

**City of Fairfield
Minutes
Regular Meeting of City Council
October 24, 2022**

Council-Manager Briefing

2023 Annual Operating Budget Review

Mayor Rhodus called the briefing to order at 5:30 PM. Councilmembers present: Leslie Besl, Dale Paullus, Terry Senger, Adam Kraft, Tim Meyers, Matt Davidson and Gwen Brill.

Staff members present: Scott Timmer, Kristina Cooper, Laurie Murphy, Steve Wolterman, Alisha Wilson, Adam Sackenheim, Greg Kathman, Steve Maynard, Randy McCreddie, Tiphannie Mays, Carol Mayhall and Ben Mann.

City Manager Scott Timmer and Acting Finance Director Kristina Cooper presented the 2023 Annual Operating Budget. See attached slides.

Business Meeting Call to Order

The Regular Meeting was called to order at 7:00 PM.

Prayer/Pledge of Allegiance

Councilmember Kraft led in prayer and Pledge of Allegiance.

Roll Call

Councilmembers present included:

Attendee Name	Title	Status	Arrived
Tim Meyers	Councilmember, At-Large	Present	
Matt Davidson	Councilmember, At-Large	Present	
Gwen Brill	Councilmember, At-Large	Present	
Leslie Besl	Councilmember, 1st Ward	Present	
Dale Paullus	Councilmember, 2nd Ward	Present	
Terry Senger	Councilmember, 3rd Ward	Present	
Adam Kraft	Councilmember, 4th Ward	Present	
Mitch Rhodus	Mayor	Present	

Agenda Modifications

None.

Executive Session Requests

Councilmember Meyers, seconded by Councilmember Paullus, moved for Executive Session to discuss the status of collective bargaining with public employees and the appointment,

promotion, compensation, dismissal or discipline of a public employee. Roll call vote. Motion carried 7-0.

Special Presentations

None.

Citizen Comments

1. Ricky Riley, 5552 Crystal Drive

Mr. Riley addressed Council regarding the coyote problem in the City. He would like to work with the City to help abate the problem. Mayor Rhodus referred him to Chief Maynard to discuss further.

Public Hearing(s)

None.

Approval of Minutes

The Regular Meeting Minutes of October 11, 2022 were approved as written and submitted.

OLD BUSINESS AND REPORTS

Community & Public Relations

Councilmember Leslie Besl

Development Services

Councilmember Matt Davidson

Parks, Recreation and Environment

Councilmember Gwen Brill

Public Safety

Councilmember Dale Paullus

Public Utilities

Councilmember Adam Kraft

Public Works

Councilmember Terry Senger

Finance & Budget

Councilmember Tim Meyers

NEW BUSINESS

Councilmember Besl, seconded by Councilmember Meyers, moved to read all New Business by title only. Motion carried 7-0.

Development Services

Councilmember Matt Davidson

Motion to Suspend Second and Third Readings

Councilmember Davidson presented the first reading of this ordinance.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Matt Davidson, Councilmember, At-Large
SECONDER:	Tim Meyers, Councilmember, At-Large
AYES:	Meyers, Davidson, Brill, Besl, Paullus, Senger, Kraft

Ordinance to authorize the City Manager to enter into the Revised Cooperation Agreement with Butler County for the Butler County Entitlement Program for the program years 2023-2025 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 133-22. APPROVED 7-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Matt Davidson, Councilmember, At-Large
SECONDER:	Tim Meyers, Councilmember, At-Large
AYES:	Meyers, Davidson, Brill, Besl, Paullus, Senger, Kraft

Motion to Suspend Second and Third Readings

Councilmember Davidson presented the first reading of this ordinance.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Matt Davidson, Councilmember, At-Large
SECONDER:	Tim Meyers, Councilmember, At-Large
AYES:	Meyers, Davidson, Brill, Besl, Paullus, Senger, Kraft

Ordinance to authorize the City Manager to execute the FY 2023 Community Development Block Grant (CDBG) application and agreement with Butler County, Ohio 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 134-22. APPROVED 7-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Matt Davidson, Councilmember, At-Large
SECONDER:	Tim Meyers, Councilmember, At-Large
AYES:	Meyers, Davidson, Brill, Besl, Paullus, Senger, Kraft

Parks, Recreation and Environment

Councilmember Gwen Brill

Motion to Suspend Second and Third Readings

Councilmember Brill presented the first reading of this ordinance.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Gwen Brill, Councilmember, At-Large
SECONDER:	Adam Kraft, Councilmember, 4th Ward
AYES:	Meyers, Davidson, Brill, Besl, Paullus, Senger, Kraft

Ordinance to authorize the City Manager to execute the agreement for a State Capital Grant to fund a portion of the Harbin Park Phase 2 Project and declaring an emergency.

Recommendation:

It is recommended that City Council authorize the preparation of legislation, with rules suspension and emergency provision, authorizing the City Manager to execute an agreement for a State Capital grant to fund a portion of the Harbin Park Phase 2 project.

ORDINANCE 135-22. APPROVED 7-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Gwen Brill, Councilmember, At-Large
SECONDER:	Dale Paullus, Councilmember, 2nd Ward
AYES:	Meyers, Davidson, Brill, Besl, Paullus, Senger, Kraft

Public Utilities

Councilmember Adam Kraft

Motion to Suspend Second and Third Readings

Councilmember Kraft presented the first reading of this ordinance.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Adam Kraft, Councilmember, 4th Ward
SECONDER:	Matt Davidson, Councilmember, At-Large
AYES:	Meyers, Davidson, Brill, Besl, Paullus, Senger, Kraft

Ordinance to authorize the City Manager to enter into a contract with Ovivo USA, LLC for repair of critical treatment equipment at the City's sewer plant and declaring an emergency.

Recommendation:

It is recommended that City Council authorize the City Manager to enter into a contract with Ovivo USA, LLC and appropriate funding in the amount of \$330,000.00 for the repair of critical treatment equipment at the City's sewer plant. Rules suspension is requested in order to expedite the project.

ORDINANCE 136-22. APPROVED 7-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Adam Kraft, Councilmember, 4th Ward
SECONDER:	Dale Paullus, Councilmember, 2nd Ward
AYES:	Meyers, Davidson, Brill, Besl, Paullus, Senger, Kraft

Public Works

Councilmember Terry Senger

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:	Dale Paullus, Councilmember, 2nd Ward
AYES:	Meyers, Davidson, Brill, Besl, Paullus, Senger, Kraft

Ordinance to authorize the City Manager to enter into an agreement with the City of Hamilton, Ohio for cooperatively funding the repaving of Joe Nuxhall Way (formerly Forest Lake Lane) between River Road and the entrance to Joyce Park and declaring an emergency.

Recommendation:

It is recommended that City Council authorize and direct the preparation of legislation allowing the City Manager to enter into an agreement with the City of Hamilton for this project.

ORDINANCE 137-22. APPROVED 7-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Terry Senger, Councilmember, 3rd Ward
SECONDER:	Tim Meyers, Councilmember, At-Large
AYES:	Meyers, Davidson, Brill, Besl, Paullus, Senger, Kraft

Finance & Budget

Councilmember Tim Meyers

Motion to Suspend Second and Third Readings

Councilmember Meyers presented the first reading of this ordinance.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Tim Meyers, Councilmember, At-Large
SECONDER:	Gwen Brill, Councilmember, At-Large
AYES:	Meyers, Davidson, Brill, Besl, Paullus, Senger, Kraft

Ordinance to amend Ordinance No. 148-21 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, 2022, and ending December 31, 2022.”

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 138-22. APPROVED 7-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Tim Meyers, Councilmember, At-Large
SECONDER:	Adam Kraft, Councilmember, 4th Ward
AYES:	Meyers, Davidson, Brill, Besl, Paullus, Senger, Kraft

Motion to Suspend Second and Third Readings

Councilmember Meyers presented the first reading of this ordinance.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Tim Meyers, Councilmember, At-Large
SECONDER:	Gwen Brill, Councilmember, At-Large
AYES:	Meyers, Davidson, Brill, Besl, Paullus, Senger, Kraft

Ordinance to amend Ordinance No. 148-21 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, 2022, and ending December 31, 2022.”

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 139-22. APPROVED 7-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Tim Meyers, Councilmember, At-Large
SECONDER:	Matt Davidson, Councilmember, At-Large
AYES:	Meyers, Davidson, Brill, Besl, Paullus, Senger, Kraft

Meeting Schedule

Clerk Wilson read the following meeting schedule:

- A. Monday, November 14 - Council-Manager Briefing, 5:30 PM; Regular Meeting 7:00 PM
- B. Monday, November 28 - Council-Manager Briefing, 6:00 PM; Regular Meeting 7:00 PM
- C. Monday, December 5 - Council-Manager Briefing, 6:00 PM; Regular Meeting 7:00 PM

Executive Session of Council (if needed)

Council recessed to Executive Session at 7:35 PM.

15. ADJOURNMENT

The Regular Meeting adjourned at 7:50 PM.

ATTEST:

Clerk of Council

Mayor's Approval

Date Approved_____



2023 Annual Operating Budget

Kristina Cooper, Acting Director of Finance
Scott W. Timmer, City Manager

Agenda

- Monday, October 24, 2022

- ✓ Budget Overview
- ✓ Revenue & Expenditures
- ✓ Council / Mayor / Law
- ✓ General Services
- ✓ City Manager's Office
- ✓ Finance
- ✓ Development Services
- ✓ Police

- Monday, November 14, 2022

- ✓ Municipal Court
- ✓ Fire
- ✓ Public Works
- ✓ Parks & Recreation
- ✓ Public Utilities



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

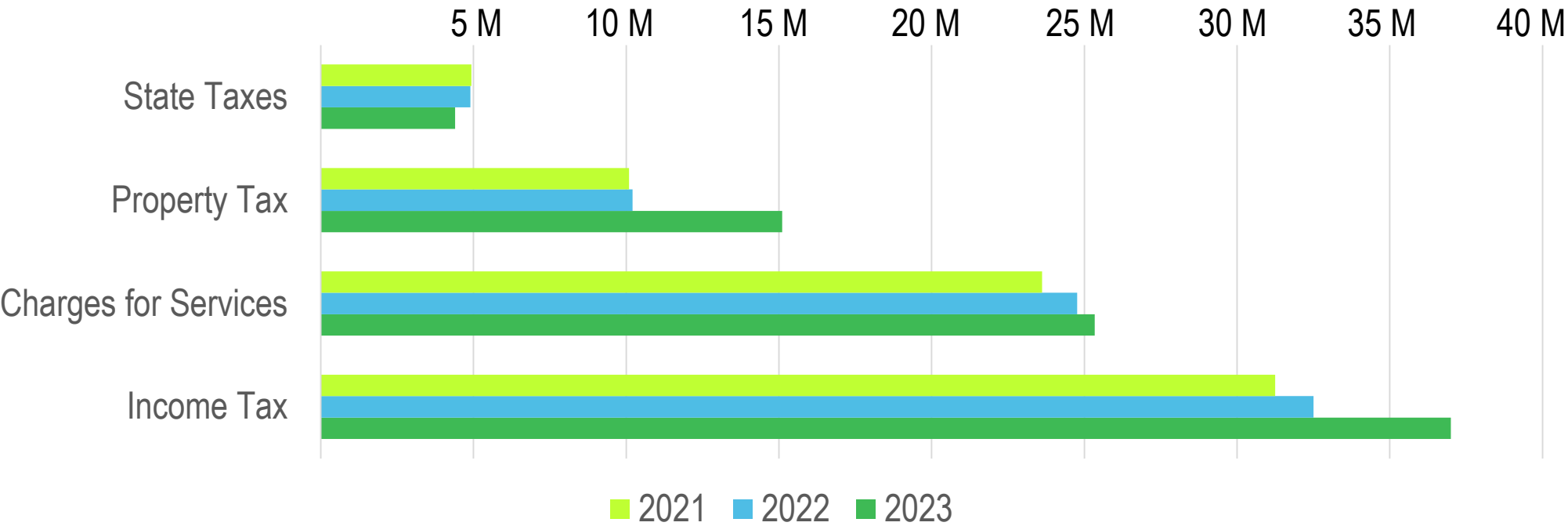
- What impacts the budget?
 - ✓ Economy
 - Income Tax Withholding
 - Business Environment
 - ✓ Global Pandemic
 - COVID-19 duration
 - Temporary legislation and its permanent impact
 - ✓ Fixed Costs
 - Personnel
 - ✓ State and Federal Mandates
 - Environmental
 - Withholding



Revenue & Expenditures

Budget Overview – Estimated Revenue

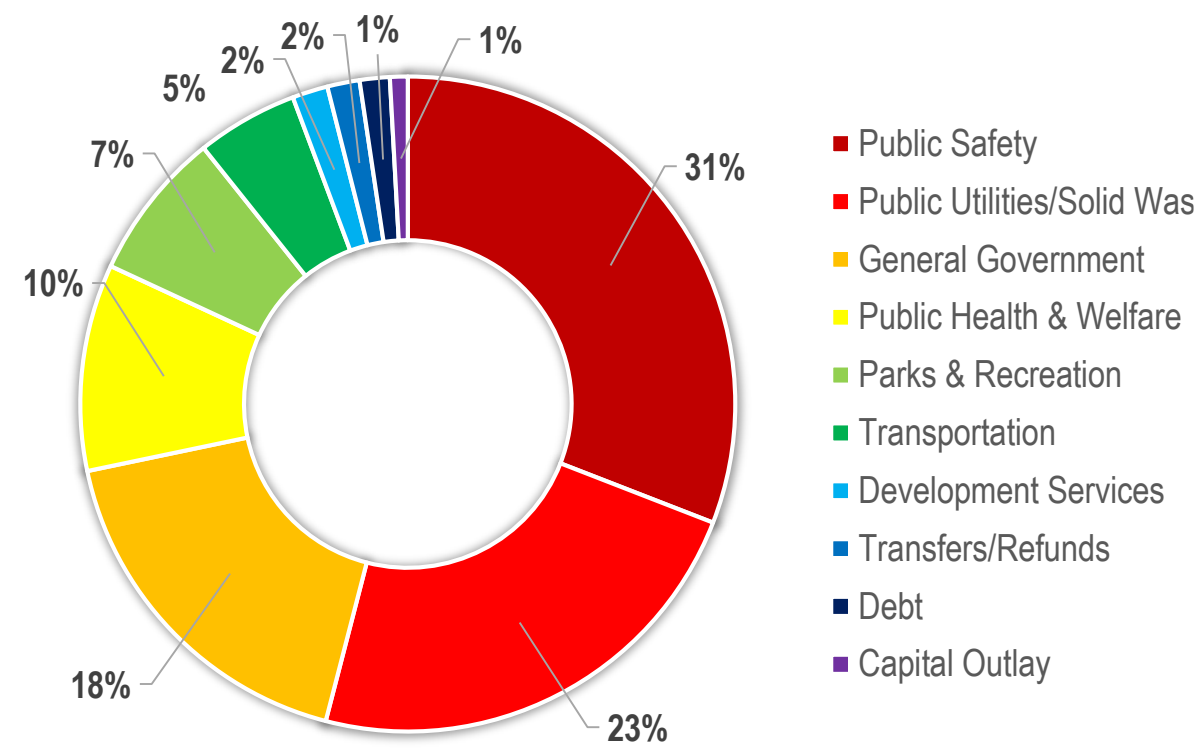
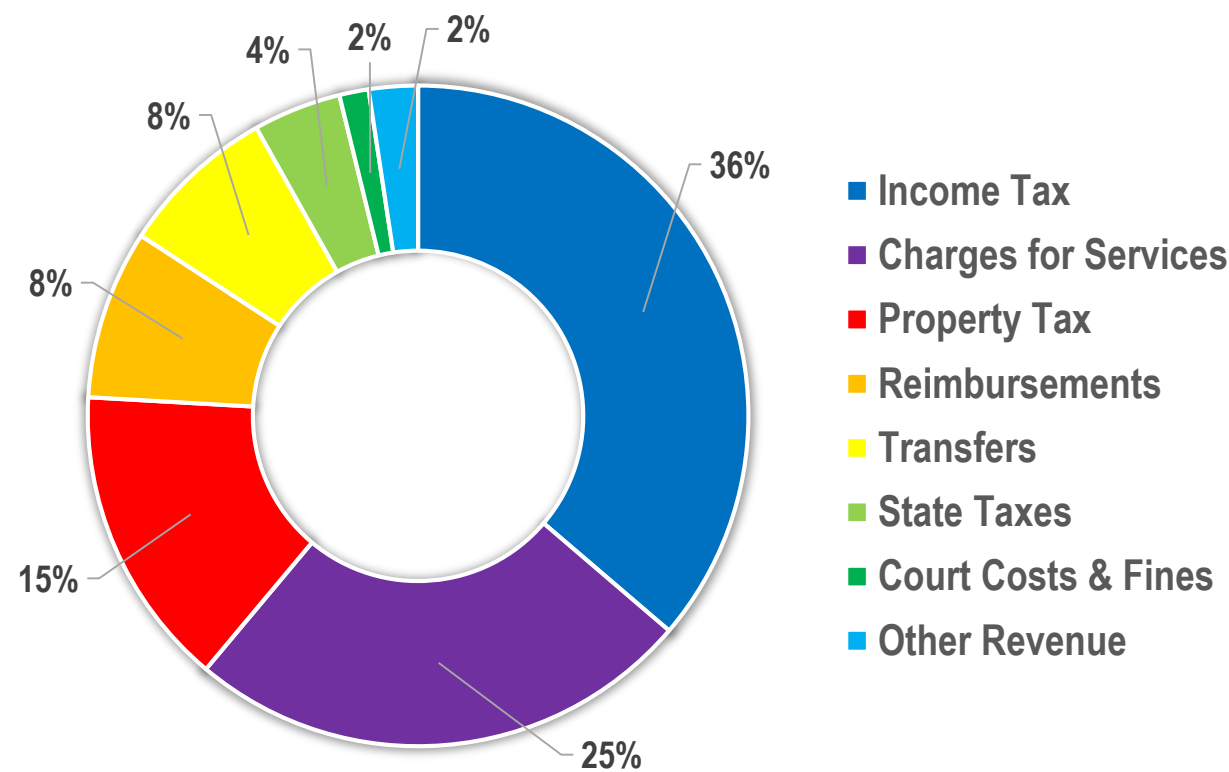
- Total Estimated Revenue: \$102,030,744 – Up 14.64%
 - ✓ General Fund: \$36,170,213 – Up 11.34%



- 80.2% from the above 4 sources (\$81.8 M of \$102.0 M)

Budget Overview

Where the money comes from.



Where the money goes.

Attachment: 2023_AOB_Council-Manager (3361 : 2023 Annual Operating Budget Review)

Budget Overview – Income Tax

- Growth Rates

- ✓ 5-Year Intervals

- 2007-2011 – (0.15%)
 - 2012-2016 – 4.34%
 - 2017-2021 – 4.41%

- ✓ 10-Year

- 2012-2021 – 4.50%

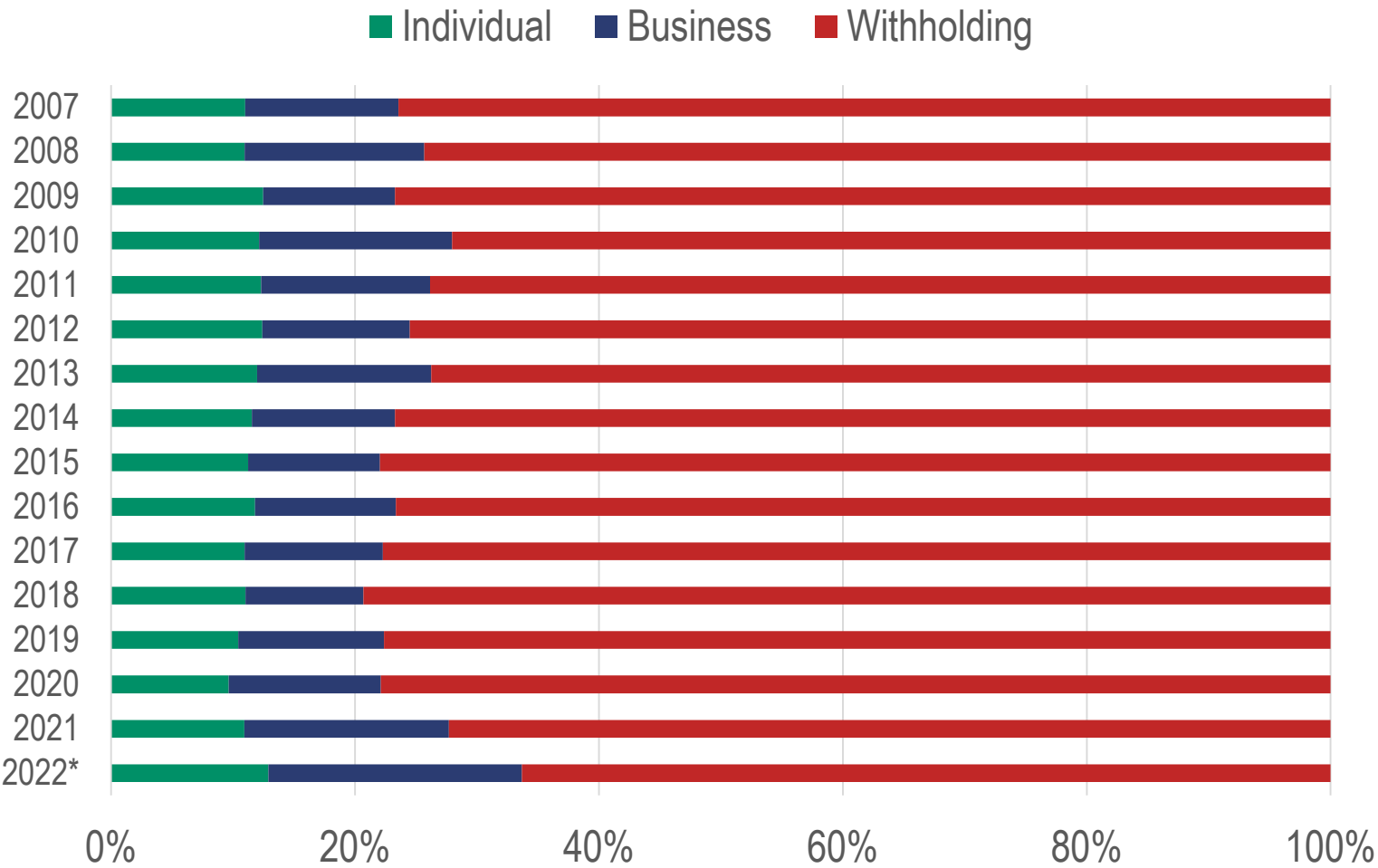
- ✓ 15-Year

- 2007-2021 – 3.01%

- Type Composition

- ✓ 2007 vs 2022*

- Ind: 10.99% vs 12.90%
 - Bus: 12.57% vs 20.79%
 - Wth: 76.44% vs 66.31%



Note: 2022 Amount is forecasted for remainder of FY 2022

Attachment: 2023_AOB_Council-Manager (3361 : 2023 Annual Operating Budget Review)

Budget Overview – Projected Expenditures

- Total Estimated Expenditures: **\$88,399,546**

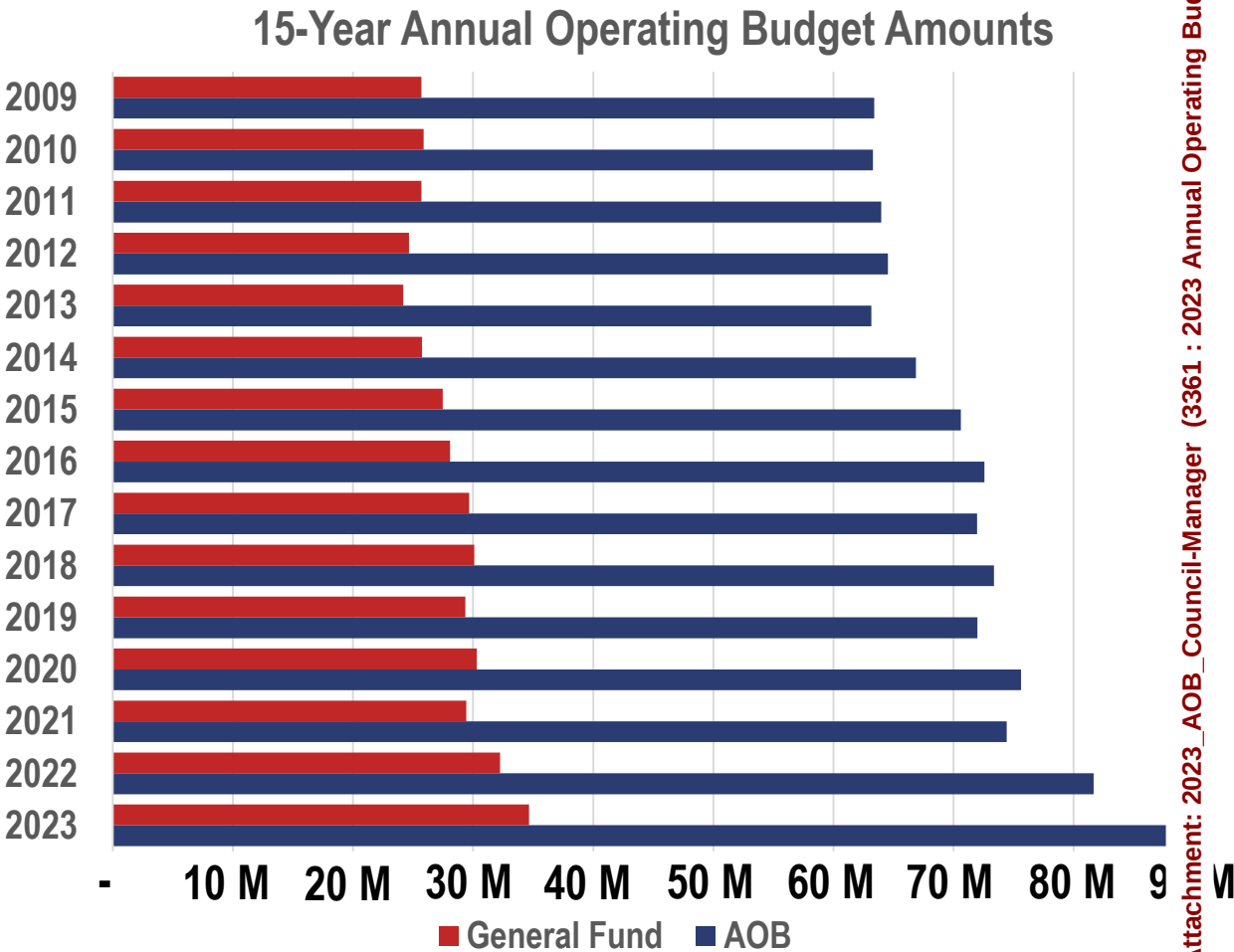
- ✓ 2020 Original Budget: **\$75,625,974**
- ✓ 2022 Original Budget: **\$81,671,919**

- General Fund: **\$34,645,662**

- ✓ 2020 Original Budget: **\$30,315,499**
- ✓ 2022 Original Budget : **\$32,237,375**

- Growth Rates

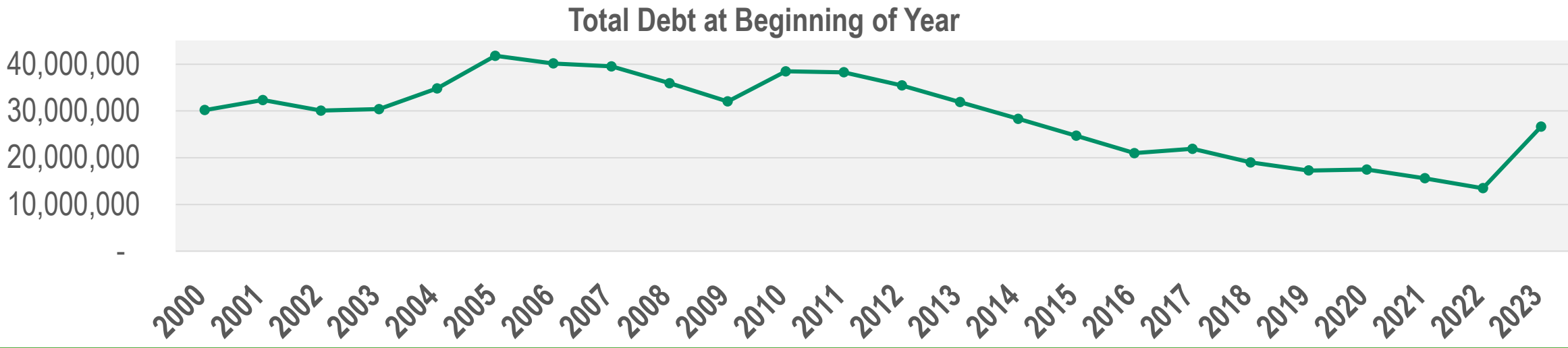
- ✓ 15-Year Growth Rate: **2.40% | 2.16%**
- ✓ 10-Year Growth Rate: **3.15% | 3.35%**
- ✓ 5-Year Growth Rate: **5.26% | 4.24%**



Attachment: 2023_AOB_Council-Manager (3361 : 2023 Annual Operating Budget Review)

Budget Overview – Debt

- Total Debt Outstanding: **\$26.6 million**
 - ✓ Short-Term Debt: **\$5.6 million**
 - ✓ Long-Term Debt: **\$21.0 million**
- Bond Rating Aa1
- 2023 Activity
 - ✓ Principal payments: **\$2,588,155**
 - ✓ Interest payments: **\$334,216**
- Primary Debt Funding Sources
 - ✓ Street Improvement Fund (401) – **\$4.3 M | 16.05%**
 - ✓ Capital Improvement Fund (402) – **\$2.6 M | 9.73%**
 - ✓ Water Revenue Fund (601) – **\$13.1 M | 49.14%**
 - ✓ Sewer Revenue Fund (620) – **\$6.5 M | 24.46%**
 - ✓ Special Assessments (501) – **\$0.16 M | 0.62%**



Attachment: 2023_AOB_Council-Manager (3361 : 2023 Annual Operating Budget Review)



City Council / Mayor’s Office / Law Department

City Council & Mayor

- Funding Source

- ✓ General Fund

- Expenditures

- ✓ City Council - \$232,081

- Personnel – Up 1.27%

- Non-Personnel – Up 4.28%

- ✓ Mayor - \$20,324

- Personnel – No Change

- Non-Personnel – Up 260.00%

\$252,405 – 4.17%

Law Department

- Funding Source
 - ✓ General Fund
- Expenditures
 - ✓ Personnel – No Change
 - ✓ Non-Personnel – Up 1.00%

\$584,100 – 1.00%

Attachment: 2023_AOB_Council-Manager (3361 : 2023 Annual Operating Budget Review)



General Services

General Services

- Funding Sources
 - ✓ General Fund
- Expenditures
 - ✓ Personnel- Up 1.51%
 - ✓ Non-Personnel-Up 5.40%

\$5,852,507 – 5.35%



Administration

Administration

- Funding Source
 - ✓ General Fund

		2023 Dept Proposed	2022 Original	% Δ	2020 Original	% Δ
100 (GENERAL FUND) - 120 (CITY MANAGER)	Personnel	619,059	436,893	41.70%	594,494	4.13%
	Other	38,450	34,350	11.94%	44,765	-14.11%
100 (GENERAL FUND) - 145 (HUMAN RESOURCES)	Personnel	267,484	258,359	3.53%	254,173	5.24%
	Other	154,800	154,480	0.21%	100,050	54.72%
100 (GENERAL FUND) - 213 (INFORMATION TECHNOLOGY)	Personnel	589,753	544,534	8.30%	538,965	9.42%
	Other	86,050	88,050	-2.27%	82,550	4.24%
CITY MANAGER'S OFFICE	Personnel	1,476,296	1,239,786	19.08%	1,387,632	6.39%
	Other	279,300	276,880	0.87%	227,365	22.84%
		1,755,596	1,516,666	15.75%	1,614,997	8.71%



Finance

Finance

• Funding Sources

✓ General Fund

✓ Enterprise Fund(s)

		2023 Dept Proposed	2022 Original	% Δ	2020 Original	% Δ
100 (GENERAL FUND) - 210 (FINANCE ADM & ACCOUNTING)	Personnel	715,827	703,522	1.75%	646,590	10.71%
	Other	35,245	29,820	18.19%	31,125	13.24%
100 (GENERAL FUND) - 211 (INCOME TAX)	Personnel	639,071	626,264	2.04%	615,198	3.88%
	Other	103,000	93,000	10.75%	95,510	7.84%
601 (WATER REVENUE) - 212 (UTILITY COLLECTION)	Personnel	207,696	199,798	3.95%	186,788	11.19%
	Other	159,488	158,488	.63%	165,125	-3.41%
620 (SEWER REVENUE) - 212 (UTILITY COLLECTION)	Personnel	169,933	163,471	3.95%	152,827	11.19%
	Other	2,052,313	2,052,313	0.00%	1,484,225	38.28%
FINANCE	Personnel	1,732,527	1,693,055	2.28%	1,601,403	8.19%
	Other	2,350,046	2,333,621	.70%	1,775,985	32.32%
		4,082,573	4,026,676	1.37%	3,377,388	20.88%

Finance

- Funding Sources
 - ✓ Trust & Agency Funds

		2023 Dept Proposed	2022 Original	% Δ	2020 Original	% Δ
707 (WEST CHESTER JEDD I) - 211 (INCOME TAX)	Other	2,040,601	2,029,291	0.56%	2,253,415	-9.44%
606 (WATER GUARANTEED TRUST) - 212 (UTILITY COLLECTION)	Other	65,000	65,000	0.00%	65,000	0.00%
630 (SOLID WASTE MANAGEMENT) - 630 (SOLID WASTE MANAGEMENT)	Other	2,634,190	2,460,580	7.06%	2,320,000	13.54%



Development Services

Development Services

- Funding Source
 - ✓ General Fund

		2023 Dept Proposed	2022 Original	% Δ	2020 Original	% Δ
100 (GENERAL FUND) - 150 (PLANNING & ECONOMIC DEVL)	Personnel	573,202	635,848	-9.85%	634,638	-9.68%
	Other	61,000	98,000	-37.76%	54,350	12.25%
100 (GENERAL FUND) - 155 (BUILDING AND ZONING INSPECTION)	Personnel	818,747	793,471	3.19%	778,748	5.14%
	Other	99,230	89,133	11.33%	93,860	5.72%
DEVELOPMENT SERVICES	Personnel	1,391,949	1,429,319	-2.61%	1,413,386	-1.52%
	Other	160,230	187,133	-14.38%	148,210	8.11%
		1,552,179	1,616,452	-3.98%	1,561,596	-0.60%

The logo for the Fairfield Police Department. The word "FAIRFIELD" is written in a large, light blue, sans-serif font. A dark blue four-pointed star is positioned above the letter "R". A dark blue swoosh underline is beneath the "R" and "F". Below "FAIRFIELD", the words "POLICE DEPARTMENT" are written in a smaller, dark blue, sans-serif font.

FAIRFIELD
POLICE DEPARTMENT

Police

- Funding Sources
 - ✓ General Fund

		2023 Dept Proposed	2022 Original	% Δ	2020 Original	% Δ
100 (GENERAL FUND) - 310 (POLICE)	Personnel	13,897,565	12,919,818	7.57%	11,812,794	10.05%
	Other	1,104,800	954,600	15.73%	896,750	23.20%
100 (GENERAL FUND) - 316 (JUSTICE CENTER)	Personnel	-	-	0.00%	-	0.00%
	Other	989,000	951,240	3.97%	855,595	15.73%
POLICE	Personnel	13,897,565	12,919,818	7.57%	11,812,794	17.65%
	Other	2,093,800	1,905,840	9.86%	1,752,345	19.49%
		15,991,365	14,825,658	7.86%	13,565,139	17.89%

Police

- Funding Sources
 - ✓ Special Revenue Funds

		2023 Dept Proposed	2022 Original	% Δ	2020 Original	% Δ
211 (LAW ENFORCEMENT) - 310 (POLICE)	Other	30,000	27,000	11.11%	42,000	-40.00%
213 (LAW ENFORCEMENT & EDU) - 310 (POLICE)	Other	30,000	30,000	0.00%	35,000	-16.67%
215 (LOCAL LAW ENFORCE BLOCK) - 310 (POLICE)	Other	-	-	0.00%	5,000	100.00%

