$8,342	+Ded.Cty.Pd 70.00%	LIFE INS.	BENEFITS
(NOTE: 26 Pays Budgeted in 2013; TOTALS Rounded "RND" to Nearest \$1 (Increases per Contracts, for NB and Appointing Authority budgeted				14.00%	19.50%	3.00%	1.45%	ES-Emp/Spos	\$9,534	\$750	\$45	<-Life Ins -AFSCME & Fire
				6.20%	24.00%		4/1/1986	F-Family	\$11,917	\$1,500	\$62	<-Life Ins -Police & NB
SUMMARY BY FUND AND DEPARTMENT												
100 GENERAL FUND												
1100 City Council/Legislative			\$33,320	\$4,300	\$0	\$1,000	\$490		\$0	\$0	\$5,790	\$39,110
1200 Mayor/Executive			\$13,520	\$1,900	\$0	\$410	\$200		\$0	\$0	\$2,510	\$16,030
1300 City Manager/Administrative			\$170,010	\$23,810	\$0	\$5,110	\$2,470		\$17,270	\$130	\$48,790	\$218,800
1370 City Manager/Human Resources			\$53,810	\$7,540	\$0	\$1,620	\$780		\$10,590	\$70	\$20,600	\$74,410
1400 Law Director/Administrative			\$116,770	\$16,360	\$0	\$3,510	\$1,030		\$12,970	\$130	\$34,000	\$150,770
1500 Finance/Administrative			\$278,240	\$38,960	\$0	\$8,360	\$3,370		\$57,690	\$310	\$108,690	\$386,930
1520 Finance/Utility Billing			\$98,720	\$13,820	\$0	\$2,970	\$1,440		\$28,850	\$160	\$47,240	\$145,960
1600 Information Systems/Admin.			\$95,980	\$8,700	\$0	\$2,890	\$0		\$10,590	\$70	\$22,250	\$118,230
1700 Engineering/City Engineer			\$208,760	\$29,240	\$0	\$6,270	\$3,040		\$37,460	\$200	\$76,210	\$284,970
1800 Municipal Court/Judicial			\$320,420	\$44,870	\$0	\$9,620	\$3,970		\$70,660	\$380	\$129,500	\$449,920
2100 Police/Safety Services			\$1,238,080	\$37,810	\$100,540	\$39,330	\$15,850		\$226,110	\$1,410	\$421,050	\$1,659,130
2200 Fire/Safety Services			\$656,730	\$10,810	\$85,420	\$19,720	\$9,550		\$75,270	\$490	\$201,260	\$857,990
3100 Building Inspections/Zoning and Planning			\$83,720	\$11,720	\$0	\$2,520	\$1,220		\$12,970	\$70	\$28,500	\$112,220
4700 Cemetery/Grounds			\$61,450	\$8,610	\$0	\$1,850	\$380		\$9,400	\$140	\$20,380	\$81,830
5130 Service/Buildings, Properties, Equipment			\$48,560	\$6,810	\$0	\$1,460	\$720		\$0	\$50	\$9,040	\$57,600
TOTAL - 100 GENERAL FUND			\$3,478,090	\$265,260	\$185,960	\$106,640	\$44,510		\$569,830	\$3,610	\$1,175,810	\$4,653,900
170 MUNICIPAL INCOME TAX FUND												
1510 Finance/Income Tax Collection			\$109,450	\$13,320	\$0	\$3,290	\$1,600		\$23,660	\$180	\$42,050	\$151,500
200 STREET CONSTRUCTION, MAINTENANCE & REPAIR FUND												
5100 Service/Streets Maintenance & Properties			\$177,670	\$30,900	\$0	\$6,640	\$3,220		\$24,200	\$170	\$65,130	\$242,800
5110 Service/Ice and Snow Removal			\$32,000	\$0	\$0	\$0	\$0		\$0	\$0	\$0	\$32,000
5120 Service/Storm Drainage			\$11,000	\$0	\$0	\$0	\$0		\$0	\$0	\$0	\$11,000
TOTAL - 200 STREET (SCM&R) FUND			\$220,670	\$30,900	\$0	\$6,640	\$3,220		\$24,200	\$170	\$65,130	\$285,800
220 RECREATION FUND												
4100 Parks/Administrative			\$74,380	\$10,420	\$0	\$2,240	\$1,080		\$12,970	\$70	\$26,780	\$101,160
4200 Recreation/Golf Operating			\$107,180	\$15,010	\$0	\$3,220	\$1,560		\$10,590	\$440	\$30,820	\$138,000
4300 Recreation/Pool Operating			\$43,000	\$6,020	\$0	\$1,290	\$630		\$0	\$0	\$7,940	\$50,940
4400 Recreation/Programs			\$180,780	\$25,310	\$0	\$5,430	\$2,640		\$35,330	\$140	\$68,850	\$249,630
TOTAL - 220 RECREATION FUND			\$405,340	\$56,760	\$0	\$12,180	\$5,910		\$58,890	\$650	\$134,390	\$539,730
271 LAW ENFORCEMENT EDUCATION FUND												
2100 Police/Safety Services			\$3,000	\$0	\$0	\$0	\$0		\$0	\$0	\$0	\$3,000
274 MANDATORY DRUG FINE FUND												
2100 Police/Safety Services			\$3,000	\$0	\$0	\$0	\$0		\$0	\$0	\$0	\$3,000
275 MUNICIPAL PROBATION SERVICE FUND												
1800 MUNICIPAL COURT/JUDICIAL			\$0	\$0	\$0	\$0	\$0		\$1,790	\$0	\$1,790	\$1,790
SUMMARY BY FUND AND DEPARTMENT (Continued Next Page)												

EMPLOYEE POSITION / TITLE	EMP NO.	EMPLOYEE NAME	ORIGINAL HIRE DATE	YEAR OF ORIGINAL HIRE	CONTIN. YEARS IN SERVICE	ORD./ SCALE/ STEP	BASE RATE/ HOUR	LONGEVITY & OTHER BONUS PAY	BASE ANNUAL HOURS	BASE ANNUAL SALARY	BASE LNGVTY./ & BONUS PER YEAR	TOTAL BASE+LNG.+ BNS=SALARY
(NOTE: 26 Pays Budgeted in 2013; TOTALS Rounded "RND" to Nearest \$10.)				Budget Year								
(Increases per Contracts, for NB and Appointing Authority budgeted at 2.0%)				2013								
SUMMARY BY FUND AND DEPARTMENT (Continued)												
277 PROBATION OFFICER GRANT FUND												
1800 MUNICIPAL COURT/JUDICIAL									\$34,100	\$0	\$34,100	
290 POLICE PENSION FUND												
2100 Police/Safety Services									\$0	\$0	\$0	
291 FIRE PENSION FUND												
2200 Fire/Safety Services									\$0	\$0	\$0	
500 ELECTRIC OPERATING FUND												
6110 Electric/Operations, Distribution System									\$817,110	\$24,670	\$841,780	
510 WATER REVENUE FUND												
6200 Water/Treatment Plant Operations									\$239,950	\$2,230	\$242,180	
6210 Water/Distribution System									\$269,160	\$6,900	\$276,060	
TOTAL - 510 WATER REVENUE FUND									\$509,110	\$9,130	\$518,240	
520 SEWER (WWT) REVENUE FUND												
6300 Sewer(WWT)/Treatment Plant Operations									\$292,690	\$8,020	\$300,710	
6310 Sewer(WWT)/Collection System									\$28,200	\$660	\$28,860	
6311 Sewer(WWT)/Cleaning & Imp.(SSO & CSO)									\$100,630	\$1,910	\$102,540	
TOTAL - 520 SEWER (WWT) REVENUE FUND									\$421,520	\$10,590	\$432,110	
560 SANITATION (REFUSE) REVENUE FUND												
6400 Sanitation(Refuse)/Collection and Disposal									\$116,980	\$2,880	\$119,860	
6410 Sanitation(Refuse)/SRS-Unlimited Pickup Pgm.									\$1,200	\$0	\$1,200	
6411 Sanitation(Refuse)/SRS-Yard Waste Site Pgm.									\$1,200	\$0	\$1,200	
6420 Sanitation(Refuse)/Recycling Programs									\$45,200	\$1,350	\$46,550	
TOTAL - 560 SANITATION (REFUSE) REVENUE FUND									\$164,580	\$4,230	\$168,810	
600 CENTRAL GARAGE ROTARY FUND												
5200 Service/Central Garage									\$95,820	\$3,320	\$99,140	
GRAND TOTAL - ALL FUNDS (As Revised 10-24-2012)									\$6,169,870	\$143,860	\$6,313,730	
COMPARISON 2013 TO 2012 - FINAL APPROVED BUDGETS												
FINAL - 2012 APPROVED BUDGET - Original Approved - ALL FUNDS									\$6,268,380	\$156,690	\$6,425,070	
Dollar Difference to 2012 (2013 Proposed - 2012 Approved)									-\$98,510	-\$12,830	-\$111,340	
Percentage Increase/(Decrease) 2013 to 2012									-1.57%	-8.19%	-1.73%	

Salary and Fringe Benefits

2013 PROJECTED BUDGET

2013 APPROPRIATION BUDGET

EMPLOYEE POSITION / TITLE	EMP NO.	EMPLOYEE NAME	TOTAL	51500 & 51600	51530 & 51540	51600	51700	51710 HLTH.TYPE (Net Cty)	City Pd.Hlth.	51750	TOTAL	TOTAL
			BASE+LNG.+ BNS=SALARY	PERS/ or SOC.SEC.	POLICE PEN. FIRE PEN.	WORKERS COMP. (Est.)	MEDICARE HD>04/01/86	S-Single EC-Emp/Chld	\$3,770 \$8,342	+Ded.Cty.Pd 70.00%	LIFE INS.	\$45 \$62
(NOTE: 26 Pays Budgeted in 2013; TOTALS Rounded "RND" to Nearest \$1 Increases per Contracts, for NB and Appointing Authority budgeted												
SUMMARY BY FUND AND DEPARTMENT (Continued)												
277 PROBATION OFFICER GRANT FUND												
1800 MUNICIPAL COURT/JUDICIAL			\$34,100	\$4,780	\$0	\$1,040	\$500		\$8,800	\$70	\$15,190	\$49,290
290 POLICE PENSION FUND												
2100 Police/Safety Services			\$0	\$0	\$85,990	\$0	\$0		\$0	\$0	\$85,990	\$85,990
291 FIRE PENSION FUND												
2200 Fire/Safety Services			\$0	\$0	\$43,000	\$0	\$0		\$0	\$0	\$43,000	\$43,000
500 ELECTRIC OPERATING FUND												
6110 Electric/Operations, Distribution System			\$841,780	\$117,860	\$0	\$25,260	\$10,880		\$163,730	\$730	\$318,460	\$1,160,240
510 WATER REVENUE FUND												
6200 Water/Treatment Plant Operations			\$242,180	\$33,920	\$0	\$7,280	\$3,530		\$50,210	\$250	\$95,190	\$337,370
6210 Water/Distribution System			\$276,060	\$38,650	\$0	\$8,290	\$4,020		\$101,750	\$490	\$153,200	\$429,260
TOTAL - 510 WATER REVENUE FUND			\$518,240	\$72,570	\$0	\$15,570	\$7,550		\$151,960	\$740	\$248,390	\$766,630
520 SEWER (WWT) REVENUE FUND												
6300 Sewer(WWT)/Treatment Plant Operations			\$300,710	\$40,660	\$0	\$9,030	\$2,380		\$50,550	\$250	\$102,870	\$403,580
6310 Sewer(WWT)/Collection System			\$28,860	\$4,040	\$0	\$870	\$420		\$3,710	\$30	\$9,070	\$37,930
6311 Sewer(WWT)/Cleaning & Imp.(SSO & CSO)			\$102,540	\$14,360	\$0	\$3,080	\$1,490		\$23,560	\$90	\$42,580	\$145,120
TOTAL - 520 SEWER (WWT) REVENUE FUND			\$432,110	\$59,060	\$0	\$12,980	\$4,290		\$77,820	\$370	\$154,520	\$586,630
560 SANITATION (REFUSE) REVENUE FUND												
6400 Sanitation(Refuse)/Collection and Disposal			\$119,860	\$16,790	\$0	\$6,010	\$1,750		\$28,590	\$130	\$53,270	\$173,130
6410 Sanitation(Refuse)/SRS-Unlimited Pickup Pgm.			\$1,200	\$0	\$0	\$0	\$0		\$0	\$0	\$0	\$1,200
6411 Sanitation(Refuse)/SRS-Yard Waste Site Pgm.			\$1,200	\$0	\$0	\$0	\$0		\$0	\$0	\$0	\$1,200
6420 Sanitation(Refuse)/Recycling Programs			\$46,550	\$6,520	\$0	\$1,910	\$680		\$12,970	\$50	\$22,130	\$68,680
TOTAL - 560 SANITATION (REFUSE) REVENUE FUND			\$168,810	\$23,310	\$0	\$7,920	\$2,430		\$41,560	\$180	\$75,400	\$244,210
600 CENTRAL GARAGE ROTARY FUND												
5200 Service/Central Garage			\$99,140	\$13,880	\$0	\$2,980	\$1,450		\$25,940	\$90	\$44,340	\$143,480
GRAND TOTAL - ALL FUNDS (As Revised 10-24-2012)			\$6,313,730	\$657,700	\$314,950	\$194,500	\$82,340		\$1,148,180	\$6,790	\$2,404,460	\$8,718,190
COMPARISON 2013 TO 2012 - FINAL APPROVED BUDGETS												
FINAL - 2012 APPROVED BUDGET - Original Approved - ALL FUNDS			\$6,425,070	\$683,230	\$301,220	\$198,030	\$80,030		\$1,120,970	\$8,790	\$2,392,270	\$8,817,340
Dollar Difference to 2012 (2013 Proposed - 2012 Approved)			-\$111,340	-\$25,530	\$13,730	-\$3,530	\$2,310		\$27,210	-\$2,000	\$12,190	-\$99,150
Percentage Increase/(Decrease) 2013 to 2012			-1.73%	-3.74%	4.56%	-1.78%	2.89%		2.43%	-22.75%	0.51%	-1.12%

City of Napoleon, Ohio

PARKS & RECREATION BOARD

LOCATION: City Hall Offices, 255 West Riverview Avenue, Napoleon, Ohio

Special Meeting Agenda

Thursday, November 1, 2012 at 6:30 PM

1. Call to Order
2. Approval of Minutes
3. Discussion and/or Action on Rates and Fees
4. Discussion and/or Action on 2013 Budget Requests
5. Miscellaneous
6. Any other Items to Come Before the Board

Gregory J. Heath, Finance Director/Clerk of Council

City of Napoleon, Ohio
PARKS AND RECREATION BOARD

Meeting Minutes
Wednesday, September 26, 2012 at 6:30 PM

PRESENT
Parks & Recreation
(P&R) Board
P&R Committee

City Staff
Recorder
Others

ABSENT
Members

Call To Order

Approval Of Minutes

Request By Napoleon
Aquatic Club To Build
Storage Facility At Pool

Matt Hardy – Chair, Mike Saneholtz, David Prigge, Peg Funchion, Chad Richardson, Shawn Thompson
Patrick McColley – Chair, John Helberg (ProTem)
Tony Cotter, Parks & Recreation Director
Barbara Nelson
Jay Finn

Russell Shaeffer

Chairman Hardy called the meeting to order at 6:30 PM.

Minutes of the August 29 Parks & Recreation Board meeting stand approved.

Jay Finn, Napoleon Aquatic Club, presented a diagram of a pole barn for storage of Club supplies. This building will also be used as a concession stand when running swim meets there, but not a full-fledged concession stand. It will be adjacent to the pump house. The building will be 25' X 50' for storage and include a hand washing sink. The Club would like to transfer ownership to the City. Some of the storage space can be used by the City. The Club is making sure that the concession stand idea is okay with the Health Department. They may need a hot water heater to have hot water for the hand washing station. They would like to tie in to the sewer, but this could be difficult.

The Club does not anticipate having to heat the building. Utilities are up in the air. Water and electric are nearby, but the sewer is a challenge. Cotter said we will work out details of the agreement including usage, sharing of utility costs, etc. Finn said the Club anticipates getting electrical service for the concession stand. Cotter said the premise is that once the building is up, all utilities for it would be paid by the Club.

Helberg asked if the location will cut off access (e.g. using a crane) for pool maintenance. Cotter said they sometimes bring in a crane and could use it on the back side of the building through a hatch. He has no issues with the location. It will help us with storage. Security lights can be used if needed. Saneholtz recommended putting up a sign stating that no money is stored in the building. Finn said being located across the street from the police station should help with security. They can deadbolt or bar the back door if needed.

Saneholtz asked if contractors will build the building. Finn said they will watch the threshold limit for labor costs. The total cost should be about \$22,000. Cotter said prevailing wage shouldn't be a problem. The Board can make a recommendation to the Committee about the building and the Committee makes a recommendation to Council, but the issue must go to the Planning Commission for approval before it goes to Council.

Motion To Recommend Approval

Motion: Saneholtz Second: Funchion
To recommend approval of the Napoleon Aquatic Club’s plans to build a storage facility at the municipal pool

Passed
Yea - 6
Nay- 0

Roll call vote on above motion.
Yea – Richardson, Thompson, Hardy, Saneholtz, Prigge, Funchion
Nay -

Financial Reports From Golf Course & Swimming Pool

Cotter reported that the golf course revenue is \$22,000 ahead of last year. Individual memberships are falling. We are not getting in the younger people. We see this in other sports too. Greens fees are up.

Saneholtz asked where supplies are purchased. Cotter said we are nearing the end of our Pepsi contract. Saneholtz said it is usually cheaper to buy soda pop at Walmart than off the truck. You can price match at Walmart. Cotter said we are charging \$2 per bottle. We get candy from SWF in Lima. Saneholtz said that is a good place to buy it.

Cotter said we don’t have to have a contract with Pepsi after this one is up. They paid for our scoreboards (2 @ \$1,000 each, 5 @ \$10,000-12,000, and a football scoreboard @ \$20,000). We are at the end of the contract and prices for pop are almost at market value.

Cotter said it looks like we didn’t get billed for utilities for the month of July in 2011. There were 0 expenses for golf and the pool that month. Funchion said we are still down \$16,000 for golf and \$68,000 at the pool. We need direction on what to do about this. Cotter said we can’t get away from the loss at the pool. Prigge said we were down \$90,000 at the pool a couple years ago, so we are headed in the right direction. McColley said that doesn’t include the capital improvements that are paid by the City.

Cotter said the only thing we generated revenue from was the golf course when it peaked in the early 1990’s. This plateaued in the mid to late 90’s. Golf isn’t growing anymore. We have pared back staff in the clubhouse. Our levy provides the ability to offer recreation programs for kids at no charge and helps maintain the pool, golf course and parks. The City can control enterprise funds like utilities that get raised to match expenses. We can’t do that at the pool and golf course.

Prigge said we were challenged last year to make up that difference. We are losing \$120,000 here and will be challenged to do more. Cotter said he will find out next month what the bottom line will be in the recreation fund. We will cut back as much as possible without cutting services. The goal in February was to do whatever we can to save money and not charge user fees. Hardy said the .2% levy should be more. Cotter said we wanted to make the .2% permanent last time, so we didn’t ask for more even though we knew we needed it.

McColley said the City is losing the local government fund, death tax, etc. Things were better in the 1990’s. Cotter said we had \$185,000 extra back then.

Rates & Fees

Members discussed the proposal that Cotter gave them back in February about raising rates and fees.

GOLF COURSE

We did more advertising this year including monthly specials. There are senior rates (25% discount) from 1:00-4:00 pm. Privatizing the course is not happening. McColley said we won't be able to get rid of a 9-hole course that floods. Cotter said he will try to cut back as much as possible. Hardy suggested opening up the golf course bar during the sledding season.

POOL

Cotter said his recommendation is to raise memberships \$10 across the board and raise fees by \$.50, but keep pool rental fees the same. Pool rental was raised by \$50 and nobody wanted to rent it anymore.

SHELTERHOUSES

Cotter said we raised shelter house rates in 2009. If we raise rates \$10 across the board, we could get \$2,000-2,500 more per year based on the current numbers. Funchion said nonresidents should pay more for rentals. McColley said some people work here and pay tax, but don't live here. Hardy said if they pay taxes, they shouldn't have to pay a higher rental fee. McColley said people who live outside the City pay higher electric and water rates even if they pay City tax.

Cotter said Wayne Park gets few rentals. Members discussed the possibility of selling Wayne Park. Cotter said this is not a bad idea. We were asked to improve the bottom line and the way to do this is raise revenue or cut costs. He hopes to have the department budget request ready for next month's meeting. Hardy suggested holding off on making recommendations for fees and rates until the Board sees those numbers.

Trick Or Treat Night Recommendation

Cotter said he received a complaint from someone last year that Trick or Treat is never held on Halloween night. Richardson said he coaches on Monday and Tuesday. Hardy said Wednesday, October 31 is church night.

Motion To Hold Trick Or Treat On 10/31 At 6:00-7:30 PM

Motion: Saneholtz Second: Richardson
To hold Trick or Treat on Wednesday, October 31 from 6:00 – 7:30 pm

Passed
Yea - 4
Nay- 2

Roll call vote on above motion.
Yea – Richardson, Thompson, Saneholtz, Funchion
Nay – Hardy, Prigge

Miscellaneous Richardson

Richardson – no items

Saneholtz

Saneholtz – no items

Prigge

Prigge – no items

Thompson

Thompson – no items

Hardy

Hardy – no items

Funchion

Funchion – no items

McColley

McColley – no items

Cotter

Cotter said Russ Shaeffer submitted his resignation from the Board today to Cotter and the Mayor. He is taking a class on Wednesday nights and has other commitments. If members know of anyone interested in filling this position, please let Cotter or the Mayor know.

The Dog Park has been put on hold by the folks spearheading it. They are not ready to move forward at this time

Flag football started on Saturday with 80 kids. Soccer starts Saturday with 250 kids. Cotter got the costs of shirts reduced from \$8.50-\$9.00 to \$4.75 each for flag football and soccer. He also locked in the price for next year.

Motion To Adjourn

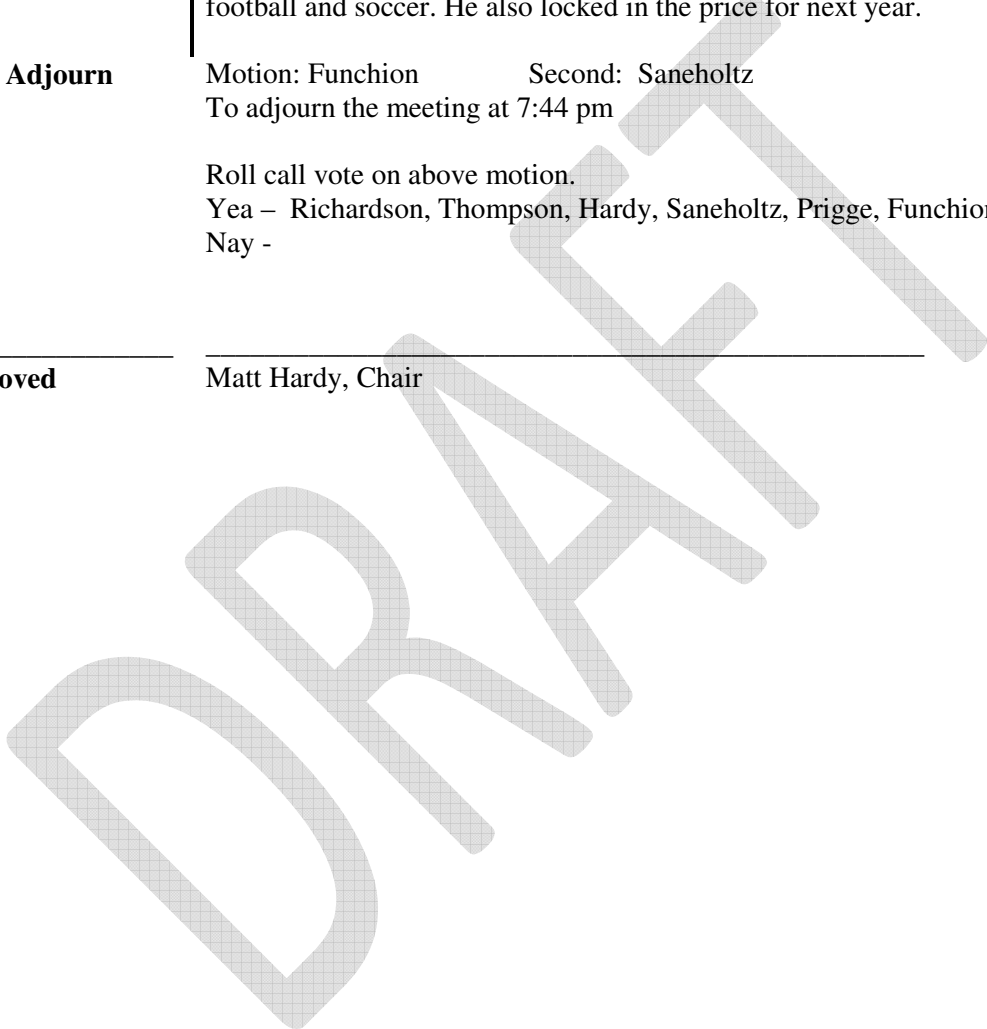
Motion: Funchion Second: Saneholtz
To adjourn the meeting at 7:44 pm

Passed
Yea - 6
Nay- 0

Roll call vote on above motion.
Yea – Richardson, Thompson, Hardy, Saneholtz, Prigge, Funchion
Nay -

Date Approved

Matt Hardy, Chair



City of Napoleon, Ohio

Finance & Budget Committee

in Joint Session with

City Council

LOCATION: City Offices, 255 W. Riverview Avenue, Napoleon, Ohio 43545

Special Meeting Agenda

Friday, November 2, 2012 at 8:00 AM

- I. Review Of 2013 Budget Proposals

- II. Any Other Matters Currently Assigned to the Committee

Gregory J. Heath, Finance Director/Clerk

City of Napoleon, Ohio

City Council

in Joint Session with the

Finance & Budget Committee

LOCATION: *City Offices, 255 W. Riverview Avenue, Napoleon, Ohio 43545*

Special Meeting Agenda

Friday, November 2, 2012 at 8:00 AM

- I. Review of 2013 Budget Proposals
- II. Any Other Items That May Come Before Council

Gregory J. Heath, Finance Director/Clerk

City of Napoleon, Ohio

Finance & Budget Committee

Meeting in Joint Session with

City Council

LOCATION: *City Offices, 255 W. Riverview Avenue, Napoleon, Ohio 43545*

Special Meeting Agenda

Saturday, November 3, 2012 at 8:00 AM

- I. Review Of 2013 Budget Proposals

- II. Any Other Matters Currently Assigned to the Committee

Gregory J. Heath, Finance Director/Clerk

City of Napoleon, Ohio

City Council

in Joint Session with the

Finance & Budget Committee

LOCATION: City Offices, 255 W. Riverview Avenue, Napoleon, Ohio 43545

Special Meeting Agenda

Saturday, November 3, 2012 at 8:00 AM

- I. Review Of 2013 Budget Proposals
- II. Any Other Items That May Come Before Council

Gregory J. Heath, Finance Director/Clerk



Update

A weekly newsletter presented by AMP President/CEO Marc Gerken

October 19, 2012



Attendees and AMP staff hear an update on the Prairie State Energy Campus during the investor tour Oct. 16. The event also included a driving tour of the mine operations.

Investors tour Prairie State Energy Campus

By Chris Deeter – senior director of member credit compliance

AMP conducted a tour of the Prairie State Energy Campus on Oct. 16. There were 25 attendees from various financial institutions.

Joining them on the tour were Bob Trippe, AMP senior vice president of finance/CFO; Larry Marquis, AMP vice president for Prairie State construction; Jim Hoops, AMP assistant vice president of finance; and myself.

The day began with a presentation by Peter DeQuattro, president/CEO of Prairie State Generating Company, who updated attendees on plant progress.

The presentation was followed by a driving tour of the mine operations provided by Paul Krivokuca, senior vice president of mining. Due to time constraints, the attendees were unable to tour the mine. This was followed by a walking tour of the plant, which was led by Keith Bastian, senior vice president of power.

Attendees finished the day with a luncheon, where DeQuattro, Krivokuca and Bastian made themselves available for questions.

2012 AMP/OMEA Conference begins Monday

By Karen Ritchey – manager of communication programs

The 2012 AMP/OMEA Conference gets under way Oct. 22 at the InterContinental Hotel Cleveland. Registration opens at 10 a.m. Monday. The conference begins at 10:30 a.m. with the AMP Board of Trustees meeting and runs through the morning of Oct. 25.

On Monday, a tour of GreenField Solar Site will take place from 1 to 3 p.m. and the first project participant meeting begins at 3:30 p.m.

see CONFERENCE Page 2

Lux joins AMP staff

By Krista Selvage – manager of publications

Kyle Lux joined the AMP staff Monday as a power dispatcher.

He will work with AMP's team of dispatchers to monitor loads and dispatch generation.

The dispatchers operate AMP's Energy Control Center 24 hours a day, 365 days a year to serve our member communities.

Lux previously worked at Lowe's Home Improvement for six years in the paint and flooring departments.

He graduated from Ohio University in June with a bachelor's degree in business administration.

He lives in Zanesville with his wife, and they plan to move to Columbus later this year.

Please join us in welcoming Kyle.



APPA Academy Webinar Series



An internet connection and a computer are all you need to educate your entire staff for just \$89. Register today at www.APPAAcademy.org. Non-APPA members enter coupon code **webinar** to receive the member rate.

- Preview a New Tool to Improve Power Factor through Energy Efficiency Improvements **Nov. 14**
- Managing the Public Power Workforce: New Strategies for Staff Retention, Recruitment, and Succession Planning **Nov. 15**

Copies of past webinars can be purchased through the APPA Product Store at www.PublicPower.org/store.

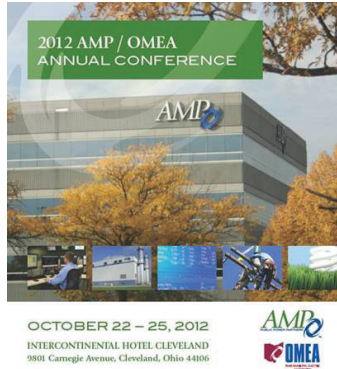


CONFERENCE continued from Page 1

Educational and informational sessions, and project participant meetings highlight the agendas Tuesday and Wednesday. This includes a presentation by technology and trends expert Peter Leyden on Tuesday. The Municipal Electric Partners Reception will be held Tuesday from 5 to 7 p.m.

On Wednesday, we will honor safe working practices during the Safety Awards lunch from noon to 1 p.m. and champions of public power during the Awards Banquet from 6:30 to 8:30 p.m.

Thursday concludes the conference with the last of the project participant meetings.



AFEC weekly update

By Craig Kleinhenz – manager of power supply planning

Cooler temperatures have helped AFEC to have a higher production week this week, despite slightly higher natural gas prices. The plant saw a 73 percent load factor for the week with the lowest load factor being on Sunday (69 percent).

The plant stayed online every night this week as cooler weather helped to keep off-peak prices higher. Mild day time temperatures led to lower on-peak prices that resulted in only 12 hours of duct fire operation for the whole week.

For the week on-peak 7x16 prices were \$5.06/MWh higher than AFEC dispatch costs.

Energy markets have quieter week

By Craig Kleinhenz

With just three weeks left to go in natural gas storage injection season, analysts are now starting to focus on the upcoming winter.

Some analysts feel that natural gas supply and demand are much more balanced than last year's oversupply situation.

November natural gas prices ended its multi-week gain by closing down \$0.0/MMBtu from last week to end at \$3.59/MMBtu.

December natural gas is currently trading even higher and settled yesterday at \$3.90/MMBtu. Power prices climbed slightly as 2013 on-peak electric prices at AD Hub finished yesterday up \$0.21/MWh from last week, closing at \$42.21/MWh.

September Operations Statistics

	JV6 Wind Output	Belleville Output	Avg. A/D Hub On-Peak Rate
Sept. 2012	12%	41%	\$36.05/MWh
Sept. 2011	15%	81%	\$39.15/MWh
	Fremont Energy Center Output	Blue Creek Wind Output	Napoleon Solar Output
Sept. 2012	55%	18%	20%

*Fremont capacity factor based on 675 MW rating
*Solar capacity factor based on 3.5 MW rating

On Peak (16 hour) prices into AEP/Dayton Hub

Week ending Oct. 19

MON	TUE	WED	THU	FRI
\$35.50	\$34.50	\$35.00	\$35.75	\$34.50

Week ending Oct. 12

MON	TUE	WED	THU	FRI
\$35.25	\$40.00	\$35.00	\$34.75	\$34.50

AEP/Dayton 2012 5x16 price as of Oct. 19 — \$42.21

AEP/Dayton 2012 5x16 price as of Oct. 12 — \$42.00

Nominations sought for APPA's Policy Makers Council

By Jolene M. Thompson – senior vice president/OMEA executive director

APPA is accepting nominations for membership on the Policy Makers Council, an appointed committee whose mission is to assist APPA in promoting legislation that is important to its members or opposing harmful legislation, and to provide advice on other issues of importance to the organization.

The Policy Makers Council is composed of 40 members who are either elected or appointed officials on the governing authorities of public power communities. Four members are appointed to the OPMC from each of the 10 geographic regions recognized by APPA (Michigan and Ohio are in the East North Central Region; Delaware, Virginia and West Virginia are in the Atlantic Region; Kentucky is in the East South Central Region; and Pennsylvania is in the Northeast Region).

The PMC meets a minimum of twice a year in Washington, D.C. (once during the APPA Legislative Rally and once in July). In addition to the in-person meetings, monthly conference calls are held to provide updates. The regular term of office on the PMC is three years.

The Policy Makers Council has become a very effective voice for public power on Capitol Hill, and we are pleased to have several AMP members already on committee. Mayors council utility or board members who are interested in being nominated for a seat on the PMC and would like our support are asked to contact me by Nov. 5. You can contact me at either jthompson@amppartners.org or 614.540.0992.

Lodi featured in Member Spotlight

By Krista Selva

Lodi is the latest member community to be highlighted in AMP's Member Spotlight on the [AMP website](#).

The Village of Lodi is located in the southwest corner of Medina County in Northeast Ohio. It is the oldest settlement in the county, founded in 1811, and still retains the charm and flavor of a country village.

Lodi has been a public power community since 1941. The local ownership is a benefit for residential, commercial and industrial users.

While you're visiting Member Spotlight, we encourage you to take a little time to get to know some of the other AMP member communities better. The archives include profiles of member communities across the AMP footprint.



Engineering technician needed in Bowling Green, Ohio

Engineering Technician, City of Bowling Green, Ohio – Engineering Division (Grade 6 BGEO Union Contract: \$19.31/hr - \$24.66/hr)

Hourly, non-exempt position responsible for compiling, analyzing, and comprehending civil engineering information to create construction drawings. Prepares construction plans for new or replacement projects for various City departments/divisions using the current version of AutoCAD. Assists others with researching utility locations from record drawings and responds to other various inquiries.

GIS experience is preferred. Candidate must have a minimum of a two-year college certificate in Engineering Technology or similar field; a minimum of five years relevant experience preferred; and a valid Ohio Driver's License. Excellent fringe benefits. A copy of the job description will be provided to applicants. Interested persons must complete the application that is available online [here](#).

It is also available in the City's Personnel Department. Resumes may be included, but will not substitute for a completed application. Applications must be completed and returned to the Personnel Department, City of Bowling Green, 304 N. Church St, Bowling Green, Ohio 43402. Telephone: 419.354.6200; email: BGPersonnel@bgohio.org Office hours: M-F 8 a.m. to 4:30 p.m. Deadline for making application is 4:30 p.m. Oct. 26. AA/EEO

City of Bowling Green seeks assistant electric superintendent

Full-time, salaried (exempt) position is responsible for oversight of the daily activities of the City's Electric Division. Incumbent functions as electric superintendent in his/her absence.

Directs and coordinates work activities of personnel; determines and assigns work projects; plans and designs new overhead and underground distribution; develops street lighting and security lighting; conducts field checks to ensure program completion and compliance to standards; approves expenditures and payroll; establishes policies; prepares budget; communicates with contractors, engineers and customers; writes specifications for materials and equipment; addresses customer complaints; maintains tool inventory; and performs other related duties as assigned.

Ability to use spreadsheet, database, word processing and selected job-specific software; must have knowledge of theory, principles and practices of electrical engineering; must have knowledge of electrical industrial standards and know how to apply them; must have knowledge of codes, regulations and standards governing electrical systems and their construction, and must have knowledge of safety practices and procedures; and must maintain a valid Ohio Driver's License and have the ability to drive.

Work is performed both indoors and outdoors and is subject to pressure from deadlines. Two-year college certificate or equivalent; five to seven years of relevant experience; or any combination of education, training and work experience which provides the required skill sets to perform the essential func-

tions of the job. A job description will be provided to applicants. Excellent fringe benefits.

Application materials are available online at www.bgohio.org. Application materials are also available in the Personnel Department of the City of Bowling Green, 304 N. Church St., Bowling Green, OH 43402-2399. Resumes may be included, but will not substitute for a completed application. Only completed application forms will be accepted.

Deadline for making application is 4:30 p.m. Oct. 26. Telephone: 419.354.6200 web: www.bgohio.org email: BGPersonnel@bgohio.org AA/EEO

Village of Woodville has immediate openings

The Village of Woodville has immediate openings for Class II Water Supply Operator and Class I Wastewater Operator.

Applicant must have a valid EPA Operator Certification, experience preferred. A Class B CDL is required or be willing to obtain one. Applicant should be highly motivated and have good mechanical ability.

Applications for these positions may be obtained online at www.villageofwoodville.com or at the Municipal Building, 530 Lime Street, Woodville, Ohio between 9 a.m. – 4 p.m. Applications along with a resume must be returned by 4 p.m. Nov. 15. Questions may be directed to 419.849.3031 or utilities@villageofwoodville.com.

Used single-phase hook switches are for sale

Bowling Green Municipal Utilities has 25 to 30 Memco single-phase hook switches for sale at \$100 apiece. Some of the switches are only 12-15 years old and all are in good working condition. They were replaced with gang-operated switches.

The specs are:

Catalog#	69STV12P3
Nominal	69Kv
Continuous	1300A
Impulse	350Kv
Momentary	61Ka
Color	Grey

Buyer is responsible for shipping. Contact Tim Snyder at 419.354.6290 (W) or 419.409.6326 (C).

American Municipal Power
1111 Schrock Road,
Columbus, Ohio 43229
614.540.1111 • FAX 614.540.1113
www.ampppartners.org