

September 13, 2024

TO: Mayor and City Council Members

FROM: Brian K. Riblet, City Manager *BKR*

SUBJECT: City Council Work Session of Wednesday, September 18, 2024

As a reminder, City Council is scheduled to meet in Work Session on Wednesday, September 18, 2024 at 6:00 p.m.

### Work Session

1. Call to Order
2. Roll Call
3. Special Presentation
4. Guest and Residents
5. Legislation for Consideration this Evening
6. Establishing an Agenda for October 9, 2024 Business Session

### Pending Legislation

- a. An Ordinance Repealing Section 33.01 Of The Code Of Ordinances Creating An Investment Committee And Establishing Its Authority—(Mr. Suer-3<sup>rd</sup> reading) Information has been previously supplied on this Ordinance that, if approved, will repeal Section 33.01 of the Code of Ordinances. With the approval of an Investment Policy, as required by the Ohio Auditor, there is no longer a need for an Investment Committee within the City, and this Ordinance repeals Section 33.01 of the Code of Ordinances appointing an Investment Committee. All investments are controlled by the policy and investments may only be made consistent with the policy. To avoid any confusion, this Section is being repealed. In repealing this Section, we also are repealing the Linked Deposit Program which has been dormant for several years.

*Add this Ordinance to October 9, 2024 Business Session with adoption requested at that meeting.*

## New Legislation

- a. A Resolution Accepting the Amounts and Rates as Determined by The Budget Commission and Authorizing the Necessary Tax Levies and Certifying Them to The County Auditor—Please find attached correspondence from Finance Director Maura Gray requesting that City Council adopt this Resolution accepting the rates and amounts determined by the Hamilton County Budget Commission. As a State of Ohio taxing authority and pursuant to the Ohio Revised Code, the City is required to adopt an annual tax budget. City Council adopted the Tax Budget on July 10, 2024. The submitted Tax Budget was accepted by the Budget Commission and Auditor. City Council is requested to accept the Budget Commission's rates and amounts, which would result in the estimated collections as specified in the City's 2025 Tax Budget. This action will then permit the Budget Commission to collect property taxes at the rates established for the upcoming year.

*Add this Resolution to the October 9, 2024, Business Session agenda, assign it to a City Council member for reading, and consider adoption of the Resolution that evening.*

- b. An Ordinance to Make Appropriations for Current Expenses and Other Expenditures of the City of Montgomery, State of Ohio During the Fiscal Year Ending December 31, 2025— Please find attached correspondence from Finance Director Maura Gray requesting that City Council adopt this Ordinance that establishes the City's budget for fiscal year 2025. These documents were presented to and reviewed with City Council at the September 12 Budget Review meeting. As a result of these discussions, any changes to the budget will be forthcoming and will be presented to City Council in the packet for the December 4, Business Session.

*Add this Ordinance to the October 9, 2024 Business Session agenda, assign to a Council Member for first reading. The second reading will be held at the November 6, 2024 Business Session. The third reading of the Ordinance will be held at the December 4, 2024 Business Session with adoption of the Ordinance requested at that meeting.*

## 7. Administration Report

## 8. Law Director Report

## 9. City Council Member Reports

- a. Mrs. Bissmeyer
- b. Mrs. Mills-Reynolds
- c. Mr. Dobrozsi

d. Vice Mayor Naiman

e. Mr. Suer

f. Mr. Margolis

g. Mayor Messer

10. **Approval of Minutes-** September 4, 2024 Business Session and September 12, 2024 Budget Review Meeting

11. **Other Business**

12. **Executive Session**

13. **Adjournment**

Should you have any questions or concerns regarding this information, please do not hesitate to contact me.

C: Connie Gaylor, Executive Assistant/ Clerk of Council  
Department Heads  
Terry Donnellon, Law Director

September 18, 2024

City Hall

6:00 p.m.

1. Call to Order
2. Roll Call
3. Special Presentation
4. Guests and Residents
5. Legislation for Consideration This Evening
6. Establishing an Agenda for the October 9, 2024 Business Session

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- b. An Ordinance to Make Appropriations for Current Expenses and Other Expenditures of the City of Montgomery, State of Ohio During the Fiscal Year Ending December 31, 2025

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7. Administration Report
8. Law Director Report

## 9. City Council Member Reports

- a. Mrs. Bissmeyer
- b. Mrs. Mills-Reynolds
- c. Mr. Dobrozsi
- d. Vice Mayor Naiman
- e. Mr. Suer
- f. Mr. Margolis
- g. Mayor Messer

## 10. Approval of Minutes- September 4, 2024 Business Session and September 12, 2024 Budget Review Meeting

## 11. Other Business

## 12. Executive Session

## 13. Adjournment

Should you have any questions or concerns regarding this information, please do not hesitate to contact me.

C: Connie Gaylor, Executive Assistant/Clerk of Council  
Department Heads,  
Terry Donnellon, Law Director

**ORDINANCE NO.                      , 2024**

**AN ORDINANCE REPEALING SECTION 33.01 OF THE CODE OF ORDINANCES  
CREATING AN INVESTMENT COMMITTEE AND ESTABLISHING ITS AUTHORITY**

**WHEREAS**, dating to 1974, Council created an Investment Committee comprised of the City Manager, Director of Finance, Director of Law, and two Council Members governing the investment of public funds; and

**WHEREAS**, Ohio law requires the City Council to adopt an Investment Policy which specifically governs the investment of public funds, and requires such policy to be filed with the Auditor of State and to be endorsed and accepted by all entities conducting investment business with the City; and

**WHEREAS**, Council believes the structure of the Investment Policy as required by State statute negates the need for Code § 33.01; and

**WHEREAS**, Section 33.01 further was amended to establish a Linked Deposit Program, which is no longer in use by the City; and

**WHEREAS**, with the adoption of a formal Investment Policy and the dormancy of the Linked Deposit Program, to avoid any conflict, upon the recommendation of the City Administration, Council believes it is appropriate to repeal Section 33.01 of the Code of Ordinances.

**NOW THEREFORE, BE IT ORDAINED** by the Council of the City of Montgomery, Hamilton County, Ohio, that:

**SECTION 1.** With the adoption of a formal Investment Policy as required by State law, and with the dormancy of the Linked Deposit Program, Council does hereby repeal § 33.01 of the Code of Ordinances.

**SECTION 2.** All Ordinances or parts of Ordinances inconsistent herewith are hereby repealed.

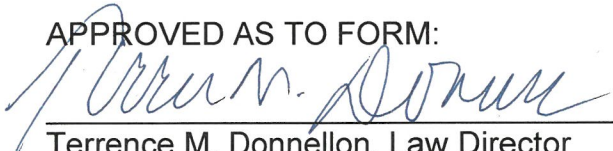
**SECTION 3.** This Ordinance shall take effect the earliest opportunity as allowable by law.

PASSED: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
Connie M. Gaylor, Clerk of Council

\_\_\_\_\_  
Ronald G. Messer, Mayor

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Terrence M. Donnellon, Law Director

August 22, 2024

To: Brian Riblet, City Manager  
From: Maura Gray, Finance Director *msl*  
Subject: Resolution Accepting the Amounts and Rates

Request

It is necessary for City Council to consider a resolution accepting the amounts and rates as determined by the Hamilton County Budget Commission.

Financial Impact

This resolution authorizes the necessary tax levies to be collected for budget year 2025 by the County Auditor.

Background

In accordance with ORC section 5704.34, each taxing authority must pass a resolution to accept and authorize the necessary tax levies and to certify these levies to the County Auditor. The preliminary amounts are included in the 2025 budget and are estimates of the amounts the City will receive in property taxes:

	Millage	2025 County Estimate
General Fund	4.50	\$3,532,050
Fire/EMS	11.55	\$5,694,951

Staff Recommendation

A copy of the resolution from the Hamilton County Budget Commission has not been received by the city but it is anticipated that they will be available for the October Business Meeting of City Council. In anticipation of receiving authorization of the funds from Hamilton County, it is recommended that the City Council consider a resolution that will accept the amounts and rates as determined by the Hamilton County Budget Commission at its September Work Session for the purpose of placing it on the October Business Session for approval that evening.

RESOLUTION NO. \_\_\_\_\_, 2024

**A RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED  
BY THE HAMILTON COUNTY BUDGET COMMISSION AND AUTHORIZING THE  
NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR**

**WHEREAS**, this Council, in accordance with the provisions of law, has previously adopted a Tax Budget for the next succeeding fiscal year commencing January 1, 2025; and

**WHEREAS**, the Budget Commission of Hamilton County, Ohio, has certified its action thereon to the Montgomery City Council together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Council, and what part is within the ten-mill tax limitation and what part of the levied taxes is outside the internal ten-mill limitation.

**NOW THEREFORE, BE IT RESOLVED**, by the Council of the City of Montgomery, Hamilton County, Ohio, that:

**SECTION 1.** The rates, as determined by the Budget Commission in its certification, as set forth on the attached Schedule A, are hereby accepted.

**SECTION 2.** There is hereby levied on the City of Montgomery's tax duplicate the rate of each tax necessary to be levied without and within the ten-mill limitation, as detailed on attached Schedule A, which Schedule A is adopted by reference as if fully restated herein.

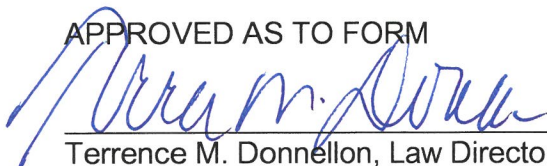
**SECTION 3.** This Resolution shall be in full force and effect from and after its passage.

PASSED \_\_\_\_\_

ATTEST \_\_\_\_\_  
Connie M. Gaylor, Clerk of Council

\_\_\_\_\_  
Ronald G. Messer, Mayor

APPROVED AS TO FORM

  
\_\_\_\_\_  
Terrence M. Donnellon, Law Director

September 13, 2024

To: Brian Riblet, City Manager

From: Maura Gray, Finance Director

Subject: 2025 Annual Operating and Capital Budget

### Introduction

It is necessary for City Council to consider passage of the annual Appropriation Ordinance for 2025.

### Financial Impact

Total City expenditures, which include the departmental budgets, debt service, and transfers as contained in the 2025 Operating and Capital Budget are \$32,532,579.

### Background

The Annual Operating Budget is prepared and submitted annually to the Montgomery City Council in accordance with Article IV, Section 4.02 (3) of the Montgomery City Charter.

The budget is the primary fiscal planning tool for moving the City forward toward accomplishing its mission-Providing superior services and engaging with you to enhance our community. It also provides the resources to support the City's goal of becoming a higher performing organization.

Briefly, this budget accomplishes three key objectives:

- Continues stewardship of City resources in a prudent manner while delivering superior services.
- Follows priorities from the 2025 strategic plan for new initiatives.
- Provides additional resources for the City's capital assets including technology improvements, street infrastructure, and park maintenance.

### Staff Recommendation

It is recommended that City Council authorize and direct the preparation of legislation adopting the 2025 Annual Operating and Capital Budget.

ORDINANCE NO. \_\_\_\_\_, 2024

**AN ORDINANCE TO MAKE APPROPRIATIONS FOR CURRENT EXPENSES AND  
OTHER EXPENDITURES OF THE CITY OF MONTGOMERY, STATE OF OHIO,  
DURING THE FISCAL YEAR ENDING DECEMBER 31, 2025**

**WHEREAS**, Council previously did approve and submit to the Budget Commission a Budget for revenues and expenses for the fiscal year commencing January 1, 2025 and ending December 31, 2025; and

**WHEREAS**, the proposed Budget has been accepted and approved, and Council does desire to appropriate funds according to the Budget to meet current expenses and other expenditures for the 2025 fiscal year.

**NOW THEREFORE, BE IT ORDAINED** by the Council of the City of Montgomery, Hamilton County, Ohio, that:

**SECTION 1.** Commencing January 1, 2025 and for the fiscal year ending December 31, 2025, in order to provide for the current expenses and other expenditures of the City, the sums detailed on the attached Budget schedule are hereby appropriated as if such schedule is fully set forth herein.

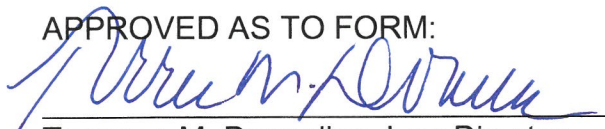
**SECTION 2.** This Ordinance shall be in full force and effect from and after the earliest period allowed by law.

PASSED: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
Connie M. Gaylor, Clerk of Council

\_\_\_\_\_  
Ronald G. Messer, Mayor

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Terrence M. Donnellon, Law Director

**City of Montgomery  
2025 Budget Ordinance**

Fund	Personnel	Non-Personnel	Total
101 Police Department	4,180,862.00	362,900.00	4,543,762.00
106 Disaster Services	-	9,300.00	9,300.00
201 Public Health and Welfare	-	59,500.00	59,500.00
301 Recreation	292,043.00	130,940.00	422,983.00
303 City Parks	392,122.00	410,750.00	802,872.00
317 Swaim and Terwilliger Lodges	-	63,150.00	63,150.00
321 Special Events	-	150,000.00	150,000.00
405 Landmarks Commission	-	17,250.00	17,250.00
406 City Beautiful	-	181,179.00	181,179.00
407 Development	473,459.00	492,200.00	965,659.00
408 Planning Commission	-	207,200.00	207,200.00
409 Historical Building Operations	-	54,629.00	54,629.00
701 City Administration	846,029.00	32,950.00	878,979.00
702 Finance Department	570,803.00	519,000.00	1,089,803.00
703 Legal Administration	-	255,500.00	255,500.00
705 City Council	10,596.00	13,000.00	23,596.00
707 Mayor's Court	41,193.00	75,500.00	116,693.00
708 Civil Service Commission	-	5,150.00	5,150.00
709 Public Works Administration	698,550.00	281,900.00	980,450.00
712 Community & Information Svcs	455,369.00	384,700.00	840,069.00
715 General Government	10,000.00	2,812,600.00	2,822,600.00
209 Memorial Fund	-	6,500.00	6,500.00
210 Parks & Recreation	-	500.00	500.00
214 OneOhio Fund	-	16,500.00	16,500.00
215 Law Enforcement	-	102,700.00	102,700.00
216 Drug Enforcement	-	200.00	200.00
217 DUI Enforcement and Education	-	400.00	400.00
218 Mayor's Court Technology	-	11,125.00	11,125.00
219 Community Oriented Policing	158,933.00	350.00	159,283.00
220 Law Enforcement Assistance	-	1,000.00	1,000.00
223 Fire Department	4,468,480.00	844,165.00	5,312,645.00
227 Environmental Impact Area I	-	8,000.00	8,000.00
228 Environmental Impact Area II	-	10,150.00	10,150.00
229 Environmental Impact Area III	-	10,000.00	10,000.00
230 Environmental Impact Area IV	-	5,000.00	5,000.00
261 Street Maintenance and Repair	1,000,512.00	445,101.00	1,445,613.00
265 State Highway Fund	-	36,000.00	36,000.00
266 Permissive MVL Fund	-	66,000.00	66,000.00
275 Municipal Pool	-	323,800.00	323,800.00
324 General Bond Retirement	-	840,402.00	840,402.00
329 Montgomery Quarter TIF Fund	-	1,336,885.00	1,336,885.00
331 Vintage Club TIF Fund	-	2,508,590.00	2,508,590.00

City of Montgomery  
2025 Budget Ordinance

332 Vintage Club North TIF Fund	-	629,907.00	629,907.00
410 Capital Improvements	-	4,405,649.00	4,405,649.00
460 Heritage District Fund	-	10,000.00	10,000.00
461 Triangle Equivalent TIF Fund	-	94,200.00	94,200.00
463 Vintage Club Capital Construction	-	300,000.00	300,000.00
480 Downtown Improvements	-	550.00	550.00
485 Arts and Amenities	-	100,250.00	100,250.00
546 Trust Reimbursements	-	100,000.00	100,000.00
601 State Fees	-	17,000.00	17,000.00
836 Historical Trust Fund	-	5,000.00	5,000.00
840 Cemetery Expendable Trust	-	73,850.00	73,850.00
875 Compensated Absence	101,450.00	-	101,450.00
890 Unclaimed Moneys Fund	-	3,106.00	3,106.00
	13,700,401.00	18,832,178.00	32,532,579.00

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City of Montgomery  
City Council Business Session Minutes  
September 4, 2024

Present

Brian Riblet, City Manager  
Terry Donnellon, Law Director  
Kevin Chesar, Community Development Director  
John Crowell, Police Chief  
Maura Gray, Finance Director  
Gary Heitkamp, Public Works Director  
Matthew Vanderhorst, Communications and Information Service Director  
Paul Wright, Fire Chief  
Connie Gaylor, Clerk of Council

City Council Members Present

Ron Messer, Mayor  
Sasha Naiman, Vice Mayor  
Lee Ann Bissmeyer  
Chris Dobrozsi  
Craig Margolis  
Catherine Mills-Reynolds  
Ken Suer

City Council convened in Council Chambers at 5:51 p.m. with Mayor Messer presiding.

**ROLL CALL**

Mayor Messer requested a motion to dispense with the roll call as all council members were present.

Mr. Margolis made the motion to dispense with the roll call. Mrs. Bissmeyer seconded. City Council unanimously agreed.

**SPECIAL PRESENTATIONS**

Vince Dong was presented with a Certificate of Appreciation for his years of service on the Board of Zoning Appeals and Planning Commission by Mrs. Bissmeyer.

City Council shared their memories and appreciation for all Mr. Dong has done for the city. They wished him well in his retirement.

Julia Saldanha of the National Alliance on Mental Illness (NAMI) of Southwest Ohio was presented with a Proclamation recognizing September as Suicide Prevention Month by Mayor Messer.

Ms. Saldanha thanked City Council and staff for their support of mental health awareness and especially suicide awareness. She explained that NAMI is working hard to make a difference in reducing the stigma around mental illness and also to reduce suicide deaths.

City Council thanked Ms. Saldanha for her dedication and to bringing awareness to this issue and for her partnership with the City.

Mr. Riblet added that Ms. Saldanha was the City's first partner on our mental health initiative and thanked her for her continued support and partnership.

**LEGISLATION FOR CONSIDERATION THIS EVENING**

**NEW LEGISLATION TO BE ADDED TO THE AGENDA**

**An Ordinance Amending Ordinance 6 2024**

Mayor Messer asked for a motion to add the Ordinance to the agenda. Mr. Margolis made a motion to add the Ordinance to the agenda. Vice Mayor Naiman seconded. City Council unanimously agreed.

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City Council Business Session Minutes

September 4, 2024

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Mayor Messer assigned the legislation to Mr. Suer.

Mr. Suer moved to read the Ordinance by title only. Mr. Margolis seconded. City Council unanimously agreed.

Mr. Suer read the title and moved to suspend the second and third readings of the Ordinance. Mr. Margolis seconded.

The roll was called and showed the following vote:

AYE: Bissmeyer, Mills-Reynolds, Dobrozsi, Messer, Naiman, Suer, Margolis (7)

NAY: (0)

Mr. Suer explained that on July 10, 2024, City Council approved Ordinance #6, 2024 authorizing a transfer of \$241,000 from the Vintage Club TIF Fund (Fund 331) to the Vintage Club Capital Construction Fund (Fund 463). He explained the costs are associated with the approved contract with Bansal Construction for the Montgomery Road at Vintage Club Boulevard Signal Improvement Project. If approved, this would simply modify the transfer of funds to the Capital Improvement Fund (Fund 410) and does not result in any additional funding request.

Mr. Suer moved for passage of the Ordinance. Mr. Dobrozsi seconded.

The roll was called and showed the following vote:

AYE: Mills-Reynolds, Dobrozsi, Messer, Naiman, Suer, Margolis, Bissmeyer (7)

NAY: (0)

### **PENDING LEGISLATION**

Mayor Messer asked for a motion to accept the agenda and read all legislation by title only since all of the legislation has been made available to the public before the meeting.

Mr. Margolis made the motion to accept the agenda and read all legislation by title only. Mrs. Bissmeyer seconded. City Council unanimously agreed.

### **An Ordinance Repealing Section 33.01 Of The Code Of Ordinances Creating An Investment Committee And Establishing Its Authority**

Mr. Suer read the title and moved for passage of the second reading of the Ordinance. Mr. Margolis seconded.

Mr. Suer explained that information has been previously supplied on this Ordinance that, if approved, will repeal Section 33.01 of the Code of Ordinances. He added that with the approval of an Investment Policy, as required by the Ohio Auditor, there is no longer a need for an Investment Committee within the City, and this Ordinance repeals Section 33.01 of the Code of Ordinances appointing an Investment Committee. All investments are controlled by the policy and investments may only be made consistent with the policy. To avoid any confusion, this Section is being repealed. In repealing this Section, we also are repealing the Linked Deposit Program which has been dormant for several years.

Mr. Suer asked if there were any updates.

Mr. Donnellon replied there were none.

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City Council Business Session Minutes

September 4, 2024

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The roll was called and showed the following vote:

AYE: Dobrozsi, Messer, Naiman, Suer, Margolis, Bissmeyer, Mills-Reynolds (7)

NAY: (0)

### **NEW LEGISLATION**

#### **A Resolution to Adopt Recommendation of the Montgomery Tax Incentive Review Council with Respect to The Compliance of All Tax Increment Financing Districts Within the City of Montgomery**

Mr. Suer explained that information has been previously supplied on this Resolution that, if passed, will adopt the recommendation of the Montgomery Tax Incentive Review Council with respect to the compliance of all Tax Increment Financing Districts within the City of Montgomery. The Montgomery Tax Incentive Review Council met on Thursday, August 15, 2024. Ohio law mandates that City Council approve, reject, or remand the decision of the Tax Incentive Review Council relative to the compliance of the tax increment financing districts with their enabling legislation.

Mr. Suer asked if there were any updates.

Ms. Gray replied there were none.

The roll was called and showed the following vote:

AYE: Messer, Naiman, Suer, Margolis, Bissmeyer, Mills-Reynolds, Dobrozsi (7)

NAY: (0)

#### **A Resolution Requesting The County Auditor To Make Tax Advances During The Year 2024 Pursuant To Ohio Revised Code § 321.34**

Mr. Suer explained that information has been previously supplied on this Resolution that, if passed, will authorize the request of advanced payment for taxes from the Hamilton County Auditor. Currently, the City receives these funds in April and September. If the City were to request monthly distributions of these funds in the three months prior to the settlement on the usual settlement dates, this could result in interest income of over \$119,000.00.

Mr. Suer asked if there were any updates.

Ms. Gray replied there were none.

City Council thanked Ms. Gray for researching the advanced payment and the practice of other municipalities in requesting advance payments.

The roll was called and showed the following vote:

AYE: Naiman, Suer, Margolis, Bissmeyer, Mills-Reynolds, Dobrozsi, Messer (7)

NAY: (0)

#### **A Resolution Authorizing The City Manager To Enter Into A Federal Local Let Project Agreement With The Ohio Department Of Transportation For The Project Known as HAM-US 22-15.22 Montgomery Road Resurfacing Project, PID No. 115757**

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City Council Business Session Minutes

September 4, 2024

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Mr. Margolis explained that information has been previously supplied on this Resolution that, if approved, will authorize the City Manager to enter into an LPA Federal Local-Let Project Agreement with ODOT for the HAM-US22-15.22 Montgomery Road (Pfeiffer Road to Weller Road) Resurfacing Project, PID #115757.

Mr. Margolis asked if there were any updates.

Mr. Heitkamp replied there were none.

The roll was called and showed the following vote:

AYE: Suer, Margolis, Bissmeyer, Mills-Reynolds, Dobrozsi, Messer, Naiman (7)

NAY: (0)

### **ADMINISTRATION REPORT**

Mr. Riblet gave the following report:

- Mr. Riblet thanked City Council for their support in the Mental Health Initiative and more directly with the Panel Presentation conducted on August 29 at the Church of the Saviour. He stated that it was such a powerful discussion on suicide ideation, signs and treatment and visibly affected those in attendance. He stated that it was a great indication that what the City was doing to destigmatize mental health and provide resources to the community was effective.
- City Council Work Session is scheduled for September 18, 2024 at 6:00 p.m.
- The Government Affairs Committee will meet on Monday, September 9 at 4:30 p.m. The Parks and Recreation and Public Works Committees have cancelled their meetings for September.
- Copies of the proposed 2025-2029 Operating and Capital Budgets were placed at Council's seats. As a reminder, the Council Budget Review meeting will be held next Thursday, September 12. Dinner will be available at 5:00 p.m., with the meeting scheduled for 5:30 p.m.
- It was reported late last week a member of Sycamore Schools Transportation team passed away and Superintendent Chad Lewis asked if the City's support dog, Asha, could make a visit to the school bus compound this morning. Amy Frederick reports that Asha did a great job in providing comfort for those who needed it this morning.
- Following a powerful mental health presentation held last Thursday night, staff will begin recording mental health podcasts with the panelists to be posted on the City's website and YouTube channel focusing on Suicide Awareness month. Other podcasts are being planned on other mental health issues such as Alzheimer's Awareness, Grief, Anxiety/Depression and Care Solace. This is a continued effort in the City's mental health initiative.
- He will be participating in a roundtable discussion hosted by Tier1 Performance. Tier1 is an organization the City worked with to facilitate the Start the Conversation mental health program with staff in early 2022.

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City Council Business Session Minutes

September 4, 2024

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## Human Resources

- Police Officer positions –David Roberts will begin employment with the City on September 30. Mr. Roberts is currently a police officer with the Mariemont Police Department. Two other candidates are in the final steps of their post-offer process.
- Firefighter/Paramedic positions – Civil Service testing for this position classification has been completed and the Civil Service Commission will meet on September 23 to certify the eligible list. Interviews with the candidates will be conducted after the eligible list is certified.
- Mechanic position – Initial phone interviews with eleven candidates are scheduled for next week. Following phone interviews, the interview team will narrow the field to a smaller group of candidates for in-person interviews.

## Events

- The City is partnering with the Montgomery Ohio Chamber of Commerce to host Vegas in the Village this Thursday evening from 5 p.m. to 9 p.m. A total of 37 businesses in Historic Montgomery and Montgomery Quarter are participating in the event. Participants will begin the evening at The Remington Room before visiting different businesses throughout the evening, eventually ending at Montgomery Quarter Park for music and a raffle drawing.
- The Night Sky Star Party is this Friday, September 8 at Pioneer Park. It is presented by the Parks and Recreation Commission in conjunction with the Cincinnati Observatory. The children's program will take place from 8 p.m. to 9 p.m. followed by the adults only program from 9 p.m. to 10 p.m.
- The Annual Car Show is scheduled for Saturday, September 14 from 4 p.m. to 7 p.m. across the street at the plaza.

Mr. Riblet requested an Executive Session to consider confidential information of an applicant for economic development assistance.

## MINUTES

Mrs. Mills-Reynolds pointed out a correction to the August 21, 2024 minutes. Mr. Margolis made a motion to approve the amended minutes. Vice Mayor Naiman seconded. City Council unanimously agreed.

## MAYOR'S COURT REPORT

Mayor Messer requested a motion to disburse the August Mayors Court collections in the amount of \$5,945.

Vice Mayor Naiman made the motion to disburse the August Mayors Court collections in the amount of \$5,945. Mrs. Bissmeyer seconded. City Council unanimously agreed.

## OTHER BUSINESS

There was no other business to discuss.

Mr. Margolis stated that he would not be at the September 18 Work Session meeting as he would be out of town.

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City Council Business Session Minutes

September 4, 2024

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Mr. Dobrozsi stated that he would not be at the Budget Review meeting on September 12 as he would be out for a business trip.

### **EXECUTIVE SESSION**

Mayor Messer stated that as Mr. Riblet has requested an Executive Session, he would like a motion to adjourn into Executive Session to consider confidential information of an applicant for economic development assistance.

Vice Mayor Naiman made the motion to adjourn into Executive Session to consider confidential information of an applicant for economic development assistance. Mrs. Bissmeyer seconded.

The roll was called and showed the following vote:

AYE: Bissmeyer, Mills-Reynolds, Dobrozsi, Messer, Naiman, Suer, Margolis (7)

NAY: (0)

Council adjourned into Executive Session at 6:50 p.m.

Council reconvened into Public Session at 7:56 p.m.

### **ADJOURNMENT**

Mayor Messer asked if there was any further business to discuss in the Public Session. There being none he asked for a motion to adjourn.

Mr. Margolis moved to adjourn. Vice Mayor Naiman seconded. City Council unanimously agreed.

City Council adjourned at 7:56 p.m.

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Connie Gaylor, Clerk of Council

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City of Montgomery  
City Council Special Session Minutes  
September 12, 2024

Present

Brian Riblet, City Manager  
Tracy Henao, Asst. City Manager  
John Crowell, Chief of Police  
Paul Wright, Fire Chief  
Maura Gray, Finance Director  
Matthew Vanderhorst, Community and Information Services Director  
Mike Rogers, Asst. Public Works Director  
Gary Heitkamp, Public Works Director  
Julie Machon, Recreation Director  
Greg Vonden Benken, Asst. Police Chief  
Connie Gaylor, Clerk of Council  
Derek Morgan, Finance Specialist  
Jeff Barger, Police Sergeant  
Kevin Chesar, Community Development Director  
Ben Shapiro, Asst. Fire Chief

City Council Members Present

Ron Messer, Mayor  
Sasha Naiman, Vice Mayor  
Lee Ann Bissmeyer  
Craig Margolis  
Catherine Mills-Reynolds  
Ken Suer

Council Member Absent

Chris Dobrozsi

City Council convened in Council Chambers for the Special Budget Review Session at 5:30 p.m. with Mayor Messer presiding.

Mayor Messer asked for a roll call as Mr. Dobrozsi was not in attendance.

The roll was called with all other members present except for Mr. Dobrozsi. Mrs. Bissmeyer moved to excuse Mr. Dobrozsi as he had previously notified Council of his absence. Mr. Margolis seconded. City Council unanimously agreed.

Mr. Riblet thanked all Department Heads and their staff for their time in compiling and reviewing the 2025-2029 budgets and for striving to be good stewards of the city's resources. Mr. Riblet extended a special thank you to Maura Gray, Derek Morgan, and the Finance Department staff in capturing changes and putting together well-presented budget books.

Mayor Messer asked Mr. Riblet and Ms. Gray to proceed with their budget presentations.

**Review of the 2025 Operating and Capital Budget**

Ms. Gray presented an overview of the 2025-2029 Operating and Capital Improvement Budget.

Ms. Gray provided a summary of the anticipated 2025 beginning and ending balances as shown below:

**FISCAL YEAR 2025 ALL FUNDS BUDGET**

	BEGINNING BALANCE	ESTIMATED REVENUES	ESTIMATED EXPENSES	ENDING BALANCE
GENERAL FUND	\$ 18,685,087	\$ 15,504,601	\$ 14,490,324	\$ 19,699,364
SPECIAL REVENUE FUNDS	20,255,302	8,198,433	7,615,666	20,838,069
DEBT SERVICE FUNDS	6,003,260	5,274,500	5,315,784	5,961,976
CAPITAL PROJECT FUNDS	5,027,365	4,138,200	4,810,399	4,355,166
FIDUCIARY FUNDS	1,290,994	415,180	300,406	1,405,768
TOTAL BUDGET	\$ 51,262,008	\$ 33,530,914	\$ 32,532,579	\$ 52,260,343

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**Revenues Estimates**

Ms. Gray stated that the 2025 Operating and Capital Budget includes a few revenue assumptions as listed below:

- Earnings Tax estimate of \$13.26 million is a conservative 2% increase over FY 2024 due to increased collections in 2024. Year over year, earnings tax averages an almost 4% increase.
- Real Estate Taxes are estimated to be at 1% above 2024 collections. 2024 collections averaged a 20% increase with the revaluation of property in 2023.
- All other revenue sources to remain relatively flat over the next five years.

**Expenditures Assumptions**

Ms. Gray explained that total personnel estimates are in line with current union agreements and include a 4.00% COLA in FY 2025. She explained that non-personnel line items such as contractual services, materials and supplies for the General Fund have increased an average of 1.6% from 2024.

**General Fund Budget**

Ms. Gray explained the following details for the revenue and expenditures in the General Fund.

- FY 2025 General Fund Revenues are slightly lower, 2%, than the 2024 revenues due to a Grant received in 2024
- This includes the earnings tax projection to includes conservative 2% increase overall. Earnings tax is distributed 75% to the General Fund, 20% to the Capital Improvements Fund and 5% to the Bond Retirement Fund.
- The 2025 General Fund estimated expenditures (excludes transfers out) increased by \$1.3 million or 11% year over year due to cost-of-living adjustments for staff, increased materials and supplies cost in department budgets.
- The budget includes staffing all positions at 100% of cost so any vacancies will generate budget savings while the position is recruited and ultimately filled. These savings are trued up following the subsequent year budget meeting and again at the end of the year. The purpose of this is to reduce variances.

**Capital Improvement Fund**

Ms. Gray provided the following details regarding the Capital Improvement Fund.

City Parks Fund 410- FY 2025 includes replacement of playground equipment.

General Government- Fleet management program includes expenditure of \$600,000.

Street Maintenance and Repair- 2 years of Annual street asphalt overlay was accomplished in 2024 in an attempt to minimize supply chain and cost premiums that may arise due to the Brent Spence bridge project.

**Fund Balance Policy**

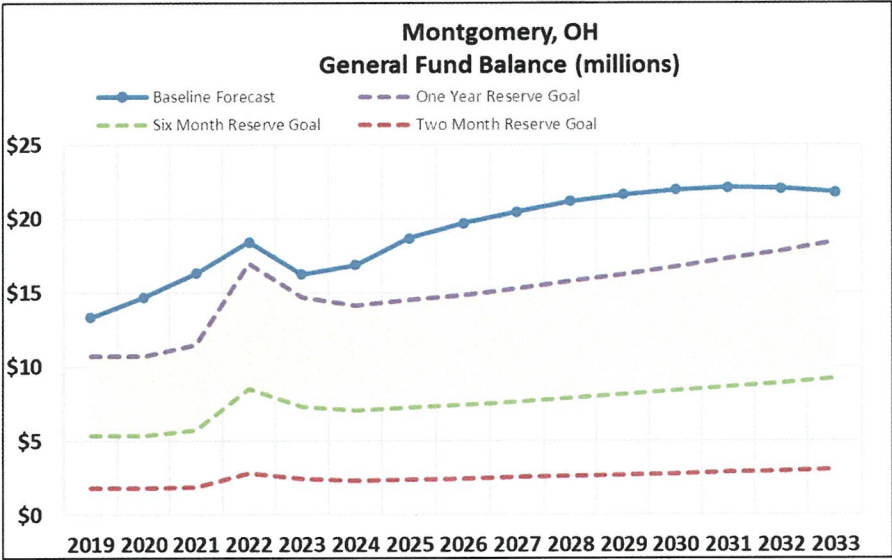
Ms. Gray provided a summary and forecast of the fund balance policy as depicted below:

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City of Montgomery  
General Fund Budget Summary  
Fiscal Year 2025

Projected Beginning Balance	18,685,087
Estimated Revenues and Transfers In	15,504,601
Estimated Expenditures and Transfers Out	14,490,324
Positive Variance	1,014,277
Projected Ending Balance	19,699,364
6 Months Reserve Policy	7,245,162
Unreserved Fund Balance	\$ 12,454,202

Fund Balance Baseline



Fund Balance Policy – Other Funds

- General Fund (established target of six-twelve months of operating expenditures)
- Capital Improvement Fund 410 - established at \$1,000,000
- Arts and Amenities Fund 485 (established at \$376,237, equivalent to two substantial restricted bequests to the fund)
- Fire/EMS Levy Fund 223 (established as six – twelve months of operating expenditures)

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FUND	DESCRIPTION	POLICY	PROJECTED BALANCE 2029	POLICY MET	PAGE NUMBER
101	GENERAL FUND	6-12 MO OPERATING EXP	\$ 23,587,104	YES	14
223	FIRE/ EMS FUND	6-12 MO OPERATING EXP	\$ 15,902,973	YES	104
410	CAPITAL IMPROVEMENT	\$1,000,000	\$ 2,747,971	YES	152
485	ARTS AND AMENITIES	RESTRICTED BEQUESTS OF \$376,237	\$ 555,076	YES	136

## 10-year General Fund Forecast Scenarios

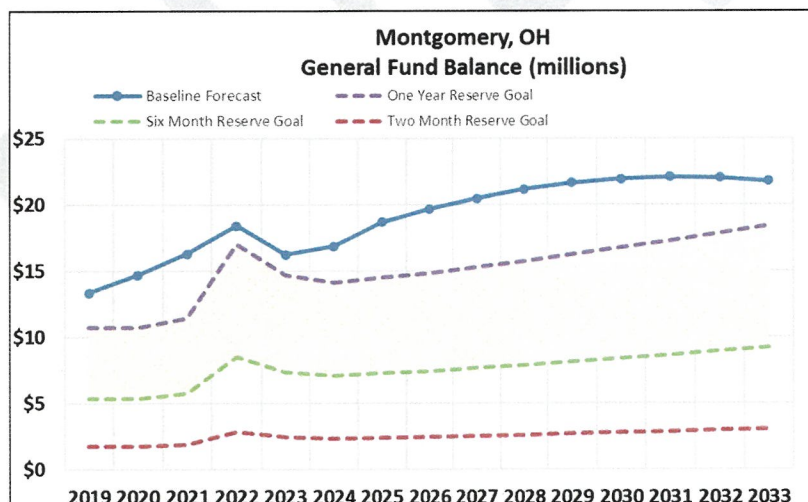
Mr. Riblet continued the discussion of fund balance baselines with a ten year forecast. He stated that baseline assumptions regarding revenue and expenses are as follows:

### Revenues:

- Earnings Tax annual growth of 2.00%
- Real Estate Property Taxes annual growth of 1%
- All other revenue types are a 1% annual growth
- Conservative estimates below historic results

### Expenditures:

- Salaries increase at 4% for FY 2025, 3.75% for FY 2026 and out years at 3%
- Healthcare projected to increase 10% annually
- Non-personnel expenditures projected increase of 2% in FY 2026 and beyond



Mr. Riblet noted that projected revenues outpace projected expenditures resulting in an upward sloping curve. This projection does not factor in any budget savings which will be reconciled or evened out annually to reduce variances. This excess is returned to fund balance. This projection also does not factor in any earnings taxes increase resulting from various developments being completed in the coming years. Even with these conservative estimates, the fund balance is projected well above the one-year reserve goal,

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## City Council Special Session Minutes

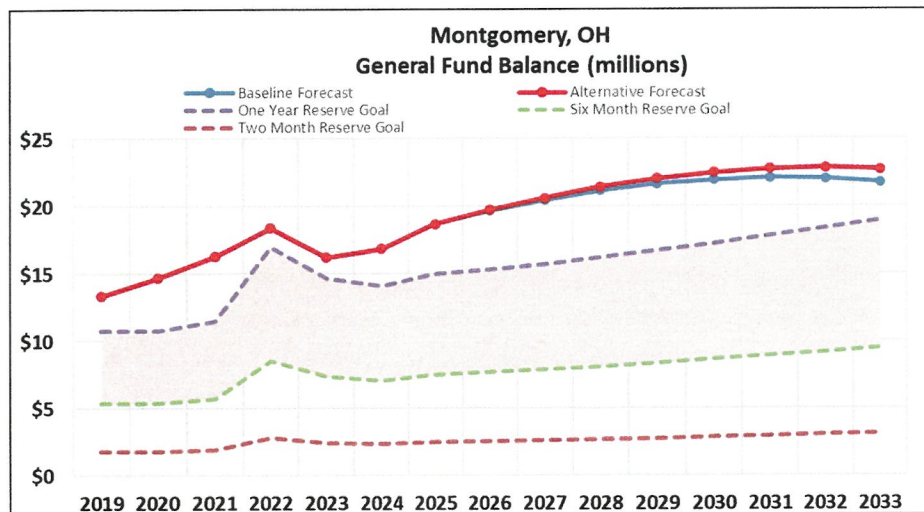
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Mr. Riblet explained that staff has prepared several alternatives for Council's consideration and explained them as follows:

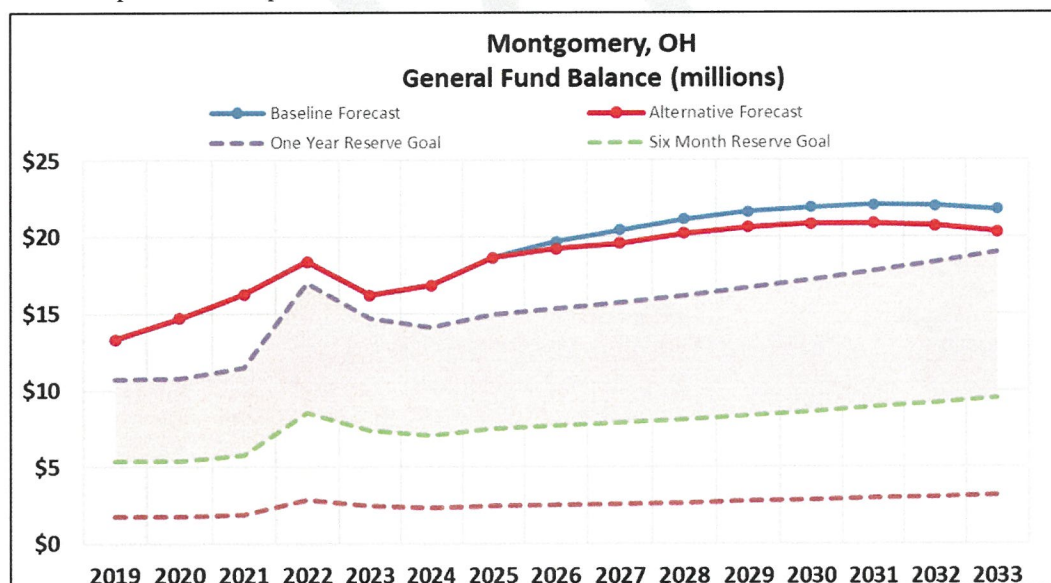
### Alternative 1 – 0% growth in income tax for FY 2025 and 2026

- 0% growth in Income tax in FY 2025 and 2026
- Recovers to 2 % growth in FY 2027 and beyond
- All other assumptions remain the same



### Alternative 2 - Forecast Notes

- Income tax assumption at 5% growth.
- All other income assumptions are at baseline.
- Expense assumptions are at baseline levels.



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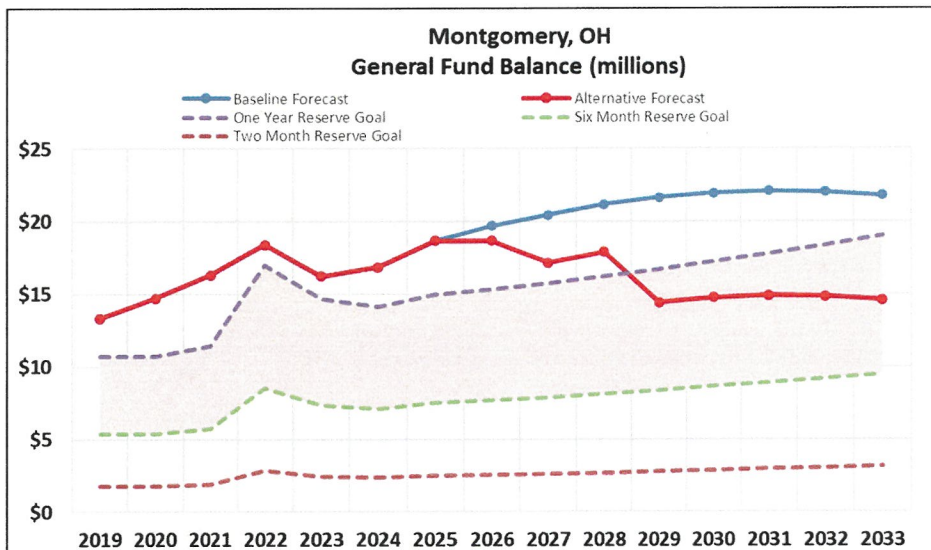
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### Alternative 3– Potential Capital Investments in FY 2025, FY 2026 and FY 2028

Potential capital investments using General Fund Reserves of:

- \$1 M in FY 2025 (Heritage District Investment)
- \$2.25M in FY 2026 (Hopewell Cemetery Columbarium & Water Feature at Pool)
- \$4M in FY 2028 (Major Safety Center Renovation/Addition)
- All other baseline assumptions remain the same

Pay \$7.25 million towards capital investments between FY 2025 and FY 2028



Mr. Riblet explained that using \$7.25 million of General Fund balance between FY 2025 and FY 2028 results in approximately 10-month reserve goal through 2033. He added that There is capacity to increase capital investments and remain above the six-month reserve goal policy through 2033.

Mr. Riblet and Ms. Gray concluded their presentations at which time staff and Council continued through each department's budget lines and discussed 2024 accomplishments and 2025 requests.

City Council thanked all staff for their continued good work of delivering a budget with a conservative approach to spending. They stated that it is this perspective that has preserved that targeted fund balances and reserves needed when facing possible economic downturns.

### OTHER BUSINESS

Mayor Messer asked if there was any further business to discuss in Public Session. There being none, he asked for a motion to adjourn.

Mr. Margolis moved to adjourn. Mrs. Bissmeyer seconded. City Council unanimously agreed.

The Special Budget Review Session of City Council adjourned at 7:32 p.m.

Connie Gaylor, Clerk of Council