



June 27, 2025

Meeting Notice
Finance Committee
July 1, 2025
6:00 p.m.

The Whitehouse Village Council is encouraging citizens to consider accessing public meetings remotely. You may do so by phone at 1-567-318-0438. You will then be prompted to press the following Meeting ID 708107151#. You may also access the meeting online by going to the Village website at www.whitehouseoh.gov and clicking on the link from the home page. Please make sure you mute your microphone.

Notice is hereby given that the Finance Committee will meet on Tuesday, July 1, 2025, at 6:00 p.m.

AGENDA

- I. Call to Order
- II. Roll Call
- III. Review and Approval of the April 8, 2025, Finance Committee Minutes
- IV. Discussion on the Following Topics:
 - 1. Review Quarterly Financials
 - 2. Review Financial Dashboard Draft #2-Includes Recommended Changes of Draft #1
- V. Consider Other Business as Appropriate Under the Village Charter
- VI. Adjourn

**Village of Whitehouse
Finance Committee
Village Hall, Whitehouse, OH
April 8th, 2025**

CALL TO ORDER – ROLL CALL

Meeting called to order at 6:03pm by Committee Member Connelly.

Committee Members Present: Steve Connelly, Dave Riggensbach and Carrie Tuohy

Committee Members Absent: N/A

Staff Present: Municipal Administrator Jordan Daugherty, Deputy Administrator Joshua Hartbarger, Council Clerk Nicole Hartbarger

Guests Present: Larry Yunker, Louann Artiaga, Nan Myers

Motion by Councilman Riggensbach, seconded by Councilwoman Tuohy to approve the minutes of the August 20th, 2024, Finance Committee meeting. 3 ayes

GENERAL

Establishing a Format for a Topline Quarterly Report for Distribution Online (Starting in Q1, Going Through the Year)

Connelly shows example of City of Findlay website that includes financial numbers that are updated quarterly and shared. He asks staff about providing this data on a monthly or quarterly basis. Riggensbach suggests that they do not need the very detailed drill down but agrees the high-level data is a good idea to be sharing. Administrator Daugherty comments that this can be done, there is also monthly and quarterly updated snapshots that could be shared – if they want to drill down on category that could be available. Daugherty comments he would love input on top five categories/topics that council would like to share. Connelly suggests talking about these sharable topics during standard Council meeting – just wanted to confirm it would not be a burden for staff to share. Riggensbach suggests calling it a Quarterly Snapshot, so it is expected to be updated only on a quarterly basis. Connelly confirms the high level is plenty of detail, do not need to go deeper. Understand limitations around detailed dashboarding, but would be comfortable with sharing basic, typed in amounts quarterly.

Connelly suggests context or informational details to share with the public while putting the finance data out there, so residents know what they are looking at. Daugherty agrees that is a good idea.

Early Discussion of 2025 Budget Process; Providing Actual Budget vs. Budget For Topline Categories from 2023, 2024 and 2025

The committee is getting ahead of budgeting season, trying to look ahead and look at top line summary of items now and review in more detail as time goes on. Daugherty says October is when amounts start to formalize in and formal budget review is in December. Riggensbach confirms it was spend/budget amounts through October, suggests using actual spend through October not budget, 4th quarter 2024 through first three quarters 2025 of actual spend to use for budget planning. All confirm wanting to use actual dollars spent versus using the budget. Daugherty confirms that is all doable, will want to make sure ahead

of time that the format is the way Council wants to see it. For previous years for comparison, closed fiscal years would want to see actual spend, for first three quarters of 2025 want actual spend, does not need to see budget of previous years for any comparison.

Establishing a Quarterly Cadence for These Finance Meetings, At a Minimum

Connelly suggests a quarterly cadence of April, July, October, January. This meeting covers April, will hold in July, October in 2025 and January 2026.

ADJOURNMENT

Motion by Councilman Riegenbach, seconded by Councilwoman Tuohy to adjourn the meeting at 6:20pm. 3 ayes

Respectfully submitted by Nicole Hartbarger, Clerk of Council

		2019				2020				2021				2022				2023				2024			
Fund	Account Name	Budget	Actual	Variance	% from PY	Budget	Actual	Variance	% from PY	Budget	Actual	Variance	% from PY	Budget	Actual	Variance	% from PY	Budget	Actual	Variance	% from PY	Budget	Actual	Variance	% from PY
General	General Property Tax - Real Estate	\$374,544	\$218,302	\$156,242	-39.4%	\$382,035	\$199,479	\$182,556	-8.6%	\$390,000	\$333,384	\$56,616	67.1%	\$425,000	\$232,400	\$192,600	-30.3%	\$400,000	\$236,602	\$163,398	1.8%	\$435,000	\$227,022	\$207,978	-4.0%
General	Local Government Distribution	\$160,000	\$37,271	\$122,729	-76.7%	\$163,200	\$31,994	\$131,206	-14.2%	\$165,000	\$46,236	\$118,764	44.5%	\$175,000	\$66,052	\$108,948	42.9%	\$180,000	\$53,726	\$126,274	-18.7%	\$190,000	\$51,301	\$138,699	-4.5%
General	Cigarette Tax	\$1,000	\$0	\$1,000	-100.0%	\$1,000	\$0	\$1,000	#DIV/0!	\$1,000	\$0	\$1,000	#DIV/0!	\$1,000	\$0	\$1,000	#DIV/0!	\$1,000	\$0	\$1,000	#DIV/0!	\$1,500	\$0	\$1,500	#DIV/0!
General	Liquor and Beer Permit Fees	\$8,000	\$0	\$8,000	-100.0%	\$8,500	\$0	\$8,500	#DIV/0!	\$8,000	\$220	\$7,780	#DIV/0!	\$10,000	\$0	\$10,000	-100.0%	\$8,000	\$0	\$8,000	#DIV/0!	\$12,500	\$5,522	\$6,978	#DIV/0!
General	State - Restricted	\$9,000	\$4,865	\$4,135	-45.9%	\$9,000	\$14,895	-\$5,895	206.2%	\$13,000	\$18,160	-\$5,160	21.9%	\$9,000	\$12,628	-\$3,628	-30.5%	\$14,000	\$4,152	\$9,848	-67.1%	\$14,000	\$20,439	-\$6,439	392.3%
General	Contracts for Fire Services	\$120,000	\$0	\$120,000	-100.0%	\$125,000	\$73,494	\$51,506	#DIV/0!	\$125,000	\$0	\$125,000	-100.0%	\$600,000	\$76,464	\$523,536	#DIV/0!	\$850,000	\$77,993	\$772,007	2.0%	\$285,000	\$79,553	\$205,447	2.0%
General	Contracts for Police Protection	\$105,000	\$100,000	\$5,000	96.1%	\$105,000	\$57,183	\$47,817	-42.8%	\$105,000	\$0	\$105,000	-100.0%	\$105,000	\$136,785	-\$31,785	#DIV/0!	\$105,000	\$181,473	-\$76,473	32.7%	\$210,000	\$0	\$210,000	-100.0%
General	Garbage and Trash	\$220,000	\$54,696	\$165,305	-73.3%	\$230,000	\$57,712	\$172,288	5.5%	\$275,000	\$62,874	\$212,126	8.9%	\$290,000	\$68,734	\$221,266	9.3%	\$296,000	\$72,282	\$223,718	5.2%	\$313,760	\$79,122	\$234,638	9.5%
General	Contracts for Emergency Medical Services	\$57,000	\$25,284	\$31,716	-54.0%	\$55,000	\$20,944	\$34,056	-17.2%	\$60,000	\$23,813	\$36,187	13.7%	\$62,000	\$34,844	\$27,156	46.3%	\$80,000	\$21,548	\$58,452	-38.2%	\$85,000	\$34,966	\$50,034	62.3%
General	Other - Fines and Forfeitures	\$22,000	\$3,700	\$18,300	-83.9%	\$22,000	\$6,250	\$15,750	68.9%	\$20,000	\$2,885	\$17,115	-53.8%	\$20,000	\$4,941	\$15,059	71.3%	\$15,000	\$2,392	\$12,608	-51.6%	\$10,000	\$3,152	\$6,848	31.8%
General	Building Permits	\$20,000	\$2,147	\$17,853	-95.2%	\$20,000	\$0	\$20,000	-100.0%	\$20,000	\$2,128	\$17,872	#DIV/0!	\$22,000	\$1,375	\$20,625	-35.4%	\$20,000	\$1,757	\$18,243	27.8%	\$20,000	\$0	\$20,000	-100.0%
General	Inspections	\$5,000	\$1,840	\$3,160	-81.6%	\$5,000	\$2,060	\$2,940	12.0%	\$5,000	\$1,420	\$3,580	-31.1%	\$5,000	\$1,420	\$3,580	0.0%	\$5,000	\$1,140	\$3,860	-19.7%	\$5,000	\$1,420	\$3,580	24.6%
General	Zoning	\$5,000	\$740	\$4,260	-87.7%	\$5,000	\$2,145	\$2,855	189.8%	\$5,000	\$580	\$4,420	-73.0%	\$5,000	\$765	\$4,235	31.9%	\$7,500	\$210	\$7,290	-72.5%	\$7,500	\$465	\$7,035	121.4%
General	Other - Licenses and Permits	\$273,000	\$34,405	\$238,595	-70.3%	\$277,000	\$43,767	\$233,233	27.2%	\$284,000	\$48,156	\$235,844	10.0%	\$284,000	\$43,693	\$240,307	-9.3%	\$289,500	\$58,427	\$231,073	33.7%	\$283,500	\$39,667	\$243,833	-32.1%
General	Interest	\$50,000	\$11,945	\$38,055	-76.1%	\$50,000	\$15,813	\$34,187	32.4%	\$50,000	\$5,008	\$44,992	-68.3%	\$50,000	\$2,637	\$47,363	-47.4%	\$45,000	\$71,044	-\$26,044	2594.6%	\$50,000	\$104,857	-\$54,857	47.6%
General	Transfers - In (Non Cash)	\$2,208,495	\$0	\$2,208,495	-100.0%	\$2,099,995	\$0	\$2,099,995	#DIV/0!	\$2,141,000	\$0	\$2,141,000	#DIV/0!	\$2,151,000	\$429,046	\$1,721,954	#DIV/0!	\$2,151,000	\$442,899	\$1,708,101	3.2%	\$1,951,000	\$0	\$1,951,000	-100.0%
General	Sale of Fixed Assets	\$10,000	\$2,703	\$7,297	-82.0%	\$25,000	\$0	\$25,000	-100.0%	\$25,000	\$0	\$25,000	#DIV/0!	\$25,000	\$0	\$25,000	#DIV/0!	\$20,000	\$0	\$20,000	#DIV/0!	\$15,000	\$0	\$15,000	#DIV/0!
Total		\$3,648,039	\$497,896	\$3,150,142	-84.9%	\$3,582,730	\$525,736	\$3,056,994	5.6%	\$3,692,000	\$544,864	\$3,147,136	3.6%	\$4,239,000	\$1,111,782	\$3,127,218	104.0%	\$4,487,000	\$1,225,645	\$3,261,355	10.2%	\$3,888,760	\$647,486	\$3,241,274	-47.2%
Special	Gasoline Tax (State)	\$150,000	\$46,274	\$103,726	-69.2%	\$150,000	\$69,188	\$80,812	49.5%	\$151,000	\$69,851	\$81,149	1.0%	\$150,000	\$75,499	\$74,501	8.1%	\$150,000	\$71,815	\$78,185	-4.9%	\$150,000	\$76,416	\$73,584	6.4%
Special	Tap Fees	\$1,000	\$200	\$800	-80.0%	\$1,000	\$75	\$925	-62.5%	\$1,000	\$175	\$825	133.3%	\$1,000	\$200	\$800	14.3%	\$1,000	\$50	\$950	-75.0%	\$1,000	\$50	\$950	0.0%
Special	Other - Miscellaneous Operating	\$1,000	\$400	\$600	-73.3%	\$1,000	\$100	\$900	-75.0%	\$1,000	\$1,051	-\$51	951.3%	\$1,000	\$175	\$825	-83.4%	\$1,000	\$195	\$805	11.4%	\$1,000	\$2,388	-\$1,388	1124.6%
Special	Gasoline Tax (State)	\$17,000	\$3,051	\$13,949	-82.1%	\$17,000	\$5,123	\$11,877	67.9%	\$17,000	\$4,871	\$12,129	-4.9%	\$17,340	\$5,125	\$12,215	5.2%	\$17,000	\$5,052	\$11,948	-1.4%	\$17,500	\$5,398	\$12,102	6.8%
Special	Contributions and Donations		\$0	\$0	#DIV/0!	\$200	\$0	\$200	#DIV/0!	\$200	\$0	\$200	#DIV/0!	\$204	\$0	\$204	#DIV/0!	\$200	\$0	\$200	#DIV/0!	\$200	\$0	\$200	#DIV/0!
Special	Municipal Income Tax (ITA)	\$1,075,500	\$162,154	\$913,346	-80.0%	\$900,000	\$244,870	\$655,130	51.0%	\$900,000	\$206,564	\$693,436	-15.6%	\$900,000	\$230,406	\$669,594	11.5%	\$900,000	\$273,653	\$626,347	18.8%	\$775,000	\$201,196	\$573,804	-26.5%
Special	Other - Intergovernmental		\$0	\$0	#DIV/0!		\$0	\$0	#DIV/0!		\$322,809	-\$322,809	#DIV/0!			\$0	-100.0%		\$221,561	-\$221,561	#DIV/0!	\$565,000	\$324,914	\$240,086	46.6%
Special	Transfers - In	\$110,000	\$0	\$110,000	-100.0%	\$106,000		\$106,000	#DIV/0!	\$85,000		\$85,000	#DIV/0!			\$0	#DIV/0!	\$85,000		\$85,000	#DIV/0!			\$0	#DIV/0!
Special	Municipal Income Tax (ITB)	\$2,008,500	\$378,359	\$1,630,141	-80.0%	\$1,900,000	\$571,362	\$1,328,638	51.0%	\$1,940,000	\$481,983	\$1,458,017	-15.6%	\$1,950,000	\$537,614	\$1,412,386	11.5%	\$1,950,000	\$638,524	\$1,311,476	18.8%	\$1,750,000	\$469,457	\$1,280,543	

2025 QUARTERLY COLLECTIONS REPORT

1st Quarter

	OVERVIEW								
	QUARTERLY COLLECTIONS (NET)					YEAR-TO-DATE (NET)			
	2025	2024	DIFFERENCE	%		2025	2024	DIFFERENCE	%
WHITEHOUSE-TOTAL	\$ 924,419.39	\$ 754,054.21	\$ 170,365.18	22.59%		\$ 924,419.39	\$ 754,054.21	\$ 170,365.18	22.59%

	2025 ACTUAL & ESTIMATED INCOME TAX COLLECTIONS-GROSS (for the quarter ended 3/31/2025)					
	ESTIMATE	ACTUAL YTD	% of EST. COLLECTED	AMOUNT TO MEET EST.	% TO MEET EST.	
WHITEHOUSE-TOTAL	\$ 2,750,000.00	\$ 924,419.39	33.62%	\$ 1,825,580.61	66.38%	
MTJEDD & STJEDZ (GROSS)	\$ 3,000,000.00	\$ 1,367,659.67	45.59%	\$ 1,632,340.33	54.41%	
MTJEDD & STJEDZ (NET)	\$ 619,750.00	\$ 175,985.20	28.40%	\$ 443,764.80	71.60%	
TOTAL	\$ 6,369,750.00	\$ 2,468,064.26	38.75%	\$ 3,901,685.74	61.25%	

Gross tax includes total tax receipts before grants, refunds, maintenance, retainage, and net tax distribution. Net tax is Whitehouse's portion of tax distribution.

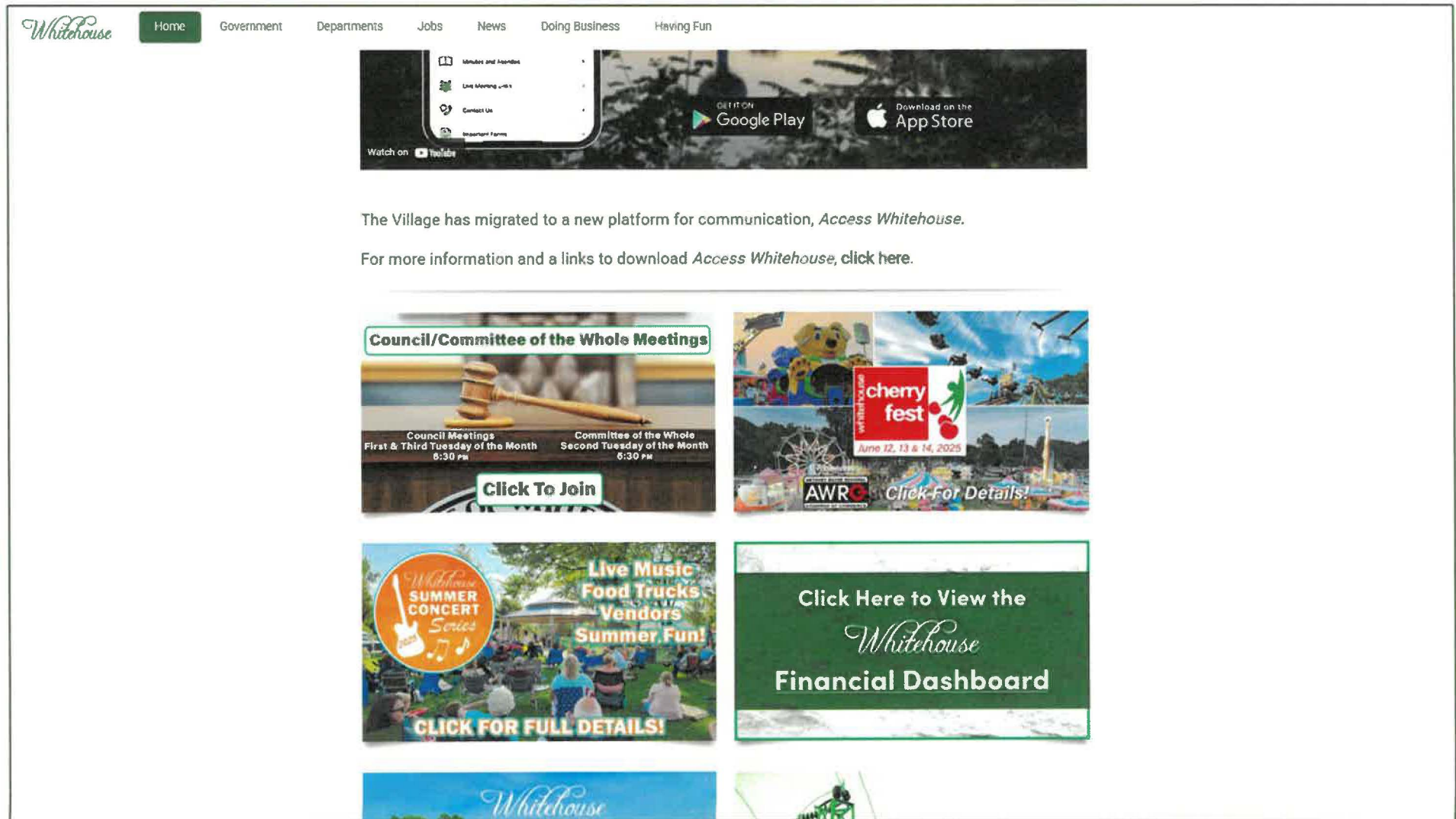
	2025 BREAKDOWN BY TYPE								
	QUARTERLY COLLECTIONS (NET)					YEAR-TO-DATE (NET)			
	2025	2024	DIFFERENCE	% DIF.		2025	2024	DIFFERENCE	% DIF.
WHITEHOUSE-W/Hs	\$ 565,250.51	\$ 563,086.28	\$ 2,164.23	0.38%		\$ 565,250.51	\$ 563,086.28	\$ 2,164.23	0.38%
WHITEHOUSE-IND	\$ 345,726.64	\$ 258,168.87	\$ 87,557.77	33.91%		\$ 345,726.64	\$ 258,168.87	\$ 87,557.77	33.91%
WHITEHOUSE-BUS	\$ 13,442.24	\$ (67,200.94)	\$ 80,643.18	-120.00%		\$ 13,442.24	\$ (67,200.94)	\$ 80,643.18	-120.00%
TOTAL	\$ 924,419.39	\$ 754,054.21	\$ 170,365.18	22.59%		\$ 924,419.39	\$ 754,054.21	\$ 170,365.18	22.59%

	2025 REFUNDS BY TYPE								
	QUARTERLY					YEAR-TO-DATE			
	2025	2024	DIFFERENCE	% DIF.		2025	2024	DIFFERENCE	% DIF.
WHITEHOUSE-W/Hs	\$ 6,077.39	\$ 2,297.45	\$ 3,779.94	164.53%		\$ 6,077.39	\$ 2,297.45	\$ 3,779.94	164.53%
WHITEHOUSE-IND	\$ 32,678.62	\$ 4,971.44	\$ 27,707.18	557.33%		\$ 32,678.62	\$ 4,971.44	\$ 27,707.18	557.33%
WHITEHOUSE-BUS	\$ 38.21	\$ 92,634.49	\$ (92,596.28)	-99.96%		\$ 38.21	\$ 92,634.49	\$ (92,596.28)	-99.96%
TOTAL	\$ 38,794.22	\$ 99,903.38	\$ (61,109.16)	-61.17%		\$ 38,794.22	\$ 99,903.38	\$ (61,109.16)	-61.17%

	2025 Grants Summary			*
	APPLIED	AWARDED	PENDING/REJECTED	
ADMINISTRATION & PUBLIC SVCS + STAFF/KLEINFELDER	\$ 1,167,600.00	\$ 143,000.00	\$ 1,024,600.00	
POLICE+STAFF	\$ 27,824.90	\$ 27,824.90	\$ -	
FIRE+STAFF	\$ -	\$ 900.00	\$ 14,996.00	
TOTAL	\$ 1,195,424.90	\$ 171,724.90	\$ 1,039,596.00	

*Explanation recommended

DRAFT 2



DRAFT 2



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Whitehouse **Financial Dashboard**
As of April 2025

2025 Operating Revenue Budget
\$14,943,180

2025 Operating Revenue Received to Date
\$6,371,515

2025 Operating Expenses Budget
\$15,989,924

2025 Operating Expenses to Date
\$4,636,591

2025 Budget for Capital Projects
\$1,625,259

2025 Capital Project Expenses to Date
\$441,573

2025 Total Payroll to Date
\$1,133,510

Current Staffing Level
82 Employees

Click Here for Additional

Whitehouse

Financial Information

DRAFT 2 - Actual

Whitehouse

Financial Dashboard

DRAFT 2

Green = On Budget Pace
Red = Off Budget Pace

As of April 2025

2025 Operating Revenue Budget

\$14,943,180

2025 Operating Revenue Received to Date

\$6,371,515

2025 Operating Expenses Budget

\$15,989,924

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2025 Capital Project Expenses to Date

\$441,573

2025 Total Payroll to Date

\$1,133,510

Current Staffing Level

82 Employees

DRAFT 2 - Illustration Of Off Pace

Whitehouse

Financial Dashboard

DRAFT 2

Green = On Budget Pace
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As of April 2025

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2025 Operating Revenue Received to Date

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Whitehouse

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Finance Department

Jordan Daugherty, a licensed Certified Public Accountant, graduated from Bowling Green State University in 2002 with a Masters of Accountancy, specializing in financial reporting and auditing. His work in public accounting and the construction industry comprised most of his work experience before joining the Village of Whitehouse. Mr. Daugherty joined the Village of Whitehouse in November 2007 as Finance Director, and in 2010, he was appointed as Village Administrator. More recently, with a commitment to positive local governmental reform, he earned his doctorate in Organization Development and Change (D.O.C.) in 2022. His dissertation on public services impact on resident trust was conducted using Whitehouse residents as the source participants. He, his wife Allison, and their 10 children live near Wauseon, Ohio. Mr. Daugherty was born and raised in Whitehouse and cares greatly for its well-being. He can be reached at 419-877-5383 or by e-mail jdaugherty@whitehouseoh.gov.

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Financials
Ohio Checkbook

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