



MUNICIPAL BUILDING
655 Blacklick St.
Groveport, OH 43125
614.836.5301
www.groveport.org

To: Mayor, Members of Council and City Administrator

From: Jason Carr, CPA, Finance Director

Date: September 26, 2022

RE: Finance Director Report

Ordinance 2022-034 – Group Swim Instructor Pay Grade

Currently, independent contractors are providing private, individual, and group swim instruction to patrons who register for classes. A concern has been identified regarding these independent contractors being properly insured for errors or omissions and other related matters.

In order to address this concern, Ordinance 2022-034 would require any independent contractor who is not currently an employee of the City of Groveport to be hired as an employee, either as a lifeguard, head lifeguard, or under the Group Swim Instructor pay grade scale. This Ordinance will change the Group Swim Instructor Classification from Grade 2 to Grade 3 on the pay scale and those who have an active Water Safety Instructor certification will receive an addition \$2.00 per hour when conducting swim lessons.

Job descriptions have been updated and revised to include swim instruction for the Aquatics Manager, Head Lifeguard and Lifeguard positions to address these proposed changes.

We ask this legislation is referred to the October 17, 2022 Committee of the Whole meeting.

Ordinance 2022-032 – Interfund Loan - \$2,200,000

The final pay application for the Rarey's Port building was paid noting unspent bond proceeds totaling \$31,682.67. The final pay application for the Wert's Grove building has not been paid, however, there will be no remaining bond proceeds when the final pay application is received.

Change orders for equipment owned by the City of Groveport of \$38,992.14 (Rarey's Port) and \$64,167.09 (Wert's Grove) were received and a portion/all will need to be paid from the internal bond loan proceeds. The City paid its first distribution to the Community Improvement Corporation on September 20, 2022 of \$500,000. Below is the current balance of the total proposed loan of \$2,200,000.

Description	Amount
Bond Proceeds	\$500,000.00
Rarey's Port Equipment Change Order	(7,309.47)
Wert's Grove Equipment Change Order	(64,167.08)
Current Balance – Community Improvement Corporation	\$428,523.45

Payments to the Community Improvement Corporation will continue as cash is needed for future costs.

Town Hall 648 Main Street, Groveport, OH 43125
Groveport Recreation & Aquatic Center 7370 Groveport Road, Groveport, OH 43125
Public Works Facility 7400 Groveport Road, Groveport, OH 43125
Groveport Municipal Golf Course 1005 Richardson Road, Groveport, OH 43125
Police Department 5690 Clyde Moore Drive, Groveport, OH 43125

Application for Real Property Tax Exemption and Remission

The Finance Department submitted the Application for Real Property Tax Exemption and Remission (Form DTE 23) to the Franklin County Auditor's Office to determine taxable/non-taxable status for the Rarey's Port and Wert's Grove Buildings. First floor space is considered taxable while the second floor space should be considered tax-exempt. As of the date of this letter and using the most current information available, estimated annual tax would be \$87,810.77 combined for both buildings.