

RECORD OF PROCEEDINGS

Minutes of OPERATIONAL BUDGET WORK SESSION 2012

Meeting

DAYTON LEGAL BLANK, INC.

Held

JANUARY 17,

2012

CONVENE: President Stoker convened the meeting at 5:30 P.M.

ROLL CALL: All Trustees were present.

PLEDGE OF ALLEGIANCE: Repeated by those present.

CLERK'S NOTE: Please note that much of the following minutes have been excerpted from a prepared outline compiled for the 2012 Budget Work Session. Comments are inserted when made – note ***. A Powerpoint program was used for detail clarification.

2012 BUDGET WORK SESSION OUTLINE

Mrs. Boyko: Good evening and welcome: Mr. Keim, the Township's Finance and IT Director, and I present the 2012 Operational Budget for the Board of Trustees' consideration. This evening's information and presentation are the result of many people's efforts and hard work. Too many to thank, but I'd like to at least recognize – of course the department directors and their support staff, Ken's entire staff, especially Michele Hunkler, Mrs. Barb Wilson, the Township's PI and Marketing Officer, and Darlene Hunkler.

DISCUSSION OF IMPACTS TO REVENUE SOURCES: Since the decline in the macro-economy, West Chester has been viewing its operations and budget through a changed perspective - the "new normal." The "new normal" recognizes the state of the economy and its impact on property valuations and previously reliable revenues sources, forcing the Township to take a stricter and even leaner approach to budgetary constraints and expenditures. The State of Ohio has talked about the elimination of the Tangible Personal Property Tax and the Kilowatt Tax (SB3). In 2005, a schedule was released detailing the gradual elimination of these funding sources with complete elimination in 2018. Governor Kasich's Ohio JobsBudget most recently detailed an accelerated elimination of these funds with total eliminations in 2013 **as shown in this chart (#1)**. West Chester has experienced annual increased property values since 1996, but no community is immune and the most prominent impact of the declining economy was experienced in 2011 with a 3.6% aggregate decrease in West Chester's property values. **Chart (#2)** illustrates another 5.6% decrease in property values in 2012 and its impact on funds that rely on this revenue source. As years advance and the Estate Tax is repealed in 2013, the impacts to the loss of Tangible Personal Property Tax, Kilowatt Tax, Local Government Fund, property value reductions and other revenues linked to the economy will reverberate in ALL the Township's operations and delivery of services.

OVERVIEW OF 2012 BUDGET – Mrs. Boyko: The proposed 2012 Operational Budget responds to the revenue reductions from varying sources affecting the primary funds uniquely. West Chester has been more fortunate than many communities due to its long-standing budgetary practices, but now must sharpen its pencil even further to meet the challenges ahead. The proposed operational budget for 2012 continues to reflect West Chester's commitment to fiscal restraint and its traditional approach to conservative revenue projections and budgeted expenses in order to further weather economic challenges and effectively allocate resources for the most critical needs of the community. The themes offered throughout the preparation and presentation of the 2012 Operational Budget – reduced revenue streams from extended conditions and trends of a declining economy; continued commitment to managing escalating infrastructure maintenance and replacement costs; regenerated approach to expenses and operations, and the impact of ALL on delivery of services – have stimulated my discussions with the department directors and have caused me to pen 2012 a "bridge year." Although the Township continuously seeks measureable improvements, this year – 2012 – the departments will more deliberately study, analyze, dissect (deconstruct) the way we do business and deliver services and then most strategically and analytically reconstruct the same; thereby bridging the business as usual years to the transformed perspective and regenerated approach to operations and delivery of services. 2012 will represent the bridge of shared and cooperative services, collaborated purchasing powers, contracted services and leveraged assets. Just one example of deconstructing and then reconstructing operations through a regenerated approach, the 2012 Operational Budget introduces a new methodology. Staff acknowledges its approach to projected revenues is highly conservative and further recognizes its projections are almost always too lean. The proposed budgetary model recognizes revenues almost always receipt greater than projections so with the 2012 Operational Budget, staff introduces several conditional capital improvement expenditures, necessary in 2012, but only affordable if revenues receipt greater than projected. Staff recommends a performance measurement of 10%, indicating actual revenues must receipt 10% greater than projections to recommend the conditional purchases.

RECORD OF PROCEEDINGS

Minutes of

2012 OPERATIONAL BUDGET WORK SESSION

Meeting

DAYTON LEGAL BLANK, INC.

Held

JANUARY 17,

2012

INTRODUCE Mr. Keim: The first fund we'll cover tonight is the General Fund which includes the operations of Administration, Community Services, Community Development and Parks. (**Carryover Chart**) Since 2002, Boards of Trustees have made a concerted effort to build carryover funds in order to meet future demands of aging infrastructure. As demonstrated here, in 2009 the General Fund's carryover was first impacted by a transfer of funds to Roads. First discussed in 2008, and implemented in 2009, this Board of Trustees determined that it would be necessary for the General Fund to help supplement the Roads Fund and build a Sustainable Infrastructure Fund in order to maintain the community's infrastructure. When first discussed, it was projected that the General Fund could only support this transfer for approximately five years. This chart demonstrates that despite the transfer, the General Fund carryover has recovered due in part to fiscal restraint and to new revenue sources such as the Joint Economic Development District. It will be necessary for the General Fund to continue support of the Roads Funds in future years, however, and due to reductions in revenue in the coming years, it is uncertain how long the carryover will remain this robust. (**Revenue Chart**) This chart shows trends in revenues received to the General Fund. Revenue generators in the General Fund include property taxes, Local Government Fund, Hotel Tax, Estate Tax, JEDD collections, interest earned on investments, fees and fines assessed through community development, and other sources. The General Fund receives approximately \$1.22 of every \$100 paid in property taxes. Because of the volatility of the economy and reductions in state funding, we have budgeted revenues of about 37% less than 2011. (**Revenue & Expenditures**) This chart demonstrates revenues, including projected 2012 revenues; budget, as well as previous years' actual expenses. West Chester's budgetary practice of accounting for potential or unanticipated expenses in order to fund potential liabilities is demonstrated here as well as a trend to reductions in budget and actual expenses over the years. As revenues continue to decrease and the General Fund's contributions to the Roads Fund continue, budget and expenses will most likely exceed revenue and impact carryover funds. (**2012 Budget Notables**) In 2012, the General Fund's budgeted expenses are 13.1% less than 2011 budgeted expenses in spite of the General Fund adding capacity for necessary functions and general operating costs as demonstrated here.

– Filling 2 vacant positions; Contracting services to augment IT services; Transferring \$1.5 million to Roads for infrastructure maintenance; Continuing funding for Partners in Prime; and considering funding for The National Voice of America Museum of Broadcasting;
Mrs. Boyko will now discuss some Capital Expenditures identified in the 2012 Budget:

Mrs. Boyko: As I mentioned previously, the proposed budgetary model recognizes revenues almost always receipt greater than projections. So with the 2012 Operational Budget, Staff introduces several conditional capital improvement expenditures, necessary in 2012, but only affordable if revenues receipt greater than projected. Staff recommends a performance measurement of 10%, indicating actual revenues must receipt 10% greater than projections to recommend the conditional purchases.

There are three of these conditional expenditures – 2 within the General Fund and 1 in Roads and Maintenance.

- Conditionally budgeted in 2012 is \$65,000 for a water line at VOA. The new 8-inch water line would facilitate future fire suppression at the museum and connect with VOA Park.
- Also conditionally budgeted is \$20,000 for facility improvements in our Community Development offices, specifically scheduled replacement of carpeting
- A \$60,000 dump truck equipped for snow removal is also conditionally approved within our Roads and Maintenance Funds.

Other General Fund Capital Expenses budgeted for 2012 include: \$7,000 for the repair of outdoor weather warning sirens for the safety of our residents and \$3,500 to build and install a Township entry monument at Butler Warren Road per the Township's gateway plan; \$3,500 to install West Chester address banners in various locations throughout the township to enhance high-traffic corridors and promote safety by making addresses easier to identify for motorists.

I think it is important to note, the 2012 operational budget does not approve these expenditures or encumber funds; rather, it presents essential capital needs and expected expenditures by account code. The merit of expenditures greater than \$2,500 must be approved by the Board of Trustees in subsequent public forums.

There are also several capital improvement projects utilizing TIF funds – not accounted for within the major funds highlighted this evening – but significant enough to mention.

Held

JANUARY 17,

2012

Two (2) development driven projects and one (1) connections project

- **Civic Centre Boulevard Extension:** \$3 million has been budgeted in the UCB TIF to extend Civic Centre Boulevard to Allen Road. Project funding will be development driven and reimbursed pursuant to an already obligated service agreement.
- **UCB and Interstate 75 Ramp Improvements -** \$6 million has been budgeted in the UCB TIF to address required improvements based on predicted development demands. Project construction and funding will be development driven and must be budgeted in the event the economy recovers and development becomes more robust.
- **Connections Pathway:** Two projects are proposed for Board of Trustees' consideration: extending a pathway along and connecting with existing portions of the conservation corridor and the Beckett Road connections pathway. These projects were considered, but not realized in 2011. Funding is from a variety of sources.

*****Mrs. Stoker noted that maintenance of the outdoor weather warning sirens is so critical. In the past year, when one of the tragic tornadoes hit an area and a number of people were killed, it was found that a number of sirens did not function. It is one of our core competencies to make sure that basic infrastructure functions.**

Mr. Keim: And now we'll move on to the Roads and Maintenance Funds. **(Carryover Chart)** As mentioned earlier, in 2009 and 2010 the Roads Fund received a \$1.5 million transfer from the General Fund as part of a long-term funding solution for aging infrastructure. This transfer is demonstrated here in the Roads & Maintenance Funds carryover chart for those years. In 2011, a \$1.5 million transfer was made instead to the Sustainable Infrastructure Fund. The annual paving program was paid for from the Roads & Maintenance Funds which is why the reduced carryover is demonstrated here in 2011. The current carryover of \$1.5 million is sufficient and can support the budgetary demands of the division, proceeding into 2012. **(Revenues)** The Roads Division anticipates about \$3.3 million in revenue in 2012, which includes restoring the General Fund's commitment to support of infrastructure maintenance and replacements. A transfer of approximately \$1 million is anticipated from the General Fund to the Roads Fund in 2012 with the balance of the traditional \$1.5 million transfer to the Sustainable Infrastructure Fund. **(Revenues & Expenditures)** This chart shows trends in actual expenses, budget and revenues. Of note here is an increase in expenses from 2009 to 2010 which is attributed to work budgeted for and completed in 2009, but not billed until 2010. It is not typical for such a large encumbrance carryover to be carried over to the next year but an appropriate practice in this circumstance. The Roads 2012 budgeted expenses are about \$3.9 million. This is less than previous years' budgets despite increasing costs of maintaining infrastructure. Mrs. Boyko will offer some details regarding a partnership that makes this possible.

Mrs. Boyko -DISCUSSION OF BCEO PARTNERSHIP: In 2012, West Chester will strengthen its partnership with the Butler County Engineer's Office to achieve critical infrastructure improvements through shared services. As permitted by law, West Chester utilizes tax increment financing funds to maintain eligible infrastructure improvements. In 2012 West Chester will use applicable TIF funds to pave County roadways within the TIF district, and in return the Engineer's Office will contribute equipment, personnel, and other resources to improve and maintain Township infrastructure throughout the community. Through this partnership, West Chester will save approximately \$300,000. The partnership does not burden either entity's operational budget and applies capacities of internal resources already being expended. This partnership with the Butler County Engineer's Office will preserve a stable paving program and continue to advance necessary replacement and maintenance of critical infrastructure – roadways, ditches, storm sewer – while effectuating a direct savings of approximately \$300,000 to the Roads funds.

Tim Franck: Thank you. I appreciate the opportunity to offer some detail this evening regarding the 2012 Roads & Maintenance Funds Budget. The Roads & Maintenance Division is cognizant of the challenges ahead with regard to the Township's aging infrastructure. We currently maintain

RECORD OF PROCEEDINGS
2012 OPERATIONAL BUDGET WORK SESSION

Minutes of

Meeting

DAYTON LEGAL BLANK, INC.

Held

JANUARY 17,

20¹²

220 miles of roadway, 119 miles of those have curb on both sides that we maintain, and much of the remaining 100 miles of roadway has ditches on one or both sides that we maintain. Also, 109 miles of storm sewer, 2 miles of culverts are maintained and will need to be repaired and replaced as our community continues to age. The funding support from the General Fund will offer some relief, but we continue to identify further efficiencies in our operations, including partnerships like the one Mrs. Boyko referred to with the County engineer's office, new technologies such as Cartegraph and new materials such as beet juice and slurry seal products. The Roads Division will reduce staffing levels by one in 2012 by not filling a vacant position. This was achieved by promoting the assistant roads superintendent among current employees. Our 2012 budget also accounts for increases in costs of fuel and materials required to perform necessary services.

Some notable capital improvement projects in the Roads & Maintenance Division include:

- As Mrs. Boyko mentioned, in partnership with the county engineer's office, we will impact nearly 12 miles of public roadway with asphalt paving through various funding sources. The Roads Division has budgeted \$767,000 for 7 1/2 miles of asphalt resurfacing and the remainder will be completed by the County. Over the last several years we have averaged just over 6 miles of paving annually, about half the amount we will impact in 2012.
- The Township will slurry-sealcoat 8.4 miles of roadway at a cost of just more than \$300,000; 137,000 has been budgeted for curb replacement; \$177,000 has been budgeted for critical culvert and storm pipe replacement; \$205,000 has been budgeted as carryover for road salt to carry us into the 2012-2013 snow season; \$110,000 has been budgeted for one new road mower to replace both a 25 year old, 1986 Ford mower and a 2002 New Holland road mower

As Mrs. Boyko previously discussed, the Roads and Maintenance Div. has also budgeted for a contingent capital project that will be a one-ton replacement dump truck and is contingent upon revenues. This would be equipped with snow removal and salt application. At this time I would like to thank the Board of Trustees and Mrs. Boyko for their continued support and look forward to the year ahead. I would be happy to answer any questions.

*****Mrs. Stoker said she was pleased to see that over the past few years the amount of roads that received either slurry or asphalt paving. For a while funds were so tight, we couldn't do all the paving we needed to do to insure a twenty year cycle for repair. This is a critical service.**

*****Mrs. Boyko agreed with Mrs. Stoker's statement and added that in the next several years an even greater critical mass will need to be addressed, making it imperative that the General Fund reserve/carryover be maintained in order to make the transfers that will be needed over the next five to seven years for repair/maintenance on many subdivision streets that share the same life cycle. She suggested for later this year a Road and Maintenance Work Session to discuss/project these issues into the future along with the cost of these. She referred to the cost of asphalt paving for this year as referred to by Mr. Franck to be \$767,000. Over the past several years transfer was \$1.5 million. She suggested that this year's transfer to be exactly what is needed, less the partnership with the County engineer's office and that the balance difference between those be transferred directly into the Sustainable Infrastructure Fund because the projected goal for this fund has not been reached.**

Mr. Keim: We'll now move on to the Police Department and its carryover funds from 2011. (Carryover Chart) In 2011 one can see the impact of the voter-approved replacement levy with an increase to the Police Fund carryover. The impact from the loss of Tangible Personal Property Tax and property tax revenues, however, will not allow an increase as substantial as is customarily demonstrated with a refreshed levy. (Revenue) In spite of passage of a replacement levy in 2010, we predict a reduction of nearly \$2 million in the Police Fund revenues in 2012. The Police Department is dramatically impacted by decreased property values, as well as the state's accelerated elimination of Tangible Personal Property Tax and Senate Bill 3, which began the phase out of the Kilowatt Tax. (Revenues & Expenditures) West Chester's practice of accounting for potential or unexpected expenditures allows each department to account for

Held

JANUARY 17,

2012

potential liabilities allow the Township to remain within self-imposed budgetary constraints. This chart illustrates that the Police Department's budgets have remained fairly consistent through today. The Police Department has budgeted expenses of nearly \$14.6 million in 2012, slightly less than budgeted in 2011 despite increased costs for materials, supplies and personnel. Now, we'll invite Chief Niehaus to talk more specifically about the 2012 budget requests.

Chief Niehaus: First of all, I would like to thank the Board of Trustees for the continued support of our public safety services. In 2010, West Chester voters continued to show their confidence in police services by approving a replacement levy. While levy collections may not live up to original expectations due to decreasing property values and other external forces, we remain committed to seeking even more efficiencies in order to effectively utilize resources and stretch taxpayer support. In 2011, we reduced an additional Sergeant's position bringing a total of three in the last 2 ½ years. We also reduced another civilian position reducing by two since 2009 and will continue to reduce staff through attrition where appropriate. We are fully aware of the challenges ahead regarding Police Department funding and have focused our energy on deploying new strategies and technology in policing to increase efficiency and effectiveness. The tools and practices used previously by the department will each be considered carefully to determine if they provide the best benefit to the community, or if the same effect can be achieved in a more economical way. In-field reporting was implemented in 2011. This and some version of intelligence-led policing are tools that will be used to support our efforts into the future, while saving the department and taxpayers money. We will continue to seek opportunities to share resources with law enforcement partners. Because of our participation with the Butler County Sheriff's Regional Narcotics Unit and the generosity of the County Sheriff, we were able to forego an expense that had been budgeted for this year – a data recovery system used for cell phone technology that is important and vital for processes in investigation.

Chief Niehaus continued with 2012 budget requests funding for general operating costs including: \$47,000 for ammunition; \$12,825 for bullet-proof vests, with 50% of the cost reimbursed through a grant; increase personnel costs indicative of current contract obligations; \$35,000 budgeted for a maintenance agreement for the department's Cogent System, (AFIS - Automatic Fingerprint Identification System).

Some Capital expenditures requested as part of the 2012 budget include:

-**\$120,000** for the vehicle replacement program, and all equipment necessary to convert the vehicles for road patrol; this is a significant reduction from previous years, but it has been found that keeping up a pattern of purchasing fewer vehicles and through the support staff in the maintenance department, significant savings has been found, so that this amount will be sufficient.

-**\$60,000** has been for scheduled firearm replacement. A majority of these were purchased in 2003. At that time, these were budgeted for a seven to ten-year replacement cycle. Minor failures have been replaced. Money for these has come from the Drug Law Enforcement Fund - money seized from drug dealers, fines, etc.

-- **\$25,000** for in-field reporting for accidents and citations; this began in September of 2011 and has been very successful in reference to timeliness. In order to police effectively, timely date is needed. Previously, data entry clerks did every report from hand written reports from the Police Officers. These were weeks behind. Today the reports are up to date.

-**\$20,000** for canine replacement if necessary. The money, if needed, will come from the Asset Forfeiture Fund, not levy money. A useful life-expectancy is coming to an end for one of the four police canines.

An important component of new policing strategies is involving our residents and businesses by keeping them "well-informed" on matters of crime prevention and involving them as added "eyes and ears" in the community. This enables us to do our jobs better. Crime prevention education and outreach to our residents and businesses has been proven to play an important role in reducing crime and solving crime. And these efforts add little to no cost to operations. The Police Department's Public Affairs Unit made 148 public appearances in 2011 presenting various crime prevention and education programs. Nearly 14,700 civilians took advantage of these opportunities. A new Bullying presentation was created and presented to all 5th and 6th graders in West Chester Schools to address a growing trend. Two very successful free shredding events were offered at the West Chester Activity Center in 2011, also offering residents important information about identity theft. Two Drug Take-Back events were also offered – one at West Chester Hospital and the other at Cornerstone Church. In total, more than 450 pounds of medications were collected and disposed of in a safe manner. The Police Department offered 28

RECORD OF PROCEEDINGS

Minutes of

2012 OPERATIONAL BUDGET WORK SESSION

Meeting

DAYTON LEGAL BLANK, INC.

Held

JANUARY 17,

2012

self defense classes in 2011, 21 more classes than in 2010. These classes are designed to give participants confidence and the tools they need to be safe. 79 people have graduated from our Citizen Police Academy and have become valuable ambassadors for the department. The next class starts in March. This has enabled the Department to have ambassadors throughout the community. There has been much positive feedback from this program. Because of this program, there have been many graduates from the Citizens' Police Academy, volunteer for many programs such as, finger print I.D. programs, and not having to rely on additional Police Officers, so further saving us money. The Police Department's Public Affairs Unit focused in 2011 on reaching out to businesses and neighborhoods in the community. "Watch" programs have been established to provide extra "eyes and ears" for the police department in our community, gathering intelligence on possible criminal activity. Our Neighborhood Watch programs increased from 6 to 18 in 2011. These Watch groups are trained in what to look for and how to report suspicious activity to police. They are in no way encouraged to take matters into their own hands. It's more of an effort to teach them about what we need to do our jobs better. Neighborhood Watch has already been successful in assisting us in some criminal issues that have been investigated. 18 West Chester day cares now make up our Daycare Watch program. All West Chester hotels now participate in Hotel/Motel Watch program. West Chester parks are now part of a Park Watch program and while there have not been a significant number of volunteers dedicated to this program; signs are posted in all of our parks providing important contact information regarding notification of suspicious activity. These community policing efforts are invaluable to our department and to West Chester as a whole. The Police Department appreciates the continued support of the Board, Fiscal Officer, Mrs. Williams, Mrs. Boyko, and the West Chester staff and of course the taxpayers of the community. We appreciate the challenges ahead in terms of funding public safety services, and are committed to continuously seeking efficiency in our operations without sacrificing service to the community. I am happy to answer any questions you may have.

*****Mrs. Stoker said that across the country that crime has been going down, and not sure why. She noted that a lot of police forces, including West Chester, have been putting a lot of effort into computerized analyses as to where crimes take place. She cited that software had been purchased and personnel hired personnel to help anticipate and more efficiently provide crime prevention services. Chief Niehaus said this was true and especially with infield reporting by using the real-time data, as he had mentioned before, and using statistics in a timely manner and intelligence information from the community, through the educational programs offered by the Police Department.**

*****Mr. Wong said the police have the most challenging budget because of the replacement levy, and it is doing more with less.**

*****Mrs. Boyko said she wanted to applaud Police Chief Niehaus, Community Development Director, Mike Juengling and Fire Chief, Tony Goller, because these three departments are starting to pool some of their resources, when it comes to data collection, and being out in the field, reporting to one another information they see, is a demonstration of organizational efficiency and will be important in 2012. She emphasized that in reference to capital improvement projects, that there are only so many times, in a consecutive number of years, that capital improvements can be delayed and delay purchase of new vehicles. They become too costly to continue to maintain and more money is spent than in making new purchases.**

Mr. Keim: We will now move ahead to discuss the 2012 Fire Department budget, beginning with carryover funds. **(Carryover Chart)** The Fire Department continues to maintain costs within the constraints of a levy approved by voters in 2006. Since that time, the Fire Department has built a carryover of approximately \$15.87 million due in part to an unrealized expense that was identified as part of the 2006 levy. Chief Goller will speak more specifically regarding this. **(Revenues)** The Fire Department revenues have been consistent since passage of that levy in 2006 and demonstrate a more significant decrease in 2012 due to reductions in Tangible Personal Property Tax, elimination of SB3 and some impacts on property taxes. **(Revenues & Expenditures)** Again, this chart demonstrates revenues in relation to actual expenses in previous years, as well as budgets. The Fire Department's budget has remained consistent in recent years and only in 2012 will exceed anticipated revenues. And now I'll introduce Chief Goller.

Held

JANUARY 17,

20¹²

Chief Goller: I'm happy to be here tonight to discuss the 2012 budget requests for the Fire Department. As with all of my colleagues, we continue to seek opportunities to improve efficiencies in the department and to effectively use resources. With passage of the 2006 levy, West Chester identified operation of a fire station in the Township's northwest quadrant as a potential expense to taxpayers. The proposed fire station was to be constructed with TIF funds, but operated from fire levy funds. The need for a fire station in the Township's northwest quadrant was expected due to increased demand for service in this area of the Township. Operation of this station was part of the discussion with the 2006 levy, but this expense has not been realized to date as Finance Director Keim pointed out when showing the Fire Department's carryover. To date, cost-benefit analysis of the potential project and development demands have not demonstrated a need for this fire station in the northwest quadrant. Demands for service to this area have remained virtually constant since 2007 with an average of 14 fire calls and 23 EMS calls per year for the area north of Tylersville and west of State Route 747. Studies demonstrate that there is no reduction in service to this area of the Township by not building the station at this time. Of course, we continually review these circumstances and we work with our neighboring jurisdictions to supplement response to this area on specific types of calls. At this time, however, it would not be fiscally responsible to construct this station. That being said, the Fire Department continues to operate efficiently maintaining carryover should the need arise for the additional fire station, or to extend the life of the existing levy, lessening the burden on our taxpayers in future years. **(Budget Notables)** In terms of our general operating costs, our largest expense remains personnel, accounting for more than \$10 million of our budget. We continue to utilize part-time staffing in 2012 as it has demonstrated efficiency and cost-savings in the delivery of service. In 2012, increases in personnel and ancillary costs have been budgeted due to ongoing contract negotiations; Increases are also budgeted for fuel and material costs, as well as EMS supplies, firefighter gear and required equipment.

Some notable budget items for 2012 include: \$250,000 for six cardiac monitors and 14 AEDs. We applied for a Fire Act Grant in 2011 that would cover 80% of the cost, but have no confirmation of receiving the grant. The purchase is budgeted in its entirety in 2012, as the devices are critical in delivery of service to the community. These devices are almost at their year-end life cycle, and after 2012 the company will no longer support service contracts on these cardiac monitors. \$50,000 has been budgeted for the replacement of five thermal imaging cameras. These are used to search for victims in smoke-filled environments, search for hidden fires and heat sources. \$44,950 is budgeted to equip a new paramedic unit purchased in 2011. The new medic unit is on order and should arrive in the first quarter of this year. This added equipment is typically a separate expense. \$25,000 has been budgeted for purchase of a fleet vehicle. This one new vehicle will replace two aging vehicles currently used by the fire department's inspectors.

(Public Education): Of course, public education remains a high priority for the Fire Department. Through education, it is our hope to stop fires before they start. In 2011, 10,846 members of our community were reached through public safety programs offered by the Fire Department. During the month of October alone, nearly 60 classes and presentations were hosted by the Department. With all the schools and daycares, it takes almost the whole month of October to reach as many as possible. In 2011, \$146,990,325 in property value was impacted by calls for fire service. Due to the expertise and professionalism of the men and women who serve on the West Chester Fire Department, \$146,316,275 in property was saved in 2011. Property loss was just more than \$600,000. Total value of structure contents impacted by calls for service in 2011 was valued at \$29,841,885. Once again, due to the expertise and professionalism of the men and women who serve our department, \$29,680,524 in building contents was averted or saved. As always, the Fire Department is grateful to the Board of Trustees, the Fiscal Officer, Township Administrator, the entire West Chester staff, and our taxpayers for the support that makes it possible for us to offer critical service to the community. I am happy to answer any questions you may have.

*****Mrs. Stoker asked how many EMS runs are made. Chief Goller said that about 6,000 runs are made and about 73% are EMS runs. Mrs. Stoker said that the efficiency and professionalism saves lives every day and Chief Goller and the staff deserve a great deal of appreciation and praise for what they do.**

Mrs. Boyko CONCLUSION:

*****Mrs. Boyko said that Chief Goller did an excellent job in explaining the purpose of the carryover, in light of the levy being passed in 2006, and the traditional and customary expenditures of that carryover. He did an excellent job in explaining the reason and volume**

RECORD OF PROCEEDINGS

DAYTON LEGAL BLANK FORM NO. 1014

Held JANUARY 17, 2012

of that carryover, specifically talking about service to the northwest quadrant. She said that probably sometime this summer, she would like to have a Work Session to update the Board on the proposed, not-yet-constructed fire station, 76, give more detail, explanation and the reasons and data collected to demonstrate some of the observations shared by Chief Goller. It's imperative to note this carryover must be maintained and preserved in the event there is a need for some construction for specific service delivery in that northwest quadrant.

***Mrs. Stoker asked for questions.

*** Mr. Lang emphasized that anything proposed under the Capital Improvement Plan would have to come to the Trustees for final approval. He referred to the General Fund Budget and the expense for Conference and Training allowance for Trustees and Fiscal Officer. He said this figure had been significantly reduced last year but it is increased in this Budget. He suggested that the Township pay for the cost of participation but the Trustees pay for their transportation, hotel, food, etc. There will be Training next month in Columbus by the OTA that the new Fiscal Officer might want to take advantage of, and that he should be allowed to leverage those funds in advance of his taking office so he has some Training when he takes office. This subject led to a lengthy discussion between the Trustees with Mr. Lang and Mrs. Stoker in agreement to paying their own expenses and Mr. Wong saying that when he is on Township business he expects to get the cost for the event and his expenses to be paid by the Township. Mrs. Boyko cited a notice from OTA that any required certified Training would not be considered until after that person takes office.

Mrs. Boyko: In closing, I'd like to reiterate the themes offered throughout the preparation and presentation of the 2012 Operational Budget – reduced revenue streams from extended conditions and trends of a declining economy; continued commitment to managing escalating infrastructure maintenance and replacement costs; regenerated approach to expenses and operations. The impacts of ALL on delivery of services – have stimulated my discussions with the department directors (although the DD may refer to the discussions as lectures) and have caused me to pen 2012 a “bridge year.” Although the Township continuously seeks measureable improvements, this year – 2012 – the departments will more deliberately study, analyze, dissect (deconstruct) the way we do business and deliver services and then most strategically and analytically reconstruct the same; thereby bridging the business as usual years to the transformed perspective and regenerated approach to operations and delivery of services. 2012 will represent the bridge of shared and cooperative services, collaborated purchasing powers, contracted services and leveraged assets.

***Mrs. Stoker acknowledged the amount of work in compiling the Budget as presented. She said it is important the way the staff is looking down the road ten and twenty years. It is wise to have the large ticket items on the list, such as; the Civic Centre Blvd. completion, widening of Allen Rd. and improvements to the capacity at the Union Centre Blvd. interchange. These things might have to be approved very quickly if a developer comes forward with a significant project that demands increasing the capacity of our infrastructure. It needs to be kept in mind that those funds have to be in reserve and staff needs to know from us, so they can move quickly and have our support.

***Mr. Lang complimented the staff and noted that historically revenues are under estimated and over estimate expenses and always coming in under budget. This signifies good fiscal planning and good fiscal execution, as well. It doesn't mean we can't sharpen our pencil and tighten the belt a little more because we all know we're going to have to do it.

***Mrs. Stoker said that this crunch to budgeting is becoming more wide spread around the State and the Country. This is the approach that has helped to keep the Township financially solvent. Mr. Wong noted that the Budget is built on need, not the availability of funds.

At 6:50 P.M., Mrs. Stoker asked for a motion to adjourn. Mr. Lang moved approval, seconded by Mr. Wong. RCA/MC

APPROVED:

Catherine Stoker
Catherine Stoker, President

RESPECTFULLY SUBMITTED:

Patricia Williams
Patricia Williams, Fiscal Officer