

# **PUBLIC NOTICE**

## **AGENDA**

### **ADMINISTRATIVE SERVICES COMMITTEE MEETING**

*Chair: Ed Brady*

*Committee Members: Lisa Evans and Kim Chamberland*

**Monday, June 10, 2019 at 4:30 p.m.**

**Council Chambers, 745 Center Street, Milford, Ohio 45150**

Call to Order

Pledge of Allegiance

Committee Roll Call

Proceedings: Approval of the May 6, 2019 and May 14, 2019 Administrative Services Committee Minutes

Agenda Items:

- Rules of Council
- Right of Way 5 Water Street
- 2018 Year End Financial Statements
- 2020 Tax Budget
- Alternative Local Government Fund Formula Discussion
- Squire, Patton, Boggs Legal Services
- And all additional matters that may properly come before the committee

Adjourn

## Administrative Services Committee Meeting Minutes

May 6, 2019

Called to Order: 4:30pm by Mr. Brady

Pledge of Allegiance

Roll Call: Present: Ed Brady, Council Member; Lisa Evans, Council Member; Kim Chamberland, Council Member was absent. Ms. Evans made a motion to excuse Ms. Chamberland. Seconded by Mr. Brady. All yes

Staff: Michael Doss, City Manager; Pat Wirthlin, Finance Director, Jackie Bain, Administrative Assistant

Visitors: None

Approval of Proceedings from April 9, 2019 meeting. Ms. Evans made a motion to approve the minutes. Seconded by Mr. Brady

### **Fifth Third Bank Accounts Authorization**

Ms. Wirthlin presented information to open up new bank accounts for JEDD IV and JEDD VI. Currently the city carries seven bank accounts with Fifth Third Bank. Some checking, some savings. The three biggest accounts are the General Primary city account, payroll, and Mayor's Court. We have bank accounts for each JEDD's I, II, III and V. We would like to add JEDDS IV and VI. Fees will be minimal. Probably less than \$100.00 a year. We now roll these into the General Fund because they are rather small. In the past we didn't justify opening up accounts and having banking fees. However, it is causing big headaches in the audit. We are already up to \$2,000 in audit fees for these JEDDs trying to untangle them from the Government fund. In order to open up this new bank account, Fifth Third requires that council adopts specified resolutions to designate who deposits them. The designated people are Michael Doss (City Manager), Pat Wirthlin (Finance Director) and Tina Kern (Assistant to The Finance Director). Mr. Brady asked if there was a separate account for JEDD IV. Ms. Wirthlin said that JEDD IV and JEDD III were flowing thru the General Fund. Ms. Evans said it does make sense to have them separate. Mr. Brady asked if Fifth Third will allow naming of the accounts by JEDD numbers so that we actually know which JEDD account by name. Ms. Wirthlin said yes. Mr. Brady asked about the minimal bank fees. Ms. Wirthlin said that these are Public Funds savings accounts so that we will not have fees generally associated with checking accounts. The fees will be closer to \$50.00 a year. Mr. Brady said that we can see this at Budget Session each year as well.

Mr. Brady made a motion, Ms. Evans seconded the motion

***The Committee agreed to make a motion authorizing The Legal Director to prepare a Resolution in Accordance with the attached Fifth Third Document entitled "Account Resolutions Certificate for Treasury Management Services," Naming Authorized Person as Michael Doss (City Manager), Pat Wirthlin (Finance Director) and Tina Kern (Assistant to The Finance Director). All voted yes***

**Property and Casualty Insurance Agreement**

Ms. Wirthlin presented that every year we review this information. Staff is recommending that the city continue its engagement with McGowan Governmental Underwriters for Property and Casualty Insurance. Coverage includes everything owned and liability insurance. Currently we are renewing at about \$49,000. Ms. Evans asked if this covered the parks. Ms. Wirthlin said it covers everything the City owns. We are insured for replacement costs. Ms. Evans asked if we have shopped around for other rates. Ms. Wirthlin said that we have not in several years but it is time to do that.

Mr. Brady made a motion, Ms. Evans seconded the motion

***The Committee agreed to make a motion authorizing the Law Director to prepare an Ordinance Authorizing an Agreement with McGowan Governmental Underwriters for Property and Casualty Insurance in the amount of \$48,765 for the period May 13, 2019 to May 13, 2020 All voted yes***

**Squire, Patton, Boggs Legal Services**

Mr. Doss presented an invoice from Squire Patton Boggs LLP in the amount of \$4,944.25 for legal services.

Mr. Brady made a motion, Ms. Evans: seconded the motion

***The Committee agreed to make a motion authorizing payment in the amount of \$4,944.25 to Squire Patton and Boggs LLP for legal services. All voted yes***

There being no other business to come before the committee, Mr. Brady made a motion to adjourn which was seconded by Ms. Evans.

Mr. Brady: yes, Ms. Evans: yes,

The meeting was adjourned at 4:47pm.

Respectfully Submitted,  
Jackie Bain

## Administrative Services Committee Meeting Minutes

May 14, 2019

Called to Order: 4:00pm by Mr. Brady

Pledge of Allegiance

Roll Call: Present: Ed Brady, Council Member; Kim Chamberland, Council Member. Ms. Chamberland made a motion to excuse Ms. Evans. Mr. Brady seconded the motion. All voted yes

Staff: Michael Doss, City Manager; Pat Wirthlin, Finance Director, Jackie Bain, Administrative Assistant

Visitors: None

Approval of Proceedings from May 6, 2019 meeting. Mr. Brady made a motion to table the approval of the May 6, 2019 Administrative Services Committee Meeting minutes due to Ms. Evans absence and Ms. Chamberland was absent from the May 6, 2019 meeting. Seconded by Ms. Chamberland. All yes

### **Proposed Ordinance Providing for the Issuance and Sale of Bonds**

Mr. Doss presented proposed bond documents regarding an ordinance drafted by City's Bond Council from Squire Patton Boggs. This ordinance deals with the issuance and sale of bonds in the amount of \$3.7 million dollars for the purposes, cost of acquiring a certain real property to facilitate the construction of the facility to be used by professional soccer team. A model bond ordinance was also presented to the committee to be affixed to the proposed bond ordinance per Code. Mr. Doss noted that \$3.5 million of the \$3.7 will be the contractual amount for the purposes, cost of acquiring a certain real property to facilitate the construction of the facility to be used by professional soccer team. The remaining \$200,000 will be utilized for bond council and financial advisor fees which is typical for these types of securities. Mr. Brady had a discussion referencing that the ordinance will then be the first piece regarding the \$3.7 million and the model bond is an attachment to the ordinance? Mr. Doss explained that if Committee references Section 1. it mentions the Model Bond Ordinance. Mr. Doss added that this inclusion makes the City in compliance with the Charter and Ohio Revised Code requirements. Also mentioned were the funds for the \$3.5 million as referenced in various agreements that are the definitive amounts that will be needed only for the cost of acquiring a certain real property to facilitate the construction of the facility to be used by professional soccer team. *Ms. Chamberland Made A Motion For The Committee To Advance An Ordinance As Created And Proposed By Bond Counsel To City Council Providing For The Issuance And Sale Of Bonds In The Maximum Principal Amount Of \$3,700,000 For The Purpose Of Paying The Costs Of Acquiring Certain Real Prpperty To Facilitate The Construction Of A Facility To Be Used By A Professional Soccer Team For Various Team Operations, Including But Not Limited To, Personnel Training, Development,*

***Management, And Merchandising Operation, Along With Associated Tournaments, Seminars And Similar Events, All In Furtherance Of Commerce And To Create Jobs And Employment Opportunities. Mr. Brady seconded the motion. All voted yes***

There being no other business to come before the committee, Mr. Brady made a motion to adjourn which was seconded by Ms. Chamberland. All voted yes.

The meeting was adjourned at 4:09pm.

Respectfully Submitted,  
Jackie Bain

"These minutes have been approved and adopted by Mr. Brady and Ms. Chamberland via email this \_\_\_\_17\_\_ day of May, 2019."

## RULES OF COUNCIL 12-4-2018

The City of Milford, Ohio, a Home Rule Charter Municipality, adopts the following to govern its proceedings pursuant to Sections 2.01, 3.04, and 3.05 of the Charter of the City of Milford, Ohio

1. A council member shall not abstain from voting on an ordinance or resolution. A council member shall recuse from voting in the case of a conflict of interest and they shall state for the record at the time of their recusal the reason for their recusal. A recusal shall constitute neither a “yes” nor a “no” vote and shall not be counted as a vote in the final tally.
2. Regular meetings of council shall be held on the first and third Tuesday of every month. When the first regularly scheduled council meeting in January falls on New Year’s Day, council shall hold its first regularly scheduled meeting on the following Tuesday. In all other cases where a regular meeting falls on a national holiday, council may either cancel or reschedule the meeting. Council may, by majority vote, cancel one of the two regularly scheduled monthly council meetings provided council meets not less frequently than once per month.
3. Excused Absences – an excused absence is one due to the death of a family member, illness of the council member or a member of their family, a business meeting, or a vacation. If reasonably possible, a council member shall notify the clerk or city manager in advance of the fact that they will be unable to attend a council meeting and the reason for their absence. The clerk shall state on the record at the council meeting the fact that the council member will be absent from the meeting and the reason for the absence. The council shall at that point vote on whether to excuse the council member from the meeting. If it is not possible for the council member to give the clerk or city manager such advance notice, then the council member shall notify the clerk in writing of the reason for their failure to attend the meeting. At the next regular session of council, the clerk shall read into the record the explanation of the council member for their absence for the previous meeting after which council shall vote on whether to excuse the council member’s absence. Meeting is defined as any regularly scheduled council meeting or special meeting of council at which a quorum is present. It shall not include meetings of committees of council.
4. Council may, by majority vote, dispense with the reading of the minutes. A council member shall abstain from voting on the approval of the minutes if they were unable to read the minutes prior to the vote and/or did not attend the council meeting at which the minutes were recorded.
5. The City Law Director, as Council Parliamentarian, shall act as sole interpreter, arbitrator, and parliamentarian as to and regarding any rules and procedures under the City Charter or these Rules unless a matter is expressly provided for by the Charter or the Rules of Council.
6. Milford City Council acknowledges that it is an honor and a privilege to have been selected by their fellow citizens to the position of council person for the City of Milford. In recognition of this, members of council shall conduct themselves and dress in a manner appropriate to their position and with the dignity of the office held and the people they represent.
7. Prior to the expiration of the two-year term to which the Mayor and/or Vice-Mayor were elected by council, council may by two-thirds vote of the full legal council vote to remove the Mayor and/or Vice-Mayor upon finding that the person (persons) serving in that position (positions) has

Reaffirmed by Ordinance 10-560 January 19, 2010 and Ordinance 10-568 October 5, 2010

SLL January 21, 20001



conducted themselves in a manner not appropriate to the position. A vacancy created under this rule shall be filled from any of the remaining members of council by simple majority vote of the full legal council.

8. All committee or subcommittee meetings of Council shall be open to the public, except in cases where executive sessions are permitted. All committee or subcommittee meetings of Council shall, whenever possible, be held in Council Chambers. The City Manager shall designate the person or persons responsible for preparing the committee/subcommittee minutes **which minutes shall be adopted and journalized.**
9. The Clerk of Council shall be responsible for giving twenty-four hours advanced public notice of the date, time, and location of each committee/subcommittee meeting by posting a notice thereof on the bulletin board located at Council Chambers and on the City of Milford web site. Any person wanting to determine the time and place of any meeting of Council or any committee/subcommittee meeting may call City Hall at (513) 831-4192 to determine such information. The committee/subcommittee may discuss all matters that come before it.

A committee or subcommittee of Council may, by majority vote, adjourn to executive session closed to the public for the sole purpose of consideration of the matters expressly set forth in Sec. 3.05 of the Milford City Charter. The purpose for the executive session shall be stated on the record in the public portion of the meeting and only matters regarding the stated purpose may be discussed in the executive session.

Council members may attend, strictly as an observer and as a member of the general public, meetings of committees on which they do not serve provided that they do not take part in or contribute to the discussion in any manner.

Ordinances and Resolutions may be proposed by the Council as a Committee of the Whole during a regularly scheduled or Special Meeting of Council provided that the proposed Ordinance or Resolution is listed on the Agenda for the Meeting. Such Ordinances or Resolutions may be voted on and adopted at that same Meeting.

10. There shall be four committees of council: Public Services, Community Development, Administrative Services, and Safety Services. Each committee shall consist of three members of council, to be appointed by the Mayor. Each Council member shall serve on at least one, but no more than two committees. Each committee shall select its own chairperson. A committee member may be removed from, and their replacement named to, the committee by a majority vote of the full legal Council. Council may also act as a Committee of the Whole during a regularly scheduled or Special Meeting of Council **provided that the public is given at least twenty-four hour notice that Council will be meeting as committee of the Whole.**
11. Council may, by Resolution, establish Ad Hoc committees for the sole purpose of aiding Council or a committee of Council in fact gathering and research.
12. There shall be set aside at every regularly scheduled Council meeting a portion of the meeting for comments from the general public. The comments shall be restricted to matters within the purview of the Council's legislative authority, matters related to the city government, items listed on the agenda for the meeting, or announcements of events of interest to the general public. A member of the general public may be prohibited from speaking if their comments are not in accordance with this Rule. The Council Parliamentarian shall be responsible for the enforcement



of this Rule. In cases where there are numerous speakers the Council Parliamentarian may limit each speaker to five minutes. Council may, but is not required to, provide for public comments at a Special Meeting of Council. Committees may, but are not required to, allow public comments during a committee meeting. A disruptive person waives their right to attend any meeting and may be removed from the meeting.

13. The Clerk shall not be required to read correspondence aloud during the meeting, but may instead give a summary of the sum and substance of the correspondence. A member of Council may request that the correspondence be read aloud in its entirety provided that the correspondence pertains to matter within the purview of the Council's legislative authority, matters related to city government, items listed on the agenda for the meeting, or announcements of events of interest to the general public. Should a dispute arise among Council as to whether or not the correspondence should be read, the Council Parliamentarian shall determine if the correspondence is in accordance with this Rule.
14. In addition to the Notice required by SEC. 3.06(f) of the Milford City Charter, notice shall be posted on the City of Milford web site. Council may vote on and adopt any motion, resolution, or ordinance at a Special Meeting of Council provided the subject of the motion, resolution, or ordinance was mentioned in the Notice for the meeting. Under the heading "And All Such Other Matters Which May Come Before Council" Council may discuss any and all other matters that come before it at a Special Meeting of Council provided the discussions do not result in motions, resolutions, or ordinances introduced and voted on at the Special Meeting.
15. A motion to end an Executive Session is not required. Council is not required to take minutes during an Executive Session. The minutes of any Council meeting need only document a motion to go into executive session pursuant to Section 3.05 of the Milford City Charter and the return to open session.
16. The written minutes of any regular Council meeting, Special Meeting of Council, or committee meeting shall be promptly prepared by, filed with and maintained by the Clerk of Council, and open to the public. The minutes need not be a verbatim transcript of the proceedings. They need only include enough facts and information to permit the public to understand and appreciate the rationale behind council's decisions. Video and audio recordings prepared by or on the behalf of council may be substituted for written minutes provided they are a complete and accurate record of the meeting.
17. In any instance where there is a vacancy in any Board or Commission, and the filling of the vacancy is not otherwise provided for by the Charter or by Council Ordinance, the vacancy shall be filled by the vote of a majority of the Council members eligible to vote. Should there be a failure to achieve a majority, the Mayor shall make the appointment to fill the vacancy.
18. Council may, upon majority vote of the full legal Council, amend these rules at any time.



# RECORD OF ORDINANCES

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 30043

19-1460  
Ordinance No. \_\_\_\_\_

June 18, 2019  
Passed \_\_\_\_\_

## AN ORDINANCE VACATING A PORTION OF WATER STREET

WHEREAS, Beauty Ridge, LLC, has petitioned the City of Milford to vacate a portion of the public right-of-way south of the property owned by Beauty Ridge, LLC, located at and commonly known as 5 Water Street in order to enhance the future development of the property; and,

WHEREAS, it is the opinion of the City of Milford that there is good cause for vacating that portion of the Water Street right-of-way and that the vacation thereof will not be detrimental to the general interest as it consists of an easement which is no longer needed by the City; and,

WHEREAS, Ohio Revised Code Section 723.05 provides that when, in the opinion of the legislative authority there is good cause for vacating a street or any part thereof and that such vacation will not be detrimental to the general interest it may by ordinance vacate such portion of the street; and,

Now, Therefore, Be It Ordained By The Council Of The Municipality Of Milford, Ohio:

### Section 1.

The Council of the City of Milford hereby vacates that portion of Water Street as is more particularly described and set forth on the plat and legal description attached hereto and fully incorporated herein by reference as if fully rewritten herein pursuant to and in accordance with Section 12.03 of the Milford City Charter.

### Section 2.

The City Manager is authorized to sign any and all documents necessary to effectuate this vacation including a Quit-Claim Deed conveying the City's interest in the subject property.

### Section 3.

This Ordinance replaces and supersedes Ordinance No. 19-1436 passed and adopted on March 5, 2019.

### Section 4.

Pursuant to and in accordance with Section 12.05 of the Milford City Charter, this Ordinance shall become effective immediately upon its passage by City Council.

ADOPTED: June 18, 2019

ATTESTED: \_\_\_\_\_  
Jackie Bain, Clerk Fred Albrecht, Mayor

### LAW DIRECTOR'S CERTIFICATION

I hereby certify that I have prepared the foregoing Ordinance in accordance with Sec. 12.02 of the Milford City Charter.



Michael Minniear, Law Director  
Reg. No. 0022446

RECORD OF ORDINANCES

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 30043

Ordinance No. \_\_\_\_\_ Passed \_\_\_\_\_, 20\_\_\_\_

CLERK'S CERTIFICATION

I Jackie Bain, Clerk of Council of the City of Milford, Ohio, do hereby certify that the foregoing Resolution was published by posting the complete text of said Ordinance at five (5) of the most public places in said Municipality as determined by Council as follows: at Peoples Bank, 735 Lila Avenue, Milford, Ohio; at Park National Bank, 25 Main Street, Milford, Ohio; at Milford Community Fire Department, 687 B US 50, Milford, Ohio; at the Milford Post Office, 100 Castleberry Court, Milford, Ohio; and at the site of the Municipal Building, 745 Center St., Milford, Ohio each for a period of fourteen (14) days commencing on the 20<sup>th</sup> day of June, 2019.

\_\_\_\_\_  
Jackie Bain, Clerk of Council

Auditor's Parcel Number:

**QUIT CLAIM DEED**

**City of Milford, Ohio**, an Ohio municipal corporation ("Grantor"), for valuable consideration paid, grants to **Beauty Ridge, LLC**, an Ohio limited liability company ("Grantee") whose tax-mailing address is 750 US Route 50, Milford, OH 45150, its entire interest in the following real property:

See Exhibit "A" Attached Hereto and Incorporated Herein.

Prior Instrument Reference:

Executed this \_\_\_\_ day of \_\_\_\_\_, 2019.

City of Milford, Ohio  
an Ohio municipal corporation

By: \_\_\_\_\_  
Michael Doss, City Manager

Approved as to form:

\_\_\_\_\_  
Michael Minniear, Law Director

State of Ohio  
County of \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 2019, by Michael Doss, the City Manager of City of Milford, Ohio, an Ohio municipal corporation, on behalf of said municipal corporation.

\_\_\_\_\_  
Notary Public

This instrument was prepared in unexecuted form by Robbins, Kelly, Patterson & Tucker, a legal professional association, The Macy's Building, 7 West Seventh Street, Suite 1400, Cincinnati, Ohio 45202-2417. File No.: CL2381 I002.

## Exhibit "A"

### **Berding Surveying**



GPS Surveying • 3D Laser Scanning

**Description for: Beauty Ridge, LLC**

**Location: City of Milford, OH – 0.0766 Acres Right of Way Vacation**

Situated in the City of Milford, Clermont County, Ohio and being more particularly described as follows:

**BEGINNING** at an existing cross notch in the west line of Water Street, being the southeast corner of Leon Harding, Jr. and Lewis Gatch Trustees, as recorded in Deed Book 544, Page 158 of the Clermont County Recorder's Office, being South 19°14'00" West, 120.12 feet from the southeast corner of Lot 1 of Riverwalk Subdivision as recorded in Plat Cabinet 15, Page 359;

Thence leaving the existing right-of-way line of Water Street, along a new division line, the following four (4) courses:

1. South 25°55'03" West, 56.03 feet to a set iron pin;
2. South 51°05'45" West, 48.16 feet to a set iron pin;
3. South 62°28'18" West, 85.74 feet to a set iron pin;
4. North 39°33'22" West, 23.36 feet to a set MAG nail in the southerly line of Beauty Ridge, LLC as recorded in Official Record 2800, Page 236;

Thence with the southerly line of Beauty Ridge the following three (3) courses:

1. North 61°38'00" East, 138.26 feet to an existing cross notch;
2. North 41°08'00" East, 40.00 feet to an existing MAG nail;
3. North 37°17'00" East, 8.10 feet to the **POINT OF BEGINNING**

**CONTAINING 0.0766 ACRES. Together with and subject to all easements and highways of record, including the unrecorded rights for public utilities that may exist within the described area.**

Being part of the public right-of-way of Water Street and U.S. Route 50.

All iron pins set are 5/8" X 30" rebar with cap stamped "G.J. BERDING SURVEYING, INC".

Printed on 2/8/2019 12:00 PM - P:\18000\19121 DER - 5 Water Street\Milford\Word Documents\19121 Right of Way Vacation 0.0766 ACRES.doc - By: Dan Berding

G.J. Berding Surveying, Inc.

741 Main Street • Milford, OH 45150 • 513 831 5505 tel • 513 831 6761 fax • [www.berdingsurveying.com](http://www.berdingsurveying.com)



Page 2  
Description for: Beauty Ridge, LLC  
Location: City of Milford, OH - 0.0765 Acres Right of Way Vacation

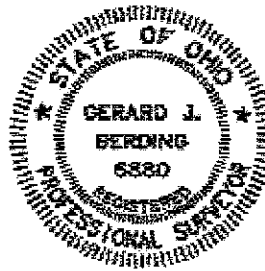


Bearings are based on a survey by Lansdale dated November 1982, on file with the  
Clermont County Engineer's Office, and identified as survey 20M-169.

Prepared by G.J. BERDING SURVEYING, INC. on February 8, 2019. Based on a plat  
of survey prepared by G.J. BERDING SURVEYING, INC. on February 8, 2019.

*Gerard J. Berding*  
Gerard J. Berding, P.S. 6880

02/08/2019  
Date





## CITY OF MILFORD

745 Center Street, Suite 200, Milford, OH 45150

Phone: 513-831-4192

Fax: 513-248-5096

[www.milfordohio.org](http://www.milfordohio.org)



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**To:** Honorable Chair Ed Brady, Committee Members Lisa Evans and Kim Chamberland  
*Administrative Services Committee*

**From:** Pat Wirthlin, Finance Director *Pat*

**Date:** June 7, 2019

**Subject:** 2018 Financial Report

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### Budget Starts Now

The 2018 Financial Report will be up for Council approval at the next Council meeting on June 18.

We distributed this report to Council a couple of weeks ago. Please see the first six pages attached.

### Staff Suggestion for Committee Action

Administrative Committee recommends that Council approve by majority vote the 2018 Financial Report as presented.



# Financial Report

Year 2018

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## CITY OF MILFORD

745 Center Street, Suite 200, Milford, OH 45150

Phone: 513-831-4192

Fax: 513-248-5096

[www.milfordohio.org](http://www.milfordohio.org)



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**To:** Mayor Albrecht, Vice Mayor Brewer, and Honorable Councilmembers

**From:** Pat Wirthlin, Finance Director

**Date:** May 24, 2019

**Subject:** 2018 Year-End Financial Report

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### What a Year!

2018 was quite a lively year, with the introduction of a major league sports facility and the vibrant buzz of economic development in the City. It is surely an exciting time to be a part of this amazing and unique town!

Please take a look at the attached 2018 cash-basis financial reports. You will see some handwritten notes for emphasis, as well as ticks and ties to show how banking and investment statements tie to City fund balances.

Following are a few insights and trends ...

### General Fund Strong ~\$3.5 Million

The City ended the year with a strong General Fund balance of ~\$3.5 million. This is a bit more than the ~\$3 million we had projected in budget session. The difference is unpaid 2018 year-end bills to be paid in 2019. In other words, we are right on budget and on task, "storing our nuts" to leap into 2019's activity.

### JEDD Revenue \$150,000

The City is excited about the continued shared benefits of its Joint Economic District (JEDD) partnership with Union Township. Under the Union/Milford JEDDs, township employees within the JEDD area pay a 1% earnings tax. (Typically, townships are prohibited from enforcing income tax).

The City keeps 15% of tax collections as a reward for administering the JEDDs. The City received almost \$150,000 in JEDD tax revenue in 2018. Allyn Bartlett does an excellent job of tracking and administering the JEDDs.

Typically, the City's portion of JEDD net revenue drops into the City General Fund as undesignated. 2018 ushered in new JEDD V covering West Clermont. Those revenues channel to the CIC per ordinance. JEDD V brought in ~\$4,000 in its opening year.

## Income Taxes ~\$3.5 Million

Income taxes represent the City's biggest revenue source. 2018 brought ~\$3.5 million in income taxes, up 2% from the previous year.

The State rolled out a one-stop online tax-filing and tax-paying system for business who so elect. In short, the State is collecting some of the City's net profits taxes, and then remitting those taxes back to the City. There have been snags with this Gateway program. The City may not be receiving tax revenue on a timely basis while the State works out the complications.

## High Paid Vendor \$1.5 Million

You will see a report for 2018 highest paid vendors. This list does not include payroll, utilities, and debt payments.

The two highest paid vendors were DER Development ~\$1.5 million primarily for the public works facility (full project cost is ~\$2 million), and Adleta ~\$700,000 for the downtown corridor SR 28 project.

Of note is that Louiso Lawn Care is up ~\$20,000 from last year. The original contractor was unable to complete the work at the price quoted, and Louiso graciously stepped in to clean up and catch up the City's landscaping situation. This was a lesson learned that lowest bid is not necessarily the best bid, and we need to consider both aspects of any bid.

## Annual Salaries ~\$3.5 Million

The City paid ~\$3.5 Million in 2018 wages. This is up ~\$160,000 from the prior year. The increase is due to annual pay raises.

## New Accounting System and Budget Book Correction

Finance staff is excited to be nearly fully transitioned into the new accounting system. Many thanks to Tina Kern, Dorcie Hershey-Shaw and Cassie Uecker, who have worked tirelessly and diligently to wade through the challenges that come with integrating payroll, utilities, and accounting.

Related to the transition, we do have a rather significant correction to the 2019 Budget Book. Please see the end of your packet. The 2018 Stormwater Utility fund balance should have projected at ~\$1.1 million rather than ~\$8.5 million.

## Call on Us Please

Please feel free to contact me or Tina Kern if you have questions on the financial statements. We can provide detail on any line item. We are happy to assist and serve.

*Have a great Weekend!*  
*Pat*



# Fund Balances

Year 2018

2018 Actual

	<u>Fund Balance</u> <u>1/1/2018</u>	<u>Prior Period</u> <u>Adjustments</u>	<u>Corrected</u> <u>1/1/2018</u>	<u>2018</u> <u>Revenues</u>	<u>2018</u> <u>Expenses</u>	<u>Net</u> <u>Change</u>	<u>Actual</u> <u>2018</u>
<b>General Fund</b>	2,384,739	(94,340)	2,290,399	7,126,178	5,903,724	1,222,454	3,512,853
<b>Special Revenue Funds</b>							
Street Construction Maintenance & Repair	14,006		14,006	1,049,460	1,030,519	18,941	32,947
State Highway Improvement	3,777		3,777	21,974	21,441	533	4,310
Parks & Recreation	87,944	(213)	87,731	180,923	216,018	(35,095)	52,636
Mayor's Court Computer	134,891		134,891	18,435	77,638	(59,203)	75,689
Permissive Tax	79,264		79,264	83,375	150,136	(66,760)	12,503
Cemetery Closure	241,988		241,988	7,797		7,797	249,785
Cemetery	14,371	(2,953)	11,418	126,497	135,716	(9,218)	2,199
Drug Offender	28,223		28,223	7,035	330	6,706	34,929
Drug Enforcement & Education	11,383		11,383	403		403	11,786
<b>Debt Service Funds</b>							
General Bond Retirement	275,987		275,987	159,157	336,800	(177,643)	98,344
Special Obligation Bonds							
Beechwood - River's Edge T.I.F.	1,553,113		1,553,113		1,553,113	(1,553,113)	
<b>Capital Funds</b>							
Capital Improvement Fund	1,926,031		1,926,031	136,764	1,591,271	(1,454,507)	471,524
Land Acquisition Fund							
<b>Enterprise Funds</b>							
Storm Water Utility	1,450,680	(1,678)	1,449,002	499,057	716,336	(217,279)	1,231,723
Water Utility	4,109	123,531	127,640	922,893	836,347	86,546	214,186
Wastewater Utility	676,269	(24,347)	651,922	552,353	789,094	(236,740)	415,182
Water Repair & Improvement	208,226		208,226	187,790	319,794	(132,005)	76,222
Wastewater Capital Improvement	1,131,355		1,131,355	597,885	339,166	258,719	1,390,073
<b>Trust Fund - Special Deposit</b>	6,381		6,381	5,031		5,031	11,412
<b>Fire / EMS Levy Fund</b>	118,771		118,771	1,941,992	1,817,979	124,012	242,784
<b>Agency Funds</b>							
Community Improvement Fund				3,359		3,359	3,359
JEDD 3							828
<b>Total All Funds</b>	<b>10,351,507</b>		<b>10,351,507</b>	<b>13,628,361</b>	<b>15,635,423</b>	<b>(2,207,062)</b>	<b>8,145,274</b>

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## CITY OF MILFORD

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**To:** Honorable Chair Ed Brady, Committee Members Lisa Evans and Kim Chamberland  
*Administrative Services Committee*

**From:** Pat Wirthlin, Finance Director

**Date:** June 7, 2019

**Subject:** 2020 Tax Budget

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### Budget Starts Now

Budget season is upon us! State law requires that we open with this step, the "Tax Budget." The Tax Budget forecasts fund balances at the end of 2020 based on information available now. We then fine-tune the budget in our work sessions in October and November.

### Timeline

2020 Tax Budget Timeline		
<u>2018 Date</u>	<u>Day</u>	<u>Description</u>
June 7	Friday	Budget available to public in Finance office
June 7	Friday	Newspaper 10-Day public notice due for public hearing on June 18, 2018
June 18	Tuesday	Public hearing at beginning of Council meeting
June 18	Tuesday	Council meeting to adopt and approve tax budget
June 19	Wednesday	Submit approved tax budget to Clermont County
July 15	Monday	Last day for Council to approve tax budget
July 19	Friday	Tax budget due to County

July 16 is  
Next Council  
Meeting

### Staff Suggestion for Committee Motion

Motion authorizing the Law Director to prepare a resolution approving the Tax Budget for the City of Milford, Ohio for the year 2020

City of Milford  
Tax Budget FY2020

Exhibit I

Fund Name: General Fund

101

Description		Actual 2017	Actual 2018	Current Year Estimate 2019	Budget Year Estimate 2020
<b>REVENUE</b>		XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX
Local Taxes					
1110	General Property Tax-Real Estate	418,376	470,884	478,915	478,915
1120	Tangible Personal Property Tax	1	3	-	-
1140	Municipal Income Tax	3,454,930	3,524,792	3,500,000	3,500,000
Other Local Taxes:					
1112	House Trailer - Mfg. Housing	561	502	600	600
1113	Public Housing	7	7	-	-
1141	Union Township JEDD 1	93,409	129,697	105,000	105,000
1142	Union Township JEDD 2	18,507	19,154	20,000	20,000
1143	Union Township JEDD 3	657	-	-	-
1144	Union Township JEDD 4	1,881	82	-	-
1145	Union Township JEDD 5			8,000	8,000
1150	Motel Tax	130,526	129,187	125,000	125,000
1160	Permissive Tax				
1170	Cinema Admission Tax	102,188	92,216	105,000	105,000
Total Other Local Taxes		347,736	370,845	363,600	363,600
Total Local Taxes		4,221,043	4,366,524	4,342,515	4,342,515
Intergovernmental Revenues					
State Shared Taxes and Permits					
1220	Local Government State	2,204	-	-	-
1240	Estate Tax	-	-		
1250	Cigarette Tax	265	371	350	350
1260	License Tax (Property Tax Replacement)	-	-		
1230	Liquor and Beer Permits	25,279	27,300	23,000	23,000
Gasoline Tax					
Library and Local Government Support Fund:					
1210	Local Government - County	156,920	164,425	160,000	160,000
1216	Permissive Tax-County	-	-		
1221	Local Government - R.A.F.	-	-		
Total Library and Local Government Support Fund		156,920	164,425	160,000	160,000
1111	Property Tax Allocation (Homestead and Rollback)	39,887	43,991	41,000	41,000
1121	Personal Property Exempt Reimbursements	-	-		
Total State Shared Taxes and Permits		224,555	236,087	224,350	224,350

City of Milford  
Tax Budget FY2020

Exhibit I

Fund Name: General Fund

101

Description		Actual 2017	Actual 2018	Current Year Estimate 2019	Budget Year Estimate 2020
Federal Grants or Aid					
1371	Drug Use Prevention Grant	1,169	546	-	-
1372	Milford Drug Free Coalition		1,644		
1373	State Grants or Aid - Recycling Awareness	-	-	6,000	6,000
1374	State Grants or Aid - DARE Grant- OV1	9,986	7,343	-	-
1370	Police Body Armor Grant		6,968		
1381	Other Grants or Aid	-	-	-	-
1387	Ohio Dept of Public Safety-GHSO Grant	-	-	-	-
1388	BWC - Refunds	35,708	67,806	15,000	15,000
<b>Total Intergovernmental Revenues</b>		<b>271,418</b>	<b>320,394</b>	<b>245,350</b>	<b>245,350</b>
Special Assessments					
Charges For Services:					
1510	General Government Fees	-	-	-	-
1511	Police Service Contract	9,600	4,892	2,500	2,500
1512	False Alarms	-	-		
1513	Sale of Garbage Stickers	-	-		
1514	Bulk Garbage Stickers	-	-		
1515	Garbage Collections	188,211	195,180	181,669	181,669
1517	Sale of Recycle Bins	-	-		
1519	Yard Waste Stickers	-	-		
1530	Rent	10,000	12,050	10,000	10,000
1531	Trailhead Rental	13,000	13,925	13,000	13,000
1580	Cable TV Commission	94,538	105,899	94,000	94,000
<b>Total Charges for Services</b>		<b>315,349</b>	<b>331,946</b>	<b>301,169</b>	<b>301,169</b>
1610	Court Costs	43,268	65,669	53,000	53,000
1611	Bond Costs	70	47	30	30
1612	Warrant Costs	4,465	5,212	5,000	5,000
1614	Mayor's Court Miscellaneous	206	20	100	100
1620	Fines	173,668	201,276	165,000	165,000
1631	Bond Forfeitures	181	240	200	200
1640	Building Permits	60,272	101,263	215,000	215,000
1641	Occupancy Permits	6,238	7,834	6,500	6,500
1642	Zoning Permits	8,196	7,814	7,500	7,500
1643	Assessment OBBC	1,549	2,733	2,000	2,000
1644	Park Development Fees - Management / Sediment	400	990	300	300
1645	Zoning Changes & Amendments	900	200	500	500
1646	Zoning Appeal	-	-		
1647	Site Plan Review	3,300	5,000	4,500	4,500
1648	Residential Code of Ohio	150	265	212	212
1651	Yard Sales & Other Permits	580	3,365	1,000	1,000
1660	Street Opening Permits	125	80	50	50
<b>Total Fines, Licenses and Permits</b>		<b>303,568</b>	<b>402,008</b>	<b>460,892</b>	<b>460,892</b>

City of Milford  
Tax Budget FY2020

Exhibit I

Fund Name: General Fund

101

Description		Actual 2017	Actual 2018	Current Year Estimate 2019	Budget Year Estimate 2020
1709	HRA Subsidy	-	-	-	-
1711	Service Dept. Reimbursement	8,516	7,605	7,500	7,500
1712	Police Dept. Reimbursement	35,006	30,500	30,000	30,000
1713	Legislative Reimbursement	-	-	-	-
1714	Planning Reimbursement	755	487	480	480
1715	Manager Reimbursement	6,694	7,015	6,960	6,960
1716	Finance Reimbursement	4,527	5,741	5,760	5,760
1717	Engineering Reimbursement	300	1,814	1,800	1,800
1718	Income Tax Reimbursement	2,133	2,007	1,500	1,500
1719	Law Director Reimbursement	2,133	2,026	2,040	2,040
1721	Transfer/Beechwood	-	-	-	-
1722	Building Inspection Reimbursement	1,375	-	-	-
1740	Sale of Obsolete Assets	665	3,436	-	-
1750	Mayor's Court Reimbursement	2,117	1,814	1,800	1,800
	<b>Total Miscellaneous</b>	<b>64,221</b>	<b>62,445</b>	<b>57,840</b>	<b>57,840</b>
	Other Financing Sources:				
	Proceeds from Sale of Debt				
1899	Insurance Proceeds	25,000	-		
1950	Advances	-	-		
1951	Transfer/Beechwood		1,553,113	-	
	Other Sources:				
1730	Investment Income	51,116	82,664	40,000	40,000
1900	Miscellaneous	9,019	7,087	3,000	3,000
1901	Tax Abatement App Fee	1,400	-	-	-
2731	Riverwalk CRA Reimbursement	14,854	-	-	-
1906	Donations - Police Dept	-	-	-	-
1910	Donations - Police Dept	-	-	-	-
	<b>Total General Fund Revenue</b>	<b>5,276,988</b>	<b>7,126,181</b>	<b>5,450,766</b>	<b>5,450,766</b>



City of Milford  
Tax Budget FY2020

Exhibit I

Fund Name: General Fund

101

		Actual	Actual	Current Year	Budget Year
		2017	2018	Estimate	Estimate
Description				2019	2020
<b>EXPENDITURES</b>					
<i>Security of Persons and Property:</i>					
2100	Personal Services	2,241,974	2,366,992	2,515,340	2,606,003
2200	Travel Transportation	14,419	17,831	19,000	19,000
2300	Contractual Services	190,254	198,736	242,469	242,469
2400	Supplies and Materials	47,963	57,006	67,500	65,500
2500	Capital Outlay	3,620	142	4,400	4,400
2700	Other	31,143	31,624	32,600	33,200
<b>Total Security of Persons and Property</b>		<b>2,529,373</b>	<b>2,672,331</b>	<b>2,881,309</b>	<b>2,970,572</b>
<i>Public Health Services</i>					
2100	Personal Services	-	-	-	-
2200	Travel Transportation	-	-	-	-
2300	Contractual Services	27,319	27,540	28,000	28,000
2400	Supplies and Materials	-	-	-	-
2500	Capital Outlay	-	-	-	-
2700	Other	-	-	-	-
<b>Total Public Health Services</b>		<b>27,319</b>	<b>27,540</b>	<b>28,000</b>	<b>28,000</b>
<i>Leisure Time Activities</i>					
2100	Personal Services	-	-	-	-
2200	Travel Transportation	-	-	-	-
2300	Contractual Services	-	-	-	-
2400	Supplies and Materials	-	-	-	-
2500	Capital Outlay	-	-	-	-
2700	Other	-	-	-	-
<b>Total Leisure Time Activities</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<i>Community Environment</i>					
2100	Personal Services	111,120	74,715	80,433	82,004
2200	Travel Transportation	3,099	3,130	4,000	4,000
2300	Contractual Services	101,850	132,307	235,088	235,088
2400	Supplies and Materials	949	183	700	700
2500	Capital Outlay	1,654	10,229	10,250	10,250
2700	Other	1,560	1,422	1,640	1,640
<b>Total Community Environment</b>		<b>220,232</b>	<b>221,986</b>	<b>332,111</b>	<b>333,682</b>

City of Milford  
Tax Budget FY2020

Exhibit I

Fund Name: General Fund

101

		Actual	Actual	Current Year	Budget Year
		2017	2018	Estimate	Estimate
Description				2019	2020
<b>Basic Utility Services</b>					
2100	Personal Services	-	-	-	-
2200	Travel Transportation	-	-	-	-
2300	Contractual Services	370,198	401,554	454,262	441,700
2400	Supplies and Materials	-	-	-	-
2500	Capital Outlay	-	-	-	-
2700	Other	50	-	-	-
<b>Total Basic Utility Services</b>		<b>370,248</b>	<b>401,554</b>	<b>454,262</b>	<b>441,700</b>
<b>Transportation</b>					
2100	Personal Services	187,147	192,872	205,058	209,280
2200	Travel Transportation	606	280	1,000	1,000
2300	Contractual Services	20,445	17,601	37,832	37,632
2400	Supplies and Materials	1,523	1,321	4,450	4,450
2500	Capital Outlay	250	2,233	3,500	3,500
2700	Other	5,057	4,931	5,800	5,800
<b>Total Transportation</b>		<b>215,028</b>	<b>219,238</b>	<b>257,640</b>	<b>261,662</b>
<b>General Government</b>					
2100	Personal Services	741,535	784,793	842,694	846,382
2200	Travel Transportation	15,135	12,913	14,350	14,350
2300	Contractual Services	494,384	497,517	711,312	711,312
2400	Supplies and Materials	35,772	10,467	14,650	14,650
2500	Capital Outlay	30,919	30,647	40,700	40,700
2700	Other	183,760	195,067	242,020	242,020
<b>Total General Government</b>		<b>1,501,505</b>	<b>1,531,404</b>	<b>1,865,726</b>	<b>1,869,414</b>
<b>Debt Service:</b>					
Redemption of Principal					
Interest					
Other Debt Service					
<b>Total Debt Service</b>					
<b>Other Uses of Funds</b>					
Transfers		519,772	829,675	459,725	937,550
Advances					
Contingencies					
Other Uses of Funds					
<b>Total Other Uses of Funds</b>		<b>519,772</b>	<b>829,675</b>	<b>459,725</b>	<b>937,550</b>
<b>Total General Fund Expenditures</b>		<b>5,383,477</b>	<b>5,903,728</b>	<b>6,278,773</b>	<b>6,842,580</b>
<b>Revenues Over (Under) Expenditures</b>		<b>(106,489)</b>	<b>1,222,453</b>	<b>(828,007)</b>	<b>(1,391,814)</b>
Beginning Unencumbered Fund Balance		2,491,232	2,384,743	3,512,856	2,684,849
Prior Period Adjustment per Auditor			(94,340)		
Ending Cash Fund Balance		2,384,743	3,512,856	2,684,849	1,293,035
Estimated Encumbrances (at year end)					
Estimated Ending Unencumbered FB		2,384,743	3,512,856	2,684,849	1,293,035

Fund Name: Fire / EMS Levy Fund

Fund #

Fund #

215

Fund Type/Classification:

		Actual	Actual	Current Year	Budget Year
Description		2017	2018	Estimated	Estimated
				2019	2020
Revenue		XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX
1110	Real Estate	1,751,135	1,798,253	1,811,623	1,811,623
1111	Rollback & Homestead	143,111	138,443	137,000	137,000
1112	House Trailer	2,333	1,865	1,965	1,965
1113	Public Housing	28	27	20	20
1120	Personal Property Tax	4	11	-	-
1121	PP Exempt Reimbursement	-	-	-	-
	Intergov't-Property Tax Allocation	-	-	-	-
1260	-Property Tax Replacement	-	-	-	-
1730	Interest	1,434	3,393	1,800	1,800
1900	Miscellaneous	353	-	-	-
1950	Advance In	-	-	-	-
TOTAL REVENUE		1,898,398	1,941,992	1,952,408	1,952,408
Expenditures					
21	Personal Services	-	-	-	-
22	Travel/Education	-	-	-	-
23	Contractual	1,750,276	1,762,954	1,897,972	1,897,972
24	Supplies & Materials	-	-	-	-
25	Capital Outlay	1,652	1,138	6,060	4,060
26	Debt				
	Principal	45,000	50,000	50,000	-
	Interest	6,323	3,888	1,300	-
	Advances Out	-	-	-	-
TOTAL EXPENDITURES		1,803,251	1,817,980	1,955,332	1,902,032
Revenues Over (Under) Expenditures		95,147	124,012	(2,924)	50,376
Beginning Unencumbered Fund Balance		23,625	118,772	242,784	239,860
Ending Cash Fund Balance		118,772	242,784	239,860	290,236
Estimated Encumbrances (at year end)		-	-	-	-
Estimated Ending Unencumbered FB		118,772	242,784	239,860	290,236

City of Milford  
Tax Budget FY2020

## Exhibit III

Restricted Fund Summary		Estimated Unencumbered Cash Balance 1/1/2020	Estimated Receipts	Estimated Total Available For Expenditure	Budget Year Expenditures/Encumbrances			Estimated Unencumbered Cash Balance 12/31/2020
					Personal Services	Other	Total	
<b>Governmental Funds</b>								
<b>Special Revenue Funds:</b>								
Drug Revenue Funds	203	15,929	6,000	21,929	-	20,000	20,000	1,929
Parks & Recreation	204	4,183	190,850	195,033	44,177	148,174	192,351	2,682
Mayor's Court Computer Fund	205	16,689	17,000	33,689	-	15,500	15,500	18,189
Drug Enforcement & Education	206	5,136	350	5,486	-	1,000	1,000	4,486
Cemetery	207	509	162,800	163,309	66,474	94,900	161,374	1,935
Street Construction Maintenance & Repair	210	17,764	1,105,795	1,123,559	200,272	901,687	1,101,959	21,600
State Highway Improvement	211	355	32,295	32,650	-	20,000	20,000	12,650
Permissive Tax Fund	212	54,647	76,600	131,247	-	-	-	131,247
Cemetery Closure	225	254,835	5,050	259,885	-	-	-	259,885
<b>Total Special Revenue Funds</b>		<b>370,047</b>	<b>1,596,740</b>	<b>1,966,787</b>	<b>310,923</b>	<b>1,201,261</b>	<b>1,512,184</b>	<b>454,603</b>
<b>Debt Service Funds:</b>								
General Bond Retirement Fund	329	4,645	336,300	340,945	-	335,300	335,300	5,645
Special Obligation Bonds - Sports Facility	331	-	277,250	277,250	-	277,250	277,250	-
Beechwood - River's Edge T.I.F.	330	-	-	-	-	-	-	-
<b>Total Debt Service Funds</b>		<b>4,645</b>	<b>613,550</b>	<b>618,195</b>	<b>-</b>	<b>612,550</b>	<b>612,550</b>	<b>5,645</b>
<b>Capital Projects Funds:</b>								
Park Land Purchase Fund	414	-	-	-	-	-	-	-
Capital Improvement Fund	415	101,197	138,641	239,838	-	220,000	220,000	19,838
Sports Facility Land Improvement Fund	416	-	277,250	277,250	-	277,250	277,250	-
<b>Total Capital Projects Funds</b>		<b>101,197</b>	<b>415,891</b>	<b>517,088</b>	<b>-</b>	<b>497,250</b>	<b>497,250</b>	<b>19,838</b>
<b>Total Governmental Funds</b>		<b>475,889</b>	<b>2,626,181</b>	<b>3,102,070</b>	<b>310,923</b>	<b>2,311,061</b>	<b>2,621,984</b>	<b>480,086</b>
<b>Enterprise Funds:</b>								
Storm Water Utility Fund	501	1,009,475	492,400	1,501,875	237,242	170,120	407,362	1,094,513
Water Revenue Fund	502	178,877	887,200	1,066,077	436,168	460,680	896,848	169,229
Sewer Revenue Fund	503	78,634	555,000	633,634	483,450	158,650	622,100	11,534
Water Repair & Improvements Fund	516	32,442	177,525	209,967	-	205,742	205,742	4,225
Sewer Capital Improvements Fund	517	1,061,774	382,000	1,443,774	-	634,898	634,898	808,876
<b>Total Enterprise Funds</b>		<b>2,361,202</b>	<b>2,494,125</b>	<b>4,855,327</b>	<b>1,136,860</b>	<b>1,630,090</b>	<b>2,766,950</b>	<b>2,088,377</b>
<b>Trust &amp; Agency Funds:</b>								
Special Deposit Trust Fund	731	11,413	-	11,413	-	-	-	11,413
<b>Total Trust &amp; Agency Funds</b>		<b>11,413</b>	<b>-</b>	<b>11,413</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>11,413</b>
<b>Total All Funds Except General Fund and Fire Fund</b>		<b>2,848,504</b>	<b>5,120,306</b>	<b>7,968,810</b>	<b>1,447,783</b>	<b>3,941,151</b>	<b>5,388,934</b>	<b>2,579,876</b>

Exhibit VI

PURPOSE OF BONDS AND NOTES	Original Amount	Date of Issue	Date Due (Year)	Ordinance or Resolution	Serial or Term	Rate of Interest	Amounts of Bonds and Notes Outstanding at		Amount required for Principal & Interest 2020	Related Operating Fund
							beginning of year 11/1/2020	12/31/2020		
Payable from Bond Retirement Fund INSIDE 10 MILL LIMIT										
General Obligation										
2007 Municipal Building Refinance	1,640,000	8/9/2007	12/1/2025		18 yrs	4.5%-5.2%	790,000	(120,000)	155,550	General
2017 Capital Facilities (Public Works) Bonds	2,245,000	7/28/2017	12/1/2032	Ord 17-1285	15 yrs	2.50%	1,990,000	(130,000)	179,750	Utilities & General
Total General Obligation Debt							2,780,000	(250,000)	335,300	
Special Obligation										
2019 Taxable Land Acquisition Bonds							3,700,000	(120,000)	277,250	Land Acquisition
OWDA (Ohio Water Development Authority)										
Wastewater Treatment Plant Improve & Repair / WRRSP	2,121,674	1/1/2008	7/1/2027		20 yrs	1.00%	894,639	(108,347)	786,292	Utilities
2007 Clearwell and Water Storage	1,349,311	1/1/2009	7/1/2028	Ord 07-530	20 yrs	2.00%	673,872	(69,054)	604,817	Utilities
Combined Sewer Overflow Phase II-B/Garfield Force Main	409,191	7/1/2009	1/1/2029		20 yrs	1.00%	204,553	(20,631)	183,922	Utilities
Lime Slaker/Silo Rehab	142,325	7/1/2010	1/1/2030		20 yrs	None	71,697	(6,828)	6,828	Utilities
Garfield Ave Force Main	468,732	1/1/2011	7/1/2030		20 yrs	1.00%	269,327	(23,281)	246,046	Utilities
Main & High Water Main Replacement Phase I	445,619	7/1/2015	1/1/2035		20 yrs	2.00%	360,221	(20,038)	340,182	Utilities
2013 Oakcrest and Valley View Water Main Replacement	178,802	1/1/2016	7/1/2044	Res 13-584	30 yrs	2.00%	155,896	(4,861)	151,035	Utilities
Total OWDA Loans							2,630,204	(253,041)	2,377,163	
OPWC (Ohio Public Works Commission)										
2001 Edgcombe Tank Rehab	51,732	6/22/2005	1/1/2020	Res 01-463	15 yrs	None	1,724	(1,724)	0	Utilities
2008 Garfield Force Main / WPCLF	25,859	1/1/2013	7/1/2042	Res 08-543	30 yrs	None	19,748	(859)	18,889	Utilities
2002 Wastewater Treatment Repair/Replace Phase II	1,213,000	6/30/2008	1/1/2028	Res 02-475	20 yrs	None	515,525	(60,650)	454,875	Utilities
2004 Clearwell Water TP Storage	221,000	6/23/2009	1/1/2029	Res 04-502	20 yrs	None	104,975	(11,050)	93,925	Utilities
2007 54" CSO Elimination Project	81,998	7/1/2010	1/1/2040	Res 07-535	30 yrs	None	324,455	(2,733)	321,722	Utilities
2013 Main St Water Main Replace Phase II	137,321	1/1/2019	2038	Ord 14-1104	20 yrs	None	130,455	(6,866)	123,589	Utilities
Total OPWC Loans							1,096,882	(83,882)	83,882	
GRAND TOTAL							10,207,086	(706,923)	9,500,164	
TOTAL DEBT AT DECEMBER 31, 2020									9,500,164	



**City of Milford  
Tax Budget 2020  
Schedule of General Fund Transfers**

<b><u>General Fund Transfers Out - 2020 Tax Budget</u></b>	<b><u>Amount</u></b>
Transfer to Street Construction, Maintenance & Repair Fund	\$ 700,000
Transfer to General Bond Retirement Fund	155,550
Transfer to Cemetery Fund	67,000
Transfer to Parks & Recreation Fund	15,000
<b>Total General Fund Transfers Out - 2020 Tax Budget</b>	<b><u>\$ 937,550</u></b>
	\$ -



**The  
Community  
Press**

*Because community matters.*



**The  
Community  
Recorder**

*Because community matters.*

**Advertiser:**

CITY OF MILFORD  
745 CENTER ST STE 200

MILFORD OH 45150

## AFFIDAVIT OF PUBLICATION

**Newspaper:** CIN-CP East Market

**LEGAL NOTICE  
ATTACHED**

**State of Wisconsin**

**RE: Order # 0003543275**

Account #: CIN-606892

Total Cost of the Ad: \$37.24

# of Affidavits: 1

Last Run Date: 05/08/2019

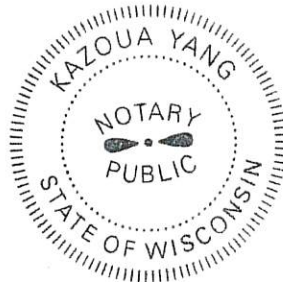
I, Kein Yang  
of the The Enquirer, a newspaper printed in Cincinnati, Ohio and published in Cincinnati, in said County and State, and of general circulation in said county, and as to the Kentucky Enquirer published in Ft. Mitchell, Kenton County, Kentucky, who being duly sworn, depose and saith that the advertisement of which the annexed is a true copy, has been published in the said newspaper times, once in each issue as follows:

05/08/19

Kein Yang  
Subscribed and sworn to before me this 8th day of May, 2019

Kazoua Yang  
Notary Public

11/9/22  
Commission expires



**Legal Notice  
Public Hearing  
City of Milford 2020 Tax  
Budget**  
A public hearing of the City of Milford tax budget for the year ending December 31, 2020 will be held during the 7:00 p.m. City Council meeting on Tuesday, June 18, 2020 at 745 Center Street, Milford OH. Two copies of the proposed tax budget will be available at the City's Finance Department starting June 7, 2020. As required by State law, the tax budget must be adopted by the Council prior to July 15 and submitted to the County by July 20.  
CIN, May 8, '19 # 3543275

Lot 34 Mount Orab, OH 45154; bags, boxes, clothes, children's toys, outdoor equipment, cabinets, shelves  
Carla Syme, 484 Batavia Rd #B209, Cincinnati, OH 45244; boxes, totes, electronics, clothes  
EAST, May 1, 8, '19 #3533473

**Legal Notice  
Public Hearing  
City of Milford 2020 Tax  
Budget**

A public hearing of the City of Milford tax budget for the year ending December 31, 2020 will be held during the 7:00 p.m. City Council meeting on Tuesday, June 18, 2019 at 745 Center Street, Milford OH. Two copies of the proposed tax budget will be available at the City's Finance Department starting June 7, 2019. As required by State law, the tax budget must be adopted by the Council prior to July 15 and submitted to the County by July 20.  
CIN, May 8, '19 #3543275

**Legal Notice  
Village of Newtown  
Board of Zoning Appeals  
The Village of Newtown  
Board of Zoning Appeals**

will be conducting a Public Hearing at 6:00pm, Thursday June 6, 2019, at the Village of Newtown Municipal Center located at 3537 Church Street, Newtown, Ohio 45244.  
The purpose of the Public Hearing is to consider a front yard fence variance for 3515 Leonard Street.  
FHJ, May 1, 8, '19 #3533437

Stephanie Dunn,  
200 University Ln. Apt. 106  
Batavia, Oh 45103  
Hslid Gds/Furn

cody I watkins  
3935 Wilma Ct Apt 102  
Cincinnati, Oh 45245  
Hslid Gds/Furn

Dena McLain  
Po Box 197  
Batavia, Oh 45103

Rochelle Henson  
813 Danny drive  
Cincinnati, Oh 45245  
Hslid Gds/Furn, TV/Stereo  
Equip, Off Furn/Mach/Equip

Buffalo Wild Wings  
7741 Beechmont Ave  
Cincinnati, Oh 45255  
TV/Stereo Equip

Kelly Parisi  
4624 Rumpke Road  
Cincinnati, Oh 45245  
Hslid Gds/Furn

Stacey Stutz  
28 Tavaleen Cove  
Milford, Oh 45150  
Hslid Gds/Furn

Malesa Wright  
19423 Moeart St  
Detroit, Mi 45234  
Hslid Gds/Furn

Dawn Penrod  
304 S. 4th Street  
Williamsburg, Oh 45716  
TV/Stereo Equip,  
Tools/Applnces, Boxes

Esther Beduya  
540 Northwood Terr  
Hamilton, Oh 45013  
Hslid Gds/Furn, TV/Stereo  
Equip, Tools/Applnces, Off  
Furn/Mach/Equip  
CCJ, May 1, 8, '19 #3491410

Anderson Township Little League, Inc. For Use Of Athletic Fields.

The complete text of these ordinances and resolutions may be obtained or viewed at the office of the Fiscal Officer of the Village of Newtown, 3537 Church Street, Newtown, Ohio 45244.  
FHJ, May 8, 15, '19 #3534180

**Public Notice  
Milford Planning  
Commission**

**Date:** Wednesday, June 12, 2019 at 6:00 p.m.

**Place:** Council Chambers, 745 Center Street, Milford, Ohio.

The Milford Planning Commission will hold a Public Hearing to consider the following text amendment:

**TEXT AMEND 19-02 Down-  
town Design Guidelines.**

Planning Commission will consider revisions and renaming of the following Chapters in the Milford Zoning Ordinance:

- Chapter 1167, "OMO" Old Mill Overlay District;
- Chapter 1155, "B-2" Down-town Mixed-Use District;

The purpose of the proposed revisions is to update the Zoning language so that it is more in line with the 2017 Comprehensive Plan recommendations. This request is being considered pursuant to the provisions of Chapter 1133, Changes and Amendments of the Milford Zoning Ordinance.

The accompanying documents may be viewed at City Hall—745 Center Street, Milford, Ohio—from 8:30 a.m. to 4:30 p.m. weekdays. If you have any questions, please call Pam Holbrook, Assistant City Manager, at 248-5093.

May 8, '19 #3538971

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**CINCINNATI.com**

**CINCINNATI.com**

**ORDINANCE NO. \_\_\_\_\_**

The Council of the City of \_\_\_\_\_, met in regular session on the \_\_\_\_ day of \_\_\_\_\_, 2019, with the following members present:

Mr/Mrs \_\_\_\_\_ moved for the adoption of the following Ordinance:

**ORDINANCE AUTHORIZING ADOPTION OF AN ALTERNATIVE METHOD OF APPORTIONMENT OF THE UNDIVIDED LOCAL GOVERNMENT FUND FOR CALENDAR YEAR 2020 THAT PER OHIO REVISED CODE SECTION 5747.53 EXCLUDES THE APPROVAL OTHERWISE REQUIRED OF THE LEGISLATIVE AUTHORITY OF THE CITY, LOCATED WHOLLY OR PARTIALLY IN THE COUNTY, WITH THE GREATEST POPULATION.**

**WHEREAS**, Ohio Revised Code Section 5747.53 authorizes adoption of an alternative method for determining the amount to be apportioned from the Undivided Local Government Fund among the various political subdivisions within a county; and

**WHEREAS**, adoption of an alternative method of apportionment for the Undivided Local Government Fund requires the approval of the Board of County Commissioners, the legislative authority of the City, located wholly or partially in the County, with the greatest population, and a majority of the Boards of Township Trustees and legislative authorities of municipal corporations, located wholly or partially in the County; and

**WHEREAS**, Ohio Revised Code Section 5747.53 permits annual resolutions to exclude

the approval otherwise required of the legislative authority of the city, located wholly or partially in the County, with the greatest population; and

**WHEREAS**, the Council of the City of \_\_\_\_\_, desires to approve the alternative method for allocation of the Undivided Local Government Fund as proposed by the majority of the boards of township trustees and legislative authorities of municipal corporations for calendar year 2020.

**NOW, THEREFORE, BE IT ORDAINED** by the Council of the City of \_\_\_\_\_, with at least two-thirds of its members thereto concurring as follows:

### **SECTION I**

Pursuant to Ohio Revised Code Section 5747.53, approval of the City of Milford, as the city located wholly or partially in the County with the greatest population, shall not be required to approve the calendar year 2020 allocation of the Undivided Local Government Fund.

### **SECTION II**

That the distribution of local government funds be distributed for calendar year 2020 on the following basis:

1. The County will receive 48.545 percent of the total allocation to be disbursed.
2. The remaining amount of funds after the County allocation outlined in item 1 above (51.455%) will be disbursed as follows:
  - a. Twenty-five percent (25%) of the remaining funds will be shared equally

among all municipalities and townships.

- b. Seventy-five percent (75%) of the remaining amount of the funds will be distributed to the municipalities and townships on a per capita basis and will be adjusted as necessary based upon the most current United States Census.
- c. The total of the amounts calculated in Section II, 2.a. and 2.b. will be subtracted from the municipalities and townships 2019 actual distribution. This variance to the 2019 actual distribution will be divided by three (3) to represent a three year phased-in approach to the allocation change. This will be the change in allocation from the 2019 distribution.
- d. The calendar year 2020 allocation will be the 2019 actual distribution plus/minus the change in allocation from the 2019 distribution as calculated in Section II, 2.c. A chart illustrating the estimated 2020 distribution is attached as Exhibit A and incorporated by reference.

### **SECTION III**

That a certified copy of this Ordinance be delivered to the Clermont County Budget Commission.

### **SECTION IV**

This Ordinance shall take effect at the earliest period allowed by law.

### **SECTION V**

That the Council of the City of \_\_\_\_\_ hereby finds and determines that all formal actions relative to the passage of this Resolution were taken in an open meeting of this Council, and that all deliberations of this Council and its Committees, if any, which resulted in



formal action, were taken in meetings open to the public, in full compliance with all applicable legal requirements including Section 121.22 of the Ohio Revised Code.

Mr. \_\_\_\_\_seconded the motion and on roll call, the vote resulted as follows:

This Resolution was duly passed on the \_\_\_\_ day of \_\_\_\_\_, 2019.

ATTEST:

\_\_\_\_\_  
Fiscal Officer

APPROVED BY:

\_\_\_\_\_

Date: \_\_\_\_\_

JURISDICTION	Section II, 2.a		Section II, 2.b		Section II, 2.c		Section II, 2.d.
	Est 2019 Allocation	Per Jurisdiction	PerCapita	Proposed Revised Allocation	Variance to Est 2019	1/3 Variance	2019 plus 1/3 variance
		25%	75.0%	100%			Est 2020 Allocation
BATAVIA TOWNSHIP	\$ 64,791.05	\$ 12,636.99	\$ 104,276.95	\$ 116,913.95	\$ 52,122.90	\$ 17,374.30	\$ 82,165.35
CITY OF LOVELAND	\$ 53,514.34	\$ 12,636.99	\$ 10,066.72	\$ 22,703.72	\$ 30,810.62	\$ 10,270.21	\$ 43,244.13
CITY OF MILFORD	\$ 164,140.05	\$ 12,636.99	\$ 34,644.88	\$ 47,281.88	\$ 116,958.17	\$ 38,952.72	\$ 125,187.33
FRANKLIN TOWNSHIP	\$ 26,425.22	\$ 12,636.99	\$ 17,151.29	\$ 29,788.28	\$ 3,363.06	\$ 1,121.02	\$ 27,546.24
GOSHEN TOWNSHIP	\$ 64,917.08	\$ 12,636.99	\$ 80,414.51	\$ 93,051.50	\$ 28,134.42	\$ 9,378.14	\$ 74,295.22
JACKSON TOWNSHIP	\$ 20,388.58	\$ 12,636.99	\$ 15,455.35	\$ 28,092.34	\$ 7,703.76	\$ 2,567.92	\$ 22,956.50
MIAMI TOWNSHIP	\$ 132,292.25	\$ 12,636.99	\$ 211,852.43	\$ 224,489.43	\$ 92,197.18	\$ 30,732.39	\$ 163,024.64
MONROE TOWNSHIP	\$ 48,157.61	\$ 12,636.99	\$ 40,598.83	\$ 53,235.82	\$ 5,078.21	\$ 1,692.74	\$ 49,850.35
OHIO TOWNSHIP	\$ 14,110.91	\$ 12,636.99	\$ 13,536.40	\$ 26,173.39	\$ 12,062.48	\$ 4,020.83	\$ 18,131.74
PIERCE TOWNSHIP	\$ 37,372.07	\$ 12,636.99	\$ 58,154.65	\$ 70,791.65	\$ 33,419.58	\$ 11,139.86	\$ 48,511.93
STONELICK TOWNSHIP	\$ 26,857.46	\$ 12,636.99	\$ 26,429.69	\$ 39,066.68	\$ 12,209.22	\$ 4,069.74	\$ 30,927.20
TATE TOWNSHIP	\$ 41,761.80	\$ 12,636.99	\$ 34,468.55	\$ 47,105.54	\$ 5,343.74	\$ 1,781.25	\$ 43,543.05
UNION TOWNSHIP	\$ 140,869.16	\$ 12,636.99	\$ 240,730.09	\$ 253,367.08	\$ 112,497.92	\$ 37,499.31	\$ 178,368.47
VILLAGE OF AMELIA	\$ 67,392.22	\$ 12,636.99	\$ 24,899.71	\$ 37,536.71	\$ 29,855.51	\$ 9,951.84	\$ 57,440.38
VILLAGE OF BATAVIA	\$ 47,942.12	\$ 12,636.99	\$ 7,826.22	\$ 20,463.21	\$ 27,478.91	\$ 9,159.64	\$ 38,782.48
VILLAGE OF BETHEL	\$ 83,197.91	\$ 12,636.99	\$ 14,060.22	\$ 26,697.21	\$ 56,500.70	\$ 18,833.57	\$ 64,364.34
VILLAGE OF CHILO	\$ 9,570.88	\$ 12,636.99	\$ 326.74	\$ 12,963.73	\$ 3,392.85	\$ 1,130.95	\$ 10,701.83
VILLAGE OF FELICITY	\$ 38,899.90	\$ 12,636.99	\$ 4,242.44	\$ 16,879.43	\$ 22,020.47	\$ 7,340.16	\$ 31,559.74
VILLAGE OF MOSCOW	\$ 24,358.93	\$ 12,636.99	\$ 959.48	\$ 13,596.47	\$ 10,762.46	\$ 3,587.49	\$ 20,771.44
VILLAGE OF NEVILLE	\$ 10,026.43	\$ 12,636.99	\$ 518.64	\$ 13,155.63	\$ 3,129.20	\$ 1,043.07	\$ 11,069.50
VILLAGE OF NEW RICHM	\$ 76,540.39	\$ 12,636.99	\$ 13,391.18	\$ 26,028.17	\$ 50,512.22	\$ 16,837.41	\$ 59,702.98
VILLAGE OF NEWTONSVI	\$ 16,351.30	\$ 12,636.99	\$ 2,033.05	\$ 14,670.05	\$ 1,681.25	\$ 560.42	\$ 15,790.88
VILLAGE OF OWENSVILL	\$ 52,719.58	\$ 12,636.99	\$ 4,117.97	\$ 16,754.96	\$ 35,964.62	\$ 11,938.21	\$ 40,731.37
VILLAGE OF WILLIAMSB	\$ 33,577.62	\$ 12,636.99	\$ 12,914.04	\$ 25,551.03	\$ 8,026.59	\$ 2,675.53	\$ 30,902.09
WASHINGTON TOWNSHIP	\$ 12,869.75	\$ 12,636.99	\$ 10,336.42	\$ 22,973.41	\$ 10,103.66	\$ 3,367.89	\$ 16,237.64
WAYNE TOWNSHIP	\$ 31,437.79	\$ 12,636.99	\$ 23,302.32	\$ 35,939.31	\$ 4,501.52	\$ 1,500.51	\$ 32,938.30
WILLIAMSBURG TOWNSHI	\$ 24,313.04	\$ 12,636.99	\$ 16,886.79	\$ 29,523.78	\$ 5,210.74	\$ 1,736.91	\$ 26,049.95
Grand Total	\$ 1,364,795.44	\$ 341,198.78	\$ 1,023,595.57	\$ 1,364,794.35	\$ (1.09)	\$ (0.36)	\$ 1,364,795.08

EXHIBIT A

# SQUIRE PATTON BOGGS (US) LLP

Pat Wirthlin  
Director of Finance  
City of Milford, Ohio  
745 Center Street  
Suite 200  
Milford, Ohio 45150

Invoice Number: 10086509  
Invoice Date: 05/23/19  
Matter Number: 023248.00070

## FC Cincinnati Project

### INVOICE SUMMARY

Fees:	\$ 3,697.50
Disbursements:	\$ 0.00
<b>Amount Due for this Invoice:</b>	<b>\$ 3,697.50</b>

### PAYMENT INSTRUCTIONS

#### Remit Check Payments to:

Squire Patton Boggs (US) LLP  
P.O. Box 643051  
Cincinnati, OH 45264  
Phone: 216.687.3400  
Fax: 216.687.3401

#### Remit Wire Payments to:

Squire Patton Boggs (US) LLP  
US Bank  
425 Walnut St. Cincinnati, OH 45264  
Bank Routing #042000013  
Bank Account #576762314

#### For Wires outside the US:

US Bank, USA  
SWIFT Code: USBKUS44IMT  
Bank Account #576762314

#### Direct Billing Inquiries to:

Christopher J. Franzmann  
2000 Huntington Center  
41 South High Street  
Columbus, OH 43215  
United States  
Phone: +1.614.365.2700  
Fax: +1.614.365.2499  
email: Chris.Franzmann@squirepb.com

**Please Include Reference Number 10086509.23248 with all Payments**  
Tax Identification Number 34-0648199