

RESOLUTION NO. 2024 – 6
A RESOLUTION TO APPROVE AUTHORIZATIONS (THEN AND NOW CERTIFICATE) TO
THE CITY OF WILLOUGHBY IN THE AMOUNT OF \$21,871.00 FOR THE CITY OF
WILLOWICK, AND DECLARING AN EMERGENCY

WHEREAS, Ohio Revised Code 5705.41(D)(1) provides that if prior certification of funds by the Fiscal Officer was not obtained before the contract or order involving the expenditure of money was made, then the Fiscal Officer may instead certify; and

WHEREAS, that there was at the time of the making of such contract or order and at the time of the execution of such certificate, a sufficient sum appropriated for the purpose of such contract and in the treasury or in process of collection to the credit of an appropriate fund, free from any previous encumbrances; and

WHEREAS, the Fiscal Officer is accordingly certifying that there were appropriations available and funds in the treasury or in the process of collection at the time the contract or order was made (then), and there are still sufficient appropriations and funds in the treasury or in the process of collection at the time the certificate is being issued (now); and

WHEREAS, the amount of the certificate exceeds \$3,000.00.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Willowick, County of Lake, and State of Ohio that:

Section 1. It is hereby certified that both at the time of the making of the attached contract(s) or order(s) and at the date of execution of this certificate, the amount of funds required to pay this contract(s) or order(s) has been appropriated for the purpose of this contract or order, attached hereto, and is in the treasurer or in the process of collection to the credit of the fund free from any previous encumbrances.

Section 2. It is found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were conducted in an open meeting of this Council and that all deliberations of this Council and any of its committees that resulted in such actions were conducted in meetings open to the public in compliance with all legal requirements including Chapter 123 of the Codified Ordinances of the City of Willowick.

Section 3. This Resolution constitutes an emergency measure in that the same provides for the immediate preservation of the public peace, health, safety and welfare of the inhabitants of the City of Willowick; and so that the certificate meets the timeliness requirement of the Ohio State Auditor; wherefore, this Resolution shall be in full force and take effect immediately upon its passage by Council and approval by the Mayor.

PASSED: FEB 06 , 2024



Monica Koudela, Council President

SUBMITTED to the Mayor for his approval
on FEB 07 , 2024

ATTEST:



Christine Morgan, Clerk of Council

APPROVED by the Mayor on
FEB 07, 2024



Michael J. Vandi, Mayor

JAN 22 2024

Invoice Number 2024-00000005
Date 01/17/2024
Due Date 02/16/2024

Customer #: 1151

CITY OF WILLOWICK / FINANCE DIRECTOR
30435 LAKESHORE BLVD

WILLOWICK, OH 44095

Invoice Type: MC-General

Description: 2ND HF'23 COURT COSTS

SEE ENCLOSURES

| Description | Quantity | Price Per Unit | Total Amount Due |
|---------------------------------------|----------|----------------|------------------|
| 1010-110-46602 Shared Crt Allocations | | | \$21,871.00 |

Remit Payment to:

THE CITY OF WILLOUGHBY
ONE PUBLIC SQUARE
WILLOUGHBY, OH 44094
FINANCE DEPARTMENT
(440)953-4208

Total Invoice: \$21,871.00

(440)953-4167

INVOICES NOT PAID WITHIN 30 DAYS WILL BE CHARGED A MONTHLY LATE FEE WHICH WILL BE THE GREATER OF \$10.00 OR 1.5% OF THE UNPAID BALANCE

I HEREBY CERTIFY THAT THE GOODS, MATERIALS
AND SERVICES SET FORTH IN THIS INVOICE HAVE BEEN
RECEIVED AND RENDERED ON BEHALF OF THE

CITY OF WILLOWICK, P.O. # _____

DATE _____ 20__

CITY OF WILLOUGHBY

MEMORANDUM

TO: Finance Officers

FROM: Cher Hoffman, Director of Finance

DATE: January 17, 2024

SUBJECT: Court Allocation for Second Half 2023

I am scheduling a meeting with the Finance Officer or Clerk-Treasurer of each political subdivision for Friday, February 9, 2024 at 9:00am. The meeting will be held at Willoughby City Hall in the 2nd Floor Conference Room.

| | | | |
|---|--------------------|---------------|-----------------------|
| Court Expenditures January -December 2023 | | | <u>1,954,565</u> |
| Less: | | | |
| | Court Costs | 868,486 | |
| | Court Other | 667,479 | |
| | Immobilization Fee | 0 | |
| | Comm Service Pmts | <u>10,941</u> | <u>-1,546,906</u> |
| Court Expenditures Subject to Allocations | | | <u><u>407,659</u></u> |

Allocations 2023

| City | Percent | First Half | Second Half | Total Year |
|------------------|----------------|----------------|----------------|----------------|
| Willoughby | 26.31% | 53,021 | 54,232 | 107,253 |
| Eastlake | 19.97% | 40,244 | 41,166 | 81,410 |
| Wickliffe | 20.78% | 41,876 | 42,836 | 84,712 |
| Willowick | 10.61% | 21,382 | 21,871 | 43,253 |
| Kirtland Hills | 2.57% | 5,179 | 5,298 | 10,477 |
| Kirtland | 9.63% | 19,407 | 19,851 | 39,258 |
| Willoughby Hills | 9.15% | 18,439 | 18,862 | 37,301 |
| Timberlake | 0.12% | 242 | 247 | 489 |
| Waite Hill | 0.85% | 1,713 | 1,752 | 3,465 |
| Lakeline | 0.01% | 20 | 21 | 41 |
| Total | <u>100.00%</u> | <u>201,523</u> | <u>206,136</u> | <u>407,659</u> |

CH: nak

Attachments: Court Revenue & Expenditures

cc: Judge Cornachio
cc: Chris Simon



COURT ALLOCATION

Fiscal Year to Date 12/31/23
Exclude Rollup Account

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | Encumbrances | YTD Transactions | YTD Transactions | Budget - YTD Transactions | % Used/Rec'd | Prior Year Total |
|--|-------------------------------|-----------------------|----------------------|-----------------------|----------------------------|----------------------|-----------------------|-----------------------|---------------------------|-----------------------|------------------|
| REVENUE | | | | | | | | | | | |
| Fund 1010 - General Fund | | | | | | | | | | | |
| Department 110 - Court | | | | | | | | | | | |
| 46601 | Court Costs | 810,000.00 | .00 | 810,000.00 | 60,711.10 | .00 | 868,486.05 | (58,486.05) | 107 | 807,738.81 | |
| 46602 | Court Costs-Shared | 250,000.00 | .00 | 250,000.00 | .00 | .00 | 301,818.00 | (51,818.00) | 121 | 314,731.00 | |
| 46604 | Court-Other | 600,000.00 | .00 | 600,000.00 | 47,565.10 | .00 | 667,478.52 | (67,478.52) | 111 | 577,243.86 | |
| 46606 | Community Service Payments | 3,000.00 | .00 | 3,000.00 | 320.00 | .00 | 10,941.00 | (7,941.00) | 365 | 2,870.00 | |
| Department 110 - Court Totals | | \$1,663,000.00 | \$0.00 | \$1,663,000.00 | \$108,596.20 | \$0.00 | \$1,848,723.57 | (\$185,723.57) | 111% | \$1,702,583.67 | |
| REVENUE TOTALS | | | | | | | | | | | |
| EXPENSE | | | | | | | | | | | |
| Department 110 - Court | | | | | | | | | | | |
| 50101 | Full Time | 1,164,812.00 | .00 | 1,164,812.00 | 77,290.27 | .00 | 1,038,070.01 | 126,741.99 | 89 | 907,856.81 | |
| 50102 | Part Time | 150,000.00 | .00 | 150,000.00 | 9,434.24 | .00 | 142,661.38 | 7,338.62 | 95 | 131,171.10 | |
| 50106 | Overtime | 3,000.00 | .00 | 3,000.00 | 390.23 | .00 | 6,813.49 | (3,813.49) | 227 | 3,280.38 | |
| 50109 | Termination and Separation | 35,000.00 | .00 | 35,000.00 | .00 | .00 | (369.92) | 35,369.92 | -1 | 92,096.81 | |
| 50201 | Pension - PERS | 179,594.00 | .00 | 179,594.00 | 12,196.04 | .00 | 170,078.25 | 9,515.75 | 95 | 165,642.92 | |
| 50204 | Ins - Workers Comp | 33,821.00 | .00 | 33,821.00 | 2,177.89 | .00 | 29,443.54 | 4,377.46 | 87 | 25,507.67 | |
| 50205 | Insurance-Health | 533,260.00 | .00 | 533,260.00 | 29,312.79 | .00 | 417,573.08 | 115,686.92 | 78 | 454,816.12 | |
| 50206 | Insurance-Life | 2,889.00 | .00 | 2,889.00 | (16.95) | .00 | 2,453.47 | 435.53 | 85 | 2,418.22 | |
| 50207 | Medicare | 19,616.00 | .00 | 19,616.00 | 1,199.44 | .00 | 16,645.57 | 2,970.43 | 85 | 17,444.28 | |
| 50332 | Education | 7,500.00 | .00 | 7,500.00 | .00 | .00 | 1,185.00 | 6,315.00 | 16 | 2,270.97 | |
| 50333 | Mileage | 1,500.00 | .00 | 1,500.00 | .00 | .00 | .00 | 1,500.00 | 0 | .00 | |
| 50334 | Dues | 1,500.00 | .00 | 1,500.00 | 150.00 | .00 | 550.00 | 950.00 | 37 | 550.00 | |
| 50400 | Communications | 16,000.00 | .00 | 16,000.00 | .00 | .00 | .00 | 16,000.00 | 0 | .00 | |
| 50402 | Postage | 50,000.00 | 10,189.84 | 60,189.84 | 4,658.99 | 591.48 | 83,310.51 | (23,712.15) | 139 | 64,546.21 | |
| 50451 | Contract Services | 8,500.00 | 12,780.56 | 21,280.56 | 162.50 | 15,552.73 | 8,195.28 | (2,467.45) | 112 | 10,506.44 | |
| 50480 | Insurance and Bonds Liability | 8,000.00 | .00 | 8,000.00 | 313.00 | .00 | 12,602.60 | (4,602.60) | 158 | 9,966.95 | |
| 50500 | Repair and Maint-Equipment | 3,000.00 | .00 | 3,000.00 | .00 | .00 | .00 | 3,000.00 | 0 | 342.62 | |
| 50601 | Materials - Supplies | 20,000.00 | 7,399.20 | 27,399.20 | .00 | 8,777.36 | 10,022.33 | 8,599.51 | 69 | 9,691.48 | |
| 50602 | Periodicals | 10,000.00 | .00 | 10,000.00 | 437.88 | .00 | 6,191.88 | 3,808.12 | 62 | 6,812.20 | |
| 50603 | Fuel & Oil | 1,500.00 | .00 | 1,500.00 | 42.77 | .00 | 638.77 | 861.23 | 43 | 867.75 | |
| 50800 | Capital | 10,000.00 | .00 | 10,000.00 | .00 | .00 | 8,500.00 | 1,500.00 | 85 | .00 | |
| Department 110 - Court Totals | | \$2,259,492.00 | \$30,369.60 | \$2,289,861.60 | \$137,749.09 | \$24,921.57 | \$1,954,565.24 | \$310,374.79 | 86% | \$1,905,788.93 | |
| EXPENSE TOTALS | | | | | | | | | | | |
| Fund 1010 - General Fund Totals | | | | | | | | | | | |
| REVENUE TOTALS | | 1,663,000.00 | .00 | 1,663,000.00 | 108,596.20 | .00 | 1,848,723.57 | (185,723.57) | 111% | 1,702,583.67 | |
| EXPENSE TOTALS | | 2,259,492.00 | 30,369.60 | 2,289,861.60 | 137,749.09 | 24,921.57 | 1,954,565.24 | 310,374.79 | 86% | 1,905,788.93 | |
| Fund 1010 - General Fund Totals | | (\$596,492.00) | (\$30,369.60) | (\$626,861.60) | (\$29,152.89) | (\$24,921.57) | (\$105,841.67) | (\$496,098.56) | | (\$203,205.26) | |
| Grand Totals | | | | | | | | | | | |