



MUNICIPAL BUILDING  
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**To:** Mayor, Members of Council and City Administrator

**From:** Jason Carr, CPA, Finance Director

**Date:** 2/24/2022

**RE:** 2022 Budget Amendment – Ordinance 2022-009

The following is a summary of appropriation amendments to appropriations based on actual carryover fund balances and changes to estimated receipts:

### **Fund Balance Reserves**

The City's Purchasing and Financial Policy requires the set-aside of unrestricted carryover balance within the General Fund each year. The following is the calculation supporting the City's 20% unappropriated fund balance within the General Fund:

<b>Unrestricted 20% Carryover Balance – Prior Year</b>			\$3,042,112
<b>Projected/Actual Carryover Year-End</b>		\$5,671,764	
<b>X 20% Carryover</b>		X 20%	
<b>Projected/Estimated Carryover</b>		1,134,353	1,134,353
<b>Unrestricted 20% Carryover Balance – Current Year</b>			<b>\$4,176,465</b>

Our ending actual carryover balance of \$5,671,764 exceeds the required set-aside of \$4,176,465, which allows the City to appropriate the difference of \$1,495,299 if needed. When including the Rainy Day Fund balance of \$1,991,667, the City has \$6,168,132 in unappropriated money that requires Council approval prior to expenditure.

### **Salaries and Benefits**

Based on changes to health insurance premiums and deductibles, staffing changes, cost allocation modifications, and final performance raises, personal service appropriations changed by the following amounts:

**Salaries and Benefits (Continued):**

<b>Fund</b>	<b>Original Budget</b>	<b>Amended Budget</b>	<b>Change</b>	<b>% Change</b>
General	\$9,670,380	\$9,566,644	(\$103,736)	(1.07%)
Street	1,019,584	1,058,852	39,268	3.85%
Cemetery	13,691	13,691	0	0%
Senior Transportation	12,112	12,112	0	0%
Recreation	1,718,440	1,734,688	16,248	0.95%
Golf Course	1,221,587	1,295,529	73,942	6.05%
Senior Center	138,232	143,933	5,701	4.12%
Water	285,165	302,813	17,648	6.19%
Sewer	71,767	76,510	4,743	6.61%
Storm Water	477,089	503,327	26,238	5.50%
<b>Total All Funds</b>	<b>\$14,628,047</b>	<b>\$14,708,099</b>	<b>80,082</b>	<b>0.55%</b>

The largest General Fund department increase was Police of \$101,072 and was attributed to the hiring of new patrol officers off-set by a sergeant retirement. The largest department decrease was Facilities based on the resignation of the Facilities Director and changes to the Director position.

**Other Significant Changes**

<b>Fund</b>	<b>Department</b>	<b>Amount</b>	<b>Description</b>
General	Police	\$13,470	Ohio Police Officer Training Academy Grant
General	Town Hall	15,400	Maintenance and Repairs: <ul style="list-style-type: none"> <li>- KidSpace Roof Repair - \$8,000</li> <li>- KidSpace Ceiling Tiles - \$1,000</li> <li>- KidSpace Interior Painting - \$2,400</li> <li>- Town Hall Exterior Signs - \$2,000</li> <li>- Town Hall Women's Restroom - \$2,000</li> </ul>
General	Town Hall	4,000	Advertising
General	Town Hall	3,000	Special Events: <ul style="list-style-type: none"> <li>- Professional Christmas Lights Town Hall</li> </ul>
General	Economic Development	(30,000)	Lease Broker – Reduce Cost
General	Parks	1,139	SCAG Mower Cost Increase
General	Transportation	15,000	City Share of Van Purchased Through ODOT Transit Program
Cemetery	Public Works	(13,761)	Decrease appropriations for actual cash carryover balance.
Senior Transportation	Transportation	(3,061)	Decrease appropriations for actual cash carryover balance.
Drug Education	Police	(1,430)	Decrease appropriations for actual cash carryover balance.
Court Computer	Law	(100)	Decrease appropriations for actual cash carryover balance.
Termination Fund	Finance	(2,169)	Decrease appropriations for actual cash carryover balance.
Senior Center	Recreation	(1,826)	Decrease appropriations for actual cash carryover balance and increase to health care costs.

<b>Fund</b>	<b>Department</b>	<b>Amount</b>	<b>Description</b>
Local Fiscal Recovery Fund	Capital	(5,100)	Decrease appropriations for actual cash carryover balance.
Wert's Grove Building	Capital	(716)	Decrease appropriations for actual cash carryover balance.
Water	Utilities & Communication	596	Increase for cell phone stipend.
Surety Bond	Building & Zoning	(2,508)	Decrease appropriations for actual cash carryover balance.
Township Inspections	Building & Zoning	(5,225)	Decrease appropriations for actual cash carryover balance.
Employee Withholding	Finance	(2,718)	Decrease appropriations for actual cash carryover balance.
	<b>TOTAL</b>	<b>(\$16,009)</b>	