

Minutes

July 27, 2021

1. **Opening of Meeting**

Mr Rajagopal called the meeting to order at 6:00pm
All Trustees and Fiscal Officer were present.

2. **Pledge of Allegiance 6:00 PM**

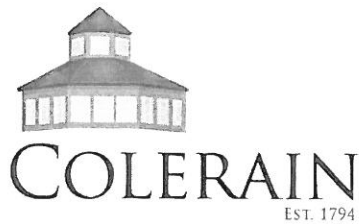
All recited the Pledge of Allegiance.

3. **Presentations**

- a. Discussion of Trustees' Priorities for the 2022 Strategic Plan and Budget

Mr Milz lead discussion on the 2022 Strategic Plan and Budget.

Rationale: One goal of this administration is to align our financial resources with the work we want to accomplish. This means that we must understand the priorities of our trustees and residents, articulate those priorities clearly in the form of a strategic plan, and then align the financial resources of the Township to accomplish the priorities through development of a budget. The process for establishing our strategic plan is built around the three-step process dictated by the Ohio Revised Code for developing a Township budget. Step 1: The Tax Budget - July Each year in July, the Township prepares a Tax budget for the next fiscal year. The purpose of the tax budget is to let the County Budget Commission know that they will need to collect the voted tax levies for the following year for Colerain Township. The tax budget is a very general financial plan for the operations of the next calendar year that identifies how much money is expected from local, state, and federal sources; the anticipated carryover fund balances; and how much is needed to carry out governmental functions in the following year. After a public hearing on the Tax Budget, the budget gets submitted to the county budget commission, which then uses it to fix property tax rates. This was completed at the June 22nd Board Meeting this year. Step 2: Temporary Appropriations – August through December (We are here!) Once the Tax Budget is submitted to the County Budget Commission, the administration begins to organize the strategic priorities for the coming year. The Township will typically start by holding a leadership retreat where Department Directors will spend several days together discussing each department's needs for the up-coming year. This retreat is a time to reflect on the work of the current year and to course-correct if necessary. It also allows the leadership team to revisit the organization's mission, vision and values while strengthening the interconnections between the departments that can get lost in the regular day-to-day running of their individual departments. As the Township's

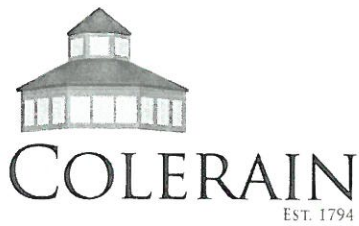


leadership team prepares for its retreat, it is necessary to know what the Trustees priorities will be for the 2022 Strategic Plan and Budget. That is the purpose of this discussion. After the retreat, the Township circles back to the community for their input. COVID disrupted the traditional community engagement process in 2020 and the Town Hall meetings that had become the hallmark of the process to prioritize and develop initiatives could not take place. As with all things 2020, staff had to find a new way to involve residents and conducted two surveys to gather feedback on the big theme for 2021 and to get input on specific initiative priorities. The community feedback helped to determine the big picture theme for 2021 of Prosperous, Green and Clean and to finalize strategic initiatives. The highest priority is providing exceptional service within the limitations of our revenue sources. Budget meetings between our administration and department directors lasted through October as the Township honed in on the budget necessary to provide the level of service demanded by our residents. Prior to finalizing the budget, the Township Trustees will individually review the proposed budget with staff. The Trustees will then formally adopt a set of policy priorities at the end of October. The feedback received from individual Trustees combined with the policy priorities were then incorporated into the final budget. All the while staff was concurrently working to produce the Strategic Plan and Budget Book for 2022. The effort will culminate in the adoption of the Temporary Appropriations at the December Trustee's meeting. The Temporary Appropriations represents the official budget for 2022 and will allow us to legally open purchase orders on January 1st. Step 3: Final Appropriations – March Three months into the new year, the Township has the opportunity to review how revenues and expenditures are trending and make final adjustments to the Temporary Appropriations. At the March Meeting of the Board of Trustees, they will be presented with the Final Appropriations for adoption. Ongoing Process: Amended Appropriations Try as we may, it is impossible to see too far into the future. Major projects come up, non-tax revenues like grants come in, and it becomes necessary to amend the Final Appropriations throughout the year. Colerain Township leaders are committed to providing a safe, fiscally responsible and innovative place to live, work and grow businesses through proactive collaboration and communication.

Discussion:

Mr- Rajagopal - I am big supporter of Strategic Plan and goals. I always say no plan, no goals, no end result. I think you guys set it up nicely. I've been to the leadership retreat. It's good to get away and brainstorm. This is a great way to move forward.

Mr Wahlert - The motivation behind this is that if you write down your goals you are 275% more likely to achieve significant results. I think we have short term and long term goals. Long term goals, in Government are hard to set because realistically, in four years the entire board could be different. I'd like to add "safety" to clean, green and prosperous. I want to continue with the beautification program. I think on a scale of 1 to 100 I think we're a 10. I want this to be a community where people don't want to dump trash. I'd like to work on re-branding. What and where is Colerain. I want to get to the nitty gritty of defining what economic development is. We need a



functional definition to move us forward. I think our biggest economic issue going forward is the Mall issue. I've said this before but it's a race to see who can develop the mall first.

Mr Unger - One of my goals in life is to be out of debt. The township can do anything unless we're in control of our finances. One of my goals here has been to always finish the year in the black. The first three years we've had budget surpluses. One of my goals has always to run a fiscally upright ship. And we've done that. One of my goals is to continue to upgrade our streets and neighborhoods. I also want to ramp up the code enforcement. Code Enforcement is critical. Another goal of mine is to continue the litter program. We will be out of debt in 2022 and there are very few municipalities that can say that. We need to get one of the Firs Stations replaced.

Mr Rajagopal - The Colerain Corridor plan needs to become a reality. People talk about the I-275 bridge and how bad it looks compared to other areas. I think we start there and go all the way to Groesbeck.

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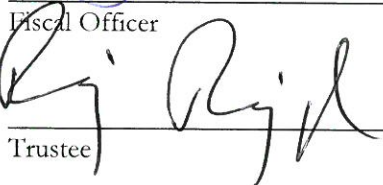
Adjournment

Motion to adjourn Mr Wahlert, Seconded Mr Unger

All vote Yes

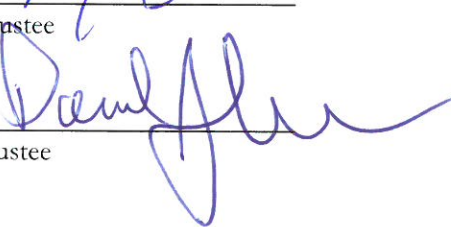
Meeting adjourned at 6:47pm



Fiscal Officer


Trustee



Trustee


Trustee

COLERAIN