

POLICE DEPARTMENT BUDGET

LAW ENFORCEMENT

TRAFFIC SAFETY

ADMINISTRATION

Police Department 2023 Annual Budget Notes

Law Enforcement

- 1100-52100 Personal Service – Police – 2023 includes (1) Chief, (3) Lieutenants, (4) Sergeants, (3) Corporals, (21) Officers (includes DARE Officer and Community Service Officer), and (3) Reserve Officers. 2023 reflects a 2% wage increase for bargaining unit members and full-time employees. **Goals I, II, III, V, and VI**
- 1101-52111 Police Pension Fund – Calculated at 19.5% of Personal Service line item for sworn personnel except the Reserve Officers. Reserve Officers pay into PERS.
- 1101-52120 Health Insurance Premiums – Department's premiums to cover the sworn personnel's medical costs associated with the City's High Deductible Health Insurance Program and the monthly dental administration fee. 2023 reflects a 5% increase in this line item. Costs associated with dental claims, COBRA administration, and employer's contribution to HSAs and HRAs are paid from the Health Insurance Trust Fund (086).
- 1101-52140 Uniforms – For the purchase and/or replacement of uniforms for all sworn personnel; clothing reimbursements for investigators (\$600/each); and start-up uniform costs for new officers. 2023 includes the purchase of body armor, carrier vests, and molle attachments. The cost for most of the purchased body armor will be split between this line item and the Grants Fund (070).
- 1101-52144 Uniform Cleaning Allowance – Pays each full-time officer \$300 (32) and reserve officer \$125 (3).
- 1101-52150 Travel and Lodging – This covers travel, lodging, and meal reimbursements for mandatory and pre-approved, elective in-service training as well as parking costs for officers attending court downtown. These include lodging to required training, as well as funds for lodging to attend PELC, STEP, FBI LEEDA, and FBINA classes. **Goals IV, V, and VII**
- 1101-52160 Seminars-Conventions-Training – Accounts for mandatory and pre-approved, elective in-service training and any supervisory training that may be deemed necessary throughout the year. The State of Ohio has relented on the CPT training for 2023. This fund also includes the possibility of sending new officer(s) to the police academy. **Goals IV and VII**
- 1101-52166 Alcohol and Drug Testing – Costs for performing tests for use in prosecuting OVI and drug cases. Fees in 2023 are expected to remain consistent with 2022.
- 1101-52290 Ammunition – Used to purchase lethal and less lethal ammunition and associated firing range accessories/equipment. Personnel are mandated to meet OPOTA firearms qualification standards as well as perform Taser recertification training annually. In 2022, \$11,774 of ammunition was pre-ordered for 2023 due to shortages in the supply chain and lead time to receive orders of 1 year or longer. **Goal IV**

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Police Department 2023 Annual Budget Notes

Law Enforcement (cont.)

- 1101-52480 Building Maintenance/Repair – Covers expenses related to the repair and upkeep of the nearly 50-year-old Police Department facility. 2023 includes plumbing repair in the jail (\$6,600); replacing the worn carpet on the administrative side of the building (\$30,000); furniture moving and storage to facilitate the carpet install (\$6,400); and parking lot security cameras (\$10,000).
- 1101-52580 Hamilton County Radio – Costs associated with use of Hamilton County Radios (911 Emergency). In 2023, monthly costs are estimated to be \$3,208 per month.
- 1101-52610 Other Contractual – Expenses include annual records management fee; annual accreditation fee; foreign language assistance services; property room software; security camera maintenance; document shredding and records disposals; online stolen property tracking subscription; policy training and accreditation management software; and scheduling software. 2023 includes the renewal of Dragon Voice recognition and transcription software (\$1,920); Power DMS software (\$7,886); and the installation, software, and maintenance for 10 FLOCK cameras (\$27,500).
Goals III, V and VII
- 1101-52650 Prisoner Keep – Food and care (blankets, towels) for persons held in our cells. The maximum number of days we hold a prisoner is ten days. In addition, the City contracts with several other communities (Blue Ash, Sharonville, Glendale, Greenhills, Montgomery, Forest Park, St. Bernard, Evendale, and Amberley Village) at a rate of \$85/day to hold their prisoners. Expenses include \$500 per year for a medical director and \$500 per year for required air flow testing in the jail cells. We also use a registered dietician to review and certify our meal plan.
- 1101-52800 Capital Improvements – Expenses for 2023 include copier lease payments (\$5,580) and a placeholder to replace the body worn camera system (\$58,331). In addition, the first \$100,000 for both a generator replacement and other facility assessment items are included. The remainder of the costs are budgeted in the Capital Improvements Fund (090).
- 1101-52810 Vehicles – 2022 includes one replacement patrol vehicle (\$42,500) and upfitting costs. 2023 includes replacement of two patrol vehicles (\$58,125 each) and one detective vehicle (\$30,000) along with any graphics or upfit costs for the fleet. **Goal VIII**
- 1101-52852 Weapons – Costs for upkeep, repair, and maintenance of the department's firearms and less lethal weapons and include a portion of the annual TASER maintenance agreement. 2023 includes the purchase of 42 Red Dot Sight service weapons and holsters to enhance our officers' safety and reduce liability (\$42,630). **Goal IV**

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Police Department 2023 Annual Budget Notes

Traffic Safety

- 1111-52655 Traffic Signals – Costs associated with maintaining and operating the City’s traffic signal system. There are twenty-nine signalized intersections operating on one centrally controlled closed loop system. Specific costs include our traffic engineering contract with TEC, which includes the PathMaster hosting and maintenance, as well as general maintenance and repairs performed by Capital Electric.

Administration

- 1120-52100 Personal Service – Clerks – Consists of (1) Administrative Supervisor, (1) Office Manager, (4) Police Clerks, (1) Mayor’s Court Clerk, and (2) part-time Police Clerks to provide 24-hour coverage. The 2023 Budget reflects a 2% wage increase.
- 1120-52101 Personal Service – Janitor – Consists of (1) full-time Custodian. 2023 reflects a 2% wage increase for the Custodian.
- 1120-52102 Personal Service – Mechanic – The department supplements the salary of one Fleet Mechanic from the Public Works Department for work performed on police vehicles.
- 1121-52110 PERS Pension – Reflects 14% of Personal Services for Reserve Officers, Clerks, and Custodian.
- 1121-52112 Medicare – Employer’s portion covers 1.45% of Personal Services for all employees hired after March 31, 1986.
- 1121-52120 Health Insurance Premiums – Department’s premiums to cover the employees’ medical costs associated with the City’s High Deductible Health Insurance Program and the monthly dental administration fee. Costs associated with dental claims, COBRA administration, and employer’s contribution to HSAs and HRAs are paid from the Health Insurance Trust Fund (086).
- 1121-52340 Computer Services – This covers NextStep Networking services and computer purchases and related item purchases. 2023 will include equipment to install a battery back-up and surge protection for the PD patch panel. **Goal VIII**

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FIRE DEPARTMENT BUDGET

Fire Department 2023 Annual Budget Notes

- 1200-52100 Personal Service – Officers – (1) Chief, (1) Assistant Chief, (3) Captains, and (3) Lieutenants. The Captains and Lieutenants are eligible to work overtime, and the Assistant Chief is eligible to work straight overtime. 2023 reflects a 2% wage increase, step increases for employees eligible to advance within their pay grade, longevity pay, sick leave payout, holiday pay, and anticipated hours of overtime.
- 1200-52101 Personal Service – Inspector – (1) Chief Fire Inspector. 2023 reflects a 2% wage increase, longevity pay, and sick leave payout.
- 1200-52105 Personal Service – Secretary – (1) Administrative Secretary. 2023 reflects a 2% wage increase.
- 1200-52106 Personal Service – PT Fire – (10) part-time Firefighters. 2023 reflects a 2% wage increase for part-time personnel.
- 1200-52107 Personal Service – FT Fire – (2) full-time Firefighter/EMTs. 2023 reflects a 2% wage increase, step increases for employees eligible to advance within their pay grade, holiday pay, and anticipated hours of overtime
- 1200-52108 Personal Service – Paramedic – (19) full-time Firefighter/Paramedics. 2023 reflects a 2% wage increase, step increases for employees eligible to advance within their pay grade, longevity pay, sick leave payout, holiday pay, and anticipated hours of overtime.
- 1201-52110 PERS Pension – The City contributes 14% of the wages of the Administrative Secretary to the pension system.
- 1201-52111 Fire Pension Fund – The City contributes 24% of full-time Firefighters', Officers', and Chief Fire Inspector's wages to the Ohio Police and Fire Pension System (OP&F).
- 1201-52113 FICA – Part-time Firefighters of the Fire Department pay into Social Security and are not members of the two State pension systems.
- 1201-52122 Physical and Medical Expense – Consists of annual physical exams and face piece fit testing for each employee. Expanded physicals for the department's fitness and wellness program are also included.
- 1201-52140 Uniforms – Includes uniform allowance for each full-time Firefighter, Officer, and the Chief Fire Inspector (\$500/year), as well as each part-time Firefighter (\$300/year); replacement of boots, gloves, suspenders, etc.; and outfitting new employees. This line item will also be used to outfit new employees with personal protective equipment (PPE) at \$3,300 each. 2022 includes the necessary replacement of contaminated fire gear and boots from a mutual aid structure fire in Woodlawn. Full reimbursement for the items is anticipated.

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Fire Department 2023 Annual Budget Notes

- 1201-52160 Seminars-Conventions-Training – In 2022, all promoted officers completed Blue Card command training to not only enhance their skills but to update our operations with what many surrounding departments use. This system gives officers a consistent method to mitigate emergencies. Additional courses were taken by our personnel in areas covering officer development, scene size-up, fire tactics, fire pump operation, mayday management, medical emergencies, sprinkler systems, and child safety seat installation. 2022 also includes the unanticipated paramedic training costs for newly hired personnel. 2023 continues training in these areas with the goal of having the whole department Blue Card certified by the end of the year. 2023 also includes the paramedic training costs for newly hired personnel.
- 1201-52295 Squad Supplies – Includes the purchase of EMS supplies, as well as oxygen, used while treating patients during emergency responses.
- 1201-52350 Equipment Maintenance/Repair – 2023 includes needed preventative maintenance and repairs to a variety of equipment.
- 1201-52360 Vehicle Maintenance/Repair – 2023 includes needed preventative maintenance and repairs for the department's fleet of vehicles.
- 1201-52410 Fire Hydrant Repair – Includes the costs associated with the repair and replacement of fire hydrants. Fire Department personnel perform most repairs of hydrants while replacements are contracted out.
- 1201-52480 Building Maintenance/Repair – 2023 includes needed preventative maintenance, repairs, and upgrades to the fire station and its systems.
- 1201-52580 Hamilton County Radio – Consists of dispatch fees charged by Hamilton County Communications Center (HCCC). Presently, HCCC bills the City a flat monthly fee based upon our usage for the past three years. The 2023 estimate is based upon using a \$5.00 per call rate.
- 1201-52610 Other Contractual – 2023 includes the Medical Director's fee (increased to \$15,000); the service agreement for our four (4) LifePak-15 heart monitors (\$7,704); and our language translation service.
- 1201-52800 Capital Improvements – 2022 includes City's share of grant for two Lucas CPR aid devices (\$3,001); replacement fire hose (\$4,447); copier lease payments (\$1,368); and other miscellaneous tools and equipment. Planned capital expenditures in 2023 include replacement of the fire alarm system (\$35,000); replacement of the main refrigerator (\$2,000); two thermal imaging cameras (\$15,000); high rise equipment (\$4,000); the first \$100,000 of the third payment on the 2021 fire engine lease; and the first \$100,000 to power wash, re-seal exterior masonry, and remove/re-install masonry control joints on the firehouse. The remaining cost of the two latter items will be charged to the Capital Improvements Fund (090).

EXPENDITURE DETAIL					
FUND		CONTROL ACCOUNT			
		Fire Department			
010 - General Fund					
ACCOUNT NUMBER	ITEM	ACTUAL EXPENDITURES	CURRENT BUDGET	ESTIMATED EXPENDITURES	PROPOSED BUDGET
		2021	2022	2022	2023
1201-52150	Travel and Lodging	538	4,008	1,182	4,250
-52160	Seminars - Conventions - Training	18,142	25,200	35,000	55,000
-52166	Alcohol and Drug Testing	-	-	-	-
-52170	Dues - Subscriptions - Memberships	2,572	2,900	2,700	3,500
-52210	Supplies	809	1,300	1,200	1,300
-52220	Janitorial Supplies	4,084	4,108	4,100	4,200
-52229	Fire Prevention/Public Education	2,954	3,428	4,200	4,200
-52240	Printing	440	400	200	400
-52260	Postage	46	200	150	200
-52280	Materials and Supplies	3,974	3,709	3,500	3,800
-52295	Squad Supplies	25,114	27,500	34,500	32,000
-52350	Equipment Maintenance/Repair	8,121	15,078	14,000	17,000
-52360	Vehicle Maintenance/Repair	73,068	70,164	94,000	80,000
-52370	Vehicle Fuel - Oil	29,007	29,000	47,287	45,000
-52390	Communications Maintenance	7,626	11,000	11,000	13,000
-52400	Fire Extinguisher Maintenance	296	850	700	800
-52410	Fire Hydrant Repair	20,667	15,500	15,330	25,000
-52450	Utilities	48,105	52,000	50,000	52,000
-52480	Building Maintenance/Repair	34,583	36,355	32,000	35,000
-52580	Hamilton County Radio	13,446	20,000	14,952	18,000
-52610	Other Contractual	18,499	41,000	14,752	25,000
-52612	EMS Billing Services	52,339	66,000	57,744	66,000
-52696	Insurance Deductible	2,500	2,500	2,500	2,500
-52710	Credit Card Fees	1,005	1,200	1,200	1,200
-52790	Refunds	5,618	9,000	3,000	7,000
-52800	Capital Improvements	29,801	35,337	28,000	256,000
-52810	Vehicles	-	-	-	-
-52815	Fire Training Charge	-	-	2,510	-
-53200	Miscellaneous	-	-	-	-
TOTAL	FIRE DEPARTMENT	4,506,577	5,025,936	4,636,250	5,547,914

HEALTH DEPARTMENT BUDGET

Health Department 2023 Annual Budget Notes

- 2300-52100 Personal Service – Includes (1) Health Commissioner, (1) Public Health Nurse, (1) part-time Nurse, (1) Director of Environmental Health/Sanitarian, (1) part-time Sanitarian, and (1) Administrative Assistant. Costs in 2023 reflect a 2% wage increase as well as a step increase for the Director of Environmental Health. Grant funding will offset this line by \$20,000 for 2023.
- 2301-52120 Health Insurance Premiums – Department's premiums to cover the employees' medical costs associated with the City's High Deductible Health Insurance Program and the monthly dental administration fee. Costs associated with dental claims, COBRA administration, and employer's contribution to HSAs and HRAs are paid from the Health Insurance Trust Fund (086). 2023 includes monthly coverage for one family plan, one employee-spouse plan, and one employee-child plan.
- 2301-52170 Dues-Subscriptions-Memberships – Includes Ohio Association of Boards of Health, Association of Ohio Health Commissioners, National Association of County and City Health Officials, National Association of Local Boards of Health, Ohio Environmental Health Association, and Sam's Club, along with annual renewal fees for Ohio State Nursing Board and Ohio Department of Health's Environmental Health Specialist Board.
- 2301-52280 Materials and Supplies – Purchase of environmental health supplies including ServSafe® books and Level I food safety training books. Cost of each book is recouped through ServSafe® and Level I participant's class registration fee. Includes supplies for inspections (swimming pools, spas, and food operations).
- 2301-52590 Special Medical – Covers costs associated with the operation of health and immunization clinics. Includes medical supplies (gloves, syringes, flu vaccine, etc.), CLIA Certificate, Pharmacy License, language translations services, thermometers, and screening tools. Includes maintenance and repair of scientific refrigerators and freezers used to maintain cold chain management of the vaccines.
- 2301-52610 Other Contractual – Includes \$5,600 to cover the PHAB annual accreditation fee.
- 2301-52661 Animal Control – A moderate demand is anticipated for the nuisance animal trapping program in 2023 (\$6,000). This program targets the capture and removal of skunks and raccoons from residential property in the City of Springdale.
- 2301-52800 Capital Improvements – Includes the purchase of computer equipment, telecommunications equipment, and lease payments for a copier shared with the Building Department. The 2023 estimate includes \$42,500 for the remodel of the Health Department office.
- 2301-53030 Financial Audit – The Springdale Health Department is required by the State of Ohio to conduct an independent annual audit. This audit is performed by Clark, Schaefer, Hackett Business Advisors. The annual cost of this financial audit in 2022 (for fiscal year 2021) was \$3,500. The audit cost for fiscal year 2022 is estimated at \$3,500 to be paid in 2023.

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PARKS & RECREATION DEPARTMENT BUDGET

PARKS DEPARTMENT

RECREATION CENTER

CONCESSION OPERATION

PROGRAM SUBSIDIES

POOL OPERATION

Parks & Recreation Department 2023 Annual Budget Notes

Parks Department

- 3400-52100 Personal Service – Parks Maintenance – Includes (1) Parks Maintenance Supervisor and (3) Maintenance Workers. This includes the addition of (1) full-time Maintenance Worker and a reduction of (2) part-time Maintenance Workers. 2023 reflects a 2% cost of living increase for personnel. Twenty hours of overtime for each individual is included for snow removal duty and other special assignments. **Goal II (A)**
- 3400-52101 Personal Service – PT Parks – Includes (2) part-time Parks Maintenance Workers and (4) seasonal workers. The Parks Maintenance Workers are each scheduled to work an average of 28 hours per week. One part-time Parks Maintenance Worker position has remained unfilled through most of the year. 2023 includes a reduction of (2) part-time Maintenance Workers. **Goal II (A)**
- 3401-52120 Health Insurance Premiums – Department's premiums to cover the employees' medical costs associated with the City's High Deductible Health Insurance Program and the monthly dental administration fee. 2023 reflects a 5% increase in the medical cost. Costs associated with dental claims, COBRA administration, and employer's contribution to HSAs and HRAs are paid from the Health Insurance Trust Fund (086).
- 3401-52270 Field Treatment – Includes material and services to maintain athletic fields, playground surfacing, and turf (top soil, playground woodchips, weed control, and fertilizer). **Goal II (A)**
- 3401-52280 Material & Supplies – Purchase of durable goods, materials, and supplies for Parks Maintenance Crew such as hardware, lumber, cleaners, paint, etc. **Goal II (A)**
- 3401-52450 Utilities – Includes gas, electric, and water at concession/restroom, garage facility, and exterior lighting.
- 3401-52610 Other Contractual – Costs are associated with the seasonal use of portable restrooms (March through October) at the neighborhood parks and other contracted services such as tree removal. **Goal II (A)**
- 3401-52800 Capital Improvements – Parks – 2022 includes a truck snow plow (\$5,737) carried over from 2021 due to supply chain issues; mower replacement (\$7,397); and miscellaneous small equipment as needed (\$5,000). 2023 includes field paint line striper (\$7,600); Gator 4x4 w/cab (\$39,650); Phase 1 Chamberlain Park pedestrian bridge repairs (\$35,000); and miscellaneous small equipment as needed (\$7,000) **Goal II (A)**
- 3401-52810 Capital Improvements – Parks Vehicles – The 2023 Budget includes the replacement of a 1999 F550 utility dump truck with a F250 utility dump truck (\$61,500). **Goal II (A)**

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Parks & Recreation Department 2023 Annual Budget Notes

Recreation Center

- 3410-52100 Personal Service – Administration – Includes (1) Recreation Director, (2) Assistant Recreation Directors, (1) Fitness Center Manager, (1) Recreation Programmer, (1) Administrative Assistant, (1) part-time Adult/Senior Programmer, (2) part-time Secretaries, (6) Customer Service Assistants, and the Recreation Commission. 2023 reflects a 2% cost of living increase for all staff. **Goal I (A)**
- 3410-52101 Personal Service – Maintenance – Includes (1) full-time morning Custodian for Community Center, (1) full-time evening Custodian who splits time between Municipal Building and Community Center, and (1) part-time Custodian. **Goal II (A)**
- 3410-52102 Personal Service – Supervisors – Expenses for (1) part-time Facility Supervisor. **Goal I (A)**
- 3410-52103 Personal Service – Instructors – Expenses for (4) part-time Fitness Center Instructors and (1) part-time Teen Advisor. **Goal I (A)**
- 3410-52105 Personal Service – Recreation Attendant – Expenses for (3) part-time Recreation Attendant personnel scheduled from a bank of 1,600 total annual hours.
- 3411-52480 Building Maintenance/Repair – Includes repairs and maintenance contracts for the Community Center facility. In 2022, we had significant expenditures as they relate to HVAC maintenance and repairs to window seals above the fitness center and around the indoor track (\$14,152). 2023 Budget includes replacing indoor track window ledge (\$13,000); lobby drywall repair and repaint of walls (\$18,000); floor replacement in rental rooms ABC (\$18,000); and security camera repair/replacement (\$6,000). **Goal II (A)**
- 3411-52610 Other Contractual – Costs are associated with background checks of seasonal and part-time employees. In 2023, the web-based registration software maintenance contract will be renewed (\$10,500).
- 3411-52789 Room Rental Refund – Room rental deposit money returned to renter after approved room inspection.
- 3411-52800 Capital Improvements – 2022 includes replacement of miscellaneous electronics, office equipment, and custodial equipment as needed (\$5,000). Anticipated expenditures in 2023 include replacement lobby seating (\$20,000); updates to rental rooms ABC (41,000); treadmill replacement (\$6,500); Arc Trainer replacement (\$7,600); upright bike replacement (\$3,400); and miscellaneous electronics, office equipment, and custodial equipment as needed (\$5,000). Structural and building repairs include HVAC replacements (\$100,000 in this line, \$250,000 in 090); underground water shutoff valve replacement (\$10,000); and wall underpinning (\$50,000). **Goal II (A)**

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Parks & Recreation Department 2023 Annual Budget Notes

Concession Operation

- 3420-52101 Personal Service – Pool – Staff includes a seasonal Pool Concession Manager and four Pool Concession Workers. **Goal I (A)**
- 3421-52305 Cost of Goods Sold – Purchase of items to be sold at the pool concession stand.

Program Subsidies

- 3431-52704 Senior Citizens – Expenses related to the publication of “Inside Scoop,”; execution of other adult-related programs, activities, luncheons, entertainment, meals, and special events for adults and senior citizens. Participants in the monthly luncheons provide the revenue to cover the cost for food and refreshments. A yearly subsidy of \$2,500 for the Senior Citizens Club for travel expenses continues to be provided. **Goal I (A)**
- 3431-52706 Special Events – Funds many of the community special events such as the Neighborhood Yard Sale, document shredding, Junior Olympics, Monster Mania, Veteran’s Day Ceremony, and the Tree Lighting Ceremony. **Goal I (A)**
- 3431-52707 Swim Team – Over the years an annual subsidy has been provided to the Sailfish Swim Team. Traditional subsidy amount is \$3,000.
- 3431-52708 Summer Event – The Springdale ComeUnity Bash major expenses includes two bands, a performance act, climbing wall, inflatable games, a petting zoo, lighting and sound equipment and services, tent and booth rental, and special event insurance. 2023 reflects the continuation of a similar event. **Goal I (A)**

Pool Operation

- 3440-52100 Personal Service – Pool – Includes (1) Aquatics Director, (1) Assistant Aquatics Director, (2) Head Lifeguards, (22) Lifeguards, and (4) Gate Attendants. In 2020, the pool operating hours were lengthened and the season was extended (Saturday & Sunday only) through Labor Day weekend. The same is planned for 2023. **Goal I (A)**
- 3441-52298 Pool Maintenance/Repair – In 2022, significant pool repairs were made to prevent water loss and improve water circulation to the 50-plus-year-old aquatic facility. Repairs include filter maintenance (\$5,373); sealant and joint replacement (\$6,739); wall and concrete repairs (\$2,832); and reapplication of Polyamide epoxy paint. In 2023, we expect fiberglass repairs to the pool slide (\$10,000); baby pool and slide filter replacements (\$6,000); and concrete patchwork, paint, and miscellaneous repairs (\$5,000). **Goal II (A)**
- 3441-52800 Capital Improvements – 2022 includes replacement of tables and chairs as needed and replacement of automated chemical controls. The 2023 Budget reflects replacement of tables and chairs as needed (\$5,000) and large Funbrella awning replacement (\$4,300). **Goal II (A)**

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THE COMMUNITY ENVIRONMENT BUDGET

BUILDING DEPARTMENT

BOARD OF ZONING APPEALS

PLANNING COMMISSION

Building Department 2023 Annual Budget Notes

Building Department

- 4500-52100 Personal Service – Building – Includes (1) Building Official, (4) Building Inspectors, (1) Administrative Assistant, (1) part-time Administrative Assistant, and (1) part-time Intern. Proposed 2023 changes include reclassifying the current positions of Inspection Supervisor, Building Inspector, and Property Maintenance Inspector to new Building Inspector 1 through 4 positions. This change provides for varied multi-certified inspector qualifications across the inspector positions. The (4) Building Inspectors listed above are budgeted to be (1) Building Inspector 2 and (3) Building Inspector 3 positions. 2023 includes adding a new part-time Intern to organize and scan department records, prepare public records requests, and complete routine planning and zoning duties. Expenses in 2023 also include 5% step increases for the Administrative Assistant and the Building Inspectors, a 2% wage increase for all eligible employees, and potential retirement payout for the Building Inspector 3.
- 4501-52120 Health Insurance Premiums – 2023 reflects all eligible new hires utilizing family coverage.
- 4501-52170 Dues-Subscriptions-Memberships – Reflects membership dues in various Building Associations. Costs associated with the purchase of updated code materials (residential, commercial) are also included in this line.
- 4501-52350 Equipment Maintenance/Repair – Includes maintenance costs for regular copier (\$800). Regular copier costs are shared with the Health Department. The 2023 maintenance costs for the large format copier were paid in 2021. The Building Department share of the lease cost for the regular copier and large copier are included in 4501-52800 – Capital Improvements.
- 4501-52610 Other Contractual – Includes costs related to contracted services for grass cutting and securing vacant properties (\$5,000) and contract for State Certified back-up personnel (\$400).
- 4501-52800 Capital Improvements – 2023 reflects the department's share of copier lease payments (\$1,152); the lease of a large format printer/scanner (\$3,100); and remodel of the Building Department office (\$70,000).
- 4501-52810 Vehicles – 2023 does not include the provision for any vehicles.

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Building Department 2023 Annual Budget Notes

Board of Zoning Appeals

4510-52100 Personal Service – BZA – Compensation for (5) Board Members at \$100 each per month.

Planning Commission

4530-52100 Personal Service – Planning – Compensation for (1) Chairperson at \$175/month and (4) Board members at \$125/month.

4531-52170 Dues-Subscriptions-Memberships – Annual dues for representation on the Hamilton County Regional Planning Commission. Dues for 2023 are estimated to be \$2,650.

4531-52561 Plan Review Fees to Unclaimed Monies – Represents plan review fees which remain on deposit following project completion. Any amount older than six months will be transferred if not claimed.

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WASTE COLLECTION BUDGET

Waste Collection 2023 Annual Budget Notes

In 2011, the City partnered with three other communities (City of Loveland, Village of Fairfax, and Village of Greenhills) to form the Southwest Ohio Regional Refuse Consortium (SWORRE) hosted through the Center for Local Government for waste collection and recycling services provided by Rumpke. The Consortium has been under an agreement with Rumpke since that time.

The 2020 SWORRE Consortium included the four original communities and the City of Mt. Healthy (added in 2016). SWORRE bid proposals were received and opened in November 2020 for a new agreement which commenced March 1, 2021.

- 5541-52619 Fuel Surcharge – These charges may be costs or fees levied by the Federal Government, State of Ohio, Hamilton County Solid Waste District, or other political jurisdictions against the waste hauler and passed through to the City. The surcharges are based in part by the price of diesel fuel.
- 5541-52620 Waste Collection – Under the existing agreement, rates are \$10.60/household/month through February 28, 2024. The agreement was based on 3,096 households. This line also includes costs for a light bulb disposal program (\$500).
- 5541-52621 Debris Removal – The SWORRE agreement provides the City with the ability to access thirty-yard roll-off containers at \$465 per pull. This line also includes costs for a tire recycling program at a cost of \$200.

EXPENDITURE DETAIL					
FUND	CONTROL ACCOUNT				
		Waste Collection			
010 - General Fund					
ACCOUNT NUMBER	ITEM	ACTUAL EXPENDITURES 2021	CURRENT BUDGET 2022	ESTIMATED EXPENDITURES 2022	PROPOSED BUDGET 2023
<u>Trash and Dumpster Collection</u>					
5541-52619	Fuel Surcharge	1,368	1,500	5,725	5,725
-52620	Waste Collection	397,678	395,592	395,921	396,100
-52621	Debris Removal	6,120	8,570	6,200	7,200
TOTAL	WASTE COLLECTION	405,166	405,662	407,846	409,025

PUBLIC WORKS DEPARTMENT BUDGET

Public Works Department 2023 Annual Budget Notes

6600-52100 Personal Service – Street Maintenance – The 2023 personnel within the department includes (1) Public Works Director, (1) Assistant Public Works Director, (1) Public Works Inspector, (1) part-time Administrative Assistant, (1) Fleet Mechanic II, (1) Fleet Mechanic I, (1) Crew Leader, (8) full-time Maintenance Workers, (2) part-time Maintenance Workers, (1) seasonal litter collection worker, and (6) seasonal workers. A 2% wage increase is figured for all full-time and part-time positions.

	<u>21 Actual</u>	<u>22 Budget</u>	<u>22 Est.</u>	<u>2023</u>
010-6600-52100	704,418	811,152	694,111	895,043
061-6610-52100	132,113	145,000	145,000	145,000
062-6620-52100	55,021	60,000	60,000	60,000

6601-52110 PERS Pension – City's contribution is 14% of Personal Service for Personal Service Accounts.

6601-52120 Health Insurance Premiums – Department's premiums to cover the employees' medical costs associated with the City's High Deductible Health Insurance Program. 2023 reflects a 5% increase overall. Costs associated with dental claims, COBRA administration, and employer's contribution to HSAs and HRAs are paid from the Health Insurance Trust Fund (086).

6601-52140 Uniforms – Covers uniform rental contract and uniform purchases for all employees in the department as well as the replacement of safety boots per employee (\$125). 2023 expenses include uniform rental, additional uniform replacements meeting the ANSI reflectivity requirements, and safety boots for employees.

6601-52146 Public Property Damage – Costs associated with repairing public property in the right-of-way that has been damaged by vandalism and/or accidents. Costs may be recovered from individuals or their insurance. In 2022, expenses rose significantly and covered the following property damage: bus shelter glazing (\$1,961); guardrail (\$10,462); eleven streetlight and mast arm bases replacements (\$121,381); repair of traffic signal fiber (\$26,979); and streetscape tree and wall repairs (\$3,150). 2023 reflects a more normal expense in this account (\$75,000). **Goal II (A)**

6601-52280 Materials and Supplies – Includes a variety of materials and supplies (fire extinguishers, concrete for repairs, rental equipment, chains, hooks, etc.). 2022 includes typical expenditures plus a planned expense of used oil purchase for bay heater (\$2,679); mailbox replacements from snow plowing (\$1,133); streetscape holiday lights (\$1,700); and hand tools (\$1,890). 2023 reflects typical purchases including safety equipment (\$3,000); seasonal banner purchase (\$5,000); entrance sign replacements (\$2,500); landscaping materials and supplies (\$5,400); holiday lights (\$1,900); and miscellaneous supplies for various repairs (\$5,600).

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Public Works Department 2023 Annual Budget Notes

- 6601-52316 Road Paint – Expenses for road paint typically are taken from the Street Maintenance Fund 061-6611-52316. Expenses related to the painting of residential address numbers are charged to this General Fund account because the Street Maintenance Fund (061) is not permitted to cover such expenses. No paint was received in 2022 due to an industry wide shortage. Expenses in 2023 include continuing the residential address number painting process (\$2,000). **Goal II (A)**
- 6601-52370 Vehicle Fuel Oil – Covers the cost of fuel charged to the department for operations. 2022 saw a rise in fuel costs. Crews began to share rides and consolidate trips, however the usage exceeded the budgeted amount. Expenses in this account in 2023 anticipate the same usage at a similar rate of increased cost.
- 6601-52480 Building Maintenance/Repair – Expenses related to the repair and maintenance of the building structures located at the Public Works facility. 2022 includes normal expenses related to maintaining the facilities as well as the replacement of two entrance doors (\$8,991); maintenance on the waste oil furnace (\$1,492); and replacement of damaged garage door panels (\$1,758). 2023 reflects routine expenses such as fuel pump maintenance (\$3,000); oil interceptor cleaning (\$1,000); annual waste oil furnace maintenance (\$700); repairs to the storage building garage doors (\$18,000); and repairs to building B gutters (\$6,000). **Goal IV (A)**
- 6601-52600 Urban Forestry – Expenses related to the care of the City’s urban forest such as planting, trimming, removal, and stump grinding of trees as well as any treatments for infestations and the grinding of chip materials. Most expenses are charged to the Parks & Urban Forestry Fund (094), however 2022 includes grinding of chip materials (\$11,944). 2023 includes EAB treatment (\$16,000) and grinding of chip materials (\$14,000). Other expenses are planned to come from the Parks and Urban Forestry Fund. **Goal VIII (A), (B), and (C)**
- 6601-52606 Water Quality – Covers permits, testing, and reports related to our Municipal Separate Storm System regulated under the US EPA’s Phase II National Pollution Discharge Elimination System permit. 2022 includes the annual NPDES Discharge Fee (\$501); revision to Storm Water Management Plan (\$9,000); review of City Code with recommended updates (\$6,500); Illicit Discharge Detection and Elimination Plan Development (\$3,500); and update of existing SWPPPs (\$5,000). 2023 includes the annual NPDES Discharge Fee (\$501); the annual report (\$3,500); permit updates (\$8,000); dry weather outfall screening (\$10,000); annual inspection of detention/retention basins (\$4,600); and inspection of two-year cycle detention/retention basins (\$9,600). **Goal IV (A), (B), (C), Goal V (A) and Goal VI (A)**
- 6601-52800 Capital Improvements – 2022 includes the replacement of hand held power equipment (\$1,500). 2023 expenses include the planned replacement of a 2000 leaf machine (\$57,900); replacement pickup truck (\$52,000); replacement line striping machine (\$9,042); replacement handheld equipment (\$1,500); and the first \$100,000 of facility assessment items. The remainder of facility assessment items are budgeted in the Capital Improvements Fund (090). **Goal III, Goal V (A), Goal IX**

EXPENDITURE DETAIL					
FUND	CONTROL ACCOUNT				
	Public Works Department				
010 - General Fund					
ACCOUNT NUMBER	ITEM	ACTUAL EXPENDITURES	CURRENT BUDGET	ESTIMATED EXPENDITURES	PROPOSED BUDGET
		2021	2022	2022	2023
6601-52316	Road Paint	106	2,000	-	2,000
-52317	Weed Spray	678	2,300	2,380	2,300
-52318	Salt - Ice/Snow Removal	-	-	-	-
-52350	Equipment Maintenance/Repair	13,421	25,314	20,099	25,000
-52360	Vehicle Maintenance/Repair	26,085	30,587	28,200	30,000
-52370	Vehicle Fuel - Oil	38,639	45,000	51,601	54,182
-52390	Communications Maintenance	-	7,240	7,240	7,240
-52450	Utilities	24,208	23,024	25,350	27,025
-52480	Building Maintenance/Repair	32,106	47,475	22,666	40,000
-52600	Urban Forestry	21,432	30,000	11,944	30,000
-52606	Water Quality	885	41,500	32,458	36,300
-52610	Other Contractual	27,220	27,900	27,467	22,700
-52630	Street Lights	107,309	115,920	119,850	124,644
-52696	Insurance Deductible	-	2,500	3,177	2,500
-52790	Refunds	210	-	650	-
-52792	Performance Bonds Refunds	6,500	-	-	-
-52800	Capital Improvements	39,982	8,500	1,500	220,442
-52810	Vehicles	-	-	-	-
-53200	Miscellaneous	-	-	-	-
TOTAL	PUBLIC WORKS DEPARTMENT	1,415,233	1,718,970	1,533,937	1,999,295

ADMINISTRATIVE OFFICE BUDGET

Administrative Office 2023 Annual Budget Notes

- 7700-52100 Personal Service – Administration – Includes (1) Mayor, (1) City Administrator, (1) Assistant City Administrator, (1) Assistant to the City Administrator, (1) Technical Services Administrator, and (1) Human Resources Administrator as well as a 2% wage increase for employees and applicable step increases. The Administrative Secretary retired in September 2022 and will not be replaced full-time in 2023.
- 7700-52119 Personal Service – Prosecutor – Represents the annual retainer for the Prosecutor. See 7701-52124 for other related expenses.
- 7701-52110 PERS Pension – The City’s contribution is 14% of the Personal Service line items for the Administration and the Prosecutor.
- 7701-52112 Medicare – Employer’s portion covers 1.45% of Personal Service line items found above. Medicare is paid for employees hired after March 31, 1986.
- 7701-52120 Health Insurance Premiums – Department’s premiums to cover the employees’ medical costs associated with the City’s High Deductible Health Insurance Program and the monthly dental administration fee. 2022 reflects no increase in the medical costs and includes coverage for two single plans, one employee-spouse plan, and one employee-child plan.
- 7701-52124 Prosecutor – Hourly – Represents the hourly expenses generated by the Prosecutor.
- 7701-52150 Travel and Lodging – Covers costs for work-related training, conferences, and meetings (lodging, mileage, airfare, etc.).
- 7701-52170 Dues-Subscriptions-Memberships – Includes memberships and dues for the following: Center for Local Government, CAMA, OCMA, ICMA, OML, Hamilton County Municipal League, State of Ohio Cooperative Purchasing Program, SHRM, NPELRA, OHPELRA, GCHRA, and Sam’s Club.
- 7701-52721 Court Expense – All costs related to the operation of the Springdale Mayor’s Court process except expenses related to contracted employees (Magistrate, Prosecutor, and Public Defender).
- 7701-52800 Capital Improvements – 2022 included a printer for the Assistant to the City Administrator and a portable desk scanner for the Human Resources Administrator.

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ECONOMIC DEVELOPMENT BUDGET

Economic Development Department 2023 Annual Budget Notes

- 7705-52100 Personal Service – Economic Development – (1) Economic Development Director.
- 7705-52120 Health Insurance Premiums – 2023 reflects participation in the family medical and dental insurance programs.
- 7705-52150 Travel and Lodging – 2022 includes travel-related expenses (lodging, mileage, meals, and parking) for the Director for meetings, seminars, and other economic development activities. **Goals I through V**
- 7705-52165 Incidental Business Expense – This line typically includes the State of the City luncheon; Springdale Business Expo participation; and business meals. These activities started again in 2022 after being paused for several years due to the pandemic and will continue in 2023. **Goals I through IV**
- 7705-52170 Dues-Subscriptions-Memberships – 2022 includes annual costs for professional and civic organizations such as REDI Cincinnati (reduced to \$2,500); CoStar online property search database (\$3,589); and Cincinnati USA Chamber (\$1,103). It also includes demographic services from ESRI (\$1,433) and employee/shopper foot traffic data through Placer.Ai (\$9,000). 2023 re-allocates CoStar expense to additional Placer.Ai data feeds. **Goals I through V**
- 7705-52240 Printing – 2022 expenses include printing of Comprehensive Plan (\$1,432). 2023 includes cost of printing Welcome Packets for new businesses. **Goal III**
- 7705-52556 Jobs Incentive Program – 2022 expenditures include Line-of-Credit draws made for: Cincinnati Bell Technology Solutions (\$113,612); Clarke Fire Protection (\$37,156); Macy's Corporate Services (\$130,500); Process Plus (\$82,800); and Ultimus Fund Solutions (\$12,687). Payments budgeted but not made in 2022 were for MediSync which did not meet minimum payroll targets. The 2023 program anticipates the following draws: Cincinnati Bell Technology Solutions (\$120,000); Clarke Fire Protection (\$37,156); Jake Sweeney Automotive (\$70,000); Macy's Corporate Services (\$130,500); MediSync (\$44,352); Process Plus (\$82,800); and Ultimus Fund Solutions (\$30,000). The incentive is based upon the company attaining a required payroll amount in the previous year. **Goals I and III**
- 7705-52610 Other Contractual – 2022 includes the annual CRA administration and reporting support from HCDC (\$5,000), and the same will continue for 2023. **Goals II and V**

EXPENDITURE DETAIL					
FUND		CONTROL ACCOUNT			
		General Government			
010 - General Fund		Economic Development			
ACCOUNT NUMBER	ITEM	ACTUAL EXPENDITURES	CURRENT BUDGET	ESTIMATED EXPENDITURES	PROPOSED BUDGET
		2021	2022	2022	2023
7705-52100	Personal Service - Economic Development	115,216	120,766	121,357	126,857
-52110	PERS Pension	16,070	16,907	16,927	17,760
-52112	Medicare	1,655	1,751	1,734	1,839
-52120	Health Insurance Premiums	26,563	27,337	26,568	27,639
-52130	Life Insurance	168	177	178	186
-52150	Travel and Lodging	370	1,461	1,534	1,724
-52160	Seminars - Conventions - Training	884	828	904	879
-52165	Incidental Business Expense	789	4,148	5,235	3,530
-52170	Dues - Subscriptions - Memberships	25,264	27,222	17,930	18,431
-52240	Printing	-	1,606	1,775	1,525
-52556	Jobs Incentive Program	333,035	245,924	376,755	514,808
-52610	Other Contractual	3,750	5,000	5,000	5,000
-52615	Legal Advertising	-	-	-	-
-52800	Capital Improvements	7,546	1,000	80	1,000
-53200	Miscellaneous	228	500	-	500
TOTAL	ECONOMIC DEVELOPMENT	531,538	454,627	575,977	721,678

FINANCE DEPARTMENT BUDGET

Finance Department 2023 Annual Budget Notes

- 7710-52100 Personal Service – Finance – 2022 includes 50% of (1) Finance Officer/Tax Commissioner, (2) Account Clerk 1, and (1) Clerk of Council/Finance Director. Also includes costs for employee recording City Council meeting minutes and attending Council meetings. 2023 reflects an Account Clerk 1 promoted to Account Clerk 2 and a 2% wage increase for employees plus applicable step increases. **Goal I (A), (C), Goal II (A), Goal III (A), (B), and Goal IV (A)**
- 7711-52120 Health Insurance Premiums – Department's premiums to cover the employees' medical costs associated with the City's High Deductible Health Insurance Program and the monthly dental administration fee. Costs associated with dental claims, COBRA administration, and employer's contribution to HSAs and HRAs are paid from the Health Insurance Trust Fund (086). 2022 includes coverage for two employee-child plans. 2023 reflects one plan changed to single plan in August. Costs reflect a 5% increase as of August 2023.
- 7711-52610 Other Contractual – 2022 includes CMI software maintenance agreement (\$10,011); CMI ACA Software (\$1,500); Midwest Timekeeping software maintenance agreement (\$2,760); and ACFR GAAP conversion accounting services (\$12,000). Costs for 2023 include CMI software maintenance agreement under new software platform (\$12,000); CMI ACA Software (\$1,500); Midwest Timekeeping software maintenance agreement (\$2,760); and GAAP conversion accounting services (\$9,000).
- 7711-52800 Capital Improvements – 2022 costs include half of CMI Authority Server software upgrade for Finance and Payroll (\$28,608). 2023 includes remaining portion of CMI Authority Server software upgrade for Finance and Payroll (\$28,608).
- 7711-53010 Auditor/Treasurer Fees – Property Tax – Fees charged by Hamilton County to process advances of funds/settlement of real estate tax. Amount is approximately 1.1% of real estate collections.
- 7711-53020 Elections – Fee charged by the Hamilton County Board of Elections based on election ballot activity. Amount is assessed on the 1st half Hamilton County settlement based on the prior year election activity.
- 7711-53030 Audit Fees – Annual fee for the City's financial statement and compliance audit. The firm of Clark Schaefer Hackett was chosen through the State Auditor process for a five-year contract for audit years through 2023. The 2021 audit amount (paid in 2022) was \$17,500. The 2022 audit amount (to be paid in 2023) is projected at \$18,000. **Goal III (A)**

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LEGISLATIVE BODY BUDGET

Legislative 2023 Annual Budget Notes

- 7720-52100 Personal Service – Council – Salaries for President of Council and (6) Council members. Last adjustment to pay rates was adopted by Ordinance 4-2005 and effective December 1, 2007.
- 7721-52110 PERS Pension – City’s contribution is 14% of the Personal Service line item for the President of Council and Council members.
- 7721-52112 Medicare – 1.45% of Personal Service line item for the President of Council and Council members.
- 7721-53205 Public Information – The account funds three citywide newsletters, generally with eight pages of information on City activities, events, and news.
- 7721-53210 Codification – Annual cost for codification.

Newsletter Scheduled Delivery Dates:

Spring Edition	April 1
Summer Edition	August 1
Fall/Winter Edition	December 1

EXPENDITURE DETAIL					
FUND		CONTROL ACCOUNT			
		General Government			
010 - General Fund		Legislative			
ACCOUNT NUMBER	ITEM	ACTUAL EXPENDITURES	CURRENT BUDGET	ESTIMATED EXPENDITURES	PROPOSED BUDGET
		2021	2022	2022	2023
7720-52100	Personal Service - Council	55,725	55,725	55,725	55,725
7721-52110	PERS Pension	7,802	7,802	7,802	7,802
-52112	Medicare	808	808	808	808
-52113	FICA	-	-	-	-
-52150	Travel and Lodging	-	-	-	-
-52160	Seminars - Conventions - Training	-	-	-	-
-52210	Supplies	590	550	800	600
-53205	Public Information	27,331	24,000	23,700	24,000
-53210	Codification	4,838	6,000	3,410	5,000
-53220	Zoning Code	-	5,000	-	5,000
TOTAL	LEGISLATIVE	97,094	99,885	92,245	98,935

OTHER COMMISSIONS BUDGET

CIVIL SERVICE COMMISSION

CABLE TV REGULATORY

CONTRACTUAL SERVICES

Other Commissions 2023 Annual Budget Notes

Civil Service Commission

- 7731-52200 Operating Supplies – Costs associated with the functions and activities of the Civil Service Commission to fulfill their duty of providing valid employment eligibility lists. Examinations expected in 2023 include: Firefighter (\$750); Police Officer (\$750); and Police Lieutenant/Sergeant/Corporal assessment center (\$3,000).

Cable TV Regulatory

- 7741-52565 Cable TV Regulatory – The City derives its revenue from organizations serving as Video Service Providers (VSP) such as Time Warner Cable and Cincinnati Bell. VSPs replaced the old Franchise Agreements. The City receives 5% of the gross revenues generated by a VSP operating in Springdale. The City keeps 60% of the revenue and pays the Intercommunity Cable Regulatory Commission (ICRC) the remaining 40%.

Contractual Services

- 7781-52554 Magistrate – Annual fee (\$19,900) paid to the independent contractor serving as Magistrate for Mayor's Court. The Magistrate's contract is effective December 1 through November 30.
- 7781-52610 Other Contractual – 2022 includes EAP services (\$3,378); background checks (\$5,452); Comprehensive Plan (\$17,283); Connectivity Plan (\$35,000); facility assessments (\$31,985); and contracted janitorial service (\$9,941). 2023 includes EAP services (\$6,000); employment background checks (\$7,500); employee performance tracking software (\$6,500); language interpreter fees (\$2,000); and City branding/marketing (\$20,000).

[illegible]

TAX DEPARTMENT BUDGET

Tax Department 2023 Annual Budget Notes

- 7770-52100 Personal Service – Tax – 2022 includes 50% of (1) Finance Officer/Tax Commissioner, (1) Account Clerk 2, (3) Account Clerk I, (1) Administrative Secretary, (1) part-time Account Clerk I. Costs in 2023 reflect a 2% wage increase. **Goal I (A) and Goal II (A), (B), (C), (D)**
- 7771-52120 Health Insurance Premiums – Includes rates for Finance Officer/Tax Commissioner (employee-child), Account Clerk 2 (single), Account Clerk I (employee-child), Account Clerk I (employee-child), and Administrative Secretary (single). Costs associated with dental claims, COBRA administration, and employer's contribution to HSAs and HRAs are paid from the Health Insurance Trust Fund (Fund 086). Each plan year begins August 1. Costs reflect a 5% increase starting in August 2023.
- 7771-52240 Printing – Cost for printing of department letterhead, envelopes, tax returns, and other items. **Goal I (A) and Goal II (A), (B), (C)**
- 7771-52260 Postage – Based on the number of communications sent to taxpayer accounts and the price of postage. Increase in 2022 based on the following:
- Addition of reinstated Account Clerk in September 2021, therefore increased communications sent to residents/businesses.
 - Increased cost for postage.
- 7771-52450 Utilities – Cost of phone, water, and HVAC service as it relates to the Tax Department.
- 7771-52610 Other Contractual – 2022 includes CMI tax software support (\$4,610); Accurant lookup service (\$1,800); postage meter rental (\$918); document shred services (\$230); tax return mailing service (\$2,024); and Filebound scanning software support (\$2,624). 2023 includes CMI tax software support (\$5,040); Accurant lookup service (\$1,800); postage meter rental (\$918); Filebound scanning software support (\$2,650); and tax return mailing service (\$2,050).
- 7771-52790 Refunds – Based on the number of tax returns processed that include a refund. Increase in 2022 based on “work from home” refunds where the employer continued to withhold to Springdale. 2023 reflects consistent amount projected for “work from home” refunds. **Goal II (D)**
- 7771-52800 Capital Items – 2022 includes half the cost of CMI software upgrade to Authority Server platform for Tax (\$19,800); Quadient folding/stuffing machine (\$7,430); Lexmark laser printer (\$996); and various other printers and desk monitors (\$956). 2023 includes remaining cost of CMI Authority Server software upgrade for Tax (\$19,800) as well as additional desk monitors (\$600).

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GENERAL ADMINISTRATION BUDGET

General Administration 2023 Annual Budget Notes

- 7790-52100 Personal Service – General Administration – (1) Custodian included in January through March 2022 with payouts at retirement on March 31, 2022. In 2023, the position will be shared with Parks & Recreation and included in their budget.
- 7791-52340 Computer Service – 2023 includes the NextStep contract (\$67,867); Barracuda Email Archiver fees (\$5,000); StorageCraft license and support for virtual servers (\$1,100); maintenance on SAN and server (\$2,500); cyber-security breach protection (\$16,200); cyber security audit (\$15,000); Municode website (new in 2022) and meetings bundle (\$11,235); Microsoft Office 365 licenses; and miscellaneous costs associated with software/hardware replacement.
- 7791-52480 Building Maintenance/Repair – Costs related to the maintenance, upkeep, and repair of the Municipal Building (HVAC service agreements, boiler inspections and repairs, elevator service agreement, lawn care, exterminator fees, etc.). In addition to normal expenditures and ongoing maintenance, 2022 includes replacement toilet in the Council Caucus Room as well as roof and gutter repairs at the Municipal Building (\$32,000).
- 7791-52481 Security Camera Maintenance – Costs associated with the City's security camera system have been accounted for in the Computer Services line item through 2022. Beginning in 2023, these costs will be captured separately.
- 7791-52616 Classified Advertising – Costs in 2022 reflect advertisements for numerous full and part-time positions. The costs were reduced significantly by a rule change by the Civil Service Commission permitting advertising through online platforms in lieu of print. 2023 anticipates similar full and part-time announcements through online sources.
- 7791-52741 Veterans Memorial – Costs related to the upkeep of the Veterans Memorial. 2022 includes regular upkeep and maintenance costs to include: pump rebuild (\$4,015); landscape upgrades (\$964); and lawn care treatments (\$1,524).
- 7791-52800 Capital Improvements – 2022 includes the copier lease (\$3,264) and a desk scanner. 2023 includes copier lease payments (\$3,600) as well as repairing mortar joint, cleaning exterior block, and applying sealant to the Municipal Building's exterior (\$100,000 in 010, \$210,000 in 090).
- 7791-53000 Workers' Compensation – In 2021, the City switched from a group rating plan to a group retro plan. This results in a higher up-front premium with refunds anticipated over the next three years equaling a greater amount than the group rating discount.
- 7791-53200 Miscellaneous – 2023 costs include property taxes for the parking lot on Glensprings Drive, the vacant land on Springfield Pike across from the Municipal Building, and the strip of land between Walnut Street and Oak Alley. This line also includes maintaining surety bonds for staff and elected officials.

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TRANSFERS & ADVANCES BUDGET

Transfers & Advances 2023 Annual Budget Notes

- 7791-52950 Transfer to Capital Improvements – The City endeavors to find grant money to offset costs for capital projects. However, even with grant money there is a portion that the City must contribute as local funds. This money is transferred from the General Fund (010) to the Capital Improvements Fund (090). The total transfer for capital projects in 2022 is \$1,400,000. Due to the size and scope of the projects anticipated in 2023, the transfer needed is \$5,700,000.
- 7791-52951 Advances Out to Grants – Advances out are a short-term loan from the General Fund. The advances are paid back from the Grants Fund. The advances are typically a result of reimbursement grants where costs have been incurred but the funds have not been reimbursed as of year end.
- 7791-52956 Advances Out to Capital Improvements – Advances to Capital Improvements are advances made when needed to cover expenditures in the Capital Improvements Fund (090). The 2021 advance is to cover the payoff of the former Sheraton hotel property note. The advance was repaid to the General Fund in 2022 when the proceeds from the hotel sale were received.
- 7791-52957 Advances Out to Health Insurance Fund – The City contributes to each employee's Health Savings Account at 50% of their deductible. Employees pay 15% of their premium, however due to timing of the transactions involved, an advance from the General Fund is needed. For 2023, an advance of \$50,000 is anticipated. This amount will be repaid to the General Fund in the same year.
- 7791-52959 Transfer to Street Improvement Debt Fund – In 2017, the City issued \$8,200,000 of General Obligation Bonds to pay for the cost of constructing improvements to roads throughout the City. In 2023, \$150,000 of bond interest is scheduled to be paid from the Street Maintenance Fund (061). The rest of the bond payment will be paid from the Street Improvement Debt Fund. A transfer of \$559,000 from the General Fund is required for this payment.
- 7791-52961 Transfer to Residential Recycling Fund – The City participates in volume-based funding received from the Hamilton County Solid Waste District Residential Recycling Program for recycled materials collected by the City. All curbside recycling is charged against this fund. The money from the Hamilton County Solid Waste District is not enough to cover the full cost. As a result, a transfer from the General Fund in 2023 is required (\$126,000).
- 7791-52965 Transfer to Insurance Trust Fund – The City of Springdale's annual property and casualty insurance premiums are paid from the Insurance Trust Fund (085). A transfer from the General Fund is required to make the annual payment to the Miami Valley Risk Management Association (MVRMA). Due to natural and manmade disasters in recent years, an increase in premiums has occurred. The transfer for 2023 is anticipated at \$215,000.

EXPENDITURE DETAIL					
FUND		CONTROL ACCOUNT			
		General Government			
010 - General Fund		Transfers & Advances			
ACCOUNT NUMBER	ITEM	ACTUAL EXPENDITURES	CURRENT BUDGET	ESTIMATED EXPENDITURES	PROPOSED BUDGET
		2021	2022	2022	2023
7791-52950	Transfer to Capital Improvements	1,200,000	2,400,000	1,400,000	5,700,000
-52951	Advances Out to Grants Fund	125,000	-	-	-
-52956	Advances Out to Capital Improvements	1,600,000	-	-	-
-52957	Advances Out to Health Insurance Fund	-	50,000	50,000	50,000
-52959	Transfer to Street Improvement Debt Fund	536,800	559,300	559,300	559,000
-52960	Transfer to Health Insurance Fund	60,000	-	-	-
-52961	Transfer to Residential Recycling Fund	117,000	125,000	125,000	126,000
-52964	Transfer to Grants Fund	1,210	-	-	-
-52965	Transfer to Insurance Trust Fund	150,000	168,000	168,000	215,000
TOTAL	TRANSFERS & ADVANCES	3,790,010	3,302,300	2,302,300	6,650,000
TOTAL	GENERAL FUND	23,195,726	25,451,767	22,605,653	30,566,541