CITY OF GROVE CITY, OHIO

COUNCIL MINUTES

November 23, 2020 Finance Committee Meeting

The Finance Committee meeting of Council was called to order by Chair Holt at 6:00 p.m. by a virtual Webex connection due to the Coronavirus-19 pandemic, as temporarily permitted by the State.

Roll was called and the following members were present:

Roby Schottke *Aaron Schlabach* *Christine Houk* *Randy Holt* *Ted Berry*

1. Mr. Holt asked the Mayor for an overview of the 2021 Budget.

Mayor Stage referenced the Cover Letter that accompanied the proposed 2021 budget. He highlighted the income tax receipts; the request for three (3) new positions; the change in position on body camera's for the Division of Police; the $8.8 million in Capital Improvements with the potential of an additional $16 million coming from outside the General Fund; a projected ending balance of $5.7 million for 2021. He said all this is subject to the Ohio Legislature, which has many dynamics in play now that could affect local municipalities.

Chair Holt thanked the Mayor and Staff for managing through this pandemic and cutting costs during 2020. He stated that this meeting and the information shared is all for the citizens. He said the Mayor has submitted his proposed budget for 2021 and it is Council's job to review, understand and adopt the budget. He highlighted the following pages:

Income Tax Collections
General Fund Expenses
Income Tax vs Operating Expenses
General Fund Balance compared to 25% operating
Accounts in General Fund
Each Fund and the Difference from 2020
General Fund Analysis
Year to Year Comparison for last eight years

Council reviewed each Fund with the Administrative Staff and the following comments were made:

Mr. Schottke asked what percent of increase for personnel has been included across the board. Mr. Turner stated that most increases are contractual; employees not in a collective bargaining agreement and in Chapter 161 would be given their step increase; Dept. Heads were given a 3% increase. Mayor Stage stated that the overall increase is about 3%.

Communications: Mr. Boso, City Admin., explained that this Division is requesting a new Supervisor position. He said there is only one supervisor and that position is on first shift. Currently, someone works "out of class" on other shifts to supervise. He said this will add a 2nd shift supervisor and feels it really isn't an increase in personnel.

Lands & Building: Mr. Holt stated that this area is up $100,000.00 due to two new employees. Ms. Fitzpatrick Dir. of Service, explained these positions and the need for each.

Capital Improvements: Mr. Boso, City Admin., explained that they are looking at purchasing three buildings on Broadway, at Ventura, for Service Dept. & Police Div. storage. This would eliminate the need to lease space at two locations.

Mr. Berry asked what the Demorest Road improvement included. Mr. Keller, EMH&T, explained that this is for the roadway and sewer improvements. Mr. Schottke asked why the School District is not contributing to the roadway, as they get funding to assist with road improvements that service a school. Mayor Stage said he would check into that with SWCS.

Beulah Park: Mayor Stage stated that they wanted to have a placeholder in this budget in anticipation of potential State Capitol monies being awarded. This would show that we are ready to proceed.

2. Mr. Holt asked if there were any other items.

3. After closing comments, a motion to adjourn was approved by unanimous consent.

Council adjourned at 7:39 p.m.

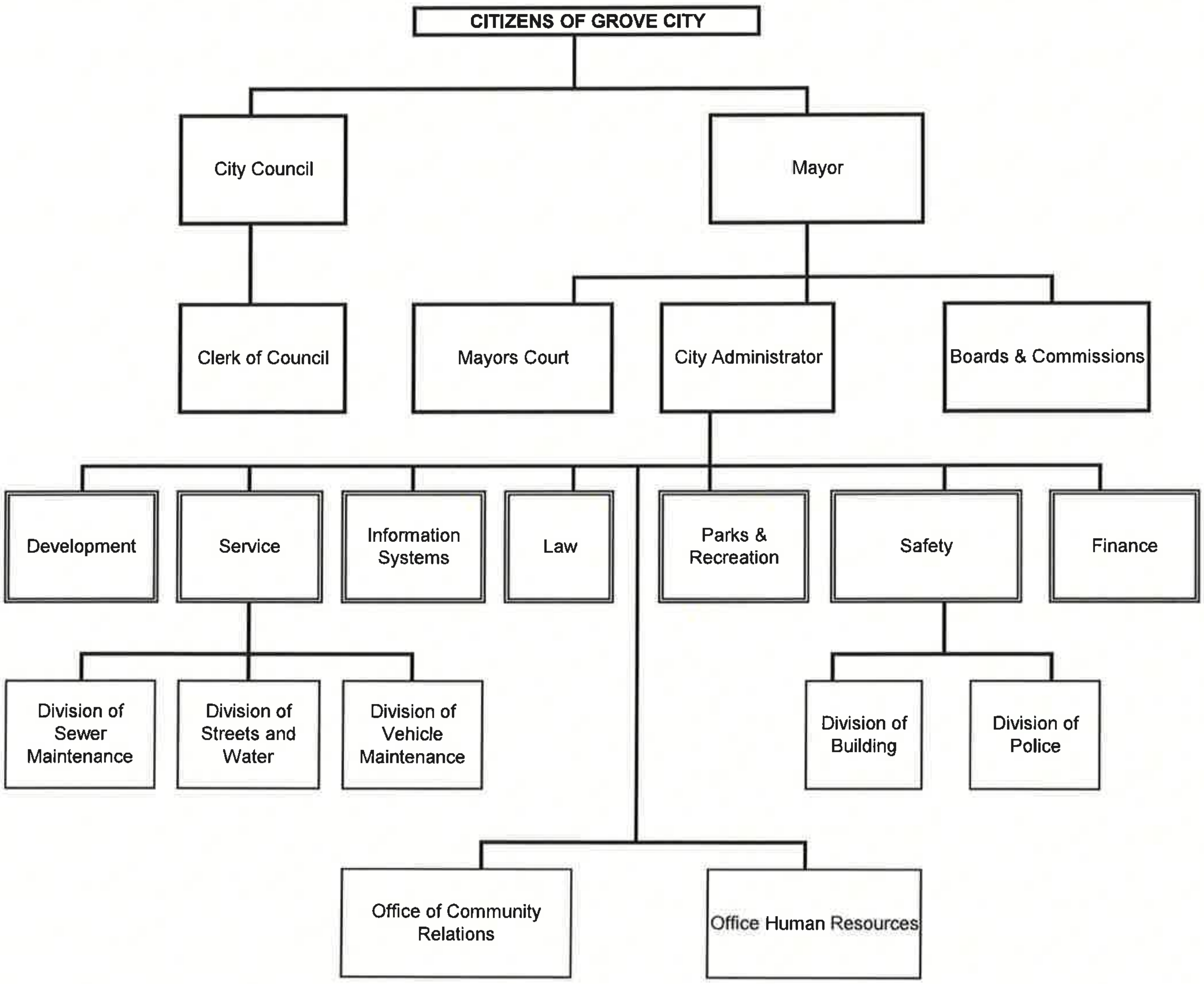
Tami K. Kelly

Tami K. Kelly, MMC
Clerk of Council

Randy L. Holt

Randy Holt
Finance Chair

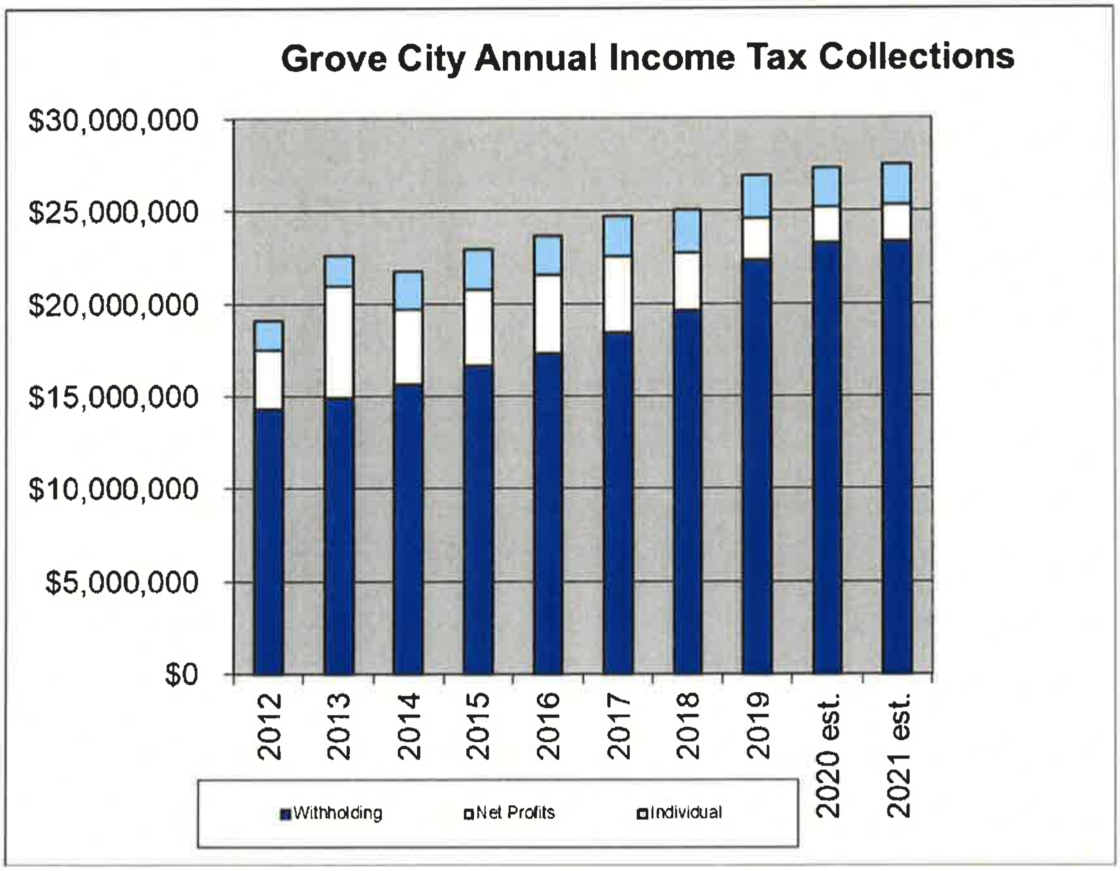
City of Grove City Organizational Chart

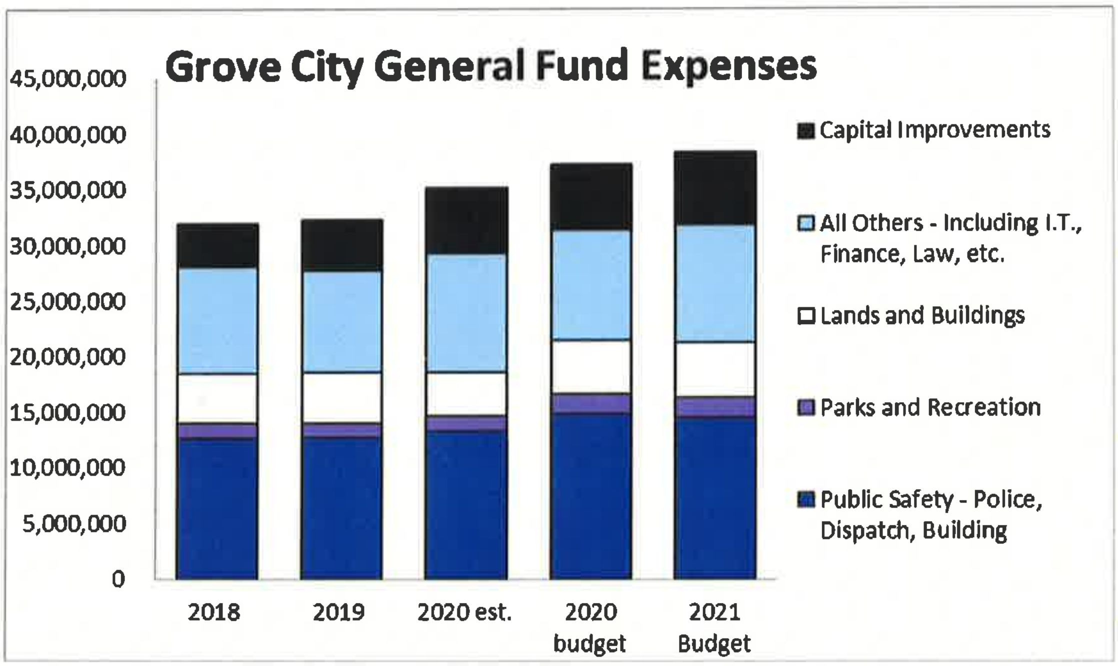


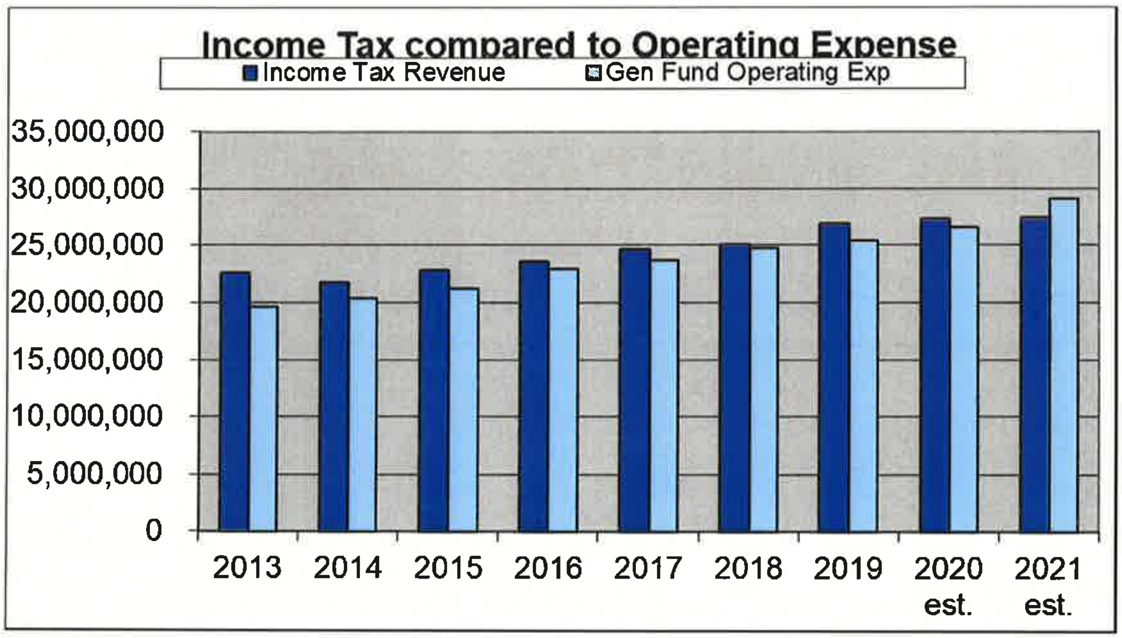
The City of Grove City, Ohio

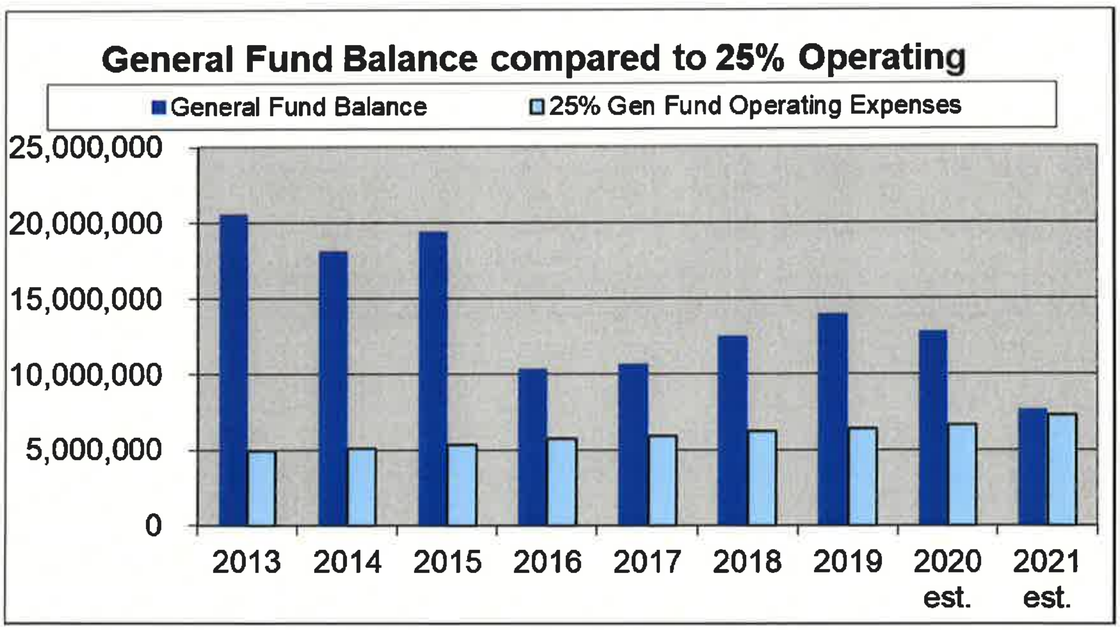
4035 Broadway Grove City, Ohio 43123
(614) 277-3000

Richard L. "Ike" Stage, Mayor




Grove City General Fund Expenses
45,000,000
40,000,000
35,000,000
30,000,000
25,000,000
20,000,000
15,000,000
10,000,000
5,000,000
0
2018
2019
2020 est.
2020 budget
2021 Budget
Capital Improvements
All Others - Including I.T., Finance, Law, etc.
Lands and Buildings
Parks and Recreation
Public Safety - Police, Dispatch, Building


Income Tax compared to Operating Expense
Income Tax Revenue
Gen Fund Operating Exp
35,000,000
30,000,000
25,000,000
20,000,000
15,000,000
10,000,000
5,000,000
0
2013
2014
2015
2016
2017
2018
2019
2020 est.
2021 est.


General Fund Balance compared to 25% Operating
General Fund Balance
25% Gen Fund Operating Expenses
25,000,000
20,000,000
15,000,000
10,000,000
5,000,000
0
2013
2014
2015
2016
2017
2018
2019
2020 est.
2021 est.

ORDINANCE NO. ____________ **PASSED**

AN ORDINANCE TO MAKE APPROPRIATIONS FOR CURRENT EXPENSES AND OTHER EXPENDITURES FOR WHICH THE CITY OF GROVE CITY MUST PROVIDE DURING THE TWELVE MONTHS ENDING DECEMBER 31, 2021

WHEREAS, appropriations are required effective January 1, 2021, to provide for the current expenses and other expenditures associated with the operations of the City for the fiscal year ending December 31, 2021.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF GROVE CITY, STATE OF OHIO, THAT:

SECTION 1. That the following appropriations are hereby made in the General Fund (100):

Department	#	Personal Services	All Other	2021 Budget Request
CITY COUNCIL	100010	288,962	50,450	339,412
ADMINISTRATION	100030	570,050	53,197	623,247
FINANCE	100040	462,697	565,510	1,028,207
LAW	100050	0	627,000	627,000
POLICE	100070	9,914,744	1,386,100	11,300,844
COMMUNICATIONS	100071	1,808,310	109,200	1,917,510
MAYOR'S COURT	100072	313,650	137,850	451,500
BUILDING	100080	1,215,276	114,250	1,329,526
LANDS & BUILDINGS	100090	1,911,328	3,025,829	4,937,157
PARKS & RECREATION	100100	915,981	823,450	1,739,431
FLEET MAINTENANCE	100110	216,803	142,367	359,170
GENERAL GOVERNMENT	100120	524,350	8,060,500	8,584,850
HEALTH	100160	0	480,715	480,715
INFORMATION TECHNOLOGY	100250	1,031,130	1,769,852	2,800,982
COMMUNITY RELATIONS	100260	194,846	133,500	328,346
HUMAN RESOURCES	100270	108,452	71,000	179,452
DEVELOPMENT	100310	784,257	498,550	1,282,807
GENERAL FUND		**20,260,836**	**18,049,320**	**38,310,156**

SUMMARY OF EMPLOYEES

	2017 Actual	2018 Actual	2019 Actual	2020 Estimate	2021 Estimate
CITY COUNCIL					
Full-time	1.00	1.00	1.00	1.00	1.00
Part-time	2.00	2.00	3.00	2.00	2.00
ADMINISTRATION					
Full-time	3.00	3.00	3.00	3.00	3.00
FINANCE					
Full-time	4.00	4.00	4.00	4.00	4.00
POLICE					
Full-time	69.00	70.00	71.00	69.00	69.00
Part-time	9.00	10.00	13.00	10.00	10.00
COMMUNICATIONS					
Full-time	15.00	16.00	16.00	16.00	17.00
MAYOR'S COURT					
Full-time	3.00	3.00	3.00	3.00	3.00
Part-time	1.00	1.00	2.00	2.00	2.00
BUILDING					
Full-time	9.00	10.00	11.00	12.00	11.00
Part-time	2.00	4.00	2.00	2.00	2.00
LANDS AND BUILDINGS					
Full-time	10.00	11.00	11.00	10.00	12.00
Part-time	34.00	35.00	43.00	43.00	43.00
PARKS AND RECREATION					
Full-time	8.00	8.00	8.00	8.00	8.00
Part-time	11.00	13.00	17.00	20.00	20.00
FLEET MAINTENANCE					
Full-time	1.00	1.00	1.00	2.00	2.00
INFORMATION SYSTEMS					
Full-time	7.00	7.00	8.00	8.00	8.00
Part-time	2.00	1.00	0.00	1.00	1.00
BUSINESS AND COMMUNITY RELATIONS					
Full-time	1.00	1.00	2.00	1.50	1.50
HUMAN RESOURCES					
Full-time	1.00	1.00	1.00	1.00	1.00
DEVELOPMENT					
Full-time	6.00	6.00	7.00	7.00	7.00
Part-time	0.00	1.00	2.00	1.00	1.00
STREET MAINTENANCE					
Full-time	11.00	11.00	11.50	13.50	13.50
Part-time	11.00	9.00	15.00	9.00	9.00
GENERAL RECREATIONS					
Full-time	4.50	4.50	4.50	4.50	4.50
Part-time	95.00	82.00	79.00	80.00	80.00
COMMUNITY DEVELOPMENT					
Full-time	1.00	1.00	1.00	1.50	1.50
Part-time	2.00	3.00	1.00	1.00	1.00
BIG SPLASH					
Full-time	0.50	0.50	0.50	0.50	0.50
Part-time	48.00	53.00	53.00	0.00	50.00
SANITARY SEWER					
Full-time	5.00	5.00	4.50	4.50	4.50
GRAND TOTALS					
Full-time	**160.00**	**164.00**	**169.00**	**170.00**	**172.00**
Part-time	**217.00**	**214.00**	**230.00**	**171.00**	**221.00**
Total	**377.00**	**378.00**	**399.00**	**341.00**	**393.00**

General Fund Analysis

General fund balance 12/31/19		**$13,994,672**
Add:		
Estimated 2020 year end revenues		33,923,961
Less:		
Estimated 2020 year end expenditures		(35,072,894)
Estimated general fund balance 12/31/20		**12,845,739**
Less:		
Estimated encumbrances 12/31/20		(2,000,000)
Estimated unencumbered balance		**10,845,739**
Add:		
Estimated 2021 revenue		33,157,912
Less:		
Personal services	**(20,260,836)**	
Supplies and materials	**(1,019,784)**	
Contract services	**(7,741,592)**	
Capital outlay	**(2,744,944)**	
Capital improvements incl. in 2021 appropriations	**(6,543,000)**	**(38,310,156)**
Estimated general fund balance 12/31/21		**5,693,495**

Proposed 2021 operating appropriations	29,022,212
Proposed 2021 capital appropriations	9,287,944
Total	38,310,156

BENCHMARKS

1) Operating expenses should not exceed 100% of income tax collection plus shared services	Projected 2021 operating expenditures		$ 29,022,212
	Projected 2021 income tax revenue		27,500,000
	Projected 2021 shared services revenue		654,369
	Projected 2021 income tax revenue plus shared services revenue		28,154,369
		Difference	867,843
	* 103.7% in 2020 budget	*	103.1%
2) Reserves SHOULD cover 3 months or 25% of operating expenses	Projected general fund balance 12/31/21		$ 5,693,495
	Projected 2021 operating expenditures		29,022,212
	* 27% in 2020 budget		20%
3) Resources available at 25% coverage	Projected general fund balance 12/31/21		$ 5,693,495
	Reserves required at 25% of op expense		7,255,553
	Resources available		(1,562,058)
4) Operating expense as % of total revenue	Projected 2021 operating expenditures		$ 29,022,212
2020 - 86%	Total general fund revenue		33,157,912
2019 - 84%	% of expense to revenue		88%
2018 - 85%			
2017 - 67%			

REVENUE ESTIMATES

		2017 Actual	2018 Actual	2019 Actual	2020 Estimate	2021 Estimate
GENERAL FUND						
100000	411100 GENERAL PROPERTY TAXES	781,137	888,415	1,143,694	1,178,411	1,329,975
100000	412000 INCOME TAXES	24,692,262	25,065,577	26,890,973	27,322,905	27,500,000
100000	413000 HOTEL TAX	768,952	810,941	929,160	590,000	600,422
100000	421100 LOCAL GOV. COUNTY	535,817	552,229	594,918	575,000	536,450
100000	421200 LOCAL GOV. STATE	11,790	0	63,622	130,000	130,000
100000	422300 LIQUOR AND BEER PERMIT	45,435	54,594	52,975	47,937	45,000
100000	422400 CIGARETTE TAX	1,277	1,269	1,232	1,206	1,200
100000	422500 WIRELESS 911 TAX	137,419	214,350	0	86,180	0
100000	423100 ROLLBACKS	91,506	101,234	132,030	133,010	134,998
100000	424000 ESTATE TAXES	0	0	0	0	0
100000	429000 OTHER INTER GOVERNMENTAL	137,205	128,705	136,876	126,377	135,000
100000	430400 STREET LIGHT DEVELOPMENT FEES	8,629	5,300	12,250	41,795	12,250
100000	431000 GOVERNMENT CONTRACTS	641,143	1,180,168	561,874	640,000	640,000
100000	439000 OTHER CHARGES FOR SERVICES	17,093	13,405	20,902	5,000	15,000
100000	441100 SINGLE FAMILY PERMITS	742,708	679,378	553,914	650,000	640,000
100000	444290 OTHER BUSINESS	98	0	0	0	0
100000	444330 PEDDLER PERMITS	4,160	5,220	5,360	2,580	4,000
100000	445000 FRANCHISE FEES	532,173	528,634	545,937	545,000	545,000
100000	449000 OTHER LICENSES & PERMITS	10,000	14,450	15,750	15,000	15,000
100000	451000 INVESTMENT INTEREST	445,465	523,622	756,730	700,000	300,000
100000	454000 LOAN PRINCIPAL	20,321	17,410	25,076	21,612	22,879
100000	455000 LOAN INTEREST	10,296	8,105	10,643	9,002	7,738
100000	460000 SPECIAL ASSESSMENTS	127,714	139,999	132,195	262,941	115,000
100000	471100 MAYOR'S COURT FINES	226,834	202,553	190,380	150,000	200,000
100000	471200 MAYOR'S COURT COSTS	11,066	10,343	9,600	7,000	10,000
100000	471300 MAYOR'S COURT MISCELLANEOUS FEES	61,949	57,008	58,121	35,000	55,000
100000	472100 MUNICIPAL COURT FINES	14,698	12,611	23,270	11,000	15,000
100000	473000 OTHER FINES AND FEES	15,692	15,653	12,828	12,000	13,000
100000	480000 MISCELLANEOUS	132,507	104,047	80,472	32,000	8,000
100000	481000 RENTALS	27,953	24,790	31,477	25,000	25,000
100000	482000 CONTRIBUTIONS	96,666	44,808	90,853	25,833	2,000
100000	483000 LOCAL WASTE REIMBURSEMENT	0	208	0	0	0
100000	492000 SALE OF FIXED ASSETS	95,698	77,683	36,674	100,899	50,000
GENERAL FUND OPERATING REVENUE		30,445,660	31,482,709	33,119,786	33,482,688	33,107,912
100000	425000 STATE GRANTS	1,874,608	1,513,504	317,346	15,217	45,000
100000	425100 MISCELLANEOUS GRANTS	0	0	0	0	0
100000	426000 FEDERAL GRANTS	4,785	5,837	5,189	5,000	5,000
100000	426050 US JUSTICE GRANT	0	0	0	0	0
100000	428000 OPWC GRANT	(157,044)	0	0	0	0
100000	428030 FCIB LOAN	2,000,000	0	0	0	0
100000	486000 INSURANCE PROCEEDS	73,633	742,252	258,637	35,895	0
100000	488000 PRIOR YEAR REFUND	4,856	23,613	4,782	4,477	0
100000	491110 DEBT PROCEEDS	4,547,500	0	0	0	0
100000	493000 TRANSFER IN	0	0	0	380,684	0
GENERAL FUND NON-RECURRING		8,348,337	2,285,207	585,954	441,273	50,000
TOTAL GENERAL FUND		38,793,997	33,767,916	33,705,740	33,923,961	33,157,912

CITY COUNCIL

Description of Department

Grove City Council is comprised of five (5) elected members, one member from each of the four (4) Wards and one member At-Large. Ward council members serve a four-year term and the At-Large member serves a two-year term. Council elects a president from its members. The President assigns fellow members to Committee Chairs in the following areas: Safety, Service, Lands & Zoning, and Finance. This body also elects a full-time Clerk of Council to administer the day-to-day operations of the office. Duties of Council include: enacting legislation, appropriating funds, establishing administrative departments, agencies, boards and commissions and defining their duties; approving development plans, plats, rezoning, and annexations; and adopting the city budget. Council meets on the first and third Monday of each month at 7 p.m. Agendas for all Council Meetings are posted in City Hall and on the web site. Public attendance is invited and encouraged at all Council Meetings.

Summary of Employees

Type	2017	2018	2019	2020	2021
Full Time Employees	1	1	1	1	1
Part Time Employees	2	2	3	2	2
Elected Officials	5	5	5	5	5
Total	8	8	9	8	8

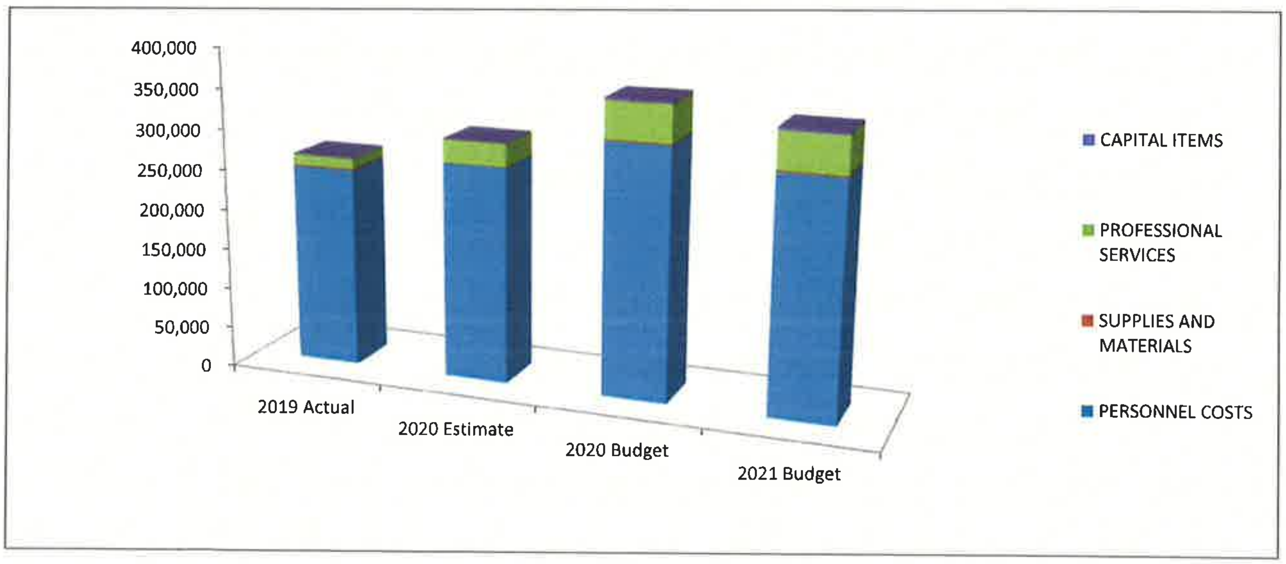
2021 Budget Details

Personnel Costs have decreased $20,255 due to budgeted insurance coverages.

Summary of Expenditures

Category	2019 Actual	2020 Estimate	2020 Budget	2021 Budget	2021 Change
PERSONNEL COSTS	247,644	267,387	309,217	288,962	(20,255)
SUPPLIES AND MATERIALS	1,196	315	1,100	1,100	0
PROFESSIONAL SERVICES	13,499	28,547	46,350	46,350	0
CAPITAL ITEMS	613	625	3,000	3,000	0
Total	262,952	296,874	359,667	339,412	(20,255)

PERSONNEL COSTS PERCENT CHANGE	-6.55%
TOTAL DEPARTMENT PERCENT CHANGE	-5.63%



ADMINISTRATION

Description of Department

The Department of Administration coordinates, supervises and directs, subject to the authority of the Mayor, and in conformity with the Grove City Charter, the ordinances of the City and State and national laws; all the administrative and operational activities of the City except those expressly assigned to other agencies by the Charter. Among other duties shall: Prepare the budget estimates and the appropriation ordinance annually and submit them to the Mayor for transmittal to the Council. Prepare and submit annually a complete public report on the finances of the City and on the administrative activities of each department, board and commission for the preceding year. Provides human resource and personnel management with the right and duty of appointment, suspension and discharge of all City employees consistent with the Charter provisions, civil service law, subsequent ordinances and resolutions supplementing, amending or abridging this authority. Acts as the Purchasing Agent with all rights and responsibilities of such office that are not inconsistent with the provisions of the City Charter.

Summary of Employees

	2017	2018	2019	2020	2021
Full Time Employees	3	3	3	3	3
Part Time Employees	0	0	0	0	0
Elected Officials	1	1	1	1	1
Total Employees	4	4	4	4	4

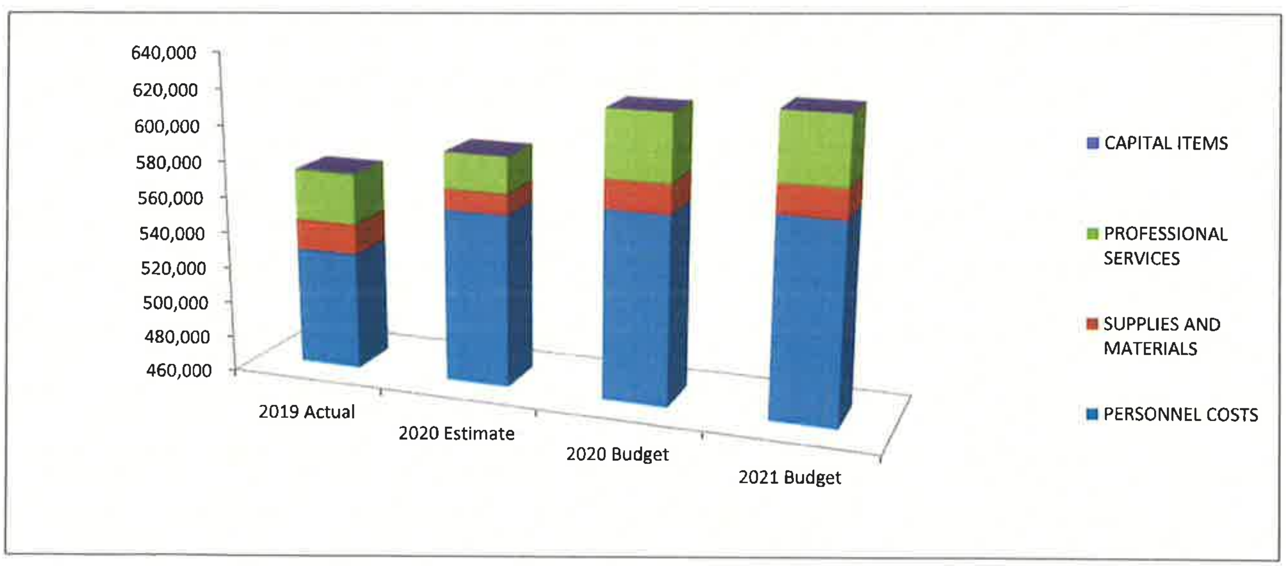
2021 Budget Details

Personnel Costs have increased $5,099 due to annual increases with an offsetting decrease due to no 27th pay.

Summary of Expenditures

Category	2019 Actual	2020 Estimate	2020 Budget	2021 Budget	2021 Change
PERSONNEL COSTS	526,368	556,676	564,951	570,050	5,099
SUPPLIES AND MATERIALS	16,887	11,638	16,077	16,077	0
PROFESSIONAL SERVICES	28,799	20,322	37,120	37,120	0
CAPITAL ITEMS	0	0	0	0	0
	572,053	588,636	618,148	623,247	5,099

PERSONNEL COSTS PERCENT CHANGE	0.90%
TOTAL DEPARTMENT PERCENT CHANGE	0.82%



FINANCE

Description of Department

The Department of Finance is responsible for the preparation of the City's comprehensive annual financial report (CAFR); responsible for maintenance of the computerized accounting and payroll systems; prepares revenue estimates, capital and operating budgets, evaluates current functions and operations, and makes appropriate adjustments; responsible for cash management, investment and debt management functions; coordinates with the Regional Income Tax Agency (RITA) in the collections of taxes; responsible for all fees collected for or on behalf of other agencies and all account receivables; prepares policy recommendations for the Mayor and City Council and assures compliance with all applicable statutory and regulatory requirements and professional standards governing the field. Conducts internal audits upon the request of the Council; assists the Administrator in the preparation and submission of appropriation measures, estimates, budgets, capital programs, and other financial matters; provides full and complete information concerning the financial affairs and status of the City as requested by the Administrator, the Mayor, or Council; provides full and complete information and assistance concerning the finances or accounting systems or records of any office, department, division, bureau, board, or commission of the Municipality as requested by the Administrator.

Summary of Employees

	2017	2018	2019	2020	2021
Full Time Employees	4	4	4	4	4
Part Time Employees	0	0	0	0	0
Total Employees	4	4	4	4	4

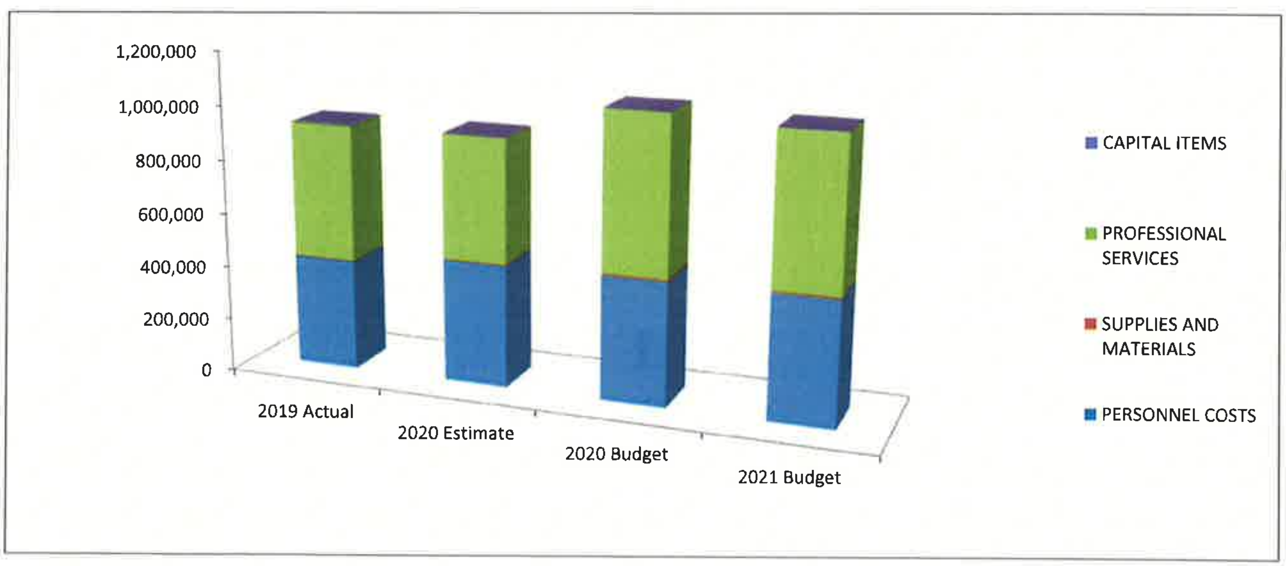
2021 Budget Details

Personnel Costs have increased $2,196 due to annual increases with an offsetting decrease due to no 27th pay.
Professional Services costs have decreased $27,700 due to estimated tax collection costs.

Summary of Expenditures

Category	2019 Actual	2020 Estimate	2020 Budget	2021 Budget	2021 Change
PERSONNEL COSTS	412,960	455,839	460,501	462,697	2,196
SUPPLIES AND MATERIALS	2,403	3,253	4,800	4,800	0
PROFESSIONAL SERVICES	507,055	462,456	588,410	560,710	(27,700)
CAPITAL ITEMS	0	0	0	0	0
	922,418	921,548	1,053,711	1,028,207	(25,504)

PERSONNEL COSTS PERCENT CHANGE	0.48%
TOTAL DEPARTMENT PERCENT CHANGE	-2.42%



LAW

Description of Department

The purpose of the Law Department is to advise the City on all matters pertaining to law, and serve as counselor to the City Council and City Administrator on a wide variety of issues. The Director prepares or reviews documents pertaining to real property issues, including the acquisition or lease of real estate as well as easements and other property rights. The Director also prepares, or causes to be prepared, ordinances, resolutions and contracts to be made or entered into by the City, and approves the form of such instruments. The Director prosecutes violators of ordinances of the City and represents, or directs the performance of outside counsel in, all legal actions taken by or filed against the City. The Director of Law provides opinions on any legal question or issue affecting the City government as submitted by City Council or the City Administrator. The Director of Law also performs, or monitors the performance of, legal services related to public improvements. The Director is involved in the activities of the City in furtherance of economic development programs and initiatives. The Director attends all meetings of the City Council.

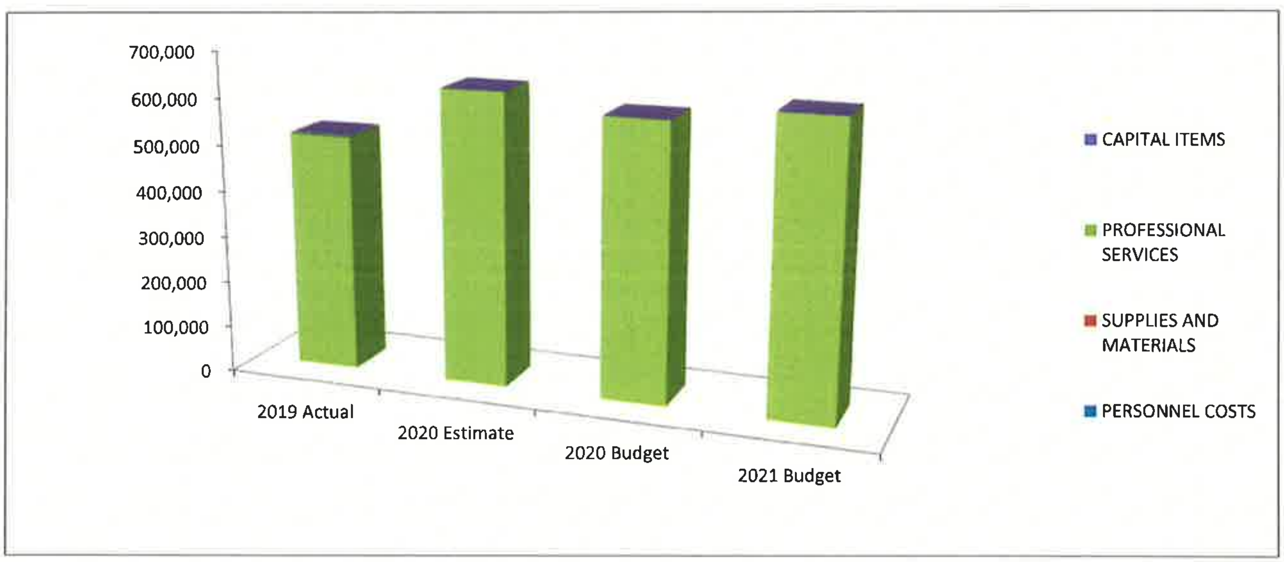
2021 Budget Details

Professional Services costs have increased $30,000 due to increased contracted attorney costs.

Summary of Expenditures

Category	2019 Actual	2020 Estimate	2020 Budget	2021 Budget	2021 Change
PERSONNEL COSTS	0	0	0	0	0
SUPPLIES AND MATERIALS	0	0	0	0	0
PROFESSIONAL SERVICES	515,932	631,726	597,000	627,000	30,000
CAPITAL ITEMS	0	0	0	0	0
	515,932	631,726	597,000	627,000	30,000

TOTAL DEPARTMENT PERCENT CHANGE 5.03%



POLICE

Description of Department

The Division of Police operates within the Public Safety Department. The division is responsible for enforcing the laws and ordinances of the City under the authority of the Ohio Revised Code and the City Charter. Engages in or directs patrol, investigative, and other law enforcement activities such as protecting citizens and their property, responding to requests for assistance, administering first aid, conducting searches, arresting suspects; administers the Grove City Police Holding Facility; provides law enforcement leadership through monitoring the status of investigations, coordinating enforcement activities, analyzing statistics and patterns, and developing crime prevention strategies. Establishes and maintains partnerships with external agencies (e.g., Jackson Township, County Sherrif and EMA, Federal, State and local law enforcement partners.)

Summary of Employees

	2017	2018	2019	2020	2021
Full Time Employees	69	70	71	69	69
Part Time Employees	9	10	13	10	10
Total Employees	78	80	84	79	79

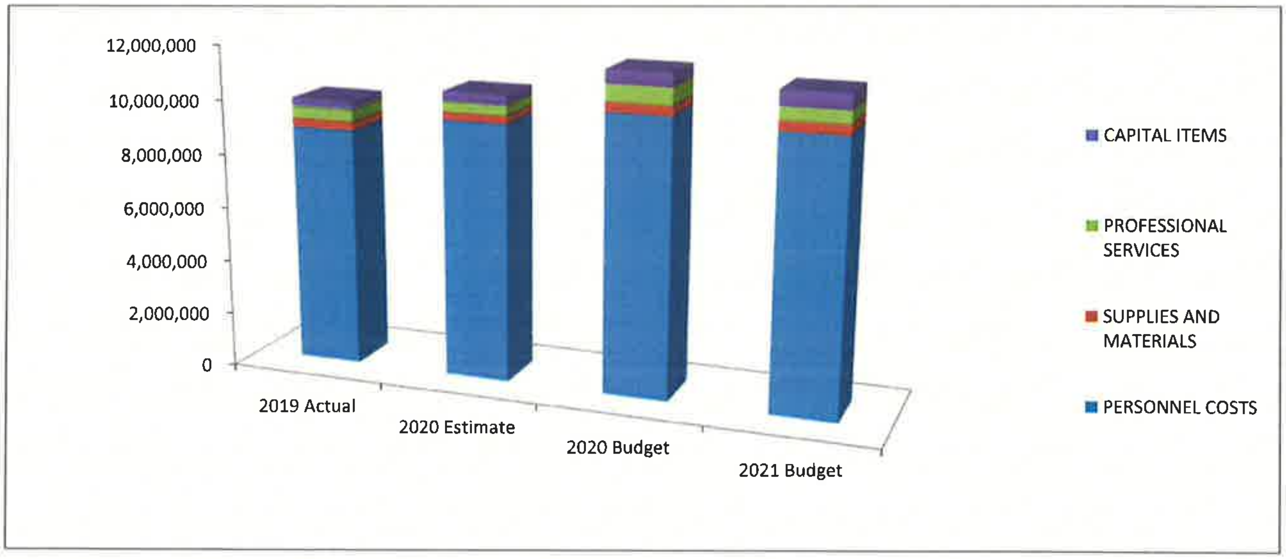
2021 Budget Details

Personnel Costs have decreased $246,237 due to annual increases and large decreases due to no 27th pay or Retro pay.
Supplies and Materials costs have increased $16,500 primarily due to an increase in lab supplies.
Professional Services costs have decreased $149,900 primarily due to a reduction of $135,500 for prisoner boarding costs.
Capital Items have increased $55,000 due to increased replacement of vehicle costs.

Summary of Expenditures

Category	2019 Actual	2020 Estimate	2020 Budget	2021 Budget	2021 Change
PERSONNEL COSTS	8,813,142	9,472,825	10,160,981	9,914,744	(246,237)
SUPPLIES AND MATERIALS	312,616	293,002	343,600	360,100	16,500
PROFESSIONAL SERVICES	450,736	357,737	627,400	477,500	(149,900)
CAPITAL ITEMS	316,003	370,255	493,500	548,500	55,000
	9,892,498	10,493,819	11,625,481	11,300,844	(324,637)

PERSONNEL COSTS PERCENT CHANGE -2.42%
TOTAL DEPARTMENT PERCENT CHANGE -2.79%



COMMUNICATIONS

Description of Department

Answers 911 and non-emergency phone calls. Provides public safety communications for the Division of Police, Jackson, Pleasant and Prairie Townships; operates an 800 MHz radio system for the purpose of communicating with personnel regarding Fire, EMS, and Police incidents; dispatches appropriate personnel to calls for service; operates CAD (computer aided dispatch) computer system; operates state of Ohio L.E.A.D.S. computer to send and receive messages and/or request and receive law enforcement data in accordance with established procedures; receives and transmits calls for support services (e.g., hospital notification, wrecker, utility/maintenance personnel, etc.); collects information regarding crimes, accidents or other emergency situations in progress and relays information to appropriate personnel; receives and screens emergency telephone calls; enters and retrieves information into and from computers; monitors alarms and N.O.A.A. weather alerts. Performs record-keeping functions including preparing and maintaining information of a sensitive or confidential nature; maintains record of communications; logs daily events; maintains emergency business information; performs data entry and processes necessary paperwork related to law enforcement operations. Takes waivers and bonds and issues receipts; provides authorized persons with copies of reports, fees, and issues receipts; provides information to the public.

Summary of Employees

	2017	2018	2019	2020	2021
Full Time Employees	15	16	16	16	17
Part Time Employees	0	0	0	0	0
Total Employees	15	16	16	16	17

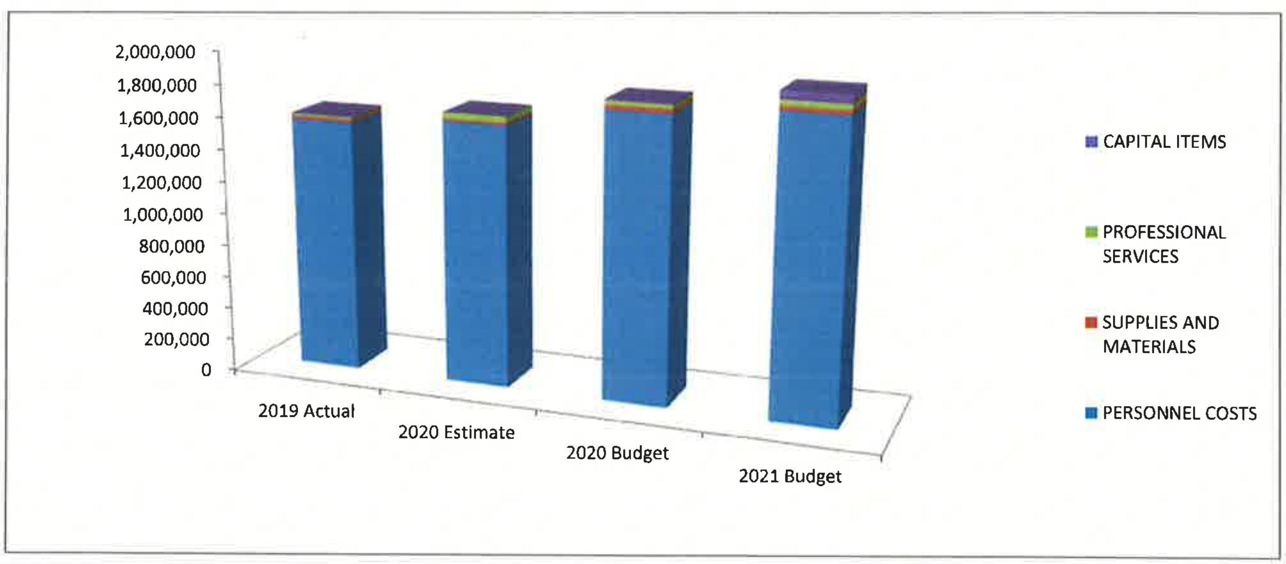
2021 Budget Details

Personnel Costs have increased $59,601 due to annual increases and the addition of a full-time supervisor.
Professional Services costs have increased $7,500 due to increased Smart 911 costs.
Capital Items have increased $42,000 due to increased radio replacement costs.

Summary of Expenditures

Category	2019 Actual	2020 Estimate	2020 Budget	2021 Budget	2021 Change
PERSONNEL COSTS	1,560,330	1,613,540	1,748,709	1,808,310	59,601
SUPPLIES AND MATERIALS	17,310	12,866	22,500	22,500	0
PROFESSIONAL SERVICES	14,878	40,324	29,200	36,700	7,500
CAPITAL ITEMS	7,736	981	8,000	50,000	42,000
	1,600,253	1,667,711	1,808,409	1,917,510	109,101

PERSONNEL COSTS PERCENT CHANGE	3.41%
TOTAL DEPARTMENT PERCENT CHANGE	6.03%



MAYOR'S COURT

Description of Department

The Mayor's Court files affidavits according to scheduled court cases; numbers each charge and enters them in the Mayor's Court Docket; prepares weekly court docket and distributes docket as required; records final dispositions on concluded court dockets, posts and distributes as required; records dispositions on affidavits showing amount paid, receipt number, date, and file affidavits; records dispositions on Bureau of Motor Vehicles abstracts and sends to that agency; forwards all case information to the proper court when a Jury Demand or Court of Record hearing is requested from cases scheduled in Mayor's Court; maintains copies on file; informs parties of what to bring to court; ensures all records and documents are current, accurate and complete; solicits information from prosecutors and police as necessary; issues warning letters for failure to appear in court, or for delinquent payments; issues warrants for Failure to Appear in court and other writs; prepares and submits reports to the Supreme Court of Ohio; develops policy and procedures. The court also takes fines and payments as required; deposits all monies in Mayor's Court account; maintains monthly account balance; issues required checks to the Finance Director and Ohio State Treasurer; types a monthly Mayor's Report to Council concerning court fines and waivers; maintains records on persons paying fines on extended time plan, and sets appointments for Community Service/Community Control sanctions.

Summary of Employees

	2017	2018	2019	2020	2021
Full Time Employees	3	3	3	3	3
Part Time Employees	1	1	2	2	2
Total Employees	4	4	5	5	5

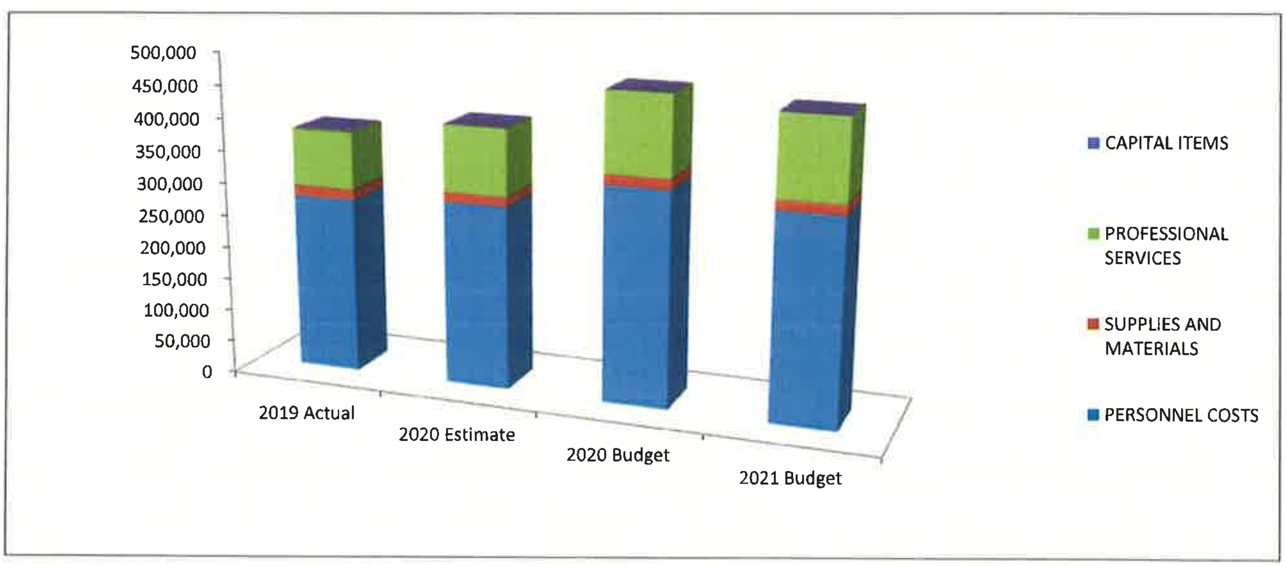
2021 Budget Details

Personnel Costs have decreased $15,490 due to budgeted insurance coverage changes and no 27th pay.

Summary of Expenditures

Category	2019 Actual	2020 Estimate	2020 Budget	2021 Budget	2021 Change
PERSONNEL COSTS	272,034	282,549	329,140	313,650	(15,490)
SUPPLIES AND MATERIALS	15,876	15,037	15,350	15,350	0
PROFESSIONAL SERVICES	89,595	102,951	122,500	122,500	0
CAPITAL ITEMS	0	0	0	0	0
	377,505	400,537	466,990	451,500	(15,490)

PERSONNEL COSTS PERCENT CHANGE	-4.71%
TOTAL DEPARTMENT PERCENT CHANGE	-3.32%



BUILDING

Description of Department

The Building Division operates as a Division of the Public Safety Department. The Building Division manages all activities involved in the administration, interpretation, and enforcement of building and zoning codes and ordinances. Provides information to the general public and contractors on building codes and interpretations of such codes, general construction problems, and other building code related issues; receives and responds to complaints or inquiries from citizens, attorneys, government officials, and others regarding zoning ordinance issues and conducts inspections in order to ensure compliance with City zoning, property maintenance, and floodplain ordinances. Conducts inspections of commercial and residential construction or upgrading projects in order to ensure compliance with applicable codes and regulations (e.g., inspects equipment, materials, methods, and construction quality, identifies code violations, recommends updates and corrective measures for compliance with code, etc.); reviews construction plans, zoning applications, and floodplain applications in order to ensure compliance with applicable codes and ordinances and approves or denies such plans; issues permits when plans are approved.

Summary of Employees

	2017	2018	2019	2020	2021
Full Time Employees	9	10	11	12	11
Part Time Employees	2	4	2	2	2
Total Employees	11	14	13	14	13

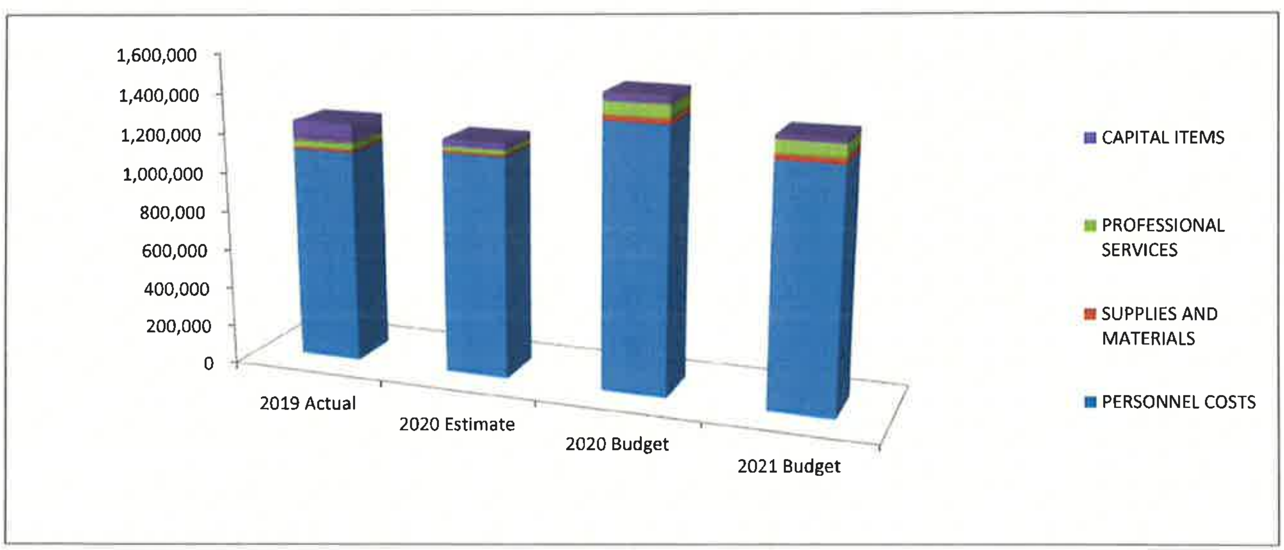
2021 Budget Details

Personnel Costs have decreased $128,542 due eliminating plans examiner position and no 27th pay.
Capital Items have decreased $20,000 due to reduction of vehicle purchase cost.

Summary of Expenditures

Category	2019 Actual	2020 Estimate	2020 Budget	2021 Budget	2021 Change
PERSONNEL COSTS	1,092,016	1,129,355	1,343,818	1,215,276	(128,542)
SUPPLIES AND MATERIALS	11,685	10,009	27,750	27,750	0
PROFESSIONAL SERVICES	37,952	23,544	67,000	67,000	0
CAPITAL ITEMS	95,973	35,440	39,500	19,500	(20,000)
	1,237,625	1,198,348	1,478,068	1,329,526	(148,542)

PERSONNEL COSTS PERCENT CHANGE	-9.57%
TOTAL DEPARTMENT PERCENT CHANGE	-10.05%



LANDS & BUILDINGS

Description of Department

The division of Lands and Buildings of the Service Department is responsible for park, land and building maintenance throughout the city. Monitors facilities to determine needed maintenance or replacement; schedules long-term preventative maintenance on parks and recreation facilities; plans, coordinates, assigns, and directs the work of maintenance personnel; coordinates maintenance projects undertaken by contract personnel; supervises and assigns department vehicles; organizes and provides assistance to special events. Plans, organizes, contracts and directs the installation and maintenance of public trees in City rights-of-way, bike paths, parks and public green spaces as necessary to implement the Urban Forestry Master Plan; monitors work within the City's rights-of-way whenever such work may affect the landscape; initiates and executes bid processes for contracts on special projects or capital improvements and inspects the work of City contractors

Summary of Employees

	2017	2018	2019	2020	2021
Full Time Employees	10	11	11	10	12
Part Time Employees	34	35	43	43	43
Total Employees	44	46	54	53	55

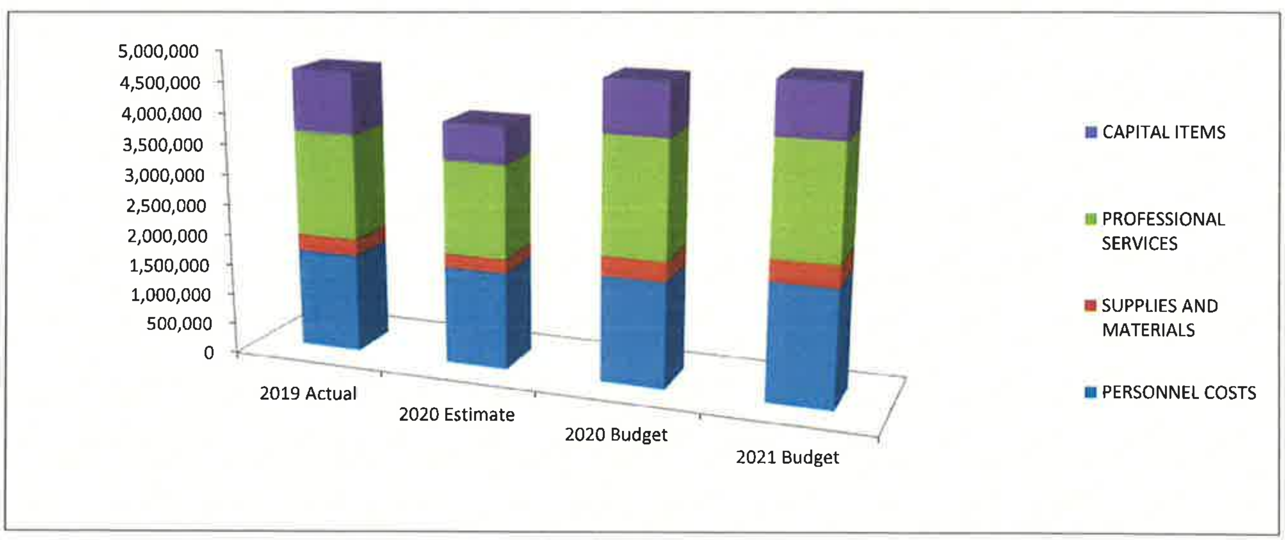
2021 Budget Details

Personnel Costs have increased $182,252 primarily due to the addition of two full-time positions.
Supplies and Materials costs have increased $32,000 primarily due to increased holiday decorations.
Professional Services costs have decreased $71,985 primarily due to property and facility maintenance costs.
Capital Items are generally the same cost as 2020 with a slight increase of $1,178.

Summary of Expenditures

Category	2019 Actual	2020 Estimate	2020 Budget	2021 Budget	2021 Change
PERSONNEL COSTS	1,622,218	1,596,322	1,729,076	1,911,328	182,252
SUPPLIES AND MATERIALS	267,545	222,854	315,700	347,700	32,000
PROFESSIONAL SERVICES	1,731,815	1,523,638	1,906,770	1,834,785	(71,985)
CAPITAL ITEMS	1,015,413	607,736	842,166	843,344	1,178
	4,636,990	3,950,550	4,793,712	4,937,157	143,445

PERSONNEL COSTS PERCENT CHANGE	10.54%
TOTAL DEPARTMENT PERCENT CHANGE	2.99%



PARKS & RECREATION

Description of Department

The Department of Parks and Recreation plans short-term and long-term goals and objectives for the department, and oversees the strategic planning for and the development and delivery of services to citizens and staff; completes grant applications processes for various capital improvement projects in the parks; monitors contractual obligations for the Parks and Recreation Department. Directs and manages all administrative policy and fiscal activities of the Department of Parks and Recreation; prepares capital and operating budgets, evaluates current functions and operations, and makes appropriate adjustments; prepares policy recommendations for the Mayor and City Council, and assures compliance with all applicable statutory and regulatory requirements and professional standards governing the field. Prepares a written annual report for the Mayor and City Council pursuant to City Charter; prepares a monthly status report for the Grove City Park Board and attends bimonthly Park Board meetings. Oversees planning, implementation, and maintenance of all youth, adult, senior, family, aquatic and athletic programs for the City.

Summary of Employees

	2017	2018	2019	2020	2021
Full Time Employees	8	8	8	8	8
Part Time Employees	11	13	17	20	20
Total Employees	19	21	25	28	28

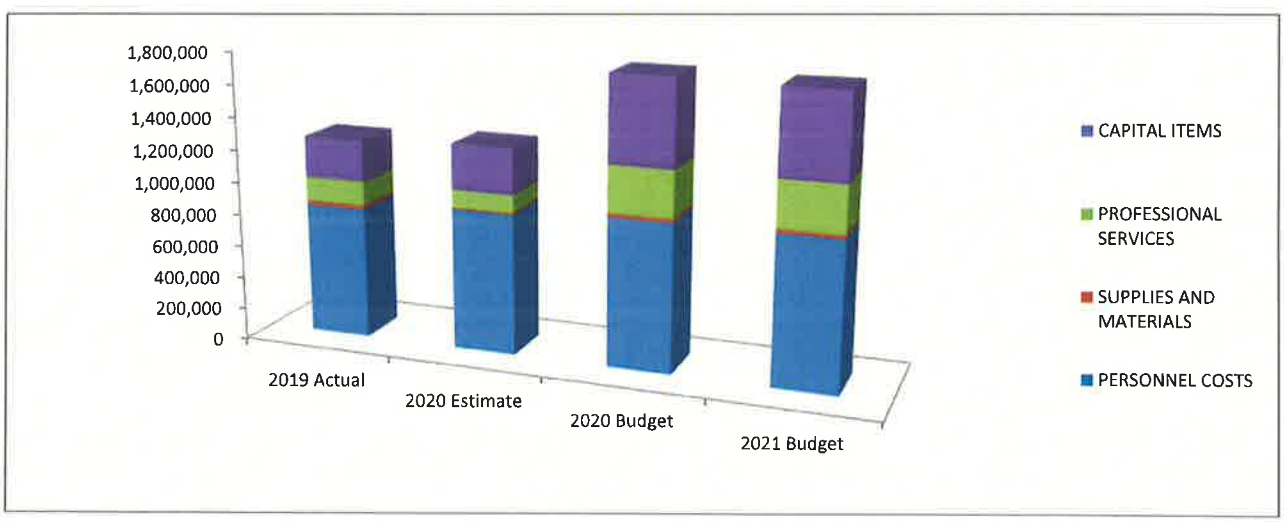
2021 Budget Details

Personnel Costs have increased $719 due to annual increases with an offsetting decrease due to no 27th pay.
Professional Services costs have decreased $2,000 due to a reduction of travel.
Capital Items are generally the same cost as 2020 with a slight increase of $15,000.

Summary of Expenditures

Category	2019 Actual	2020 Estimate	2020 Budget	2021 Budget	2021 Change
PERSONNEL COSTS	816,278	872,732	915,262	915,981	719
SUPPLIES AND MATERIALS	22,063	8,737	21,500	21,500	0
PROFESSIONAL SERVICES	152,411	111,216	288,350	286,350	(2,000)
CAPITAL ITEMS	257,563	280,843	530,600	515,600	(15,000)
	1,248,315	1,273,528	1,755,712	1,739,431	(16,281)

PERSONNEL COSTS PERCENT CHANGE	0.08%
TOTAL DEPARTMENT PERCENT CHANGE	-0.93%



FLEET MAINTENANCE

Description of Department

The division of Vehicle Maintenance of the Service Department is responsible for the performance of City owned vehicles and equipment. Determine needed maintenance or replacement; schedules preventative maintenance; plans; coordinates and cooperates with outside vendors to secure maintenance services not performed in-house; determines priorities for service; advises departments of vehicle and equipment specifications; responds to emergencies. Assists the Director in preparing the annual equipment upgrade and acquisition budget and formulating short and long-range preventative maintenance goals and replacement cycles. Prepares requisitions and acquires parts and supplies; maintains equipment inventory; maintains personnel records and other records in accordance with established procedures.

Summary of Employees

	2017	2018	2019	2020	2021
Full Time Employees	1	1	1	2	2
Part Time Employees	0	0	0	0	0
Total Employees	1	1	1	2	2

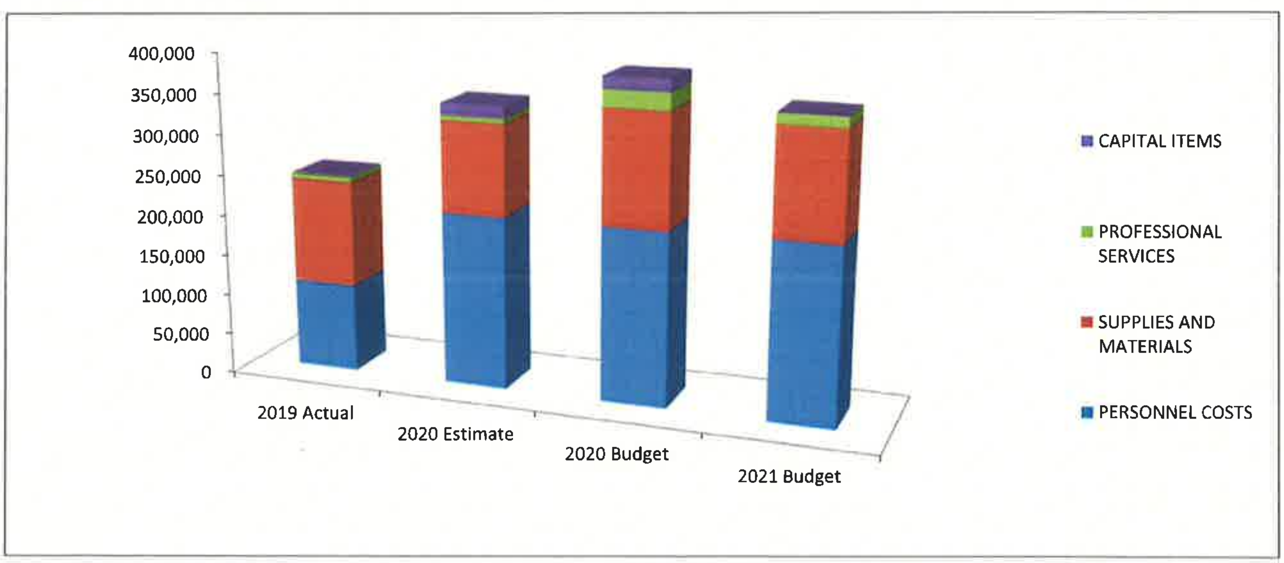
2021 Budget Details

Personnel Costs have increased $2,806 due to annual increases with an offsetting decrease due to no 27th pay.
Supplies and Materials costs have decreased $8,840 primarily due to decreased bus maintenance supplies.
Professional Services costs have decreased $8,545 due to redeced fleet maintenance program costs.
Capital Items have decreased $15,000 due to the reduction of a wheel balancer.

Summary of Expenditures

Category	2019 Actual	2020 Estimate	2020 Budget	2021 Budget	2021 Change
PERSONNEL COSTS	109,869	213,216	213,997	216,803	2,806
SUPPLIES AND MATERIALS	129,773	111,379	138,247	129,407	(8,840)
PROFESSIONAL SERVICES	6,885	6,078	21,505	12,960	(8,545)
CAPITAL ITEMS	0	14,995	15,000	0	(15,000)
	246,526	345,668	388,749	359,170	(29,579)

PERSONNEL COSTS PERCENT CHANGE	1.31%
TOTAL DEPARTMENT PERCENT CHANGE	-7.61%



GENERAL GOVERNMENT

Description of Department

The General Government section of the budget is for those expenditures that are not attributable to a specific department but rather more appropriately pertain to the City as a whole. This is the section of the budget where general fund workers compensation expenses are charged to the self-insured program maintained by the City. The City is also a member of the Central Ohio Risk Management Association, a risk sharing pool established for the purpose of obtaining competitive rates for traditional liability and property insurance coverage. Other expenditures accounted for in this section are employee leave conversions, grant and funding consultants, historical commission expenses, preliminary engineering services, retained engineering services, environmental consulting services, Mid Ohio Regional Planning Commission fees, real estate taxes, real estate collection fees, tax incentive payments, and the holiday employee luncheon. General Fund transfers the the Capital Improvement Fund are also recorded in the General Government section of the budget.

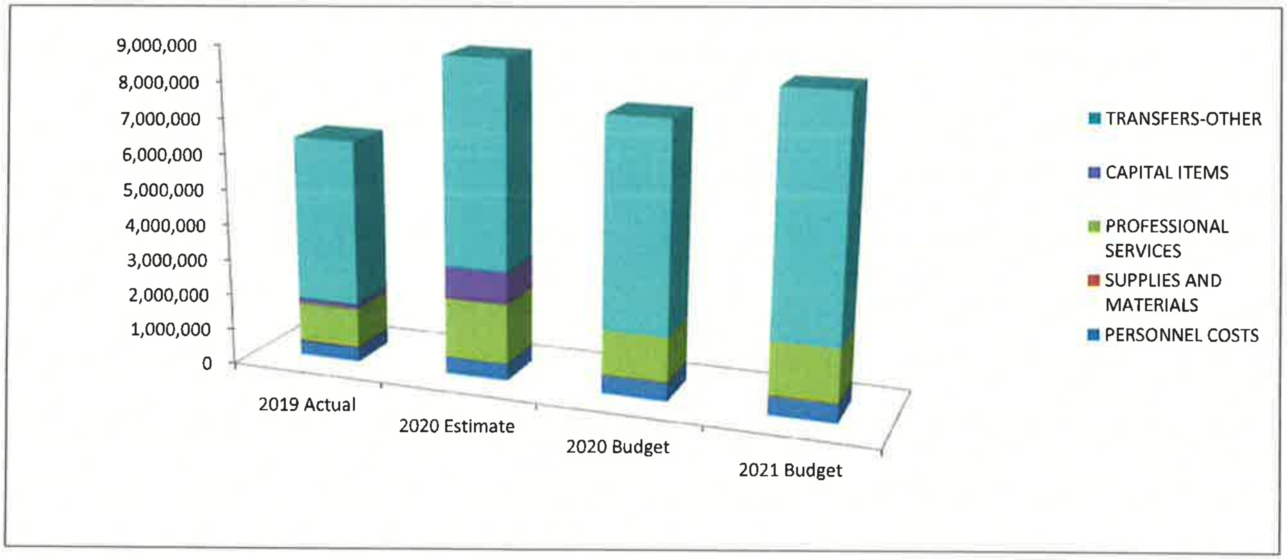
2021 Budget Details

Professional Services costs have increased $249,500 primarily for increased cost of COTA Plus services.
Tranfers-Other have increased $743,988 to fund various 2021 Capital Improvement Projects.

Summary of Expenditures

Category	2019 Actual	2020 Estimate	2020 Budget	2021 Budget	2021 Change
PERSONNEL COSTS	414,224	485,800	524,350	524,350	0
SUPPLIES AND MATERIALS	22,049	6,160	18,000	18,000	0
PROFESSIONAL SERVICES	1,100,241	1,673,232	1,253,000	1,502,500	249,500
CAPITAL ITEMS	132,855	901,151	0	0	0
TRANSFERS-OTHER	4,652,760	5,791,037	5,796,012	6,540,000	743,988
	6,322,129	8,857,380	7,591,362	8,584,850	993,488

PERSONNEL COSTS PERCENT CHANGE	0.00%
TOTAL DEPARTMENT PERCENT CHANGE	13.09%



INFORMATION SYSTEMS

Description of Department

The Department of Information Systems is responsible for the maintenance of all computer and telecommunications systems throughout all City departments; provides leadership to all City departments in the area of computer and information systems; develops and implements information systems policies; sets standards and develops policy for contract work done for the City; monitors compliance with and enforces City and information systems policies; recommends, performs, and/or assists with periodic e-mail and internet usage audits as deemed necessary; provides or supervises all internal and external training on computer and telecommunication systems. Prepares and administers annual budget for information system, as approved by City Council; prepares annual Information Report for public review as requested by the City Administrator. Maintains running issue and resolution log for information systems requests within the City; maintains current documentation of system architecture and protocols for system maintenance; maintains an appropriate disaster recovery plan for the City's technology systems; maintains proper backups of City data and systems. Participates in technical conferences, peer groups, and other forums to maintain current knowledge and to share innovations and modern practices in information systems applications to municipal services; attends meetings, trainings, and seminars as required. May perform other technical or physical duties as required in furtherance of the City's mission to promote and enhance the quality of life, by providing municipal services to its citizens.

Summary of Employees

	2017	2018	2019	2020	2021
Full Time Employees	7	7	8	8	8
Part Time Employees	2	1	0	1	1
Total Employees	9	8	8	9	9

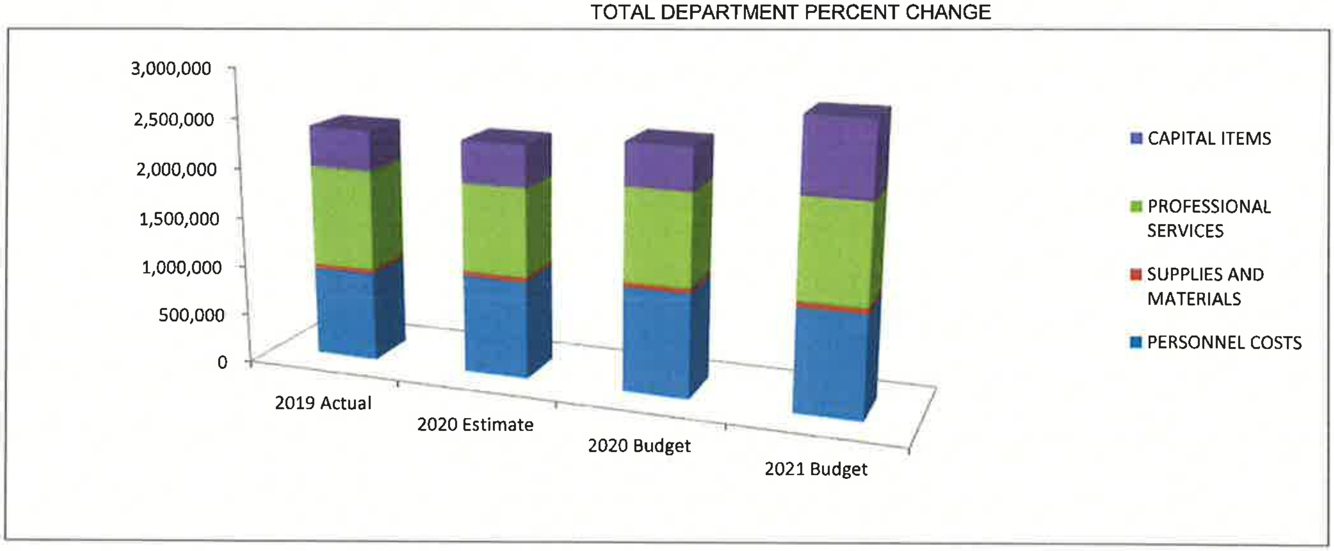
2021 Budget Details

Personnel Costs have decreased $16,675 due to annual increases with an offsetting decrease due to no 27th pay.
Supplies and Materials costs have increased $5,000 due to increased support material costs.
Professional Services costs have increased $60,574 due to general increases in support costs.
Capital Items have increased $313,000 primarily due to second payment for Public Safety software.

Summary of Expenditures

Category	2019 Actual	2020 Estimate	2020 Budget	2021 Budget	2021 Change
PERSONNEL COSTS	901,747	985,875	1,047,805	1,031,130	(16,675)
SUPPLIES AND MATERIALS	39,015	41,208	40,000	45,000	5,000
PROFESSIONAL SERVICES	1,014,743	887,912	927,278	987,852	60,574
CAPITAL ITEMS	409,690	421,689	424,000	737,000	313,000
	2,365,195	2,336,684	2,439,083	2,800,982	361,899

PERSONNEL COSTS PERCENT CHANGE	-1.59%
TOTAL DEPARTMENT PERCENT CHANGE	14.84%



BUSINESS AND COMMUNITY RELATIONS

Description of Department

The office of Business and Community Relations develops and oversees implementation of advertising, marketing, and promotional campaigns or policies to support a positive image of Grove City and branding for the City and its services; establishes standards for and provides content and design for City publications; manages City website content, and works with City personnel to effectively project timely and accurate information via the site and all outside publications. Assesses the information content of City actions, checks facts, and creates news releases, media kits, statements, speeches, multi-media presentations, provides photo coverage, and other public relations materials for officials and departments of City government; stays informed of current events, existing or potential issues, and other community relations matters; advises City personnel on media relations matters. Facilitates communications between staff, media, and the community; responds to media inquiries and establishes and maintains effective working relationships with local and regional media representatives; responds to citizen inquiries and public records requests for information; coordinates and/or represents the City in community events planning and develops/manages publicity campaigns for such events.

Summary of Employees

	2017	2018	2019	2020	2021
Full Time Employees	1	1	2	1.5	1.5
Part Time Employees	0	0	0	0	0
Total Employees	1	1	2	1.5	1.5

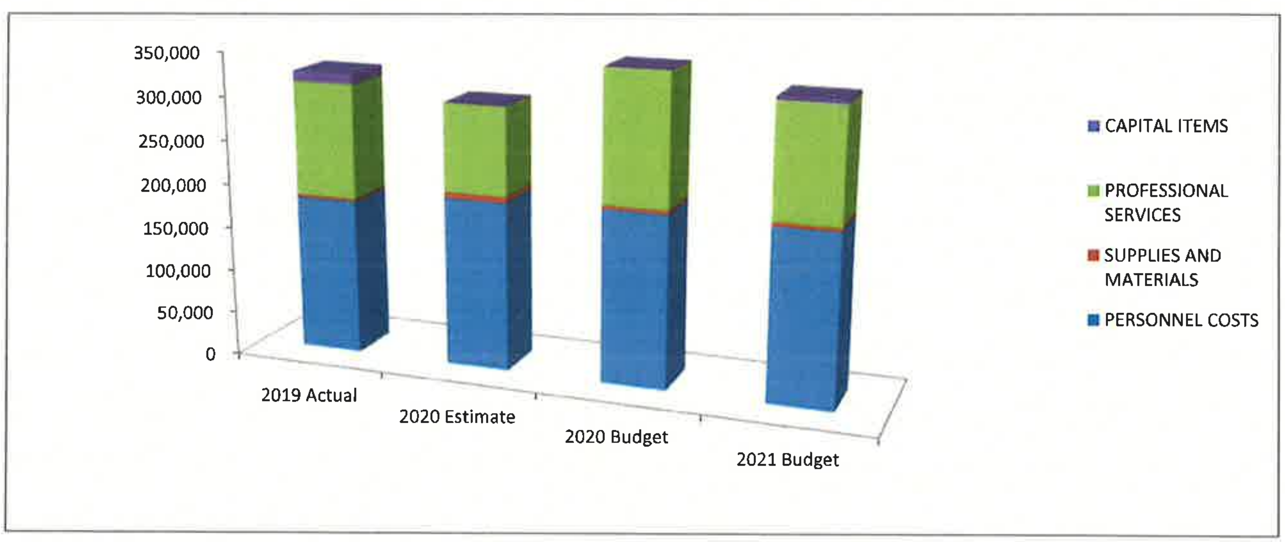
2021 Budget Details

Personnel Costs have decreased $1,408 due to annual increases with an offsetting decrease due to no 27th pay.
Professional Services costs have decreased $22,000 primarily due to removal of community survey.
Capital Items have increased $3,000 for the purchase of video equipment.

Summary of Expenditures

Category	2019 Actual	2020 Estimate	2020 Budget	2021 Budget	2021 Change
PERSONNEL COSTS	178,229	192,700	196,254	194,846	(1,408)
SUPPLIES AND MATERIALS	2,548	5,732	3,500	3,500	0
PROFESSIONAL SERVICES	131,192	100,714	149,000	127,000	(22,000)
CAPITAL ITEMS	11,659	0	0	3,000	3,000
	323,629	299,146	348,754	328,346	(20,408)

PERSONNEL COSTS PERCENT CHANGE	-0.72%
TOTAL DEPARTMENT PERCENT CHANGE	-5.85%



HUMAN RESOURCES

Description of Department

Places job vacancy announcements/advertisements; schedules and assists supervisors with interviewing candidates for various positions; conducts/arranges and documents results of pre-employment selection activities: employment tests, criminal record checks, drug tests, etc.; responds to inquiries regarding position availability and selection process status; prepares notification letters to candidates (application receipt and rejection notice); extends employment offer letter after approval of City Administrator; processes new hire paperwork; creates and maintains a personnel file and medical file for each employee; gathers, organizes, and maintains documentation regarding new hires and promotional selection processes/procedures. Administers benefit plan including: medical, dental, vision, life and legal insurance, additional life and long term disability; represents the City and serves as voting member on the Central Ohio Health Care Consortium Board; reviews and approves all invoices related to the City's benefit plans, administers the City's Substance Free Workplace Program by performing duties as the Program Administrator which includes monitoring the random drug test pool and completing quarterly random drug tests on applicable employees; serves as Administrator of the City's self-insured worker's compensation plan: processes unemployment claims; coordinates employee leaves of absence (worker's comp, FMLA, etc.); coordinates employee training activities; conducts and responds to salary surveys.

Summary of Employees

	2017	2018	2019	2020	2021
Full Time Employees	1	1	1	1	1
Part Time Employees	0	0	0	0	0
Total Employees	1	1	1	1	1

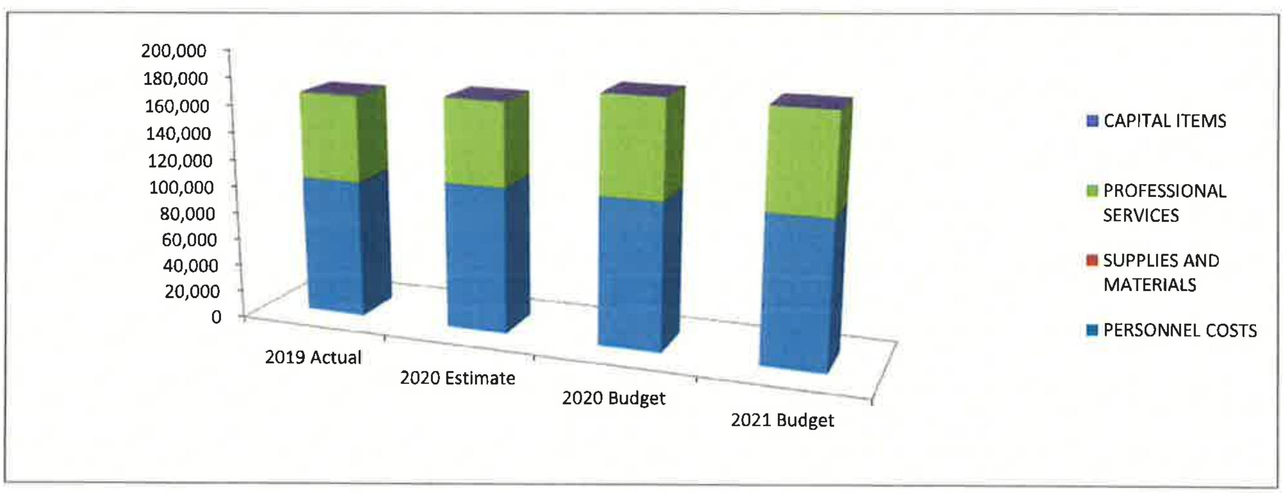
2021 Budget Details

Personnel Costs have decreased $689 due to annual increases with an offsetting decrease due to no 27th pay.

Summary of Expenditures

Category	2019 Actual	2020 Estimate	2020 Budget	2021 Budget	2021 Change
PERSONNEL COSTS	102,427	108,442	109,141	108,452	(689)
SUPPLIES AND MATERIALS	0	0	0	0	0
PROFESSIONAL SERVICES	63,539	61,169	71,000	71,000	0
CAPITAL ITEMS	0	0	0	0	0
	165,966	169,611	180,141	179,452	(689)

PERSONNEL COSTS PERCENT CHANGE	-0.63%
TOTAL DEPARTMENT PERCENT CHANGE	-0.38%



DEVELOPMENT

Description of Department

The City's Development Department is responsible for administering and coordinating the many aspects involved in Grove City's growth and development with the goal of enhancing the quality of life, appearance and functionality of the built environment as well as the economic vitality of the community. Within this scope, departmental staff works with developers and members of the business community to create and retain jobs, and ensure quality and balanced development. The department strives to promote the marketability of the City through strong public/private sector relationships to incorporate a positive outlook and growth potential. The department is organized into two divisions, community development and economic development. Community development staff assists Planning Commission and Council in the preparation of plans, policies and code changes as well as the continued implementation of GroveCity2050. Additionally, community development administers two reimbursement grant programs centered on the Town Center as well as the loan program. Economic development staff administers the City's business retention and expansion program as well as works with regional and state economic development organizations to attract new economic based businesses and assist in addressing workforce issues. Maintaining and promoting a healthy business environment for existing businesses as well as providing assistance to small business start-ups, and promoting entrepreneurship is a key focus of departmental staff.

Summary of Employees

	2017	2018	2019	2020	2021
Full Time Employees	6	6	7	7	7
Part Time Employees	0	1	2	1	1
Total Employees	6	7	9	8	8

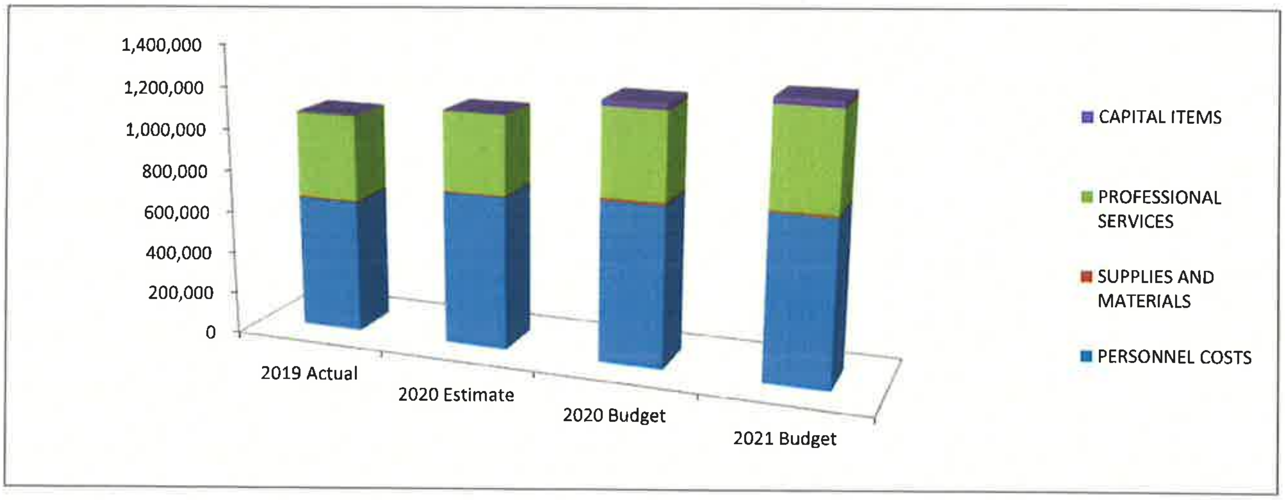
2021 Budget Details

Personnel Costs have increased $17,851 due to budgeted insurance coverages.
Supplies and Materials costs have decreased $2,000.
Professional Services costs have increased $45,800 primarily due to $60,000 commitment to ODOT overpass costs.

Summary of Expenditures

Category	2019 Actual	2020 Estimate	2020 Budget	2021 Budget	2021 Change
PERSONNEL COSTS	641,244	733,642	766,406	784,257	17,851
SUPPLIES AND MATERIALS	4,320	4,618	9,000	7,000	(2,000)
PROFESSIONAL SERVICES	413,292	380,228	417,750	463,550	45,800
CAPITAL ITEMS	0	500	28,000	28,000	0
	1,058,856	1,118,988	1,221,156	1,282,807	61,651

PERSONNEL COSTS PERCENT CHANGE	2.33%
TOTAL DEPARTMENT PERCENT CHANGE	5.05%



STREET MAINTENANCE

Description of Department

The Street Maintenance Fund accounts for a portion of the revenues received from the State through the gasoline tax and moter vehicle registration fees. These revenues are required by the State to be used in maintaining the streets within the city. Accordingly, all expenditures within this fund are related to street maintenance and repair. The Street Division is primarily responsible for all road maintenance which includes, but is not limited to, sealing, crack sealing, resurfacing and snow and ice control. The Service Director is the head of the Street Division. The city currently maintains over 150 miles of streets within Grove City.

Summary of Employees

	2017	2018	2019	2020	2021
Full Time Employees	11	11	11.5	13.5	13.5
Part Time Employees	11	9	15	9	9
Total Employees	22	20	26.5	22.5	22.5

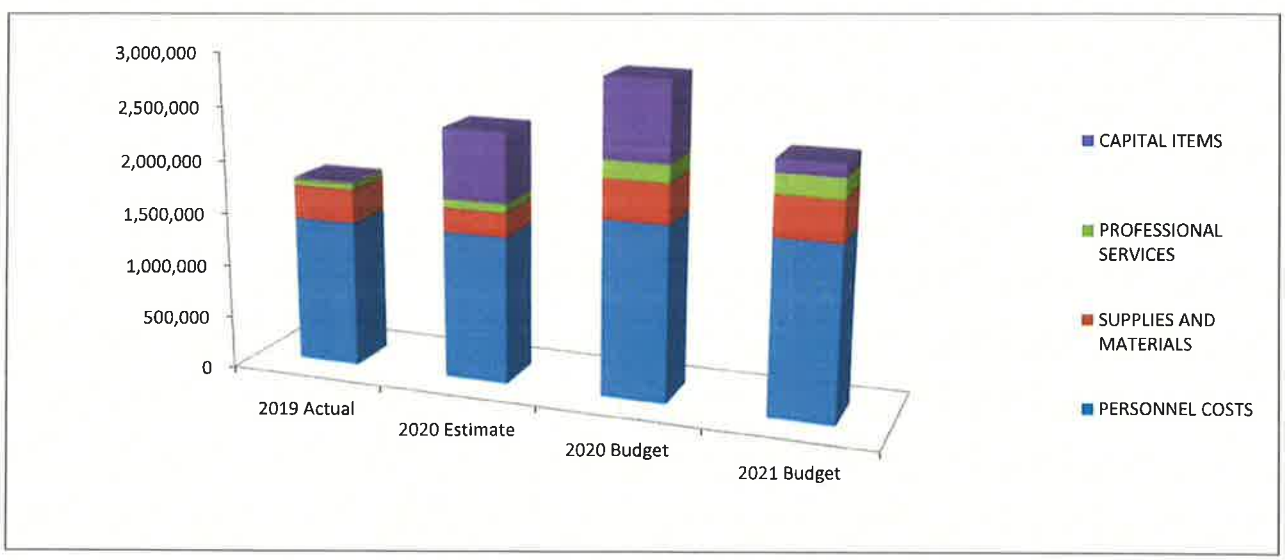
2021 Budget Details

Personnel Costs have decreased $20,128 due to annual increases with an offsetting decrease due to no 27th pay.
Supplies and Materials costs have increased $4,490 primarily fro increased brick maintenance.
Professional Services costs have increased $19,590 due to addition of $55,000 APWA accreditation consulting costs and the reduction of $36,410 pavement condition assessment costs.
Capital Items have decreased $612,670 due to removal of Gantz Rd project and fund advance repayment.

Summary of Expenditures

Category	2019 Actual	2020 Estimate	2020 Budget	2021 Budget	2021 Change
PERSONNEL COSTS	1,384,785	1,389,017	1,643,294	1,623,166	(20,128)
SUPPLIES AND MATERIALS	313,933	224,093	366,643	371,133	4,490
PROFESSIONAL SERVICES	63,656	84,487	168,160	187,750	19,590
CAPITAL ITEMS	12,060	655,121	730,170	117,500	(612,670)
	1,774,435	2,352,718	2,908,267	2,299,549	(608,718)

PERSONNEL COSTS PERCENT CHANGE	-1.22%
TOTAL DEPARTMENT PERCENT CHANGE	-20.93%



GENERAL RECREATION

Description of Department

The General Recreation Fund accounts for the receipts and epenses associated with various recreation and communtity programs offerd by the City. Revenue collected is from all program and activity fees, rentals, and other miscellaneous revenue (excluding the Big Splash) relating to the Department of Parks and Recreation. Program and activity areas include preschool/youth/adult/senior (55+) enrichment, RecSchool, Programmed Afterschool Recreation for Kids (P.A.R.K.), youth sports (baseball, basketball, volleyball), adult sports, fitness and special programs (herb garden, rain barrels, blacksmithing, etc…). Receipts of $1,274,000 are expected to be received in 2020 to support the activities of the General Recreation Fund. The 2020 Budget of $1,519,936 is $245,936 more than expected receipts, therefore, that amount may come form General Recreation Fund year end balances.

Summary of Employees

	2017	2018	2019	2020	2021
Full Time Employees	4.5	4.5	4.5	4.5	4.5
Part Time Employees	95	82	79	80	80
Total Employees	99.5	86.5	83.5	84.5	84.5

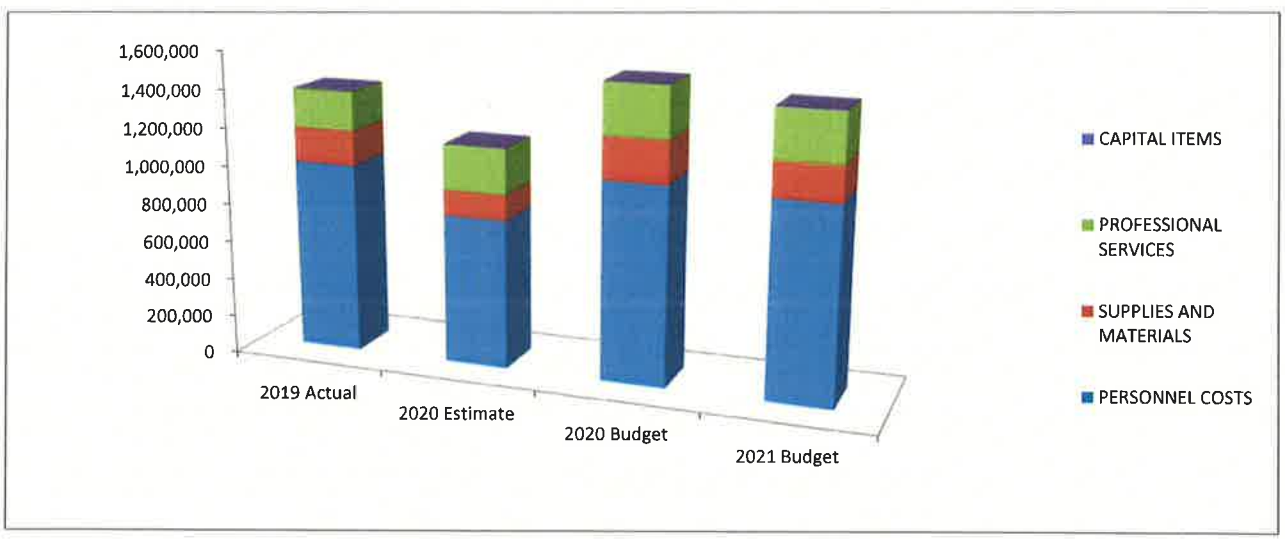
2021 Budget Details

Personnel Costs have decreased $19,171 due to annual increases with an offsetting decrease due to no 27th pay.
Supplies and Materials costs have decreased $39,000.
Professional Services costs have decreased $12,000.

Summary of Expenditures

Category	2019 Actual	2020 Estimate	2020 Budget	2021 Budget	2021 Change
PERSONNEL COSTS	994,181	778,544	1,032,236	1,013,065	(19,171)
SUPPLIES AND MATERIALS	183,860	133,490	220,000	181,000	(39,000)
PROFESSIONAL SERVICES	205,346	235,656	267,700	255,700	(12,000)
CAPITAL ITEMS	0	0	0	0	0
	1,383,387	1,147,690	1,519,936	1,449,765	(70,171)

PERSONNEL COSTS PERCENT CHANGE	-1.86%
TOTAL DEPARTMENT PERCENT CHANGE	-4.62%



COMMUNITY DEVELOPMENT

Description of Department

The Community Development Fund recieves 25% of the proceeds from Hotel Taxes collected pursuant to Chapter 192 of the Grove City administrative code. The Community Development Fund supports events and initiatives that promote the quality of life and stature of the community. The fund also supports organizations within the community that promote the City to both internal and external audiences. A large part of this effort is in support of special events that include a wide variety of entertainment and activities for residents and visitors. The appropriation for the Grove City Town Center Inc. has been included in this fund due to the similarites of the types of activities supported by the organization and the types of activites supported in the Community Development Fund. One objective of this fund is to match expenses to the amount paid to the Grove City Area Convention and Visitors Bureau. The 2020 budget of $655,554 less $65,000 for Grove City Town Center Inc. and $25,000 for the YMCA cost sharing is well above the $420,000 budgeted to be paid to the Grove City Area Convention and Visitors Bureau.

Summary of Employees

	2017	2018	2019	2020	2021
Full Time Employees	1	1	1	1.5	1.5
Part Time Employees	2	3	1	1.0	1
Total Employees	3	4	2	2.5	2.5

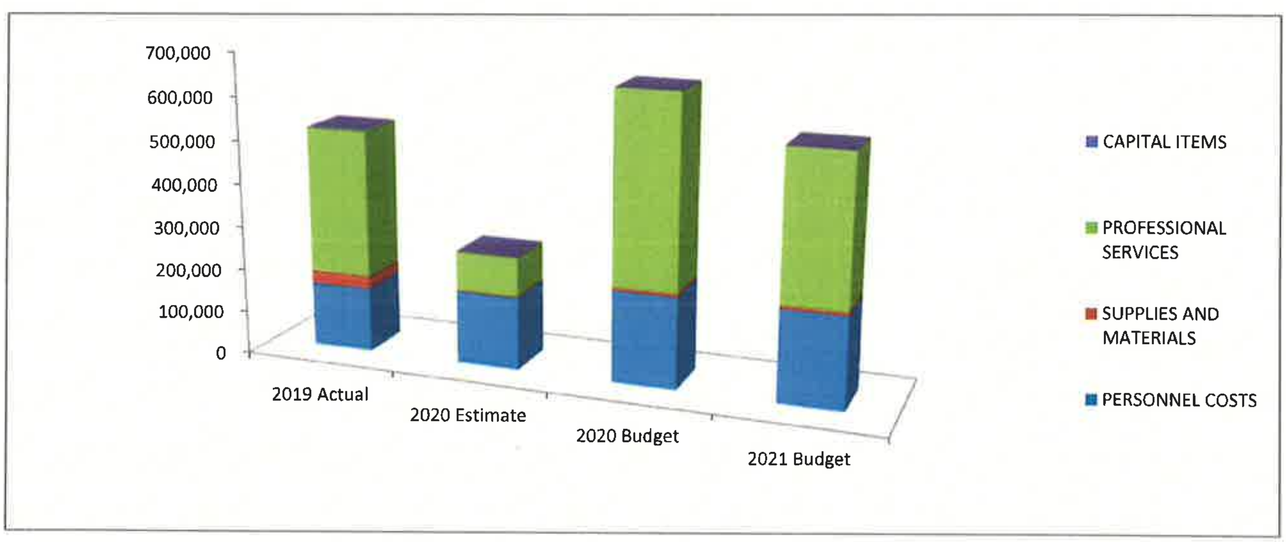
2021 Budget Details

Personnel Costs have decreased $56 due to annual increases with an offsetting decrease due to no 27th pay.
Professional Services costs have decreased $97,736 primarily due to no marketing plan expense and reduced fireworks costs.

Summary of Expenditures

Category	2019 Actual	2020 Estimate	2020 Budget	2021 Budget	2021 Change
PERSONNEL COSTS	149,962	168,839	210,668	210,612	(56)
SUPPLIES AND MATERIALS	29,112	2,743	7,000	7,000	0
PROFESSIONAL SERVICES	339,739	89,845	437,886	340,150	(97,736)
CAPITAL ITEMS	0	0	0	0	0
	518,813	261,427	655,554	557,762	(97,792)

PERSONNEL COSTS PERCENT CHANGE	-0.03%
TOTAL DEPARTMENT PERCENT CHANGE	-14.92%



BIG SPLASH

Description of Department

The Big Splash opened in 1999 and is a seasonal 250,000 gallon municipal family aquatic facility. Grove City's renowned waterpark features a large zero-depth entrance, interactive water toys, two large body slides, a tot slide, a six-lane lap pool and two aquatic climbing walls. Patrons also enjoy green space and lounge chairs. The climbing walls won third place in Ohio in the physical programming category at the Ohio Parks and Recreation Association Awards in 2010. The safety of the visitor experience at The Big Splash is the most important factor in our day-to-day operations. Training lifeguards and other staff is critical. Our facility works with Jeff Ellis and Associates, an international aquatics safety and risk management company with more than 1,400 facilities worldwide including clients such as Disney and Cedar Point. The Big Splash was recognized in 2018, earning the Platinum International Aquatic Safety Award by Jeff Ellis & Associates. The award is issued annually for the previous year's performance. It was the tenth time The Big Splash received this award for outstanding attention to safety. This prestigious award recognizes the top 4 percent of the facilities monitored by Jeff Ellis & Associates. The Big Splash fund will receive $100,000 from the General Fund in 2020 to subsidize the cost of operations.

Summary of Employees

	2017	2018	2019	2020	2021
Full Time Employees	0.5	0.5	0.5	0.5	0.5
Part Time Employees	48	53	53	0	50
Total Employees	48.5	53.5	53.5	0.5	50.5

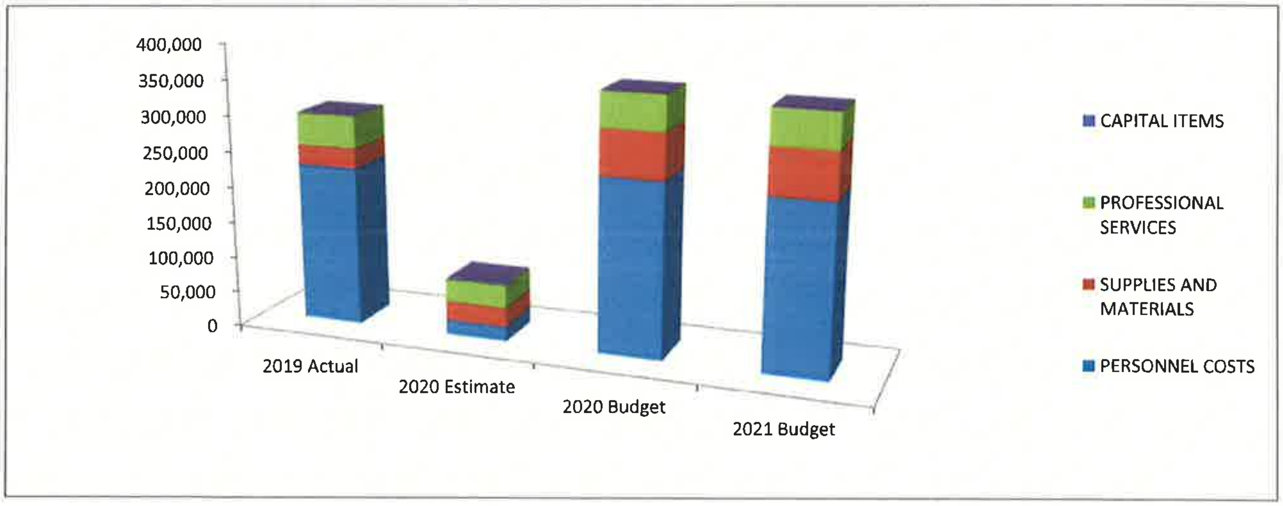
2021 Budget Details

Personnel Costs have decreased $7,046 due to annual increases with an offsetting decrease due to no 27th pay.

Summary of Expenditures

Category	2019 Actual	2020 Estimate	2020 Budget	2021 Budget	2021 Change
PERSONNEL COSTS	224,021	20,799	243,485	236,439	(7,046)
SUPPLIES AND MATERIALS	28,034	26,388	64,075	64,075	0
PROFESSIONAL SERVICES	45,538	33,020	48,980	48,980	0
CAPITAL ITEMS	0	0	0	0	0
	297,593	80,207	356,540	349,494	(7,046)

PERSONNEL COSTS PERCENT CHANGE	-2.89%
TOTAL DEPARTMENT PERCENT CHANGE	-1.98%



WATER

Description of Department

Water treatment and facility repair services are contracted with the City of Columbus and are paid for through user fees billed by the City of Columbus to Grove City residents and businesses. The City of Grove City has its own user fee that is incorporated in the Columbus billing. This revenue is used to pay necessary services, debt service on water system improvements and to fund system improvements and depreciation. The City of Grove City also collects a tap fee each time a new tap to the system is made, which funds the current operation of the system. The City of Grove City owns the infrastructure necessary to furnish services to their citizens and is responsible for major reconstruction and the extension of new service within the community. The City of Columbus is responsible for all line repairs and all upkeep and expansion of the treatment and storage facilities. There are currently over 800,000 linear feet of water lines in the City.

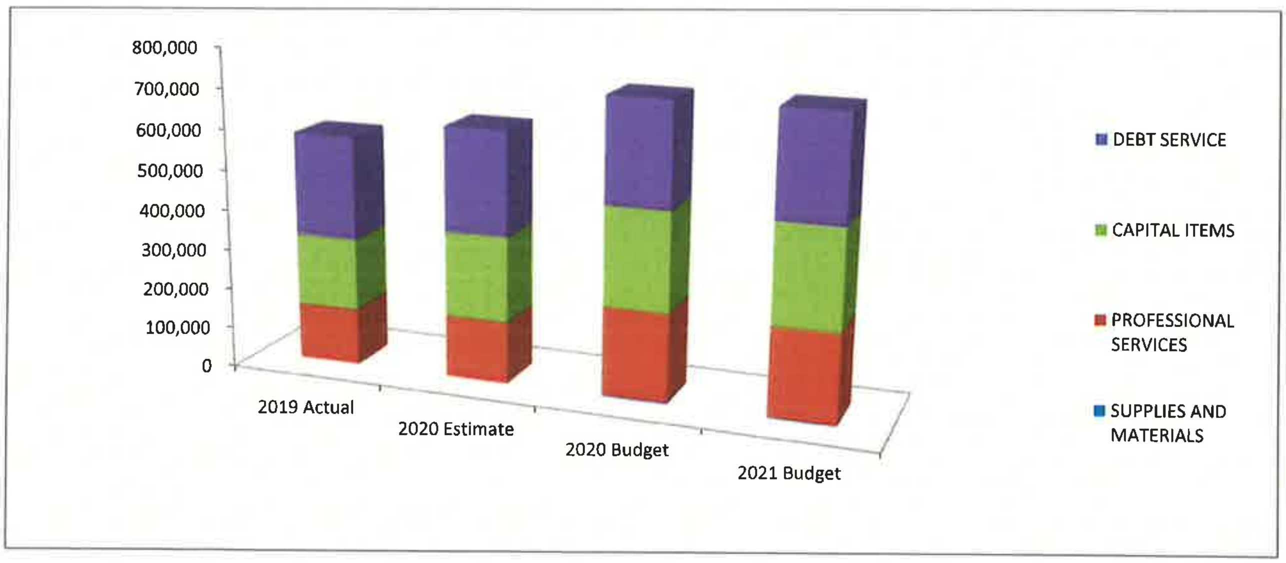
2021 Budget Details

Debt Service costs have increased $4.

Summary of Expenditures

Category	2019 Actual	2020 Estimate	2020 Budget	2021 Budget	2021 Change
SUPPLIES AND MATERIALS	96	0	3,000	3,000	0
PROFESSIONAL SERVICES	142,204	154,551	219,000	219,000	0
CAPITAL ITEMS	179,740	212,274	245,000	245,000	0
DEBT SERVICE	257,325	257,323	257,341	257,345	4
	579,365	624,148	724,341	724,345	4

PERSONNEL COSTS PERCENT CHANGE	
TOTAL DEPARTMENT PERCENT CHANGE	0.00%



SANITARY SEWER

Description of Department

Sewer treatment is contracted with the City of Columbus and is paid for through user fees billed by the City of Columbus to Grove City residents and businesses. The City of Grove City has its own user fee that is incorporated in the Columbus billing. This revenue is used to pay for the necessary level of staffing required to complement the contracted services, debt service on sanitary sewer system improvements, and to fund system improvements and depreciation. The City of Grove City also collects a tap fee each time a new tap to the system is made which funds a portion of system repair and replacement. Grove City owns and maintains the infrastructure necessary to furnish services to their citizens and is responsible for major reconstruction and the extension of new service within the community. The City of Columbus is responsible for all upkeep and expansion of the treatment and storage facilities. The City currently maintains approximately 857,000 linear feet of sanitary sewer lines.

Summary of Employees

	2017	2018	2019	2020	2021
Full Time Employees	5	5	5	4.5	4.5
Part Time Employees	0	0	0	0	0
Total Employees	5	5	5	4.5	4.5

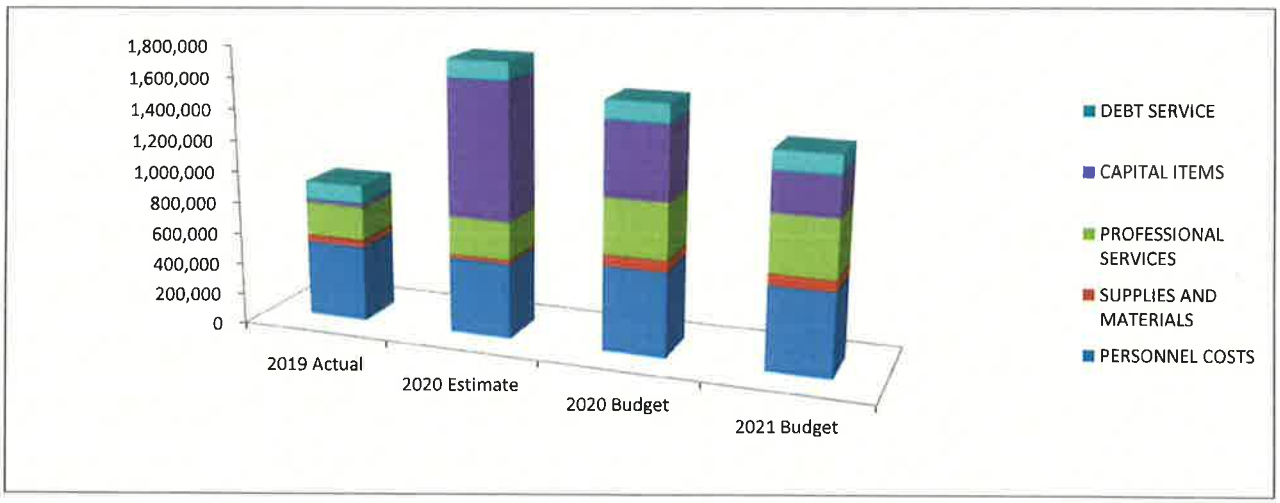
2021 Budget Details

Personnel Costs have decreased $9,275 due to annual increases with an offsetting decrease due to no 27th pay.
Professional Services costs have increased $8,000 due to increased root control costs.
Capital Items have decreased $220,000 due to removal of sewer vac trailer and decreased allowance for sanitary sewer rehabiliation needs.

Summary of Expenditures

Category	2019 Actual	2020 Estimate	2020 Budget	2021 Budget	2021 Change
PERSONNEL COSTS	492,188	487,200	544,483	535,208	(9,275)
SUPPLIES AND MATERIALS	45,778	22,216	69,705	69,705	0
PROFESSIONAL SERVICES	215,267	244,186	355,510	363,510	8,000
CAPITAL ITEMS	22,425	871,928	470,000	250,000	(220,000)
DEBT SERVICE	116,839	116,847	116,855	116,855	0
	892,498	1,742,377	1,556,553	1,335,278	(221,275)

PERSONNEL COSTS PERCENT CHANGE	-1.70%
TOTAL DEPARTMENT PERCENT CHANGE	-14.22%



CAPITAL IMPROVEMENTS

			2018 Actual	2019 Actual	2020 Estimate	2020 Budget	2021 Budget
305000	603119	STRINGTOWN ROAD I-71 BOND PROCEEDS INTEREST				50,000	0
305000	603173	COLUMBUS STREET EXTENSION BOND PROCEEDS INTEREST				250,000	73,800 *
305000	603189	SEEDS ROAD RECONSTRUCTION BOND PROCEEDS INTEREST AND 2021 DEBT SVC				15,000	167,850 *
305000	603190	BEULAH PARK INFRASTRUCTURE BOND PROCEEDS INTEREST				0	15,135 *
305000	603211	HOME ROAD IMPROVEMENTS (OPWC)				0	2,183,456 *
305000	603999	SOUTHWEST BLVD IMPROVEMENTS				1,999,999	0
305000	603999	2020 ANNUAL STREET PROGRAM				2,500,000	0
305000	603999	2020 SIDEWALK PROGRAM				200,000	0
305000	603999	MARSH RUN				501,012	0
305000	603999	SR 104 PAVING / CORRIDOR STUDY				50,000	0
305000	603999	**SERVICE DEPARTMENT FACILITIES UPGRADE**				800,000	**700,000**
305000	603999	SAFETY BUILDING UPGRADES				60,000	0
305000	603999	SENIOR CENTER RENOVATIONS				220,000	0
305000	603999	**PICKLEBALL COURTS AND UPGRADES**				175,000	**100,000**
305000	603999	BROADWAY UTILITY LINE RELOCATION STUDY				40,000	0
305000	603999	I-270 TO SOUTHWEST BLVD BEAUTIFICATION / I-71 BEAUTIFICATION				250,000	0
305000	603999	CENTURY VILLAGE IMPROVEMENTS - CHINKING - CABIN RESTORATION				200,000	0
305000	603999	TOWN CENTER PARKING				300,000	0
305000	603999	**DEMOREST ROAD IMPROVEMENTS**				75,000	**1,000,000**
305000	603999	HOOVER ROAD / BLUEGRASS LANE INTERSECTION				320,000	0
305000	603999	**2021 ANNUAL STREET PROGRAM**					**2,000,000**
305000	603999	**2021 SIDEWALK PROGRAM INCLUDING GRINDING**					**400,000**
305000	603999	**KINGSTON BUILDING PARKING LOT**					**170,000**
305000	603999	**COLUMBUS STREET PLAZA DESIGN**					**40,000**
305000	603999	**STORMWATER MITIGATION STUDY**					**180,000**
305000	603999	**WATER MITIGATION PH 2**					**200,000**
305000	603999	**BEULAH PARK PUBLIC PARK**					**1,000,000**
305000	603999	**PHASE I BIKE TRAIL CONNECTIVITY - SOUTHWEST BOULEVARD - SCHOOL BUS TERMINAL TO BROADWAY**					**400,000**
305000	603999	**TOWN CENTER COMMONS - OLD LIBRARY SITE - TREES/LANDSCAPING**					**60,000**
305000	603999	**LIGHTS FOR BASEBALL FIELD - FRYER PARK**					**125,000**
305000	603999	**BRECK PARK SHELTER HOUSE - WIFI CONNECTIVITY**					**60,000**
TOTAL		CAPITAL IMPROVEMENTS	8,295,599	8,978,083	12,732,250	8,006,011	8,875,241

* Appropriation only	2,440,241
Transfer from General Fund see page 62	6,435,000

Other Capital Improvements / Infrastructure

	2020
Borror Road / Buckeye Parkway	6,462,275
Southwest Boulevard - Richard to Hoover - Local Share	667,758
Seeds Road	2,526,782
Three playgrounds	113,150
Windsor Turf Fields	275,000
	10,044,965

	2021
Southwest Boulevard Railroad Crossing	371,655
Columbus Street Extension	2,000,000
Marsh Run Clean Ohio	751,518
Holton Road at SR104	1,390,000
White Road at SR104	8,000,000
Home Road	2,725,978
Southwest Boulevard Demorest to Railroad Crossing est.	3,200,000
	18,439,151

RECREATION DEVELOPMENT

	2018 Actual	2019 Actual	2020 Estimate	2020 Budget	2021 Budget
306000 572000 LAND IMPROVEMENTS					
Sunshades (Henceroth, Fryer, Gantz)				15,000	15,000
Benches, tables, grills & trash cans				20,000	20,000
Park signage (neighborhood parks-various)				10,000	10,000
Park lighting - Gantz sign, Skate Park sign, Windsor sign				15,000	20,000
Henceroth Fitness Equip replacement				0	**80,000**
Fryer Park field drainage				0	0
Dream Field Playground fencing				5,000	0
Kingston parking				0	0
Rotary Lake fishing docks				0	**62,000**
Windsor Park flags and poles				0	0
Windsor Park batting cage replacement				19,500	0
Fryer Park evergreen screening				1,600	0
Grant/Sawyer House landscape screening				2,000	2,000
Irrigation controller for Big Splash				500	0
Flagpole Area; Turf at Windsor				0	**30,000**
Rubber mulch for playsets at Hoover Crossing and Holton Run				23,260	0
Windsor Park security system				1,500	1,500
Restock Fryer pond				3,500	3,500
Fryer Park dumpster pad and enclosure				0	0
Fryer Park solar parking lights				0	0
Park trees				5,000	5,000
Replace sun shade sails				0	0
Replace clock with outdoor television				10,000	10,000
	239,229	143,415	119,449	131,860	259,000

PARK DONATION

	2018 Actual	2019 Actual	2020 Estimate	2020 Budget	2021 Budget
135000 570000 CAPITAL OUTLAY					
Breck Park walking path	0	45,000	0	0	0
TOTAL PARK DONATION	0	45,000	0	0	0