

**City of Fairfield
Minutes
Regular Meeting of City Council
October 25, 2021**

Council-Manager Briefing

2022 Operating Budget Review

Mayor Miller called the briefing to order at 5:30 PM. Councilmembers present: Leslie Besl, Dale Paullus, Terry Senger, Tim Abbott, Mark Scharringhausen and Bill Woeste.

Staff members present: Don Bennett, Jake Burton, Alisha Wilson, Steve Wolterman, John Clemmons, Greg Kathman, Tiphonie Mays, Adam Sackenheim, Ben Mann, Steve Maynard, Carol Mayhall, Jenna Trice.

Finance Director Burton presented the 2022 Operating Budget. See attached slides.

Business Meeting Call to Order

Mayor Miller called the Regular Meeting to order at 7:00 PM.

Prayer/Pledge of Allegiance

Councilmember Abbott led in prayer and Pledge of Allegiance.

Roll Call

Councilmembers present included:

Attendee Name	Title	Status	Arrived
Mark Scharringhausen	Council Member at Large	Present	
Chad Oberson	Council Member at Large	Absent	
Bill Woeste	Council Member at Large	Present	
Leslie Besl	Council Member, 1st Ward	Present	
Dale Paullus	Councilmember, 2nd Ward	Present	
Terry Senger	Councilmember, 3rd Ward	Present	
Tim Abbott	Council Member, 4th Ward	Present	
Steve Miller	Mayor	Present	

Councilmember Besl, seconded by Councilmember Paullus, moved to excuse Councilmember Oberson. Motion carried 6-0.

Agenda Modifications

None.

Executive Session Requests

Councilmember Abbott, seconded by Councilmember Woeste, moved for Executive Session regarding employment, compensation, promotion, discipline of a public employee. Motion carried 6-0.

Special Presentations and Citizen Comments

None.

Public Hearing(s)

None.

Approval of Minutes

The Regular Meeting Minutes of October 12, 2021 were approved as written and submitted.

OLD BUSINESS AND REPORTS

Community & Public Relations Committee

Dale Paullus, Chair; Leslie Besl, Vice Chair; Terry Senger, Member

Development Services Committee

Bill Woeste, Chair; Tim Abbott, Vice Chair; Mark Scharringhausen, Member

Motion to amend to accept conditions of approval in Planning Commission recommendation

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Bill Woeste, Council Member at Large
SECONDER:	Tim Abbott, Council Member, 4th Ward
AYES:	Scharringhausen, Oberson, Woeste, Besl, Paullus, Senger, Abbott

Ordinance amending Ordinance No. 166-84, the Codified Ordinances of Fairfield, Ohio, Section 1141.02, the City of Fairfield, Ohio, Zoning Map by approving the concept plan for the Benzing Planned Unit Development.

Recommendation:

It is recommended that City Council have a first reading on this item at the September 13, 2021 meeting and set the joint public hearing date for September 27, 2021.

Councilmember Woeste presented the second reading of this ordinance.

RESULT:	SECOND READING	Next: 11/8/2021 7:00 PM
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Ordinance to amend Sections 1133.01 (63.2), 1169.02 (e), 1173.02 (b) and 1173.03 and add new Sections 1133.01 (79.1) and 1173.02 (f) of Ordinance No. 166-84, the Codified Ordinances of Fairfield, Ohio, relative to definitions, M-1 Industrial Park District Conditional Uses, M-2 General Industrial District Conditional Uses and Accessory Uses.

Recommendation:

It is recommended that City Council have a first reading on this ordinance at the September 13, 2021 meeting and set a joint public hearing date for September 27, 2021.

Second Reading held pending Planning Commission recommendation.

RESULT:	TABLED [UNANIMOUS]	Next: 11/8/2021 7:00 PM
AYES:	Scharringhausen, Oberson, Woeste, Besl, Paullus, Senger, Abbott	

Motion to amend to accept conditions of approval in Planning Commission recommendation

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Bill Woeste, Council Member at Large
SECONDER:	Tim Abbott, Council Member, 4th Ward
AYES:	Scharringhausen, Oberson, Woeste, Besl, Paullus, Senger, Abbott

Ordinance amending Ordinance No. 166-84, the Codified Ordinances of Fairfield, Ohio, Section 1141.02, the City of Fairfield, Ohio, Zoning Map by approving the concept and final development plan for the City Barbeque Restaurant as part of the Stockton Station Planned Unit Development.

Recommendation:

It is recommended that City Council have a first reading on this item at the September 27, 2021 meeting, set the joint public hearing for October 12, and await the written recommendation from the Planning Commission.

Councilmember Woeste presented the second reading of this ordinance.

RESULT:	SECOND READING	Next: 11/8/2021 7:00 PM
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Parks, Recreation and Environment Committee

Leslie Besl, Chair; Dale Paullus, Vice Chair; Tim Abbott, Member

Public Safety Committee

Mark Scharringhausen, Chair; Terry Senger, Vice Chair; Dale Paullus, Member

Public Works Committee

Chad Oberson, Chair; Mark Scharringhausen, Vice Chair; Bill Woeste, Member

Public Utilities Committee

Terry Senger, Chair; Chad Oberson, Vice Chair; Leslie Besl, Member

Finance & Budget Committee

Tim Abbott, Chair; Bill Woeste, Vice Chair; Chad Oberson, Member

NEW BUSINESS

Councilmember Besl, seconded by Councilmember Paullus, moved to read all new business by title only. Motion carried 6-0.

Development Services Committee

Bill Woeste, Chair; Tim Abbott, Vice Chair; Mark Scharringhausen, Member

Motion to Suspend Second and Third Readings

Councilmember Woeste presented the first reading of this ordinance.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Bill Woeste, Council Member at Large
SECONDER:	Terry Senger, Councilmember, 3rd Ward
AYES:	Scharringhausen, Woeste, Besl, Paullus, Senger, Abbott
ABSENT:	Oberson

Ordinance to authorize the Acting City Manager to execute the FY 2022 Community Development Block Grant (CDBG) application and agreement with Butler County, Ohio and declaring an emergency.

Recommendation:

It is recommended that City Council authorize the Acting City Manager to execute the FY 2022 Community Development Block Grant application.

ORDINANCE NO. 125-21. APPROVED 6-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Bill Woeste, Council Member at Large
SECONDER:	Dale Paullus, Councilmember, 2nd Ward
AYES:	Scharringhausen, Woeste, Besl, Paullus, Senger, Abbott
ABSENT:	Oberson

Motion to Suspend Second and Third Readings

Councilmember Woeste presented the first reading of this ordinance.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Bill Woeste, Council Member at Large
SECONDER:	Tim Abbott, Council Member, 4th Ward
AYES:	Scharringhausen, Woeste, Besl, Paullus, Senger, Abbott
ABSENT:	Oberson

Ordinance to authorize the Acting City Manager to execute an Amendment to a Community Reinvestment Area Agreement and an Amendment to a Community Reinvestment Area Compensation Agreement, which will provide amended property tax incentives for The Fischer Group, Inc. and Fischer Investments SouthWest for the expansion to its campus located on Bohlke Boulevard and declaring an emergency.

Recommendation:

It is recommended that City Council suspend the rules requiring a second and third reading of this ordinance and pass as an emergency.

ORDINANCE NO. 126-21. APPROVED 6-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Bill Woeste, Council Member at Large
SECONDER:	Dale Paullus, Councilmember, 2nd Ward
AYES:	Scharringhausen, Woeste, Besl, Paullus, Senger, Abbott
ABSENT:	Oberson

Parks, Recreation and Environment Committee

Leslie Besl, Chair; Dale Paullus, Vice Chair; Tim Abbott, Member

Motion to Suspend Second and Third Readings

Councilmember Besl presented the first reading of this ordinance.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Leslie Besl, Council Member, 1st Ward
SECONDER:	Bill Woeste, Council Member at Large
AYES:	Scharringhausen, Woeste, Besl, Paullus, Senger, Abbott
ABSENT:	Oberson

Ordinance to authorize the Acting City Manager to enter into an agreement with the MetroParks of Butler County for the in-kind partnership for nature programming and declaring an emergency.

Recommendation:

It is recommended by the Parks and Recreation Board that the City Council authorize the City Manager to enter into an agreement with the MetroParks of Butler County for the in-kind partnership for nature programming.

ORDINANCE NO. 127-21. APPROVED 6-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Leslie Besl, Council Member, 1st Ward
SECONDER:	Terry Senger, Councilmember, 3rd Ward
AYES:	Scharringhausen, Woeste, Besl, Paullus, Senger, Abbott
ABSENT:	Oberson

Public Safety Committee

Mark Scharringhausen, Chair; Terry Senger, Vice Chair; Dale Paullus, Member

Motion to Suspend Second and Third Readings

Councilmember Scharringhausen presented the first reading of this ordinance.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Mark Scharringhausen, Council Member at Large
SECONDER:	Bill Woeste, Council Member at Large
AYES:	Scharringhausen, Woeste, Besl, Paullus, Senger, Abbott
ABSENT:	Oberson

Ordinance to authorize the Acting City Manager to execute an agreement for indigent legal representation for 2022 in the Fairfield Municipal Court with the Butler County Public Defender Commission/Butler County Board of Commissioners and declaring an emergency.

Recommendation:

It is recommended that Council adopt an ordinance to authorize the City Manager to execute the agreement for indigent legal representation for 2022 in the Fairfield Municipal Court with the Butler County Public Defender Commission/Butler County Board of Commissioners. Rules suspension and the emergency clause are requested so that the agreement can be in place and reimbursement by the State of Ohio can be obtained in accordance with state guidelines.

ORDINANCE NO. 128-21. APPROVED 6-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mark Scharringhausen, Council Member at Large
SECONDER:	Dale Paullus, Councilmember, 2nd Ward
AYES:	Scharringhausen, Woeste, Besl, Paullus, Senger, Abbott
ABSENT:	Oberson

Public Utilities Committee

Terry Senger, Chair; Chad Oberson, Vice Chair; Leslie Besl, Member

Motion to Suspend Second and Third Readings

Councilmember Senger presented the first reading of this ordinance.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Terry Senger, Councilmember, 3rd Ward
SECONDER:	Tim Abbott, Council Member, 4th Ward
AYES:	Scharringhausen, Woeste, Besl, Paullus, Senger, Abbott
ABSENT:	Oberson

Ordinance to authorize the Acting City Manager to enter into a contract with Hazen and Sawyer for Engineering Services related to Aeration System Improvements at the City's Wastewater Treatment Plant.

Recommendation:

It is recommended that City Council authorize the City Manager to enter into a contract with Hazen and Sawyer and appropriate \$65,000 to provide project management, preliminary engineering and geo-technical investigation services for the City's Wastewater Treatment Plant Aeration System Improvement project.

ORDINANCE NO. 129-21. APPROVED 6-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Terry Senger, Councilmember, 3rd Ward
SECONDER:	Bill Woeste, Council Member at Large
AYES:	Scharringhausen, Woeste, Besl, Paullus, Senger, Abbott
ABSENT:	Oberson

Finance & Budget Committee

Tim Abbott, Chair; Bill Woeste, Vice Chair; Chad Oberson, Member

Motion to Suspend Second and Third Readings

Councilmember Abbott presented the first reading of this ordinance.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Tim Abbott, Council Member, 4th Ward
SECONDER:	Bill Woeste, Council Member at Large
AYES:	Scharringhausen, Woeste, Besl, Paullus, Senger, Abbott
ABSENT:	Oberson

An ordinance authorizing the redemption of \$960,000 of various purpose refunding bonds, of the City of Fairfield, County of Butler, State of Ohio; Authorizing the payment of the redemption price and related costs; Authorizing documents necessary to effectuate such redemption; and declaring an emergency.

Recommendation:

It is recommended that City Council authorize the redemption of \$960,000 of bonds to redeem and pay off in full the outstanding Bonds.

ORDINANCE NO. 130-21. APPROVED 6-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Tim Abbott, Council Member, 4th Ward
SECONDER:	Dale Paullus, Councilmember, 2nd Ward
AYES:	Scharringhausen, Woeste, Besl, Paullus, Senger, Abbott
ABSENT:	Oberson

Motion to Suspend Second and Third Readings

Councilmember Abbott presented the first reading of this ordinance.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Tim Abbott, Council Member, 4th Ward
SECONDER:	Bill Woeste, Council Member at Large
AYES:	Scharringhausen, Woeste, Besl, Paullus, Senger, Abbott
ABSENT:	Oberson

Ordinance establishing salaries for certain exempt and salaried employees of the City of Fairfield, Ohio, to repeal Ordinance No. 53-21 and all amendments thereto and declaring an emergency.

Recommendation:

It is recommended that City Council approve the requested change to the Unclassified Employee Position List, modifying the Golf Professional position to Golf Operations Manager.

ORDINANCE NO. 131-21. APPROVED 6-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Tim Abbott, Council Member, 4th Ward
SECONDER:	Dale Paullus, Councilmember, 2nd Ward
AYES:	Scharringhausen, Woeste, Besl, Paullus, Senger, Abbott
ABSENT:	Oberson

Motion to Suspend Second and Third Readings

Councilmember Abbott presented the first reading of this ordinance.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Tim Abbott, Council Member, 4th Ward
SECONDER:	Bill Woeste, Council Member at Large
AYES:	Scharringhausen, Woeste, Besl, Paullus, Senger, Abbott
ABSENT:	Oberson

Ordinance to amend Ordinance No. 109-20 entitled “An Ordinance to make estimated appropriations for the expenses and other expenditures of the City of Fairfield, Ohio, during a period beginning January 1, 2021, and ending December 31, 2021.”

Recommendation:

It is recommended that City Council suspend the rules requiring a second and third reading of this Ordinance and adopt the appropriations listed above.

ORDINANCE NO. 132-21. APPROVED 6-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Tim Abbott, Council Member, 4th Ward
SECONDER:	Leslie Besl, Council Member, 1st Ward
AYES:	Scharringhausen, Woeste, Besl, Paullus, Senger, Abbott
ABSENT:	Oberson

Motion to Suspend Second and Third Readings

Councilmember Abbott presented the first reading of this ordinance.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Tim Abbott, Council Member, 4th Ward
SECONDER:	Bill Woeste, Council Member at Large
AYES:	Scharringhausen, Woeste, Besl, Paullus, Senger, Abbott
ABSENT:	Oberson

Ordinance to amend Ordinance No. 109-20 entitled “An Ordinance to make estimated appropriations for the expenses and other expenditures of the City of Fairfield, Ohio, during a period beginning January 1, 2021, and ending December 31, 2021.”

Recommendation:

It is recommended that City Council suspend the rules requiring a second and third reading of

this Ordinance and adopt the appropriations listed above.

ORDINANCE NO. 133-21. APPROVED 6-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Tim Abbott, Council Member, 4th Ward
SECONDER:	Leslie Besl, Council Member, 1st Ward
AYES:	Scharringhausen, Woeste, Besl, Paullus, Senger, Abbott
ABSENT:	Oberson

Meeting Schedule

Clerk Wilson read the following meeting schedule:

- A. Monday, November 8 - Council-Manager Briefing, 5:30 PM; Regular Meeting 7:00 PM
- B. Monday, November 22 - Council-Manager Briefing, 6:00 PM; Regular Meeting 7:00 PM
- C. Monday, December 6 - Council-Manager Briefing, 6:00 PM; Regular Meeting 7:00 PM

Executive Session of Council (if needed)

Council recessed to Executive Session at 7:20 PM.

14. ADJOURNMENT

The Regular Meeting adjourned at 7:30 PM.

ATTEST:

Clerk of Council

Mayor's Approval

Date Approved_____



2022 Annual Operating Budget

Jake Burton, Director of Finance



Agenda

- Monday, October 25, 2021
 - ✓ Budget Overview
 - ✓ Revenue & Expenditures
 - ✓ Council / Mayor / Law
 - ✓ City Manager's Office
 - ✓ Development Services
 - ✓ Finance
 - ✓ General Services
 - ✓ Employee Benefits
- Monday, November 8, 2021
 - ✓ Police
 - ✓ Fire
 - ✓ Public Works
 - ✓ Parks & Recreation
 - ✓ Public Utilities
- Monday, November 22, 2021
 - ✓ Municipal Court

Budget Overview

- Budget Basics

- ✓ Balanced Budget – estimated revenues are greater than or equal to projected expenditures
- ✓ Fiscal Year – January to December
- ✓ Key Terms:
 - Fund: sum of money dedicated for a specific / restricted purpose
 - Fund Reserve: amount of money retained in a fund for an unforeseen emergency or need
 - Expenditure: amount of money spend on a good or service
 - Encumbrance: amount of money reserved for a specific purchase

Budget Overview

- What impacts the budget?
 - ✓ Economy
 - Income Tax Withholding (remote worker refunds)
 - Business Environment
 - ✓ Global Pandemic
 - COVID-19 duration – cost & supply chain impacts
 - ✓ Fixed Costs
 - Personnel
 - ✓ State and Federal Mandates
 - Environmental
 - Income Tax Withholding/Refunds

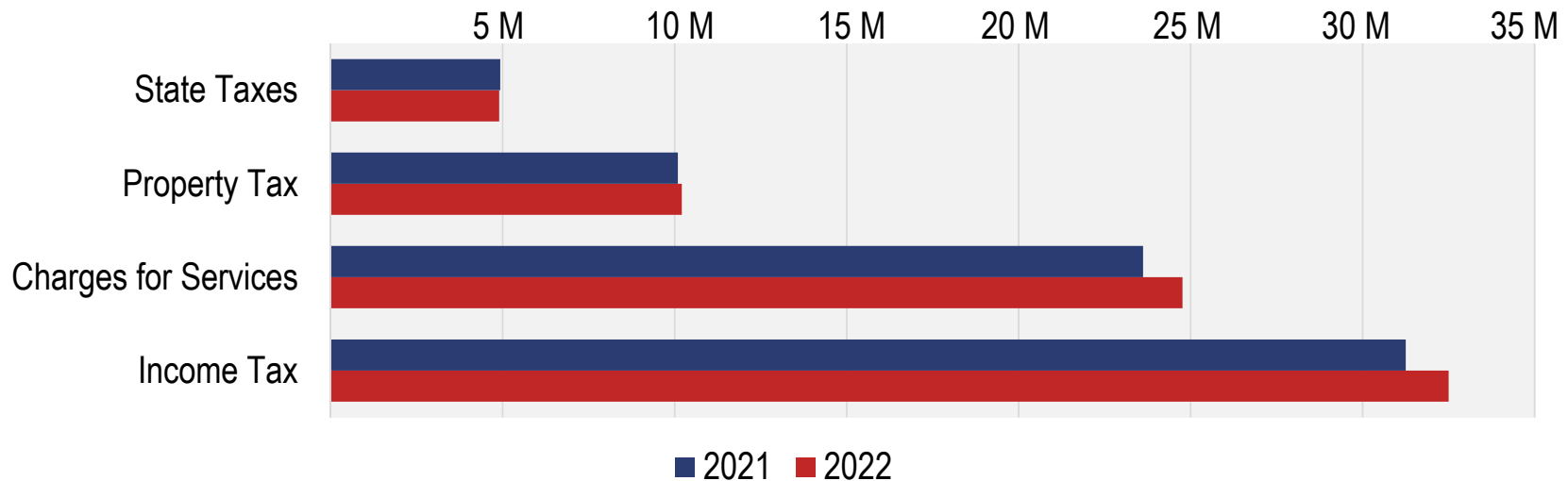


Revenue & Expenditures



Budget Overview – Estimated Revenue

- Total Estimated Revenue: \$88,998,747 – Up 5.23%
 - ✓ General Fund: \$32,487,675 – Up 4.64%



- 81.3% from the above 4 sources (\$72.4 M of \$89.0 M)

Budget Overview – Income Tax

• Growth Rates

✓ 5-Year Intervals

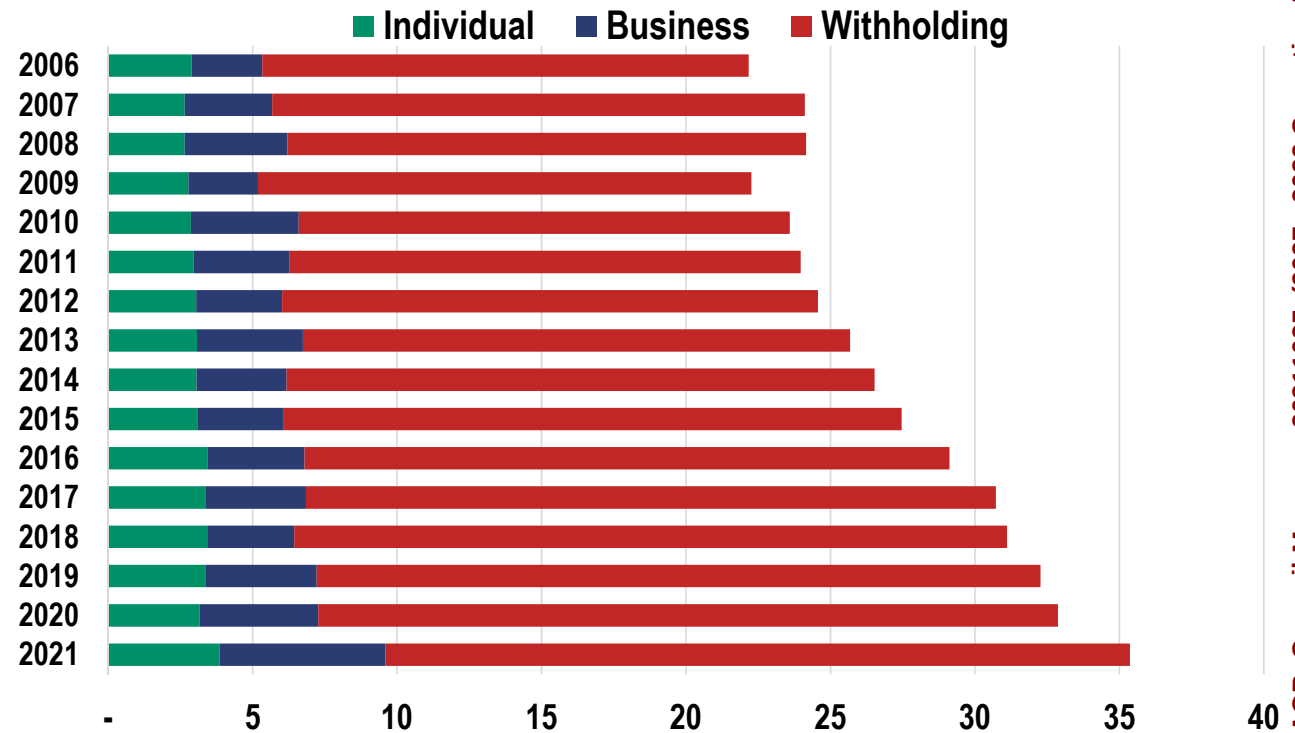
- 2006-2010 – 1.57%
- 2011-2015 – 3.45%
- 2016-2020 – 3.08%

✓ 10-Year

- 2011-2020 – 3.57%

✓ 15-Year

- 2006-2020 – 2.85%



(Displayed in Million)

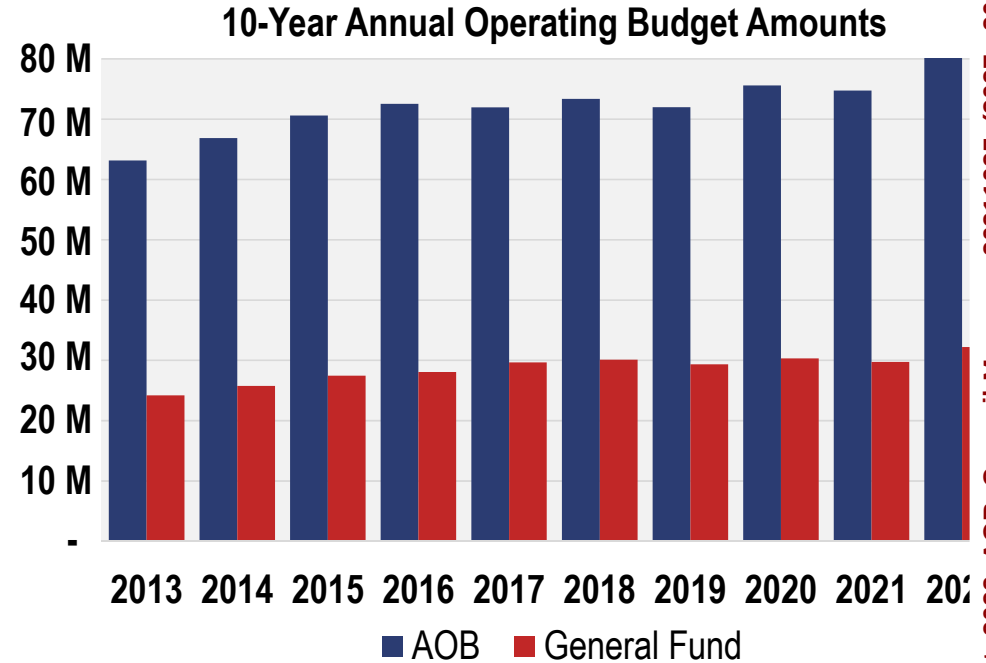
Note: 2021 Amount is forecasted for remainder of FY 2021

Budget Overview – Projected Expenditures

- Total Estimated Expenditures: **\$81,749,919**
✓ 2021 Original Budget: **\$74,443,893**

- General Fund: **\$32,237,375**
✓ 2021 Original Budget: **\$29,424,115**

- 10-Year Growth Rate: **2.90%**
- General Fund 10-Year Rate: **3.24%**



Projected Expenditures

- Increases:
 - ✓ \$65,000 (26.0%) Road Salt & Chemicals
 - ✓ \$54,875 (13.4%) Gasoline In-House
 - ✓ \$66,040 (12.5%) Software Maintenance
 - ✓ \$44,880 (8.8%) Property/Liability Ins.
 - ✓ \$50,500 (8.5%) Chemicals
 - ✓ \$25,000 (5.5%) Sup. To Maint. Land, Bldg, Facilities
 - ✓ 38,250 (5.3%) Supplies to Maintain Equip
 - ✓ **TOTAL OF ABOVE = \$344,545**
- Large increases totaling \$6.83 million:
 - ✓ \$2.6 million Hospitalization in Employee Benefits Fund
 - ✓ \$1 million Income Tax Refunds in General Services
 - ✓ \$1.17 million for Police personnel
 - ✓ \$1.49 million for Fire personnel
 - ✓ \$570k Sewer Refunds in Sewer Fund
- Budget Request(s)
 - ✓ 2021 Budget: \$74,443,893
 - ✓ 2022 Request: \$81,749,919
 - Increase: **\$7,306,026** or **9.81%**
 - Increase if remove 5 large items above: **\$476,026** or **0.64%**

General Fund (100)

- General Fund Revenue

- ✓ September 2021 YTD: \$28,446,736
- ✓ September 2020 YTD: \$25,057,505
 - Difference: **3,389,231** or **13.5%**

- 5-Year Revenue Growth

- ✓ 2016: **2.88%**
- ✓ 2017: **4.43%**
- ✓ 2018: **1.43%**
- ✓ 2019: **5.12%**
- ✓ 2020: **0.83%**

- Revenue / Expenditure Comparison

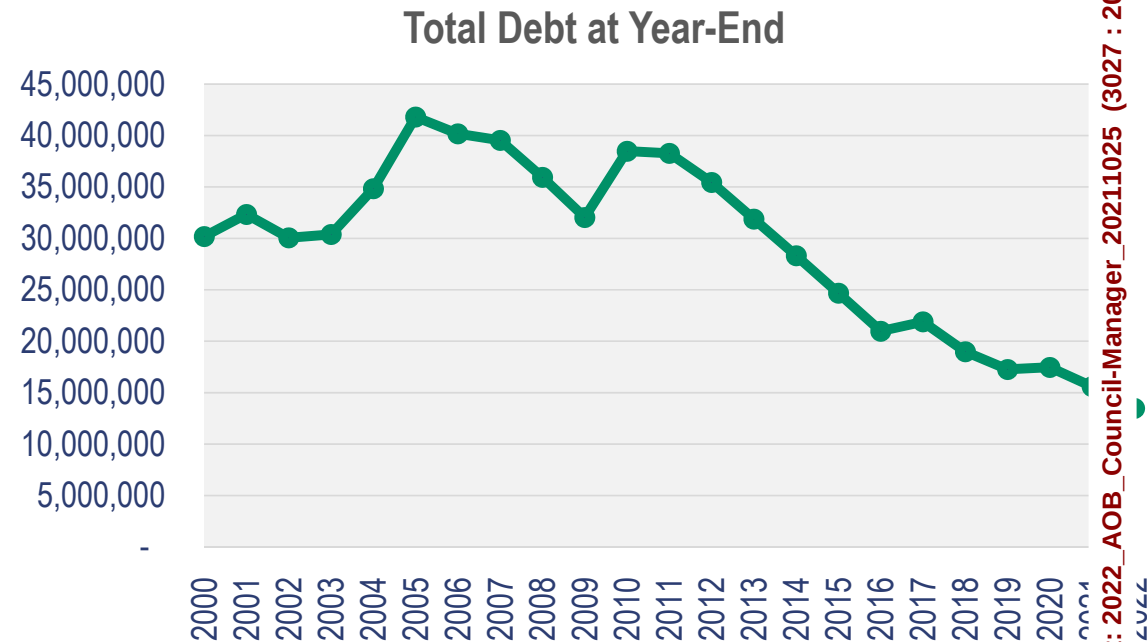
- ✓ September 2021 YTD Revenue: \$28,446,736
- ✓ September 2021 YTD Expense: \$24,040,105
 - Surplus: **\$4,406,631**

- Budget Request(s)

- ✓ 2021 Budget: \$29,424,115
- ✓ 2022 Request: \$32,237,375
 - Increase: **\$2,813,260** or **9.6%**
 - Increase if remove 2 large items (\$1 million Income Tax Refunds & \$1.17 Police personnel **\$643,260** or **2.19%**

Budget Overview – Debt

- Total Debt Outstanding: **\$13.5 million**
 - ✓ Short-Term Debt: **\$5.6 million**
 - ✓ Long-Term Debt: **\$7.9 million**
- Bond Rating Aa1
- 2021 Activity
 - ✓ Paying off “Various Purpose 2012 – CAC 2003” debt. **\$960,000** principal in excess of scheduled payment
- 2022 Activity
 - ✓ Principal payments: **\$1,597,650**
 - ✓ Interest payments: **\$227,697**





City Council / Mayor's Office / Law Department



City Council & Mayor

- Funding Source \$242,299 – 2.29%
 - ✓ General Fund
- Expenditures
 - ✓ City Council – **\$228,475**
 - Personnel – Up 2.71%
 - Non-Personnel – Up 0.04%
 - ✓ Mayor – **\$13,824**
 - Personnel – No Change
 - Non-Personnel – No Change

Law Department

- Funding Source

- ✓ General Fund

- Expenditures

- ✓ Personnel – No Change

- ✓ Non-Personnel – 2.66%

\$578,550 – 2.66%



Administration



Administration

- Funding Source
 - ✓ General Fund

		2022 Dept Proposed	Inc / (Dec)	% Δ
100 (GENERAL FUND) - 120 (CITY MANAGER)	Personnel	436,893	(53,114)	-10.84%
	Other	34,350	0	0%
100 (GENERAL FUND) - 145 (HUMAN RESOURCES)	Personnel	258,359	(2,014)	-0.77%
	Other	154,480	66,430	75.45%
100 (GENERAL FUND) - 213 (INFORMATION TECHNOLOGY)	Personnel	530,734	25,457	5.04%
	Other	88,050	9,625	12.27%
CITY MANAGER'S OFFICE	Personnel	1,225,986	(29,671)	-2.36%
	Other	276,880	76,055	37.87%
		1,502,866	46,384	3.18%

Administration

- City Manager
 - ✓ No Increases
 - ✓ Decreases
 - \$53,114 in personnel budgeting City Manager salary effective 4/1/2022
- Human Resources
 - ✓ Increases
 - \$67,180 Other Professional Services for pre-employment increases due to anticipated retirements in Public Safety
 - ✓ Decreases
 - \$11,828 Hospitalization costs leading to overall decrease of \$2,014 in personnel
- Information Technology
 - ✓ Increases
 - \$11,000 Computer Supplies/Software
 - ✓ Decreases
 - \$4,774 Hospitalization costs
 - \$5,000 Other Professional Services



Development Services



Development Services

- Funding Source
 - ✓ General Fund

		2022 Dept Proposed	Inc / (Dec)	% Δ
100 (GENERAL FUND) - 150 (PLANNING & ECONOMIC DEVL)	Personnel	635,848	4,349	0.69%
	Other	98,000	54,100	123.23%
100 (GENERAL FUND) - 155 (BUILDING AND ZONING INSPECTION)	Personnel	793,471	9,920	1.27%
	Other	89,133	11,961	15.50%
DEVELOPMENT SERVICES	Personnel	1,429,319	14,269	1.01%
	Other	187,133	66,061	54.56%
		1,616,452	80,330	5.23%

Development Services

- Planning & Economic Development

- ✓ Increases

- \$40,000 for Community Engagement under Neighborhood Development Manager
 - \$7,000 Office Furnishings for replacement of 25-year old office furniture
 - \$7,500 (\$2,500 each for Cell Phone Allowance for ED Mgr & Neighborhood Development Mgr, Training & Business, and Software Maintenance

- ✓ Decreases

- \$25,332 Hospitalization costs

- Building & Zoning Inspection

- ✓ Increases

- \$10,500 Advertising & Publications for Home Improvement Expo for March 12, 2022
 - \$2,000 Gasoline

- ✓ Decreases

- \$37,924 Hospitalization costs
 - \$3,360 Software Maintenance



Finance



Finance

• Funding Sources

✓ General Fund

✓ Enterprise Fund(s)

		2022 Dept Proposed	Inc / (Dec)	% Δ
100 (GENERAL FUND) - 210 (FINANCE ADM & ACCOUNTING)	Personnel	703,522	43,151	6.53%
	Other	29,820	250	0.85%
100 (GENERAL FUND) - 211 (INCOME TAX)	Personnel	626,264	(10,188)	-1.60%
	Other	93,000	10,000	12.05%
601 (WATER REVENUE) - 212 (UTILITY COLLECTION)	Personnel	199,798	5,905	3.05%
	Other	158,488	1,563	1.00%
620 (SEWER REVENUE) - 212 (UTILITY COLLECTION)	Personnel	163,471	4,833	3.05%
	Other	2,052,313	571,213	38.57%
FINANCE	Personnel	1,693,055	43,701	2.65%
	Other	2,333,621	583,026	33.30%
		4,026,676	626,727	18.43%

* Excluding \$570,00 increase for Sewer Refunds results in a overall increase of \$56,727 (1.67%) for the Finance Department

Finance

- Finance Adm & Accounting
 - ✓ Increases
 - \$9,456 Hospitalization costs
 - ✓ No Decreases
- Income Tax
 - ✓ Increases
 - \$13,000 for Postage + \$3,000 for Printing
 - ✓ Decreases
 - \$37,392 Hospitalization costs
 - \$10,000 Other Professional Services
- Utility Collection
 - ✓ Increases
 - \$570,000 Refunds – Butler County Sewer accounts
 - \$2,025 for Training for 2022 Finance/Utility software upgrade
 - ✓ Decreases
 - \$740 Hospitalization costs

Finance

- Funding Sources
 - ✓ Trust & Agency Funds

		2022 Dept Proposed	Inc / (Dec)	% Δ
707 (WEST CHESTER JEDD I) - 211 (INCOME TAX)	Other	2,029,291	336,786	-14.23%
606 (WATER GUARANTEED TRUST) - 212 (UTILITY COLLECTION)	Other	65,000	-	0.00%
630 (SOLID WASTE MANAGEMENT) - 630 (SOLID WASTE MANAGEMENT)	Other	2,460,580	48,240	2.00%



General Services



General Services

- Funding Sources

- ✓ General Fund

\$5,555,117 – 23.60%

- Expenditures

- ✓ Personnel

- Up 1.81%

\$4,555,117 – 1.35%

- ✓ Non-Personnel

- Up 23.93%

- Increase of \$1 million (22.25% of total 23.60% increase) for income tax refunds due to anticipated increase from remote workers

- Other changes:

- \$30,000 **decrease** for street lighting charges

- \$33,480 increase for liability insurance

- \$56,200 increase for software maintenance



Employee Benefits



HOSPITALIZATION COSTS

		2022 Dept Proposed	Inc / (Dec)	% Δ
BHP/ANTHEM Employee Costs		1,763,637	(319,269)	-15%
HUMANA Employee Costs		3,651,148	892,063	32%
TOTAL		5,414,785	572,794	12%

Employee Benefits

- Funding Sources

\$8,338,075 – 45.31%

- ✓ Internal Service Fund

Reporting Change (\$2,027,206) – 35.33%

- Expenditures

- ✓ \$572,794 of increase is due to increased monthly premiums

\$6,310,869 – 9.98%

- ✓ Remaining \$2 million is due to a change in reporting associated with BHP/Anthem monthly expenditures. Beginning 1/1/2021, now reporting Employer costs effectively twice (once with monthly Payment and again with Journal Entry).

- The reporting increase is offset by increased revenues as the employer portion is booked on revenue and expenditure side.



2022 Annual Operating Budget

Jake Burton, Director of Finance

