City of Fairfield
Minutes
Regular Meeting of City Council
June 8, 2020

Council-Manager Briefing

Budget Update

Mayor Miller called the briefing to order at 5:00 PM. Councilmembers present: Leslie Besl, Dale Paullus, Terry Senger, Tim Abbott, Mark Scharringhause and Bill Woeste.

Staff members present: Mark Wendling, Dan Wendt, Scott Timmer, Steve Wolterman, Greg Kathman, Ben Mann, Steve Maynard, Carol Mayhall, Tiphanie Howard, Adam Sackenheim and Don Bennett.

Council reviewed staff's recommended reductions to the CIP and Operating Budget. See attached slides and report.

Business Meeting Call to Order

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

Prayer/Pledge of Allegiance

Councilmember Scharringhausen 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	Excused	
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 Woeste, 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 to discuss the status of collective bargaining and to consider confidential information necessary to protect the possible investment or expenditure of public funds to be made in connection with an economic development project. Motion carried 6-0.

Special Presentations and Citizen Comments

None.

Public Hearing(s)

None.

Approval of Minutes

The Regular Meeting Minutes of May 26, 2020 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

Amend per Planning Commission recommendation.

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

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 Final Development Plan for the Dunkin Restaurant portion of the Chick-fil-A restaurant/retail center Planned Unit Devlopment.

Recommendation:
It is recommended that City Council have a first reading on this item at the April 27, 2020 meeting, set the joint public hearing for May 11, and await the written recommendation from the Planning Commission.

Councilmember Woeste presented the third reading of this ordinance.

ORDINANCE NO. 41-20. APPROVED 6-0.

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

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

<u>Resolution to approve and adopt the City of Fairfield, Ohio 2020-2024 Capital Improvement Program.</u>

Recommendation:
It is necessary for City Council to pass a resolution to approve the 2020-2024 Capital Improvement Program.

It is recommended that City Council authorize and direct the preparation of legislation adopting the 2020-2024 Capital Improvement Program.

Motion to table one resolution.

RESULT:	**TABLED [UNANIMOUS]**	**Next: 6/25/2020 7:00 PM**
MOVER:	Tim Abbott, Council Member, 4th Ward	
SECONDER:	Dale Paullus, Councilmember, 2nd Ward	
AYES:	Scharringhausen, Woeste, Besl, Paullus, Senger, Abbott	
EXCUSED:	Oberson	

NEW BUSINESS

Development Services Committee

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

Ordinance to adopt new Section 1143.261 and Subsection 1157.04(f) and amend Subsection 1157.04(e) of the Planning and Zoning Code of Ordinance No. 166-84, the Codified Ordinances of Fairfield, Ohio.

Recommendation:
It is recommended that City Council have a first reading on this ordinance at the June 8, 2020 meeting and set the joint public hearing date for June 22, 2020.

Councilmember Woeste presented the first reading of this ordinance and set a joint public hearing date of June 22, 2020.

RESULT:	**FIRST READING Next: 6/25/2020 7:00 PM**

Public Works Committee

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

Motion to Read by Title Only

Motion to read one ordinance by title only.

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

Motion to Suspend Second and Third Readings

Councilmember Scharringhause presented the first reading of this ordinance.

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

Ordinance to authorize the City Manager to execute an agreement with the City of Springdale, Ohio for cooperatively funding the Paving Improvements to Route 4 between Interstate 275 and Seward Road and declaring an emergency.

Recommendation:
It is recommended that City Council authorize the City Manager to enter into the attached agreement with the City of Springdale to cooperatively fund the improvements for State Route 4 between Interstate 275 and Seward Road.

ORDINANCE NO. 42-20. APPROVED 6-0.

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

Public Utilities Committee

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

Motion to Read by Title Only

Motion to read one ordinance by title only.

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

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:	Scharringhausen, Woeste, Besl, Paullus, Senger, Abbott
EXCUSED:	Oberson

Ordinance to authorize the City Manager to enter into a three (3) year contract with Polydyne Inc. for Purchase of Sludge Conditioning Polymer for Wastewater Plant with City option for two (2) additional one (1) year terms.

Recommendation:
It is recommended that City Council authorize the City Manager to enter into a three (3) year contract with Polydyne Inc. for the purchase of sludge conditioning polymer for the City's Wastewater Treatment Plant, with City option for two (2) additional one (1)-year terms.

ORDINANCE NO. 43-20. 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
EXCUSED:	Oberson

Finance & Budget Committee

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

Motion to Read by Title Only

Motion to read one ordinance by title only.

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

Ordinance to amend Ordinance No. 119-19 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, 2020, and ending December 31, 2020."

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. 44-20. APPROVED 6-0.

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

Meeting Schedule

A. Monday, June 22 - Council-Manager Briefing 6:00 PM; Regular Meeting 7:00 PM

B. Monday, July 13 - Council-Manager Briefing 6:00 PM; Regular Meeting 7:00 PM

C. Monday, July 27 - Council-Manager Briefing 6:00 PM; Regular Meeting 7:00 PM

Executive Session of Council (if needed)

Council moved to Executive Session at 7:15 PM.

14. ADJOURNMENT

The Regular Meeting adjourned at 8:00 PM.

ATTEST:

____
Clerk of Council

____
Mayor's Approval

Date Approved___________________

FAIRFIELD
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2020-2024 Capital Improvement Program & Annual Operating Budget Reduction Discussion

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Agenda

- Capital Improvement Program
  - ✓ Overview
  - ✓ Capital Improvement Fund
  - ✓ Department Breakouts
    - City Manager's Office
    - Development Services
    - Finance
    - Fire
    - Police
    - Public Works
    - Parks & Recreation
    - Public Utilities
- Annual Operating Budget
- Preliminary Forecast

Capital Improvement Program – 2020

	F1 $	F2 $	Orig. Total	Reduction Phase 1	Reduction Phase 2	Revised Total	% Reduced
City Manager's Office	343,550	3,500	347,050	(17,350)	-	329,700	-5.00%
Development Services	170,000	-	170,000	(135,000)	-	35,000	-79.41%
Finance	175,000	-	175,000	-	-	175,000	0.00%
Police	131,000	-	131,000	(40,000)	-	91,000	-30.53%
Fire	324,500	-	324,500	-	(19,500)	305,000	-6.01%
Public Works - Facilities	170,000	5,500	175,500	(25,000)	(55,000)	95,500	-45.58%
Public Works - Streets	5,027,005	534,125	5,561,130	(155,000)	-	5,406,130	-2.79%
Public Works - Fleet	1,346,884	18,116	1,365,000	(10,000)	(35,000)	1,320,000	-3.30%
Parks & Rec	1,610,500	1,700,000	3,310,500	(601,000)	(2,400,000)	309,500	-90.65%
Aquatics & Golf	343,000	-	343,000	(35,000)	(216,000)	92,000	-73.18%
Water	2,004,500	-	2,004,500	(215,000)	-	1,789,500	-10.73%
Sewer	1,232,700	-	1,232,700	(116,500)	-	1,116,200	-9.45%
	12,878,639	**2,261,241**	**15,139,880**	**(1,349,850)**	**(2,725,500)**	**11,064,530**	**-26.92%**
Minor	3,015,384	1,846,741	4,862,125	(721,500)	(2,688,000)	1,452,625	-70.12%
Major	8,595,205	411,000	9,006,205	(628,350)	(37,500)	8,340,355	-7.39%
Critical	1,268,050	3,500	1,271,550	-	-	1,271,550	0.00%
	12,878,639	**2,261,241**	**15,139,880**	**(1,349,850)**	**(2,725,500)**	**11,064,530**	**-26.92%**

Capital Improvement Program – 2020 - 402

	Funding Amount				Reductions				Final
402	*Minor*	*Major*	*Critical*	*Total*	*Minor*	*Major*	*Critical*	*Total*	Amount
City Manager's Office	-	87,500	130,300	**217,800**	-	(7,350)	-	**(7,350)**	210,450
Facilities	145,000	-	-	**145,000**	(80,000)	-	-	**(80,000)**	65,000
Fire	-	44,500	280,000	**324,500**	-	(19,500)	-	**(19,500)**	305,000
Fleet	95,000	1,140,000	-	**1,235,000**	(45,000)	-	-	**(45,000)**	1,190,000
Police	-	70,000	-	**70,000**	-	(40,000)	-	**(40,000)**	30,000
Parks & Rec	232,500	78,000	-	**310,500**	(35,000)	(66,000)	-	**(101,000)**	209,500
Public Works	50,000	1,295,000	-	**1,345,000**	-	-	-	**-**	1,345,000
Aquatics & Golf	35,000	110,000	-	**145,000**	(35,000)	(18,000)	-	**(53,000)**	92,000
	557,500	**2,825,000**	**410,300**	**3,792,800**	**(195,000)**	**(150,850)**	**-**	**(345,850)**	**3,446,950**

FAIRFIELD

GENERAL GOVERNMENT

FAIRFIELD

POLICE DEPARTMENT

FAIRFIELD

FIRE DEPARTMENT

FAIRFIELD
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FAIRFIELD

PUBLIC WORKS

FAIRFIELD

PARKS AND RECREATION

FAIRFIELD

PUBLIC UTILITIES

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Annual Operating Budget

	Original Budget	Proposed Reductions	Amended Budget	% Reduced
2020 Annual Operating Budget (AoB)				
General Fund	30,315,499	(1,424,979)	28,890,520	***-4.70%***
Other (Non-Enterprise)	28,205,355	(744,105)	27,461,250	***-2.64%***
Enterprise Fund(s) - Aquatics/Golf/Recreation	2,126,488	(263,472)	1,863,017	***-12.39%***
Enterprise Fund(s) - Utilities	14,978,632	(422,450)	14,556,182	***-2.82%***
	75,625,974	**(2,855,005)**	**72,770,969**	***-3.78%***

Annual Operating Budget

	Original Budget	Proposed Reductions	Amended Budget	% Reduced
Mayor	15,824	-	15,824	0.00%
Council	222,934	-	222,934	0.00%
Court	2,627,855	-	2,627,855	0.00%
Law	563,550	-	563,550	0.00%
City Manager's Office	1,614,997	(76,980)	1,538,017	-4.77%
Development Services	1,561,596	(97,044)	1,464,552	-6.21%
Finance	1,740,336	(100,714)	1,639,623	-5.79%
Fire	7,607,017	(149,250)	7,457,767	-1.96%
Police	13,647,139	(660,084)	12,987,055	-4.84%
Parks & Recreation	5,351,881	(426,125)	4,925,757	-7.96%
Public Utilities	10,806,383	(408,600)	10,397,783	-3.78%
Public Works	6,427,844	(725,082)	5,702,762	-11.28%
General Services	4,709,325	(211,128)	4,498,197	-4.48%
Debt	5,676,267	-	5,676,267	0.00%
Other	13,053,026	-	13,053,026	0.00%
	75,625,974	**(2,855,005)**	**72,770,969**	-3.78%

Annual Operating Budget & Capital Improvement Program Reductions

2020 Annual Operating Budget (AoB)	Original Budget	Proposed Reductions	Amended Budget	% Reduced
General Fund	30,315,499	(1,424,979)	28,890,520	*-4.70%*
Other (Non-Enterprise)	28,205,355	(744,105)	27,461,250	*-2.64%*
Enterprise Fund(s) - Aquatics/Golf/Recreation	2,126,488	(263,472)	1,863,017	*-12.39%*
Enterprise Fund(s) - Utilities	14,978,632	(422,450)	14,556,182	*-2.82%*
	75,625,974	**(2,855,005)**	**72,770,969**	***-3.78%***
2020 Capital Improvement Program (CIP)	**Orig. Total**	**Reduction Phase 1**	**Reduction Phase 2**	**Revised Total**
City Manager's Office	347,050	(17,350)	-	329,700
Development Services	170,000	(135,000)	-	35,000
Finance	175,000	-	-	175,000
Police	131,000	(40,000)	-	91,000
Fire	324,500	-	(19,500)	305,000
Public Works - Facilities	175,500	(25,000)	(55,000)	95,500
Public Works - Streets	5,561,130	(155,000)	-	5,406,130
Public Works - Fleet	1,365,000	(10,000)	(35,000)	1,320,000
Parks & Rec	3,310,500	(601,000)	(2,400,000)	309,500
Aquatics & Golf	343,000	(35,000)	(216,000)	92,000
Water	2,004,500	(215,000)	-	1,789,500
Sewer	1,232,700	(116,500)	-	1,116,200
	15,139,880	**(1,349,850)**	**(2,725,500)**	**11,064,530**
AoB + CIP	**90,765,854**	**(6,930,355)**	**83,835,499**	***-7.64%***

Attachment: 20200608_CM-Briefing-Final (1533 : Budget Update)

Preliminary Forecast

- 4/13/2020 Council-Manager: 3 Month Actuals Withholding

	April	May	June	Q2
2019:	2,765,031.06	1,827,186.94	2,067,892.87	**6,660,110.87**
2020:	2,792,656.73	1,834,408.29		**4,627,065.02**

✓Q2 Apr & May up 0.76% over 2019

Preliminary Forecast

- Individual

	April	May	June	Q2
2019:	1,303,768.58	48,606.94	273,520.30	**1,625,895.82**
2020:	335,964.17	125,433.57		**461,397.74**

- Business

	April	May	June	Q2
2019:	1,174,700.46	146,712.67	464,956.59	**1,786,369.72**
2020:	213,278.30	110,903.24		**324,181.54**

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Questions?

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DEPARTMENTAL CORRESPONDENCE

FAIRFIELD OHIO

TO	Mayor Miller & City Council
FROM	Mark Wendling, City Manager Scott W. Timmer, Finance Director
SUBJECT	INFORMATION PAPER - 2020-2024 CAPITAL IMPROVEMENT PROGRAM & ANNUAL OPERATING BUDGET REVIEW – COVID-19
DATE	Jun 8, 2020

Purpose

To provide detailed explanation of the items remaining in the 2020-2024 Fairfield Capital Improvement Program (CIP), specifically for funding year 2020. This additional review was completed at the request of Fairfield City Council in response to the COVID-19 pandemic. Furthermore, a thorough review of the City of Fairfield Annual Operating Budget was also requested by Fairfield City Council.

Background

The City of Fairfield annually completes its CIP. The CIP continues the City's strategic approach to capital investment. Prudent fiscal policy and investment strategy has allowed the City to continue this comprehensive program. The original budget for 2020 totaled $15,139,880. The five (5) year Capital Improvement Program lists $90,014,831 in projects planned through calendar year 2024, with 68% or $61,262,523 anticipated from City funds and 32% or $28,752,309 anticipated from outside funding, such as grants or debt.

Funding for the CIP comes from a variety of sources, including the General, Capital Improvement, Street Improvement, Downtown Development, Water and Sewer funds, (among others) as well as outside funding sources. The projects contained in the CIP include periodic equipment replacement, major maintenance-type projects, as well as one-time expenditures of funds such as major roadway, utility, parks, public buildings, and other infrastructure projects.

As a result of the COVID-19 pandemic, many local governments are re-looking at not only their operating expenditures but also their capital spending. At the request of Fairfield City Council, we have conducted an in-depth review and analysis of all unappropriated projects for fiscal year 2020 as well as many areas of the operating budget. We are looking at our ability to defer major capital expenditures without hindering our ability to provide essential services or create an untenable future infrastructure position.

Discussion

Capital Improvement Program

The original 2020 CIP included $15,139,880. Initially, each Department Director was asked to provide CIP reductions ranging from 2.5%-10%. After thorough review, $1,349,850 was identified to be deferred in the CIP. Those reductions include:

Project ID	Project Title	Priority	Fund	Orig. Budget	Amt Reduced
0CM04	CITYWIDE DOCUMENT IMAGING PROJECT	MAJOR	*100*	10,000	(10,000)
0DV01	CITY WIDE REDEVELOPMENT FUND	MINOR	*100*	50,000	(15,000)
0DV02	ZONING CODE UPDATE	MAJOR	*100*	120,000	(120,000)
0PW01	SIDEWALK INSTALLATION "GAP" PROGRAM	MINOR	*100*	10,000	(10,000)
0PW35	PLEASANT GATEWAY-ENGINEERING	MAJOR	*100*	100,000	(100,000)
0PW55	CITYWIDE SIGN INVENTORY	MINOR	*401*	45,000	(45,000)
0CM01	NETWORK INFRASTRUCTURE MAINTENANCE	MAJOR	*402*	50,000	(7,350)
0FC91	LANDSCAPING OF CITY FACILITIES	MINOR	*402*	25,000	(25,000)
0FT63	REPLACEMENT OF MOWER (STREETS)	MINOR	*402*	10,000	(10,000)
0PD04	ANIMAL SHELTER UPGRADE	MAJOR	*402*	40,000	(40,000)
0PR01	COMMUNITY ARTS CENTER	MAJOR	*402*	78,000	(66,000)
0PR09	REPLACEMENT OF PARK SITE AMENITIES	MINOR	*402*	30,000	(15,000)
0PR13	PARKS EQUIPMENT	MINOR	*402*	15,000	(5,000)
0PR21	FACILITIES MAINTENANCE	MINOR	*402*	30,000	(15,000)
0RC01	BEAUTIFICATION/LANDSCAPING	MINOR	*402*	15,000	(15,000)

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0RC10	AQUATIC CENTER IMPROVEMENTS & MAINT	MINOR	*402*	20,000	(20,000)
0WT20	FILTER MEDIA REPLACEMENT	MINOR	*605*	25,000	(15,000)
0WT26	ADMINISTRATION BUILDING ROOF REPAIR	MAJOR	*605*	200,000	(200,000)
0WW02	ROOT CONTROL MAINTENANCE PROGRAM	MAJOR	*624*	20,000	(15,000)
0WW03	MANHOLE REHABILITATION PROGRAM	MAJOR	*624*	10,000	(10,000)
0WW07	WASTEWATER PLANT CONCRETE/MASONRY	MINOR	*623*	14,000	(14,000)
0WW09	VIDEO AND SEWER CLEANING EQUIPMENT	MINOR	*624*	7,500	(7,500)
0WW13	BUILDING IMPROVEMENTS	MINOR	*623*	10,000	(10,000)
0WW17	PRIMARY BOILER REPLACEMENT	MAJOR	*624*	20,000	(20,000)
0WW23	SECONDARY CLARIFIER LIFT STATION	MAJOR	*624*	40,000	(40,000)
0PR15	HUFFMAN PARK FOUNDATION IMPROVEMENT	MINOR	*413*	500,000	(500,000)
					(1,349,850)

The $1,349,850 represented a decrease of 8.92% of the overall 2020 CIP.

A departmental breakdown is as follows:

Department	Orig. Total	Reduction	Rev. Amt	% Reduced
City Manager's Office	347,050	(17,350)	329,700	-5.00%
Development Services	170,000	(135,000)	35,000	-79.41%
Finance	175,000	-	175,000	0.00%
Police	131,000	(40,000)	91,000	-30.53%
Fire	324,500	-	324,500	0.00%
Public Works - Facilities	175,500	(25,000)	150,500	-14.25%
Public Works - Fleet	1,365,000	(10,000)	1,355,000	-0.73%
Public Works - Streets	5,561,130	(155,000)	5,406,130	-2.79%
Parks & Rec	3,310,500	(601,000)	2,709,500	-18.15%
Aquatics & Golf	343,000	(35,000)	308,000	-10.20%
Water	2,004,500	(215,000)	1,789,500	-10.73%
Sewer	1,232,700	(116,500)	1,116,200	-9.45%
	15,139,880	**(1,349,850)**	**13,790,030**	**-8.92%**

A priority breakdown is as follows:

Priority	Orig. Total	Reduction	Rev. Amt	% Reduced	Appropriated As of May 26	Amt Remaining
Minor	4,862,125	(721,500)	4,140,625	-14.84%	(589,732)	3,550,893
Major	9,006,205	(628,350)	8,377,855	-6.98%	(5,364,907)	3,012,948
Critical	1,271,550	-	1,271,550	0.00%	(718,200)	553,350
	15,139,880	**(1,349,850)**	**13,790,030**	-8.92%	**(6,672,839)**	**7,117,191**

As part of this review process, I solicited input from the Department Head and/or Division Manager responsible for the remaining projects. I focused on Fund 402 – Capital Improvement Fund, as its funding is the most strained. Fund 402 would require the "make whole" General Fund transfer of $1,028,766 and an additional transfer of approximately $750,000. In the Annual Operating Budget, we had originally set aside $750,000 to transfer to Fund 201, Street Construction, Maintenance, & Repair. With the budget cuts made by the Public Works Department, the likelihood of needing that transfer is low. In the event the transfer to Fund 201 is unnecessary, we could reprogram that transfer to Fund 402. Doing so would require a supplemental appropriation from City Council.

In the Public Works Department, I received the following feedback:

- Brian Rose, Fleet & Facilities Manager - Facilities
  - ✓ **0FCO2 Energy Management Upgrade $45,000 (Minor):** The Johnson Controls front-end system runs on a Windows 7 platform. It allows us to manage virtually all of the HVAC equipment citywide (change schedules, temperature set points, receive alarms when equipment malfunctions). Fairfield Information Technology Division indicated we would not

be able to support Windows 7 into 2021. Therefore, if this is not upgraded we will no longer be able to communicate to the roughly 250 controllers citywide. Lance and I both feel that this one needs to happen this year.

- ✓ **0FC51 Parks Buildings Repairs and Upgrades $30,000 (Minor)**: The primary project is to repair rotted trim and fascia board and repaint peeling paint at the Elisha Morgan Mansion. This will cost approximately $10,000. The other $20,000 is for repairs and upgrades as needed for all Park's buildings. It could be eliminated; however, Facilities would have no other monies for repairs.
- ✓ **0FC52 Lane Library Repairs $5,000 (Minor)**: There are no projects reserved for this money. Please keep in mind that there is no budget for this building so any repairs, landscaping or concrete work would have to come from the general fund.
- ✓ **0FC61 Public Works Repairs $10,000 (Minor)**: This request was for a fire alarm system in our truck barn. This could be delayed if needed.
- ✓ **0FC71 Justice Center $10,000 (Minor)**: Police Chief Maynard had requested that boulders be placed in front of the building for vehicular assault. We estimate this at $5,000. No financial impact if pushed to 2021.
- ✓ **0FC81 Firehouse Repairs $20,000 (Minor)**: This request was for new carpet at the Station #32. The current carpet is 20 years old. No significant financial impact if pushed to 2021.
- ✓ **0FC91 Landscaping of City Facilities $25,000 (Minor):** Indicated for reduction during round one review.

❖ Brian Rose, Fleet & Facilities Manager - Fleet

- ✓ **0FT51 Replacement of Truck Parks $40,000 (Minor)**: Replacing a 2005 truck which has substantial rust to the body. I would rate this project higher than "Minor" due to the condition of the truck. Financial impact of delay would be around $2,000.
- ✓ **0FT68 Radios $10,000 (Minor)**: This money will complete the radio upgrades, without these additional radios we would not have enough for all snow routes to communicate in the winter.
- ✓ **0FT74 Replacement Staff Vehicle Police $35,000 (Minor)**: This is a 2008 Chevrolet Impala and is being replaced due to age. This vehicle could be pushed a year if needed.
- ✓ **0FT63 Replacement of Mower (Streets) $10,000 (Minor):** Indicated for reduction during round one review.

❖ Ben Mann, Public Works Director

- ✓ **0PW03 Drainage Improvements (Contracted) $30,000 (Major)**: The $30,000 in Contracted drainage allows Public Works to respond to problems that we may not be able to do with our equipment of staff. There are drywell locations that we like to contract out. Delaying this project keeps us from responding to residents' concerns about significant drainage problems.
- ✓ **0PW52 Muskopf Storm Sewer – Construction $990,000 (Major)**: The Muskopf Storm Sewer project is for the construction of approximately 1400 feet of 36" diameter relief storm sewer. The storm sewer will divert much of the stormwater and subsequent sediment that runs off the hillside and causes street flooding in the nearby area. Currently that stormwater and sediment overwhelms the neighborhood drywell system, compromises the future viability of the drywells, floods the street in major rain events, and leaves dirt/debris behind. Once the relief sewer is constructed, the majority of water and sediment will be diverted to the existing Lake Michigan detention basin (at the west end of Rita Mae Drive) where the stormwater will be detained before being released downstream. Sediment is already being managed by Public Works in this detention basin which has easy access for maintenance operations on City owned property. The relief sewer will be constructed within the existing Rita Mae Drive, which will be repaved at the completion of the project.

In the Fire Department, I received the following feedback:

❖ Don Bennett, Fire Chief

- ✓ **0FD02 Replace Hose and Appliances $35,000 (Major)**: Could potentially decrease to $20,000. Currently, the estimates are forecasted based on historical averages. If we end up with more hose that needs replaced, it could be closer to the original $35,000. I assume all ground ladders will pass the annual inspection; however, I do have one 24-foot extension ladder that is damaged and needs replaced.
- ✓ **0FD03 Replacement Bedding $9,500 (Major)**: Can defer to next year if necessary.

In the Parks and Recreation Department, I received the following feedback:

❖ Tiphanie Howard, Parks and Recreation Director

- ✓ **0PR01 Community Arts Center $12,000 (Major)**: This item is the last phase of a lighting project that began in 2018. If the project is not completed, not only would we will lose our current pricing proposal, with the potential of the price going up if deferred, we would also run the risk of the technology failing. Should the technology fail, we would be unable to produce our scheduled performances which in-turn would create a loss in revenue, customer satisfaction and

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create unnecessary workload in order to reschedule the performance and/or process refund vouchers. Also, the theater is utilized for programming activities and outside rentals. Should the system fail prior to the upgrade, we would also be losing revenue from these functions.

- ✓ **<u>0PR05 Parks and Rec Software Upgrades $55,000 (Minor)</u>**: Year 3 of 3 contractual software upgrade payments. This contract was agreed upon in 2018.
- ✓ **<u>0PR09 Replacement of Park Site Amenities $15,000 (Minor)</u>**: Items that are purchased with this project include upgrades to current fixtures, furnishings and equipment related to park amenities such as shelters, benches, trash receptacles, tennis and basketball courts. With a very large inventory of each of these items, deferring the purchase to replace any of these items will leave a void in offering a level of service to our community that they are known to expect. Should the amenity be a shelter, there is a loss of revenue that will occur.
- ✓ **<u>0PR13 Parks Equipment $10,000 (Minor)</u>**: Parks Equipment is a regular replacement plan for mowers and other high-priced equipment. The equipment replacement plan is intended to replace equipment that has been identified as inefficient in performance, has reached the end of its usable life, and/or the equipment is obsolete. When a piece of equipment is placed on this plan, it typically means that deferring the replacement of it will have a negative impact on maintenance needs. A loss of a mower would result in areas of the park system not being maintained properly or efficiently and the loss of an employee to focus on repairing the equipment rather than maintaining property.
- ✓ **<u>0PR21 Facilities Maintenance $15,000 (Minor)</u>**: Preventative maintenance repairs, upgrades and replacement items in this project are in association with the Public Works Department. Facility Maintenance improvements include upgrades, preventative maintenance repairs or replacement of HVAC systems, flooring, door hardware replacement, awnings, and other related items. Deferring facility maintenance items on this plan will typically mean higher repair or replacement costs in the future.
- ✓ **<u>0PR25 Landscaping Updates – Parks $12,500 (Minor):</u>** Currently the Community Arts Center (CAC) has a drainage issue that is allowing water to seep into the basement of the CAC. A landscaping upgrade at the CAC should rectify the issue moving forward.
- ✓ **<u>0RC02 Golf Course Improvements & Maint $35,000 (Major)</u>**: This is a remediation project of tee box #2 which has been infiltrated by honeysuckle roots. After years of the tee box dying every summer, the staff uncovered the source of the turf failure. Honeysuckle roots have invaded the turf under the tee box and competes with the turf for water and nutrients, more specifically, in the warmer summer months. The honeysuckle robs the grass of nutrients as it is a dominant invasive species. Over the years, staff have been caring for the tee box to no avail by utilizing an aggressive spraying and aerification program. Resources spent in staff time, chemicals and machinery have reached the tipping point of a continued treatment plan versus a complete replacement. Delaying the project would incur more increased costs in labor and material in the long term.
- ✓ **<u>0RC04 Mowers/Equipment Replacement $75,000 (Major)</u>**: Due to the age of the equipment (this model is a unit built in 1999), the machine continues to break down, sometimes for days, during critical application of chemicals. Already this year, it has broken down twice during application. This resulted in hundreds of gallons of chemicals being wasted. Staff is also finding that certain replacement parts that are needed for replacement, such as the valve assembly which was what caused the most recent breakdown, are no longer being manufactured. This caused the unit to be out of service for several days while the turf mechanic spent hours rebuilding the part as well as the loss of a laborer on the course for turf maintenance duties. With replacement items being discontinued combined with the interruption in the chemical application process, it has become apparent that it is no longer feasible to delay the investment any further. Doing so will cause interruption in our chemical application process, which in turn, would critically damage the turf from an invasion of fungus, pests and weeds.

In the City Manager's Office, I received the following feedback:

- ❖ Dan Wendt, Assistant City Manager
  - ✓ **<u>0CM01 Network Infrastructure Maintenance $42,650 (Major)</u>**: Additional reductions in network infrastructure means that the IT Division will not be able to replace network hardware and software as it fails or becomes obsolete. These cuts would result in network interruptions and loss of employee productivity due to the necessary break/fix approach. This approach will create a future burden as the division struggles to catch up. This reduction may result in network security vulnerabilities, as cities become attractive targets for cyber ransom.
  - ✓ **<u>0CM05 Camera Surveillance System $37,500 (Major)</u>**: The surveillance camera servers are running on obsolete operating systems and software. If a server goes down, we may not be able to repair the surveillance systems in the Justice Center. Replacement is imperative.

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Additional funds were analyzed in an effort to reduce overall CIP expenditures. Projects included in Fund 640 – Recreational Facilities are revenue dependent. At this point in the year, it is unlikely revenue will be sufficient to support any of those projects. Those projects include:

- 0RC11 Golf Course Signage $50,000 (Minor)
- 0RC12 South Trace Concession Renovation $75,000 (Minor)
- 0RC14 South Trace A/V Upgrades $18,000 (Minor)
- 0RC15 Outdoor Tables and Chairs $55,000 (Minor)

Lastly, two projects were dependent on outside funding. The funding for those projects appears unlikely given the current economic outlook. Those projects include:

- 0PR10 Harbin Park Renovations $2,000,000 (Minor) - $1,450,000 in City funding
- 0PR11 Harbin Park Phase I (Loop Trail) $400,000 (Minor) - $200,000 in City funding

Annual Operating Budget

On December 2, 2019, Fairfield City Council adopted Ordinance 119-19 titled "An Ordinance to make estimated appropriations for the expenses and expenditures of the City of Fairfield, Ohio during the period beginning January 1, 2020 and ending December 21, 2020. That funding ordinance initially authorized an all funds operating budget of $75,625,974. As a result of the COVID-19 pandemic, Fairfield City Council requested staff re-evaluate the 2020 operating budget. During this review, each Department Head reviewed their budget and provided feedback on where they believed they could reduce expenditures without a detrimental impact to their level of service. In some cases, additional amounts were removed in an effort to reach the desired goal of City Council.

Recommendation

Based on our review of the feedback provided by the Department's we are recommending the following cuts:

- Facilities
  - ✓ 0FC51 Parks Buildings Repairs and Upgrades $20,000 (Minor)
  - ✓ 0FC61 Public Works Repairs $10,000 (Minor)
  - ✓ 0FC71 Justice Center $5,000 (Minor)
  - ✓ 0FC81 Firehouse Repairs $20,000 (Minor)
- Fleet
  - ✓ 0FT74 Replacement Staff Vehicle Police $35,000 (Minor)
- Fire
  - ✓ 0FD02 Replace Hose and Appliances $10,000 (Major)
  - ✓ 0FD03 Replacement Bedding $9,500 (Major)
- Parks and Recreation
  - ✓ 0RC04 Mowers/Equipment Replacement $18,000 (Major)
  - ✓ 0RC11 Golf Course Signage $50,000 (Minor)
  - ✓ 0RC12 South Trace Concession Renovation $75,000 (Minor)
  - ✓ 0RC14 South Trace A/V Upgrades $18,000 (Minor)
  - ✓ 0RC15 Outdoor Tables and Chairs $55,000 (Minor)
  - ✓ 0PR10 Harbin Park Renovations $2,000,000 (Minor) - $1,450,000 in City funding
  - ✓ 0PR11 Harbin Park Phase I (Loop Trail) $400,000 (Minor) - $200,000 in City funding

That brings the total cuts to the following:

	Original Budget	Proposed Reductions	Amended Budget	% Reduced
2020 Annual Operating Budget (AoB)				
General Fund	30,315,499	(1,424,979)	28,890,520	***-4.70%***
Other (Non-Enterprise)	28,205,355	(744,105)	27,461,250	***-2.64%***
Enterprise Fund(s) - Aquatics/Golf	2,126,488	(263,471)	1,863,017	***-12.39%***
Enterprise Fund(s) - Utilities	14,978,632	(422,450)	14,556,182	***-2.82%***
	75,625,974	(2,855,005)	72,600,319	***-3.78%***

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Capital Improvement Program (CIP)	Original CIP	Phase I Reduction	Phase II Reduction	Amended Proposed CIP
City Manager's Office	347,050	(17,350)	-	**329,700**
Development Services	170,000	(135,000)	-	**35,000**
Finance	175,000	-	-	**175,000**
Police	131,000	(40,000)	-	**91,000**
Fire	324,500	-	(19,500)	**305,000**
Public Works - Facilities	175,500	(25,000)	(55,000)	**95,500**
Public Works - Streets	5,561,130	(155,000)	-	**5,406,130**
Public Works - Fleet	1,365,000	(10,000)	(35,000)	**1,320,000**
Parks & Rec	3,310,500	(601,000)	(2,400,000)	**309,500**
Aquatics & Golf	343,000	(35,000)	(216,000)	**35,000**
Water	2,004,500	(215,000)	-	**1,789,500**
Sewer	1,232,700	(116,500)	-	**1,116,200**
	15,139,880	(1,349,850)	(2,725,500)	**11,064,530**
	AoB + CIP Original	**Reductions**	**AoB + CIP Amended**	**% Reduced**
Grand Total	90,765,854	(6,930,355)	**83,835,599**	**-7.64%**

Enclosure(s)

1- Annual Operating Budget Summary
2- CIP Project Listing

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Enclosure 1
Annual Operating Budget Summary

		Original Budget	Reduction	Reduced Budget	% Reduced
100 (GENERAL FUND) - 110 (CITY COUNCIL)*	Personnel	199,569.00	-	199,569.00	
	Other	23,365.00	-	23,365.00	
		222,934.00	**-**	**222,934.00**	**0.0%**
100 (GENERAL FUND) - 115 (MAYOR)*	Personnel	11,324.00	-	11,324.00	
	Other	4,500.00	-	4,500.00	
		15,824.00	**-**	**15,824.00**	**0.0%**
100 (GENERAL FUND) - 120 (CITY MANAGER)	Personnel	594,494.00	(32,532.80)	561,961.20	
	Other	44,765.00	-	44,765.00	
		639,259.00	**(32,532.80)**	**606,726.20**	**-5.1%**
100 (GENERAL FUND) - 125 (GENERAL SERVICES)	Personnel	65,257.00	(4,128.25)	61,128.75	
	Other	4,644,068.00	(207,000.00)	4,437,068.00	
		4,709,325.00	**(211,128.25)**	**4,498,196.75**	**-4.5%**
100 (GENERAL FUND) - 130 (LAW DIRECTOR)*	Personnel	500.00	-	500.00	
	Other	563,050.00	-	563,050.00	
		563,550.00	**-**	**563,550.00**	**0.0%**
100 (GENERAL FUND) - 145 (HUMAN RESOURCES)	Personnel	254,173.00	(1,411.00)	252,762.00	
	Other	100,050.00	(16,447.94)	83,602.06	
		354,223.00	**(17,858.94)**	**336,364.06**	**-5.0%**
100 (GENERAL FUND) - 150 (PLANNING & ECONOMIC DEVL)	Personnel	634,638.00	(54,000.00)	580,638.00	
	Other	54,350.00	(12,150.00)	42,200.00	
		688,988.00	**(66,150.00)**	**622,838.00**	**-9.6%**
100 (GENERAL FUND) - 155 (BUILDING AND ZONING INSPECTION)	Personnel	778,748.00	(14,154.00)	764,594.00	
	Other	93,860.00	(16,740.00)	77,120.00	
		872,608.00	**(30,894.00)**	**841,714.00**	**-3.5%**
100 (GENERAL FUND) - 210 (FINANCE ADM & ACCOUNTING)	Personnel	646,590.00	-	646,590.00	
	Other	31,125.00	(11,000.00)	20,125.00	
		677,715.00	**(11,000.00)**	**666,715.00**	**-1.6%**
100 (GENERAL FUND) - 211 (INCOME TAX)	Personnel	615,198.00	(66,363.50)	548,834.50	
	Other	95,510.00	(9,500.00)	86,010.00	
		710,708.00	**(75,863.50)**	**634,844.50**	**-10.7%**
100 (GENERAL FUND) - 213 (INFORMATION TECHNOLOGY)	Personnel	538,965.00	-	538,965.00	
	Other	82,550.00	(26,588.00)	55,962.00	
		621,515.00	**(26,588.00)**	**594,927.00**	**-4.3%**
100 (GENERAL FUND) - 310 (POLICE)	Personnel	11,812,794.00	(494,673.56)	11,318,120.44	
	Other	896,750.00	(100,410.00)	796,340.00	
		12,709,544.00	**(595,083.56)**	**12,114,460.44**	**-4.7%**
100 (GENERAL FUND) - 315 (MUNICIPAL COURT)*	Personnel	1,638,548.00	-	1,638,548.00	
	Other	311,700.00	-	311,700.00	
		1,950,248.00	**-**	**1,950,248.00**	**0.0%**
100 (GENERAL FUND) - 316 (JUSTICE CENTER)	Personnel	-	-	0.00	
	Other	855,595.00	(65,000.00)	790,595.00	
		855,595.00	**(65,000.00)**	**790,595.00**	**-7.6%**
100 (GENERAL FUND) - 410 (PUBLIC WORKS ADMINISTRATION)	Personnel	193,255.00	-	193,255.00	
	Other	29,875.00	-	29,875.00	
		223,130.00	**-**	**223,130.00**	**0.0%**

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		Original Budget	Reduction	Reduced Budget	% Reduced
100 (GENERAL FUND) - 411 (CONSTRUCTION SERVICES)	Personnel	640,754.00	(53,558.74)	587,195.26	
	Other	131,100.00	(21,150.00)	109,950.00	
		771,854.00	**(74,708.74)**	**697,145.26**	**-9.7%**
100 (GENERAL FUND) - 412 (MUNICIPAL BUILDING)	Personnel	329,336.00	(46,018.19)	283,317.81	
	Other	165,350.00	(9,500.00)	155,850.00	
		494,686.00	**(55,518.19)**	**439,167.81**	**-11.2%**
100 (GENERAL FUND) - 510 (PARKS & RECREATION ADM)	Personnel	841,276.00	(32,444.00)	808,832.00	
	Other	163,500.00	(15,750.00)	147,750.00	
		1,004,776.00	**(48,194.00)**	**956,582.00**	**-4.8%**
100 (GENERAL FUND) - 512 (PARKS MAINTENANCE OPERATIONS)	Personnel	884,501.00	(6,727.00)	877,774.00	
	Other	404,000.00	-	404,000.00	
		1,288,501.00	**(6,727.00)**	**1,281,774.00**	**-0.5%**
100 (GENERAL FUND) - 513 (MARSH PARK FISHING LAKE)	Personnel	68,411.00	(18,872.00)	49,539.00	
	Other	49,400.00	(11,500.00)	37,900.00	
		117,811.00	**(30,372.00)**	**87,439.00**	**-25.8%**
100 (GENERAL FUND) - 530 (COMMUNITY ARTS CENTER)	Personnel	264,154.00	(48,360.00)	215,794.00	
	Other	558,551.00	(29,000.00)	529,551.00	
		822,705.00	**(77,360.00)**	**745,345.00**	**-9.4%**
201 (STREET CONST, MAINT & REPAIR) - 420 (STREETS & TRANSPORTATION)	Personnel	1,848,093.00	(156,624.00)	1,691,469.00	
	Other	1,529,540.00	(423,500.00)	1,106,040.00	
		3,377,633.00	**(580,124.00)**	**2,797,509.00**	**-17.2%**
203 (FIRE LEVY) - 320 (FIRE/EMS OPERATIONS)	Personnel	6,615,217.00	-	6,615,217.00	
	Other	991,800.00	(149,250.00)	842,550.00	
		7,607,017.00	**(149,250.00)**	**7,457,767.00**	**-2.0%**
211 (LAW ENFORCEMENT) - 310 (POLICE)	Personnel	-	-	0.00	
	Other	42,000.00	-	42,000.00	
		42,000.00	**-**	**42,000.00**	**0.0%**
213 (LAW ENFORCEMENT & EDU) - 310 (POLICE)	Personnel		-	0.00	
	Other	35,000.00	-	35,000.00	
		35,000.00	**-**	**35,000.00**	**0.0%**
214 (DRUG & ALCOHOL TREATMENT) - 315 (MUNICIPAL COURT)*	Personnel		-	0.00	
	Other	12,000.00	-	12,000.00	
		12,000.00	**-**	**12,000.00**	**0.0%**
215 (LOCAL LAW ENFORCE BLOCK) - 310 (POLICE)	Personnel	-	-	0.00	
	Other	5,000.00	-	5,000.00	
		5,000.00	**-**	**5,000.00**	**0.0%**
216 (PROBATION SERVICES) - 315 (MUNICIPAL COURT)*	Personnel	372,772.00	-	372,772.00	
	Other	60,000.00	-	60,000.00	
		432,772.00	**-**	**432,772.00**	**0.0%**
217 (COURT COMPUTER) - 315 (MUNICIPAL COURT)*	Personnel	-	-	0.00	
	Other	108,000.00	-	108,000.00	
		108,000.00	**-**	**108,000.00**	**0.0%**
218 (SPECIAL PROJECTS) - 315 (MUNICIPAL COURT)*	Personnel	69,835.00	-	69,835.00	
	Other	42,000.00	-	42,000.00	
		111,835.00	**-**	**111,835.00**	**0.0%**
219 (MEDIATION SERVICES) - 315 (MUNICIPAL COURT)*	Personnel		-	0.00	
	Other	5,000.00	-	5,000.00	
		5,000.00	**-**	**5,000.00**	**0.0%**
601 (WATER REVENUE) - 212 (UTILITY COLLECTION)	Personnel	186,788.00	-	186,788.00	
	Other	165,125.00	(13,850.00)	151,275.00	
		351,913.00	**(13,850.00)**	**338,063.00**	**-3.9%**

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		Original Budget	Reduction	Reduced Budget	% Reduced
601 (WATER REVENUE) - 610 (PUBLIC UTILITY ADMINISTRATION)	Personnel	111,373.00	(14,500.00)	96,873.00	
	Other	128,850.00	(19,000.00)	109,850.00	
		240,223.00	**(33,500.00)**	**206,723.00**	**-13.9%**
601 (WATER REVENUE) - 611 (WATER SUPERVISION)	Personnel	375,353.00	-	375,353.00	
	Other	505,400.00	(8,000.00)	497,400.00	
		880,753.00	**(8,000.00)**	**872,753.00**	**-0.9%**
601 (WATER REVENUE) - 612 (WATER PUMPING TREATMENT)	Personnel	992,646.00	-	992,646.00	
	Other	1,346,190.00	(118,200.00)	1,227,990.00	
		2,338,836.00	**(118,200.00)**	**2,220,636.00**	**-5.1%**
601 (WATER REVENUE) - 613 (WATER DISTRIBUTION & MAINT)	Personnel	894,543.00	-	894,543.00	
	Other	509,600.00	(51,200.00)	458,400.00	
		1,404,143.00	**(51,200.00)**	**1,352,943.00**	**-3.6%**
620 (SEWER REVENUE) - 212 (UTILITY COLLECTION)	Personnel	152,827.00	-	152,827.00	
	Other	1,484,225.00	(81,200.00)	1,403,025.00	
		1,637,052.00	**(81,200.00)**	**1,555,852.00**	**-5.0%**
620 (SEWER REVENUE) - 610 (PUBLIC UTILITY ADMINISTRATION)	Personnel	111,373.00	(14,500.00)	96,873.00	
	Other	57,850.00	(9,000.00)	48,850.00	
		169,223.00	**(23,500.00)**	**145,723.00**	**-13.9%**
620 (SEWER REVENUE) - 621 (SEWER SUPERVISION)	Personnel	486,824.00	-	486,824.00	
	Other	582,970.00	(13,000.00)	569,970.00	
		1,069,794.00	**(13,000.00)**	**1,056,794.00**	**-1.2%**
620 (SEWER REVENUE) - 622 (SEWER PLANT)	Personnel	1,014,802.00	-	1,014,802.00	
	Other	811,464.00	(60,000.00)	751,464.00	
		1,826,266.00	**(60,000.00)**	**1,766,266.00**	**-3.3%**
620 (SEWER REVENUE) - 623 (SEWER COLLECTION & MAINT)	Personnel	984,043.00	-	984,043.00	
	Other	256,050.00	(20,000.00)	236,050.00	
		1,240,093.00	**(20,000.00)**	**1,220,093.00**	**-1.6%**
640 (RECREATIONAL FACILITIES) - 511 (AQUATIC CENTER OPERATIONS)	Personnel	135,643.00	(82,565.00)	53,078.00	
	Other	81,000.00	(39,750.00)	41,250.00	
		216,643.00	**(122,315.00)**	**94,328.00**	**-56.5%**
640 (RECREATIONAL FACILITIES) - 515 (GOLF OPERATIONS)	Personnel	374,088.00	(47,181.00)	326,907.00	
	Other	328,169.00	(30,000.00)	298,169.00	
		702,257.00	**(77,181.00)**	**625,076.00**	**-11.0%**
640 (RECREATIONAL FACILITIES) - 520 (GOLF MAINTENANCE)	Personnel	358,508.00	(14,488.00)	344,020.00	
	Other	376,100.00	-	376,100.00	
		734,608.00	**(14,488.00)**	**720,120.00**	**-2.0%**
641 (RECREATION ACTIVITY) - 510 (PARKS & RECREATION ADM)	Personnel	283,080.00	(29,487.50)	253,592.50	
	Other	181,500.00	(20,000.00)	161,500.00	
		464,580.00	**(49,487.50)**	**415,092.50**	**-10.7%**
705 (MUNICIPAL GARAGE SERVICES) - 430 (FLEET MANAGEMENT)	Personnel	652,478.00	(6,481.00)	645,997.00	
	Other	426,175.00	(8,250.00)	417,925.00	
		1,078,653.00	**(14,731.00)**	**1,063,922.00**	**-1.4%**
707 (WEST CHESTER JEDD I) - 211 (INCOME TAX)	Personnel	-	-	0.00	
	Other	2,253,415.00	-	2,253,415.00	
		2,253,415.00	**-**	**2,253,415.00**	**0.0%**

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		Original Budget	Reduction	Reduced Budget	% Reduced
Other Funds Not Listed Above					
202 (STATE HIGHWAY IMP)*	Total	152,175.00	-	152,175.00	
212 (MUNICIPAL MOTOR VEHICLE)*	Total	329,713.00	-	329,713.00	
220 (TAX INCREMENT EQUIVALENT)*	Total	1,000.00	-	1,000.00	
221 (INDIGENT DRIVER INTERLOCK)*	Total	8,000.00	-	8,000.00	
301 (GENERAL BOND RETIREMENT)*	Total	1,836,920.00	-	1,836,920.00	
401 (STREET IMPROVEMENT FUND)*	Total	1,117,475.00	-	1,117,475.00	
402 (CAPITAL IMPROVEMENT FUND)*	Total	1,398,600.00	-	1,398,600.00	
407 (WATER EXPANSION FUND)*	Total	5,000.00	-	5,000.00	
408 (SEWER EXPANSION FUND)*	Total	10,000.00	-	10,000.00	
410 (STATE ISSUE I FUND)*	Total	10,000.00	-	10,000.00	
413 (PARK DEVELOPMENT FUND)*	Total	-	-	-	
501 (SPECIAL ASSESSMENT FUND)*	Total	313,147.00	-	313,147.00	
601 (WATER REVENUE FUND - DEBT)*	Total	1,419,200.00	-	1,419,200.00	
602 (WATER BOND & INTEREST FUND - DEBT)*	Total	672,700.00	-	672,700.00	
603 (WATER BOND REDEMPTION FUND - DEBT)*	Total	-	-	-	
604 (WATER REPL & IMP FUND)*	Total	10,000.00	-	10,000.00	
605 (WATER SURPLUS FUND)*	Total	4,000.00	-	4,000.00	
606 (WATER GUARANTEED TRUST FUND)*	Total	65,000.00	-	65,000.00	
620 (SEWER REVENUE FUND - DEBT)*	Total	1,210,800.00	-	1,210,800.00	
621 (SEWER BOND & INTEREST FUND - DEBT)*	Total	215,100.00	-	215,100.00	
622 (SEWER BOND REDEMPTION FUND - DEBT)*	Total	-	-	-	
623 (SEWER REPL & IMP FUND)*	Total	201,536.00	-	201,536.00	
624 (SEWER SURPLUS FUND)*	Total	22,000.00	-	22,000.00	
630 (SOLID WASTE MANAGEMENT FUND)*	Total	2,320,000.00	-	2,320,000.00	
640 (RECREATIONAL FACILITIES FUND - DEBT)*	Total	8,400.00	-	8,400.00	
702 (EMPLOYEE BENEFITS TRUST FUND)*	Total	5,635,000.00	-	5,635,000.00	
706 (COMPENSATED LEAVE FUND)*	Total	-	-	-	
		75,625,974.00	(2,855,005.48)	72,770,968.52	-3.8%

* Budget was not reviewed for reduction(s)

Enclosure 2

CIP Project Listing

Project	Project Title	Priority	Source 1	Amt 1	Source 2	Amt 2	Reduction Phase 1	Reduction Phase 2	Revised Total	Appropriated	Amount Remaining
0CM01	NETWORK INFRASTRUCTURE MAINTENANCE	MAJOR	402	50,000			(7,350)		42,650	-	42,650
0CM02	SOFTWARE MAINTENANCE	CRITICAL	100	115,750					115,750	-	115,750
0CM03	COMPUTER AND SERVER EQUIPMENT	CRITICAL	402	130,300	624	3,500			133,800	-	133,800
0CM04	CITYWIDE DOCUMENT IMAGING PROJECT	MAJOR	100	10,000			(10,000)		-	-	-
0CM05	CAMERA SURVEILLANCE SYSTEM	MAJOR	402	37,500					37,500	-	37,500
0DV01	CITY WIDE REDEVELOPMENT FUND	MINOR	100	50,000			(15,000)		35,000	-	35,000
0DV02	ZONING CODE UPDATE	MAJOR	100	120,000			(120,000)		-	-	-
0FN01	INCOME TAX SOFTWARE	MAJOR	100	175,000					175,000	-	175,000
0FD01	REPLACE SELF CONTAINED BREATHING AP	CRITICAL	402	280,000					280,000	-	280,000
0FD02	REPLACE HOSE AND APPLIANCES	MAJOR	402	35,000				(10,000)	25,000	-	25,000
0FD03	REPLACEMENT BEDDING	MAJOR	402	9,500				(9,500)	-	-	-
0PD01	POLICE VEHICLE EQUIPMENT	MAJOR	402	30,000					30,000	-	30,000
0PD02	PROPERTY ROOM IMPROVEMENTS	MAJOR	211	61,000					61,000	-	61,000
0PD04	ANIMAL SHELTER UPGRADE	MAJOR	402	40,000			(40,000)		-	-	-

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Project	Project Title	Priority	Source 1	Amt 1	Source 2	Amt 2	Reduction Phase 1	Reduction Phase 2	Revised Total	Appropriated	Amount Remaining
0FC02	ENERGY MANAGEMENT UPGRADE	MINOR	402	45,000					45,000	-	45,000
0FC41	SEWER PLANT REPAIRS & UPGRADES	MINOR	624	25,000					25,000	-	25,000
0FC51	PARKS BUILDINGS REPAIRS & UPGRADES	MINOR	402	30,000				(20,000)	10,000	-	10,000
0FC52	LANE LIBRARY REPAIRS	MINOR	402	5,000					5,000	-	5,000
0FC61	PUBLIC WORKS REPAIRS & UPGRADES	MINOR	402	10,000				(10,000)	-	-	-
0FC71	JUSTICE CENTER REPAIRS & UPGRADES	MINOR	402	10,000				(5,000)	5,000	-	5,000
0FC81	FIREHOUSE REPAIRS & UPGRADES	MINOR	402	20,000				(20,000)	-	-	-
0FC91	LANDSCAPING OF CITY FACILITIES	MINOR	402	25,000	100	5,500	(25,000)		5,500	-	5,500
0FT22	REPLACEMENT OF PICKUP TRUCKS(WATER)	MINOR	605	56,884	624	18,116			75,000	(36,232)	38,768
0FT41	REPLACEMENT OF TRUCK (SEWER)	MINOR	624	55,000					55,000	-	55,000
0FT51	REPLACEMENT OF TRUCK (PARKS)	MINOR	402	40,000					40,000	-	40,000
0FT63	REPLACEMENT OF MOWER (STREETS)	MINOR	402	10,000			(10,000)		-	-	-
0FT68	UPGRADES TO 2 WAY RADIO SYSTEM (PW)	MINOR	402	10,000					10,000	-	10,000
0FT71	REPLACEMENT OF PATROL VEHICLES (PD)	MAJOR	402	210,000					210,000	(136,000)	74,000
0FT74	REPLACEMENT OF STAFF VEHICLES (PD)	MINOR	402	35,000				(35,000)	-	-	-
0FT84	REPLACEMENT OF FIRE TRUCK (FIRE)	MAJOR	402	630,000					630,000	(617,355)	12,645
0FT85	REPLACEMENT OF AMBULANCE (FIRE)	MAJOR	402	300,000					300,000	(297,969)	2,031
0PW01	SIDEWALK INSTALLATION "GAP" PROGRAM	MINOR	100	10,000			(10,000)		-	-	-
0PW02	TRAFFIC ENGINEERING / SPARE PARTS	MAJOR	205	15,000					15,000	-	15,000
0PW03	DRAINAGE IMPROVEMENTS (CONTRACTED)	MAJOR	402	30,000					30,000	-	30,000
0PW04	DRAINAGE IMPROVEMENTS (IN HOUSE)	MAJOR	402	100,000					100,000	(100,000)	-
0PW06	ANNUAL STREET PAVING PROGRAM	MAJOR	401	2,000,000					2,000,000	(2,000,000)	-
0PW07	ANNUAL CONCRETE CURB PROGRAM	MAJOR	401	850,000					850,000	(785,000)	65,000
0PW08	LANDSCAPE MAINTENANCE PROGRAM	MAJOR	402	170,000					170,000	(150,000)	20,000
0PW09	PAVEMENT MARKING PROGRAM	MAJOR	401	120,000					120,000	(115,000)	5,000
0PW10	GEOTECHNICAL EXPLORATION & TESTING	CRITICAL	401	10,000					10,000	-	10,000
0PW11	STREET LIGHT INSTALLATION	MAJOR	402	5,000					5,000	(5,000)	-
0PW12	PARKING LOT MAINTENANCE PROGRAM	MINOR	402	50,000					50,000	(50,000)	-
0PW13	STREET MAINTENANCE - CRACK SEALING	MAJOR	401	29,000					29,000	-	29,000
0PW14	DRYWELL CLEANING	MINOR	401	10,000					10,000	-	10,000
0PW15	CCTV REPLACEMENT	MAJOR	205	5,000	211	5,000			10,000	-	10,000
0PW16	SIDEWALK/APRON PROGRAM	MAJOR	100	210,000					210,000	(210,000)	-
0PW27	ROUTE 4/MICHAEL/CAMELOT - R/W	MAJOR	401	44,000	STATE	206,000			250,000	(34,962)	215,038
0PW29	NORTH ROUTE 4 SIDEWALK IMPROVEMENTS	MINOR	401	18,000	CDBG	61,125			79,125	(68,000)	11,125
0PW30	IVY AND LEILA ROADWAY IMPROVEMENTS	MINOR	401	28,000	CDBG	62,000			90,000	(90,000)	-
0PW32	BOYMEL AND ROUTE 4 CONSTRUCTION	MAJOR	401	163,005	410	200,000			363,005	-	363,005
0PW35	PLEASANT GATEWAY-ENGINEERING	MAJOR	100	100,000			(100,000)		-	-	-
0PW42	RADAR SIGNS FOR SCHOOL ZONES	MINOR	205	15,000					15,000	-	15,000
0PW45	SCHOOL FLASHER REPLACEMENT	MINOR	205	10,000					10,000	-	10,000
0PW52	MUSKOPF STORM SEWER - CONSTRUCTION	MAJOR	402	990,000					990,000	-	990,000
0PW55	CITYWIDE SIGN INVENTORY	MINOR	401	45,000			(45,000)		-	-	-

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Project	Project Title	Priority	Source 1	Amt 1	Source 2	Amt 2	Reduction Phase 1	Reduction Phase 2	Revised Total	Appropriated	Amount Remaining
0PR01	COMMUNITY ARTS CENTER	MAJOR	*402*	78,000			(66,000)		12,000	-	**12,000**
0PR02	VILLAGE GREEN PARK/TOWN CENTER	MINOR	*411*	20,000					20,000	-	**20,000**
0PR03	PLAYGROUND EQUIPMENT	MAJOR	*206*	40,000					40,000	-	**40,000**
0PR04	CONNECTIVITY AND OVERLAY PROGRAM	MINOR	*402*	90,000			-		90,000	(90,000)	**-**
0PR04	CONNECTIVITY AND OVERLAY PROGRAM	MINOR	*206*	40,000					40,000	-	**40,000**
0PR05	PARKS AND REC SOFTWARE UPGRADES	MINOR	*402*	55,000			-		55,000	-	**55,000**
0PR09	REPLACEMENT OF PARK SITE AMENITIES	MINOR	*402*	30,000			(15,000)		15,000	-	**15,000**
0PR10	HARBIN PARK RENOVATIONS	MINOR	*413*	1,000,000	*Other*	1,000,000		(2,000,000)	-	-	**-**
0PR11	HARBIN PARK PHASE I (LOOP TRAIL)	MINOR	*413*	200,000	*State*	200,000		(400,000)	-	-	**-**
0PR13	PARKS EQUIPMENT	MINOR	*402*	15,000			(5,000)		10,000	-	**10,000**
0PR15	HUFFMAN PARK FOUNDATION IMPROVEMENT	MINOR	*413*	-	*Donor*	500,000	(500,000)		-	-	**-**
0PR21	FACILITIES MAINTENANCE	MINOR	*402*	30,000			(15,000)		15,000	-	**15,000**
0PR25	LANDSCAPING UPDATES - PARKS	MINOR	*402*	12,500					12,500	-	**12,500**
0RC01	BEAUTIFICATION/LANDSCAPING	MINOR	*402*	15,000			(15,000)		-	-	**-**
0RC02	GOLF COURSE IMPROVEMENTS & MAINT	MAJOR	*402*	35,000			-		35,000	-	**35,000**
0RC04	MOWERS/EQUIPMENT REPLACEMENT	MAJOR	*402*	75,000			-	(18,000)	57,000	-	**57,000**
0RC10	AQUATIC CENTER IMPROVEMENTS & MAINT	MINOR	*402*	20,000			(20,000)		-	-	**-**
0RC11	GOLF COURSE SIGNAGE	MINOR	*640*	50,000				(50,000)	-	-	**-**
0RC12	SOUTH TRACE CONCESSION RENOVATION	MINOR	*640*	75,000				(75,000)	-	-	**-**
0RC14	SOUTH TRACE A/V UPGRADES	MINOR	*640*	18,000				(18,000)	-	-	**-**
0RC15	OUTDOOR TABLES AND CHAIRS	MINOR	*640*	55,000				(55,000)	-	-	**-**

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Project	Project Title	Priority	Source 1	Amt 1	Source 2	Amt 2	Reduction Phase 1	Reduction Phase 2	Revised Total	Appropriated	Amount Remaining
0WT05	REPLACE MAJOR PROCESS EQUIPMENT	MAJOR	604	23,500					23,500	(18,500)	5,000
0WT06	WATER PLANT CONCRETE/MASONRY REPAIR	MAJOR	604	15,000					15,000	-	15,000
0WT08	BOOSTER STATION IMPROVEMENTS	MINOR	604	10,000					10,000	(7,500)	2,500
0WT12	WATER TANK/TOWER MAINTENANCE	CRITICAL	604	665,000					665,000	(665,000)	-
0WT13	WATER COMPUTER MODELING	MINOR	407	20,000					20,000	-	20,000
0WT22	COUNTY INTERCONNECT PRV	MAJOR	407	10,000					10,000	-	10,000
0WT01	MAINTAIN RAW WATER PRODUCTION WELLS	MAJOR	605	35,000					35,000	(14,996)	20,004
0WT02	INSTRUMENTATION REPLACEMENT PROGRAM	MINOR	605	20,000					20,000	-	20,000
0WT03	SECURITY/SURVEILLANCE	MINOR	605	5,000					5,000	-	5,000
0WT04	PUMP OVERHAUL/REPLACEMENT PROGRAM	MINOR	605	55,000					55,000	-	55,000
0WT07	REPLACE NON-PROCESS EQUIPMENT	MINOR	605	49,000					49,000	-	49,000
0WT09	REPLACE FIRE HYDRANTS	MINOR	605	15,000					15,000	(15,000)	-
0WT10	SMALL WATER LINE IMPROVEMENTS	MAJOR	605	150,000					150,000	(74,330)	75,670
0WT11	LIME SILO FILL PIPE	MAJOR	605	8,000					8,000	(5,200)	2,800
0WT14	ASPHALT/CONCRETE REPLACEMENT	MINOR	605	200,000					200,000	(153,000)	47,000
0WT15	BUILDING IMPROVEMENTS	MINOR	605	18,000					18,000	(7,500)	10,500
0WT16	ELECTRICAL IMPROVEMENTS	MINOR	605	15,000					15,000	-	15,000
0WT17	AUTOMATIC METER READING (AMR)	MAJOR	605	125,000					125,000	-	125,000
0WT18	FACILITY GROUNDS & LANDSCAPE	MINOR	605	14,000					14,000	-	14,000
0WT19	VALVE BOXES AND COVERS	MINOR	605	15,000					15,000	(5,000)	10,000
0WT20	FILTER MEDIA REPLACEMENT	MINOR	605	25,000			(15,000)		10,000	-	10,000
0WT21	RADIO EQUIPMENT	MAJOR	605	10,000					10,000	(10,000)	-
0WT23	SCADA INTREGRATION	MAJOR	605	35,000					35,000	(14,695)	20,305
0WT24	WATER PLANT PAINTING/RE-COATING	MAJOR	605	225,000					225,000	(225,000)	-
0WT25	WALKWAY IMPROVEMENTS	MINOR	605	12,000					12,000	-	12,000
0WT26	ADMINISTRATION BUILDING ROOF REPAIR	MAJOR	605	200,000			(200,000)		-	-	-
0WT27	CLARIFIER DESLUDGE VALVES	MAJOR	605	30,000					30,000	-	30,000

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Project	Project Title	Priority	Source 1	Amt 1	Source 2	Amt 2	Reduction Phase 1	Reduction Phase 2	Revised Total	Appropriated	Amount Remaining
0WW01	SANITARY SEWER REHABILITATION	MAJOR	*623*	100,000					100,000	(87,200)	**12,800**
0WW02	ROOT CONTROL MAINTENANCE PROGRAM	MAJOR	*624*	20,000			(15,000)		5,000	-	**5,000**
0WW03	MANHOLE REHABILITATION PROGRAM	MAJOR	*624*	10,000			(10,000)		-	-	**-**
0WW05	INSTRUMENTATION REPLACEMENT PROGRAM	MINOR	*624*	15,000					15,000	-	**15,000**
0WW06	PUMP OVERHAUL/REPLACEMENT PROGRAM	MINOR	*624*	80,000					80,000	(60,500)	**19,500**
0WW07	WASTEWATER PLANT CONCRETE/MASONRY	MINOR	*623*	14,000			(14,000)		-	-	**-**
0WW08	PAVEMENT REPAIRS AND REPLACEMENT	MINOR	*623*	15,000					15,000	-	**15,000**
0WW09	VIDEO AND SEWER CLEANING EQUIPMENT	MINOR	*624*	7,500			(7,500)		-	-	**-**
0WW10	MONITORING EQUIPMENT	MINOR	*624*	7,500					7,500	-	**7,500**
0WW11	ELECTRICAL IMPROVEMENTS	MINOR	*624*	14,000					14,000	(14,000)	**-**
0WW12	SANITARY SEWER FLOW MODELING	MINOR	*624*	25,000					25,000	(25,000)	**-**
0WW13	BUILDING IMPROVEMENTS	MINOR	*623*	10,000			(10,000)		-	-	**-**
0WW14	AUTOMATIC METER READING (AMR)	MAJOR	*623*	125,000					125,000	-	**125,000**
0WW15	ANAEROBIC DIGESTER CLEANING	CRITICAL	*624*	35,000					35,000	(30,000)	**5,000**
0WW16	AERATION SYSTEM IMPROVEMENTS	MAJOR	*624*	50,000					50,000	-	**50,000**
0WW17	PRIMARY BOILER REPLACEMENT	MAJOR	*624*	20,000			(20,000)		-	-	**-**
0WW18	UV LAMP REPLACEMENT	MAJOR	*624*	250,000					250,000	(250,000)	**-**
0WW19	TURBLEX BLOWER SERVICE	CRITICAL	*624*	32,000					32,000	(23,200)	**8,800**
0WW20	SCISSOR LIFT	MINOR	*624*	6,000					6,000	-	**6,000**
0WW21	MINI-CAM	MAJOR	*624*	15,000					15,000	(12,000)	**3,000**
0WW22	RADIOS	MINOR	*624*	10,000					10,000	-	**10,000**
0WW23	SECONDARY CLARIFIER LIFT STATION	MAJOR	*624*	40,000			(40,000)		-	-	**-**
0WW24	WWTP NATURAL GAS/HEATING COMPONENTS	MAJOR	*624*	80,000					80,000	-	**80,000**
0WW25	PRIMARY SYSTEM TANK OVERHAUL	MAJOR	*624*	50,000					50,000	-	**50,000**
0WW26	DEWATERING/CHEMICAL FEED BUILDING	MAJOR	*624*	201,700					201,700	(201,700)	**-**

Project	Project Title	Priority	Source 1	Amt 1	Source 2	Amt 2	Reduction Phase 1	Reduction Phase 2	Revised Total	Appropriated	Amount Remaining
Grand Total Capital Improvement Program:				12,878,639		2,261,241	(1,349,850)	(2,725,500)	11,064,530	(6,704,839)	4,359,691
						15,139,880		(4,075,350)	-26.92%		

Project Recommended for Reduction
Project Has Appropriation By Council