



**2019 Preliminary Budget  
Presentation & Discussion**

***Liberty Township Board of Trustees  
Work Session  
November 16, 2018***



## 2018 FINANCIAL HIGHLIGHTS

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- We anticipate spending **\$2 Million** less than budgeted at the end of 2018:
  - **Expense:**
    - Capital - \$300K
    - Operating - \$400K
    - Transfers - \$500K
  
- We anticipate revenue to be \$500,000 more than budgeted at the end of 2018:
  - **Revenue:**
    - Interest- \$20K
    - Real Estate Taxes (operating funds)- \$230K
    - Grant - \$125K
    - Permissive Taxes - \$20K
  
- Township has over \$10 million in unrestricted reserves



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# 2019 Preliminary Budget

*Budget being discussed today is **PRELIMINARY**  
Includes **RECOMMENDED** operating and capital purchases*

*All figures are estimates – any items approved in the FINAL budget  
remain subject to bidding requirements, analysis submittal  
and Board of Trustee approval throughout 2019*



## 2019 **REVENUE HIGHLIGHTS**

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***All revenue streams are budgeted conservatively based on current year revenue received and any anticipated increases.***

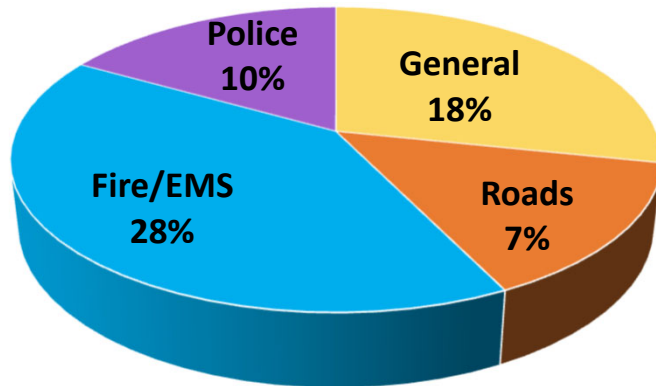
- Property Taxes estimated amount is slightly higher than 2018 amount received
- Other Local Taxes (JEDD) – estimate based on 2018 projected (this is a 15% increase over the 2018 budgeted revenue) – no significant building expected in 2019 in the JEDD
- Permissive Sales Tax (hotel tax) – Estimated the same as 2018
- Local Government Distribution – Estimated the same as 2018



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# 2019 PRELIMINARY BUDGET

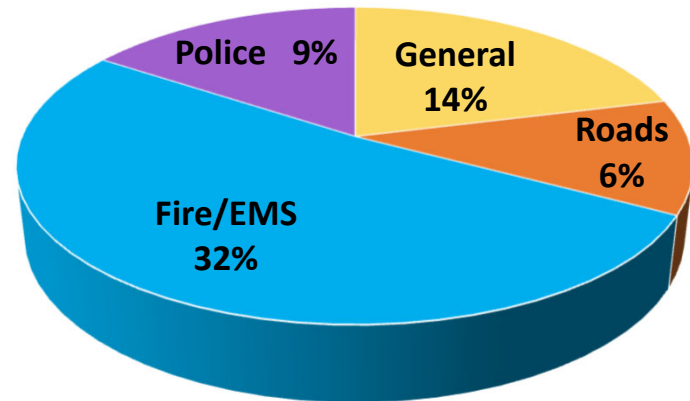
## 2019 ESTIMATED EXPENSE



TOTAL Funds = \$30.4M  
OPERATING Funds = \$19M

*2018 Est Total Fund Expense = 33.4M*

## 2019 ESTIMATED REVENUE



TOTAL Funds = \$27.2M  
OPERATING Funds = \$16.4M

*2018 Total Fund Revenue = \$27.6M*



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## **ADMINISTRATION HIGHLIGHTS**

### **2018 Accomplishments and Projects**

- Completed the design, engineering and ROW acquisition for the Princeton Road safety project
- Completed the design for the Administration/Substation facility, and bid packets will go out in January '19
- Continued progress with the Millikin Interchange project – TID, ODOT, BCEO involvement; DSG for advocacy
- Completed the Millikin Road storm water grant project (i.e. Lake Millikin) in coordination with BCEO
- Completed the Walkability – Bridge A Feasibility Study
- Developed a grant tracking document to assist in planning for upcoming grant opportunities including the timing for applications and potential projects that may qualify

### **2019 Budget Highlights**

- Continued work on Millikin Interchange
- Construction of new Administration/Substation; debt obligation
- Additional landscaping plan approval and installation at 129/Cin-Day exit/entrance ramps (JEDD)
- Feasibility studies on pedestrian connectivity (CinDay Road & Liberty Way) - (JEDD)
- Creation & implementation of an Annual Report – additional resource for public/community
- Construction of the Princeton Road safety project



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## ***ECONOMIC DEVELOPMENT & MARKETING HIGHLIGHTS***

### **2018 Accomplishments and Projects**

- 25 new business openings and 17 more coming soon (numbers through 11/8/18)
- 9 new construction projects opened or coming soon
  - The Christ Hospital, Premier Health, DQ x2, MidPointe Library – Liberty Center, Ohio GI – Liberty Endoscopy, Firehouse Storage, Woodhouse Day Spa and iFly
- Quarterly tracking of retention visits, developer/broker meetings and Twp presentations
- Held inaugural Business Breakfast – reached maximum capacity and received excellent feedback
- Significantly expanded marketing collateral – new brochures (3) and trade show pull-up banners
- Increased Facebook social media presence by 122% with consistent, value-added posts/content
  - Example: Fall Festival Facebook event yielded 10,699 people marking “interested,” and it generated more than 600 additional FB followers
- Launched a Fortune 1000 business outreach campaign
- Launched a community-wide survey – more than 400 responses to date!

### **2019 Budget Highlights**

- Business Breakfast – moving to Sabin Hall will allow us to double our capacity
- Business outreach campaign – potential Phase II
- Cox Road Township banners – opportunity to promote our brand once new light poles are installed



## ***PLANNING & ZONING HIGHLIGHTS***

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### **2018 Accomplishments and Projects**

- Hired Zoning Specialist (Karla Chaney) to fill vacant position
- Continue to process and issue a high permit volume
  - 1,022 Total Permits, 234 New Single-Family Residential Permits, 17 New Commercial Permits (thru October)
- A comprehensive update to the Zoning Resolution was adopted
- Continued progress on the Turnbridge Open Space grant project
- Awarded grant for the Shannon Ridge Open Space Project
- Transitioned to new permitting software (iWorQ), which will allow for more accurate process tracking and more efficient property research.
- Created the Bethany Road Improvement Plan Graphic to illustrate the development potential for the corridor.
- Met with a focus group to garner input and feedback on the Zoning Resolution

### **2019 Budget Highlights**

- Hire Senior Planner/Planner to fill vacant position
- Hire consultant to assist with the Comprehensive Land Use Plan Update (expected 2020 adoption)
- Installation of grant project improvements (Turnbridge & Shannon Ridge)





## ***ROADS & PARKS HIGHLIGHTS***

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### **2018 Accomplishments and Projects**

- Opened new sections in Springhill Cemetery – 1250 additional burial plots now available
- Initiated work order process utilizing Pubworks software allowing for accurate tracking of labor and materials
- Executed annual TWP/BCEO paving contract resulting in approximately 7.2 miles of paving of Twp. roadways and park paths
- Applied and received NatureWorks Grant for 2019 construction of a second shelter at Dudley Memorial Park
- Created and filled Foreman position
- Worked with Liberty Moms Club and Boy Scouts involving multiple park enhancement and Eagle Scout projects

### **2019 Budget Highlights**

- Potential hiring for (1) new position in the department
- Installation of (2) large culverts to allow for construction of the Turnbridge/Cherokee/Shannon Ridge path
- Install the new shelter at Dudley Memorial Park
- Replace roof on shelter #1 at Fort Liberty Playland
- Potential paving of Liberty Park parking lot
- Annual paving of Township roads as deemed necessary based on rating system
- Replace the reach arm tractor



## ***FIRE & EMS HIGHLIGHTS***

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### **2018 Accomplishments and Projects**

- Hired an Administrative Assistant for the department
- Hired/Promoted for (3) Battalion Chiefs, (3) Captains and (2) Lieutenants
- Applied for and awarded several grants
  - BWC Safety Grant- \$40,000 for power cots; BWC Safety Grant- \$14,832 for barrier hoods and gloves
  - Firehouse Subs Foundation Grant- \$14,939 for Tactical EMS gear
- Updated branding for the department – new uniform patch and new look for apparatus
- Analyzed future needs for Fire 112 and Fire 114 - option on property for Fire 112, beginning design work

### **2019 Budget Highlights**

- Filling vacant Assistant Chief position
- Establish Lieutenant Promotional list
- Continue with Fire 112 station planning/construction
- Purchase a replacement Ladder Truck and Battalion Chief vehicle
- Purchase a replacement thermal imaging camera
- Potential cost for Medical Director
- Purchase of a Lucas CPR device (applied for grant in 2018 to cover cost)



## **BCSO SUBSTATION HIGHLIGHTS**

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### **2018 Accomplishments and Projects**

- Assigned a sergeant to day shift and added a sergeant to night shift, bringing staff total to 1 lieutenant, 4 sergeants, 1 corporal, 3 detectives and 18 deputies.
- Transitioned to 12 hour shifts (6am-6pm / 6pm-6am). This has worked well for supervisor and patrol coverage.
- Replacing Crown Victoria cruisers to Ford Explorer SUVs for all deputies. Ford Explorers are all wheel drive and have more space to accommodate equipment.
  - Currently 21 out of 27 deputies are driving SUVs.
- Hired five additional School Resource Officers for the Lakota School District bringing the total number of SROs in Liberty Township to ten (one on each school campus).
  - The ten SROs are not contracted through Liberty Township, however it is extremely beneficial because they take care of most calls within the schools that may otherwise tie up a patrol deputy.

### **2019 Budget Highlights**

- Contract with the Butler County Sheriff's Officer expires on September 2019
- Levy expires in 2018 with final collections in 2019



## ***DEBT HIGHLIGHTS***

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### **DEBT FUNDS**

<b>Debt Purpose</b>	<b>Debt Expiration</b>
747/Princeton Road Improvement	2029
Road Garage Facility	2020
Fire Station 113 (Headquarters)	2023
Liberty Interchange & Liberty Way	2034; 2041
Fire Station 111 (747/Rt. 4)	2028
Road Salt Barn (behind Fire Station 111)	2028
Kyles Station/SR 747 Road Improvement	2029
Services Facility (addition/renovation)	2031



## ***CAPITAL IMPROVEMENT HIGHLIGHTS***

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### **2018 Accomplishments and Projects**

- Transferred funds from closed Hawthorne Hills and Allen Estates RIDs to newly created Capital Improvement Fund
- 747 TIF cash flowed sufficiently to cover current debt associated plus to help offset a portion of the debt associated with Fire HQ (per the TIF resolution)

### **2019 Budget Highlights**

#### **Capital Improvement Fund:**

- Complete the Yankee/Hankins road improvement project in collaboration with BCEO & Lemon Township
- Portion of the Princeton Road safety project
- Portion of annual paving cost

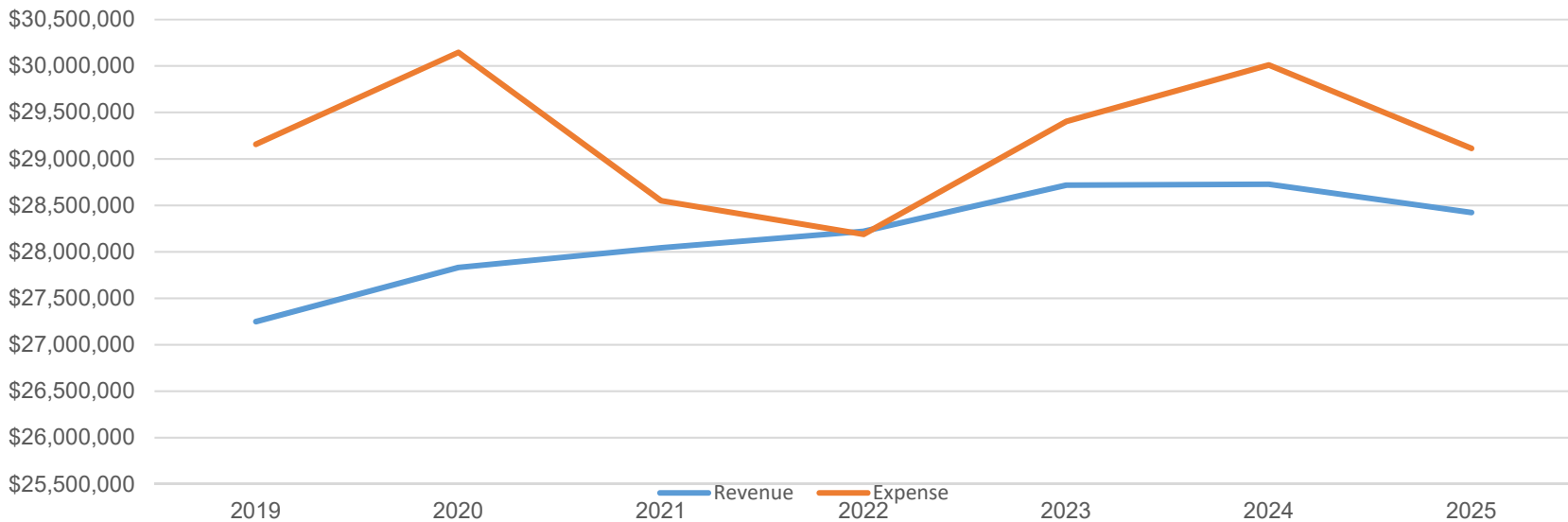


# TOWNSHIP FORECAST SUMMARY

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TOTAL ALL FUNDS	2019	2020	2021	2022	2023	2024	2025
<b>Beginning Balance</b>	<b>\$ 22,746,864</b>	<b>\$ 20,838,060</b>	<b>\$ 18,522,929</b>	<b>\$ 18,017,445</b>	<b>\$ 18,050,353</b>	<b>\$ 17,365,972</b>	<b>\$ 16,266,879</b>
Revenue	\$ 27,248,979	\$ 27,831,331	\$ 28,044,335	\$ 28,220,814	\$ 28,718,045	\$ 28,727,405	\$ 28,423,310
Expense	\$ 29,157,783	\$ 30,146,462	\$ 28,549,819	\$ 28,187,905	\$ 29,402,426	\$ 30,010,606	\$ 29,113,143
<b>Ending Balance</b>	<b>\$ 20,838,060</b>	<b>\$ 18,522,929</b>	<b>\$ 18,017,445</b>	<b>\$ 18,050,353</b>	<b>\$ 17,365,972</b>	<b>\$ 16,082,771</b>	<b>\$ 15,577,047</b>

All Funds





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# 2019 Priority Discussion



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***Thank you to the Board of Trustees, Pam  
Quinlisk, and all of the Department Managers.***

***Special thanks to Michelle!***