

## Colerain Township Financial Advisory Committee (FAC)

### Minutes

October 30, 2012

#### OPENING OF MEETING

Mr. Michel called the meeting to order at 6:00PM with the following members present: John Kerr, Dennis Mason, Doug Moore, and Doug Michel. Heather Harlow, Township Fiscal Officer, and James Rowan, Township Administrator, were also in attendance. Scott Taylor was not in attendance.

#### APPROVAL OF MINUTES

The minutes for the August 20, 2012 meeting were reviewed. Mr. Mason made a motion to approve the minutes as amended. Mr. Moore offered the second. All voted "aye," with an abstention from Mr. Kerr.

The minutes from the September 5, 2012 meeting were reviewed. Mr. Mason made a motion to approve the minutes. Mr. Moore offered the second. All voted "aye."

#### FORECAST

Mr. Rowan presented his current five-year forecast and offered a comparison of the current 2013 appropriations and the tax budget. He said his goal is to make the tax budget close to the temporary appropriations. Mr. Rowan said the appropriations are up 10% from the tax budget, due to several items:

- In the general fund, we have the SCIP grant and the right-of-way purchase for the Safe Routes to Schools grant
- In the police fund, we have the mall agreement, the 911 call center and fuel.
- In the fire fund, we have apparatus costs.
- In the TIF funds, we have the streetscape along Stone Creek/I-275/Colerain Ave.
- For public works, we have the SCIP project grant for Breezy Way.

He said that we hope to receive approval from the State Auditor to establish two new funds for the Parks and Community Center, to break these out of the general fund. The public works budget contains no funding for road resurfacing and the police are working on year six of a five-year levy. He said the 2010 fire levy is not producing as expected as a result of the decreased assessed valuation.

Mr. Rowan said the temporary appropriations will be prepared for the FAC's recommendation next month and there may be a discussion of a police/public safety levy in January.

Mr. Rowan discussed the calendar for next year:

- In March, the permanent appropriations will be approved by the board.
- In May/June, the tax budget will be prepared.
- In October, the temporary appropriations will be prepared.

At the FAC's next meeting on November 29, he said that the Committee will hear from Chief Meloy about the police budget and provide a recommendation on the 2013 temporary appropriations.

### AGENDA BUILDING

The Committee held a discussion about future agenda items.

### RECOMMENDATION FROM THIS MEETING

The Committee formulated the following recommendation for the Board of Trustees:

*The FAC has reviewed the work in process on the five-year forecast prepared by Administrator Rowan and concur with his assumptions on trends of expenses and expected revenues and the find the depletion of the Township's fund balances of utmost concern.*

*We find that while improvements have been made, long-term the revenues and expenses of the Township are not yet structurally aligned.*

Each member of the FAC participated in developing the recommendation and all approve communication of this to the Board of Trustees.

Mr. Kerr offered a brief introduction. He has served on the Zoning boards and commissions and, professionally, is a civil engineer.

### ADJOURNMENT

With no further business to come before the Committee, at 8:10PM, Mr. Mason made a motion for adjournment and Mr. Kerr offered the second. All voted "aye."



Fiscal Officer



Committee Chairman