

Appropriations					
Fund/Activity		Current Appropriation	Increase/ (Decrease)	Revised Appropriation	
110		<b>GENERAL FUND</b>			
110	110	<b>General Fund - Administration</b>			
		Personnel	\$391,000	\$0	\$391,000
		Benefits	117,400	0	117,400
		Operations & Maintenance	817,700	0	817,700
		<b>Total</b>	<b>\$1,326,100</b>	<b>\$0</b>	<b>\$1,326,100</b>
110	120	<b>General Fund - Court</b>			
		Personnel	\$26,800	\$0	\$26,800
		Benefits	4,200	0	4,200
		Operations & Maintenance	38,300	0	38,300
		<b>Total</b>	<b>\$69,300</b>	<b>\$0</b>	<b>\$69,300</b>
110	234	<b>General Fund - Safety Forces</b>			
		Transfer to Safety Forces SR Fund 234	\$4,097,600	\$0	\$4,097,600
		<b>Total</b>	<b>\$4,097,600</b>	<b>\$0</b>	<b>\$4,097,600</b>
110	350	<b>General Fund - Service Department</b>			
		Operations & Maintenance	\$267,500	\$0	\$267,500
		Transfer To SCMR SR Fund 250	498,000	0	498,000
		<b>Total</b>	<b>\$765,500</b>	<b>\$0</b>	<b>\$765,500</b>
110	460	<b>General Fund - Recreation</b>			
		Transfer To Recreation SR Fund 280	\$27,100	\$0	\$27,100
		<b>Total</b>	<b>\$27,100</b>	<b>\$0</b>	<b>\$27,100</b>
110	465	<b>General Fund - Community Center Operations</b>			
		Personnel	\$40,700	\$0	\$40,700
		Benefits	6,300	0	6,300
		Operations & Maintenance	130,700	0	130,700
		<b>Total</b>	<b>\$177,700</b>	<b>\$0</b>	<b>\$177,700</b>
110	570	<b>General Fund - Building Department</b>			
		Personnel	\$85,500	\$0	\$85,500
		Benefits	36,400	0	36,400
		Operations & Maintenance	12,100	0	12,100
		<b>Total</b>	<b>\$134,000</b>	<b>\$0</b>	<b>\$134,000</b>
110		<b>General Fund - Total</b>			
		Personnel	\$544,000	\$0	\$544,000
		Benefits	164,300	0	164,300
		Operations & Maintenance	1,266,300	0	1,266,300
		Transfer to Other Funds	4,622,700	0	4,622,700
		<b>TOTAL - GENERAL FUND</b>	<b>\$6,597,300</b>	<b>\$0</b>	<b>\$6,597,300</b>

SPECIAL REVENUE FUNDS					
200		<b>FEMA Grants Fund</b>			
202		Operations & Maintenance	\$75,800	\$0	\$75,800
		<b>Total</b>	<b>\$75,800</b>	<b>\$0</b>	<b>\$75,800</b>
203		<b>Law Enforcement Grants Fund</b>			
		Personnel	\$0	\$0	\$0
		Benefits	0	0	0
		Operations & Maintenance	0	0	0
		Advance Repayment To Law Enforcement Trust Fund 800	0	0	0
		<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
210		<b>Court Improvement Fund</b>			
		Personnel	\$48,600	\$0	\$48,600
		Benefits	25,500	0	25,500
		Operations & Maintenance	7,500	0	7,500
		<b>Total</b>	<b>\$81,600</b>	<b>\$0</b>	<b>\$81,600</b>

Appropriations				
Fund/Activity		Current Appropriation	Increase/ (Decrease)	Revised Appropriation
215	<b>Veterans Memorial Fund</b>			
	Operations & Maintenance	\$42,800	\$0	\$42,800
	Advance Repayment to Capital Fund No. 420	5,000	0	5,000
	<b>Total</b>	<b>\$47,800</b>	<b>\$0</b>	<b>\$47,800</b>
218	<b>Community Center Donation Fund</b>			
	Operations & Maintenance	\$200	\$0	\$200
	<b>Total</b>	<b>\$200</b>	<b>\$0</b>	<b>\$200</b>
220	<b>Police Pension Fund</b>			
	Benefits	\$73,200	\$0	\$73,200
	Operations & Maintenance	2,500	0	2,500
	<b>Total</b>	<b>\$75,700</b>	<b>\$0</b>	<b>\$75,700</b>
234	<b>Safety Forces Fund</b>			
234	110 <b>Administration</b>			
	Operations & Maintenance	\$32,900	\$0	\$32,900
	<b>Total</b>	<b>\$32,900</b>	<b>\$0</b>	<b>\$32,900</b>
234	230 <b>Police Department</b>			
	Personnel	\$1,886,900	\$0	\$1,886,900
	Benefits	566,500	0	566,500
	Operations & Maintenance	400,600	0	400,600
	Advance To Employee Termination SR Fund 296	0	0	0
	<b>Total</b>	<b>\$2,854,000</b>	<b>\$0</b>	<b>\$2,854,000</b>
234	235 <b>Dispatchers</b>			
	Personnel	\$349,400	\$0	\$349,400
	Benefits	113,300	0	113,300
	Operations & Maintenance	175,500	0	175,500
	Transfer To Debt Service Fund 310	108,700	0	108,700
	<b>Total</b>	<b>\$746,900</b>	<b>\$0</b>	<b>\$746,900</b>
234	240 <b>Fire Department</b>			
	Personnel	\$778,700	\$0	\$778,700
	Benefits	327,400	0	327,400
	Operations & Maintenance	229,900	0	229,900
	Transfer To FEMA Grant SR Fund 202	3,800	0	3,800
	Transfer To Fire Levy SR Fund 240	39,600	0	39,600
	Transfer To Debt Service Fund 310	56,900	0	56,900
	Advance To Employee Termination SR Fund	20,600	0	20,600
	<b>Total</b>	<b>\$1,456,900</b>	<b>\$0</b>	<b>\$1,456,900</b>
234	<b>Safety Forces Special Revenue Fund - Total</b>			
	Personnel	\$3,015,000	\$0	\$3,015,000
	Benefits	1,007,200	0	1,007,200
	Operations & Maintenance	838,900	0	838,900
	Transfer to Other Funds	229,600	0	229,600
	<b>TOTAL - Safety Forces Fund</b>	<b>\$5,090,700</b>	<b>\$0</b>	<b>\$5,090,700</b>
240	<b>Fire Levy</b>			
	Personnel	\$550,300	\$0	\$550,300
	Benefits	63,600	0	63,600
	Operations & Maintenance	24,900	0	24,900
	<b>Total</b>	<b>\$638,800</b>	<b>\$0</b>	<b>\$638,800</b>
250	<b>Street Construction, Maintenance &amp; Repair Fund</b>			
	Personnel	\$465,800	\$8,800	\$474,600
	Benefits	170,500	3,300	173,800
	Operations & Maintenance	731,500	0	731,500
	<b>Total</b>	<b>\$1,367,800</b>	<b>\$12,100</b>	<b>\$1,379,900</b>
255	<b>License Fee Fund</b>			
	Operations & Maintenance	\$24,800	\$0	\$24,800
	Transfer To Pleasant Valley Bridge Maint	15,000	0	15,000
	<b>Total</b>	<b>\$39,800</b>	<b>\$0</b>	<b>\$39,800</b>
260	<b>State Highway Fund</b>			
	Operations & Maintenance	\$52,200	\$0	\$52,200
	<b>Total</b>	<b>\$52,200</b>	<b>\$0</b>	<b>\$52,200</b>

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Appropriations				
	Fund/Activity	Current Appropriation	Increase/ (Decrease)	Revised Appropriation
270	<b>Road Levy Fund</b>			
	Personnel	\$36,700	\$0	\$36,700
	Benefits	9,300	0	9,300
	Operations & Maintenance	1,181,500	0	1,181,500
	Transfer To Debt Service Fund 310	234,900	0	234,900
	<b>Total</b>	<b>\$1,462,400</b>	<b>\$0</b>	<b>\$1,462,400</b>
280	<b>Recreation Operations Levy</b>			
	Personnel	\$13,200	\$0	\$13,200
	Benefits	2,000	0	2,000
	Operations & Maintenance	46,800	0	46,800
	Transfer To Rec. Capital Project Fund 460	8,100	0	8,100
	<b>Total</b>	<b>\$70,100</b>	<b>\$0</b>	<b>\$70,100</b>
285	<b>Park Maintenance Fund</b>			
	Personnel	\$24,500	\$0	\$24,500
	Benefits	7,000	0	7,000
	Operations & Maintenance	59,800	0	59,800
	<b>Total</b>	<b>\$91,300</b>	<b>\$0</b>	<b>\$91,300</b>
296	<b>Employee Termination Fund</b>			
	Personnel	\$39,500	\$0	\$39,500
	Benefits	600	0	600
	Operations & Maintenance	900	0	900
	Advance Repayment To Safety Forces SR Fund 234	3,000	0	3,000
	<b>Total</b>	<b>\$44,000</b>	<b>\$0</b>	<b>\$44,000</b>
297	<b>W.H.I.S.P.E.R. Fund</b>			
	Operations & Maintenance	\$8,400	\$0	\$8,400
	<b>Total</b>	<b>\$8,400</b>	<b>\$0</b>	<b>\$8,400</b>
298	<b>Garfield Park Fund</b>			
	Operations & Maintenance	\$4,900	\$0	\$4,900
	<b>Total</b>	<b>\$4,900</b>	<b>\$0</b>	<b>\$4,900</b>
200	<b>Special Revenue Fund Group - Total</b>			
	Personnel	\$4,193,600	\$8,800	\$4,202,400
	Benefits	1,358,900	3,300	1,362,200
	Operations & Maintenance	3,103,400	0	3,103,400
	Transfer to Other Funds	495,600	0	495,600
	<b>TOTAL - SPECIAL REVENUE FUND GROUP</b>	<b>\$9,151,500</b>	<b>\$12,100</b>	<b>\$9,163,600</b>
300	<b>DEBT SERVICE FUNDS</b>			
310	<b>Bond Retirement Fund</b>			
	Operations & Maintenance	\$3,216,500	\$0	\$3,216,500
	<b>Total</b>	<b>\$3,216,500</b>	<b>\$0</b>	<b>\$3,216,500</b>
320	<b>Special Assessment Bond Retirement Fund</b>			
	Operations & Maintenance	\$19,100	\$0	\$19,100
	<b>Total</b>	<b>\$19,100</b>	<b>\$0</b>	<b>\$19,100</b>
300	<b>Debt Service Fund Group - Total</b>			
	Operations & Maintenance	\$3,235,600	\$0	\$3,235,600
	<b>TOTAL - DEBT SERVICE FUND GROUP</b>	<b>\$3,235,600</b>	<b>\$0</b>	<b>\$3,235,600</b>

Appropriations				
	Fund/Activity	Current Appropriation	Increase/ (Decrease)	Revised Appropriation
<b>400</b>	<b>CAPITAL PROJECT FUNDS</b>			
<b>420</b>	<b>Capital Improvement Fund</b>			
	Operations & Maintenance	\$225,000	\$0	\$225,000
	Transfer To Veterans Memorial SR Fund 215	32,200	0	32,200
	Transfer To Debt Service Fund 310	76,000	0	76,000
	Advance To Veterans Memorial SR Fund 215	5,000	0	5,000
	<b>Total</b>	<b>\$338,200</b>	<b>\$0</b>	<b>\$338,200</b>
<b>423</b>	<b>Classic TIF Fund</b>			
	Operations & Maintenance	\$0	\$0	\$0
	Transfer To Debt Service Fund 310	103,700	0	103,700
	<b>Total</b>	<b>\$103,700</b>	<b>\$0</b>	<b>\$103,700</b>
<b>441</b>	<b>Fire Dept. Capital Project Fund</b>			
	Operations & Maintenance	\$6,100	\$0	\$6,100
	Transfer To Debt Service Fund 310	121,300	0	121,300
	<b>Total</b>	<b>\$127,400</b>	<b>\$0</b>	<b>\$127,400</b>
<b>443</b>	<b>Pleasant Valley Rd. Bridge Maintenance Fund</b>			
	Operations & Maintenance	\$18,000	\$0	\$18,000
	<b>Total</b>	<b>\$18,000</b>	<b>\$0</b>	<b>\$18,000</b>
<b>444</b>	<b>Fire Dept. Equipment Capital Project Fund</b>			
	Operations & Maintenance	\$1,100	\$0	\$1,100
	Transfer To Debt Service Fund 310	13,900	0	13,900
	<b>Total</b>	<b>\$15,000</b>	<b>\$0</b>	<b>\$15,000</b>
<b>460</b>	<b>Recreation Capital Project Fund</b>			
	Operations & Maintenance	\$34,800	\$0	\$34,800
	<b>Total</b>	<b>\$34,800</b>	<b>\$0</b>	<b>\$34,800</b>
<b>400</b>	<b>Capital Project Fund Group - Total</b>			
	Operations & Maintenance	\$285,000	\$0	\$285,000
	Transfers to Other Funds	352,100	0	352,100
	<b>TOTAL - CAPITAL PROJECT FUND GROUP</b>	<b>\$637,100</b>	<b>\$0</b>	<b>\$637,100</b>

ENTERPRISE FUNDS				
<b>600</b>	<b>ENTERPRISE FUNDS</b>			
<b>610</b>	<b>Sewer Service Fund -</b>			
	Personnel	\$133,400	\$0	\$133,400
	Benefits	55,000	0	55,000
	Operations & Maintenance	1,104,200	0	1,104,200
	Transfer to Debt Service Fund 310	466,400	0	466,400
	<b>Total</b>	<b>\$1,759,000</b>	<b>\$0</b>	<b>\$1,759,000</b>
<b>641</b>	<b>ECTW Assessment Area "C"</b>			
	Personnel	\$0	\$0	\$0
	Benefits	0	0	0
	Operations & Maintenance	171,498	0	171,498
	<b>Total</b>	<b>\$171,498</b>	<b>\$0</b>	<b>\$171,498</b>
<b>600</b>	<b>Enterprise Fund Group - Total</b>			
	Personnel	\$133,400	\$0	\$133,400
	Benefits	55,000	0	55,000
	Operations & Maintenance	1,275,698	0	1,275,698
	Transfer to Other Funds	466,400	0	466,400
	<b>TOTAL - ENTERPRISE FUND GROUP</b>	<b>\$1,930,498</b>	<b>\$0</b>	<b>\$1,930,498</b>

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Appropriations				
Fund/Activity		Current Appropriation	Increase/ (Decrease)	Revised Appropriation
800	<b>TRUST &amp; AGENCY FUNDS</b>			
800	<b>DEA Fund</b>			
	Personnel	\$0	\$0	\$0
	Benefits	0	0	0
	Operations & Maintenance	320,000	0	320,000
	Transfer to Law Enforcement Fund 203	0	0	0
	Advance To Law Enforcement Grants Fund 203	0	0	0
	<b>Total</b>	<b>\$320,000</b>	<b>\$0</b>	<b>\$320,000</b>
802	<b>Law Enforcement Trust Fund</b>			
	Personnel	\$0	\$0	\$0
	Benefits	0	0	0
	Operations & Maintenance	23,000	0	23,000
	<b>Total</b>	<b>\$23,000</b>	<b>\$0</b>	<b>\$23,000</b>
805	<b>Unclaimed Moneys Trust Fund</b>			
	Operations & Maintenance	\$36,000	\$0	\$36,000
	<b>Total</b>	<b>\$36,000</b>	<b>\$0</b>	<b>\$36,000</b>
809	<b>Petty Cash Trust Fund</b>			
	Operations & Maintenance	\$700	\$0	\$700
	<b>Total</b>	<b>\$700</b>	<b>\$0</b>	<b>\$700</b>
819	<b>Zoning Escrow Agency Fund</b>			
	Operations & Maintenance	\$4,400	\$0	\$4,400
	<b>Total</b>	<b>\$4,400</b>	<b>\$0</b>	<b>\$4,400</b>
821	<b>Construction Bond Trust Fund</b>			
	Operations & Maintenance	\$50,000	\$0	\$50,000
	<b>Total</b>	<b>\$50,000</b>	<b>\$0</b>	<b>\$50,000</b>
823	<b>Engineering &amp; Inspection Trust Fund</b>			
	Operations & Maintenance	\$60,000	\$0	\$60,000
	<b>Total</b>	<b>\$60,000</b>	<b>\$0</b>	<b>\$60,000</b>
800	<b>Trust &amp; Agency Fund Group - Total</b>			
	Personnel	\$0	\$0	\$0
	Benefits	0	0	0
	Operations & Maintenance	494,100	0	494,100
	Transfer to Other Funds	0	0	0
	<b>TOTAL - TRUST &amp; AGENCY FUND GROUP</b>	<b>\$494,100</b>	<b>\$0</b>	<b>\$494,100</b>
<b>TOTAL - ALL FUNDS</b>				
	Personnel	\$4,871,000	\$8,800	\$4,879,800
	Benefits	1,578,200	3,300	1,581,500
	Operations & Maintenance	9,660,098	0	9,660,098
	Transfer to Other Funds	5,936,800	0	5,936,800
	<b>TOTAL - ALL FUND GROUPS</b>	<b>\$22,046,098</b>	<b>\$12,100</b>	<b>\$22,058,198</b>

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EXHIBIT "A"

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# City of Willoughby Hills

## Interoffice Memo

**Date:** October 21, 2013

**To:** Mayor Robert Weger and Members of City Council

**From:** Frank Brichacek, Director of Finance *FBS*

**Subject:** 2013 Operating Budget Revision – Dodd's Hill Road Emergency Sinkhole Repair Project Funded by the Lake County Stormwater Management Department

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Street Superintendent Nate Catania has notified me that on Friday, October 18<sup>th</sup>, it was discovered that a broken storm sewer has caused a sinkhole to develop under Dodd's Hill Road. The sinkhole has been covered by a steel plate temporarily until more permanent repairs to the storm sewer and roadway can be completed. Street Superintendent Catania also contacted Mr. Tim Miller, Director of the Lake County Stormwater Management Department (LCSMD) to request LCSMD funding for the project. Mr. Miller indicated that the project will be approved for funding this week and authorized the City to proceed with repairs immediately.

Base upon Street Superintendent Catania's proposed budget and Mr. Miller's approval, I am requesting that City Council approve increasing the appropriation of the Street Maintenance and Repair Special Revenue Fund No. 250 by \$12,100, from \$1,367,800 to \$1,379,900, as detailed in the attached schedule in order to provide for the emergency repair of the sinkhole underneath Dodd's Hill Road along with the damaged roadway as detailed in the attached email dated October 18, 2013 from Street Superintendent Catania to Timothy A. Miller, Director of the Lake County Stormwater Management Department and the email dated October 18, 2013 from Timothy A. Miller, Director of the Lake County Stormwater Management Department to Street Superintendent Catania.

Based upon the receipt of this award, I will be requesting that the County Budget Commission amend the City's 2013 Certificate of Estimated Resources as follows:

- Street Maintenance and Repair Special Revenue Fund No. 250 – Increase estimated resources by \$12,100, from \$1,450,561 to \$1,462,661, to provide for the funding awarded by the Lake County Stormwater Management Department to fully finance the project detail above.

If you have any questions regarding this appropriation change, do not hesitate to contact me. If you have any questions regarding the Dodd's Hill Road Sinkhole Storm Sewer Repair Project, please contact Street Superintendent Nate Catania or City Engineer Pietro DiFranco.

Attachments (2)

C: Debbie Doles, Assistant Finance Director  
Nate Catania, Street Superintendent

**Frank Brichacek**

**From:** Nate Catania [natecatania@willoughbyhills-oh.gov]  
**Sent:** Saturday, October 19, 2013 9:30 AM  
**To:** 'Frank Brichacek'; Finance@willoughbyhills-oh.gov  
**Cc:** 'Robert M. Weger'  
**Subject:** FW: Dodd's Hill Rd.

**From:** Miller, Tim [mailto:Tim.Miller@lakecountyohio.gov]  
**Sent:** Friday, October 18, 2013 3:32 PM  
**To:** Nate Catania  
**Subject:** RE: Dodd's Hill Rd.

Due to the emergency of this situation, go ahead and schedule the repair. I will process the paperwork on Monday, but you can begin sooner than that.

*Timothy A. Miller, MPA, CMSAS  
Director, Lake County Stormwater Management Dept.*

**From:** Nate Catania [mailto:natecatania@willoughbyhills-oh.gov]  
**Sent:** Friday, October 18, 2013 3:25 PM  
**To:** Miller, Tim  
**Subject:** Dodd's Hill Rd.

Tim,

We found a sink hole in the middle of the road under the pavement caused from a broken storm sewer. I would like to get this fixed as soon as possible. I will have a steel plate put there for now. The following is an estimate to complete. Let me know, Thanks

- Saw cut and excavate
- Replace 30' In. ft. of 8" Storm line
- Backfill with LS Mortar Backfill
- Asphalt patch roadway
- Traffic Control

\$8,750.00 Labor

\$3,300.00 Material

\$12,050.00 Total