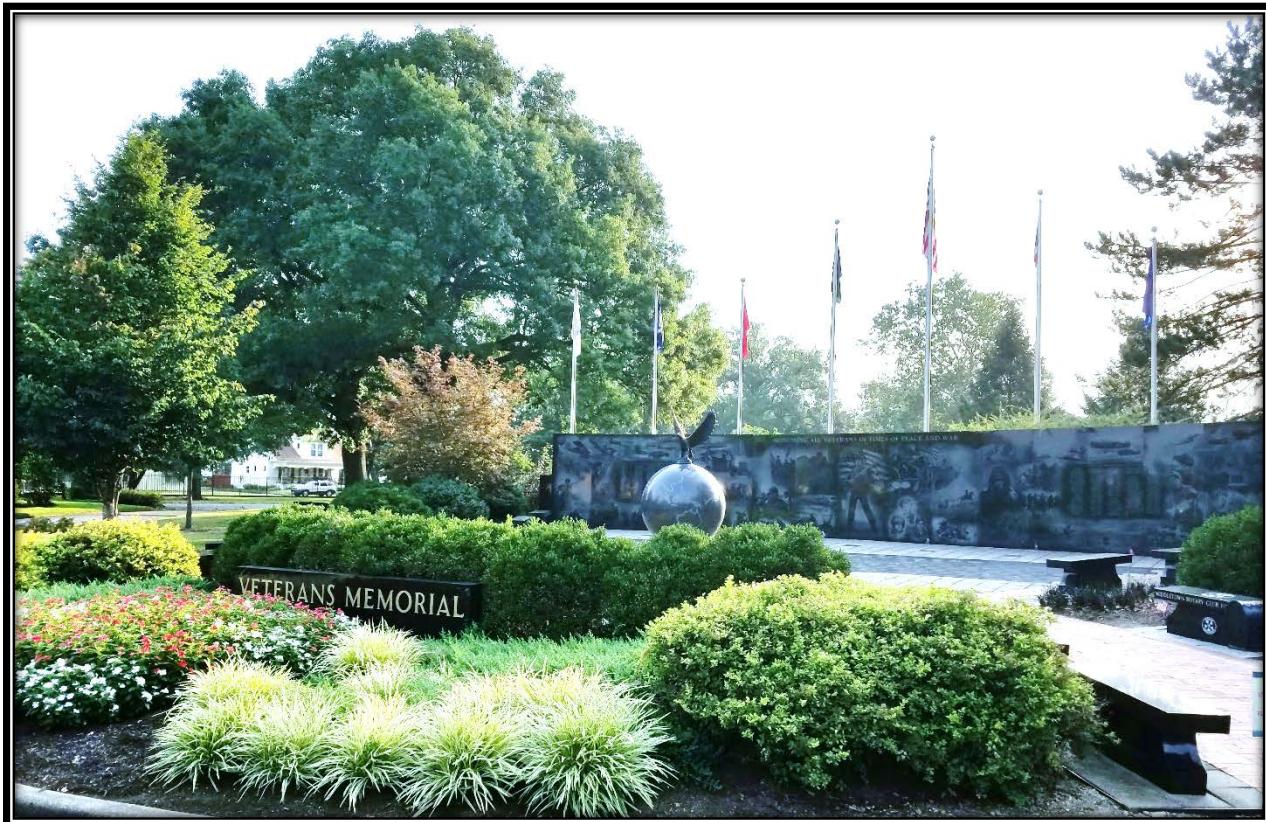




MIDDLETOWN



City of Middletown, Ohio

2018 Budget

January 1, 2018 to December 31, 2018



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Middletown
Ohio**

For the Fiscal Year Beginning

January 1, 2017

Christopher P. Morrell

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented an award of Distinguished Presentation to the **City of Middletown, Ohio** for its annual budget for the fiscal year beginning **January 1, 2017**. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan and as a communication device. The award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

Principal Officials
January 1, 2018

Legislative

<i>Mayor</i>	<i>Lawrence P. Mulligan, Jr.</i>
<i>Vice Mayor</i>	<i>Talbott C. Moon</i>
<i>City Council Member</i>	<i>Steve H. Bohannon</i>
<i>City Council Member</i>	<i>Joseph H. Mulligan</i>
<i>City Council Member</i>	<i>Amy L. Vitori</i>

Executive/Administrative

<i>City Manager</i>	<i>Douglas D. Adkins</i>
<i>Community Revitalization Director</i>	<i>Kyle D. Fuchs</i>
<i>Director of Court Services</i>	<i>Steven P. Longworth</i>
<i>Economic Development Director</i>	<i>Jennifer L. Ekey</i>
<i>Finance Director</i>	<i>Jacob C. Burton</i>
<i>Fire Chief</i>	<i>Paul J. Lolli</i>
<i>General Counsel</i>	<i>Ashley M. Bretland</i>
<i>General Counsel</i>	<i>Susan H. Cohen</i>
<i>General Counsel</i>	<i>Sarah N. Fox</i>
<i>Health Commissioner</i>	<i>Jacquelyn D. Phillips</i>
<i>Information Systems Director</i>	<i>Troy S. Anderton</i>
<i>Police Chief</i>	<i>Rodney E. Muterspaw</i>
<i>Public Works & Utilities Director</i>	<i>Scott D. Tadych</i>

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SECTION 1

CITY OVERVIEW



January 2, 2018

Honorable Mayor Mulligan
Middletown City Council
Citizens of Middletown

So we come to the end of another year in Middletown. I am happy to say it's been a productive year that moved us closer to sustainable revenues and better infrastructure.

We are fortunate to have over three-quarters of a billion dollars in new projects recently completed or underway in Middletown.

- NTE Power Plant- \$600 million
- Official opening of the AK Steel Research and Innovation Center- \$36 million
- Construction on the new Kettering Health Network Emergency Room/Outpatient facility at the I-75 Interchange- \$30 million
- New school construction underway for Middletown City School District- \$90 million
- OPUS Construction beginning a 600,000 square foot logistics center in MADE Industrial Park- \$12 million
- Cohen opened an Electronics Recycling Center and is completing work on a new headquarters in Middletown
- Cincinnati Eye Institute expanded to a new facility on the Atrium Campus
- Baker-Stevens-Parramore Funeral Home opened a second location on Roosevelt Avenue
- BP Fuel Station at the I-75 interchange finally became a reality
- Dedicated Motivated Fitness invested \$600,000 in a long time empty, blighted building to create a beautiful fitness center
- Hardee's restaurant is nearing completion on Breiel Boulevard

BUDGET LETTER

Downtown Middletown, which saw twenty- three new business openings in 2016, continued to expand in 2017.

- Gracie's- Big City Comfort Food
- The Slice- Pizza and more
- Liberty Spirits Distillery
- Rolling Mills Brewing Company
- Spoken Bicycles
- Grandpa Joe's Candy
- Blast Furnace Pizza

In early 2018, we will add new businesses already underway with a new O'Reilly's Auto Parts and a BMW motorcycle store at the site of the former Senior Citizen Center.

We are in the largest resurgence that Middletown has seen in the past thirty years. We are heading to places that we have not seen in a long time. It is astonishing what's going on here.

In Review:

Our Municipal Airport received and utilized a \$1.1 million grant to repave all taxiways, ramps, and aprons in 2017. We replaced an antiquated weather system and will be working in 2018 to look at airport lighting and other repairs. We continue to work on the development of an indoor wind tunnel.

The Small Business Development Center, which operates out of the City building, had their most successful year to date. They were honored in 2017 by the State of Ohio Award as the Best Center, received the SBA Region 5 Award (5 surrounding states) as Best Center, and also won the National SBA Award. The national Small Business Administration looks at 987 Centers operating throughout the United States. This was the first time the National Award has been presented to an Ohio Center.

In December 2017, the City established a PACE district. Property Assessed Clean Energy (PACE) laws allow property owners to borrow money through governmental loans or bonds to pay for energy improvements to their properties. The amount borrowed is typically repaid via a special assessment on the property tax bill over a period of up to thirty years. Any business making energy efficiency improvements anywhere in Middletown that meets the program requirements can use the PACE financing option for items such as roofs/windows/HVAC/insulation/lighting upgrades, etc.

BUDGET LETTER

The Health Department completed a Community Health Assessment in 2017, identifying health threats to the community and populations that are being underserved in their health care due to age, location or economic condition. We hope to utilize this information in 2018 to start exploring ways to make inroads into the health of our residents throughout the City.

The Division of Fire completed a new Strategic Plan in 2017, setting high level overall goals for the Division. Based on the goals established, the Division of Fire will be working on a staffing and fire station location study in 2018. This will design the best possible Fire Department to serve the City as it is currently built and to anticipate growth on the East End near Interstate 75. Additional Fire staff brought on with the Staffing for Adequate Fire and Response grant (SAFER), allowed the City to promote three new Lieutenants whose main focus will be working on preventive efforts. This will include working with the Health Department on the conditions identified in the Community Health Assessment, continuing to look at the latest and best practices in addressing opiate addiction, and addressing chronic, repeat EMS calls through community paramedicine techniques.

Community Para-medicine is a model of community-based health care in which paramedics function outside their customary emergency response and transport roles in ways that facilitate more appropriate use of emergency care resources and enhance access to primary care for medically under-served populations.

In 2017, the Division of Police recorded a 40% increase in drug arrests over 2016. We now utilize five Canine officers to combat the opiate epidemic. Middletown Division of Police is in the process of adding new police software and technology that will give them real time crime data to make better and timelier staffing and enforcement decisions moving forward.

Middletown Division of Police celebrated multiple community events in 2017 including National Night Out, Coffee with a Cop (quarterly), meeting with Middletown area Pastors (quarterly), continued work with the Citizens Advisory Board, Candy with a Cop (distributing candy to children too sick or disabled to trick or treat), Shop with a Cop (to provide Christmas gifts to underprivileged children), and ongoing work with Middletown's landlords.

We now have one Lieutenant who is assigned to nuisance enforcement throughout the City. In 2018, you will begin to see the use of technology to track nuisance activity throughout the City, both in EMS service misuse/overuse and on problem properties, neighborhoods and hot spots. The goal is to reduce overall calls for public safety services over time.

Two of Middletown's largest businesses had milestone years in 2017. Atrium Medical Center, previously Middletown Regional Hospital, celebrated one hundred years and Miami University, Middletown's first regional campus, celebrated fifty years.

We saw the end of our first year of operation of the Designated Outdoor Refreshment Area (DORA), which is located downtown. We look forward to more people and more events downtown in 2018.

BUDGET LETTER

Middletown hosted many exciting activities in 2017. Independence Day activities returned, “Balloon Fest”, “First Fridays”, “Taking it to the Streets” summer concerts, “Movies in the Park”, “Women Wine and Chocolate”, Windamere’s themed dinners, parades and the very popular “Light up Middletown”.

So what can you expect from your City government in 2018?

During the first three years as your City Manager, I have begun to stabilize our core services, including Public Safety, Economic Development, and Water and Sewer upgrades. We have added Police Officers, Firefighters and Economic Development staff to better execute in those departments on a daily basis.

As we move into 2018, the focus will broaden. The City will complete its first Master Plan since 2005. We have completed Community Visioning, a new Downtown Master Plan, completely rewritten our Zoning Code and completed a housing study identifying opportunities and threats to our housing stock. In 2018, we will combine those individual parts and complete a new strategic plan for the Airport, update our Fire Department using information from the study on staffing and fire station locations, identify housing policies that will improve our housing stock, and start a full review of how we move people in this City through pedestrian walking, bicycle, automobile and public transit system.

All of this will be framed with two underlying themes. First, we want to incorporate our community visioning into each piece. We know what we can do...how did you want us to handle each piece of City services into the future? Second, we have always been good at building, however we have not always been good at maintaining the nice things we add to the City. As we talk about adding things like Recreation back into the budget, my goal is to do it responsibly and in a way that we believe is sustainable into the future.

There are two immediate changes coming in 2018. First, we will be adding an Animal Control Officer for the first time since 2011. We have relied on Butler County for this service and now have the revenues that will support this position. Second, we are adding staff to the Health Department so that as of January 1, 2018, the Health Department is open through lunch and all day on Friday.

You will see further upgrades to the City’s I-75 Interchange area as we continue beautification efforts on the medians. As revenues allow, we will start moving down State Route 122 and upgrade the median landscaping throughout the City in future years.

We currently spend about \$700,000 annually on street light electricity. We will be converting all of the City street lights to LED beginning in 2018. This is expected to save hundreds of thousands of dollars in electric costs each year.

BUDGET LETTER

Our Heroin Response Team, made up of an EMS Paramedic, a Police Officer and a Social Worker, reached out to addicts that were treated in Middletown in 2017. This team successfully referred over 250 people to treatment. The Team's work will continue in 2018.

Finances

The Finance Department maintains a multi-year financial plan which projects future revenues and expenditures of all major and operating funds on an annual basis for a period of five years. This plan also provides historical data of past financial information. Ongoing updates and changes are made to the financial plan throughout the year as situations and economic conditions change. This document reflects past economic trends, current budget, and the projected future financial forecast. The financial plan has proven to be a valuable instrument which gives financial guidance to the City Manager, senior staff and City Council, as well as in developing the annual budget request for each department.

In late 2015, the City of Middletown implemented the Open Gov Financial Transparency Portal accessed through the City's website, www.cityofmiddletown.org. Using this tool, citizens can access current (updated monthly) and past expenditures, revenues and budgets. This transparency promotes accountability and increases public awareness of their tax dollars.

2018 Budget

I am pleased to present the City of Middletown Annual Budget for 2018. The annual budget provides information that guides City decision making based on anticipated revenue projections. This budget is a planned program of expenditures based on revenue projections that carry out the City's services and goals.

The City of Middletown 2018 budget for all funds meets the State of Ohio's definition of a balanced budget. The State of Ohio requires that each fund's beginning of the year cash balances plus the fund's projected annual revenues, are at least equal to the annual expenditure appropriation of each fund.

The City of Middletown budget for 2018 totals \$92,290,159 for expenditures and \$85,463,635 for revenues, minus other sources. Other sources include transfers in/out, loans to/from other funds and proceeds from debt. This amount includes General Fund, Special Revenue Funds, Debt Service Funds, Capital and Special Assessment Funds, Enterprise Funds, Internal Service Funds, Trust Funds, and Federal Grant Funds.

BUDGET LETTER

Assumptions for 2018 budget:

- Keep public safety, finances, revitalization and street improvements as a priority
- No layoff of employees
- 2% cost of living adjustment for all employees
- Tax Increment Funds will generate \$686,713 in debt payments
- No Performance Based Incentive Program
- Police and Fire pensions remain at current rate
- Income tax revenue will increase 3% over 2017 budget in 2018
- Health insurance costs increase 6%
- 2018 will end with 15.0% General Fund balance

Significant Changes for 2018 budget:**Personnel changes:**

- One Patrol Officer added to Uniform Patrol
- New Narcotics division added to combat opiate epidemic
- Full time Administrative Assistant position added to Health Department, allows Health Department to remain open all day, Monday through Friday
- Additional full time Human Resources Specialist added in 2018
- Law department restructured, adding one additional General Counsel and one part time Special Counsel position
- Existing employees remain on current Pay and Benefits Ordinance
- Employees hired on or after January 1, 2018 will be under a new Pay and Benefits Ordinance that will delay top salary. Under existing PBO, employees receive 4.7% increases and reach peak salary in seven years, new PBO will allow employees to get increases that are spread over more years, these employees will get increases more comparable to the private sector
- Employees hired under new Pay and Benefits Ordinance will receive Paid Time Off instead of Vacation, Sick, Birthday Holiday, Personal Day, and will only be allowed to bank no more than four hundred hours, thus eliminating huge payouts at termination

Sewer rate increase 15%:

Sewer user rates will increase by 15% in 2018. This is due to the need for major improvements to the sewer system. This rate increase is consistent with Long Term Control Plan Projections.

BUDGET LETTER

Keep the momentum:

The bill for prior choices is now coming due. Twenty-five years of no paving, insufficient water and sewer upgrades, deferred maintenance, loss of quality of life events and recreation, lowered public safety forces and increased subsidized housing. Neighborhood infrastructure assets, such as housing stock and streetscapes are the foundation of our community. Investment is necessary to prevent deterioration of our infrastructure, encourage economic development activities, and position our citizens and city for the future.

In June 2017, Moody's investor service rating for Middletown was lowered from "Aa3" to "A1" citing credit strengths being a healthy financial position, including strong liquidity across all funds and moderate debt burden with rapid repayment. Credit challenges were a vulnerable economic profile indicated by weak labor market and demographic trends with key indicators being the U.S. median family income of 69.1% and significant loss in value of the tax base.

Housing Stock and paving were listed as high priority by City Council for 2018. We will be discussing housing throughout 2018 to develop new policies and neighborhood strategies for 2019. Infrastructure improvement continues in 2018 with \$1,350,000 set aside for local street paving.

Priority for Discretionary Dollars

Budget Workshop- 2018 Council Priorities			
Category	Priority		
	High	Medium	Low
Paving/Sidewalks/Median	4	0	1
Downtown Plan Implementation	0	4	1
Deferred City Maintenance	1	1	3
Improved Transportation	0	3	2
Recreation/Health/Quality of Life	0	3	2
City Beautification	0	3	2
Economic Development/Workforce Development	3	1	1
Additional Public Safety	3	1	1
Housing Stock/Neighborhoods	4	1	0
City Marketing	1	4	0

Beginning in May of 2017, I made a series of presentations on the City's housing stock and the threats and opportunities facing Middletown moving into the future. A housing study was completed that outlined the current demand for new construction housing in the City. Residential new construction did increase in 2017. In Renaissance, thirty-six new higher-end homes have been completed or are under construction, Nicholas Place Apartments is nearing completion with 216

BUDGET LETTER

market rate apartments. Goetz Tower, located downtown, has completed demolition and will build out the entire six levels with first floor offices and sixteen luxury apartments in 2018. Work continues to add one hundred fifty-two new homes to the Sawyers Mill subdivision. These homes would be valued from one hundred fifty thousand to two hundred twenty-five thousand and would be constructed over the next three years.

To develop the best housing policies for the City moving forward, we not only have to do what is best for the City overall, we also have to understand the impacts of the best practices on the most disadvantaged in our community. How will any contemplated changes affect our residents, both those with income above the median income and those at poverty level? To be successful, we will need to hear from residents and understand their concerns. To successfully change housing policies, we must address diversity and inclusion. Working together with “ALL” interested and impacted parties on housing issues will give everyone a chance to learn

Capital Projects:

The construction of Oxford State Road between Spurlino Way and Yankee Road was completed in November 2017. This \$6.6 million project began in 2016, a total roadway reconstruction and widening , new water main, storm sewer, and traffic signal at AK Steel entrance intersection.

Yankee Road, between Oxford State Road and Lafayette Avenue, is also being reconstructed and widened, with new water main, storm sewer, traffic signals, and sidewalks. This \$6 million project, which began in May 2017, will be completed in Spring 2018.

Local street projects totaling \$2.3 million for 2017 included the repair of defective sidewalks, curbs, and drive aprons, grinding the pavement, stabilization of the subgrade and asphalt paving of all or parts of Carolina Street, El Camino Drive, Ocala Drive, Catalina Court, Central Avenue, South Main Street, Heinkle Road, Poppy Drive, Limerick Lane, Wicklow Drive and Kensington Street.

Modifications to landscaping in the medians adjacent to the I-75 and State Route 122 interchange is complete with drainage improvements and concrete planters added.

Water improvements continue on the \$2,000,000 upgrade the Kensington Pump Station. This upgrade is needed to accommodate the future water demand generated by the new Middletown Energy Center- NTE.

Manhole rehabilitation continues on approximately 150 sewer manholes. The manholes will be lined with cement to prevent infiltration.

The following capital improvement projects for 2018 enhance the community’s business gateway and economic measures. Street paving and infrastructure improvements are among the top priorities of the City of Middletown.

BUDGET LETTER

General

- Local street paving - \$1,350,000
- Gateway enhancements - \$75,000
- Traffic signal & systems replacement - \$145,000
- Miscellaneous Parks improvements - \$230,000
- Miscellaneous Buildings improvements - \$30,000

Sewer

- Facility upgrades- \$500,000
- Long Term Control Plan - \$3,000,000
- System Replacement Program - \$3,000,000
- Geographic Information System - \$10,000

Storm Water

- Local street paving - \$250,000
- System Replacement Program - \$450,000
- NPDES Compliance - \$50,000

Water

- Facility upgrades - \$500,000
- Kensington Pump Station upgrade - \$1,500,000
- Geographic Information System - \$10,000

City Council gave me a goal three years ago of turning this City back towards prosperity without raising taxes. What that effectively means is that we maintain existing services, but also generate enough revenue to start completing deferred maintenance on our roads, parks, neighborhoods and city buildings. It is a tough job that most days I love. I hope you are happy with the direction the City is moving.

Middletown saw record income tax revenues in 2017. We have a ton of work left to do, but we are heading in the right direction. With all of these new projects underway, Middletown is living up to its motto of a Bright Past and a Brighter Future.

Regards,



Doug Adkins

City Manager

FOUNDATION PRINCIPLES
FOR
THE MUNICIPAL CORPORATION OF
THE CITY OF MIDDLETOWN, OHIO

VISION
Middletown - A Better Place

MISSION

We will make Middletown a special place to live, work and visit by providing, in an efficient and responsible manner, a broad range of public services, which foster a safe, healthy and prosperous community. We are committed to achieving our vision in collaboration with our citizens.

VALUES

As we work toward the accomplishment of our mission, the following values will help guide our action and lead us to success:

INTEGRITY

Integrity promotes trust; trust promotes success. We will be truthful, honest and fair as we strive for the highest standards of performance in the work place.

SERVICE

Our product is service; our customers are our friends and neighbors in the Middletown Community. We will take personal responsibility for resolving problems. We will strive to do more than is expected.

PEOPLE

People are at the heart and purpose of everything we do. We will listen to and consider the ideas and concerns of our citizens and our colleagues. We will treat all people with respect and dignity.

FISCAL ACCOUNTABILITY

We are stewards of a high trust. The money we use to provide public services will be spent responsibly and effectively.

COLLABORATION

We must collaborate and think win-win. In today's world, more can be accomplished through cooperation than competition. We must have teams and partners to become the best. We must be problem solvers.

FINANCIAL POLICIES AND GOALS

BENEFITS OF ESTABLISHED FINANCIAL POLICIES

- Adds to credibility and public confidence. Shows City's commitment to fiscal integrity.
- Directs attention to total financial condition of the City.
- Avoids short run solutions to financial emergencies.
- Gives continuity to handling of the City's financial affairs. Outlasts Management and Councils.

FINANCIAL REPORTING POLICIES

GOAL: To meet the Ohio Revised Code deadline of July 15th for adoption of the annual Tax Budget.

ACTION: Adoption of annual Tax Budget by the end of June each year enables the City to easily meet the July 15th deadline required by the Ohio Revised Code.

GOAL: To submit a Comprehensive Annual Financial Report (CAFR) to the Government Finance Officers Association (GFOA) for the Certificate of achievement for Excellence in Financial Reporting review.

ACTION: Completion of the City's financial statements and annual audit by June 30th each year makes possible the submittal of the City's CAFR. The City has achieved this prestigious recognition each year since 1986.

GOAL: To submit City's annual operating and capital budgets document to the GFOA for Distinguished Budget Presentation Award Review.

ACTION: After Council deliberation of the City Manager's budget and a public hearing on the resulting document, an annual budget is presented for adoption prior to December 31 each year. A formal Appropriations Budget Document is published and submitted to GFOA prior to March 31 of the following year.

REVENUE POLICIES

GOAL: To work toward stabilizing year-end carryover cash balances by reducing the need to depend upon carryover balances to balance each year's budget.

ACTIONS: The City will estimate its annual revenues by an objective, analytical process.
The five-year revenue forecast will be constantly updated as situations change.
The City will establish all user charges and fees at a level related to the cost of providing services.
Operating revenues in the Water Fund and Sewer Fund will be maintained at levels sufficient to maintain debt coverage requirements. Water and sewer rates will be reviewed every two years.
The City Airport Fund will maximize its use of FAA grants.

FINANCIAL POLICIES AND GOALS

The City Transit Fund will rely on the Federal and State Governments for a minimum of two-thirds of its annual funding.

The City Solid Waste Disposal Fund charges will cover contractor refuse pickup charges and any debt service issued to finance the City landfill.

RESERVE POLICIES

GOAL: To maintain sufficient reserves in each fund to allow the City to avoid emergency employee reductions in force and abrupt service charge increases.

ACTIONS: The City will maintain a minimum of 15% of its annual General Fund expenditures as a contingency reserve in its General Fund.

The City will maintain a contingency reserve in its Employee Benefits Fund sufficient to cover claims incurred, but not yet reported.

The City's equipment reserve fund shall maintain a balance sufficient to provide for the timely replacement of City equipment according to the equipment replacement plan.

All other City funds will carry specified contingency reserves specified in the City's five-year Financial Plan.

BUDGETARY POLICIES

GOAL: To provide for stabilization of the budget.

ACTIONS: Current expenditures will be paid for with current revenues.

Each budget will provide for adequate maintenance and replacement of capital plant and equipment.

Each year, the City will update its five-year revenue/expenditure projection for all major operating, capital, and debt service funds.

Each month, Management and City Council will be given a summary report of revenues and expenses to date versus budget.

The total of expenditures in the General fund for all personnel related costs will be kept below 80% of the total budget.

The budget for all funds will meet the State of Ohio's definition of a balanced budget. The State of Ohio requires that each fund's beginning of the year cash balances plus the fund's projected annual revenues are equal to the annual expenditure appropriation of each fund.

FINANCIAL POLICIES AND GOALS

EXPENDITURE POLICIES

GOAL: To use internal accounting controls to ensure that appropriations are not overspent.

ACTION: Prior to the issuance of purchase orders, corresponding amounts of appropriations are reserved by the use of encumbrances for later payment to assure that appropriations are not overspent. Unused and unencumbered appropriations lapse at the end of each fiscal (calendar) year.

EXPENDITURE/EXPENSE POLICIES

GOAL: To obtain the highest quality of materials and supplies at the most advantageous price for the City.

ACTIONS: The City utilizes a centralized procurement function through the Purchasing Division of the Finance Department.

State of Ohio laws governing purchasing procedures for cities are followed.

Where formal bidding procedures are not required, the City encourages competition through means of an informal bidding process.

CAPITAL IMPROVEMENTS POLICIES

GOAL: To assure the safety and usefulness of the City's capital assets including its infrastructure.

ACTIONS: All capital improvements will be made in accordance with the City's capital improvements plan.

The City's five-year capital improvements plan will be updated annually.

The City will project its equipment replacement needs for the next five years, and will update this projection annually.

The City will aggressively seek state and federal funds that are available for all capital improvements.

The City will maintain its capital assets at a level adequate to protect them and to minimize maintenance costs.

INVESTMENT/CASH MANAGEMENT

The City Administration has developed a written investment policy that establishes clear responsibility for and limitations on the City's investment of public funds. The primary objective of the policy is the preservation of capital and the protection of investment principal.

The City Treasurer manages City investments. The City Finance Director reviews the investments each quarter. The City Treasurer and the City Finance Director review or revise the City investment policy annually.

Investments in derivatives are not allowed.

FINANCIAL POLICIES AND GOALS

The types of investments authorized under the City's policy are:

- Certificates of deposit of banks located in Middletown
- Obligations of the United States Government
- Star Ohio, the State Treasurer's Asset Reserve Investment Pool
- Obligations of the City of Middletown
- No load money market funds that are restricted to investing only in direct obligations of the United States Government

The City's investments at December 31, 2016 are summarized as follows:

	<u>Fair Value</u>	<u>Average Maturity</u>
US Treasury Bills	\$17,097,456	0.27
US Treasury Notes	\$400,056	0.79
Star Ohio	\$115,247	n/a
US Money Market Funds	<u>\$7,924,483</u>	<u>n/a</u>
	<u><u>\$25,537,242</u></u>	

CASH MANAGEMENT PRACTICES

City funds are invested as quickly and efficiently as possible. At the same time, cash balances are maintained as long as possible to maximize interest income. Among cash management/investment practices used by the city are:

- All funds are deposited to City bank accounts within 24 hours of receipt.
- City income tax withholding payments are collected in a bank lockbox and are deposited the same day as they are received.
- City checks are drawn on a controlled disbursement account. Checks clearing against this account are presented for payment before 10:00 A.M. each business day. The City Treasurer transfers all money not needed to pay the checks being presented to the City's Star Ohio account each day for immediate investment.
- The City is using the services of five bank trust departments to invest over \$30 million of City funds that are not immediately needed to cover City obligations. The investments at these banks are allowed to go out for as long as five years to maximize yield.

FINANCIAL POLICIES AND GOALS

DEBT POLICY

The City of Middletown's debt policy to maintain the general obligation and self-sustaining debt at a reasonable level is as follows:

- Long-term borrowing will be confined to capital improvement projects, and the City will never use long-term debt for current operations.
- Short-term borrowing (one year or less) will be used only in connection with capital improvements that will be funded, upon project completion, with bonds.
- Where possible, the City will use special assessment or other self-supporting debt. All water, sewer, and solid waste debt issues will be self-supporting. Tax money will not be used to support these Enterprise Funds debt obligations.
- The City will not exceed its legal debt limit.

DEBT INSTRUMENTS

The City of Middletown's outstanding debt consists of the following types of debt financing instruments available under Ohio State Law.

General Obligation Bonds and Notes

General obligation bonds and notes are backed by the full faith and credit of the City. Debt service is provided by income tax, property tax, or service charges on behalf of Enterprise Fund general obligation debt. General obligation notes are issued for up to twelve months maturity while general obligation bonds are issued for three, five, ten, or twenty years, depending upon the project being financed. Voted approval for the issuance of general obligation notes and bonds is not required until legal debt limits are reached (see debt limits section).

Special Assessment General Obligation Bonds

Special assessment general obligations bonds are also backed by the full faith and credit of the City. Debt service is provided by special assessments paid by property owners on whose behalf the City has issued the bonds. Even if assessments are not paid, the City remains liable for the payment of principal and interest on special assessment bonds. However, the County sells the properties with delinquent assessments at tax sale and the City receives the proceeds of the sale to satisfy the delinquent assessments due.

CURRENT OBLIGATIONS

At December 31, 2017, the City of Middletown bonded and unbonded debt consisted of:

General Obligation Bonds/Notes (Governmental Funds)	\$21,340,540
General Obligation Bonds/Notes/Lease (Proprietary Funds)	<u>9,624,079</u>
Total	\$30,964,619

FINANCIAL POLICIES AND GOALS

Moody's Investors Service, a national bond rating Service Company, rates the City of Middletown's bond issues. Moody's conducted the City's most recent bond rating review in July 2013 and maintained Middletown's rating of Aa3 (upper medium grade bonds.) Existing debt levels have an impact on the operating budget. For 2017, \$1.3 million income tax revenue will be transferred to the General Obligation Bond Retirement Fund and \$1.1 million of tax increment financing revenues are budgeted.

DEBT ADMINISTRATION - STATUTORY LIMITATIONS

Ohio State law provides that a municipality's total outstanding debt principal shall not exceed 10.5% of the City's total assessed valuation. State law further provides that a City's total outstanding unvoted debt principal shall not exceed 5.5% of its total assessed valuation. Self-supporting debt such as general obligation bonds to be retired with Enterprise Fund revenues, special assessment debt, Ohio Water Development Authority loans, and Ohio Public Works Commission loans are exempted from this limitation.

At December 31, 2017, the City's compliance with the 10.5% and the 5.5% limitation statutes were as follows:

Total Assessed Valuation	\$660,203,890
(a) 10.5% Limit	\$ 69,321,408
Total Amount of City Debt subject to the 10.5% limit	<u>(15,920,669)</u>
Amount Available Within the 10.5% Limit	<u>\$ 53,400,739</u>
(b) 5.5% Limit	\$ 36,211,644
Total Amount of City Debt subject to the 5.5% limit	<u>(15,920,669)</u>
Amount Available Within the 5.5% Limit	<u>\$ 20,290,975</u>

There are no immediate plans for additional general obligation debt in the governmental funds, although there is a balance of \$19.5 million of unvoted debt limit capacity. However, we do plan to issue debt for special assessment capital projects. Property owners will be assessed for the cost of these projects.

The debt table below illustrates the total, exempt, and debt subject to limitations based on the total amount of assessed property valuations for the city of Middletown.

	ALL DEBT	EXEMPT	SUBJECT TO LIMIT
General Obligation Bonds	\$ 19,195,919	\$ 5,117,870	\$ 14,078,049
Special Assessment Bonds	\$ 1,302,000	\$ 1,302,000	\$ -
Police & Fire Pension Accrued Liability	\$ 842,621		\$ 842,621
Enterprise General Obligation Bonds	\$ 9,624,079	\$ 8,624,080	\$ 999,999
Capital Leases (Water/Sewer Meters)	\$		\$
Notes			\$
Total Debt	\$ 30,964,619	\$ 15,043,950	\$ 15,920,669

<u>Strategic Summary 2018</u>		
Goals	Strategies	Measures
Ensure that our community is safe for residents and businesses.	Utilize Grant monies when available. Provide an appropriate response of personnel. Engage the community to build relationships between citizens and Safety personnel. Reduce crime and calls for service.	Twelve Firefighters on Staffing for Adequate Fire and Emergency Response grant. Fire response time 5 minutes/28 seconds. Police response time 6 minutes/7 seconds. Community events that engage discussion and interaction with Police and Fire. Chronic nuisance ordinance to identify problem properties.
Provide polite, friendly and efficient customer service for residents and businesses.	Ensure that citizens and businesses are treated with courtesy, honesty, respect and understanding. Make contacting easy and convenient. Relay information that is consistent and reflects City policy set forth by City Council and any relevant legislation.	City website provides information and contacts. Website to be updated in 2018. Extended Income tax hours during peak tax season. "One stop shop" tool flags other departments when a new business begins the process of building/operating a new business in the City.
Improve the City's Housing Stock and neighborhoods. Enhance the qualities that make Middletown a community that is attractive to families and young people.	Utilize Housing study to create a diverse housing stock with quality homes in all price ranges. Demolish unrestorable buildings. Encourage homeowners to make repairs to their properties. Improve overall appearance of City.	Increase residential new construction. Change housing policies. Enhance landscaping and beautification of City.
Improve aging infrastructure by resolving the City's combined sewer system and making the required changes to be compliant with EPA standards.	Ensure that sufficient revenues are provided to make required improvements in the City's sewer system.	Changes to be made within EPA guidelines. Sewer rates increased to cover pending repairs/replacement.
Continue paving and improvements to City streets and main thoroughfares.	Utilize grant monies to assist with large paving and infrastructure improvements. Continue to pave, conduct general street maintenance, striping, sign replacement, pot hole patching, sealing cracks, etc.	Grants from OPWC and ODOT received for work on Yankee Road and Oxford State Road. Street maintenance ongoing.
Encourage new business and the expansion of existing businesses to enhance the local tax base and provide opportunities for employment.	Provide "shovel ready" sites for potential new business. Continue retail recruitment by utilizing third party retail consulting firm. Review City marketing and develop new material consistent with brand.	Contact developers to explore development partnerships for certified sites. One hundred retention visits. RFP to redevelop city owned properties. Review Economic Development marketing materials and newsletter.

2017 GOALS and OBJECTIVES UPDATE

City Manager Goals:

1. Continue to expand communications to the public & region:

Continue with the City Manager Blog

RESULT: The Blog continues to be well received and thought provoking, resulting in communication with the city manager and the public on issues and simply requests for services such as plowing, chronic nuisance items, etc. 323 posts as of July 13, 2017 have resulted in 60,033 world-wide visitors making 119,059

Expand Social Media activities

RESULT: This process is ongoing which to date has been well received resulting in benefits to city and the citizens. Social media includes Facebook, Instagram, YouTube, Twitter, LinkedIn, and City Manager's Blog

Continue interaction with Boards and Commissions

RESULT: This has resulted in better communication between boards and the city and the work being accomplished

Assist Economic Development with Communications/ Public Relations

RESULT: City Manager working with Economic Development Director in establishing goals and direction for public relations coordinator which has resulted in a streamline process in addressing the press and city news

Begin quarterly public meetings

RESULT: The City Manager attended various public meetings with police and club meetings throughout the year

2. Continue to Develop Quality of Life events during 2017

RESULT: The City Manager continues to meet and partner with community groups to establish and improve programming, resulting in a bigger and better Independence Day celebration, and a baseball program for youth, improved facilities for various athletic programs, athletic programs for adults and events for the citizens and various events to bring more people downtown such as Movies in the Parks

2017 GOALS and OBJECTIVES UPDATE

City Manager Goals, (continued)

3. Continue development of City for Long Term Sustainable Success

RESULT: This is an ongoing process, to meet needs of infrastructure, quality of life, deferred maintenance, with new jobs, increased and better housing, new families and increased revenues

4. Utilize Civic Development Fund for a Connectivity/Bike path plan for the City

RESULT: This plan is moving forward a slower pace than anticipated, although is considered a critical part of the Downtown Middletown master plan draft and is on the radar of surrounding areas

5. Complete a Housing Study of needed changes in our housing stock – Include the public in those discussions

RESULT: Housing Study is complete and the City Manager has presented to civic groups as well as public meetings to get the results to the community

6. Utilize Civic Development Fund to work with retail recruitment professionals to bring business to Middletown

RESULT: The Economic Development Director is now working with a firm for city wide development

Continue the development of the “Transform Middletown” Crew – a crew whose sole purpose is to improve the look of Middletown

RESULT: This program was deemed very successful and will continue in 2018

7. Continue Long Range Planning: 2017

Create a new Master Plan for the City

RESULT: The Community Building Institute and Middletown Moving Forward have completed the "What if, Middletown", the public visioning process, which has been approved by City Council and will be included in the City's Master Plan

2017 GOALS and OBJECTIVES UPDATE

City Manager Goals, (continued)*Continued Response to the Heroin Epidemic*

RESULT: Continue to meet with many groups, services and hold quarterly Heroin Summits in partnership with Premier Health/Atrium Medical Center-12 meetings to date

Long Term Housing Policy Considerations in light of the Conclusions of the Housing Study

RESULT: The Housing Study was adopted by council in 2017, City Manager continues to meet with public groups to develop a plan to improve housing stock

Adoption of the 2016 Downtown Master Plan

RESULT: The Downtown Master plan was adopted by council in 2017

Policy Implications of the 2017 City Wide Transportation Study

RESULT: This is ongoing pending the results of the Transportation Study

Priority and Funding of Recreation Activities in Future Budgets to promote healthy living choices, community engagement and youth development

RESULT: In 2017, the Health Department completed a Community Health Assessment, identifying health threats to the community and populations that are being underserved in their health care due to age, location, or economic condition. We hope utilize this information in 2018 to start looking at ways to make inroads into the health of our residents throughout the city.

Consideration of an Equity and Empowerment Coordinator to look at city diversity, inclusion, unequal access to services, etc. in review of Master Plan objectives

RESULT: This will be looked at again in the 2019 Budget

Consider direct assistance to the school district on kindergarten readiness, graduation rates, etc.

RESULT: Met monthly with MCSD Superintendent and Chamber president to improve goals, volunteered for presentation of various programs throughout the year and served as judge for science fair at the middle school

2017 GOALS and OBJECTIVES UPDATE

Community Revitalization Goals:

1. Continue to work with Police to reduce crime and drug use in troubled neighborhoods

RESULT: We have partnered code enforcement staff to help when requested. We have also made advances to our chronic nuisance ordinance and our address management system

2. Continue to expand home ownership and job opportunities combined with improved quality of living by improving public facilities

RESULT: We funded to community center to expand evening programming. We continued to provide down payment assistance to home buyers as well.

3. Continue partnerships with Butler County Regional Transit Authority to run the Middletown Transit system in the most cost effective manner possible

RESULT: Our great partnership has continued and we have looked at options to expand routes and connectors to Dayton and Monroe

4. Continue Community Revitalization Department membership and participation in Butler County Regional Transit Authority, Butler County Housing and Homeless Coalition, Butler County Homeowner Preservation Group, and OKI

RESULT: Partnerships have continued to gain access to new ideas and to keep in the know of what is going on in the region

5. Expand nuisance and code enforcement measures throughout the City

RESULT: This has been an ongoing process. Code enforcement is limited to areas due to funding source but we are continuing to look for options.

6. Continue to offer homeowners emergency repair assistance through People Working Cooperatively

RESULT: PWC has continued to be a great partnership in 2017 to provide these service to low income households

2017 GOALS and OBJECTIVES UPDATE

Community Revitalization Goals, (continued)

7. Utilize available grants to continue the demolition of vacant and blighted properties

RESULT: This has continued through CDBG and NIP funds

8. Implement the Land Bank to obtain problem properties

RESULT: We have utilized this for NIP demolition as well as other projects for rehab purposes

9. Continue working with Police to enforce the Chronic Nuisance Ordinance

RESULT: We have continued to refine the address management system and police now have a staff member dedicated to the Chronic Nuisance

10. Develop a Nuisance Abatement Plan to repair properties with code violations

RESULT: We found one property that would be a good candidate to test this on and are working through the process

11. Make using volunteers for city wide projects a high priority

RESULT: We had several events where volunteers were utilized. One of which was Prepare Affair which is sponsored by People Working Cooperatively

Department of Finance Goals:

1. Explore possible uses of Open Gov as a way to analyze, compare, and share financial data

RESULT: Finance continues to explore and educate on the possibilities of the Open Gov software through webinars and using the software to calculate and generate reports. Collaboration with Open Gov is ongoing and has great potential as a tool for City and citizen use. With the City's new website launched, Open Gov will be more accessible and will be a valuable research tool.

2. Popular Annual Financial Report- research for future goal to be accomplished in 2018

RESULT: The City of Middletown will publish the first Popular Annual Financial Report, for year ending December 31, 2017, in summer 2018.

2017 GOALS and OBJECTIVES UPDATE

Department of Finance Goals, (continued)

3. Research for new software that would encompass all of our financial activities

RESULT: Finance continues to research new software that would best fit the City of Middletown financial activities

4. Continue the process for the "Distinguished Budget Award" and the "Certificate of Achievement for Excellence in Financial Reporting Award"

RESULT: The "Distinguished Budget Award" and the "Certificate of Achievement for Excellence in Financial Reporting Award" were received in 2017

Information Systems Goals:

1. Continue to provide timely technical support for all City staff twenty-four hours a day, seven days a week

RESULT: Continuous Goal

2. Develop custom applications to aid staff in daily operations

RESULT: Continuous Goal

3. Replace legacy applications and hardware systems

RESULT: Continuous Goal

4. Maintain and upgrade network infrastructure

RESULT: Continuous Goal

5. Maintain Geographical Information System data and provide mapping applications to support staff and public

RESULT: Continuous Goal

2017 GOALS and OBJECTIVES UPDATE

Information Systems Goals, (continued)

6. Upgrade telephone system; the current PBX that runs the telephone system has reached end-of-life status and needs the upgrading before replacement parts become unavailable. Upgrading the telephone system will provide staff with enhanced telecommunication tools to aid in productivity

RESULT: Planned to be completed in 2018. Connectivity between the City Building and outside locations needs upgrading prior to phone system upgrade.

7. Upgrade Public Safety software; in 2016, Information Systems released a RFP to upgrade the current Police CAD, RMS, JMS, and Fire/Police mobile software. Upgrading this software is a lengthy process but will increase the productivity of Public Safety personnel

RESULT: Implementation is still on-going. Working out issues with dispatching, hope to have first module online by end of first quarter 2018.

8. Upgrade wireless infrastructure; this would provide data/voice services to staff located in remote locations, Information Systems will be installing a city-wide, high-speed wireless network to link locations. The long-term goal of this network is to provide connectivity and managing costs

RESULT: We will no longer be deploying high-speed wireless links to locations. Instead, we purchased fiber circuits from Spectrum. Once these circuits are established, we will be upgrading wireless capabilities at all remote sites.

9. Upgrade Public Works software; the applications currently used by the Public Works Department have become aged and are beginning to cause issues with staff productivity. We will be working with Public Works staff to upgrade these systems to modern equivalents

RESULT: Currently planned for 2018-2019

10. Upgrade E-Mail systems; the server currently in use is now end-of-life and no longer supported by current versions of Microsoft Office. The upgrade needs to occur before we can no longer obtain compatible software

RESULT: E-Mail system has been upgraded successfully

2017 GOALS and OBJECTIVES UPDATE

Department of Law Goals:

1. Continue to provide legal services to other departments by providing legal advice and counsel for staff and City Council, including written opinions, on all legal issues before the City. Represent the City in all legal proceedings

RESULT: The Law Department continues to advise all City departments, staff and City Council on various legal matters.

2. Provide counsel and advice for appointed boards and commissions by attending board and commission meetings as requested by the Department Head or City Manager, and to provide written and oral advice as needed

RESULT: The Law Department continues to attend meetings, and provide advice as necessary.

3. Provide competent service as labor counsel concerning labor issues by serving as coordinator of negotiation teams and as chief negotiator, provide timely advice on labor issues, Review grievances with departments and City Manager's designee, handle labor arbitrations and train front-line supervisors on contracts

RESULT: Managing all labor related matters is an ongoing objective for the Law Department.

4. Provide legal assistance in the acquisition, purchase or sale of real property. Review all agreements, documents of transfer, etc., for the sale or lease of real property. Provide legal services in annexation and appropriation proceedings. Review all loan, mortgage or accounting documents pertinent to a land transfer. Coordinate recordation of deeds, mortgages, etc., for the City

RESULT: Real property matters continue to be reviewed by the Law Department on an on-going basis.

5. Continue to serve as a clearinghouse for public record requests by coordinating cross department public record requests and ensuring that requests are responded to in a timely manner

RESULT: The Law Department continues to coordinate the response to public record requests.

2017 GOALS and OBJECTIVES UPDATE

Human Resources Goals:

1. Maintain a quality City Personnel Program that is responsive to management and employee needs by responding to personnel needs upon request, providing effective and legitimate hiring and promotional processes, assuring employee status and records are properly maintained and assisting in administration of employee benefits and programs

RESULT: Human Resources continues to provide an effective and legitimate hiring and promotional process in accordance with Civil Service Rules, Ohio Revised Code, Union Contracts, and local ordinances; and continue to maintain records and assist with the administration of employee benefits and programs for approximately 398 employees.

2. Improve the Position Classification Plan to accurately reflect position descriptions, classifications, and the resulting performance appraisals and salary systems by reviewing the current plan, revising and updating where necessary

RESULT: Position description review is on-going. Performance appraisal system is currently being reviewed. Salary system is reviewed annually by the Ordinance Review Committee.

3. Implement a comprehensive staff development program to include customer service training, a leadership institute and basic supervisor training by setting up training programs, in-house when possible, for new employees and refresher courses for others

RESULT: Continued Employee Development Program and Advanced Orientation. Continued review of basic supervisory and in-house training needs.

Economic Development Goals:**Airport:**

1. Manage the Capital Improvement Plan to promote and support increased development as outlined in the airport strategic outlay plan

RESULT: Proposed and received grant for replacement of Runway Lights. Several safety items listed as LTM were addressed. AWOS, REILS, PAPIs replaced as part of LTM CIP actions.

2. Recruit at least one new business to offer services to users and the public

RESULT: No facility vacancies available to house new business. Moving to address space needs.

2017 GOALS and OBJECTIVES UPDATE

Economic Development Goals, (continued)**Airport:**

3. Coordinate with staff to open new areas for development

RESULT: Steps taken via FAA Master Plan update as well as SiteOhio site selection to make additional acreage available. 4 additional due diligence studies required (studies done with MP update in 2018)

4. Work with airport consultant to refine target maintenance and repair organizations to expand airport operations

RESULT: Contract signed with McFarland Johnson to determine scope and targets, refine sales materials and set on site meetings for MRO recruitment at 2 industry shows (4/2018, 10/2018)

5. Continue to streamline airport operations to increase net receipts and increase number of users

RESULT: Continue to develop Financial Dashboard with Finance Committee

6. Complete the Standard Operating Procedures documents

RESULT: In Process

7. Complete a long term maintenance plan for airport facilities

RESULT: In process, windows, roofs, and some HVAC work done.

Workforce Development:

1. Promote a cooperative environment that supports workforce development through proactive programs that are business led and demand driven.

RESULT: Economic Development continues to work with companies to identify and address their needs through our retention visits and relationship development.

2. Engage business leaders to identify workforce needs

RESULT: Economic Development works closely with the Chamber in ongoing workforce development needs through the Education and Career Task Force.

2017 GOALS and OBJECTIVES UPDATE

Economic Development Goals, (continued)**Workforce Development:**

3. Collaborate with State, County and local agencies to promote existing workforce development programs

RESULT: Economic Development works with Warren and Butler County, REDI Cincinnati, and JobsOhio to address and affect workforce development policy decisions that help our community

4. Engage with higher education assets in the region to support workforce development programs

RESULT: Continue to work with Cincinnati State, Miami of Middletown, Butler Tech and Warren County Career Center to help connect students with Jobs and shape curriculum to meet the needs of our businesses.

5. Work in partnership with The Chamber of Commerce on workforce readiness programs at the K-12 level

RESULT: Working with Bunny Brooks at Middletown High School to help make business connections for the Internship Program and with the Chamber to plan programming during the month of October to have students to visit manufacturing operations for Manufacturing Day.

Retention Visits:

1. Visits, document in Sale Force, and complete 100 visits

RESULT: 42 Completed. Most in conjunction with the Chamber of Commerce and some in conjunction with REDI

Attraction:

1. Respond to JobsOhio, REDO and other leads

RESULT: Ongoing

2. Retail Development based on Buxton study

RESULT: Engaged R360 after cancelling Buxton contract. Retail recruitment continues.

2017 GOALS and OBJECTIVES UPDATE

Economic Development Goals, (continued)**Attraction:**

3. Develop pipeline of prospects

RESULT: Ongoing

Site Development:

1. Certified sites: move forward to complete certification efforts for at least one ownership team (SiteOhio)

RESULT: Complete – Airport property accepted into SiteOhio Wave 2.

2. Contact developers to explore development partnerships for the certified sites

RESULT: Ongoing

3. Develop RFP to redevelop city-owned properties

RESULT: Completed, 4 RFP's issued 3x each

4. Facilitate build out of Greentree Industrial Park land

RESULT: Ongoing

5. Master Plan/Market Study of Renaissance area (Montrose Group)

RESULT: Completed

6. Appraise former Reyton Inn

RESULT: Appraisal completed, property purchased and being developed by Kettering Health Network

7. MADE industrial land

RESULT: Completed

2017 GOALS and OBJECTIVES UPDATE

Economic Development Goals, (continued)**Downtown Development:**

1. Target key sites for redevelopment and coordinate with developers/brokers/staff/others to start redevelopment efforts of those sites

RESULT: Ongoing

2. Work with organizations involved with downtown concerns to facilitate the development of the general downtown area – Coordinate with DMI to create a Downtown development plan

RESULT: Downtown Master plan completed and beginning phases of implementation have begun.

3. Work with downtown property owners to increase occupation of available spaces

RESULT: Ongoing

4. As part of downtown development plan, develop action plan to support downtown residential redevelopment and new construction

RESULT: Goetz Tower project underway – 16 market rate residential units.

5. Coordinate with DMI to market riverfront, highlight downtown, provide marketing collateral to local and regional brokers for downtown sites, and to promote tourism

RESULT: Ongoing

Infrastructure:

1. Promote roadway development critical to business development including: Yankee Roadway extension, Hook Drive connection to airport, Union Road improvement, downtown landscape and streetscape enhancement

RESULT: Ongoing

2017 GOALS and OBJECTIVES UPDATE

Economic Development Goals, (continued)**Financing:**

1. Continue to grow financing support tools for businesses including EB5, networking with banks and funders, supporting grant applications, and coordinating with SBSC

RESULT: Ongoing

2. Support MMF as the City's CIC in an effort to establish gap financing for projects

RESULT: Ongoing

Regional Connections:

1. Add connections relative to key cluster areas including aerospace, water resource development, advanced manufacturing, bioscience, paper and packaging, chemical industry, entrepreneurial support, international, tourism

RESULT: Ongoing

2. Foster regional relationships with REDI Cincinnati, the DDC, Warren and Butler Counties

RESULT: Ongoing

Small Business Support:

1. Work with SBDC to facilitate small business development

RESULT: 1.) State of Ohio Award as Best Center, 2.) SBA Region 5 Award as Best Center, 3.) National SBA Award (987 Centers and 1st ever by an Ohio Center), 4.) State Resolution awarded for our SBA National Award, 5.) SBDC State Conference Award for 58 Business Starts

2. Work with SBDC team to develop and deploy programs and seek additional "host" opportunities for the SBDC center partnership

RESULT: Ongoing

2017 GOALS and OBJECTIVES UPDATE

Economic Development Goals, (continued)**Small Business Support:**

3. Work with SBDC to offer additional classroom opportunities for small businesses and entrepreneurs

RESULT: Worked with DMI and Chamber on additional programming

4. Develop a process to “welcome those who start businesses or open new facilities that includes permitting, marketing, and financing opportunities”

RESULT: Ongoing

5. Develop resources to augment the communication process within the small business environmental to support growth and employment

RESULT: Ongoing

Incentive Management and Database:

1. Complete the installation of the incentives management, projects, contacts, and communication modules with Salesforce

RESULT: Ongoing

2. Work with City schools to develop pre-approved incentives plan that can be offered to new and expanding companies

RESULT: Completed - School Compensation Agreement

3. Relationship development with regional finance authorities (Butler and Warren County, etc.)

RESULT: Ongoing

2017 GOALS and OBJECTIVES UPDATE

Economic Development Goals, (continued)**Professional Development:**

1. Support staff development including attending professional development seminars and additional coursework

RESULT: Staff has had ample opportunity for professional development

2. Encourage regional relationship development through REDI Cincinnati, DDC and like organizations by staff participation

RESULT: Ongoing relationships established with REDI and DDC, Warren and Butler County Partners and OEDA

Communications: (Marketing/PR/Image)

1. Move Communications Intern to ED department

RESULT: Communications Intern became Communications Coordinator permanent position

2. City website refresh

RESULT: Underway and scheduled to roll out February 2018

3. Review of Economic Development marketing materials and newsletter

RESULT: Completed

4. Social Media 2.0 plan for city events

RESULT: Completed

5. Best practices in community marketing recommendations

RESULT: Completed

2017 GOALS and OBJECTIVES UPDATE

Economic Development Goals, (continued)**Communications: (Marketing/PR/Image)**

6. Work with organizations supporting recreation and visitor activities to increase tourism as economic development

RESULT: Ongoing

Planning/Zoning Goals:

1. Planning Director will continue membership in appropriate regional planning organizations

RESULT: The Director of the Planning & Zoning Division is very involved with the coordination of land use and transportation planning by participation and membership on the OKI Board of Directors, Butler County Land Use Committee, Warren County Planning Commission, and American Planning Association

2. Implement the new zoning ordinance which includes updated plans for: Downtown, Renaissance, Retail greyfields, Riverfront, Town Mall, Cincinnati Dayton Road, Airport, Industrial Parks, Yankee Road corridor

RESULT: The new planning and zoning ordinance was adopted by the Planning Commission in November 2017. City Council is currently in the process of adopting the new ordinance. The ordinance is effective March 1, 2018.

3. Coordinate with public works and engineering to create a downtown transportation plan, including discussion of: Bicycle and pedestrian access, future traffic increases, one way/ two way streets, tourism traffic control

RESULT: Planning continues to work with the Public Works Department to set transportation plan goals. The City Master Plan update will begin in 2018 that will incorporate various City plans including the Downtown Transportation Plan.

2017 GOALS and OBJECTIVES UPDATE

Planning/Zoning Goals, (continued)

4. Interact with other staff to review future areas of focus: land banking and public works

RESULT: Planning continues to work with the Community Revitalization Department on the possible reuses of property in the land bank and other City owned properties.

5. Continue to process planning and zoning requests

RESULT: The Planning & Zoning division processed over 200 zoning compliance applications and processed over 70 applications for the Planning Commission, Board of Zoning Appeals, Architecture Review Board, and Historic Commission.

Public Works Department Goals:

1. Improve construction processes to deliver project completion in a timely manner

RESULT: Ongoing

2. Research and pursue all viable grant opportunities

RESULT: Ongoing

3. Continue to incorporate record drawings into the Geographic Information System

RESULT: Accomplished

4. Continue improvement of City Parks by painting and repairing the existing playground structures, benches, fences, picnic tables and all other structures in parks as necessary

RESULT: Ongoing. The Transform Middletown program utilized for improving the image of the City was continued in 2017.

5. Work with Keep Middletown Beautiful to create and coordinate volunteer efforts in the Parks

RESULT: Ongoing. The City partnered with Keep Middletown Beautiful for several volunteer events including Earth Day and the Great Miami River Clean-up Day.

2017 GOALS and OBJECTIVES UPDATE

Public Works Department Goals, (continued)

6. Continue tree trimming and removal program of Ash trees

RESULT: Ongoing. Park Maintenance staff continued removal dead and dying trees throughout the City Parks system

7. Continue replacement program for older LED traffic signals, and signal heads at nine intersections

RESULT: Ongoing. LED signal panels were replaced at eight intersections.

8. Maintain intersection controls in operating order one-hundred percent of the time

RESULT: Accomplished

9. Update ten additional intersections with new control equipment to be compatible with new Centracs central master system

RESULT: Ongoing. Three intersections were updated with new ASC3 controllers

10. Increase the number of streets paved by the Streets Department

RESULT: Ongoing. Paving was accomplished on various streets throughout the City.

11. Utilize Asphalt Zipper on streets, alleyways and parking lots

RESULT: Ongoing

12. Re-design and implement new plan for Gateway landscaping

RESULT: Ongoing. Landscape and hardscape improvements to the medians along State Route 122 adjacent to the I75 interchange were completed in 2017

13. Qualify for Tree City USA for the ninth year

RESULT: Accomplished

2017 GOALS and OBJECTIVES UPDATE

Public Works Department Goals, (continued)

14. Maintain approved OEPA wellfield pumping capacity by drilling new production well 20 at Water Treatment Plant

RESULT: Ongoing. The Ohio EPA is reviewing plans for installation of a new production well.

15. Upsize water main on Yankee Road from Oxford State to Lafayette

RESULT: Accomplished

16. Promote Ohio EPA certification of all operators and improve the skills of the maintenance staff through additional training

RESULT: Ongoing

17. Reduce storm water conveyed contaminants, solids and debris to Waste Water Treatment Plant

RESULT: Ongoing

18. Continue discussions with US EPA regarding implementation of a viable Long Term Control Plan

RESULT: Accomplished. The City and US EPA have agreed to a Long Term Control Plan

19. Evaluate and update Public Works job card system software

RESULT: Ongoing

20. Promote Ohio EPA certification of all Wastewater Treatment Plant operators and improve the skills of the maintenance staff through training at Butler Tech

RESULT: Accomplished

2017 GOALS and OBJECTIVES UPDATE

Public Safety, Division of Fire Goals:

1. Provide an appropriate response of personnel, apparatus and equipment to fires, medical emergencies and other hazardous situations

RESULT: Average response time in 2017 is 5 minutes, 34 seconds. This is a reduction of 25 seconds from 2016. Goal to continue this response time in 2018.

2. Implement an automatic aid agreement with Monroe fire Department by December 31, 2017

RESULT: We are still working with Monroe fire dispatch on implementing an Automatic Aid Agreement.

3. Reduce fire and EMS calls for service through education, false alarm fees, and appropriate dispatch triage by December 31, 2017

RESULT: Calls for service in 2017 increased from 11,178 in 2016 to 12,481 There was a slight decrease in total calls for service in 2016 from 2015 totals.

4. Update the City of Middletown's Community Disaster Plan by March 31, 2017

RESULT: Ongoing

5. Continue cooperation with other key organizations and city staff on community response to heroin overdoses and reduce these incidents by 10% by December 31, 2017

RESULT: A team of one firefighter, one patrol officer and one social worker continue to make visits to individuals who have overdosed, offering information about treatment. This has deemed very successful.

6. Increase Fire Department participation in staff project/task force/Boards/Commissions, etc., throughout 2017

RESULT: Ongoing

7. Work with other city departments to establish the Middletown Division of Fire as an all-hazards fire & emergency response agency capable of handling all special operation situations by December 31, 2017

RESULT: Ongoing

2017 GOALS and OBJECTIVES UPDATE

Public Safety, Division of Fire Goals, (continued)

8. Develop community events and activities for National Fire Prevention Week, October 8th through October 14th, 2017

RESULT: We had limited events for National Fire Prevention Week that consisted of station tours, school and organization fire safety programs.

9. Work with the Middletown Fire & Police Dispatch Center to develop community events and activities during National 911 Tele Communicator Week, April 9th through April 15th, 2017

RESULT: Ongoing

10. Apply for capital grants for replacement of older equipment including air quality monitors and SCBA equipment

RESULT: Received the Assistance to Firefighters Grant for the replacement of aging equipment.

11. Complete a five-year division strategic plan including a fire station location analysis by December 31, 2017

RESULT: Completed

12. Implement “Fire Manager” software program for shift scheduling, training, and equipment inventories by December 31, 2017

RESULT: Completed

Public Safety, Division of Police Goals:

1. Crime and Calls for Service Reduction: Continue to reduce Part I crimes and calls for service

RESULT: The Division of Police reduced Part I crimes from 3,573 in 2016 to 3,217 this year. Calls for service increased slightly from last year

2. Maintain the safety of the motoring public

RESULT: Police had a significant reduction in Part 1 Crimes, 35% more felony drug arrests, more self-initiated activity and less citizen complaints this year

2017 GOALS and OBJECTIVES UPDATE

Public Safety, Division of Police Goals, (continued)

3. Crime and Calls for Service Reduction: Continue to reduce Part I Crimes and calls for service

RESULT: The Division of Police reduced Part I crimes from 3,573 in 2016 to 3,217 this year.

4. Operate within our authorized budget

RESULT: Due to the increase in homicides this year, our Investigation Division had an increase in the overtime budget which caused a request of an additional \$30,000

5. Work with other city departments to address crime, housing, and quality of life issues in specific targeted neighborhoods

RESULT: The Chronic Nuisance Ordinance did not take effect until 2018

6. Train personnel to improve job performance and learn new trends in Law Enforcement

RESULT: Police utilized \$67,000 in training funds to stay up to date in modern policing which directly affected crime reduction

7. Utilize the Chronic Nuisance Ordinance to address crime hotspots

RESULT: The Chronic Nuisance Ordinance did not take effect until 2018

8. Continue to research the feasibility of body cameras

RESULT: Body cameras still are not an option due to Constitutional, expense & records retention issues

9. Implement and train in a new records management system

RESULT: The software for the new records management system will not be up and operational until May 2018

10. Look to install a kiosk in the Police lobby

RESULT: As soon as the new records management software is operational we can install the Police lobby kiosk

2018 GOALS and OBJECTIVES

City Manager:

- City Manager Blog – the Blog continues to be well receiving and thought provoking, resulting in communication with city manager and the public on issues and sometimes simply requests for services-such as plowing, chronic nuisance items, etc.
- Expand Social Media avenues.
- Continue interaction with Boards and Commissions.
- Assist Economic Development with Communications/ Public Relations.
- Continue attending civic and public meetings held by departments to interact with the community.
- Continue the Development of “Quality of Life” events during 2018.
- Utilize Civic Development Fund for a Connectivity/Bike path plan for the City.
- Continue the Housing Study Presentation to civic and public groups to inform all of needed changes in our housing stock to improve the community.
- Utilize Civic Development Fund to work with retail recruitment professionals to bring business to Middletown.
- Budget the “Transform Middletown” Crew for 2018.
- Continue the work on the City Master Plan.
- Continue Restructuring of Public Safety to assure a safer community.
- Continue to work with Public Safety, Information Systems and law to create the Address Management System to create a better chronic nuisance program which will enable all departments to work smarter and in a cohesive manner.
- Continued response to the Opioid Epidemic.
- Continue to Prioritize and funding of recreation activities to promote a healthy community and to encourage community engagement and youth development.
- Priority and funding of initiatives to address health, nutrition, financial literacy and nutrition.
- Consideration of an Equity and Empowerment Coordinator to look at city diversity, inclusion, unequal access to services, etc. in review of the Master Plan.
- Continue assistance to school district on kindergarten readiness, graduation rates, etc.

2018 GOALS and OBJECTIVES

Community Revitalization:Code Enforcement Improvement

- Use all tools available to enforce full code abatement with liens
- Develop abatement program as funds become available
- Coordinate with police to heavily enforce the most troubled neighborhoods

Demolition and vacant lots

- Continue demolition of blighted structures using available funds
- Continue a vacant lot program utilizing the land bank where feasible
- Continue demolition efforts in targeted neighborhoods in coordination with police

Increase owner occupied home ownership

- Evaluate the HOME down payment assistance program for improvements

Department of Finance:

- Implement an accounts receivable policy for outstanding and stale dated items.
- Publish Popular Annual Financial Report for the first time in 2018 for financials for year ending December 31, 2017.
- Begin quarterly departmental employee meetings for all divisions of Finance.
- Research and possibly begin utilization of new bank automation technology that would greatly improve efficiency.
- Continue the process for the “Distinguished budget Award” and the “Certificate of Achievement for Excellence in Financial Reporting Award”.

2018 GOALS and OBJECTIVES

Information Systems:Upgrade Telephone System

- The current PBX the runs the telephone system has reached end-of-life status and needs upgrading before replacement parts become unavailable. Upgrading the telephone system will provide staff with enhanced telecommunication tools to aid in productivity.

Upgrading Wireless Infrastructure

- To provide data/voice services to staff located in remote locations, Information Systems will be installing a city-wide high-speed wireless network to link locations. The long-term goal of this network is to provide connectivity and managing costs.

Upgrade Public Works Software

- The applications currently used by the Public Works Department have become aged and are beginning to cause issues with staff productivity. We will be working with Public Works staff to upgrade these systems to modern equivalents.

Upgrade Server Environment

- Continue to decommission servers that have reached end-of-life status. This includes hardware and/or software upgrades.

Department of Law:Provide legal services to other departments.

- Provide general legal advice and counsel for staff and City Council, including written opinions, on all legal issues before the City.
- Represent the City in all legal proceedings.
- Prosecute cases in Middletown Municipal Court.

Provide counsel and advice for appointed boards and commissions.

- Attend board and commission meetings as requested by the Staff Liaison and or City Manager.
- Provide written and oral advice as needed.

2018 GOALS and OBJECTIVES

Department of Law, (continued)Provide competent service as labor counsel concerning labor issues.

- Serve as coordinator of negotiation teams and as chief negotiator.
- Provide timely advice on labor issues.
- Review grievances with departments and City Manager's designee.
- Handle labor arbitrations.
- Train front-line supervisors, re: contracts.

Provide legal assistance in the acquisition, purchase or sale of real property.

- Review all agreements, documents of transfer, etc. for the purchase, sale or lease of real property.
- Provide legal services in annexation and appropriation proceedings.
- Review all loan, mortgage or accounting documents pertinent to a land transfer.
- Coordinate recordation of deeds, mortgages, etc. for the City.

Department serves as a clearinghouse for public record requests.

- Coordinate cross department public record requests.
- Ensure that requests are responded to in a timely manner.

Human Resources:Maintain a quality City Personnel Program that is responsive to management and employee needs.

- Respond to personnel needs upon request.
- Assure employee status and records are properly maintained.
- Assist in administration of employee benefits and programs.
- On-going for approximately 360 employees.
- Provide effective and legitimate hiring and promotional processes.
- Civil Service testing done in accordance with Civil Service Rules, Ohio Revised Code, Union Contracts and local ordinances.
 - Job announcements posted in 2017: 20
 - Civil Service tests administered in 2017: 13

2018 GOALS and OBJECTIVES

Human Resources, (continued)

Improve the Position Classification Plan to accurately reflect position descriptions, classifications, and the resulting performance appraisals and salary systems.

- Review current plan, revise and update where necessary. Position descriptions are reviewed and updated for all classifications on an on-going basis. The position classification plan is reviewed annually during the budget process by the Ordinance Review Committee, and throughout the year as needed.

Implement a comprehensive staff development program.

- Set up training programs, in-house when possible, for new employees and refresher courses for others.

Economic Development:

Airport:

- Work with primary consultant Woolpert in development and support of a new Master Plan
- Support land use initiatives and evaluate alternatives to maximize economic development
- Perform due diligence and research to support a sustainable business model
- Promote and support information gathering via public input process
- Define target companies/users to support development and increase critical operations
- Coordinate with city staff to development infrastructure required for specific projects
- Work with education partners to expand academic opportunities available for users and their employees
- Work with Commission members to refine target Maintenance and Repair Organizations
- Continue to streamline airport operations to increase net receipts and increase number of users
- Continue to work through long term maintenance projects for airport facilities
- Complete the Standard Operating Procedures Documents

2018 GOALS and OBJECTIVES

Economic Development, (continued)Workforce Development:

- Promote a cooperative environment that supports workforce development through proactive programs that are business led and demand driven.
- Engage business leaders to identify workforce needs
- Collaborate with State, County, and local agencies to promote existing workforce development programs
- Engage with higher education assets in the region to support workforce development initiatives
- Work in partnership with The Chamber of Commerce on workforce readiness programs at the K-12 level
- Continue to work in partnership with The Chamber of Commerce on the Education and Career Path task force to promote workforce readiness programs at the K-12 and post-secondary levels.
- Promote Manufacturing career paths to support the core economic base in Middletown.

Retention visits:

- Visit, document in Sale Force, and complete 100 visits

Attraction:

- Respond to JobsOhio, REDO and other leads
- Retail Development based on Buxton study
- Develop pipeline of prospects

Site Development:

- Certified sites: move forward to complete certification efforts for at least one ownership team (SiteOhio)
- Contact developers to explore development partnerships for the certified sites
- Develop RFP to redevelop city-owned properties
- Facilitate build out of Greentree Industrial Park land
- MADE industrial land

2018 GOALS and OBJECTIVES

Economic Development, (continued)Downtown Development:

- Target key sites for redevelopment and coordinate with developers/brokers/staff/others to start redevelopment efforts of those sites
- Work with organizations involved with downtown concerns to facilitate the development of the general downtown area- Coordinate with DMI to create a Downtown development plan
- Work with downtown property owners to increase occupation of available spaces
- As part of downtown development plan, develop action plan to support downtown residential redevelopment and new construction
- Coordinate with DMI to market riverfront, highlight downtown, provide marketing collateral to local and regional brokers for downtown sites, and to promote tourism

Infrastructure:

- Promote roadway development critical to business development including: Yankee Roadway extension, Hook Drive connection to airport, Union Road improvement, downtown landscape and streetscape enhancement

Financing:

- Continue to grow financing support tools for businesses including PPP, networking with banks and funders, supporting grant applications, and coordinating with SBDC
- Support MMF as the City's CIC in an effort to establish gap financing for projects and identify next project

Regional Connections:

- Add connections relative to key cluster areas including aerospace, water resource development, advanced manufacturing, bioscience, paper and packaging, chemical industry, entrepreneurial support, international, tourism
- Foster regional relationships with REDI Cincinnati, the DDC, Warren and Butler Counties

2018 GOALS and OBJECTIVES

Economic Development, (continued)**Small Business Support:**

- Work with SBDC to facilitate small business development
- Work with SBDC team to develop and deploy programs and seek additional “host” opportunities for the SBDC center partnership
- Work with SBDC to offer additional classroom opportunities for small businesses and entrepreneurs
- Develop a process to “welcome those who start businesses or open new facilities that includes permitting, marketing, and financing opportunities
- Develop resources to augment the communication process within the small business environmental to support growth and employment

Incentive management and database development:

- Complete the installation of the incentives management, projects, contacts, and communication modules with Salesforce
- Develop and implement a sustainable tracking system for incentives that are affected by the Comprehensive School Compensation Agreement to allow for accurate and prompt payment to the School District
- Relationship development with regional finance authorities (Butler and Warren County, etc.)

Professional Development:

- Support staff development including attending professional development seminars and additional coursework
- Encourage Regional relationship development through REDI Cincinnati, DDC and like organizations by staff participation

Communications: (Marketing / PR/Image Enhancement)

- City website refresh
- Review of Economic Development marketing materials and newsletter
- Review of City-wide marketing materials and development of new materials consistent with the brand.
- Social Media 2.0 plan for city events
- Best practices in community marketing recommendations
- Work with organizations supporting recreation and visitor activities to increase tourism as economic development

2018 GOALS and OBJECTIVES

Planning/Zoning:Adopt & Implement Updated City Planning and Zoning OrdinanceDowntown Middletown Urban Core Historic District & Historically Designated

- Implement Downtown Middletown Strategic Plan
- Enforcement of historic zoning regulations and downtown presence
- Preserve buildings with historical significance and avoid land use conflicts
- Work with Downtown Middletown Inc. for reviewing and rewarding façade grants
- Assist city residents who live in historic districts with understanding regulations and processes

Downtown Transportation Plan

- Coordinate with Public Works/Engineering/Economic Development
- Determine areas that need traffic calming; Bicycle and pedestrian access; Possible future traffic increases; One way/two way streets; Tourism traffic areas and control; and Parking.

Increase Public Participation & Awareness

- Engage the public in a more open development review process.
- Use the Department's data to the maximum potential.
- Respond expeditiously to all phone and email inquiries.
- Provide information on the activities that are occurring in the City through the City's website.

Begin City's Master Plan Update**Public Works Department:**Electronics Maintenance Division

- Continue replacement program for older LED traffic signals, and signal heads, at 11 intersections.
- Maintain intersection controls in operating order one-hundred percent of the time.
- Update 8 additional intersections with new control equipment to be compatible with new Centracs central master system.

2018 GOALS and OBJECTIVES

Public Works Department, (continued)Engineering Division

- Improve construction processes to deliver project completion in a timely manner.
- Research and pursue all viable grant opportunities.
- Continue to incorporate record drawings into the Geographic Information System.

Grounds Maintenance Division

- Re-design and implement new plan for Gateway landscaping and drainage
- Monitor tree removal and replacement
- Qualify for Tree City USA for the 11th year.
- Collaborate with the Park Board and Keep Middletown Beautiful for landscaping and tree replacement programs.

Municipal Garage Division

- Analyze replacement equipment for the application of vocation, best return on investment, and longevity. Divisions are encouraged to review utilization levels.
- Shop safety training will continue in 2018 as part of a continuing program.
- Changes in vehicle emission and safety regulations continues to require increased focus on training. Training of powertrains and related systems technology will continue in 2018.
- Increase the utilization of the current software capability to increase the efficiency of stock on hand for repairs and maintenance.
- Identify Municipal Garage facility repairs and updates and prioritize

Parks Maintenance Division

- Continue the improvement of City parks by painting and repairing the existing playground structures, benches, fences, picnic tables and all other structures in parks as necessary.
- Work with Keep Middletown Beautiful, local employers and organizations to create and coordinate volunteer efforts in the Parks.
- Continue tree trimming and removal of dead or hazardous trees on City owned properties.
- Assist the Light Up Middletown volunteers in decorating Smith Park for Christmas display

2018 GOALS and OBJECTIVES

Public Works Department, (continued)Public Works & Utilities- Administration

- Continue discussions with US EPA regarding implementation of a viable Long Term Control Plan.
- Evaluate and update Public Works job card system software.
- Implement LED Street Lighting Upgrade Project.

Sewer Maintenance Division

- Reline manholes to prevent inflow of ground water and voids in pavement.
- Continue to replace north / south interceptor line.
- Reline sewer main on Mohawk & Navaho St.
- Upgrade Airport Lift Station

Storm Water Maintenance Division

- Physical and video inspections of storm water piping system, repair or replace defective pipe
- Paint and stencil catch basin lids, replace aged structures as needed
- Monitor illicit discharges, inspections of detention / retention basins with routine weed control in basins, continue outfall inspections
- Remove debris from city culverts and ditch lines
- Address “high water” complaints during rain events / remove debris from flooded areas
- Perform concrete repairs / replacements where needed
- Reduce storm water conveyed contaminants, solids and debris to Waste Water Treatment Plant
- Repair and replacement of aging storm water and combined system infrastructure.

2018 GOALS and OBJECTIVES

Public Works Department, (continued)Street Maintenance Division

- Increase the number of streets paved by the Street Department.
- Continue filling potholes and doing preventive maintenance on deteriorated areas of streets
- Continue efficient snow removal practices and procedures.
- Continue our sign maintenance / replacement program
- Continue guardrail maintenance / replacement program
- Continue Water, Sewer and Storm water road cut repairs.
- Utilize Asphalt Zipper on streets, alleyways and/or parking lots.
- Continue updating roadway / construction safety zones as needed.

Wastewater Treatment Division

- Continue replacing valves throughout the plant. 2018 will be the second year of a six - year plan to complete valve replacement projects.
- Continue to promote Ohio EPA certification and process training of all wastewater treatment plant operators. This will include in-house training, attendance of off -site seminars and workshops.
- Continue to automate and update critical equipment for improved process control.
- Reduce chemical cost for the different processes, through training and automated analyzers.

Water Maintenance Division

- Finish Leak detection of entire city.
- Upsize water main on Yankee from Oxford St. to Lafayette.
- Continue to promote Ohio EPA certification of all operators and improve the skills of the maintenance staff through additional training.
- Continue Valve exercise and hydrant flushing program.

2018 GOALS and OBJECTIVES

Public Works Department, (continued)Water Treatment Division

- Maintain approved OEPa wellfield pumping capacity by drilling new production wells 20.
- Complete planning phase and begin project to prepare Blueball water system pressure zone for current and future service.
- Continue to upgrade and integrate Treatment Plant Operations and Laboratory SCADA.
- Provide tours of the water treatment plant, tap water dispensers, and educational demonstrations to promote Middletown water as a valuable resource.
- Provide plant specific training to promote teamwork, excellent customer service, a safe work environment and an optimal drinking water treatment process.

Public Safety, Division of Fire:

- To provide an appropriate response of personnel, apparatus and equipment to fires, medical emergencies, and other hazardous situation
- Implement recommendations of the 2017 Strategic Planning Study throughout 2018
- Conduct a Deployment and Staffing Analysis as recommended by the Strategic Planning Study by June 20th, 2018
- Reduce Fire & EMS calls for service through the use of the Address Management System software, community education, false alarm fees, and appropriate dispatch triage by December 31st 2018
- Train City Departments on Middletown's Community Disaster Plan by March 31, 2018
- Continue cooperation with other key organizations and city staff on community response to opioid overdoses and reduce these incidents by 10% by December 31st, 2018
- Continue Fire Department participation in staff projects/task force/Boards/ Commissions, etc., throughout 2018
- Apply for capital grants for replacement of older equipment including air quality monitors, SCBA equipment, and cardiac monitoring equipment
- Reapply for the SAFER Grant to fund at least 12 FF/EMT/Paramedic Positions by December 31st 2018
- Continue to implement the Fire Manager software program for shift scheduling, training, and equipment inventories throughout 2018
- Develop a Fire Administration secession plan to prepare future leadership in the Division of Fire

2018 GOALS and OBJECTIVES

Public Safety, Division of Police:

- Crime and Calls for Service Reduction: Continue to reduce Part I Crimes and CFS
- Maintain the safety of the motoring public
- Operate within our authorized budget
- Work with other city departments to address crime, housing, and quality of life issues in specific targeted neighborhoods
- Train personnel to improve job performance and learn new trends in Law Enforcement
- Utilize the chronic nuisance ordinance to address rental property issues
- Continue the use of task force strategies to address crime hotspots
- Improved use of the Address Management System to better our neighborhood policing
- Implement and train in a new Records Management System
- Look to install a kiosk in the Police Lobby

SECTION 2

BUDGET OVERVIEW

OVERVIEW OF THE 2018 BUDGET

INTRODUCTION

The City's Annual Operating Budget provides financial information regarding anticipated revenue and anticipated expenses. It is governed by the City's Multi-Year Financial Plan and is a financial forecast that is continually updated as situations and economic conditions change.

FINANCIAL PLAN

The Financial Plan serves multiple purposes. These purposes include, but are not limited to, providing the current and future financial status, alerts when changes must be made which allows for smoother transitions, as well as a guideline for budgeting and long term planning. The City of Middletown long-term financial plan reveals where we have come from and where we plan to go.

The financial planning process stimulates discussion and produces a long-range perspective for decision makers. It can be developed to achieve long-term sustainability in light of the City's objectives and financial challenges. It stimulates long-term and strategic thinking and can give unity on long-term financial direction. The financial planning process also serves as a useful tool for communications with internal departments/divisions.

The Financial Plan forecasts five years in the future and considers all appropriated funds. It is updated as needed to provide direction to the budget process. The plan contains years of financial history as well as the future forecasts. The forecast covers anticipated revenues, personnel changes, and total estimated expenditures for the current year, plus projections for the next four years. Revenues are categorized by major category and by fund. Revenue projections are based on historical data, trend, and the current economic conditions such as employment data, average personal income, housing market, gross domestic product, and debt. Future personnel needs and total expenditures are forecast by fund, by department, and by division keeping in mind the current goals along with City Council's priorities.

BUDGET PROCESS

The annual budgeting process for the City of Middletown begins with the preparation of the annual Tax Budget required by the State of Ohio. The estimated revenues and expenditures in the City's annual Tax Budget are the annual estimates developed in the City's Five-Year Financial Plan.

Under the laws of the State of Ohio, the total estimated revenues and cash balances for each city fund shown in the annual Tax Budget is the maximum amount that may be appropriated for each fund in the upcoming year. The City submits the Tax Budget to the Butler County Auditor after approval by City Council.

OVERVIEW OF THE 2018 BUDGET

Soon after the annual Tax Budget is submitted, the Finance Department notifies each City Department that budget forms are ready. Each department is required to submit completed budget forms electronically to the Finance Department. The responses submitted by the departments list in detail, each division's personnel requirements and other costs. The total amount requested by each department/division must not exceed the total departmental/divisional cost established in the Five-Year Financial Plan, and the Tax Budget.

This process can be amended when changes in revenue sources are realized. Notification of changes is then submitted for approval and appropriations are revised.

The City Manager and the Finance Department review the budget requests. After concurrence by the City Manager, the preliminary budget is prepared for detailed discussion with the City Council. The City Council completes its work in October, and the budget is presented to the City Council in November in the form of an appropriation resolution. The City Council passes the appropriation resolution, and the budget takes effect on January 1 of the New Year.

The following information outlines the major steps in the budgetary process:

<u>Event</u>	<u>Dates</u>	<u>Purpose</u>
Annual Tax Budget	Ohio Revised Code requires submission to County by July 20	Determine amount of property taxes to be levied Establishes total amount to be appropriated by fund for the ensuing year Provides data for determining the distribution of undivided local government fund revenues
Budget Packet	Distribution to Departments/Divisions during June/July	Provides a format for budget needs for the year
Return of completed Budget Packets and City Manager discussion with departments	First Week of August	Provides detailed budget requests for each department/division
Preliminary budget Presented to City Council in open session	October	Allows elected officials to review the proposed budget and to make changes Allows for public input to proposed budget
Budget Amendments	Throughout the year as required	Revise as revenue sources are realized permitting an increase/decrease in appropriations as needed

Amendments to the Budget

The Ohio Revised Code Section 5705.40 states that any appropriation ordinance or measure may be amended or supplemented, provided that such amendment or supplement shall comply with all provisions of law governing the taxing authority in making an original appropriation and that no appropriation for any purpose shall be reduced below an amount sufficient to cover all unliquidated and outstanding contracts or obligations certified from or against the appropriation.

OVERVIEW OF THE 2018 BUDGET

Budget Basis

The City of Middletown budget is prepared on a cash basis with the exception of depreciation charges in the proprietary funds and debt payments in the governmental funds.

The cash budgeting basis differs from the City's annual audited year-end financial statements. The City's audited financial statements are prepared in accordance with GAAP. Governmental Funds use the modified accrual basis of accounting for the fund statements while the government-wide financial statements use the full accrual basis of accounting. Proprietary funds use the full accrual basis of accounting.

For planning and legislative purposes, the Termination Pay Fund, City Income Tax Fund and Public Safety Levy Fund are counted as separate funds in the budget. These funds are included with the General Fund under the GAAP financial statements.

The major differences between the budget basis and the GAAP basis are:

- Revenues are recorded when received in cash (budget basis) as opposed to when susceptible to accrual (GAAP basis).
- Expenditures are recorded when paid in cash (budget basis) as opposed to when the liability is incurred (GAAP basis).
- Outstanding year-end encumbrances are treated as expenditures (budget basis) rather than as a reservation of fund balance (GAAP basis).
- Receipt and payment of year-end inter-fund loans are treated as other sources or uses (budget basis) rather than an increase or decrease in an asset or liability account (GAAP basis).

Capital Improvement Budgets

The City of Middletown's capital improvements are budgeted according to the City's Five-Year Capital Improvements Plan approved each year by City Council. The first year of the plan becomes the budget.

General capital improvements are financed with special assessments, debt, local income tax, grants, and the City's annual one mill capital improvements property tax levy. Capital improvements for the City's large Enterprise Funds (i.e., Water, Sewer, Storm Water, and Solid Waste) are financed with a combination of service charges, grants, and self-supporting debt. The smaller Enterprise Funds (Airport, Transit) rely heavily upon grants and local income tax revenues to supplement their budgets.

OVERVIEW OF THE 2018 BUDGET

Capital Expenditures

Capital expenditures are defined as non-routine construction projects to either replace or improve an existing structure, highway, or operating system. Capital expenditures are budgeted in the City's capital project funds.

Fund Balances

The City of Middletown budgets on a cash basis. Fund balances at the beginning of 2017 are the beginning of the year cash balances. The 2018 beginning cash balances are estimated, assuming that all of the expenditures budgeted for 2017 are spent. Fund balances at the end of 2018 are unencumbered cash balances. All actual and budgeted expenditures shown in the budget are on a cash basis.

Balanced Budget

The City of Middletown's 2018 budget for all funds meets the State of Ohio's definition of a balanced budget. The State of Ohio requires that each fund's beginning of the year cash balances plus the fund's projected annual revenues are equal to the annual expenditure appropriation of each fund.

FISCAL HISTORY

Reportedly, the Great Recession began December 1, 2007 and ended June 30, 2009. The causes and effects for this recession are many – high rising energy prices, overvalued mortgages, high unemployment, collapse of financial markets, and policy actions aimed at correcting a rise in inflation. During this time, the City had a significant decline in employment, income taxes, and property taxes.

In 2008, the Public Safety Levy, which increased the income tax by $\frac{1}{4}\%$, was passed by voters to help alleviate the budget woes for Public Safety. In 2009, the City received record low revenue for income taxes compared to the past ten years. It was then determined that measures had to be taken to keep the General Fund solvent while still meeting our priorities. A recommendation of reducing the cash balance from 25% (percentage of previous year expenditures) down to a floor of 15% was enacted to lessen the impact of the recession. The 2010 budget included over \$1.5 million in cuts and the lay-off of seven full time employees to provide a solid budgetary plan for the next three years.

In 2010, the State announced the worst recession since the 1930's. In response to the national economy woes, the state had gradually phased in business tax reductions and reforms to improve the state's competitiveness. Like the City, the largest revenue source, income tax, had plummeted 6.9% in 2009. In early 2011, the State announced that we would be receiving a significant reduction in State subsidies (intergovernmental revenue) in order to alleviate the

OVERVIEW OF THE 2018 BUDGET

State's budget deficit. In response to these revenue reductions, the City went back to the drawing board for more cuts. Personnel cuts were unavoidable and twenty-eight full time employees were cut from the 2012 budget as well as no cost of living adjustments for employees, cuts to employee health benefits, and reduction of equipment purchases.

Intergovernmental revenue was going to be reduced even further with the expiration of public safety grants for the General Fund. The City had two public safety grants, one for firefighters and one for patrol officers. Both grants expired in the last quarter of 2014. This reduced revenue stream along with the increasing personnel expenditures made it imperative that budget cuts had to be made again for the General Fund. In 2014 and 2015, forty full time equivalent positions were eliminated or laid off. Also, the Weatherwax Golf Course was sold in 2014, alleviating the transfer of funds from the General Fund to fund its operations.

Current Financial Environment

During 2017, income taxes have continued trending at the highest amounts in a decade. As of October 2017, income taxes are up \$1.2 million compared to October 2016. The Ohio unemployment rate in September 2017 is 5.3%, with Butler County at 4.1%.

An estimated \$755,600 in construction income tax has been received as of September 30, 2017. This being a result of several large new construction projects in the City.

To improve financial sustainability, the City has implemented a new pay and benefits process beginning with employees hired after January 1, 2018. Current employees reach top pay after seven years, with a 4.7% annual increase. New employees will now have reduced steps, and will reach top pay at twenty years. Vacation, Personal Day, Birthday and Sick Leave are replaced with annual Paid Time Off, with the new employees unable to bank more than four hundred hours. This allows these employees enough time off for long term illness, while limiting large payouts at termination. With an aging workforce, it is estimated that this program will save the City hundreds of thousands of dollars after five years of implementation.

Catastrophic employee healthcare cost have caused the General fund to advance the Employee Benefits fund \$750,000 in 2015 and \$1,250,000 in 2016. Lower claims, changes to healthcare options and higher premiums have allowed the fund to rebound in 2017. Employee healthcare costs are significant and can escalate substantially from year to year. Health insurance costs increased 6% for 2018.

In June 2017, Moody's downgraded the City of Middletown's bond rating from "Aa3" to "A1", citing a decreased tax base and poor economy. Although the City's finances are considered healthy, average debt, high pension exposure and the resident income being 37%, which is lower than peak valuation in 2006, are all factors in the downgrade.

OVERVIEW OF THE 2018 BUDGET

EPA mandated capital improvements have triggered an increase in sewer rates for 2018. The 15% increase is consistent with Long Term Control Plan projections. Increases now avoid steeper and shorter term increases in the future.

Current General Fund Financial Plan is as follows:

GENERAL FUND	2013	2014	2015	2016	2017	2018	2019	2020
BEGINNING BALANCE: 1/1	\$6,950,716	\$5,592,731	\$7,654,759	\$4,157,062	\$4,505,440	\$5,264,124	\$4,523,768	\$4,845,969
Anticipated Carryover					\$1,000,000	\$600,000	\$500,000	\$500,000
PROJECTED REVENUES								
PROPERTY TAXES	2,545,172	2,587,930	2,526,564	2,496,401	2,579,431	2,579,431	2,605,225	2,605,225
LICENSES & PERMITS	319,180	293,169	325,329	496,735	505,000	430,000	434,300	438,643
INTERGOVERNMENTAL	2,540,620	2,095,614	1,289,943	1,239,484	2,007,963	2,411,996	1,166,202	1,170,130
FINES & FORFEITURES	211,211	177,653	43,770	6,527	9,701	9,798	9,896	9,995
CHARGES FOR SERVICES	4,552,185	4,294,408	4,244,017	4,456,673	4,569,722	4,615,419	4,661,573	4,708,189
INTEREST INCOME	2,859	65,753	64,598	70,003	56,669	85,660	72,206	17,620
RENTALS AND LEASES	58,577	8,950	76,758	79,673	59,415	70,000	70,700	71,407
MISC. REVENUE	1,422,579	1,510,179	788,989	1,074,150	1,158,587	1,144,421	1,154,815	1,165,314
INCOME TAX & PS LEVY	14,483,517	14,888,061	15,792,899	15,695,437	16,386,000	16,978,213	17,202,337	17,478,000
TRANSFERS-IN (Safety Pen)	2,082,000	3,016,605	1,767,091	2,763,407	2,386,683	2,497,788	2,557,302	2,606,407
TOTAL REVENUES	28,217,900	28,938,322	26,919,958	28,378,490	29,719,171	30,822,726	29,934,556	30,270,930
PROJECTED EXPENDITURES								
TOTAL PERSONAL SERVICE	22,550,848	21,639,575	20,841,367	21,549,344	23,248,809	24,381,834	22,703,321	23,157,387
CAPITAL OUTLAY	508,857	477,690	734,043	709,694	958,474	1,033,544	880,423	993,052
OTHER	6,516,180	4,759,029	8,842,245	5,771,074	5,753,204	6,747,704	6,528,611	6,732,371
TOTAL EXPENDITURES	29,575,885	26,876,294	30,417,655	28,030,112	29,960,487	32,163,082	30,112,355	30,882,810
ENDING BALANCE 12/31	\$5,592,731	\$7,654,759	\$4,157,062	\$4,505,440	\$5,264,124	\$4,523,768	\$4,845,969	\$4,734,089
	19.9%	25.9%	15.5%	14.8%	18.8%	15.1%	15.1%	15.7%

MAJOR PROGRAMS AND FUNCTIONS

Public Safety - \$22.5 million

Approximately \$22.5 million, a \$1.2 million increase from the 2017 budget, is appropriated for public safety which includes police and fire protection. The General Fund which is supplemented by the Public Safety Levy Fund, supports the majority of the funding (\$22.2, including approximately \$937,537 from the Staffing for Adequate Fire and Emergency Response Grant and an additional \$337,690 from the Firefighters Grant Program). Special Revenue Funds also provide support to this function.

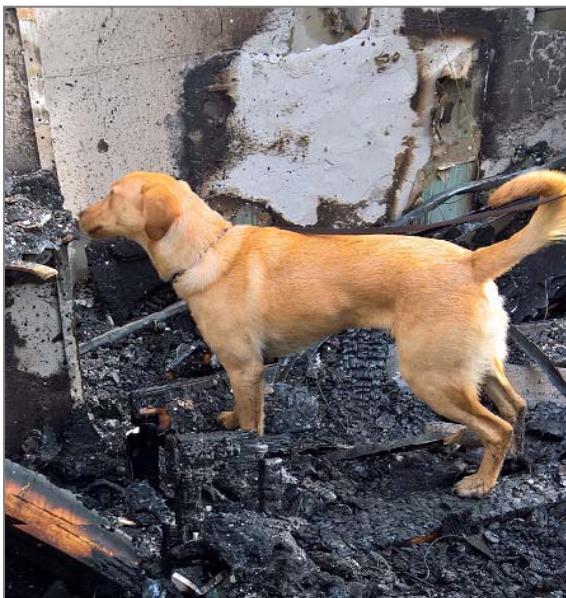
The Police Division's mission is to control crime and disorder, arrest and prosecute offenders, ensure the safety of the motoring public and to maintain public peace. In 2018 there will be an addition of one new Patrol Officer. Another change for 2018 is the restructuring of the Criminal Investigation Division. One Police Sergeant and six Police Officers have split from Criminal Investigation to form the new Narcotics Division, a special investigative unit combating the growing heroin problems that affect our area. The Middletown Division of Police have a total of

OVERVIEW OF THE 2018 BUDGET

five Canine Officers that assist in drugs, patrol and apprehension. They have proved to play a vital role in the Police Division's mission.

The Law Enforcement Mandatory Drug Fine Fund will assist in funding special operation investigations and narcotic operations. The Enforcement/Education Fund will support overtime for traffic control issues, specifically driving under the influence. Funds are also budgeted for educational purposes. School and educational supplies for Safety Town will be purchased for elementary school children. Also overtime shifts are scheduled each month for educational programs, directed at DUI enforcement. Various educational programs will also be available at the "National Night Out" event.

The Fire Division's mission is to protect life and property from fire and other hazards. Fire suppression, fire prevention, public education, fire cause determination, hazardous material response, and emergency medical services are measures taken to fulfill this mission. In 2016, the Division of Fire was awarded the Staffing for Adequate Fire and Emergency Response Grant. This allowed the department to add an additional 12 Firefighter EMT positions in late 2016 and early 2017. In November 2017, an additional three new City funded Firefighter EMT positions were added and three veteran Firefighter Paramedics in the Fire Operations division were promoted to Administrative Lieutenants and moved to the Fire Training/Prevention division. These new Lieutenant positions will allow for better work on preventive services. These three Lieutenants will focus on Community Paramedicine, Special Operation Responses and a Community Risk Reduction Program.



Scottie- Middletown Division of Fire Accelerant Detection Canine

In 2017 the Middletown Division of Fire added an arson detection tool and new member all in one. Scottie, a Labrador Retriever Mix, born 1/1/2015, is the department Accelerant Detection Canine. He was close to being euthanized when the Middletown Police Department Canine trainers and Middletown Fire Investigators thought he would make a great addition to the Middletown Division of Fire, assisting in solving suspicious fires.

The EMS Fund supplements the Fire Division's budget to assist with training. Training is essential to maintain certifications required by local, state, and federal agencies. More than one-hundred hours are spent on training each year for fire and emergency medical services.

OVERVIEW OF THE 2018 BUDGET

Community Environment - \$3.8 million

Community environment encompasses quality of life issues and values. Planning, building inspection, nuisance abatement, neighborhood stabilization, and community development are functions of community environment.

In 2018, the Nuisance Abatement Fund has a budget of \$330,000 which is down \$182,000 from \$512,000 in 2017. Nuisance enforcement is the largest expenditure for 2018 at \$300,000, which is down from the 2017 budget of \$407,000. Nuisance enforcement costs were \$323,627 in 2016.

The Neighborhood Stabilization Program Fund had expenditures of \$7,333 in 2016 and a budget of \$420,000 in 2017. The 2018 budget is \$370,000. This program is funded by federal grants for demolition of properties that have been abandoned and deemed unsafe. The goal of this program is bring the neighborhoods back to its residents.

Community Development Act Programs and the HOME Program (down payment assistance) are also federal funded programs totaling \$1.1 million. These programs include code enforcement, property rehabilitation, and assistance for community based programs.

Community Development Personal Services decreased in 2018 due to personnel changes. One Secretary III position was eliminated and another was upgraded to an Administrative Assistant position.

Building Inspection personal services budget has been increased in 2018 due to a reclassification of the Field Inspector positions.

Capital Improvements - \$13.3 million

A total of \$13.3 million is budgeted for capital improvements and items associated with those capital improvements. The majority of the budgeted improvements are as follows:

- Enterprise Funds (Water, Sewer, Storm Water & Airport) budgeted \$9.8 million
- Capital Improvement Fund budgeted \$1.8 million
- Special Assessment Funds budgeted \$0.7 million
- Computer Replacement Fund budgeted \$0.3 million

The Special Assessment Fund for the 2018 Budget is the 2018 Sidewalk, Curb and Gutter Program Fund. Property owners, the beneficiaries of these projects, are assessed for the cost of these projects.

The Capital Improvements Fund budgeted \$1.8 million. Street improvements is the main focus of this budget with approximately \$1.3 million being spent on paving, \$0.2 million spent on Park improvements and another \$0.1 million on traffic signal upgrades. The Storm Water Fund will aid in the funding for paving streets. Consolidation of the replacement and/or major repairs of

OVERVIEW OF THE 2018 BUDGET

water, sewer and storm systems along with street resurfacing on our thoroughfare and residential streets enables the city to use funds from other sources, thus stretching our dollars. This fund receives federal and/or state grants and property taxes.

The Airport Fund has a budget of \$0.6 million for upgrades and maintenance in 2018. In August 2017 the Ohio Department of Transportation, Office of Aviation approved a grant for 95% of the cost of replacing runway lighting, up to \$418,950. This project is estimated to cost \$441,000.

Enterprise capital budgets include:

- Water - \$2.0 million for water related improvements funded by the Water Fund (water charges).
- Sewer - \$6.5 million for sewer related improvements funded by the Sewer Fund (sewer charges).
- Storm Water - \$0.8 million for storm water system improvements funded by the Storm Water Fund (storm water charges).

The Computer Replacement Fund has a \$0.3 million budget for 2018. It will be used to upgrade central computer applications and software, replace mobile computers for Police and Fire as needed, while continuing to replace aging computers and printers that have reached the end of their useful life-span.

Internal Service - \$11 million

Municipal Garage has a \$4.8 million budget with \$2.5 million budgeted for purchase of vehicles and equipment. Purchase of vehicles is 175.5% higher than 2017 due to the need to replace vehicles that meet the 2017 criteria for replacement. Major expenditures of this budget include vehicle liability insurance, fuel, and equipment repair parts. This division maintains all equipment and vehicles and charges each user department for this service.

Employee Benefits Fund has a \$6.2 million budget for employee health care. Health care is self-funded and each department who uses this service contributes to this fund. This budget increased 6% for 2018.

General Government - \$8 million

General government activities include administration, economic development, finance, law, information systems (computer network), engineering and other costs that are not associated with any one activity such as insurance and utility bills. This function is budgeted at \$8 million for 2018 (includes \$6.3 million from the General Fund).

OVERVIEW OF THE 2018 BUDGET

Leisure - \$1 million

Leisure activities include park maintenance, recreation and the community center with a total budget of \$1 million in the General Fund with the majority of funds being used for park maintenance (\$0.8 million).

Court - \$2.3 million

The Municipal Court has a total budget of \$2.3 million for 2018. The Municipal Court has jurisdiction in civil and misdemeanor criminal cases and preliminary hearings for felony cases. It is anticipated that approximately 20,000 traffic, criminal and civil cases will be filed, docketed, tried and determined by this court in 2018. The majority of the revenue is derived from fines which provides for six funds: Municipal Court, Court Computerization, Court Special Projects, IDIAM, Indigent Driver Alcohol Treatment, and Probation (all Special Revenue Funds). These funds also allow the court to provide alcohol monitoring devices, treatment programs, computer updates, and allows security measures to be updated.

Public Health - \$0.5 million

The Middletown Department of Health budgeted \$.5 million for 2018. A new full time personnel position, Administrative Assistant, will be added in 2018 to assist with growing administrative tasks. This position had previously been part time. This department inspects and licenses restaurants and other food handling facilities as well as inspection of public buildings. Other functions include community health assessment and disease control, maintain vital statistics, register and certify all records of birth and death for the City. Revenues sources include vital statistic charges, license & program fees, small grants, and is supplemented by General Fund subsidies.

Streets - \$4 million

Approximately \$4.0 million is budgeted for operating expenditures for street lighting and street maintenance. Street maintenance includes traffic control, snow & ice control, right-of-ways, and grounds upkeep. Street lighting includes all traffic signals and street lights. This fund receives license fees and gas tax revenue from the State and is supplemented by General Fund subsidies. This does not include the street capital projects in the Capital Improvement Fund.

Other - \$29.9 million

This category encompasses the Enterprise Funds (business-type funds). Utility bill charges support the Sewer, Solid Waste, Storm Water, Water, and Wellfield funds. The Transit and Airport funds are supported by other sources.

- Airport - \$0.4 million for operation of the City Airport facilities and is funded by hangar leases and General Fund subsidies.

OVERVIEW OF THE 2018 BUDGET

- Transit - \$1.9 million for the public transit system operations and is funded by grants with General Fund subsidies.
- Sewer Fund - \$13.1 million for maintenance of the City's sewer system including the Wastewater Treatment Plant.
- Solid Waste - \$3.3 million is budget with the majority to a contractor, Rumpke, for refuse pick up and disposal.
- Storm Water - \$2 million for maintenance of the City's storm water system.
- Water Fund - \$8.2 million for maintenance of the City's water system including the Water Treatment Plant.
- Wellfield Protection Fund - \$1 million for maintenance and monitoring of the City's well field.

To Other Agencies - \$1.4 million

Property taxes collected but designated to other agencies such as the Senior Citizens Center and local school districts.

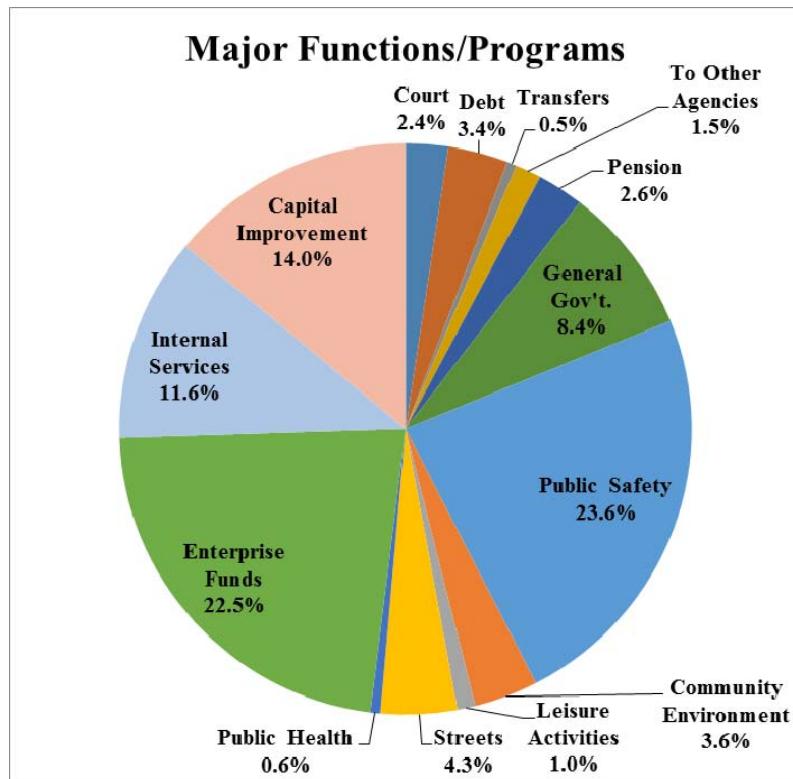


Figure 2.1 Percentage of budget by major function/ program

BUDGETARY FUNDS

GOVERNMENTAL FUNDS		
GENERAL FUND *		
SPECIAL REVENUE FUNDS		
City Income Tax *		DEBT SERVICE FUNDS
Public Safety Levy		General Obligation Bond Retirement
Auto & Gas Tax		Special Assessment Bond Retirement
Conservancy		East End/Towne Blvd Tax Increment Financing
Health & Environment		Downtown Tax Increment Financing
EMS		Aeronca Tax Increment Financing
UDAG		Airport/Riverfront Tax Increment Financing
Court Computerization		Miller Rd North Tax Increment Financing
Law Enforcement Trust		Towne Mall/Hospital Tax Increment Financing
Mandatory Drug Fine		Renaissance North Tax Increment Financing
Probation Services		Renaissance South Tax Increment Financing
Termination Pay		Greentree Industrial Park Tax Increment Fin.
Indigent Driver Alcohol Treatment		Made Industrial Park Tax Increment Financing
Enforcement/Education		South Yankee Rd Tax Increment Financing
Civic Development		FEDERAL GRANT FUNDS
Municipal Court		Home Program
Police Grants		Community Development Act 1974
Court IDIAM		Community Development Act Escrow
Court Special Projects		Neighborhood Stabilization Program
Nuisance Abatement		TRUST FUNDS
Senior Citizens Levy		Police Relief & Pension
		Fire Relief & Pension
CAPITAL PROJECT FUNDS		SPECIAL ASSESSMENT FUNDS
		Capital Improvements
		Downtown Improvements
		Airport Improvements
		Water Capital Reserve
		Storm Water Capital Reserve
		Sewer Capital Reserve
		Computer Replacement
		Property Development
		Economic Development Bond Service
COUNCIL APPROPRIATES EXPENDITURES FOR ALL FUNDS		
* DENOTES MAJOR FUND		

PROPRIETARY FUNDS		
ENTERPRISE FUNDS		INTERNAL SERVICE FUNDS
Water	Transit	
Storm Water	Wellfield Protection	
Sewer	Solid Waste Disposal	
Airport		

FUND CLASSIFICATIONS

For budgetary purposes, most funds for the City of Middletown are categorized into two types of classifications, Governmental and Proprietary.

Governmental Funds

The General Fund, Special Revenue Funds, Debt Service Funds, Capital Improvement Funds, Trust Funds, Federal Grant Funds and Special Assessment Funds are Governmental Funds. Governmental Funds are used to account for tax supported activities. The major governmental funds for the City of Middletown are the General Fund and the City Income Tax Fund.

Proprietary Funds

There are two types of proprietary funds, enterprise funds and internal service funds. Proprietary funds are used to account for the business-type activities of the City. The City of Middletown provides water, well field protection, sewer, storm water, and refuse collection services to its customers and charges fees to cover the costs of these operations. The Middletown transit system and the City airport are financed with fees. Internal service funds are used to report activities within the government that are centralized for efficiency in separate funds in order to provide supplies and services to other City programs and activities. No proprietary funds are classified as major funds for the City of Middletown.

Major Funds

Major funds are funds whose revenues or expenditures, excluding other financing sources and uses, constitute more than 10% of the City's revenues or expenditures of the appropriated budget. There are two major funds in the 2018 budget that meet these criteria, the General Fund and the Income Tax Fund. These major funds constitute 43.2% of the total revenue and 42.2% of the total expenditures, not including other uses and sources, for all funds.

FUND STRUCTURE

The City budget is divided into units known as funds for accounting purposes. The City accounts for its activities using many individual funds. For budgeting purposes, we have divided the funds into types: General Fund, Special Revenue Funds, Debt Service Funds, Capital Improvement Funds, Special Assessment Funds, Enterprise Funds, Internal Service Funds, Trust Funds, and Federal Grant Funds.

The General Fund is the City's largest fund and is classified as a major fund. This fund supports most of the City's basic governmental activities such as Police, Fire, Finance, Law, Park Maintenance, Engineering, City Council, City Manager's Office, Economic Development, and Planning. Major revenue sources for the General Fund are income taxes, property taxes, charges for services, intergovernmental revenue along with fines and forfeitures, interest from investments, and licenses and permits.

The Special Revenue Funds account for the revenue and expenditures that are legally restricted for specific purposes other than special assessments, expendable trusts, or major capital projects. Examples of Special Revenue Funds are: Municipal Court, Auto & Gas Tax, Health & Environment, Public Safety Levy, and the City Income Tax Funds.

Debt Service Funds account for the resources and payments of principal and interest for general long-term debt. Tax improvement districts called TIF's are also included in this category. The largest debt fund is the General Obligation Bond Retirement Fund.

The Capital Improvement Funds account for financial resources designated for the construction or acquisition of major capital facilities and projects. The largest funds include the Capital Improvement Fund for general capital projects, the Water Capital Reserve Fund for water related projects, the Storm Water Capital Reserve Fund for storm water projects, the Sewer Capital Reserve Fund for sewer related projects, and the Airport Capital Improvement Fund for airport projects.

There is one Special Assessment Fund in the 2018 budget. Special Assessment Funds are funds used to account for the financing of public improvements by assessments levied against the properties that benefit from the slated improvements.

When the City charges customers for the services it provides with the intention that the charges will fully cover the cost of the services, these activities are reported in Enterprise Funds. The Water Fund and the Sewer Fund are the largest enterprise funds.

FUND STRUCTURE

Internal Service Funds are activities within the government that are centralized for efficiency in order to provide supplies and services to the other City programs and activities. The City has two internal service funds, the Municipal Garage and the Employee Benefits Fund (employee health insurance).

The Police Relief and Pension Fund and the Fire Relief and Pension Fund are the City's two Trust Funds. These funds account for the pension benefits of the Police and Fire Divisions.

There is one Agency fund. The Joint Economic Development District (JEDD) fund handles tax collections for businesses located in a defined geographic area inside Liberty Township. Liberty Township, Mason, and Middletown receive a portion of these income tax revenues. Since this is an agency fund, no further mention of this fund is made in this budget. The revenue the City of Middletown receives from this JEDD agreement is included in the revenue section of the Property Development Fund which is a Special Revenue Fund.

The Federal Grant Funds account for federal government grants designated for specific purposes. These funds are related to housing and community development activities. The Housing Assistance Fund, formerly the largest federal grant fund of \$9+ million annually, was transferred to the counties in late 2014.

2018 SUMMARIES BY FUND

Fund #	Fund	Beginning Balance 1/1/2018	Total Revenues & Other Sources	Total Expenditures & Other Uses	Ending Balance 12/31/2018	% of Total Budgeted Revenues	% of Total Budgeted Expenditures
100	General Fund	\$4,264,124	30,822,726	32,163,082	\$2,923,768	24.82%	24.70%
<u>Special Revenue Funds</u>							
230	City Income Tax	\$126,000	22,759,600	22,763,207	\$122,393	18.33%	17.48%
200	Public Safety Levy	\$14,694	3,251,395	3,245,000	\$21,089	2.62%	2.49%
210	Auto & Gas Tax Fund	\$824,742	3,123,265	3,414,169	\$533,838	2.51%	2.62%
215	Conservancy Fund	\$405	130,335	125,449	\$5,291	0.10%	0.10%
228	Health & Environment Fund	\$111,270	440,192	539,530	\$11,932	0.35%	0.41%
229	EMS Fund	\$5,072	0	2,000	\$3,072	0.00%	0.00%
238	UDAG (Urban Development Action Grant) Fund	\$97,067	2,280	75,000	\$24,347	0.00%	0.06%
240	Municipal Court Computerization Fund	\$46,855	75,000	120,000	\$1,855	0.06%	0.09%
242	Law Enforcement Trust Fund	\$31,990	0	0	\$31,990	0.00%	0.00%
243	Law Enforcement Mandatory Drug Fine	\$144,078	80,000	128,743	\$95,335	0.06%	0.10%
245	Probation Services Fund	\$206,023	127,500	155,412	\$178,111	0.10%	0.12%
246	Termination Pay Fund	\$168,344	500,000	500,000	\$168,344	0.40%	0.38%
247	Indigent Driver Alcohol/Treatment	\$29,106	21,000	25,000	\$25,106	0.02%	0.02%
248	Enforcement/Education Fund	\$16,138	4,100	5,000	\$15,238	0.00%	0.00%
249	Civic Development Fund	\$456,231	331,160	462,500	\$324,891	0.27%	0.36%
250	Municipal Court Fund	\$156,157	1,724,561	1,788,151	\$92,567	1.39%	1.37%
251	Police Grant Fund	\$109,818	99,420	130,686	\$78,552	0.08%	0.10%
252	Court IDIAM Fund	\$31,729	6,500	35,000	\$3,229	0.01%	0.03%
253	Court Special Projects Fund	\$326,586	150,000	200,000	\$276,586	0.12%	0.15%
260	Nuisance Abatement Fund	\$403,741	200,000	330,000	\$273,741	0.16%	0.25%
262	Senior Citizens Levy Fund	\$289	722,150	722,150	\$289	0.58%	0.55%
Total Special Revenue Funds		\$3,306,335	33,748,458	34,766,997	\$2,287,796	27.18%	26.70%
<u>Debt Service Funds</u>							
305	General Obligation Bond Retirement	\$66,434	2,331,602	2,189,661	\$208,375	1.88%	1.68%
325	Special Assessment Bond Retirement	\$497,016	270,000	263,675	\$503,341	0.22%	0.20%
340	East End/Towne Blvd. TIF	\$182,064	280,000	424,263	\$37,801	0.23%	0.33%
345	Downtown Tax Increment Financing	\$12,047	10,500	10,100	\$12,447	0.01%	0.01%
350	Aeronca Tax Increment Financing	\$4,386	0	36	\$4,350	0.00%	0.00%
355	Airport/Riverfront Tax Incr Financing	\$8,804	500	35	\$9,269	0.00%	0.00%
360	Miller Rd North Tax Increment Financing	\$90,628	8,847	240	\$99,235	0.01%	0.00%
370	Towne Mall/Hospital Tax Incr Financing	\$116,517	500,000	603,220	\$13,297	0.40%	0.46%
371	Renaissance North Tax Increment Financing	\$58,354	142,000	181,500	\$18,854	0.11%	0.14%
372	Renaissance South Tax Increment Financing	\$69,946	102,300	162,000	\$10,246	0.08%	0.12%
375	Greentree Industrial Park Tax Increment Financing	\$330,899	50,000	75,020	\$305,879	0.04%	0.06%
376	Made Industrial Park Tax Increment Financing	\$1,214	70	20	\$1,264	0.00%	0.00%
377	South Yankee Rd Tax Increment Financing	\$23,496	200	20	\$23,676	0.00%	0.00%
Total Debt Service Funds		\$1,461,805	3,696,019	3,909,790	\$1,248,034	2.98%	3.00%
<u>Capital Projects Funds</u>							
220	Capital Improvements Fund	\$551,169	1,988,302	1,830,000	\$709,471	1.60%	1.41%
481	Downtown Improvements	\$171,928	144,874	237,573	\$79,229	0.12%	0.18%

2018 SUMMARIES BY FUND

Fund #	Fund	Beginning Balance 1/1/2018	Total Revenues & Other Sources	Total Expenditures & Other Uses	Ending Balance 12/31/2018	% of Total Budgeted Revenues	% of Total Budgeted Expenditures
<u>Capital Projects Funds (continued)</u>							
485	Economic Development Bond Service Fund	\$465,263	158,218	158,218	\$465,263	0.13%	0.12%
492	Airport Improvements Fund	\$293,797	568,953	591,000	\$271,750	0.46%	0.45%
494	Water Capital Reserve Fund	\$1,626,317	2,432,221	2,010,000	\$2,048,538	1.96%	1.54%
415	Storm Water Capital Reserve Fund	\$1,967,014	888,819	750,000	\$2,105,833	0.72%	0.58%
495	Sanitary Sewer Capital Reserve Fund	\$4,584,221	7,198,183	6,510,000	\$5,272,404	5.80%	5.00%
498	Computer Replacement Fund	\$1,544,464	282,928	275,000	\$1,552,392	0.23%	0.21%
499	Property Development Fund	\$275,402	237,000	255,382	\$257,020	0.19%	0.20%
Total Capital Projects Funds		\$11,479,575	13,899,498	12,617,173	\$12,761,900	11.19%	9.69%
<u>Enterprise Funds</u>							
510	Water Fund	\$1,353,986	8,717,913	8,660,871	\$1,411,028	7.02%	6.65%
515	Storm Water Fund	\$238,378	2,076,309	1,974,616	\$340,071	1.67%	1.52%
520	Sewer Fund	\$4,787,990	11,210,625	13,609,757	\$2,388,858	9.03%	10.45%
525	Airport Fund	\$118,012	383,325	439,800	\$61,537	0.31%	0.34%
530	Transit System Fund	\$8,796	1,966,883	1,917,382	\$58,297	1.58%	1.47%
546	Wellfield Protection Fund	\$1,674,547	278,931	1,033,923	\$919,555	0.22%	0.79%
555	Solid Waste Disposal Fund	\$107,496	3,294,210	3,314,656	\$87,050	2.65%	2.55%
Total Enterprise Funds		\$8,289,205	27,928,196	30,951,005	\$5,266,396	22.49%	23.77%
<u>Internal Service Fund</u>							
605	Municipal Garage Fund	\$7,083,282	3,305,019	4,792,638	\$5,595,663	2.66%	3.68%
661	Employee Benefits Fund	\$197,040	6,060,489	6,246,060	\$11,469	4.88%	4.80%
Total Internal Service Funds		\$7,280,322	9,365,508	11,038,698	\$5,607,132	7.54%	8.48%
<u>Trust Funds</u>							
725	Police Pension Fund	\$305,540	1,096,400	1,139,474	\$262,466	0.88%	0.88%
726	Fire Pension Fund	\$306,668	1,307,865	1,367,223	\$247,310	1.05%	1.05%
Total Trust Funds		\$612,208	2,404,265	2,506,697	\$509,776	1.94%	1.93%
<u>Federal Grant Funds</u>							
254	Home Program Fund	\$24,652	290,000	290,000	\$24,652	0.23%	0.22%
429	Community Development Act 1974 Fund	\$107,044	897,500	897,500	\$107,044	0.72%	0.69%
736	Community Development Escrow Fund	\$694,648	65,750	2,500	\$757,898	0.05%	0.00%
258	Neighborhood Stabilization Program	\$243,196	370,000	370,000	\$243,196	0.30%	0.28%
Total Federal Grant Funds		\$1,069,540	1,623,250	1,560,000	\$1,132,790	1.31%	1.20%
<u>Special Assessments</u>							
880	Central Ave. Sidewalk, Curb & Gutter Project Fund	\$527	0	0	\$527	0.00%	0.00%
881	2018 Sidewalk, Curb & Gutter	\$0	700,000	700,000	\$0	0.00%	0.00%
Total Special Assessments		\$527	700,000	700,000	\$527	0.00%	0.00%
GRAND TOTAL - ALL FUNDS		\$37,763,641	124,187,920	130,213,442	\$31,738,119	99.44%	99.46%

Note: Middletown City Council appropriates expenditures for all City funds.

MATRIX BY FUND CLASSIFICATION	MAJOR GOVERNMENTAL FUND GENERAL FUND									
	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget
BALANCE: JAN 1	\$8,034,483	\$7,340,133	\$7,244,297	\$6,476,504	\$6,950,716	\$5,592,731	\$7,654,759	\$4,157,062	\$4,505,440	\$4,264,124
REVENUES:										
Charges for Services	4,062,728	4,032,886	4,249,904	4,350,245	4,552,185	4,294,408	4,244,017	4,456,673	4,569,722	4,615,419
Fines and Forfeitures	61,212	208,660	172,544	210,958	211,211	177,653	43,770	6,527	9,701	9,798
Income Taxes										
Interest Income	347,314	201,161	114,308	97,345	2,859	65,753	64,598	70,003	56,669	85,660
Intergovernmental	4,058,866	3,982,108	3,594,394	2,425,839	2,540,620	2,095,614	1,289,943	1,239,484	2,007,963	2,411,996
Licenses and Permits	187,774	203,795	224,286	296,201	319,180	293,169	325,329	496,735	505,000	430,000
Miscellaneous	689,090	688,825	761,371	787,368	759,270	748,491	682,017	767,748	698,467	721,150
Other Taxes										
Property Taxes	3,373,201	3,418,236	3,014,614	2,660,424	2,545,172	2,587,930	2,526,564	2,496,401	2,579,431	2,579,431
Reimbursements	306,175	411,979	419,607	370,219	663,307	502,339	106,971	306,402	315,120	318,271
Rentals & Leases	48,437	58,370	63,176	60,238	58,577	8,950	76,758	79,673	59,415	70,000
TOTAL REVENUES	13,134,797	13,206,020	12,614,204	11,258,837	11,652,381	10,774,307	9,359,967	9,919,646	10,801,488	11,241,725
OTHER SOURCES/USES:										
Transfers In	15,205,465	15,446,785	16,411,023	17,357,653	16,565,517	17,904,666	17,559,990	18,458,844	18,917,683	19,581,001
Transfers Out	(59,400)	(198,000)	(99,000)	(99,000)	(969,000)	(2,009,411)	(1,000,000)	(758,118)	(355,668)	(516,218)
Loans to/from Other Funds	(329,000)	(128,000)	(669,000)	(271,359)	(718,547)	2,268,760				
Proceeds from Debt										
TOTAL OTHER SOURCES/USES	14,817,065	15,120,785	15,643,023	16,987,294	14,877,970	18,164,015	16,559,990	17,700,726	18,562,015	19,064,783
EXPENDITURES:										
Personal Services	22,737,109	23,001,211	23,435,633	22,472,415	22,550,848	21,639,575	20,841,367	21,549,347	23,248,809	24,381,834
Contractual Services	4,526,855	4,490,905	4,543,930	4,385,924	4,369,946	4,363,231	4,368,938	4,474,634	5,164,812	5,257,807
Commodities	369,781	340,961	387,581	434,408	458,687	395,798	477,806	595,114	582,724	973,679
Capital Outlays	1,012,467	589,564	657,876	479,172	508,855	477,690	734,043	730,374	958,474	1,033,544
Loans							2,995,500	(77,475)	(350,000)	
Debt Service										
TOTAL EXPENDITURES	28,646,212	28,422,641	29,025,020	27,771,919	27,888,336	26,876,294	29,417,654	27,271,994	29,604,819	31,646,864
BALANCE DEC. 31	\$7,340,133	\$7,244,297	\$6,476,504	\$6,950,716	\$5,592,731	\$7,654,759	\$4,157,062	\$4,505,440	\$4,264,124	\$2,923,768

	MAJOR GOVERNMENTAL FUND INCOME TAX FUND									
	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget
BALANCE: JAN 1	\$555,760	\$49,330	\$26,042	\$24,445	\$24,681	\$31,246	\$33,835	\$119,709	\$117,293	\$126,000
REVENUES:										
Charges for Services										
Fines and Forfeitures										
Income Taxes	18,720,213	19,875,586	20,295,858	19,659,979	19,949,273	20,560,181	21,571,744	22,285,507	22,096,698	22,759,600
Interest Income										
Intergovernmental										
Licenses and Permits										
Miscellaneous										
Other Taxes										
Property Taxes										
Reimbursements										
Rentals & Leases										
TOTAL REVENUES	18,720,213	19,875,586	20,295,858	19,659,979	19,949,273	20,560,181	21,571,744	22,285,507	22,096,698	22,759,600
OTHER SOURCES/USES:										
Transfers In										
Transfers Out	(18,666,071)	(19,359,572)	(19,770,086)	(19,140,688)	(19,359,018)	(19,918,629)	(20,895,932)	(21,798,473)	(21,369,694)	(22,037,417)
Loans to/from Other Funds										
Proceeds from Debt										
TOTAL OTHER SOURCES/USES	(18,666,071)	(19,359,572)	(19,770,086)	(19,140,688)	(19,359,018)	(19,918,629)	(20,895,932)	(21,798,473)	(21,369,694)	(22,037,417)
EXPENDITURES:										
Personal Services	484,810	475,100	468,485	465,449	489,870	490,442	454,580	434,245	565,177	572,870
Contractual Services	72,336	62,221	56,021	50,769	89,962	143,207	131,729	52,895	149,120	148,920
Commodities	3,426	1,981	2,863	2,837	3,019	5,314	3,630	2,310	4,000	4,000
Capital Outlays					839					
Loans										
Debt Service										
TOTAL EXPENDITURES	560,572	539,302	527,369	519,055	583,690	638,963	589,939	489,450	718,297	725,790
BALANCE DEC. 31	\$49,330	\$26,042	\$24,445	\$24,681	\$31,246	\$33,835	\$119,709	\$117,293	\$126,000	\$122,393

MATRIX BY FUND CLASSIFICATION	TOTAL OF MAJOR GOVERNMENTAL FUNDS GENERAL FUND + INCOME TAX FUND									
	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget
BALANCE: JAN 1	\$8,590,243	\$7,389,463	\$7,270,339	\$6,500,949	\$6,975,397	\$5,623,977	\$7,688,594	\$4,276,771	\$4,622,733	\$4,390,124
REVENUES:										
Charges for Services	4,062,728	4,032,886	4,249,904	4,350,245	4,552,185	4,294,408	4,244,017	4,456,673	4,569,722	4,615,419
Fines and Forfeitures	61,212	208,660	172,544	210,958	211,211	177,653	43,770	6,527	9,701	9,798
Income Taxes	18,720,213	19,875,586	20,295,858	19,659,979	19,949,273	20,560,180	21,571,744	22,285,507	22,096,698	22,759,600
Interest Income	347,314	201,161	114,308	97,345	2,859	65,753	64,598	70,003	56,669	85,660
Intergovernmental	4,058,866	3,982,108	3,594,394	2,425,839	2,540,620	2,095,614	1,289,943	1,239,484	2,007,963	2,411,996
Licenses and Permits	187,774	203,795	224,286	296,201	319,180	293,169	325,329	496,735	505,000	430,000
Miscellaneous	689,090	688,825	761,371	787,368	759,270	748,491	682,019	767,748	698,467	721,150
Other Taxes										
Property Taxes	3,373,201	3,418,236	3,014,614	2,660,424	2,545,172	2,587,930	2,526,564	2,496,401	2,579,431	2,579,431
Reimbursements	306,175	411,979	419,607	370,219	663,307	502,339	106,971	306,402	315,120	318,271
Rentals & Leases	48,437	58,370	63,176	60,238	58,577	8,950	76,758	79,673	59,415	70,000
TOTAL REVENUES	31,855,010	33,081,606	32,910,062	30,918,816	31,601,654	31,334,487	30,931,713	32,205,153	32,898,186	34,001,325
OTHER SOURCES/USES:										
Transfers In	15,205,465	15,446,785	16,411,023	17,357,653	16,565,517	17,904,666	17,559,990	18,458,844	18,917,683	19,581,001
Transfers Out	(18,725,471)	(19,557,572)	(19,869,086)	(19,239,688)	(20,328,018)	(21,928,040)	(21,895,932)	(22,556,591)	(21,725,362)	(22,553,635)
Loans to/from Other Funds	(329,000)	(128,000)	(669,000)	(271,359)	(718,547)	2,268,760				
Proceeds from Debt										
TOTAL OTHER SOURCES/USES	(3,849,006)	(4,238,787)	(4,127,063)	(2,153,394)	(4,481,048)	(1,754,614)	(4,335,942)	(4,097,747)	(2,807,679)	(2,972,634)
EXPENDITURES:										
Personal Services	23,221,919	23,476,311	23,904,118	22,937,864	23,040,718	22,130,016	21,295,948	21,983,592	23,813,986	24,954,704
Contractual Services	4,599,191	4,553,126	4,599,951	4,436,693	4,459,908	4,506,438	4,500,668	4,527,529	5,313,932	5,406,727
Commodities	373,207	342,942	390,444	437,245	461,706	401,112	481,435	597,424	586,724	977,679
Capital Outlays	1,012,467	589,564	657,876	479,172	509,694	477,690	734,043	730,374	958,474	1,033,544
Loans							2,995,500	(77,475)	(350,000)	
Debt Service										
TOTAL EXPENDITURES	29,206,784	28,961,943	29,552,389	28,290,974	28,472,026	27,515,256	30,007,594	27,761,444	30,323,116	32,372,654
BALANCE DEC. 31	\$7,389,463	\$7,270,339	\$6,500,949	\$6,975,397	\$5,623,977	\$7,688,594	\$4,276,771	\$4,622,733	\$4,390,124	\$3,046,161

MATRIX BY FUND CLASSIFICATION		NON MAJOR GOVERNMENTAL FUNDS									
		2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget
BALANCE: JAN 1		\$24,839,328	\$21,226,296	\$25,813,870	\$19,647,816	\$18,504,528	\$15,678,310	\$14,646,761	\$20,042,424	\$18,926,109	\$17,803,990
REVENUES:											
Charges for Services	238,775	355,534	344,797	311,249	435,517	338,441	601,185	1,474,306	1,470,707	1,259,887	
Fines and Forfeitures	1,611,192	1,899,782	1,697,180	1,726,046	1,714,915	1,725,020	1,644,029	1,537,430	1,839,602	1,833,561	
Income Taxes											
Interest Income	286,853	170,564	103,728	79,301	(970)	9,352	101,043	112,043	48,051	90,105	
Intergovernmental	18,563,303	18,626,943	18,233,069	16,559,281	14,472,577	12,689,376	5,776,218	7,979,491	10,934,785	6,304,618	
Licenses and Permits											
Miscellaneous	1,172,169	1,048,904	1,556,861	1,060,558	934,987	2,216,746	9,048,913	2,042,607	2,157,975	1,756,315	
Other Taxes	1,039,540	980,632	1,315,628	1,456,760	1,323,443	272,522	317,374	330,793	324,667	331,160	
Property Taxes	1,263,975	1,151,681	1,143,151	1,033,108	1,743,094	1,724,991	2,301,771	1,833,624	1,914,354	1,903,159	
Reimbursements	405,544	113,778	172,495	331,065	255,333	76,259	431,645	129,692	70,722	81,958	
Rentals & Leases	289,313	290,136	405,146	561,625	537,208	533,028	78,616	520,461	740,921	740,843	
TOTAL REVENUES	24,870,664	24,637,954	24,972,055	23,118,993	21,416,104	19,585,735	20,300,794	15,960,447	19,501,784	14,301,606	
OTHER SOURCES/USES:											
Transfers In	10,880,706	10,337,702	11,083,260	12,234,258	14,288,494	12,717,350	15,754,079	14,152,757	13,538,922	18,309,284	
Transfers Out	(5,291,119)	(4,464,619)	(5,646,547)	(6,839,416)	(5,482,000)	(6,016,605)	(4,792,091)	(6,028,407)	(5,648,683)	(5,847,787)	
Loans to/from Other Funds	231,000	9,012,648	355,000	(130,641)		(397,349)	35,589	21,909	1,000	1,000	
Proceeds from Debt	8,597,668	158,908	2,393,543		2,056,916	1,100,715		328,935	202,135	700,000	
TOTAL OTHER SOURCES/USES	14,418,255	15,044,639	8,185,256	5,264,201	10,863,410	7,404,111	10,997,577	8,475,194	8,093,374	13,162,497	
EXPENDITURES:											
Personal Services	3,550,985	3,585,740	3,654,777	3,498,310	3,335,495	3,223,548	3,508,667	3,522,510	4,144,651	4,105,050	
Contractual Services	15,512,623	17,414,329	15,703,550	13,781,093	15,915,335	11,602,238	4,559,754	3,974,940	5,373,158	5,404,800	
Commodities	656,867	541,573	515,220	572,294	605,431	630,852	1,008,404	640,035	829,660	834,250	
Capital Outlays	18,003,468	7,021,087	13,748,885	8,030,915	9,710,254	9,083,659	11,111,055	13,869,667	14,667,859	13,623,223	
Loans	135,806	14,834	21,530								
Debt Service	5,042,203	6,517,455	5,679,403	3,643,870	5,539,217	3,202,448	5,407,117	3,544,804	3,701,949	3,482,340	
TOTAL EXPENDITURES	42,901,952	35,095,019	39,323,365	29,526,482	35,105,732	27,742,745	25,594,997	25,551,956	28,717,277	27,449,663	
BALANCE DEC. 31	\$21,226,296	\$25,813,870	\$19,647,816	\$18,504,528	\$15,678,310	\$14,925,411	\$20,350,135	\$18,926,109	\$17,803,990	\$17,818,430	

MATRIX BY FUND CLASSIFICATION		PROPRIETARY FUNDS									
		2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget
BALANCE: JAN 1		\$9,444,341	\$9,731,990	\$11,681,417	\$13,612,385	\$14,262,590	\$13,690,112	\$15,137,370	\$15,245,682	\$14,718,197	\$15,569,527
REVENUES:											
Charges for Services	24,189,558	24,664,428	25,868,379	26,505,655	26,473,328	26,484,945	26,260,175	27,584,886	30,051,795	31,713,464	
Fines and Forfeitures	1,584	1,151									
Income Taxes											
Interest Income	163,804	116,853	83,192	90,742	2,362	11,520	106,071	129,380	100,766	256,983	
Intergovernmental	758,835	2,596,388	1,969,693	1,441,713	1,621,334	1,349,664	1,449,591	3,873,364	1,663,399	1,743,667	
Licenses and Permits											
Miscellaneous	3,057,737	3,657,900	3,671,155	3,718,443	3,469,255	4,334,450	3,035,205	2,960,618	3,586,890	3,154,590	
Other Taxes											
Property Taxes											
Reimbursements	55,681	76,037	53,984	34,383	1,279	32,671	41,925	72,045			
Rentals & Leases	267,041	256,776	258,563	283,465	300,882	319,338	265,529	282,521	298,000	292,000	
TOTAL REVENUES	28,494,240	31,369,533	31,904,966	32,074,401	31,868,440	32,532,588	31,158,496	34,902,814	35,700,850	37,160,704	
OTHER SOURCES/USES:											
Transfers In	380,000	154,000	171,000	189,000	138,000	137,000	186,000	205,000	175,000	133,000	
Transfers Out	(2,572,544)	(1,915,492)	(2,161,651)	(3,702,808)	(4,884,855)	(4,669,824)	(4,566,546)	(5,354,592)	(5,227,560)	(9,521,861)	
Loans to/from Other Funds	118,000	151,000	346,000	403,000	371,411		750,000	1,250,000	340,000		
Proceeds from Debt											
TOTAL OTHER SOURCES/USES	(2,074,544)	(1,610,492)	(1,644,651)	(3,110,808)	(4,375,444)	(4,532,824)	(3,630,546)	(3,899,592)	(4,712,560)	(9,388,861)	
EXPENDITURES:											
Personal Services	6,515,864	6,664,576	6,707,400	6,434,916	6,582,896	6,056,607	6,085,208	6,419,231	7,102,237	7,247,304	
Contractual Services	12,613,140	14,777,334	13,881,344	14,328,503	13,437,119	13,983,787	15,076,610	17,043,467	17,325,672	17,576,108	
Commodities	2,297,623	2,478,010	2,571,344	2,641,400	2,687,951	2,492,467	2,048,852	1,925,650	2,756,083	2,786,841	
Capital Outlays	2,089,260	1,284,760	2,563,748	2,300,593	2,767,364	1,372,831	1,957,975	3,814,297	1,493,697	3,637,130	
Loans											
Debt Service	2,616,160	2,604,934	2,605,511	2,607,976	2,590,144	2,646,814	2,250,993	2,328,062	1,459,271	1,220,459	
TOTAL EXPENDITURES	26,132,047	27,809,613	28,329,347	28,313,388	28,065,474	26,552,506	27,419,638	31,530,707	30,136,960	32,467,842	
BALANCE DEC. 31	\$9,731,990	\$11,681,417	\$13,612,385	\$14,262,590	\$13,690,112	\$15,137,370	\$15,245,682	\$14,718,197	\$15,569,527	\$10,873,528	

MATRIX BY FUND CLASSIFICATION	TOTAL ALL FUNDS									
	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget
BALANCE: JAN 1	\$42,873,912	\$38,347,748	\$44,765,626	\$39,761,150	\$39,742,515	\$34,992,399	\$37,472,725	\$39,564,877	\$38,267,039	\$37,763,641
REVENUES:										
Charges for Services	28,491,061	29,052,848	30,463,080	31,167,149	31,461,030	31,117,794	31,105,377	33,515,865	36,092,224	37,588,770
Fines and Forfeitures	1,673,988	2,109,593	1,869,724	1,937,004	1,926,126	1,905,362	1,687,799	1,543,957	1,849,303	1,843,359
Income Taxes	18,720,213	19,875,586	20,295,858	19,659,979	19,949,273	20,560,181	21,571,744	22,285,507	22,096,698	22,759,600
Interest Income	797,971	488,578	301,228	267,388	4,251	32,999	271,712	311,426	205,486	432,748
Intergovernmental	23,381,004	25,205,439	23,797,156	20,426,833	18,634,531	16,134,654	8,515,752	13,092,339	14,606,147	10,460,281
Licenses and Permits	187,774	203,795	224,286	296,201	319,180	293,169	325,329	496,735	505,000	430,000
Miscellaneous	4,918,996	5,395,629	5,989,387	5,566,369	5,163,512	7,288,760	12,766,137	5,770,973	6,443,332	5,632,053
Other Taxes	1,039,540	980,632	1,315,628	1,456,760	1,323,443	272,522	317,374	330,793	324,667	331,160
Property Taxes	4,637,176	4,569,917	4,157,765	3,693,532	4,288,266	4,312,921	4,828,335	4,330,025	4,493,785	4,482,590
Reimbursements	767,400	601,794	646,086	735,667	919,919	611,269	580,541	508,139	385,842	400,229
Rentals & Leases	604,791	605,282	726,885	905,328	896,667	925,868	420,903	882,655	1,098,336	1,102,843
TOTAL REVENUES	85,219,914	89,089,093	89,787,083	86,112,210	84,886,198	83,455,499	82,391,003	83,068,414	88,100,820	85,463,635
OTHER SOURCES/USES:										
Transfers In	26,466,171	25,938,487	27,665,283	29,780,911	30,992,011	30,759,016	33,500,069	32,816,601	32,631,605	38,023,285
Transfers Out	(26,589,134)	(25,937,683)	(27,677,284)	(29,781,912)	(30,694,873)	(32,614,469)	(31,254,569)	(33,939,590)	(32,601,605)	(37,923,283)
Loans to/from Other Funds	20,000	9,035,648	32,000	1,000	(347,136)	1,871,411	785,589	1,271,909	341,000	1,000
Proceeds from Debt	8,597,668	158,908	2,393,543		2,056,916	1,100,715		328,935	202,135	700,000
TOTAL OTHER SOURCES/USES	8,494,705	9,195,360	2,413,542	(1)	2,006,918	1,116,673	3,031,089	477,855	573,135	801,002
EXPENDITURES:										
Personal Services	33,288,768	33,726,627	34,266,295	32,871,090	32,959,109	31,410,171	30,889,823	31,925,333	35,060,874	36,307,058
Contractual Services	32,724,954	36,744,789	34,184,845	32,546,289	33,812,362	30,092,463	24,137,032	25,545,936	28,012,762	28,389,135
Commodities	3,327,697	3,362,525	3,477,008	3,650,939	3,755,088	3,524,431	3,538,691	3,163,109	4,172,467	4,598,770
Capital Outlays	21,105,195	8,895,411	16,970,509	10,810,680	12,987,312	10,934,180	13,803,073	18,414,338	17,120,030	18,293,897
Loans	135,806	14,834	21,530				2,995,500	(77,475)	(350,000)	
Debt Service	7,658,363	9,122,389	8,284,914	6,251,846	8,129,361	5,849,262	7,658,110	5,872,866	5,161,220	4,701,299
TOTAL EXPENDITURES	98,240,783	91,866,575	97,205,101	86,130,844	91,643,232	81,810,507	83,022,229	84,844,107	89,177,353	92,290,159
BALANCE DEC. 31	\$38,347,748	\$44,765,626	\$39,761,150	\$39,742,515	\$34,992,399	\$37,754,064	\$39,872,588	\$38,267,039	\$37,763,641	\$31,738,119

COMBINED FUNDS - 2018 BUDGET

	GENERAL FUND	SPECIAL REVENUE FUNDS	DEBT SERVICE FUNDS	CAPITAL & SPEC. ASSESSMENT FUNDS	ENTERPRISE FUNDS	INTERNAL SERVICE FUNDS	TRUST FUNDS	FEDERAL GRANT FUNDS	TOTAL ALL FUNDS	% of Total Rev. & Exp.
BEGINNING BALANCE: JAN 1	\$4,264,124	\$3,306,335	\$1,461,805	\$11,480,102	\$8,289,205	\$7,280,322	\$612,208	\$1,069,540	\$37,763,641	
REVENUES:										
CHARGES FOR SERVICES	4,615,419	260,093		999,794	25,657,975	6,055,489			37,588,770	44.0%
FINES & FORFEITURES	9,798	1,833,561							1,843,359	2.2%
INCOME TAXES		22,759,600							22,759,600	26.6%
INTEREST INCOME	85,660	18,929		70,426	90,329	166,654		750	432,748	0.5%
INTERGOVERNMENTAL	2,411,996	2,638,537		2,055,781	1,743,667		52,800	1,557,500	10,460,281	12.2%
LICENSES AND PERMITS	430,000								430,000	0.5%
MISCELLANEOUS	721,150	102,947	1,365,367	223,001	11,225	3,143,365		65,000	5,632,055	6.6%
OTHER TAXES		331,160							331,160	0.4%
PROPERTY TAXES	2,579,431	903,220		633,474			366,465		4,482,590	5.2%
REIMBURSEMENTS	318,271	28,016		53,942					400,229	0.5%
RENTALS AND LEASES	70,000		740,843		292,000				1,102,843	1.3%
TOTAL REVENUES	11,241,725	28,876,063	2,106,210	4,036,418	27,795,196	9,365,508	419,265	1,623,250	85,463,635	100%
OTHER SOURCES/USES:										
TRANSFERS IN	19,581,001	4,871,395	1,589,809	9,863,080	133,000		1,985,000		38,023,285	
TRANSFERS OUT	(516,218)	(25,387,417)			(9,521,861)		(2,497,787)		(37,923,283)	
PROCEEDS FROM DEBT				700,000					700,000	
LOANS TO OTHER FUNDS									0	
LOANS FROM OTHER FUNDS		1,000							1,000	
TOTAL OTHER SOURCES/USES	19,064,783	(20,515,022)	1,589,809	10,563,080	(9,388,861)	0	(512,787)		801,002	
EXPENDITURES:										
PERSONAL SERVICES	24,381,834	4,677,920			6,717,792	529,512			36,307,058	39.3%
CONTRACTUAL SERVICES	5,257,807	2,961,187	724,741	300,382	10,798,274	6,777,834	8,910	1,560,000	28,389,135	30.8%
COMMODITIES	973,679	838,250			1,614,791	1,172,050			4,598,770	5.0%
CAPITAL OUTLAY	1,033,544	902,223	55,000	12,666,000	1,077,828	2,559,302			18,293,897	19.8%
LOANS (REHABILITATION)										0.0%
DEBT SERVICE			3,130,049	350,791	1,220,459				4,701,299	5.1%
TOTAL EXPENDITURES	31,646,864	9,379,580	3,909,790	13,317,173	21,429,144	11,038,698	8,910	1,560,000	92,290,159	100%
ENDING BALANCE DEC. 31	\$2,923,768	\$2,287,796	\$1,248,034	\$12,762,427	\$5,266,396	\$5,607,132	\$509,776	\$1,132,790	\$31,738,119	

MAJOR REVENUES – TRENDS AND ASSUMPTIONS

OVERALL REVENUE

For reporting purposes, revenues are categorized into types of sources: charges for services; fines & forfeitures; income tax; interest; intergovernmental; licenses & permits; other taxes; property taxes; reimbursements; rentals & leases; and miscellaneous. Most of these revenue sources are budgeted with a 1% increase per year unless deemed otherwise. The largest revenue sources are **charges for services, income tax, and intergovernmental revenues**. Changes in these large revenue sources have an effect on the total budget. These three sources combined make up 82.8% of all revenue for the 2018 budget.

Revenue History- All Funds Combined

<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Actual</u>	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016 Actual</u>	<u>2017 Budget</u>	<u>2018 Budget</u>
\$85,219,914	\$89,089,093	\$89,787,083	\$86,112,210	\$84,886,198	\$83,455,499	\$82,391,003	\$83,068,414	\$88,100,820	\$85,463,635
-1.00%	4.50%	0.80%	-4.10%	-1.40%	-1.70%	-1.20%	4.20%	2.50%	-2.90%

Table 2.1 Revenue History of All Funds

The year 2008 had a revenue increase of \$3.6 million overall. Increased income tax receipts of \$1.5 million attributed to the passage of the one-half percent Public Safety Levy income tax and \$1.3 million in reimbursements were the major contributors for this increase.

In 2009, the City realized the recession with a decrease of \$837,000 in total revenue. Income tax receipts were at an all-time low over a ten year period (-\$1.4 million). Lower property tax revenue added to this decrease. However, additional intergovernmental revenues were received with a \$2.5 increase in Housing Assistance payments.

The year 2010 also had a large increase of \$3.9 million due to additional intergovernmental revenue (\$1.4M in ARRA Grants and \$1.2M for Neighborhood Stabilization Program) and a rise in income tax receipts (\$1.1 million).

In 2011, two major sources of revenues dropped - intergovernmental and property taxes. ARRA grants ceased, property valuations decreased, and the State announced further cuts to local governments. The City began preparing for the decreasing revenue by reducing expenditures for 2012.

The 2012 revenue decreased 4.1% due to cuts in intergovernmental revenues. Approximately \$1.1 million less intergovernmental revenue in the General Fund is due to State of Ohio cuts. The Federal Grant Funds received \$1.3 million less in 2012 for housing assistance payments and funding for the Neighborhood Stabilization Program. Income tax and property tax revenue also declined.

In 2013, the decrease of \$1.2 million decrease was attributed to a decrease of intergovernmental revenue for capital projects. Most of this revenue is subject to reimbursements and some projects were put on hold and some are taking longer to accomplish due to various issues.

MAJOR REVENUES – TRENDS AND ASSUMPTIONS

The 2014 revenue was \$1.4 million less than the 2013 actual revenue. The major contributor for this decrease is intergovernmental revenue. The Housing Assistance program, along with the grant funds, was transferred to the Counties in 2014. This grant averaged \$10 million a year as an intergovernmental revenue source.

The 2015 revenue was \$1 million less than the 2014 revenue. This was mainly due to a reduction of federal grants, specifically the Housing Assistance grant program that has been transferred to Butler and Warren Counties.

In 2016, charges for services saw an increase of more than \$2.4 million. A 7.5% increase in water and storm water rates contributed to this increase. An increase of \$0.7 million in income tax revenue and \$4.6 million in intergovernmental revenue, primarily due to capital improvement projects, added to the overall increase. Property taxes decreased by \$0.5 million due to decreasing the 2015 property valuations.

The 2017 revenue budget is \$88 million, \$5 million above 2016 actual revenue. There is an increase of \$2.6 million in charges for services for 2017. Water rates increased by 7.5% and Sewer rates were increased by 15% due to the need for major improvements to the sewer system. Solid waste fees were also increased by \$0.75 per unit per month for both residential and commercial accounts. Intergovernmental revenue is up by \$1.5 million due to additional grant monies.

The 2018 revenue is projected at \$85 million. This is a decrease of \$2.6 million from the 2017 budgeted revenue. This is primarily due to a decrease in intergovernmental revenue for Capital Projects. Charges for services sees another increase due to a 15% rate increase for sewer and an additional \$0.50 charge per month for trash tote rentals.

MAJOR REVENUE SOURCES:

Charges for services include a variety of fees and charges and generally comprise 36% to 40% of total revenue sources. In 2014, 37.3% of the total revenue was charges for services and 2015 yielded 37.7%. In 2016, charges for services were 40.3%. The 2017 budget is 41% of total revenue sources. The 2018 budget for charges for services is 44%. Examples of charges for services are: administrative fees; EMS (ambulance fees); utility charges (water & sewer bills); and bus fares. The propriety funds and the General Fund are the largest receivers of charges for services.

Charges for Services- All Funds Combined

<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Actual</u>	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016 Actual</u>	<u>2017 Budget</u>	<u>2018 Budget</u>
\$28,491,061	\$29,052,848	\$30,463,080	\$31,167,149	\$31,461,030	\$31,117,794	\$31,105,377	\$33,515,865	\$36,092,224	\$37,588,770

Table 2.2 Revenue History - Charges for Services for All Funds

MAJOR REVENUES – TRENDS AND ASSUMPTIONS

The majority (over 68.2%) of this revenue budgeted for 2018 is collected from the enterprise funds. Utility bills (water, sewer, storm water, well field, and refuse collection) are the largest source of charges for service. Water and sewer rates are reviewed regularly to ensure that the revenues collected are sufficient to address operational costs and capital needs of the water and sewer collection systems. Increases in rates are the major reason for increases in this category. Even though utility rates were increased in 2014 and 2015, a reduction of the total charges for services is due to the elimination of the Golf Course. The Golf Course was sold in late 2014 and accounted for \$1.2 million each year in revenue under this category. Utility rates were increased in 2017 and again in 2018.

The Employee Benefits Fund (Internal Service Fund) has increased health insurance payments by 2.5% in 2018. Health insurance payments are the largest source of revenue for the Employee Benefits Fund. The city contracts with an administrator for all of its self-funded health care benefits. A Health Care Committee reviews the budget and changes policies and/or benefits for cost saving measures. Employees have two options, higher contributions/premiums for the same coverage or lower contributions/premiums with higher deductibles. The committee believes this to be an important measure for affordable health care coverage.

Intergovernmental revenue accounts for 12.2% of the total revenue for the 2018 budget at \$10.5 million, a \$4 million decrease from the 2017 budget. This decrease is due to the reduction in grant monies for capital improvement projects. In 2018, there is \$1.1 million in State/Federal grant money to be spent on Capital Improvements, a \$0.4 million grant from Ohio Department of Transportation, Office of Aviation for new runway lighting at the Middletown Regional Airport, \$0.9 million for the Staffing for Adequate Fire and Emergency Response Grant, and an additional \$0.3 million from the Firefighters Grant Program. Intergovernmental revenues are federal grants, state grants, specific taxes, and subsidies. In the past, intergovernmental revenues made up 25%+ of total revenues with the Housing Assistance Grant (Section 8 Housing Program) with a yearly grant of \$9-\$10 million. In late 2014, this program was transferred to Butler and Warren Counties, thus reducing this revenue type beginning in 2015.

Intergovernmental Revenue – All Funds Combined

2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget
\$23,381,004	\$25,205,439	\$23,797,156	\$20,426,833	\$18,634,531	\$16,134,654	\$8,515,752	\$15,005,537	\$14,637,426	\$10,460,281

Table 2.3 Revenue History - Intergovernmental Revenue of All Funds

Approximately 83.3% of the total intergovernmental revenue is budgeted for governmental funds. The breakdown for governmental funds in the 2018 budget is as follows:

General Fund	Special Revenue Funds	Capital Funds	Trust Funds	Federal Grant Funds	Total Governmental Funds
\$2,411,996	\$2,638,537	\$2,055,781	\$52,800	\$1,557,500	\$8,716,614

Table 2.4 Revenue History - Intergovernmental revenue of Governmental Funds

MAJOR REVENUES – TRENDS AND ASSUMPTIONS

Federal Grant Funds:

Revenue from the U.S. Department of Housing of Urban Development accounts for the revenue in the Federal Grant Funds. In 2018, this revenue is divided into three funds: the Community Development Act Fund, HOME Program Fund, and the Neighborhood Stabilization Program Fund. Each of these funds has separate programs to that are related to housing and community development activities. Programs include assistance for first time home purchases, property rehabilitation, and demolition of abandoned and unsafe buildings.

Special Revenue Funds:

The Auto and Gas Tax Fund is largest recipient of intergovernmental revenues in the Special Revenue Funds. Approximately \$2.4 million is projected from gasoline taxes and license fees. Revenues also include county vehicle licenses tax, county license renewal fees (\$2.50 per license shared by Butler County), motor vehicle permissive tax (\$5 tax distributed by the State of Ohio), and municipal motor vehicle license tax (\$5 per license plate for vehicles registered to City of Middletown owners).

General Fund:

With the Staffing for Adequate Fire and Emergency Response Grant being the largest source of intergovernmental revenue for the General Fund, the Local Government Assistance Fund (LGAF) revenue is the second largest source. The State of Ohio announced in July 2011 that it will reduce this revenue along with reductions in the Commercial Activities Tax. The commercial activity tax is a tax imposed on businesses according to their gross receipts in Ohio. Collectively, these revenues have reduced the intergovernmental revenues to the General Fund by \$1.9 million from 2010.

Local Government Fund Revenue & Commercial Activities Tax									
2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget
\$2,707,982	\$2,725,530	\$2,297,323	\$1,481,140	\$865,455	\$843,283	\$877,493	\$795,517	\$760,503	\$747,922

Table 2.5 Revenue History - Local Government Fund and Commercial Activities Tax

Capital Funds:

Capital Funds are expected to receive grants totaling \$1.5 million. The Capital Improvement Fund has budgeted \$1.1 million in grant funds for street projects in 2018. The Airport Improvement Fund has \$0.4 million in grant monies for the replacement of runway lighting.

MAJOR REVENUES – TRENDS AND ASSUMPTIONS

Enterprise Funds:

The Transit Fund relies heavily upon federal and state grants for operation and capital items. In 2010, \$1.8 million in governmental revenues (172% over the 2009 actual) were received for replacement of the Transit system's bus engines and shelters with additional funds from an ARRA grant. In 2011, intergovernmental revenues totaled \$1.05 million which funded additional operating costs for a new bus service to Hamilton and Oxford and a grant for a transit development plan. In 2012, 2013, and 2014, the Transit fund received \$1+ million for all transit operations. The 2015 actual amount is \$1.1 million. In 2016, the intergovernmental revenue increased to \$3.4 million due to a FTA grant for the purchase of five transit buses. The budgeted intergovernmental revenue has decreased to \$1.6 million for 2017 and \$1.7 million for the 2018.

Local income taxes is the primary source of revenue for the General Fund and accounts for 26.6% of the total revenue from all sources. Income tax revenue provides funds for the purposes of general Municipal operations, capital improvements and the payment of debt service with respect to capital improvements. Income tax is levied on salaries, wages, commissions and other compensation, and on net profits.

A Public Safety Levy was passed by the voters in November 2007 which enacted an additional one-quarter percent income tax for a period of five years. This levy was passed permanently in 2012. The Public Safety Levy has helped provide stability to the General Fund. This portion of the income tax revenue is designated to help fund the public safety divisions (Police and Fire Divisions).

Income tax revenue history is discussed in more detail under Major Fund- City Income Tax Fund

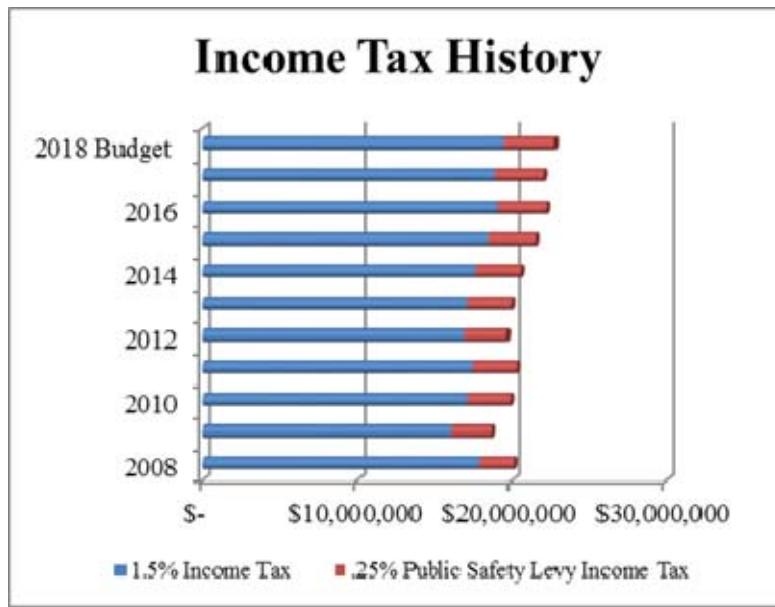
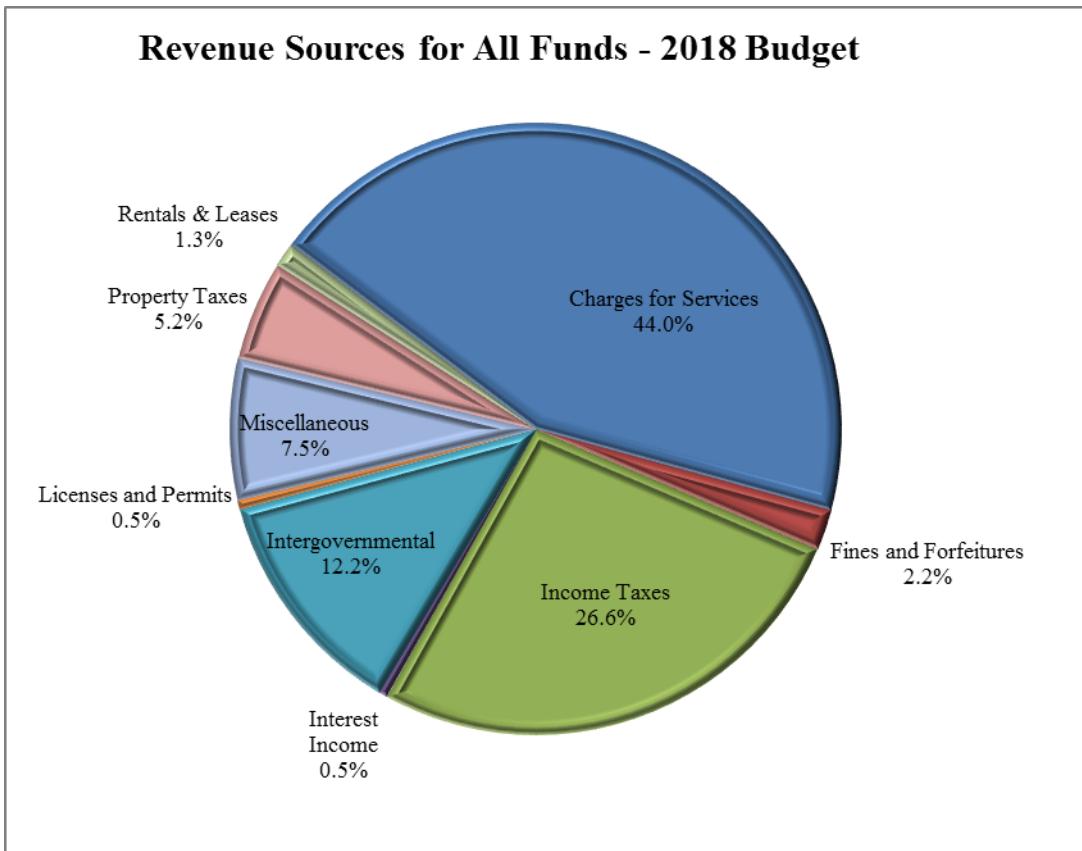


Figure 2.2 Income Tax History

MAJOR REVENUES – TRENDS AND ASSUMPTIONS**Figure 2.3** Revenue Sources of All Funds Combined

MAJOR EXPENDITURES – TRENDS AND ASSUMPTIONS

Expenditures for the overall 2018 city budget are projected at \$92.3 million (excluding other sources), a 3% increase over the 2017 budget.

The amount of expenditures is dependent upon the revenue stream. In response to declining revenues and increasing personnel costs, planned budget cuts occurred in 2007, 2010, 2012 and 2014. These budget cuts included reduction of personnel, reduction in other operating costs, elimination of programs, outsourcing of certain functions, and reorganization of departments. These budget cuts have forced the City to be more proactive in finding new ways of doing business such as: searching for additional grant opportunities, joining regional partnerships, participation in cooperative regional purchasing, public private partnerships, and finding other ways to utilize personnel.

Expenditures are categorized into six types of expenditures: personal services, contractual services, commodities, capital outlay, rehabilitation loans and debt service. Personnel Services and Contractual Services comprise two-thirds or greater of the budget for each year. Capital outlay purchases vary each year and therefore is generally the largest factor for fluctuations in the combined budgets. However, in 2015, a large fluctuation in contractual services was due to a decrease in federal grant funds.

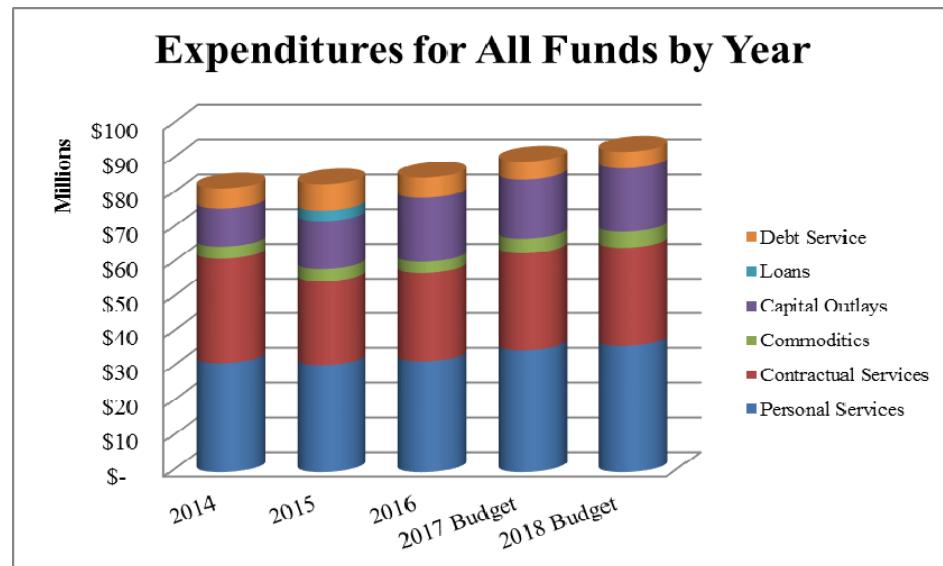


Figure 2.4 Expenditure History by Category for All Funds

Personal services includes salaries and wages, overtime and all benefit costs such as health care and pension contributions. Personal services constitute 39.3% of the 2018 budget and 39.1% of the 2017 budget. Salaries and wages were increased by 1% in 2016. This was the first increase since 2011 for non-union employees. There was an increase of 1.5% for salaries and wages in 2017 and a 2% increase in 2018. Health insurance expenses were increased 6% to meet the ever increasing costs of health care. Total cost projected for 2018 for personnel and benefits is approximately \$36.3 million.

MAJOR EXPENDITURES – TRENDS AND ASSUMPTIONS

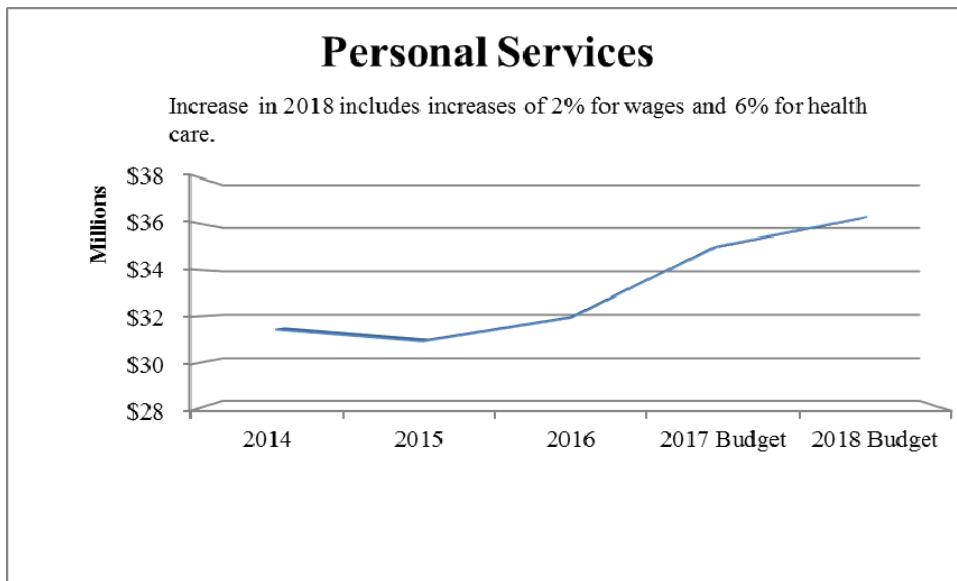


Figure 2.5 Expenditure History of Personal Services

Personnel costs are a major concern for the General Fund. More than sixty-seven percent of all personnel costs are funded by the General Fund. Numerous lay-offs and elimination of positions have occurred as cost saving measures. In 2014 and 2015, public safety personnel were laid off due to the expiration of grants which funded six firefighter and four patrol positions. In late 2014, the golf course was sold, thus eliminated five full time positions and numerous part time positions. A total of forty positions have been eliminated in 2014 and 2015. In the 2016 budget, ten positions were added due to the need and economic growth in the area. In the summer of 2016, the city was awarded the Staffing for Adequate Fire and Emergency Response Grant. This grant afforded the city to hire twelve new firefighter positions, nine positions in 2016 and three in early 2017. There were nine new positions added to the 2017 budget, in addition to the twelve firefighter position on the Staffing for Adequate Fire and Emergency Response Grant. The 2018 budget sees the addition of one Patrol Officer and a Staff Attorney while eliminating the position of Public Safety Director.

Next to wages, one of the largest personnel costs is health insurance. Each division with employees contributes to the Employee Benefits Fund (the City is self-funded) according to each employee's health plan coverage. The Health Care Committee meets periodically to review and modify the current health care plans when needed or warranted. To help alleviate the ever rising health care costs, employees will be paying higher premiums and co-pays.

Contractual services is an expenditure category that includes all services provided by outside consultants and vendors. The 2018 budget for contractual services is \$28,389,135. This category generally comprised 33% to 38% of the annual budget. In 2017 and 2018, contractual services comprise 31.2% and 30.8% of the total budget. The unusually large decrease of \$7+ million in 2015 and the years to follow is due to federal grant reductions, specifically the Section 8

MAJOR EXPENDITURES – TRENDS AND ASSUMPTIONS

Housing Assistance program grant. This program has been transferred to the counties that incorporate the City of Middletown.

In 2013, federal grants supported 33.7% of the contractual services. The largest contractual service of the City is with an administrator who oversees Housing Assistance, specifically, Section 8 for \$9.2 million. This grant was from the U.S. Department of Housing and Urban Development (HUD). Additionally, a state grant of \$1.6 million funded the demolition projects performed in 2013 and 2014. In addition to the decrease from the loss of the Section 8 Housing Assistance Program, the City owned golf course was sold resulting in an even larger decrease in contractual services for 2015 and the years that follow. For 2016, the largest contractual services of the \$25 million include \$6.9 million for employee health care, \$2.4 million to other professional services, \$3.3 million to refuse collection and disposal, \$2.1 million for utility charges, \$2.3 million for administrative fees, \$1.4 million for garage charges and \$0.8 million for federal grant programs. The 2017 budget sees \$6.1 million for employee health care, \$3.4 million to other professional services, \$3.1 million to refuse collection and disposal, \$2.4 million for administrative fees, \$2.3 million in utility charges, \$1.5 million for federal grant programs and \$1.2 million for garage charges.

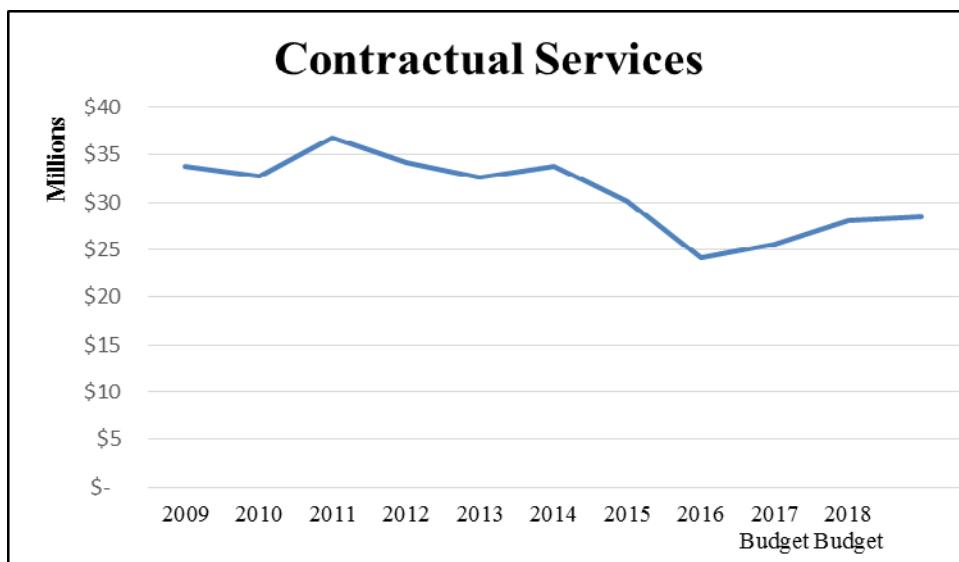


Figure 2.6 Expenditure History of Contractual Services

Contractual services make up 30.8% of the overall expenditures for 2018. The largest of the \$28.4 million include the following:

- \$ 6.1 million - employee health care
- \$ 3.4 million - other professional services
- \$ 3.1 million - refuse collection and disposal
- \$ 2.4 million - administrative fees
- \$ 2.3 million - utility charges
- \$ 1.5 million - federal grant programs
- \$ 1.2 million - garage charges

MAJOR EXPENDITURES – TRENDS AND ASSUMPTIONS

Commodities is an expenditure category that consists of supplies and materials that are purchased for use or consumption. Examples of commodities are office supplies, cleaning supplies, fuel for vehicles and equipment, supplies to maintain equipment and buildings, maintenance repair parts, chemicals, etc. Proprietary Funds, the City's business-type funds, appropriated \$2.8 million of the total commodities category of \$4.6 million. Commodities comprise 5% of the total budget.

Capital outlay constitutes 19.8% of the overall 2018 budget with \$18.3 million budgeted for all funds. Capital outlay is an expenditure category designated for the purchase of fixed assets such as machinery, equipment, vehicles, street improvements, water and sewer mains, and depreciation.

Capital project funds are funds created to account for financial resources to be used for acquisition or construction of major capital facilities. Approximately 69.2% of all capital outlay items are budgeted in the capital funds.

Budgets with large capital expenditures are:

- \$6.5 million - Sewer Capital Reserve Fund - sewer infrastructure
- \$2.0 million - Water Capital Reserve Fund - water infrastructure
- \$1.8 million - Capital Improvement Fund - general capital improvements & infrastructure
- \$0.6 million - Airport Improvement Fund- airport facility improvements
- \$0.7 million - Storm Water Capital Reserve Fund - storm water infrastructure
- \$0.7 million - Special Assessment Funds – 2017 sidewalk, curb & gutter project
- \$0.3 million – Computer Replacement Fund – computers, office machinery, equipment and computer software

Capital Outlay Expenditures									
<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Actual</u>	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016 Actual</u>	<u>2017 Budget</u>	<u>2018 Budget</u>
\$21,105,195	\$8,895,411	\$16,970,509	\$10,810,680	\$12,987,312	\$10,934,180	\$13,803,073	\$18,414,338	\$17,120,030	\$18,293,897

Table 2.6 Expenditure History – Capital Outlay

Local street improvements are the focus of Capital Improvement Fund. In 2009, a record \$21 million was spent on capital projects and improvements – the largest budget in ten years. The largest project in 2009 was part of a \$110.7 million state project for the Interstate 75 and State Route 122 intersection. The City's portion of this project was approximately \$6.4 million. Most of the large projects in the Capital Improvement Fund are assisted with grants.

The largest expenditure outside of the capital improvement budgets are vehicle and equipment purchases (\$2.5) and depreciation charges for the sum of \$1.4 million. This charge is held in reserve for future vehicle and equipment purchases by the Municipal Garage.

MAJOR EXPENDITURES – TRENDS AND ASSUMPTIONS

Debt service payments were up in 2013 due to a \$2.2 million payment of notes converted to bonds in the Downtown Improvement Funds. Special Assessment Funds are budgeted with \$700,000 in debt service payments for notes associated with designated projects. When possible, debt payments for capital improvements associated with the Tax Increment Financing Districts are made by the associated TIF Funds. Scheduled for 2018, debt service payments of \$4.7 million. Debt service makes up 5.1% of the overall expenditures.

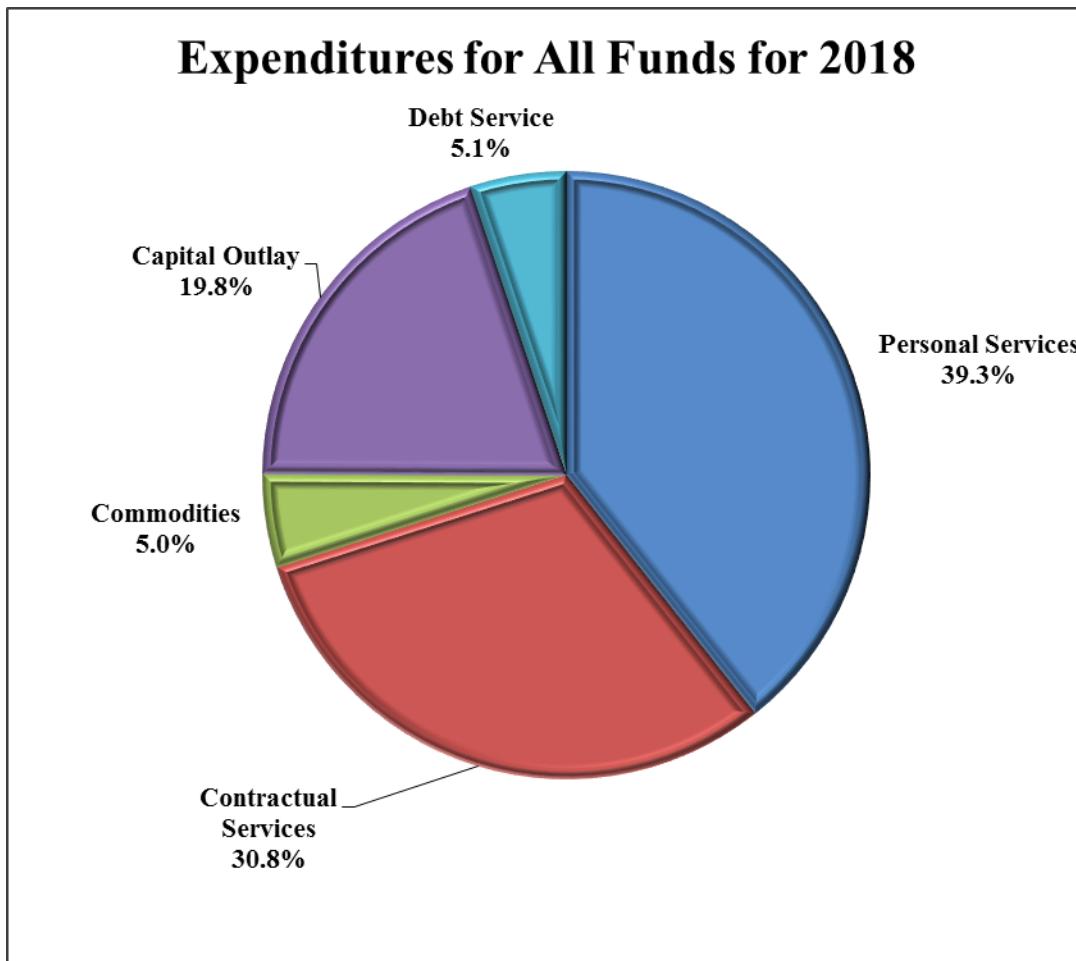


Figure 2.7 Expenditure of all funds by category for 2018.

MAJOR EXPENDITURES – TRENDS AND ASSUMPTIONS

Rehab loans are budgeted in the Community Development Act Escrow Fund which is a Federal Grant Fund. Low interest loans are at very low rates and we were optimistic that citizens in targeted areas will take advantage of this opportunity in 2012. However, less than \$25,000 in loans were given in 2010 and 2011 and virtually none in 2012, therefore, no budget was projected for 2013 and thereafter.

Transfers are monies transferred from one fund to another. Transfers are considered as other sources in the matrix of all funds. The Income Tax Fund receives \$19+ million each year. The Income Tax Fund transfers monies to various funds each year. The amount of the transfers is designated in the Five Year Financial Plan. These transfers usually help maintain a minimum or targeted balance for a specific fund or fund a specific project. The majority of income tax revenue is transferred to the General Fund.

The enterprise funds also have significant transfers. The majority of transfers from the enterprise funds are designated to their specific capital improvement fund (i.e. Water Fund transfer to Water Capital Reserve Fund).

MAJOR FUNDS – PURPOSES AND RESOURCES

Major funds are funds whose revenues or expenditures, excluding other financing sources and uses, constitute more than 10% of the City's revenues or expenditures of the appropriated budget. These major funds represent significant activities of the City. There are two major funds for the City of Middletown: the General Fund and the City Income Tax Fund.

GENERAL FUND

The General Fund, the city's largest fund, is used to account for all financial resources of the City except those required by federal, state, or local regulation to be accounted for in another fund. The City of Middletown uses General Fund resources to support the following core governmental services.

- Police and Fire Protection
- Public Works (Building Maintenance, Engineering, and Parks)
- City Administrative Services (Finance, Law)
- Non-Departmental activities (phone systems, utilities, street lighting, etc.)
- City Council and City Manager activities
- Economic Development
- Community Development and Planning

The General Fund supports close to two-thirds of the City's workforce.

In response to the recession and the State of Ohio announcing in late 2011 the reduction of local government funding to deal with their declining budget. The County also announced that the property revaluations were going to be lowered thus reducing property tax revenue. To offset this reduction, the City reduced personnel in 2012 and expenditures to help maintain a healthy fund balance during this difficult economic period. Personnel was reduced again in 2014 due to the loss of grants. One that paid for six firefighters and another that supported four police officers. There were twelve firefighter positions added for 2017. These additional twelve positions are paid with the Staffing for Adequate Fire and Emergency Response Grant. In 2018, there is an addition of one Patrol Officer and a Staff Attorney. The Public Safety Director Position was eliminated in 2017, therefore not included in the 2018 budget.

General Fund Revenue Sources

The General Fund's primary revenue sources are:

Income Tax – 44.60%

Public Safety Levy – 10.5%

Charges for services – 15.0%

Property Taxes – 8.4%

Over 78.5% of the revenues for the General Fund comprise of the sources stated above.

MAJOR FUNDS – PURPOSES AND RESOURCES

Income Taxes (including Public Safety Levy Income Tax) - \$17 million

The General Fund relies heavily upon income tax revenue and accounts for 55.1% of the total General Fund revenue in 2018. The City's local income tax of 1.75% (includes the .25% Public Safety Income Tax) is levied on wages, salaries, other compensation, and net business profits earned by individuals and businesses located in the City of Middletown. All income tax revenues are deposited into the Income Tax Fund which then transfers out monies to other funds. The majority of this revenue is transferred to the General Fund.

Charges for Services – \$4.6 million

Charges for services is the second largest revenue source and accounts for 15.0% of total revenues for the General Fund. Emergency Medical Service billing generates over \$1.6 million to the General Fund each year along with \$2.4 million for administrative fees.

Charges and fees include, but are not limited to, the following:

Administrative fees	Burglar alarm fees	Emergency medical service
Planning review fees	Reimbursement of services	Zoning permits

Administrative fees are charged to other funds for payment to the General Fund for the oversight, direction, and time spent for employees who are supported by the General Fund. Administrative fees were projected with a 3% increase.

Emergency medical services are driven by the number of EMS squad runs. There were 9,268 emergency medical calls in 2016. The estimate for 2017 is 10,168 and 9,668 for 2018.

Real Estate Property Tax - \$2.6 million

Property taxes include amounts levied against all real and public utility property used in businesses and properties located in the City. All property is revalued every six years. The City is projected to receive about \$2.6 million in General Fund property tax revenues in 2017 and 2018. Property taxes were lowered in 2011 and 2012 due to property valuations being decreased by Butler and Warren Counties. The current estimate is based upon figures given by the counties which have taken delinquency of taxes into consideration. Also, personal property tax was phased out beginning in 2011 and replaced with Commercial Activities Tax which is categorized as intergovernmental revenue. Property taxes account for 8.4% of the total General Fund revenue and other sources.

Intergovernmental Revenues - \$2 million

In 2018, Middletown's General Fund will receive about 7.8% of its revenue from intergovernmental sources. Normally, most all of these funds are from the State of Ohio (e.g., homestead rollback, and local government assistance funds). The 62% increase of intergovernmental funds in 2017 is due to the Staffing for Adequate Fire and Emergency Grant.

MAJOR FUNDS – PURPOSES AND RESOURCES

The Local Government Assistance Fund (LGAF) is the largest intergovernmental revenue for the General Fund. The State of Ohio collects a 3.68 percent share of all general revenue tax collections for the Local Government Fund. This revenue is distributed to each of Ohio's eighty-eight counties and the allocation is based according to each county's share of the total state population. The county then distributes to each entity based upon the total population of the county. Unfortunately, the state reduced this revenue to alleviate the State of Ohio's economic condition beginning in July 2011. This revenue has been reduced close to \$0.8 million annually.

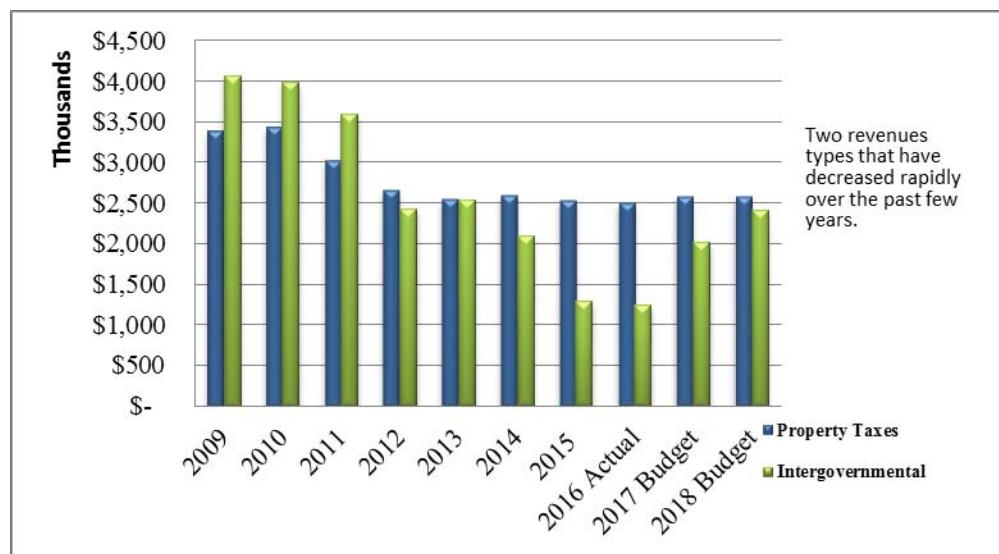


Figure 2.8 General Fund Revenue History – Property Taxes and Intergovernmental

Two intergovernmental revenue sources ceased in 2013 – the estate tax and the commercial activities tax. The State of Ohio passed legislation to remove the estate tax beginning in 2013. The City received an average of \$0.7 million annually from 2008 to 2012 in estate tax revenue. Commercial activities tax was the second largest intergovernmental revenue for the General Fund. This tax, which began in 2006, imposed a tax on businesses according to their gross receipts in Ohio. This revenue grew from \$537,000 in 2007 to \$940,000 in 2010. The State also cut this revenue from local entities and the last receipts in 2012 totaled \$37,311.

Other Revenues

The remaining revenues comprise less than 15% for the past three years. These revenues include fines, interest income, licenses and permits, reimbursements, and rentals and leases. Generally, revenue projections are increased 2% each year. Each revenue is reviewed and increased or decreased based upon past financial history and known factors. Known factors include rental agreements, the rise and fall of interest rates, and reimbursement agreements. These revenues account for 8.1% of the 2018 budget.

MAJOR FUNDS – PURPOSES AND RESOURCES

General Fund Expenditures

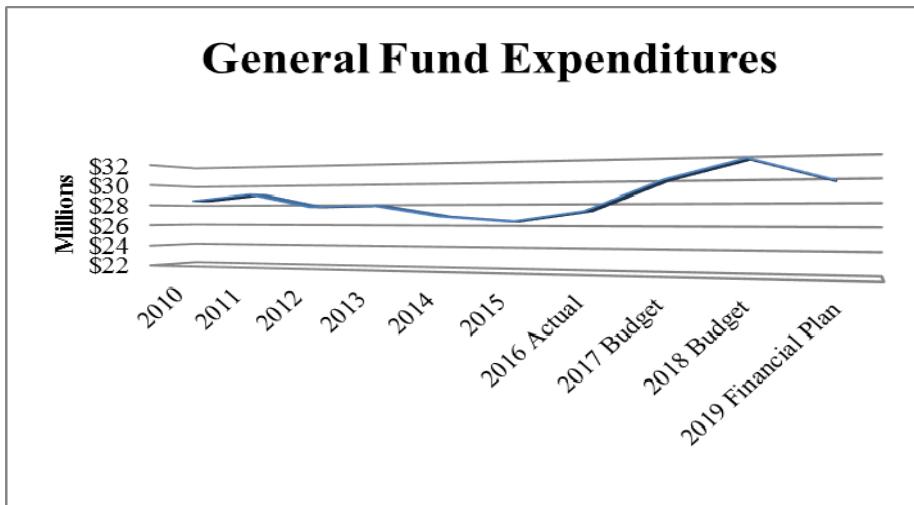


Figure 2.9 General Fund Expenditure History

Upon notification from the state regarding lower intergovernmental revenues beginning in 2011 and lower property taxes based upon reduced property valuations by the county, expenditures were reduced for the 2012 budget resulting in 28 less positions for the General Fund. The majority of these positions were non public safety. It was realized that the economic factors are not as favorable in 2013 as projected; therefore, reductions for the 2014 budget were necessary.

Year 2016, and the 2017 and 2018 budgets have increased due to projected revenue increases, particularly income taxes. Some of the previous cuts in positions were put back in the budget as well as new positions due to emphasis on current goals and objectives.

Personal services- \$24.4 million

The largest expense to the General fund is personnel costs. The General Fund supports almost 67.1% of all city personnel. Public safety personnel make up 47.3% of the total city staff. Given these parameters along with lower revenue projections, personnel lay-offs were unavoidable in 2012. To sustain the general fund, a total of twenty-eight employees were laid off January 1, 2012 causing a \$963,218 decrease in personnel costs. Grants were obtained to fund four police officers and six firefighters for 2013 and most of 2014. Upon termination of the grants, eighteen public safety positions were laid off or remained unfilled. Prior to 2014, most lay-offs or unfilled vacancies were non-public safety. In 2016, three positions were re-instated. The 2017 budget sees the addition of three firefighters, a patrol officer, human resources clerk, animal control officer, field inspector, grounds supervisor and a secretary. Of these nine new positions for 2017, more than half are funded by the general fund. The 2018 budget includes an additional Patrol Officer and a Staff Attorney, while eliminating the position of Public Safety Director.

MAJOR FUNDS – PURPOSES AND RESOURCES

A decrease in personnel cost is projected for 2019 as a result of the City's new Pay and Benefits Ordinance for 2018 that reduces pay increases for employees hired after January 1, 2018.

	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016 Actual</u>	<u>2017 Budget</u>	<u>2018 Budget</u>
PERSONNEL	\$23,001,211	\$23,435,633	\$22,472,415	\$22,550,848	\$21,639,575	\$20,841,367	\$21,549,347	\$23,248,809	\$24,381,834
% of Total Budget	80.93%	80.74%	80.92%	80.86%	80.52%	78.88%	78.79%	77.61%	77.04%
change in personnel costs	\$264,102	\$434,422	(\$963,218)	\$78,433	(\$911,273)	(\$798,208)	\$707,980	\$1,699,462	\$1,133,025
change from previous year	1.16%	1.89%	-4.11%	0.35%	-4.04%	-3.69%	3.40%	7.89%	4.87%

Table 2.7 General Fund Personnel Expenditure History

Contractual services - \$5.3 million

Contractual services include vendors and services that cannot be accomplished in-house. Contractual services did not change much until 2016. Additional funds were budgeted for Enterprise Zone agreements, zoning code updates, mowing contract increases, recreational activities, jail medical service, and garage charges which is based upon usage of equipment and vehicles.

	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016 Actual</u>	<u>2017 Budget</u>	<u>2018 Budget</u>
CONTRACTUAL	\$4,490,905	\$4,543,930	\$4,385,924	4,369,946	\$4,363,231	\$4,368,938	\$4,474,634	\$5,164,812	\$5,257,807
% of Total Budget	15.80%	15.66%	15.79%	15.67%	16.23%	16.54%	16.36%	17.24%	16.61%
change in contractual costs	(\$35,950)	\$53,025	(\$158,006)	(\$15,978)	(\$6,715)	\$5,707	\$105,696	\$690,178	\$92,995
change from previous year	-0.79%	1.18%	-3.48%	-0.36%	-0.15%	0.13%	2.42%	15.42%	1.80%

Table 2.8 General Fund Contractual Services Expenditure History

Large costs for contractual services in 2018 include:

\$1.1 million – other professional services	\$0.4 million – maintenance of equipment
\$0.9 million – utility charges	\$0.3 million – liability insurance
\$0.8 million – garage charges	\$0.2 million - telephone line charges

Commodities - \$0.5 million

Commodities account for 3% of the total General Fund budget in 2018. Commodities include office supplies, cleaning supplies, small tools and equipment, chemicals, purchase of uniforms, and medical supplies. The largest commodities are purchase of drug and medical supplies for the paramedics and uniforms for the public safety divisions.

	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016 Actual</u>	<u>2017 Budget</u>	<u>2018 Budget</u>
COMMODITIES	\$340,961	\$387,581	\$434,408	\$458,687	\$395,798	\$477,806	\$595,114	\$582,724	\$973,679
% of Total Budget	1.20%	1.34%	1.56%	1.64%	1.47%	1.81%	2.18%	1.95%	3.08%
change in commodities costs	(\$28,820)	\$46,620	\$46,827	\$24,279	(\$62,889)	\$82,008	\$117,308	(\$12,390)	\$390,955
change from previous year	-7.79%	13.67%	12.08%	5.59%	-13.71%	20.72%	24.55%	-2.08%	67.09%

Table 2.9 General Fund Commodities Expenditure History

MAJOR FUNDS – PURPOSES AND RESOURCES

Capital Outlay - \$1 million

Depreciation charges account for the variations of Capital Outlay. Purchase of new equipment is added to this charge until a full twenty year history is established for consistency. Auto and truck depreciation charges account for 58.1% of the 2018 general fund capital outlay. Computer software constitutes for 18.1%. Buildings and Other Structures saw an increase of more than \$40,000 for the replacement of the bay floors at Fire Headquarters.

	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016 Actual</u>	<u>2017 Budget</u>	<u>2018 Budget</u>
CAPITAL OUTLAY	\$589,564	\$657,876	\$479,172	\$508,855	\$477,690	\$734,043	\$730,374	\$958,474	\$1,033,544
% of Total Budget	2.07%	2.27%	1.73%	1.82%	1.78%	2.78%	2.67%	3.20%	3.27%
change in capital outlay	(\$422,903)	\$68,312	(\$178,704)	\$29,683	(\$31,165)	\$256,353	(\$3,669)	\$228,100	\$75,070
change from previous year	-41.77%	11.59%	-27.16%	6.19%	-6.12%	53.67%	-0.50%	31.23%	7.83%

Table 2.10 General Fund Capital Outlay Expenditure History

General Fund Ending Balance

The City's goal is to maintain at least a 15% to 25% balance of total expenditures in the General Fund. In 2010, a specific financial plan was established for a three year period (2010 – 2012) to reduce the 2010 beginning balance of 25% to the minimum of 15% ending in 2012. Even with deficit spending, it was realized that personnel had to be cut because these costs are the largest expenditure in the General Fund. A total of seven non-safety employees were laid off along with other additional cuts of \$1.5 million in 2010.

During 2011, the State of Ohio announced that revenues distributed to other local governments would be cut to help alleviate the shortage of revenues for their budget. These revenue cuts, along with a stagnant economy, forced the city to take further measures in 2012. This resulted in the lay-off of twenty-eight more employees for 2012. The 2013 budget was optimistic that the economy would improve and the city budgeted accordingly. During 2014, we realized that the budget needed more cuts to stay above the 15% minimum balance. More employees were scheduled for layoffs and expenditures were cut for the 2015 budget. Constant review of this fund's revenue and expenditures are one of the city's top priorities.

The estimated ending balance for the General Fund as of December 31, 2017 is estimated at \$4.3 million, with an anticipated carryover amount of \$1 million. This will leave the fund balance at 18.8%. The Financial Plan forecasts a balance of \$2.9 million with an anticipated carryover of \$600,000 for the 2018 year end, maintaining a 15.1% fund balance.

MAJOR FUNDS – PURPOSES AND RESOURCES

CITY INCOME TAX FUND & PUBLIC SAFETY LEVY FUND

Ohio law authorizes a municipal income tax on both corporate income and employee wages and salaries at a rate of up to 1% without voter authorization. In 1969, City electors authorized an income tax at the rate of 1.5%. In 2007, city voters authorized a 5 year increase to 1.75% with the passage of the Public Safety Levy which was renewed permanently in August 2012. The quarter percent additional tax is exclusively set aside for public safety purposes. Income taxes

are collected on business income and individuals' salaries and wages. Residents are currently permitted 100% credit on income taxes paid to other municipalities.

Business income and earned income (salaries, wages, commissions, bonuses, and other compensation paid by employers before any deductions) is subject to Middletown local income tax. In 2008, the City's largest employer moved their headquarters from Middletown, to a nearby township. The effects of this move along with the closing of three local paper mills, and the decline of the local economy, became a major concern of decreasing income tax revenues. This concern was the driving force for a Public Safety Levy.

Middletown's economy and the recession resulted in income tax revenue for 2009 to be the lowest revenue received over the past ten years based on the 1.5% tax rate. The additional .25% Public Safety Levy income tax has boosted this revenue close to prior year levels.

Since 2010, the City has been making progress in additional jobs and revenue. The two-hundred acre Premier Health Campus continues to grow with an array of health services and medical needs. The construction of Suncoke (a \$360 million facility), with 100 new jobs, was completed in 2011. The downtown area has developed into an arts, entertainment, and education destination with the opening of the Cincinnati State Technical and Business College campus and Pendleton Arts Center. Industrial businesses have relocated and expanded in the Midd Cities Industrial Park and the Yankee Road business park area. In 2015 the groundbreaking for a new \$36 million AK Steel Research and Development Center promised to keep seventy-five high technology jobs in the City with an additional fifteen jobs coming by 2018. Construction also began in fall 2015 on NTE, a \$600 million natural gas electric-generating facility that during the construction phase, will bring three hundred to four hundred construction jobs and will employ twenty-five to thirty permanent employees upon completion in 2018. The Middletown City Schools \$93 million construction of a new middle school on the current high school campus, including additions and renovations to the high school, continues with completion scheduled for Fall 2018. In 2017, construction began on a new 67,000-square-foot, \$30 million Kettering Health Network Emergency Room/Outpatient facility. The fifteen acre campus will offer full-service emergency department, outpatient lab and imaging services and medical building for physician practices. The medical center is expected to create one hundred ten new jobs, including registered nurses, respiratory therapists, imaging and lab technicians and support staff. Completion is scheduled for mid to late 2018.

MAJOR FUNDS – PURPOSES AND RESOURCES

City Income Tax Fund Revenues

	2010	2011	2012	2013	2014	2015	2016 Actual	2017 Budget	2018 Budget	2019 Financial Plan
Income Taxes	\$19,875,586	\$20,295,858	\$19,659,979	\$19,949,273	\$20,560,180	\$21,571,744	\$22,285,507	\$22,096,698	\$22,759,600	\$23,100,994
change from previous year	\$420,272	(\$635,879)	\$289,294	\$610,907	\$1,011,564	\$713,763	(\$188,809)	\$662,902	\$341,394	
change from previous year	2.1%	-3.2%	1.5%	3.0%	4.7%	3.2%	-0.9%	2.9%	1.5%	

Table 2.11 City Income Tax & Public Safety Levy Revenue History

All income tax revenues are deposited into the City Income Tax Fund. The quarter percent public safety levy tax is calculated monthly and the money is then deposited into the Public Safety Levy Fund. This procedure is used to ensure that we track all Public Safety Levy funds. The Public Safety Levy funds help support the public safety divisions in the General Fund.

City Income Tax Fund Expenditures

This fund directly supports the expenses of the income tax collection division (8 full time employees - \$725,790 budget), and distributes the remaining receipts to the City operating funds supported by income tax revenues.

Local income tax receipts provide support to the City funds listed below.

City Funds and the Percent of Total Revenues for Each Fund derived from Income Taxes

FUND	Amount	%
General Fund	\$13,633,213	61.86
Auto & Gas Tax Fund	570,000	2.59
Health Fund	150,000	33.0
Municipal Court Fund	350,000	19.3
Termination Pay Fund	500,000	100.0
G.O. Bond Retirement	1,589,809	64.7
Computer Replacement Fund	8,000	2.3
Police Pension Fund	890,000	81.5
Fire Pension Fund	1,095,000	84.4
Public Safety Levy Fund	3,251,395	100.0

Table 2.12 Funds supported by City Income Taxes

Changes in Ending Balances

Fund #	Fund	Ending	Ending	Ending	Change	Change	Primary Causes of Balance Changes
		Balance	Balance	Balance	from 2016	from 2017	
		12/31/2016	12/31/2017	12/31/2018	to 2017	to 2018	Greater than 10%
100	General Fund	\$4,505,440	\$4,264,124	\$2,923,768	-5.36%	-31.43%	Increased transfers to other funds, increased operating expenditures
<u>Special Revenue Funds</u>							
230	City Income Tax	\$117,293	\$126,000	\$122,393	7.42%	-2.86%	Transfer amounts vary according to income tax revenue
200	Public Safety Levy	\$0	\$14,694	\$21,089	100.00%	43.52%	Using balance for funding of Public Safety
210	Auto & Gas Tax Fund	\$1,289,525	\$824,742	\$533,838	-36.04%	-35.27%	Increased operating expenditures
215	Conservancy Fund	\$2,205	\$405	\$5,291	-81.63%	1206.42%	Using fund balances for contractual service expenses
228	Health & Environment Fund	\$106,300	\$111,270	\$11,932	4.68%	-89.28%	Using fund balance to support operations
229	EMS Fund	\$35,144	\$5,072	\$3,072	-85.57%	100.00%	Using fund balance for EMS training
238	UDAG Fund	\$144,715	\$97,067	\$24,347	-32.93%	-74.92%	Increased operating expenditures
240	Court Computerization Fund	\$96,855	\$46,855	\$1,855	-51.62%	-96.04%	Using fund balances for computer and related peripherals
242	Law Enforcement Trust Fund	\$31,990	\$31,990	\$31,990	0.00%	0.00%	No revenues or expenditures for 2018
243	Law Enforcement Mandatory Drug Fine Fund	\$144,078	\$144,078	\$95,335	0.00%	-33.83%	Increased operating expenditures
245	Probation Services Fund	\$230,854	\$206,023	\$178,111	-10.76%	-13.55%	Using fund balance for operations, operating expenditures increased
246	Termination Pay Fund	\$402,344	\$168,344	\$168,344	-58.16%	0.00%	Using fund balance for planned retirements
247	Indigent Driver Alcohol/Treatment	\$34,106	\$29,106	\$25,106	-14.66%	-13.74%	Increased contractual services in 2017 and 2018
248	Enforcement/Education Fund	\$49,088	\$16,138	\$15,238	-67.12%	-5.58%	Decreased revenue for 2017 and 2018 (Fines & Forfeitures), increased operating expenditures in 2017
249	Civic Development Fund	\$559,064	\$456,231	\$324,891	-18.39%	-28.79%	Increased revenue (Hotel/Motel Tax), increased operating expenditures
250	Municipal Court Fund	\$211,172	\$156,157	\$92,567	-26.05%	-40.72%	Increased income tax fund transfer (revenue) to this fund in 2017 and 2018, increased operating expenses for 2017 and 2018
251	Police Grant Fund	\$158,458	\$109,818	\$78,552	-30.70%	-28.47%	Increased expenditures for 2017 and 2018
252	Court IDIAM Fund	\$43,729	\$31,729	\$3,229	-27.44%	-89.82%	Increased contractual services in 2017 and 2018
253	Court Special Projects Fund	\$326,586	\$326,586	\$276,586	0.00%	-15.31%	Increased contractual services in 2017 and 2018
260	Nuisance Abatement Fund	\$215,741	\$403,741	\$273,741	87.14%	-32.20%	Repaying \$650,000 loan in 2016, increased intergovernmental revenue and contractual expenditures in 2017
262	Senior Citizens Levy Fund	\$289	\$289	\$289	0.00%	0.00%	
Total Special Revenue Funds		\$4,199,536	\$3,306,335	\$2,287,796	-21.27%	-30.81%	

Changes in Ending Balances

Fund #	Fund	Ending	Ending	Ending	Change	Change	Primary Causes of Balance Changes Greater than 10%
		Balance 12/31/2016	Balance 12/31/2017	Balance 12/31/2018	from 2016 to 2017	from 2017 to 2018	
<u>Debt Service Funds</u>							
305	General Obligation Bond Retirement	\$149,990	\$66,434	\$208,375	-55.71%	213.66%	Increased rental income in 2017 and 2018, decreased transfer amount in 2017 and 2018
325	Special Assessment Bond Retirement	\$506,882	\$497,016	\$503,341	-1.95%	1.27%	
340	East End/Towne Blvd. TIF	\$284,458	\$182,064	\$37,801	-36.00%	-79.24%	Decrease in revenue for 2017 and 2018, using fund balance to assist with debt payments
345	Downtown TIF	\$11,647	\$12,047	\$12,447	3.43%	3.32%	Small decrease in debt service for 2017 and 2018
350	Aeronca TIF	\$4,422	\$4,386	\$4,350	-0.81%	-0.82%	Increased contractual services for 2017 and 2018
355	Airport/Riverfront TIF	\$7,839	\$8,804	\$9,269	12.31%	5.28%	Small increase in TIF revenue budgeted in 2017, with decrease for 2018, decreased revenue for 2018
360	Miller Rd North TIF	\$82,043	\$90,628	\$99,235	10.46%	9.50%	Increased contractual services for 2017 and 2018
370	Towne Mall/Hospital TIF	\$164,737	\$116,517	\$13,297	-29.27%	-88.59%	Decreased revenue in 2017 and 2018, using fund balance to assist with debt payments
371	Renaissance N TIF	\$98,366	\$58,354	\$18,854	-40.68%	-67.69%	Decreased revenue in 2017 and 2018, using fund balance to assist with debt payments
372	Renaissance S TIF	\$151,779	\$69,946	\$10,246	-53.92%	-85.35%	Decreased revenue in 2017 and 2018, using fund balance to assist with debt payments, decreased contractual services for 2018
375	Greentree Industrial Park TIF	\$253,195	\$330,899	\$305,879	30.69%	-7.56%	Decreased revenue in 2018, increased contractual services and capital outlay in 2018
376	Made Industrial Park TIF	\$1,234	\$1,214	\$1,264	-1.62%	4.12%	Increased revenue in 2018
377	South Yankee Rd TIF	\$23,314	\$23,496	\$23,676	0.78%	0.77%	
Total Debt Service Funds		\$1,739,906	\$1,461,805	\$1,248,034	-15.98%	-14.62%	
<u>Capital Projects Funds</u>							
220	Capital Improvements Fund	\$486,867	\$551,169	\$709,471	13.21%	28.72%	Capital projects vary yearly, timing of grant reimbursements
481	Downtown Improvements	\$338,444	\$171,928	\$79,229	-49.20%	-53.92%	Increased revenue for 2018, decrease in capital outlay and slight increase in debt service
492	Airport Improvements Fund	\$368,797	\$293,797	\$271,750	-20.34%	-7.50%	Increased intergovernmental revenue in 2017 and 2018 due to grants received,
494	Water Capital Reserve Fund	\$1,384,117	\$1,626,317	\$2,048,538	17.50%	25.96%	Increased transfer amount in 2017, increased capital projects in 2016 and 2017
415	Storm Water Capital Reserve Fund	\$2,002,083	\$1,967,014	\$2,105,833	-1.75%	7.06%	Decreased transfer amount and decreased capital outlay expenditures in 2018
495	Sanitary Sewer Capital Reserve Fund	\$4,438,733	\$4,584,221	\$5,272,404	3.28%	15.01%	Increased transfer amount in 2018, increased capital projects for 2018
498	Computer Replacement Fund	\$1,752,794	\$1,544,464	\$1,552,392	-11.89%	0.51%	Decreased transfer amount and increased interest income revenue in 2018, decreased computer and software purchases for 2018
499	Property Development Fund	\$369,589	\$275,402	\$257,020	-25.48%	-6.67%	Increased intergovernmental and miscellaneous revenue and increased contractual services in 2018
485	Economic Development Bond Service	\$465,263	\$465,263	\$465,263	0.00%	0.00%	Transfer amount from general fund for debt payment
Total Capital Projects Funds		\$11,606,687	\$11,479,575	\$12,761,900	-1.10%	11.17%	

Changes in Ending Balances

Fund #	Fund	Ending	Ending	Ending	Change	Change	Primary Causes of Balance Changes Greater than 10%
		Balance 12/31/2016	Balance 12/31/2017	Balance 12/31/2018	from 2016 to 2017	from 2017 to 2018	
<u>Enterprise Funds</u>							
510	Water Fund	\$1,749,146	\$1,353,986	\$1,411,028	-22.59%	4.21%	Increased revenue, increased operating expenditures for 2018 and increased transfers out to capital projects in 2017
515	Storm Water Fund	\$374,135	\$238,378	\$340,071	-36.29%	42.66%	Small increase in charges for services revenue for both 2017 and 2018, slight decrease in operating expenses and transfer amounts for 2018
520	Sewer Fund	\$3,666,678	\$4,787,990	\$2,388,858	30.58%	-50.11%	Rate changes increased revenue for 2017 and 2018, using balances for increasing expenditures, increased transfer amount for 2018
525	Airport Fund	\$103,432	\$118,012	\$61,537	14.10%	-47.86%	Increased revenue from transfer amount in 2017, increased operating expenses in 2017 and 2018
530	Transit System Fund	\$73,681	\$8,796	\$58,297	-88.06%	562.77%	Increasing balances for purchase of buses in 2016, increased contractual services in 2017
546	Wellfield Protection Fund	\$1,899,080	\$1,674,547	\$919,555	-11.82%	-45.09%	Grant revenue and capital projects vary year to year, no grant revenue in 2017 and 2018, increased projects for 2018
555	Solid Waste Disposal Fund	\$179,234	\$107,496	\$87,050	-40.02%	-19.02%	Small increase in revenue charges for services for 2017 and 2018, addition of animal control officer increased expenditures for 2017 and 2018
Total Enterprise Funds		\$8,045,386	\$8,289,205	\$5,266,396	3.03%	-36.47%	
<u>Internal Service Fund</u>							
605	Municipal Garage Fund	\$6,599,969	\$7,083,282	\$5,595,663	7.32%	-21.00%	Fluctuation of equipment purchases each year, fluctuation of sale of assets, increased operating expenditures
661	Employee Benefits Fund	\$72,842	\$197,040	\$11,469	170.50%	-94.18%	Using fund balance for health costs
Total Internal Service Funds		\$6,672,811	\$7,280,322	\$5,607,132	9.10%	-22.98%	
<u>Trust Funds</u>							
725	Police Pension Fund	\$245,492	\$305,540	\$262,466	24.46%	-14.10%	Fluctuates according to actual police wages & overtime
726	Fire Pension Fund	\$245,491	\$306,668	\$247,310	24.92%	-19.36%	Fluctuates according to actual fire wages & overtime
Total Trust Funds		\$490,983	\$612,208	\$509,776	24.69%	-16.73%	

Changes in Ending Balances

Fund #	Fund	Ending	Ending	Ending	Change	Change	Primary Causes of Balance Changes
		Balance 12/31/2016	Balance 12/31/2017	Balance 12/31/2018	from 2016 to 2017	from 2017 to 2018	
<u>Federal Grant Funds</u>							
254	Home Program Fund	\$24,652	\$24,652	\$24,652	0.00%	0.00%	
429	Community Development Fund	\$107,044	\$107,044	\$107,044	0.00%	0.00%	Using fund balances for expenditures
736	Community Dev. Escrow Fund	\$631,398	\$694,648	\$757,898	10.02%	9.11%	Using fund balances for expenditures
258	Neighborhood Stabilization Program	\$243,196	\$243,196	\$243,196	0.00%	0.00%	
Total Federal Grant Funds		\$1,006,290	\$1,069,540	\$1,132,790	6.29%	5.91%	
<u>Special Assessment Funds</u>							
876	Main Street Improvements	\$0	\$0	\$0	0.00%	0.00%	
880	Central Ave. Sidewalk, Curb and Gutter	\$0	\$527	\$527	100.00%	0.00%	
881	2018 Sidewalk, Curb and Gutter	\$0	\$0	\$0	0.00%	0.00%	
885	2017 Sidewalk, Curb and Gutter	\$0	\$0	\$0	0.00%	0.00%	
Total Special Assessments		\$0	\$527	\$527			
GRAND TOTAL - ALL FUNDS		\$38,267,039	\$37,763,641	\$31,738,119	-1.32%	-15.96%	

PERSONNEL COUNT BY DEPARTMENT

DEPARTMENT/DIVISION	FULL TIME					PART TIME/GRANT					ALL EMPLOYEES				
	2014	2015	2016	2017	2018	2014	2015	2016	2017	2018	2014	2015	2016	2017	2018
City Council	1	1	1	1	1	2.0	2.0	2.0	1.0	1.0	3.0	3.0	3.0	2.0	2.0
City Manager															
City Manager's Office	2	3	2	2	2						2.0	3.0	2.0	2.0	2.0
Civic Development			1								0.0	0.0	1.0	0.0	0.0
Total City's Manager's Office	2	3	3	2	2						2.0	3.0	3.0	2.0	2.0
Community Revitalization															
Building Inspection	2	3	4	5	5						2.0	3.0	4.0	5.0	5.0
Building Maintenance	3	3	3	3	3						3.0	3.0	3.0	3.0	3.0
Community Revitalization Admin.	2	1	1	1	1						2.0	1.0	1.0	1.0	1.0
Community Development	0	0	0	0.5	0.5	6.0	6.0	7.0	7.0	6.0	6.0	6.0	7.0	7.5	6.5
Golf Clubhouse	1	0	0	0	0	9.2					10.2	0.0	0.0	0.0	0.0
Golf Maintenance	4	0	0	0	0	6.7					10.7	0.0	0.0	0.0	0.0
Litter and Waste Collection	1	1	0	0.5	0.5						1.0	1.0	0.0	0.5	0.5
Planning	1	1	2	2	2						1.0	1.0	2.0	2.0	2.0
Transit	4	4	4	4	4	6.8	6.8	6.8	6.8	6.8	10.8	10.8	10.8	10.8	10.8
Total Community Revitalization	18	13	14	16	16	28.7	12.8	13.8	13.8	12.8	46.7	25.8	27.8	29.8	28.8
Public Safety															
Public Safety Admin		1	1	1							0.0	1.0	1.0	1.0	0.0
Fire Administration	2	3	3	3	3						2.0	3.0	3.0	3.0	3.0
Fire Operations	63	60	60	63	60	6.0		12.0	12.0		69.0	60.0	60.0	75.0	72.0
Fire Training/Prevention	2	2	2	2	5						2.0	2.0	2.0	2.0	5.0
Criminal Investigation	16	14	15	20	13	0.5					16.5	14.0	15.0	20.0	13.0
Narcotics				7											7.0
Jail Management	12	12	13	12	12	1.2	1.2	1.2	1.2	1.2	13.2	13.2	14.2	13.2	13.2
Police Administration	3	4	4	4	4						3.0	4.0	4.0	4.0	4.0
Police & Fire Dispatch	13	13	15	15	15						13.0	13.0	15.0	15.0	15.0
Police Services	5	5	5	5	5						5.0	5.0	5.0	5.0	5.0
Uniform Patrol	54	51	51	48	49	4.0					58.0	51.0	51.0	48.0	49.0
Total Public Safety	170	165	169	173	173	11.7	1.2	1.2	13.2	13.2	181.7	166.2	170.2	186.2	186.2
Economic Development															
Economic Development	3	4	4	4	4						3.0	4.0	4.0	4.0	4.0
Communications				1	1									1.0	1.0
Total Economic Development	3	4	4	5	5						3.0	4.0	4.0	5.0	5.0

PERSONNEL COUNT BY DEPARTMENT

DEPARTMENT/DIVISION	FULL TIME					PART TIME/GRANT					ALL EMPLOYEES				
	2014	2015	2016	2017	2018	2014	2015	2016	2017	2018	2014	2015	2016	2017	2018
Health Department	3	3	4	5	5	0.2	1.5	1.0	1.0	1.0	3.2	4.5	5.0	6.0	6.0
Law															
Law	4	5	5	5	5	0.5	0.5	0.5	0.5	0.5	4.5	5.5	5.5	5.5	5.5
Human Resources	1	1	1	2	3	1.8	1.8	1.2	1.0	0.7	2.8	2.8	2.2	3.0	3.7
Total Law Department	5	6	6	7	8	2.3	2.3	1.7	1.5	1.2	7.3	8.3	7.7	8.5	9.2
Finance Department															
City Income Tax	6	6	8	8	8	2.4	2.4				8.4	8.4	8.0	8.0	8.0
Finance Administration	2	2	2	2	2						2.0	2.0	2.0	2.0	2.0
Purchasing	0	0	0	0	0	0.7	0.7	0.7	0.7	0.7	0.7	0.7	0.7	0.7	0.7
Sewer Administration	4	4	4	4	4						4.0	4.0	4.0	4.0	4.0
Treasury	3	3	3	3	3						3.0	3.0	3.0	3.0	3.0
Water Administration	4	4	4	4	4						4.0	4.0	4.0	4.0	4.0
Total Finance Department	19	19	21	21	21	3.1	3.1	0.7	0.7	0.7	22.1	22.1	21.7	21.7	21.7
Information Systems	4	5	5	6	6	0.3					4.0	5.3	5.0	6.0	6.0
Municipal Court															
Municipal Court	20	20	20	20	20	1.5	1.5	1.5	1.5	1.5	21.5	21.5	21.5	21.5	21.5
Probation	1	1	1	1	1						1.0	1.0	1.0	1.0	1.0
Total Municipal Court	21	21	21	21	21	1.5	1.5	1.5	1.5	1.5	22.5	22.5	22.5	22.5	22.5
Public Works & Utilities															
Electronic Maintenance	2	2	2	2	2	0.7	0.7	0.7	0.7	1.3	2.7	2.7	2.7	2.7	3.3
Engineering	4.5	4.5	4.5	3.5	3.5						4.5	4.5	4.5	3.5	3.5
Grounds Maintenance	2	2	2	2.5	2.5	0.2	0.2	0.2	0.2	0.2	2.2	2.2	2.2	2.7	2.7
Municipal Garage	7	7	7	7	7						7.0	7.0	7.0	7.0	7.0
Parks Maintenance	6	6	6	6	6	0.2	0.2	0.7	1.2	1.2	6.2	6.2	6.7	7.2	7.2
Public Works & Utilities Admin.	4	4	5	5	5						4.0	4.0	5.0	5.0	5.0
Sewer Maintenance	10	10	10	10	10						10.0	10.0	10.0	10.0	10.0
Storm Water Maintenance	7.5	8.5	8.5	9	9						7.5	8.5	8.5	9.5	9.5
Street Maintenance	12	12	12	12	12						12.0	12.0	12.0	12.2	12.2
Wastewater Treatment	17	17	17	17	16						17.0	17.0	17.0	17.0	16.9
Water Treatment	12	12	12	12	12	0.6	0.6	0.6	0.6	0.6	12.6	12.6	12.6	12.6	12.6
Water Maintenance	15	15	15	15	15						15.0	15.0	15.2	15.2	15.2
Total Public Works & Utilities	99	100	101	101	100	1.6	1.6	2.4	3.6	5.1	100.6	101.6	103.4	104.6	105.1
TOTAL PERSONNEL	345	340	349	358	358	51.1	26.3	24.2	36.3	36.5	396.1	366.3	373.2	394.3	394.5

PERSONNEL HISTORY

There are 358 full time employees budgeted for 2018, the same amount as 2017, although, there have been new positions added, one full time and one part time position eliminated and some full time positions that have become part time.

City Manager's Office

Communications intern position, a position that was created as a two year trial, was added to the City Manager's Office in 2015. In 2016, this position was transferred to the Civic Development Fund. In 2017, Communications became a division of the Economic Development Department. In July 2017, the position of Communications Intern was evaluated and changed to "Communications Coordinator" and will remain a division of the Economic Development Department.

Community Revitalization Department

- Building Inspection – In 2010, three building inspectors were cut due to the local economy and lowered construction projects, one inspector was added back in 2015 and one Field Inspector position was added in 2016 due to local construction projects. There is an addition of one Field Inspector added in the 2017 budget.
- Community Development has all grant funded employees. Due to the very nature of the grant, the number of employees varies according to programs and/or projects.
- Community Revitalization Administration consists of one Community Revitalization Director.
- Golf Clubhouse and Golf Maintenance employees were laid off in late 2014 due to the sale of the golf course.
- Litter and Waste Collection and Neighborhood Improvement Divisions were project based and added to the Community Development programs. In 2017, there is an addition of one Animal Control Officer.
- The Planning Division decreased two positions due to one retirement and transferring one position to Economic Development in 2014. In 2016, two lower paid positions replaced the Planning Director position.
- Upon retirement of the Transit supervisor in 2013, the Transit Division's daily operation was managed by the Butler County Regional Metro Authority. This merger allowed the supervisor position to be eliminated along with the Lead Bus Driver position.
- In June 2017, the vacancy of a Secretary III position in the Community Development Division inspired change in the department and an additional, existing Secretary III position was upgraded to an Administrative Assistant position. This upgrade eliminated a full time grant funded Secretary III position.

Public Safety

In 2014, Public Safety was restructured with the addition of a Director and an Assistant Fire Chief and Assistant Police Chief and fifteen less employees due to budget constraints – eight firefighters and seven patrol officers. In 2016, four positions were added back, two dispatchers due to increased duties, one patrol officer, and one correction officer. There was the addition of one Patrol Officer and three Firefighter EMT positions in the 2017 budget. These Firefighter EMT positions are in addition to the twelve grant funded Firefighter EMT positions added in 2016 and 2017. In 2018 three veteran Firefighter Paramedics were promoted to Lieutenant and moved from Fire Operations to Fire Training/Prevention to fill the need for additional administrative help.

The position of Public Safety Director was eliminated in 2017 and 2018 will see the addition of one Patrol Officer. The Assistant Police Chief position was eliminated in 2017 and four Police Lieutenant

PERSONNEL HISTORY

Positions were reclassified to become Deputy Police Chiefs in 2018. Both the Public Safety Director and the Assistant Police Chief positions were eliminated through attrition.

Economic Development

This department had two full time employees as of 2009, an Economic Development Director and an Assistant Economic Development Director. An Administrative Assistant was transferred from Planning in 2014 and an additional Assistant Economic Development Director was added in 2015. The Communications Division was added to the Economic Development Department in 2017, bringing the Communications Intern from the City Manager's Department and adding that position to the General Fund. In June 2017, the Communications Intern position was evaluated and changed to "Communications Coordinator". Communications will remain a division of Economic Development and is now funded by the General Fund.

Health Department

Two full time employees have been eliminated, one in 2009 and one in 2012. A full time sanitarian was added in 2016 to expand services. In 2017, there was an addition of one Vital Statistics Deputy Registrar position. An existing Part Time Administrative Assistant Position is changing to a Full Time position in 2018 along with the shift of a Full Time Vital Statistics Deputy Registrar becoming Part Time.

Law Department

A vacant position of Assistant Law Director was cut from the budget beginning in 2012. In 2015, a staff attorney was added. The 2018 Law Budget sees several changes in personnel. In 2017, the part time Victim's Advocate Volunteer Coordinator position was privatized and is no longer a City held position. The Law Director position will be eliminated through attrition and the Assistant Law Directors are reclassified to become "General Counsel". There is also the addition of one General Counsel position as well as one new part time position added as "Special Counsel". The Human Resources Division has volleyed with full time, part time, and contract employees since 2012. In 2016, there were two part time Human Resource Specialists and one full time Human Resource Clerk. The 2017 budget added one full time position of Human Resources Specialist. The addition of one more Human Resources Specialist was added to the 2018 budget. The Human Resources Division will consist of two part time Human Resources Specialists, two full time Human Resource Specialists and one full time Human Resource Clerk in 2018.

Finance Department

The full time purchasing agent became a part time employee in 2007. In 2016, the Information Systems Division left the Finance Department and became a department now answering to the City Manager along with all other departments.

Information Systems

One position from the Information Systems Division was laid off in 2013 to help alleviate financial constraints. The addition of one Computer Programmer/Analyst position was added to Information Systems to assist with new software implementation in tax, future implementation in public safety, and increased web presence communications needs in 2014. In 2015, one new position of Computer Technician was added to assist in the daily operations of the City staff. In 2016, Information Systems Division left the Finance Department, becoming an independent department now answering directly to the City Manager along with all other departments.

PERSONNEL HISTORY

Public Works Department

Wastewater Treatment Plant Manager position changed from full time to a newly created part time position in 2016.

Electronic Maintenance added a part time Senior Electronics position in early 2017.

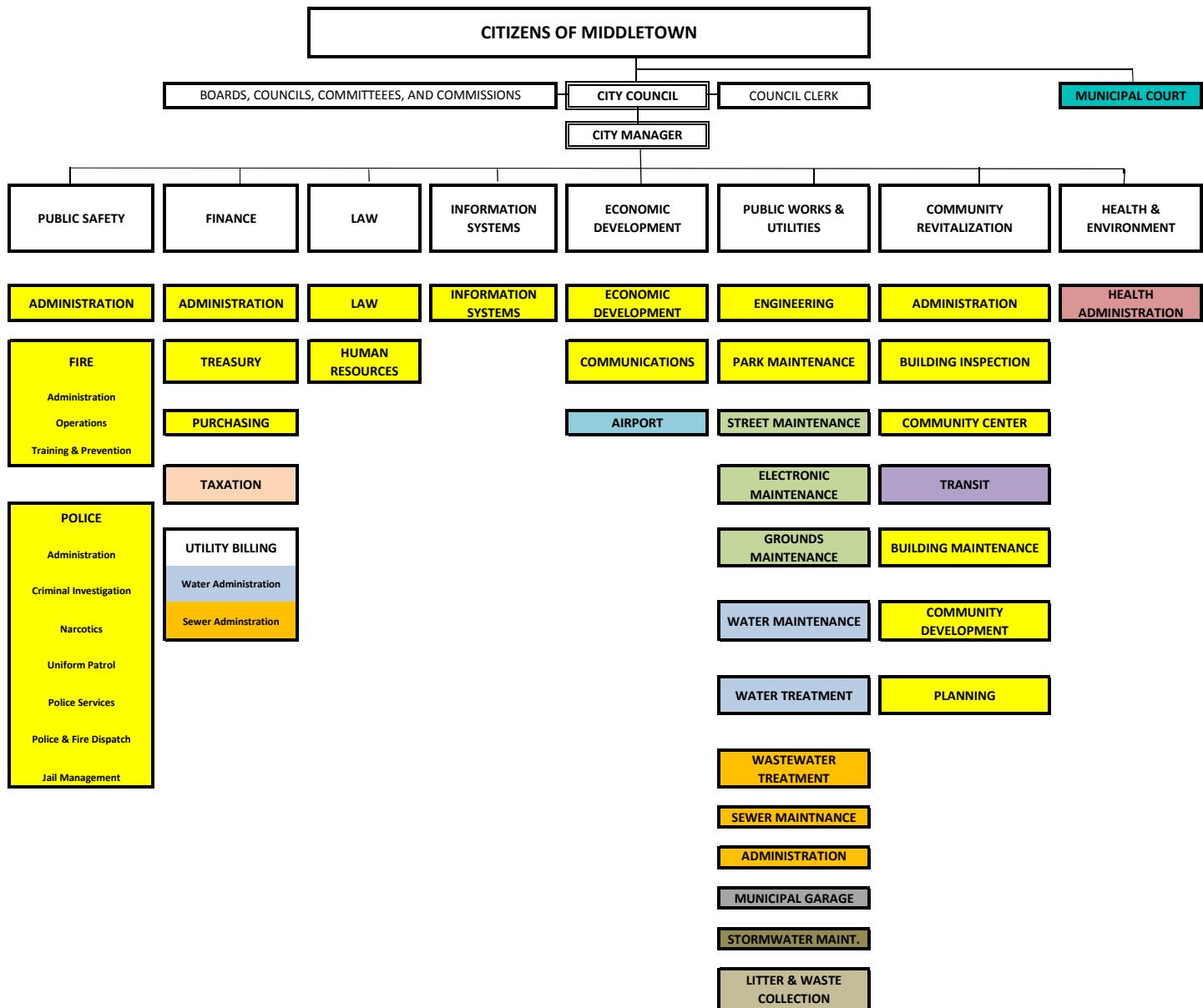
The addition of the “Transform Middletown” crew of seasonal positions that were added in 2016 have remained in both the 2017 and the 2018 budgets.

The Grounds Maintenance Supervisor was added in 2017.

The Grounds, Streets, Parks and Storm Water Maintenance Divisions will retain all seasonal positions in 2018.



Seasonal “Transform Middletown” crew at work.

CITY OF MIDDLETOWN 2018 ORGANIZATIONAL CHART


Yellow Highlight = General Fund (Major Fund)
Light Blue Highlight = Water Fund
Green Highlight = Auto & Gas Tax Fund
Orange Highlight = Sewer Fund
Pink Highlight - Health & Environment Fund
Gray Highlight - Municipal Garage Fund
Aqua Highlight = Airport Fund
Purple Highlight = Transit Fund
Dark Tan Highlight = Storm Water Fund
Teal Highlight = Municipal Court Fund
Peach Highlight = Income Tax Fund (Major Fund)
Light Tan Highlight = Solid Waste Fund

OPERATING FUNDS

Organizational Chart Fund Descriptions

General Fund (Major Fund)

The General Fund is the City's largest fund and accounts for all financial resources except those required by Federal, State, or local regulation to be accounted for in another fund.

City Income Tax Fund (Major Fund)

This fund accounts for income taxes received for distribution to other funds of the City. Included in the City Income Tax Fund is the Taxation Division.

Auto and Gas Tax Fund

This fund accounts for state levied and controlled gasoline tax and county vehicle license fees that are remitted to the City for routine street maintenance and traffic control.

Health Fund

The Health Fund accounts for grant money received from the State for the City's public health subsidy as well as other revenues, and accounts for the activities of the City Health Department.

Municipal Court Fund

This fund accounts for fines and court costs levied by the City's Municipal Court and the operations of the Middletown Municipal Court. The Municipal Court

has jurisdiction in civil and misdemeanor criminal cases as well as preliminary hearings of felony cases.

Water Fund

The Water Fund accounts for all revenues and expenditures of the City's water system. All operating expenditures, capital improvements, and debt service payments connected with the City water system are paid by this fund.

Storm Water Fund

This fund was established in 2006 and accounts for the City's storm sewer system. All operating expenditures and capital improvements costs connected with the storm sewer system are paid by this fund.

Sewer Fund

The Sewer Fund accounts for the City's wastewater treatment system. All operating expenditures, capital improvements, and debt service costs connected with the wastewater treatment system are paid by this fund.

Airport Fund

This fund accounts for the operation of the Middletown Regional Airport/Hook Field. The major source of revenue is hangar lease payments. A twenty-year bond was issued in 2008 to purchase the

buildings at the airport from a privately owned company.

Transit System Fund

The Transit Fund accounts for the operation of the City's public bus line system. Major revenues include federal and state transit operating and capital improvement subsidies.

Solid Waste Disposal Fund

This fund accounts for the City's solid waste disposal programs. Programs include refuse pickup and recycling from a private contractor as well as expenses connected with the maintenance of the former City landfill property.

Municipal Garage Fund

This fund accounts for the operations of the municipal garage, for the purchase, sale and repair of vehicles for all departments within the City. All garage operating costs and citywide vehicle purchases are paid for by this fund. The revenues to this fund are paid by the user department

OTHER FUND DESCRIPTIONS

Other Funds - by Departments

DEPARTMENT OF PUBLIC SAFETY:

Emergency Medical Services Fund (EMS)

This fund is used for revenues designated for training of the emergency medical personnel in the Fire Division.

Law Enforcement Trust Fund

This fund accounts for revenues resulting from the sale of property seized by the Police Division in the course of its criminal investigations (federal funds from the Department of Justice). Expenditures are solely for law enforcement purposes.

Mandatory Drug Fine Fund

This fund accounts for drug fines received as a result of mandatory drug offense fines arising from arrests. Expenditures are for law enforcement purposes pertaining to drug offenses.

Enforcement/Education Fund

This fund accounts for fines collected by the Municipal Court to be used for traffic education and enforcement.

Police Grant Fund

To account for grant funds awarded to the Police Division by outside sources. The grants anticipated in 2017 will be used for

overtime of patrol officers for visibility traffic enforcement.

MUNICIPAL COURT:

Court Computerization Fund

This fund receives a portion of the court costs assessed to persons appearing in Middletown Municipal Court and accumulates funds for computer equipment and software for the court system.

Court Indigent Driver Interlock and Alcohol Monitoring Fund (IDIAM)

This fund accounts for the revenues (fines) and expenses associated with the Municipal Court's DUI convictions according to Senate Bill 17 to aid in the cost of immobilizing or disabling devices.

Court Special Projects Fund

This fund receives a portion of the court costs assessed by the Municipal Court for equipment and special projects.

Probation Services Fund

This fund was established to account for probation fees levied by the Middletown Municipal Court to support staffing and counseling of domestic abuse offenders.

Indigent Driver Alcohol Treatment

Accounts for fines collected by the Municipal Court to be used for treatment of indigent drivers convicted of driving under the influence.

ECONOMIC DEVELOPMENT:

Civic Development Fund

This fund accounts for the City's transient lodging tax receipts that are to be used for civic development purposes. The majority of revenues from this fund go to the Middletown Convention and Visitors Bureau to promote our City.

Urban Development Action Grant Fund (UDAG)

This fund accounts for Urban Development Action Grant loans that are given to businesses for economic development activities such as façade loans for the downtown area.

Property Development Fund

This fund accounts for all revenues and expenditures connected with the development of city owned property.

Downtown Improvements Fund

This fund accounts for the expenditures connected with the downtown area and the

OTHER FUND DESCRIPTIONS

Other Funds - by Departments

City's economic development efforts.

Economic Development Bond Service

This accounts for revenue and expenditures associated with the economic development projects.

COMMUNITY REVITALIZATION DEPARTMENT:

Nuisance Abatement Fund
This fund was established in 2011 to account for revenues (fines and assessments) associated with property maintenance violations such as accumulated rubbish, tall weeds and grass, and other property maintenance violations as specified in the Codified Ordinances. The Community Revitalization Department oversees this fund.

Community Development Fund

This grant funds activities including both traditional redevelopment projects and economic development activities through the Office of Community Planning and Development of the U.S. Department of Housing and Urban Development. Specific programs slated for 2014 are emergency housing rehabilitation and code enforcement. Funding is also designated for local programs such as fair housing and

sponsoring of neighborhood volunteer improvement programs.

Community Development Escrow Fund

Established to account for loan repayments from property owners who received grants through the City's Community Development Block Grant. Expenditures are targeted for nuisance and property abatement measures in targeted areas.

Neighborhood Stabilization Program Fund (NSP)

This program was established in 2009 under the American Recovery and Reinvestment Act for the purpose of stabilizing communities that have suffered from foreclosures and abandonment. Our goal is to purchase and redevelop or rehabilitate foreclosed and abandoned homes and residential properties to stabilize area home values.

HOME Program

Established to account for HOME Program revenues from HUD. The program provides funds for first-time home purchases and housing rehabilitation assistance to low and moderate income families.

PUBLIC WORKS AND UTILITIES DEPARTMENT:

Well Field Protection Fund
Accounts for the revenues of the well field protection fee. The expenditures in this fund include management of the well field, water well network (sampling and reporting to Ohio Environmental Protection Agency), and reserve funds for emergency response and risk management to assist businesses in the well field protection zone with the best management practices.

FINANCE DEPARTMENT:

Computer Replacement Fund

This fund accumulates funds from user departments/divisions for future purchase of a new mainframe computer for the City and scheduled replacements of software, personal computers, printers, and copiers.

THESE FUNDS ARE USED TO AID DEPARTMENTS IN THEIR TASKS, GOALS, OR DESIGNATED PROJECT.

DEPARTMENT	GENERAL FUND	INCOME TAX FUND	NON MAJOR FUNDS	PROPRIETARY FUNDS
CITY COUNCIL	X	X		
CITY MANAGER	X	X		
PUBLIC SAFETY	X	X	X	
FINANCE	X	X		X
LAW	X	X		
ECONOMIC DEVELOPMENT	X	X	X	
PUBLIC WORKS & UTILITIES	X	X	X	X
COMMUNITY REVITALIZATION	X	X	X	X
HEALTH & ENVIRONMENT		X	X	
MUNICIPAL COURT		X	X	

Most departments have multiple divisions requiring different sources of funding.

Example: Water Maintenance and Engineering are divisions of the Department of Public Works & Utilities. Engineering is supported by the General Fund while the Water Maintenance Division is supported by the Water Fund.

The City of Middletown's finances are reported in funds, while the organizational structure consists of departments that perform the many various duties necessary to maintain day to day operations. The following table shows the relationship of the departments to the funds that support the departments.

Fund	Department/Division	Fund	Department/Division	Fund	Department/Division
* 100 General Fund		240 Court Computerization Fund		515 Storm Water Fund	
101 City Council		242 Law Enforcement Trust Fund		461 Storm Water Maintenance	
111 City Manager		243 Mandatory Drug Fine Fund		902 Admin Support	
131 Finance Admin		245 Probation Services Fund		915 Transfers Out	
132 Treasury		246 Termination Pay Fund		520 Sewer Fund	
136 Information Systems		247 Indigent Driver Alcohol/Treatment Fund		580 Admin	
137 Purchasing		248 Enforcement/Education Fund		581 Waste Water Treatment	
142 Human Resources		249 Civic Development Fund		582 Sewer Maintenance	
150 Law		250 Municipal Court Fund		583 Public Works Admin & Utility	
162 Planning		251 Police Grant Fund		901 Debt Service	
163 Community Development		252 Court IDIAM Fund		902 Admin Support	
164 Economic Development		253 Court Special Projects Fund		915 Transfers Out	
165 Communications		260 Nuisance Abatement Fund		525 Airport Fund	
209 Public Safety Admin		262 Senior Citizens Levy Fund		525 Airport	
211 Fire Admin		305 General Obligation Bond Retirement Fund		915 Transfers Out	
212 Fire Operations		325 Special Assessment Bond Retirement Fund		530 Transit Fund	
213 Fire Training/Prevention		340 East End/Towne Blvd Tax Increment Fund		546 Wellfield Protection Fund	
221 Police Admin		345 Downtown Tax Increment Fund		555 Solid Waste Fund	
223 Narcotics		350 Aeronca Tax Increment Fund		901 Debt Service	
222 Criminal Investigation		355 Airport/Riverfront Tax Increment Fund		902 Admin Support	
224 Uniform Patrol		360 Miller Road N Tax Increment Fund		905 Litter & Waste Collection	
225 Police Services		370 Towne Mall/Hospital Tax Increment Fund		990 Solid Waste	
226 Police/Fire Dispatch		371 Renaissance N Tax Increment Fund		605 Municipal Garage Fund	
229 Jail Management		372 Renaissance S Tax Increment Fund		661 Employee Benefits Fund	
260 Building Inspection		375 Greentree Industrial Park Tax Increment Fund		725 Police Relief & Pension Fund	
261 Building Maintenance		376 Made Industrial Park Tax Increment Fund		726 Fire Relief & Pension Fund	
410 Community Revitalization Admin		377 South Yankee Rd Tax Increment Fund		254 HOME Program Fund	
411 Community Center		220 Capital Improvement Fund		258 Neighborhood Stabilization Program Fund	
413 Recreation		415 Storm Water Capital Reserve Fund		429 Community Development Act 1974 Fund	
512 Engineering		481 Downtown Improvements Fund		736 Community Development Act Escrow Fund	
542 Parks Maintenance		485 Economic Development Bond Fund			
590 Street Lighting		492 Airport Improvement Fund			
911 Non-Departmental		494 Water Capital Reserve Fund			
915 Transfers Out		495 Sewer Capital Reserve Fund			
200 Public Safety Levy Fund		498 Computer Replacement Fund			
210 Auto & Gas Tax Fund		499 Property Development Fund			
	524 Electronics Maintenance	876 Main Street Improvements/Special Assessment Fund			
	541 Streets Maintenance	880 Central Ave Sidewalk, Curb & Gutter Fund			
	543 Grounds Maintenance	881 2018 Sidewalk, Curb & Gutter Program Fund			
215 Conservancy Fund		885 2017 Sidewalk, Curb & Gutter Program Fund			
228 Health Fund		510 Water Fund			
	450 Admin	560 Admin			
229 EMS Fund		561 Water Treatment			
* 230 City Income Tax Fund		562 Water Maintenance			
	133 Taxation	901 Debt Service			
	915 Transfers Out	902 Admin Support			
238 UDAG Fund		915 Transfers Out			

* Denotes Major Fund

General Fund

Special Revenue Fund

Debt Service Fund

Capital Improvement Fund

Special Assessment Fund

Enterprise Fund

Internal Service Fund

Trust Fund

Federal Grant Fund

Table 2.13 Fund Support for Departments/Divisions

SECTION 3

GENERAL FUND

GENERAL FUND REVENUES

DEFINITION OF GENERAL FUND

The General Fund accounts for all financial resources except those required by Federal, State, or local regulation accounted for in another fund. Accordingly, it is the largest fund used.

REVENUES

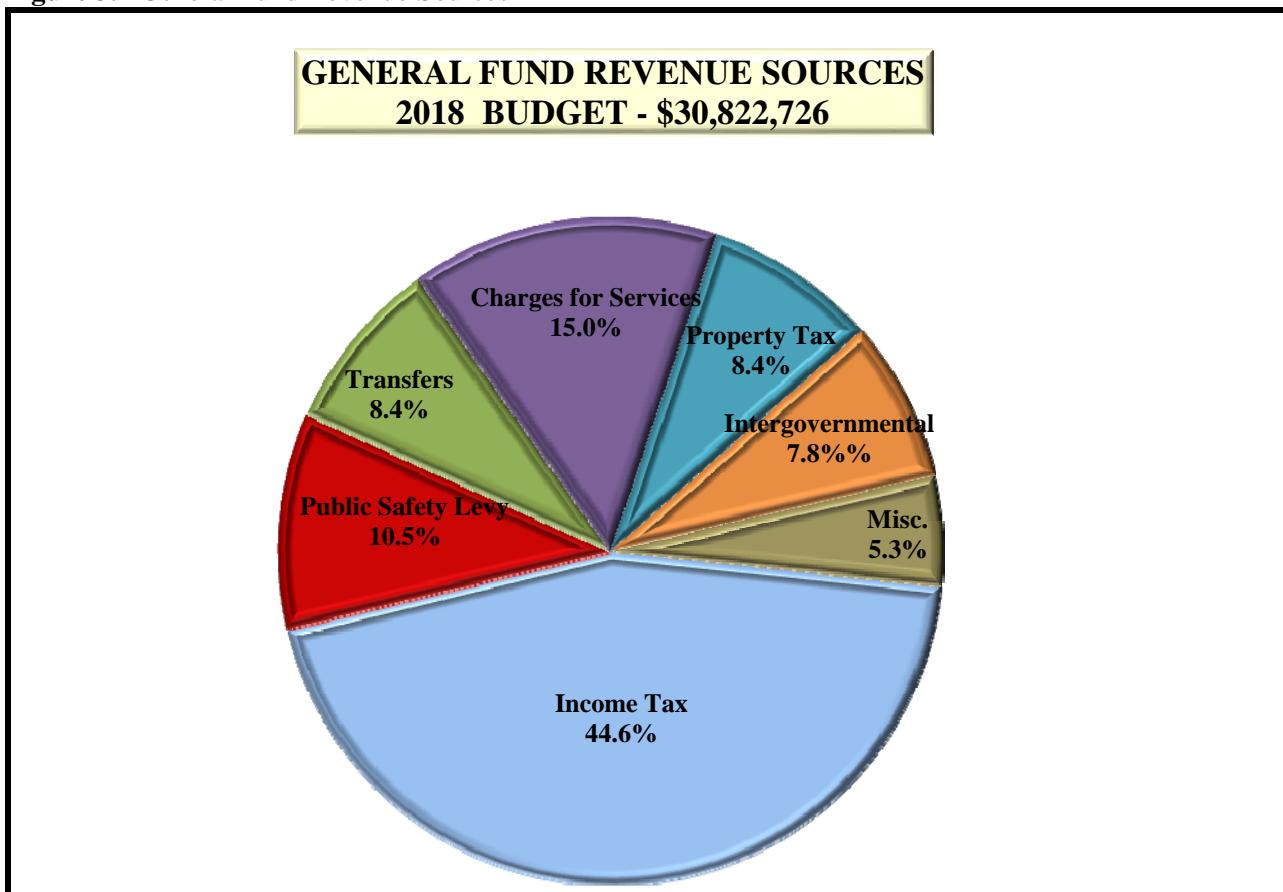
General Fund revenue is made up of income tax, real estate property taxes, intergovernmental revenues (revenue from other governmental agencies), charges for services, licenses and permits, rentals and leases, miscellaneous revenue, interest revenue, and transfers-in from other funds. The pie chart below (Figure 3.1)

shows the proportion of each major revenue source to the total General Fund revenues. The General Fund Revenue Sources (Table 3.1) lists the major revenue sources, as well as transfers from other funds.

Revenue Assumptions

Fiscal year 2018 revenue estimates are based on known revenue sources such as property taxes and leases, current economic conditions and policies as well as historical trend. Historical trend is based on the period of the past three years. Revenue is monitored on a monthly basis throughout the year.

Figure 3.1 General Fund Revenue Sources



GENERAL FUND SOURCES OF REVENUE							
Revenue Source	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget	Increase or Decrease \$	%
Income Tax Transfer	\$11,888,061	\$12,767,899	\$12,430,437	\$13,244,000	\$13,733,213	489,213	3.7%
Public Safety Levy Transfer	3,000,000	3,025,000	3,265,000	3,142,000	3,245,000	103,000	3.3%
Property Tax	2,587,930	2,526,564	2,496,401	2,579,431	2,579,431	0	0.0%
Intergovernmental	2,095,614	1,289,943	1,239,484	2,007,963	2,411,996	404,033	20.1%
Charges for Services	4,294,408	4,244,017	4,456,673	4,569,722	4,615,419	45,697	1.0%
Miscellaneous	1,784,228	1,234,846	1,657,085	1,587,703	1,549,219	(38,484)	-2.4%
Interest	<u>12,127</u>	<u>64,598</u>	<u>70,003</u>	<u>56,669</u>	<u>85,660</u>	<u>28,991</u>	<u>51.2%</u>
Subtotal	\$25,662,368	\$25,152,867	\$25,615,083	\$27,187,488	\$28,219,938	1,032,450	3.8%
Transfers-In	<u>\$3,016,605</u>	<u>\$1,767,091</u>	<u>\$2,763,407</u>	<u>\$2,531,683</u>	<u>\$2,602,788</u>	<u>71,105</u>	<u>2.8%</u>
Total	<u>\$28,678,973</u>	<u>\$26,919,958</u>	<u>\$28,378,490</u>	<u>\$29,719,171</u>	<u>\$30,822,726</u>	<u>1,103,555</u>	<u>4.7%</u>

Table 3.1 General Fund Revenue Comparison by Category

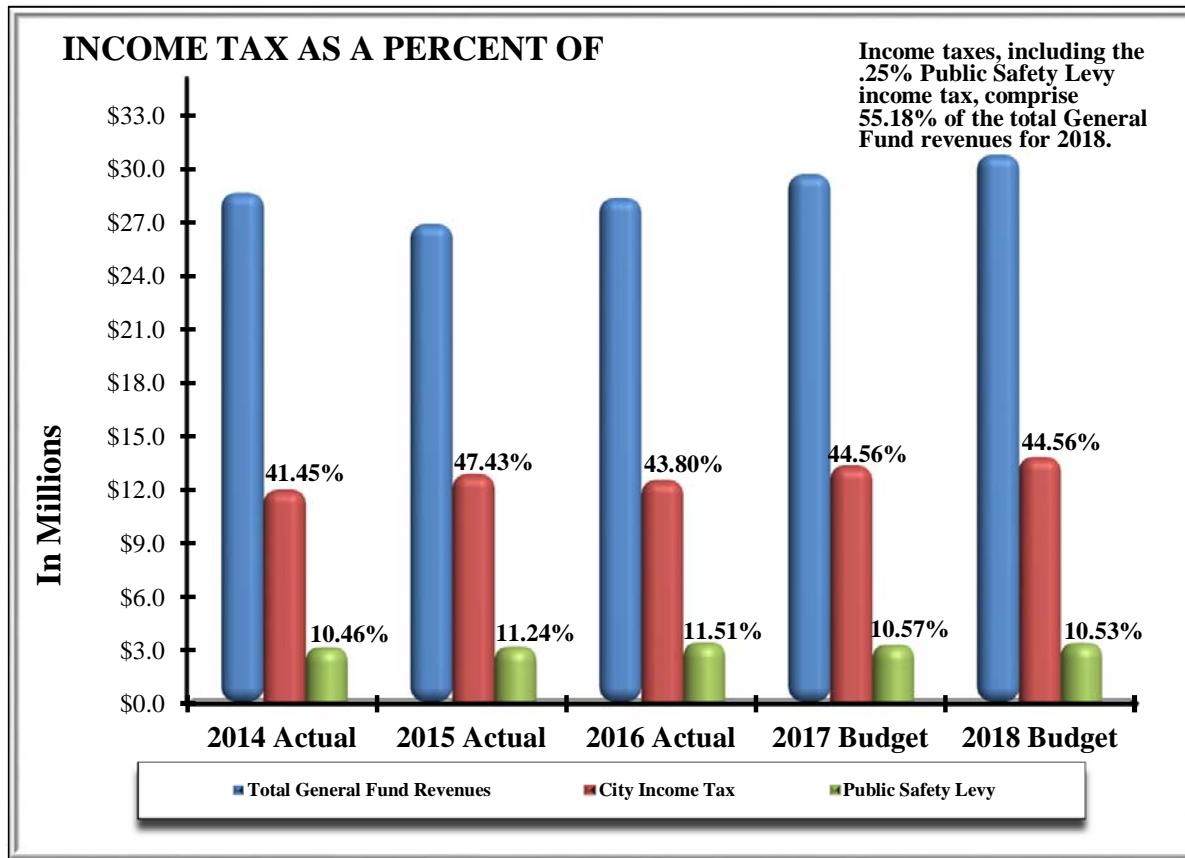


Figure 3.2 Income tax as a percent of General Fund Revenues

GENERAL FUND REVENUES

City Income Tax

City income tax revenues account for 44.56% of the projected 2018 General Fund revenues (Figure 3.1); 55.13% collectively with the Public Safety Levy income tax.

Public Safety Levy

In 2007, the citizens passed a Public Safety Levy of an additional $\frac{1}{4}\%$ income tax for the period of five years. A special election in 2012 renewed this levy permanently. This additional income tax is accounted for in the Public Safety Levy Fund. These funds are transferred to the General Fund to support public safety.

Charges for Services

Charges for services represent 15% of the total General Fund revenues for 2018. Charges for services include building inspection fees, plan review fees, zoning compliance certificate fees, emergency medical service fees, burglar alarm fees, jail commissary services, and administrative services.

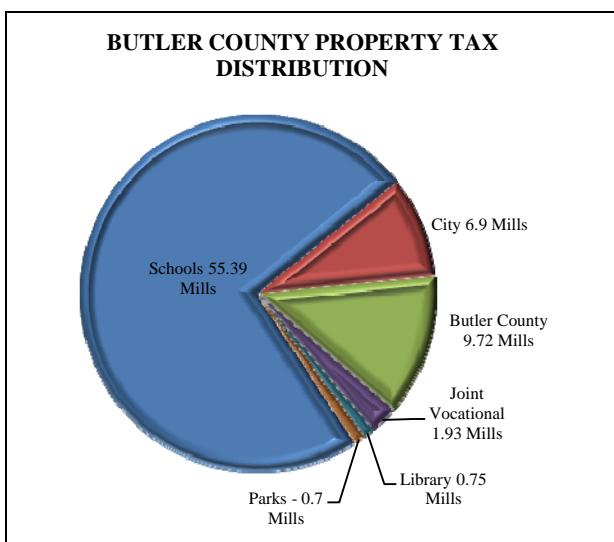


Figure 3.3 Butler County Property Tax Distribution

Property Tax

The majority (60.3%) of all property taxes go to the General Fund and accounts for 8.4% of this fund's revenue.

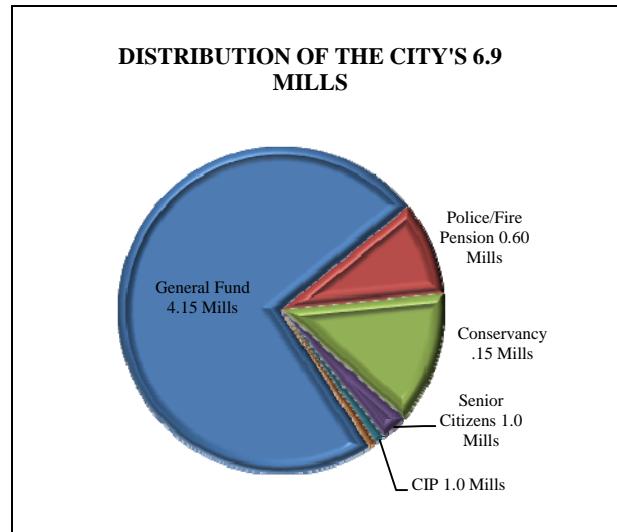


Figure 3.4 Property Tax Distribution of the City's Share

Intergovernmental

Intergovernmental revenue include liquor and cigarette taxes, state and federal grants, as well as local government fund money remitted by the State of Ohio. This revenue type can vary from year to year due to changes in grants and State policies. Intergovernmental revenues represent 7.8% of the total General Fund revenue.

Miscellaneous

Miscellaneous revenues account for 5.3% of total General Fund revenues. Among these revenues are reimbursements, sale of surplus items, telephone franchise fees, cable television franchise fees.

Interest

Interest is expected to represent less than 0.1% of General Fund revenues in 2018.

Transfers-In

Transfers-in from the Police and Fire Pension Funds go to the General Fund, which pays the monthly pension requirements to the State of Ohio.

GENERAL FUND EXPENDITURES

General Fund Appropriations

Most of the essential government services and functions are accounted for in the General Fund, including Finance, Law, Engineering, Planning, Community Revitalization, Fire, Police, Public Works & Utilities, Economic Development, Non-Departmental, as well as City Council and Clerk, and administration of the City Manager's office.



Expenditures for each department and/or division are separated into categories: personal services, contractual services, commodities, and capital outlay. The largest expense in the General Fund is personnel costs. This is especially true for the public safety divisions (see Figure 3.7 and Figure 3.8).



General Fund Summary

General Fund expenditures total \$32,163,082 for 2018, a 7.3% increase from the 2017 budget.

For department/division summaries and line item detail, please refer to the pages in the General Fund Section.

EXPENDITURES

Expenditures are separated by department and/or division and then by category. A summary for each is listed with the actual 2016 expenditures as well as dollar and percentage comparisons between 2017 and 2018 budgets.

A summary by department/division is given on the following page. The graph on the following page illustrates the percentage of the General Fund that each department expends. Public safety (Police, Fire, and Public Safety Administration) has the largest amount of expenditures at 69.3% of the General Fund budget.



Department/Division	2016 Actual	2017 Budget	2018 Budget	Increase/Decrease	
				\$	%
City Council	\$149,278	\$146,544	\$151,677	\$5,133	3.5%
City Manager	286,008	423,309	458,662	35,353	8.4%
Finance Department	473,937	500,522	532,881	32,359	6.5%
Information Systems	522,333	687,034	719,676	32,642	4.8%
Law Department	743,712	859,269	1,083,588	224,319	26.1%
Economic Development	480,247	589,256	884,022	294,766	50.0%
Public Safety Administration	146,276	12,136	0	(12,136)	100.0%
Division of Fire	8,080,486	9,376,483	10,120,001	743,518	7.9%
Division of Police	11,402,536	11,669,987	12,153,405	483,418	4.1%
Community Revitalization	1,664,662	2,068,082	1,919,372	(148,710)	-7.2%
Public Works & Utilities	1,904,055	2,005,953	2,001,635	(4,318)	-0.2%
Non-Departmental	1,495,939	1,616,244	1,621,945	5,701	0.4%
Subtotal	27,349,469	29,954,819	31,646,864	\$1,692,045	5.6%
Transfers	680,643	5,668	516,218	510,550	9007.6%
Total	\$28,030,112	\$29,960,487	\$32,163,082	\$2,202,595	7.4%

Table 3.2 Department expenditures 2016-2018

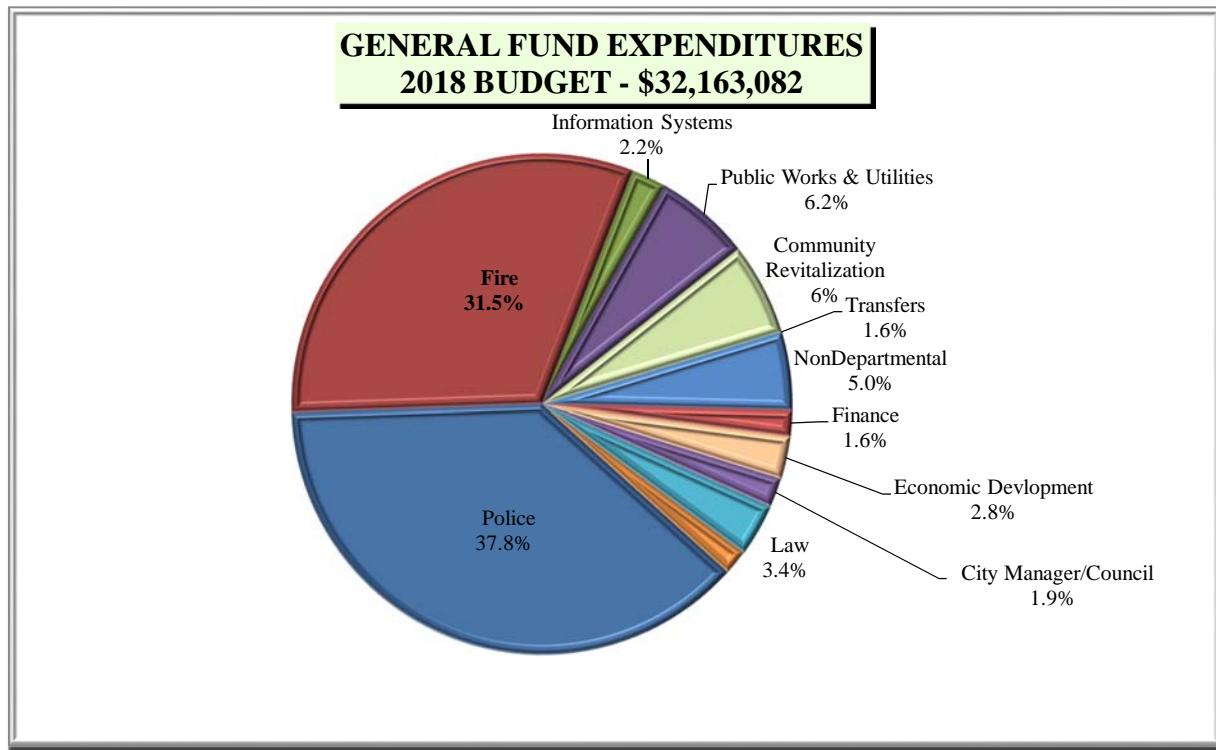


Figure 3.5 General Fund expenditures by department for 2018

Category	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget	Increase/Decrease	
						\$	%
Personal Services	\$21,687,909	\$21,463,983	\$21,549,347	\$23,248,809	\$24,381,834	\$1,133,025	4.9%
Contractual Services	4,368,079	4,368,938	4,474,633	5,164,812	5,257,807	92,995	1.8%
Commodities	395,796	592,933	595,114	582,724	973,679	390,955	67.1%
Capital Outlay	481,439	705,432	730,374	958,474	1,033,544	75,070	7.8%
Subtotal	26,933,223	27,131,287	27,349,469	29,954,819	31,646,864	1,692,045	5.6%
Transfers-Out	(259,349)	1,000,000	758,118	355,668	516,218	160,550	45.1%
Loans	0	2,995,500	(77,475)	(350,000)	0	350,000	-100.0%
Total	\$26,673,874	\$31,126,787	\$28,030,112	\$29,960,487	\$32,163,082	\$2,202,595	7.4%

Table 3.3 General Fund expenditure by category

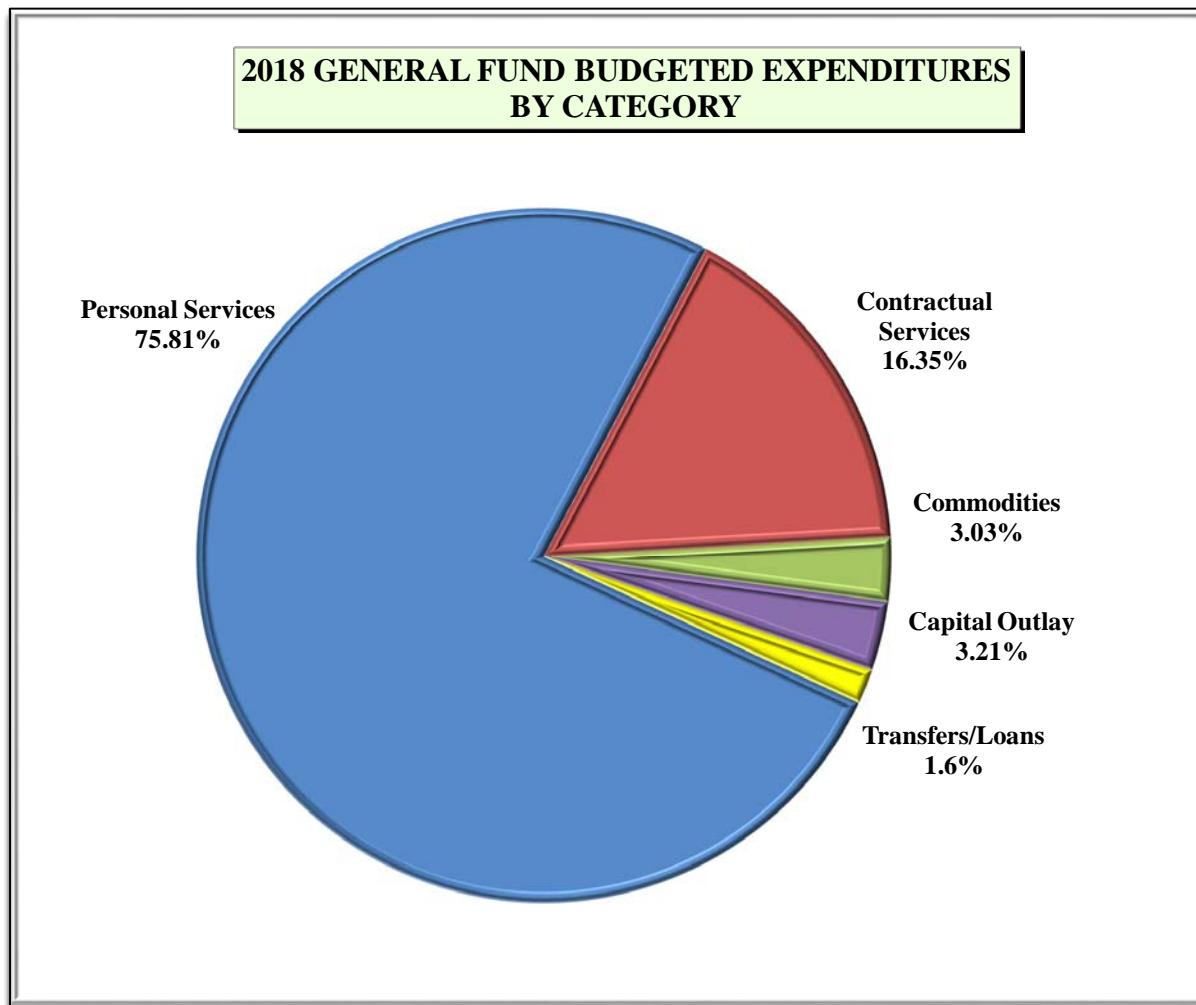


Figure 3.6 General Fund budget by category

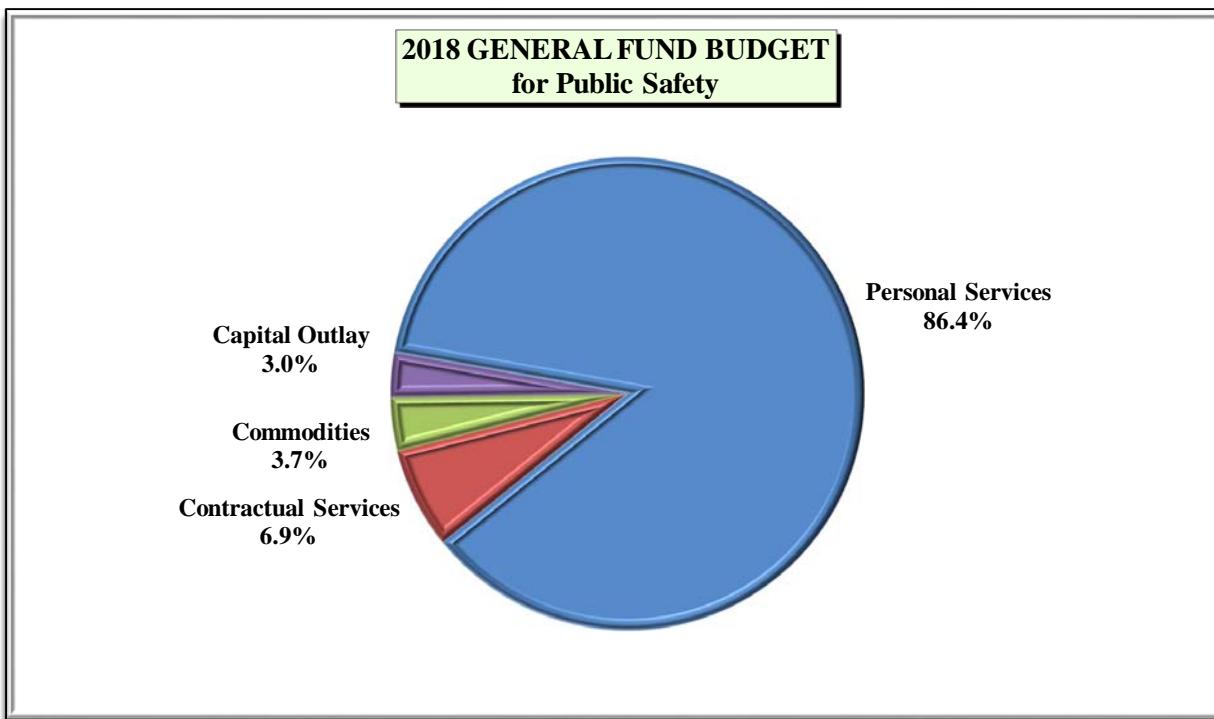
GENERAL FUND EXPENDITURES BY CATEGORY


Figure 3.7 General Fund Budget - Public Safety Expenditures

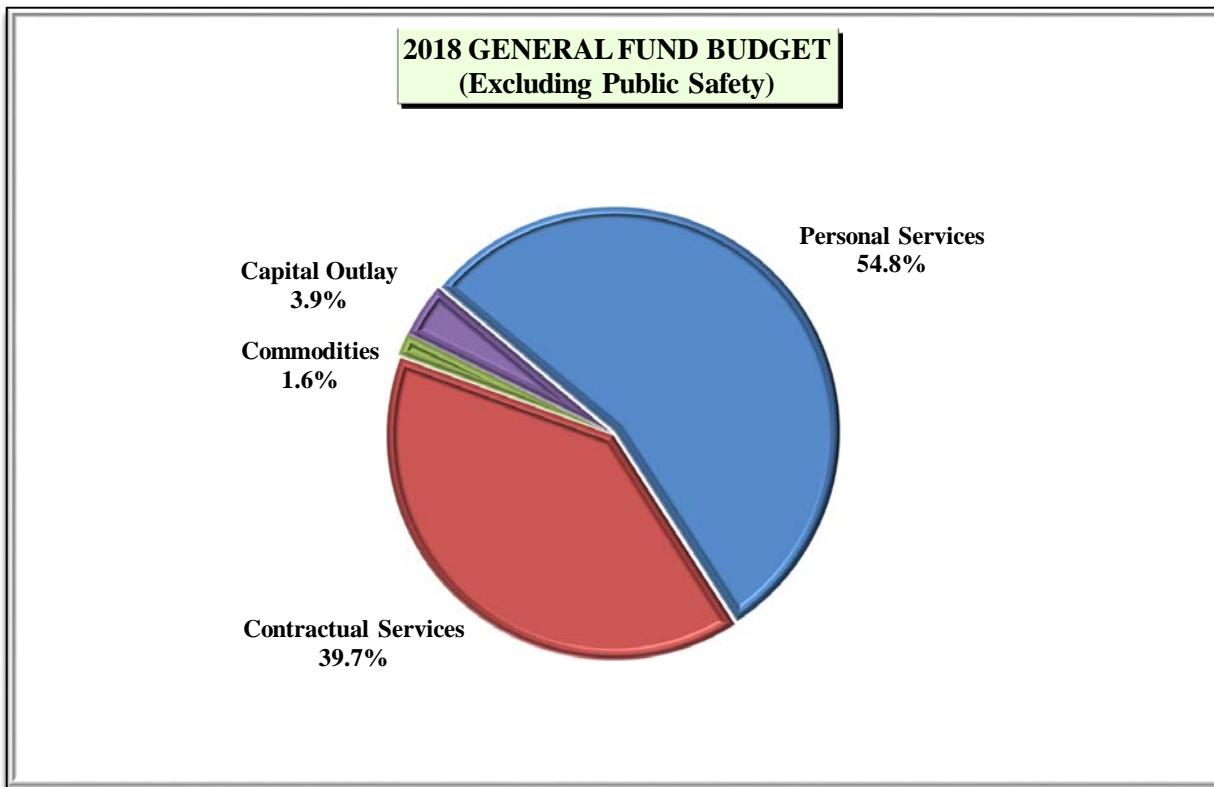


Figure 3.8 General Fund Budget - Excluding Public Safety

GENERAL FUND - BUDGETED EXPENDITURES

Department/Division	Personal Services	Contractual Services	Commodities	Capital Outlay	Totals
City Council	\$117,627	\$25,250	\$4,000	\$4,800	\$151,677
City Manager	\$293,502	\$163,260	\$1,900	\$0	\$458,662
Finance Administration	\$216,458	\$39,960	\$1,550	\$0	\$257,968
Treasury	\$212,161	\$5,850	\$1,601	\$0	\$219,612
Purchasing	\$51,866	\$2,685	\$750	\$0	\$55,301
Finance Department	\$480,485	\$48,495	\$3,901	\$0	\$532,881
Information Systems	\$624,076	\$33,100	\$10,000	\$52,500	\$719,676
Law	\$511,148	\$166,840	\$2,000	\$0	\$679,988
Human Resources	\$257,400	\$137,200	\$9,000	\$0	\$403,600
Law Department	\$768,548	\$304,040	\$11,000	\$0	\$1,083,588
Economic Development Administration	\$433,779	\$264,000	\$10,000	\$55,000	\$762,779
Communications	\$79,423	\$37,820	\$500	\$3,500	\$121,243
Economic Development Department	\$513,202	\$301,820	\$10,500	\$58,500	\$884,022
Public Safety Administration	\$0	\$0	\$0	\$0	\$0
Fire Administration	\$401,717	\$6,490	\$3,606	\$0	\$411,813
Fire Operations	\$7,522,812	\$582,014	\$667,759	\$330,570	\$9,103,155
Fire Training/Prevention	\$596,167	\$6,766	\$2,100	\$0	\$605,033
Police Administration	\$491,973	\$81,500	\$15,500	\$0	\$588,973
Criminal Investigation	\$1,441,129	\$10,000	\$10,000	\$0	\$1,461,129
Narcotics	\$832,189	\$10,000	\$10,000	\$0	\$852,189
Uniform Patrol	\$5,568,817	\$476,166	\$88,000	\$338,252	\$6,471,235
Police Services	\$302,836	\$8,200	\$0	\$250	\$311,286
Police & Fire Dispatch	\$1,153,195	\$66,500	\$4,000	\$0	\$1,223,695
Jail Management	\$937,660	\$286,438	\$20,800	\$0	\$1,244,898
Public Safety	\$19,248,495	\$1,534,074	\$821,765	\$669,072	\$22,273,406
Community Revitalization Admin	\$115,791	\$12,000	\$0	\$0	\$127,791
Community Center	\$0	\$120,000	\$0	\$0	\$120,000
Recreation	\$0	\$0	\$0	\$0	\$0
Community Development	\$461,615	\$0	\$0	\$0	\$461,615
Building Inspection & Services	\$445,498	\$64,057	\$1,000	\$30,000	\$540,555
Planning	\$160,439	\$64,501	\$2,500	\$1,500	\$228,940
Building Maintenance	\$237,806	\$158,315	\$40,850	\$3,500	\$440,471
Community Revitalization	\$1,421,149	\$418,873	\$44,350	\$35,000	\$1,919,372
Engineering	\$357,653	\$63,167	\$3,800	\$22,100	\$446,720
Street Lighting	\$0	\$683,097	\$20,000	\$0	\$703,097
Parks Maintenance	\$523,597	\$279,347	\$23,200	\$25,674	\$851,818
Public Works & Utilities	\$881,250	\$1,025,611	\$47,000	\$47,774	\$2,001,635
Non-Departmental	\$33,500	\$1,403,284	\$19,263	\$165,898	\$1,621,945
Subtotal Expenditures	\$24,381,834	\$5,257,807	\$973,679	\$1,033,544	\$31,646,864
Transfers-Out/Loans	\$0	\$0	\$0	\$0	\$516,218
Total Expenditures	\$24,381,834	\$5,257,807	\$973,679	\$1,033,544	\$32,163,082

**GENERAL FUND
TEN YEAR COMPARISON
OF REVENUES & EXPENDITURES**

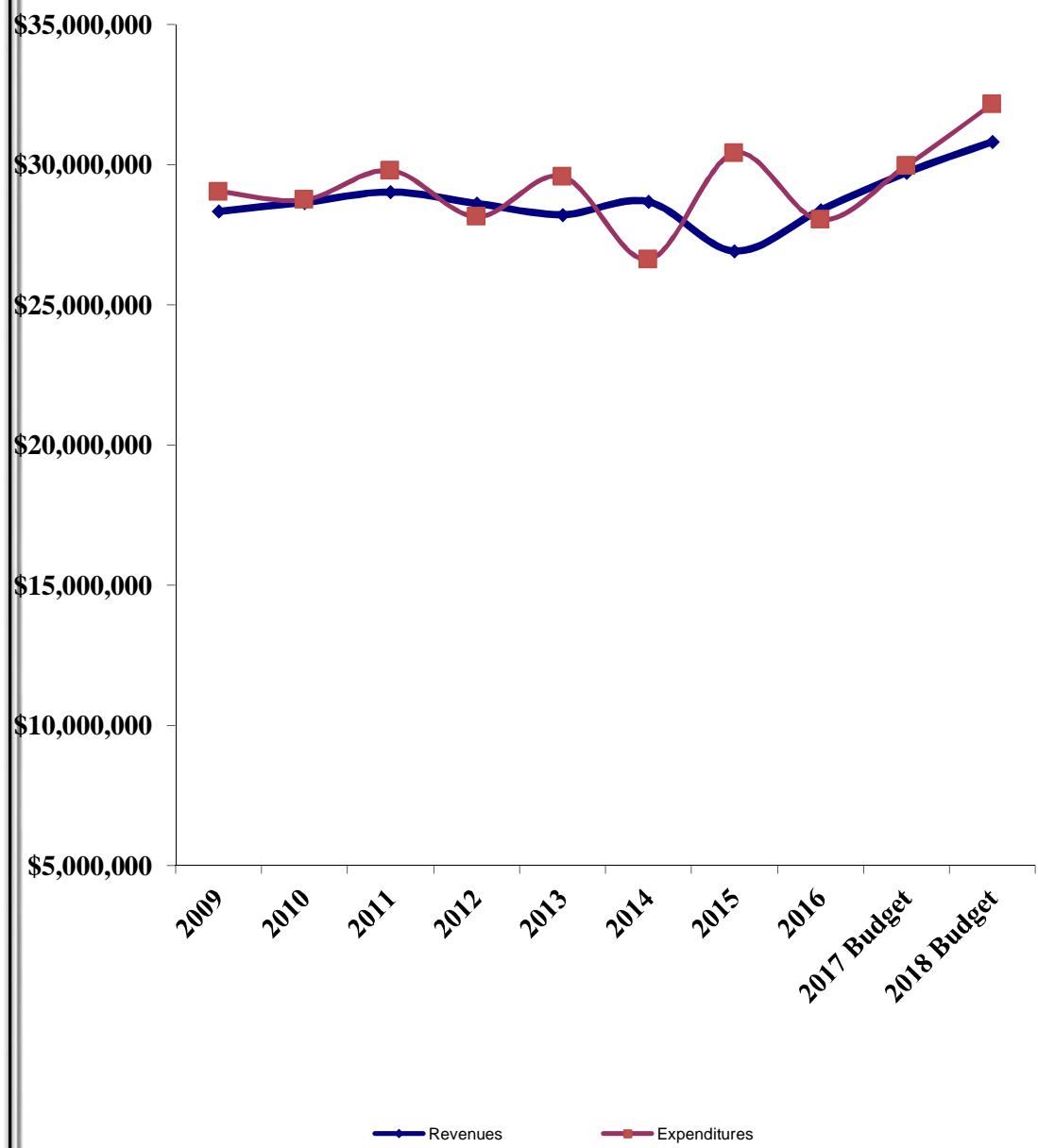


Figure 3.9 Ten year comparison of General Fund revenues and expenditures

**FUND SUMMARY FOR FUND 100
GENERAL FUND**

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$4,157,062	\$4,505,440	\$4,264,124
REVENUES:			
Property Taxes	\$2,496,401	\$2,579,431	2,579,431
Licenses & Permits	496,735	505,000	430,000
Intergovernmental Revenue	1,239,484	2,007,963	2,411,996
Charges for Services	4,456,673	4,569,722	4,615,419
Fines & Forfeitures	6,527	9,701	9,798
Interest Income	70,003	56,669	85,660
Contributions & Donations	47,479	0	0
Rentals & Leases	79,673	59,415	70,000
Miscellaneous Revenue	720,270	698,467	721,150
Reimbursements	306,402	315,120	318,271
Transfers	18,458,844	18,917,683	19,581,001
TOTAL REVENUES	\$28,378,490	\$29,719,171	\$30,822,726
TOTAL RESOURCES	\$32,535,552	\$34,224,611	\$35,086,850
EXPENDITURES:			
Personal Services	21,549,347	23,248,809	24,381,834
Contractual Services	4,474,633	5,164,812	5,257,807
Commodities	595,114	582,724	973,679
Capital Outlay	730,374	958,474	1,033,544
Transfers	758,118	355,668	516,218
Loans	(77,475)	(350,000)	0
TOTAL EXPENDITURES	\$28,030,112	\$29,960,487	\$32,163,082
ENDING BALANCE DECEMBER 31	\$4,505,440	\$4,264,124	\$2,923,768

CITY COUNCIL OFFICE

Summary

The Clerk of Council records, prepares, disseminates and preserves the official activities of the City Council. This involves provision of information to elected officials, City staff, and the general public, including the maintenance and coordination of City records.

The Clerk of the City Council attends all City Council meetings and staff meetings. It is the Clerk's responsibility to meet legal requirements for proper notification, posting, recording, and authentication of official records of the City.

The Clerk prepares the annual budget for Council and monitors budget activity monthly. The Clerk's Office is the custodian of all official city records and the Clerk has been named the Records Coordinator for the City of Middletown. The Clerk manages the Records Program and the coordinates Records Commission meetings which are required at least twice a year. The Clerk maintains rosters and records of boards and committees of the City. Numerous Proclamations, Certificates, Awards and Recognitions are requested from the Clerk's Office. The Clerk provides any and all secretarial services for the Mayor and Council upon request. Annually, the City Code is updated to include all legislation that has been passed. The Clerk compiles all the information needed by the codifier and after the changes are reviewed, legislation is introduced to Council to accept the changes. The updates are then distributed. This distribution list is also updated and maintained by the Clerk.



Goals and Objectives

Goal 1: Provide the needed administrative and clerical support to City Council.
Measure: Ongoing process.

Goal 2: Continue to provide an acceptable, timely and efficient level of customer service to the public, staff and Council members.
Measure: Ongoing process.

Goal 3: Continue to provide Codified Ordinances via computer and net access and work to update those ordinances in a timely manner.
Measure: Ongoing process.

Goal 4: Continue to make public records available.
Measure: Ongoing process.

Goal 5: Schedule an appropriate out-going event for City Council members and a swearing in event for newly elected.
Measure: Once every two year election.

Goal 6: Continue restoration of historical record books.
Measure: As budget allows.

**DEPARTMENT SUMMARY OF EXPENDITURES
CITY COUNCIL**

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
EXPENDITURES BY DIVISION:			
City Council	\$149,278	\$146,544	\$151,677
TOTAL DIVISION EXPENDITURES	\$149,278	\$146,544	\$151,677
EXPENDITURES BY CATEGORY:			
Personal Services	\$109,212	\$112,494	\$117,627
Contractual Services	35,387	25,250	25,250
Commodities	4,048	4,000	4,000
Capital Outlay	631	4,800	4,800
TOTAL EXPENDITURES	\$149,278	\$146,544	\$151,677

**GENERAL FUND
CITY COUNCIL**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
PERSONNEL:				
MAYOR (NG)		1	1	1
CITY COUNCIL (NG)		4	4	4
CLERK OF THE CITY COUNCIL (177)		1	1	1
PERSONAL SERVICES:				
100.101.51110 SALARIES & WAGES		\$90,137	\$94,109	\$98,406
100.101.51211 PERS		11,238	13,175	13,777
100.101.51220 WORKERS COMPENSATION		5,365	3,764	3,936
100.101.51270 MEDICARE-CITY SHARE		1,314	1,365	1,427
100.101.51275 LIFE INSURANCE		64	81	81
100.101.51290 EMPLOYEE AWARDS		500	0	0
100.101.51295 SOCIAL SECURITY - CITY SHARE		594	0	0
Total - PERSONAL SERVICES		109,212	112,494	117,627
CONTRACTUAL SERVICES:				
100.101.52110 TRAVEL AND TRAINING		1,258	2,000	2,000
100.101.52111 MANDATORY TRAINING		2,491	3,000	3,000
100.101.52120 EMPLOYEE MILEAGE REIMBURSEMENT		250	250	250
100.101.52480 OTHER PROFESSIONAL SERVICES		6,626	0	0
100.101.52490 OUTSIDE PRINTING		612	500	500
100.101.52510 MAINTENANCE OF EQUIPMENT		2,291	1,000	1,000
100.101.52710 LEGAL ADVERTISING		7,651	10,000	10,000
100.101.52920 MEMBERSHIPS-BOOKS-PERIODICALS		1,335	1,000	1,000
100.101.52980 OTHER MISC CONTRACTUAL SERVICE		12,873	7,500	7,500
Total - CONTRACTUAL SERVICES		35,387	25,250	25,250
COMMODITIES:				
100.101.53100 OFFICE SUPPLIES		998	2,000	2,000
100.101.53210 FOOD		2,247	1,000	1,000
100.101.53296 OTHER SUPPLIES		804	1,000	1,000
Total - COMMODITIES		4,048	4,000	4,000
CAPITAL OUTLAY:				
100.101.54320 OFFICE MACHINERY & EQUIPMENT		631	4,800	4,800
Total - CAPITAL OUTLAY		631	4,800	4,800
Grand Total		\$149,278	\$146,544	\$151,677

CITY MANAGER'S OFFICE

Summary

The City Manager's office serves as the communication link between City Council and City staff. This office provides direction to senior staff of all departments except the Municipal Court and Health Department. The City Manager is responsible for the appointment of city staff, the administration of the City's annual budget, performance management, public relations, policy development, legislative support, and long term strategic and financial planning. The City Manager will facilitate the goals and objectives of the City Council.



Goals and Objectives

- Continue to expand communications to the public & region
 - Continue with the City Manager Blog
 - Expand Social Media activities
 - Continue interaction with Boards and Commissions
 - Assist Economic Development with Communications/ Public Relations
- Continue attending civic and public meetings held by departments to interact with the community
- Continue to Develop Quality of Life events during 2018
- Utilize Civic Development Fund for a Connectivity/Bike-Pedestrian path plan for the City
- Continue the Housing Study Presentation to civic and public groups to inform all of needed changes in our housing stock to improve the community
- Utilize Civic Development Fund to work with retail recruitment professionals to bring business to Middletown
- Budget the "Transform Middletown" Crew for 2018

CITY MANAGER'S OFFICE**City Manager, (continued)**

- Continue the work on the City Master Plan
- Continue restructuring of Public Safety to assure a safer community
- Continue to work with Public Safety, Information Systems and Law to create the Address Management System to create a better chronic nuisance program which will enable all departments to work smarter and in a cohesive manner
- Continued response to the Opioid Epidemic
- Continue to prioritize and funding of recreation activities to promote a healthy community and to encourage community engagement and youth development
- Priority and funding of initiatives to address health, nutrition, financial literacy and nutrition
- Consideration of an Equity and Empowerment Coordinator to look at city diversity, inclusion, unequal access to services, etc. in review of Master Plan
- Continue assistance to school district on kindergarten readiness, graduation rates, etc.

DEPARTMENT SUMMARY OF EXPENDITURES
CITY MANAGER

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
EXPENDITURES BY DIVISION:			
City Manager's Office	\$286,008	\$423,309	\$458,662
TOTAL DIVISION EXPENDITURES	\$286,008	\$423,309	\$458,662
EXPENDITURES BY CATEGORY:			
Personal Services	\$265,804	\$290,262	\$293,502
Contractual Services	18,634	131,147	163,260
Commodities	1,570	1,900	1,900
TOTAL EXPENDITURES	\$286,008	\$423,309	\$458,662

**GENERAL FUND
CITY MANAGER'S OFFICE**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
PERSONNEL:				
CITY MANAGER (NG)		1	1	1
ADMINISTRATIVE ASSISTANT (184)		1	1	1
PERSONAL SERVICES:				
100.111.51110	SALARIES & WAGES	\$183,870	\$202,576	\$213,289
100.111.51211	PERS	26,312	37,602	39,804
100.111.51215	OHIO DEFERRED COMPENSATION	6,081	0	3,182
100.111.51220	WORKERS COMPENSATION	8,713	8,103	8,532
100.111.51230	GROUP HEALTH INSURANCE	31,596	33,492	20,050
100.111.51260	VEHICLE ALLOWANCE	5,400	5,400	5,400
100.111.51270	MEDICARE-CITY SHARE	2,713	2,937	3,093
100.111.51275	LIFE INSURANCE	119	152	152
100.111.51290	EMPLOYEE AWARDS	1,000	0	0
Total - PERSONAL SERVICES		265,804	290,262	293,502
CONTRACTUAL SERVICES:				
100.111.52111	MANDATORY TRAVEL AND TRAINING	4,092	6,080	6,780
100.111.52120	EMPLOYEE MILEAGE REIMB	0	350	350
100.111.52222	TELEPHONE LINE CHARGES	1,744	1,860	1,860
100.111.52480	OTHER PROFESSIONAL SERVICES	1,602	64,127	125,000
100.111.52482	SUMMIT PROGRAM EXPENSES	8,127	55,000	25,000
100.111.52490	OUTSIDE PRINTING	92	250	250
100.111.52510	MAINTENANCE OF EQUIPMENT	1,209	480	820
100.111.52920	MEMBERSHIPS-BOOKS-PERIODICALS	1,769	3,000	3,200
Total - CONTRACTUAL SERVICES		18,634	131,147	163,260
COMMODITIES:				
100.111.53100	OFFICE SUPPLIES	880	1,000	1,000
100.111.53210	FOOD	556	400	400
100.111.53510	SUPPLIES TO MAINTAIN EQUIPMENT	134	500	500
Total - COMMODITIES		1,570	1,900	1,900
Grand Total		\$286,008	\$423,309	\$458,662

FINANCE DEPARTMENT

Summary

The Finance Department provides fiscal management and facilitates the operations of all City departments by providing budgetary and financial information. The department's six divisions provide a variety of services to internal and external customers.

The Finance Administration Division prepares the annual budget and the Comprehensive Annual Financial Report of the City of Middletown. This division is also responsible for debt management and oversees all other Finance divisions.

The Treasury Division provides internal accounting and treasury services to the City. Among its functions are: accounting, payroll, accounts payable, investments, and cash management.

The Purchasing Division furnishes centralized purchasing management for all departments. Bid preparation, vendor selection, and vendor relations are the responsibility of this division. This division also oversees the disposal of city property and the purchasing card program.

The City Income Tax Division collects the City's local income tax. The Division is responsible for the management of the mandatory income tax filing program approved by the City Commission in 1994.

The Water and Sewer Administration Division prepares and collects the City's monthly utility bills which includes water, sewer, storm water, well field protection, and refuse collection fees.



Goals and Objectives

- Goal 1: Implement an accounts receivable policy for outstanding and stale dated items.
- Goal 2: Publish Popular Annual Financial Report for the first time in 2018 for financials for year ending December 31, 2017.
- Goal 3: Begin quarterly departmental employee meetings for all divisions of Finance.
- Goal 4: Research and possibly begin utilization of new bank automation technology that would greatly improve efficiency.
- Goal 5: Continue the process for the "Distinguished budget Award" and the "Certificate of Achievement for Excellence in Financial Reporting Award".

**DEPARTMENT SUMMARY OF EXPENDITURES
DEPARTMENT OF FINANCE**

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
EXPENDITURES BY DIVISION:			
Finance Administration	\$222,140	\$239,765	\$257,968
Treasury	203,806	207,133	219,612
Purchasing	47,991	53,624	55,301
 TOTAL DIVISION EXPENDITURES	 \$473,937	 \$500,522	 \$532,881
 EXPENDITURES BY CATEGORY:			
Personal Services	\$440,449	\$453,155	\$480,485
Contractual Services	30,280	40,737	48,495
Commodities	3,208	6,000	3,901
Capital Outlay	0	630	0
 TOTAL EXPENDITURES	 \$473,937	 \$500,522	 \$532,881

**GENERAL FUND
FINANCE ADMINISTRATION**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
PERSONNEL:				
FINANCE DIRECTOR (169)		1	1	1
BUDGET ANALYST (181)		1	1	1
 PERSONAL SERVICES:				
100.131.51110	SALARIES & WAGES	\$132,448	\$139,983	\$149,355
100.131.51120	OVERTIME WAGES	0	2,000	2,000
100.131.51211	PERS	18,990	19,878	21,190
100.131.51220	WORKERS COMPENSATION	6,774	5,679	6,054
100.131.51230	GROUP HEALTH INSURANCE	33,888	33,492	35,502
100.131.51270	MEDICARE-CITY SHARE	2,193	2,059	2,195
100.131.51275	LIFE INSURANCE	127	162	162
100.131.51290	EMPLOYEE AWARDS	1,000	0	0
	Total - PERSONAL SERVICES	195,420	203,253	216,458
 CONTRACTUAL SERVICES:				
100.131.52111	MANDATORY TRAINING	1,222	3,200	3,000
100.131.52120	EMPLOYEE MILEAGE REIMB	330	302	500
100.131.52222	TELEPHONE LINE CHARGES	660	660	660
100.131.52480	OTHER PROFESSIONAL SERVICE	22,223	29,000	34,200
100.131.52490	OUTSIDE PRINTING	27	0	0
100.131.52920	MEMBERSHIPS-BOOKS-PERIODICALS	1,480	1,600	1,600
	Total - CONTRACTUAL SERVICES	25,942	34,762	39,960
 COMMODITIES:				
100.131.53100	OFFICE SUPPLIES	604	550	550
100.131.53510	SUPPLIES TO MAINTAIN EQUIP	174	1,200	1,000
	Total - COMMODITIES	778	1,750	1,550
Grand Total		\$222,140	\$239,765	\$257,968

**GENERAL FUND
TREASURY**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
PERSONNEL:				
EXECUTIVE ACCOUNT CLERK (186)		2	2	2
PAYROLL ADMINISTRATOR (183)		1	1	1
PERSONAL SERVICES:				
100.132.51110	SALARIES & WAGES	\$141,284	\$137,629	\$147,172
100.132.51120	OVERTIME WAGES	909	5,000	5,000
100.132.51211	PERS	19,850	19,968	21,304
100.132.51220	WORKERS COMPENSATION	6,630	5,705	6,087
100.132.51230	GROUP HEALTH INSURANCE	26,139	28,461	30,170
100.132.51270	MEDICARE-CITY SHARE	2,021	2,068	2,206
100.132.51275	LIFE INSURANCE	186	222	222
100.132.51290	EMPLOYEE AWARDS	1,500	0	0
Total - PERSONAL SERVICES		198,519	199,053	212,161
CONTRACTUAL SERVICES:				
100.132.52110	TRAVEL AND TRAINING	114	100	0
100.132.52111	MANDATORY TRAVEL & TRAINING	200	500	500
100.132.52120	MILEAGE REIMBURSEMENT	0	50	150
100.132.52480	OTHER PROFESSIONAL SERVICES	888	800	1,800
100.132.52490	OUTSIDE PRINTING	576	900	1,500
100.132.52510	MAINTENANCE OF EQUIPMENT	1,214	1,000	1,500
100.132.52620	EMPLOYEE BONDS	75	100	100
100.132.52920	MEMBERSHIPS-BOOKS-PERIODICALS	0	500	300
Total - CONTRACTUAL SERVICES		3,067	3,950	5,850
COMMODITIES:				
100.132.53100	OFFICE SUPPLIES	1,374	3,000	1,101
100.132.53510	SUPPLIES TO MAINTAIN EQUIPMENT	846	500	500
Total - COMMODITIES		2,220	3,500	1,601
CAPITAL OUTLAY:				
100.132.54300	COMPUTERS & OTHER PERIPHERALS	0	330	0
100.132.54320	OFFICE MACHINERY & EQUIPMENT	0	300	0
Total - CAPITAL OUTLAY		0	630	0
Grand Total		\$203,806	\$207,133	\$219,612

**GENERAL FUND
PURCHASING**

	Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
PERSONNEL:			
PURCHASING AGENT (180)	1404 HRS	1404 HRS	1404 HRS
PERSONAL SERVICES:			
100.137.51110 SALARIES & WAGES	\$38,783	\$43,092	\$43,954
100.137.51211 PERS	5,386	6,033	6,154
100.137.51220 WORKERS COMPENSATION	2,090	1,724	1,758
100.137.51290 EMPLOYEE AWARDS	250	0	0
Total - PERSONAL SERVICES	46,510	50,849	51,866
CONTRACTUAL SERVICES:			
100.137.52120 EMPLOYEE MILEAGE REIMBURSEMENT	97	575	575
100.137.52222 TELEPHONE LINE CHARGES	660	0	660
100.137.52490 OUTSIDE PRINTING	27	750	750
100.137.52920 MEMBERSHIPS-BOOKS-PERIODICALS	487	700	700
Total - CONTRACTUAL SERVICES	1,272	2,025	2,685
COMMODITIES:			
100.137.53100 OFFICE SUPPLIES	210	750	750
Total - COMMODITIES	210	750	750
Grand Total	\$47,991	\$53,624	\$55,301

INFORMATION SYSTEMS

Summary

The Information Systems Department is responsible for all City computer hardware, software, telephones, along with the City's data and voice networks. Information Systems provides software development, GIS mapping, and twenty four hour technical support for all City Departments.



Goals and Objectives

Objectives

- To provide timely technical support for all City staff 24x7.
- Develop custom applications to aid staff in daily operations.
- Replace legacy applications and hardware systems.
- Maintain and upgrade network infrastructure
- Maintain GIS data and provide mapping applications to support staff and public.

Goals for 2018

Upgrade Telephone System

The current PBX the runs the telephone system has reached end-of-life status and needs upgrading before replacement parts become unavailable. Upgrading the telephone system will provide staff with enhanced telecommunication tools to aid in productivity.

Upgrading Wireless Infrastructure

To provide data/voice services to staff located in remote locations, Information Systems will be installing a city-wide high-speed wireless network to link locations. The long-term goal of this network is to provide connectivity and managing costs.

Upgrade Public Works Software

The applications currently used by the Public Works Department have become aged and are beginning to cause issues with staff productivity. We will be working with Public Works staff to upgrade these systems to modern equivalents.

Upgrade Server Environment

Continue to decommission servers that have reached end-of-life status. This includes hardware and/or software upgrades.

**DEPARTMENT SUMMARY OF EXPENDITURES
DEPARTMENT OF INFORMATION SYSTEMS**

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
EXPENDITURES BY DIVISION:			
Information Systems	522,333	687,034	719,676
TOTAL DIVISION EXPENDITURES	\$522,333	\$687,034	\$719,676
EXPENDITURES BY CATEGORY:			
Personal Services	\$464,721	\$591,134	\$624,076
Contractual Services	8,844	34,100	33,100
Commodities	7,327	10,000	10,000
Capital Outlay	41,442	51,800	52,500
TOTAL EXPENDITURES	\$522,333	\$687,034	\$719,676

**GENERAL FUND
INFORMATION SYSTEMS**

	Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
PERSONNEL:			
INFORMATION SYSTEMS DIRECTOR (170)	1	1	1
ASSISTANT INFORMATION SYSTEMS DIRECTOR (175)	0	0	1
SENIOR COMPUTER ANALYST/PROGRAMMER (176)	2	2	0
COMPUTER ANALYST/PROGRAMMER (179)	0	1	1
INFORMATION SYSTEMS SPECIALIST (180)	1	1	0
INFORMATION SYSTEMS SPECIALIST (178)	0	1	0
SYSTEMS ADMINISTRATOR (178)	0	0	1
CHIEF ENGINEERING TECHNICIAN (178)	0	0	1
COMPUTER TECHNICIAN (184)	1	1	1
PERSONAL SERVICES:			
100.136.51110 SALARIES & WAGES	\$326,125	\$419,025	\$442,225
100.136.51120 OVERTIME WAGES	0	2,500	2,500
100.136.51211 PENSION	45,476	59,014	62,261
100.136.51220 WORKERS COMPENSATION	15,948	16,861	17,789
100.136.51230 GROUP HEALTH INSURANCE	69,741	87,147	92,377
100.136.51270 MEDICARE-CITY SHARE	4,620	6,112	6,449
100.136.51275 LIFE INSURANCE	310	475	475
100.136.51290 EMPLOYEE AWARDS	2,500	0	0
Total - PERSONAL SERVICES	464,721	591,134	624,076
CONTRACTUAL SERVICES:			
100.136.52120 EMPLOYEE MILEAGE REIMBURSEMENT	188	500	500
100.136.52222 TELEPHONE LINE CHARGES	1,908	2,500	2,500
100.136.52230 POSTAGE & POSTAL CHARGES	15	100	100
100.136.52340 EQUIPMENT & VEHICLE RENTAL	0	500	500
100.136.52480 OTHER PROFESSIONAL SERVICE	6,280	30,000	29,000
100.136.52920 MEMBERSHIPS-BOOKS-PERIODICALS	453	500	500
Total - CONTRACTUAL SERVICES	8,844	34,100	33,100
COMMODITIES:			
100.136.53100 OFFICE SUPPLIES	2,854	5,000	5,000
100.136.53510 SUPPLIES TO MAINTAIN EQUIPMENT	4,472	5,000	5,000
Total - COMMODITIES	7,327	10,000	10,000
CAPITAL OUTLAY:			
100.136.54300 COMPUTER & OTHER PERIPHERALS	17,299	20,000	20,000
100.136.54320 OFFICE MACHINERY & EQUIPMENT	1,687	1,800	2,500
100.136.54370 COMPUTER SOFTWARE	22,456	30,000	30,000
Total - CAPITAL OUTLAY	41,442	51,800	52,500
Grand Total	\$522,333	\$687,034	\$719,676

LAW DEPARTMENT

Summary

The Department of Law is established by City ordinance and is under the direction of the Law Director, who is an appointee of the City Manager. The department represents and advises the City in all civil, criminal and administrative law matters; prosecutes criminal cases in the Middletown Municipal Court; and performs such other duties as may be required by City Charter, ordinance, or statute.

The Law Director must prepare all contracts, bonds and other instruments in writing in which the City is concerned and endorse on each his approval of the form and correctness thereof. In addition, the Law Director gives oral or written opinions to any officer of the City, including members of the legislative authority, concerning any matter before such officer in his/her official capacity.

The Department of Law prosecutes or defends, on behalf of the City, all complaints, suits and controversies to which the City is a party, including, but not limited to, filing and prosecuting civil suits for the collection of delinquent income taxes, prosecuting civil actions for injunctive relief in connection with the abatement of the public nuisances, defending tort (personal injury), zoning, public records, and federal civil rights lawsuits. In addition, the Department of Law oversees and coordinates the use of outside legal counsel in connection with matters involving particular expertise, or where ethical standards require the retention of separate counsel.



Goals and Objectives

Goal 1: Provide legal services to other departments.

Measures:

- Provide general legal advice and counsel for staff and City Council, including written opinions, on all legal issues before the City.
- Represent the City in all legal proceedings.
- Prosecute cases in Middletown Municipal Court.

Goal 2: Provide counsel and advice for appointed boards and commissions.

Measures:

- Attend board and commission meetings as requested by the Staff Liaison and or City Manager.
- Provide written and oral advice as needed.

Goal 3: Provide competent service as labor counsel concerning labor issues.

Measures:

- Serve as coordinator of negotiation teams and as chief negotiator.
- Provide timely advice on labor issues.
- Review grievances with departments and City Manager's designee.
- Handle labor arbitrations.
- Train front-line supervisors, re: contracts.

LAW DEPARTMENT**Law Department, (continued)**

Goal 4: Provide legal assistance in the acquisition, purchase or sale of real property.

Measures:

- Review all agreements, documents of transfer, etc. for the purchase, sale or lease of real property.
- Provide legal services in annexation and appropriation proceedings.
- Review all loan, mortgage or accounting documents pertinent to a land transfer.
- Coordinate recordation of deeds, mortgages, etc. for the City.

Goal 5: Department serves as a clearinghouse for public record requests.

Measures:

- Coordinate cross department public record requests.
- Ensure that requests are responded to in a timely manner.

HUMAN RESOURCES DIVISION

Summary

The Human Resources Division plans, organizes, coordinates, directs, and evaluates the City's personnel functions to ensure a quality work environment that will best meet the current and future needs of Middletown's public employees and the citizens we serve.

The Human Resources Division manages the City's personnel program, to include classification, compensation, recruitment and hiring, personnel evaluation, termination or retirement, training, benefits, employee relations and assistance, and employee record keeping. This division also coordinates administration of the Civil Service system and the City's safety program.



Service Levels for 2018

The Human Resources Division will continue serving the needs of City employees through improved communications, clarifying policies and procedures so that employees have clear guidelines to follow, building a spirit of cooperation with all departments and agencies, and implementing the City Strategic Plan.



Goals and Objectives

- Goal 1: Maintain a quality City Personnel Program that is responsive to management and employee needs.
- Goal 2: Improve the Position Classification Plan to accurately reflect position descriptions, classifications, and the resulting performance appraisals and salary systems.
- Goal 3: Implement a comprehensive staff development program.

DEPARTMENT SUMMARY OF EXPENDITURES
DEPARTMENT OF LAW

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
EXPENDITURES BY DIVISION:			
Law	\$497,541	\$565,491	\$679,988
Human Resources	246,171	293,778	403,600
<hr/>	<hr/>	<hr/>	<hr/>
TOTAL DIVISION EXPENDITURES	\$743,712	\$859,269	\$1,083,588
 EXPENDITURES BY CATEGORY:			
Personal Services	\$580,635	\$654,869	\$768,548
Contractual Services	158,066	193,400	304,040
Commodities	5,010	11,000	11,000
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TOTAL EXPENDITURES	\$743,712	\$859,269	\$1,083,588



GENERAL FUND

LAW

	Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
PERSONNEL:			
LAW DIRECTOR (168)	1	1	0
SPECIAL COUNSEL (168)	0	0	1104 hrs
ASSISTANT LAW DIRECTOR (175)	2	2	0
GENERAL CONSEL (172)	0	0	3
ADMINISTRATIVE ASSISTANT (184)	1	1	1
P/T VICTIM ADVOCATE COORDINATOR (191)	1040 hrs	1040 hrs	0
STAFF ATTORNEY (180)	1	1	0
STAFF ATTORNEY (185)	0	0	1
PERSONAL SERVICES:			
100.150.51110 SALARIES & WAGES	\$338,642	\$369,234	\$378,825
100.150.51120 OVERTIME WAGES	0	500	500
100.150.51211 PERS	47,185	51,763	53,106
100.150.51220 WORKERS COMPENSATION	17,486	14,789	15,173
100.150.51230 GROUP HEALTH INSURANCE	48,580	65,250	57,579
100.150.51270 MEDICARE-CITY SHARE	4,879	5,361	5,500
100.150.51275 LIFE INSURANCE	346	394	465
100.150.51290 EMPLOYEE AWARDS	2,250	0	0
Total - PERSONAL SERVICES	459,369	507,291	511,148
CONTRACTUAL SERVICES:			
100.150.52111 MANDATORY TRAVEL & TRAINING	3,997	3,000	3,000
100.150.52120 EMPLOYEE MILEAGE REIMBURSEMENT	829	1,000	1,000
100.150.52230 POSTAGE AND POSTAL CHARGES	81	300	300
100.150.52410 LEGAL SERVICE	17,955	35,000	100,000
100.150.52480 OTHER PROFESSIONAL SERVICES	4,685	10,000	55,640
100.150.52490 OUTSIDE PRINTING	966	900	900
100.150.52510 MAINTENANCE OF EQUIPMENT	2,045	2,000	2,000
100.150.52920 MEMBERSHIPS-BOOKS-PERIODICALS	5,731	4,000	4,000
Total - CONTRACTUAL SERVICES	36,291	56,200	166,840
COMMODITIES:			
100.150.53100 OFFICE SUPPLIES	1,881	2,000	2,000
Total - COMMODITIES	1,881	2,000	2,000
Grand Total	\$497,541	\$565,491	\$679,988

GENERAL FUND
HUMAN RESOURCES ADMINISTRATION

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
PERSONNEL:				
HUMAN RESOURCES SPECIALIST (183)		0	1	2
HUMAN RESOURCES SPECIALIST (183)		2496 HRS	2496 HRS	1539
HUMAN RESOURCES CLERK (189)		1	1	1
PERSONAL SERVICES:				
100.142.51110 SALARIES & WAGES		\$94,287	\$109,783	\$170,016
100.142.51211 PERS		13,113	15,410	23,802
100.142.51220 WORKERS COMPENSATION		4,890	4,431	6,801
100.142.51230 GROUP HEALTH INSURANCE		6,549	16,399	54,114
100.142.51270 MEDICARE-CITY SHARE		1,380	1,464	2,465
100.142.51275 LIFE INSURANCE		48	91	202
100.142.51290 EMPLOYEE AWARDS		1,000	0	0
Total - PERSONAL SERVICES		121,266	147,578	257,400
CONTRACTUAL SERVICES:				
100.142.52110 TRAVEL & TRAINING		134	1,000	1,000
100.142.52125 EMPLOYEE DEVELOPMENT		7,310	10,000	10,000
100.142.52410 LEGAL SERVICE		24,595	23,500	0
100.142.52420 MEDICAL SERVICE		22,800	20,000	20,000
100.142.52480 OTHER PROFESSIONAL SERVICE		41,104	51,000	74,500
100.142.52490 OUTSIDE PRINTING		348	1,700	1,700
100.142.52510 MAINTENANCE OF EQUIPMENT		2,818	3,000	3,000
100.142.52710 LEGAL ADVERTISEMENTS		21,191	25,000	25,000
100.142.52920 MEMBERSHIPS-BOOKS-PERIODICALS		1,476	2,000	2,000
Total - CONTRACTUAL SERVICES		121,776	137,200	137,200
COMMODITIES:				
100.142.53100 OFFICE SUPPLIES		2,067	2,000	2,000
100.142.53215 EMPLOYEE RECOGNITION GIFTS		993	5,500	5,500
100.142.53410 SUPPLIES TO MAINTAIN EQUIPMENT		69	1,500	1,500
Total - COMMODITIES		3,129	9,000	9,000
Grand Total		\$246,171	\$293,778	\$403,600

ECONOMIC DEVELOPMENT

Summary

The purpose of economic development is to improve the economic well-being of residents, businesses, and neighborhoods. The Economic Development Department serves as the City's primary vehicle to attract and retain business, as well as to provide local and regional outreach. This department works with the City Manager and Council, along with other city departments to encourage new investment. The Economic Development Department is also responsible for working with local and regional economic development-related organizations to foster a positive impression of the City of Middletown. Accordingly, this Department also manages marketing and public relations initiatives for the City.



Goals and Objectives

Airport

- Work with primary consultant Woolpert in development and support of a new Master Plan
- Support land use initiatives and evaluate alternatives to maximize economic development
- Perform due diligence and research to support a sustainable business model
- Promote and support information gathering via public input process
- Define target companies/users to support development and increase critical operations
- Coordinate with city staff to development infrastructure required for specific projects
- Work with education partners to expand academic opportunities available for users and their employees
- Work with Commission members to refine target Maintenance and Repair Organizations
- Continue to streamline airport operations to increase net receipts and increase number of users
- Continue to work through long term maintenance projects for airport facilities
- Complete the Standard Operating Procedures Documents

Workforce Development

- Promote a cooperative environment that supports workforce development through proactive programs that are business led and demand driven.
- Engage business leaders to identify workforce needs
- Collaborate with State, County, and local agencies to promote existing workforce development programs
- Engage with higher education assets in the region to support workforce development initiatives
- Work in partnership with The Chamber of Commerce on workforce readiness programs at the K-12 level
- Continue to work in partnership with The Chamber of Commerce on the Education and Career Path task force to promote workforce readiness programs at the K-12 and post-secondary levels.
- Promote Manufacturing career paths to support the core economic base in Middletown.

Retention visits

- Visit, document in Sale Force, and complete 100 visits

Attraction

- Respond to JobsOhio, REDO and other leads
- Retail Development based on Buxton study
- Develop pipeline of prospects

ECONOMIC DEVELOPMENT

Economic Development, (continued)

Site Development

Certified sites: move forward to complete certification efforts for at least one ownership team (SiteOhio)

Contact developers to explore development partnerships for the certified sites

Develop RFP to redevelop city-owned properties

Facilitate buildout of Greentree Industrial park land

MADE Industrial land development

Downtown Development

Target key sites for redevelopment and coordinate with developers/brokers/staff/others to start redevelopment efforts of those sites

Work with organizations involved with downtown concerns to facilitate the development of the general downtown area - Coordinate with DMI to create a Downtown development plan

Work with downtown property owners to increase occupation of available spaces

As part of downtown development plan, develop action plan to support downtown residential redevelopment and new construction

Coordinate with DMI to market riverfront, highlight downtown, provide marketing collateral to local and regional brokers for downtown sites, and to promote tourism

Infrastructure

Promote roadway development critical to business development including: Yankee Rd. extension, Hook Drive connection to airport, Union Road improvement, downtown landscape and streetscape enhancement.

Financing

Continue to grow financing support tools for businesses including PPP, networking with banks and funders, supporting grant applications, and coordinating with SBDC.

Support MMF as the City's CIC in an effort to establish gap financing for projects and identify next project

Regional Connections

Add connections relative to key cluster areas including aerospace, water resource development, advanced manufacturing, bioscience, paper and packaging, chemical industry, entrepreneurial support, international, tourism

Foster Regional relationships with REDI Cincinnati, the DDC, Warren and Butler Counties

Small Business Support

Work with SBDC to facilitate small business development

Work with SBDC team to develop and deploy programs and seek additional 'host' opportunities for the SBDC center partnership

Work with SBDC to offer additional classroom opportunities for small businesses and entrepreneurs

Develop a process to "welcome" those who start businesses or open new facilities that includes permitting, marketing, and financing opportunities

ECONOMIC DEVELOPMENT

Economic Development, (continued)

Develop resources to augment the communication process within the small business environmental to support growth and employment

Incentive management and database development

Complete the installation of the incentives management, projects, contacts, and communication modules with Salesforce.

Develop and implement a sustainable tracking system for incentives that are affected by the Comprehensive School Compensation Agreement to allow for accurate and prompt payment to the School District.

Relationship development with regional finance authorities (Butler and Warren County, etc.).

Professional Development

Support staff development including attending professional development seminars and additional coursework.

Encourage Regional relationship development through REDI Cincinnati, DDC and like organizations by staff participation.

Communications (Marketing / PR / Image Enhancement)

To respond to inquiries seeking information about the City and act as the City's daily spokesperson for non-emergency issues.

Manage all City-sanctioned social media outlets

Update and maintain the community calendar

Produce a quarterly city newsletter for distribution to the public, staff, various media outlets and other community stakeholders

Work with various partner groups and committees on increasing positive communications about Middletown

Manage and implement Economic Development microsite

Update and implement websites for Airport and MMF

Implement brand standards throughout the city, including printed material, presentation material, signage, etc.

Coordinate and oversee all marketing functions of the City including project management responsibilities of marketing and public relations contractors.

Oversee implementation of updated City website, including content generation

**DEPARTMENT SUMMARY OF EXPENDITURES
DEPARTMENT OF ECONOMIC DEVELOPMENT**

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
EXPENDITURES BY DIVISION:			
Economic Development Administration	\$480,247	\$527,947	\$762,779
Communications	0	61,309	121,243
 TOTAL DIVISION EXPENDITURES	 \$480,247	 \$589,256	 \$884,022
 EXPENDITURES BY CATEGORY:			
Personal Services	\$389,721	\$473,656	\$513,202
Contractual Services	86,868	89,100	301,820
Commodities	1,459	5,500	10,500
Capital Outlay	2,198	21,000	58,500
 TOTAL EXPENDITURES	 \$480,247	 \$589,256	 \$884,022

GENERAL FUND
ECONOMIC DEVELOPMENT ADMINISTRATION

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
PERSONNEL:				
ECONOMIC DEVELOPMENT DIRECTOR (169)	1	1	1	1
ASSISTANT ECONOMIC DEVELOPMENT DIRECTOR (175)	2	2	2	2
ADMINISTRATIVE ASSISTANT (184)	1	1	1	1
PERSONAL SERVICES:				
100.164.51110 SALARIES & WAGES	\$271,029	\$295,199	\$315,271	
100.164.51211 PERS	37,710	41,328	44,138	
100.164.51220 WORKERS COMPENSATION	13,182	11,809	12,611	
100.164.51230 GROUP HEALTH INSURANCE	61,914	65,628	56,875	
100.164.51270 MEDICARE-CITY SHARE	4,051	4,280	4,571	
100.164.51275 LIFE INSURANCE	235	313	313	
100.164.51290 EMPLOYEE AWARDS	1,600	0	0	
Total - PERSONAL SERVICES	389,721	418,557	433,779	
CONTRACTUAL SERVICES:				
100.164.52110 TRAVEL AND TRAINING	6,342	13,300	12,000	
100.164.52111 MANDATORY TRAINING	7,095	9,090	9,000	
100.164.52222 TELEPHONE LINE CHARGES	1,918	2,000	2,000	
100.164.52410 LEGAL SERVICES	0	10,000	0	
100.164.52480 OTHER PROFESSIONAL SERVICES	65,242	31,000	215,000	
100.164.52490 OUTSIDE PRINTING	27	1,000	1,000	
100.164.52520 MAINT OF LAND & BUILDINGS	0	0	5,000	
100.164.52810 PROPERTY TAXES	0	0	2,000	
100.164.52920 MEMBERSHIPS-BOOKS-PERIODICALS	6,244	18,000	18,000	
Total - CONTRACTUAL SERVICES	86,868	84,390	264,000	
COMMODITIES:				
100.164.53100 OFFICE SUPPLIES	1,459	5,000	10,000	
Total - COMMODITIES	1,459	5,000	10,000	
CAPITAL OUTLAY:				
100.164.54320 OFFICE MACHINERY & EQUIPMENT	2,198	20,000	50,000	
100.164.54400 BUILDINGS AND OTHER STRUCTURES	0	0	5,000	
Total - CAPITAL OUTLAY	2,198	20,000	55,000	
Grand Total	\$480,247	\$527,947	\$762,779	

**GENERAL FUND
COMMUNICATIONS**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
PERSONNEL:				
COMMUNICATIONS COORDINATOR (180)		0	0	1
COMMUNICATIONS INTERN (185)		0	1	0
PERSONAL SERVICES:				
100.165.51110 SALARIES & WAGES		\$0	\$45,568	\$60,263
100.165.51120 OVERTIME WAGES			500	0
100.165.51211 PERS		0	6,449	8,437
100.165.51220 WORKERS COMPENSATION		0	1,843	2,410
100.165.51230 GROUP HEALTH INSURANCE		0	0	7,359
100.165.51270 MEDICARE-CITY SHARE		0	668	873
100.165.51275 LIFE INSURANCE		0	71	81
Total - PERSONAL SERVICES		0	55,099	79,423
CONTRACTUAL SERVICES:				
100.165.52110 TRAVEL AND TRAINING		0	1,000	2,000
100.165.52120 EMPLOYEE MILEAGE REIMBURSEMENT		0	300	500
100.165.52222 TELEPHONE LINE CHARGES		0	660	660
100.165.52480 OTHER PROFESSIONAL SERVICES		0	500	2,500
100.165.52490 OUTSIDE PRINTING		0	2,000	200
100.165.52920 MEMBERSHIPS-BOOKS-PERIODICALS		0	250	250
100.165.52950 RECREATIONAL ACTIVITIES		0	0	31,710
Total - CONTRACTUAL SERVICES		0	4,710	37,820
COMMODITIES:				
100.165.53100 OFFICE SUPPLIES		0	500	500
Total - COMMODITIES		0	500	500
CAPITAL OUTLAY:				
100.165.54320 OFFICE MACHINERY & EQUIPMENT		0	1,000	2,500
100.165.54370 COMPUTER SOFTWARE		0	0	1,000
Total - CAPITAL OUTLAY		0	1,000	3,500
Grand Total		\$0	\$61,309	\$121,243

**DEPARTMENT SUMMARY OF EXPENDITURES
PUBLIC SAFETY ADMINISTRATION**

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
EXPENDITURES BY DIVISION:			
Public Safety Administration	\$146,276	\$12,136	\$0
TOTAL DIVISION EXPENDITURES	\$146,276	\$12,136	\$0
EXPENDITURES BY CATEGORY:			
Personal Services	\$142,869	\$11,636	\$0
Contractual Services	2,096	500	0
Commodities	1,310	0	0
TOTAL EXPENDITURES	\$146,276	\$12,136	\$0

**GENERAL FUND
PUBLIC SAFETY ADMINISTRATION**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
PERSONNEL:				
DIRECTOR OF PUBLIC SAFETY (168)		1	1	0
	PERSONAL SERVICES:			
100.209.51110	SALARIES & WAGES	\$107,266	\$6,640	\$0
100.209.51211	PERS	14,931	1,994	0
100.209.51220	WORKERS COMPENSATION	5,292	568	0
100.209.51230	GROUP HEALTH INSURANCE	12,474	2,206	0
100.209.51250	CLOTHING ALLOWANCE	800	0	0
100.209.51270	MEDICARE	1,543	207	0
100.209.51275	LIFE INSURANCE	64	21	0
100.209.51290	EMPLOYEE AWARDS	500	0	0
	Total - PERSONAL SERVICES	142,869	11,636	0
	CONTRACTUAL SERVICES:			
100.209.52111	MANDATORY TRAVEL & TRAINING	750	0	0
100.209.52222	TELEPHONE LINE CHARGES	660	0	0
100.209.52480	OTHER PROFESSIONAL SERVICES	450	0	0
100.209.52510	MAINT OF EQUIPMENT	67	0	0
100.209.52920	MEMBERSHIPS, BOOKS & PERIODICALS	170	500	0
	Total - CONTRACTUAL SERVICES	2,096	500	0
	COMMODITIES:			
100.209.53100	OFFICE SUPPLIES	328	0	0
100.209.53510	SUPPLIES TO MAINTAIN EQUIPMENT	82	0	0
100.209.53620	MAJOR TOOLS & EQUIPMENT	900	0	0
	Total - COMMODITIES	1,310	0	0
	Grand Total	\$146,276	\$12,136	\$0

DIVISION OF FIRE

Mission Statement

The Mission of the Middletown Division of Fire is to save lives and protect property from fire and other hazards, natural and manmade.

This mission is accomplished through Fire Suppression, Fire Prevention, Public Education, Fire Cause Determination, Hazardous Material Response and Emergency Medical Services, basic and advanced life support skills, Vehicle Extrication and Technical Rescue: Confined Space, High Angle and Shore based Water Rescue.

Vision Statement

Create an All-Hazards Fire & Emergency Services



Summary

The Division of Fire is under the direction of the Fire Chief.

The Division of Fire's 2018 budget reflects an authorized staffing level of 79 full time, paid uniformed members and 1 Administrative Assistant. Of the 79 uniformed personnel there are:

22	Officers
57	Firefighters, including the following special positions: Paid Squad Persons Paid Apparatus Operators

12 firefighter positions are funded through the Department of Homeland Security's SAFER Grant.

All current uniformed members of the Division are Emergency Medical Technician trained. Sixty-eight employees are trained to the paramedic level and six employees at the EMT Basic level.

In addition, the Division of Fire has vehicle resources which includes the following apparatus:

5 Engines (3 frontline, 2 reserve)	2 Aerials (1 ladder, 1 platform)
7 Ambulances (4 frontline, 2 reserve)	1 Command vehicle
3 Utility vehicles	3 Staff vehicles
1 Hazardous material vehicle	1 Mass decontamination vehicle (DHS)

DIVISION OF FIRE**Division of Fire, (continued)****2018 Goals and Objectives**

- To provide an appropriate response of personnel, apparatus and equipment to fires, medical emergencies, and other hazardous situation
- Implement recommendations of the 2017 Strategic Planning Study throughout 2018
- Conduct a Deployment and Staffing Analysis as recommended by the Strategic Planning Study by June 20th, 2018
- Reduce Fire & EMS calls for service through the use of the Address Management System software, community education, false alarm fees, and appropriate dispatch triage by December 31st 2018
- Train City Departments on Middletown's Community Disaster Plan by March 31, 2018
- Continue cooperation with other key organizations and city staff on community response to opioid overdoses and reduce these incidents by 10% by December 31st, 2018
- Continue Fire Department participation in staff projects/task force/Boards/ Commissions, etc., throughout 2018
- Apply for capital grants for replacement of older equipment including air quality monitors, SCBA equipment, and cardiac monitoring equipment
- Reapply for the SAFER Grant to fund at least 12 FF/EMT/Paramedic Positions by December 31st 2018
- Continue to implement the Fire Manager software program for shift scheduling, training, and equipment inventories throughout 2018
- Develop a Fire Administration secession plan to prepare future leadership in the Division of Fire

DIVISION OF FIRE**Service Measures**

	<u>2016 Actual</u>	<u>2017 Estimate</u>	<u>2018 Estimate</u>
Average response time in minutes/seconds	5 mins/59secs	5mins/28secs	5 mins/28secs
Emergency medical calls	9,268 calls	10,168 calls	9,668 calls
Fire Calls for Service	2,116	2,252	2,139 calls
Structure Fire responses	188	200	190 calls

DEPARTMENT SUMMARY OF EXPENDITURES
DIVISION OF FIRE

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
EXPENDITURES BY DIVISION:			
Fire Administration	\$385,143	\$406,333	\$411,813
Fire Operations	7,431,571	8,693,275	9,103,155
Fire Training & Prevention	263,772	276,875	605,033
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TOTAL DIVISION EXPENDITURES	\$8,080,486	\$9,376,483	\$10,120,001
 EXPENDITURES BY CATEGORY:			
Personal Services	\$7,016,318	\$8,240,037	\$8,520,696
Contractual Services	468,063	554,270	595,270
Commodities	327,665	294,606	673,465
Capital Outlay	268,440	287,570	330,570
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TOTAL EXPENDITURES	\$8,080,486	\$9,376,483	\$10,120,001

**GENERAL FUND
FIRE ADMINISTRATION**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
PERSONNEL:				
FIRE CHIEF (169)		1	1	1
ASSISTANT FIRE CHIEF (171)		1	1	1
ADMINISTRATIVE ASSISTANT (184)		1	1	1
PERSONAL SERVICES:				
100.211.51110 SALARIES & WAGES		\$259,034	\$272,180	\$280,614
100.211.51211 PERS		6,804	7,285	7,774
100.211.51213 FIRE PENSION		47,044	52,834	54,021
100.211.51214 FIRE UNFUNDED LIABILITY		911	1,609	1,609
100.211.51220 WORKERS COMPENSATION		10,922	10,887	11,225
100.211.51230 GROUP HEALTH INSURANCE		49,440	46,713	41,423
100.211.51250 CLOTHING ALLOWANCE		0	750	750
100.211.51270 MEDICARE		3,682	3,947	4,069
100.211.51275 LIFE INSURANCE		199	232	232
100.211.51290 EMPLOYEE AWARDS		1,500	0	0
Total - PERSONAL SERVICES		379,535	396,437	401,717
CONTRACTUAL SERVICES:				
100.211.52111 MANDATORY TRAVEL & TRAINING		810	1,540	2,540
100.211.52660 PROPERTY INSURANCE		1,780	3,700	2,700
100.211.52670 BOILER & MACHINERY INSURANCE		0	250	250
100.211.52920 MEMBERSHIPS-BOOKS-PERIODICALS		910	1,000	1,000
Total - CONTRACTUAL SERVICES		3,500	6,490	6,490
COMMODITIES:				
100.211.53100 OFFICE SUPPLIES		1,552	1,756	1,756
100.211.53210 FOOD		437	750	750
100.211.53230 PURCHASE OF UNIFORMS		120	900	1,100
Total - COMMODITIES		2,108	3,406	3,606
Grand Total		\$385,143	\$406,333	\$411,813

**GENERAL FUND
FIRE OPERATIONS**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
PERSONNEL:				
DEPUTY FIRE CHIEF (FO4)		3	3	3
FIRE CAPTAIN (FO3)		3	4	4
FIRE LIEUTENANT (FO2)		9	8	8
FIREFIGHTER PM (FO1)		45	44	40
FIREFIGHTER EMT (FO1)		0	16	17
PERSONAL SERVICES				
100.212.51110 SALARIES & WAGES		\$4,019,837	\$4,663,591	\$4,694,956
100.212.51120 OVERTIME WAGES		100,516	134,058	134,058
100.212.51150 CALL-OUT OVERTIME		15,937	39,000	39,000
100.212.51213 FIRE PENSION		985,748	1,160,796	1,168,323
100.212.51214 FIRE UNFUNDED LIABILITY		43,248	43,000	43,000
100.212.51220 WORKERS COMPENSATION		212,520	193,466	194,721
100.212.51230 GROUP HEALTH INSURANCE		896,692	1,237,200	1,142,401
100.212.51250 CLOTHING ALLOWANCE		15,375	27,563	30,000
100.212.51270 MEDICARE-CITY SHARE		59,000	70,180	70,586
100.212.51275 LIFE INSURANCE		3,887	5,737	5,767
100.212.51290 EMPLOYEE AWARDS		28,000	0	0
Total - PERSONAL SERVICES		6,380,761	7,574,591	7,522,812
CONTRACTUAL SERVICES:				
100.212.52111 MANDATORY TRAVEL & TRAINING		10,513	10,178	10,178
100.212.52210 UTILITIES-GAS & ELECTRIC		42,049	60,000	55,000
100.212.52222 TELEPHONE LINE CHARGES		18,237	18,500	23,500
100.212.52310 MUNICIPAL GARAGE CHARGE		300,638	350,922	350,922
100.212.52330 RADIO MAINTENANCE		12,489	12,614	12,614
100.212.52480 OTHER PROFESSIONAL SERVICES		18,179	28,100	68,100
100.212.52490 OUTSIDE PRINTING		1,000	1,000	1,000
100.212.52510 MAINTENANCE OF EQUIP		21,975	24,000	24,000
100.212.52520 MAINTENANCE OF FACILITIES		31,824	35,000	35,000
100.212.52820 LICENSES AND PERMITS		0	500	500
100.212.52920 MEMBERSHIPS-BOOKS-PERIODICALS		1,199	1,200	1,200
Total - CONTRACTUAL SERVICES		458,102	542,014	582,014
COMMODITIES:				
100.212.53210 FOOD		749	0	0
100.212.53220 DRUGS/MEDICAL SUPPLIES		78,782	130,000	130,000
100.212.53230 PURCHASE OF UNIFORMS		92,663	105,000	112,200
100.212.53240 HOUSEHOLD GOODS		5,034	4,000	4,000
100.212.53250 CLEANING SUPPLIES		8,634	10,000	10,000
100.212.53510 SUPPLIES TO MAINTAIN EQUIP		11,361	17,500	17,500
100.212.53520 SUPPLIES TO MAINTAIN BUILDING		3,621	7,100	7,100
100.212.53550 HAZARDOUS MATERIALS SUPPLIES		8,959	10,000	10,000
100.212.53610 SMALL TOOLS & EQUIPMENT		113,014	3,000	3,000
100.212.53620 MAJOR TOOLS & EQUIPMENT		15	1,500	372,959
100.212.53710 CHEMICALS & LAB SUPPLIES		1,435	1,000	1,000
Total - COMMODITIES		324,268	289,100	667,759
CAPITAL OUTLAY				
100.212.54310 AUTOS & TRUCK DEPR		244,001	244,000	244,000
100.212.54311 RADIO DEPRECIATION		3,535	3,570	3,570
100.212.54400 BLDGS AND OTHER STRUCTURES		20,904	40,000	83,000
Total - CAPITAL OUTLAY		268,440	287,570	330,570
Grand Total		\$7,431,571	\$8,693,275	\$9,103,155

**GENERAL FUND**
FIRE TRAINING AND PREVENTION

	Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
PERSONNEL:			
FIRE CAPTAIN (F03)	2	2	2
FIRE LIEUTENANT (FO2)	0	0	3
PERSONAL SERVICES:			
100.213.51110 SALARIES & WAGES	\$156,496	\$165,506	\$377,078
100.213.51120 OVERTIME WAGES	11,037	6,150	6,150
100.213.51150 CALL-OUT OVERTIME	1,707	4,000	4,000
100.213.51213 FIRE PENSION	37,686	42,158	92,935
100.213.51214 FIRE UNFUNDED LIABILITY	1,366	2,880	2,880
100.213.51220 WORKERS COMPENSATION	8,502	7,026	15,489
100.213.51230 GROUP HEALTH INSURANCE	35,688	37,830	89,616
100.213.51250 CLOTHING ALLOWANCE	0	750	2,000
100.213.51270 MEDICARE-CITY SHARE	2,397	2,547	5,615
100.213.51275 LIFE INSURANCE	143	162	404
100.213.51290 EMPLOYEE AWARDS	1,000	0	0
Total - PERSONAL SERVICES	256,022	269,009	596,167
CONTRACTUAL SERVICES:			
100.213.52111 MANDATORY TRAVEL & TRAINING	2,257	2,618	2,618
100.213.52222 TELEPHONE LINE CHARGES	1,320	1,320	1,320
100.213.52920 MEMBERSHIPS-BOOKS-PERIODICALS	2,884	1,828	2,828
Total - CONTRACTUAL SERVICES	6,461	5,766	6,766
COMMODITIES:			
100.213.53210 FOOD	0	750	750
100.213.53230 PURCHASE OF UNIFORMS	1,288	1,350	1,350
Total - COMMODITIES	1,288	2,100	2,100
Grand Total	\$263,772	\$276,875	\$605,033

DIVISION OF POLICE

Summary

The 2018 Division of Police is led by the Chief of Police, assisted by four Deputy Chiefs. It is divided into four sections, Administration, Investigations, Patrol and Services, each of which is commanded by a Deputy Chief.

The mission of the Division of Police is to control crime and disorder, arrest and prosecute offenders, and to ensure the safety of the motoring public, all while working within the constraints of our budget.



2018 Budget Overview

The amount of General Fund money in our 2018 budget is \$12,153,405. In addition to the General Fund dollars we have budgeted \$264,429 from other funding sources, specifically the Law Enforcement Trust Fund, the Mandatory Drug Fine Fund, the DUI Education and Enforcement Fund, a JAG grant, O.V.I. Grant, and the STEP Grant (all Special Revenue Funds).

The 2018 budget contains the following personnel:

1. 69 Sworn Police Positions (including supervisors)
2. 15 Dispatchers
3. 1 Communications/Services Supervisor
4. 11 Correction Officers
5. 8 Clerical Staff
6. 1 Civilian Property Officer
7. 3 Part-time staff associated with the supervision of prisoners and/or work details

In total we have: 104 full-time employees and three part-time employees. Our personnel are responsible for meeting the basic functions of the Police Division.

The non-General Fund dollars are used to fund portions of the Special Investigations Unit (formerly Special Operations), to promote traffic safety, for specialized training, and to assist in our efforts to combat drunken driving.

Police Services include:

- (1) Responding to calls for service
- (2) Reporting and investigating crimes
- (3) Arresting offenders
- (4) Recovering stolen property
- (5) Promoting traffic safety
- (6) Maintaining public peace

DIVISION OF POLICE

Division of Police, (continued)

Programs, Goals and Projects for 2018

1. Crime and Calls for Service Reduction: Continue to reduce Part I Crimes and CFS
2. Maintain the safety of the motoring public
3. Operate within our authorized budget
4. Work with other city departments to address crime, housing, and quality of life issues in specific targeted neighborhoods
5. Train personnel to improve job performance and learn new trends in Law Enforcement
6. Utilize the chronic nuisance ordinance to address rental property issues
7. Continue the use of task force strategies to address crime hotspots
8. Improved use of the Address Management System to better our neighborhood policing
9. Implement and train in a new Records Management System
10. Look to install a kiosk in the Police Lobby

Key Measurements

- Part I crimes
- Discretionary patrol for each shift and for the first four hours of 11-7 shift
- Total patrol discretionary time
- Response times, priority 1, 2 and 3 calls for service
- Arrests
- Average daily jail population
- Juvenile arrests and percent of offenses involving juveniles
- Number of outstanding warrants and number of warrants served
- Drug forfeitures and seizures, dollar amount and amount of narcotics



Service Measures

	2016 Actual	2017 Estimate	2018 Estimate
Part One Crimes	3,375 crimes	3,132 crimes	2,907 crimes
Calls for Service	36,881 calls	39,282 calls	41,835 calls
Response Times	5.8 minutes	6.7 minutes	6.7 minutes
Cases Assigned to Detectives	1,316 cases	1,178 cases	1,280 cases
Average Daily Jail Population	57 inmates	55 inmates	55 inmates
Traffic Accidents	1,196 accidents	1,340 accidents	1,400 accidents
Arrests	5,861 arrests	5,616 arrests	5,525 arrests
Moving Citations	4,315 citations	6,240 citations	6,400 citations

DEPARTMENT SUMMARY OF EXPENDITURES
DIVISION OF POLICE

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
EXPENDITURES BY DIVISION:			
Police Administration	\$534,260	\$571,817	\$588,973
Criminal Investigation	1,709,386	2,229,563	1,461,129
Narcotics	0	0	852,189
Uniform Patrol	6,366,543	6,162,605	6,471,235
Police Services	295,758	298,857	311,286
Police & Fire Dispatch	1,227,719	1,228,929	1,223,695
Jail Management	1,268,871	1,178,216	1,244,898
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TOTAL DIVISION EXPENDITURES	\$11,402,536	\$11,669,987	\$12,153,405
 EXPENDITURES BY CATEGORY:			
Personal Services	\$10,018,797	\$10,191,131	\$10,727,799
Contractual Services	896,431	1,002,054	938,804
Commodities	149,169	138,300	148,300
Capital Outlay	338,139	338,502	338,502
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TOTAL EXPENDITURES	\$11,402,536	\$11,669,987	\$12,153,405

**GENERAL FUND
POLICE ADMINISTRATION**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
PERSONNEL:				
CHIEF OF POLICE (169)		1	1	1
DEPUTY POLICE CHIEF (171)		0	0	1
ASSISTANT CHIEF OF POLICE (DCP)		1	1	0
ADMINISTRATIVE ASSISTANT (184)		1	1	1
SECRETARY III (187)		1	1	1
PERSONAL SERVICES:				
100.221.51110	SALARIES & WAGES	\$307,221	\$324,227	\$334,873
100.221.51120	OVERTIME WAGES	0	2,900	2,900
100.221.51211	PERS	12,101	13,480	14,356
100.221.51212	POLICE PENSION	40,556	45,014	45,869
100.221.51214	POLICE UNFUNDED LIABILITY	1,044	997	997
100.221.51220	WORKERS COMPENSATION	16,820	13,085	13,511
100.221.51230	GROUP HEALTH INSURANCE	67,284	65,628	69,566
100.221.51250	CLOTHING ALLOWANCE	4,500	4,700	4,700
100.221.51270	MEDICARE-CITY SHARE	2,887	4,743	4,898
100.221.51275	LIFE INSURANCE	254	293	303
100.221.51290	EMPLOYEE AWARDS	2,000	0	0
	Total - PERSONAL SERVICES	454,669	475,067	491,973
CONTRACTUAL SERVICES:				
100.221.52111	MANDATORY TRAVEL & TRAINING	5,000	5,000	5,000
100.221.52480	OTHER PROFESSIONAL SERVICES	2,361	1,000	1,000
100.221.52490	OUTSIDE PRINTING	1,020	2,000	2,000
100.221.52510	MAINT OF EQUIPMENT	89	250	500
100.221.52650	POLICE PROFESSIONAL LIAB INS	54,119	71,000	71,000
100.221.52920	MEMBERSHIPS-BOOKS-PERIODICALS	3,102	2,000	2,000
	Total - CONTRACTUAL SERVICES	65,691	81,250	81,500
COMMODITIES:				
100.221.53100	OFFICE SUPPLIES	13,451	14,000	14,000
100.221.53620	MAJOR TOOLS & EQUIPMENT	449	1,500	1,500
	Total - COMMODITIES	13,900	15,500	15,500
	Grand Total	\$534,260	\$571,817	\$588,973

**GENERAL FUND
CRIMINAL INVESTIGATION**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
PERSONNEL:				
POLICE OFFICER (PO1)		11	16	10
DEPUTY POLICE CHIEF (171)		0	0	1
POLICE SERGEANT (PO2)		1	1	0
POLICE LIEUTENANT (PO3)		1	1	0
SECRETARY III (187)		1	1	1
PROPERTY OFFICER (186)		0	0	1
COMMUNITY SERVICE OFFICER (190)		1	1	0
PERSONAL SERVICES:				
100.222.51110	SALARIES & WAGES	\$1,013,262	\$1,367,933	\$904,001
100.222.51120	OVERTIME WAGES	136,297	97,560	45,360
100.222.51211	PERS	11,885	13,786	13,216
100.222.51212	POLICE PENSION	201,223	266,570	166,718
100.222.51214	POLICE UNFUNDED LIABILITY	9,921	11,379	6,954
100.222.51220	WORKERS COMPENSATION	50,476	58,620	37,974
100.222.51230	GROUP HEALTH INSURANCE	211,352	329,289	223,930
100.222.51250	CLOTHING ALLOWANCE	30,038	41,600	28,200
100.222.51270	MEDICARE-CITY SHARE	16,659	21,250	13,766
100.222.51275	LIFE INSURANCE	1,021	1,576	1,010
100.222.51290	EMPLOYEE AWARDS	7,500	0	0
Total - PERSONAL SERVICES		1,689,634	2,209,563	1,441,129
CONTRACTUAL SERVICES:				
100.222.52111	MANDATORY TRAVEL & TRAINING	1,008	1,000	1,000
100.222.52480	OTHER PROFESSIONAL SERVICE	8,044	5,000	5,000
100.222.52490	OUTSIDE PRINTING	736	1,000	1,000
100.222.52510	MAINTENANCE OF EQUIP	1,989	2,000	2,000
100.222.52920	MEMBERSHIPS-BOOKS-PERIODICALS	825	1,000	1,000
Total - CONTRACTUAL SERVICES		12,602	10,000	10,000
COMMODITIES:				
100.222.53297	SCHOOL EDUCATION SUPPLIES	2,520	2,500	2,500
100.222.53510	SUPPLIES TO MAINTAIN EQUIP	592	1,500	1,500
100.222.53610	SMALL TOOLS & EQUIP	2,040	2,000	2,000
100.222.53710	CHEMICALS & LAB SUPPLIES	1,998	4,000	4,000
Total - COMMODITIES		7,150	10,000	10,000
Grand Total		\$1,709,386	\$2,229,563	\$1,461,129

GENERAL FUND
NARCOTICS DIVISION

	Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
PERSONNEL:			
POLICE OFFICER (PO1)	0	0	6
POLICE SERGEANT (PO2)	0	0	1
PERSONAL SERVICES:			
100.223.51110 SALARIES & WAGES	\$0	\$0	\$504,114
100.223.51120 OVERTIME WAGES	0	0	45,000
100.223.51212 POLICE PENSION	0	0	107,077
100.223.51214 POLICE UNFUNDED LIABILITY	0	0	4,425
100.223.51220 WORKERS COMPENSATION	0	0	21,965
100.223.51230 GROUP HEALTH INSURANCE	0	0	123,680
100.223.51250 CLOTHING ALLOWANCE	0	0	17,400
100.223.51270 MEDICARE-CITY SHARE	0	0	7,962
100.223.51275 LIFE INSURANCE	0	0	566
Total - PERSONAL SERVICES	0	0	832,189
CONTRACTUAL SERVICES:			
100.223.52111 MANDATORY TRAVEL & TRAINING	0	0	1,000
100.223.52480 OTHER PROFESSIONAL SERVICE	0	0	5,000
100.223.52490 OUTSIDE PRINTING	0	0	1,000
100.223.52510 MAINTENANCE OF EQUIP	0	0	2,000
100.223.52920 MEMBERSHIPS-BOOKS-PERIODICALS	0	0	1,000
Total - CONTRACTUAL SERVICES	0	0	10,000
COMMODITIES:			
100.223.53297 SCHOOL EDUCATION SUPPLIES	0	0	2,500
100.223.53510 SUPPLIES TO MAINTAIN EQUIP	0	0	1,500
100.223.53610 SMALL TOOLS & EQUIP	0	0	2,000
100.223.53710 CHEMICALS & LAB SUPPLIES	0	0	4,000
Total - COMMODITIES	0	0	10,000
Grand Total	\$0	\$0	\$852,189

**GENERAL FUND
UNIFORM PATROL**

	Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
PERSONNEL:			
DEPUTY POLICE CHIEF (171)	0	0	1
POLICE LIEUTENANT (PO3)	1	1	0
POLICE SERGEANT (PO2)	8	8	9
POLICE OFFICER (PO1)	42	39	39
PERSONAL SERVICES:			
100.224.51110 SALARIES & WAGES	\$3,425,490	\$3,242,531	\$3,515,968
100.224.51120 OVERTIME WAGES	289,940	306,725	300,000
100.224.51212 POLICE PENSION	718,099	691,980	744,114
100.224.51214 POLICE UNFUNDED LIABILITY	39,685	36,419	36,419
100.224.51220 WORKERS COMPENSATION	176,009	139,341	152,639
100.224.51230 GROUP HEALTH INSURANCE	689,593	651,936	697,407
100.224.51250 CLOTHING ALLOWANCE	58,025	62,430	62,980
100.224.51270 MEDICARE-CITY SHARE	53,986	51,477	55,331
100.224.51275 LIFE INSURANCE	3,634	3,848	3,959
100.224.51290 EMPLOYEE AWARDS	23,500	0	0
Total - PERSONAL SERVICES	5,477,961	5,186,687	5,568,817
CONTRACTUAL SERVICES:			
100.224.52111 MANDATORY TRAVEL & TRAINING	8,050	8,000	5,000
100.224.52310 MUNICIPAL GARAGE CHARGES	345,433	456,000	400,000
100.224.52330 RADIO MAINTENANCE	30,856	31,166	29,751
100.224.52480 OTHER PROFESSIONAL SERVICES	61,478	45,000	31,415
100.224.52490 OUTSIDE PRINTING	1,979	2,000	2,000
100.224.52510 MAINTENANCE OF EQUIP	1,532	3,000	3,000
100.224.52520 MAINTENANCE OF FACILITIES	8,125	4,500	5,000
100.224.52920 MEMBERSHIPS-BOOKS-PERIODICALS	77	0	0
Total - CONTRACTUAL SERVICES	457,530	549,666	476,166
COMMODITIES:			
100.224.53230 PURCHASE OF UNIFORMS	35,185	25,000	25,000
100.224.53295 TRAFFIC CONTROL SUPPLIES	686	2,000	2,000
100.224.53510 SUPPLIES TO MAINTAIN EQUIP	2,573	3,000	3,000
100.224.53610 SMALL TOOLS & EQUIP	1,373	0	0
100.224.53620 MAJOR TOOLS & EQUIPMENT	35,259	37,984	40,000
100.224.53720 AMMUNITION	17,849	18,000	18,000
Total - COMMODITIES	92,925	88,000	88,000
CAPITAL OUTLAY:			
100.224.54310 AUTOS AND TRUCKS DEPR	280,002	280,000	280,000
100.224.54311 RADIO DEPRECIATION	12,625	12,752	12,752
100.224.54313 MOBIL DATA DEPRECIATION	45,500	45,500	45,500
Total - CAPITAL OUTLAY	338,127	338,252	338,252
Grand Total	\$6,366,543	\$6,162,605	\$6,471,235

**GENERAL FUND
POLICE SERVICES**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
PERSONNEL:				
WORD PROCESSING OPERATOR (PC3)	1	1	1	1
POLICE RECORDS CLERK (PC2)	1	1	1	1
POLICE RECORDS CLERK (PC4)	3	3	3	3
PERSONAL SERVICES:				
100.225.51110 SALARIES & WAGES	\$182,882	\$186,728	\$193,182	
100.225.51120 OVERTIME WAGES	13,224	11,220	11,220	
100.225.51211 PERS	27,573	27,713	28,616	
100.225.51220 WORKERS COMPENSATION	9,481	7,918	8,176	
100.225.51230 GROUP HEALTH INSURANCE	50,619	53,655	56,875	
100.225.51250 CLOTHING ALLOWANCE	0	0	1,500	
100.225.51270 MEDICARE-CITY SHARE	2,734	2,870	2,964	
100.225.51275 LIFE INSURANCE	239	303	303	
100.225.51290 EMPLOYEE AWARDS	2,500	0	0	
Total - PERSONAL SERVICES	289,251	290,407	302,836	
CONTRACTUAL SERVICES:				
100.225.52480 OTHER PROFESSIONAL SERVICE	643	250	250	
100.225.52490 OUTSIDE PRINTING	2,765	4,250	4,250	
100.225.52510 MAINTENANCE OF EQUIP	3,087	3,700	3,700	
Total - CONTRACTUAL SERVICES	6,495	8,200	8,200	
CAPITAL OUTLAY:				
100.225.54320 OFFICE MACHINERY AND EQUIP	12	250	250	
Total - CAPITAL OUTLAY	12	250	250	
Grand Total		\$295,758	\$298,857	\$311,286

**GENERAL FUND
POLICE & FIRE DISPATCH**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
PERSONNEL:				
DISPATCHER (PC7)		14	14	14
COMMUNICATIONS SUPERVISOR (183)		1	1	1
PERSONAL SERVICES:				
100.226.51110 SALARIES & WAGES		\$680,344	\$694,294	\$686,113
100.226.51120 OVERTIME WAGES		137,206	104,575	104,575
100.226.51212 POLICE PENSION		866	0	0
100.226.51211 PERS		113,546	111,842	110,696
100.226.51220 WORKERS COMPENSATION		38,800	31,955	31,628
100.226.51230 GROUP HEALTH INSURANCE		168,407	194,250	195,787
100.226.51240 UNEMPLOYMENT CHARGES		0	9,000	0
100.226.51250 CLOTHING ALLOWANCE		8,813	0	12,000
100.226.51270 MEDICARE-CITY SHARE		11,986	11,584	11,465
100.226.51275 LIFE INSURANCE		715	929	931
100.226.51290 EMPLOYEE AWARDS		7,000	0	0
Total - PERSONAL SERVICES		1,167,683	1,158,429	1,153,195
CONTRACTUAL SERVICES:				
100.226.52111 MANDATORY TRAINING		90	1,500	1,500
100.226.52222 TELEPHONE LINE CHARGES		28,492	30,000	30,000
100.226.52480 OTHER PROFESSIONAL SERVICES		1,356	1,000	1,000
100.226.52510 MAINTENANCE OF EQUIP		26,323	34,000	34,000
Total - CONTRACTUAL SERVICES		56,411	66,500	66,500
COMMODITIES:				
100.226.53100 OFFICE SUPPLIES		53	0	0
100.226.53230 PURCHASE OF UNIFORMS		1,135	0	0
100.226.53620 MAJOR TOOLS & EQUIPMENT		2,437	4,000	4,000
Total - COMMODITIES		3,625	4,000	4,000
Grand Total		\$1,227,719	\$1,228,929	\$1,223,695

**GENERAL FUND
JAIL MANAGEMENT**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
PERSONNEL:				
POLICE LIEUTENANT (PO3)		1	1	0
DEPUTY POLICE CHIEF (171)		0	0	1
POLICE OFFICER (PO1)		1	0	0
CORRECTIONS OFFICER (PO4)		11	11	11
COURT LIAISON P/T	1550 HRS	1550 HRS	1550 HRS	
BUILDING CLEANER P/T	1027 HRS	1027 HRS	1027 HRS	
PERSONAL SERVICES:				
100.229.51110 SALARIES & WAGES	\$617,911	\$577,544	\$603,602	
100.229.51120 OVERTIME WAGES	33,775	34,100	34,100	
100.229.51211 PERS	67,155	72,167	74,130	
100.229.51212 POLICE PENSION	33,285	18,752	21,100	
100.229.51214 POLICE UNFUNDED LIABILITY	1,567	1,347	1,347	
100.229.51220 WORKERS COMPENSATION	35,345	24,466	25,508	
100.229.51230 GROUP HEALTH INSURANCE	123,895	123,036	157,829	
100.229.51250 CLOTHING ALLOWANCE	10,738	9,950	10,050	
100.229.51270 MEDICARE-CITY SHARE	9,536	8,869	9,247	
100.229.51275 LIFE INSURANCE	644	747	747	
100.229.51290 EMPLOYEE AWARDS	5,750	0	0	
Total - PERSONAL SERVICES	939,600	870,978	937,660	
CONTRACTUAL SERVICES:				
100.229.52111 MANDATORY TRAVEL & TRAINING	1,300	1,300	1,300	
100.229.52420 MEDICAL SERVICE	32,298	35,000	35,000	
100.229.52480 OTHER PROFESSIONAL SERVICE	84,486	88,000	88,000	
100.229.52490 OUTSIDE PRINTING	114	500	500	
100.229.52510 MAINTENANCE OF EQUIP	7,537	9,180	9,180	
100.229.52880 OTHER OPERATING COSTS	24,440	25,000	25,000	
100.229.52980 MISCELLANEOUS CONTRACTUAL SVC	147,527	127,458	127,458	
Total - CONTRACTUAL SERVICES	297,702	286,438	286,438	
COMMODITIES:				
100.229.53220 DRUGS & MEDICAL SUPPLIES	3,420	4,000	4,000	
100.229.53230 PURCHASE OF UNIFORMS	10,905	4,000	4,000	
100.229.53250 CLEANING SUPPLIES	7,400	5,000	5,000	
100.229.53510 SUPPLIES TO MAINTAIN EQUIP	3,784	2,000	2,000	
100.229.53520 SUPPLIES TO MAINTAIN FACILITIES	1,604	1,500	1,500	
100.229.53620 MAJOR TOOLS AND EQUIPMENT	4,455	4,300	4,300	
Total - COMMODITIES	31,569	20,800	20,800	
Grand Total	\$1,268,871	\$1,178,216	\$1,244,898	

COMMUNITY REVITALIZATION

Summary

The Department of Community Revitalization was created in 2008 to centralize city services that address the community's quality of life. Divisions include Code Enforcement, Building Inspection, Building Maintenance, Planning, Zoning, the Middletown Transit System, and all Housing Urban Development programs administered by the City including the Community Development Block Grants (CDBG), Neighborhood Stabilization Program (NSP) and the Home Investment Partnerships Program (HOME).

Building Inspection

The Building code sets the minimum safety standards for all aspects of building construction: structural, fire, plumbing, electrical, and mechanical systems. Building codes provide local government with a way to guard the public's personal safety. Permits and inspections are necessary to verify that code standards are met. Codes apply whether a professional contractor or a "do-it-yourselfer" does the work.

Middletown Transit System

The Transit system (MTS) exists to provide affordable transportation to all Middletown residents, including the disadvantaged and the disabled throughout Middletown. MTS also partners with Butler County Regional Transit Authority (BCRTA) to provide shuttle service to Hamilton and to Oxford, through Trenton. BCRTA also provides a night time jobs demand shuttle for Middletown residents.

Code Enforcement

This division works to improve the quality of life for residents by dealing with both housing and nuisance issues.

HUD programs

The City operates many programs funded through HUD that affect affordable housing. These programs have been especially important during the economic downturn.



Community Revitalization Plan for 2018:

Continue to work with police to reduce crime and drug use in troubled neighborhoods.

Continue to expand home ownership and job opportunities combined with improved quality of living by improving public facilities.

Continue partnerships with Butler County Regional Transit Authority to run the Middletown Transit System in the most cost effective manner possible.

COMMUNITY REVITALIZATION

Community Revitalization, (continued)

Continue Community Revitalization Department membership and participation in BCRTA, the Butler County Housing and Homeless Coalition, the Butler County Homeowner Preservation Group, and OKI. The City Planner will continue membership in appropriate regional planning organizations.

To expand nuisance and code enforcement measures throughout the City. In 2018, the City will continue to offer homeowners emergency repair assistance through People Working Cooperatively. In addition, Community Revitalization will utilize available grants to continue the demolition of vacant and blighted properties. The land bank will be implemented further to obtain problem properties. We will continue working with police enforcing the chronic nuisance ordinance. We also are looking to develop a nuisance abatement plan to repair properties with code violations. The use of volunteers for city wide projects will be a high priority.



Goals and Objectives

Goal 1: Code Enforcement Improvement

- Use all tools available to enforce full code abatement with liens
- Develop abatement program as funds become available
- Coordinate with police to heavily enforce the most troubled neighborhoods

Goal 2: Demolition and vacant lots

- Continue demolition of blighted structures using available funds
- Continue a vacant lot program utilizing the land bank where feasible
- Continue demolition efforts in targeted neighborhoods in coordination with police

Goal 3: Increase owner occupied home ownership

- Evaluate the HOME down payment assistance program for improvements

PLANNING & ZONING DEPARTMENT**SUMMARY**

The Planning and Zoning department works with City decision-makers for implementation of strategies to guide future municipal activities and development. This initiative involves the recently adopted Planning and Zoning Ordinance and updating the City's Master Plan that will kick-off in early 2018.

Principal department functions: Assistance with short and long range projects; Assistance to other departments with special projects and reviews; Process and reviews zoning compliance applications; Zoning Ordinance interpretation and enforcement; and Data, research, graphics, and mapping services.

Planning staff is responsible for reviewing and processing and review of applications for subdivisions, new residential homes, site plans, signage, plats, permitted, variances and other special land use requests, investigating and resolving citizen complaints, zoning code enforcement and interpretation, issuing all zoning compliance certificates, and inter-departmental coordination of plan and plat reviews.

Planning staff provide guidance, data, graphics, research and mapping of community data to various requests from: the general public; local businesses; developers; schools; and regional, state, and county governments. Staff also provides a wide range of mapping, graphic and data analysis services for other City departments. Staff works with state and federal agencies on maintaining and updating census data.

Planning staff acts as the liaison to the City Planning Commission, Board of Zoning Appeals, Architectural Review Board and the Historic Commission. This includes preparing staff reports to the various boards and commissions, processing applications, correspondence with applicants and surrounding property owners, publishing of legal notices, preparation of meeting agendas and minutes of meetings, and providing written confirmations regarding board actions to applicants.

The Planning Division works closely with other departments such as the Economic Development, Engineering Department, and Building Inspections Department on special projects, as well as planning and implementation. Planning staff also works closely with organizations such as Downtown Middletown Inc., Middletown Moving Forward, and Community-Building Institute Middletown, Inc.

The Planning & Zoning Division supervisor is very involved with regional coordination of land use and transportation planning by membership on the OKI Board of Directors, OKI Intermodal Coordination Committee, Butler County Land Use Committee, Warren County Planning Commission, and American Planning Association.

The updated Planning and Zoning Ordinance was adopted by the Planning Commission in November 2017. The ordinance is currently being adopted by City Council and will be effective on March 1, 2018. The adoption of the updated Planning and Zoning Ordinance will allow the Zoning Inspector to achieve the City's goal of strict enforcement of all zoning regulations.

In February 2018 the City will begin updating the Master Plan that will establish the direction for the City over the next 10 to 20 years. The plan will addresses a number of key topics including housing, development, and revitalization. The Plan will also combine recently completed studies as well as the recently adopted Downtown Middletown Strategic Plan and Housing Study into one cohesive citywide plan. As a part of the planning process the City of Middletown has formed a twelve member volunteer

PLANNING & ZONING DEPARTMENT

Planning & Zoning Department, (continued)

Advisory Committee that will review and be the sounding board of the Master Plan. The goal is to have the Master Plan adopted by both the Planning Commission and City Council in late 2018.

2018 Goals and Objectives

Goal 1: *City Master Plan Update & Adoption of the Master Plan in late 2018*

Goal 2: *Adopt & Implement Updated City Planning and Zoning Ordinance*

- Strict Enforcement of all Zoning Regulations

Goal 3: *Downtown Middletown Urban Core Historic District & Historically Designated*

- Implement Downtown Middletown Strategic Plan
- Enforcement of historic zoning regulations and downtown presence
- Preserve buildings with historical significance and avoid land use conflicts
- Work with Downtown Middletown Inc. for reviewing and rewarding façade grants
- Assist city residents who live in historic districts with understanding regulations and processes

Goal 4: *Downtown Transportation Plan*

- Coordinate with Public Works/Engineering/Economic Development
- Determine areas that need traffic calming; Bicycle and pedestrian access; Possible future traffic increases; One way/two way streets; Tourism traffic areas and control; and Parking

Goal 5: *Increase Public Participation & Awareness*

- Engage the public in a more open development review process
- Use the Department's data to the maximum potential
- Respond expeditiously to all phone and email inquiries
- Provide information on the activities that are occurring in the City through the City's website



SERVICE MEASURES

	<u>2016 Actual</u>	<u>2017 Estimate</u>	<u>2018 Estimate</u>
Number of Zoning Certificates Issued	246 certificates	260 certificates	270 certificates
Historic Commission Applications	27 applications	50 applications	40 applications
Planning Commission Applications	19 applications	25 applications	25 applications
Board of Zoning Appeals Applications	10 applications	8 applications	10 applications
Architectural review Board Applications	4 application	3 applications	3 applications

DEPARTMENT SUMMARY OF EXPENDITURES
DEPARTMENT OF COMMUNITY REVITALIZATION

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
EXPENDITURES BY DIVISION:			
Community Revitalization Administration	\$116,804	\$119,473	\$127,791
Community Center	118,377	145,000	120,000
Recreation	19,598	25,000	0
Community Development	454,555	486,138	461,615
Building Inspection	335,761	485,612	540,555
Building Maintenance	372,592	512,742	440,471
Planning	246,976	294,117	228,940
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TOTAL DIVISION EXPENDITURES	\$1,664,662	\$2,068,082	\$1,919,372
 EXPENDITURES BY CATEGORY:			
Personal Services	\$1,177,371	\$1,366,110	\$1,421,149
Contractual Services	407,623	621,322	418,873
Commodities	48,375	47,150	44,350
Capital Outlay	31,294	33,500	35,000
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TOTAL EXPENDITURES	\$1,664,662	\$2,068,082	\$1,919,372



GENERAL FUND
COMMUNITY REVITALIZATION ADMINISTRATION

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
PERSONNEL:				
COMMUNITY REVITALIZATION DIRECTOR (169)		1	1	1
	PERSONAL SERVICES:			
100.410.51110	SALARIES & WAGES	\$79,015	\$84,093	\$90,709
100.410.51211	PERS	11,016	11,773	12,699
100.410.51220	WORKERS COMPENSATION	3,897	3,364	3,628
100.410.51230	GROUP HEALTH INSURANCE	6,549	6,942	7,359
100.410.51270	MEDICARE-CITY SHARE	1,152	1,220	1,315
100.410.51275	LIFE INSURANCE	64	81	81
100.410.51290	EMPLOYEE AWARDS	500	0	0
	Total - PERSONAL SERVICES	102,193	107,473	115,791
	CONTRACTUAL SERVICES			
100.410.52110	TRAVEL AND TRAINING	3,308	1,500	1,750
100.410.52222	TELEPHONE LINE CHARGES	660	500	500
100.410.52480	OTHER PROFESSIONAL SERVICE	10,643	9,500	9,500
100.410.52920	MEMBERSHIPS-BOOKS-PERIODICALS	0	500	250
	Total - CONTRACTUAL SERVICES	14,611	12,000	12,000
	Grand Total	\$116,804	\$119,473	\$127,791

**GENERAL FUND
COMMUNITY CENTER**

		Actual	Amount	Amount
		Expenditures 2016	Budgeted 2017	Budgeted 2018
100.411.52480	OTHER PROFESSIONAL SERVICES	\$100,000	\$100,000	\$100,000
100.411.52520	MAINTENANCE OF LAND & BLDGS	18,377	45,000	20,000
	Total - CONTRACTUAL SERVICES	<hr/> 118,377	<hr/> 145,000	<hr/> 120,000
	Grand Total	\$118,377	\$145,000	\$120,000

**GENERAL FUND
RECREATION**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
	CONTRACTUAL SERVICES:			
100.413.52950	RECREATIONAL ACTIVITIES	\$19,598	\$25,000	\$0
	Total - CONTRACTUAL SERVICES	19,598	25,000	0
	Grand Total	\$19,598	\$25,000	\$0

**GENERAL FUND
COMMUNITY DEVELOPMENT**

	Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
PERSONNEL:			
HUD PROGRAM ADMINISTRATOR (176)	1	1	1
HOUSING CODE SPECIALIST (186)	4	4	4
SECRETARY III (187)	2	2	0
ADMINISTRATIVE ASSISTANT (184)	0	0	1
ANIMAL CONTROL OFFICER (186)	0	0.5	0.5
PERSONAL SERVICES:			
100.163.51110 SALARIES & WAGES	\$309,107	\$332,364	\$323,300
100.163.51211 PERS	43,466	46,555	45,262
100.163.51220 WORKERS COMPENSATION	15,127	13,299	12,932
100.163.51230 GROUP HEALTH INSURANCE	78,747	88,429	74,963
100.163.51270 MEDICARE-CITY SHARE	4,468	4,951	4,688
100.163.51275 LIFE INSURANCE	390	540	470
100.163.51290 EMPLOYEE AWARDS	3,250	0	0
Total - PERSONAL SERVICES	454,555	486,138	461,615
Grand Total	\$454,555	\$486,138	\$461,615

GENERAL FUND
BUILDING INSPECTION

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
PERSONNEL:				
CHIEF BUILDING OFFICIAL (173)		1	1	1
ADMINISTRATIVE ASSISTANT (184)		1	1	1
HUD FIELD PROJECT MANAGER (182)		1	1	0
FIELD INSPECTOR (182)		1	2	0
FIELD INSPECTOR (180)		0	0	3
PERSONAL SERVICES:				
100.260.51110 SALARIES & WAGES		\$206,100	\$268,887	\$308,229
100.260.51211 PERS		27,408	37,683	43,152
100.260.51220 WORKERS COMPENSATION		11,849	10,774	12,329
100.260.51230 GROUP HEALTH INSURANCE		37,325	68,398	76,925
100.260.51250 CLOTHING ALLOWANCE		39	0	0
100.260.51270 MEDICARE-CITY SHARE		2,934	3,899	4,469
100.260.51275 LIFE INSURANCE		200	364	394
100.260.51290 EMPLOYEE AWARDS		1,500	0	0
Total - PERSONAL SERVICES		287,356	390,005	445,498
CONTRACTUAL SERVICES				
100.260.52111 MANDATORY TRAVEL & TRAINING		780	1,500	2,000
100.260.52120 EMPLOYEE MILEAGE REIMBURSEMENT		1,057	150	2,500
100.260.52222 TELEPHONE LINE CHARGES		2,220	3,000	3,000
100.260.52310 MUNICIPAL GARAGE CHARGES		3,039	8,957	5,057
100.260.52480 OTHER PROFESSIONAL SERVICE		36,554	50,000	50,000
100.260.52490 OUTSIDE PRINTING		149	500	500
100.260.52920 MEMBERSHIPS-BOOKS-PERIODICALS		579	500	1,000
Total - CONTRACTUAL SERVICES		44,378	64,607	64,057
COMMODITIES				
100.260.53100 OFFICE SUPPLIES		1,024	1,000	1,000
Total - COMMODITIES		1,024	1,000	1,000
CAPITAL OUTLAY				
100.260.54310 AUTOS AND TRUCKS DEPR		3,003	3,000	30,000
100.260.54340 PURCHASE OF VEHICLES		0	27,000	0
Total - CAPITAL OUTLAY		3,003	30,000	30,000
Grand Total		\$335,761	\$485,612	\$540,555



GENERAL FUND
BUILDING MAINTENANCE

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
PERSONNEL:				
FACILITIES MAINTENANCE SUPERVISOR (182)	1	1	1	1
BUILDING MAINTENANCE TECHNICIAN (185)	1	1	1	1
BUILDING CLEANER (PW1)	1	1	1	1
PERSONAL SERVICES:				
100.261.51110 SALARIES & WAGES	\$129,611	\$139,381	\$147,806	
100.261.51120 OVERTIME WAGES	200	7,500	7,500	
100.261.51211 PERS	18,007	20,563	21,743	
100.261.51220 WORKERS COMPENSATION	6,696	5,875	6,212	
100.261.51230 GROUP HEALTH INSURANCE	47,821	51,051	49,516	
100.261.51250 CLOTHING ALLOWANCE	1,500	1,800	1,800	
100.261.51270 MEDICARE-CITY SHARE	1,801	2,130	2,252	
100.261.51275 LIFE INSURANCE	167	212	212	
100.261.51280 AFSCME CARE PLAN	765	765	765	
100.261.51290 EMPLOYEE AWARDS	1,500	0	0	
Total - PERSONAL SERVICES	208,068	229,277	237,806	
CONTRACTUAL SERVICES:				
100.261.52222 TELEPHONE LINE CHARGES	1,620	1,350	1,350	
100.261.52310 MUNICIPAL GARAGE CHARGES	1,075	3,065	2,565	
100.261.52480 OTHER PROFESSIONAL SERVICE	4,418	7,500	7,500	
100.261.52510 MAINTENANCE OF EQUIPMENT	78,795	60,000	80,000	
100.261.52520 MAINTENANCE OF LAND & BLDGS	29,367	165,000	65,000	
100.261.52670 BOILER & MACHINERY	0	1,000	1,000	
100.261.52820 LICENSES AND PERMITS	0	500	500	
100.261.52920 MEMBERSHIPS, BOOKS, PERIODICALS	62	100	100	
100.261.52970 UNIFORM RENTAL SERVICE	203	300	300	
Total - CONTRACTUAL SERVICES	115,540	238,815	158,315	
COMMODITIES:				
100.261.53100 OFFICE SUPPLIES	310	350	350	
100.261.53250 CLEANING SUPPLIES	10,669	12,000	12,000	
100.261.53510 SUPPLIES TO MAINTAIN EQUIPMENT	3,316	0	0	
100.261.53520 SUPPLIES TO MAINTAIN BUILDINGS	29,443	25,000	25,000	
100.261.53610 SMALL TOOLS & EQUIPMENT	1,159	2,000	2,000	
100.261.53620 MAJOR TOOLS & EQUIPMENT	589	1,800	1,500	
Total - COMMODITIES	45,486	41,150	40,850	
CAPITAL OUTLAY:				
100.261.54310 AUTO & TRUCKS DEPR	3,498	3,500	3,500	
Total - CAPITAL OUTLAY	3,498	3,500	3,500	
Grand Total	\$372,592	\$512,742	\$440,471	

**GENERAL FUND
PLANNING**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
PERSONNEL:				
CITY PLANNER (176)		1	1	1
ZONING ADMINISTRATOR (186)		1	1	1
PERSONAL SERVICES:				
100.162.51110 SALARIES & WAGES		\$87,478	\$110,126	\$111,242
100.162.51211 PERS		12,334	15,418	15,574
100.162.51220 WORKERS COMPENSATION		5,050	4,405	4,450
100.162.51230 GROUP HEALTH INSURANCE		18,555	21,519	27,409
100.162.51270 MEDICARE-CITY SHARE		1,673	1,597	1,613
100.162.51275 LIFE INSURANCE		109	152	151
Total - PERSONAL SERVICES		125,200	153,217	160,439
CONTRACTUAL SERVICES:				
100.162.52110 TRAVEL & TRAINING		105	4,000	3,000
100.162.52120 EMPLOYEE MILEAGE REIMBURSEMENT		160	300	500
100.162.52222 TELEPHONE LINE CHARGES		1,990	1,000	2,000
100.162.52230 POSTAGE AND POSTAL CHARGES		0	1,000	1,000
100.162.52310 MUNICIPAL GARAGE CHARGES		2,600	0	2,600
100.162.52430 ENGINEERING SERVICE		30,232	36,000	36,000
100.162.52480 OTHER PROFESSIONAL SERVICE		58,555	90,000	15,801
100.162.52490 OUTSIDE PRINTING		0	600	600
100.162.52510 MAINTENANCE OF EQUIPMENT		0	500	500
100.162.52710 LEGAL ADVERTISEMENTS		708	500	500
100.162.52920 MEMBERSHIPS-BOOKS-PERIODICALS		768	2,000	2,000
Total - CONTRACTUAL SERVICES		95,118	135,900	64,501
COMMODITIES:				
100.162.53100 OFFICE SUPPLIES		1,243	3,000	1,500
100.162.53510 SUPPLIES TO MAINTAIN EQUIPMENT		622	2,000	1,000
Total - COMMODITIES		1,865	5,000	2,500
CAPITAL OUTLAY:				
100.162.54310 AUTOS & TRUCKS DEPRECITATION		24,793	0	0
100.162.54370 COMPUTER SOFTWARE		0	0	1,500
Total - CAPITAL OUTLAY		24,793	0	1,500
Grand Total		\$246,976	\$294,117	\$228,940

PUBLIC WORKS - ENGINEERING DIVISION**Summary**

The Division consists of four full-time employees under the direction of the Public Works and Utilities Director. The budgets under the direction of this Division include Engineering and Street Lighting. The Division is responsible for the overall planning, design and construction of public improvements such as streets, bridges, traffic control, sidewalks, and water and sewer mains within the City and administers the City's Capital Improvements Program which leverages state and federal grants to average approximately \$2-\$6 million annually. The Engineering Division also reviews and approves plats and improvement plans for new subdivisions and private developments; and administers the storm water and floodplain management plans,

**Goals and Objectives**

- Goal 1: Improve construction processes to deliver project completion in a timely manner.
- Goal 2: Research and pursue all viable grant opportunities.
- Goal 3: Continue to incorporate record drawings into the Geographic Information System.

PUBLIC WORKS - PARKS MAINTENANCE DIVISION**Summary**

The Parks Maintenance Division consists of (6) maintenance employees and (1) Public Service Leader who maintain all of the City parks, including the associated playground equipment, splash pads, and structures, Baker Bowl Skate Park, Pioneer Cemetery, Governor's Square, Port Middletown and the walking paths throughout the City. Other responsibilities are to oversee the mowing contractors, transporting and set up of portable stage, decorating City streets, buildings and parks for holidays. Other responsibilities include numerous set up/take down requests for special events, removal of downed trees/branches in the City streets or parks, along with the removal of graffiti from City owned property. The Parks Division also mows and maintains the closed landfill area and assists the Grounds Maintenance Division.

**Goals and Objectives**

Goal 1: Continue the improvement of City parks by painting and repairing the existing playground structures, benches, fences, picnic tables and all other structures in parks as necessary.

Goal 2: Work with Keep Middletown Beautiful, local employers and organizations to create and coordinate volunteer efforts in the Parks.

Goal 3: Continue tree trimming and removal of dead or hazardous trees on City owned properties.

Goal 4: Assist the Light up Middletown volunteers in decorating Smith Park for Christmas display

**Service Measures**

	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Estimate</u>
Number of park acres maintained	270 acres	270 acres	270 acres
Number of trees planted (Parks/Grounds)	147 trees	63 trees	100 trees

**DEPARTMENT SUMMARY OF EXPENDITURES
DEPARTMENT OF PUBLIC WORKS & UTILITIES**

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
EXPENDITURES BY DIVISION:			
Engineering	\$496,893	\$436,154	\$446,720
Street Lighting	663,824	745,641	703,097
Parks Maintenance	743,337	824,158	851,818
 TOTAL DIVISION EXPENDITURES	 \$1,904,055	 \$2,005,953	 \$2,001,635
 EXPENDITURES BY CATEGORY:			
Personal Services	\$911,440	\$831,825	\$881,250
Contractual Services	916,497	1,074,854	1,025,611
Commodities	35,181	44,500	47,000
Capital Outlay	40,937	54,774	47,774
 TOTAL EXPENDITURES	 \$1,904,055	 \$2,005,953	 \$2,001,635

**GENERAL FUND
ENGINEERING**

	Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
PERSONNEL:			
ASSISTANT CITY ENGINEER (174)	0	0	0.5
SENIOR ENGINEER (176)	0.5	0.5	0
CITY ENGINEER (172)	1	1	1
CHIEF ENGINEER TECHNICIAN (178)	1	0	0
ENGINEERING CONSTRUCTION INSPECTOR (181)	1	1	1
ENGINEERING TECHNICIAN (184)	1	1	1
PERSONAL SERVICES:			
100.512.51110 SALARIES & WAGES	\$293,467	\$236,017	\$245,654
100.512.51120 OVERTIME WAGES	8,400	5,000	5,000
100.512.51211 PERS	43,311	33,742	35,092
100.512.51220 WORKERS COMPENSATION	15,365	9,641	10,026
100.512.51230 GROUP HEALTH INSURANCE	62,146	54,230	57,484
100.512.51250 CLOTHING ALLOWANCE	700	500	500
100.512.51270 MEDICARE-CITY SHARE	4,522	3,495	3,634
100.512.51275 LIFE INSURANCE	270	263	263
100.512.51290 EMPLOYEE AWARDS	2,000	0	0
Total - PERSONAL SERVICES	430,181	342,888	357,653
CONTRACTUAL SERVICES:			
100.512.52110 TRAVEL AND TRAINING	201	1,257	1,200
100.512.52120 EMPLOYEE MILEAGE REIMBURSEMENT	0	100	100
100.512.52222 TELEPHONE LINE CHARGES	1,906	3,500	3,000
100.512.52310 MUNICIPAL GARAGE CHARGES	7,334	14,702	10,702
100.512.52330 RADIO MAINTENANCE	900	0	0
100.512.52430 ENGINEERING SERVICE	39,306	42,307	42,165
100.512.52480 OTHER PROFESSIONAL SERVICE	3,582	0	0
100.512.52510 MAINTENANCE OF EQUIP	583	5,000	5,000
100.512.52920 MEMBERSHIPS-BOOKS-PERIODICALS	0	500	1,000
Total - CONTRACTUAL SERVICES	53,840	67,366	63,167
COMMODITIES:			
100.512.53100 OFFICE SUPPLIES	816	2,000	2,000
100.512.53510 SUPPLIES TO MAINTAIN EQUIPMENT	800	1,500	1,500
100.512.53610 SMALL TOOLS & EQUIPMENT	0	300	300
Total - COMMODITIES	1,616	3,800	3,800
CAPITAL OUTLAY:			
100.512.54300 COMPUTERS & OTHER PERIPHERALS	0	1,000	1,000
100.512.54310 AUTOS & TRUCKS DEPR	8,195	13,100	13,100
100.512.54370 COMPUTER SOFTWARE	0	8,000	8,000
Total - CAPITAL OUTLAY	11,256	22,100	22,100
Grand Total	\$496,893	\$436,154	\$446,720

**GENERAL FUND
STREET LIGHTING**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
CONTRACTUAL SERVICES:				
100.590.52210	UTILITIES-GAS AND ELECTRIC	\$617,905	\$621,150	\$575,000
100.590.52480	OTHER PROFESSIONAL SERVICES	1,109	25,000	25,000
100.590.52510	MAINTENANCE OF EQUIPMENT	28,812	79,491	83,097
	Total - CONTRACTUAL SERVICES	<u>647,827</u>	<u>725,641</u>	<u>683,097</u>
COMMODITIES:				
100.590.53510	SUPPLIES TO MAINTAIN EQUIPMENT	15,998	20,000	20,000
	Total - COMMODITIES	<u>15,998</u>	<u>20,000</u>	<u>20,000</u>
	Grand Total	\$663,824	\$745,641	\$703,097

**GENERAL FUND
PARKS MAINTENANCE**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
PERSONNEL:				
MAINTENANCE WORKER (PW3)		2	2	2
EQUIPMENT OPERATOR (PW4)		4	4	4
SEASONAL MOWING INSPECTOR		387 HRS	387 HRS	387 HRS
SEASONAL EMPLOYEES		1080 HRS	1080 HRS	2160 HRS
PERSONAL SERVICES:				
100.542.51110 SALARIES & WAGES		\$299,530	\$302,653	\$320,443
100.542.51120 OVERTIME WAGES		21,827	25,000	25,000
100.542.51211 PERS		45,036	45,871	48,362
100.542.51220 WORKERS COMPENSATION		15,044	13,764	13,818
100.542.51230 GROUP HEALTH INSURANCE		83,383	89,544	103,011
100.542.51250 CLOTHING ALLOWANCE		3,000	2,400	3,000
100.542.51270 MEDICARE-CITY SHARE		4,811	4,751	5,009
100.542.51275 LIFE INSURANCE		273	364	364
100.542.51280 AFSCME CARE PLAN		5,355	4,590	4,590
100.542.51290 EMPLOYEE AWARDS		3,000	0	0
Total - PERSONAL SERVICES		481,259	488,937	523,597
CONTRACTUAL SERVICES:				
100.542.52110 TRAVEL AND TRAINING		327	0	500
100.542.52111 MANDATORY TRAVEL & TRAINING		0	200	200
100.542.52210 UTILITIES-GAS AND ELECTRIC		35,066	48,000	48,000
100.542.52222 TELEPHONE LINE CHARGES		594	700	700
100.542.52310 MUNICIPAL GARAGE CHARGES		27,399	33,495	30,495
100.542.52330 RADIO MAINTENANCE		1,288	1,302	1,302
100.542.52480 OTHER PROFESSIONAL SERVICES		14,941	16,000	16,000
100.542.52481 CONTRACTUAL MOWING		124,852	170,000	170,000
100.542.52510 MAINTENANCE OF EQUIPMENT		874	0	0
100.542.52520 MAINTENANCE OF FACILITIES		7,924	10,000	10,000
100.542.52820 LICENSES AND PERMITS		143	100	100
100.542.52920 MEMBERSHIPS-BOOKS-PERIODICALS		0	50	50
100.542.52970 UNIFORM RENTAL SERVICE		1,421	2,000	2,000
Total - CONTRACTUAL SERVICES		214,830	281,847	279,347
COMMODITIES:				
100.542.53100 OFFICE SUPPLIES		599	800	800
100.542.53220 DRUGS-MEDICAL SUPPLIES		0	100	100
100.542.53230 PURCHASE OF UNIFORMS		225	300	300
100.542.53250 CLEANING SUPPLIES		1,316	1,500	1,500
100.542.53510 SUPPLIES TO MAINTAIN EQUIF		1,343	2,000	2,000
100.542.53520 SUPPLIES TO MAINTAIN BLDGS		13,495	15,000	17,500
100.542.53610 SMALL TOOLS & EQUIPMENT		590	1,000	1,000
Total - COMMODITIES		17,567	20,700	23,200
CAPITAL OUTLAY:				
100.542.54300 COMPUTERS & OTHER PERIPHERALS		0	450	450
100.542.54310 AUTOS & TRUCKS DEPRECIATION		16,291	22,888	22,888
100.542.54311 RADIO DEPRECIATION		480	486	486
100.542.54370 COMPUTER SOFTWARE		150	0	0
100.542.54550 PARK FACILITIES		12,760	8,850	1,850
Total - CAPITAL OUTLAY		29,681	32,674	25,674
Grand Total		\$743,337	\$824,158	\$851,818

**DEPARTMENT SUMMARY OF EXPENDITURES
NON-DEPARTMENTAL EXPENDITURE**

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
EXPENDITURES BY DIVISION:			
Non-Departmental	\$1,495,939	\$1,616,244	\$1,621,945
TOTAL DIVISION EXPENDITURES	\$1,495,939	\$1,616,244	\$1,621,945
EXPENDITURES BY CATEGORY:			
Personal Services	\$32,010	\$32,500	\$33,500
Contractual Services	1,445,843	1,398,078	1,403,284
Commodities	10,792	19,768	19,263
Capital Outlay	7,294	165,898	165,898
TOTAL EXPENDITURES	\$1,495,939	\$1,616,244	\$1,621,945

**GENERAL FUND
NON-DEPARTMENTAL**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
PERSONAL SERVICES:				
100.911.51211	PERS	\$5,676	\$0	\$0
100.911.51275	LIFE INSURANCE	26,335	32,500	33,500
	Total - PERSONAL SERVICES	32,010	32,500	33,500
CONTRACTUAL SERVICES:				
100.911.52210	ELECTRIC SERVICE	168,631	182,000	182,000
100.911.52220	LONG DISTANCE CHARGES	1,551	1,675	1,700
100.911.52222	TELEPHONE LINE CHARGES	82,115	95,500	100,500
100.911.52230	POSTAGE & POSTAL CHARGES	48,597	105,000	105,000
100.911.52240	BUTLER CO AUDITOR COLL FEES	52,308	75,000	75,000
100.911.52310	MUNICIPAL GARAGE CHARGES	2,949	5,674	4,174
100.911.52440	AUDIT SERVICE	50,594	50,500	52,500
100.911.52441	REIMBURSEMENTS - ENTERPRISE ZONE	406,119	255,000	255,000
100.911.52480	OTHER PROFESSIONAL SERVICE	125,984	89,722	89,803
100.911.52490	OUTSIDE PRINTING	3,187	4,040	4,060
100.911.52510	MAINTENANCE OF EQUIPMENT	140,614	100,000	100,000
100.911.52511	MAINTENANCE OF TELEPHONES	1,063	11,870	12,000
100.911.52520	MAINTENANCE OF FACILITIES	0	1,000	1,000
100.911.52610	PUBLIC OFFICIALS LIABILITY	21,097	25,250	25,500
100.911.52620	EMPLOYEE BONDS	90	250	250
100.911.52630	GENERAL LIABILITY INSURANCE	230,388	245,000	247,500
100.911.52810	PROPERTY TAXES	9,149	41,410	43,000
100.911.52830	JUDGMENTS & COURT COSTS	12,500	25,250	25,500
100.911.52920	MEMBERSHIPS-BOOKS-PERIODICALS	34,003	30,937	31,837
100.911.52940	INDIGENT BURIALS	23,315	20,200	20,200
100.911.52980	MISC CONTRACTUAL SERVICE	31,589	31,790	25,750
100.911.52999	PURCHASE CARDS	0	1,010	1,010
	Total - CONTRACTUAL SERVICES	1,445,843	1,398,078	1,403,284
COMMODITIES:				
100.911.53100	OFFICE SUPPLIES	223	0	0
100.911.53255	HOLIDAY SUPPLIES	500	505	0
100.911.53296	OTHER SUPPLIES	0	1,000	1,000
100.911.53510	SUPPLIES TO MAINTAIN EQUIP	8,954	16,463	16,463
100.911.53630	HOLIDAY DECORATIONS	1,116	1,800	1,800
	Total - COMMODITIES	10,792	19,768	19,263
CAPITAL OUTLAY:				
100.911.54310	AUTOS & TRUCKS DEPR	6,094	7,000	7,000
100.911.54320	OFFICE MACHINERY & EQUIPMENT	0	3,898	3,898
100.911.54370	COMPUTER SOFTWARE	1,200	155,000	155,000
	Total - CAPITAL OUTLAY	7,294	165,898	165,898
	Grand Total	\$1,495,939	\$1,616,244	\$1,621,945

**DEPARTMENT SUMMARY OF EXPENDITURES
TRANSFERS OUT**

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
EXPENDITURES BY DIVISION:			
Transfers Out	\$680,643	\$5,668	\$516,218
<hr/>	<hr/>	<hr/>	<hr/>
TOTAL DIVISION EXPENDITURES	\$680,643	\$5,668	\$516,218
 EXPENDITURES BY CATEGORY:			
Transfers	680,643	5,668	516,218
<hr/>	<hr/>	<hr/>	<hr/>
TOTAL EXPENDITURES	\$680,643	\$5,668	\$516,218

**GENERAL FUND
TRANSFERS OUT**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
TRANSFERS:				
100.915.58180	TRANS TO TRANSIT FUND	\$0	\$0	\$50,000
100.915.58190	TRANS TO COMPUTER REPLACE FUND	0	200,000	100,000
100.915.58230	TRANS LOAN TO OTHER FUNDS	(77,475)	(350,000)	0
100.915.58287	TRANS TO AIRPORT FUND	0	0	83,000
100.915.58288	TRANS TO CONSERVANCY FUND	0	0	50,000
100.915.58291	TRANS TO EMPLOYEE BENEFITS	1,250,000	0	0
100.915.58201	TRANS TO ECONOMIC DEV BOND FUND	158,118	155,668	158,218
100.915.	TRANS TO DOWNTOWN FUND	0	0	75,000
	Total - TRANSFERS	680,643	5,668	516,218
	Grand Total	\$680,643	\$5,668	\$516,218

GENERAL FUND EXPENDITURES

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
DIVISION/PROGRAM			
City Council	\$149,278	\$146,544	\$151,677
City Manager's Office	286,008	423,309	458,662
Finance	473,937	500,522	532,881
Info Systems	522,333	687,034	719,676
Law	743,712	859,269	1,083,588
Economic Development	480,247	589,256	884,022
Public Safety Administration	146,276	12,136	0
Fire	8,080,486	9,376,483	10,120,001
Police	11,402,536	11,669,987	12,153,405
Community Revitalization	1,664,662	2,068,082	1,919,372
Public Works & Utilities	1,904,055	2,005,953	2,001,635
Non-Departmental	1,495,939	1,616,244	1,621,945
Transfers Out	680,643	5,668	516,218
TOTAL DIVISION/PROGRAM	\$28,030,112	\$29,960,487	\$32,163,082
 EXPENDITURES:			
Personal Services	\$21,549,347	\$23,248,809	\$24,381,834
Contractual Services	4,474,633	5,164,812	5,257,807
Commodities	595,114	582,724	973,679
Capital Outlay	730,374	958,474	1,033,544
Transfers	758,118	355,668	516,218
Loans	(77,475)	(350,000)	0
TOTAL EXPENDITURES	\$28,030,112	\$29,960,487	\$32,163,082

SECTION 4

SPECIAL REVENUE FUNDS

SPECIAL REVENUES

EXPENDITURES BY FUND

Fund	Actual 2016	Budget 2017	Budget 2018	\$ Increase (Decrease)	% Increase (Decrease)
City Income Tax	\$ 22,287,923	\$22,087,991	\$22,763,207	\$ 675,216	3.1%
Public Safety Levy	3,265,000	3,142,000	3,245,000	103,000	3.3%
Auto & Gas Tax	2,744,388	3,332,761	3,414,169	81,408	2.4%
Conservancy	124,670	132,500	125,449	(7,051)	-5.3%
Health & Environment	447,415	494,516	539,530	45,014	9.1%
EMS	21,485	31,347	2,000	(29,347)	-93.6%
UDAG	47,230	50,000	75,000	25,000	50.0%
Court Computerization	39,721	125,000	120,000	(5,000)	-4.0%
Law Enforcement Trust	0	20,000	0	(20,000)	-100.0%
Mandatory Drug Fine	103,279	80,000	128,743	48,743	60.9%
Probation Services	131,749	149,331	155,412	6,081	4.1%
Termination Pay	372,525	734,000	500,000	(234,000)	-31.9%
Indigent Driver Alcohol Treatment	0	25,000	25,000	0	0.0%
Enforcement /Education	12,825	37,150	5,000	(32,150)	-86.5%
Civic Development	166,928	427,500	462,500	35,000	8.2%
Municipal Court	1,570,696	1,740,917	1,788,151	47,234	2.7%
Police Grants	36,543	148,060	130,686	(17,374)	-11.7%
Court IDIAM	2,811	22,000	35,000	13,000	100.0%
Court Special Projects	33,727	150,000	200,000	50,000	33.3%
Nuisance Abatement	356,833	512,000	330,000	(182,000)	-35.5%
Senior Citizens Levy	660,039	715,000	722,150	7,150	1.0%
Total	\$ 32,425,787	\$ 34,157,073	\$ 34,766,997	\$ 609,924	1.8%

Table 4.1 Special Revenue Expenditures by Fund

Definition of Special Revenue Funds

To account for the proceeds of revenue sources (other than special assessments, expendable trusts, or major capital projects) that are legally restricted for specific resources.

Special Revenue Fund Summary

The summary in table 4.1 lists the actual expenditures for 2016 as well as dollar and percentage comparisons between 2017 and 2018 budgeted expenditures. Twenty-one Special Revenue funds are budgeted for 2018. The largest Special Revenue Fund is the City Income Tax Fund which transfers income tax revenue to other funds. For line item detail of each fund, please refer to the specific fund in this section.

City Income Tax Fund

To account for income taxes received for distribution to other funds of the City. Included in the City Income Tax Fund is the Taxation Division. The income tax rate is 1.75% which includes a .25% Public Safety Income Tax Levy.

The following chart (Figure 4.1) shows the City income tax receipts since 2012 as well as the projections for 2017 and 2018.

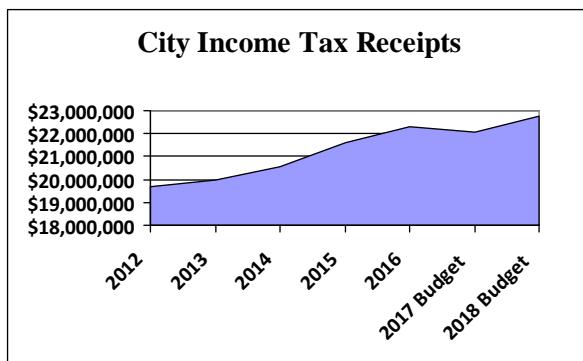


Figure 4.1 City Income Tax Receipts History

Public Safety Levy Fund

To account for the .25% income tax levy passed by the citizens of Middletown effective January 2008. This income tax levy is designated to assist in the funding of the public safety divisions (Police and Fire).

Auto and Gas Tax Fund

To account for state levied and controlled gasoline tax and county vehicle license fees that are remitted to the City for routine street maintenance and traffic control. Other activities funded by these revenues are snow plowing and grounds maintenance. The Electronic Maintenance, Street Maintenance, and Grounds Maintenance divisions are supported by this fund.

The chart (Figure 4.2) lists the revenues for this fund. City income tax subsidizes this fund and accounts for 18.3% of the revenues in 2018. Other revenues include County vehicle licenses tax (based upon vehicle registration in the County from the Department of Motor Vehicles), County license renewal fees (\$2.50

per license renewed in the City, shared by Butler County), motor vehicle permissive tax (\$5 tax distributed by the State of Ohio), municipal motor vehicle license tax (\$5 per license plate for vehicles registered to City of Middletown owners). Radio charges are communication system maintenance fees and depreciation costs for replacement of radio communication devices which is administered by the Electronic Maintenance Division.

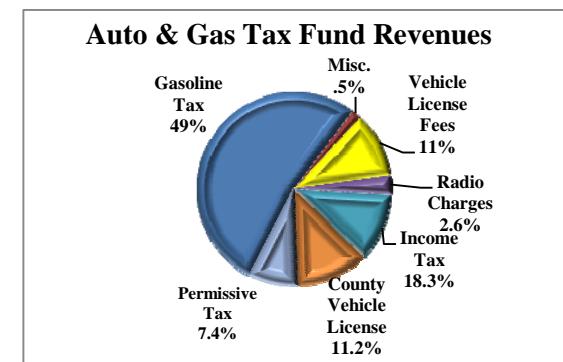


Figure 4.2 Source of Auto & Gas Tax Revenues

The three divisions of the Auto & Gas Tax Fund are in the Public Works & Utilities Department and are described as follows:

Electronic Maintenance

The Electronic Maintenance Division is responsible for traffic control systems, radio communication system, city owned street lighting, and the airport navigational aids.

Street Maintenance

The Street Maintenance Division is responsible for preventative maintenance of the City's streets and alleys, snow removal, pavement markings, and sign repairs and/or replacements.

Grounds Maintenance

The Grounds Maintenance Division is responsible for the maintenance of grounds for all City's parks, right-of-ways, and medians. This division also maintains all landscaped areas including downtown planters, oversees all contractual mowing, and maintains a tree

nursery as well as plant, replace, and prune trees and shrubs on all city property.

Conservancy Fund

To account for the property tax receipts of the City's annual conservancy property tax levy of 0.15 mill. The tax is paid on property owned within the City of Middletown and is located within the Miami Conservancy District which benefits from the district's flood control efforts.

Health Fund

To account for grant money received from the State for the City's public health subsidy as well as other revenues, and to account for the activities of the City Health Department. This department is subsidized from the Income Tax Fund.

The Health Department is under the immediate direction of the Commissioner of Health & Environment who is appointed by the Board of Health & Environment. The Board of Health & Environment is composed of seven members appointed by the City Council as specified in the City Charter.

The Health Department inspects and licenses restaurants, groceries, vending machines, public swimming pools and spas, tattoo parlors, waste and fresh water haulers, mobile home parks, and conducts inspections of public buildings. The department is also responsible for community health assessment and disease control as well as maintains vital statistics that registers and certifies all records of birth and death for the City.

Emergency Medical Services Fund (EMS)

This fund is used for revenues designated for emergency medical personnel training and medical supplies for emergency vehicles.

Urban Development Action Grant Fund (UDAG)

To account for the Urban Development Action Grant loans given to businesses for economic

development activities such as façade loans for the downtown area.

Court Computerization Fund

To accumulate funds for computer equipment and software for the Municipal Court. This fund receives a portion of the court costs assessed to persons appearing in Middletown Municipal Court.

Law Enforcement Trust Fund

This fund accounts for revenues resulting from the sale of property seized by the Middletown Police Division in the course of its criminal investigations (federal funds from the Department of Justice). Expenditures are solely for law enforcement purposes.

Mandatory Drug Fine Fund

To account for drug fines received as a result of mandatory drug offense fines arising from arrests made by Middletown officers. Expenditures are for law enforcement purposes pertaining to drug offenses.

Probation Services Fund

The Probation Services Fund was established in 1995 to account for probation fees levied by the Middletown Municipal Court. Expenditures of this fund are used for staffing and counseling of domestic abuse offenders.

Termination Pay Fund

To account for expenditures resulting from the retirement or resignation of City employees. Expenditures will consist of accrued vacation, accrued holiday pay, and other accrued benefits due to City employees.

Indigent Driver Alcohol Treatment Fund

To account for fines collected by the Municipal Court to be used for treatment of indigent drivers convicted of driving under the influence.

Enforcement/Education Fund

To account for fines collected by the Municipal Court to be used by the Court and Police for traffic education and enforcement.

Civic Development Fund

To account for the City's transient lodging tax receipts that are to be used for civic development purposes.

Municipal Court Fund

To account for fines and court costs levied by the City's Municipal Court and to account for the operations of the Middletown Municipal Court. The Municipal Court has jurisdiction in civil and misdemeanor criminal cases as well as preliminary hearings of felony cases.

Fines and forfeitures comprise the largest revenue of the Municipal Court Fund consisting of court costs and city fines, with 20.3% of the revenues from income tax.

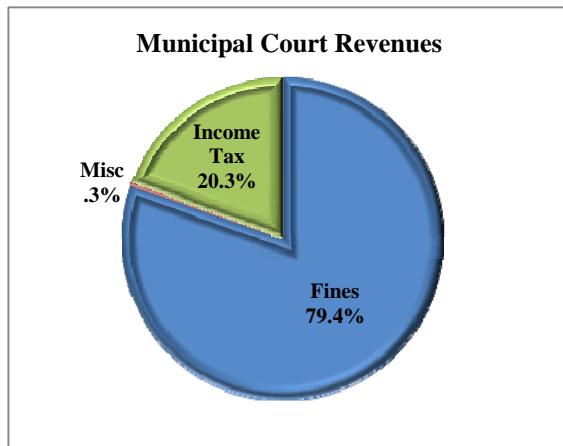


Figure 4.3 Sources of Municipal Court Revenues

Police Grant Fund

To account for grant funds awarded to the Police Division by outside sources. The grants anticipated in 2018 will be used for training and overtime of patrol officers for high visibility

and overtime of patrol officers for high visibility traffic enforcement.

Court Indigent Driver Interlock and Alcohol Monitoring Fund (IDIAM)

This fund was created in 2009 to account for the revenues (fines) and expenses associated with the Municipal Court's DUI convictions according to Senate Bill 17. A portion of the court cost will cover the cost of immobilizing or disabling devices along with remote alcohol monitoring devices for indigent offenders.

Court Special Projects Fund

To accumulate funds for equipment and special projects for the Municipal Court. This fund receives a portion of the court costs assessed to clients of the Municipal Court.

Nuisance Abatement Fund

This fund was established in 2011 to account for revenues (fines and assessments) associated with property maintenance violations such as accumulated rubbish, tall weeds and grass, and other property maintenance violations as specified in the Codified Ordinances. Grants are also received to assist with demolition of buildings on properties that are deemed unsafe or abandoned.

Senior Citizens Levy Fund

A five year 1.0 mill property tax levy was passed by voters in 2012 to help pay for its senior center mortgage. These funds are passed along to the Middletown Areas Senior Citizens, Inc.

Transfers to	2016	2017	2018
	Actual	Budget	Budget
Division of Taxation	\$ 489,450	\$ 718,297	\$ 725,790
General Fund	12,430,437	13,244,000	13,633,213
Public Safety Levy Fund	3,178,558	3,156,694	3,251,395
Auto & Gas Tax Fund	450,000	330,000	570,000
Health Fund	118,000	150,000	150,000
G.O. Debt Retirement	1,727,000	1,356,000	1,589,809
Transit Fund	120,000	50,000	-
Termination Pay Fund	660,000	500,000	500,000
Municipal Court Fund	250,000	325,000	350,000
Miami Conservancy Fund	34,000	34,000	-
Airport Fund	85,000	125,000	-
Police & Fire Pensions	2,387,477	2,091,000	1,985,000
Computer Replacement Fund	8,000	8,000	8,000
Capital Improvement Fund	350,000	0	0
Total	\$ 22,287,923	\$ 22,087,991	\$ 22,763,207

Table 4.2 Transfers of the City Income Tax receipts to other funds from 2016-2018

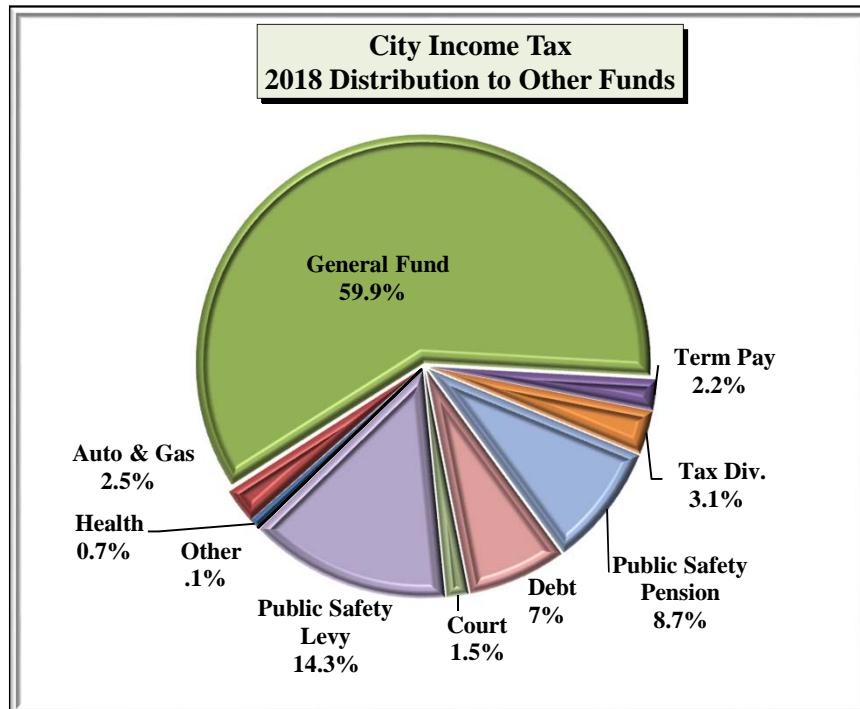


Figure 4.4 Distribution of the City Income Tax receipts to other funds for the year 2018

**FUND SUMMARY FOR FUND 230
CITY INCOME TAX FUND**

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$119,708	\$117,293	\$126,000
REVENUES:			
Income Tax	\$22,285,507	\$22,096,698	\$22,759,600
 TOTAL REVENUES	 \$22,285,507	 \$22,096,698	 \$22,759,600
 TOTAL RESOURCES	 \$22,405,215	 \$22,213,991	 \$22,885,600
EXPENDITURES:			
Personal Services	\$434,245	\$565,177	\$572,870
Contractual Services	52,895	149,120	148,920
Commodities	2,310	4,000	4,000
Transfers	21,798,473	21,369,694	22,037,417
 TOTAL EXPENDITURES	 \$22,287,923	 \$22,087,991	 \$22,763,207
 ENDING BALANCE DECEMBER 31	 \$117,293	 \$126,000	 \$122,393

**INCOME TAX FUND
TAXATION**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
PERSONNEL:				
SUPERINTENDENT OF TAXATION (176)		1	1	1
INCOME TAX AUDITOR (182)		2	2	2
EXECUTIVE ACCOUNT CLERK (186)		1	1	1
SENIOR ACCOUNT CLERK (188)		2	4	4
PERSONAL SERVICES:				
230.133.51110 SALARIES & WAGES		\$296,248	\$374,496	\$383,018
230.133.51120 OVERTIME WAGES		18,252	20,000	20,000
230.133.51211 PERS		43,942	55,229	56,422
230.133.51220 WORKERS COMPENSATION		18,727	15,780	16,121
230.133.51230 GROUP HEALTH INSURANCE		39,294	93,396	90,909
230.133.51240 UNEMPLOYMENT CHARGES		9,665	0	0
230.133.51270 MEDICARE-CITY SHARE		4,508	5,720	5,844
230.133.51275 LIFE INSURANCE		358	556	556
230.133.51290 EMPLOYEE AWARDS		3,250	0	0
Total - PERSONAL SERVICES		434,245	565,177	572,870
CONTRACTUAL SERVICES:				
230.133.52111 MANDATORY TRAVEL & TRAINING		1,490	2,500	2,000
230.133.52120 EMPLOYEE MILEAGE REIMBURSEMENT		0	200	500
230.133.52480 OTHER PROFESSIONAL SERVICES		33,268	90,220	90,220
230.133.52490 OUTSIDE PRINTING		17,012	53,875	53,875
230.133.52510 MAINTENANCE OF EQUIPMENT		1,079	2,000	2,000
230.133.52620 EMPLOYEE BONDS		0	100	100
230.133.52920 MEMBERSHIPS-BOOKS-PERIODICALS		45	225	225
Total - CONTRACTUAL SERVICES		52,895	149,120	148,920
COMMODITIES:				
230.133.53100 OFFICE SUPPLIES		2,310	4,000	4,000
Total - COMMODITIES		2,310	4,000	4,000
Grand Total		\$489,450	\$718,297	\$725,790

**INCOME TAX FUND
TRANSFERS OUT**

		Actual Expenditures 2016	Amount Budgeted 2017	Department Budget 2018
TRANSFERS:				
230.915.58110	TRANS TO GENERAL FUND	\$12,430,437	\$13,244,000	\$13,633,213
230.915.58120	TRANS TO AUTO & GAS TAX	450,000	330,000	570,000
230.915.58130	TRANS TO FIRE PENSION	1,238,266	1,156,000	1,095,000
230.915.58140	TRANS TO POLICE PENSION	1,149,211	935,000	890,000
230.915.58150	TRANS TO G.O. BOND RETIREMENT	1,727,000	1,356,000	1,589,809
230.915.58180	TRANS TO TRANSIT	120,000	50,000	0
230.915.58190	TRANS TO COMPUTER REPL.	8,000	8,000	8,000
230.915.58250	TRANS TO TERMINATION PAY	660,000	500,000	500,000
230.915.58273	TRANS TO PUBLIC SAFETY LEVY FUND	3,178,558	3,156,694	3,251,395
230.915.58287	TRANS TO CITY AIRPORT FUND	85,000	125,000	0
230.915.58291	TRANS TO CONSERVANCY FUND	34,000	34,000	0
230.915.58289	TRANS TO HEALTH	118,000	150,000	150,000
230.915.58290	TRANS TO MUNICIPAL COURT	250,000	325,000	350,000
230.915.58295	TRANS TO CAPITAL IMPROVEMENTS	350,000	0	0
Total - TRANSFERS		21,798,473	21,369,694	22,037,417
Grand Total		\$21,798,473	\$21,369,694	\$22,037,417

**FUND SUMMARY FOR FUND 200
PUBLIC SAFETY LEVY FUND**

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$86,441	\$0	\$14,694
REVENUES:			
Transfers	\$3,178,558	\$3,156,694	\$3,251,395
TOTAL REVENUES	\$3,178,558	\$3,156,694	\$3,251,395
TOTAL RESOURCES	\$3,265,000	\$3,156,694	\$3,266,089
EXPENDITURES:			
Transfers	\$3,265,000	\$3,142,000	\$3,245,000
TOTAL EXPENDITURES	\$3,265,000	\$3,142,000	\$3,245,000
ENDING BALANCE DECEMBER 31	\$0	\$14,694	\$21,089

**PUBLIC SAFETY LEVY INCOME TAX FUND
TRANSFER OUT**

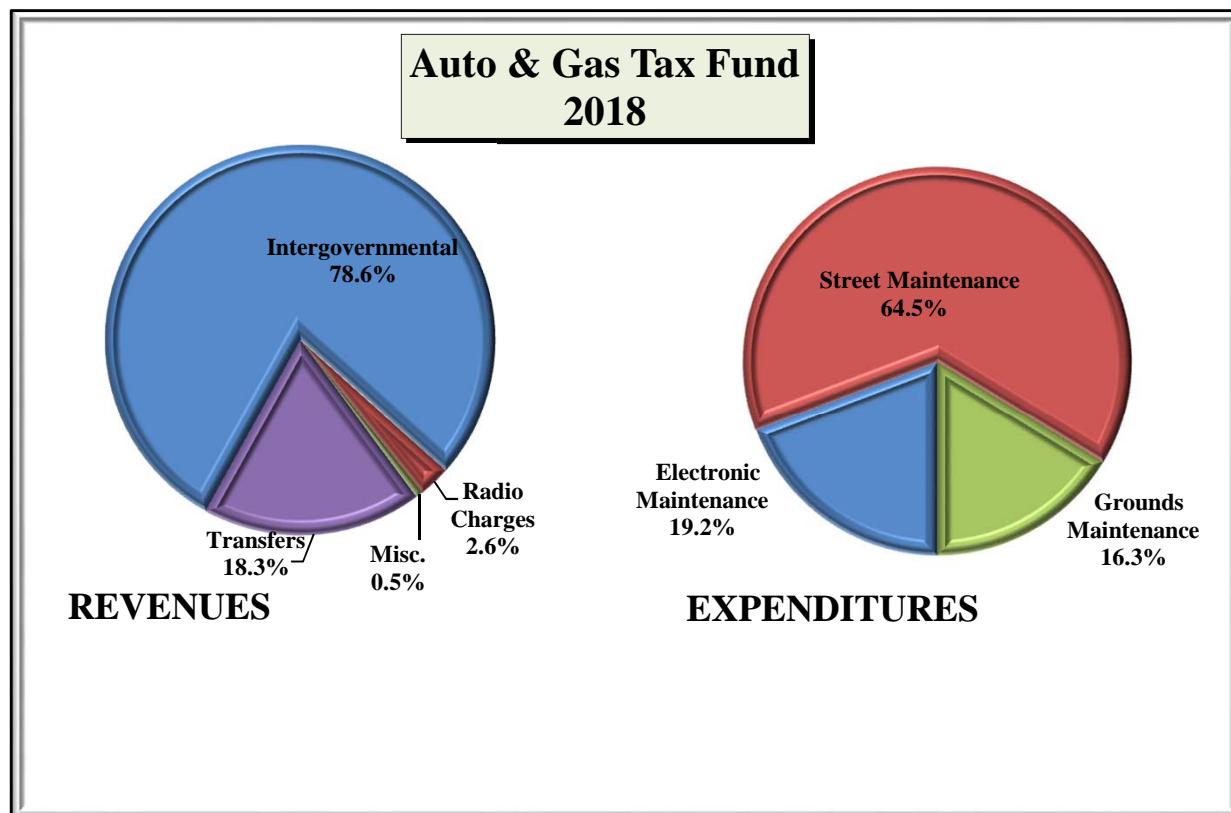
		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
TRANSFERS:				
200.915.58275	TRANS TO GENERAL FUND	\$3,265,000	\$3,142,000	\$3,245,000
	Total - TRANSFERS	3,265,000	3,142,000	3,245,000
	Grand Total	\$3,265,000	\$3,142,000	\$3,245,000

AUTO & GAS TAX FUND

Revenues	2016 Actual	2017 Budget	2018 Budget
Intergovernmental	\$ 2,392,363	\$ 2,429,594	\$ 2,453,889
Radio Charges	85,177	88,195	82,347
Miscellaneous	87,937	20,189	17,029
Transfer from Income Tax	450,000	330,000	570,000
Total	\$ 3,015,477	\$ 2,867,978	\$ 3,123,265

Table 4.3 Auto & Gas Tax Fund revenue sources for 2016-2018

Division Expenditures	2016 Actual	2017 Budget	2018 Budget
Electronic Maintenance	\$ 615,718	\$ 629,250	\$ 656,716
Street Maintenance	1,746,677	2,124,750	2,202,009
Grounds Maintenance	381,993	578,761	555,444
Total	\$ 2,744,388	\$ 3,332,761	\$ 3,414,169

Table 4.4 Auto & Gas Tax Fund division expenditures for 2016-2018

Figure 4.5 Auto & Gas Tax Fund revenues and division expenditures for the year 2018

PUBLIC WORKS - ELECTRONICS MAINTENANCE DIVISION**Summary**

The Electronics Maintenance Division is primarily responsible for the maintenance of the traffic control systems, radio communication systems, city owned street lighting, and the airport navigational aids.

**Goals and Objectives**

- Goal 1: Continue replacement program for older LED traffic signals, and signal heads, at 11 intersections.
- Goal 2: Maintain intersection controls in operating order one-hundred percent of the time.
- Goal 3: Update 8 additional intersections with new control equipment to be compatible with new Centracs central master system.

**Service Measures**

	<u>2016 Actual</u>	<u>2017 Estimate</u>	<u>2018 Estimate</u>
# of traffic signal repairs	484 signal repairs	700 signal repairs	700 signal repairs
Average maintenance cost per intersection	\$1,251	\$1,200	\$1,200

PUBLIC WORKS - STREET MAINTENANCE DIVISION**Summary**

The Street Maintenance Division staff of (10) maintenance employees and one Public Service Leader, are responsible for providing safe passage on approximately 600 lane miles of public thoroughfares, residential streets and alleyways in the city for vehicular and pedestrian traffic. Maintenance programs for potholes, utility road cuts and general pavement upgrades have been established including preventative maintenance schedules for crack filling and paving of deteriorated areas.

This Department now has the equipment to supplement private contracting services for pothole repairs and full width pavement applications.

Snow removal policies and routes are reviewed annually to better facilitate clearing of all streets during snow events including brine applications, snow removal, and efficient salt applications.

The Street Department now has an Asphalt Zipper to utilize on streets, alleyways and/or parking lots.

Other duties include maintenance of over ten miles of guardrail, all sign making, replacement and repairs.

**Goals and Objectives**

- Goal 1: Increase the number of streets paved by the Street Department.
- Goal 2: Continue filling potholes and doing preventive maintenance on deteriorated areas of streets
- Goal 3: Continue efficient snow removal practices and procedures.
- Goal 4: Continue our sign maintenance / replacement program
- Goal 5: Continue guardrail maintenance / replacement program
- Goal 6: Continue Water, Sewer and Storm water road cut repairs.
- Goal 7: Utilize Asphalt Zipper on streets, alleyways and/or parking lots.
- Goal 8: Continue updating roadway / construction safety zones as needed.

PUBLIC WORKS - GROUNDS MAINTENANCE DIVISION**Summary**

The Grounds Maintenance Division is responsible for maintaining landscape features and newly planted trees throughout the City. Included in the duties are designing, planting and maintaining the landscape features in our parks, entryway signs and multiple planters placed at various locations in the City. Other duties include spraying, watering and weeding of City-owned flower beds, planting and pruning of trees, as well as keeping a tree inventory. Duties also include weed control for parks, sidewalks, concrete medians and City owned parking lots. This division also oversees all subcontracting of sprinkler systems for the City, and design changes and oversees maintenance of I-75 gateway. A Grounds employee also serves as secretary to the Park Board and City liaison to Keep Middletown Beautiful, Port Middletown, Governor's Square, and Pioneer Cemetery.

**Goals and Objectives**

- Goal 1: Re-design and implement new plan for Gateway landscaping and drainage
- Goal 2: Monitor tree removal and replacement
- Goal 3 Qualify for Tree City USA for the 11th year.
- Goal 4: Collaborate with the Park Board and Keep Middletown Beautiful for landscaping and tree replacement programs.

**Service Measures**

	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Estimate</u>
Number of trees planted	Trees 3	68 trees	Trees 40
Acres of landscape maintained	45 acres	45 acres	50 acres

**FUND SUMMARY FOR FUND 210
AUTO & GAS TAX FUND**

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$1,018,437	\$1,289,525	\$824,742
REVENUES:			
Intergovernmental Revenue	\$2,392,363	\$2,429,594	\$2,453,889
Interest Income	12,187	19,689	16,529
Radio Charges	85,177	88,195	82,347
Miscellaneous Revenue	0	0	500
Reimbursements	75,750	500	0
Transfers	450,000	330,000	570,000
TOTAL REVENUES	\$3,015,477	\$2,867,978	\$3,123,265
TOTAL RESOURCES	\$4,033,913	\$4,157,503	\$3,948,007
EXPENDITURES:			
Personal Services	\$1,146,741	\$1,249,862	\$1,336,875
Contractual Services	508,588	822,190	813,345
Commodities	628,220	809,660	814,200
Capital Outlay	460,838	451,049	449,749
TOTAL EXPENDITURES	\$2,744,388	\$3,332,761	\$3,414,169
ENDING BALANCE DECEMBER 31	\$1,289,525	\$824,742	\$533,838

**AUTO & GAS TAX FUND
ELECTRONIC MAINTENANCE**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
PERSONNEL:				
SENIOR ELECTRONICS TECHNICIAN (182)		2	2	2
P/T SENIOR ELECTRONICS TECHNICIAN (182)		0	832 HRS	1248 HRS
P/T ELECTRONIC MAINTENANCE SUPERVISOR (179)		1404 HRS	1404 HRS	1404 HRS
PERSONAL SERVICES:				
210.524.51110 SALARIES & WAGES		\$148,587	\$158,887	\$187,891
210.524.51120 OVERTIME WAGES		13,847	18,576	18,175
210.524.51211 PERS		22,660	24,844	28,849
210.524.51220 WORKERS COMPENSATION		8,322	7,099	8,243
210.524.51230 GROUP HEALTH INSURANCE		31,596	33,492	29,466
210.524.51250 CLOTHING ALLOWANCE		2,017	2,100	2,800
210.524.51270 MEDICARE-CITY SHARE		2,356	2,573	2,988
210.524.51275 LIFE INSURANCE		127	162	162
210.524.51290 EMPLOYEE AWARDS		1,250	0	0
Total - PERSONAL SERVICES		230,763	247,733	278,574
CONTRACTUAL SERVICES:				
210.524.52210 UTILITIES-GAS & ELECTRIC		38,051	52,000	52,000
210.524.52222 TELEPHONE LINE CHARGES		2,227	2,500	2,640
210.524.52310 MUNICIPAL GARAGE CHARGES		7,650	14,876	10,876
210.524.52510 MAINTENANCE OF EQUIPMENT		79,349	75,000	75,000
210.524.52520 MAINTENANCE OF BUILDINGS		7,287	6,999	7,309
210.524.52920 MEMBERSHIPS-BOOKS-PERIODICALS		162	450	450
Total - CONTRACTUAL SERVICES		134,726	151,825	148,275
COMMODITIES:				
210.524.53100 OFFICE SUPPLIES		835	1,200	1,200
210.524.53230 PURCHASE OF UNIFORMS		195	500	500
210.524.53250 CLEANING SUPPLIES		171	600	400
210.524.53295 TRAFFIC CONTROL SUPPLIES		87,839	56,000	56,000
210.524.53510 SUPPLIES TO MAINTAIN EQUIPMENT		42,592	48,025	48,400
210.524.53520 SUPPLIES TO MAINTAIN LAND & BLDG		454	0	0
210.524.53610 SMALL TOOLS & EQUIPMENT		468	600	600
210.524.53620 MAJOR TOOLS & EQUIPMENT		3,105	3,500	3,500
Total - COMMODITIES		135,659	110,425	110,600
CAPITAL OUTLAY:				
210.524.54310 AUTO AND TRUCKS DEPRECIATION		15,268	15,267	15,267
210.524.54350 PURCHASE OF EQUIPMENT		54,300	39,000	39,000
210.524.54360 OTHER EQUIPMENT		45,003	65,000	65,000
Total - CAPITAL OUTLAY		114,571	119,267	119,267
Grand Total		\$615,718	\$629,250	\$656,716

AUTO & GAS TAX FUND
STREET MAINTENANCE

	Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
PERSONNEL:			
PUBLIC SERVICE LEADER (182)	1	1	1
EQUIPMENT OPERATOR (PW4)	6	6	6
MAINTENANCE WORKER (PW3)	4	4	4
SECRETARY III (187)	1	1	1
SEASONAL EMPLOYEE	0	540 HRS	540 HRS
PERSONAL SERVICES:			
210.541.51110 SALARIES & WAGES	\$479,328	\$487,305	\$527,689
210.541.51120 OVERTIME WAGES	20,386	48,496	48,496
210.541.51211 PERS	67,489	75,012	80,666
210.541.51220 WORKERS COMPENSATION	26,647	21,432	23,047
210.541.51230 GROUP HEALTH INSURANCE	142,385	149,370	173,785
210.541.51250 CLOTHING ALLOWANCE	5,139	4,700	5,500
210.541.51270 MEDICARE-CITY SHARE	7,078	7,769	8,355
210.541.51275 LIFE INSURANCE	627	697	737
210.541.51280 AFSCME CARE PLAN	7,969	7,650	7,650
210.541.51290 EMPLOYEE AWARDS	5,500	0	0
Total - PERSONAL SERVICES	762,549	802,431	875,925
CONTRACTUAL SERVICES:			
210.541.52110 TRAVEL AND TRAINING	0	0	400
210.541.52111 MANDATORY TRAINING	35	600	600
210.541.52210 UTILITIES-GAS & ELECTRIC	1,925	2,700	2,700
210.541.52222 TELEPHONE LINE CHARGES	789	1,200	1,200
210.541.52310 MUNICIPAL GARAGE CHARGES	186,051	328,838	328,838
210.541.52330 RADIO MAINTENANCE	3,262	3,296	3,296
210.541.52480 OTHER PROFESSIONAL SERVICE	1,512	7,000	7,000
210.541.52510 MAINT OF EQUIPMENT	195	500	500
210.541.52520 MAINT OF LAND AND BUILDINGS	231	2,000	2,000
210.541.52820 LICENSES & PERMITS	190	200	200
210.541.52920 MEMBERSHIPS-BOOKS-PERIODICALS	199	100	100
210.541.52970 UNIFORM RENTAL SERVICE	2,100	2,500	2,500
Total - CONTRACTUAL SERVICES	196,490	348,934	349,334
COMMODITIES:			
210.541.53100 OFFICE SUPPLIES	578	800	800
210.541.53220 DRUGS-MEDICAL SUPPLIES	10	200	200
210.541.53230 PURCHASE OF UNIFORMS	180	200	200
210.541.53250 CLEANING SUPPLIES	233	250	250
210.541.53295 TRAFFIC CONTROL SUPPLIES	13,295	18,000	18,000
210.541.53510 SUPPLIES TO MAINTAIN EQUIPMENT	435	1,000	1,500
210.541.53520 SUPP TO MAINTAIN BLDGS	469,615	664,485	667,350
210.541.53610 SMALL TOOLS & EQUIPMENT	1,701	2,500	2,500
Total - COMMODITIES	486,048	687,435	690,800
CAPITAL OUTLAY:			
210.541.54310 AUTO AND TRUCKS DEPREC	300,001	284,496	284,496
210.541.54311 RADIO DEPRECIATION	1,439	1,454	1,454
210.541.54370 COMPUTER SOFTWARE	150	0	0
Total - CAPITAL OUTLAY	301,590	285,950	285,950
Grand Total	\$1,746,677	\$2,124,750	\$2,202,009

**AUTO & GAS TAX FUND
GROUNDS MAINTENANCE**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
PERSONNEL:				
PUBLIC SERVICE LEADER (182)		1	1	1
GROUND TECHNICIAN (PW5)		1	1	1
GROUND MAINTENANCE SUPERVISOR (182)		0	0.5	0.5
SEASONAL MOWING SUPERVISOR		423 HRS	423 HRS	423 HRS
PERSONAL SERVICES:				
210.543.51110 SALARIES & WAGES		\$98,749	\$125,231	\$131,297
210.543.51120 OVERTIME WAGES		7,885	8,000	8,000
210.543.51211 PERS		14,748	18,652	19,502
210.543.51220 WORKERS COMPENSATION		5,251	5,329	5,572
210.543.51230 GROUP HEALTH INSURANCE		19,023	35,607	11,039
210.543.51240 UNEMPLOYMENT CHARGES		3,132	2,000	2,000
210.543.51250 CLOTHING ALLOWANCE		1,192	2,000	2,000
210.543.51270 MEDICARE-CITY SHARE		1,573	1,932	2,019
210.543.51275 LIFE INSURANCE		111	182	182
210.543.51280 AFSCME CARE PACKAGE		765	765	765
210.543.51290 EMPLOYEE AWARDS		1,000	0	0
Total - PERSONAL SERVICES		153,430	199,698	182,376
CONTRACTUAL SERVICES:				
210.543.52110 TRAVEL & TRAINING		40	100	300
210.543.52222 TELEPHONE LINE CHARGES		1,301	1,200	1,200
210.543.52310 MUNICIPAL GARAGE CHARGES		37,830	46,038	40,038
210.543.52330 RADIO MAINTENANCE		493	498	498
210.543.52480 OTHER PROFESSIONAL SERVICE		6,364	50,000	50,000
210.543.52481 CONTRACTUAL MOWING		130,771	170,000	170,000
210.543.52520 MTN OF LAND AND BUILDINGS		176	53,000	53,000
210.543.52820 LICENSES & PERMITS		89	45	150
210.543.52920 MEMBERSHIPS,BOOKS,PERIODICALS		15	50	50
210.543.52970 UNIFORM RENTAL SERVICE		293	500	500
Total - CONTRACTUAL SERVICES		177,372	321,431	315,736
COMMODITIES:				
210.543.53100 OFFICE SUPPLIES		254	200	200
210.543.53230 PURCHASE OF UNIFORMS		58	150	150
210.543.53510 SUPPLIES TO MAINTAIN EQUIP		0	50	50
210.543.53520 SUPPLIES TO MAINTAIN BUILDINGS		3,855	6,500	7,500
210.543.53610 SMALL TOOLS & EQUIPMENT		100	300	300
210.543.53710 CHEMICALS & LAB SUPPLIES		2,247	4,600	4,600
Total - COMMODITIES		6,514	11,800	12,800
CAPITAL OUTLAY:				
210.543.54200 IMPROVEMENTS OTHER THAN BLDGS		0	800	0
210.543.54300 COMPUTERS & OTHER PERIPHERALS		0	500	0
210.543.54310 AUTOS & TRUCKS DEPR		44,209	44,210	44,210
210.543.54311 RADIO DEPRECIATION		318	322	322
210.543.54370 COMPUTER SOFTWARE		150	0	0
Total - CAPITAL OUTLAY		44,677	45,832	44,532
Grand Total		\$381,993	\$578,761	\$555,444

**FUND SUMMARY FOR FUND 215
CONSERVANCY FUND**

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$12,282	\$2,205	\$405
REVENUES:			
Property Taxes	\$74,969	\$80,500	\$69,895
Intergovernmental Revenue	5,625	11,200	10,440
Transfers	34,000	39,000	50,000
<hr/> TOTAL REVENUES	<hr/> \$114,593	<hr/> \$130,700	<hr/> \$130,335
 TOTAL RESOURCES	 \$126,875	 \$132,905	 \$130,740
EXPENDITURES:			
Contractual Services	\$124,670	\$132,500	\$125,449
<hr/> TOTAL EXPENDITURES	<hr/> \$124,670	<hr/> \$132,500	<hr/> \$125,449
 ENDING BALANCE DECEMBER 31	 \$2,205	 \$405	 \$5,291

**CONSERVANCY FUND
MIAMI CONSERVANCY**

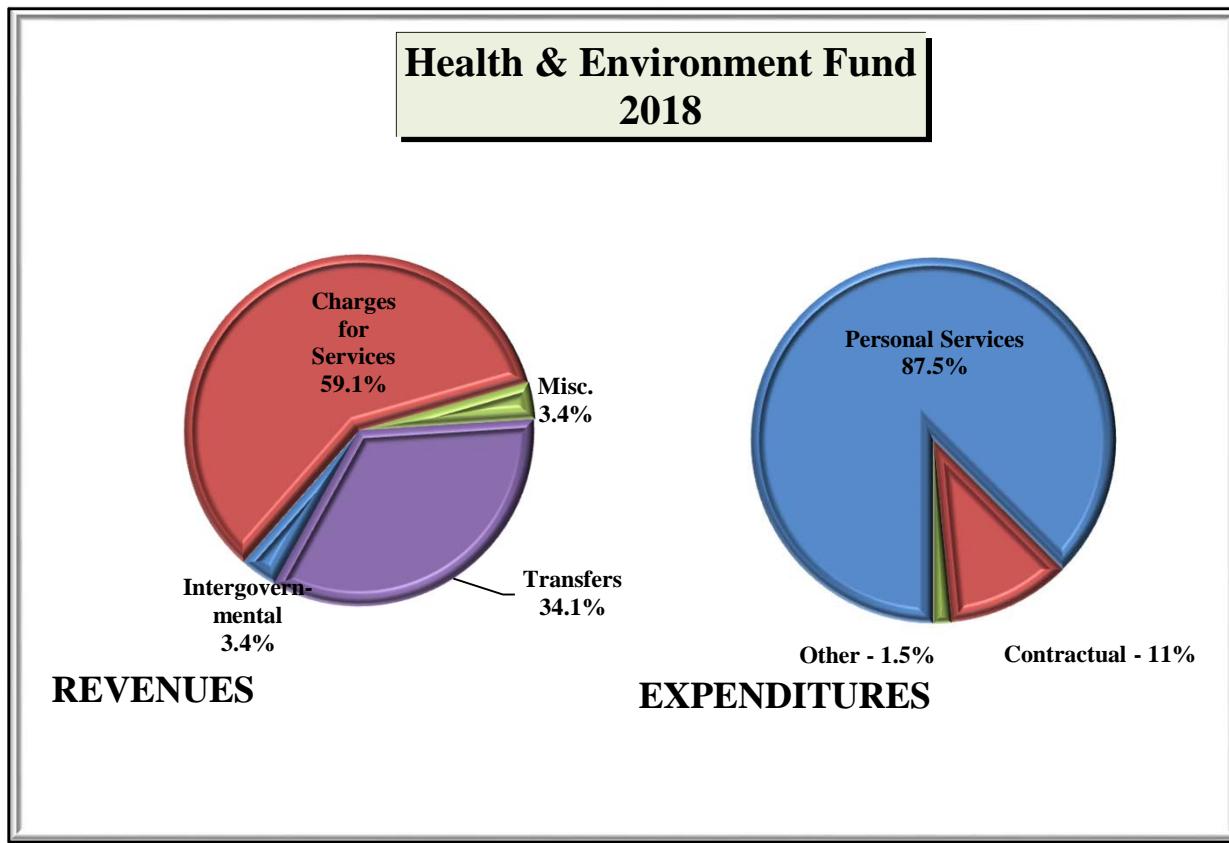
		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
CONTRACTUAL SERVICES:				
215.990.52240	BUTLER COUNTY COLLECTION FEE	\$1,321	\$2,500	\$2,100
215.990.52810	PROPERTY TAXES	123,349	130,000	123,349
	Total - CONTRACTUAL SERVICES	124,670	132,500	125,449
	Grand Total	\$124,670	\$132,500	\$125,449

HEALTH & ENVIRONMENT FUND

Revenues	2016	2017	2018
	Actual	Budget	Budget
Intergovernmental Revenue	\$ 29,844	\$ 20,098	\$ 15,099
Charges for Services	264,053	254,388	260,093
Miscellaneous Revenue	53,500	75,000	15,000
Transfers	118,000	150,000	150,000
Total	\$ 465,398	\$ 499,486	\$ 440,192

Table 4.5 Health & Environment Fund revenue sources for 2016-2018

Division Expenditures	2016	2017	2018
	Actual	Budget	Budget
Personal Services	\$ 376,350	\$ 440,334	\$ 472,037
Contractual Services	64,949	45,882	59,143
Other	6,117	8,300	8,350
Total	\$ 447,415	\$ 494,516	\$ 539,530

Table 4.6 Health & Environment Fund division expenditures for 2016-2018

Figure 4.6 Health & Environment Fund revenues and expenditures for the year 2018

DEPARTMENT OF HEALTH & ENVIRONMENT**Summary**

The Middletown City Health District is a district dedicated to preserving, protecting, and improving the health of residents inside the City of Middletown. Our mission is now to provide only services mandated by the statutes of the State of Ohio and/or required by the Ohio Public Health Council's minimum standards for local health departments, in a courteous, efficient, and cost-effective manner.

The Department of Health & Environment (Middletown City Health District) is under the immediate direction of the Commissioner of Health & Environment who is appointed by the Board of Health & Environment. The Board is composed of seven members, appointed by the City Council, as specified in the City Charter of Middletown. By virtue of his/her office, the Mayor of the City Council serves as an ex-officio member and chairperson and presiding officer of the Board of Health & Environment.

The department inspects and licenses commercial and nonprofit Food Service Operations (restaurants)/ Retail Food Establishments (groceries), Vending Operations (vending machines), public swimming pools & spas, household sewage installations and private water supplies, tattoo parlors, waste and fresh water haulers, and mobile home parks. The department conducts environmental inspections of all school buildings and the jail; educates food service/retail facilities on proper food safety practices, maintains programs for rabies control, and smoking enforcement; participates and coordinates with the nursing department case management activities for the prevention of lead poisoning. The department is responsible for community health assessment and planning, infectious and communicable disease control, outbreak investigations, and bioterrorism/emergency response. T.B. treatment is available through an agreement with Butler County Health Department and Butler County provides the tuberculosis treatment while Middletown City Health Department provides the monetary cost of treatment. The department contracts with Hamilton County Environmental Services for air pollution monitoring and control and Butler County Health Department for Communicable Disease Surveillance. The department has a vital statistics section that registers, maintains and certifies all records of birth and death for the City of Middletown.

**Service Levels for 2018**

The 2018 budget totals \$536,625 which includes five full time positions, two part time positions, and two contract employees.

GOAL 1: To continue to assess community chronic disease incidence and prevalence rates; assess community prevalence of health risks behavior; and institute measures to reduce chronic disease rates

- Analyze community mortality and morbidity statistics via comparison with state and national rates.
- Assess present prevalence rates of chronic disease as identified by community programs including programs funded by grants.

GOAL 2: To monitor needs and assess availability and accessibility of adequate primary care in the community

- Identify primary care providers (physicians and clinics) and determine willingness to provide care for Medicaid and medically indigent clientele.

DEPARTMENT OF HEALTH & ENVIRONMENT

- Assess performance of county programs that accept Medicaid patients without reservation: 1) Maternal Child and Health (MCH) Clinic, 2) Primary Health Solutions.
- Monitor and control number of clients going to the hospital Emergency Department for management of non-emergency medical problems.
- Develop a back to school immunization plan that will prevent loss time for student instruction.

GOAL 3: To maintain environmental health conditions within the community.

- Continue the ongoing training of departmental staff members and the Regulated Industry regarding the State and Local Ordinances--their interpretation and application.
- Utilizing the data from 2017, continue the cost analysis of programs to calculate the actual cost of administering and enforcing the law, and implement as necessary the appropriate license fees for all environmental health programs; specifically with changes to State Food Service Operations, Retail Food Establishments and Sewage.
- Through cooperative educational inspections of regulated industries, including public pools, mobile home parks, etc.

GOAL 4: To establish collaboration between entities and agencies that will enhance quality of life in the community.

- Engage in health and wellness programs with the Vitality programs.
- Engage in health and wellness activities with Atrium-Premier Health.
- Engage in health and wellness activities with the Senior Citizens aka Central Connections.
- Engage in health and wellness activities with the Greater Area YMCA.
- Engage in activities that enhance family and connectivity while collaborating with Festivals, CBI and the Robert "Sonny" Hill Community Center.

GOAL 5: To improve the health of the community through collaboration and partnership with local, county, and state health agencies and other stakeholders.

- Develop and implement plans to address identified, significant morbidity.
- Assess community and environmental health problems.
- Work cooperatively with community members to address the reportable STD rate.
- Analyze community morbidity statistics via comparison with state and national rates.

GOAL 6: To assure that the community is prepared to respond to a public health emergency.

- Develop, evaluate and revise emergency response plans specific to the Health Department.
- Participate in regional and local exercises to evaluate plans and response activities.
- Staff will participate in emergency response training provided by the State Health Department, Butler County EMA, various colleges and universities, and others.
- Collaborate with area health agencies, other city and county departments, the hospital, practitioners, and other regional health districts to provide a coordinated response during multi-jurisdictional emergencies.

**FUND SUMMARY FOR FUND 228
HEALTH FUND**

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$88,318	\$106,300	\$111,270
REVENUES:			
Intergovernmental Revenue	\$29,844	\$20,098	\$15,099
Charges for Services	264,053	254,388	260,093
Miscellaneous Revenue	53,500	75,000	15,000
Transfers	118,000	150,000	150,000
TOTAL REVENUES	<hr/> \$465,398	<hr/> \$499,486	<hr/> \$440,192
TOTAL RESOURCES	\$553,715	\$605,786	\$551,462
EXPENDITURES:			
Personal Services	\$376,350	\$440,334	\$472,037
Contractual Services	64,949	45,882	59,143
Commodities	3,732	3,500	3,550
Capital Outlay	2,385	4,800	4,800
TOTAL EXPENDITURES	<hr/> \$447,415	<hr/> \$494,516	<hr/> \$539,530
ENDING BALANCE DECEMBER 31	\$106,300	\$111,270	\$11,932

**HEALTH FUND
HEALTH ADMINISTRATION**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
PERSONNEL:				
HEALTH COMMISSIONER (168)		1	1	1
ENVIRONMENTAL DIRECTOR (178)		1	1	1
VITAL STATISTICS REGISTRAR (186)		1	1	1
VITAL STATISTICS DEPUTY REGISTRAR (187)		0	1	1080 HRS
SANITARIAN (183)		0.5	1	1
MEDICAL DIRECTOR (NG)		0.5	0.5	0.5
ADMINISTRATIVE ASSISTANT (184)		0	1040 HRS	1
PT HEALTH CLERK (195)		1040 HRS	0	0
PERSONAL SERVICES:				
228.450.51110 SALARIES & WAGES		\$274,943	\$319,780	\$343,408
228.450.51211 PERS		37,903	44,769	48,077
228.450.51220 WORKERS' COMPENSATION		14,004	12,791	13,736
228.450.51230 GROUP HEALTH INSURANCE		44,302	57,993	61,473
228.450.51270 MEDICARE - CITY SHARE		3,960	4,637	4,979
228.450.51275 LIFE INSURANCE		238	364	364
228.450.51290 EMPLOYEE AWARDS		1,000	0	0
Total - PERSONAL SERVICES		376,350	440,334	472,037
CONTRACTUAL SERVICES:				
228.450.52111 MANDATORY TRAVEL & TRAINING		2,292	3,000	5,000
228.450.52120 EMPLOYEE MILEAGE REIMBURSEMENT		2,194	2,000	3,000
228.450.52222 TELEPHONE LINE CHARGES		2,065	2,280	2,280
228.450.52310 MUNICIPAL GARAGE CHARGES		3,655	3,428	3,428
228.450.52480 OTHER PROFESSIONAL SERVICE		48,875	25,800	35,800
228.450.52490 OUTSIDE PRINTING		460	500	500
228.450.52510 MAINTENANCE OF EQUIPMENT		3,045	5,700	5,700
228.450.52820 LICENSES AND PERMITS		859	1,514	1,600
228.450.52920 MEMBERSHIPS, BOOKS, PERIODICAL		1,502	1,660	1,835
Total - CONTRACTUAL SERVICES		64,949	45,882	59,143
COMMODITIES:				
228.450.53100 OFFICE SUPPLIES		1,306	1,400	1,400
228.450.53101 SUPPLIES FOR HIV GRANT		1,401	500	500
228.450.53210 FOOD		211	200	250
228.450.53510 SUPPLIES TO MAINTAIN EQUIP		438	200	200
228.450.53610 SMALL TOOLS & EQUIPMENT		199	200	200
228.450.53710 CHEMICALS & LAB SUPPLIES		178	1,000	1,000
Total - COMMODITIES		3,732	3,500	3,550
CAPITAL OUTLAY:				
228.450.54300 COMPUTERS & OTHER PERIPHERALS		1,385	0	0
228.450.54320 OFFICE MACHINERY & EQUIPMENT		1,000	0	0
228.450.54310 AUTO & TRUCK DEPR		0	4,800	4,800
Total - CAPITAL OUTLAY		2,385	4,800	4,800
Grand Total		\$447,415	\$494,516	\$539,530

**FUND SUMMARY FOR FUND 229
EMS FUND**

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$55,629	\$35,144	\$5,072
REVENUES:			
Miscellaneous Revenue	\$1,000	\$1,275	\$0
TOTAL REVENUES	<hr/> \$1,000	<hr/> \$1,275	<hr/> \$0
TOTAL RESOURCES	\$56,629	\$36,419	\$5,072
EXPENDITURES:			
Contractual Services	\$21,485	\$31,347	\$2,000
TOTAL EXPENDITURES	<hr/> \$21,485	<hr/> \$31,347	<hr/> \$2,000
ENDING BALANCE DECEMBER 31	\$35,144	\$5,072	\$3,072

EMS FUND
EMS

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
	CONTRACTUAL SERVICES:			
229.990.52480	OTHER PROFESSIONAL SERVICES	\$21,485	\$31,347	\$2,000
	Total - CONTRACTUAL SERVICES	21,485	31,347	2,000
	Grand Total	\$21,485	\$31,347	\$2,000

FUND SUMMARY FOR FUND 238
UDAG FUND

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$168,395	\$144,715	\$97,067
REVENUES:			
Interest Income	\$1,641	\$1,352	\$1,280
Repayment of Loans	21,909	1,000	1,000
TOTAL REVENUES	\$23,550	\$2,352	\$2,280
TOTAL RESOURCES	\$191,945	\$147,067	\$99,347
EXPENDITURES:			
Capital Outlay	\$47,230	\$50,000	\$75,000
TOTAL EXPENDITURES	\$47,230	\$50,000	\$75,000
ENDING BALANCE DECEMBER 31	\$144,715	\$97,067	\$24,347

UDAG FUND
UDAG

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
	CAPITAL OUTLAY:			
238.990.54400	BUILDING IMPROVEMENTS	\$47,230	\$50,000	\$75,000
	Total - CAPITAL OUTLAY	47,230	50,000	75,000
	Grand Total	\$47,230	\$50,000	\$75,000

FUND SUMMARY FOR FUND 240
MUNICIPAL COURT COMPUTERIZATION

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$75,560	\$96,855	\$46,855
REVENUES:			
Fines & Forfeitures	\$61,017	\$75,000	\$75,000
TOTAL REVENUES	<hr/> \$61,017	<hr/> \$75,000	<hr/> \$75,000
TOTAL RESOURCES	\$136,576	\$171,855	\$121,855
EXPENDITURES:			
Capital Outlay	\$39,721	\$125,000	\$120,000
TOTAL EXPENDITURES	<hr/> \$39,721	<hr/> \$125,000	<hr/> \$120,000
ENDING BALANCE DECEMBER 31	\$96,855	\$46,855	\$1,855

**COURT COMPUTERIZATION FUND
COURT COMPUTERIZATION**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
CAPITAL OUTLAY:				
240.990.54300	COMPUTERS & OTHER PERIPHERALS	\$39,721	\$125,000	\$120,000
	Total - CAPITAL OUTLAY	39,721	125,000	120,000
	Grand Total	\$39,721	\$125,000	\$120,000

FUND SUMMARY FOR FUND 242
LAW ENFORCEMENT TRUST FUND

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$10,839	\$31,990	\$31,990
REVENUES:			
Fines & Forfeitures	\$21,151	\$20,000	\$0
TOTAL REVENUES	<hr/> \$21,151	<hr/> \$20,000	<hr/> \$0
TOTAL RESOURCES	\$31,990	\$51,990	\$31,990
EXPENDITURES:			
Contractual Services	\$0	\$20,000	\$0
TOTAL EXPENDITURES	<hr/> \$0	<hr/> \$20,000	<hr/> \$0
ENDING BALANCE DECEMBER 31	\$31,990	\$31,990	\$31,990

LAW ENFORCEMENT TRUST FUND
LAW ENFORCEMENT

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
	CONTRACTUAL SERVICES:			
242.990.52110	TRAVEL & TRAINING	\$0 0	\$20,000 20,000	\$0 0
	Total - CONTRACTUAL SERVICES			
	Grand Total	\$0	\$20,000	\$0

FUND SUMMARY FOR FUND 243
LAW ENFORCEMENT MANDATORY DRUG FINE FUND

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$212,533	\$144,078	\$144,078
REVENUES:			
Fines & Forfeitures	\$34,824	\$80,000	\$80,000
TOTAL REVENUES	<hr/> \$34,824	<hr/> \$80,000	<hr/> \$80,000
TOTAL RESOURCES	\$247,357	\$224,078	\$224,078
EXPENDITURES:			
Personal Services	\$0	\$0	\$18,743
Contractual Services	58,395	40,000	50,000
Capital Outlay	44,884	40,000	60,000
TOTAL EXPENDITURES	<hr/> \$103,279	<hr/> \$80,000	<hr/> \$128,743
ENDING BALANCE DECEMBER 31	\$144,078	\$144,078	\$95,335

**LAW ENFORCEMENT MANDATORY DRUG FINE FUND
MANDATORY DRUG FINE**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
	PERSONAL SERVICES			
243.990.51120	OVERTIME	\$0	\$0	\$15,000
243.990.51211	POLICE PENSION	0	0	2,925
243.990.51220	WORKERS COMPENSATION	0	0	600
243.990.51270	MEDICARE-CITY SHARE	0	0	218
	Total - PERSONAL SERVICES	0	0	18,743
	CONTRACTUAL SERVICES:			
243.990.52110	TRAVEL & TRAINING	26,680	0	0
243.990.52480	OTHER PROFESSIONAL SERVICE	31,715	40,000	50,000
	Total - CONTRACTUAL SERVICES	58,395	40,000	50,000
	CAPITAL OUTLAY:			
243.990.54360	OTHER EQUIPMENT	44,884	40,000	60,000
	Total - CAPITAL OUTLAY	44,884	40,000	60,000
	Grand Total	\$103,279	\$80,000	\$128,743

**FUND SUMMARY FOR FUND 245
PROBATION SERVICES FUND**

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$264,387	\$230,854	\$206,023
REVENUES:			
Fines & Forfeitures	\$98,216	\$124,500	\$127,500
TOTAL REVENUES	\$98,216	\$124,500	\$127,500
TOTAL RESOURCES	\$362,603	\$355,354	\$333,523
EXPENDITURES:			
Personal Services	\$87,294	\$92,331	\$97,912
Contractual Services	43,794	48,000	48,000
Commodities	172	2,000	2,000
Capital Outlay	489	7,000	7,500
TOTAL EXPENDITURES	\$131,749	\$149,331	\$155,412
ENDING BALANCE DECEMBER 31	\$230,854	\$206,023	\$178,111

**PROBATION SERVICES FUND
PROBATION SERVICES**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
PERSONNEL:				
PROBATION OFFICER (184)		1	1	1
PERSONAL SERVICES:				
245.990.51110 SALARIES AND WAGES		\$57,269	\$60,975	\$65,116
245.990.51211 PERS		7,984	8,537	9,116
245.990.51220 WORKERS COMPENSATION		2,825	2,439	2,605
245.990.51230 GROUP HEALTH INSURANCE		17,844	18,915	20,050
245.990.51270 MEDICARE - CITY SHARE		810	884	944
245.990.51275 LIFE INSURANCE		64	81	81
245.990.51290 EMPLOYEE AWARDS		500	500	0
Total - PERSONAL SERVICES		87,294	92,331	97,912
CONTRACTUAL SERVICES:				
245.990.52480 OTHER PROFESSIONAL SERVICES		43,500	45,000	45,000
245.990.52490 OUTSIDE PRINTING		294	3,000	3,000
Total - CONTRACTUAL SERVICES		43,794	48,000	48,000
COMMODITIES:				
245.990.53100 OFFICE SUPPLIES		172	2,000	2,000
Total - COMMODITIES		172	2,000	2,000
CAPITAL OUTLAY:				
245.990.54300 COMPUTERS & OTHER PERIPHERALS		489	7,000	7,500
Total - CAPITAL OUTLAY		489	7,000	7,500
Grand Total		\$131,749	\$149,331	\$155,412

**FUND SUMMARY FOR FUND 246
TERMINATION PAY FUND**

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$114,869	\$402,344	\$168,344
REVENUES:			
Transfers	\$660,000	\$500,000	\$500,000
TOTAL REVENUES	\$660,000	\$500,000	\$500,000
TOTAL RESOURCES	\$774,869	\$902,344	\$668,344
EXPENDITURES:			
Personal Services	\$372,525	\$734,000	\$500,000
TOTAL EXPENDITURES	\$372,525	\$734,000	\$500,000
ENDING BALANCE DECEMBER 31	\$402,344	\$168,344	\$168,344

TERMINATION PAY FUND
TERMINATION PAY

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
	PERSONAL SERVICES:			
246.990.51140	TERMINATION PAY	\$372,525	\$734,000	\$500,000
	Total - PERSONAL SERVICES	372,525	734,000	500,000
	Grand Total	\$372,525	\$734,000	\$500,000

FUND SUMMARY FOR FUND 247
INDIGENT DRIVER/ALCOHOL TREATMENT FUND

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$22,746	\$34,106	\$29,106
REVENUES:			
Fines & Forfeitures	\$11,361	\$20,000	\$21,000
TOTAL REVENUES	\$11,361	\$20,000	\$21,000
TOTAL RESOURCES	\$34,106	\$54,106	\$50,106
EXPENDITURES:			
Contractual Services	\$0	\$25,000	\$25,000
TOTAL EXPENDITURES	\$0	\$25,000	\$25,000
ENDING BALANCE DECEMBER 31	\$34,106	\$29,106	\$25,106

INDIGENT DRIVER/ALCOHOL TREATMENT FUND
INDIGENT DRIVER/ALCOHOL TREATMENT

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
	CONTRACTUAL SERVICES:			
247.990.52480	OTHER PROFESSIONAL SERVICE	\$0	\$25,000	\$25,000
	Total - CONTRACTUAL SERVICES	0	25,000	25,000
	Grand Total	\$0	\$25,000	\$25,000

FUND SUMMARY FOR FUND 248
ENFORCEMENT/EDUCATION FUND

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$56,496	\$49,088	\$16,138
REVENUES:			
Fines & Forfeitures	\$3,756	\$4,200	\$4,100
Miscellaneous	1,661	0	0
 TOTAL REVENUES	 \$5,417	 \$4,200	 \$4,100
 TOTAL RESOURCES	 \$61,913	 \$53,288	 \$20,238
EXPENDITURES:			
Contractual Services	4,235	7,750	5,000
Capital Outlay	8,590	29,400	0
 TOTAL EXPENDITURES	 \$12,825	 \$37,150	 \$5,000
 ENDING BALANCE DECEMBER 31	 \$49,088	 \$16,138	 \$15,238

**ENFORCEMENT & EDUCATION FUND
ENFORCEMENT/EDUCATION**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
CONTRACTUAL SERVICES:				
248.990.52480	OTHER PROFESSIONAL SERVICE	\$4,235	\$7,750	\$5,000
	Total - CONTRACTUAL SERVICES	4,235	7,750	5,000
CAPITAL OUTLAY:				
248.990.54360	OTHER EQUIPMENT	8,590	29,400	0
	Total - CAPITAL OUTLAY	8,590	29,400	0
	Grand Total	\$12,825	\$37,150	\$5,000

**FUND SUMMARY FOR FUND 249
CIVIC DEVELOPMENT FUND**

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$395,199	\$559,064	\$456,231
REVENUES:			
Hotel/Motel Tax	\$330,793	\$324,667	\$331,160
TOTAL REVENUES	<hr/> \$330,793	<hr/> \$324,667	<hr/> \$331,160
TOTAL RESOURCES	\$725,992	\$883,731	\$787,391
EXPENDITURES:			
Personal Services	\$49,786	\$0	\$0
Contractual Services	117,142	307,500	357,500
Transfers	0	120,000	105,000
TOTAL EXPENDITURES	<hr/> \$166,928	<hr/> \$427,500	<hr/> \$462,500
ENDING BALANCE DECEMBER 31	\$559,064	\$456,231	\$324,891

**CIVIC DEVELOPMENT FUND
CIVIC DEVELOPMENT**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
PERSONNEL:				
COMMUNICATIONS INTERN (185)		1	0	0
	PERSONAL SERVICES:			
249.120.51110	SALARIES & WAGES	\$41,190	\$0	\$0
249.120.51211	PERS	5,298	0	0
249.120.51220	WORKERS' COMPENSATION	2,139	0	0
249.120.51270	MEDICARE - CITY SHARE	604	0	0
249.120.51275	LIFE INSURANCE	56	0	0
249.120.51290	EMPLOYEE AWARDS	500	0	0
	Total - PERSONAL SERVICES	49,786	0	0
	CONTRACTUAL SERVICES:			
249.990.52222	TELEPHONE LINE CHARGES	660	0	0
249.990.52480	OTHER PROFESSIONAL SERVICE	111,799	145,000	195,000
249.990.52980	MISC CONTRACTUAL SERVICES	4,683	162,500	162,500
	Total - CONTRACTUAL SERVICES	117,142	307,500	357,500
	TRANSFERS:			
249.990.58110	TRANSFER TO GENERAL FUND	0	120,000	105,000
	Total - TRANSFERS	0	120,000	105,000
	Grand Total	\$166,928	\$427,500	\$462,500

MIDDLETOWN MUNICIPAL COURT**Summary**

Middletown Municipal Court was established in 1914 by the Ohio Legislature and given original jurisdiction in civil and misdemeanor criminal cases. The court also has jurisdiction over preliminary hearings in felony cases. In the State of Ohio, the judge of a municipal court is elected for a term of six years.

The Clerk of Courts is appointed by the Judge and is responsible for maintaining the docket, filings and all other official records for the court. The Clerk is also responsible for collecting fines, costs, bonds, fees and issuing subpoenas and warrants to arrest. Funds received by the court are deposited daily. These funds are then distributed by the Clerk in accordance with state statutes and city ordinances to a variety of governmental jurisdictions and agencies. Court costs include fees which are specified for victims of crimes, representation of indigent persons, county law libraries, the State Highway Patrol and others. Fines are distributed to the appropriate representative governmental entity in whose jurisdiction the case arose. These include, among others, the Treasurer of the State of Ohio, the Butler County Treasurer, Lemon Township, Madison Township, the City of Trenton and the City of Middletown. Each year the court submits its operating budget for approval to the governing body of the largest municipality within its jurisdiction. In the case of the Middletown Municipal Court, the budget is submitted for approval to the Middletown City Council.

The geographical jurisdiction of the Middletown Municipal Court is the area from which cases may be brought and decided. The court may hear and decide cases, disputes or controversies arising in the cities of Middletown and Trenton and the townships of Madison and Lemon. The court also has jurisdiction to hear and determine probable cause in all felony cases within its jurisdiction. The court also hears all civil and small claims complaints.

The subject matter jurisdiction of the court is its ability to hear and decide specific kinds of cases. In civil matters, this jurisdiction is limited to cases where the monetary claim requested by either party does not exceed \$15,000. Small claims cases may be filed for monetary claims up to \$6,000. Municipal courts have jurisdiction in misdemeanor traffic and criminal cases where the maximum sentence is one year and the maximum fine is no more than \$1,000. Middletown Municipal Court is unique in that its jurisdiction extends to both Butler and Warren Counties.

The population of the jurisdiction of the court is approximately 80,000. It is anticipated that approximately 20,000 traffic, criminal and civil cases will be filed, docketed, tried and determined by the court next year.

MIDDLETOWN MUNICIPAL COURT**Goals and Objectives**

Goal 1: To promptly, efficiently and judiciously provide civil and criminal justice services to our community. To strive for the most efficient and least costly method in delivering these services. To emphasize fairness, respect and understanding to all parties, witnesses and victims. To use every opportunity to educate others about our court, our role in government and how efficiently our employees perform their jobs. To ensure that our judicial system is independent and impartial, thus guaranteeing a fair hearing or trial to all persons before the court. To provide a safe environment for all court users and employees.

Goal 2: To strengthen and expand our role as an advocate of probation services in order to get help, training, guidance, therapy, supervision, and education for those found guilty of a criminal offense. Correcting behavior and preventing future misbehavior is an important goal and much of our effort.

Goal 3: To effectively and efficiently implement legislative changes in civil and small claims jurisdiction.

- Continue to expand current computer technology throughout the civil/small claims division to accommodate the anticipated increase in cases with existing staff.
- To train staff in updated software programs. To take advantage of changes in technology to better serve the community.

Goal 4: To efficiently and effectively implement legislative changes in criminal and traffic court jurisdiction.

- Implement new computer technology throughout the clerk's office. To increase public access to court records via the internet. To meet mandated notification requirements involving vehicles, electronic transfer requirements, fee collections on behalf of the Bureau of Motor Vehicles, victims' rights, subpoenas, juror notification and probation services.
- To train staff in upgraded software programs.
- To expand sentencing tools utilizing community-based resources and programming. To expand the community service program.
- To expand probation services with programs in parenting skills, social responsibility classes and job search and employment training using community-based organizations and companies.

**FUND SUMMARY FOR FUND 250
MUNICIPAL COURT FUND**

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$353,907	\$211,172	\$156,157
REVENUES:			
Charges for Services	\$8	\$0	\$0
Fines and Forfeitures	1,175,885	1,355,902	1,369,461
Miscellaneous Revenue	2,068	5,000	5,100
Transfers	250,000	325,000	350,000
TOTAL REVENUES	\$1,427,961	\$1,685,902	\$1,724,561
TOTAL RESOURCES	\$1,781,868	\$1,897,074	\$1,880,718
EXPENDITURES:			
Personal Services	\$1,463,950	\$1,561,893	\$1,613,627
Contractual Services	90,484	146,164	136,664
Commodities	7,911	14,500	14,500
Capital Outlay	8,350	18,360	23,360
TOTAL EXPENDITURES	\$1,570,696	\$1,740,917	\$1,788,151
ENDING BALANCE DECEMBER 31	\$211,172	\$156,157	\$92,567

**MUNICIPAL COURT FUND
MUNICIPAL COURT**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
PERSONNEL:				
JUDGE (NG)		1	1	1
DIRECTOR COURT SERVICES/CLERK OF COURTS (NG)		1	1	1
CHIEF PROBATION OFFICER (178)		2	1	1
MAGISTRATE (173)		1	1	1
DEPUTY CLERK I (190 - 187)		6	7	7
DEPUTY CLERK II (186)		4	3	4
CHIEF DEPUTY CLERK (186)		1	1	0
BAILIFF (180)		2	2	2
CHIEF BAILIFF (178)		1	1	1
PROBATION OFFICER (184)		1	1	1
ADM SECRETARY/COURT REPORTER (184-187)		1	1	1
PART-TIME EMPLOYEE		3020 HRS	3020 HRS	3020 HRS
PERSONAL SERVICES:				
250.120.51110 SALARIES & WAGES		\$984,432	\$1,052,535	\$1,095,416
250.120.51211 PERS		136,957	147,355	153,358
250.120.51220 WORKERS' COMPENSATION		50,340	42,101	43,817
250.120.51230 HEALTH INSURANCE		264,093	299,586	300,057
250.120.51260 VEHICLE ALLOWANCE		3,300	3,600	3,600
250.120.51270 MEDICARE - CITY SHARE		13,922	15,262	15,884
250.120.51275 LIFE INSURANCE		1,156	1,454	1,495
250.120.51290 EMPLOYEE AWARDS		9,750	0	0
Total - PERSONAL SERVICES		1,463,950	1,561,893	\$1,613,627
CONTRACTUAL SERVICES				
250.120.52111 MANDATORY TRAINING		6,437	8,000	8,000
250.120.52120 EMPLOYEE MILEAGE REIMBURSEMENT		671	1,500	2,000
250.120.52222 TELEPHONE LINE CHARGES		3,340	5,000	5,500
250.120.52230 POSTAGE & POSTAL CHARGES		16,230	21,000	20,000
250.120.52310 MUNICIPAL GARAGE CHARGES		13,250	21,388	17,388
250.120.52330 RADIO MAINTENANCE		1,560	1,576	1,576
250.120.52410 LEGAL SERVICES		12,694	20,000	20,000
250.120.52420 MEDICAL SERVICES		950	4,000	6,000
250.120.52427 INTERPRETOR SERVICES		3,403	6,000	6,000
250.120.52480 OTHER PROFESSIONAL SERVICES		4,154	6,500	6,500
250.120.52490 OUTSIDE PRINTING		4,113	8,000	8,000
250.120.52510 MAINTENANCE OF EQUIPMENT		7,427	8,500	8,500
250.120.52835 PREPAID COURT COST/FEES		171	1,000	1,000
250.120.52910 LAUNDRY		0	200	200
250.120.52920 MEMBERSHIPS, BOOKS, PERIODICALS		9,643	20,000	15,000
250.120.52960 EMPLOYEE TUITION REIMBURSEMENT		1,442	6,000	1,000
250.120.52980 MISC CONTRACTUAL SERVICE		5,000	7,500	10,000
Total - CONTRACTUAL SERVICES		90,484	146,164	136,664
COMMODITIES:				
250.120.53100 OFFICE SUPPLIES		5,340	9,000	9,000
250.120.53210 FOOD		36	300	300
250.120.53230 PURCHASE OF UNIFORMS		2,527	5,000	5,000
250.120.53510 SUPPLIES TO MAINTAIN EQUIP		0	100	100
250.120.53610 SMALL TOOLS & EQUIPMENT		8	100	100
Total - COMMODITIES		7,911	14,500	14,500
CAPITAL OUTLAY				
250.120.54310 AUTOS & TRUCKS DEPRECIATION		7,301	7,300	7,300
250.120.54311 RADIO DEPRECIATION		1,049	1,060	1,060
250.120.54320 OFFICE MACHINERY & EQUIPMENT		0	10,000	15,000
Total - CAPITAL OUTLAY		8,350	18,360	23,360
Grand Total		\$1,570,696	\$1,740,917	\$1,788,151

**FUND SUMMARY FOR FUND 251
POLICE GRANT FUND**

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$154,691	\$158,458	\$109,818
REVENUES:			
Intergovernmental	\$38,781	\$82,020	\$70,284
Interest Income	1,528	1,120	1,120
Reimbursements	0	16,280	28,016
 TOTAL REVENUES	 \$40,309	 \$99,420	 \$99,420
 TOTAL RESOURCES	 \$195,000	 \$257,878	 \$209,238
EXPENDITURES:			
Personal Services	\$25,864	\$66,231	\$65,856
Contractual Services	0	36,280	46,830
Capital Outlay	10,679	45,549	18,000
 TOTAL EXPENDITURES	 \$36,543	 \$148,060	 \$130,686
 ENDING BALANCE DECEMBER 31	 \$158,458	 \$109,818	 \$78,552

**POLICE GRANT FUND
POLICE GRANTS**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
2017 STEP GRANT 1 of 2	PERSONAL SERVICES:			
251.037.51120	OVERTIME WAGES	\$4,468	\$17,286	\$17,000
251.037.51212	POLICE PENSION	871	3,371	3,315
251.037.51220	WORKERS COMP	1,059	691	680
251.037.51221	MEDICARE	65	251	247
	Total - PERSONAL SERVICES	6,463	21,599	21,242
2017 STEP GRANT 2 of 2	PERSONAL SERVICES			
251.038.51120	OVERTIME WAGES	5,461	23,715	\$23,700
251.038.51212	POLICE PENSION	1,065	4,624	4,622
251.038.51220	WORKERS COMP	1,453	949	948
251.038.51221	MEDICARE	79	344	344
	Total - PERSONAL SERVICES	8,058	29,632	29,614
	Total - 2017 STEP	14,521	51,231	50,856
2016 JAG LOCAL SOLICITATION GRANT	CONTRACTUAL SERVICES:			
251.048.52111	TRAVEL & TRAINING	0	10,000	8,350
	Total - CONTRACTUAL SERVICES	0	10,000	8,350
	CAPITAL OUTLAY:			
251.048.54360	OTHER EQUIPMENT	10,679	23,279	0
	Total - CAPITAL OUTLAY	10,679	23,279	0
	Total - 2016 JAG LOCAL SOLICITATION	10,679	33,279	8,350
OVI TASK FORCE GRANT	PERSONAL SERVICES			
251.070.51120	OVERTIME WAGES	8,767	12,005	12,005
251.070.51212	POLICE PENSION	1,710	2,341	2,341
251.070.51220	WORKERS COMPENSATION	738	480	480
251.070.51221	MEDICARE	127	174	174
	Total - PERSONAL SERVICES	11,342	15,000	15,000
	Total - OVI TASK FORCE	11,342	15,000	15,000
2017 JAG BYRNE MEMORIAL GRANT	CONTRACTUAL SERVICES:			
251.051.52110	TRAVEL & TRAINING	0	10,000	10,464
	Total - CONTRACTUAL SERVICES	0	10,000	10,464
	CAPITAL OUTLAY:			
251.051.54360	OTHER EQUIPMENT	0	22,270	18,000
	Total - CAPITAL OUTLAY	0	22,270	18,000
	Total - 2017 JAG BYRNE MEMORIAL	0	32,270	28,464
2017 STATE TRAINING REIMBURSEMENT				
251.071.52111	MANDATORY TRAINING	0	16,280	28,016
	Total - CONTRACTUAL SERVICES	0	16,280	28,016
	Total - 2017 STATE TRAINING REIMBURSEMENT	0	16,280	28,016
	Grand Total	\$36,543	\$148,060	\$130,686

**FUND SUMMARY FOR FUND 252
COURT IDIAM FUND**

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$39,877	\$43,729	\$31,729
REVENUES:			
Fines & Forfeitures	\$6,664	\$10,000	\$6,500
TOTAL REVENUES	\$6,664	\$10,000	\$6,500
TOTAL RESOURCES	\$46,540	\$53,729	\$38,229
EXPENDITURES:			
Contractual Services	\$2,811	\$22,000	\$35,000
TOTAL EXPENDITURES	\$2,811	\$22,000	\$35,000
ENDING BALANCE DECEMBER 31	\$43,729	\$31,729	\$3,229

**COURT IDIAM FUND
IDIAM PROJECTS**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
	CONTRACTUAL SERVICES:			
252.990.52480	OTHER PROFESSIONAL SERVICES	\$2,811	\$22,000	\$35,000
	Total - CONTRACTUAL SERVICES	2,811	22,000	35,000
	Grand Total	\$2,811	\$22,000	\$35,000

**FUND SUMMARY FOR FUND 253
COURT SPECIAL PROJECTS FUND**

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$235,757	\$326,586	\$326,586
REVENUES:			
Fines & Forfeitures	\$124,556	\$150,000	\$150,000
TOTAL REVENUES	\$124,556	\$150,000	\$150,000
TOTAL RESOURCES	\$360,313	\$476,586	\$476,586
EXPENDITURES:			
Contractual Services	\$10,310	\$25,000	\$75,000
Capital Outlay	23,417	125,000	125,000
TOTAL EXPENDITURES	\$33,727	\$150,000	\$200,000
ENDING BALANCE DECEMBER 31	\$326,586	\$326,586	\$276,586

**COURT SPECIAL PROJECTS FUND
SPECIAL PROJECTS**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
	CONTRACTUAL SERVICES:			
253.990.52480	OTHER PROFESSIONAL SERVICES	\$10,310	\$25,000	\$75,000
	Total - CONTRACTUAL SERVICES	10,310	25,000	75,000
	CAPITAL OUTLAY			
253.990.54360	OTHER EQUIPMENT	23,417	125,000	125,000
	Total - CAPITAL OUTLAY	23,417	125,000	125,000
	Grand Total	\$33,727	\$150,000	\$200,000

**FUND SUMMARY FOR FUND 260
NUISANCE ABATEMENT FUND**

	2016 BUDGET	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$976,155	\$215,741	\$403,741
REVENUES:			
Property Tax Assessments	\$244,419	\$200,000	\$200,000
Intergovernmental	0	500,000	0
Transfers from Other Fund	(648,000)	0	0
 TOTAL REVENUES	 (\$403,581)	 \$700,000	 \$200,000
 TOTAL RESOURCES	 \$572,575	 \$915,741	 \$603,741
EXPENDITURES:			
Contractual Services	\$356,833	\$512,000	\$330,000
 TOTAL EXPENDITURES	 \$356,833	 \$512,000	 \$330,000
 ENDING BALANCE DECEMBER 31	 \$215,741	 \$403,741	 \$273,741

NUISANCE ABATEMENT FUND
NUISANCE ABATEMENT

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
CONTRACTUAL SERVICES:				
260.115.52480	OTHER PROFESSIONAL SERVICE	\$31,873	\$30,000	\$30,000
260.115.52487	NUISANCE ENFORCEMENT	323,630	407,000	300,000
260.115.52530	DEMOLITION COSTS	1,331	0	0
260.115.52535	DEMO COSTS - NIP GRANT	0	75,000	0
	Total - CONTRACTUAL SERVICES	356,833	512,000	330,000
Grand Total				
		\$356,833	\$512,000	\$330,000

**FUND SUMMARY FOR FUND 262
SENIOR CITIZENS LEVY FUND**

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$0	\$289	\$289
REVENUES:			
Property Taxes	\$583,485	\$627,450	\$633,325
Intergovernmental	76,843	87,550	88,825
TOTAL REVENUES	\$660,328	\$715,000	\$722,150
TOTAL RESOURCES	\$660,328	\$715,289	\$722,439
EXPENDITURES:			
Contractual Services	\$660,039	\$715,000	\$722,150
TOTAL EXPENDITURES	\$660,039	\$715,000	\$722,150
ENDING BALANCE DECEMBER 31	\$289	\$289	\$289

SENIOR CITIZENS LEVY FUND
SENIOR CITIZENS LEVY

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
CONTRACTUAL SERVICES:				
262.990.52240	BUTLER COUNTY AUDITOR COLL FEES	\$8,261	\$15,000	\$15,150
262.990.52241	REIMBURSEMENTS	651,779	700,000	707,000
	Total - CONTRACTUAL SERVICES	660,039	715,000	722,150
	Grand Total	\$660,039	\$715,000	\$722,150

SECTION 5

DEBT SERVICE FUNDS

DEBT SERVICE

EXPENDITURES BY FUND

Fund	Actual 2016	Budget 2017	Budget 2018	\$ Increase (Decrease)	% Increase (Decrease)
General Obligation Bond Retirement	\$2,273,829	\$2,180,477	\$2,189,661	\$9,184	0.4%
Special Assessment Bond Retirement	321,859	301,866	263,675	(38,191)	-12.7%
East End/Towne Blvd. Tax Increment Financing	411,138	422,764	424,263	1,499	0.4%
Downtown Tax Increment Financing	15,000	10,100	10,100	0	0.0%
Aeronca Tax Increment Financing	0	36	36	0	0.0%
Airport/Riverfront Tax Increment Financing	0	35	35	0	0.0%
Miller Road N Tax Increment Financing	0	240	240	0	0.0%
Towne Mall/Hospital Tax Increment Financing	580,332	548,220	603,220	55,000	10.0%
Renaissance N Tax Increment Financing	233,390	181,500	181,500	0	0.0%
Renaissance S Tax Increment Financing	194,065	185,600	162,000	(23,600)	-12.7%
Greentree Industrial Park Tax Increment Financing	0	20	75,020	75,000	0.0%
Made Industrial Park Tax Increment Financing	0	20	20	0	0.0%
South Yankee Road Tax Increment Financing	0	20	20	0	0.0%
Total	\$4,029,613	\$3,830,898	\$3,909,790	\$78,892	2.1%

Table 5.1 Debt Service Expenditures

Definition of Debt Service Funds

To account for the accumulation of resources for, and the payment of general long-term debt, principal and interest and associated costs.

General Obligation Bond Retirement Fund

To account for payments made in connection with the City of Middletown's General Obligation Debt. Revenues are comprised of transfers from the City Income Tax Fund. Expenditures from this fund are annual bond principal and interest payments due holders of the City's General Obligation Bonds.

Special Assessment Bond Retirement Fund

To accumulate special assessment revenues collected by the county and remitted to the City for the payment of special assessment bonds. The City, in turn, makes principal and interest payments to the owners of the City's special assessment bonds.

East End/Towne Blvd. Tax Increment Financing Fund

To account for the annual tax increment payments and associated costs that will be used to retire the bonds issued to finance the construction of the extension on Towne Blvd. This area is located between State Route 122 and Hendrickson Road adjacent to Interstate 75.

Downtown Tax Increment Financing Fund

To account for the annual tax increment payments and associated costs that will be used to retire the bonds issued to finance the improvements and construction of the downtown area. This area includes portions of but not limited to: Central Avenue, Main Street, Manchester Avenue, First Avenue, Carmody Blvd, Verity Parkway, and Reinartz Boulevard.

Aeronca Tax Increment Financing Fund

To account for the annual tax increment payments and associated costs used to fund improvement projects for specific properties located between Germantown Road and Carmody Boulevard.

Airport/Riverfront Tax Increment Financing Fund

To account for the annual tax increment payments and associated costs that will be used to fund improvement projects which encompasses a small portion of downtown and the area surrounding the municipal airport.

Miller Road North Tax Increment Financing Fund

To account for the annual tax increment payments and associated costs that will be used to fund improvement projects in the North Miller Road area. This TIF district area encompasses portions of N. Breiel Boulevard, N. Miller Road and Riviera Drive.

Towne Mall / Hospital Tax Increment Financing Fund

To account for the annual tax increment payments and associated costs that will be used to fund improvement projects which includes specific properties from State Route 122 near Union Road to Cincinnati Dayton Road.

Renaissance North Tax Increment Financing Fund

To account for the tax increment payments and associated costs that will be used to fund improvement projects in the North Renaissance

area including properties located in the Renaissance Section 1 and Renaissance Section 2 subdivisions.

Renaissance South Tax Increment Financing Fund

To account for the annual tax increment payments and associated costs that will be used to fund improvement projects in the South Renaissance area including properties located in the Brass Bell 1 subdivision.

Greentree Industrial Park Tax Increment Financing Fund

To account for the annual tax increment payments and associated costs that will be used to fund improvement projects in the Greentree Industrial Park.

Made Industrial Park Tax Increment Financing Fund

To account for the annual tax increment payments and associated costs that will be used to fund improvement projects in the Made Industrial Park.

South Yankee Road Tax Increment Financing Fund

To account for the annual tax increment payments and associated costs that will be used to fund improvement projects in the area of S. Yankee Road.

Note on Tax Increment Financing Funds:

Some of the property tax revenues submitted to the City include the school's portion of taxes. The City distributes the school's share to the appropriate school district.

Table 5.2 General Obligation Debt Table (Payments are from General Bond Retirement Fund & Tax Increment Funds)

GENERAL OBLIGATION DEBT	Maturity	Outstanding as of December 31, 2017			Scheduled Payments for 2018		
Bond Issues	Year	Principal	Interest	Total	Principal	Interest	Total
Court of Appeals	2023	1,471,950	183,123	\$1,655,073	227,700	46,810	\$274,510
Downtown Improvements	2019	1,570,920	94,739	\$1,665,659	769,348	64,680	\$834,027
Union Road Land	2023	2,048,050	257,829	\$2,305,879	322,300	65,690	\$387,990
SR 122/I-75/Towne Blvd.	2025	400,000	76,208	\$476,208	45,000	13,650	\$58,650
Towne Blvd Extension	2022	1,075,000	127,863	\$1,202,863	190,000	35,100	\$225,100
SR 122/I-75 Interchange	2029	4,465,000	1,331,641	\$5,796,641	295,000	147,100	\$442,100
Greentree Academy	2031	3,995,000	1,937,030	\$5,932,030	235,000	231,333	\$466,333
Parking Garage/Flat Lot	2021	390,000	30,188	\$420,188	95,000	11,713	\$106,713
TOTALS		\$15,415,920	\$4,038,621	\$19,454,541	\$2,179,348	\$616,075	\$2,795,423

DEBT TABLE
Principal Amounts of Outstanding Debt; Leeway for Additional Debt Within Direct Debt Limitations

A. Total debt:	\$30,964,619
B. Exempt debt:	
Category	Outstanding Principal
Income Tax	2,570,920
Special Assessment	1,302,000
Water	3,179,080
Sewer	5,445,000
Other	1,471,950
Tax Increment Financing	1,075,000
Total exempt debt:	\$15,043,950
C. Total non-exempt debt [A minus B]:	\$15,920,669
D. 5½% of tax valuation (unvoted non-exempt debt limitation):	\$36,311,214
E. Total non-exempt limited tax bonds and notes outstanding:	
Bonds	\$15,920,669
F. Debt leeway within 5½% unvoted debt limitation [D minus E]:	*\$20,390,545
G. 10½% of tax valuation (voted and unvoted debt limitation):	\$69,321,408
H. Total non-exempt bonds and notes outstanding:	
Bonds	\$15,920,669
I. Debt leeway within 10½% debt limitation [G minus H]:	*53,400,739

* Debt leeway in this table determined without considering moneys in the General Obligation Bond Retirement Fund.

Statutory Direct Debt Limitations

The Revised Code provides two debt limitations on general obligation debt that are directly based on tax valuation, applicable to all municipal corporations, including the City: (i) the net principal amount of both voted and unvoted debt of a city, excluding “exempt debt” (discussed below), may not exceed 10½% of the total tax valuation of all property in the city as listed and assessed for taxation, and (ii) the net principal amount of the unvoted non-exempt debt of a city may not exceed 5½% of that valuation. These two limitations, which are referred to as the “direct debt limitations”, may be amended from time to time by the General Assembly.

A city’s ability to incur unvoted debt (whether or not exempt from the direct debt limitations) also is restricted by the indirect debt limitation discussed below under Indirect Debt and Unvoted Property Tax Limitations.

Certain debt the City may issue is exempt from the direct debt limitations (“exempt debt”). Exempt debt includes, among others:

- General obligation debt:
 - That is “self-supporting” (that is, non-tax revenues derived from or with respect to the facility or category of facilities are sufficient to pay operating and maintenance expenses and related debt service and other requirements) issued for city utility systems or

facilities; airports or landing fields; railroads and other mass transit systems; parking facilities; health care facilities; solid waste facilities; urban development; recreation, sports, convention, museum and other public attraction facilities; facilities for natural resource exploration, development, recovery, use or sale; correctional and other related rehabilitation facilities.

- To the extent debt service is expected to be paid from tax increment financing payments in lieu of taxes pledged to the payment of that debt service.
- For highway improvements if the municipality has covenanted to pay debt service and financing costs from distributions of motor vehicle license and fuel taxes.
- In anticipation of the levy or collection of special assessments.
- To pay final judgments or court-approved settlements.
- That is voted for water or sanitary or storm water sewerage facilities to the extent that another subdivision has agreed to pay amounts equal to debt service to the city.
- Unvoted general obligation bonds to the extent that debt service will be met from lawfully available municipal income taxes to be applied to that debt service pursuant to ordinance covenants.
- Revenue debt and mortgage revenue bonds to finance municipal utilities.
- Notes anticipating the collection of current revenues or the proceeds of a specific tax levy.
- Notes issued for certain energy conservation improvements or certain emergency purposes.
- Debt issued in anticipation of the receipt of federal or State grants for permanent improvements, or to evidence loans from the State capital improvements fund.
- Voted debt for urban redevelopment purposes not in excess of 2% of the City's assessed valuation.
- Debt issued to pay obligations of the city under an agreement relating to the police and fireman's disability and pension fund.
- Debt issued for municipal educational and cultural facilities.
- Debt issued for the acquisition of property for public use in excess of that needed for a public improvement.

Notes issued in anticipation of exempt bonds also are exempt debt.

The City may incur debt for operating purposes, such as current tax revenue anticipation notes or tax anticipation notes, only under certain limited statutory authority.

In the calculation of debt subject to the direct debt limitations, the amount in a city's bond retirement fund allocable to the principal amount of non-exempt debt is deducted from gross non-exempt debt. Without consideration of amounts in the General Obligation Bond Retirement Fund, and based on outstanding debt and the Bonds, and current tax valuation, the City's voted and unvoted non-exempt debt capacities are:

Debt Limitation	Non-Exempt Debt Outstanding	Additional Debt Capacity Within Limitation
10½% = \$69,321,408	\$15,920,669	\$53,400,739
5½% = \$36,311,214	\$15,920,669	\$20,390,545

FUND SUMMARY FOR FUND 305
GENERAL OBLIGATION BOND RETIREMENT FUND

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$176,358	\$149,990	\$66,434
REVENUES:			
Rentals & Leases	\$520,461	\$740,921	\$740,843
Transfers	1,727,000	1,356,000	1,589,809
Miscellaneous	0	0	950
TOTAL REVENUES	\$2,247,461	\$2,096,921	\$2,331,602
TOTAL RESOURCES	\$2,423,819	\$2,246,911	\$2,398,036
EXPENDITURES:			
Contractual Services	\$275	\$10,000	\$10,000
Debt Service	2,273,554	2,170,477	2,179,661
TOTAL EXPENDITURES	\$2,273,829	\$2,180,477	\$2,189,661
ENDING BALANCE DECEMBER 31	\$149,990	\$66,434	\$208,375

**GENERAL OBLIGATION BOND RETIREMENT FUND
GENERAL OBLIGATION BOND DEBT SERVICE**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
CONTRACTUAL SERVICES:				
305.901.52410	LEGAL SERVICES	\$275	\$10,000	\$10,000
	Total - CONTRACTUAL SERVICES	275	10,000	10,000
DEBT SERVICE:				
305.901.57110	BOND PRINCIPAL	1,551,984	1,591,682	1,698,312
305.901.57310	INTEREST ON BONDS	721,570	578,795	481,349
	Total - DEBT SERVICE	2,273,554	2,170,477	2,179,661
	Grand Total	\$2,273,829	\$2,180,477	\$2,189,661

**FUND SUMMARY FOR FUND 325
SPECIAL ASSESSMENT BOND RETIREMENT FUND**

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$452,598	\$506,882	\$497,016
REVENUES:			
Special Assessments	\$376,144	\$292,000	\$270,000
TOTAL REVENUES	<hr/> \$376,144	<hr/> \$292,000	<hr/> \$270,000
TOTAL RESOURCES	\$828,741	\$798,882	\$767,016
EXPENDITURES:			
Debt Service	\$321,859	\$301,866	\$263,675
TOTAL EXPENDITURES	<hr/> \$321,859	<hr/> \$301,866	<hr/> \$263,675
ENDING BALANCE DECEMBER 31	\$506,882	\$497,016	\$503,341

SPECIAL ASSESSMENT BOND RETIREMENT FUND
SPECIAL ASSESSMENT DEBT SERVICE

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
DEBT SERVICE:				
325.901.57110	BOND PRINCIPAL	\$235,700	\$217,000	\$192,000
325.901.57130	REGISTRAR/TRUSTEE FEES	0	10,000	10,000
325.901.57310	INTEREST ON BONDS	86,159	74,866	61,675
	Total - DEBT SERVICE	<hr/> \$321,859	<hr/> \$301,866	<hr/> \$263,675
	Grand Total	\$321,859	\$301,866	\$263,675

FUND SUMMARY FOR FUND 340
EAST END / TOWNE BLVD. TAX INCREMENT FINANCING FUND

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$280,533	\$284,458	\$182,064
REVENUES:			
TIF Payments	\$415,063	\$320,370	\$280,000
TOTAL REVENUES	<hr/> \$415,063	<hr/> \$320,370	<hr/> \$280,000
TOTAL RESOURCES	\$695,596	\$604,828	\$462,064
EXPENDITURES:			
Contractual Services	\$104,995	\$116,050	\$117,550
Debt Service	306,143	306,714	306,713
TOTAL EXPENDITURES	<hr/> \$411,138	<hr/> \$422,764	<hr/> \$424,263
ENDING BALANCE DECEMBER 31	\$284,458	\$182,064	\$37,801

**EAST END/TOWNE BLVD TAX INCREMENT DISTRICT FUND
EAST END/TOWNE BLVD TIF**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
CONTRACTUAL SERVICES:				
340.990.52240	BUTLER CO. AUDITOR COLL FEES	\$5,374	\$7,050	\$7,050
340.990.52241	SCHOOL DISTRICT REIMBURSEMENTS	99,621	109,000	110,500
	Total - CONTRACTUAL SERVICES	104,995	116,050	117,550
DEBT SERVICE:				
340.990.57110	BOND PRINCIPAL	225,000	235,000	239,236
340.990.57310	INTEREST ON BONDS	81,143	71,714	67,477
	Total - DEBT SERVICE	306,143	306,714	306,713
	Grand Total	\$411,138	\$422,764	\$424,263

FUND SUMMARY FOR FUND 345
DOWNTOWN TAX INCREMENT FINANCING FUND

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$16,058	\$11,647	\$12,047
REVENUES:			
TIF Payments	\$10,590	\$10,500	\$10,500
TOTAL REVENUES	\$10,590	\$10,500	\$10,500
TOTAL RESOURCES	\$26,647	\$22,147	\$22,547
EXPENDITURES:			
Contractual Services	\$0	\$100	\$100
Debt Service	15,000	10,000	10,000
TOTAL EXPENDITURES	\$15,000	\$10,100	\$10,100
ENDING BALANCE DECEMBER 31	\$11,647	\$12,047	\$12,447

**DOWNTOWN TAX INCREMENT DISTRICT FUND
DOWNTOWN TIF**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
CONTRACTUAL SERVICES:				
345.990.52240	COUNTY AUDITOR FEES	\$0	\$100	\$100
	Total - CONTRACTUAL SERVICES	0	100	100
DEBT SERVICE:				
345.990.57110	BOND PRINCIPAL	15,000	10,000	10,000
	Total - DEBT SERVICE	15,000	10,000	10,000
	Grand Total	\$15,000	\$10,100	\$10,100

FUND SUMMARY FOR FUND 350
AERONCA TAX INCREMENT FINANCING FUND

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$4,422	\$4,422	\$4,386
REVENUES:			
TIF Payments	\$0	\$0	\$0
TOTAL REVENUES	<hr/> \$0	<hr/> \$0	<hr/> \$0
TOTAL RESOURCES	\$4,422	\$4,422	\$4,386
EXPENDITURES:			
Contractual Services	\$0	\$36	\$36
TOTAL EXPENDITURES	<hr/> \$0	<hr/> \$36	<hr/> \$36
ENDING BALANCE DECEMBER 31	\$4,422	\$4,386	\$4,350

**AERONCA TAX INCREMENT FINANCING FUND
AERONCA TIF**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
	CONTRACTUAL SERVICES:			
350.990.52240	COUNTY AUDITOR FEES	\$0	\$36	\$36
	Total - CONTRACTUAL SERVICES	\$0	\$36	\$36
	Grand Total	\$0	\$36	\$36

FUND SUMMARY FOR FUND 355
AIRPORT RIVERFRONT TAX INCREMENT FINANCING FUND

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$6,851	\$7,839	\$8,804
REVENUES:			
TIF Payments	\$988	\$1,000	\$500
TOTAL REVENUES	<hr/> \$988	<hr/> \$1,000	<hr/> \$500
TOTAL RESOURCES	\$7,839	\$8,839	\$9,304
EXPENDITURES:			
Contractual Services	\$0	\$35	\$35
TOTAL EXPENDITURES	<hr/> \$0	<hr/> \$35	<hr/> \$35
ENDING BALANCE DECEMBER 31	\$7,839	\$8,804	\$9,269

**AIRPORT/RIVERFRONT TAX INCREMENT DISTRICT FUND
AIRPORT/RIVERFRONT TIF**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
CONTRACTUAL SERVICES:				
355.990.52240	COUNTY AUDITOR FEES	\$0	\$35	\$35
	Total - CONTRACTUAL SERVICE	0	35	35
	Grand Total	\$0	\$35	\$35

FUND SUMMARY FOR FUND 360
MILLER ROAD NORTH TAX INCREMENT FINANCING FUND

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$73,196	\$82,043	\$90,628
REVENUES:			
TIF Payments	\$8,847	\$8,825	\$8,847
TOTAL REVENUES	<hr/> \$8,847	<hr/> \$8,825	<hr/> \$8,847
TOTAL RESOURCES	\$82,043	\$90,868	\$99,475
EXPENDITURES:			
Contractual Services	\$0	\$240	\$240
TOTAL EXPENDITURES	<hr/> \$0	<hr/> \$240	<hr/> \$240
ENDING BALANCE DECEMBER 31	\$82,043	\$90,628	\$99,235

MILLER ROAD NORTH TAX INCREMENT DISTRICT FUND
MILLER ROAD TIF

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
CONTRACTUAL SERVICES:				
360.990.52240	COUNTY AUDITOR FEES	\$0	\$240	\$240
	Total - CONTRACTUAL SERVICE	0	240	240
	Grand Total	\$0	\$240	\$240

FUND SUMMARY FOR FUND 370
TOWNE MALL/HOSPITAL TAX INCREMENT FINANCING FUND

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$156,931	\$164,737	\$116,517
REVENUES:			
TIF Payments	\$588,138	\$500,000	\$500,000
TOTAL REVENUES	<hr/> \$588,138	<hr/> \$500,000	<hr/> \$500,000
TOTAL RESOURCES	\$745,069	\$664,737	\$616,517
EXPENDITURES:			
Contractual Services	\$428,332	\$328,220	\$383,220
Debt Service	152,000	220,000	220,000
TOTAL EXPENDITURES	<hr/> \$580,332	<hr/> \$548,220	<hr/> \$603,220
ENDING BALANCE DECEMBER 31	\$164,737	\$116,517	\$13,297

**TOWNE MALL/HOSPITAL TAX INCREMENT DISTRICT FUND
TOWNE MALL/HOSPITAL TIF**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
CONTRACTUAL SERVICES:				
370.990.52240	COUNTY AUDITOR FEES	\$7,536	\$8,220	\$8,220
370.990.52241	SCHOOL DISTRICT REIMBURSEMENTS	420,795	320,000	375,000
	Total - CONTRACTUAL SERVICES	428,332	328,220	383,220
DEBT SERVICE:				
370.990.57110	BOND PRINCIPAL	148,000	220,000	220,000
370.990.57310	INTEREST ON BONDS	4,000	0	0
	Total - DEBT SERVICE	152,000	220,000	220,000
	Grand Total	\$580,332	\$548,220	\$603,220

FUND SUMMARY FOR FUND 371
RENAISSANCE NORTH TAX INCREMENT FINANCING FUND

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$106,187	\$98,366	\$58,354
REVENUES:			
TIF Payments	\$225,570	\$141,488	\$142,000
TOTAL REVENUES	<hr/> \$225,570	<hr/> \$141,488	<hr/> \$142,000
TOTAL RESOURCES	\$331,757	\$239,854	\$200,354
EXPENDITURES:			
Contractual Services	\$158,390	\$111,500	\$111,500
Debt Service	75,000	70,000	70,000
TOTAL EXPENDITURES	<hr/> \$233,390	<hr/> \$181,500	<hr/> \$181,500
ENDING BALANCE DECEMBER 31	\$98,366	\$58,354	\$18,854

**RENAISSANCE NORTH TAX INCREMENT DISTRICT FUND
RENAISSANCE NORTH TIF**

	Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
CONTRACTUAL SERVICES:			
371.990.52240 COUNTY AUDITOR FEES	\$2,904	\$5,000	\$5,000
371.990.52241 SCHOOL DISTRICT REIMBURSEMENT	<u>155,486</u>	<u>106,500</u>	<u>106,500</u>
Total - CONTRACTUAL SERVICES	158,390	111,500	111,500
DEBT SERVICE:			
371.901.57110 BOND PRINCIPAL	<u>75,000</u>	<u>70,000</u>	<u>70,000</u>
Total - DEBT SERVICE	75,000	70,000	70,000
Grand Total	\$233,390	\$181,500	\$181,500

FUND SUMMARY FOR FUND 372
RENAISSANCE SOUTH TAX INCREMENT FINANCING FUND

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$143,865	\$151,779	\$69,946
REVENUES:			
TIF Payments	\$201,980	\$103,767	\$102,300
TOTAL REVENUES	<hr/> \$201,980	<hr/> \$103,767	<hr/> \$102,300
TOTAL RESOURCES	\$345,844	\$255,546	\$172,246
EXPENDITURES:			
Contractual Services	\$142,065	\$105,600	\$82,000
Debt Service	52,000	80,000	80,000
TOTAL EXPENDITURES	<hr/> \$194,065	<hr/> \$185,600	<hr/> \$162,000
ENDING BALANCE DECEMBER 31	\$151,779	\$69,946	\$10,246

**RENAISSANCE SOUTH TAX INCREMENT DISTRICT FUND
RENAISSANCE SOUTH TIF**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
CONTRACTUAL SERVICES:				
372.990.52240	COUNTY AUDITOR FEES	\$2,588	\$2,000	\$2,000
372.990.52241	SCHOOL DISTRICT REIMBURSEMENTS	139,477	103,600	80,000
	Total - CONTRACTUAL SERVICES	142,065	105,600	82,000
DEBT SERVICE:				
372.901.57110	BOND PRINCIPAL	52,000	0	0
372.901.57310	INTEREST ON BONDS	0	80,000	80,000
	Total - DEBT SERVICE	52,000	80,000	80,000
	Grand Total	\$194,065	\$185,600	\$162,000

FUND SUMMARY FOR FUND 375
GREENTREE INDUSTRIAL PARK TAX INCREMENT DISTRICT FUND

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$210,748	\$253,195	\$330,899
REVENUES:			
TIF Payments	\$42,448	\$77,724	\$50,000
TOTAL REVENUES	<hr/> \$42,448	<hr/> \$77,724	<hr/> \$50,000
TOTAL RESOURCES	\$253,195	\$330,919	\$380,899
EXPENDITURES:			
Contractual Services	\$0	\$20	\$20,020
Capital Outlay	0	0	\$55,000
TOTAL EXPENDITURES	<hr/> \$0	<hr/> \$20	<hr/> \$75,020
ENDING BALANCE DECEMBER 31	\$253,195	\$330,899	\$305,879

GREENTREE INDUSTRIAL PARK TAX INCREMENT DISTRICT FUND
GREENTREE INDUSTRIAL PARK TIF

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
CONTRACTUAL SERVICES:				
375.990.52240	AUDITOR COLLECTION FEES	\$0	\$20	\$20
375.990.52480	OTHER PROFESSIONAL SERVICES	0	0	20,000
	Total - CONTRACTUAL SERVICES	0	20	20,020
CAPITAL OUTLAY:				
375.990.54400	BUILDINGS AND OTHER STRUCTURES	0	0	55,000
	Total- CAPITAL OUTLAY	0	0	55,000
Grand Total		\$0	\$20	\$75,020

FUND SUMMARY FOR FUND 376
MADE INDUSTRIAL PARK TAX INCREMENT DISTRICT FUND

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$1,164	\$1,234	\$1,214
REVENUES:			
TIF Payments	\$70	\$0	\$70
TOTAL REVENUES	<hr/> \$70	<hr/> \$0	<hr/> \$70
TOTAL RESOURCES	\$1,234	\$1,234	\$1,284
EXPENDITURES:			
Contractual Services	\$0	\$20	\$20
TOTAL EXPENDITURES	<hr/> \$0	<hr/> \$20	<hr/> \$20
ENDING BALANCE DECEMBER 31	\$1,234	\$1,214	\$1,264

MADE INDUSTRIAL PARK TAX INCREMENT DISTRICT FUND
MADE INDUSTRIAL PARK TIF

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
	CONTRACTUAL SERVICES:			
376.990.52240	COUNTY AUDITOR FEES	\$0	\$20	\$20
	Total - CONTRACTUAL SERVICES	0	20	20
	Grand Total	\$0	\$20	\$20

FUND SUMMARY FOR FUND 377
SOUTH YANKEE RD TAX INCREMENT DISTRICT FUND

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$23,044	\$23,314	\$23,496
REVENUES:			
TIF Payments	\$270	\$202	\$200
TOTAL REVENUES	<hr/> \$270	<hr/> \$202	<hr/> \$200
TOTAL RESOURCES	\$23,314	\$23,516	\$23,696
EXPENDITURES:			
Contractual Services	\$0	\$20	\$20
TOTAL EXPENDITURES	<hr/> \$0	<hr/> \$20	<hr/> \$20
ENDING BALANCE DECEMBER 31	\$23,314	\$23,496	\$23,676

SOUTH YANKEE ROAD TAX INCREMENT DISTRICT FUND
SOUTH YANKEE ROAD TIF

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
	CONTRACTUAL SERVICES:			
377.990.52240	COUNTY AUDITOR FEES	\$0	\$20	\$20
	Total - CONTRACTUAL SERVICES	0	20	20
	Grand Total	\$0	\$20	\$20

SECTION 6

CAPITAL IMPROVEMENT FUNDS

CAPITAL IMPROVEMENTS

EXPENDITURES BY FUND

Fund	2016 Actual	Budget 2017	Budget 2018	\$ Increase (Decrease)	% Increase (Decrease)
Capital Improvement Fund	\$6,403,335	\$5,460,000	\$1,830,000	(\$3,630,000)	-66.5%
Downtown Improvements	252,860	254,116	237,573	(16,543)	-6.5%
Airport Improvement	119,045	1,300,000	591,000	(709,000)	-54.5%
Water Capital Reserve	2,682,916	2,690,021	2,010,000	(680,021)	-25.3%
Storm Water Capital Reserve	1,204,714	1,125,000	750,000	(375,000)	-33.3%
Sewer Capital Reserve	2,256,778	2,270,021	6,510,000	4,239,979	186.8%
Computer Replacement	418,842	550,000	275,000	(275,000)	-50.0%
Property Development	182,022	217,382	255,382	38,000	17.5%
Economic Development Bond Service	158,118	155,668	158,218	2,550	1.6%
Total	\$13,678,630	\$14,022,208	\$12,617,173	(\$1,405,035)	-10.0%

Table 6.1 Capital Improvement Expenditures

Definition of Capital Funds

To account for financial resources to be used for the construction or acquisition of major capital facilities.

Capital Improvements Fund

To account for the City's 1 mill annual real estate tax levy, federal and state grants dedicated to capital improvements. Expenditures of this fund are for capital improvements listed in the City's three-year Capital Improvements Plan (CIP). The majority of expenditures slated for street improvements.

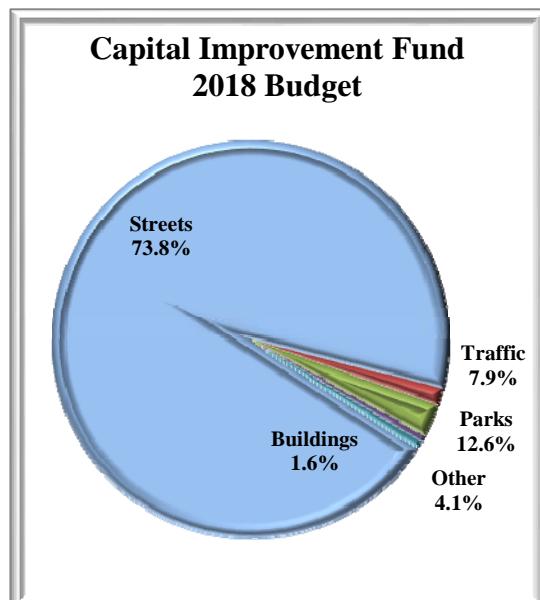


Figure 6.1 Year 2018 expenditures from CIP Fund

Economic Development Bond Service Fund

To account for expenditures associated with economic development projects.

Downtown Improvements Fund

To account for the expenditures connected with the downtown area and the City's economic development efforts.

Airport Improvements Fund

To account for revenues and expenditures in connection with capital improvements at the airport. Revenues are usually comprised of Federal and State grants and local contributions from the Airport Fund.

Water Capital Reserve Fund

To account for capital improvements of the water system. The expenditures are outlined in the three-year Capital Improvements Plan. The Water Fund transfers revenues into this fund to pay for these capital improvements.

CAPITAL IMPROVEMENTS

Storm Water Capital Reserve Fund

To account for the storm water utility capital expenditures. Revenue will be generated by the storm water utility fee which went into effect January 1, 2006.

Sewer Capital Reserve Fund

To account for capital improvements of the sewer system. The expenditures are outlined in the three-year Capital Improvements Plan. The Sewer Fund transfers revenues into this fund to pay for the capital improvements.

Computer Replacement Fund

To accumulate funds for the future purchase of a new mainframe computer for the City and

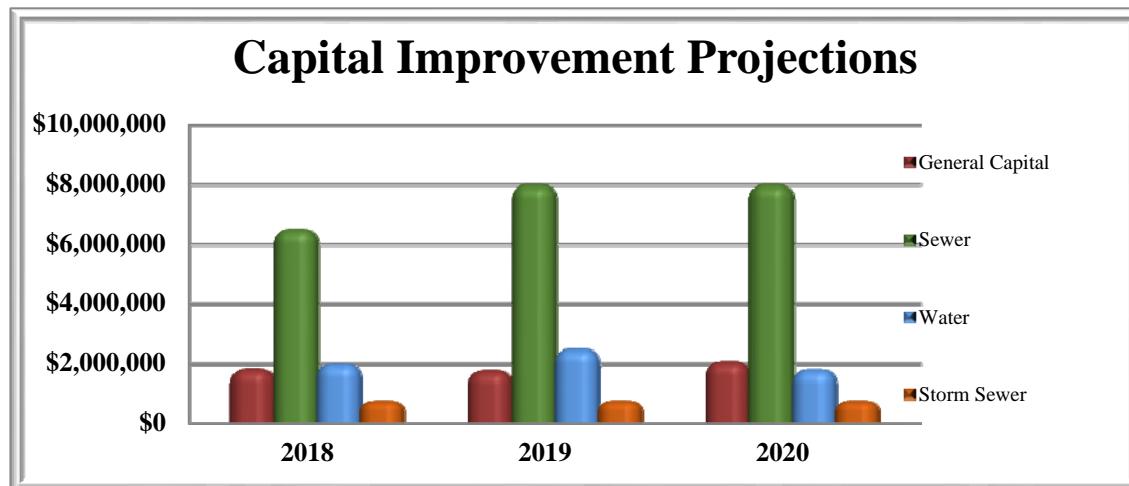
scheduled replacements of software, personal computers, printers, and copiers.

Property Development Fund

To account for all revenues and expenditures connected with the development of city owned property.

Figure 6.2 below illustrates the capital projects planned in the Capital Improvements Fund, the Water Capital Reserve Fund, the Sewer Capital Reserve Fund, and the Storm Sewer Capital Reserve Fund over a three year period.

Figure 6.2 Major Capital Improvement Plan Projections



CAPITAL IMPROVEMENTS

POLICIES FOR CAPITAL IMPROVEMENT PROJECTS

Capital improvements will be financed to the greatest extent possible by those who benefit from the project.

Efforts will be made to secure grants from state and federal sources for capital improvement projects.

All capital improvement projects will be analyzed to measure their impact on future operating budgets.

Projects to preserve the City's infrastructure and other assets will have priority.

IMPACTS OF CAPITAL INVESTMENTS ON OPERATING BUDGET

Several capital improvements scheduled for 2018 will affect the City's operating budgets. The major improvements scheduled for 2018 are:

Local Street Paving

The resurfacing and reconstruction of various local streets throughout the City will include restoration of curbs, gutters, driveway aprons, and sidewalks deemed defective by the City. Handicap ramps will be brought up to current standards where necessary. Storm sewers, catch basins, and manholes will be repaired or replaced as needed. Total cost of this project is approximately \$2,350,000. The savings will result in less material and labor costs for asphalt patching and pot hole repairs.

Kensington Pump Station Upgrade

The Kensington Pump Station will be upgraded to accommodate the future demand generated by the Middletown Energy Center power plant. Additional operating cost will be offset by added revenue from significant water usage.

Wastewater Treatment Plant Facility Upgrades

Improvements scheduled for 2018 include upgrading sludge dewatering centrifuge equipment. Operating costs will be reduced once the maintenance intensive aging equipment is replaced.

Sewer System Rehabilitation Program

Sewer repairs will address miscellaneous upgrades/modifications in the sewer collection system. This includes the correction of reoccurring problems or improvements, replacement of old sewer main, and other unscheduled major repairs. Operating cost will be decreased due to the reduction of infiltration and inflow into the system thereby reducing the total flow of wastewater treated.

2018 - 2020 CAPITAL IMPROVEMENT PLAN PROJECTIONS
(IN \$1,000's)

2018 Projects	Federal	State	Other	City C.I.P.	Total
General					
Local Street Paving		1,100		250	1,350
Gateway Enhancements				75	75
Traffic Signal & Systems Replacement				145	145
Misc Parks Improvements		160		70	230
Misc Building Improvements				30	30
Subtotal	\$0	\$1,100	\$160	\$570	\$1,830
Sewer					
Facility Upgrades				500	500
Long Term Control Plan				3,000	3,000
System Replacement Program				3,000	3,000
GIS				10	10
Subtotal	\$0	\$0	\$0	\$6,510	\$6,510
Storm Water					
Local Street Paving				250	250
System Replacement Program				450	450
NPDES Compliance				50	50
Subtotal	\$0	\$0	\$0	\$750	\$750
Water					
Facility Upgrades				500	500
Kensington Pump Station Upgrade				1,500	1,500
GIS				10	10
Subtotal	\$0	\$0	\$0	\$2,010	\$2,010
2018 TOTALS	\$0	\$1,100	\$160	\$9,840	\$11,100

2018 - 2020 CAPITAL IMPROVEMENT PLAN PROJECTIONS
(IN \$1,000's)

2019 Projects	Federal	State	Other	City C.I.P.	Total
General					
S. University Bridge Rehabilitation		1,000		500	1,500
Gateway Enhancements				75	75
Traffic Signal & Systems Replacement				145	145
Misc Parks Improvements				30	30
Misc Building Improvements				30	30
Subtotal	\$0	\$1,000	\$0	\$780	\$1,780
Sewer					
Facility Upgrades				500	500
Long Term Control Plan				4,500	4,500
System Replacement Program				3,000	3,000
GIS				10	10
Subtotal	\$0	\$0	\$0	\$8,010	\$8,010
Storm Water					
Local Street Paving				250	250
NPDES Compliance				50	50
System Replacement Program				450	450
Subtotal	\$0	\$0	\$0	\$750	\$750
Water					
Facility Upgrades				500	500
System Replacement Program				2,000	2,000
GIS				10	10
Subtotal	\$0	\$0	\$0	\$2,510	\$2,510
2019 TOTALS	\$0	\$1,000	\$0	\$12,050	\$13,050

2018 - 2020 CAPITAL IMPROVEMENT PLAN PROJECTIONS
(IN \$1,000's)

2020 Projects	Federal	State	Other	City C.I.P.	Total
General					
Local Street Paving		700		500	1,200
Great Miami River Trail - Phase 4A	546			137	683
Traffic Signal & Systems Replacement				145	145
Misc Parks Improvements				30	30
Misc Building Improvements				30	30
Subtotal	\$546	\$700	\$0	\$842	\$2,088
Sewer					
Facility Upgrades				500	500
Long Term Control Plan				4,500	4,500
System Replacement Program				3,000	3,000
GIS				10	10
Subtotal	\$0	\$0	\$0	\$8,010	\$8,010
Storm Water					
Local Street Paving				250	250
NPDES Compliance				50	50
System Replacement Program				450	450
Subtotal	\$0	\$0	\$0	\$750	\$750
Water					
Facility Upgrades				300	300
System Replacement Program				1,500	1,500
GIS				10	10
Subtotal	\$0	\$0	\$0	\$1,810	\$1,810
2020 TOTALS	\$546	\$700	\$0	\$11,412	\$12,658

CAPITAL IMPROVEMENT PROGRAM
Project Descriptions**GENERAL CAPITAL IMPROVEMENT FUND - \$1,830,000****Local Street Paving**

The project consists of resurfacing and reconstruction of various streets throughout the City. The streets considered here have had no major rehabilitation for nearly 20 years and all have Pavement Condition Rating less than 60. This project will include restoration of curbs, gutters, driveway aprons, and sidewalks deemed defective by the City (at adjacent property owners' expense). Handicap ramps will be brought up to current standards where necessary. Storm sewers, catch basins, and manholes will be repaired or replaced as needed.

OPWC Grant	\$1,100,000
CIP	<u>\$250,000</u>
TOTAL	\$1,350,000

Gateway Enhancements

Additional landscape and hardscape improvements will be made at the I-75 and SR 122 interchange.

CIP	\$75,000
TOTAL	\$75,000

Traffic Signal & Systems Replacement Program

Funding is set aside each year to address upgrades to the traffic control system throughout the City.

CIP	\$145,000
TOTAL	\$145,000

Miscellaneous Parks Improvements

Funding is set aside each year to address miscellaneous upgrades/modifications in the various parks. Projects may include playground equipment, fencing, tree trimming, etc.

OTHER	\$160,000
CIP	<u>\$70,000</u>
TOTAL	\$230,000



2018 BUDGET

CAPITAL IMPROVEMENT PROGRAM
Project Descriptions

GENERAL CAPITAL IMPROVEMENT FUND - \$1,830,000 **(continued)**

Miscellaneous Building Improvements

Funding is set aside each year to address miscellaneous upgrades/modifications to City owned facilities.

CIP	\$30,000
TOTAL	\$30,000

**FUND SUMMARY FOR FUND 220
CAPITAL IMPROVEMENT FUND**

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$1,576,759	\$486,867	\$551,169
REVENUES:			
Property Taxes	\$580,509	\$633,474	\$633,474
Intergovernmental Revenue	4,349,238	4,885,828	1,349,828
Charges for Services	10,784	5,000	5,000
Interest Income	3,162	0	0
Miscellaneous Revenue	19,750	0	0
Transfers	350,000	0	0
TOTAL REVENUES	\$5,313,443	\$5,524,302	\$1,988,302
TOTAL RESOURCES	\$6,890,203	\$6,011,169	\$2,539,471
EXPENDITURES:			
Contractual Services	\$7,205	\$0	\$0
Capital Outlay	6,396,131	5,460,000	1,830,000
TOTAL EXPENDITURES	\$6,403,335	\$5,460,000	\$1,830,000
ENDING BALANCE DECEMBER 31	\$486,867	\$551,169	\$709,471

**CAPITAL IMPROVEMENTS FUND
PROJECT DETAIL**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
CONTRACTUAL SERVICES:				
220.990.52240	COUNTY AUDITOR COLLECTION FEES	\$7,205	\$0	\$0
	Total - CONTRACTUAL SERVICES	7,205	0	0
CAPITAL OUTLAY:				
220.014.54520	TOWNE BLVD IMPROVEMENTS	53,584	0	0
220.022.54520	OXFORD STATE ROAD - DESIGN	9,869	0	0
220.025.54520	I-75 GATEWAY IMPROVEMENTS, PHASE 2	0	75,000	75,000
220.027.54520	ODOT URBAN PAVING PROGRAM	484,284	0	0
220.031.54520	OXFORD STATE ROAD - ROW ACQUISITION	17,160	0	0
220.032.54520	PAVING	182,192	1,200,000	1,350,000
220.035.54520	PROJECT 116 AK	712,808	0	0
220.671.54520	TRAFFIC SIGNAL & SYSTEMS	602,276	145,000	145,000
220.812.54520	YANKEE RD - PHASE 3	660,469	3,980,000	0
220.813.54520	CENTRAL AVE IMPROVEMENTS	1,490,865	0	0
220.814.54520	OXFORD STATE RD IMPROVEMENTS	2,053,507	0	0
220.816.54520	SOLOMAN ROAD EXTENSION	15,124	0	0
220.990.54400	BUILDINGS & STRUCTURES	24,027	30,000	30,000
220.990.54550	PARK FACILITIES	29,229	30,000	230,000
	Total - CAPITAL OUTLAY	6,396,131	5,460,000	1,830,000
Grand Total		\$6,403,335	\$5,460,000	\$1,830,000

**FUND SUMMARY FOR FUND 481
DOWNTOWN IMPROVEMENT FUND**

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$495,768	\$338,444	\$171,928
REVENUES:			
Interest Income	\$4,399	\$2,500	\$4,123
Miscellaneous Revenue	91,137	85,100	65,751
Transfer Loan from other funds	0	0	75,000
TOTAL REVENUES	\$95,536	\$87,600	\$144,874
TOTAL RESOURCES	\$591,304	\$426,044	\$316,802
EXPENDITURES:			
Contractual Services	\$42,125	\$45,000	\$45,000
Capital Outlay	20,173	25,000	0
Debt Service	190,563	184,116	192,573
TOTAL EXPENDITURES	\$252,860	\$254,116	\$237,573
ENDING BALANCE DECEMBER 31	\$338,444	\$171,928	\$79,229

**DOWNTOWN IMPROVEMENTS FUND
PROJECT DETAIL**

	Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
CONTRACTUAL SERVICES - 1207 Manchester (Hotel & Sonshine)			
481.604.52210 UTILITIES-GAS & ELECTRIC	\$196	\$0	\$0
CONTRACTUAL SERVICES - DOWNTOWN			
481.990.52480 OTHER PROFESSIONAL SERVICES	27,423	35,000	35,000
481.990.52481 OTHER PROFESSIONAL SERVICES - BLDGS	10,888	5,000	5,000
481.990.52810 PROPERTY TAXES	3,618	5,000	5,000
Total - CONTRACTUAL SERVICES	42,125	45,000	45,000
CAPITAL OUTLAY			
481.990.54400 BUILDINGS AND OTHER STRUCTURES	0	175,000	0
481.990.54401 PURCHASE REAL PROPERTY	20,173	0	0
Total - CAPITAL OUTLAY	20,173	175,000	0
DEBT SERVICE			
481.990.57220 PAYMENT ON BONDS - PRINCIPAL	115,000	120,000	120,000
481.990.57320 INTEREST ON NOTES	75,563	64,116	72,573
Total - DEBT SERVICE	190,563	184,116	192,573
Grand Total	\$252,860	\$404,116	\$237,573

**FUND SUMMARY FOR FUND 492
AIRPORT IMPROVEMENT FUND**

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$374,822	\$368,797	\$293,797
REVENUES:			
Intergovernmental Revenue	\$93,019	\$1,225,000	\$568,953
Transfers	20,000	0	0
	<hr/>	<hr/>	<hr/>
TOTAL REVENUES	\$113,019	\$1,225,000	\$568,953
TOTAL RESOURCES	\$487,842	\$1,593,797	\$862,750
EXPENDITURES:			
Capital Outlay	\$119,045	\$1,300,000	\$591,000
	<hr/>	<hr/>	<hr/>
TOTAL EXPENDITURES	\$119,045	\$1,300,000	\$591,000
ENDING BALANCE DECEMBER 31	\$368,797	\$293,797	\$271,750

**AIRPORT IMPROVEMENT FUND
PROJECT DETAIL**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
	CAPITAL OUTLAY:			
492.990.54510	AIRPORT FACILITIES	\$119,045	\$1,300,000	\$591,000
	Total - CAPITAL OUTLAY	119,045	1,300,000	591,000
	Grand Total	\$119,045	\$1,300,000	\$591,000

CAPITAL IMPROVEMENT PROGRAM
Project Descriptions**WATER CAPITAL RESERVE FUND - \$2,010,000****Water Treatment Plant Facility Upgrades**

Funding is set aside each year to address miscellaneous upgrades at the water treatment plant and wellfield. This includes replacement of aging equipment.

Water CIP	<u>\$500,000</u>
TOTAL	\$500,000

Kensington Pump Station Upgrade

The Kensington Pump Station will be upgraded to accommodate the future water demand generated by the Middletown Energy Center.

Water CIP	<u>\$1,500,000</u>
TOTAL	\$1,500,000

GIS Program

The City is continuing efforts to implement a geographic information system.

Water CIP	<u>\$10,000</u>
TOTAL	\$10,000

**FUND SUMMARY FOR FUND 494
WATER CAPITAL RESERVE FUND**

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$1,645,499	\$1,384,117	\$1,626,317
REVENUES:			
Charges for Services	\$142,800	\$75,000	\$75,000
Interest Income	13,827	1,492	1,492
Reimbursements	53,942	53,942	53,942
Transfers	2,210,964	2,801,787	2,301,787
TOTAL REVENUES	\$2,421,533	\$2,932,221	\$2,432,221
TOTAL RESOURCES	\$4,067,032	\$4,316,338	\$4,058,538
EXPENDITURES:			
Capital Outlay	\$2,682,916	\$2,690,021	\$2,010,000
TOTAL EXPENDITURES	\$2,682,916	\$2,690,021	\$2,010,000
ENDING BALANCE DECEMBER 31	\$1,384,117	\$1,626,317	\$2,048,538

**WATER CAPITAL RESERVE FUND
PROJECT DETAIL**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
CAPITAL OUTLAY:				
494.014.54530	METER REPACEMENT CONTRACT	\$76,456	\$80,021	\$0
494.018.54530	WWTP FACILITY UPGRADES	91,678	100,000	500,000
494.019.54530	PRODUCTION WELL #18	2,214	0	0
494.020.54530	OXFORD STATE ROAD WATERMAIN	3,740	0	0
494.024.54530	CENTRAL AVE WATER MAINS	625,407	0	0
494.631.54530	SYSTEM REPLACEMENT PROGRAM	184,562	0	0
494.720.54530	WATER GIS	7,814	10,000	10,000
494.858.54530	S VERITY WATERLINE REPLACEMENT	1,691,044	0	0
494.859.54530	KENSINGTON PUMP STATION UPGRADE	0	500,000	1,500,000
494.860.54530	YANKEE ROAD - PHASE 3	0	2,000,000	0
Total - CAPITAL OUTLAY		<hr/> 2,682,916	<hr/> 2,690,021	<hr/> 2,010,000
Grand Total		\$2,682,916	\$2,690,021	\$2,010,000

CAPITAL IMPROVEMENT PROGRAM
Project Descriptions**STORM WATER CAPITAL RESERVE FUND - \$750,000****Local Street Paving**

The project consists of resurfacing and reconstruction of various streets throughout the City. This project will include restoration of curbs, gutters, driveway aprons, and sidewalks deemed defective by the City (at adjacent property owners' expense). Handicap ramps will be brought up to current standards where necessary. Storm sewers, catch basins, and manholes will be repaired or replaced as needed.

Storm Water CIP	<u>\$250,000</u>
TOTAL	\$250,000

System Replacement Program

Funding is set aside each year to address miscellaneous upgrades in the drainage system. This includes the correction of reoccurring problems or improvements, replacement of storm sewers prior to a roadway resurfacing, and other unscheduled repairs.

Storm Water CIP	<u>\$450,000</u>
TOTAL	\$450,000

NPDES Compliance Program

The EPA's National Pollution Discharge Elimination System (NPDES) permit requires the City to address the six minimum control measures (MCM) on an annual basis. The items covered will include the annual permit fee, professional services for preparation of the annual report submitted to EPA and Storm Water Pollution Prevention Plans for various City facilities, membership in the Regional Storm Water Collaborative, and the creation of various public education and outreach materials as needed.

Storm Water CIP	<u>\$50,000</u>
TOTAL	\$50,000

FUND SUMMARY FOR FUND 415
STORM WATER CAPITAL RESERVE FUND

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$1,900,967	\$2,002,083	\$1,967,014
REVENUES:			
Interest Income	\$20,895	\$4,995	\$0
Miscellaneous Revenue	0	0	2,130
Transfers	1,284,936	1,084,936	886,689
TOTAL REVENUES	\$1,305,831	\$1,089,931	\$888,819
TOTAL RESOURCES	\$3,206,797	\$3,092,014	\$2,855,833
EXPENDITURES:			
Capital Outlay	\$1,204,714	\$1,125,000	\$750,000
TOTAL EXPENDITURES	\$1,204,714	\$1,125,000	\$750,000
ENDING BALANCE DECEMBER 31	\$2,002,083	\$1,967,014	\$2,105,833

**STORM WATER CAPITAL RESERVE FUND
PROJECT DETAIL**

	Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
CAPITAL OUTLAY:			
415.802.54501 YANKEE ROAD WIDENING	\$0	\$700,000	\$0
415.811.54501 SYSTEM REPLACEMENT PROGRAM	50,265	50,000	450,000
415.812.54501 NPDES COMPLIANCE	27,655	50,000	50,000
415.831.54501 OXFORD STATE RD IMPROVEMENTS	654,524	0	0
415.832.54501 CENTRAL AVE IMPROVEMENTS	382,960	0	0
415.824.54501 PROJECT 116 AK	89,310	0	0
415.834.54501 LOCAL STREET PAVING	0	250,000	250,000
415.835.54501 GATEWAY DRAINAGE	0	75,000	0
Total - CAPITAL OUTLAY	1,204,714	1,125,000	750,000
Grand Total	\$1,204,714	\$1,125,000	\$750,000

CAPITAL IMPROVEMENT PROGRAM
Project Descriptions**SEWER CAPITAL RESERVE FUND - \$6,510,000****Wastewater Treatment Plant Facility Upgrades**

Funding is set aside each year to address miscellaneous upgrades at the wastewater treatment plant. This includes replacement of aging equipment. Projects scheduled for 2017 include replacement of Raw Sewage Pumps, replacement of Influent/Effluent Valves, and installation of communication modules for Sludge Processing/Flow Monitoring.

Sewer CIP	<u>\$500,000</u>
TOTAL	\$500,000

LTCP Development/Implementation

The City is negotiating with USEPA on the implementation of a final Long Term Control Plan to address combined sewer overflows from our combined sewer system.

Sewer CIP	<u>\$3,000,000</u>
TOTAL	\$3,000,000

System Replacement Program

Funding is set aside each year to address miscellaneous upgrades/modifications in the collection system. This includes the correction of reoccurring problems or improvements, replacement of old sewer main prior to a roadway resurfacing, and other unscheduled repairs.

Sewer CIP	<u>\$3,000,000</u>
TOTAL	\$3,000,000

GIS Program

The City is continuing efforts to implement a geographic information system.

Sewer CIP	<u>\$10,000</u>
TOTAL	\$10,000

**FUND SUMMARY FOR FUND 495
SEWER CAPITAL RESERVE FUND**

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$3,505,034	\$4,438,733	\$4,584,221
REVENUES:			
Charges for Services	\$1,056,661	\$1,136,319	\$919,794
Interest Income	36,580	12,000	20,860
Miscellaneous Revenue	1,111	0	0
Sale of Bonds	328,935	0	0
Transfers	1,767,190	1,267,190	6,257,529
TOTAL REVENUES	<hr/> \$3,190,477	<hr/> \$2,415,509	<hr/> \$7,198,183
TOTAL RESOURCES	\$6,695,510	\$6,854,242	\$11,782,404
EXPENDITURES:			
Capital Outlay	\$2,256,778	\$2,270,021	\$6,510,000
TOTAL EXPENDITURES	<hr/> \$2,256,778	<hr/> \$2,270,021	<hr/> \$6,510,000
ENDING BALANCE DECEMBER 31	\$4,438,733	\$4,584,221	\$5,272,404

**SEWER CAPITAL RESERVE FUND
PROJECT DETAIL**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
CAPITAL OUTLAY:				
495.010.54540	METER REPLACEMENT CONTRACT	\$76,456	\$80,021	\$0
495.630.54540	LONG TERM CONTROL POLICY DEVELOP	462,865	990,000	3,000,000
495.631.54540	SYSTEM REPLACEMENT PROGRAM	130,164	690,000	3,000,000
495.721.54540	GIS	7,814	10,000	10,000
495.838.54540	BACKWATER PREVENTION PROGRAM	16,218	0	0
495.844.54540	MOTOR STARTER REHABILITATION	8,492	0	0
495.845.54540	CAPITAL REPAIRS - PERFECTION	1,354,768	0	0
495.846.54540	PROJECT 116 AK	200,000	0	0
495.880.54540	FACILITY UPGRADES	0	500,000	500,000
Total - CAPITAL OUTLAY		2,256,778	2,270,021	6,510,000
Grand Total		\$2,256,778	\$2,270,021	\$6,510,000

**FUND SUMMARY FOR FUND 498
COMPUTER REPLACEMENT FUND**

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$2,028,810	\$1,752,794	\$1,544,464
REVENUES:			
Interest Income	\$17,824	\$4,903	\$43,951
Depreciation Charges	45,500	55,120	55,120
Transfers	79,502	281,647	183,857
TOTAL REVENUES	\$142,826	\$341,670	\$282,928
TOTAL RESOURCES	\$2,171,635	\$2,094,464	\$1,827,392
EXPENDITURES:			
Capital Outlay	\$418,842	\$550,000	\$275,000
TOTAL EXPENDITURES	\$418,842	\$550,000	\$275,000
ENDING BALANCE DECEMBER 31	\$1,752,794	\$1,544,464	\$1,552,392

**COMPUTER REPLACEMENT FUND
PROJECT DETAIL**

	Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
CAPITAL OUTLAY:			
498.990.54300 COMPUTERS & OTHER PERIPHERALS	\$365,294	\$450,000	\$200,000
498.990.54320 OFFICE MACHINERY & EQUIPMENT	10,064	50,000	50,000
498.990.54370 COMPUTER SOFTWARE	43,483	50,000	25,000
Total - CAPITAL OUTLAY	418,842	550,000	275,000
Grand Total	\$418,842	\$550,000	\$275,000

**FUND SUMMARY FOR FUND 499
PROPERTY DEVELOPMENT FUND**

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$415,014	\$369,589	\$275,402
REVENUES:			
Intergovernmental Revenue	\$136,598	\$123,195	\$137,000
Miscellaneous Revenue	0	0	100,000
TOTAL REVENUES	<hr/> \$136,598	<hr/> \$123,195	<hr/> \$237,000
TOTAL RESOURCES	\$551,612	\$492,784	\$512,402
EXPENDITURES:			
Contractual Services	\$182,022	\$212,382	\$255,382
Capital Outlay	0	5,000	0
TOTAL EXPENDITURES	<hr/> \$182,022	<hr/> \$217,382	<hr/> \$255,382
ENDING BALANCE DECEMBER 31	\$369,589	\$275,402	\$257,020

**PROPERTY DEVELOPMENT FUND
PROJECT DETAIL**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
CONTRACTUAL SERVICES:				
499.990.52480	OTHER PROFESSIONAL SERVICE	\$114,239	\$100,000	\$0
499.990.52481	JOB CREATION INCENTIVE GRANT	0	0	50,000
499.990.52483	JCIG - PAC WORLDWIDE	6,467	0	0
499.990.52484	JCIG - AKERS	0	12,524	12,524
499.990.52485	JCIG - BARRETT	30,033	30,033	30,033
499.990.52486	JCIG - METAL COATERS (NCI)	30,625	30,625	30,625
499.990.52487	JCIG - METAL MATIC	0	18,900	18,900
499.990.52488	JCIG - AVURE	0	13,300	13,300
499.990.52520	MAINT OF LAND & BUILDINGS	0	5,000	0
499.990.52810	PROPERTY TAXES	659	2,000	0
499.990.	CRA PAYMENTS	0	0	100,000
	Total - CONTRACTUAL SERVICES	<hr/> 182,022	<hr/> 212,382	<hr/> 255,382
CAPITAL OUTLAY:				
499.990.54400	BUILDINGS AND OTHER STRUCTURES	0	5,000	0
	Total - CAPITAL OUTLAY	<hr/> 0	<hr/> 5,000	<hr/> 0
	Grand Total	\$182,022	\$217,382	\$255,382

FUND SUMMARY FOR FUND 485
ECONOMIC DEVELOPMENT BOND SERVICE FUND

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$465,263	\$465,263	\$465,263
REVENUES:			
Transfer from General Fund	\$158,118	\$155,668	\$158,218
TOTAL REVENUES	\$158,118	\$155,668	\$158,218
TOTAL RESOURCES	\$623,381	\$620,931	\$623,481
EXPENDITURES:			
Debt Service	\$158,118	\$155,668	\$158,218
TOTAL EXPENDITURES	\$158,118	\$155,668	\$158,218
ENDING BALANCE DECEMBER 31	\$465,263	\$465,263	\$465,263

**ECONOMIC DEVELOPMENT BOND SERVICE FUND
PROJECT DETAIL**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
DEBT SERVICE:				
485.990.57220	PAYMENT ON BONDS - PRINCIPAL	\$70,000	\$70,000	\$75,000
485.990.57320	INTEREST ON NOTES/BONDS	88,118	85,668	83,218
	Total - DEBT SERVICE	<hr/> 158,118	<hr/> 155,668	<hr/> 158,218
	Grand Total	\$158,118	\$155,668	\$158,218

SECTION 7

SPECIAL ASSESSMENT FUNDS

SPECIAL ASSESSMENTS

EXPENDITURES BY FUND

Fund	Actual 2016	Budget 2017	Budget 2018	\$ Increase (Decrease)	% Increase (Decrease)
Main Street Improvements	\$ -	\$ 26,659	\$ -	\$ (26,659)	100.0%
Central Ave. Sidewalk, Curb, & Gutter	124,485	201,608	-	\$(201,608)	100.0%
2018 Sidewalk, Curb, & Gutter	-	-	700,000	\$ 700,000	100.0%
2017 Sidewalk, Curb, & Gutter	-	300,000	-	\$(300,000)	100.0%
Total	\$ 124,485	\$ 528,267	\$ 700,000	\$ 171,733	32.5 %

Table 7.1 Special Assessments expenditures

Definition of Special Assessment Funds

To accumulate costs for projects involving various improvements in Middletown. Property owners are assessed for part of the cost of the projects.

Main Street Improvements

This fund will accumulate costs for repairs and/or replacement of sidewalk, curb and gutter and decorative street lights in the historical Main Street district. Property owners were assessed for this project.

2017 & 2018 Sidewalk, Curb & Gutter

To accumulate costs for repairs and/or replacement of defective sidewalk and curb or other concrete items at various locations throughout the City.

Central Ave. Sidewalk, Curb & Gutter

This fund will accumulate costs for repairs and/or replacement of sidewalk, curb and gutter along Central Avenue. Property owners will be partially assessed.

**FUND SUMMARY FOR FUND 876
MAIN STREET IMPROVEMENTS**

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$147,341	\$0	\$0
REVENUES:			
Special Assessments	(\$147,341)	\$26,659	\$0
TOTAL REVENUES	<hr/> (\$147,341)	<hr/> \$26,659	<hr/> \$0
TOTAL RESOURCES	(\$147,341)	\$26,659	\$0
EXPENDITURES:			
Capital Outlay	\$0	\$26,659	\$0
TOTAL EXPENDITURES	<hr/> \$0	<hr/> \$26,659	<hr/> \$0
ENDING BALANCE DECEMBER 31	\$0	\$0	\$0

**MAIN STREET IMPROVEMENTS
PROJECT DETAIL**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
	CAPITAL OUTLAY:			
876.990.54520	MAIN STREET IMPROVEMENTS	\$0	\$26,659	\$0
	Total - CAPITAL OUTLAY	0	26,659	0
	Grand Total	\$0	\$26,659	\$0

FUND SUMMARY FOR FUND 880
CENTRAL AVE. SIDEWALK, CURB, & GUTTER PROJECT FUND

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	(\$527)	\$0	\$527
REVENUES:			
Sale of Bonds	\$0	\$202,135	\$0
Transfer Loan from Other Funds	125,012	0	0
TOTAL REVENUES	\$125,012	\$202,135	\$0
TOTAL RESOURCES	\$124,485	\$202,135	\$527
EXPENDITURES:			
Capital Outlay	\$124,485	\$0	\$0
Debt Service	0	201,608	0
TOTAL EXPENDITURES	\$124,485	\$201,608	\$0
ENDING BALANCE DECEMBER 31	\$0	\$527	\$527

**CENTRAL AVE. SIDEWALK, CURB, & GUTTER PROJECT FUND
PROJECT DETAIL**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
CAPITAL OUTLAY:				
880.990.54520	SIDEWALK, CURB, & GUTTER	\$124,485	\$0	\$0
	Total - CAPITAL OUTLAY	124,485	0	0
DEBT SERVICE:				
880.990.57210	PAYMENT ON NOTES	0	201,608	0
	Total - DEBT SERVICE	0	201,608	0
	Grand Total	\$124,485	\$201,608	\$0

FUND SUMMARY FOR FUND 881
2018 SIDEWALK CURB AND GUTTER

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$0	\$0	\$0
REVENUES:			
Sale of Bonds	\$0	\$0	\$700,000
TOTAL REVENUES	\$0	\$0	\$700,000
TOTAL RESOURCES	\$0	\$0	\$700,000
EXPENDITURES:			
Capital Outlay	\$0	\$0	\$700,000
TOTAL EXPENDITURES	\$0	\$0	\$700,000
ENDING BALANCE DECEMBER 31	\$0	\$0	\$0

2018 SIDEWALK CURB AND GUTTER FUND
2018 SIDEWALK CURB AND GUTTER

	Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
CAPITAL OUTLAY:			
881.990.54520 SIDEWALK, CURB, & GUTTER	\$0	\$0	\$700,000
Total - CAPITAL OUTLAY	0	0	700,000
Grand Total	\$0	\$0	\$700,000

**FUND SUMMARY FOR FUND 885
2017 SIDEWALK, CURB & GUTTER**

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$0	\$0	\$0
Special Assessments	\$0	\$300,000	\$0
TOTAL REVENUES	\$0	\$300,000	\$0
TOTAL RESOURCES	\$0	\$300,000	\$0
Capital Outlay	\$0	\$300,000	\$0
TOTAL EXPENDITURES	\$0	\$300,000	\$0
ENDING BALANCE DECEMBER 31	\$0	\$0	\$0

**2017 SIDEWALK, CURB, AND GUTTER PROGRAM
PROJECT DETAIL**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
CAPITAL OUTLAY:				
885.990.54520	SIDEWALK, CURB, & GUTTER	\$0	\$300,000	\$0
	Total - CAPITAL OUTLAY	0	300,000	0
	Grand Total	\$0	\$300,000	\$0

SECTION 8

ENTERPRISE FUNDS

ENTERPRISE FUNDS

EXPENDITURES BY FUND

Fund	Actual 2016	Budget 2017	Budget 2018	\$ Increase (Decrease)	% Increase (Decrease)
Water	\$8,582,493	\$9,113,073	\$8,660,871	(\$452,202)	-5.0%
Storm Water	2,234,297	2,211,771	1,974,616	(237,155)	-10.7%
Sewer	8,717,775	8,599,569	13,609,757	5,010,188	58.3%
Airport	358,572	416,663	439,800	23,137	5.6%
Transit	3,927,386	1,949,884	1,917,382	(32,502)	-1.7%
Wellfield Protection	691,542	500,236	1,033,923	533,687	106.7%
Solid Waste Disposal	3,500,797	3,315,948	3,314,656	(1,292)	0.0%
Total	\$28,012,862	\$26,107,144	\$30,951,005	\$4,843,861	18.6%

Table 8.1 Enterprise Fund Expenditures

Definition of Enterprise Funds

To account for operations (a) that are financed and operated in a manner similar to private business enterprises where the intent is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recorded primarily through user charges; or (b) where it has been decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purpose.

Enterprise Fund Summary

The summary in the above table lists the actual expenditures for 2016 as well as dollar and percentage comparisons between 2017 and 2018 budgeted expenditures. For the line item detail of each fund, please refer to the specific fund in the following pages of this section of the budget document.

Water Fund

This fund accounts for all revenues and expenditures of the City's water system. All operating expenditures, capital improvements, and debt service payments connected with the City water system are paid by this fund.

Water Fund Revenues

As shown on the pie chart (Figure 8.1) the City's metered water charges provide 99.5% of the revenue for this fund. The remaining is

comprised of interest revenue and other miscellaneous revenue. A separate Water Capital Reserve Fund has been set up in the Capital Projects Funds (see Section 6) to account for the capital improvements of the water system.

Water Treatment Plant



ENTERPRISE FUNDS

Water Fund Expenditures

The expenditures in the Water Fund support Water Administration, where the customer accounts are maintained; the Water Treatment Division which operates and maintains the treatment plant facilities; and the Water Maintenance Division which maintains the water lines and installation and maintenance of water meters. In addition, capital improvements and debt service for the water system are paid from this fund.



Storm Water Fund

This fund was established in 2006 and accounts for the City's storm sewer system. All operating expenditures and capital improvements costs connected with the storm sewer system are paid by this fund.

Storm Water Fund Revenues

Revenues consist of fees that are based on the impervious surface of a property. Residential properties pay a flat rate based on the average impervious surface of 2,814 square feet of a typical residential lot. Non-residential properties pay an amount equal to the number of equivalent residential units of impervious surface area. Storm water charges are 100% of the revenues. A separate Storm Sewer Capital Reserve Fund has been set up in the Capital Projects Funds to account for the capital improvements of the storm sewer system. The Storm Sewer Fund will transfer approximately 49.7% of the customer payments into the Storm Sewer Capital Reserve Fund for these improvements. The remaining 50.3% of

revenues will fund all other operating expenditures.

Storm Sewer Fund Expenditures

Expenditures in this fund support the Storm Water Maintenance Division which maintains storm water collection mains and catch basins; administrative support; and capital improvement projects (see Section 6 - Storm Water Capital Reserve Fund).

Sewer Fund

This fund accounts for the City's wastewater treatment system. All operating expenditures, capital improvements, and debt service costs connected with the wastewater treatment system are paid by this fund.

Sewer Fund Revenues

The Sewer Fund's metered sewer charges account for 99.7% of the revenue for this fund. A separate Sewer Capital Reserve Fund has been set up in the Capital Projects Funds (see Section 6) to account for the capital improvements of the sewer system. Capital improvements are as outlined in the City's five-year Sewer Capital Improvement Plan. The Sewer Fund is transferring approximately 46% of the customer payments into the Sewer Capital Reserve Fund for these improvements.



Wastewater Treatment Plant

Sewer Fund Expenditures

The expenditures in the Sewer Fund consist of Sewer Administration where the customer accounts are maintained in conjunction with the Water Administration Division; the Public Works and Utilities Administration Division

ENTERPRISE FUNDS

manages the City's water, sewer, and refuse utilities; the Wastewater Treatment Division which operates and maintains the Wastewater Treatment Plant; and the Sewer Maintenance Division which maintains the sanitary sewer system. Capital improvements to the sewer system and debt payments are also made from this fund.

Airport Fund

This fund accounts for the operation of the Middletown Regional Airport/Hook Field. The major source of revenue is hangar lease payments. A twenty-year bond was issued in 2008 to purchase the buildings at the airport from a privately owned company. The major airport operating costs include contractual service charges for an airport manager, liability insurance, utilities, and debt payments.

Transit System Fund

This fund accounts for the operation of the City's public bus line system. Major revenues include federal and state transit operating and capital improvement subsidies.



Well Field Protection Fund

This fund accounts for the revenues of the well field protection fee. The expenditures in this fund include management of the well field, water well network (sampling and reporting to Ohio Environmental Protection Agency), and reserve funds for emergency response and risk management to assist businesses in the well field protection zone with the best management practices.

Solid Waste Disposal Fund

This fund accounts for the City's solid waste disposal programs. The program includes refuse pickup and recycling by a private contractor for all households who live in the City limits.

WATER FUND

Revenues	2016 Actual	2017 Budget	2018 Budget
Water Charges	\$ 8,142,401	\$ 8,678,578	\$ 8,678,578
Interest Income	16,586	38,110	38,110
Miscellaneous Revenue	1,832	1,225	1,225
Total	\$ 8,160,819	\$ 8,717,913	\$ 8,717,913

Table 8.2 Water Fund Revenues for 2016-2018

Division Expenditures	2016 Actual	2017 Budget	2018 Budget
Water Administration	\$ 413,572	\$ 439,676	\$ 440,652
Water Treatment	2,308,256	2,423,967	2,457,997
Water Maintenance	1,499,675	1,692,085	1,755,263
Debt Service	1,052,276	574,887	489,559
Administrative Services	1,061,999	1,143,848	1,177,685
Capital Improvements	2,210,964	2,801,787	2,301,787
Transfers	35,751	36,823	37,928
Total	\$ 8,582,493	\$ 9,113,073	\$ 8,660,871

Table 8.3 Water Fund division expenditures for 2016-2018

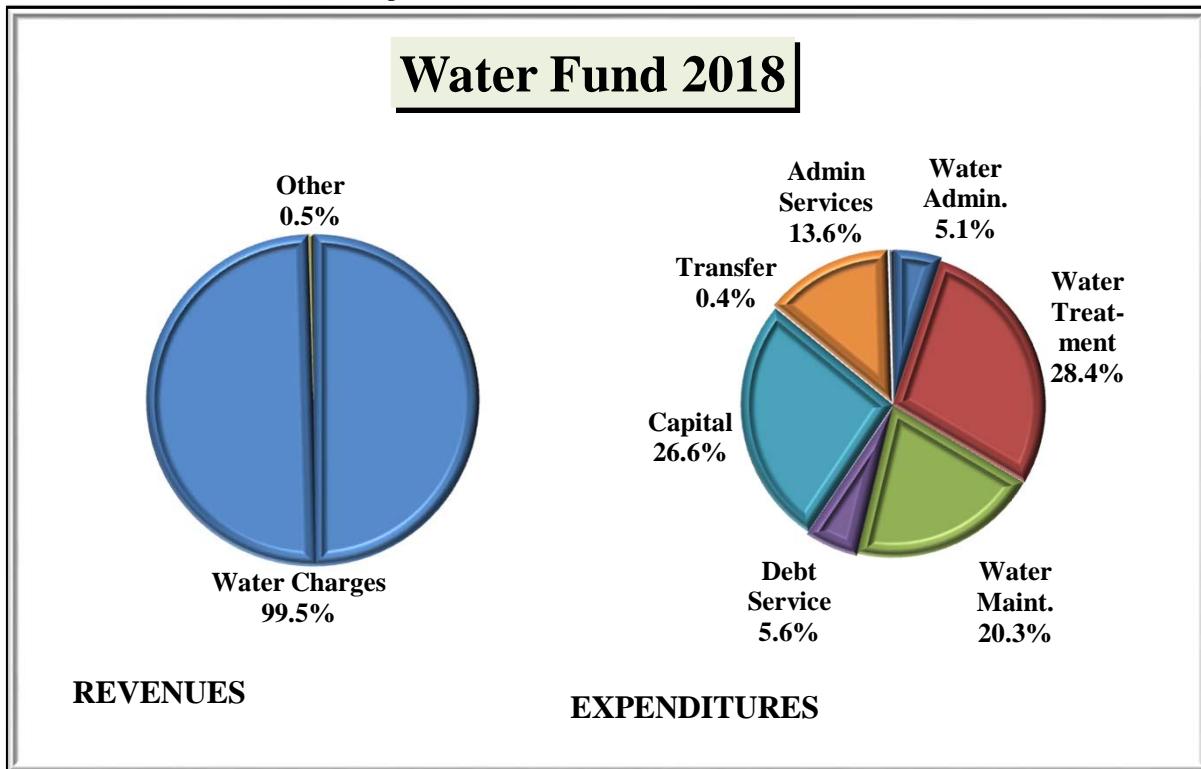
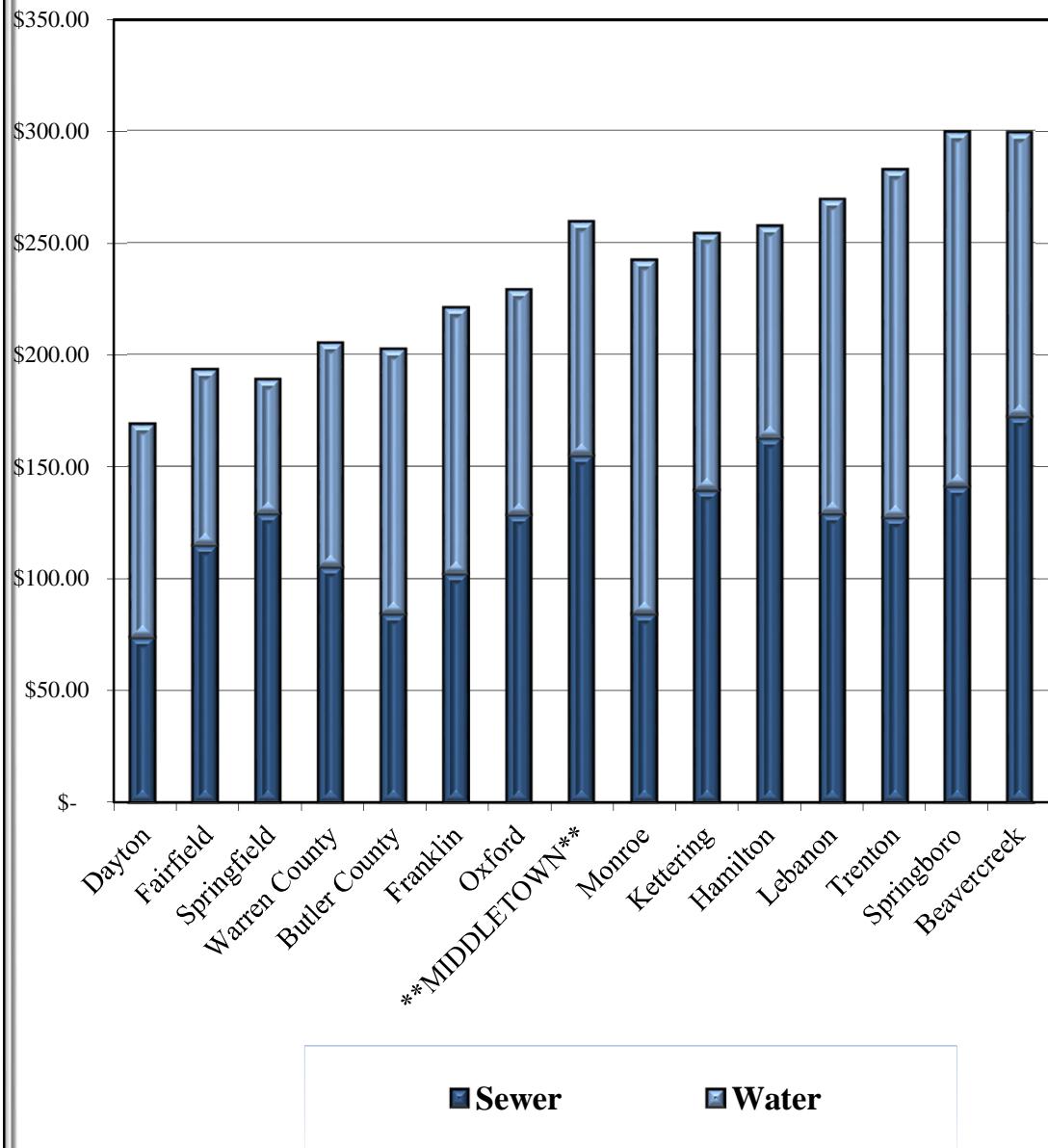


Figure 8.1 Water Fund revenues and division expenditures for year 2018

**2017 Quarterly Water & Sewer Rates
in Area Communities**



Water & Sewer rates are based on 22,500 gallons (3,000 cubic feet) of water in a three-month period as of March 1, 2017.

Source: City of Oakwood,
Finance Department 2017 Annual
Water/Sewer Rate Survey

Figure 8.2 Comparison of Water & Sewer rates in area communities

PUBLIC WORKS - WATER TREATMENT DIVISION**Summary**

The Water Treatment Division provides a safe, reliable supply of high quality drinking water to meet the needs of the City of Middletown and surrounding areas. The Water Treatment Plant operates 24 hours a day, seven days a week to produce an average of 8.9 million gallons per day of potable water.

**Goals and Objectives**

Goal 1: Maintain approved OEPA wellfield pumping capacity by drilling new production wells 20.

Goal 2: Complete planning phase and begin project to prepare Blueball water system pressure zone for current and future service.

Goal 3: Continue to upgrade and integrate Treatment Plant Operations and Laboratory SCADA.

Goal 4: Provide tours of the water treatment plant, tap water dispensers, and educational demonstrations to promote Middletown water as a valuable resource.

Goal 5: Provide plant specific training to promote teamwork, excellent customer service, a safe work environment and an optimal drinking water treatment process.

**Service Measures**

	<u>2016 Actual</u>	<u>2017 Estimate</u>	<u>2018 Estimate</u>
Restricted water use in days	0 days	0 days	0 days
Average Flow (million gallons of water per day)	8.57 MGD	8.9 MGD	9.10 MGD
Cost per million gallons of water treated	\$697	\$700	\$716

PUBLIC WORKS - WATER MAINTENANCE DIVISION**Summary**

The purpose of the Water Maintenance Division is to maintain and transport clean, safe potable water at an adequate pressure and volume in a cost effective manner by performing regularly scheduled maintenance functions, maintaining and repairing water mains, fire hydrants, and water services.

Some of the work performed is:

- Maintain approximately 343 miles of water mains
- Maintain, repair, and/or replace approximately 2,303 fire hydrants and 6,083 valves
- Maintain, repair, and/or replace approximately 24,230 water service lines
- Install new water services
- Perform approximately 15,600 service orders per year such as water service turn on/off, check for leaks, water meter rereads, and installation and maintenance of water meters (performed by Water Meter Service Workers).

**Goals and Objectives**

Goal 1: Finish Leak detection of entire city.

Goal 2: Upsize water main on Yankee from Oxford St. to Lafayette.

Goal 3: Continue to promote Ohio EPA certification of all operators and improve the skills of the maintenance staff through additional training.

Goal 4: Continue Valve exercise and hydrant flushing program.

**Service Measures**

	<u>2016 Actual</u>	<u>2017 Estimate</u>	<u>2018 Estimate</u>
Water main breaks	65 breaks	75 breaks	90 breaks
Operation cost per mile of main	\$864.58	\$925.74	\$986.90
Number of fire hydrants repaired	39 hydrants	46 hydrants	52 hydrants
Number of water services repaired	101 services	96 services	117 services
Number of water meter service calls	6,939 calls	9,200 calls	11,100 calls

**FUND SUMMARY FOR FUND 510
WATER FUND**

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$2,170,820	\$1,749,146	\$1,353,986
REVENUES:			
Charges for Services	\$8,142,401	\$8,678,578	\$8,678,578
Interest Income	16,586	38,110	38,110
Miscellaneous Revenue	1,832	1,225	1,225
 TOTAL REVENUES	 \$8,160,819	 \$8,717,913	 \$8,717,913
 TOTAL RESOURCES	 \$10,331,639	 \$10,467,059	 \$10,071,899
EXPENDITURES:			
Personal Services	\$2,332,032	\$2,446,755	\$2,525,900
Contractual Services	2,053,376	2,205,112	2,242,577
Commodities	732,335	878,171	894,070
Capital Outlay	165,759	169,538	169,050
Debt Service	1,052,276	574,887	489,559
Transfers	2,246,715	2,838,610	2,339,715
 TOTAL EXPENDITURES	 \$8,582,493	 \$9,113,073	 \$8,660,871
 ENDING BALANCE DECEMBER 31	 \$1,749,146	 \$1,353,986	 \$1,411,028

**WATER FUND
WATER ADMINISTRATION**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
PERSONNEL:				
EXECUTIVE ACCOUNT CLERK (186)		1	1	1
SENIOR ACCOUNT CLERK (188)		3	3	3
PERSONAL SERVICES:				
510.560.51110 SALARIES & WAGES		\$174,464	\$184,964	\$187,511
510.560.51211 PERS		24,283	26,642	26,999
510.560.51220 WORKERS COMPENSATION		8,649	7,612	5,338
510.560.51120 OVERTIME WAGES		123	5,338	7,714
510.560.51230 GROUP HEALTH INSURANCE		46,527	49,317	45,622
510.560.51270 MEDICARE-CITY SHARE		2,420	2,759	2,796
510.560.51275 LIFE INSURANCE		199	253	253
510.560.51290 EMPLOYEE AWARDS		2,000	0	0
Total - PERSONAL SERVICES		258,665	276,885	276,233
CONTRACTUAL SERVICES:				
510.560.52230 POSTAGE & POSTAL CHARGES		43,376	42,000	42,500
510.560.52330 RADIO MAINTENANCE		222	224	224
510.560.52480 OTHER PROFESSIONAL SERVICES		64,379	73,000	73,500
510.560.52490 OUTSIDE PRINTING		7,547	8,500	8,500
510.560.52510 MAINTENANCE OF EQUIPMENT		0	500	500
510.560.52660 PROPERTY INSURANCE		26,000	26,000	26,000
510.560.52920 MEMBERSHIPS, BOOKS, PERIODICALS		12	495	500
510.560.52980 MISC CONTRACTUAL SERVICES		3,341	3,500	3,500
Total - CONTRACTUAL SERVICES		145,461	154,219	155,224
COMMODITIES:				
510.560.53100 OFFICE SUPPLIES		7,042	7,000	7,643
510.560.53250 CLEANING SUPPLIES		7	20	0
510.560.53510 SUPPLIES TO MAINTAIN EQUIP		1,130	1,000	1,000
Total - COMMODITIES		8,179	8,020	8,643
CAPITAL OUTLAY:				
510.560.54311 RADIO DEPRECIATION		51	52	52
510.560.54320 OFFICE MACHINERY & EQUIPMENT		541	500	500
510.560.54370 COMPUTER SOFTWARE		675	0	0
Total - CAPITAL OUTLAY		1,267	552	552
Grand Total		\$413,572	\$439,676	\$440,652

**WATER FUND
WATER TREATMENT**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
PERSONNEL:				
TREATMENT PLANT MECHANIC (184)		2	2	2
PROCESS CONTROL SUPERVISOR (182)		1	1	1
TREATMENT PLANT LAB ANALYST (184)		1	1	1
WATER TREATMENT MANAGER (176)		1	1	1
SECRETARY III (187)		1	1	1
TREATMENT PLANT OPERATOR II (185)		2	2	2
TREATMENT PLANT OPERATOR I (186)		4	4	4
PT ASSISTANT LAB ANALYST (186)		1248 HRS	1248 HRS	1248 HRS
PERSONAL SERVICES:				
510.561.51110 SALARIES & WAGES		\$664,944	\$685,540	\$691,691
510.561.51120 OVERTIME WAGES		14,909	22,760	22,760
510.561.51211 PERS		92,290	99,162	100,023
510.561.51220 WORKERS COMPENSATION		33,926	28,332	28,578
510.561.51230 GROUP HEALTH INSURANCE		161,319	172,353	188,733
510.561.51250 CLOTHING ALLOWANCE		5,700	5,500	5,500
510.561.51270 MEDICARE-CITY SHARE		9,723	10,270	10,360
510.561.51275 LIFE INSURANCE		684	869	869
510.561.51290 EMPLOYEE AWARDS		5,780	0	0
Total - PERSONAL SERVICES		989,276	1,024,786	1,048,514
CONTRACTUAL SERVICES:				
510.561.52110 TRAVEL & TRAINING		13,698	17,597	17,000
510.561.52210 UTILITIES-GAS & ELECTRIC		436,850	448,000	458,000
510.561.52120 MILEAGE REIMBURSEMENT		231	200	800
510.561.52222 TELEPHONE LINE CHARGES		3,948	2,600	3,000
510.561.52310 MUNICIPAL GARAGE CHARGES		4,913	11,435	8,435
510.561.52330 RADIO MAINTENANCE		870	880	880
510.561.52480 OTHER PROFESSIONAL SERVICES		119,928	108,830	120,000
510.561.52510 MAINTENANCE OF EQUIPMENT		74,927	56,000	56,000
510.561.52520 MAINTENANCE OF FACILITIES		59,304	22,000	22,000
510.561.52820 LICENSES & PERMITS		297	25,000	25,000
510.561.52920 MEMBERSHIPS BOOKS PERIODICALS		3,578	4,000	3,500
Total - CONTRACTUAL SERVICES		718,545	696,542	714,615
COMMODITIES:				
510.561.53100 OFFICE SUPPLIES		2,880	1,500	1,500
510.561.53220 DRUGS/MEDICAL SUPPLIES		940	800	800
510.561.53230 PURCHASE OF UNIFORMS		558	0	0
510.561.53250 CLEANING SUPPLIES		916	2,000	2,000
510.561.53510 SUPPLIES TO MAINTAIN EQUIPMENT		19,695	20,000	20,000
510.561.53520 SUPPLIES TO MAINTAIN BLDGS		19,529	18,000	18,000
510.561.53610 SMALL TOOLS & EQUIPMENT		2,218	2,500	2,500
510.561.53620 MAJOR TOOLS & EQUIPMENT		1,777	3,950	5,000
510.561.53710 CHEMICALS & LAB SUPPLIES		527,309	631,941	623,420
Total - COMMODITIES		575,823	680,691	673,220
CAPITAL OUTLAY				
510.561.54300 COMPUTERS/OTHER PERIPHERALS		1,262	2,000	2,000
510.561.54310 AUTOS & TRUCKS DEPRECIATION		16,201	8,500	8,500
510.561.54311 RADIO DEPRECIATION		146	148	148
510.561.54320 OFFICE MACHINERY & EQUIPMENT		308	2,000	2,000
510.561.54360 OTHER EQUIPMENT		6,600	7,000	7,000
510.561.54370 COMPUTER SOFTWARE		96	2,300	2,000
Total - CAPITAL OUTLAY		24,613	21,948	21,648
Grand Total		\$2,308,256	\$2,423,967	\$2,457,997

**WATER FUND
WATER MAINTENANCE**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
PERSONNEL:				
PUBLIC WORKS SUPERINTENDENT (177)		1	1	1
SECRETARY III (187)		1	1	1
PUBLIC WORKS LEADER (182)		2	2	2
EQUIPMENT OPERATOR (PW4)		7	7	7
MAINTENANCE WORKER (PW3)		4	4	4
SEASONAL MOWING INSPECTOR		36 HRS	36 HRS	36 HRS
PERSONAL SERVICES:				
510.562.51110 SALARIES & WAGES		\$675,618	\$714,363	\$747,240
510.562.51120 OVERTIME WAGES		37,561	84,218	70,000
510.562.51211 PERS		99,016	111,801	114,414
510.562.51220 WORKERS COMPENSATION		37,977	31,943	32,690
510.562.51230 GROUP HEALTH INSURANCE		198,682	174,186	207,964
510.562.51240 UNEMPLOYMENT COMPENSATION		606	0	0
510.562.51250 CLOTHING ALLOWANCE		7,582	7,600	7,600
510.562.51270 MEDICARE-CITY SHARE		10,228	11,579	11,850
510.562.51275 LIFE INSURANCE		780	979	980
510.562.51280 AFSCME CARE PLAN		8,543	8,415	8,415
510.562.51290 EMPLOYEE AWARDS		7,500	0	0
Total - PERSONAL SERVICES		1,084,091	1,145,084	1,201,153
CONTRACTUAL SERVICES:				
510.562.52110 TRAVEL & TRAINING		424	1,000	1,500
510.562.52111 MANDATORY TRAVEL & TRAINING		1,930	2,000	2,000
510.562.52210 UTILITIES-GAS & ELECTRIC		6,597	8,500	18,500
510.562.52222 TELEPHONE LINE CHARGES		5,410	4,500	4,500
510.562.52310 MUNICIPAL GARAGE CHARGES		82,389	146,703	100,703
510.562.52330 RADIO MAINTENANCE		4,208	4,250	4,250
510.562.52340 EQUIPMENT & VEHICLE RENTAL		0	1,000	0
510.562.52480 OTHER PROFESSIONAL SERVICES		20,870	25,000	25,000
510.562.52490 OUTSIDE PRINTING		0	250	200
510.562.52510 MAINTENANCE OF EQUIPMENT		1,030	2,500	2,500
510.562.52520 MAINTENANCE OF FACILITIES		1,116	6,500	27,500
510.562.52810 PROPERTY TAXES		811	3,500	3,500
510.562.52820 LICENSES & PERMITS		128	500	500
510.562.52920 MEMBERSHIPS BOOKS PERIODICALS		381	800	900
510.562.52970 UNIFORM RENTAL SERVICE		2,077	3,500	3,500
Total - CONTRACTUAL SERVICES		127,371	210,503	195,053
COMMODITIES:				
510.562.53100 OFFICE SUPPLIES		1,898	2,000	2,000
510.562.53220 DRUGS/MEDICAL SUPPLIES		132	200	200
510.562.53230 PURCHASE OF UNIFORMS		2,594	3,500	3,500
510.562.53250 CLEANING SUPPLIES		999	1,500	1,500
510.562.53295 TRAFFIC CONTROL SUPPLIES		2,636	3,000	3,000
510.562.53510 SUPPLIES TO MAINTAIN EQUIPMENT		4,447	7,582	7,500
510.562.53520 SUPPLIES TO MAINTAIN BLDGS		122,595	158,178	181,007
510.562.53610 SMALL TOOLS & EQUIPMENT		3,038	3,500	3,500
510.562.53620 MAJOR TOOLS & EQUIPMENT		9,996	10,000	10,000
Total - COMMODITIES		148,334	189,460	212,207
CAPITAL OUTLAY				
510.562.54310 AUTOS & TRUCKS DEPRECIATION		109,912	119,844	119,844
510.562.54311 RADIO DEPRECIATION		2,172	2,194	2,006
510.562.54530 WATER PLANT & DISTRIBUTION		27,796	25,000	25,000
Total - CAPITAL OUTLAY		139,880	147,038	146,850
Grand Total		\$1,499,675	\$1,692,085	\$1,755,263

WATER FUND
DEBT SERVICE, ADMINISTRATIVE SERVICES & TRANSFERS

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
DEBT SERVICE				
	DEBT SERVICE:			
510.901.57110	BOND PRINCIPAL	\$363,016	\$373,848	\$380,652
510.901.57220	PRINCIPAL PAYMENT FOR METER LEASE	544,714	79,654	0
510.901.57310	INTEREST ON BONDS	130,441	121,018	108,907
510.901.57330	INTEREST PAYMENTS ON METER LEASE	14,105	367	0
	Total - DEBT SERVICE	1,052,276	574,887	489,559
	Grand Total	\$1,052,276	\$574,887	\$489,559
ADMINISTRATIVE SERVICES				
	CONTRACTUAL SERVICES:			
510.902.52345	ADMINISTRATIVE FEES	\$1,038,309	\$1,119,921	\$1,153,519
510.902.52346	HEALTH ADMIN FEES	23,690	23,927	24,166
	Total - CONTRACTUAL SERVICES	1,061,999	1,143,848	1,177,685
	Grand Total	\$1,061,999	\$1,143,848	\$1,177,685
TRANSFERS				
	TRANSFERS:			
510.915.58190	TRANS TO COMPUTER REPLACEMENT	\$35,751	\$36,823	\$37,928
510.915.58210	TRANS TO WATER CAPITAL RESERVE	2,210,964	2,801,787	2,301,787
	Total - TRANSFERS	2,246,715	2,838,610	2,339,715
	Grand Total	\$2,246,715	\$2,838,610	\$2,339,715

STORM WATER FUND

Revenues	2016 Actual	2017 Budget	2018 Budget
Storm Water Charges	\$ 1,968,978	\$ 2,075,751	\$ 2,075,751
Interest Income	3,771	263	558
Total	\$ 1,972,748	\$ 2,076,014	\$ 2,076,309

Table 8.4 Storm Water Fund Revenues for 2016-2018

Division Expenditures	2016 Actual	2017 Budget	2018 Budget
Storm Water Maintenance	\$ 840,025	\$ 1,016,405	\$ 976,393
Capital Improvements	1,284,936	1,084,936	886,689
Administrative Support	109,336	110,430	111,534
Total	\$ 2,234,297	\$ 2,211,771	\$ 1,974,616

Table 8.5 Storm Water Fund division expenditures for 2016-2018

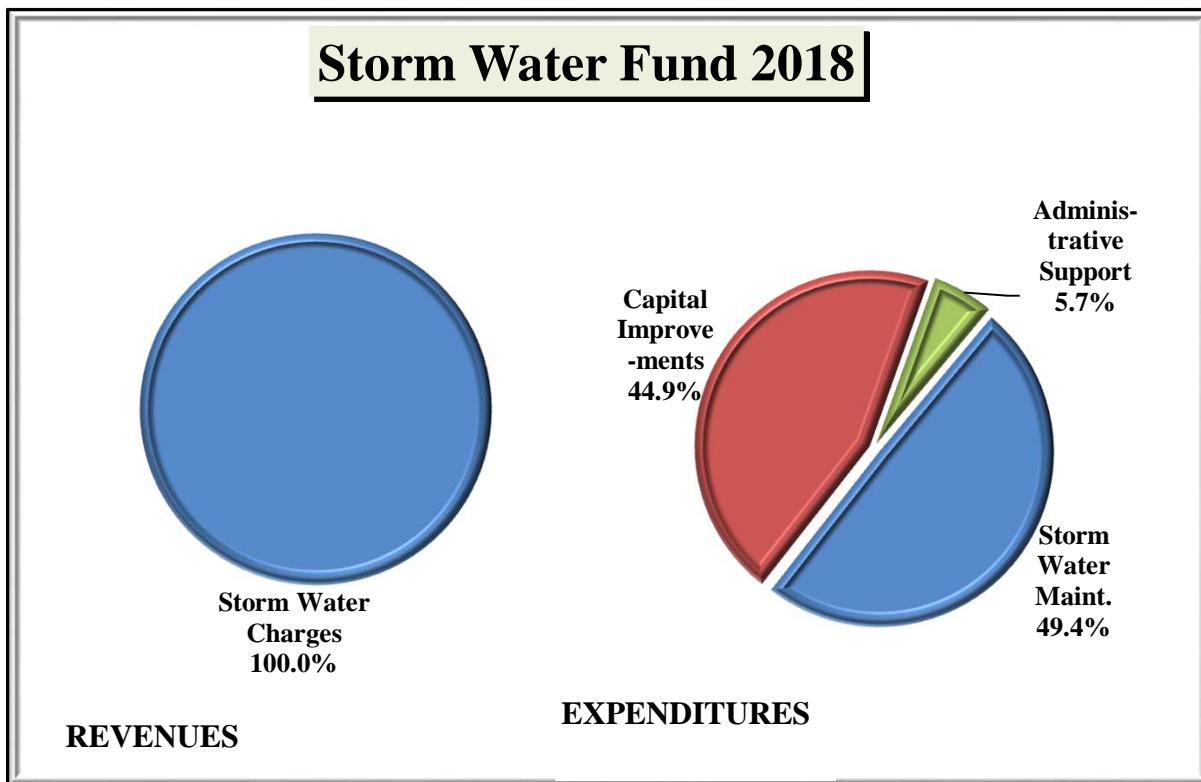


Figure 8.3 Storm Water Fund revenues and division expenditures for year 2018

PUBLIC WORKS - STORM WATER MAINTENANCE DIVISION**Summary**

The purpose of the Storm Water Maintenance Division is to provide cost effective transport of storm water by performing regularly scheduled maintenance tasks. These tasks include maintenance repairs to storm water collection mains, catch basins, detention basins, ditches and street berms as well as performing larger complex repairs and new construction.

Some of the work of this division includes maintaining the following:

- 40 miles of ditches
- 95 miles of storm sewer lines with 2,112 manholes
- 3 storm water lift stations
- 144 miles of primary & secondary streams & channels
- 5672 storm water inlets
- Repair and install storm water manholes
- Several miles of street berm
- Concrete work throughout the City for all departments

**Goals and Objectives**

Goal 1: Physical and video inspections of storm water piping system, repair or replace defective pipe

Goal 2: Paint and stencil catch basin lids, replace aged structures as needed

Goal 3: Monitor illicit discharges, inspections of detention / retention basins with routine weed control in basins, continue outfall inspections

Goal 4: Remove debris from city culverts and ditch lines

Goal 5: Address “high water” complaints during rain events / remove debris from flooded areas

Goal 6: Perform concrete repairs / replacements where needed

Goal 7: Reduce storm water conveyed contaminants, solids and debris to Waste Water Treatment Plant

Goal 8: Repair and replacement of aging storm water and combined system infrastructure.

**Service Measures**

	<u>2016 Actual</u>	<u>2017 Estimate</u>	<u>2018 Estimate</u>
Total feet storm main cleaned	9,200 ft.	6,800 ft.	8,000 ft.
Number of detention basins	9 basins	9 basins	9 basins
Number of inlets replaced or repaired	98 inlets	97 inlets	110 inlets
Number of flood events	11 events	7 events	7 events

FUND SUMMARY FOR FUND 515
STORM WATER FUND

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$635,683	\$374,135	\$238,378
Charges for Services	\$1,968,978	\$2,075,751	\$2,075,751
Interest Income	3,771	263	558
TOTAL REVENUES	\$1,972,748	\$2,076,014	\$2,076,309
TOTAL RESOURCES	\$2,608,431	\$2,450,149	\$2,314,687
 EXPENDITURES:			
Personal Services	\$584,867	\$683,123	\$657,003
Contractual Services	203,670	259,978	246,082
Commodities	37,329	52,900	54,008
Capital Outlay	123,494	130,834	130,834
Transfers	1,284,936	1,084,936	886,689
TOTAL EXPENDITURES	\$2,234,297	\$2,211,771	\$1,974,616
ENDING BALANCE DECEMBER 31	\$374,135	\$238,378	\$340,071

**STORM WATER FUND
STORM WATER MAINTENANCE**

	Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
PERSONNEL:			
PUBLIC WORKS SUPERINTENDENT (177)	1	1	1
PUBLIC WORKS LEADER (182)	1	1	1
EQUIPMENT OPERATOR (PW4)	3	3	3
MAINTENANCE WORKER (PW3)	3	3	3
GROUNDS MAINTENANCE SUPERVISOR (182)	0	0.5	0.5
SENIOR ENGINEER (176)	0.5	0.5	0.5
SEASONAL LABORER	0	540 HRS	540 HRS
TRANSFORM MIDDLETOWN SUPERVISOR	0	540 HRS	540 HRS
SEASONAL MOWING INSPECTOR	54 HRS	54 HRS	54 HRS
PERSONAL SERVICES:			
515.461.51110 SALARIES & WAGES	\$372,988	\$439,219	\$447,098
515.461.51120 OVERTIME WAGES	13,812	22,000	22,000
515.461.51211 PERS	51,439	64,571	65,674
515.461.51220 WORKERS' COMPENSATION	20,412	18,449	18,764
515.461.51230 GROUP HEALTH INSURANCE	108,500	122,950	87,469
515.461.51250 CLOTHING ALLOWANCE	3,950	4,050	4,000
515.461.51270 MEDICARE-CITY SHARE	5,373	6,688	6,802
515.461.51275 LIFE INSURANCE	421	606	606
515.461.51280 AFSCME CARE PLAN	4,973	4,590	4,590
515.461.51290 EMPLOYEE AWARDS	3,000	0	0
Total - PERSONAL SERVICES	584,867	683,123	657,003
CONTRACTUAL SERVICES:			
515.461.52110 TRAVEL & TRAINING	225	1,000	1,000
515.461.52111 MANDATORY TRAINING	580	1,500	1,500
515.461.52210 UTILITIES-GAS & ELECTRIC	10,135	14,500	14,500
515.461.52222 TELEPHONE LINE CHARGES	1,806	1,900	1,900
515.461.52310 MUNICIPAL GARAGE CHARGES	65,960	92,100	77,100
515.461.52330 RADIO MAINTENANCE	641	648	648
515.461.52480 OTHER PROFESSIONAL SERVICES	1,845	6,000	6,000
515.461.52481 CONTRACTUAL MOWING	11,139	22,000	22,000
515.461.52510 MAINTENANCE OF EQUIP	241	1,200	1,200
515.461.52520 MAINTENANCE OF FACILITIES	123	6,000	6,000
515.461.52820 LICENSES & PERMITS	74	100	100
515.461.52920 MEMBERSHIPS,BOOKS,PERIODICALS	199	100	100
515.461.52970 UNIFORM RENTAL SERVICE	1,367	2,500	2,500
Total - CONTRACTUAL SERVICES	94,334	149,548	134,548
COMMODITIES:			
515.461.53100 OFFICE SUPPLIES	399	400	400
515.461.53220 DRUGS/MEDICAL SUPPLIES	0	100	100
515.461.53230 PURCHASE OF UNIFORMS	450	800	800
515.461.53250 CLEANING SUPPLIES	0	200	200
515.461.53295 TRAFFIC CONTROL SUPPLIES	0	400	400
515.461.53510 SUPPLIES TO MAINTAIN EQUIPMENT	1,564	3,000	3,000
515.461.53520 SUPPLIES TO MAINTAIN BUILDINGS	26,668	29,500	30,608
515.461.53610 SMALL TOOLS & EQUIPMENT	889	3,500	3,500
515.461.53620 MAJOR TOOLS & EQUIPMENT	7,360	15,000	15,000
Total - COMMODITIES	37,329	52,900	54,008
CAPITAL OUTLAY			
515.461.54300 COMPUTER & OTHER PERIPHERALS	0	200	200
515.461.54310 AUTOS AND TRUCK DEPR	122,902	130,188	130,188
515.461.54370 COMPUTER SOFTWARE	150	0	0
515.461.54311 RADIO DEPRECIATION	442	446	446
Total - CAPITAL OUTLAY	123,494	130,834	130,834
Grand Total	\$840,025	\$1,016,405	\$976,393

**STORM WATER FUND
ADMINISTRATIVE SERVICES & TRANSFERS**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
ADMINISTRATIVE SERVICES				
CONTRACTUAL SERVICES:				
515.902.52345	ADMINISTRATIVE FEES	\$109,336	\$110,430	\$111,534
	Total - CONTRACTUAL SERVICES	109,336	110,430	111,534
Grand Total				
TRANSFERS				
TRANSFERS:				
515.915.58307	TRANS TO STORM WATER CAPITAL RESE	\$1,284,936	\$1,084,936	\$886,689
	Total - TRANSFERS	1,284,936	1,084,936	886,689
Grand Total				
		\$1,284,936	\$1,084,936	\$886,689

SEWER FUND

Revenues	2016 Actual	2017 Budget	2018 Budget
Sewer Charges	\$ 8,847,906	\$ 9,715,126	\$ 11,172,395
Interest Income	32,928	5,755	38,230
Miscellaneous Revenue	14,887	0	0
Total	\$ 8,895,722	\$ 9,720,881	\$ 11,210,625

Table 8.6 Sewer Fund Revenues for 2016-2018

Division Expenditures	2016 Actual	2017 Budget	2018 Budget
Public Works & Utilities Admin	\$ 383,788	\$ 524,971	\$ 543,811
Sewer Administration	406,039	453,004	470,846
Wastewater Treatment	2,916,008	3,190,973	3,230,062
Sewer Maintenance	996,614	1,226,338	1,274,596
Capital Improvements	1,767,190	1,267,190	6,257,529
Debt Service	1,150,386	756,421	617,300
Administrative Services	1,061,999	1,143,848	1,177,685
Transfers	35,751	36,824	37,928
Total	\$ 8,717,775	\$ 8,599,569	\$ 13,609,757

Table 8.7 Sewer Fund division expenditures for 2016-2018

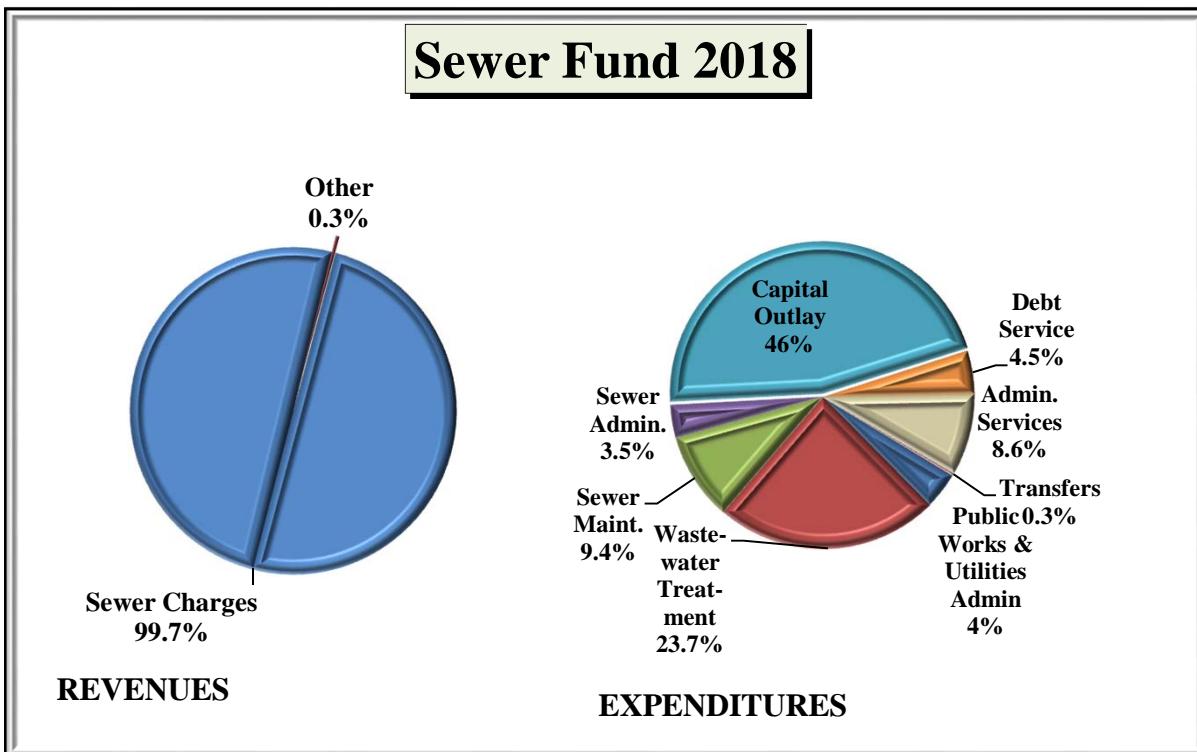


Figure 8.4 Sewer Fund revenues and division expenditures for year 2018

PUBLIC WORKS & UTILITIES - ADMINISTRATION**Summary**

Public Works & Utilities Administration oversees twelve operations/divisions; administers the Water, Sewer, Storm Water, Solid Waste Enterprise Funds and the Capital Improvement Funds. The Public Works & Utilities Director reports directly to the City Manager's Office.

The Divisions of Public Works and Utilities include:

ELECTRONICS	SOLID WASTE
ENGINEERING	STREET MAINTENANCE
GROUNDS MAINTENANCE	STORM WATER MAINTENANCE
MUNICIPAL GARAGE	WASTEWATER TREATMENT
PARKS MAINTENANCE	WATER MAINTENANCE
SEWER MAINTENANCE	WATER TREATMENT

**Goals and Objectives**

Goal 1: Continue discussions with US EPA regarding implementation of a viable Long Term Control Plan.

Goal 2: Evaluate and update Public Works job card system software.

Goal 3: Implement LED Street Lighting Upgrade Project.

PUBLIC WORKS - WASTEWATER TREATMENT DIVISION**Summary**

The Middletown Wastewater Treatment Division protects the health of the community and environment by reclaiming the community's wastewater. The plant treats an average of seventeen (17) million gallons per day of wastewater from residential, commercial, and industrial sources. From this wastewater, two recycled products are produced – clean water discharged into the Great Miami River, and an *exceptional quality Class A bio-solids* product, which is applied to farmland for its nutrient and soil conditioning value. The plant operates 24 hours per day with a professional staff of seventeen men and women.

**Goals and Objectives**

- Goal 1: Continue replacing valves throughout the plant. 2018 will be the second year of a six - year plan to complete valve replacement projects.
- Goal 2: Continue to promote Ohio EPA certification and process training of all wastewater treatment plant operators. This will include in-house training, attendance of off -site seminars and workshops.
- Goal 3: Continue to automate and update critical equipment for improved process control.
- Goal 4: Reduce chemical cost for the different processes, through training and automated analyzers.

**Service Measures**

<u>Measure</u>	<u>2016 Actual</u>	<u>2016 Estimate</u>	<u>2018 Estimate</u>
Average Flow (million gallons per day)	18	17	17
Bio-solids Produced (dry tons per year)	1500 tons	1200 tons	1000 tons
NPDES Permit % Compliance	99.9%	98.9%	98.9%
Wastewater Solids - % Removal	90%	90%	90%
Industries in Significant Non-Compliance	0	1	1
Cost per Million Gallons Treated	\$493.34	\$527.70	\$516.00

PUBLIC WORKS - SEWER MAINTENANCE DIVISION**Summary**

The purpose of the Sewer Maintenance Division is to provide cost effective transport of sanitary wastewater and combination wastewater by performing regularly scheduled maintenance tasks and repairing sewer and combination collection mains and catch basins.

Some of the work of this division includes maintaining the following:

- 93 miles of sanitary sewer lines with 3,384 manholes
- 48 miles of combination storm sewer lines with 2,023 manholes
- Seven sanitary sewer lift stations
- Approximately 5,672 storm flow catch basin inlets

The division has established the standard to respond to all sewage backup complaints within one hour after receiving notice.

**Goals and Objectives**

Goal 1: Reline manholes to prevent inflow of ground water and voids in pavement.

Goal 2: Continue to replace north / south interceptor line.

Goal 3: Reline sewer main on Mohawk & Navaho St.

Goal 4: Upgrade Airport Lift Station

**Service Measures**

	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Estimate</u>	<u>2018</u> <u>Estimate</u>
Operating cost per mile of sewer main	\$491	\$560	\$629
Total feet of sewer main cleaned	83,457 feet	69,815 feet	72,225 feet
Number of sanitary sewer back ups	21 back ups	14 back ups	17 back ups
Number of calls for back up in buildings	49 calls	36 calls	45 calls
Total feet of sewer main cleaned due to grease	73,236 feet	61,123 feet	72,113 feet

**FUND SUMMARY FOR FUND 520
SANITARY SEWER FUND**

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$3,488,731	\$3,666,678	\$4,787,990
REVENUES:			
Charges for Services	\$8,847,906	\$9,715,126	\$11,172,395
Interest Income	32,928	5,755	38,230
Miscellaneous Revenue	14,887	0	0
TOTAL REVENUES	\$8,895,722	\$9,720,881	\$11,210,625
TOTAL RESOURCES	\$12,384,453	\$13,387,559	\$15,998,615
EXPENDITURES:			
Personal Services	\$2,606,539	\$2,917,791	\$2,988,851
Contractual Services	2,492,548	2,815,741	2,862,292
Commodities	498,762	599,162	645,413
Capital Outlay	166,598	206,440	200,444
Debt Service	1,150,386	756,421	617,300
Transfers	1,802,941	1,304,014	6,295,457
TOTAL EXPENDITURES	\$8,717,775	\$8,599,569	\$13,609,757
ENDING BALANCE DECEMBER 31	\$3,666,678	\$4,787,990	\$2,388,858

**SEWER FUND
PUBLIC WORKS & UTILITIES ADMINISTRATION**

	Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
PERSONNEL:			
PUBLIC WORKS & UTILITIES DIRECTOR (170)	1	1	1
ASSISTANT PUBLIC WORKS & UTILITIES DIRECTOR (172)	1	1	1
SENIOR ENGINEER (178)	1	1	1
CONTRACTS ADMINISTRATOR (183)	1	1	1
ADMINISTRATIVE ASSISTANT (184)	1	1	1
PERSONAL SERVICES:			
520.583.51110 SALARIES & WAGES	\$251,642	\$348,194	\$343,080
520.583.51120 OVERTIME WAGES	0	1,000	1,000
520.583.51211 PERS	34,788	48,887	48,171
520.583.51220 WORKERS' COMPENSATION	16,242	13,968	13,763
520.583.51230 GROUP HEALTH INSURANCE	53,532	75,660	100,250
520.583.51270 MEDICARE-CITY SHARE	3,541	5,063	4,989
520.583.51275 LIFE INSURANCE	246	384	384
520.583.51290 EMPLOYEE AWARDS	2,000	0	0
Total - PERSONAL SERVICES	361,992	493,156	511,637
CONTRACTUAL SERVICES:			
520.583.52110 TRAVEL & TRAINING	785	1,500	1,500
520.583.52120 EMPLOYEE MILEAGE REIMBURSEMENT	0	150	150
520.583.52222 TELEPHONE LINE CHARGES	660	1,500	1,500
520.583.52480 OTHER PROFESSIONAL SERVICE	19,119	25,315	25,674
520.583.52490 OUTSIDE PRINTING	0	250	250
520.583.52920 MEMBERSHIPS,BOOKS & PERIODICALS	308	1,500	1,500
Total - CONTRACTUAL SERVICES	20,872	30,215	30,574
COMMODITIES:			
520.583.53100 OFFICE SUPPLIES	701	1,000	1,000
520.583.53510 SUPPLIES TO MAINTAIN EQUIPMENT	223	600	600
Total - COMMODITIES	924	1,600	1,600
Grand Total	\$383,788	\$524,971	\$543,811

**SEWER FUND
SEWER ADMINISTRATION**

	Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
PERSONNEL:			
ASSISTANT FINANCE DIRECTOR (175)	1	1	1
CUSTOMER RELATIONS SPECIALIST (187)	1	1	1
SENIOR ACCOUNT CLERK (188)	2	2	2
PERSONAL SERVICES:			
520.580.51110 SALARIES AND WAGES	\$167,780	\$191,427	\$202,557
520.580.51120 OVERTIME WAGES	89	5,338	5,338
520.580.51211 PERS	22,722	27,547	29,105
520.580.51220 WORKERS COMPENSATION	9,035	7,871	8,316
520.580.51230 GROUP HEALTH INSURANCE	43,603	47,376	50,220
520.580.51270 MEDICARE-CITY SHARE	2,335	2,853	3,014
520.580.51275 LIFE INSURANCE	203	273	273
520.580.51290 EMPLOYEE AWARDS	1,500	0	0
Total - PERSONAL SERVICES	247,266	282,685	298,823
CONTRACTUAL SERVICES:			
520.580.52111 MANDATORY TRAVEL & TRAINING	908	1,000	1,250
520.580.52230 POSTAGE & POSTAL CHARGES	43,376	42,000	42,500
520.580.52330 RADIO MAINTENANCE	222	224	224
520.580.52480 OTHER PROFESSIONAL SERVICES	64,382	74,000	75,000
520.580.52490 OUTSIDE PRINTING	7,574	8,500	8,500
520.580.52510 MAINTENANCE OF EQUIPMENT	0	1,000	1,000
520.580.52660 PROPERTY INSURANCE	29,500	29,500	29,500
520.580.52920 MEMBERSHIPS, BOOKS & PERIODICALS	112	495	500
520.580.52980 MISC CONTRACTUAL SERVICES	3,260	4,000	4,000
Total - CONTRACTUAL SERVICES	149,334	160,719	162,474
COMMODITIES:			
520.580.53100 OFFICE SUPPLIES	7,035	7,000	7,000
520.580.53250 CLEANING SUPPLIES	7	48	0
520.580.53510 SUPPLIES TO MAINTAIN EQUIPMENT	1,130	1,000	997
Total - COMMODITIES	8,172	8,048	7,997
CAPITAL OUTLAY:			
520.580.54311 RADIO DEPRECIATION	51	52	52
520.580.54320 OFFICE MACHINERY & EQUIPMENT	541	1,500	1,500
520.580.54370 COMPUTER SOFTWARE	675	0	0
Total - CAPITAL OUTLAY	1,267	1,552	1,552
Grand Total	\$406,039	\$453,004	\$470,846



SEWER FUND
WASTEWATER TREATMENT

	Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
PERSONNEL:			
P/T WASTEWATER TREATMENT MANAGER (176)	1	1	1820 HRS
PROCESS CONTROL SUPERVISOR (182)	1	1	1
TREATMENT PLAN LABORATORY ANALYST (184)	1	1	1
TREATMENT PLANT MECHANIC (184)	4	4	4
TREATMENT PLANT MAINTENANCE SUPERVISOR	0	0	1
TREATMENT PLANT LEAD MECHANIC (183)	1	1	0
TREATMENT PLANT OPERATOR, CLASS II (185)	1	2	2
TREATMENT PLANT OPERATOR, CLASS I (186)	5	3	4
TREATMENT PLANT OPERATOR, CLASS III (184)	1	2	1
TREATMENT PLANT OPERATOR (187)	1	1	1
SECRETARY III (187)	1	1	1
PERSONAL SERVICES:			
520.581.51110 SALARIES & WAGES	\$881,130	\$889,868	\$898,359
520.581.51120 OVERTIME WAGES	42,419	59,000	59,000
520.581.51211 PERS	125,308	132,842	134,030
520.581.51220 WORKERS' COMPENSATION	45,655	37,955	38,294
520.581.51230 GROUP HEALTH INSURANCE	208,820	246,864	239,432
520.581.51250 CLOTHING ALLOWANCE	9,324	10,500	10,500
520.581.51270 MEDICARE-CITY SHARE	13,272	13,759	13,882
520.581.51275 LIFE INSURANCE	905	1,232	1,232
520.581.51290 EMPLOYEE AWARDS	8,814	0	0
Total - PERSONAL SERVICES	1,335,647	1,392,020	1,394,729
CONTRACTUAL SERVICES:			
520.581.52110 TRAVEL & TRAINING	17,352	11,000	5,000
520.581.52120 EMPLOYEE MILEAGE REIMB	0	300	500
520.581.52210 UTILITIES-GAS & ELECTRIC	663,352	720,000	720,000
520.581.52222 TELEPHONE LINE CHARGES	3,230	5,200	2,000
520.581.52310 MUNICIPAL GARAGE CHARGE	9,953	15,283	12,283
520.581.52330 RADIO MAINTENANCE	255	1,612	1,612
520.581.52480 OTHER PROFESSIONAL SERVICE	34,345	90,000	90,000
520.581.52510 MAINTENANCE OF EQUIF	127,611	150,000	150,000
520.581.52520 MAINTENANCE OF FACILITIE	30,788	33,000	50,000
520.581.52810 PROPERTY TAXES	845	1,700	1,700
520.581.52820 LICENSES AND PERMITS	4,571	21,000	21,000
520.581.52920 MEMBERSHIPS,BOOKS & PERIODIC	451	500	500
520.581.52980 MISC CONTRACTUAL SERVICE	233,246	250,000	250,000
Total - CONTRACTUAL SERVICES	1,126,000	1,299,595	1,304,595
COMMODITIES:			
520.581.53100 OFFICE SUPPLIES	929	900	900
520.581.53220 DRUGS/MEDICAL SUPPLIES	151	100	100
520.581.53230 PURCHASE OF UNIFORMS	2,047	2,500	2,000
520.581.53250 CLEANING SUPPLIES	1,497	1,500	2,000
520.581.53340 LUBRICANTS	1,097	1,000	1,000
520.581.53510 SUPPLIES TO MAINTAIN EQUIF	102,569	127,816	127,816
520.581.53520 SUPPLIES TO MAINTAIN BUILDING	980	2,000	0
520.581.53610 SMALL TOOLS & EQUIPMENT	1,165	1,000	0
520.581.53620 MAJOR TOOLS & EQUIF	25,586	20,000	21,000
520.581.53710 CHEMICALS & LAB SUPPLIES	296,583	283,620	322,500
Total - COMMODITIES	432,603	440,436	477,316
CAPITAL OUTLAY			
520.581.54300 COMPUTER & OTHER PERIPHERALS	873	17,500	12,000
520.581.54310 AUTOS AND TRUCKS DEPR	16,203	16,200	16,200
520.581.54311 RADIO DEPRECIATION	150	222	222
520.581.54360 OTHER EQUIP	4,531	25,000	25,000
Total - CAPITAL OUTLAY	21,758	58,922	53,422
Grand Total	\$2,916,008	\$3,190,973	\$3,230,062

**SEWER FUND
SEWER MAINTENANCE**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
PERSONNEL:				
PUBLIC WORKS SUPERINTENDENT (177)		1	1	1
PUBLIC WORKS LEADER (182)		1	1	1
EQUIPMENT OPERATOR (PW4)		4	4	4
MAINTENANCE WORKER (PW3)		4	4	4
PERSONAL SERVICES				
520.582.51110 SALARIES & WAGES		\$417,685	\$468,693	\$490,528
520.582.51120 OVERTIME WAGES		22,441	42,225	42,225
520.582.51211 PERS		61,049	71,528	74,585
520.582.51220 WORKERS' COMPENSATION		24,150	20,437	21,310
520.582.51230 GROUP HEALTH INSURANCE		115,236	127,473	135,123
520.582.51250 CLOTHING ALLOWANCE		4,770	5,400	5,400
520.582.51270 MEDICARE-CITY SHARE		6,349	7,408	7,725
520.582.51275 LIFE INSURANCE		470	646	646
520.582.51280 AFSCME CARE PLAN		5,483	6,120	6,120
520.582.51290 EMPLOYEE AWARDS		4,000	0	0
Total - PERSONAL SERVICES		661,634	749,930	783,662
CONTRACTUAL SERVICES:				
520.582.52110 TRAVEL & TRAINING		1,415	2,000	2,000
520.582.52111 MANDATORY TRAINING		1,621	3,000	3,000
520.582.52210 UTILITIES-GAS & ELECTRIC		13,958	15,000	18,500
520.582.52222 TELEPHONE LINE CHARGES		1,584	1,000	1,500
520.582.52310 MUNICIPAL GARAGE CHARGE		72,608	117,854	97,854
520.582.52330 RADIO MAINTENANCE		1,593	1,610	1,610
520.582.52480 OTHER PROFESSIONAL SERVICES		30,933	25,000	25,000
520.582.52490 OUTSIDE PRINTING		0	150	100
520.582.52510 MAINTENANCE OF EQUIPMENT		2,961	4,000	4,500
520.582.52520 MAINTENANCE OF FACILITIES		5,619	8,500	29,500
520.582.52820 LICENSES & PERMITS		165	600	700
520.582.52920 MEMBERSHIPS,BOOKS,PERIODICALS		0	150	200
520.582.52970 UNIFORM RENTAL SERVICE		1,887	2,500	2,500
Total - CONTRACTUAL SERVICES		134,344	181,364	186,964
COMMODITIES:				
520.582.53100 OFFICE SUPPLIES		736	1,000	1,000
520.582.53220 DRUGS/MEDICAL SUPPLIES		286	500	500
520.582.53230 PURCHASE OF UNIFORMS		2,064	2,000	2,000
520.582.53250 CLEANING SUPPLIES		1,996	2,000	2,000
520.582.53295 TRAFFIC CONTROL SUPPLIES		3,112	3,000	3,000
520.582.53510 SUPPLIES TO MAINTAIN EQUIPMENT		12,440	10,000	10,000
520.582.53520 SUPPLIES TO MAINTAIN BUILDING		16,438	110,578	120,000
520.582.53610 SMALL TOOLS & EQUIPMENT		3,683	5,000	7,000
520.582.53620 MAJOR TOOLS & EQUIPMENT		16,308	15,000	13,000
Total - COMMODITIES		57,063	149,078	158,500
CAPITAL OUTLAY				
520.582.54310 AUTOS AND TRUCK DEPR		133,371	120,000	120,000
520.582.54311 RADIO DEPRECIATION		955	966	470
520.582.54540 WWTP & SEWERS		9,248	25,000	25,000
Total - CAPITAL OUTLAY		143,574	145,966	145,470
Grand Total		\$996,614	\$1,226,338	\$1,274,596

SEWER FUND
DEBT SERVICE, ADMINISTRATIVE FEES & TRANSFERS

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
DEBT SERVICE				
DEBT SERVICE:				
520.901.57110	PRINCIPAL PAYMENT	\$405,000	\$425,000	\$435,000
520.901.57310	INTEREST ON BONDS	263,938	251,400	182,300
520.901.57330	INTEREST PAYMENTS ON METER LEASE	14,105	367	0
520.901.57220	PRINCIPAL PAYMENT FOR METER LEASE	467,344	79,654	0
	Total - DEBT SERVICE	1,150,386	756,421	617,300
	Grand Total	\$1,150,386	\$756,421	\$617,300
ADMINISTRATIVE SERVICES				
CONTRACTUAL SERVICES:				
520.902.52345	ADMINISTRATIVE FEES	\$1,038,309	\$1,119,921	\$1,153,519
520.902.52346	HEALTH DEPT ADMIN FEES	23,690	23,927	24,166
	Total - CONTRACTUAL SERVICES	1,061,999	1,143,848	1,177,685
	Grand Total	\$1,061,999	\$1,143,848	\$1,177,685
TRANSFERS				
TRANSFERS:				
520.915.58190	TRANS TO COMPUTER REPL.	\$35,751	\$36,824	\$37,928
520.915.58220	TRANS TO SEWER CAPITAL RES.	1,767,190	1,267,190	6,257,529
	Total - TRANSFERS	1,802,941	1,304,014	6,295,457
	Grand Total	\$1,802,941	\$1,304,014	\$6,295,457

**FUND SUMMARY FOR FUND 525
AIRPORT FUND**

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$77,785	\$103,432	\$118,012
REVENUES:			
Charges for Services	\$10,860	\$8,243	\$8,325
Rentals & Leases	282,521	298,000	292,000
Transfers	85,000	125,000	83,000
Miscellaneous Revenue	5,837	0	0
TOTAL REVENUES	<hr/> \$384,219	<hr/> \$431,243	<hr/> \$383,325
TOTAL RESOURCES	\$462,004	\$534,675	\$501,337
EXPENDITURES:			
Contractual Services	\$201,573	\$279,200	\$312,200
Commodities	11,600	9,500	14,000
Debt Service	125,400	127,963	113,600
Transfers	20,000	0	0
TOTAL EXPENDITURES	<hr/> \$358,572	<hr/> \$416,663	<hr/> \$439,800
ENDING BALANCE DECEMBER 31	\$103,432	\$118,012	\$61,537

**AIRPORT FUND
AIRPORT OPERATIONS**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
CONTRACTUAL SERVICES:				
525.525.52210	UTILITIES-GAS & ELECTRIC	\$58,591	\$72,000	\$72,000
525.525.52222	TELEPHONE LINE CHARGES	0	1,200	1,200
525.525.52310	MUNICIPAL GARAGE CHARGES	96	3,000	3,000
525.525.52410	LEGAL SERVICES	0	2,000	0
525.525.52510	MAINTENANCE OF EQUIP	6,044	10,000	20,000
525.525.52520	MAINTENANCE OF BUILDINGS	6,019	55,000	75,000
525.525.52480	OTHER PROFESSIONAL SERVICE	76,763	79,000	79,000
525.525.52685	AIRPORT LIABILITY INSURANCE	5,200	7,000	7,000
525.525.52810	PROPERTY TAXES	48,860	50,000	55,000
Total - CONTRACTUAL SERVICES		201,573	279,200	312,200
COMMODITIES:				
525.525.53510	SUPPLIES TO MAINTAIN EQUIP	7,400	3,000	5,000
525.525.53520	SUPPLIES TO MAINTAIN BUILDINGS	4,199	6,500	9,000
Total - COMMODITIES		11,600	9,500	14,000
Grand Total		\$213,172	\$288,700	\$326,200

**AIRPORT FUND
DEBT SERVICE & TRANSFERS OUT**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
DEBT SERVICE				
	DEBT SERVICE:			
525.901.57110	BOND PRINCIPAL PAYMENT	\$75,000	\$80,000	\$80,000
525.901.57310	INTEREST ON BONDS	50,400	47,963	33,600
	Total - DEBT SERVICE	125,400	127,963	113,600
	Grand Total	\$125,400	\$127,963	\$113,600
TRANSFERS				
	TRANSFERS OUT:			
525.915.58294	TO AIRPORT CAPITAL IMPROVEM	\$20,000	\$0	\$0
	Total - TRANSFERS OUT	20,000	0	0
	Grand Total	\$20,000	\$0	\$0

COMMUNITY REVITALIZATION - TRANSIT**Summary**

The Transit Division is under the direction of the Community Revitalization Director. The division maintains a staff of four full-time and thirteen part-time employees.

The division provides public fixed-route transit and complimentary paratransit service in the City of Middletown. Service is provided in the form of 213,000+ trips per year. Approximately 40% of all trips provided by the transit system are for the elderly and disabled.

**Goals and Objectives**

- Goal 1: Apply for annual grants for operations, planning and maintenance
- Goal 2: Continue maintenance on the new 5 large and 2 small buses
- Goal 3: Look to expand services and routes where possible
- Goal 4: Partner with neighboring cities to look into forming a commuter route

**FUND SUMMARY FOR FUND 530
TRANSIT FUND**

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$320,479	\$73,681	\$8,796
REVENUES:			
Charges for Services	\$124,333	\$161,600	\$163,216
Intergovernmental	3,355,513	1,663,399	1,743,667
Transfers	120,000	50,000	50,000
Miscellaneous Revenue	80,742	10,000	10,000
<hr/> TOTAL REVENUES	<hr/> \$3,680,588	<hr/> \$1,884,999	<hr/> \$1,966,883
TOTAL RESOURCES	\$4,001,067	\$1,958,680	\$1,975,679
EXPENDITURES:			
Personal Services	\$421,707	\$513,284	\$513,582
Contractual Services	1,110,503	1,379,300	1,361,500
Commodities	3,286	7,300	7,300
Capital Outlay	2,391,890	50,000	35,000
<hr/> TOTAL EXPENDITURES	<hr/> \$3,927,386	<hr/> \$1,949,884	<hr/> \$1,917,382
ENDING BALANCE DECEMBER 31	\$73,681	\$8,796	\$58,297

**TRANSIT FUND
TRANSIT SYSTEM**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
PERSONNEL:				
BUS DRIVER (TR1)		4	4	4
BUS DRIVER PART TIME		14,196 HRS	14,196 HRS	14,196 HRS
PERSONAL SERVICES:				
530.530.51110	SALARIES & WAGES	\$292,935	\$365,772	\$374,997
530.530.51120	OVERTIME WAGES	30,310	26,730	26,730
530.530.51211	PERS	45,578	54,950	56,242
530.530.51220	WORKERS' COMPENSATION	19,146	15,700	16,069
530.530.51230	GROUP HEALTH INSURANCE	19,647	32,799	22,077
530.530.51240	UNEMPLOYMENT COMPENSATION	1,241	6,000	6,000
530.530.51250	CLOTHING ALLOWANCE	1,200	3,000	3,000
530.530.51270	MEDICARE-CITY SHARE	4,709	5,691	5,825
530.530.51275	LIFE INSURANCE	191	242	242
530.530.51280	AFSCME CARE PLAN	3,251	2,400	2,400
530.530.51290	EMPLOYEE AWARDS	3,500	0	0
	Total - PERSONAL SERVICES	421,707	513,284	513,582
CONTRACTUAL SERVICES:				
530.530.52110	TRAVEL & TRAINING	300	0	500
530.530.52210	UTILITIES-GAS & ELECTRIC - PUBLIC	7,699	10,000	10,000
530.530.52222	TELEPHONE LINE CHARGES	1,376	3,000	2,000
530.530.52310	MUNICIPAL GARAGE CHARGES	255,050	340,000	275,000
530.530.52330	RADIO MAINTENANCE	2,000	2,000	2,000
530.530.52480	OTHER PROFESSIONAL SERVICES	816,916	990,000	1,040,000
530.530.52490	OUTSIDE PRINTING	2,216	4,000	4,000
530.530.52520	MAINTENANCE OF FACILITIES	11,571	14,000	12,000
530.530.52810	PROPERTY TAXES	2,051	2,800	3,000
530.530.52880	OTHER OPERATING COSTS	11,323	13,000	13,000
530.530.52920	MEMBERSHIPS,BOOKS & PERIODICAL	0	500	0
	Total - CONTRACTUAL SERVICES	1,110,503	1,379,300	1,361,500
COMMODITIES:				
530.530.53100	OFFICE SUPPLIES	992	1,200	1,200
530.530.53230	PURCHASE OF UNIFORMS	943	1,500	1,500
530.530.53250	CLEANING SUPPLIES	1,351	3,600	3,600
530.530.53510	SUPPLIES TO MAINTAIN EQUIP	0	500	500
530.530.53520	SUPPLIES TO MAINTAIN BLDGS	0	500	500
	Total - COMMODITIES	3,286	7,300	7,300
CAPITAL OUTLAY:				
530.530.54340	PURCHASE OF VEHICLES	2,366,536	0	0
530.530.54406	TRANSIT CONSTRUCTION PROJECTS	25,354	50,000	35,000
	Total - CAPITAL OUTLAY	2,391,890	50,000	35,000
	Grand Total	\$3,927,386	\$1,949,884	\$1,917,382

**FUND SUMMARY FOR FUND 546
WELLFIELD PROTECTION FUND**

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$1,765,755	\$1,899,080	\$1,674,547
REVENUES:			
Intergovernmental	\$517,851	\$0	\$0
Charges for Services	290,169	265,500	265,500
Interest Income	16,846	10,203	13,431
TOTAL REVENUES	<hr/> \$824,867	<hr/> \$275,703	<hr/> \$278,931
TOTAL RESOURCES	\$2,590,622	\$2,174,783	\$1,953,478
EXPENDITURES:			
Contractual Services	\$125,136	\$500,236	\$533,923
Capital Outlay	566,406	0	500,000
TOTAL EXPENDITURES	<hr/> \$691,542	<hr/> \$500,236	<hr/> \$1,033,923
ENDING BALANCE DECEMBER 31	\$1,899,080	\$1,674,547	\$919,555

WELLFIELD PROTECTION FUND
WELLFIELD PROTECTION

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
CONTRACTUAL SERVICES:				
546.990.52480	OTHER PROFESSIONAL SERVICES	\$97,959	\$430,918	\$463,785
546.990.52810	PROPERTY TAXES	654	7,000	7,000
546.990.52980	MISC CONTRACTUAL SERVICE	0	35,000	35,000
	Total - CONTRACTUAL SERVICES	<u>98,613</u>	<u>472,918</u>	<u>505,785</u>
CAPITAL OUTLAY:				
546.990.54502	STM - COF DEMOLITION/REMEDIATION	566,406	0	0
546.990.	AERONCA PROPERTY REMEDIATION	0	0	500,000
	Total - CAPITAL OUTLAY	<u>566,406</u>	<u>0</u>	<u>500,000</u>
	Grand Total	\$665,019	\$472,918	\$1,005,785

**WELLFIELD PROTECTION FUND
ADMINISTRATIVE SERVICES**

	Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
CONTRACTUAL SERVICES:			
546.902.52345 ADMINISTRATIVE FEES	\$26,523	\$27,318	\$28,138
Total - CONTRACTUAL SERVICES	26,523	27,318	28,138
Grand Total	\$26,523	\$27,318	\$28,138

**FUND SUMMARY FOR FUND 555
SOLID WASTE FUND**

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$596,416	\$179,234	\$107,496
REVENUES:			
Charges for Services	\$3,083,614	\$3,244,210	\$3,294,210
TOTAL REVENUES	\$3,083,614	\$3,244,210	\$3,294,210
TOTAL RESOURCES	\$3,680,031	\$3,423,444	\$3,401,706
EXPENDITURES:			
Personal Services	\$0	\$31,448	\$32,456
Contractual Services	3,500,797	3,241,000	3,239,700
Commodities	0	40,000	0
Capital Outlay	0	3,500	42,500
TOTAL EXPENDITURES	\$3,500,797	\$3,315,948	\$3,314,656
ENDING BALANCE DECEMBER 31	\$179,234	\$107,496	\$87,050

**SOLID WASTE FUND
LITTER & WASTE COLLECTION**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
PERSONNEL:				
ANIMAL CONTROL OFFICER (186)		0	0.5	0.5
	PERSONAL SERVICES:			
555.905.51110 SALARIES & WAGES		\$0	\$18,381	\$18,749
555.905.51211 PERS		0	2,573	2,625
555.905.51220 WORKERS' COMPENSATION		0	735	750
555.905.51230 GROUP HEALTH INSURANCE		0	9,457	10,025
555.905.51270 MEDICARE-CITY SHARE		0	267	272
555.905.51275 LIFE INSURANCE		0	35	35
	Total - PERSONAL SERVICES	0	31,448	32,456
	CONTRACTUAL SERVICES:			
555.905.52222 TELEPHONE LINE CHARGES		0	500	200
555.905.52310 MUNICIPAL GARAGE CHARGES		94	3,500	3,500
	Total - CONTRACTUAL SERVICES	94	4,000	3,700
	COMMODITIES:			
555.905.53520 SUPPLIES TO MAINTAIN FACILITIES		0	40,000	0
	Total - COMMODITIES	0	40,000	0
	CAPITAL OUTLAY			
555.905.54310 AUTO & TRUCK DEPRECIATION		0	3,500	42,500
	Total - CAPITAL OUTLAY	0	3,500	42,500
	Grand Total	\$94	\$78,948	\$78,656

**SOLID WASTE FUND
SOLID WASTE DISPOSAL**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
CONTRACTUAL SERVICES:				
555.990.52480	OTHER PROFESSIONAL SERVICES	\$3,313,463	\$3,075,000	\$3,154,000
555.990.52520	MAINTENANCE OF FACILITIES	2,249	100,000	10,000
555.990.52980	MISC. CONTRACTUAL SERVICES	134,991	62,000	72,000
	Total - CONTRACTUAL SERVICES	<hr/> 3,450,702	<hr/> 3,237,000	<hr/> 3,236,000
Grand Total				
		\$3,450,702	\$3,237,000	\$3,236,000

**SOLID WASTE FUND
ADMINISTRATIVE SERVICES**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
ADMINISTRATIVE SERVICES				
CONTRACTUAL SERVICES:				
555.902.52345 ADMINISTRATIVE SERVICES		\$50,000	\$0	\$0
Total - CONTRACTUAL SERVICES		50,000	0	
Grand Total		\$50,000	\$0	\$0

SECTION 9

INTERNAL SERVICE FUNDS

INTERNAL SERVICE FUNDS

EXPENDITURES BY FUND

Fund	Actual 2016	Budget 2017	Budget 2018	\$ Increase (Decrease)	% Increase (Decrease)
Municipal Garage	\$1,965,687	\$3,133,787	\$4,792,638	\$1,658,851	52.9%
Employee Benefits	6,906,751	6,123,589	6,246,060	122,471	2.0%
Total	\$8,872,438	\$9,257,376	\$11,038,698	\$1,781,322	19.2%

Table 9.1 Internal Services Fund Expenditures

Definition of Internal Service Funds

To account for the financing of goods or services provided by one department for the other departments within the City.

Municipal Garage Fund

To account for the operations of the municipal garage for the purchase, sale and repair of vehicles and major equipment for all departments within the City. All garage operating costs and citywide vehicle purchases are paid by this fund. The revenues to this fund are paid by the user departments.

Employee Benefits Fund

To account for the operation of the City's self-funded health insurance program. The expenses of this fund consist of payments to medical facilities, physicians, dentists, and pharmacists in connection with medical treatment of City employees. The administrative costs of the health insurance plan are also included in this fund's expenditures.

PUBLIC WORKS - MUNICIPAL GARAGE DIVISION**Summary**

The Municipal Garage staff is responsible to ensure that the vehicles and equipment within the City's fleet are always operational and well maintained by providing an efficient, thorough and effective preventive maintenance and repair program; managing vehicle acquisition and disposition with a multi-year plan.

Duties of this division include:

- Maintenance of over 425 vehicles and pieces of equipment
- Maintain records of each vehicle and piece of equipment

The Municipal Garage Division is an Internal Service Fund which is supported by user departments.

**Goals and Objectives**

Goal 1: Analyze replacement equipment for the application of vocation, best return on investment, and longevity. Divisions are encouraged to review utilization levels.

Goal 2: Shop safety training will continue in 2018 as part of a continuing program.

Goal 3: Changes in vehicle emission and safety regulations continues to require increased focus on training. Training of powertrains and related systems technology will continue in 2018.

Goal 4: Increase the utilization of the current software capability to increase the efficiency of stock on hand for repairs and maintenance.

Goal 5: Identify Municipal Garage facility repairs and updates and prioritize.

**FUND SUMMARY FOR FUND 605
MUNICIPAL GARAGE FUND**

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$5,586,167	\$6,599,969	\$7,083,282
REVENUES:			
Sale of Assets	\$8,892	\$10,960	\$10,960
Interest Income	59,249	46,435	166,654
Garage Charges	2,839,303	3,559,705	3,127,405
Reimbursements	72,045	0	0
TOTAL REVENUES	\$2,979,490	\$3,617,100	\$3,305,019
TOTAL RESOURCES	\$8,565,656	\$10,217,069	\$10,388,301
EXPENDITURES:			
Personal Services	\$474,086	\$509,836	\$529,512
Contractual Services	449,114	521,516	531,774
Commodities	642,338	1,169,050	1,172,050
Capital Outlay	400,150	933,385	2,559,302
TOTAL EXPENDITURES	\$1,965,687	\$3,133,787	\$4,792,638
ENDING BALANCE DECEMBER 31	\$6,599,969	\$7,083,282	\$5,595,663

**MUNICIPAL GARAGE FUND
MUNICIPAL GARAGE**

		Actual Expenditures	Amount Budgeted	Department Budget
		2016	2017	2018
PERSONNEL:				
GARAGE SUPERINTENDENT (177)		1	1	1
AUTO MECHANIC (PW7)		5	5	5
INVENTORY CLERK (PW8)		1	1	1
PERSONAL SERVICES:				
605.550.51110 SALARIES & WAGES		\$321,421	\$339,422	\$358,955
605.550.51120 OVERTIME WAGES		1,920	14,216	14,216
605.550.51211 PERS		44,543	49,509	52,244
605.550.51220 WORKERS' COMPENSATION		16,745	14,146	14,927
605.550.51230 GROUP HEALTH INSURANCE		69,741	73,926	70,270
605.550.51250 CLOTHING ALLOWANCE		6,925	6,925	6,925
605.550.51270 MEDICARE-CITY SHARE		4,714	5,128	5,411
605.550.51275 LIFE INSURANCE		350	444	444
605.550.51280 AFSCME CARE PLAN		5,228	6,120	6,120
605.550.51290 EMPLOYEE AWARDS		2,500	0	0
Total - PERSONAL SERVICES		474,086	509,836	529,512
CONTRACTUAL SERVICES:				
605.550.52110 TRAVEL & TRAINING		147	2,500	2,500
605.550.52111 MANDATORY TRAVEL & TRAINING		255	2,000	2,000
605.550.52210 UTILITIES-GAS & ELECTRIC		28,374	50,000	50,000
605.550.52222 TELEPHONE LINE CHARGES		1,161	1,142	1,200
605.550.52310 MUNICIPAL GARAGE CHARGES		4,203	6,077	6,077
605.550.52330 RADIO MAINTENANCE		597	597	597
605.550.52480 OTHER PROFESSIONAL SERVICE		27,250	13,500	24,000
605.550.52490 OUTSIDE PRINTING		0	200	200
605.550.52510 MAINTENANCE OF EQUIP		103,827	85,000	85,000
605.550.52520 MAINTENANCE OF LAND & BLDGS		15,934	50,000	50,000
605.550.52540 VEHICLE PREPARATION COST		3,318	17,500	17,500
605.550.52640 VEHICLE LIABILITY INSURANCE		258,711	282,000	282,000
605.550.52670 BOILER AND MACHINERY		1,375	4,000	4,000
605.550.52820 LICENSES AND PERMITS		2,624	4,500	4,500
605.550.52920 MEMBERSHIPS,BOOKS & PERIODICALS		25	500	200
605.550.52970 UNIFORM RENTAL SERVICE		1,313	2,000	2,000
Total - CONTRACTUAL SERVICES		449,114	521,516	531,774
COMMODITIES:				
605.550.53100 OFFICE SUPPLIES		783	900	900
605.550.53220 DRUGS - MEDICAL SUPPLIES		0	150	150
605.550.53250 CLEANING SUPPLIES		3,170	3,500	3,500
605.550.53310 GASOLINE FOR INHOUSE DIST		188,829	450,000	450,000
605.550.53320 DIESEL FUEL FOR INHOUSE DIST		110,869	343,000	343,000
605.550.53330 OUTSIDE FUEL PURCHASES		23,878	45,000	45,000
605.550.53340 LUBRICANTS		10,242	22,000	25,000
605.550.53510 SUPPLIES TO MAINTAIN EQUIP		284,131	285,000	285,000
605.550.53520 SUPPLIES TO MAINTAIN BUILDINGS		2,847	10,000	10,000
605.550.53530 MUNICIPAL GARAGE SUPPLIES		3,699	4,500	4,500
605.550.53610 SMALL TOOLS & EQUIPMENT		1,143	1,000	1,000
605.550.53620 MAJOR TOOLS & EQUIPMENT		12,748	4,000	4,000
Total - COMMODITIES		642,338	1,169,050	1,172,050
CAPITAL OUTLAY:				
605.550.54310 AUTOS & TRUCKS DEPR		8,580	8,577	8,577
605.550.54311 RADIO DEPRECIATION		308	308	225
605.550.54320 OFFICE MACHINERY & EQUIPMENT		0	1,000	1,000
605.550.54340 PURCHASE OF VEHICLES		386,064	923,500	2,544,500
605.550.54350 PURCHASE OF EQUIPMENT		5,198	0	5,000
Total - CAPITAL OUTLAY		400,150	933,385	2,559,302
Grand Total		\$1,965,687	\$3,133,787	\$4,792,638

**FUND SUMMARY FOR FUND 661
EMPLOYEE BENEFITS FUND**

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$603,846	\$72,842	\$197,040
REVENUES:			
Health Insurance Payments	\$5,116,625	\$5,902,787	\$6,055,489
Miscellaneous Revenue	9,122	5,000	5,000
Loan from Other Fund	1,250,000	340,000	0
 TOTAL REVENUES	 \$6,375,747	 \$6,247,787	 \$6,060,489
 TOTAL RESOURCES	 \$6,979,593	 \$6,320,629	 \$6,257,529
EXPENDITURES:			
Contractual Services	\$6,906,751	\$6,123,589	\$6,246,060
 TOTAL EXPENDITURES	 \$6,906,751	 \$6,123,589	 \$6,246,060
 ENDING BALANCE DECEMBER 31	 \$72,842	 \$197,040	 \$11,469

EMPLOYEE BENEFITS FUND
EMPLOYEE BENEFITS

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
CONTRACTUAL SERVICES:				
661.990.52421	MEDICAL	\$4,346,392	\$3,765,114	\$3,840,416
661.990.52422	DENTAL	267,360	309,116	315,298
661.990.52423	PRESCRIPTION DRUG CLAIMS	1,620,899	1,316,648	1,342,981
661.990.52424	ADMINISTRATIVE FEE	313,744	340,518	347,328
661.990.52425	STOP LOSS	328,761	330,296	336,902
661.990.52427	VISION PLAN	7,580	10,571	10,783
661.990.52428	EMPLOYEE WELLNESS PROGRAM	3,680	29,702	30,296
661.990.52480	BENNY CARDS/HRA	18,334	21,624	22,056
Total - CONTRACTUAL SERVICES		<hr/> 6,906,751	<hr/> 6,123,589	<hr/> 6,246,060
Grand Total		\$6,906,751	\$6,123,589	\$6,246,060

SECTION 10

TRUST FUNDS

TRUST FUNDS

EXPENDITURES BY FUND

Fund	Actual 2016	Budget 2017	Budget 2018	\$ Increase (Decrease)	% Increase (Decrease)
Police Relief and Pension	\$1,321,870	\$1,087,817	\$1,139,474	\$51,657	4.7%
Fire Relief and Pension	1,446,766	1,307,688	1,367,223	59,535	4.6%
Total	\$2,768,636	\$2,395,505	\$2,506,697	\$111,192	4.6%

Table 10.1 Trust Fund expenditures

Definition of Trust Funds

To account for the City's Police and Fire Pension Funds. Trust funds are established to account for assets held for other City funds.

Police Relief & Pension Fund

To account for revenues and expenses of the City's Police Pension Fund. Revenues include property taxes and transfers from the City Income Tax Fund. This fund transfers the City's police pension to the General Fund, which pays the City's pension requirements to the State of Ohio.

Fire Relief & Pension Fund

To account for revenues and expenses of the City's Fire Pension Fund. Revenues include property taxes and transfers from the City Income Tax Fund. This fund transfers the City's fire pension to the General Fund, which pays the City's pension requirements to the State of Ohio.

**FUND SUMMARY FOR FUND 725
POLICE RELIEF AND PENSION FUND**

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$220,046	\$245,492	\$305,540
REVENUES:			
Property Taxes	\$175,121	\$186,465	\$180,000
Intergovernmental	22,984	26,400	26,400
Transfers	1,149,211	935,000	890,000
TOTAL REVENUES	<hr/> \$1,347,316	<hr/> \$1,147,865	<hr/> \$1,096,400
TOTAL RESOURCES	\$1,567,362	\$1,393,357	\$1,401,940
EXPENDITURES:			
Contractual Services	\$2,614	\$4,411	\$4,455
Transfers	1,319,256	1,083,406	1,135,019
TOTAL EXPENDITURES	<hr/> \$1,321,870	<hr/> \$1,087,817	<hr/> \$1,139,474
ENDING BALANCE DECEMBER 31	\$245,492	\$305,540	\$262,466

POLICE RELIEF AND PENSION FUND
POLICE PENSION

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
CONTRACTUAL SERVICES:				
725.990.52240	BUTLER COUNTY COLLECTION FEE	\$2,614	\$4,411	\$4,455
	Total - CONTRACTUAL SERVICES	2,614	4,411	4,455
TRANSFERS:				
725.990.58110	TRANS TO GENERAL FUND	1,319,256	1,083,406	1,135,019
	Total - TRANSFERS	1,319,256	1,083,406	1,135,019
	Grand Total	\$1,321,870	\$1,087,817	\$1,139,474

**FUND SUMMARY FOR FUND 726
FIRE RELIEF AND PENSION FUND**

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$255,886	\$245,491	\$306,668
REVENUES:			
Property Taxes	\$175,121	\$186,465	\$186,465
Intergovernmental	22,984	26,400	26,400
Transfers	1,238,266	1,156,000	1,095,000
TOTAL REVENUES	\$1,436,371	\$1,368,865	\$1,307,865
TOTAL RESOURCES	\$1,692,257	\$1,614,356	\$1,614,533
EXPENDITURES:			
Contractual Services	\$2,614	\$4,411	\$4,455
Transfers	1,444,151	1,303,277	1,362,768
TOTAL EXPENDITURES	\$1,446,766	\$1,307,688	\$1,367,223
ENDING BALANCE DECEMBER 31	\$245,491	\$306,668	\$247,310

FIRE RELIEF AND PENSION FUND
FIRE PENSION

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
CONTRACTUAL SERVICES:				
726.990.52240	BUTLER COUNTY COLLECTION FEE	\$2,614	\$4,411	\$4,455
	Total - CONTRACTUAL SERVICES	2,614	4,411	4,455
TRANSFERS:				
726.990.58110	TRANS TO GENERAL FUND	1,444,151	1,303,277	1,362,768
	Total - TRANSFERS	1,444,151	1,303,277	1,362,768
	Grand Total	\$1,446,766	\$1,307,688	\$1,367,223

SECTION 11

FEDERAL GRANT FUNDS

FEDERAL GRANT FUNDS

EXPENDITURES BY FUND

Fund	Actual 2016	Budget 2017	Budget 2018	\$ Increase (Decrease)	% Increase (Decrease)
HOME Program	\$197,743	\$290,000	\$290,000	\$0	0.0%
Community Development Act 1974	635,910	807,500	897,500	90,000	11.1%
Community Development Act Escrow	149	2,500	2,500	0	0.0%
Neighborhood Stabilization Program	7,333	420,000	370,000	(50,000)	-11.9%
Total	\$841,135	\$1,520,000	\$1,560,000	\$40,000	2.6%

Table 11.1 Federal Grant Expenditures

Definition of Federal Grant Funds

The funds listed below account for federal government grants that are related to housing and to community development activities. The City operates many programs funded through federal grants that affect affordable housing and stabilization of neighborhoods. These programs have been especially important for assistance in recovery and revitalization efforts due to economic downturns.

HOME Program

This fund accounts for HOME Program revenues received from HUD. The program provides funds for first-time home purchases to low and moderate income families.

Community Development Act 1974 Fund

This grant funds activities including both traditional redevelopment projects and economic development activities through the Office of Community Planning and Development of the U.S. Department of Housing and Urban Development. Specific programs slated for 2017 are emergency housing rehabilitation and code enforcement. Funding is also designated for local programs such as fair housing and sponsoring of neighborhood improvement programs.

Community Development Act Escrow Fund

This fund was established to account for loan repayments from property owners who received grants through the City's Community Development Block Grant.

Neighborhood Stabilization Program Fund

This program was established in 2009 under the American Recovery and Reinvestment Act for the purpose of stabilizing communities that have suffered from foreclosures and abandonment. Our goal is to purchase and redevelop or rehabilitate foreclosed and abandoned homes and residential properties to stabilize area home values.

**FUND SUMMARY FOR FUND 254
HOME FUND**

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$27,425	\$24,652	\$24,652
<hr/>			
REVENUES:			
Intergovernmental	\$194,969	\$290,000	\$290,000
TOTAL REVENUES	<hr/> \$194,969	<hr/> \$290,000	<hr/> \$290,000
TOTAL RESOURCES	\$222,394	\$314,652	\$314,652
<hr/>			
EXPENDITURES:			
Contractual Services	\$197,743	\$290,000	\$290,000
TOTAL EXPENDITURES	<hr/> \$197,743	<hr/> \$290,000	<hr/> \$290,000
ENDING BALANCE DECEMBER 31	\$24,652	\$24,652	\$24,652

**HOME PROGRAM FUND
HOME PROGRAM**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
CONTRACTUAL SERVICES:				
254.990.52885	CD CONT SERVICES	\$15,334	\$40,000	\$40,000
254.990.52888	FIRST TIME HOMEBUYERS ASSIST	182,408	250,000	250,000
	Total - CONTRACTUAL SERVICES	197,743	290,000	290,000
	Grand Total	\$197,743	\$290,000	\$290,000

**FUND SUMMARY FOR FUND 429
COMMUNITY DEVELOPMENT FUND**

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$126,555	\$107,044	\$107,044
REVENUES:			
Intergovernmental	\$616,243	\$807,500	\$897,500
Miscellaneous Income	156	0	0
TOTAL REVENUES	\$616,399	\$807,500	\$897,500
 TOTAL RESOURCES	 \$742,954	 \$914,544	 \$1,004,544
EXPENDITURES:			
Contractual Services	\$635,910	\$807,500	\$897,500
TOTAL EXPENDITURES	\$635,910	\$807,500	\$897,500
 ENDING BALANCE DECEMBER 31	 \$107,044	 \$107,044	 \$107,044

**COMMUNITY DEVELOPMENT ACT 1974 FUND
COMMUNITY DEVELOPMENT**

	Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
CONTRACTUAL SERVICES:			
429.931.52110 ADMINISTRATION TRAVEL & TRAINING	\$1,736	\$2,500	\$2,500
429.931.52880 ADMINISTRATION OTHER OPERATING COST	9,242	25,000	25,000
429.931.52885 ADMINISTRATION CD CONT SERVICES	156,063	160,000	160,000
429.933.52995 FAIR HOUSING	5,406	6,500	6,500
429.933.52996 COMMUNITY CENTER & SENIOR CENTER	0	85,000	87,000
429.942.52530 DEMOLITION COSTS	36,495	75,000	150,000
429.949.52885 CD CONT SERVICES - LEGAL AID	0	12,500	12,500
429.972.52870 EMERGENCY REPAIR - REHAB	50,000	65,000	65,000
429.973.52410 HOUSING REHAB LEGAL	1,908	2,000	2,000
429.973.52480 HOUSING REHAB REVOLVING LOAN EXPENS	5,017	5,000	5,000
429.973.52885 HOUSING REHAB CD CONT SERVICES	5,000	0	0
429.974.52410 CODE ENFORCEMENT LEGAL SERVICES	0	2,000	2,000
429.974.52480 CODE ENF. OTHER PROFESSIONAL SERVICE	9,913	0	15,000
429.974.52880 CODE ENF. OTHER OPERATING COSTS	28,287	67,000	40,000
429.974.52885 CODE ENF. CD CONT SERVICES	326,842	300,000	325,000
Total - CONTRACTUAL SERVICES	<u>635,910</u>	<u>807,500</u>	<u>897,500</u>
Grand Total	\$635,910	\$807,500	\$897,500

FUND SUMMARY FOR FUND 736
COMMUNITY DEVELOPMENT ACT ESCROW FUND

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$612,760	\$631,398	\$694,648
REVENUES:			
Interest Income	\$0	\$0	\$750
Miscellaneous	18,787	65,750	65,000
TOTAL REVENUES	\$18,787	\$65,750	\$65,750
TOTAL RESOURCES	\$631,547	\$697,148	\$760,398
EXPENDITURES:			
Contractual Services	(\$418)	\$1,000	\$1,000
Interest Returned to HUD	567	1,500	1,500
TOTAL EXPENDITURES	\$149	\$2,500	\$2,500
ENDING BALANCE DECEMBER 31	\$631,398	\$694,648	\$757,898

**COMMUNITY DEVELOPMENT ESCROW FUND
CD ESCROW**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
CONTRACTUAL SERVICES:				
736.990.52480	OTHER PROFESSIONAL SERVICES	(\$61)	\$0	\$0
736.990.52980	CONTR SVC-BANK SERVICE CHG	(357)	1,000	1,000
	Total - CONTRACTUAL SERVICES	(418)	1,000	1,000
LOANS:				
736.990.55801	INTEREST RETURNED TO HUD	567	1,500	1,500
	Total - LOANS	567	1,500	1,500
	Grand Total	\$149	\$2,500	\$2,500

FUND SUMMARY FOR FUND 258
NEIGHBORHOOD STABILIZATION PROGRAM FUND

	2016 ACTUAL	2017 BUDGET	2018 BUDGET
BEGINNING BALANCE: JANUARY 1	\$250,529	\$243,196	\$243,196
REVENUES:			
Intergovernmental	\$0	\$420,000	\$370,000
TOTAL REVENUES	<hr/> \$0	<hr/> \$420,000	<hr/> \$370,000
TOTAL RESOURCES	\$250,529	\$663,196	\$613,196
EXPENDITURES:			
Contractual Services	\$7,333	\$420,000	\$370,000
TOTAL EXPENDITURES	<hr/> \$7,333	<hr/> \$420,000	<hr/> \$370,000
ENDING BALANCE DECEMBER 31	\$243,196	\$243,196	\$243,196

**NEIGHBORHOOD STABILIZATION PROGRAM FUND
NEIGHBORHOOD STABILIZATION PROJECTS**

		Actual Expenditures 2016	Amount Budgeted 2017	Amount Budgeted 2018
CONTRACTUAL SERVICES:				
258.990.52530	DEMOLITION COSTS	\$0	\$100,000	\$100,000
258.990.52870	REHABILITATION EXPENSES	0	150,000	100,000
258.990.52885	ADMINISTRATIVE FEES	0	20,000	20,000
258.990.52535	NSP 3 DEMOLITION COSTS	0	50,000	50,000
258.990.52875	NSP 3 REHABILITATION EXPENSES	7,333	100,000	100,000
Total - CONTRACTUAL SERVICES		7,333	420,000	370,000
Grand Total		\$7,333	\$420,000	\$370,000

SECTION 12

STATISTICS & MISCELLANEOUS

MIDDLETOWN



Situated on the banks of the Great Miami River in Southwestern Ohio, Middletown is located in Butler and Warren Counties. Middletown is a vibrant, dynamic community of approximately 48,813 people, positioned near the major metropolitan areas of Cincinnati and Dayton.

Conveniently located on Interstate-75 between Cincinnati and Dayton, a Middletown address affords residents and visitors a vast array of local and regional amenities that create a strong community and active lifestyle. Business and industry are strategically placed to serve both the Cincinnati and Dayton business regions. In addition to the Middletown Regional Airport, located near downtown, there are two international airports located within one hour from the City. The City's location is within 600 miles of more than 60 percent of the nation's purchasing power, making the city a magnet for companies that need access to these important markets.



Middletown Independence Day Fireworks at Smith Park

More than 100 attractions are available within minutes of Middletown. They cover a wide variety of interests, from amusement parks for the whole family to Broadway quality stage shows and festivals. Other events, like the Middletown Independence Day Fireworks, Ohio Challenge Hot Air Balloon Festival in late July and the Light Up Middletown celebration, which is held from late November through early January, are just a few of the many annual events and attractions that help make Middletown such an exceptional city in which to live, work, and play!



Balloon Glow at "Light Up Middletown"

City Government

Middletown was originally incorporated in 1833 and has operated under a Home Rule city charter since 1913. The city is governed by a five-member City Council, including a directly elected Mayor. The Council meets on the first and third Tuesday of the month in the Council Chamber on the lower level of the City Building. The business meeting begins at 5:30 PM.

All elective municipal officers are nominated by a petition of at least fifty (50) of the electors of the City and filed with the board of elections. City Council elects a Vice Mayor at the first meeting in January at which newly elected members assume their duties of office.

City Council appoints a City Manager, who performs the duties in the City Charter. The City Manager is the Chief Administrative Officer and the head of the administrative branch of the city government. This position is responsible to the council for the proper administration of all affairs of the city.

The City Council appoints a variety of boards and commissions including the Civil Service Commission, the Park Board, the Board of Health and Environment and many others.

Downtown

The Downtown Middletown District is experiencing a new renaissance through regional arts, events, entertainment and education. The vibrant, historical downtown experience offers a rich history and notable architecture, featuring a charming historic district lined with 18th- and 19th- century mansions and churches. Cafes and eateries please both the eclectic and connoisseur.



Historic Mansion on South Main Street

Shopping the Downtown District's studios, galleries and boutiques provides an exceptional retail atmosphere for our residents and many visitors. Middletown has many big city advantages and the friendliness of a small town!



Downtown Middletown- Broad Street near Central Avenue

Shoppers can also browse through a variety of stores along I-75 in Middletown. Also located within close proximity to the City are several additional shopping malls, as well as numerous specialized stores.



Downtown Middletown- South Main Historic District

Three golf courses are located within or near the City of Middletown and include the Brown's Run Country Club, Wildwood Golf Club, and Forest Hills Country Clubs.

Skydiving lessons, tandem skydiving, and skydiving team training is available at the Middletown Regional Airport by Start Skydiving/Team Fastrax.

Thirty-one parks throughout the City provide casual enjoyment, sports and recreation. Additionally, several state parks are within easy driving distance, including Hueston Woods, Caesar's Creek, and Germantown Dam. A bike way for the avid biker begins just north of Middletown, running almost to Dayton, a distance of approximately 20 miles. Middletown's bike path is currently 8.9 miles and runs from Trenton (State Route 73) near the Great Miami River Bridge almost to the Franklin city limits.



Middletown's Old South Park – South Main Street

Middletown's park system includes:

- Playground equipment at 22 developed parks
- 2 nature interpretive areas
- Picnic shelters
- 1 stocked fishing pond
- A community center
- 2 softball complexes
- 1 baseball and soccer complex
- 2 double sand volleyball courts
- Baker Bowl Skate Park
- 2 Splash Pads
- Pickle ball courts
- 22 basketball courts with lighting provided on 4 courts
- 8 tennis courts with lighting provided on 4 courts
- 2 bike/hiking trails
- A lock tender's museum

Education

The Middletown City School District is well known for its strong, comprehensive educational programs. Curriculum improvement, instruction and support services are the focal point of the district. To maintain a contemporary educational program, the course of study for each subject area is reviewed by a committee comprising teachers and administrators who recommend revisions to the curriculum and modernized instructional resource material.



The educational program includes a variety of teaching methods and instructional programs and extracurricular activities to meet students' special needs and interests.

Individually, the staff and students consistently earn local and state recognition. Middletown High School graduates are accepted into the best colleges and post secondary institutions in the country.

In 2003 the Middletown community passed a \$75.8 million bond issue to replace or remodel all of Middletown's elementary schools with state of the art school buildings. Again in 2014, voters went back to the polls approving a \$95 million bond issue to construct a new middle school on the current high school campus, as well as additions and renovations to the high school, including additional classroom space and a new competition gym. These accomplishments are the result of an ongoing team effort that involves the dedication and hard work of students, administrators, teachers, support staff, and community members.

Post-Secondary Education

Miami University Middletown is a regional campus of Miami University, a highly regarded state-assisted university with a national reputation and ranked in the top 100 colleges in the United States. A commuter campus, Miami Middletown offers certificate programs, associate degrees, bachelor's degrees, and beginning course work for most four-year degrees.



A variety of post-secondary vocational opportunities are also offered at Butler County Vocational. Core academics at Butler Tech have seen a corresponding advance in order to better prepare a growing number of high school students for entry into college.



Cincinnati State Technical and Community College opened a branch campus in September 2012. The campus is located on Main Street in the downtown area. Cincinnati State plans to launch academic degree programs and certificates in several phases. Initial phase offerings will include courses that lead to the Associate of Arts degree. The AA degree is a transfer degree allowing students to complete the first two years of a bachelor's degree at Cincinnati State before transferring to other bachelor's degree programs. In addition, certificate program and additional program offerings that require specialized equipment and laboratory facilities are being considered for opening in later phases of campus development.

Greentree Health Science Academy opened its doors in 2011 with a new facility that offers various education levels in health care. The Warren Career Center, Miami University, and Cincinnati State Technical and Community College offer classes from high school programs to industry credentials and from Associate Degrees to Bachelor's Degrees.

The Southwestern Ohio and Northern Kentucky region is home to more than ten other highly rated colleges and universities.



Health Care

Premier Health Campus is Middletown's 200 acre site that offers an array of services and medical needs. A complete range of health services for adults and children. These services include advanced health care, family counseling, various services for the handicapped and developmentally disabled, a hospice, health career education, skilled nursing for seniors and more.

The premier health campus includes the following facilities:

- Atrium Medical Center, formerly Middletown Regional Hospital, with a 328-bed capacity is accredited at the highest possible level, and offers a full range of medical services including cardiology, surgery, comprehensive cancer care, sports medicine, pediatrics, mental health care, a family birth center, and an alcohol and drug treatment program.
- Behavior Health Pavilion offers expanded inpatient and outpatient programs.
- Bidwell Surgery Center is a stand-alone outpatient surgery facility with state-of-the-art operating rooms.
- The Cincinnati Eye Institute is a team of internationally recognized doctors who are leaders in vision research. They treat more complex and more routine conditions than any other facility or hospital all while investing heavily in the latest technology.
- The Compton Center is a cancer care center that has been awarded with the Outstanding Achievement Award twice by the American College of Surgeons' Commission on Cancer.
- Dayton Children's Specialty Care Center is an extended partnership with the Children's Medical Center of Dayton, welcoming a growing team of pediatric specialists.
- Greentree Health Science Academy is a unique collaborative effort of Miami University, Warren County Career Center, Cincinnati State and Atrium Medical Center, offering health care education at high school and college levels.
- Professional Building houses the Atrium Medical Center Pharmacy, several Heart Center services, physician offices and the Wilbur and Mary Jean Cohen Women's Center.
- Otterbein Senior Lifestyle Choices is an innovated skilled nursing care and rehabilitation facility.
- Atrium Great Miami Family YMCA includes a wellness center, child care center, along with the traditional YMCA health fitness management.

The Dayton VA Medical Center's Middletown Community Based Outpatient Clinic opened in January 2011 near the Premier Health Campus, and serves over 2,500 area veterans. Among the services are primary care, optometry, podiatry, full-service laboratory, audiology, occupational and physical therapy, mental health services and pharmacy.

In 2017, construction began on a new 67,000 square-foot, \$30 million Kettering Health Network Emergency Room/Outpatient facility. The fifteen acre campus will offer full-service emergency department, outpatient lab and imaging services and medical building for physician practices. It is expected to create one hundred ten jobs, including registered nurses, respiratory therapists, imaging and lab technicians and support staff.

Economic Outlook

The City has experienced over \$1 billion dollars of investment made by area businesses since 2007. These investments include a variety of businesses including industrial, commercial, educational, and medical facilities. It is estimated that over 1,700 jobs were created from 2009 to 2014. What was once primarily a "blue-collar" steel mill town has been diversified to include education and health care into the mix.

New industries, new commercial businesses, two college campuses and a fairly new hospital campus are definitely something we can boast about. In addition, the East End is growing and the downtown area is being redeveloped. We are experiencing momentum and interest in the City.

While the new projects and expansions are tangible evidence of growth, many strategic moves were accomplished that will provide a foundation for continued growth. Public-private partnerships have played a part in our growth. A new land banking project was started, a micro-financing program for our downtown businesses is in progress, and we continue to work closely with our career centers and colleges. We started a new marketing campaign and at the same time reached out to more regional and state entities to spread the good news and take advantage of collaborative opportunities.

Retail and tourism continue to grow. The downtown area has experienced new shops and restaurants along with the increased student population at the Cincinnati State Middletown campus.

Historic buildings in the downtown area are showing signs of new life with renovations in progress and new market rate housing is in the works. This will complement other downtown revitalization projects, including a new River Center, new restaurants, and other service facilities.

Residential development is also moving forward. Fischer Homes continues construction of new homes in the Renaissance District. The company's confidence in the region was demonstrated by their acquisition of over 240 acres of residential and commercial land in Middletown. We are currently working with Ryan Homes to build one hundred fifty-two new homes in the Sawyers Mill subdivision.

New market rate apartments have also been constructed that offer the option of fine living with park like and clubhouse amenities and 24 hour maintenance for the resident.

The Historic Goetz Tower, located downtown at the intersection of Central Avenue and Main Street, has completed demolition and in 2018 the eighty-eight year old Art Deco building will be transformed with street level offices and retail space and sixteen luxury apartments on the upper floors.



Historic Goetz Tower

To attract new businesses and create new jobs the City must be ready, from roadwork to water, sewer, utilities and telecommunications-related upgrades such as fiber-optics. Collaboration and partnership with Butler and Warren County agencies, surrounding communities and various funding sources to execute this work is key to ongoing economic development success.

Middletown is a great community to live and grow. While we embrace our unique history, we also look to the future as our City undergoes dynamic change and growth!

Capital Improvement/Infrastructure

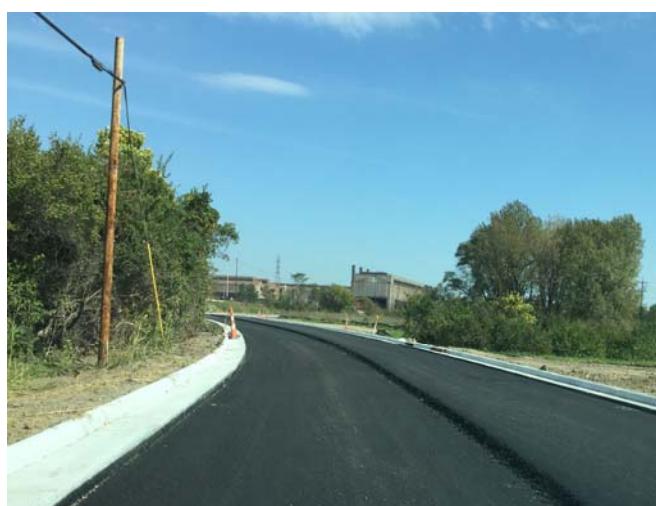
A two-mile portion of Oxford State Road from Spurlino Way to Yankeee Road has been reconstructed and widened to three lanes with water main replacement, and storm and sewer improvements. The \$6.6 million improvement project was completed in November 2017 and will now open up hundreds of acres to commercial and industrial development.



Oxford State Road during demolition and reconstruction



Oxford State Road during reconstruction



Oxford State Road nearing completion

Work on Yankee Road, between Oxford State Road and Lafayette began in 2017 and will be completed in spring of 2018. The \$5.97 million project consists of a total reconstruction of the roadway, including widening, realignment, water main replacement, storm sewer improvements, and traffic signal replacement. The roadway pavement will be able to accommodate heavy truck traffic. This project will complement the two-mile widening and reconstruction of Oxford State Road from Yankee Road to Spurlino Way.

The Salzman Road extension project was completed in 2017. Salzman Road, a former dead-end road that served an industrial park in Monroe is now a major through route for heavy truck traffic to Middletown's MADE Industrial Park located near Todhunter Road on Yankee Road. Motorists now have a straight route into the south end of Middletown from State Route 63 in Monroe.

The Central Avenue project replaced 10,000 feet of waterline, and connected all residents to the new water source. This project also improved storm sewers, replaced some concrete curbs, gutters, sidewalks and drive aprons. Central Avenue was then paved between University Boulevard and Breiel Boulevard. Work continues into 2018 with the relining of sewer manholes to prevent infiltration into the new pavement.



Construction crews pave Central Avenue near intersection of Sutphin Street

Water improvements in 2018 will total \$2 million. Repairs and upgrades to the Kensington Pump Station will continue with pumps and valves being replaced. The pumps that supply water towers in Blueball will double in size to better accommodate the demand for water due to the construction of NTE Energy. Other 2018 improvements include; radio communication upgrade at water treatment plant; security system rehabilitation; Blueball water tower cleaning and paint repair; production well 20 installation or production well 18 rehabilitation; Manchester connection to Blueball pressure zone PRV installation; planning of primary clarifier rehabilitation; and lime bin installation. The water treatment division provides an average of 8.3 million gallons of safe drinking water to its residents each day.

Sewer upgrades to the wastewater treatment plant, sewer system replacement/upgrade and other sewer improvements will take place in 2018 totaling \$6.5 million. Four influent valves at the wastewater treatment plant will be replaced in 2018. These valves are in-line with pumps that allow or dis-allow flow to the pumps. The influent valves convey all the wastewater flow to the pumps that pump the flow to other treatment segments of the plant. The wastewater treatment plant protects the health of the community and environment by reclaiming an average of 14.5 million gallons of wastewater each day from all residential, commercial, and industrial sources. From this process, two recycled products are provided- clean water discharged into the Great Miami River and approximately 15,000 dry tons/year of processed bio solids, which are applied to farm land for its nutrient and soil conditioning value.



Middletown Regional Airport

Middletown Regional Airport, which opened as an airport in 1946, and today is owned by the City of Middletown, received and utilized a \$1.1 million grant to repave all taxiways, ramps, and aprons in 2017. An antiquated weather system was replaced and airport lighting and other repairs will be the focus for 2018

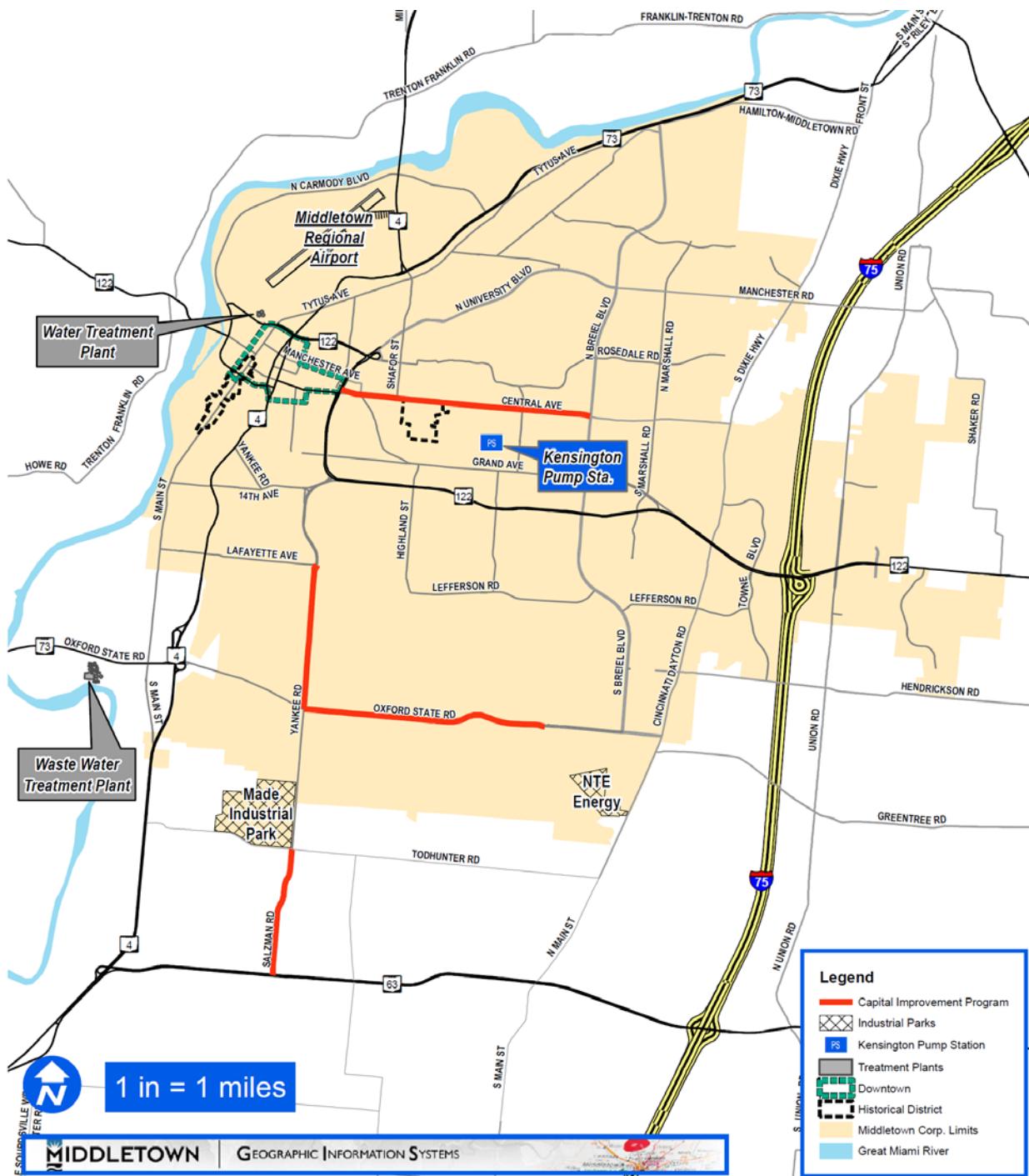
Other repairs/updates that have been made are adding more sewer and water lines to accommodate storm water runoff over the taxiways and runways; paving; fencing; additional aircraft hangars; taxiways and runways to improve maneuverability; expanded ramp areas; and electronic landing systems. The City is continuing to invest in the facility's infrastructure to handle the growing number of tenants and traffic.

Gateway Enhancement Project



The City of Middletown, in cooperation with the ODOT, has invested \$150 million to dramatically improve the state Route 122 / I-75 interchange. Investment in infrastructure and transportation has been a catalyst for more development. The interchange improvements increased the performance and aesthetics of Middletown's interstate exchange and provided a positive "front door" image for the City. Gateway beautification is vital to create an attractive regional image for new businesses and maintaining existing business.

Aesthetic enhancements that have been installed include decorative signage, electronic message boards, decorative lighting, and a tasteful amount of hardscape and softscape elements. Upgrades and beautification will continue on the medians near the interchange and throughout the City in future years.



Community



Middletown City Employees work with Pilot Chemical Volunteer at Yankee Park

In December 2017, The Pilot Chemical Company employees assisted Middletown City employees with the planting of twenty various tulip, redbud, serviceberry, blackgum and crabapple trees in Yankee Park, near the intersection of Lafayette Avenue and Yankee Road. Other trees of the same variety were planted in medians, tree wells along the street, and in other parks and grounds areas.

The Pilot Chemical Company which is headquartered in Cincinnati, Ohio, expanded to Middletown in 1985. The company is a specialty chemical company providing high quality products and services to the disinfecting, sanitizing, and cleaning; metalworking and lubricants; oil field and emulsion polymerization industries. Pilot is certified under the American Chemistry Council's Responsible Care program.



Pilot Chemical Volunteers mulch new trees planted at Yankee Park



Start Skydiving volunteers assist City Employees with landscape beds in Smith Park

Start Skydiving Volunteers assisted City of Middletown employees in the cleanup and beautification of the entrance beds to Smith Park in 2017. Start Skydiving, which is one of the top five largest and fastest growing Drop-Zones in the world, is located at the Middletown Municipal Airport, which is adjacent to Smith Park. Start Skydiving employees are frequent volunteers that assist City grounds and parks employees.



Start Skydiving volunteers assist with planting perennials and annuals



Middletown Ladder truck on display at AK Steel Family Day- 2017

AK Steel Middletown Works hosted a Family Day event in August 2017 which included tours of the mill, food and entertainment. The City of Middletown Division of Fire was on hand to answer questions and give all who attended the opportunity to see one of the City's fire trucks up close.

AK Steel's Middletown Works is the nation's most productive integrated steel operation. Its carbon steel melting, casting, hot and cold rolling, and finishing operation cover more than 2,791 acres. Middletown Works' hot strip mill is the only domestic mill equipped with pair-cross rolling technology for improved shape and crown control.

In April, 2017 AK Steel celebrated the grand opening of a new world-class Research and Innovation Center in Middletown, Ohio. Built on 16-acres, near the Middletown Works, metallurgists and engineers at the Center will provide a wide range of technical services for customers around the world. In addition to developing new steel products, the company performs advanced tests and analyses on carbon, stainless and electrical steels. AK Steel is the City of Middletown's largest employer.

HISTORY TIME LINE

<u>Year</u>	<u>Event</u>
1791	Daniel Doty built the first log cabin in what was to become Middletown.
1802	Steven Vail laid out plots for Middletown
1805	First tuition school opened
1807	First local post office established in a log cabin, the office of attorney Ezekiel Ball
1820	Population of 314
1825	Construction began for the Miami Erie Canal
1827	Middletown Cemetery established on First Ave. This is the final resting place of Daniel Doty, who died in 1848.
1837	Middletown's first jail; First public school opened in Middletown at Main and Manchester; Middletown's first government organized.
1839	"Middletown Mail," Middletown's first newspaper published
1840	Population of 1,066; Middletown's William Webster invented a machine to make paper bags
1848	Volunteer fire department
1850	Population of 1,087; Oglesby Barnitz bank formed
1852	Erwin Paper, later Sorg Paper Co., became the first of numerous paper and allied product companies.
1860	Population of 3,070
1866	Sebald Brewery was opened.
1869	Paul J. Sorg and John Auer moved their tobacco plant to Middletown.
1870	Population of 3,046
1873	Middletown Gas & Light & Coke Company formed
1875	Middletown Water Works began
1879	Middletown & Madison Railroad organized – used horsepower to travel Central Ave.
1880	Population of 4,538
1880	Attorney Charles Bundy organized first phone company, Buckeye Telephone Co.; First City Building built
1881	Electricity comes to the City
1882	the Middletown Division of Fire was created
1886	Middletown becomes a City
1887	The Sorg Mansion was constructed by Paul J. Sorg, Middletown's first millionaire
1889	Middletown Attorney, James Campbell, elected governor of Ohio
1890	Population of 7,681
1891	Sorg Opera House erected by Paul J. Sorg, Middletown's first fine house of entertainment
1892	Paul J. Sorg elected to Congress
1899	George M. Verity entered into agreement with the Industrial Commission of Middletown to locate his steel plant along the Miami Erie Canal. George M. Verity is the founder of the American Rolling Mill Company (known as Armco)
1900	Population of 9,215
1900	Cornerstone of American Rolling Mill Co. (ARMCO) was laid July 12, 1900
1909	Middletown train depot was built on Charles Street near Central Ave.
1910	Population of 13,152

<u>Year</u>	<u>Event</u>
1913	Great Flood
1914	Harrison L. Dell, First Middletown Judge
1917	Middletown Hospital opened
1922	Manchester Hotel opened.
1923	John B. Tytus built the first continuous sheet mill in the world.
1925	Middletown's first traffic light installed at Central and Broad
1929	Miami-Erie Canal officially closed
1930	Population of 29,932
1932	The Jug, first drive-in diner in Miami Valley opened
1940	Population of 31,220
1940	The first Aeronca plane was completed in Middletown on June 5, 1940
1949	Voters approved change in Charter establishing manager – commission type government
1958	Middletown named All American City for 1957; First shopping center built Construction for I-75 began
1960	Population of 42,115
1960	Jerry Lucas wins Olympic gold medal for basketball in Rome
1966	Middletown Campus of Miami University opens
1970	Population of 48,767
1975	New Arts in Middletown Building
1976	New City Building dedicated
1977	Middletown Senior Citizens Center opened
1980	Population of 43,719
1983	New Middletown Public Library dedicated
1984	Armco moves General Office to New Jersey
1987	William Verity named U.S. Secretary of Commerce
1988	Armco-Kawasaki joint venture formed (formerly ARMCO)
1990	Population of 45,058
1992	William "Sonny" Hill became the first African American City Commissioner
2000	Population of 51,605
2007	Grand opening of new Atrium Medical Center (formerly Middletown Regional Hospital) AK Steel moves corporate headquarters to West Chester, Ohio (300 corporate office positions)
2008	Larry Mulligan, Jr. became Middletown's first directly elected Mayor
2008	Judith Gilleland became the first female City Manager
2010	Population of 48,694
2012	Cincinnati State Technical Community College opens campus in downtown area
2016	Population of 48,813
2017	AK Steel opens new world-class Research and Innovation Center in Middletown, Ohio

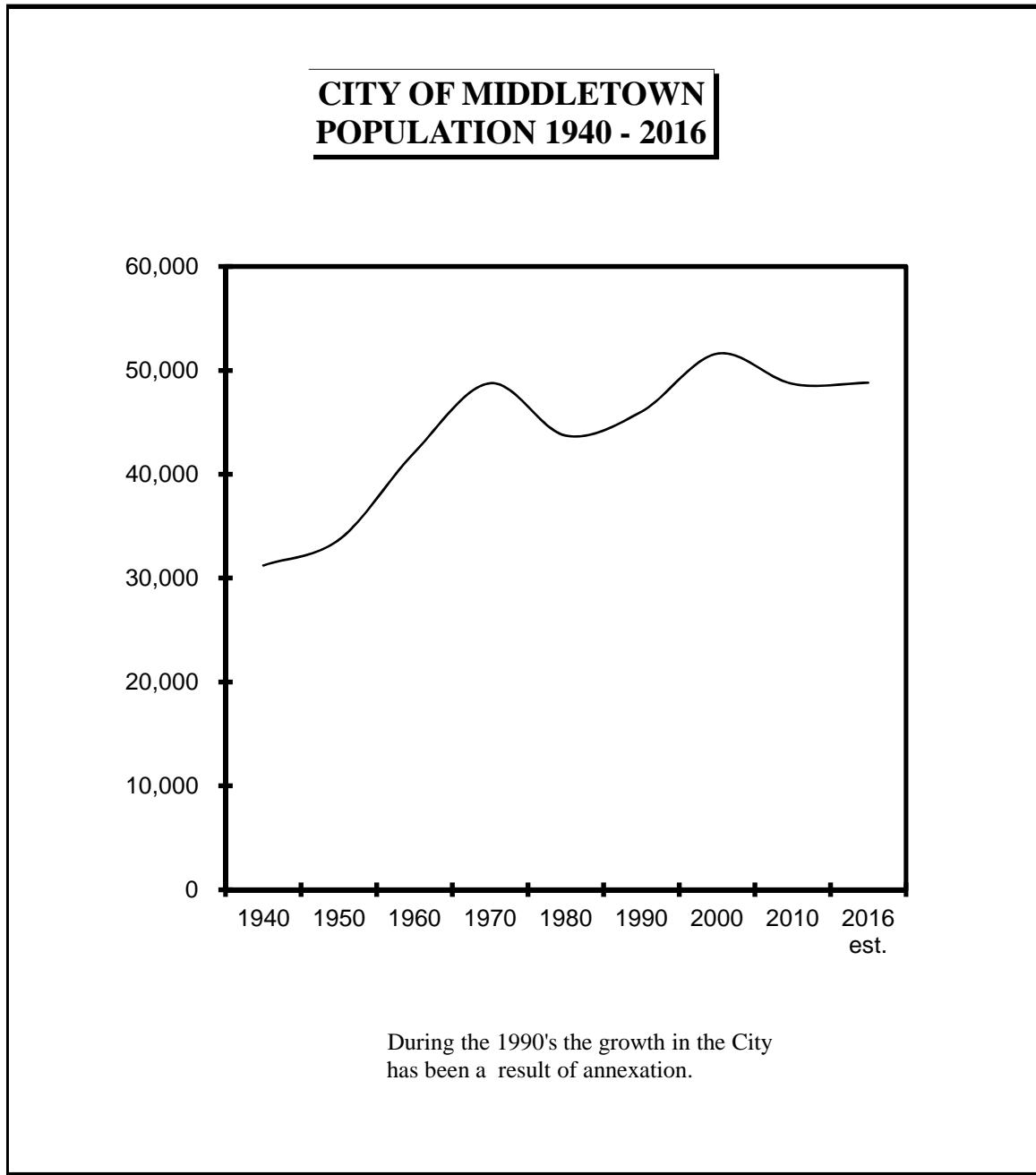


Figure 12.1 Population of the City of Middletown from 1940 through 2016 (data from U.S. Census Bureau)

CITY OF MIDDLETOWN, OHIO
MISCELLANEOUS STATISTICS
December 31, 2017

Date of incorporation	1837
Form of government	Council - Manager
Area	26.2 square miles
Miles of streets	240
Fire protection:	
Number of stations	4
Number of sworn firefighters	79
Police protection:	
Number of stations	1
Number of sworn police officers	72
Municipal water department:	
Number of customers	19,036
Miles of water mains	343
Sewers:	
Miles of sanitary and storm sewer	320
Recreation:	
Number of parks	31
Number of golf courses	3
Transportation	
Air:	
Number of airports	1
Jet Hangers	1
General Aviation Hangers	13
Land:	
Local bus lines	1
Rail:	
Number of railroad systems	2
Education:	
Miami University -	
Middletown Campus Branch Students	2,172

Source: City of Middletown Finance & Engineering Departments

**CITY, COUNTY, AND STATE
DEMOGRAPHIC STATISTICS
December 31, 2016**

Population

Year	City of Middletown	Butler County	State of Ohio
1940	31,220	120,249	6,907,612
1950	33,695	147,203	7,946,627
1960	42,115	199,076	9,706,397
1970	48,767	226,207	10,652,017
1980	43,719	258,787	10,797,630
1990	46,022	291,479	10,847,115
2000	51,605	332,807	11,353,140
2010	48,694	368,130	11,536,504
2016 est.	48,813	377,537	11,658,609

Housing, Income, and Education Statistics

	City of Middletown	Butler County	State of Ohio
Total housing units	23,296	150,645	5,164,361
Homeownership rate	52.60%	68.70%	66.00%
Median value/owner occupied homes	\$91,300	\$159,800	\$131,900
Median family income	\$36,898	\$59,652	\$50,674
Per capita income	\$20,786	\$28,556	\$27,800
Persons below poverty level	24.2%	12.4%	14.6%
High school graduates	82.5%	89.7%	89.5%
Bachelor's degree or higher	16.8%	29.1%	26.7%

Source: U.S. Census Quick Facts

CITY OF MIDDLETOWN, OHIO & NEARBY CITIES
DEMOGRAPHIC STATISTICS
December 31, 2016

	<u>Middletown</u>	<u>Kettering</u>	<u>Hamilton</u>	<u>Fairfield</u>
Population:				
Population - year 2000	51,605	57,502	60,690	42,097
Population - year 2016	48,813	55,306	62,127	42,617
Households:	19,584	25,076	24,325	16,824
Age:				
under 5 years	6.6%	5.7%	7.7%	6.2%
5 years to 19 years	19.1%	17.2%	18.7%	16.4%
65 years and over	15.0%	18.3%	14.9%	14.6%
Education:				
High school graduate	82.5%	94.1%	84.7%	91.3%
Bachelors's degree or higher	16.8%	33.6%	15.1%	28.2%
Unemployment:				
Unemployment Rate - year 2000	4.8%	2.3%	3.0%	2.9%
Unemployment Rate - year 2016	*4.1	3.9%	4.6%	*4.1
Income:				
Median household income	\$ 36,898	\$ 51,441	\$ 40,401	\$ 60,336
Poverty level	24.2%	12.6%	21.9%	7.6%
Per capita personal	\$ 20,786	\$ 30,579	\$ 22,113	\$ 28,653
Housing:				
Housing units*	22,985	27,056	28,355	18,559
Homeownership Rate	44.8%	57.3%	48.1%	56.4%
Median value of owner-occupied units	\$ 91,300	\$ 125,700	\$ 99,900	\$ 146,800
Business:				
Total number of firms (2012)	3,540	4,613	3,809	3,595
Retail sales per capita (2012)	\$ 30,004	\$ 14,355	\$ 11,775	\$ 31,785

Note: *cities less than 50,000 in population not listed, 4.6% rate is listed for Butler County.

Middletown & Fairfield located within Butler County.

Source: U.S. Census, QuickFacts and Community Survey, Ohio Dept. of Labor

CITY OF MIDDLETOWN, OHIO & NEARBY CITIES
DEMOGRAPHIC STATISTICS
December 31, 2016

	<u>Middletown</u>	<u>Kettering</u>	<u>Hamilton</u>	<u>Fairfield</u>
Employment Status:				
Population 16 years and over	37,930	45,286	48,672	34,634
In labor force	61.0%	65.6%	59.7%	70.1%
Civilian labor force	61.0%	65.2%	59.7%	70.0%
Employed	52.9%	61.4%	53.8%	66.3%
Unemployed	8.0%	3.9%	5.9%	3.8%
Armed Forces	0.0%	0.4%	0.0%	1.0%
Not in labor force	39.0%	34.4%	40.3%	29.9%
Industry:				
Educational, health care, social assistance	18.1%	28.8%	23.1%	21.0%
Manufacturing	19.1%	10.0%	15.1%	15.0%
Retail trade	17.1%	12.5%	12.9%	14.0%
Arts, entertainment, recreation, food services	13.7%	9.9%	11.4%	9.3%
Profession scientific, management & administrative	9.8%	11.3%	8.4%	12.2%
Finance, real estate, insurance	5.1%	5.9%	6.0%	7.4%
Construction	4.0%	3.8%	6.7%	4.4%
Transportation, warehousing, utilities	4.3%	2.6%	5.0%	4.5%
Other services	3.5%	5.2%	4.4%	4.0%
Wholesale trade	2.6%	2.4%	3.0%	3.5%
Public administration	1.5%	5.1%	3.2%	2.7%
Information	1.0%	2.4%	0.7%	1.9%
Class of Worker:				
Private wage & salary	88.7%	81.9%	85.9%	86.4%
Government	7.5%	12.9%	10.3%	10.0%
Self-employed	3.6%	4.9%	3.7%	3.3%
Unpaid family workers	0.2%	0.3%	0.1%	0.3%
Occupation:				
Management, business, science, and arts				
Service occupations	26.0%	41.5%	25.0%	35.8%
Sales and office	20.1%	16.6%	21.8%	16.3%
Natural resources, construction, and maintenance	8.1%	5.6%	8.7%	6.3%
Production, transportation, and material moving	20.8%	10.7%	18.6%	17.1%

Source: U.S. Census, American FactFinder 2016 American Community Survey

TOP EMPLOYERS AND PROPERTY TAX PAYERS

Top Ten Employers

Employer	Employees	Rank	YEAR 2016	YEAR 2007	
			Percentage of Total City Employment	Employees	Rank
AK Steel	2,483	1	12.8%	4,651	1
Middletown Regional Hospital				1,836	2
Atrium Medical Center	1,872	2	9.6%		
CM Temporary Services, Inc.	1,590	3	8.2%		
Strom Engineering Corp				1,181	4
Middletown City School District	799	4	4.1%	1,248	3
Crown Services 36 LLC	761	5	3.9%		
Garden Manor/Boymel Family LLC				563	6
Belflex Staffing Network LLC	733	6	3.8%		
Kroger Limited Partnership	687	7	3.5%		
CBS Personnel	646	8	3.3%		
Miami University	624	9	3.2%	667	5
City of Middletown	429	10	2.2%	514	7
National Workforce Assistance				505	8
Stone Container Corp				314	9
Bay West Paper Corporation (Wausau)				197	10

Top Ten Tax Payers (Real Property)

Taxpayer	Nature of business	2016	2007
		Rank	Rank
Duke Energy	public utility	1	
Cincinnati Gas & Electric	public utility		1
AK Steel	steel manufacturing	2	2
AJB Realty LLC	rehabilitation facility	3	
Rockies Express Pipeline LLC	gas pipeline	4	
Garden Manor/Boymel Family LLC	retirement facility	5	5
Southwestern Ohio Steel	steel processing		4
Middletown Coke	metallurgical coke	6	
Texas Eastern Transmission	gas pipeline	7	8
Dynegy- Dicks Creek LLC	public utility	8	
CTR Partnership LP/Premier Estates	retirement facility	9	
Precision Strip	steel processing	10	3
Bavarian Woods	apartment complex		6
Chaka-Chak LLC	apartment complex		7
Bay West Paper Corporation (Wausau)	paper and packaging		9
Riverside Village	apartment complex		10

SECTION 13

GLOSSARY

GLOSSARY

ADA	American with Disabilities Act
AFIS	Automated Fingerprint Identification System
Accounts Payable	A liability account reflecting amounts owing to persons/organizations for goods and services received.
Accounts Receivable	An asset account reflecting amounts owing from persons/organizations for goods and services provided.
Accrual Basis	A method of accounting that recognizes the financial effect of transactions when they occur as opposed to when cash is actually received or spent.
Adopted Budget	A budget that has been prepared and reviewed in accordance with State law and has been duly adopted by City Council.
Allocate	To set aside portions of budgeted expenditures that are specifically designated for a certain purpose.
Annual Budget	A budget covering a single fiscal year (January 1 to December 31)
Appropriation	A legal authorization by the City Council to make expenditures and incur obligations for a specific purpose.
Assess	To establish an official property value for taxation.
Assessed Valuation	A value that is established for real or personal property for taxation purposes.
Assets	Property owned by the City which has monetary value.
Attrition	A method of achieving a reduction in personnel by not refilling the position vacated through resignation, reassignment, transfer, retirement, or means other than layoffs.
Authorized Positions	Employee positions that are authorized in the adopted budget for the fiscal year.
Balanced Budget	A budget with beginning cash balances and revenues exceeding or meeting the total amount of expenditures.
Base Rate	A fixed monthly utility charge that includes customer charges and usage charges that independent of other charges and/ or adjustments
Basis of Accounting	A term used to refer when revenues, expenditures, expenses and transfers are recognized in the accounts and reported on the financial statements, specifically relating to the timing of measurements.
Bond	A written promise to pay a specified sum of money (called the face value or principal amount) at a specified date or dates in the future called the maturity date(s), together with periodic interest at a specified rate.

GLOSSARY

Bond Rating	A rating (made by an established bond rating company) from a schedule of grades, indicating the probability of timely repayment of principal and interest on bonds issued.
Bond Refinancing (Refunding)	The payoff and re-issuance of bonds, to obtain better interest rates and/or bond conditions
Budget	A plan of financial operation comprised of an estimate of proposed expenditures for a given period and the proposed means of financing them. Each City of Middletown budget is an annual budget. The expenditures in the budget agree with the appropriations approved by the City Council.
Budget Calendar	The schedule of key dates, which the City follows in preparation and adoption of its budget.
Budget Message	The opening section of the budget, which provides the City Council and the public with a general summary of the most important aspects of the budgets, major changes, and the views and recommendations of the City Manager.
CAFR	See Comprehensive Annual Financial Report
CALEA	Communications Assistance for the Law Enforcement Act is a voluntary accreditation for law enforcement agencies based on a body of standards internationally accepted by the law enforcement community
CD	Community Development
CDBG	Community Development Block Grant, a federal entitlement program designed to benefit low and moderate income persons, specifically in the areas of housing and community development.
CIP	Capital Improvement Plan
COM	City of Middletown
Capital Improvements	Additions and/or replacements to the City's buildings, and infrastructure assets (e.g., highways, sewer and water lines, pumping stations, etc.)
Capital Outlay	Represents an expenditure designated for the purchase of fixed assets such as depreciation, machinery, equipment, or vehicles.
Capital Project Fund	A fund created to account for financial resources to be used for acquisition or construction of major capital facilities.
Carryover Balance	An amount of cash remaining at the end of a fiscal year after all of the year's financial obligations has been satisfied. The cash balance is "carried over" as the beginning cash balance of the next year.
Cash Basis	A basis of accounting under which transactions are recognized only when cash is received or disbursed.

GLOSSARY

Charges for Services	A charge or fixed rate for the purchase of an article or service including a variety of fees and charges. Examples include purchase of birth certificates, planning review fees, utility bills, emergency medical service, etc.
Chart of Accounts	The classification system used by a city to organize the accounting for various funds.
City Council	The governing body of the City of Middletown. There are currently five City Council members including one Mayor.
City Manager	The chief executive officer of the City of Middletown appointed by City Council
Commodities	An expenditure category that includes supplies and materials that are consumed as they are used. Some examples of commodities are chemicals, office supplies, cleaning supplies, and supplies to maintain equipment.
Comprehensive Annual Financial Report	The official annual report of the City of Middletown. The Comprehensive Annual Financial Report (CAFR) is prepared in conformity with generally accepted accounting principles by the City and includes an accounting opinion issued by an outside auditor.
Contractual Services	An expenditure category that includes all services provided by outside and internal consultants and vendors. Some examples of contractual services are municipal garage charges, computer maintenance contracts, legal services, seminar fees including travel, memberships in professional organizations, and telephone bills.
Debt Service	Debt service expenditures which include principal, interest, and collection fees.
Debt Service Fund	A fund created to account for financial resources to be used for the payment of debt obligations of the City. Payments made by a Debt Service Fund include principal, interest, and trustee fees (if applicable) on City bonds.
Deficit	A term meaning there are insufficient funds to cover expenses.
Department	A major unit of organization in the City comprised of subunits called divisions. City Departments include: City Council, City Manager's Office, Economic Development and Planning, Law, Public Works & Utilities, Finance, Health, Community Revitalization, Municipal Court, and Public Safety
Depreciation	Depreciation is determined by allocating the cost of capital assets over the estimated useful lives of the assets on a straight-line basis
Disbursement	Payment for goods and/or services in cash.
Distinguished Budget Presentation Awards Program	A voluntary program administered by Government Finance Officers Association to encourage governments to prepare effective budget documents. This award is the highest form of recognition in governmental budgeting and represents a significant achievement.
EMS	Emergency Medical Services
Encumbrances	Commitments related to unperformed contracts for goods or services.

GLOSSARY

Enterprise Fund	A fund created to account for operations financed and operated in a manner similar to private business enterprises (e.g., water, sewer, golf course, solid waste disposal). The expenses of an Enterprise Fund are usually financed or recovered through user charges (e.g., golf fees).
Estimated Revenue	Amount of projected revenue to be collected during the fiscal year
Expenditures	Cash payments for goods received, services rendered, or debt obligations.
FAA	Federal Aviation Administration, the federal agency that governs the operations of the nation's airports.
FTE	Full time equivalent, most commonly used when referring to part time employees. A total of 2,080 hours represent one full time employee.
Federal Grant Fund	A fund created to account for financial resources provided by the Federal Government to be used for specific expenditures authorized by the specific federal grant awarded to the City.
Final Budget	Term used to describe revenues and expenditures for the year beginning January 1 and ending December 31 adopted by Council.
Financial Plan	A multi-year financial forecast of all revenues and expenditures of the City for all major funds. This forecast is the basis of the City's annual budget.
Fiscal Year	A twelve month period used for accounting purposes. Used to differential a budget or financial year from the calendar year.
Forecasting	A process of analyzing data to determine future trends.
Full time equivalent	Ratio of total number of paid hours (part time or grant employees) by the number of working hours (2,080 hours for a full time employee) per year
Function	Related activities intended for the same purpose. Example: Police and fire perform the function of public safety.
Fund	A fiscal and accounting entity with a self-balancing set of accounts that records all financial transactions for specific activities. The fund types in the budget are: Capital Projects, Debt Service, Enterprise, Federal Grants, General, Internal Service, Special Assessments, Special Revenue, and Trust.
Fund Balance	The difference between assets and liabilities reported in a fund.
GAAP	Generally Accepted Accounting Principles, rules and procedures that serve as the norm for the fair presentation of financial statements.
GASB	The Governmental Accounting Standards Board (GASB) is an independent organization that establishes and improves standards of accounting and financial reporting for U.S. state and local governments.

GLOSSARY

GIS	Geographic Information System – computer system that illustrates geographic details of land and/or property
General Fund	The General Fund is used to account for all financial resources except those required to be accounted for in another fund. The General Fund balance is available to the City for any purpose provided it is expended or transferred according to the general laws of Ohio and the Charter of the City.
GFOA	Government Finance Officers Association is an organization who supports the advancement of governmental accounting, auditing, and financial reporting.
Goal	A statement of broad direction, purpose or intent based on the needs of the community.
Governmental Fund	Fund generally used to account for tax-supported activities.
Grants	A contribution or gift in cash or other assets from other sources.
HUD	United States Department of Housing and Urban Development
IDIAM Fund	Indigent Driver Interlock and Alcohol Monitoring Fund is used to purchase immobilizing or disabling devices for operation of a vehicle for indigent offenders.
Impervious surface of property	A surface which slows or prevents water from infiltrating the soil or a surface that water cannot penetrate, such as roof, road, sidewalk, or paved parking lot causing water to run off the surface more rapidly or in greater quantities than under natural conditions. The amount of impervious surface increases with development and results in the need for drainage facilities to carry the increased runoff.
Independent Auditor's Report	The official written communication of the results of an audit. In a financial audit, the independent auditor's report typically will offer an opinion on whether a set of financial statements is fairly presented in conformity with GAAP.
Infrastructure	An asset such as streets, water and sewer lines, treatment facilities, traffic signals, etc.
Interfund transfer	Flow of cash between funds. The City of Middletown distributes income tax revenue to various funds such as Transit, General Obligation Debt Service, and Health.
Intergovernmental Revenue	Revenue received from other governmental entities such as the county, state or federal government, most generally in the form of grants, taxes, or subsidies.
Internal Service Fund	A fund created to account for the financing of goods or services provided by one department to other departments of the City. The City's Internal Service Funds are the Municipal Garage Fund which purchases and maintains the City's vehicle fleet, and the Employee Benefits Fund which pays the City's health benefits plan.

GLOSSARY

LED	Light emitting diodes – new technology used in traffic lights causing a brighter, more energy efficient, and a longer lasting display.
Levy	Taxes imposed for the support of governmental activities.
Long Term Debt	Debt with maturity of more than one year.
MDT	Mobile data terminal otherwise known as mobile computer.
Major Fund	Funds whose revenues or expenditures, excluding other financing sources and uses, constitute more than 10% of the City's revenues or expenditures of the anticipated budget.
Maturities	The dates on which the principal or stated values of investments or debt obligation mature and may be reclaimed.
Mill	The value of 1/1000 of one dollar used in computing taxes (usually property taxes) by multiplying the rate times the taxable value divided by 1,000. Example: 5.9 Mills with taxable property value of \$100,000 is calculated \$100,000/1,000 x 5.9 = \$590
Millage	A tax rate on property, expressed in mills per dollar of value of the property.
Mission	A description of the scope and purpose of a specific entity.
Modified Accrual Accounting	A basis of accounting in which expenditures are accrued but revenues are accounted for when they become measurable and available.
Moody's Investors Service	A financial service company formed in 1918, a subsidiary of Dunn & Bradstreet Corporation, who provides ratings for municipal securities and other financial information to investors.
NPDES	The National Pollutant Discharge Elimination System (NPDES) permit program prohibits the unauthorized discharge of pollutants from a point source (pipe, ditch, well, etc.) to U.S. waters. Permittees must verify compliance with permit requirements by monitoring their effluent, maintaining records, and filing periodic reports.
Note	A written promise to pay a certain amount of money on a specific date with interest; a short-term debt. Most notes are one year or less.
NSP	Neighborhood Stabilization Program – a federal grant program with goals to stabilize neighborhoods
ODOT	Ohio Department of Transportation
OKI	Ohio, Kentucky, and Indiana tri-state area
OPWC	Ohio Public Works Commission which was created to assist in financing local public infrastructure improvements under the State Capital Improvements Program and the Local Transportation Improvements Program.
Obligations	Amounts which are owed including liabilities and encumbrances

GLOSSARY

Operating Expenses	Day to day expenses necessary to the maintenance of the enterprise. Operating expenses include payroll, employee benefits, depreciation, repairs, etc.
Operating Revenue	Revenue or funds received as income to pay for ongoing day to day operations.
PERS	Public Employees Retirement System
Personal Services	An expenditure category which includes all City employee salary and fringe benefit costs.
Pool	A cost sharing arrangement among independent entities. The City purchases its liability coverages through an intergovernmental insurance pool.
Potable Water	Potable water is water that is safe to drink and is free from pollution, harmful organisms and impurities.
RFP	Request for proposal
ROI	Return on investment
Real Property	Property which is land, buildings, or other capital improvement which become an integral and connected part to the real property (example is playground equipment).
Resources	Total amounts available for appropriation including estimated revenues, fund transfers and beginning balances.
Revenue	Monies received by the City as income.
Special Assessment	A levy made against certain properties to defray all or part of the cost of a specific capital improvement or service deemed to benefit primarily those properties.
Special Assessment Fund	A fund created to account for the use of special assessment receipts.
Special Revenue Fund	A fund created to account for financial resources which are designated for a specific operational purpose by local or state regulations. Two examples of Special Revenue Funds are the Auto and Gas Tax Fund which accounts for the use of gasoline tax receipts for road repairs, and the Conservancy Fund which accounts for the use of property taxes for flood protection.
State Bond Issue No. II	A bond issue of the State of Ohio, the proceeds of which are distributed to local governments in Ohio for approved capital improvement (e.g., roads, bridges, utilities) projects.
Strategic Plan	The document prepared by the City which defines the major issues and establishes a process to continually review and improve the City organization's vision of the community. The Strategic Plan provides the framework within which the overall direction of the City will be guided and against which policy decisions and issues will be measured.

GLOSSARY

Subsidy	Monetary assistance granted by a government to a person or group in support of a project or enterprise being in the public interest (such as the Health State Subsidy).
Supplemental Appropriation	A legal authorization by the City Council to make expenditures and to incur obligations which are additional to the authorization contained in the City's original annual appropriation.
TIF	Tax Increment Financing District; A geographic area within the City designated as a district to allow for certain infrastructure and building improvement costs to be recovered through tax incremental levies. Future property taxes are used to repay the cost of the infrastructure and other improvements.
TIF Payments	Tax Increment Financing District payments, payment made to a designated district for property taxes.
Transfers In/Out	Amounts transferred from one fund to another to assist in financing the services or purchases for the recipient fund.
Trust Funds	Funds established to account for assets held for other City funds, such as the City's Police and Fire Pension Funds.
UDAG	Urban Development Act Grant
Unencumbered Balance	The amount of money in a fund that is neither expended nor encumbered and is still available for future purposes.
Unencumbered Fund Balance	The amount of undesignated balance of a fund which is available for allocation.
Unreserved Fund Balance	Portion of a fund's balance that is not restricted for a specified purpose and is available for general appropriation
User Charge or User Fees	Charges for service, the payments of a fee for direct receipt of a public service by the party benefiting from the service (e.g., greens fees, water bill payments, transit fare box revenue).
Utility	A service or commodity used for generation and transmission or distribution to the general public such as electricity, gas, or water. The City of Middletown has utility charges for water, sewer, storm sewer, and refuse collection.
Vital Statistics	Statistics concerning the important events in human life, such as births, deaths, health and diseases

SECTION 14

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