

MINUTES

COUNCIL-MANAGER BRIEFING

March 24, 2014

Mayor Miller called the Council-Manager Briefing to order at 5:30 p.m. at the Fairfield Municipal Building, 5350 Pleasant Avenue. The following Councilmembers were present: Adam Jones, Debbie Pennington, Terry Senger, Marty Judd, Chad Oberson, Mike Snyder and Bill Woeste. Staff present: Alisha Wilson, Arthur Pizzano, John Clemmons, Mark Wendling, Mary Hopton, Mike Dickey, Jim Bell, Brian Rose, Dave Crouch, Jason Hunold, Dave Butsch, Andy Eddy, Don Bennett, Tim Bachman and Carol Mayhall.

Finance Director Mary Hopton and staff discussed the proposed Capital Improvement Plan (CIP) and budget. See attached slides.

**Adjournment**

Council/Manager Briefing adjourned at 6:55 p.m.

Respectfully Submitted,

Alisha Wilson  
Clerk of Council

# 2014-2018 Capital Improvement Program Budget



City of Fairfield, Ohio  
March 24, 2014

Mary Hopton, Finance Director

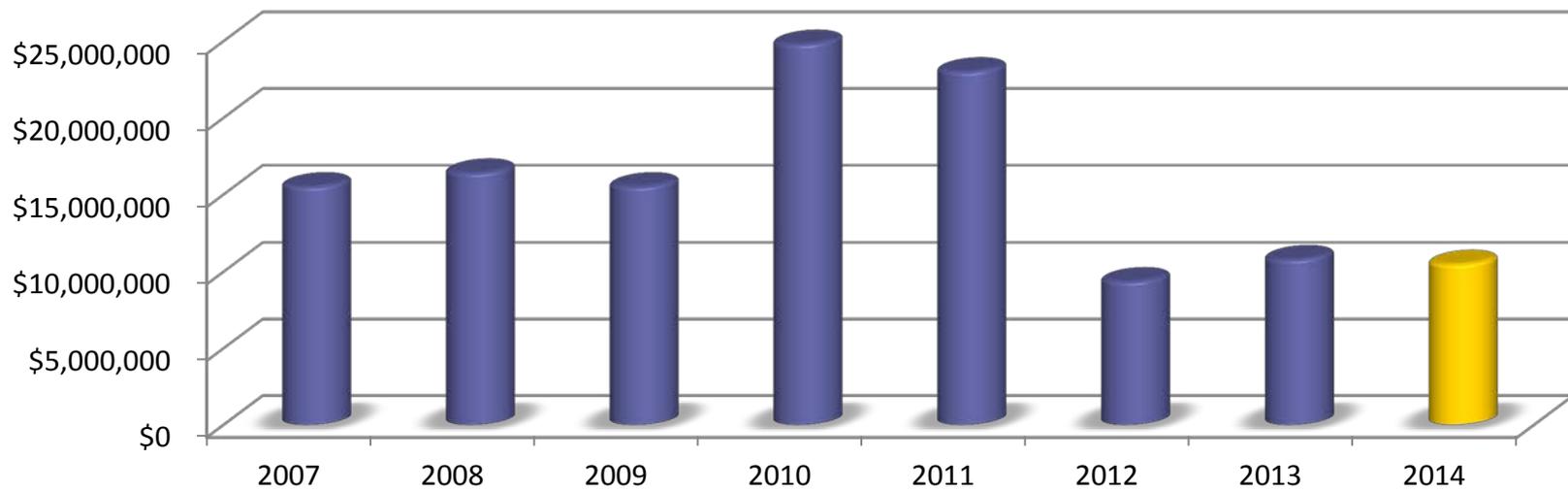
# Agenda

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- CIP Budget Overview
- Operational Overview
  - Development Services
  - Fire
  - Police
  - Finance
  - Facility Maintenance
  - Fleet Maintenance
  - Public Works
  - Parks
  - Aquatic/Golf Facilities
  - Public Utilities
    - Water
    - Wastewater

# CIP Budget Overview

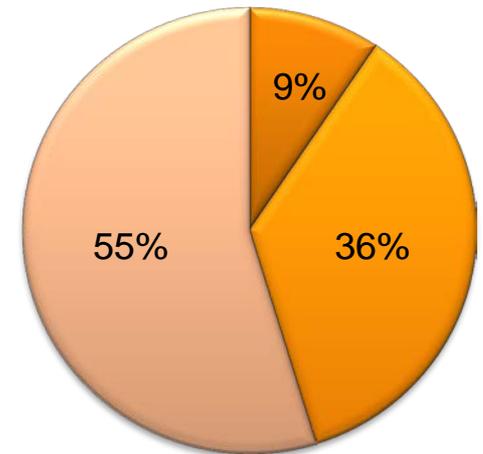
- 5 year capital improvement program
  - \$10.5 million for 2014 (123 projects)
  - \$65.2 million for 2014 – 2018 (212 projects)



# CIP Budget Overview

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- Projects categorized by priority and need
  - Priorities
    - *Critical* – project is essential and/or would result in an emergency without it
    - *Major* – project is serious, needs attention and/or is large in scope
    - *Minor* – project is not serious and/or has lesser importance than other projects



# CIP Budget Overview

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- Projects categorized by priority and need
  - Needs
    - *Mandated*
      - Legal, Public Health, Safety or Welfare, or Goal
    - *Service Level*
      - Maintain Current, Improve Current, Improve Efficiency, or Convenience
    - *Development Driven*
      - Economic Growth, Public/Private Partnership, or Quality of Life

# CIP Budget Overview

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## □ Main funding sources

### ■ Income taxes

- \$24.7 million

- General, Capital Improvement and Street Improvement funds

### ■ Water revenue

- \$4.5 million

- Water surcharge to capital projects \$300,000

### ■ Sewer revenue

- \$6.5 million

- Sewer surcharge to capital projects \$220,000

# CIP Budget Overview

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## □ General fund

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<b>2014</b>	<b>Amount</b>
Beginning fund balance (less reserves of \$10.3 million)	\$4.1 million
Revenues (projected)	\$26.2 million
Expenditure (projected)	\$27.2 million
Ending fund balance (projected)	\$3.1 million

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# CIP Budget Overview

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## □ Capital Improvement fund

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<b>2014</b>	<b>Amount</b>
Beginning fund balance	\$2.3 million
Revenues (projected)	\$3.2 million
Expenditure (projected)	\$4.4 million
Ending fund balance (projected)	\$1.1 million

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# CIP Budget Overview

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## □ Street Improvement fund

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	<b>2014</b>	<b>Amount</b>
Beginning fund balance		\$4.6 million
Revenues (projected)		\$5.9 million
Expenditure (projected)		\$6.6 million
Ending fund balance (projected)		\$3.9 million

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# CIP Budget Overview

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## □ Water Revenue fund

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	<b>2014</b>	<b>Amount</b>
Beginning fund balance		\$4.6 million
Revenues (projected)		\$5.9 million
Expenditure (projected)		\$6.6 million
Ending fund balance (projected)		\$3.9 million

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# CIP Budget Overview

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## □ Sewer Revenue fund

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	<b>2014</b>	<b>Amount</b>
Beginning fund balance		\$1.2 million
Revenues (projected)		\$6.5 million
Expenditure (projected)		\$6.9 million
Ending fund balance (projected)		\$0.8 million

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# OPERATIONAL OVERVIEW

## 2014 PROJECTS



**Funding Sources:**

City funds

Grants/Outside funding

Debt

**Project Priorities:**

Critical - 20

Major - 76

Minor - 116

# Development Services

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- 2014 Recurring Projects
  - City-wide Redevelopment
    - Financial assistance for redevelopment projects
  - Replacement Banners for Town Center and City Gateways



# Fire

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- 2014 Recurring Projects
  - Replacement Hose and Related Appliances
- 2014 New Projects
  - SCBA Fit Testing and Calibration Equipment
  - Power Assisted Stair Chairs
  - Fire Hydrant Adapters



**Funding Sources:**  
Capital Improvement fund

**Project Priorities:**  
Critical – 3  
Major – 1  
Minor – 1

# Police

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## □ 2014 Recurring Projects

- Replace Copiers
- Replace Canines
- Replace Pistols



## □ 2014 New Projects

- Cell Phone Analysis Equipment and Software
- Tablet Computers for Investigators

### Funding Sources:

Capital Improvement fund  
Law Enforcement fund

### Project Priorities:

Critical – 0  
Major – 6  
Minor – 0

# Finance

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## □ 2014 Recurring Projects

- Network Infrastructure, Software and Hardware Maintenance
- Time clock Automation
- Replace City Security Camera



## □ 2014 New Projects

- Replace Copiers
- Replace Printers

### Funding Sources:

Capital Improvement fund  
General fund  
Water Surplus fund  
Sewer Surplus fund

### Project Priorities:

Critical – 2  
Major – 3  
Minor – 5

# Facility Maintenance

## □ 2014 Recurring Projects      □ 2014 New Projects

### ■ Repairs/Upgrades

- Municipal Building/Annex
- Water Plant
- Wastewater Plant
- Community Arts Center
- Park Buildings
- Library
- Public Works
- Justice Center
- Firehouses



### ■ HVAC

- Firmware at Municipal Building
- Replacement at Library

#### Funding Sources:

Capital Improvement fund  
Water Surplus fund  
Sewer Surplus fund

#### Project Priorities:

Critical – 0  
Major – 3  
Minor – 10

# Fleet Maintenance

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## □ 2014 Recurring Projects

### ■ Replace vehicles (14)

- Development Services
- Water
- Wastewater
- Parks
- Street
- Police
- Fire



### ■ Replace Equipment (3)

- Parks
- Street
- Police

### ■ New Equipment (3)

- Street
- Fleet

#### Funding Sources:

Capital Improvement fund  
Water Surplus fund  
Sewer Surplus fund

#### Project Priorities:

Critical – 1  
Major – 6  
Minor – 30

# Public Works

## 2014 Recurring Projects

### Repairs/Improvements

- Sidewalks
- Paving
- Concrete
- Storm sewer
- Grounds & entryways
- Traffic signals
- Video detection

### Construction

- Route 4 at Gilmore/Holden
  - Outside funding 90%
- Winton, Seward, Ross Road
  - Outside funding 47%



#### Funding Sources:

Street Improvement fund  
Capital Improvement fund  
General fund  
County Motor Vehicle fund  
TIF fund

#### Project Priorities:

Critical – 7  
Major – 21  
Minor – 23

# Parks

## □ 2014 Recurring Projects

### ■ Upgrades

- Community Arts Center
- Village Green/Town Center

### ■ Replacements

- Playground Equipment
- Park Site Amenities
- Master Plan

## □ Future Projects

### ■ Black Bottom Park

- Metro Parks funding



#### Funding Sources:

Capital Improvement fund  
Tax Recreation fund  
Downtown Development fund  
Park Development fund

#### Project Priorities:

Critical – 0  
Major – 0  
Minor – 19

# Aquatic/Golf Facilities

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- 2014 Recurring Projects
  - Aquatic Center Improvements
    - Update pool to current standards
  - Golf Course Improvements
    - Irrigation at South Trace
  - Blacktop/Overlay
    - Parking lots and golf paths



City of Fairfield, Ohio

## Funding Sources:

Capital Improvement fund  
Recreation Facilities fund  
Park Development fund

## Project Priorities:

Critical – 0  
Major – 0  
Minor – 6

# Public Utilities – Water

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## □ 2014 Recurring Projects

### ■ Repairs/Maintenance

- Security/Surveillance
  - Homeland Security implications
- Raw water wells
- Water lines improvements
  - Engineering; replacement of older mains
- Water storage tanks/towers
  - Inspection/improvements of interior and exterior surfaces



#### **Funding Sources:**

Water Surplus fund  
Water Expansion fund  
Water Replacement &  
Improvement fund

#### **Project Priorities:**

Critical – 1  
Major – 12  
Minor – 6

# Public Utilities – Wastewater

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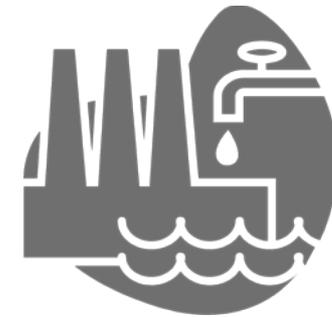
## □ 2014 Recurring Projects

### ■ Repairs/Maintenance

- Sanitary sewer lines
  - Bid with Hamilton for economies of scale
- Root control
- Equipment
  - Video and sewer cleaning
  - SCADA
  - Instrumentation

### ■ Buildings

- Bio solids Storage
- Dyster Dome Replacement



#### Funding Sources:

Sewer Surplus fund  
Sewer Expansion fund  
Sewer Replacement &  
Improvement fund

#### Project Priorities:

Critical – 6  
Major – 24  
Minor – 14

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# Q & A