Regular Council Meeting

Agenda

<u>6:00 PM   April 24, 2025</u>

Teri Murphy, Mayor

<u>Council Members:</u>

Ora Allen.. At-Large
Donald Burchett........................... At-Large
Mike Daugherty.............................. Ward 1
Dave Miller...................................... Ward 2
Shirley Whitt…............................... Ward 3
Jeanette Marcus.............................. Ward 4

Michael Davis, City Manager
Martina Dillon, Law Director

Payne Recreation Center ● 3800 Main Street, Moraine, OH 45439

I. Regular Meeting Call to Order

A. Roll Call

B. Pledge of Allegiance

C. Approval of Minutes

1. Regular City Council Meeting Minutes - April 10, 2025

D. Special Presentations - None

E. Board and Commission Applicant Interview - Executive Session

II. Reports from the Following

A. Finance Committee

B. Finance Director

1. 2024 City Credit Card Report
2. March 2025 Finance Director Report

C. Committee of the Whole

D. City Manager

1. City Manager's Report - April 24, 2025

E. Law Director

F. Mayor

III. Guest Speakers - None

IV. Business

(Anyone wishing to raise a question about any piece of legislation listed on this agenda will have three (3) minutes at this time. All other topics to be addressed to Council will be heard later in this meeting.)

Ordinances - None

Resolutions

8150-25	A Resolution accepting the bid of and authorizing the City Manager to enter into a contract with First Star Safety, LLC for the 2025 Pavement Striping Program for the total amount of $50,456.82 and further authorizing the City Manager to execute needed change order(s), if any, in specified amount.
8151-25	A Resolution approving the appointment of Stephen Noel to the Planning Commission.
8152-25	A Resolution approving a Video Record Preparation Cost Recovery Policy relative to costs associated with law enforcement videos.
8153-25	A Resolution authorizing the City of Moraine to accept the donation of supply tank and propane from Apollo Propane.

Voice Vote

V. Persons Appearing Before Council

VI. Any Other Business

VII. Executive Session

VIII. Adjournment

Regular Meeting Call to Order

Meeting called to order 6:00 PM.

Roll Call

Teri Murphy	Mayor	Present
Donald Burchett	At-Large	Absent
Ora Allen	At-Large	Present
Mike Daugherty	Ward 1	Present
Dave Miller	Ward 2	Present
Shirley Whitt	Ward 3	Present
Jeanette Marcus	Ward 4	Absent

Staff Present:

City Manager Michael Davis
Police Chief Craig Richardson
Finance Director Annetta Williams
Build. Maint. Superintendent Rocky Bangert
City Planner Nick Sorice
Parks and Recreation Director Brent Shane
Build. & Zoning Admin. Brent Carpenter
Law Director Kent Depoorter
Fire Chief Traci Kuzminski
Street Superintendent Chris Dunn
City Engineer Lauren Alvarado
Public Information Officer Aaron Vietor
Clerk of Council Karen Powell

Ms. Allen moved to excuse the absences of Ms. Marcus and Mr. Burchett.

RESULT: Passed *(Yes 5, No 0, Abstained 0)*
MOVER: Ora Allen
AYES: Teri Murphy, Ora Allen, Mike Daugherty, Dave Miller, Shirley Whitt
NAYS: None
ABSTAIN: None

Pledge of Allegiance

Mayor Murphy led the Pledge of Allegiance.

Approval of Minutes

Regular City Council Meeting Minutes - March 27, 2025

Mayor Murphy asked if there were any changes or corrections to the March 27, 2025, Regular Council meeting minutes. Hearing none, the minutes were approved as submitted.

Special Presentations

Oath of Office - Firefighter/EMT Kilar Hughes and Firefighter/EMT Austin Hoffman

Mayor Murphy administered the Oath of Office to Firefighter/EMT Austin Hoffman and Kilar Hughes.

Fire Chief Traci Kuzminski said Firefighter/EMT Hoffman grew up in Troy, Ohio, and moved to Moraine two years ago. She said he received his Firefighter/EMT certification from Clark State University. She stated that Firefighter/EMT Kilar Hughes grew up in Kettering, Ohio, and is currently enrolled in the Paramedic program with Butler Tech.

Reports from the Following

Finance Committee

No Report.

Finance Director

No Report.

Committee of the Whole

Mr. Miller noted the last Committee of the Whole meeting was on March 27, 2025. He reported there would be a meeting this evening following the Regular Council Meeting.

City Manager

City Manager's Report - April 10, 2025

Mr. Davis extended his appreciation to Street Department and Building Maintenence Department staff for their hard work during the last few days through the flooding event. He thanked Mr. Bangert, Mr. Dunn, Mr. Vietor, and Mr. Shane who were onsite many times throughout the last 72-100 hours.

Law Director

No Report.

Mayor

Proclamation - Arbor Day 2025

Mayor Murphy read the Arbor Day Proclamation.

Guest Speakers - None

Business

Ordinances

2182-25 An Ordinance approving amendment to the Table of Organization and declaring an emergency.

Ms. Allen stated this Ordinance approves the removal of pay rates of Probationary Firefighter from the Table of Organization as those rates are listed in the Union Contract. Ms. Allen moved to suspend the rules to allow for the second reading and final adoption at this meeting.

RESULT: Passed *(Yes 5, No 0, Abstained 0)*
MOVER: Ora Allen
AYES: Teri Murphy, Ora Allen, Mike Daugherty, Dave Miller, Shirley Whitt
NAYS: None
ABSTAIN: None

Ms. Allen moved to adopt.

RESULT: Passed *(Yes 5, No 0, Abstained 0)*
MOVER: Ora Allen
AYES: Teri Murphy, Ora Allen, Mike Daugherty, Dave Miller, Shirley Whitt
NAYS: None
ABSTAIN: None

2183-25 An Ordinance to make supplemental appropriations for current expenses and other expenditures of the City Of Moraine, State of Ohio for the period January 1, 2025, to December 31, 2025, and declaring an emergency.

Mrs. Whitt reported that the supplemental appropriations include $435.00 to the General Fund for 2024 Liquor and Beer Permit revenue to the Public Health Department of Montgomery County and $339.12 of ARPA fund money to be used toward the City Building Renovation. She said the Ordinance will be passed as an emergency. Mrs. Whitt moved to suspend the rules to allow the second reading and final adoption at the meeting in which this legislation was introduced.

RESULT: Passed *(Yes 5, No 0, Abstained 0)*
MOVER: Shirley Whitt
AYES: Teri Murphy, Ora Allen, Mike Daugherty, Dave Miller, Shirley Whitt
NAYS: None
ABSTAIN: None

Mrs. Whitt moved to approve.

RESULT: Passed *(Yes 5, No 0, Abstained 0)*
MOVER: Shirley Whitt
AYES: Teri Murphy, Ora Allen, Mike Daugherty, Dave Miller, Shirley Whitt
NAYS: None
ABSTAIN: None

Resolutions

8146-25 A Resolution accepting the bid of and authorizing the City Manager to enter into a contract with Barrett Paving Materials, Inc. for the 2025 Asphalt Paving Program for the total amount of $654,721.69 and further authorizing the City Manager to execute needed change order(s), if any, in specified amount.

Mr. Daugherty stated that this legislation approves a contract with Barrett Paving Materials, Inc. for the 2025 Asphalt Paving Program and is a budgeted item. Mr. Daugherty moved to approve.

Mayor Murphy said she does not remember the City ever approving a 10 percent change order prior to a need and stated that type of request has always been brought back to Council for approval.

Mr. Davis said this item was reviewed by the Law Director and asked City Engineer Lauren Alvarado to address this practice in greater detail.

Mrs. Alvarado said preapproval is new, and a lot of municipalities are adopting this practice as this expedites the procedure and allows a contractor to continue construction instead of waiting until legislation moves through Council.

Mayor Murphy said Council will not know about the change order and she does not feel comfortable giving contractors approval to add on $65,000.00 or any amount. She asked if the contractor knows a 10 percent change order is in place, what is to stop that contractor from using that amount?

Mr. Davis said if a change order is submitted, the City Engineer would notify him and he would report to Council.

Mrs. Alvarado presented an example to Council of when the curb was being replaced on Lance Drive and the contractor found that the road was deteriorating. She reminded Council that the street was closed with limited access and work was stopped until approval could be obtained by Council. She said even though the amount of money needed was under 10 percent, work halted until the amount could be approved. She said staff would not spend money without management and Council knowing about the expenditure.

Mr. Davis said another struggle is that a contractor may move on to another job instead of waiting for approval.

Mr. Miller stated that he understands Mayor Murphy's concern, but this would give Council the opportunity to expedite a project. He said if Council feels companies are price gouging due to the 10 percent, Council can re-evaluate the practice after this year's projects.

After discussion, Mr. Davis said he has a lot of faith and trust in staff and their ability to manage a project at cost.

RESULT: Passed *(Yes 5, No 0, Abstained 0)*
MOVER: Mike Daugherty
AYES: Teri Murphy, Ora Allen, Mike Daugherty, Dave Miller, Shirley Whitt
NAYS: None
ABSTAIN: None

8147-25 A Resolution accepting the bid of and authorizing the City Manager to enter into a contract with R.A. Miller Construction Co. for the 2025 Curb Ramps And Sidewalks Program for the total amount of $247,758.95 and further authorizing the City Manager to execute needed change order(s), if any, in specified amount.

Mr. Miller said this Resolution awards the 2025 Curbs Ramps and Sidewalks Program to R.A. Miller Construciton Company and is a budgeted item. Mr. Miller moved to approve.

Mayor Murphy said this item and the next list the same streets and also two different companies.

Mr. Davis said part is concrete work and part is asphalt work.

RESULT: Passed *(Yes 5, No 0, Abstained 0)*
MOVER: Dave Miller
AYES: Teri Murphy, Ora Allen, Mike Daugherty, Dave Miller, Shirley Whitt
NAYS: None
ABSTAIN: None

8148-25 A Resolution accepting the bid of and authorizing the City Manager to enter into a contract with L.J. Deweese Co., Inc. for the 2025 Curb, Road, And Storm Structure Improvements Program for the total amount of $772,715.00 and further authorizing the City Manager to execute needed change order(s), if any, in specified amount.

Mrs. Whitt reported that this legislation awards the 2025 Curb, Road, and Storm Structure Improvements Program to L.J. Deweese Company and is a budgeted item. She moved to approve.

RESULT: Passed *(Yes 5, No 0, Abstained 0)*
MOVER: Shirley Whitt
AYES: Teri Murphy, Ora Allen, Mike Daugherty, Dave Miller, Shirley Whitt
NAYS: None
ABSTAIN: None

8149-25 A Resolution declaring the items listed on the attached 2025 list to be surplus and no longer needed for municipal purposes and authorizing the City Manager to dispose of such items through GovDeals Auction or donation to a non-profit organization or through a trade-in program.

Ms. Allen stated this Resolution authorizes the disposal of listed items which are no longer of value or useful to the City. Ms. Allen moved to approve.

RESULT: Passed *(Yes 5, No 0, Abstained 0)*
MOVER: Ora Allen
AYES: Teri Murphy, Ora Allen, Mike Daugherty, Dave Miller, Shirley Whitt
NAYS: None
ABSTAIN: None

Persons Appearing Before Council - None

Any Other Business

Mr. Bangert gave a presentation to update Council on the construction of the City Building. He said progress is being made quicker than expected and the rain has not slowed the contractors down.

Mrs. Whitt asked if the contractor was offered an incentive to finish early.

Mr. Bangert replied that no incentive was given.

Mr. Shane thanked the Street Department. He said Parks and Recreation Staff are at the Gerhardt Civic Center handing out Pirate Packs. He reported there will be an Arbor Day event at Wax Park from 6:00 p.m. to 7:30 p.m on April 25, 2025. He requested that people register ahead of time because the Parks and Recreation Department will be giving out saplings. He noted that the presentation of the Master Parks Plan will be reviewed at the May 8, 2025, City Council meeting. He said Council will have a copy of the plan to look at a couple of weeks prior to that meeting so they are prepared for the meeting. He encouraged Council to pose questions in advance of the meeting so staff can better prepare for the discussion. Mr. Shane said the Adult Easter Egg Hunt and the Family Easter Egg Hunt will be held at the Gerhardt Civic Center.

City Manager – No report.

Law Director – No report.

Finance Director Annetta Williams said a staff member is available at the Gerhardt Civic Center on Friday, April 11, 2025, from 10:00 a.m. to 5:00 p.m. to assist taxpayers. She said legally the City does not have the ability to extend the deadline, but the Tax Division can waive late fees, etc. if necessary.

Clerk of Council – No report.

Council Reports

Ms. Allen welcomed the new Firefighter/EMTs. She thanked all of the City employees who have gone above and beyond to take care of the City through the flood. She said it is good to know that the City has employees who can take over and handle an emergency.

Mrs. Whitt congratulated the Firefighter/EMTs. She said the City is blessed in the respect that the flood situation could have been worse, and staff have done an awesome job.

Mr. Miller said he was looking back at flooding history prior to the levee, and the City is blessed to have the levee. He thanked all the departments and the City Manager for getting the City through this event.

Mr. Daugherty thanked Governor DeWine for choosing Moraine to make his transportation budget announcement last week. He said Governor DeWine took the time to meet Council members and shake hands, and it was appreciated.

Mayor Murphy congratulated the two Firefighter/EMTs and said hopefully they will be with the City of Moraine for a long time. She thanked Mr. Dunn, Mr. Bangert, Mr. Vietor, and Mr. Davis for all they have done since Sunday and the time they have given. She thanked the City of Springboro for their assistance.

Mr. Davis said Moraine received pumps and assistance from neighboring communities, and he thanked all who helped.

Mayor Murphy thanked the Miami Valley Communications Council for broadcasting this meeting live as well as any future rebroadcasts.

Executive Session - None

Adjournment

Meeting adjourned at 6:39 PM.

City of Moraine

Finance Department

To: Mayor Murphy & City Council

From: Annetta Williams, Finance Director

Date: April 9, 2025

Subject: 2024 City Credit Card Rewards Report

State law requires municipalities to adopt a credit card policy and report their annual rewards to their governing board. This report is to inform City Council and the public on the rewards the City has received by using credit cards. We try to pay as many purchases as possible on credit cards if there are no processing fees included.

In 2024, the City spent a total of $1,002,562 using City-issued credit cards through Fifth Third Bank. Because of this usage, the City has received a rebate of $10,138.

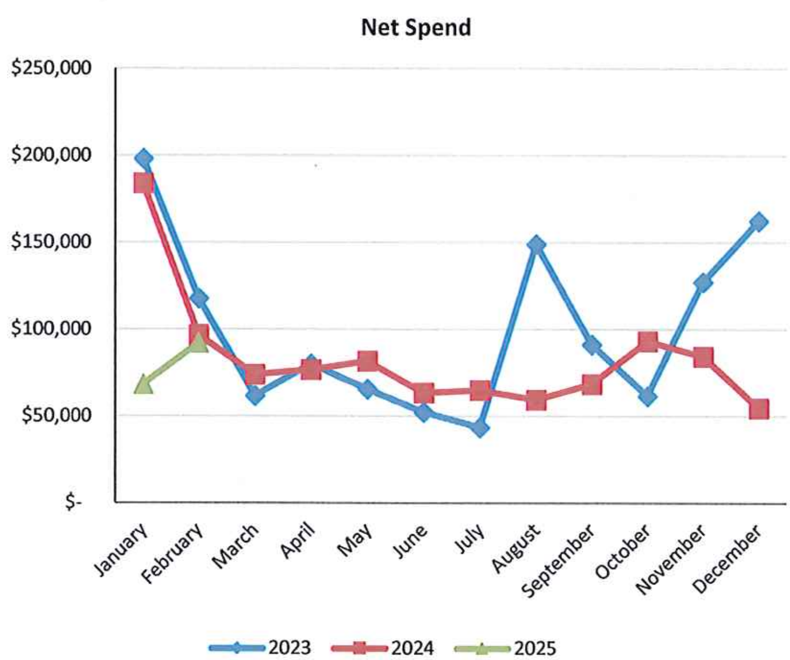
I have attached a report from Fifth Third Bank providing further detail of the rebate received for using our credit cards in 2024.

The City of Moraine
progress through unity

Net Spend

Program Name CITY OF MORAINE

MTH		2023		2024		2025
January	$	198,315	$	184,203	$	68,526
February	$	117,911	$	96,940	$	92,350
March	$	61,951	$	73,968		
April	$	80,137	$	76,897		
May	$	65,711	$	81,840		
June	$	52,469	$	63,466		
July	$	43,660	$	64,939		
August	$	149,189	$	59,524		
September	$	91,442	$	68,548		
October	$	61,774	$	93,209		
November	$	127,304	$	84,293		
December	$	162,630	$	54,735		
Grand Total	**$**	**1,212,493**	**$**	**1,002,562**	**$**	**160,876**



Number of Transactions

Program Name	CITY OF MORAINE

MTH	2023	2024	2025
January	187	217	239
February	199	215	210
March	224	234	
April	183	209	
May	228	204	
June	199	213	
July	193	221	
August	204	255	
September	221	249	
October	239	238	
November	267	247	
December	204	171	
Grand Total	**2,548**	**2,673**	**449**

Average $ / Transaction

Program Name	CITY OF MORAINE

MTH	2023	2024	2025
January	$1,061	$849	$287
February	$593	$451	$440
March	$277	$316	NA
April	$438	$368	NA
May	$288	$401	NA
June	$264	$298	NA
July	$226	$294	NA
August	$731	$233	NA
September	$414	$275	NA
October	$258	$392	NA
November	$477	$341	NA
December	$797	$320	NA
Grand Total	**$476**	**$375**	**$358**

LTI Transaction Amount

Program Name	CITY OF MORAINE

MTH	2023	2024	2025
January	$ -		
February	$ 51,871		$ 23,414
March	$ -		
April	$ -	$ 20,580	
May	$ -	$ 10,675	
June	$ -		
July	$ -		
August	$ 14,550		
September	$ 13,225		
October	$ -	$ 25,663	
November	$ 33,455		
December	$ 76,984		
Grand Total	**$ 190,085**	**$ 56,918**	**$ 23,414**

Number of LTI

Program Name	CITY OF MORAINE

MTH	2023	2024	2025
January	-		
February	3		1
March	-		
April	-	1	
May	-	1	
June	-		
July	-		
August	1		
September	1		
October	-	1	
November	1		
December	4		
Grand Total	**10**	**3**	**1**

Discount Transaction Amount

Program Name	CITY OF MORAINE

MTH	2023		2024		2025
January	$	4,014	$	4,910	$ 12,254
February	$	3,559	$	9,083	$ 11,807
March	$	5,943	$	9,226	
April	$	3,833	$	7,533	
May	$	3,050	$	6,700	
June	$	3,320	$	5,183	
July	$	6,129	$	6,275	
August	$	7,552	$	10,649	
September	$	3,787	$	12,030	
October	$	6,443	$	9,723	
November	$	17,842	$	18,004	
December	$	19,965	$	16,959	
Grand Total	**$**	**85,437**		**$ 116,275**	**$ 24,062**

$ Rebate Accrual

Program Name	CITY OF MORAINE

MTH	2023		2024		2025	
January	$	2,262	$	2,090	$	677
February	$	991	$	1,037	$	803
March	$	662	$	769		
April	$	893	$	684		
May	$	733	$	815		
June	$	575	$	686		
July	$	448	$	693		
August	$	1,562	$	588		
September	$	937	$	680		
October	$	655	$	819		
November	$	1,085	$	805		
December	$	1,187	$	472		
Grand Total	**$**	**11,988**	**$**	**10,138**	**$**	**1,481**

For FYE 2024:

YTD spend: $1,002,562- $56,918- $116,275= $829,369

1.16% x $829,369 = $9,620.68

LTI spend: $56,918 x 0.005= $284.59

Discount Spend: $116,275 x 0.002= $232.55

Rebate: $10,138

Cinci G&I Co-op Rebate Schedule

REBATE SPEND LEVELS		PAYMENT TERMS 30/25	30/15	30/05	LTI*	Discount Txn*
$500,000	$999,999	0.75%	0.75%	0.75%	0.50%	0.20%
$1,000,000	$9,999,999	1.07%	1.15%	1.23%	0.50%	0.20%
$10,000,000	$19,999,999	1.16%	1.24%	1.32%	0.50%	0.20%
$20,000,000	$29,999,999	1.25%	1.33%	1.41%	0.50%	0.20%
$30,000,000	$39,999,999	1.32%	1.40%	1.48%	0.50%	0.20%
$40,000,000	$49,999,999	1.39%	1.47%	1.55%	0.50%	0.20%
$50,000,000	$59,999,999	1.44%	1.52%	1.60%	0.50%	0.20%
$60,000,000	$69,999,999	1.49%	1.57%	1.65%	0.50%	0.20%
$70,000,000	$79,999,999	1.53%	1.61%	1.69%	0.50%	0.20%
$80,000,000	$89,999,999	1.56%	1.64%	1.72%	0.50%	0.20%
$90,000,000	$99,999,999	1.59%	1.67%	1.75%	0.50%	0.20%
$100,000,000	Greater	1.62%	1.70%	1.78%	0.50%	0.20%

Rebate Requirements

For the Cincinnati G&I Consortium (CGIC)

1. All CGIC program members' spend is combined with other CGIC members to determine the Rebate Spend levels
2. Minimum Spend Requirement - If a CGIC Member's individual program is less than $500,000 in a calender year, they will not qualify for any rebate.
3. If a CGIC Member's program is between $500,000 and $999,999 in a calender year, their rebate will be 0.75%.
4. If a CGIC Member's program is $1,000,000 or greater, their qualifying rebate will be as noted in the CGIC rebate table above.
5. Partial year programs will be calculated based on the "estimated annual spend" (avergage monthly spend x 12). Rebates will be paid based on ann spend but will qualify for the rebate based on the "estimated annual spend". Example: 3 months at $125,000 each + $375,000. This equates to $1,500,000 in "estimated annual spend" and the rebate would be $375,000 x 1.04% or $3,900.

General Rebate Requirements

Rebates are calculated based on annual volume (a calendar year calculation) and are payable on a annual basis, based on meeting a qualifying thresho

Losses not covered by MasterCard's Liability Coverage program will be deducted from the rebate.

Account must remain in good standing during the rebate calculation period.

In the event that the client leaves in the middle of a rebate period, the rebate will be forfeited.

All grace periods less than 25 days require all billing accounts to be set-up on Auto Debit for payment.

All terms and conditions are subject to the Commercial Card Rebate Agreement.

*Rebate structure per payment terms is not applicable for large ticket items. 0.50% is applied to all large ticket items.

*Rebate applied where MasterCard provides "discounted" interchange to key suppliers / merchants.

City of Moraine

Finance Department

To: Mayor & City Council

From: Annetta Williams, Finance Director

Date: April 16, 2025

Subject: March 2025 Finance Director Report

Summary

After completing the first quarter of the year, the City is doing well financially. We have increased our fund balances. Income tax revenue was slightly lower than expected the first two months of the first quarter, but we saw a significant increase in gross revenue due to net profits and withholdings during the month of March. Other major revenues are slightly below the budget at 21% but should surge in April with the collection of the first half of property taxes in April. Expenses, at 21% of the budget, are below budget for this time of year. We are continuing to roll out new projects and purchases of large equipment. In the next few months, we will start to see the number of projects increase.

For March, our fund balances increased by $633,668. For the year, we have increased our fund balances $541,160.

Finance Department Notes

As of the date of this report, the tax filing due date has passed, and the Finance Department is still very busy with phone and e-mail messages and processing tax returns. We had a little hiccup with having the Payne Center closed last week, but we set up a temporary location staffed with one person in the Civic Center building for taxpayers to drop off their returns.

Due to the construction of the City Building, we are unable to prepare returns for taxpayers in person as we cannot provide a confidential location in our temporary offices. We temporarily provided access to the Finance Department the week of April 14th to receive taxpayers in person to answer questions, and to copy and receive documents. These returns will be completed in the order they are received. We also designated an additional person to assist with answering phone calls, returning voicemails and responding to e-mails. Moving forward, taxpayers can continue to use the drop box in addition to the methods indicated below.

4200 Dryden Road Moraine, Ohio 45439 P (937) 535-1000

Documents can be sent by mail, email or uploaded to the online filing site. If you have any questions, call 937-535-1026 or email incometax@moraineoh.org. If you would like to file online or upload your documents: https://www.mitstaxonline.com/moraine/. Forms and information are available on the City website: https://ci.moraine.oh.us/taxes/.

The Finance staff continues working on the 2024 audit and Annual Comprehensive Financial Report on an ongoing basis. The week of April 28th-May 2nd will be a dedicated week to work with the auditors on their testing of transactions, controls and process, and annual report preparation.

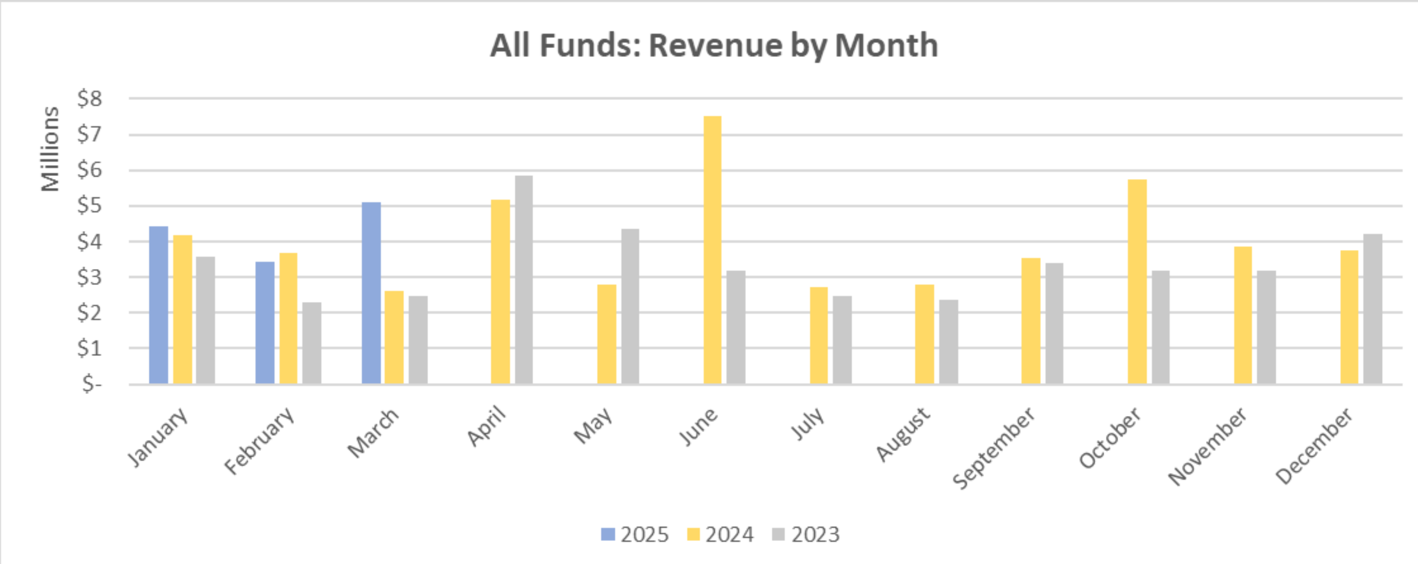
Also, I will be out of the office from Friday, April 25-Wednesday April 30 for a prescheduled vacation.

The posting for the part-time Finance Clerk position remains active as we have not found a match from the previous round of applications and interviews.

ALL FUNDS

MARCH 2025

MONTHLY REVENUE COLLECTIONS VS. BUDGET



REVENUES BY CATEGORY (GROSS)	CURRENT MONTH	YEAR TO DATE	2025 BUDGET	COLLECTED UNDER / (OVER)	COLLECTED
Local Taxes	$ 1,285	$ 7,849	$ 1,289,503	$ 1,281,654	1%
Income Taxes	2,510,136	6,453,130	26,906,250	20,453,120	24%
State Shared Taxes & Fees	73,024	214,814	906,000	691,186	24%
Special Assessments	-	1,577	586,365	584,788	0%
Intergovernmental Aid	107,406	114,267	330,100	215,833	35%
Charges for Services	29,764	145,040	505,000	359,960	29%
Civic Center	1,468	3,827	17,500	13,673	22%
Payne Recreation Center	13,572	34,280	58,250	23,970	59%
Fines & Forfeitures	39,544	78,859	319,400	240,541	25%
Miscellaneous Receipts	430,454	1,704,373	5,183,100	3,478,727	33%
Interfund Transfers	1,896,000	4,216,800	12,870,000	8,653,200	33%
Total	**$ 5,102,653**	**$ 12,974,816**	**$ 48,971,468**	**$ 35,996,652**	**26%**

REVENUE COLLECTIONS – ALL CITY FUNDS

Gross Revenues: Through March, our gross revenue collections for the year are at 26%, slightly above the target of 25% primarily since property tax distributions have not occurred yet this year. Gross income tax revenue for the year to date is at 24% of the estimated budget. The EMS Billing collected is at 36% of budget and the interest collected is at 30%.

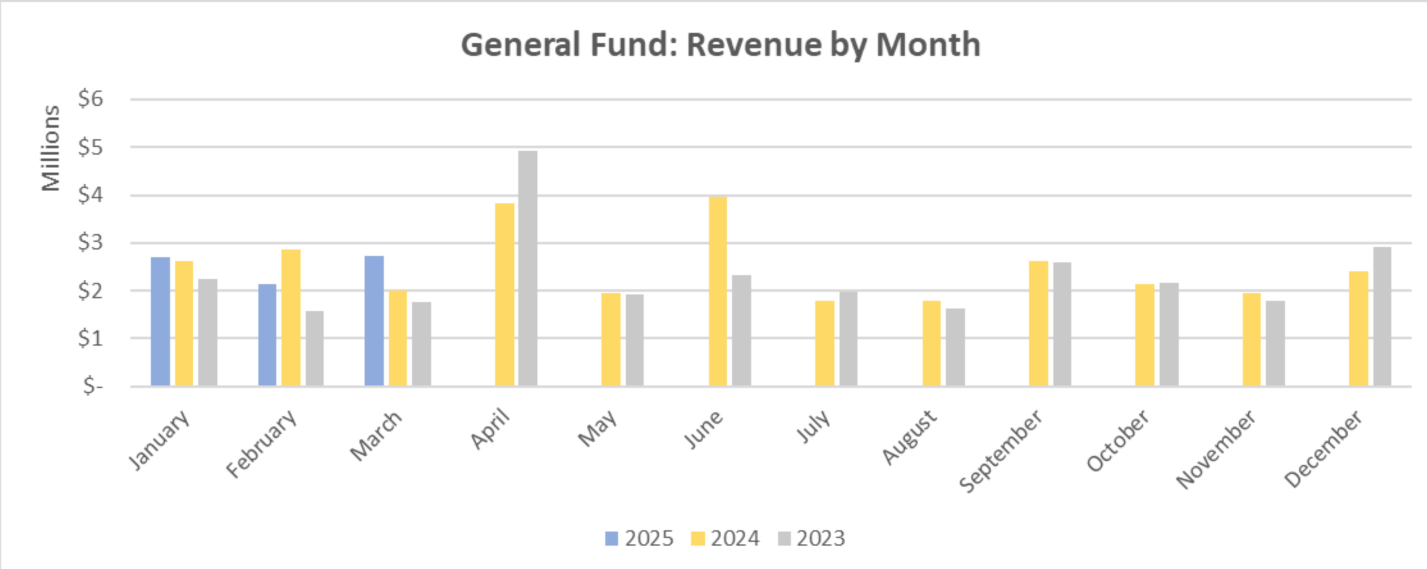
Net Revenue: After removing interfund transfers, March's Net Revenue was $2,944,202. For the year, we have experienced a 2% increase in revenues compared to this point in 2024.

Interfund Transfers: Transfers for this month are higher than budgeted and year to date transfers is slightly higher at 33%.

GENERAL FUND

MARCH 2025

MONTHLY REVENUE COLLECTIONS VS. BUDGET



REVENUES BY CATEGORY (GROSS)	CURRENT MONTH	YEAR TO DATE	2025 BUDGET	COLLECTED UNDER / (OVER)	COLLECTED
Local Taxes	$ 1,285	$ 6,906	$ 667,813	$ 660,907	1%
Income Taxes	2,510,136	6,453,130	26,906,250	20,453,120	24%
State Shared Taxes & Fees	16,976	50,034	143,500	93,466	35%
Special Assessments	-	1,577	5,365	3,788	29%
Intergovernmental Aid	-	823	3,000	2,177	27%
Charges for Services	29,764	145,040	504,000	358,960	29%
Fines & Forfeitures	39,544	78,859	319,400	240,541	25%
Miscellaneous Receipts	141,214	848,943	1,464,500	615,557	58%
Total	**$ 2,738,918**	**$ 7,585,313**	**$ 30,013,828**	**$ 22,428,515**	**25%**

REVENUE COLLECTIONS – GENERAL FUND

Charges for Services: This category includes EMS billing receipts from Fire Department runs that can be billed to insurance. This revenue is higher than budgeted due to a high volume of EMS runs.

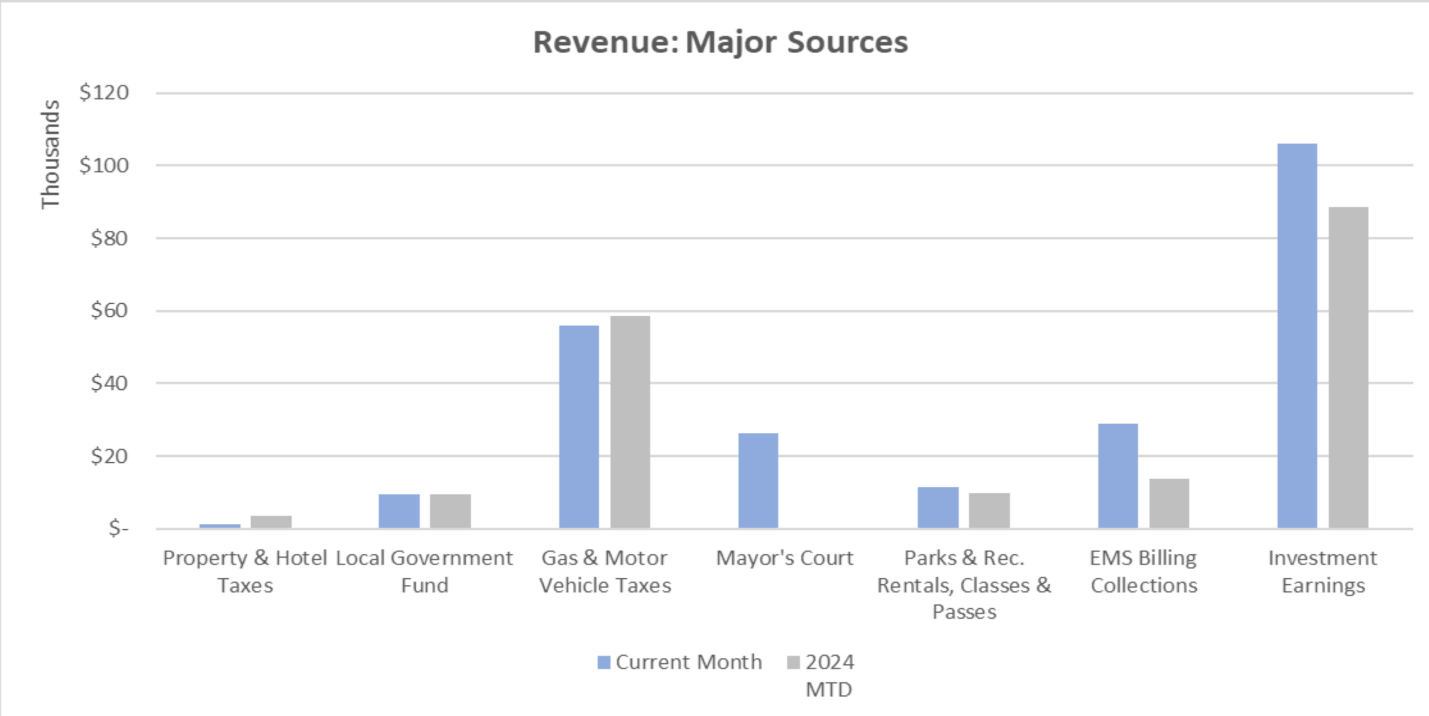
Fines & Forfeitures: This category includes the Mayor's court revenue that is slightly above target at 27% for the year and the Residential and Commercial Building Permits revenues which are below target at 22% of budget.

Miscellaneous Receipts: This category was mostly made up of interest from investments. We received $105,951 in interest into the General Fund in March.

MAJOR SOURCES

MARCH 2025

MONTHLY REVENUE COLLECTIONS VS. BUDGET



REVENUES BY TYPE	CURRENT MONTH	YEAR TO DATE	2025 BUDGET	COLLECTED UNDER / (OVER)	COLLECTED
Property & Hotel Taxes	$ 1,285	$ 6,906	$ 918,253	$ 911,347	1%
Local Government Fund	9,494	32,839	113,000	80,161	29%
Gas & Motor Vehicle Taxes	56,048	164,779	727,500	562,721	23%
Mayor's Court	26,399	47,867	180,000	132,133	27%
Parks Rentals, Classes & Passe	11,315	33,412	69,000	35,588	48%
EMS Billing Collections	28,884	142,880	500,000	357,120	29%
Investment Earnings	105,951	401,391	1,357,350	955,960	30%
Total	**$ 239,376**	**$ 830,075**	**$ 3,865,103**	**$ 3,035,028**	**21%**

REVENUE COLLECTIONS – MAJOR SOURCES

Property Taxes: This revenue is paid to the City twice a year. The first payment will be posted in April.

Gas & Motor Vehicle Taxes: For the last several years, these taxes have been consistent. For the year, we expected to receive about $60,625 per month. March was below target at $56,048.

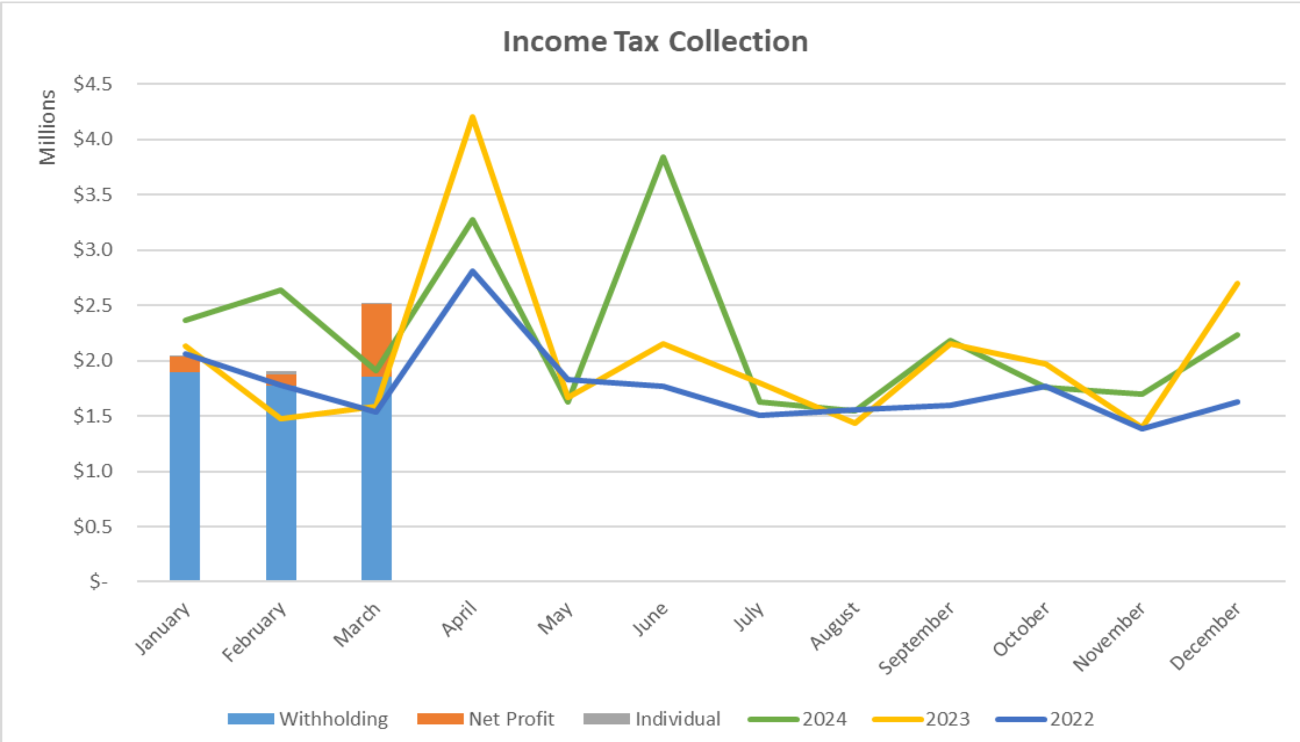
Parks Rentals & Season passes: These revenues are higher than expected at 48% of our expected budget. These line-item budgets were reduced in 2025 to account for the City's use of the building. Overall, these categories are down compared to last year at this time.

Investment Earnings: The interest earnings revenue received is higher than budgeted. We have collected 30% of our expected budget and are on track to exceed the estimated revenue budget.

INCOME TAX

MARCH 2025

MONTHLY REVENUE COLLECTIONS VS. BUDGET



REVENUES BY TYPE	CURRENT MONTH	YEAR TO DATE	2025 BUDGET	COLLECTED UNDER / (OVER)	COLLECTED
Electric Co. Income Tax	$ -	$ 12	$ 1,000	$ 988	0%
Income Tax Refunds	(49,225)	(105,829)	(700,000)	(594,171)	15%
Income Taxes	2,559,360	6,558,948	27,605,250	21,046,302	24%
Total	**$ 2,510,136**	**$ 6,453,130**	**$ 26,906,250**	**$ 20,453,120**	**24%**

REVENUE COLLECTIONS – INCOME TAX

2025 Collections: Through March, we expect to collect approximately 24% of our estimated gross income tax revenue. We have collected $6,558,948 and budgeted for $6,573,803 through March. For the year we are at 24% of our target net budget amount.

Net Profit: Through March, we anticipate collecting 19% of our estimated Net Profit taxes. So far, we have collected 14% of the gross expected taxes. For the year, we are below our budget amount by 25%. In the first quarter of 2024, we received a large irregular net profit payment.

Withholding: Through March, we anticipate collecting 25% of our estimated Withholding taxes. So far, we have collected 27% of the gross expected taxes. For the year, we are slightly above budget amount by 8%.

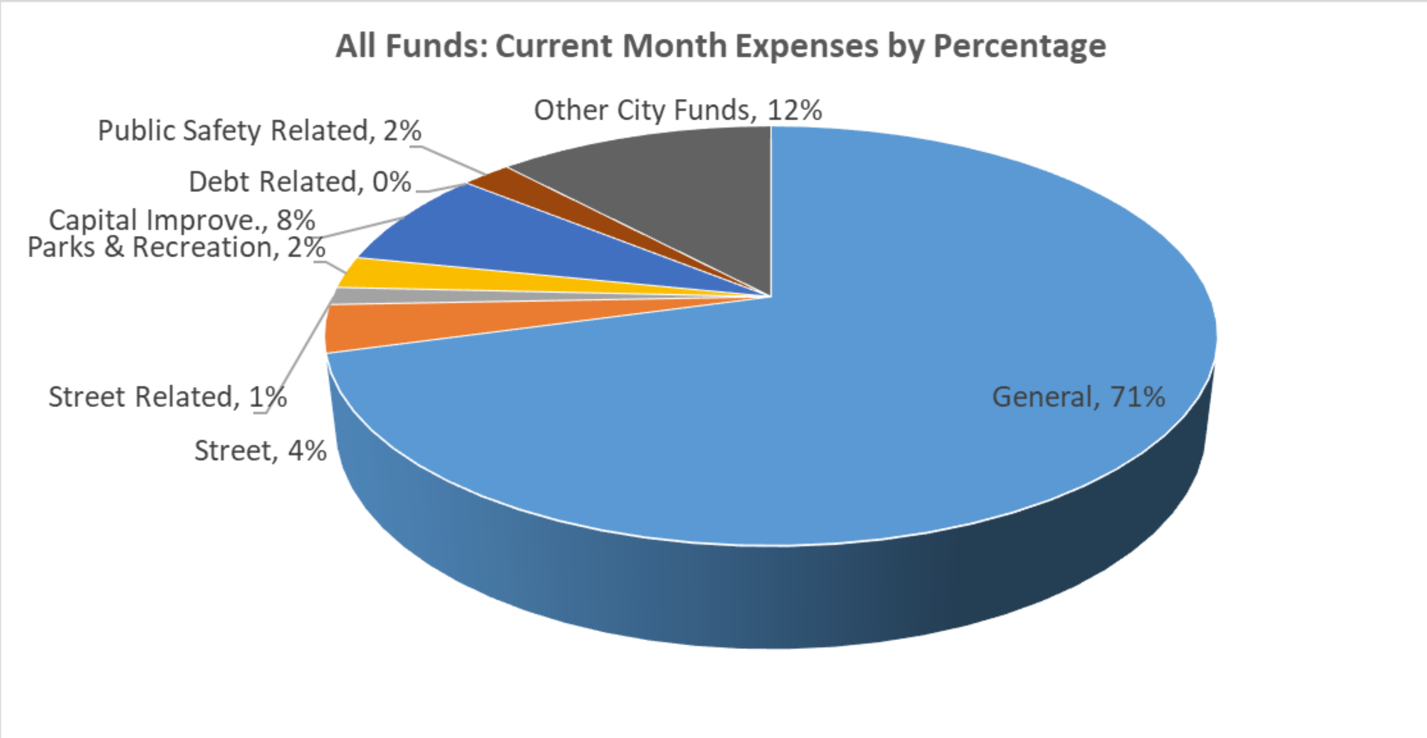
Individual: Through March, we anticipate collecting 29% of our estimated Individual taxes. So far, we have collected 15% of the gross expected taxes. For the year, we are below our budget by 50%.

Refunds: Through March, we have processed $105,829 of Refunds. For the year, we have refunded 15% of the amount budgeted.

ALL FUNDS

MARCH 2025

MONTHLY EXPENSES VS. BUDGET



EXPENSES BY FUND/TYPE	CURRENT MONTH	YEAR TO DATE	2025 BUDGET	AVAILABLE BALANCE	% EXPENSES TO BUDGET
General Fund	$ 3,160,102	$ 8,665,529	$ 31,909,205	$ 20,133,055	27%
Street Fund	164,406	571,230	2,562,922	1,748,037	22%
Street Related Funds	60,344	179,281	1,113,257	702,711	16%
Parks & Recreation Fund	110,572	335,394	1,583,949	991,136	21%
Capital Improvement Fund	340,425	1,185,282	13,037,086	4,071,209	9%
Debt Related Funds	-	-	1,011,700	13,000	0%
Public Safety Related Funds	96,385	331,111	1,478,780	1,140,569	22%
Other City Funds	536,751	1,165,828	5,501,585	2,949,519	21%
Total	**$ 4,468,985**	**$ 12,433,656**	**$ 58,198,483**	**$ 31,749,235**	**21%**

EXPENSES – ALL FUNDS

Net Expenses: After interfund transfers, our Net Expenses for March were $2,310,534. For the year, we have experienced a 29% increase in expenses compared to this point in 2024 primarily due to payments for the City building upgrade project.

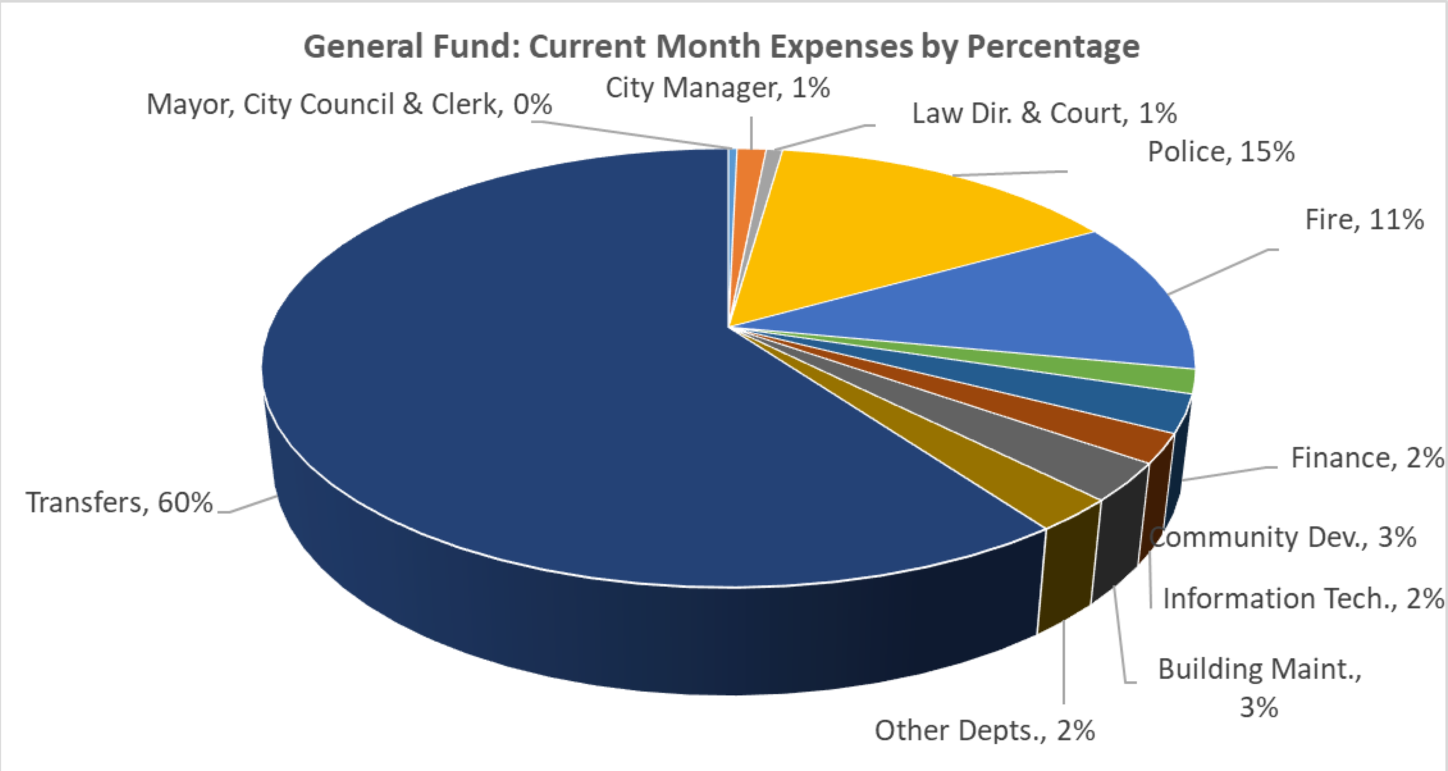
Large Expenses: In March we made large payments for the City building upgrade, tornado siren upgrades, equipment for various department vehicles, and mowers.

Budget Review: It is early in the budget year, and we will continue to evaluate current year budget needs. So far, we are under budget by 4%. As the year progresses, we will start seeing more payments for projects and equipment detailed in the Capital Improvement Plan.

GENERAL FUND

MONTHLY EXPENSES VS. BUDGET

MARCH 2025



EXPENSES BY DEPARTMENT	CURRENT MONTH	YEAR TO DATE	2025 BUDGET	AVAILABLE BALANCE	% EXPENSES TO BUDGET
Mayor, City Council & Clerk	$ 11,371	$ 39,851	$ 231,009	$ 155,541	17%
City Manager & Info. Center	37,995	125,143	672,649	406,075	19%
Law Director & Clerk of Courts	21,327	75,306	438,286	200,008	17%
Police	460,497	1,546,168	6,293,769	4,133,862	25%
Fire	355,733	1,258,112	4,735,210	3,183,394	27%
Finance	55,680	183,862	931,320	615,613	20%
Community & Economic Dev.	87,791	219,414	1,111,000	734,255	20%
Information Technology	67,851	216,168	1,122,720	429,424	19%
Building Maintenance	88,773	373,626	1,857,921	1,095,122	20%
Other Departments	77,085	411,078	2,015,320	896,562	20%
Transfers	1,896,000	4,216,800	12,500,000	8,283,200	34%
Total	**$ 3,160,102**	**$ 8,665,529**	**$ 31,909,205**	**$ 20,133,055**	**27%**

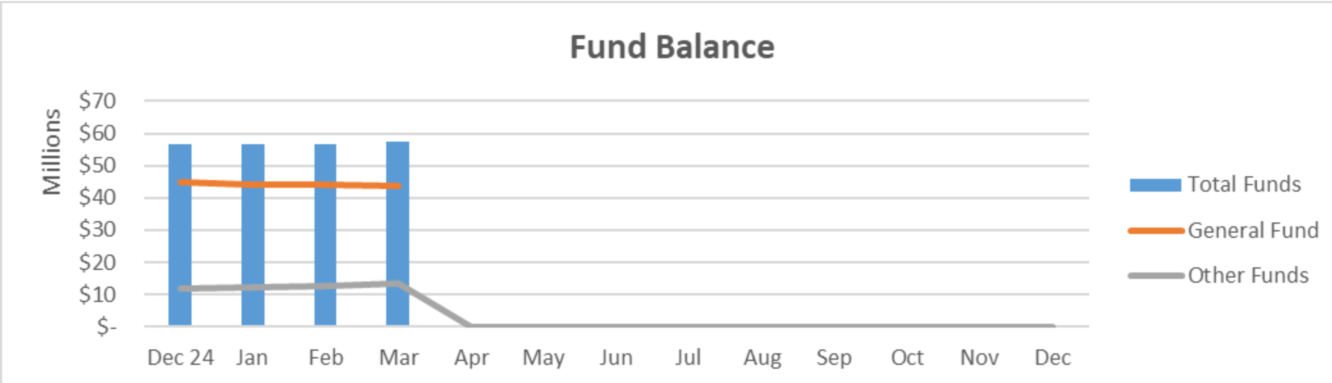
EXPENSES – GENERAL FUND

Budget Status: The General Fund is at 27% of expense budget for this time of the year.

Transfers: Transfers are slightly above target for the year at 34%. However, the transfers for the month of March were slightly below the budgeted amount. We will continue to evaluate fund balances each month and transfer funds as necessary.

FUND BALANCES & CASH FLOW — MARCH 2025

MONTH END BALANCES BY FUND



FUND	YEAR BEGIN BALANCE	MONTH BEGIN BALANCE	MONTH CHANGE BALANCE	MONTH END BALANCE	YEAR TO DATE CHANGE
General	$ 44,743,031	$ 44,083,998	$ (421,184)	$ 43,662,814	$ (1,080,216)
Street	287,303	354,596	(113,431)	241,165	(46,138)
State Highway	459,370	437,529	(17,750)	419,778	(39,592)
Parks & Recreation	227,480	367,413	(94,837)	272,575	45,095
Cemetery	96,875	95,879	(4,193)	91,685	(5,190)
Motor Vehicle License Tax	45,792	41,445	(3,922)	37,523	(8,269)
Enforcement & Education	72,551	73,003	142	73,145	593
Mayor's Court Computer	90,557	84,479	582	85,061	(5,496)
Clerk of Court Computer	60,372	56,320	389	56,709	(3,663)
Economic Development	484,336	580,766	-	580,766	96,431
Capital Improvement	5,969,408	6,410,005	1,566,980	7,976,986	2,007,578
Vance Darroch Project	57,381	57,381	-	57,381	-
Debt Service	187,127	188,118	355	188,473	1,346
Tax Increment Financing	48,682	48,940	92	49,032	350
Home Improvement Loan	700,563	704,274	1,330	705,604	5,040
City Garage	360,161	360,161	-	360,161	-
Miscellaneous Trust	45,654	46,054	(200)	45,854	200
Police Pension	52,200	54,293	318	54,611	2,411
Fire Pension	61,067	60,023	(487)	59,536	(1,531)
Insurance Reserve	1,464,773	1,467,042	2,630	1,469,672	4,899
Health Insurance	521,563	504,439	18,801	523,240	1,677
Federal Law Enforcement	42,290	42,514	80	42,594	304
State Law Enforcement Training	46,112	46,356	88	46,444	332
Drug Law Enforcement Trust	43,933	44,166	83	44,249	316
Local Fiscal Recovery	435,657	302,537	(302,198)	339	(435,318)
OneOhio Opioid Settlement	113,560	113,560	-	113,560	-
Total	**$ 56,717,797**	**$ 56,625,289**	**$ 633,668**	**$ 57,258,957**	**$ 541,160**

City of Moraine

Departmental Correspondence

TO: Mayor
City Council

FROM: Michael Davis, City Manager

DATE: April 22, 2025

SUBJECT: City Manager's Report

1) City Manager
   a) Notified Miami Valley Lighting about allowing the LED upgrading of streetlights. Targeted timing is August 2025.
   b) Attended the MVCC City Managers Govtech meeting on April 14, 2025.
   c) Attended the Merit System Commission meeting on April 16, 2025.
   d) Participated in the Secure-Cyber roundtable at Tyler Technologies with the Mayor, Council and Police Chief. Senator Husted was in attendance to learn about the important regional work being performed by Shawn's team.
   e) Attended the 60th anniversary meeting update on April 21, 2025.
2) Parks and Recreation
   a) Director Brent Shane reported six employees were hired for this year's summer camp.
   b) The Moraine Community Parks and Recreation Vision Plan is in its final stage.
   c) The two Easter Eggs Hunts were a success. Parks and Recreation plan to have these events next year.
   d) The April 15, 2025, Watercolor Flower painting class had eight participants.
   e) The Pulse Percussion rental went very well. They were extremely thankful and appreciative of everyone who assisted with getting them into the facility last week.
   f) The Color Guard renter, Vox Artium, has inquired about reserving the Payne Recreation Center for next year.
3) Police
   a) April 5: An argument regarding a bar tab occurred at Ziggy's. The subjects left in a vehicle, but a female jumped out of the moving car and was transported to a hospital. Officers are investigating.

      Officers were called to a disorderly subject at Fazoli's jumping on car and being disrupted. The subject was cited and released.
   b) April 14: A vehicle was stolen from Vance Road. The investigation is ongoing.
   c) DEA's National Prescription Drug Take Back Day is scheduled for April 26, 2025, at the Payne Recreation Center from 10:00 a.m. – 2:00 p.m.
   d) Suspects from the regional vehicle break-in crimes have been identified and charged with numerous felonies.

e) Detective investigating numerous fraud complaints including multiple instances of senior citizens being deceived into buying fake Bitcoins.

f) There were 19 calls for service at Walmart, 13 calls at Kroger, 11 calls at Waffle House and 36 calls for service on I-75.

4) Street Division

a) Staff performed seasonal tasks such as flowerbed, catch basin, and ballfield maintenance, soccer field striping and mowing.

b) Potholes were patched citywide.

c) Storm damage was cleaned up Citywide along with pumping water from streets and neighborhoods.

d) Staff repaired the fence by the ballfield at Wax Park.

Bi-Monthly Report

To: **Michael Davis, City Manager**

From: **Traci Kuzminski, Fire Chief** MC30

Date: **April 16th 2025**

Subject: **Activity Report**

The Fire Division responded to a total of 126 incidents from March 30th- April 12th 2025.

EMS/ Fire & Rescue –

Division Responded to 4 Motor Vehicle Incidents
Division responded to 75 EMS Incidents
Division responded to 19 Fire Alarm/Detector Activations
Division Responded to 28 all other calls

Long-term projects/issues:

- New Medic ordered. Still Waiting
- Tornado Siren replacement moving forward. We should be scheduling to replace two sirens soon. One on Hemple and Germantown and one on Cobblegate.
- Getting a quote for a new motor for Siren on Soldier Home and Pinnacle, works intermittently.
- Received new Staff truck, waiting to outfit it
- Order of new ladder E-One Metro Quint Fire Truck through Vogelpohl Fire Equipment.

Full time hiring/promotions:

- Lieutenant Promotion- The list was certified by the merit commission.

Part time hiring:

- We have 6 part time personnel currently on the roster.
- 1 part time Clay McCaffrey will started 4/12/2025

Short term projects/issues:

- Beginning phase of Station 30 Bathroom remodel-On Hold-Meeting with building dept.

Number of Inspections/Re-Inspections:

- 31 Inspections

Meetings:

- Council Meeting 4/10

Other:

- Water Rescue training is coming up in April for 3 days. 4/21, 4/22, 4/23
- 2 Student Ride Alongs
- Extrication Training 4/1
- 2025 GMVEMSC Protocol Review with Dr Marriott – 4/2
- Electripak HeartSaver CPR class –4/2

- Dispatch for Training/ Observation- multiple days
- South Community Heartsaver CPR Class 4/3
- Quarterly Triage Day 4/5-4/6
- Tyler Technologies Staff CPR Class 4/9
- BLS CPR Class Refresher South Community 4/10
- 2 car seat checks for safety
- Adult Easter Egg Hunt 2100 at Ora Everett Park 4/11
- Easter Egg Hunt @ Ora Everett Park 4/12

A Resolution accepting the bid of and authorizing the City Manager to enter into a contract with First Star Safety, LLC for the 2025 Pavement Striping Program for the total amount of $50,456.82 and further authorizing the City Manager to execute needed change order(s), if any, in specified amount.

Department: Community Development
Request: Resolution

Item Background and Purpose:
I recommend awarding the 2025 Pavement Striping Program to First Star Safety with the accepted bid amount of $50,456.82 and approving a total of $55,504.50.

This project consists of striping roadways throughout the City of Moraine including Daruma Parkway, Fuyao Avenue, Jomar Avenue, Lauderdale Drive, Lehigh Place, Sandridge Drive, Northlawn Avenue at Dryden and Springboro Pike, Springboro Pike and Main Street, Stroop Road at Springboro Pike, Encrete Road north of Cardington Road, and Dixie Drive at Stroop Road.

The apparent low bidder with a bid price of $50,456.82, First Star Safety has done satisfactory work in Moraine and neighboring jurisdictions in 2023 and 2024.

Including a 10% contingency amount that the City Manager can use to authorize potential change orders, the total amount approved would be $55,504.50. This is well below the existing budget of $75,000.00.

Financial Impact:

Is Item Budgeted?: No
Funding Source: The total amount of $55,504.50 would come out of the Capital Improvement Fund, Engineer, Annual Pavement Sealing & Striping Program (301-1305-50002).

Attachments:

1. 2025 Pavement Marking_Bid Results Memo to CM

RECORD OF RESOLUTIONS

Resolution No. **8150-25** Passed **April 24, 2025**

A RESOLUTION ACCEPTING THE BID OF AND AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH FIRST STAR SAFETY, LLC FOR THE 2025 PAVEMENT STRIPING PROGRAM FOR THE TOTAL AMOUNT OF $50,456.82 AND FURTHER AUTHORIZING THE CITY MANAGER TO EXECUTE NEEDED CHANGE ORDER(S), IF ANY, IN SPECIFIED AMOUNT.

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF MORAINE, STATE OF OHIO:

SECTION 1: That bids were requested and received for the 2025 Pavement Striping Project and upon review and recommendation by staff, and determination that the bid of First Star Safety, LLC in the amount of $50,456.82 is hereby deemed to be the lowest and best responsive bid submitted by a responsible bidder, same is hereby accepted and the City Manager is authorized to enter into a contract therewith in accordance with the terms of the bid specifications, said costs to be paid from the Capital Improvement Fund.

SECTION 2: That the City Manager is further authorized to expend up to an additional ten percent (10%) of the bid amount of $50,456.82 for additional work, if necessary, making the total amount approved to be $55,504.50.

SECTION 3: That the Clerk is hereby directed to forward a certified copy of this Resolution to the City Manager, City Engineer, and Finance Director.

SECTION 4: That this Resolution shall take effect from and after the date of its passage.

CITY OF MORAINE
DEPARTMENTAL CORRESPONDENCE

DATE: April 1st, 2025

TO: Michael Davis, City Manager

FROM: Lauren Alvarado, City Engineer

SUBJECT: 2025 Pavement Striping Program

Bids for the subject project were received by MVCC on behalf of the City of Moraine. The following three bids were received:

COMPANY	**BID TOTAL**
First Star Safety	$50,456.82
A&A Safety	$54,951.95
AeroMark	$92,015.05
ENGINEERS ESTIMATE	$68,351.23

I recommend awarding the 2025 Pavement Striping Program to First Star Safety with the accepted bid amount of $50,456.82 and approving a total of $55,504.50.

This project consists of striping roadways throughout the City of Moraine including Daruma Parkway, Fuyao Avenue, Jomar Avenue, Lauderdale Drive, Lehigh Place, Sandridge Drive, Northlawn Avenue at Dryden and Springboro Pike, Springboro Pike and Main Street, Stroop Road at Springboro Pike, Encrete Road north of Cardington Road, and Dixie Drive at Stroop Road.

The apparent low bidder with a bid price of $50,456.82, First Star Safety has done satisfactory work in Moraine and neighboring jurisdictions in 2023 and 2024.

Including a 10% contingency amount that the City Manager can use to authorize potential change orders, the total amount approved would be $55,504.50. This is well below the existing budget of $75,000.00.

RECORD OF RESOLUTIONS

Resolution No. **8151-25** Passed **April 24, 2025**

A RESOLUTION APPROVING THE APPOINTMENT OF STEPHEN NOEL TO THE PLANNING COMMISSION.

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF MORAINE, STATE OF OHIO:

SECTION 1: That Stephen Noel is appointed as a member of the Planning Commission for a term ending December 31, 2026.

SECTION 2: That the Clerk be and is hereby authorized and directed to forward a certified copy of this Resolution to the City Manager, City Planner, and Chair of the Planning Commission.

SECTION 3: That this Resolution shall take effect and be in force from and after the date of its passage.

RECORD OF RESOLUTIONS

Resolution No. **8152-25** Passed **April 24, 2025**

A RESOLUTION APPROVING A VIDEO RECORD PREPARATION COST RECOVERY POLICY RELATIVE TO COSTS ASSOCIATED WITH LAW ENFORCEMENT VIDEOS.

WHEREAS, House Bill 315, with an effective date of April 3, 2025, permits jurisdictions to charge up to $750 for the time it takes to review, blur or otherwise obscure, redact, upload, and/or produce copies of law enforcement dashboard camera video(s) and/or body camera video(s); and

WHEREAS, the proposed and attached Video Record Preparation Cost Recovery Policy (Exhibit A) was approved by the Records Commission on April 23, 2025.

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF MORAINE, STATE OF OHIO:

SECTION 1: That the attached Video Record Preparation Cost Recovery Policy (Exhibit A) is hereby approved and adopted.

SECTION 2: That the Clerk be and is hereby authorized and directed to forward a certified copy of this Resolution to the City Manager, Chief of Police, and Finance Director.

SECTION 3: That this Resolution shall take effect and be in full force and effect from and after the date of its passage.

Video Record Preparation Cost Recovery (R.C. 149.43(B)(1)

A) In accordance with Ohio Revised Code 149.43(B)(1), requesters will be charged the actual cost associated with preparing each video record for inspection or production, not to exceed Seventy-five dollars ($75.00) per hour of each video record produced, nor seven hundred fifty dollars ($750.00) total. “Actual cost” means all costs incurred by the state or local law enforcement agency in reviewing, blurring or otherwise obscuring, redacting, uploading, or producing each video record, including but not limited to the storage medium on which the record is produced, staff time, and any other relevant overhead necessary to comply with the request.

B) Within five business days of receipt of a request for a video record, the requester will be provided with the estimated actual cost of producing the video record. Requesters must pay the estimated actual cost before the video record is processed and prepared for inspection or production. Upon receipt of payment in full, the requested video record will be processed and prepared.

C) If, during the course of processing and preparation it is determined that the actual cost exceeds the estimated actual cost, then the requester will be notified in advance that the actual cost may be up to twenty per cent higher than the estimated actual cost. The requester may then be charged the difference in cost on fulfilling the request. However, the requester may not be charged the difference that exceeds twenty per cent of the estimated actual cost.

D) Payment must be made in the form of cash (USD) or check payable to the City of Moraine and delivered to the Moraine Police Department, 4200 Dryden Road, Moraine, Ohio, 45439.

E) Criminal defendants should request video records relevant to their case from the appropriate prosecutor’s office through the criminal discovery process under Rule 16 of the Criminal Rules of Procedure.

F) The City of Moraine may from time to time proactively make widely available through social media or other media press release materials, video, pictures and other material of a public interest. If these press release materials were produced prior to any associated public records requests, these press release materials will be provided to the requestor for no charge.

RECORD OF RESOLUTIONS

Resolution No. **8153-25** Passed **April 24, 2025**

A RESOLUTION AUTHORIZING THE CITY OF MORAINE TO ACCEPT THE DONATION OF SUPPLY TANK AND PROPANE FROM APOLLO PROPANE.

WHEREAS, Apollo Propane has donated a supply tank and propane to the City of Moraine and the City of Moraine desires to accept the donation of same.

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF MORAINE, STATE OF OHIO:

SECTION 1: That the City Manager is authorized to accept, on behalf of the City of Moraine, Ohio, the donation of a supply tank and propane from Apollo Propane.

SECTION 2: That the Clerk be and is hereby authorized and directed to forward a certified copy of this Resolution to the City Manager and Finance Director.

SECTION 3: That this Resolution shall take effect and be in full force and effect from and after the date of its passage.