



## Mayor - City of Cortland

400 North High Street, Cortland, Ohio 44410

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### Annual Report of the Mayor to Cortland City Council

April 15, 2011

#### **Introduction**

The primary purpose of this report is to document activities during FY 2010 and the condition of the City of Cortland at the conclusion of FY 2010. I want to thank my staff for their support throughout the year and everyone else that contributed to making this year a successful one for the city.

The city completed the year with continued financial solvency. We did not experience the reduction in income that many communities saw during the past two years, primarily due to the fact that we do not collect an income tax. During 2010 we completed much of the work on the major improvements to the City's water system. The most visible project is a new water tower that will provide more reliable service to residents at significantly higher water pressure in most areas of the city.

#### **Finance**

The city completed 2010 with a total unencumbered fund balance of \$2,779,000 which is an decrease of \$41,000 or 1.5% from the carryover 2009 balance. Total expenditures for FY 2010 were \$6,364,900, an increase of \$551,600 over 2009 expenditures. Receipts for FY2010 were \$6,323,400 an increase of \$177,800 or 3% from 2009.

The most significant balance increases were \$110,100 in the Water fund, \$100,500 in the General fund, and \$39,400 in a newly established Parks and Recreation fund.. The most significant balance decreases were \$46,900 in the Police Levy fund, \$126,300 in the Sewer fund, \$40,900 in the Sewer Tap fund, and \$57,500 in the Fire Improvement fund. All other funds remained approximately the same as 2009 year end levels.

## **Service department**

The focus has not changed and continues to be the stabilization of city services through improved problem resolution and tracking, adherence to procedures, and documentation of procedures and processes. Our objective continues to be to maintain long range capital plans for all city infrastructures. This will allow the city to plan for financial needs well into the future and continue to maintain or improve current levels of city services.

### **Water**

The unencumbered water fund balance increased from \$166,200 to \$276,300 with expenditures of \$521,200 to support the water department. Total revenues from water billings were \$711,600, an increase of 26 percent from 2009. This increase resulted from our strategy to change our billing for water and sewer services to better match our cost structure. The increased water revenue will be necessary to pay for the significant investment in the water system made over the last two years. .

Water pressure problems in higher elevation areas of the city will be solved when the new water tower is put into service in the spring. During 2010 we completed the construction of the new elevated storage tank at Willow Park. The addition of pressure reducing valves to create a lower pressure zone west of High Street and south of City Hall and the north well field development on Bradley Brownlee Road are in process and will be completed soon. These projects along with a well field connector line from City Hall to Main Street will complete the upgrades to our water system required to support the future needs of the city.

### **Sanitary Sewers**

The unencumbered Sanitary Sewer fund balances decreased by 18% to \$557,000 with total expenditures of \$903,000 in 2010. Revenues from sewer were \$771,200 which were 4% below revenues in 2009. This reduction was due to both the reduction in sewer rates and reductions in water usage. Sewer payments to the county for treatment were significantly higher in 2010 than prior years due to a rate increase, the rate is reduced slightly for 2011.

The upgrade of the Southdale and Old Oak lift stations were completed during 2010.

### **Storm sewers**

Design for the upgrade to the storm sewers in the Stahl Avenue development and the installation of the water system connector from City Hall to Main Street were completed. This project will correct problems with the construction that limits our

ability to flush the system and it will correctly size sewers for current requirements. Work will begin in early 2011.

Design for the upgrade to storm sewers on Heritage Lane and Emerson Circle will be completed early this year. Work on this project will begin later in 2011 depending on other project activity.

Funding for Improvements along SR 305 near Southdale Avenue and to sewers along Cedar Street near Fowler Street has been obtained through Eastgate. Design will be done for these projects during 2011 with work scheduled for 2012.

## **Streets and Roads**

We continue to utilize a 10 year resurfacing strategy coupled with pavement ratings to determine paving plans for each year. This year the annual resurfacing program included over 366,000 square feet of roadway.

Streets included were Gates Street, Market Street, Ruth Avenue, Troy Place, Brent Place, Robbies Run from Ruth Ave to Amy Place, Portal Drive, from Gas Well to Stonewood, Carolyn Avenue, Cedar Circle, Maplewood Drive, Topaz Trail, from Diamond Way to Turquoise Drive, Bayview Drive from Topaz Tr. to Delbert (private), Topaz Trail from Diamond Way to Turquoise Drive, and Emerald Lane.

In addition to the city paving project, funding through the Ohio Public Works Commission was used to resurface Fowler Street, from South High Street to Maplewood Drive.

Transportation Enhancement funds were used to construct new sidewalks along North Mecca Street between West Main Street and the northern corporation limits.

## **Police Department**

The unencumbered Police Levy fund balance decreased by 22% to \$169,400 with total expenditures of \$964,300 to support the Police department. Police levy expenses continue to exceed receipts. A Levy renewal was passed by Cortland residents which should reverse this trend. The police force agreed to a one year contract extension with no increase in salary to help the City through the economic downturn. The rest of our city employees followed the police lead and renewed their contracts at no increase as well.

Lakeview schools agreed to provide \$12,500 toward continuing the School Resource Officer at their facilities for the 2010/11 school year.

## **Fire Department**

The unencumbered Fire Levy fund balance decreased by .5% to \$414,500 with total expenditures of \$1,324,600 to support the Fire department. While we continued to add to the Fire Improvement Fund (\$80,000), we purchased another new ambulance and replaced the Chief's 1999 Ford Explorer (\$137,500) so the year end balance decreased to \$138,500. Receipts for the fire department were down slightly to \$1,291,400.

There was a continued increase in alarms during 2010 to a total of 1589. A state EMS grant for \$3,950 was received that was used for a Stryker stretcher for the new ambulance. A \$38,000 federal grant was received that was used to replace all the hose in the department and other portable equipment.

## **Other Initiatives**

### **Appearance and Aesthetics of the City**

The Cortland Beautification Association selected two residential properties and one business for the Cortland Pride Award. First Place Bank continued as the 2010 sponsor for the award. Three residential awards and a business award are planned for 2011.

**Attracting People to the Community** - A welcome letter and useful business and city information in plastic Welcome to Cortland bags are being given to all new water customers and other identified new residents. Over 910 packets have been distributed through the end of 2010.

**Parks and Recreation Facilities** - The city completed the installation of two additional Pickle Ball Courts on the Street Hockey Rink.

The City purchased the playground at the former Cortland Elementary to retain this property as open space for a new city park. Plans are underway to improve this property through parking and possible restroom facilities. In addition, the County signed an agreement with the State to lease the land for a county Metro Park on North Mecca Street. This property will be developed jointly by the City and County for recreation activities such as hiking trails and a sled hill.

Respectfully Submitted,

Curt Moll