



CITY COUNCIL REGULAR MEETING PACKET

October 21, 2024 @ 6:00pm Heritage Hall in Smith Park

1. Call to Order: Mayor Bill Cook
2. Roll Call: Clerk of Council
3. Invocation:
4. Pledge of Allegiance:
5. Action on Minutes: 9/23/2024 Work Session Minutes
6. Communications:
7. City Manager Report: Attached
8. Committee Reports:
9. Comments from Members of the Public: *Comments limited to 5 minutes or less

10. RESOLUTIONS:(1-Intro; – 1-Action*)

***A. Resolution 2024-14R (Introduction Tonight, Public Hearing and Action Tonight)**

A RESOLUTION APPROVING A MEMORANDUM OF UNDERSTANDING WITH RANDY BRIDGE

11. ORDINANCES: (0-Intro; – 6-Action*)

***A. Ordinance 2024-50 (Introduced on 10/7/24. Public Hearing and Action Tonight)**

AN ORDINANCE AMENDING CHAPTER 278 OF THE CODIFIED ORDINANCES OF THE CITY OF NEW CARLISLE BY REMOVING IT IN ITS ENTIRETY, AND DISSOLVING THE PARKS AND RECREATION BOARD

***B. Ordinance 2024-51 (Introduced on 10/7/24. Public Hearing and Action Tonight)**

AN ORDINANCE AMENDING CHAPTER 276 OF THE CODIFIED ORDINANCES OF NEW CARLISLE FOR THE PURPOSE OF ESTABLISHING PARKS AND RECREATION AND PUBLIC SERVICE COMMISSIONS

***C. Ordinance 2024-52 (Introduced on 9/16/24 Public Hearing and Action Tonight)**

CREATING THE MONROE MEADOWS TAX INCREMENT FINANCING INCENTIVE DISTRICTS; DECLARING IMPROVEMENTS TO THE PARCELS WITHIN EACH INCENTIVE DISTRICT TO BE A PUBLIC PURPOSE AND EXEMPT FROM REAL PROPERTY TAXATION; REQUIRING THE OWNERS OF THOSE PARCELS TO MAKE SERVICE PAYMENTS IN LIEU OF TAXES; ESTABLISHING A MUNICIPAL PUBLIC IMPROVEMENT TAX INCREMENT EQUIVALENT FUND FOR THE DEPOSIT OF THOSE SERVICE PAYMENTS; REQUIRING THE DISTRIBUTION OF A PORTION OF THOSE SERVICE PAYMENTS TO THE TECUMSEH LOCAL SCHOOL DISTRICT AND THE SPRINGFIELD-CLARK CAREER TECHNOLOGY CENTER; AND SPECIFYING THE PUBLIC INFRASTRUCTURE IMPROVEMENTS THAT BENEFIT OR SERVE PARCELS IN THE INCENTIVE DISTRICT

***D. Ordinance 2024-53 (Introduced on 10/7/24. Public Hearing and Action Tonight)**

AN ORDINANCE ADOPTING THE BOARDS AND COMMISSION HANDBOOK FOR THE CITY OF NEW CARLISLE

***E. Ordinance 2024-54 (Introduced on 10/7/24. Public Hearing and Action Tonight)**

AN ORDINANCE ADOPTING THE DISASTER RECOVERY AND RESPONSE PLAN FOR THE CITY OF NEW CARLISLE, OHIO

***F. Ordinance 2024-55 (Introduced on 10/7/24. Public Hearing and Action Tonight)**

AN ORDINANCE AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT FOR INSURANCE WITH USI INSURANCE SERVICES LLC REPRESENTING THE PUBLIC ENTITIES POOL OF OHIO FOR THE ADMINISTRATION OF SAID POLICY

12. OTHER BUSINESS:

- Additional City Business:

o Open for Discussion on City Related Business

13. Executive Session: To discuss the employment of a public employee and for the purpose of preparing for, conducting, or reviewing collective bargaining strategy
14. Return to Regular Session:
15. Adjournment

Next Council Regular Meeting is Monday, November 4, 2024 @ Heritage Hall in Smith Park. 6:00PM.

**RECORD OF
PROCEEDING**

MINUTES: CITY OF NEW CARLISLE, OHIO

WORK SESSION MEETING @ Heritage Hall on 9/23/24 @ 6:00 pm

1. **Call to Order:** Mayor Cook calls the meeting to order.
2. **Roll Call:** Stapleton calls the roll – Cook, Grow, Bahun, Shamy, Wright, Lindsey, Eggleston
7 members Present
3. **Invocation:** Trusty
4. **Pledge of Allegiance**
5. **Action on Minutes** N/A
6. **Communications:** N/A
7. **City Manager’s Report:** N/A
8. **Committee Reports:** N/A
9. **Comments from Members of the Public** (Comments less than 5 minutes)
10. **Resolutions:** N/A
11. **Ordinances:** N/A
12. **Other Business:**
 - a. **Swimming Pool Discussion:**
 - Discussion on the email received from Morgan Mumma (Tecumseh swim team coach)
 - Council members asked several questions to Administration in relation to cause of past year losses, costs to build a new pool (current location vs new location), Change to a splash pad, etc.
 - Council discussed possibility of adding a levy to the ballot, it is a bad use of taxpayer’s money to continue to invest money into the pool, when it continues to lose money each year.
 - Council requested Administration to follow up on details of timing, dollar amount, etc. of potential bond being placed on the ballot, and best time May or November 2025.
 - Council will re-visit future of the pool after seeing the reaction of the bond vote. (Keep pool open for 1 year or 2 years)
 - Council agrees the pool is an important part of the community and has impacted many people in the community. Discussed how many city residents hold pool passes for previous year.
 - **Mike Lowery, 816 Plumwood**, discusses some past improvements that were necessary, as well as some of the actions of other local aquatic facilities have done to offset financial impact.
 - b. **Discussion of City Business:**
 - Distribution to council members of a salary study that was completed by Administration, comparing 8 similar cities wages for specific roles, such as Water, Sewer, Administrative, etc.
 - Council reviewed spreadsheets, requested hourly wages to be incorporated onto one sheet, rather than needing to use both sheets to compare.
 - Harris stated, according to the survey our staff is underpaid, and anywhere from \$0.55 up to \$5-\$6 depending on the positions and certifications.
 - Harris stated we are bringing this information to the table to begin conversation; this will help us retain employees. It would cost us a lot more if these employees left and we would have to replace them.
 - Harris – It would take \$200k across the board to pay increases, usually \$50k is budgeted for pay

increases, so it would increase about \$150k, and these are suggested amounts. This was brought to the Union; therefore, we investigated this information.

- Council requested additional information: Add Fire Department personnel in these numbers, also need to look at Council's pay, which would take effect 2026.

-Kitko – will be meeting with the Union again on October 7th, for contract negotiation. This will turn into an ordinance for the council to review and take action.

13. **Executive Session:** None

14. **Return to Regular Session:** None

15. Adjournment: 1st Lindsey 2nd Shamy @ 7:29 pm

YES: Wright, Lindsey, Eggleston, Cook, Grow, Bahun, Shamy

NAY: 0, Accepted 7-0

Mayor Bill Cook

Clerk of Council Christine Stapleton

City Manager Report

October 21, 2024

A. DEPARTMENTAL REPORTS

- Service Report
- Fire/EMS Report
- Planning & Zoning, Mayor's Court Case Report
- Police Report
- Finance Report
 - Motion to Approve: Finance Report (1st ____; 2nd ____; ____ to ____) (P/F)
 - Motion to Approve: Mayor's Financial Court (1st ____; 2nd ____; ____ to ____) (P/F)

B. INFORMATIONAL ITEMS

- Discussion Topics
 - Collective Bargaining Unit Negotiations
 - Comprehensive Land Use Plan
 - 1st Discussion with City Council
 - Ice Breaker Questions - Attached
 - Council was asked to ponder certain question for next session
 - 2025 Capital Improvement Plan (CIP) & Operating Budget Timeline
 - Emailed to City Council in July
 - Work Session Dates with City Council @ the Fire Station, 6PM
 - ◇ October 28th, 29th, and 30th
 - Intro and First Read - 11/18/24; Action - 12/02/24
 - Reserves at Honey Creek and Monroe Meadows
 - General Updates
 - Monroe Meadows - Alternative to better connect Addison-New Carlisle and Main St.
 - ◇ Handout and discussion
 - New Community Authority
 - Ohio Revised Code Chapter 349 summary - Attached
 - Travel Expenses Memo - Attached
 - New Council Member Packet and Art in The City
 - Wishing to work with Councilwomen Grow and other members to accomplish
 - Next Steps?
 - Policy or Other Items Council is Working On
 - Citizen of the Year
 - Bond and Ballot Information for City Council
 - Goal to have information compiled and sent to CC by end of week
 - Upcoming Legislation
 - The Reserves on Honey Creek TIF Legislation
 - Miami Valley Lighting
 - Health Insurance Renewals
 - 2025 Capital Improvement Plan and Operating Budget
 - Business Continuation Plan
 - 2025 Sheriff's Contract and 2025 Dispatching Agreement
 - Collective Bargaining Unit Contract
 - Residential Developments
 - ◇ Subdivider's Agreement with Warranty and Performance Bonds
 - Additional Discussion Topics

Attachment Summary:

- Ice Breaker Questions
- ORC Chapter 349 Summarization
- Travel Expenses Memo

Motion Summary:

- None



To: Randy Bridge, City Manager
From: Howard Kitko, Service Director/Asst. City Manager
Date: October 21, 2024
Subject: Council Update

Public Works Departments:

- If you see any potholes, please contact the city for repair.
- New Street Sweeper has been on the road. We are seeing big improvements already.
- The city has begun painting curbs throughout the city. Any curbs not completed this fall, will be finished early next year.

Water Department:

- Working on OPWC Old High Service Pump Building Upgrade Project. Working on design phase.
- Water Main/Lead Service line replacement Project. Old Section of town. Project is out for bid, with bid opening 10/24. Ordinance coming asap to council to award the project. Affected residents to get information by newsletter and/or flyer delivered.
- Leaf collection is around the corner. Please follow the leaf pickup guidelines.

Sewer Department:

- Performing general maintenance.
- Plant Expansion Study: Study is complete. Plan reviewed by City Manager and Wastewater Superintendent. Approaching engineering with some additional information to update the plan further.

2024 Road Reconstruction/Resurfacing Projects:

- 2024 Clark County Road Resurfacing Contract. W. Washington and Villa Dr. have been paved, awaiting manholes and valve boxes to be adjusted. All ADA ramp replacements are complete. Pease sidewalk to be installed lat October to November.
- 2024 Clark County Striping Contract. Striping of centerline on Lake St., Smith Blvd, and Jefferson St. is complete. City to paint turn lane and arrows.

NatureWorks Grant:

- Gazebo Project at the City Pool. City reimbursed and project is complete.

Disc Golf Course:

- Preliminary design is complete. Getting estimates from contractors to clear the land for the course. Cost estimates could delay start of the project. Estimated Ribbon cutting if project moves forward would me late spring 2025

Additional Items:

- Applied for CDBG Critical Infrastructure Grant to reconstruct Rawson from Scott St. to Kennison was not approved. First denial in 6 applications for this type of funding.
- Application has been submitted for CDBG allocation funds for Carlisle Park Phase 2 upgrade. Additional ADA sidewalk replacement, install driveway, parking area and security, and an additional inclusive park piece.
- Monroe Meadows and Reserve at Honey Creek housing Development construction update.
- Working on Heritage Hall parking and drive area. Looking into guide rails to keep people out of the grass.
- Rebuilding of the Veteran's Sign on Main St.



City of New Carlisle
City Council Meeting
10-21-2024
Fire-EMS Report

- In the Month of September, the New Carlisle Fire Division responded to 121 EMS call in the city.
- The Division responded to 14 fire related calls, 10 good intent or service calls 2 False Alarms.
- We had 10 EMS calls answered by mutual aid, by Pike Township and 12 by Bethel Clark, due to medic 52 being on a response.
- We answered 3 mutual aid EMS calls for Pike Township and 10 for Bethel Clark and 4 calls to Bethel Miami.
- Our total run count at time of this report is 1286.
- We still have FREE smoke alarms for our citizens, just call the station at (937)-854-8401 or stop by the station.

Steven Trusty
Fire Chief
City of New Carlisle

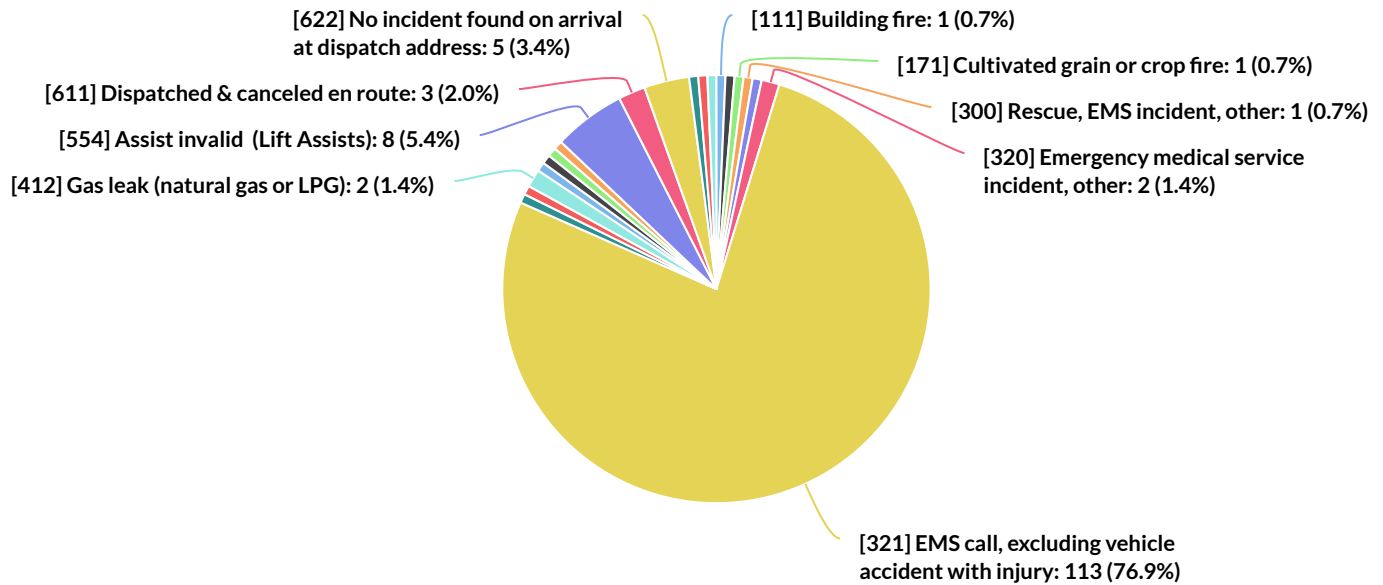
New Carlisle Fire Division

New Carlisle, OH



Incident Count and Percentage per Incident Type (1390)

Start Date: 9/1/2024 0:00:00 | End Date: 9/30/2024 23:59:59



District	Incident Count	Percentage
<input type="checkbox"/> Bethel-Clark		0.00%
[151] Outside rubbish, trash or waste fire	1	0.68%
[321] EMS call, excluding vehicle accident with injury	8	5.44%
[322] Motor vehicle accident with injuries	1	0.68%
Total (Bethel-Clark)	10	6.80%
<input type="checkbox"/> Bethel-Miami		0.00%
[321] EMS call, excluding vehicle accident with injury	2	1.36%
Total (Bethel-Miami)	2	1.36%
<input type="checkbox"/> Elizabeth Township		0.00%
[171] Cultivated grain or crop fire	1	0.68%
Total (Elizabeth Township)	1	0.68%
<input type="checkbox"/> Fairborn Fire Deptment		0.00%
[321] EMS call, excluding vehicle accident with injury	1	0.68%
Total (Fairborn Fire Deptment)	1	0.68%

Incident Count and Percentage per Incident Type



District	Incident Count	Percentage
□ New Carlisle		0.00%
[111] Building fire	1	0.68%
[300] Rescue, EMS incident, other	1	0.68%
[311] Medical assist, assist EMS crew	1	0.68%
[320] Emergency medical service incident, other	2	1.36%
[321] EMS call, excluding vehicle accident with injury	101	68.71%
[324] Motor vehicle accident with no injuries.	1	0.68%
[412] Gas leak (natural gas or LPG)	2	1.36%
[420] Toxic condition, other	1	0.68%
[445] Arcing, shorted electrical equipment	1	0.68%
[541] Animal problem	1	0.68%
[553] Public service	1	0.68%
[554] Assist invalid (Lift Assists)	8	5.44%
[611] Dispatched & canceled en route	2	1.36%
[622] No incident found on arrival at dispatch address	5	3.40%
[631] Authorized controlled burning	1	0.68%
[700] False alarm or false call, other	1	0.68%
[745] Alarm system activation, no fire - unintentional	1	0.68%
Total (New Carlisle)	131	89.12%
□ Pike Twp.		0.00%
[321] EMS call, excluding vehicle accident with injury	1	0.68%
[611] Dispatched & canceled en route	1	0.68%
Total (Pike Twp.)	2	1.36%
Grand Total	147	100.00%



Planning Department Report

September 2024

Statistics	
Total Violations	93
Total Properties Violated	91
Average Violations Per Property	1.02
Abatement Complete	3
Closed Violations	43
Sheriff's Dept.	-
Under Investigation	-
Vacant Property Violated	3
Work Order Issued	3
Nuisance Property List	3
# of Violations Submitted to Mayor's Court	4
Property Extensions Granted	11

Data Summary	
660.13 Weeds & Grasses	9
1290.22 Sign Permit Application	1
1290.26 Maintenance and Removal of Signs	2
1460.23 Structural Soundness and Maintenance of Dwellings	4
1460.25 Exterior Property and Structure Exteriors; Residential	21
1460.25 (a) Exterior Space	1
1460.25 (b) Exterior Maintenance	3
1460.25 (c) Fences and Walls	1
1460.25 (d) Yards, Tall Grass & Weeds	5
1460.25 (e) Hazards	2
1460.25 (g) Storage	19
1460.25 (j) Junk, Inoperable, Unlicensed Vehicle	1
1460.26 Vegetation; Residential	7
1460.43 (d) Parking on Private Property	13
1460.25 (b) Exterior Maintenance	3
1460.25 (c) Fences and Walls	1

Permits			
Date	Permit Type	Parcel Address	Total Payments
9/4/2024	Accessory Structure	1100 KENNISON AVE	\$35.00
9/4/2024	Accessory Structure	328 GALEWOOD DR	\$35.00
9/6/2024	Tool Lending Center	904 W LAKE AVE	0
9/9/2024	Food Truck/Trailer/Stand	101 S CHURCH	Denied
9/10/2024	Change of Use / Occupancy	100-102 N MAIN ST	\$25.00
9/10/2024	Accessory Structure	1023 CLOVERLEAF	0
9/11/2024	Accessory Structure	316 FENWICK DR	\$35.00
9/12/2024	Sign	100-102 N MAIN ST	\$46.00
9/12/2024	Sidewalk/Curb/Gutter	100-102 N MAIN ST	\$20.00
9/13/2024	Sign	427 N MAIN	\$44.50
9/13/2024	Sidewalk/Curb/Gutter	702 BAYBERRY DR	\$20.00
9/19/2024	Sign	408 N MAIN ST	\$54.99
9/19/2024	Sign	408 N MAIN ST	\$39.38
9/19/2024	Sign	408 N MAIN ST	\$44.20
9/19/2024	Sign	408 N MAIN ST	\$36.75
9/19/2024	Sign	408 N MAIN ST	\$44.20
9/23/2024	Accessory Structure	619 W JEFFERSON	\$45.00
9/24/2024	Accessory Structure	803 W WASHINGTON ST	\$45.00
9/18/2024	Tool Lending Center	612 COLONY TRAIL	0
9/19/2024	Sign	408 N MAIN ST	\$54.99

Case #	Violation Date	Correction Deadline	Extension Date	Parcel Address	Violation Name	Violation Status
2230	9/4/2024	9/11/2024	0	216-222 Orth Dr	1460.25 (g) Storage	Open
2230	9/4/2024	9/11/2024	0	216-222 Orth Dr	1460.25 Exterior Property and Structure Exteriors; Residential	Open
2231	9/4/2024	9/7/2024	0	1301 BUTTERNUT DR	1460.25 (d) Yards, Tall Grass & Weeds	Open
2231	9/4/2024	9/7/2024	0	1301 BUTTERNUT DR	660.13 Weeds & Grasses	Open
2232	9/4/2024	9/7/2024	0	1110 LANGDALE AVE	1460.43 (c) On-Street Parking Limitations.	Open
2233	9/4/2024	9/7/2024	0	500 ZIMMERMAN ST	1460.26 Vegetation; Residential	Closed
2234	9/4/2024	9/11/2024	0	500 ZIMMERMAN ST	1460.25 (d) Yards, Tall Grass & Weeds	Closed
2234	9/4/2024	9/11/2024	0	500 ZIMMERMAN ST	660.13 Weeds & Grasses	Closed
2235	9/4/2024	9/11/2024	0	1209 W LAKE AVE	1460.25 (d) Yards, Tall Grass & Weeds	Closed
2235	9/4/2024	9/11/2024	0	1209 W LAKE AVE	660.13 Weeds & Grasses	Closed
2236	9/4/2024	9/11/2024	0	1000 GREENHEART DR	1460.25 (d) Yards, Tall Grass & Weeds	Closed
2236	9/4/2024	9/11/2024	0	1000 GREENHEART DR	660.13 Weeds & Grasses	Closed
2237	9/4/2024	9/9/2024	0	314 DRAKE AVE NEW	1460.43 (d) Parking on Private Property	Closed
2238	9/6/2024	9/13/2024	0	508-510 W WASHINGTON ST	1460.25 (g) Storage	Closed
2238	9/6/2024	9/13/2024	0	508-510 W WASHINGTON ST	1460.25 Exterior Property and Structure Exteriors; Residential	Closed
2239	9/9/2024	9/16/2024	0	532 N SCOTT ST	1460.25 (g) Storage	Closed
2239	9/9/2024	9/16/2024	0	532 N SCOTT ST	1460.25 Exterior Property and Structure Exteriors; Residential	Closed
2240	9/9/2024	9/12/2024	0	304 SUNSET DR	1460.43 (d) Parking on Private Property	Closed
2241	9/10/2024	9/13/2024	0	300 FUNSTON AVE	1460.43 (d) Parking on Private Property	Closed
2242	9/10/2024	9/13/2024	0	322 DRAKE AVE	1460.43 (d) Parking on Private Property	Closed
2243	9/10/2024	9/17/2024	0	1105 -1107 CAMBRIDGE CT	1460.25 (g) Storage	Closed
2243	9/10/2024	9/17/2024	0	1105 -1107 CAMBRIDGE CT	1460.25 Exterior Property and Structure Exteriors; Residential	Closed
2244	9/10/2024	9/17/2024	0	1124 -1126 CAMBRIDGE CT	1460.25 (d) Yards, Tall Grass & Weeds	Closed
2244	9/10/2024	9/17/2024	0	1124 -1126 CAMBRIDGE CT	660.13 Weeds & Grasses	Closed
2245	9/10/2024	9/17/2024	0	1124 -1126 CAMBRIDGE CT	1460.25 (g) Storage	Closed
2245	9/10/2024	9/17/2024	0	1124 -1126 CAMBRIDGE CT	1460.25 Exterior Property and Structure Exteriors; Residential	Closed
2246	9/10/2024	9/18/2024	0	939 FIRWOOD DR	1460.25 Exterior Property and Structure Exteriors; Residential	Closed
2246	9/10/2024	9/18/2024	0	939 FIRWOOD DR	1460.25 (g) Storage	Closed
2247	9/11/2024	9/18/2024	0	237 GALEWOOD DR	1460.26 Vegetation; Residential	Closed
2247	9/11/2024	9/18/2024	0	237 GALEWOOD DR	1460.25 Exterior Property and Structure Exteriors; Residential	Closed
2248	9/11/2024	9/18/2024	0	322 DRAKE AVE	1460.25 (g) Storage	Closed
2248	9/11/2024	9/18/2024	0	322 DRAKE AVE	1460.25 Exterior Property and Structure Exteriors; Residential	Closed
2249	9/12/2024	10/9/2024	0	803 BAYBERRY DR	1460.25 (a) Exterior Space	Open
2250	9/16/2024	9/24/2024	10/9/2024	805 BAYBERRY DR	1460.26 Vegetation; Residential	Open
2250	9/16/2024	9/24/2024	10/9/2024	805 BAYBERRY DR	660.13 Weeds & Grasses	Open
2250	9/16/2024	9/24/2024	10/9/2024	805 BAYBERRY DR	1460.25 (g) Storage	Open
2250	9/16/2024	9/24/2024	10/9/2024	805 BAYBERRY DR	1460.25 Exterior Property and Structure Exteriors; Residential	Open
2251	9/16/2024	10/22/2024	0	805 BAYBERRY DR	1460.25 (c) Fences and Walls	Open

2251	9/16/2024	10/22/2024	0	805 BAYBERRY DR	1460.25 Exterior Property and Structure Exteriors; Residential	Open
2252	9/12/2024	9/24/2024	10/19/2024	812 PLUMWOOD DR	1460.26 Vegetation; Residential	Open
2252	9/12/2024	9/24/2024	10/19/2024	812 PLUMWOOD DR	1460.25 (g) Storage	Open
2252	9/12/2024	9/24/2024	10/19/2024	812 PLUMWOOD DR	1460.25 Exterior Property and Structure Exteriors; Residential	Open
2252	9/12/2024	9/24/2024	10/19/2024	812 PLUMWOOD DR	1460.25 (e) Hazards	Pending
2253	9/18/2024	11/17/2024	2/17/2025	214 N ADAMS ST	1460.23 Structural Soundness and Maintenance of Dwellings	Open
2254	9/16/2024	11/16/2024	0	812 PLUMWOOD DR	1460.23 Structural Soundness and Maintenance of Dwellings	Open
2254	9/16/2024	11/16/2024	0	812 PLUMWOOD DR	1460.25 (b) Exterior Maintenance	Open
2255	9/16/2024	9/23/2024	0	806 PLUMWOOD DR	1460.23 Structural Soundness and Maintenance of Dwellings	Open
2255	9/16/2024	9/23/2024	0	806 PLUMWOOD DR	1460.25 (e) Hazards	Open
2255	9/16/2024	9/23/2024	0	806 PLUMWOOD DR	1460.25 (b) Exterior Maintenance	Open
2255	9/16/2024	9/23/2024	0	806 PLUMWOOD DR	1460.28 Accessory Structures	Open
2256	9/13/2024	0	0	804 PLUMWOOD DR	1460.43 (d) Parking on Private Property	Open
2257	9/16/2024	9/19/2024	0	803 BAYBERRY DR	1460.43 (d) Parking on Private Property	Closed
2258	9/12/2024	11/12/2024	0	803 BAYBERRY DR	1460.25 (b) Exterior Maintenance	Open
2259	9/17/2024	9/20/2024	0	309 RAWSON DR	1460.43 (d) Parking on Private Property	Closed
2260	9/17/2024	9/20/2024	0	219 RAWSON DR	1460.43 (d) Parking on Private Property	Closed
2261	9/17/2024	9/24/2024	0	322 PRENTICE DR	1460.25 (g) Storage	Closed
2261	9/17/2024	9/24/2024	0	322 PRENTICE DR	1460.25 Exterior Property and Structure Exteriors; Residential	Closed
2262	9/17/2024	9/24/2024	0	320 FENWICK DR	1460.25 (g) Storage	Closed
2262	9/17/2024	9/24/2024	0	320 FENWICK DR	1460.25 Exterior Property and Structure Exteriors; Residential	Closed
2263	9/17/2024	9/24/2024	0	318 FENWICK DR	1460.25 Exterior Property and Structure Exteriors; Residential	Closed
2263	9/17/2024	9/24/2024	0	318 FENWICK DR	1460.25 (g) Storage	Closed
2265	9/17/2024	9/20/2024	0	310 S ADAMS ST	1460.43 (d) Parking on Private Property	Closed
2266	9/17/2024	9/20/2024	0	409 409.5 W JEFFERSON ST	1460.43 (d) Parking on Private Property	Closed
2267	9/18/2024	11/17/2024	0	205 PRENTICE DR	1460.23 Structural Soundness and Maintenance of Dwellings	Open
2268	9/20/2024	9/25/2024	0	206 W JEFFERSON ST	1460.25 (g) Storage	Closed
2268	9/20/2024	9/25/2024	0	206 W JEFFERSON ST	1460.25 Exterior Property and Structure Exteriors; Residential	Closed
2269	9/20/2024	9/24/2024	0	122 N CHURCH ST	1460.43 (d) Parking on Private Property	Closed
2270	9/20/2024	9/24/2024	0	934 FIRWOOD DR	1460.25 (j) Junk, Inoperable, Unlicensed Vehicle	Open
2271	9/20/2024	9/27/2024	0	700 BAYBERRY DR	1460.26 Vegetation; Residential	Closed
2271	9/20/2024	9/27/2024	0	700 BAYBERRY DR	660.13 Weeds & Grasses	Closed
2272	9/20/2024	9/26/2024	0	203 E LAKE AVE	1290.22 Sign Permit Application	Open
2272	9/20/2024	9/26/2024	0	203 E LAKE AVE	1290.26 Maintenance and Removal of Signs	Open
2273	9/20/2024	9/30/2024	0	200 N MAIN	1460.26 Vegetation; Residential	Open
2273	9/20/2024	9/30/2024	0	200 N MAIN ST	660.13 Weeds & Grasses	Open
2273	9/20/2024	9/30/2024	0	200 N MAIN ST	1290.26 Maintenance and Removal of Signs	Open

2274	9/23/2024	9/30/2024	0	315-315 1/2 S CHURCH ST	1460.25 (g) Storage	Open
2274	9/23/2024	9/30/2024	0	315-315 1/2 S CHURCH ST	1460.25 Exterior Property and Structure Exteriors; Residential	Open
2275	9/23/2024	9/30/2024	0	309 S CHURCH ST	1460.25 (g) Storage	Open
2275	9/23/2024	9/30/2024	0	309 S CHURCH ST	1460.25 Exterior Property and Structure Exteriors; Residential	Open
2276	9/26/2024	9/29/2024	0	805 W LAKE AVE	1460.43 (d) Parking on Private Property	Open
2277	9/26/2024	10/3/2024	0	805 W LAKE AVE	1460.25 (g) Storage	Open
2277	9/26/2024	10/3/2024	0	805 W LAKE AVE	1460.25 Exterior Property and Structure Exteriors; Residential	Open
2278	9/26/2024	10/3/2024	0	107 N PIKE ST	1460.26 Vegetation; Residential	Open
2278	9/26/2024	10/3/2024	0	107 N PIKE ST	660.13 Weeds & Grasses	Open
2279	9/26/2024	10/3/2024	0	811 BAYBERRY DR	1460.25 (g) Storage	Open
2279	9/26/2024	10/3/2024	0	811 BAYBERRY DR	1460.25 Exterior Property and Structure Exteriors; Residential	Open
2280	9/26/2024	10/3/2024	0	821 BAYBERRY DR	1460.25 (g) Storage	Open
2280	9/26/2024	10/3/2024	0	821 BAYBERRY DR	1460.25 Exterior Property and Structure Exteriors; Residential	Open
2281	9/26/2024	9/30/2024	0	300 DRAKE AVE	1460.43 (d) Parking on Private Property	Open
2282	9/27/2024	10/4/2024	10/7/2024	411 W MADISON	1460.25 Exterior Property and Structure Exteriors; Residential	Open
2282	9/27/2024	10/4/2024	10/7/2024	411 W MADISON	1460.25 (g) Storage	Open

CITY OF NEW CARLISLE MAYOR'S COURT



Court Report September 11, 2024

Anderson, Albert Jr of St Paris pled no contest to Driving within lanes of continuous lanes of traffic. Fined \$25 plus court cost.

Carrillo, Victor of Springfield pled guilty to Driving without driver license and Speed 47/25. Fined \$550 plus court cost.

Elrod, Christopher of Huber Heights pled guilty to Failure to Reinstate. Fined \$500 plus court cost. If defendant provides this Court with proof of valid license within 90 days, then \$400 will be suspended.

Hawkinberry, Dennis of New Carlisle previously pled to Driving under Child Support Suspension, Use of Illegal Plates and 2 headlights required. Defendant appeared after bench warrant for failure to appear. Defendant must pay \$25 every Friday.

Hernandez Sanchez, Lebobardo pled guilty to Operating a Motor Vehicle without a license and Speed in 47/25. Fined \$550 plus court cost.

Lynn, Lashonda L of Springfield pled guilty to Non-Compliance. Fined \$500 plus court cost. If defendant provides this court with proof of valid license within 120 days, then \$300 will be suspended. Payment arrangements made.

Parker, Jerika of New Carlisle charged with Non-Compliance Suspension. Case transferred to Clark County Municipal Court.

PAID THROUGH VIOLATION BUREAU

Ahmed, Farah of Waynesville, Speed 47/25, \$255

Landis, Brandy of Dayton, Traffic Control Device, \$150

Rhodes, Rebecca of New Carlisle, Speed 54/35, \$245

Sherwood, Charles O of Saint Paris, Speed 42/25, \$245

CITY OF NEW CARLISLE MAYOR'S COURT



Court Report September 24, 2024

Ellison, Cory M of New Carlisle pled no contest to Operating a Motor Vehicle without a license. Fined \$500 plus court cost. If defendant provides this court with proof of valid license within 6 months then \$300 will be suspended. Payment arrangements made.

Renteria Oneil, Christian of New Carlisle pled no contest to Speed 41/25 and was fined court cost.

PAID THROUGH VIOLATION BUREAU

Sanchez, Samantha of New Carlisle, Parking of vehicle with expired tags on roadway, \$40 (plus fees)

**City of New Carlisle
Clark County Sheriff's Office
September 2024 Stats**



Patrol Division:

The New Carlisle Deputies were dispatched to 333 calls for service during the month of September.

Calls Taken: 333

Reports: 59

Assists: 122

Criminal Arrest: 25

Felony Arrest: 9

Misdemeanor Arrest: 8

Warrants: 8

Traffic Stops: 127

Traffic Warnings: 98

Moving Citations: 31

Business checks: 960

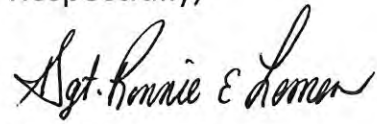
Code Enforcement Follow-ups: 6

Traffic Crashes: 2

Parking Citations: 2

Note:

Respectfully,

A handwritten signature in cursive script that reads "Sgt. Ronnie E. Lemen".

Sgt. Ronnie E. Lemen

CLARK COUNTY SHERIFF'S OFFICE

NEW CARLISLE DIVISION 2024

NEW CARLISLE	CALLS	ASSISTS	REPORTS	TRAFFIC STOP CITATIONS	WARNINGS	ARREST	CODE ENFO	BUSINESS CHE CRASH	PARKING CIT
January									
Dep. Bowers	59	4	12	12	7	5	1	12	3
Dep. Arnold	72	9	9	3	2	1	3	3	0
Dep. O'Brien	102	28	9	5	1	4	2	0	1
Dep. Speckman	36	10	3	4	1	3	0	0	0
Dep. Harris	26	4	8	4	0	4	1	1	1
Total	269	55	41	28	11	17	7	16	5

NEW CARLISLE	CALLS	ASSISTS	REPORTS	TRAFFIC STOP CITATIONS	WARNINGS	ARREST	CODE ENFO	BUSINESS CHE CRASH	PARKING CIT
February									
Dep. Bowers	56	12	13	13	5	8	4	9	2
Dep. Arnold	81	0	16	0	0	0	5	3	5
Dep. O'Brien	105	24	12	9	3	6	4	0	1
Dep. Speckman	52	19	3	9	4	5	0	0	0
Dep. Harris	17	10	5	8	1	7	0	2	2
Total	294	65	49	39	13	26	13	14	10

NEW CARLISLE	CALLS	ASSISTS	REPORTS	TRAFFIC STOP CITATIONS	WARNINGS	ARREST	CODE ENFO	BUSINESS CHE CRASH	PARKING CIT
March									
Dep. Bowers	50	3	12	10	4	6	0	5	0
Dep. Arnold	54	8	11	1	0	0	16	0	0
Dep. O'Brien	100	20	17	10	7	3	4	0	4
Dep. Derringer	33	10	2	14	6	8	0	0	0
Dep. Harris	24	3	1	7	1	6	0	0	0
Total	237	44	43	42	18	23	20	5	4

NEW CARLISLE	CALLS	ASSISTS	REPORTS	TRAFFIC STOP CITATIONS	WARNINGS	ARREST	CODE ENFO	BUSINESS CHE CRASH	PARKING CIT

April												
	CALLS	ASSISTS	REPORTS	TRAFFIC STOP CITATIONS	WARNINGS	ARREST	CODE ENFO	BUSINESS CHE CRASH	PARKING CIT			
Dep. Bowers	58	4	10	9	2	7	4	6	2	393		2
Dep. Arnold	112	20	16	15	7	8	11	4	3	68		0
Dep. O'Brien	106	26	8	5	3	2	3	0	1	467		0
Dep. Derringer	39	14	9	9	3	6	2	0	1	112		0
Dep. Harris	19	4	0	4	0	4	0	4	0	304		4
Total	315	68	43	42	15	27	20	14	7	1344		6

NEW CARLISLE												
May												
	CALLS	ASSISTS	REPORTS	TRAFFIC STOP CITATIONS	WARNINGS	ARREST	CODE ENFO	BUSINESS CHE CRASH	PARKING CIT			
Dep. Bowers	66	3	8	15	7	8	1	4	2	112		0
Dep. Arnold	106	5	7	13	4	9	9	0	3	45		0
Dep. O'Brien	71	14	11	9	4	5	2	0	1	180		0
Dep. Derringer	76	13	14	27	14	13	2	0	0	76		0
Open Slot 4/25												
Total	319	35	40	64	29	35	14	4	6	413		0

NEW CARLISLE												
June												
	CALLS	ASSISTS	REPORTS	TRAFFIC STOP CITATIONS	WARNINGS	ARREST	CODE ENFO	BUSINESS CHE CRASH	PARKING CIT			
Dep. Bowers	59	6	6	15	6	9	0	12	0	214		1
Dep. Arnold	95	12	8	5	2	3	4	0	0	91		0
Dep. O'Brien 6/22	85	11	11	7	3	4	2	0	2	276		0
Dep. Derringer	70	12	10	27	13	14	1	0	0	262		0
Solenberger												
Total	309	41	35	54	24	30	7	12	2	843		1

NEW CARLISLE	CALLS	ASSISTS	REPORTS	TRAFFIC STOP CITATIONS	WARNINGS	ARREST	CODE ENFO	BUSINESS CHE CRASH	PARKING CIT		
July											
Dep. Bowers	61	11	7	15	10	5	1	14	254	0	7
Dep. Arnold	91	10	12	12	7	5	1	0	86	1	0
Dep. O'Brien 6/22											
Dep. Derringer	63	15	7	23	12	11	2	0	240	0	0
Dep. Solenberger	24	14	3	2	0	2	0	0	153	0	3
Total	215	50	29	52	29	23	4	14	733	1	10

NEW CARLISLE	CALLS	ASSISTS	REPORTS	TRAFFIC STOP CITATIONS	WARNINGS	ARREST	CODE ENFO	BUSINESS CHE CRASH	PARKING CIT		
August											
Dep. Bowers	44	4	10	6	3	3	5	13	213	1	8
Dep. Arnold	71	19	6	7	2	5	0	0	83	1	1
Dep. O'Brien	75	29	10	3	0	3	4	0	314	1	0
Dep. Derringer	25	10	1	9	3	6	0	0	173	0	0
Dep. Pennington	23	11	6	16	5	11	1	0	83	0	0
Dep. Solenberger	24	14	3	1	0	1	0	0	153	0	3
Total	238	87	36	42	13	29	10	13	1019	3	11

NEW CARLISLE	CALLS	ASSISTS	REPORTS	TRAFFIC STOP CITATIONS	WARNINGS	ARREST	CODE ENFO	BUSINESS CHE CRASH	PARKING CIT		
September											
Dep. Bowers	91	13	17	24	6	18	4	2	189	0	2
Dep. Arnold	93	22	14	13	6	7	4	4	77	1	0
Dep. O'Brien	114	32	15	14	3	11	8	0	333	0	0
Dep. Pennington	35	30	9	60	14	48	8	0	74	1	0
Dep. Solenberger	25	25	4	16	2	14	1	0	287	0	0
Total	333	122	59	127	31	98	25	6	960	2	2

COUNCIL FINANCIAL REPORT SUMMARY – SEPTEMBER 2024

Estimated Revenue	\$ 7,436,904.00
Amended Est. Resources	
Amended Est. Resources	
Amended Est. Resources	
Amended Est. Resources	\$ -
2024 REVISED TOTAL	
EST. REV.	\$ 7,436,904.00

2024 Original Budget	\$ 8,468,028.00
1st Q. Supplemental	\$ 237,000.00
2nd. Q. Supplemental	\$ 179,051.00
3rd. Q. Supplemental	\$ 307,000.00
4th Q. Supplemental	
2024 REVISED TOTAL BUDGET	\$ 9,191,079.00

Month	Revenue Received
January	\$ 591,331.55
February	\$ 1,201,090.92
March	\$ 1,259,930.89
April	\$ 725,767.91
May	\$ 831,035.54
June	\$ 761,505.14
July	\$ 779,582.06
August	\$ 1,248,324.19
September	\$ 666,676.46
October	
November	
December	
Received To Date	\$ 8,065,244.66

Month	Expenses Paid
January	\$ 568,745.82
February	\$ 1,113,519.47
March	\$ 640,703.43
April	\$ 679,241.00
May	\$ 640,236.59
June	\$ 794,465.95
July	\$ 714,922.09
August	\$ 834,739.48
September	\$ 559,321.75
October	
November	
December	
Expenses to Date	\$ 6,545,895.58

Statement of Cash from Revenue and Expense

From: 1/1/2024 to 9/30/2024

Fund	Description	Beginning Balance	Net Revenue YTD	Net Expense YTD	Unexpended Balance	Encumbrance YTD	Ending Balance
Grand Total:		\$8,114,991.22	\$8,065,244.66	\$6,545,895.58	\$9,634,340.30	\$1,073,749.26	\$8,560,591.04

SEPTEMBER

Bank Accounts	Bank Balance	Outstanding Vendor	Outstanding Employee	Deposits in Transit	NSF Check (s)	Adjustments	Book Balance	Difference
PNC - General	\$ 1,523,840.17	\$ -	\$ -	\$ 6,931.09	\$ -	\$ -	\$ 1,530,771.26	\$ -
PNC - Payroll	\$ 205,799.86	\$ (5,799.86)	\$ -	\$ -	\$ -	\$ -	\$ 200,000.00	\$ -
Star Ohio	\$ 4,190,658.21	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,190,658.21	\$ -
US BANK INVEST	\$ 1,049,304.83	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,049,304.83	\$ -
Park Nat. Secured	\$ 1,579,030.56	\$ (40,526.47)	\$ -	\$ 146.76	\$ -	\$ -	\$ 1,538,650.85	\$ -
Park Nat. - MMA	\$ 1,044,885.20	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,044,885.20	\$ -
Park Nat. - Mayor's	\$ 200.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200.00	\$ -
NCF - CD's	\$ 79,369.95	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 79,369.95	\$ -
Cash on Hand	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500.00	\$ -
Grand Totals	\$ 9,673,588.78	\$ (46,326.33)	\$ -	\$ 7,077.85	\$ -	\$ -	\$ 9,634,340.30	\$ -

New Carlisle Bank Report

Banks: 0001 to 0100

As Of: 1/1/2024 to 9/30/2024

Include Inactive Bank Accounts: No

Bank	Beginning Bal.	MTD Revenue	YTD Revenue	MTD Expense	YTD Expense	YTD Other	Ending Bal.
PNC - GENERAL	\$1,735,730.79	\$208,489.54	\$2,800,388.29	\$149,590.86	\$1,788,063.46	(\$1,217,284.36)	\$1,530,771.26
PNC - PAYROLL	\$200,000.00	\$149,123.21	\$1,568,853.83	\$167,792.67	\$1,785,533.79	\$216,679.96	\$200,000.00
STAR OHIO	\$3,038,972.15	\$18,136.94	\$151,686.06	\$0.00	\$0.00	\$1,000,000.00	\$4,190,658.21
US BANK INVESTMENTS	\$1,005,629.19	\$3,200.67	\$43,675.64	\$0.00	\$0.00	\$0.00	\$1,049,304.83
PARK NAT. SECURED - GENERAL	\$1,036,338.92	\$280,482.76	\$3,434,952.40	\$237,643.22	\$2,933,244.87	\$604.40	\$1,538,650.85
PARK NAT. - MMA	\$1,021,242.38	\$2,615.09	\$23,642.82	\$0.00	\$0.00	\$0.00	\$1,044,885.20
PARK NAT. - MAYOR'S COURT	\$200.00	\$4,295.00	\$38,846.30	\$4,295.00	\$38,846.30	\$0.00	\$200.00
NCF - CD	\$76,377.79	\$333.25	\$2,992.16	\$0.00	\$0.00	\$0.00	\$79,369.95
CASH ON HAND	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00
Grand Total:	\$8,114,991.22	\$666,676.46	\$8,065,037.50	\$559,321.75	\$6,545,688.42	\$0.00	\$9,634,340.30

MONTHLY NET INCOME TAX COLLECTION COMPARISON 2023-2024

MONTH PAYMENT RECEIVED	CCA				STATE OF OHIO				ATTORNEY GENERAL
	2023	2024	DIFFERENCE	% DIFFERENCE	2023	2024	DIFFERENCE	% DIFFERENCE	2024
JANUARY	\$144,974.32	\$152,657.05	\$7,682.73	5.30%	\$0.00	\$0.00	\$0.00		\$0.00
FEBRUARY	\$181,446.56	\$195,516.18	\$14,069.62	7.75%	\$0.00	\$12,117.33	\$12,117.33		\$0.00
MARCH	\$119,665.23	\$109,973.99	-\$9,691.24	-8.10%	\$0.00	\$2,027.55	\$2,027.55		\$0.00
APRIL	\$158,553.70	\$149,841.59	-\$8,712.11	-5.49%	\$678.60	\$86.65	-\$591.95	-87.23%	\$4,334.38
MAY	269,682.42	\$282,088.21	\$12,405.79	4.60%	\$0.00	\$4,732.18	\$4,732.18		\$13,658.18
JUNE	222,937.99	\$196,860.85	-\$26,077.14	-11.70%	73,987.05	\$38,203.73	-\$35,783.32	-48.36%	\$3,682.77
JULY	199,114.62	\$235,548.23	\$36,433.61	18.30%	\$0.00	\$0.00	\$0.00		\$636.01
AUGUST	132,130.21	\$170,267.33	\$38,137.12	28.86%	17,795.95	\$15,415.26	-\$2,380.69	-13.38%	\$3,157.70
SEPTEMBER	126,544.27	\$125,356.61	-\$1,187.66	-0.94%	\$0.00	\$2,258.16	\$2,258.16		\$ 297.00
OCTOBER									
NOVEMBER									
DECEMBER									
TOTALS	1,555,049.32	1,618,110.04	63,060.72	4.06%	92,461.60	74,840.86	(17,620.74)	-19.06%	25,766.04

COMBINED TOTAL NET COLLECTIONS-2024

\$1,718,716.94



MAYOR'S COURT REPORT FOR SEPTEMBER 2024

Total Citations: 22 (20 Traffic + 2 Other)
Last Sept: 17 (10 Traffic + 7 Other)

FUND RECEIVED	CURRENT MONTH	YEAR-TO-DATE
Fines	\$ 1,828.50	\$ 18,434.30
Court Cost	\$ 1,689.00	\$ 19,037.00
Fines- Clark County Municipal (transfer Cases)	\$ -	\$ -
Total Fees Paid (LF, Bounced Cks, BW)	\$ 20.00	\$ 560.00
Other (Bond Forfeiture)	\$ -	\$ -
Misc Fees Paid (Jail Time)	\$ -	\$ -
Bond Collected	\$ 100.00	\$ 100.00
Restitution	\$ -	\$ -
<u>SB 17 Indigent driver interlock & alcohol</u>	\$ -	\$ -
TOTAL FUNDS RECEIVED	\$ 3,637.50	\$ 38,131.30
FUNDS DISBURSED		
Victims of Crime	\$ 108.00	\$ 1,265.00
Child Safety/Seat Belts	\$ -	\$ -
Indigent Defense Support Fund	\$ 305.00	\$ 3,576.00
Drug Law Enforcement Fund	\$ 38.50	\$ 451.50
Expungement	\$ -	\$ -
<u>State Bond Surcharge (new as of 2010)</u>	\$ 25.00	\$ 25.00
TOTAL REMITTED TO STATE	\$ 476.50	\$ 5,317.50
Indigent Drivers Alcohol Treatment (Springfield)	\$ 16.50	\$ 193.50
Remitted to Computer Fund (Clerk)	\$ 160.00	\$ 1,846.00
Remitted to Computer Fund (Court)	\$ 48.00	\$ 549.00
Remitted to Court Security Fund	\$ 160.00	\$ 1,820.00
Remitted to Facility Fee	\$ 80.00	\$ 910.00
Remitted to City GF - Fines	\$ 1,828.50	\$ 18,344.30
Remitted to City GF - Court Court/Misc	\$ 768.00	\$ 9,051.00
Remitted to City- Jail Expenses	\$ -	\$ -
Remitted to City- Enforcement & Education	\$ -	\$ -
Remitted to City- Drug Analysis	\$ -	\$ -
<u>SB 17 Indigent Driver Interlock & Alcohol</u>	\$ -	\$ -
TOTAL REMITTED TO CITY	\$ 3,044.50	\$ 32,520.30
Capital Recovery	\$ -	\$ -
Restitution	\$ -	\$ -
Bonds forfeited	\$ 100.00	\$ 100.00
TOTAL DISBURSED	\$ 3,637.50	\$ 38,131.30

Prepared & Submitted By:
Kristy Thome, Clerk of Court

New Carlisle

Statement of Cash from Revenue and Expense

From: 1/1/2024 to 9/30/2024

Funds: 101 to 999

Include Inactive Accounts: No

Fund	Description	Beginning Balance	Net Revenue YTD	Net Expense YTD	Unexpended Balance	Encumbrance YTD	Ending Balance	Message
101	GENERAL	\$2,894,895.18	\$1,820,332.29	\$1,709,383.00	\$3,005,844.47	\$136,063.17	\$2,869,781.30	
201	STREET CONSTRUCTION	\$304,082.77	\$375,292.69	\$231,179.77	\$448,195.69	\$122,025.80	\$326,169.89	
202	STATE HIGHWAY	\$81,809.76	\$21,067.11	\$3,951.78	\$98,925.09	\$1,115.28	\$97,809.81	
203	ST. PERM TAX	\$102,945.80	\$55,456.49	\$22,839.34	\$135,562.95	\$320.89	\$135,242.06	
204	STREET IMPROVEMNT LEVY	\$94,015.73	\$139,931.42	\$48,795.07	\$185,152.08	\$150,227.08	\$34,925.00	
212	EMERGENCY AMB CAP EQUIP	\$110,156.83	\$34,632.98	\$620.50	\$144,169.31	\$0.00	\$144,169.31	
213	EMERGENCY AMB OPERATING	\$663,150.03	\$517,854.65	\$496,615.67	\$684,389.01	\$27,161.16	\$657,227.85	
214	FIRE CAP EQUIP LEVY FUND	\$340,045.55	\$69,965.63	\$1,253.55	\$408,757.63	\$0.00	\$408,757.63	
215	FIRE OPERATING LEVY FUND	\$460,626.33	\$299,268.91	\$208,558.24	\$551,337.00	\$45,946.28	\$505,390.72	
220	CLERK OF COURTS COMPUTER	\$2,610.00	\$1,874.00	\$0.00	\$4,484.00	\$0.00	\$4,484.00	
221	COURT COMPUTERIZATION	\$783.00	\$555.00	\$0.00	\$1,338.00	\$0.00	\$1,338.00	
225	HEALTH LEVY FUND	\$463.67	\$67,008.87	\$59,304.61	\$8,167.93	\$0.00	\$8,167.93	
233	ONEOHIO OPIOID SETTLEMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
235	AMERICAN RESCUE PLAN ACT	\$207.39	\$0.00	\$0.00	\$207.39	\$0.00	\$207.39	
250	0.5% POLICE INCOME TAX	\$970,067.41	\$578,743.12	\$276,176.16	\$1,272,634.37	\$177,227.27	\$1,095,407.10	
301	GENERAL BOND RETIREMENT	\$7,077.26	\$44,771.52	\$44,354.86	\$7,493.92	\$0.00	\$7,493.92	
302	TWIN CREEKS INFRA BONDS	\$125,143.65	\$14,820.00	\$77,074.00	\$62,889.65	\$0.00	\$62,889.65	
303	STREET SWEEPER 2024 BOND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
400	COMMUNITY CENTER	\$75,000.77	\$25,000.00	\$0.00	\$100,000.77	\$0.00	\$100,000.77	
501	WATER REVENUE FUND	\$497,182.13	\$1,038,612.87	\$794,051.50	\$741,743.50	\$331,173.35	\$410,570.15	
502	WASTEWATER	\$787,106.11	\$1,020,621.63	\$567,794.14	\$1,239,933.60	\$67,104.01	\$1,172,829.59	
503	UTILITY CREDIT MEMO CLEARING	\$5,690.09	(\$504.06)	\$0.00	\$5,186.03	\$0.00	\$5,186.03	
505	SWIMMING POOL	\$111,664.39	\$129,822.15	\$188,778.98	\$52,707.56	\$988.38	\$51,719.18	
510	CEMETERY FUND	\$152,385.99	\$71,454.09	\$111,967.00	\$111,873.08	\$8,906.32	\$102,966.76	
550	WATERWORKS CAPITAL IMP.	\$67,186.96	\$7,027.00	\$0.00	\$74,213.96	\$0.00	\$74,213.96	
551	WATER METER UPGRADE	\$101.80	\$0.00	\$0.00	\$101.80	\$0.00	\$101.80	
560	WASTEWATER CAPITAL IMP.	\$4,744.48	\$0.00	\$0.00	\$4,744.48	\$0.00	\$4,744.48	
561	WASTEWATER EQUIP REPLACE	\$24,540.00	\$8,084.60	\$0.00	\$32,624.60	\$0.00	\$32,624.60	
562	WASTEWATER CAP/CONT.	\$2,664.88	\$0.00	\$0.00	\$2,664.88	\$0.00	\$2,664.88	
705	CEMETERY PERPETUAL CARE	\$172,091.64	\$16,581.37	\$325.00	\$188,348.01	\$0.00	\$188,348.01	
710	INCOME TAX HOLDING ACCOUNT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
802	SPECIAL ASSESS/ST LIGHT	\$44,615.55	\$99,270.20	\$85,947.52	\$57,938.23	\$5,490.27	\$52,447.96	
900	MAYOR'S COURT - FINES	\$0.00	\$38,846.30	\$38,846.30	\$0.00	\$0.00	\$0.00	
901	MAYOR'S COURT - BONDS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
905	UNCLAIMED FUNDS - GENERAL	\$2,076.31	\$0.00	\$0.00	\$2,076.31	\$0.00	\$2,076.31	
906	UNCLAIMED FUNDS - PAYROLL	\$635.00	\$0.00	\$0.00	\$635.00	\$0.00	\$635.00	
999	Payroll Clearing Fund	\$9,224.76	\$1,568,853.83	\$1,578,078.59	\$0.00	\$0.00	\$0.00	
Grand Total:		\$8,114,991.22	\$8,065,244.66	\$6,545,895.58	\$9,634,340.30	\$1,073,749.26	\$8,560,591.04	

New Carlisle

Check Report by Check Number

Banks: All

Payment Method: Checks, ACH, EFT

Vendors: 00001 to YMCA

Checks: All

Check Dates: 9/1/2024 to 9/30/2024

As Of Check Cashed Date: 9/1/2024 to 9/30/2024

Include Voids: No

Check Status: Cashed And Outstanding

Check Number	Check Date	Vendor Code	Vendor Name	Check Type	Check Status	Cashed Date	Void Amount	Amount
Bank: 00015 - PNC - PAYROLL								
000000649	09/12/2024	OHIO DEFERRED	OHIO DEFERRED COMPENSATION ROTH	EFT	Cashed	09/30/2024	\$0.00	\$185.00
000000650	09/12/2024	OHIO DEFERRED	OHIO DEFERRED COMPENSATION	EFT	Cashed	09/30/2024	\$0.00	\$890.00
000000651	09/12/2024	941 IRS TAXES	EFTPS - IRS	EFT	Cashed	09/30/2024	\$0.00	\$10,837.15
000000652	09/26/2024	PERS	Ohio Public Employees Retirement System	EFT	Cashed	09/30/2024	\$0.00	\$23,851.95
000000653	09/26/2024	DAYTON	CITY OF DAYTON	EFT	Cashed	09/30/2024	\$0.00	\$10.92
000000654	09/26/2024	SCHTAX	SCHOOL DISTRICT INCOME TAX	EFT	Cashed	09/30/2024	\$0.00	\$327.53
000000655	09/26/2024	OHIO DEFERRED	OHIO DEFERRED COMPENSATION ROTH	EFT	Cashed	09/30/2024	\$0.00	\$185.00
000000656	09/26/2024	OHIO DEFERRED	OHIO DEFERRED COMPENSATION	EFT	Cashed	09/30/2024	\$0.00	\$890.00
000000657	09/26/2024	941 IRS TAXES	EFTPS - IRS	EFT	Cashed	09/30/2024	\$0.00	\$10,513.64
000000658	09/26/2024	OHT	OHIO TREASURER OF STATE	EFT	Cashed	09/30/2024	\$0.00	\$3,324.93
0000002100	09/12/2024	01242	HSA Bank	Check	Cashed	09/30/2024	\$0.00	\$817.82
0000002101	09/26/2024	AFLAC	AFLAC OF COLUMBUS	Check	Outstanding		\$0.00	\$47.84
0000002102	09/26/2024	UNION	AFSCME OHIO COUNCIL 8 -	Check	Outstanding		\$0.00	\$728.28
0000002103	09/26/2024	ALLSTATE	AMERICAN HERITAGE LIFE INSURANCE	Check	Outstanding		\$0.00	\$121.26
0000002104	09/26/2024	AUL	AMERICAN UNITED LIFE INSURANCE CO.	Check	Outstanding		\$0.00	\$29.66
0000002105	09/26/2024	CCA	CCA - DIVISION OF TAXATION	Check	Outstanding		\$0.00	\$2,189.72
0000002106	09/26/2024	CCA	CCA - DIVISION OF TAXATION	Check	Outstanding		\$0.00	\$85.06
0000002107	09/26/2024	HBRTAX	CITY OF HUBER HEIGHTS	Check	Cashed	09/30/2024	\$0.00	\$90.85
0000002108	09/26/2024	WCARTAX	CITY OF WEST CARROLLTON	Check	Cashed	09/30/2024	\$0.00	\$115.42
0000002109	09/26/2024	01242	HSA Bank	Check	Outstanding		\$0.00	\$817.82
0000002110	09/26/2024	16145	MEDICAL MUTUAL	Check	Outstanding		\$0.00	\$1,503.48
0000002111	09/26/2024	DISCR	NEW CARLISLE FIREMENS ASSN	Check	Cashed	09/30/2024	\$0.00	\$218.00
0000002112	09/26/2024	01094	OHIO INSURANCE SERVICES AGENCY, I	Check	Outstanding		\$0.00	\$191.68
00015 - PNC - PAYROLL Total:							\$0.00	\$57,973.01

Bank: 00035 - PARK NAT. SECURED - GENERAL

0000010367	09/13/2024	00442	ADVANCE AUTO PARTS	Check	Cashed	09/30/2024	\$0.00	\$403.77
0000010368	09/13/2024	00359	SPECTRUM	Check	Cashed	09/30/2024	\$0.00	\$74.27
0000010369	09/13/2024	00359	AT&T	Check	Cashed	09/30/2024	\$0.00	\$86.35
0000010370	09/13/2024	00359	AT&T	Check	Cashed	09/30/2024	\$0.00	\$124.37
0000010371	09/13/2024	00514	AT&T	Check	Cashed	09/30/2024	\$0.00	\$40.10
0000010372	09/13/2024	16549	AT&T MOBILITY II, LLC	Check	Cashed	09/30/2024	\$0.00	\$792.97
0000010373	09/13/2024	1249	AUTO ZONE, INC	Check	Cashed	09/30/2024	\$0.00	\$281.00
0000010374	09/13/2024	00313	CENTERPOINT ENERGY OHIO	Check	Cashed	09/30/2024	\$0.00	\$2,180.97
0000010375	09/13/2024	16695	CHAD M. JOHNSON	Check	Cashed	09/30/2024	\$0.00	\$5,907.50

As Of Check Cashed Date: 9/1/2024 to 9/30/2024

Check Number	Check Date	Vendor Code	Vendor Name	Check Type	Check Status	Cashed Date	Void Amount	Amount
0000010376	09/13/2024	16660	CHARTER COMMUNICATIONS	Check	Cashed	09/30/2024	\$0.00	\$624.86
0000010377	09/13/2024	00868	CHOICE ONE ENGINEERING CORP.	Check	Cashed	09/30/2024	\$0.00	\$26,940.00
0000010378	09/13/2024	00981	FLOORS BY KEVIN	Check	Cashed	09/30/2024	\$0.00	\$400.00
0000010379	09/13/2024	00739	LAVY ENTERPRISES, LLC	Check	Cashed	09/30/2024	\$0.00	\$509.30
0000010380	09/13/2024	00016	LOWE'S COMPANIES, INC.	Check	Cashed	09/30/2024	\$0.00	\$477.80
0000010381	09/13/2024	00019	NEPTUNE EQUIPMENT CO.	Check	Cashed	09/30/2024	\$0.00	\$12,054.00
0000010382	09/13/2024	16626	NEW CARLISLE BASEBALL AND SOFTBA	Check	Cashed	09/30/2024	\$0.00	\$9,810.00
0000010383	09/13/2024	00944	OHIO AFSCME CARE PLAN	Check	Cashed	09/30/2024	\$0.00	\$1,130.00
0000010384	09/13/2024	00132	OHIO EDISON	Check	Cashed	09/30/2024	\$0.00	\$68.33
0000010385	09/13/2024	00046	VERIZON WIRELESS	Check	Cashed	09/30/2024	\$0.00	\$871.61
0000010386	09/20/2024	16443	HARTER AGRI-SERVICES	Check	Cashed	09/30/2024	\$0.00	\$8,007.12
0000010387	09/20/2024	00043	AES OHIO	Check	Cashed	09/30/2024	\$0.00	\$12,886.29
0000010388	09/20/2024	16202	AIRGAS USA, LLC	Check	Cashed	09/30/2024	\$0.00	\$213.90
0000010389	09/20/2024	16050	ALLOWAY	Check	Cashed	09/30/2024	\$0.00	\$1,304.00
0000010390	09/20/2024	16657	ANGELA GUMP	Check	Cashed	09/30/2024	\$0.00	\$600.00
0000010391	09/20/2024	16172	BOB SUMEREL TIRE COMPANY	Check	Cashed	09/30/2024	\$0.00	\$2,486.84
0000010392	09/20/2024	01247	BREATHING AIR SYSTEMS	Check	Cashed	09/30/2024	\$0.00	\$637.26
0000010393	09/20/2024	01083	C TOP SERVICES	Check	Cashed	09/30/2024	\$0.00	\$900.00
0000010394	09/20/2024	00170	CINTAS CORPORATION	Check	Cashed	09/30/2024	\$0.00	\$409.38
0000010395	09/20/2024	16294	CONCENTRA HEALTH SERVICES, INC.	Check	Cashed	09/30/2024	\$0.00	\$118.00
0000010396	09/20/2024	00051	DELILLE OXYGEN COMPANY	Check	Outstanding		\$0.00	\$39.00
0000010397	09/20/2024	00623	DIGITAL GRAPHICS	Check	Cashed	09/30/2024	\$0.00	\$164.00
0000010398	09/20/2024	00088	DOMINO'S PIZZA	Check	Outstanding		\$0.00	\$362.53
0000010399	09/20/2024	16629	DRAKE MEMORIAL, LLC	Check	Outstanding		\$0.00	\$250.00
0000010400	09/20/2024	00025	EJ PRESCOTT, INC.	Check	Cashed	09/30/2024	\$0.00	\$698.75
0000010401	09/20/2024	16662	EMPLOYEE BENEFITS CORPORATION	Check	Cashed	09/30/2024	\$0.00	\$60.00
0000010402	09/20/2024	00928	HOWELL RESCUE SYSTEMS, INC.	Check	Cashed	09/30/2024	\$0.00	\$355.75
0000010403	09/20/2024	01205	JENT MECHANICAL	Check	Cashed	09/30/2024	\$0.00	\$224.50
0000010404	09/20/2024	16022	JOHN DEERE FINANCIAL	Check	Cashed	09/30/2024	\$0.00	\$471.55
0000010405	09/20/2024	01039	KEY CHRYSLER JEEP, DODGE, INC	Check	Cashed	09/30/2024	\$0.00	\$975.57
0000010406	09/20/2024	00556	KLEEM, INC.	Check	Cashed	09/30/2024	\$0.00	\$175.30
0000010407	09/20/2024	00933	KOENIG EQUIPMENT INC.	Check	Cashed	09/30/2024	\$0.00	\$108.35
0000010408	09/20/2024	00739	LAVY ENTERPRISES, LLC	Check	Cashed	09/30/2024	\$0.00	\$425.10
0000010409	09/20/2024	16143	LEAK SEAKERS	Check	Cashed	09/30/2024	\$0.00	\$3,250.00
0000010410	09/20/2024	00865	MAC RAY CO LLC	Check	Cashed	09/30/2024	\$0.00	\$100.00
0000010411	09/20/2024	01192	MEDICOUNT MANAGEMENT, INC.	Check	Cashed	09/30/2024	\$0.00	\$1,207.78
0000010412	09/20/2024	00750	MEGACITY FIRE PROTECTION	Check	Cashed	09/30/2024	\$0.00	\$674.00
0000010413	09/20/2024	00939	MENARDS	Check	Cashed	09/30/2024	\$0.00	\$180.42
0000010414	09/20/2024	00100	MIAMI PRODUCTS & CHEMICAL CO.	Check	Cashed	09/30/2024	\$0.00	\$696.50
0000010415	09/20/2024	00173	MIAMI VALLEY LIGHTING, LLC.	Check	Cashed	09/30/2024	\$0.00	\$8,170.69
0000010416	09/20/2024	00767	MUNICIPAL FIN. OFFICERS ASSOC. OF O	Check	Outstanding		\$0.00	\$50.00
0000010417	09/20/2024	00637	OHIO NEWSPAPER DBA COX FIRST MEDI	Check	Cashed	09/30/2024	\$0.00	\$650.90
0000010418	09/20/2024	00024	OPERATOR TRAINING COMMITTEE	Check	Cashed	09/30/2024	\$0.00	\$660.00
0000010419	09/20/2024	16335	PEREGRINE SERVICES, INC.	Check	Cashed	09/30/2024	\$0.00	\$1,489.31
0000010420	09/20/2024	01248	PEST DOCTOR SYSTEMS	Check	Cashed	09/30/2024	\$0.00	\$275.00
0000010421	09/20/2024	00728	PITNEY BOWES INC.	Check	Cashed	09/30/2024	\$0.00	\$622.20

As Of Check Cashed Date: 9/1/2024 to 9/30/2024

Check Number	Check Date	Vendor Code	Vendor Name	Check Type	Check Status	Cashed Date	Void Amount	Amount
0000010422	09/20/2024	01177	PROFESSIONAL PROPERTY MAINTENAN	Check	Cashed	09/30/2024	\$0.00	\$112.50
0000010423	09/20/2024	00274	R.E. SKILLINGS SUPPLIES, INC.	Check	Cashed	09/30/2024	\$0.00	\$53.55
0000010424	09/20/2024	00468	RD HOLDER OIL CO., INC.	Check	Cashed	09/30/2024	\$0.00	\$1,253.62
0000010425	09/20/2024	16083	ROBERT HOKE	Check	Cashed	09/30/2024	\$0.00	\$57.43
0000010426	09/20/2024	01032	ROCKY'S HANDYMAN CO, INC.	Check	Cashed	09/30/2024	\$0.00	\$350.95
0000010427	09/20/2024	SHELTER REFUND	KIM GRIFFITH	Check	Cashed	09/30/2024	\$0.00	\$75.00
0000010428	09/20/2024	00912	SOUTHEASTERN EQUIPMENT CO, INC	Check	Cashed	09/30/2024	\$0.00	\$937.87
0000010429	09/20/2024	00114	STAPLES BUSINESS CREDIT	Check	Cashed	09/30/2024	\$0.00	\$196.66
0000010430	09/20/2024	16115	SUPERFLEET	Check	Cashed	09/30/2024	\$0.00	\$4,232.65
0000010431	09/20/2024	16696	SWANK MOTION PICTURES, INC	Check	Cashed	09/30/2024	\$0.00	\$580.00
0000010432	09/20/2024	00577	THE BRIDGE GROUP	Check	Cashed	09/30/2024	\$0.00	\$6,645.22
0000010433	09/20/2024	00069	TROY & GOODALL LUMBER CO.	Check	Cashed	09/30/2024	\$0.00	\$25.00
0000010434	09/20/2024	00753	USBANK	Check	Cashed	09/30/2024	\$0.00	\$109,345.08
0000010435	09/20/2024	00168	UTILITY SUPPLY OF AMERICA	Check	Cashed	09/30/2024	\$0.00	\$399.25
0000010436	09/20/2024	16507	VALLEY TRUCKING & MATERIALS, INC.	Check	Cashed	09/30/2024	\$0.00	\$404.00
0000010437	09/26/2024	00796	AMERICAN UNITED LIFE INSURANCE CO.	Check	Outstanding		\$0.00	\$413.89
0000010438	09/26/2024	16673	DANIELS & RHODES LLC	Check	Outstanding		\$0.00	\$1,705.00
0000010439	09/26/2024	16414	NEW CARLISLE FEDERAL BANK	Check	Cashed	09/30/2024	\$0.00	\$1,137.10
0000010440	09/26/2024	01078	OHIO TREASURER OF STATE	Check	Outstanding		\$0.00	\$780.00
0000010441	09/26/2024	16579	OHIO WATER ENVIRONMENT ASSOCIATI	Check	Outstanding		\$0.00	\$795.00
0000010442	09/26/2024	00113	THE STANDARD	Check	Outstanding		\$0.00	\$118.65
0000010443	09/26/2024	00046	VERIZON WIRELESS	Check	Outstanding		\$0.00	\$30.15
00035 - PARK NAT. SECURED - GENERAL Total:							\$0.00	\$242,325.76
Grand Total:							\$0.00	\$300,298.77

New Carlisle Revenue Report

Accounts: 101-0000-10100 to 999-0000-95042

As Of: 1/1/2024 to 9/30/2024

Include Inactive Accounts: No

Account	Description	Budget	MTD Revenue	YTD Revenue	Uncollected	% Collected
101	GENERAL			Target Percent:		75.00%
REVENUE						
APPROPRIATION TYPE: 41						
101-0000-41110	REAL ESTATE TAXES	\$195,033.00	\$0.00	\$205,343.70	(\$10,310.70)	105.29%
101-0000-41120	TANGIBLE PERSONAL PROPERTY TAX	\$0.00	\$0.00	\$0.00	\$0.00	N/A
101-0000-41140	CITY INCOME TAX	\$1,300,000.00	\$87,244.51	\$1,159,234.46	\$140,765.54	89.17%
101-0000-41150	FRANCHISE TAX	\$50,000.00	\$10,136.55	\$32,990.16	\$17,009.84	65.98%
101-0000-41210	LOCAL GOV'T FUND/STATE	\$30,568.00	\$5,414.53	\$42,768.34	(\$12,200.34)	139.91%
101-0000-41230	CIGARETTE TAX	\$250.00	\$0.00	\$230.17	\$19.83	92.07%
101-0000-41250	LIQUOR LICENSE TAX	\$1,000.00	\$0.00	\$1,421.00	(\$421.00)	142.10%
101-0000-41280	HOMESTEAD/ROLLBACK	\$34,434.00	\$0.00	\$29,080.90	\$5,353.10	84.45%
101-0000-41330	GRASS & WEED CUTTING ASSESMEN	\$15,000.00	\$362.50	\$20,864.21	(\$5,864.21)	139.09%
101-0000-41370	PUBLIC NUISANCE ABATEMENTS ASSE	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
101-0000-41400	CDBG GRANT - BASKETBALL COURT U	\$0.00	\$0.00	\$0.00	\$0.00	N/A
101-0000-41490	NC BIKEWAY PROJECT FUNDS	\$0.00	\$0.00	\$0.00	\$0.00	N/A
101-0000-41610	FINES, COSTS & FORFEITURES	\$40,000.00	\$3,619.00	\$31,012.30	\$8,987.70	77.53%
101-0000-41620	ZONING PERMITS	\$6,000.00	\$524.52	\$4,346.70	\$1,653.30	72.45%
101-0000-41820	INTEREST/INVESTMENTS	\$180,000.00	\$26,414.53	\$236,496.22	(\$56,496.22)	131.39%
101-0000-41830	SPECIAL EVENT DONATIONS	\$0.00	\$0.00	\$0.00	\$0.00	N/A
101-0000-41836	MISCELLANEOUS DONATIONS	\$0.00	\$0.00	\$0.00	\$0.00	N/A
101-0000-41840	MISCELLANEOUS RECEIPTS	\$5,000.00	\$842.88	\$10,860.63	(\$5,860.63)	217.21%
101-0000-41850	PRIOR PERIOD EXPENSE REIMBURSE	\$0.00	\$0.00	\$0.00	\$0.00	N/A
101-0000-41870	CELLULAR TOWER LEASE RECEIPTS	\$15,000.00	\$1,236.25	\$11,126.25	\$3,873.75	74.18%
101-0000-41890	SHELTER HOUSE RENTAL - PARKS	\$30,000.00	\$2,500.00	\$34,557.25	(\$4,557.25)	115.19%
101-0000-41910	TRANSFERS - IN	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	APPROPRIATION TYPE: 41 Totals:	\$1,902,785.00	\$138,295.27	\$1,820,332.29	\$82,452.71	95.67%
	REVENUE Totals:	\$1,902,785.00	\$138,295.27	\$1,820,332.29	\$82,452.71	95.67%
101 Total:		\$1,902,785.00	\$138,295.27	\$1,820,332.29	\$82,452.71	95.67%

201 STREET CONSTRUCTION

Target Percent: 75.00%

REVENUE						
APPROPRIATION TYPE: 41						
201-0000-41110	REAL ESTATE TAXES	\$0.00	\$0.00	\$0.00	\$0.00	N/A
201-0000-41240	MOTOR VEHICLE LICENSE TAX	\$50,000.00	\$5,218.27	\$38,365.56	\$11,634.44	76.73%
201-0000-41260	STATE GASOLINE TAX	\$280,000.00	\$26,683.45	\$221,462.13	\$58,537.87	79.09%
201-0000-41280	HOMESTEAD/ROLLBACK	\$0.00	\$0.00	\$0.00	\$0.00	N/A
201-0000-41840	MISCELLANEOUS RECEIPTS	\$1,000.00	\$63.00	\$15,465.00	(\$14,465.00)	1546.50%
201-0000-41860	BANK LOAN	\$250,000.00	\$0.00	\$0.00	\$250,000.00	0.00%
201-0000-41910	TRANSFERS - IN	\$100,000.00	\$0.00	\$100,000.00	\$0.00	100.00%

Revenue Report
As Of: 1/1/2024 to 9/30/2024

Account	Description	Budget	MTD Revenue	YTD Revenue	Uncollected	% Collected
201-0000-41915	ADVANCES IN	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	APPROPRIATION TYPE: 41 Totals:	\$681,000.00	\$31,964.72	\$375,292.69	\$305,707.31	55.11%
	REVENUE Totals:	\$681,000.00	\$31,964.72	\$375,292.69	\$305,707.31	55.11%
201 Total:		\$681,000.00	\$31,964.72	\$375,292.69	\$305,707.31	55.11%
202	STATE HIGHWAY			Target Percent:	75.00%	
REVENUE						
APPROPRIATION TYPE: 41						
202-0000-41240	MOTOR VEHICLE LICENSE TAX	\$4,000.00	\$423.10	\$3,110.72	\$889.28	77.77%
202-0000-41260	STATE GASOLINE TAX	\$22,000.00	\$2,163.52	\$17,956.39	\$4,043.61	81.62%
202-0000-41840	MISC.	\$0.00	\$0.00	\$0.00	\$0.00	N/A
202-0000-41910	TRANSFERS - IN	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	APPROPRIATION TYPE: 41 Totals:	\$26,000.00	\$2,586.62	\$21,067.11	\$4,932.89	81.03%
	REVENUE Totals:	\$26,000.00	\$2,586.62	\$21,067.11	\$4,932.89	81.03%
202 Total:		\$26,000.00	\$2,586.62	\$21,067.11	\$4,932.89	81.03%
203	ST. PERM TAX			Target Percent:	75.00%	
REVENUE						
APPROPRIATION TYPE: 41						
203-0000-41245	VEHICLE PERMISSIVE TAX	\$65,000.00	\$7,012.50	\$55,456.49	\$9,543.51	85.32%
203-0000-41840	MISC.	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	APPROPRIATION TYPE: 41 Totals:	\$65,000.00	\$7,012.50	\$55,456.49	\$9,543.51	85.32%
	REVENUE Totals:	\$65,000.00	\$7,012.50	\$55,456.49	\$9,543.51	85.32%
203 Total:		\$65,000.00	\$7,012.50	\$55,456.49	\$9,543.51	85.32%
204	STREET IMPROVEMNT LEVY			Target Percent:	75.00%	
REVENUE						
APPROPRIATION TYPE: 41						
204-0000-41110	REAL ESTATE TAXES-STREET LEVY	\$117,740.00	\$0.00	\$123,816.73	(\$6,076.73)	105.16%
204-0000-41280	HOMESTEAD/ROLLBACK-STREET LEVY	\$19,080.00	\$0.00	\$16,114.69	\$2,965.31	84.46%
204-0000-41840	MISCELLANEOUS RECEIPTS-STREET L	\$0.00	\$0.00	\$0.00	\$0.00	N/A
204-0000-41910	TRANSFERS - IN	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	APPROPRIATION TYPE: 41 Totals:	\$136,820.00	\$0.00	\$139,931.42	(\$3,111.42)	102.27%
	REVENUE Totals:	\$136,820.00	\$0.00	\$139,931.42	(\$3,111.42)	102.27%
204 Total:		\$136,820.00	\$0.00	\$139,931.42	(\$3,111.42)	102.27%
212	EMERGENCY AMB CAP EQUIP			Target Percent:	75.00%	
REVENUE						
APPROPRIATION TYPE: 41						
212-0000-41110	REAL ESTATE TAXES	\$29,435.00	\$0.00	\$30,644.64	(\$1,209.64)	104.11%
212-0000-41120	TANGIBLE PERSONAL PROPERTY TAX	\$0.00	\$0.00	\$0.00	\$0.00	N/A
212-0000-41280	HOMESTEAD/ROLLBACK	\$4,770.00	\$0.00	\$3,988.34	\$781.66	83.61%
	APPROPRIATION TYPE: 41 Totals:	\$34,205.00	\$0.00	\$34,632.98	(\$427.98)	101.25%
	REVENUE Totals:	\$34,205.00	\$0.00	\$34,632.98	(\$427.98)	101.25%
212 Total:		\$34,205.00	\$0.00	\$34,632.98	(\$427.98)	101.25%

Revenue Report
As Of: 1/1/2024 to 9/30/2024

Account	Description	Budget	MTD Revenue	YTD Revenue	Uncollected	% Collected
213	EMERGENCY AMB OPERATING			Target Percent:	75.00%	
REVENUE						
APPROPRIATION TYPE: 41						
213-0000-41110	REAL ESTATE TAXES	\$202,511.00	\$0.00	\$210,368.28	(\$7,857.28)	103.88%
213-0000-41120	TANGIBLE PERSONAL PROPERTY TAX	\$0.00	\$0.00	\$0.00	\$0.00	N/A
213-0000-41280	HOMESTEAD/ROLLBACK	\$19,821.00	\$0.00	\$17,176.82	\$2,644.18	86.66%
213-0000-41400	EMS GRANT	\$0.00	\$0.00	\$23,150.37	(\$23,150.37)	N/A
213-0000-41430	ELIZABETH TOWNSHIP CONTRACT	\$0.00	\$0.00	\$0.00	\$0.00	N/A
213-0000-41590	EMERGENCY AMBULANCE OPER SVC	\$280,000.00	\$30,430.38	\$267,159.18	\$12,840.82	95.41%
213-0000-41836	MISCELLANEOUS DONATION - AMB.	\$0.00	\$0.00	\$0.00	\$0.00	N/A
213-0000-41840	MISCELLANEOUS RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	APPROPRIATION TYPE: 41 Totals:	\$502,332.00	\$30,430.38	\$517,854.65	(\$15,522.65)	103.09%
	REVENUE Totals:	\$502,332.00	\$30,430.38	\$517,854.65	(\$15,522.65)	103.09%
213 Total:		\$502,332.00	\$30,430.38	\$517,854.65	(\$15,522.65)	103.09%
214	FIRE CAP EQUIP LEVY FUND			Target Percent:	75.00%	
REVENUE						
APPROPRIATION TYPE: 41						
214-0000-41110	REAL ESTATE TAXES	\$58,870.00	\$0.00	\$61,908.36	(\$3,038.36)	105.16%
214-0000-41120	TANGIBLE PERSONAL PROPERTY TAX	\$0.00	\$0.00	\$0.00	\$0.00	N/A
214-0000-41280	HOMESTEAD/ROLLBACK	\$9,540.00	\$0.00	\$8,057.27	\$1,482.73	84.46%
214-0000-41410	STATE GRANT - EQUIPMENT	\$0.00	\$0.00	\$0.00	\$0.00	N/A
214-0000-41820	INTEREST/INVESTMENTS	\$0.00	\$0.00	\$0.00	\$0.00	N/A
214-0000-41840	MISCELLANEOUS RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	APPROPRIATION TYPE: 41 Totals:	\$68,410.00	\$0.00	\$69,965.63	(\$1,555.63)	102.27%
	REVENUE Totals:	\$68,410.00	\$0.00	\$69,965.63	(\$1,555.63)	102.27%
214 Total:		\$68,410.00	\$0.00	\$69,965.63	(\$1,555.63)	102.27%
215	FIRE OPERATING LEVY FUND			Target Percent:	75.00%	
REVENUE						
APPROPRIATION TYPE: 41						
215-0000-41110	REAL ESTATE TAXES	\$231,946.00	\$0.00	\$241,012.92	(\$9,066.92)	103.91%
215-0000-41120	TANGIBLE PERSONAL PROPERTY TAX	\$0.00	\$0.00	\$0.00	\$0.00	N/A
215-0000-41280	HOMESTEAD/ROLLBACK	\$24,591.00	\$0.00	\$21,165.16	\$3,425.84	86.07%
215-0000-41400	FIRE GRANT	\$0.00	\$0.00	\$37,085.83	(\$37,085.83)	N/A
215-0000-41440	FIRE FIGHTERS TRAINING GRANT	\$0.00	\$0.00	\$0.00	\$0.00	N/A
215-0000-41820	INTEREST/INVESTMENTS	\$0.00	\$0.00	\$0.00	\$0.00	N/A
215-0000-41830	SPECIAL EVENT DONATIONS-FIRE DEP	\$0.00	\$0.00	\$0.00	\$0.00	N/A
215-0000-41836	MISCELLANEOUS DONATION - FIRE	\$0.00	\$0.00	\$0.00	\$0.00	N/A
215-0000-41840	MISCELLANEOUS RECEIPTS	\$0.00	\$0.00	\$5.00	(\$5.00)	N/A
	APPROPRIATION TYPE: 41 Totals:	\$256,537.00	\$0.00	\$299,268.91	(\$42,731.91)	116.66%
	REVENUE Totals:	\$256,537.00	\$0.00	\$299,268.91	(\$42,731.91)	116.66%
215 Total:		\$256,537.00	\$0.00	\$299,268.91	(\$42,731.91)	116.66%
219	CDBG/ECONOMIC LOAN			Target Percent:	75.00%	

Revenue Report
As Of: 1/1/2024 to 9/30/2024

Account	Description	Budget	MTD Revenue	YTD Revenue	Uncollected	% Collected
REVENUE						
APPROPRIATION TYPE: 41						
219-0000-41470	CDBG GRANT FUNDS-DISCRETIONARY	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	APPROPRIATION TYPE: 41 Totals:	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	REVENUE Totals:	\$0.00	\$0.00	\$0.00	\$0.00	N/A
219 Total:		<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>N/A</u>
220	CLERK OF COURTS COMPUTER			Target Percent:	75.00%	
REVENUE						
APPROPRIATION TYPE: 41						
220-0000-41610	(MAX \$10@) FINES, COSTS, FORFEITU	\$2,000.00	\$220.00	\$1,874.00	\$126.00	93.70%
	APPROPRIATION TYPE: 41 Totals:	\$2,000.00	\$220.00	\$1,874.00	\$126.00	93.70%
	REVENUE Totals:	\$2,000.00	\$220.00	\$1,874.00	\$126.00	93.70%
220 Total:		<u>\$2,000.00</u>	<u>\$220.00</u>	<u>\$1,874.00</u>	<u>\$126.00</u>	<u>93.70%</u>
221	COURT COMPUTERIZATION			Target Percent:	75.00%	
REVENUE						
APPROPRIATION TYPE: 41						
221-0000-41610	(MAX \$3@) FINES, COSTS, FORFEITUR	\$800.00	\$66.00	\$555.00	\$245.00	69.38%
	APPROPRIATION TYPE: 41 Totals:	\$800.00	\$66.00	\$555.00	\$245.00	69.38%
	REVENUE Totals:	\$800.00	\$66.00	\$555.00	\$245.00	69.38%
221 Total:		<u>\$800.00</u>	<u>\$66.00</u>	<u>\$555.00</u>	<u>\$245.00</u>	<u>69.38%</u>
225	HEALTH LEVY FUND			Target Percent:	75.00%	
REVENUE						
APPROPRIATION TYPE: 41						
225-0000-41110	REAL ESTATE TAXES	\$56,361.00	\$0.00	\$59,300.30	(\$2,939.30)	105.22%
225-0000-41120	TANGIBLE PERSONAL PROPERTY TAX	\$0.00	\$0.00	\$0.00	\$0.00	N/A
225-0000-41280	HOMESTEAD/ROLLBACK	\$9,127.00	\$0.00	\$7,708.57	\$1,418.43	84.46%
225-0000-41642	FOOD SERVICE LICENSE FEES	\$0.00	\$0.00	\$0.00	\$0.00	N/A
225-0000-41643	FOOD ESTABLISHMENT LICENSE FEE	\$0.00	\$0.00	\$0.00	\$0.00	N/A
225-0000-41910	TRANSFERS - IN	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	APPROPRIATION TYPE: 41 Totals:	\$65,488.00	\$0.00	\$67,008.87	(\$1,520.87)	102.32%
	REVENUE Totals:	\$65,488.00	\$0.00	\$67,008.87	(\$1,520.87)	102.32%
225 Total:		<u>\$65,488.00</u>	<u>\$0.00</u>	<u>\$67,008.87</u>	<u>(\$1,520.87)</u>	<u>102.32%</u>
233	ONEOHIO OPIOID SETTLEMENT			Target Percent:	75.00%	
REVENUE						
APPROPRIATION TYPE: 41						
233-0000-41410	ONEOHIO OPIOID SETTLEMENT	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	APPROPRIATION TYPE: 41 Totals:	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	REVENUE Totals:	\$0.00	\$0.00	\$0.00	\$0.00	N/A
233 Total:		<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>N/A</u>
235	AMERICAN RESCUE PLAN ACT			Target Percent:	75.00%	

Revenue Report
As Of: 1/1/2024 to 9/30/2024

Account	Description	Budget	MTD Revenue	YTD Revenue	Uncollected	% Collected
APPROPRIATION TYPE: 41						
235-0000-41410	AMERICAN RESCUE PLAN ACT OF 2021	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	APPROPRIATION TYPE: 41 Totals:	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	REVENUE Totals:	\$0.00	\$0.00	\$0.00	\$0.00	N/A
235 Total:		<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>N/A</u>
240	FEMA GRANT			Target Percent:	75.00%	
REVENUE						
APPROPRIATION TYPE: 41						
240-0000-41450	FEMA GRANT RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	APPROPRIATION TYPE: 41 Totals:	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	REVENUE Totals:	\$0.00	\$0.00	\$0.00	\$0.00	N/A
240 Total:		<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>N/A</u>
245	LOCAL CORONAVIRUS RELIEF FUND			Target Percent:	75.00%	
REVENUE						
APPROPRIATION TYPE: 41						
245-0000-41410	LOCAL CORONAVIRUS RELIEF FUND	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	APPROPRIATION TYPE: 41 Totals:	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	REVENUE Totals:	\$0.00	\$0.00	\$0.00	\$0.00	N/A
245 Total:		<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>N/A</u>
250	0.5% POLICE INCOME TAX			Target Percent:	75.00%	
REVENUE						
APPROPRIATION TYPE: 41						
250-0000-41140	0.5% POLICE INCOME TAX FUND	\$650,000.00	\$43,622.26	\$578,743.12	\$71,256.88	89.04%
250-0000-41836	MISC. DONATIONS	\$0.00	\$0.00	\$0.00	\$0.00	N/A
250-0000-41840	MISC.	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	APPROPRIATION TYPE: 41 Totals:	\$650,000.00	\$43,622.26	\$578,743.12	\$71,256.88	89.04%
	REVENUE Totals:	\$650,000.00	\$43,622.26	\$578,743.12	\$71,256.88	89.04%
250 Total:		<u>\$650,000.00</u>	<u>\$43,622.26</u>	<u>\$578,743.12</u>	<u>\$71,256.88</u>	<u>89.04%</u>
301	GENERAL BOND RETIREMENT			Target Percent:	75.00%	
REVENUE						
APPROPRIATION TYPE: 41						
301-0000-41110	REAL ESTATE TAXES	\$8,129.00	\$0.00	\$8,559.44	(\$430.44)	105.30%
301-0000-41120	TANGIBLE PERSONAL PROPERTY TAX	\$0.00	\$0.00	\$0.00	\$0.00	N/A
301-0000-41280	HOMESTEAD/ROLLBACK	\$1,435.00	\$0.00	\$1,212.08	\$222.92	84.47%
301-0000-41910	TRANSFERS - IN	\$35,000.00	\$0.00	\$35,000.00	\$0.00	100.00%
	APPROPRIATION TYPE: 41 Totals:	\$44,564.00	\$0.00	\$44,771.52	(\$207.52)	100.47%
	REVENUE Totals:	\$44,564.00	\$0.00	\$44,771.52	(\$207.52)	100.47%
301 Total:		<u>\$44,564.00</u>	<u>\$0.00</u>	<u>\$44,771.52</u>	<u>(\$207.52)</u>	<u>100.47%</u>
302	TWIN CREEKS INFRA BONDS			Target Percent:	75.00%	
REVENUE						
APPROPRIATION TYPE: 41						

Revenue Report
As Of: 1/1/2024 to 9/30/2024

Account	Description	Budget	MTD Revenue	YTD Revenue	Uncollected	% Collected
302-0000-41310	TWNCRKS INFRASTRUCT BOND ASSE	\$14,500.00	\$0.00	\$14,820.00	(\$320.00)	102.21%
302-0000-41840	MISCELLANEOUS RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	N/A
302-0000-41910	TRANSFERS - IN	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	APPROPRIATION TYPE: 41 Totals:	\$14,500.00	\$0.00	\$14,820.00	(\$320.00)	102.21%
	REVENUE Totals:	\$14,500.00	\$0.00	\$14,820.00	(\$320.00)	102.21%
302 Total:		\$14,500.00	\$0.00	\$14,820.00	(\$320.00)	102.21%
303	STREET SWEEPER 2024 BOND			Target Percent:	75.00%	
REVENUE						
APPROPRIATION TYPE: 41						
303-0000-41710	SALE OF BONDS	\$0.00	\$0.00	\$0.00	\$0.00	N/A
303-0000-41910	TRANSFERS - IN	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	APPROPRIATION TYPE: 41 Totals:	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	REVENUE Totals:	\$0.00	\$0.00	\$0.00	\$0.00	N/A
303 Total:		\$0.00	\$0.00	\$0.00	\$0.00	N/A
400	COMMUNITY CENTER			Target Percent:	75.00%	
REVENUE						
APPROPRIATION TYPE: 41						
400-0000-41820	INTEREST/INVESTMENTS	\$0.00	\$0.00	\$0.00	\$0.00	N/A
400-0000-41910	TRANSFERS - IN	\$25,000.00	\$0.00	\$25,000.00	\$0.00	100.00%
	APPROPRIATION TYPE: 41 Totals:	\$25,000.00	\$0.00	\$25,000.00	\$0.00	100.00%
	REVENUE Totals:	\$25,000.00	\$0.00	\$25,000.00	\$0.00	100.00%
400 Total:		\$25,000.00	\$0.00	\$25,000.00	\$0.00	100.00%
501	WATER REVENUE FUND			Target Percent:	75.00%	
REVENUE						
APPROPRIATION TYPE: 41						
501-0000-41340	DELINQUENT UTILITY CHARGES ASSE	\$8,000.00	\$1,685.59	\$12,933.85	(\$4,933.85)	161.67%
501-0000-41550	WATER CONSUMER CHARGES	\$1,005,000.00	\$87,175.99	\$729,323.68	\$275,676.32	72.57%
501-0000-41820	INTEREST/INVESTMENTS	\$0.00	\$0.00	\$0.00	\$0.00	N/A
501-0000-41840	WATER MISCELLANEOUS RECEIPTS	\$30,000.00	\$11,960.99	\$46,355.34	(\$16,355.34)	154.52%
501-0000-41910	TRANSFERS - IN	\$250,000.00	\$0.00	\$250,000.00	\$0.00	100.00%
	APPROPRIATION TYPE: 41 Totals:	\$1,293,000.00	\$100,822.57	\$1,038,612.87	\$254,387.13	80.33%
	REVENUE Totals:	\$1,293,000.00	\$100,822.57	\$1,038,612.87	\$254,387.13	80.33%
501 Total:		\$1,293,000.00	\$100,822.57	\$1,038,612.87	\$254,387.13	80.33%
502	WASTEWATER			Target Percent:	75.00%	
REVENUE						
APPROPRIATION TYPE: 41						
502-0000-41340	DELINQUENT UTILITY CHARGES ASSE	\$8,000.00	\$1,406.25	\$11,648.80	(\$3,648.80)	145.61%
502-0000-41560	WASTEWATER CONSUMER CHARGES	\$1,300,000.00	\$107,085.46	\$1,004,518.50	\$295,481.50	77.27%
502-0000-41561	WASTEWATER LINE USER FEES	\$0.00	\$0.00	\$0.00	\$0.00	N/A
502-0000-41820	INTEREST/INVESTMENTS	\$0.00	\$0.00	\$0.00	\$0.00	N/A
502-0000-41840	WASTEWATER MISCELLANEOUS RECE	\$4,000.00	\$365.84	\$4,454.33	(\$454.33)	111.36%
502-0000-41910	TRANSFERS - IN	\$0.00	\$0.00	\$0.00	\$0.00	N/A

Revenue Report
As Of: 1/1/2024 to 9/30/2024

Account	Description	Budget	MTD Revenue	YTD Revenue	Uncollected	% Collected
502-0000-41915	ADVANCES IN	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	APPROPRIATION TYPE: 41 Totals:	\$1,312,000.00	\$108,857.55	\$1,020,621.63	\$291,378.37	77.79%
	REVENUE Totals:	\$1,312,000.00	\$108,857.55	\$1,020,621.63	\$291,378.37	77.79%
502 Total:		\$1,312,000.00	\$108,857.55	\$1,020,621.63	\$291,378.37	77.79%
503	UTILITY CREDIT MEMO CLEARING			Target Percent:	75.00%	
REVENUE						
	APPROPRIATION TYPE: 41					
503-0000-41410	UTILITY CREDIT MEMO CLEARING FUN	\$0.00	(\$388.39)	(\$504.06)	\$504.06	N/A
	APPROPRIATION TYPE: 41 Totals:	\$0.00	(\$388.39)	(\$504.06)	\$504.06	N/A
	REVENUE Totals:	\$0.00	(\$388.39)	(\$504.06)	\$504.06	N/A
503 Total:		\$0.00	(\$388.39)	(\$504.06)	\$504.06	N/A
505	SWIMMING POOL			Target Percent:	75.00%	
REVENUE						
	APPROPRIATION TYPE: 41					
505-0000-41440	ODNR NATURE WORKS GRANT - GAZE	\$45,000.00	\$41,448.29	\$41,448.29	\$3,551.71	92.11%
505-0000-41530	POOL MEMBERSHIPS	\$25,000.00	\$0.00	\$20,545.00	\$4,455.00	82.18%
505-0000-41531	DAILY GATE FEES	\$35,000.00	\$0.00	\$36,054.36	(\$1,054.36)	103.01%
505-0000-41532	CONCESSIONS	\$30,000.00	\$0.00	\$24,609.82	\$5,390.18	82.03%
505-0000-41533	PARTY & RENTAL	\$8,000.00	\$0.00	\$5,955.00	\$2,045.00	74.44%
505-0000-41534	GAMES	\$0.00	\$0.00	\$0.00	\$0.00	N/A
505-0000-41836	MISC. DONATIONS - POOL	\$0.00	\$0.00	\$76.17	(\$76.17)	N/A
505-0000-41840	MISCELLANEOUS RECEIPTS	\$1,500.00	\$0.00	\$1,133.51	\$366.49	75.57%
505-0000-41910	TRANSFERS - IN	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	APPROPRIATION TYPE: 41 Totals:	\$144,500.00	\$41,448.29	\$129,822.15	\$14,677.85	89.84%
	REVENUE Totals:	\$144,500.00	\$41,448.29	\$129,822.15	\$14,677.85	89.84%
505 Total:		\$144,500.00	\$41,448.29	\$129,822.15	\$14,677.85	89.84%
510	CEMETERY FUND			Target Percent:	75.00%	
REVENUE						
	APPROPRIATION TYPE: 41					
510-0000-41541	SALE OF CEMETERY LOTS	\$25,000.00	\$2,502.00	\$23,851.00	\$1,149.00	95.40%
510-0000-41542	GRAVE OPENING/CLOSING FEES	\$35,000.00	\$3,250.00	\$38,950.00	(\$3,950.00)	111.29%
510-0000-41543	FOUNDATION CONSTRUCTION FEES	\$7,000.00	\$345.60	\$7,791.00	(\$791.00)	111.30%
510-0000-41544	VA RECEIPTS	\$0.00	\$0.00	\$450.00	(\$450.00)	N/A
510-0000-41820	INTEREST/INVESTMENTS	\$0.00	\$0.00	\$0.00	\$0.00	N/A
510-0000-41840	MISCELLANEOUS RECEIPTS	\$0.00	\$0.00	\$412.09	(\$412.09)	N/A
510-0000-41910	TRANSFERS - IN	\$0.00	\$0.00	\$0.00	\$0.00	N/A
510-0000-41915	ADVANCES IN	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	APPROPRIATION TYPE: 41 Totals:	\$67,000.00	\$6,097.60	\$71,454.09	(\$4,454.09)	106.65%
	REVENUE Totals:	\$67,000.00	\$6,097.60	\$71,454.09	(\$4,454.09)	106.65%
510 Total:		\$67,000.00	\$6,097.60	\$71,454.09	(\$4,454.09)	106.65%
550	WATERWORKS CAPITAL IMP.			Target Percent:	75.00%	
REVENUE						

Revenue Report
As Of: 1/1/2024 to 9/30/2024

Account	Description	Budget	MTD Revenue	YTD Revenue	Uncollected	% Collected
APPROPRIATION TYPE: 41						
550-0000-41840	WATER TAP IN FEES	\$10,000.00	\$0.00	\$7,027.00	\$2,973.00	70.27%
550-0000-41910	TRANSFERS - IN	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	APPROPRIATION TYPE: 41 Totals:	\$10,000.00	\$0.00	\$7,027.00	\$2,973.00	70.27%
	REVENUE Totals:	\$10,000.00	\$0.00	\$7,027.00	\$2,973.00	70.27%
550 Total:		\$10,000.00	\$0.00	\$7,027.00	\$2,973.00	70.27%
560	WASTEWATER CAPITAL IMP.			Target Percent:	75.00%	
REVENUE						
APPROPRIATION TYPE: 41						
560-0000-41840	WASTEWATER CONSUMER CHARGES	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	APPROPRIATION TYPE: 41 Totals:	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	REVENUE Totals:	\$0.00	\$0.00	\$0.00	\$0.00	N/A
560 Total:		\$0.00	\$0.00	\$0.00	\$0.00	N/A
561	WASTEWATER EQUIP REPLACE			Target Percent:	75.00%	
REVENUE						
APPROPRIATION TYPE: 44						
561-0000-44220	SEWER TAP IN FEES	\$8,000.00	\$0.00	\$8,084.60	(\$84.60)	101.06%
	APPROPRIATION TYPE: 44 Totals:	\$8,000.00	\$0.00	\$8,084.60	(\$84.60)	101.06%
	REVENUE Totals:	\$8,000.00	\$0.00	\$8,084.60	(\$84.60)	101.06%
561 Total:		\$8,000.00	\$0.00	\$8,084.60	(\$84.60)	101.06%
562	WASTEWATER CAP/CONT.			Target Percent:	75.00%	
REVENUE						
APPROPRIATION TYPE: 44						
562-0000-44220	SEWER TAP IN FEES	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	APPROPRIATION TYPE: 44 Totals:	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	REVENUE Totals:	\$0.00	\$0.00	\$0.00	\$0.00	N/A
562 Total:		\$0.00	\$0.00	\$0.00	\$0.00	N/A
563	WASTEWATER CONSTRUCTION ACCT			Target Percent:	75.00%	
REVENUE						
APPROPRIATION TYPE: 41						
563-0000-41840	MISCELLANEOUS RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	APPROPRIATION TYPE: 41 Totals:	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	REVENUE Totals:	\$0.00	\$0.00	\$0.00	\$0.00	N/A
563 Total:		\$0.00	\$0.00	\$0.00	\$0.00	N/A
705	CEMETERY PERPETUAL CARE			Target Percent:	75.00%	
REVENUE						
APPROPRIATION TYPE: 41						
705-0000-41541	SALE OF CEMETERY LOTS	\$2,500.00	\$278.00	\$2,639.00	(\$139.00)	105.56%
705-0000-41820	INTEREST/INVESTMENTS	\$8,500.00	\$1,530.88	\$13,942.37	(\$5,442.37)	164.03%
	APPROPRIATION TYPE: 41 Totals:	\$11,000.00	\$1,808.88	\$16,581.37	(\$5,581.37)	150.74%
	REVENUE Totals:	\$11,000.00	\$1,808.88	\$16,581.37	(\$5,581.37)	150.74%

Revenue Report
As Of: 1/1/2024 to 9/30/2024

Account	Description	Budget	MTD Revenue	YTD Revenue	Uncollected	% Collected
705 Total:		\$11,000.00	\$1,808.88	\$16,581.37	(\$5,581.37)	150.74%
710	INCOME TAX HOLDING ACCOUNT			Target Percent:	75.00%	
REVENUE						
APPROPRIATION TYPE: 41						
710-0000-41140	INCOME TAX HOLDING ACCOUNT	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	APPROPRIATION TYPE: 41 Totals:	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	REVENUE Totals:	\$0.00	\$0.00	\$0.00	\$0.00	N/A
710 Total:		\$0.00	\$0.00	\$0.00	\$0.00	N/A
802	SPECIAL ASSESS/ST LIGHT			Target Percent:	75.00%	
REVENUE						
APPROPRIATION TYPE: 41						
802-0000-41360	STREET LIGHT ASSESSMENTS	\$98,000.00	\$414.00	\$99,270.20	(\$1,270.20)	101.30%
802-0000-41820	INTEREST/INVESTMENTS	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	APPROPRIATION TYPE: 41 Totals:	\$98,000.00	\$414.00	\$99,270.20	(\$1,270.20)	101.30%
	REVENUE Totals:	\$98,000.00	\$414.00	\$99,270.20	(\$1,270.20)	101.30%
802 Total:		\$98,000.00	\$414.00	\$99,270.20	(\$1,270.20)	101.30%
900	MAYOR'S COURT - FINES			Target Percent:	75.00%	
REVENUE						
APPROPRIATION TYPE: 41						
900-0000-41610	COLLECTION OF FINES	\$0.00	\$4,295.00	\$38,846.30	(\$38,846.30)	N/A
	APPROPRIATION TYPE: 41 Totals:	\$0.00	\$4,295.00	\$38,846.30	(\$38,846.30)	N/A
	REVENUE Totals:	\$0.00	\$4,295.00	\$38,846.30	(\$38,846.30)	N/A
900 Total:		\$0.00	\$4,295.00	\$38,846.30	(\$38,846.30)	N/A
901	MAYOR'S COURT - BONDS			Target Percent:	75.00%	
REVENUE						
APPROPRIATION TYPE: 41						
901-0000-41610	COLLECTION OF BONDS	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	APPROPRIATION TYPE: 41 Totals:	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	REVENUE Totals:	\$0.00	\$0.00	\$0.00	\$0.00	N/A
901 Total:		\$0.00	\$0.00	\$0.00	\$0.00	N/A
905	UNCLAIMED FUNDS - GENERAL			Target Percent:	75.00%	
REVENUE						
APPROPRIATION TYPE: 41						
905-0000-41840	UNCLAIMED MONEY	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	APPROPRIATION TYPE: 41 Totals:	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	REVENUE Totals:	\$0.00	\$0.00	\$0.00	\$0.00	N/A
905 Total:		\$0.00	\$0.00	\$0.00	\$0.00	N/A
906	UNCLAIMED FUNDS - PAYROLL			Target Percent:	75.00%	
REVENUE						

Revenue Report
As Of: 1/1/2024 to 9/30/2024

Account	Description	Budget	MTD Revenue	YTD Revenue	Uncollected	% Collected
APPROPRIATION TYPE: 41						
906-0000-41840	UNCLAIMED MONEY	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	APPROPRIATION TYPE: 41 Totals:	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	REVENUE Totals:	\$0.00	\$0.00	\$0.00	\$0.00	N/A
906 Total:		\$0.00	\$0.00	\$0.00	\$0.00	N/A
999	Payroll Clearing Fund			Target Percent:	75.00%	
REVENUE						
APPROPRIATION TYPE: 94						
999-0000-94000	Payroll Clearing Fund Default	\$0.00	\$109,819.66	\$1,134,552.83	(\$1,134,552.83)	N/A
999-0000-94001	AFLAC(2)	\$0.00	\$47.84	\$430.56	(\$430.56)	N/A
999-0000-94002	ALLSTATE INS. AD&D	\$0.00	\$121.26	\$1,091.34	(\$1,091.34)	N/A
999-0000-94003	AMERICAN UNITED LIFE INS CO	\$0.00	\$29.66	\$266.94	(\$266.94)	N/A
999-0000-94004	DAYTON CITY TAXES	\$0.00	\$10.92	\$1,212.79	(\$1,212.79)	N/A
999-0000-94005	FEDERAL WITHHOLDING TAX	\$0.00	\$11,839.15	\$121,883.61	(\$121,883.61)	N/A
999-0000-94006	FICA WITHHOLDING	\$0.00	\$2,690.19	\$28,269.39	(\$28,269.39)	N/A
999-0000-94007	HEALTH CARE PREMIUM SHARE	\$0.00	\$1,503.48	\$13,972.56	(\$13,972.56)	N/A
999-0000-94008	HUBER HEIGHTS CITY TAX-HB	\$0.00	\$90.85	\$1,814.87	(\$1,814.87)	N/A
999-0000-94009	MEDICARE WITHHOLDING	\$0.00	\$2,065.63	\$21,044.26	(\$21,044.26)	N/A
999-0000-94010	NC City Tax	\$0.00	\$2,189.72	\$22,684.02	(\$22,684.02)	N/A
999-0000-94011	NEW CARLISLE FIREMENS' ASSN	\$0.00	\$218.00	\$1,416.00	(\$1,416.00)	N/A
999-0000-94012	OHIO CHILD SUPPORT PAYMENT CEN(\$0.00	\$0.00	\$0.00	\$0.00	N/A
999-0000-94013	OHIO PUBLIC EMP DEFERRED COMP	\$0.00	\$1,780.00	\$50,206.33	(\$50,206.33)	N/A
999-0000-94014	OHIO WITHHOLDING TAX	\$0.00	\$3,324.93	\$34,012.22	(\$34,012.22)	N/A
999-0000-94015	OPEC Vision(10)	\$0.00	\$191.68	\$1,714.44	(\$1,714.44)	N/A
999-0000-94016	PERS	\$0.00	\$9,938.31	\$103,733.58	(\$103,733.58)	N/A
999-0000-94017	School District Tax Revenue	\$0.00	\$87.13	\$924.25	(\$924.25)	N/A
999-0000-94018	SD1906 TRI-VILLAGE	\$0.00	\$0.00	\$0.00	\$0.00	N/A
999-0000-94019	SD2903 FAIRBORN	\$0.00	\$52.23	\$590.91	(\$590.91)	N/A
999-0000-94020	SD2906 Xenia	\$0.00	\$0.00	\$0.00	\$0.00	N/A
999-0000-94021	SD5501 BETHEL	\$0.00	\$40.26	\$403.84	(\$403.84)	N/A
999-0000-94022	SD5501 BETHEL (2)	\$0.00	\$0.00	\$0.00	\$0.00	N/A
999-0000-94023	SD5504 MIAMI EAST	\$0.00	\$0.00	\$0.00	\$0.00	N/A
999-0000-94024	SD5507 PIQUA (2)	\$0.00	\$47.27	\$558.21	(\$558.21)	N/A
999-0000-94025	SD5507-S9(2)	\$0.00	\$0.00	\$0.00	\$0.00	N/A
999-0000-94026	SD5509 TROY	\$0.00	\$51.22	\$520.72	(\$520.72)	N/A
999-0000-94027	SD6802 NATIONAL TRAIL	\$0.00	\$0.00	\$0.00	\$0.00	N/A
999-0000-94028	SD6803	\$0.00	\$0.00	\$0.00	\$0.00	N/A
999-0000-94029	Union Dues	\$0.00	\$728.28	\$7,178.76	(\$7,178.76)	N/A
999-0000-94030	SD1203 NORTHEASTERN	\$0.00	\$13.18	\$206.46	(\$206.46)	N/A
999-0000-94031	HEALTH SAVINGS ACCOUNT	\$0.00	\$1,635.64	\$14,213.85	(\$14,213.85)	N/A
999-0000-94032	Springfield City Tax	\$0.00	\$0.00	\$0.00	\$0.00	N/A
999-0000-94033	SD1205 SOUTHEASTERN	\$0.00	\$0.00	\$0.00	\$0.00	N/A
999-0000-94034	TIPP CITY TAX	\$0.00	\$0.00	\$0.00	\$0.00	N/A
999-0000-94035	CLAYTON CITY TAX	\$0.00	\$0.00	\$109.30	(\$109.30)	N/A
999-0000-94036	Indiana State	\$0.00	\$0.00	\$0.00	\$0.00	N/A

Revenue Report
As Of: 1/1/2024 to 9/30/2024

Account	Description	Budget	MTD Revenue	YTD Revenue	Uncollected	% Collected
999-0000-94037	St Joseph County	\$0.00	\$0.00	\$0.00	\$0.00	N/A
999-0000-94038	Piqua City Tax	\$0.00	\$0.00	\$0.00	\$0.00	N/A
999-0000-94039	ROTH 457	\$0.00	\$370.00	\$3,700.00	(\$3,700.00)	N/A
999-0000-94040	SD5503 COVINGTON	\$0.00	\$36.24	\$483.34	(\$483.34)	N/A
999-0000-94041	WEST CARROLLTON CITY TAX	\$0.00	\$115.42	\$1,169.59	(\$1,169.59)	N/A
999-0000-94042	RIVERSIDE CITY TAX	\$0.00	\$85.06	\$488.86	(\$488.86)	N/A
	APPROPRIATION TYPE: 94 Totals:	\$0.00	\$149,123.21	\$1,568,853.83	(\$1,568,853.83)	N/A
	REVENUE Totals:	\$0.00	\$149,123.21	\$1,568,853.83	(\$1,568,853.83)	N/A
999 Total:		\$0.00	\$149,123.21	\$1,568,853.83	(\$1,568,853.83)	N/A
Grand Total:		\$7,418,941.00	\$666,676.46	\$8,065,244.66	(\$646,303.66)	108.71%
					Target Percent:	75.00%

New Carlisle Expense Report

Accounts: 101-1100-51100 to 999-0000-95042

Account Access Group: N/A

As Of: 1/1/2024 to 9/30/2024

Include Inactive Accounts: No
Include Pre-Encumbrances: Yes

Account	Description	Budget	MTD Expense	YTD Expense	UnExp. Balance	Encumbrance	Unenc. Balance	% Used
101	GENERAL					Target Percent:	75.00%	
COUNCIL								
Wages								
101-1100-51100	WAGES - COUNCIL	\$41,400.00	\$3,850.00	\$31,050.00	\$10,350.00	\$0.00	\$10,350.00	75.00%
101-1100-51110	WAGES - CAMCORDER OP	\$5,000.00	\$0.00	\$500.00	\$4,500.00	\$0.00	\$4,500.00	10.00%
101-1100-51120	SOCIAL SECURITY-EMPLO	\$1,674.00	\$189.10	\$1,305.10	\$368.90	\$0.00	\$368.90	77.96%
101-1100-51130	MEDICARE - EMPLOYER M	\$600.00	\$55.82	\$450.18	\$149.82	\$0.00	\$149.82	75.03%
101-1100-51140	PERS - EMPLOYER MATCH	\$2,592.00	\$112.00	\$1,568.00	\$1,024.00	\$0.00	\$1,024.00	60.49%
101-1100-51200	WORKER'S COMPENSATIO	\$1,696.00	\$0.00	\$200.00	\$1,496.00	\$0.00	\$1,496.00	11.79%
	Wages Totals:	\$52,962.00	\$4,206.92	\$35,073.28	\$17,888.72	\$0.00	\$17,888.72	66.22%
Benefits								
101-1100-52000	TRAINING/TRAVEL/TRANSP	\$5,000.00	\$0.00	\$624.33	\$4,375.67	\$3,900.00	\$475.67	90.49%
	Benefits Totals:	\$5,000.00	\$0.00	\$624.33	\$4,375.67	\$3,900.00	\$475.67	90.49%
Contractual								
101-1100-53200	COMMUNICATION SERVICE	\$400.00	\$0.00	\$323.46	\$76.54	\$0.00	\$76.54	80.87%
101-1100-53500	MAINTENANCE OF FACILITI	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	0.00%
101-1100-53502	MAINTENANCE OF EQUIPM	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$1,520.00	\$980.00	60.80%
101-1100-53900	MEMBERSHIP, DUES & PUB	\$900.00	\$0.00	\$0.00	\$900.00	\$0.00	\$900.00	0.00%
101-1100-53902	STRATEGIC PLANNING - C	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$0.00	\$0.00	100.00%
	Contractual Totals:	\$9,900.00	\$0.00	\$6,323.46	\$3,576.54	\$1,520.00	\$2,056.54	79.23%
Materials & Supplies								
101-1100-54100	OFFICE SUPPLIES - COUNC	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	0.00%
101-1100-54200	OPERATIONAL SUPPLIES -	\$3,450.00	\$0.00	\$1,554.11	\$1,895.89	\$1,882.09	\$13.80	99.60%
	Materials & Supplies Totals:	\$3,550.00	\$0.00	\$1,554.11	\$1,995.89	\$1,882.09	\$113.80	96.79%
Capital Outlay								
101-1100-55000	CAPITAL OUTLAY - COUNCI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Capital Outlay Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
Miscellaneous								
101-1100-57000	MISCELLANEOUS - COUNCI	\$650.00	\$0.00	\$628.42	\$21.58	\$0.00	\$21.58	96.68%
	Miscellaneous Totals:	\$650.00	\$0.00	\$628.42	\$21.58	\$0.00	\$21.58	96.68%
	COUNCIL Totals:	<u>\$72,062.00</u>	<u>\$4,206.92</u>	<u>\$44,203.60</u>	<u>\$27,858.40</u>	<u>\$7,302.09</u>	<u>\$20,556.31</u>	<u>71.47%</u>
MANAGER								
Wages								
101-1300-51100	WAGES - MANAGER	\$198,068.00	\$14,296.46	\$129,430.11	\$68,637.89	\$0.00	\$68,637.89	65.35%
101-1300-51130	MEDICARE - EMPLOYER M	\$2,872.00	\$242.02	\$1,962.66	\$909.34	\$0.00	\$909.34	68.34%
101-1300-51140	PERS - EMPLOYER MATCH	\$35,652.00	\$2,001.50	\$19,199.56	\$16,452.44	\$0.00	\$16,452.44	53.85%
101-1300-51200	WORKER'S COMPENSATIO	\$7,734.00	\$0.00	\$400.00	\$7,334.00	\$0.00	\$7,334.00	5.17%

Expense Report
As Of: 1/1/2024 to 9/30/2024

Account	Description	Budget	MTD Expense	YTD Expense	UnExp. Balance	Encumbrance	Unenc. Balance	% Used
101-1300-51210	MEDICAL INSURANCE - MA	\$60,462.00	\$2,250.00	\$15,886.69	\$44,575.31	\$0.00	\$44,575.31	26.28%
101-1300-51220	DENTAL INSURANCE - MAN	\$1,800.00	\$141.26	\$1,045.34	\$754.66	\$754.66	\$0.00	100.00%
101-1300-51230	LIFE/AD&D INSURANCE - M	\$250.00	\$14.13	\$110.22	\$139.78	\$4.61	\$135.17	45.93%
101-1300-51240	LONG TERM DISABILITY IN	\$1,160.00	\$68.11	\$619.58	\$540.42	\$0.00	\$540.42	53.41%
	Wages Totals:	\$307,998.00	\$19,013.48	\$168,654.16	\$139,343.84	\$759.27	\$138,584.57	55.00%
Benefits								
101-1300-52000	TRAINING/TRAVEL/TRANSP	\$7,000.00	\$0.00	\$640.15	\$6,359.85	\$1,163.10	\$5,196.75	25.76%
	Benefits Totals:	\$7,000.00	\$0.00	\$640.15	\$6,359.85	\$1,163.10	\$5,196.75	25.76%
Contractual								
101-1300-53200	COMMUNICATION SERVICE	\$2,200.00	\$238.74	\$1,174.99	\$1,025.01	\$736.03	\$288.98	86.86%
101-1300-53410	POSTAGE/POSTAGE METE	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	\$0.00	100.00%
101-1300-53502	MAINT OF EQUIPMENT - MA	\$3,200.00	\$0.00	\$609.73	\$2,590.27	\$550.00	\$2,040.27	36.24%
101-1300-53900	MEMBERSHIP, DUES & PUB	\$2,500.00	\$0.00	\$1,920.42	\$579.58	\$180.00	\$399.58	84.02%
	Contractual Totals:	\$8,000.00	\$238.74	\$3,805.14	\$4,194.86	\$1,466.03	\$2,728.83	65.89%
Materials & Supplies								
101-1300-54100	OFFICE SUPPLIES - MANAG	\$500.00	\$0.00	\$121.94	\$378.06	\$340.59	\$37.47	92.51%
101-1300-54200	OPERATIONAL SUPPLIES -	\$2,000.00	\$71.11	\$1,199.22	\$800.78	\$289.97	\$510.81	74.46%
101-1300-54201	UNIFORMS/PERSONAL SAF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
101-1300-54206	FUEL - MANAGER	\$4,200.00	\$350.00	\$3,150.00	\$1,050.00	\$0.00	\$1,050.00	75.00%
101-1300-54300	REPAIR & MAINTENANCE S	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	0.00%
101-1300-54400	SMALL TOOLS & MINOR EQ	\$2,000.00	\$0.00	\$1,007.60	\$992.40	\$0.00	\$992.40	50.38%
	Materials & Supplies Totals:	\$8,800.00	\$421.11	\$5,478.76	\$3,321.24	\$630.56	\$2,690.68	69.42%
Capital Outlay								
101-1300-55000	CAPITAL OUTLAY - MANAG	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Capital Outlay Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
Miscellaneous								
101-1300-57000	MISCELLANEOUS - MANAG	\$600.00	\$0.00	\$59.00	\$541.00	\$0.00	\$541.00	9.83%
	Miscellaneous Totals:	\$600.00	\$0.00	\$59.00	\$541.00	\$0.00	\$541.00	9.83%
	MANAGER Totals:	\$332,398.00	\$19,673.33	\$178,637.21	\$153,760.79	\$4,018.96	\$149,741.83	54.95%
FINANCE								
Wages								
101-1400-51100	WAGES - FINANCE	\$273,196.00	\$19,524.19	\$211,851.28	\$61,344.72	\$0.00	\$61,344.72	77.55%
101-1400-51105	OVERTIME WAGES - FINAN	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	0.00%
101-1400-51120	SOCIAL SECURITY-EMPLO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
101-1400-51130	MEDICARE - EMPLOYER M	\$3,961.00	\$278.32	\$2,714.53	\$1,246.47	\$0.00	\$1,246.47	68.53%
101-1400-51140	PERS - EMPLOYER MATCH	\$48,663.00	\$2,733.36	\$30,983.78	\$17,679.22	\$10.03	\$17,669.19	63.69%
101-1400-51200	WORKER'S COMPENSATIO	\$10,675.00	\$0.00	\$3,134.00	\$7,541.00	\$0.00	\$7,541.00	29.36%
101-1400-51210	MEDICAL INSURANCE - FIN	\$97,284.00	\$810.00	\$73,766.30	\$23,517.70	\$280.00	\$23,237.70	76.11%
101-1400-51220	DENTAL INSURANCE - FINA	\$3,240.00	\$254.26	\$2,288.34	\$951.66	\$911.66	\$40.00	98.77%
101-1400-51230	LIFE/AD&D INSURANCE - FI	\$450.00	\$25.43	\$228.87	\$221.13	\$1.71	\$219.42	51.24%
101-1400-51240	LONG TERM DISABILITY IN	\$1,295.00	\$89.99	\$899.90	\$395.10	\$0.00	\$395.10	69.49%
	Wages Totals:	\$439,764.00	\$23,715.55	\$325,867.00	\$113,897.00	\$1,203.40	\$112,693.60	74.37%
Benefits								
101-1400-52000	TRAINING/TRAVEL/TRANSP	\$7,000.00	\$0.00	\$3,678.21	\$3,321.79	\$2,558.32	\$763.47	89.09%
	Benefits Totals:	\$7,000.00	\$0.00	\$3,678.21	\$3,321.79	\$2,558.32	\$763.47	89.09%
Contractual								

Expense Report
As Of: 1/1/2024 to 9/30/2024

Account	Description	Budget	MTD Expense	% Used	UnExp. Balance	Encumbrance	Unenc. Balance	% Used
400-4100-56000		\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A
	Debt Service Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	DEPT: 4100 Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00		\$0.00	\$0.00	\$0.00	501-5300-51100	\$0.00	\$94,795.74	\$94,795.74
501-5300-51105	WATER REVENUE FUND					Target Percent:		75.00%
WATER OPERATING								
MEDICAL INSURANCE - WATER REVENUE								
501-5300-50004	OWDA LOAN	DENTAL INSURANC	100.00%	\$0.00	\$0.00	\$181.92	\$0.00	\$75.83
501-5300-50005	OWDA WATER MAIN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$827.57
	APPROPRIATION TYPE: 50 Totals:	\$0.00	\$0.00	\$0.00	Benefits Totals:	\$5,717.43	\$827.57	87.27%
Wages								
501-5300-51100	\$84.41	\$258,361.00	\$16,027.41	\$163,565.26	\$94,795.74	\$0.00	\$94,795.74	63.31%
	\$0.00 501-5300-53200	\$8,000.00	\$369.89	\$7,130.33	\$869.67	PROFESSIONAL SE	501-5300-53410	89.13%
501-5300-51120	SOCIAL SECURITY-EMPLO	\$0.00	501-5300-53500	\$464.91	\$0.00	\$0.00	\$0.00	501-5300-
	\$15.00 MEDICARE - EMPLOYER M	\$3,862.00	\$238.22	\$2,408.27	\$1,453.73	\$0.00	\$1,453.73	62.36%
501-5300-51140	PERS - EMPLOYER MATCH	\$47,945.00	\$2,295.66	\$25,947.09	\$21,997.91	\$0.00	\$21,997.91	54.12%
501-5300-51200	WORKER'S COMPENSATIO	\$10,489.00	\$0.00	\$0.00	\$10,489.00	\$0.00	\$10,489.00	0.00%
501-5300-51210	MEDICAL INSURANCE - WA	\$79,865.00	\$750.00	\$59,470.20	\$20,394.80	\$0.00	\$20,394.80	74.46%
501-5300-51220	DENTAL INSURANCE - WAT	\$2,700.00	\$211.86	\$1,906.74	\$793.26	\$793.26	\$0.00	100.00%
501-5300-51230	LIFE/AD&D INSURANCE - W	\$375.00	\$21.18	\$190.62	\$184.38	\$2.46	\$181.92	51.49%
501-5300-51240	LONG TERM DISABILITY IN	\$1,065.00	\$75.83	\$758.30	\$306.70	\$0.00	\$306.70	71.20%
	Wages Totals:	\$412,662.00	\$19,990.05	\$261,376.81	\$151,285.19	\$795.72	\$150,489.47	63.53%
Benefits								
501-5300-52000	TRAINING/TRAVEL/TRANSP	\$2,500.00	\$717.43	\$717.43	\$1,782.57	\$827.57	\$955.00	61.80%
501-5300-52010	CDL TESTING - WATER RE	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$0.00	100.00%
	Benefits Totals:	\$7,500.00	\$717.43	\$5,717.43	\$1,782.57	\$827.57	\$955.00	87.27%
Contractual								
501-5300-53030	DELINQUENT TAX COLLEC	\$100.00	\$0.00	\$15.59	\$84.41	\$0.00	\$84.41	15.59%
501-5300-53100	GAS/ELECTRIC SERVICES -	\$40,000.00	\$3,511.34	\$33,618.11	\$6,381.89	\$0.00	\$6,381.89	84.05%
501-5300-53110	REFUSE/WASTE REMOVAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
501-5300-53200	COMMUNICATION SERVICE	\$10,075.45	\$232.89	\$6,860.94	\$3,214.51	\$668.36	\$2,546.15	74.73%
501-5300-53400	PROFESSIONAL SERVICES	\$8,000.00	\$0.00	\$2,388.44	\$5,611.56	\$447.56	\$5,164.00	35.45%
501-5300-53410	POSTAGE/POSTAGE METE	\$17,000.00	\$744.67	\$7,403.59	\$9,596.41	\$6,115.77	\$3,480.64	79.53%
501-5300-53420	AUDITOR & TREASURER F	\$50.00	\$0.00	\$0.00	\$50.00	\$0.00	\$50.00	0.00%
501-5300-53432	LAB SERVICES - WATER RE	\$9,000.00	\$759.00	\$3,271.00	\$5,729.00	\$550.00	\$5,179.00	42.46%
501-5300-53500	MAINTENANCE OF FACILITI	\$38,050.00	\$313.08	\$37,446.17	\$603.83	\$464.91	\$138.92	99.63%
501-5300-53501	MAINTENANCE OF INFRAS	\$340,000.00	\$29,888.75	\$172,655.99	\$167,344.01	\$166,865.07	\$478.94	99.86%
501-5300-53502	MAINT OF EQUIPMENT - W	\$86,000.00	\$6,566.56	\$67,777.02	\$18,222.98	\$2,234.95	\$15,988.03	81.41%
501-5300-53510	COMPUTER SOFTWARE/HA	\$4,000.00	\$0.00	\$0.00	\$4,000.00	\$0.00	\$4,000.00	0.00%
501-5300-53600	INSURANCE - FLEET/LIABIL	\$5,500.00	\$0.00	\$0.00	\$5,500.00	\$0.00	\$5,500.00	0.00%
501-5300-53900	MEMBERSHIP, DUES & PUB	\$6,000.00	\$0.00	\$215.25	\$5,784.75	\$458.20	\$5,326.55	11.22%
501-5300-53903	LINEN SERVICE - WATER R	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Contractual Totals:	\$563,775.45	\$42,016.29	\$331,652.10	\$232,123.35	\$177,804.82	\$54,318.53	90.37%
Materials & Supplies								
501-5300-54100	OFFICE SUPPLIES - WATER	\$800.00	\$0.00	\$38.48	\$761.52	\$15.00	\$746.52	6.69%

Expense Report
As Of: 1/1/2024 to 9/30/2024

Account	Description	Budget	MTD Expense	YTD Expense	UnExp. Balance	Encumbrance	Unenc. Balance	% Used
101-1500-53501	COMMUNITY DEVELOPMEN	\$26,000.00	\$9,957.50	\$20,905.50	\$5,094.50	\$3,000.00	\$2,094.50	91.94%
101-1500-53502	MAINT OF EQUIPMENT - PL	\$3,000.00	\$0.00	\$896.62	\$2,103.38	\$1,336.45	\$766.93	74.44%
101-1500-53510	COMPUTER SOFTWARE/HA	\$20,187.50	\$0.00	\$19,418.26	\$769.24	\$468.00	\$301.24	98.51%
101-1500-53600	INSURANCE - FLEET/LIABIL	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	0.00%
101-1500-53700	LEGAL ADVERTISING - PLA	\$1,500.00	\$39.10	\$854.37	\$645.63	\$5.50	\$640.13	57.32%
101-1500-53900	MEMBERSHIP, DUES & PUB	\$3,000.00	\$0.00	\$2,014.88	\$985.12	\$0.00	\$985.12	67.16%
	Contractual Totals:	\$69,187.50	\$10,900.41	\$49,386.26	\$19,801.24	\$6,146.55	\$13,654.69	80.26%
Materials & Supplies								
101-1500-54100	OFFICE SUPPLIES - PLANNI	\$250.00	\$0.00	\$40.00	\$210.00	\$100.00	\$110.00	56.00%
101-1500-54200	OPERATIONAL SUPPLIES -	\$750.00	\$0.00	\$715.78	\$34.22	\$10.80	\$23.42	96.88%
101-1500-54201	UNIFORMS/PERSONAL SAF	\$1,500.00	\$0.00	\$243.00	\$1,257.00	\$0.00	\$1,257.00	16.20%
101-1500-54206	FUEL - PLANNING	\$2,500.00	\$56.51	\$1,482.68	\$1,017.32	\$0.00	\$1,017.32	59.31%
101-1500-54400	SMALL TOOLS & MINOR EQ	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	0.00%
	Materials & Supplies Totals:	\$7,000.00	\$56.51	\$2,481.46	\$4,518.54	\$110.80	\$4,407.74	37.03%
Capital Outlay								
101-1500-55000	CAPITAL OUTLAY - PLANNI	\$8,000.00	\$0.00	\$0.00	\$8,000.00	\$0.00	\$8,000.00	0.00%
	Capital Outlay Totals:	\$8,000.00	\$0.00	\$0.00	\$8,000.00	\$0.00	\$8,000.00	0.00%
Miscellaneous								
101-1500-57000	MISCELLANEOUS - PLANNI	\$1,000.00	\$0.00	\$177.00	\$823.00	\$59.00	\$764.00	23.60%
	Miscellaneous Totals:	\$1,000.00	\$0.00	\$177.00	\$823.00	\$59.00	\$764.00	23.60%
	PLANNING Totals:	\$257,765.50	\$21,668.17	\$160,748.71	\$97,016.79	\$7,252.87	\$89,763.92	65.18%
LAW DIRECTOR								
Contractual								
101-1600-53409	PROF SERV-LAWYER FEES	\$80,000.00	\$1,705.00	\$39,890.00	\$40,110.00	\$3,405.00	\$36,705.00	54.12%
101-1600-53700	LEGAL ADVERTISING - LAW	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Contractual Totals:	\$80,000.00	\$1,705.00	\$39,890.00	\$40,110.00	\$3,405.00	\$36,705.00	54.12%
	LAW DIRECTOR Totals:	\$80,000.00	\$1,705.00	\$39,890.00	\$40,110.00	\$3,405.00	\$36,705.00	54.12%
PARKS								
Wages								
101-1800-51100	WAGES - PARKS	\$62,870.00	\$3,720.00	\$37,960.22	\$24,909.78	\$0.00	\$24,909.78	60.38%
101-1800-51105	OVERTIME WAGES - PARK	\$3,000.00	\$0.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00	0.00%
101-1800-51111	SEASONAL EMPLOYEE WA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
101-1800-51120	SOCIAL SECURITY-EMPLO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
101-1800-51130	MEDICARE - EMPLOYER M	\$796.00	\$53.00	\$541.96	\$254.04	\$0.00	\$254.04	68.09%
101-1800-51140	PERS - EMPLOYER MATCH	\$9,877.00	\$520.80	\$6,042.67	\$3,834.33	\$0.00	\$3,834.33	61.18%
101-1800-51200	WORKER'S COMPENSATIO	\$2,148.00	\$0.00	\$0.00	\$2,148.00	\$0.00	\$2,148.00	0.00%
101-1800-51210	MEDICAL INSURANCE - PA	\$15,522.00	\$0.00	\$11,136.69	\$4,385.31	\$0.00	\$4,385.31	71.75%
101-1800-51220	DENTAL INSURANCE - PAR	\$720.00	\$56.50	\$508.50	\$211.50	\$191.50	\$20.00	97.22%
101-1800-51230	LIFE/AD&D INSURANCE - P	\$100.00	\$5.65	\$50.85	\$49.15	\$1.05	\$48.10	51.90%
101-1800-51240	LONG TERM DISABILITY IN	\$250.00	\$17.74	\$177.40	\$72.60	\$0.00	\$72.60	70.96%
	Wages Totals:	\$95,283.00	\$4,373.69	\$56,418.29	\$38,864.71	\$192.55	\$38,672.16	59.41%
Benefits								
101-1800-52000	TRAINING/TRAVEL/TRANSP	\$100.00	\$0.00	\$17.50	\$82.50	\$0.00	\$82.50	17.50%
101-1800-52010	CDL TESTING - PARKS	\$6,000.00	\$0.00	\$0.00	\$6,000.00	\$0.00	\$6,000.00	0.00%
	Benefits Totals:	\$6,100.00	\$0.00	\$17.50	\$6,082.50	\$0.00	\$6,082.50	0.29%
Contractual								

Expense Report
As Of: 1/1/2024 to 9/30/2024

Account	Description	Budget	MTD Expense	YTD Expense	UnExp. Balance	Encumbrance	Unenc. Balance	% Used
101-1800-53100	GAS/ELECTRIC SERVICES -	\$12,000.00	\$485.47	\$6,677.78	\$5,322.22	\$0.00	\$5,322.22	55.65%
101-1800-53110	REFUSE/WASTE REMOVAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
101-1800-53200	COMMUNICATION SERVICE	\$1,000.00	\$11.49	\$359.85	\$640.15	\$505.14	\$135.01	86.50%
101-1800-53500	MAINTENANCE OF FACILITI	\$51,000.00	\$0.00	\$32,052.22	\$18,947.78	\$7,168.61	\$11,779.17	76.90%
101-1800-53501	MAINTENANCE OF INFRAS	\$20,500.00	\$0.00	\$13,545.96	\$6,954.04	\$2,006.70	\$4,947.34	75.87%
101-1800-53502	MAINT OF EQUIPMENT - PA	\$5,000.00	\$122.31	\$3,018.39	\$1,981.61	\$1,021.64	\$959.97	80.80%
101-1800-53600	INSURANCE - FLEET/LIABIL	\$5,500.00	\$0.00	\$0.00	\$5,500.00	\$0.00	\$5,500.00	0.00%
101-1800-53900	MEMBERSHIP, DUES & PUB	\$150.00	\$0.00	\$0.00	\$150.00	\$0.00	\$150.00	0.00%
	Contractual Totals:	\$95,150.00	\$619.27	\$55,654.20	\$39,495.80	\$10,702.09	\$28,793.71	69.74%
Materials & Supplies								
101-1800-54100	OFFICE SUPPLIES - PARKS	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	0.00%
101-1800-54200	OPERATIONAL SUPPLIES -	\$8,000.00	\$235.29	\$6,715.57	\$1,284.43	\$1,150.52	\$133.91	98.33%
101-1800-54201	UNIFORMS/PERSONAL SAF	\$100.00	\$67.01	\$100.00	\$0.00	\$0.00	\$0.00	100.00%
101-1800-54205	ASPHALT/CONCRETE - PAR	\$3,000.00	\$128.00	\$1,629.50	\$1,370.50	\$222.00	\$1,148.50	61.72%
101-1800-54206	FUEL - PARKS	\$2,500.00	\$267.92	\$1,360.27	\$1,139.73	\$0.00	\$1,139.73	54.41%
101-1800-54300	REPAIR & MAINTENANCE S	\$1,000.00	\$0.00	\$51.46	\$948.54	\$0.00	\$948.54	5.15%
101-1800-54400	SMALL TOOLS & MINOR EQ	\$1,000.00	\$0.00	\$496.28	\$503.72	\$0.00	\$503.72	49.63%
	Materials & Supplies Totals:	\$15,700.00	\$698.22	\$10,353.08	\$5,346.92	\$1,372.52	\$3,974.40	74.69%
Capital Outlay								
101-1800-55000	CAPITAL OUTLAY - PARKS	\$138,000.00	\$0.00	\$66,200.00	\$71,800.00	\$7,992.00	\$63,808.00	53.76%
101-1800-55005	CAPITAL OUTLAY-SHELTER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
101-1800-55025	NEW CARLISLE BIKEWAY P	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
101-1800-55040	NATUREWORKS GRANT-AD	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Capital Outlay Totals:	\$138,000.00	\$0.00	\$66,200.00	\$71,800.00	\$7,992.00	\$63,808.00	53.76%
Debt Service								
101-1800-56000	NOTE & INTEREST PAYME	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Debt Service Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
Miscellaneous								
101-1800-57000	MISCELLANEOUS - PARKS	\$1,500.00	\$0.00	\$59.00	\$1,441.00	\$59.00	\$1,382.00	7.87%
	Miscellaneous Totals:	\$1,500.00	\$0.00	\$59.00	\$1,441.00	\$59.00	\$1,382.00	7.87%
	PARKS Totals:	\$351,733.00	\$5,691.18	\$188,702.07	\$163,030.93	\$20,318.16	\$142,712.77	59.43%
1900								
Miscellaneous								
101-1900-57000	MISCELLANEOUS - SPECIA	\$19,000.00	\$580.00	\$6,453.03	\$12,546.97	\$626.97	\$11,920.00	37.26%
101-1900-57100	MISC. SPECIAL EVENTS - FI	\$22,000.00	\$0.00	\$21,162.04	\$837.96	\$0.00	\$837.96	96.19%
	Miscellaneous Totals:	\$41,000.00	\$580.00	\$27,615.07	\$13,384.93	\$626.97	\$12,757.96	68.88%
	1900 Totals:	\$41,000.00	\$580.00	\$27,615.07	\$13,384.93	\$626.97	\$12,757.96	68.88%
LANDS & BUILDINGS								
Contractual								
101-2000-53100	GAS/ELECTRIC SERVICES -	\$15,000.00	\$649.77	\$8,937.37	\$6,062.63	\$0.00	\$6,062.63	59.58%
101-2000-53110	REFUSE/WASTE REMOVAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
101-2000-53120	WATER/SEWER SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
101-2000-53200	COMMUNICATION SERVICE	\$20,000.00	\$183.98	\$1,083.80	\$18,916.20	\$1,055.06	\$17,861.14	10.69%
101-2000-53300	RENT/LEASE - LAND & BUIL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
101-2000-53305	COPIER LEASE - CITY BLD	\$6,000.00	\$0.00	\$2,196.96	\$3,803.04	\$500.00	\$3,303.04	44.95%
101-2000-53310	PROPERTY TAX - LAND & B	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	0.00%

Expense Report
As Of: 1/1/2024 to 9/30/2024

Account	Description	Budget	MTD Expense	YTD Expense	UnExp. Balance	Encumbrance	Unenc. Balance	% Used
101-2000-53400	PROFESSIONAL SERVICES	\$126,000.00	\$6,757.72	\$52,250.12	\$73,749.88	\$28,238.88	\$45,511.00	63.88%
101-2000-53500	MAINTENANCE OF FACILITI	\$144,560.00	\$7,470.18	\$43,982.90	\$100,577.10	\$22,879.57	\$77,697.53	46.25%
101-2000-53501	CUSTODIAL SERVICES - LA	\$17,000.00	\$1,609.67	\$10,929.87	\$6,070.13	\$5,675.66	\$394.47	97.68%
101-2000-53502	MAINT OF EQUIPMENT - LA	\$15,555.00	\$0.00	\$1,648.10	\$13,906.90	\$1,000.00	\$12,906.90	17.02%
101-2000-53600	INSURANCE - FLEET/LIABIL	\$21,000.00	\$0.00	\$0.00	\$21,000.00	\$0.00	\$21,000.00	0.00%
101-2000-53903	LINEN SERVICE - LAND & B	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Contractual Totals:	\$366,115.00	\$16,671.32	\$121,029.12	\$245,085.88	\$59,349.17	\$185,736.71	49.27%
Materials & Supplies								
101-2000-54200	OPERATIONAL SUPPLIES -	\$5,000.00	\$0.00	\$2,754.32	\$2,245.68	\$860.00	\$1,385.68	72.29%
101-2000-54300	REPAIR & MAINTENANCE S	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	0.00%
101-2000-54400	SMALL TOOLS & MINOR EQ	\$18,000.00	\$0.00	\$14,513.52	\$3,486.48	\$0.00	\$3,486.48	80.63%
	Materials & Supplies Totals:	\$24,000.00	\$0.00	\$17,267.84	\$6,732.16	\$860.00	\$5,872.16	75.53%
Capital Outlay								
101-2000-55000	CAPITAL OUTLAY - LAND &	\$30,000.00	\$0.00	\$0.00	\$30,000.00	\$0.00	\$30,000.00	0.00%
101-2000-55001	CAPITAL OUTLAY-GOV CEN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
101-2000-55002	CAPITAL OUTLAY - BAN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Capital Outlay Totals:	\$30,000.00	\$0.00	\$0.00	\$30,000.00	\$0.00	\$30,000.00	0.00%
Debt Service								
101-2000-56000	NOTE & INTEREST PAYME	\$14,000.00	\$1,137.10	\$10,233.90	\$3,766.10	\$3,766.10	\$0.00	100.00%
	Debt Service Totals:	\$14,000.00	\$1,137.10	\$10,233.90	\$3,766.10	\$3,766.10	\$0.00	100.00%
Miscellaneous								
101-2000-57000	MISCELLANEOUS - LAND &	\$2,000.00	\$0.00	\$1,138.55	\$861.45	\$0.00	\$861.45	56.93%
	Miscellaneous Totals:	\$2,000.00	\$0.00	\$1,138.55	\$861.45	\$0.00	\$861.45	56.93%
	LANDS & BUILDINGS Totals:	\$436,115.00	\$17,808.42	\$149,669.41	\$286,445.59	\$63,975.27	\$222,470.32	48.99%
MAYOR'S COURT								
Wages								
101-2300-51100	WAGES - MAYOR'S COURT	\$15,000.00	\$681.75	\$6,885.00	\$8,115.00	\$0.00	\$8,115.00	45.90%
101-2300-51120	SOCIAL SECURITY-EMPLO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
101-2300-51130	MEDICARE - EMPLOYER M	\$218.00	\$9.89	\$99.86	\$118.14	\$0.00	\$118.14	45.81%
101-2300-51140	PERS - EMPLOYER MATCH	\$2,700.00	\$95.44	\$1,053.68	\$1,646.32	\$0.00	\$1,646.32	39.03%
101-2300-51200	WORKER'S COMPENSATIO	\$615.00	\$0.00	\$0.00	\$615.00	\$0.00	\$615.00	0.00%
	Wages Totals:	\$18,533.00	\$787.08	\$8,038.54	\$10,494.46	\$0.00	\$10,494.46	43.37%
Benefits								
101-2300-52000	TRAINING/TRAVEL/TRANSP	\$750.00	\$0.00	\$582.14	\$167.86	\$100.00	\$67.86	90.95%
	Benefits Totals:	\$750.00	\$0.00	\$582.14	\$167.86	\$100.00	\$67.86	90.95%
Contractual								
101-2300-53200	COMMUNICATION SERVICE	\$1,500.00	\$56.76	\$486.48	\$1,013.52	\$69.74	\$943.78	37.08%
101-2300-53400	PROFESSIONAL SERVICES	\$10,000.00	\$0.00	\$3,200.00	\$6,800.00	\$3,300.00	\$3,500.00	65.00%
101-2300-53410	POSTAGE/POSTAGE METE	\$1,000.00	\$0.00	\$975.57	\$24.43	\$24.43	\$0.00	100.00%
101-2300-53500	MAINTENANCE OF FACILITI	\$3,000.00	\$50.00	\$713.32	\$2,286.68	\$1,691.67	\$595.01	80.17%
101-2300-53502	MAINT. OF EQUIPMENT	\$3,000.00	\$0.00	\$2,355.00	\$645.00	\$0.00	\$645.00	78.50%
101-2300-53700	LEGAL ADVERTISING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
101-2300-53900	MEMBERSHIP, DUES & PUB	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	0.00%
	Contractual Totals:	\$18,700.00	\$106.76	\$7,730.37	\$10,969.63	\$5,085.84	\$5,883.79	68.54%
Materials & Supplies								
101-2300-54100	OFFICE SUPPLIES	\$1,000.00	\$0.00	\$33.22	\$966.78	\$0.00	\$966.78	3.32%

Expense Report
As Of: 1/1/2024 to 9/30/2024

Account	Description	Budget	MTD Expense	YTD Expense	UnExp. Balance	Encumbrance	Unenc. Balance	% Used
101-2300-54200	OPERATIONAL SUPPLIES	\$2,065.00	\$60.00	\$234.82	\$1,830.18	\$0.00	\$1,830.18	11.37%
	Materials & Supplies Totals:	\$3,065.00	\$60.00	\$268.04	\$2,796.96	\$0.00	\$2,796.96	8.75%
Capital Outlay								
101-2300-55000	CAPITAL OUTLAY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Capital Outlay Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
Miscellaneous								
101-2300-57000	MISCELLANEOUS	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	0.00%
101-2300-57300	REFUNDS - MAYOR'S COU	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	0.00%
	Miscellaneous Totals:	\$700.00	\$0.00	\$0.00	\$700.00	\$0.00	\$700.00	0.00%
	MAYOR'S COURT Totals:	\$41,748.00	\$953.84	\$16,619.09	\$25,128.91	\$5,185.84	\$19,943.07	52.23%
MISCELLANEOUS								
Benefits								
101-2400-52000	TRAINING/TRAVEL/TRANSP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
101-2400-52155	COMPREHENSIVE PLAN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Benefits Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
Contractual								
101-2400-53025	STREET LIGHTING - ADMINI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
101-2400-53200	COMMUNICATION SERVICE	\$4,500.00	\$23.79	\$698.63	\$3,801.37	\$1,203.69	\$2,597.68	42.27%
101-2400-53300	RENT/LEASE - ADMINISTRA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
101-2400-53310	PROPERTY TAX - ADMINIST	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
101-2400-53409	PROF SERV-LAWYER FEES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
101-2400-53410	POSTAGE/POSTAGE METE	\$5,000.00	\$0.00	\$1,247.02	\$3,752.98	\$1,599.44	\$2,153.54	56.93%
101-2400-53420	AUDITOR & TREASURER F	\$6,000.00	\$0.00	\$5,666.01	\$333.99	\$0.00	\$333.99	94.43%
101-2400-53421	STATE/GRANT AUDIT FEES	\$38,000.00	\$0.00	\$32,350.00	\$5,650.00	\$5,280.00	\$370.00	99.03%
101-2400-53424	RECORDS DESTRUCTION -	\$16,000.00	\$0.00	\$12,200.00	\$3,800.00	\$0.00	\$3,800.00	76.25%
101-2400-53510	COMPUTER SOFTWARE/HA	\$4,000.00	\$0.00	\$1,082.99	\$2,917.01	\$0.00	\$2,917.01	27.07%
101-2400-53700	LEGAL ADVERTISING - ADM	\$13,000.00	\$611.80	\$4,664.40	\$8,335.60	\$2,173.80	\$6,161.80	52.60%
101-2400-53800	CODIFICATION UPDATE - A	\$9,604.96	\$0.00	\$8,604.96	\$1,000.00	\$495.00	\$505.00	94.74%
	Contractual Totals:	\$96,104.96	\$635.59	\$66,514.01	\$29,590.95	\$10,751.93	\$18,839.02	80.40%
Materials & Supplies								
101-2400-54100	OFFICE SUPPLIES - ADMINI	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	0.00%
101-2400-54200	OPERATIONAL SUPPLIES -	\$3,500.00	\$45.00	\$430.27	\$3,069.73	\$1,678.73	\$1,391.00	60.26%
	Materials & Supplies Totals:	\$4,000.00	\$45.00	\$430.27	\$3,569.73	\$1,678.73	\$1,891.00	52.73%
Capital Outlay								
101-2400-55000	CAPITAL OUTLAY - ADMINI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Capital Outlay Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
Debt Service								
101-2400-56000	NOTE & INTEREST PAYME	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Debt Service Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
Miscellaneous								
101-2400-57000	MISCELLANEOUS - ADMINI	\$8,000.00	\$0.00	\$3,087.43	\$4,912.57	\$0.00	\$4,912.57	38.59%
101-2400-57010	ELECTION FEES - ADMINIS	\$8,051.00	\$0.00	\$8,050.98	\$0.02	\$0.00	\$0.02	100.00%
101-2400-57100	TRANSFERS OUT - ADMINI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
101-2400-57200	ADVANCES OUT - ADMINIS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Miscellaneous Totals:	\$16,051.00	\$0.00	\$11,138.41	\$4,912.59	\$0.00	\$4,912.59	69.39%
	MISCELLANEOUS Totals:	\$116,155.96	\$680.59	\$78,082.69	\$38,073.27	\$12,430.66	\$25,642.61	77.92%

Expense Report
As Of: 1/1/2024 to 9/30/2024

Account	Description	Budget	MTD Expense	YTD Expense	UnExp. Balance	Encumbrance	Unenc. Balance	% Used
TRANSFERS								
Benefits								
101-2500-52010	TRANSFER TO STREET FU	\$100,000.00	\$0.00	\$100,000.00	\$0.00	\$0.00	\$0.00	100.00%
101-2500-52250	TRANSFERS TO HEALTH L	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Benefits Totals:	\$100,000.00	\$0.00	\$100,000.00	\$0.00	\$0.00	\$0.00	100.00%
Materials & Supplies								
101-2500-54000	TRANSFER TO CAPITAL PR	\$25,000.00	\$0.00	\$25,000.00	\$0.00	\$0.00	\$0.00	100.00%
	Materials & Supplies Totals:	\$25,000.00	\$0.00	\$25,000.00	\$0.00	\$0.00	\$0.00	100.00%
Capital Outlay								
101-2500-55050	TRANSFER TO POOL FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
101-2500-55100	TRANSFER TO CEMETERY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
101-2500-55200	TRANSFER TO YMCA CAPI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
101-2500-55300	TRANSFER TO BIKEWAY P	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
101-2500-55400	TRANSFER TO NORTH UTIL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
101-2500-55500	TRANSFER TO TWIN CREE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
101-2500-55510	TRANSFER TO GENERAL B	\$35,000.00	\$0.00	\$35,000.00	\$0.00	\$0.00	\$0.00	100.00%
101-2500-55600	TRANSFER TO SR235 WIDE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
101-2500-55700	TRANSFER TO SMITH PAR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
101-2500-55800	TRANSFER TO WATER FUN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
101-2500-55810	TRANSFER TO WATER FUN	\$250,000.00	\$0.00	\$250,000.00	\$0.00	\$0.00	\$0.00	100.00%
	Capital Outlay Totals:	\$285,000.00	\$0.00	\$285,000.00	\$0.00	\$0.00	\$0.00	100.00%
	TRANSFERS Totals:	\$410,000.00	\$0.00	\$410,000.00	\$0.00	\$0.00	\$0.00	100.00%
101 Total:		\$2,841,512.29	\$100,081.50	\$1,709,383.00	\$1,132,129.29	\$136,063.17	\$996,066.12	64.95%
201	STREET CONSTRUCTION					Target Percent:	75.00%	
STREET								
Wages								
201-6100-51100	WAGES - STREET CONSTR	\$114,959.00	\$8,604.55	\$89,171.57	\$25,787.43	\$0.00	\$25,787.43	77.57%
201-6100-51105	OVERTIME WAGES - STRE	\$6,000.00	\$0.00	\$1,396.75	\$4,603.25	\$0.00	\$4,603.25	23.28%
201-6100-51130	MEDICARE - EMPLOYER M	\$1,594.00	\$122.69	\$1,290.09	\$303.91	\$0.00	\$303.91	80.93%
201-6100-51140	PERS - EMPLOYER MATCH	\$19,793.00	\$1,204.64	\$14,370.54	\$5,422.46	\$0.00	\$5,422.46	72.60%
201-6100-51200	WORKER'S COMPENSATIO	\$3,798.00	\$0.00	\$0.00	\$3,798.00	\$0.00	\$3,798.00	0.00%
201-6100-51210	MEDICAL INSURANCE - ST	\$54,737.00	\$0.00	\$39,555.16	\$15,181.84	\$0.00	\$15,181.84	72.26%
201-6100-51220	DENTAL INSURANCE - STR	\$1,620.00	\$155.38	\$1,228.92	\$391.08	\$371.08	\$20.00	98.77%
201-6100-51230	LIFE/AD&D INSURANCE - S	\$225.00	\$15.54	\$128.56	\$96.44	\$3.38	\$93.06	58.64%
201-6100-51240	LONG TERM DISABILITY IN	\$700.00	\$53.38	\$469.39	\$230.61	\$0.00	\$230.61	67.06%
	Wages Totals:	\$203,426.00	\$10,156.18	\$147,610.98	\$55,815.02	\$374.46	\$55,440.56	72.75%
Benefits								
201-6100-52000	TRAINING/TRAVEL/TRANSP	\$500.00	\$0.00	\$17.50	\$482.50	\$0.00	\$482.50	3.50%
201-6100-52010	CDL TESTING - STREET CO	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	0.00%
	Benefits Totals:	\$2,500.00	\$0.00	\$17.50	\$2,482.50	\$0.00	\$2,482.50	0.70%
Contractual								
201-6100-53100	GAS/ELECTRIC SERVICES -	\$11,000.00	\$306.30	\$5,967.12	\$5,032.88	\$0.00	\$5,032.88	54.25%
201-6100-53110	REFUSE/WASTE REMOVAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
201-6100-53200	COMMUNICATION SERVICE	\$3,000.00	\$155.08	\$1,388.83	\$1,611.17	\$402.86	\$1,208.31	59.72%
201-6100-53400	PROFESSIONAL SERVICES	\$20,000.00	\$0.00	\$0.00	\$20,000.00	\$0.00	\$20,000.00	0.00%

Expense Report
As Of: 1/1/2024 to 9/30/2024

Account	Description	Budget	MTD Expense	YTD Expense	UnExp. Balance	Encumbrance	Unenc. Balance	% Used
201-6100-53420	AUDITOR & TREASURER F	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
201-6100-53500	MAINTENANCE OF FACILITI	\$19,150.00	\$181.40	\$8,450.68	\$10,699.32	\$2,254.09	\$8,445.23	55.90%
201-6100-53501	MAINTENANCE OF INFRAS	\$120,000.00	\$0.00	\$12,608.09	\$107,391.91	\$99,788.27	\$7,603.64	93.66%
201-6100-53502	MAINT OF EQUIPMENT - ST	\$20,000.00	\$589.69	\$9,575.81	\$10,424.19	\$9,008.37	\$1,415.82	92.92%
201-6100-53510	COMPUTER SOFTWARE/HA	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	0.00%
201-6100-53600	INSURANCE - FLEET/LIABIL	\$10,000.00	\$0.00	\$275.00	\$9,725.00	\$0.00	\$9,725.00	2.75%
201-6100-53900	MEMBERSHIP, DUES & PUB	\$75.00	\$0.00	\$75.00	\$0.00	\$0.00	\$0.00	100.00%
201-6100-53903	LINEN SERVICE - STREET	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Contractual Totals:	\$203,725.00	\$1,232.47	\$38,340.53	\$165,384.47	\$111,453.59	\$53,930.88	73.53%
Materials & Supplies								
201-6100-54100	OFFICE SUPPLIES - STREE	\$500.00	\$0.00	\$44.41	\$455.59	\$90.59	\$365.00	27.00%
201-6100-54200	OPERATIONAL SUPPLIES -	\$9,400.00	\$245.00	\$7,090.54	\$2,309.46	\$1,903.17	\$406.29	95.68%
201-6100-54201	UNIFORMS/PERSONAL SAF	\$3,000.00	\$238.78	\$1,363.56	\$1,636.44	\$286.44	\$1,350.00	55.00%
201-6100-54202	SALT - STREET CONSTRUC	\$10,000.00	\$0.00	\$3,722.75	\$6,277.25	\$6,277.25	\$0.00	100.00%
201-6100-54205	ASPHALT/CONCRETE - STR	\$5,000.00	\$0.00	\$2,405.69	\$2,594.31	\$1,000.00	\$1,594.31	68.11%
201-6100-54206	FUEL - STREET CONSTRUC	\$6,000.00	\$625.58	\$5,117.50	\$882.50	\$260.28	\$622.22	89.63%
201-6100-54300	REPAIR & MAINTENANCE S	\$500.00	\$0.00	\$130.85	\$369.15	\$239.02	\$130.13	73.97%
201-6100-54400	SMALL TOOLS & MINOR EQ	\$600.00	\$0.00	\$276.46	\$323.54	\$0.00	\$323.54	46.08%
	Materials & Supplies Totals:	\$35,000.00	\$1,109.36	\$20,151.76	\$14,848.24	\$10,056.75	\$4,791.49	86.31%
Capital Outlay								
201-6100-55000	CAPITAL OUTLAY - STREET	\$250,000.00	\$0.00	\$25,000.00	\$225,000.00	\$0.00	\$225,000.00	10.00%
201-6100-55015	FUTURE CAPITAL ITEMS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Capital Outlay Totals:	\$250,000.00	\$0.00	\$25,000.00	\$225,000.00	\$0.00	\$225,000.00	10.00%
Debt Service								
201-6100-56000	NOTE & INTEREST PAYME	\$25,574.00	\$0.00	\$0.00	\$25,574.00	\$0.00	\$25,574.00	0.00%
201-6100-56100	NOTES & INTEREST - BACK	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Debt Service Totals:	\$25,574.00	\$0.00	\$0.00	\$25,574.00	\$0.00	\$25,574.00	0.00%
Miscellaneous								
201-6100-57000	MISCELLANEOUS - STREET	\$1,000.00	\$0.00	\$59.00	\$941.00	\$141.00	\$800.00	20.00%
	Miscellaneous Totals:	\$1,000.00	\$0.00	\$59.00	\$941.00	\$141.00	\$800.00	20.00%
	STREET Totals:	\$721,225.00	\$12,498.01	\$231,179.77	\$490,045.23	\$122,025.80	\$368,019.43	48.97%
201 Total:		\$721,225.00	\$12,498.01	\$231,179.77	\$490,045.23	\$122,025.80	\$368,019.43	48.97%
202	STATE HIGHWAY					Target Percent:	75.00%	
STATE HIGHWAY								
Contractual								
202-6200-53100	GAS/ELECTRIC SERVICES -	\$1,500.00	\$64.57	\$895.07	\$604.93	\$0.00	\$604.93	59.67%
202-6200-53200	COMMUNICATION SERVICE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
202-6200-53500	MIANTENANCE OF FACILITI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
202-6200-53501	MAINTENANCE OF INFRAS	\$36,000.00	(\$7,684.12)	\$1,380.88	\$34,619.12	\$855.00	\$33,764.12	6.21%
202-6200-53502	MAINT OF EQUIPMENT - ST	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	0.00%
	Contractual Totals:	\$39,500.00	(\$7,619.55)	\$2,275.95	\$37,224.05	\$855.00	\$36,369.05	7.93%
Materials & Supplies								
202-6200-54200	OPERATIONAL SUPPLIES -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
202-6200-54202	SALT - STATE HIGHWAY	\$3,000.00	\$0.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00	0.00%
202-6200-54205	ASPHALT/CONCRETE - STA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A

Expense Report
As Of: 1/1/2024 to 9/30/2024

Account	Description	Budget	MTD Expense	YTD Expense	UnExp. Balance	Encumbrance	Unenc. Balance	% Used
204 Total:		\$222,800.00	\$0.00	\$48,795.07	\$174,004.93	\$150,227.08	\$23,777.85	89.33%
212	EMERGENCY AMB CAP EQUIP					Target Percent:	75.00%	
EMERGENCY AMB CAP EQUIP								
Contractual								
212-3310-53420	AUDITOR & TREASURER F	\$800.00	\$0.00	\$620.50	\$179.50	\$0.00	\$179.50	77.56%
	Contractual Totals:	\$800.00	\$0.00	\$620.50	\$179.50	\$0.00	\$179.50	77.56%
Capital Outlay								
212-3310-55000	CAPITAL OUTLAY - EMERG	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Capital Outlay Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
Debt Service								
212-3310-56000	NOTE & INTEREST PAYME	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Debt Service Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	EMERGENCY AMB CAP EQUIP Totals:	\$800.00	\$0.00	\$620.50	\$179.50	\$0.00	\$179.50	77.56%
212 Total:		\$800.00	\$0.00	\$620.50	\$179.50	\$0.00	\$179.50	77.56%
213	EMERGENCY AMB OPERATING					Target Percent:	75.00%	
EMERGENCY AMB OPERATING								
Wages								
213-3300-51100	WAGES - EMERGENCY AM	\$470,000.00	\$32,272.20	\$347,926.00	\$122,074.00	\$0.00	\$122,074.00	74.03%
213-3300-51105	OVERTIME WAGES - EMER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
213-3300-51120	SOCIAL SECURITY-EMPLO	\$24,744.00	\$2,000.86	\$21,571.43	\$3,172.57	\$0.00	\$3,172.57	87.18%
213-3300-51130	MEDICARE - EMPLOYER M	\$6,785.00	\$467.96	\$5,044.98	\$1,740.02	\$0.00	\$1,740.02	74.35%
213-3300-51140	PERS - EMPLOYER MATCH	\$297.00	\$0.00	\$0.00	\$297.00	\$0.00	\$297.00	0.00%
213-3300-51200	WORKER'S COMPENSATIO	\$6,530.00	\$0.00	\$0.00	\$6,530.00	\$0.00	\$6,530.00	0.00%
213-3300-51210	MEDICAL INSURANCE - EM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
213-3300-51220	DENTAL INSURANCE - EME	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
213-3300-51230	LIFE/AD&D INSURANCE - E	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
213-3300-51240	LONG TERM DISABILITY IN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Wages Totals:	\$508,356.00	\$34,741.02	\$374,542.41	\$133,813.59	\$0.00	\$133,813.59	73.68%
Benefits								
213-3300-52000	TRAINING/TRAVEL/TRANSP	\$5,489.50	\$0.00	\$1,078.76	\$4,410.74	\$570.74	\$3,840.00	30.05%
	Benefits Totals:	\$5,489.50	\$0.00	\$1,078.76	\$4,410.74	\$570.74	\$3,840.00	30.05%
Contractual								
213-3300-53100	GAS/ELECTRIC SERVICES -	\$5,000.00	\$230.84	\$2,425.57	\$2,574.43	\$0.00	\$2,574.43	48.51%
213-3300-53110	REFUSE/WASTE REMOVAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
213-3300-53200	COMMUNICATION SERVICE	\$9,225.00	\$381.06	\$4,492.68	\$4,732.32	\$3,353.12	\$1,379.20	85.05%
213-3300-53410	POSTAGE/POSTAGE METE	\$250.00	\$0.00	\$0.00	\$250.00	\$0.00	\$250.00	0.00%
213-3300-53420	AUDITOR & TREASURER F	\$5,000.00	\$0.00	\$4,103.97	\$896.03	\$0.00	\$896.03	82.08%
213-3300-53425	PHYSICAL EXAMS - EMERG	\$241.50	\$0.00	\$161.50	\$80.00	\$0.00	\$80.00	66.87%
213-3300-53431	DISPATCHING SERVICE - S	\$16,775.00	\$0.00	\$16,775.00	\$0.00	\$0.00	\$0.00	100.00%
213-3300-53440	SRVC FEES-EMS BILLINGS	\$25,000.00	\$1,207.78	\$22,952.38	\$2,047.62	\$47.62	\$2,000.00	92.00%
213-3300-53500	MAINTENANCE OF FACILITI	\$5,294.52	\$137.50	\$2,326.08	\$2,968.44	\$511.30	\$2,457.14	53.59%
213-3300-53502	MAINT OF EQUIPMENT - EM	\$30,000.00	\$3,465.47	\$26,386.84	\$3,613.16	\$3,807.68	(\$194.52)	100.65%
213-3300-53510	COMPUTER SOFTWARE/HA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
213-3300-53600	INSURANCE - FLEET/LIABIL	\$11,000.00	\$0.00	\$0.00	\$11,000.00	\$0.00	\$11,000.00	0.00%

Expense Report
As Of: 1/1/2024 to 9/30/2024

Account	Description	Budget	MTD Expense	YTD Expense	UnExp. Balance	Encumbrance	Unenc. Balance	% Used
213-3300-53900	MEMBERSHIP, DUES & PUB	\$1,408.50	\$0.00	\$1,118.40	\$290.10	\$362.75	(\$72.65)	105.16%
213-3300-53903	LINEN SERVICE - EMERGE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Contractual Totals:	\$109,194.52	\$5,422.65	\$80,742.42	\$28,452.10	\$8,082.47	\$20,369.63	81.35%
Materials & Supplies								
213-3300-54100	OFFICE SUPPLIES - EMERG	\$1,000.00	\$0.00	\$200.00	\$800.00	\$0.00	\$800.00	20.00%
213-3300-54200	OPERATIONAL SUPPLIES -	\$4,000.00	\$127.17	\$2,556.14	\$1,443.86	\$630.62	\$813.24	79.67%
213-3300-54201	UNIFORMS/PERSONAL SAF	\$17,000.00	\$0.00	\$1,814.96	\$15,185.04	\$16,105.53	(\$920.49)	105.41%
213-3300-54204	MEDICAL SUPPLIES - EMER	\$10,000.00	\$0.00	\$4,536.75	\$5,463.25	\$642.19	\$4,821.06	51.79%
213-3300-54206	FUEL - EMERGENCY AMB	\$13,000.00	\$694.01	\$5,644.46	\$7,355.54	\$0.00	\$7,355.54	43.42%
213-3300-54300	REPAIR & MAINTENANCE S	\$3,000.00	\$1,153.45	\$1,153.45	\$1,846.55	\$125.00	\$1,721.55	42.62%
213-3300-54400	SMALL TOOLS & MINOR EQ	\$6,373.00	\$0.00	\$2,814.07	\$3,558.93	\$899.36	\$2,659.57	58.27%
	Materials & Supplies Totals:	\$54,373.00	\$1,974.63	\$18,719.83	\$35,653.17	\$18,402.70	\$17,250.47	68.27%
Capital Outlay								
213-3300-55000	CAPITAL OUTLAY - EMERG	\$21,000.00	\$0.00	\$21,000.00	\$0.00	\$0.00	\$0.00	100.00%
	Capital Outlay Totals:	\$21,000.00	\$0.00	\$21,000.00	\$0.00	\$0.00	\$0.00	100.00%
Debt Service								
213-3300-56000	NOTE & INTEREST PAYME	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Debt Service Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
Miscellaneous								
213-3300-57000	MISCELLANEOUS - EMERG	\$1,000.00	\$30.00	\$532.25	\$467.75	\$105.25	\$362.50	63.75%
213-3300-57100	TRANSFERS - OUT - EMER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Miscellaneous Totals:	\$1,000.00	\$30.00	\$532.25	\$467.75	\$105.25	\$362.50	63.75%
	EMERGENCY AMB OPERATING Totals:	\$699,413.02	\$42,168.30	\$496,615.67	\$202,797.35	\$27,161.16	\$175,636.19	74.89%
213 Total:		\$699,413.02	\$42,168.30	\$496,615.67	\$202,797.35	\$27,161.16	\$175,636.19	74.89%

214 FIRE CAP EQUIP LEVY FUND Target Percent: 75.00%

FIRE CAPITAL EQUIPMENT

Contractual								
214-2210-53420	AUDITOR & TREASURER F	\$1,500.00	\$0.00	\$1,253.55	\$246.45	\$0.00	\$246.45	83.57%
	Contractual Totals:	\$1,500.00	\$0.00	\$1,253.55	\$246.45	\$0.00	\$246.45	83.57%
Capital Outlay								
214-2210-55000	CAPITAL OUTLAY - FIRE CA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
214-2210-55510	STATE GRANT- EQUIPMEN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Capital Outlay Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
Debt Service								
214-2210-56000	NOTE & INTEREST PAYME	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Debt Service Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	FIRE CAPITAL EQUIPMENT Totals:	\$1,500.00	\$0.00	\$1,253.55	\$246.45	\$0.00	\$246.45	83.57%
214 Total:		\$1,500.00	\$0.00	\$1,253.55	\$246.45	\$0.00	\$246.45	83.57%

215 FIRE OPERATING LEVY FUND Target Percent: 75.00%

FIRE OPERATING

Wages								
215-2200-51100	WAGES - FIRE	\$130,000.00	\$8,068.05	\$86,981.51	\$43,018.49	\$0.00	\$43,018.49	66.91%
215-2200-51105	OVERTIME WAGES - FIRE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A

Expense Report
As Of: 1/1/2024 to 9/30/2024

Account	Description	Budget	MTD Expense	YTD Expense	UnExp. Balance	Encumbrance	Unenc. Balance	% Used
215-2200-51120	SOCIAL SECURITY-EMPLO	\$5,983.00	\$500.23	\$5,392.86	\$590.14	\$0.00	\$590.14	90.14%
215-2200-51130	MEDICARE - EMPLOYER M	\$1,450.00	\$116.97	\$1,261.25	\$188.75	\$0.00	\$188.75	86.98%
215-2200-51140	PERS - EMPLOYER MATCH	\$630.00	\$0.00	\$0.00	\$630.00	\$0.00	\$630.00	0.00%
215-2200-51200	WORKER'S COMPENSATIO	\$4,100.00	\$0.00	\$4,000.00	\$100.00	\$0.00	\$100.00	97.56%
215-2200-51210	MEDICAL INSURANCE - FIR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
215-2200-51220	DENTAL INSURANCE - FIRE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
215-2200-51230	LIFE/AD&D INSURANCE - FI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
215-2200-51240	LONG TERM DISABILITY IN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Wages Totals:	\$142,163.00	\$8,685.25	\$97,635.62	\$44,527.38	\$0.00	\$44,527.38	68.68%
Benefits								
215-2200-52000	TRAINING/TRAVEL/TRANSP	\$6,121.31	\$25.00	\$2,196.69	\$3,924.62	\$574.55	\$3,350.07	45.27%
215-2200-52020	FIRE PREVENTION - FIRE	\$3,500.00	\$0.00	\$1,687.00	\$1,813.00	\$897.50	\$915.50	73.84%
	Benefits Totals:	\$9,621.31	\$25.00	\$3,883.69	\$5,737.62	\$1,472.05	\$4,265.57	55.67%
Contractual								
215-2200-53041	INSURANCE/FIREMEN'S - FI	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00	0.00%
215-2200-53042	FIREMEN'S DEPENDENT F	\$150.00	\$0.00	\$0.00	\$150.00	\$0.00	\$150.00	0.00%
215-2200-53100	GAS/ELECTRIC SERVICES -	\$5,000.00	\$230.82	\$2,425.51	\$2,574.49	\$0.00	\$2,574.49	48.51%
215-2200-53110	REFUSE/WASTE REMOVAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
215-2200-53200	COMMUNICATION SERVICE	\$9,225.00	\$350.92	\$3,928.77	\$5,296.23	\$2,801.52	\$2,494.71	72.96%
215-2200-53410	POSTAGE/POSTAGE METE	\$150.00	\$0.00	\$0.00	\$150.00	\$10.10	\$139.90	6.73%
215-2200-53420	AUDITOR & TREASURER F	\$5,000.00	\$0.00	\$4,724.49	\$275.51	\$0.00	\$275.51	94.49%
215-2200-53425	PHYSICAL EXAMS - FIRE	\$250.00	\$0.00	\$161.50	\$88.50	\$0.00	\$88.50	64.60%
215-2200-53426	IMMUNIZATIONS - FIRE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
215-2200-53431	DISPATCHING SERVICE - S	\$16,775.00	\$0.00	\$16,775.00	\$0.00	\$0.00	\$0.00	100.00%
215-2200-53500	MAINTENANCE OF FACILITI	\$10,294.52	\$137.50	\$2,326.07	\$7,968.45	\$511.30	\$7,457.15	27.56%
215-2200-53502	MAINT OF EQUIPMENT - FI	\$27,000.00	\$318.63	\$19,164.43	\$7,835.57	\$5,595.25	\$2,240.32	91.70%
215-2200-53510	COMPUTER SOFTWARE/HA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
215-2200-53600	INSURANCE - FLEET/LIABIL	\$10,000.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$10,000.00	0.00%
215-2200-53900	MEMBERSHIP, DUES & PUB	\$1,500.00	\$0.00	\$1,118.40	\$381.60	\$362.75	\$18.85	98.74%
215-2200-53903	LINEN SERVICE - FIRE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Contractual Totals:	\$87,844.52	\$1,037.87	\$50,624.17	\$37,220.35	\$9,280.92	\$27,939.43	68.19%
Materials & Supplies								
215-2200-54100	OFFICE SUPPLIES - FIRE	\$1,000.00	\$0.00	\$200.00	\$800.00	\$0.00	\$800.00	20.00%
215-2200-54200	OPERATIONAL SUPPLIES -	\$4,500.00	\$127.16	\$2,778.99	\$1,721.01	\$630.66	\$1,090.35	75.77%
215-2200-54201	UNIFORMS/PERSONAL SAF	\$14,000.00	\$0.00	\$1,811.97	\$12,188.03	\$16,105.52	(\$3,917.49)	127.98%
215-2200-54206	FUEL - FIRE	\$11,628.68	\$694.02	\$5,003.15	\$6,625.53	\$0.00	\$6,625.53	43.02%
215-2200-54300	REPAIR & MAINTENANCE S	\$3,000.00	\$286.22	\$1,505.25	\$1,494.75	\$125.00	\$1,369.75	54.34%
215-2200-54400	SMALL TOOLS & MINOR EQ	\$8,562.40	\$0.00	\$2,639.75	\$5,922.65	\$944.36	\$4,978.29	41.86%
	Materials & Supplies Totals:	\$42,691.08	\$1,107.40	\$13,939.11	\$28,751.97	\$17,805.54	\$10,946.43	74.36%
Capital Outlay								
215-2200-55000	CAPITAL OUTLAY - FIRE	\$59,230.00	\$0.00	\$41,945.43	\$17,284.57	\$17,282.50	\$2.07	100.00%
	Capital Outlay Totals:	\$59,230.00	\$0.00	\$41,945.43	\$17,284.57	\$17,282.50	\$2.07	100.00%
Debt Service								
215-2200-56000	NOTE & INTEREST PAYME	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Debt Service Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
Miscellaneous								

Expense Report
As Of: 1/1/2024 to 9/30/2024

Account	Description	Budget	MTD Expense	YTD Expense	UnExp. Balance	Encumbrance	Unenc. Balance	% Used
215-2200-57000	MISCELLANEOUS - FIRE	\$1,000.00	\$29.00	\$530.22	\$469.78	\$105.27	\$364.51	63.55%
	Miscellaneous Totals:	\$1,000.00	\$29.00	\$530.22	\$469.78	\$105.27	\$364.51	63.55%
	FIRE OPERATING Totals:	\$342,549.91	\$10,884.52	\$208,558.24	\$133,991.67	\$45,946.28	\$88,045.39	74.30%
215 Total:		\$342,549.91	\$10,884.52	\$208,558.24	\$133,991.67	\$45,946.28	\$88,045.39	74.30%
219	CDBG/ECONOMIC LOAN					Target Percent:	75.00%	
DEPT: 2190								
Capital Outlay								
219-2190-55010	PRENTICE FY16 CITY PORT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
219-2190-55020	LINDEN AND TAL SHROYER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
219-2190-55030	CDBG STREET REPAIR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Capital Outlay Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	DEPT: 2190 Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
219 Total:		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
220	CLERK OF COURTS COMPUTER					Target Percent:	75.00%	
DEPT: 2700								
Contractual								
220-2700-53510	COMPUTER SOFTWARE/HA	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	0.00%
	Contractual Totals:	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	0.00%
Capital Outlay								
220-2700-55500	TRANSFERS - OUT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Capital Outlay Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
Miscellaneous								
220-2700-57000	MISC.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Miscellaneous Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	DEPT: 2700 Totals:	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	0.00%
220 Total:		\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	0.00%
221	COURT COMPUTERIZATION					Target Percent:	75.00%	
DEPT: 2700								
Contractual								
221-2700-53510	COMPUTER SOFTWARE/HA	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	0.00%
	Contractual Totals:	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	0.00%
Capital Outlay								
221-2700-55500	TRANSFERS - OUT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Capital Outlay Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
Miscellaneous								
221-2700-57000	MISC.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Miscellaneous Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	DEPT: 2700 Totals:	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	0.00%
221 Total:		\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	0.00%
225	HEALTH LEVY FUND					Target Percent:	75.00%	

Expense Report
As Of: 1/1/2024 to 9/30/2024

Account	Description	Budget	MTD Expense	YTD Expense	UnExp. Balance	Encumbrance	Unenc. Balance	% Used
HEALTH LEVY								
Contractual								
225-2900-53406	PROF SERV-CLARK CO CO	\$63,495.00	\$0.00	\$58,102.23	\$5,392.77	\$0.00	\$5,392.77	91.51%
225-2900-53420	AUDITOR & TREASURER F	\$1,205.00	\$0.00	\$1,202.38	\$2.62	\$0.00	\$2.62	99.78%
	Contractual Totals:	\$64,700.00	\$0.00	\$59,304.61	\$5,395.39	\$0.00	\$5,395.39	91.66%
	HEALTH LEVY Totals:	\$64,700.00	\$0.00	\$59,304.61	\$5,395.39	\$0.00	\$5,395.39	91.66%
225 Total:		\$64,700.00	\$0.00	\$59,304.61	\$5,395.39	\$0.00	\$5,395.39	91.66%
233	ONEOHIO OPIOID SETTLEMENT					Target Percent:	75.00%	
HEALTH LEVY								
Miscellaneous								
233-2900-57100	TRANSFERS - OUT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Miscellaneous Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	HEALTH LEVY Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
233 Total:		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
235	AMERICAN RESCUE PLAN ACT					Target Percent:	75.00%	
DEPT: 2800								
Materials & Supplies								
235-2800-54200	OPERATING SUPPLIES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Materials & Supplies Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
Miscellaneous								
235-2800-57000	MISC.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
235-2800-57100	TRANSFERS - OUT	\$207.00	\$0.00	\$0.00	\$207.00	\$0.00	\$207.00	0.00%
	Miscellaneous Totals:	\$207.00	\$0.00	\$0.00	\$207.00	\$0.00	\$207.00	0.00%
	DEPT: 2800 Totals:	\$207.00	\$0.00	\$0.00	\$207.00	\$0.00	\$207.00	0.00%
235 Total:		\$207.00	\$0.00	\$0.00	\$207.00	\$0.00	\$207.00	0.00%
245	LOCAL CORONAVIRUS RELIEF FUND					Target Percent:	75.00%	
DEPT: 2800								
Materials & Supplies								
245-2800-54200	OPERATING SUPPLIES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Materials & Supplies Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
Miscellaneous								
245-2800-57000	MISC.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
245-2800-57100	TRANSFERS - OUT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Miscellaneous Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	DEPT: 2800 Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
245 Total:		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
250	0.5% POLICE INCOME TAX					Target Percent:	75.00%	
TRANSFERS								
Benefits								
250-2500-52000	TRAINING/TRAVEL/TRANSP	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	0.00%

Expense Report
As Of: 1/1/2024 to 9/30/2024

Account	Description	Budget	MTD Expense	YTD Expense	UnExp. Balance	Encumbrance	Unenc. Balance	% Used
	Benefits Totals:	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	0.00%
Contractual								
250-2500-53050	INCOME TAX COLLECTION	\$38,000.00	\$985.00	\$5,103.46	\$32,896.54	\$0.00	\$32,896.54	13.43%
250-2500-53100	GAS/ELECTRIC SERVICES -	\$5,500.00	\$123.53	\$2,045.80	\$3,454.20	\$0.00	\$3,454.20	37.20%
250-2500-53200	COMMUNICATION SVC.	\$9,000.00	\$397.90	\$2,916.38	\$6,083.62	\$2,894.48	\$3,189.14	64.57%
250-2500-53305	COPIER LEASE - SHERIFF	\$4,000.00	\$0.00	\$0.00	\$4,000.00	\$0.00	\$4,000.00	0.00%
250-2500-53406	PROF SVC - CLARK CTY SH	\$734,000.00	\$0.00	\$244,304.92	\$489,695.08	\$169,500.88	\$320,194.20	56.38%
250-2500-53410	POSTAGE/POSTAGE METE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
250-2500-53500	MAINTENANCE OF FACILITI	\$3,000.00	\$0.00	\$285.41	\$2,714.59	\$1,384.09	\$1,330.50	55.65%
250-2500-53501	CUSTODIAL SERVICES	\$6,000.00	\$425.00	\$3,438.83	\$2,561.17	\$1,337.78	\$1,223.39	79.61%
250-2500-53502	MAINT. OF EQUIPMENT	\$10,500.00	\$41.50	\$6,079.57	\$4,420.43	\$1,648.87	\$2,771.56	73.60%
250-2500-53600	INS-FLEET/LIABILITY	\$8,000.00	\$0.00	\$0.00	\$8,000.00	\$0.00	\$8,000.00	0.00%
250-2500-53900	MEMBERSHIP, DUES & PUB	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	0.00%
250-2500-53903	LINEN & MAT. SERVICE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Contractual Totals:	\$818,100.00	\$1,972.93	\$264,174.37	\$553,925.63	\$176,766.10	\$377,159.53	53.90%
Materials & Supplies								
250-2500-54100	OFFICE SUPPLIES	\$750.00	\$0.00	\$671.04	\$78.96	\$50.60	\$28.36	96.22%
250-2500-54200	OPERATIONAL SUPPLIES	\$2,000.00	\$0.00	\$470.23	\$1,529.77	\$10.57	\$1,519.20	24.04%
250-2500-54201	UNIFORMS/PER SAFETY E	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	0.00%
250-2500-54206	FUEL	\$20,500.00	\$1,636.42	\$10,541.19	\$9,958.81	\$0.00	\$9,958.81	51.42%
250-2500-54300	REPAIRS & MAINT. SUPPLI	\$2,000.00	\$0.00	\$294.05	\$1,705.95	\$400.00	\$1,305.95	34.70%
250-2500-54400	SMALL TOOLS & MINOR EQ	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	0.00%
	Materials & Supplies Totals:	\$28,250.00	\$1,636.42	\$11,976.51	\$16,273.49	\$461.17	\$15,812.32	44.03%
Capital Outlay								
250-2500-55000	CAPITAL OUTLAY	\$85,000.00	\$0.00	\$0.00	\$85,000.00	\$0.00	\$85,000.00	0.00%
	Capital Outlay Totals:	\$85,000.00	\$0.00	\$0.00	\$85,000.00	\$0.00	\$85,000.00	0.00%
Debt Service								
250-2500-56000	NOTES & INTEREST	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Debt Service Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
Miscellaneous								
250-2500-57000	MISCELLANEOUS	\$1,000.00	\$0.00	\$25.28	\$974.72	\$0.00	\$974.72	2.53%
250-2500-57100	TRANSFERS OUT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
250-2500-57300	REFUNDS-INCOME TAX	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	0.00%
	Miscellaneous Totals:	\$1,500.00	\$0.00	\$25.28	\$1,474.72	\$0.00	\$1,474.72	1.69%
	TRANSFERS Totals:	\$933,350.00	\$3,609.35	\$276,176.16	\$657,173.84	\$177,227.27	\$479,946.57	48.58%
250 Total:		\$933,350.00	\$3,609.35	\$276,176.16	\$657,173.84	\$177,227.27	\$479,946.57	48.58%
301	GENERAL BOND RETIREMENT					Target Percent:	75.00%	
TWIN CREEKS ASSESSMENT								
Contractual								
301-8000-53420	AUDITOR & TREASURER F	\$200.00	\$0.00	\$173.38	\$26.62	\$0.00	\$26.62	86.69%
301-8000-53422	COST OF ISSUANCE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Contractual Totals:	\$200.00	\$0.00	\$173.38	\$26.62	\$0.00	\$26.62	86.69%
Debt Service								
301-8000-56000	PRN & INT PMT - FACILITIE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
301-8000-56010	PRN & INT PMT - VARIOUS	\$44,183.00	\$36,112.48	\$44,181.48	\$1.52	\$0.00	\$1.52	100.00%

Expense Report
As Of: 1/1/2024 to 9/30/2024

Account	Description	Budget	MTD Expense	YTD Expense	UnExp. Balance	Encumbrance	Unenc. Balance	% Used
	Debt Service Totals:	\$44,183.00	\$36,112.48	\$44,181.48	\$1.52	\$0.00	\$1.52	100.00%
Miscellaneous								
301-8000-57005	ORIGINAL ISSUE DISCOUN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Miscellaneous Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	TWIN CREEKS ASSESSMENT Totals:	\$44,383.00	\$36,112.48	\$44,354.86	\$28.14	\$0.00	\$28.14	99.94%
301 Total:		\$44,383.00	\$36,112.48	\$44,354.86	\$28.14	\$0.00	\$28.14	99.94%
302	TWIN CREEKS INFRA BONDS					Target Percent:	75.00%	
	TWIN CREEKS ASSESSMENT							
	Contractual							
302-8000-53420	AUDITOR & TREASURER F	\$750.00	\$0.00	\$570.00	\$180.00	\$0.00	\$180.00	76.00%
302-8000-53422	COST OF ISSUANCE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
302-8000-53450	AUDITOR DELINQ. TAX/ASS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Contractual Totals:	\$750.00	\$0.00	\$570.00	\$180.00	\$0.00	\$180.00	76.00%
	Debt Service							
302-8000-56000	PRN & INT PAYMENT - TWN	\$76,504.00	\$73,232.60	\$76,504.00	\$0.00	\$0.00	\$0.00	100.00%
	Debt Service Totals:	\$76,504.00	\$73,232.60	\$76,504.00	\$0.00	\$0.00	\$0.00	100.00%
	Miscellaneous							
302-8000-57005	ORIGINAL ISSUE DISCOUN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Miscellaneous Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	TWIN CREEKS ASSESSMENT Totals:	\$77,254.00	\$73,232.60	\$77,074.00	\$180.00	\$0.00	\$180.00	99.77%
302 Total:		\$77,254.00	\$73,232.60	\$77,074.00	\$180.00	\$0.00	\$180.00	99.77%
303	STREET SWEEPER 2024 BOND					Target Percent:	75.00%	
	TWIN CREEKS ASSESSMENT							
	Contractual							
303-8000-53420	AUDITOR & TREASURER F	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
303-8000-53422	COST OF ISSUANCE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Contractual Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Debt Service							
303-8000-56000	PRN & INT PMT - STREET S	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Debt Service Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	TWIN CREEKS ASSESSMENT Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
303 Total:		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
400	COMMUNITY CENTER					Target Percent:	75.00%	
	DEPT: 4100							
	Contractual							
400-4100-53422	BOND COUNSEL FEES - CO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Contractual Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Capital Outlay							
400-4100-55000	CAPITAL OUTLAY - COMMU	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
400-4100-55002	CAPITAL OUTLAY BAN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Capital Outlay Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Debt Service							

Expense Report
As Of: 1/1/2024 to 9/30/2024

Account	Description	Budget	MTD Expense	YTD Expense	UnExp. Balance	Encumbrance	Unenc. Balance	% Used
400-4100-56000	DEBT SERVICE-COMMUNIT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Debt Service Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	DEPT: 4100 Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
400 Total:		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
501	WATER REVENUE FUND					Target Percent:	75.00%	
WATER OPERATING								
APPROPRIATION TYPE: 50								
501-5300-50004	OWDA LOAN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
501-5300-50005	OWDA WATER MAIN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	APPROPRIATION TYPE: 50 Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
Wages								
501-5300-51100	WAGES - WATER REVENUE	\$258,361.00	\$16,027.41	\$163,565.26	\$94,795.74	\$0.00	\$94,795.74	63.31%
501-5300-51105	OVERTIME WAGES - WATE	\$8,000.00	\$369.89	\$7,130.33	\$869.67	\$0.00	\$869.67	89.13%
501-5300-51120	SOCIAL SECURITY-EMPLO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
501-5300-51130	MEDICARE - EMPLOYER M	\$3,862.00	\$238.22	\$2,408.27	\$1,453.73	\$0.00	\$1,453.73	62.36%
501-5300-51140	PERS - EMPLOYER MATCH	\$47,945.00	\$2,295.66	\$25,947.09	\$21,997.91	\$0.00	\$21,997.91	54.12%
501-5300-51200	WORKER'S COMPENSATIO	\$10,489.00	\$0.00	\$0.00	\$10,489.00	\$0.00	\$10,489.00	0.00%
501-5300-51210	MEDICAL INSURANCE - WA	\$79,865.00	\$750.00	\$59,470.20	\$20,394.80	\$0.00	\$20,394.80	74.46%
501-5300-51220	DENTAL INSURANCE - WAT	\$2,700.00	\$211.86	\$1,906.74	\$793.26	\$793.26	\$0.00	100.00%
501-5300-51230	LIFE/AD&D INSURANCE - W	\$375.00	\$21.18	\$190.62	\$184.38	\$2.46	\$181.92	51.49%
501-5300-51240	LONG TERM DISABILITY IN	\$1,065.00	\$75.83	\$758.30	\$306.70	\$0.00	\$306.70	71.20%
	Wages Totals:	\$412,662.00	\$19,990.05	\$261,376.81	\$151,285.19	\$795.72	\$150,489.47	63.53%
Benefits								
501-5300-52000	TRAINING/TRAVEL/TRANSP	\$2,500.00	\$717.43	\$717.43	\$1,782.57	\$827.57	\$955.00	61.80%
501-5300-52010	CDL TESTING - WATER RE	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$0.00	100.00%
	Benefits Totals:	\$7,500.00	\$717.43	\$5,717.43	\$1,782.57	\$827.57	\$955.00	87.27%
Contractual								
501-5300-53030	DELINQUENT TAX COLLEC	\$100.00	\$0.00	\$15.59	\$84.41	\$0.00	\$84.41	15.59%
501-5300-53100	GAS/ELECTRIC SERVICES -	\$40,000.00	\$3,511.34	\$33,618.11	\$6,381.89	\$0.00	\$6,381.89	84.05%
501-5300-53110	REFUSE/WASTE REMOVAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
501-5300-53200	COMMUNICATION SERVICE	\$10,075.45	\$232.89	\$6,860.94	\$3,214.51	\$668.36	\$2,546.15	74.73%
501-5300-53400	PROFESSIONAL SERVICES	\$8,000.00	\$0.00	\$2,388.44	\$5,611.56	\$447.56	\$5,164.00	35.45%
501-5300-53410	POSTAGE/POSTAGE METE	\$17,000.00	\$744.67	\$7,403.59	\$9,596.41	\$6,115.77	\$3,480.64	79.53%
501-5300-53420	AUDITOR & TREASURER F	\$50.00	\$0.00	\$0.00	\$50.00	\$0.00	\$50.00	0.00%
501-5300-53432	LAB SERVICES - WATER RE	\$9,000.00	\$759.00	\$3,271.00	\$5,729.00	\$550.00	\$5,179.00	42.46%
501-5300-53500	MAINTENANCE OF FACILITI	\$38,050.00	\$313.08	\$37,446.17	\$603.83	\$464.91	\$138.92	99.63%
501-5300-53501	MAINTENANCE OF INFRAS	\$340,000.00	\$29,888.75	\$172,655.99	\$167,344.01	\$166,865.07	\$478.94	99.86%
501-5300-53502	MAINT OF EQUIPMENT - W	\$86,000.00	\$6,566.56	\$67,777.02	\$18,222.98	\$2,234.95	\$15,988.03	81.41%
501-5300-53510	COMPUTER SOFTWARE/HA	\$4,000.00	\$0.00	\$0.00	\$4,000.00	\$0.00	\$4,000.00	0.00%
501-5300-53600	INSURANCE - FLEET/LIABIL	\$5,500.00	\$0.00	\$0.00	\$5,500.00	\$0.00	\$5,500.00	0.00%
501-5300-53900	MEMBERSHIP, DUES & PUB	\$6,000.00	\$0.00	\$215.25	\$5,784.75	\$458.20	\$5,326.55	11.22%
501-5300-53903	LINEN SERVICE - WATER R	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Contractual Totals:	\$563,775.45	\$42,016.29	\$331,652.10	\$232,123.35	\$177,804.82	\$54,318.53	90.37%
Materials & Supplies								
501-5300-54100	OFFICE SUPPLIES - WATER	\$800.00	\$0.00	\$38.48	\$761.52	\$15.00	\$746.52	6.69%

Expense Report
As Of: 1/1/2024 to 9/30/2024

Account	Description	Budget	MTD Expense	YTD Expense	UnExp. Balance	Encumbrance	Unenc. Balance	% Used	
501-5300-54200	OPERATIONAL SUPPLIES -	\$5,000.00	\$120.20	\$4,183.61	\$816.39	\$23.00	\$793.39	84.13%	
501-5300-54201	UNIFORMS/PERSONAL SAF	\$3,000.00	\$40.36	\$1,391.20	\$1,608.80	\$803.59	\$805.21	73.16%	
501-5300-54202	SALT - WATER REVENUE	\$58,000.00	\$0.00	\$38,851.84	\$19,148.16	\$7,356.92	\$11,791.24	79.67%	
501-5300-54203	CHEMICALS - WATER REVE	\$17,000.00	\$696.50	\$14,659.76	\$2,340.24	\$2,386.62	(\$46.38)	100.27%	
501-5300-54205	ASPHALT/CONCRETE - WA	\$8,000.00	\$0.00	\$2,223.28	\$5,776.72	\$3,132.59	\$2,644.13	66.95%	
501-5300-54206	FUEL - WATER REVENUE	\$9,941.32	\$616.13	\$5,602.40	\$4,338.92	\$260.28	\$4,078.64	58.97%	
501-5300-54300	REPAIR & MAINTENANCE S	\$3,000.00	\$0.00	\$593.44	\$2,406.56	\$1,934.72	\$471.84	84.27%	
501-5300-54400	SMALL TOOLS & MINOR EQ	\$1,000.00	\$0.00	(\$1,045.74)	\$2,045.74	\$752.65	\$1,293.09	-29.31%	
	Materials & Supplies Totals:	\$105,741.32	\$1,473.19	\$66,498.27	\$39,243.05	\$16,665.37	\$22,577.68	78.65%	
Capital Outlay									
501-5300-55000	CAPITAL OUTLAY - WATER	\$104,000.00	\$0.00	\$8,536.90	\$95,463.10	\$15,039.20	\$80,423.90	22.67%	
	Capital Outlay Totals:	\$104,000.00	\$0.00	\$8,536.90	\$95,463.10	\$15,039.20	\$80,423.90	22.67%	
Debt Service									
501-5300-56000	NOTE & INTEREST PAYME	\$15,501.00	\$0.00	\$7,750.50	\$7,750.50	\$7,750.50	\$0.00	100.00%	
501-5300-56003	LOAN PAYMENT-WATER M	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A	
501-5300-56004	OWDA LOAN FOR WATER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A	
501-5300-56005	OWDA WATER MAIN LOAN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A	
501-5300-56006	OPWC LOAN - TECUMSEH	\$7,154.00	\$0.00	\$3,576.72	\$3,577.28	\$3,576.72	\$0.56	99.99%	
501-5300-56007	OWDA LOAN - NEW WATER	\$217,250.00	\$0.00	\$108,623.61	\$108,626.39	\$108,625.45	\$0.94	100.00%	
501-5300-56100	NOTES & INTEREST - BACK	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A	
	Debt Service Totals:	\$239,905.00	\$0.00	\$119,950.83	\$119,954.17	\$119,952.67	\$1.50	100.00%	
Miscellaneous									
501-5300-57000	MISCELLANEOUS - WATER	\$1,000.00	\$0.00	\$112.00	\$888.00	\$88.00	\$800.00	20.00%	
501-5300-57100	TRANSFERS - OUT - WATE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A	
501-5300-57200	TRANSFER OUT TO WATER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A	
501-5300-57300	REFUNDS - WATER REVEN	\$2,500.00	\$0.00	\$207.16	\$2,292.84	\$0.00	\$2,292.84	8.29%	
	Miscellaneous Totals:	\$3,500.00	\$0.00	\$319.16	\$3,180.84	\$88.00	\$3,092.84	11.63%	
	WATER OPERATING Totals:	\$1,437,083.77	\$64,196.96	\$794,051.50	\$643,032.27	\$331,173.35	\$311,858.92	78.30%	
501 Total:		\$1,437,083.77	\$64,196.96	\$794,051.50	\$643,032.27	\$331,173.35	\$311,858.92	78.30%	
502	WASTEWATER					Target Percent:	75.00%		
DEPT: 0000									
APPROPRIATION TYPE: 00									
502-0000-00000		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A	
	APPROPRIATION TYPE: 00 Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A	
	DEPT: 0000 Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A	
WASTEWATER OPERATING									
Wages									
502-5400-51100	WAGES - WASTEWATER	\$348,471.00	\$20,539.15	\$214,376.26	\$134,094.74	\$0.00	\$134,094.74	61.52%	
502-5400-51105	OVERTIME WAGES - WAST	\$15,000.00	\$379.36	\$5,306.25	\$9,693.75	\$0.00	\$9,693.75	35.38%	
502-5400-51120	SOCIAL SECURITY-EMPLO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A	
502-5400-51130	MEDICARE - EMPLOYER M	\$5,270.00	\$333.07	\$3,241.05	\$2,028.95	\$0.00	\$2,028.95	61.50%	
502-5400-51140	PERS - EMPLOYER MATCH	\$65,425.00	\$2,928.61	\$31,311.91	\$34,113.09	\$0.00	\$34,113.09	47.86%	
502-5400-51200	WORKER'S COMPENSATIO	\$14,295.00	\$0.00	\$0.00	\$14,295.00	\$0.00	\$14,295.00	0.00%	
502-5400-51210	MEDICAL INSURANCE - WA	\$106,325.00	\$2,250.00	\$42,632.56	\$63,692.44	\$0.00	\$63,692.44	40.10%	
502-5400-51220	DENTAL INSURANCE - WAS	\$3,420.00	\$211.86	\$1,963.24	\$1,456.76	\$1,436.76	\$20.00	99.42%	

Expense Report
As Of: 1/1/2024 to 9/30/2024

Account	Description	Budget	MTD Expense	YTD Expense	UnExp. Balance	Encumbrance	Unenc. Balance	% Used
502-5400-51230	LIFE/AD&D INSURANCE - W	\$475.00	\$21.19	\$191.06	\$283.94	\$8.08	\$275.86	41.92%
502-5400-51240	LONG TERM DISABILITY IN	\$1,335.00	\$75.06	\$780.24	\$554.76	\$0.00	\$554.76	58.44%
	Wages Totals:	\$560,016.00	\$26,738.30	\$299,802.57	\$260,213.43	\$1,444.84	\$258,768.59	53.79%
Benefits								
502-5400-52000	TRAINING/TRAVEL/TRANSP	\$2,500.00	\$795.00	\$1,112.83	\$1,387.17	\$1,135.00	\$252.17	89.91%
502-5400-52010	CDL TESTING - WASTEWAT	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00	0.00%
	Benefits Totals:	\$7,500.00	\$795.00	\$1,112.83	\$6,387.17	\$1,135.00	\$5,252.17	29.97%
Contractual								
502-5400-53030	DELINQUENT TAX COLLEC	\$20.00	\$0.00	\$15.59	\$4.41	\$0.00	\$4.41	77.95%
502-5400-53100	GAS/ELECTRIC SERVICES -	\$94,980.00	\$7,338.24	\$66,811.22	\$28,168.78	\$1,006.19	\$27,162.59	71.40%
502-5400-53110	REFUSE/WASTE REMOVAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
502-5400-53200	COMMUNICATION SERVICE	\$8,000.00	\$343.16	\$5,512.70	\$2,487.30	\$525.25	\$1,962.05	75.47%
502-5400-53400	PROFESSIONAL SERVICES	\$21,000.00	\$0.00	\$102.25	\$20,897.75	\$0.00	\$20,897.75	0.49%
502-5400-53410	POSTAGE/POSTAGE METE	\$14,000.00	\$744.64	\$6,546.54	\$7,453.46	\$5,953.46	\$1,500.00	89.29%
502-5400-53411	MAINTENANCE AGREEMEN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
502-5400-53420	AUDITOR & TREASURER F	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	0.00%
502-5400-53432	LAB SERVICES - WASTEWA	\$11,000.00	\$545.00	\$10,363.00	\$637.00	\$49.00	\$588.00	94.65%
502-5400-53500	MAINTENANCE OF FACILITI	\$46,150.00	\$8,388.87	\$26,054.72	\$20,095.28	\$2,430.05	\$17,665.23	61.72%
502-5400-53501	MAINTENANCE OF INFRAS	\$101,026.35	\$318.05	\$75,479.96	\$25,546.39	\$2,488.58	\$23,057.81	77.18%
502-5400-53502	MAINT OF EQUIPMENT - W	\$45,000.00	\$6,494.07	\$23,596.42	\$21,403.58	\$16,838.78	\$4,564.80	89.86%
502-5400-53510	COMPUTER SOFTWARE/HA	\$6,000.00	\$0.00	\$0.00	\$6,000.00	\$0.00	\$6,000.00	0.00%
502-5400-53511	MAINTENANCE AGREEMEN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
502-5400-53600	INSURANCE - FLEET/LIABIL	\$5,500.00	\$0.00	\$0.00	\$5,500.00	\$0.00	\$5,500.00	0.00%
502-5400-53900	MEMBERSHIP, DUES & PUB	\$4,000.00	\$0.00	\$524.00	\$3,476.00	\$0.00	\$3,476.00	13.10%
502-5400-53903	LINEN SERVICE - WASTEW	\$2,000.00	\$49.21	\$976.50	\$1,023.50	\$153.95	\$869.55	56.52%
	Contractual Totals:	\$358,776.35	\$24,221.24	\$215,982.90	\$142,793.45	\$29,445.26	\$113,348.19	68.41%
Materials & Supplies								
502-5400-54100	OFFICE SUPPLIES - WASTE	\$1,000.00	\$0.00	\$172.95	\$827.05	\$90.00	\$737.05	26.30%
502-5400-54200	OPERATIONAL SUPPLIES -	\$7,800.00	\$379.54	\$3,735.00	\$4,065.00	\$1,670.62	\$2,394.38	69.30%
502-5400-54201	UNIFORMS/PERSONAL SAF	\$3,700.00	\$0.00	\$1,432.04	\$2,267.96	\$1,819.09	\$448.87	87.87%
502-5400-54203	CHEMICALS - WASTEWATE	\$25,000.00	\$0.00	\$14,232.50	\$10,767.50	\$3,553.50	\$7,214.00	71.14%
502-5400-54205	ASPHALT/CONCRETE - WA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
502-5400-54206	FUEL - WASTEWATER	\$6,700.00	\$508.38	\$3,442.94	\$3,257.06	\$260.28	\$2,996.78	55.27%
502-5400-54300	REPAIR & MAINTENANCE S	\$4,000.00	\$0.00	\$80.99	\$3,919.01	\$0.00	\$3,919.01	2.02%
502-5400-54400	SMALL TOOLS & MINOR EQ	\$1,500.00	\$0.00	\$0.00	\$1,500.00	\$150.00	\$1,350.00	10.00%
	Materials & Supplies Totals:	\$49,700.00	\$887.92	\$23,096.42	\$26,603.58	\$7,543.49	\$19,060.09	61.65%
Capital Outlay								
502-5400-55000	CAPITAL OUTLAY - WASTE	\$215,000.00	\$0.00	\$0.00	\$215,000.00	\$0.00	\$215,000.00	0.00%
	Capital Outlay Totals:	\$215,000.00	\$0.00	\$0.00	\$215,000.00	\$0.00	\$215,000.00	0.00%
Debt Service								
502-5400-56000	NOTE & INTEREST PAYME	\$15,501.00	\$0.00	\$7,750.50	\$7,750.50	\$7,750.50	\$0.00	100.00%
502-5400-56001	OPWC LOAN/LAB ADDITION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
502-5400-56002	OWDA LOAN/SEWER LINE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
502-5400-56004	OWDA SEWER LINE LOAN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
502-5400-56006	OPWC LOAN - TECUMSEH	\$6,604.00	\$0.00	\$3,301.59	\$3,302.41	\$3,301.59	\$0.82	99.99%
502-5400-56008	OPWC LOAN - WWTP IMPR	\$32,913.00	\$0.00	\$16,456.33	\$16,456.67	\$16,456.33	\$0.34	100.00%

Expense Report
As Of: 1/1/2024 to 9/30/2024

Account	Description	Budget	MTD Expense	YTD Expense	UnExp. Balance	Encumbrance	Unenc. Balance	% Used
502-5400-56100	NOTES & INTEREST - BACK	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
502-5400-56101	NOTE & INTEREST SEWER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
502-5400-56102	INFLUENT BLDG/CLARIFIER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Debt Service Totals:	\$55,018.00	\$0.00	\$27,508.42	\$27,509.58	\$27,508.42	\$1.16	100.00%
Miscellaneous								
502-5400-57000	MISCELLANEOUS - WASTE	\$1,000.00	\$59.00	\$291.00	\$709.00	\$27.00	\$682.00	31.80%
502-5400-57100	TRANSFERS - OUT - WAST	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
502-5400-57110	TRANSFER OUT-INTERFUN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
502-5400-57300	REFUNDS - WASTEWATER	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	0.00%
	Miscellaneous Totals:	\$1,100.00	\$59.00	\$291.00	\$809.00	\$27.00	\$782.00	28.91%
	WASTEWATER OPERATING Totals:	\$1,247,110.35	\$52,701.46	\$567,794.14	\$679,316.21	\$67,104.01	\$612,212.20	50.91%
502 Total:		\$1,247,110.35	\$52,701.46	\$567,794.14	\$679,316.21	\$67,104.01	\$612,212.20	50.91%
503	UTILITY CREDIT MEMO CLEARING					Target Percent:	75.00%	
WATERWORKS CAPITAL IMPROVE								
Miscellaneous								
503-5500-57300	REFUNDS & REIMBURSEM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Miscellaneous Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	WATERWORKS CAPITAL IMPROVE Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
503 Total:		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
505	SWIMMING POOL					Target Percent:	75.00%	
SWIMMING POOL								
Wages								
505-3400-51100	WAGES - SWIMMING POOL	\$60,000.00	\$21.75	\$55,868.87	\$4,131.13	\$0.00	\$4,131.13	93.11%
505-3400-51105	OVERTIME WAGES - SWIM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
505-3400-51120	SOCIAL SECURITY-EMPLO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
505-3400-51130	MEDICARE - EMPLOYER M	\$870.00	\$0.32	\$810.06	\$59.94	\$0.00	\$59.94	93.11%
505-3400-51140	PERS - EMPLOYER MATCH	\$10,800.00	\$3.05	\$7,821.80	\$2,978.20	\$0.00	\$2,978.20	72.42%
505-3400-51200	WORKER'S COMPENSATIO	\$2,460.00	\$0.00	\$0.00	\$2,460.00	\$0.00	\$2,460.00	0.00%
505-3400-51210	MEDICAL INSURANCE - SWI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
505-3400-51220	DENTAL INSURANCE - SWI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
505-3400-51230	LIFE/AD&D INSURANCE - S	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
505-3400-51240	LONG TERM DISABILITY IN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Wages Totals:	\$74,130.00	\$25.12	\$64,500.73	\$9,629.27	\$0.00	\$9,629.27	87.01%
Benefits								
505-3400-52000	TRAINING/TRAVEL/TRANSP	\$650.00	\$0.00	\$499.31	\$150.69	\$0.00	\$150.69	76.82%
	Benefits Totals:	\$650.00	\$0.00	\$499.31	\$150.69	\$0.00	\$150.69	76.82%
Contractual								
505-3400-53100	GAS/ELECTRIC SERVICES -	\$13,000.00	\$2,194.71	\$10,105.59	\$2,894.41	\$0.00	\$2,894.41	77.74%
505-3400-53110	REFUSE/WASTE REMOVAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
505-3400-53200	COMMUNICATION SERVICE	\$3,000.00	\$49.99	\$449.91	\$2,550.09	\$570.20	\$1,979.89	34.00%
505-3400-53500	MAINTENANCE OF FACILITI	\$33,500.00	\$0.00	\$21,989.35	\$11,510.65	\$339.18	\$11,171.47	66.65%
505-3400-53502	MAINT OF EQUIPMENT - S	\$7,000.00	\$0.00	\$4,362.72	\$2,637.28	\$0.00	\$2,637.28	62.32%
505-3400-53600	INSURANCE - FLEET/LIABIL	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	0.00%

Expense Report
As Of: 1/1/2024 to 9/30/2024

Account	Description	Budget	MTD Expense	YTD Expense	UnExp. Balance	Encumbrance	Unenc. Balance	% Used
505-3400-53900	MEMBERSHIP, DUES & PUB	\$2,000.00	\$0.00	\$989.00	\$1,011.00	\$0.00	\$1,011.00	49.45%
	Contractual Totals:	\$60,500.00	\$2,244.70	\$37,896.57	\$22,603.43	\$909.38	\$21,694.05	64.14%
Materials & Supplies								
505-3400-54100	OFFICE SUPPLIES - SWIMM	\$500.00	\$0.00	\$17.55	\$482.45	\$0.00	\$482.45	3.51%
505-3400-54200	OPERATIONAL SUPPLIES -	\$7,000.00	\$0.00	\$3,150.90	\$3,849.10	\$20.00	\$3,829.10	45.30%
505-3400-54201	UNIFORMS/PERSONAL SAF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
505-3400-54203	CHEMICALS - SWIMMING P	\$17,000.00	\$0.00	\$9,013.40	\$7,986.60	\$0.00	\$7,986.60	53.02%
505-3400-54206	FUEL - SWIMMING POOL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
505-3400-54207	CONCESSION SUPPLIES -	\$18,000.00	\$362.53	\$13,110.16	\$4,889.84	\$0.00	\$4,889.84	72.83%
505-3400-54300	REPAIR & MAINTENANCE S	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	0.00%
505-3400-54400	SMALL TOOLS & MINOR EQ	\$5,000.00	\$0.00	\$4,033.52	\$966.48	\$0.00	\$966.48	80.67%
	Materials & Supplies Totals:	\$48,500.00	\$362.53	\$29,325.53	\$19,174.47	\$20.00	\$19,154.47	60.51%
Capital Outlay								
505-3400-55000	CAPITAL OUTLAY - SWIMMI	\$0.00	\$0.00	\$295.92	(\$295.92)	\$0.00	(\$295.92)	N/A
505-3400-55001	CAPITAL OUTLAY - POOL LI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
505-3400-55002	ODNR NATURE WORKS GR	\$60,000.00	\$0.00	\$55,148.61	\$4,851.39	\$0.00	\$4,851.39	91.91%
	Capital Outlay Totals:	\$60,000.00	\$0.00	\$55,444.53	\$4,555.47	\$0.00	\$4,555.47	92.41%
Debt Service								
505-3400-56000	NOTE & INTEREST PAYME	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Debt Service Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
Miscellaneous								
505-3400-57000	MISCELLANEOUS - SWIMMI	\$3,000.00	\$0.00	\$1,112.31	\$1,887.69	\$59.00	\$1,828.69	39.04%
	Miscellaneous Totals:	\$3,000.00	\$0.00	\$1,112.31	\$1,887.69	\$59.00	\$1,828.69	39.04%
	SWIMMING POOL Totals:	\$246,780.00	\$2,632.35	\$188,778.98	\$58,001.02	\$988.38	\$57,012.64	76.90%
505 Total:		\$246,780.00	\$2,632.35	\$188,778.98	\$58,001.02	\$988.38	\$57,012.64	76.90%

510 CEMETERY FUND

Target Percent: 75.00%

CEMETERY

Wages								
510-2100-51100	WAGES - CEMETERY	\$93,500.00	\$4,070.40	\$72,912.15	\$20,587.85	\$0.00	\$20,587.85	77.98%
510-2100-51105	OVERTIME WAGES - CEME	\$3,300.00	\$0.00	\$3,057.19	\$242.81	\$0.00	\$242.81	92.64%
510-2100-51111	SEASONAL WAGES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
510-2100-51120	SOCIAL SECURITY-EMPLO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
510-2100-51130	MEDICARE - EMPLOYER M	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
510-2100-51140	PERS - EMPLOYER MATCH	\$10,350.00	\$569.86	\$6,616.54	\$3,733.46	\$0.00	\$3,733.46	63.93%
510-2100-51200	WORKER'S COMPENSATIO	\$48.00	\$0.00	\$0.00	\$48.00	\$0.00	\$48.00	0.00%
510-2100-51210	MEDICAL INSURANCE - CE	\$10,505.00	\$0.00	\$10,498.76	\$6.24	\$0.00	\$6.24	99.94%
510-2100-51220	DENTAL INSURANCE - CEM	\$180.00	\$0.00	\$169.50	\$10.50	\$10.50	\$0.00	100.00%
510-2100-51230	LIFE/AD&D INSURANCE - C	\$25.00	\$0.00	\$11.30	\$13.70	\$0.00	\$13.70	45.20%
510-2100-51240	LONG TERM DISABILITY IN	\$75.00	\$0.00	\$64.41	\$10.59	\$0.00	\$10.59	85.88%
	Wages Totals:	\$117,983.00	\$4,640.26	\$93,329.85	\$24,653.15	\$10.50	\$24,642.65	79.11%
Benefits								
510-2100-52000	TRAINING/TRAVEL/TRANSP	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	0.00%
510-2100-52010	CDL TESTING - CEMETERY	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	0.00%
	Benefits Totals:	\$600.00	\$0.00	\$0.00	\$600.00	\$0.00	\$600.00	0.00%
Contractual								

Expense Report
As Of: 1/1/2024 to 9/30/2024

Account	Description	Budget	MTD Expense	YTD Expense	UnExp. Balance	Encumbrance	Unenc. Balance	% Used
510-2100-53100	GAS/ELECTRIC SERVICES -	\$4,000.00	\$0.00	\$2,888.13	\$1,111.87	\$678.55	\$433.32	89.17%
510-2100-53110	REFUSE/WASTE REMOVAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
510-2100-53200	COMMUNICATION SERVICE	\$2,500.00	\$61.89	\$565.12	\$1,934.88	\$1,024.37	\$910.51	63.58%
510-2100-53410	POSTAGE/POSTAGE METE	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	0.00%
510-2100-53500	MAINTENANCE OF FACILITI	\$2,500.00	\$0.00	\$2,274.00	\$226.00	\$0.00	\$226.00	90.96%
510-2100-53501	MAINTENANCE OF INFRAS	\$3,500.00	\$250.00	\$3,210.82	\$289.18	\$39.18	\$250.00	92.86%
510-2100-53502	MAINT OF EQUIPMENT - CE	\$4,000.00	\$93.92	\$1,374.15	\$2,625.85	\$539.62	\$2,086.23	47.84%
510-2100-53600	INSURANCE - FLEET/LIABIL	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	0.00%
510-2100-53900	MEMBERSHIP, DUES & PUB	\$700.00	\$0.00	\$287.09	\$412.91	\$0.00	\$412.91	41.01%
	Contractual Totals:	\$18,300.00	\$405.81	\$10,599.31	\$7,700.69	\$2,281.72	\$5,418.97	70.39%
Materials & Supplies								
510-2100-54100	OFFICE SUPPLIES - CEMET	\$200.00	\$0.00	\$40.00	\$160.00	\$0.00	\$160.00	20.00%
510-2100-54200	OPERATIONAL SUPPLIES -	\$3,300.00	\$112.96	\$2,204.30	\$1,095.70	\$832.06	\$263.64	92.01%
510-2100-54201	UNIFORMS/PERSONAL SAF	\$500.00	\$31.48	\$241.96	\$258.04	\$8.04	\$250.00	50.00%
510-2100-54205	ASPHALT/CONCRETE - CE	\$5,500.00	\$276.00	\$2,262.25	\$3,237.75	\$2,224.00	\$1,013.75	81.57%
510-2100-54206	FUEL - CEMETERY	\$3,500.00	\$73.89	\$1,939.33	\$1,560.67	\$0.00	\$1,560.67	55.41%
510-2100-54300	REPAIR & MAINTENANCE S	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	0.00%
510-2100-54400	SMALL TOOLS & MINOR EQ	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Materials & Supplies Totals:	\$13,500.00	\$494.33	\$6,687.84	\$6,812.16	\$3,064.10	\$3,748.06	72.24%
Capital Outlay								
510-2100-55000	CAPITAL OUTLAY - CEMET	\$15,000.00	\$0.00	\$0.00	\$15,000.00	\$3,500.00	\$11,500.00	23.33%
	Capital Outlay Totals:	\$15,000.00	\$0.00	\$0.00	\$15,000.00	\$3,500.00	\$11,500.00	23.33%
Miscellaneous								
510-2100-57000	MISCELLANEOUS - CEMET	\$2,000.00	\$0.00	\$1,350.00	\$650.00	\$50.00	\$600.00	70.00%
	Miscellaneous Totals:	\$2,000.00	\$0.00	\$1,350.00	\$650.00	\$50.00	\$600.00	70.00%
	CEMETERY Totals:	\$167,383.00	\$5,540.40	\$111,967.00	\$55,416.00	\$8,906.32	\$46,509.68	72.21%
510 Total:		\$167,383.00	\$5,540.40	\$111,967.00	\$55,416.00	\$8,906.32	\$46,509.68	72.21%
550	WATERWORKS CAPITAL IMP.					Target Percent:	75.00%	
WATERWORKS CAPITAL IMPROVE								
Capital Outlay								
550-5500-55000	CAPITAL OUTLAY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Capital Outlay Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	WATERWORKS CAPITAL IMPROVE Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
DEPT: 5600								
Miscellaneous								
550-5600-57000	TRANSFER-OUT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
550-5600-57200	ADVANCES OUT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Miscellaneous Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	DEPT: 5600 Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
550 Total:		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A

560 **WASTEWATER CAPITAL IMP.** **Target Percent: 75.00%**

DEPT: 5600
Capital Outlay

Expense Report
As Of: 1/1/2024 to 9/30/2024

Account	Description	Budget	MTD Expense	YTD Expense	UnExp. Balance	Encumbrance	Unenc. Balance	% Used
	Materials & Supplies Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
Miscellaneous								
802-5500-57200	ADVANCES OUT - SPECIAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Miscellaneous Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	WATERWORKS CAPITAL IMPROVE Totals:	\$105,000.00	\$8,170.69	\$85,947.52	\$19,052.48	\$5,490.27	\$13,562.21	87.08%
802 Total:		\$105,000.00	\$8,170.69	\$85,947.52	\$19,052.48	\$5,490.27	\$13,562.21	87.08%
900	MAYOR'S COURT - FINES					Target Percent:	75.00%	
DEPT: 9000								
APPROPRIATION TYPE: 41								
900-9000-41610	DISTRIBUTION OF FINES	\$0.00	\$4,295.00	\$38,846.30	(\$38,846.30)	\$0.00	(\$38,846.30)	N/A
	APPROPRIATION TYPE: 41 Totals:	\$0.00	\$4,295.00	\$38,846.30	(\$38,846.30)	\$0.00	(\$38,846.30)	N/A
	DEPT: 9000 Totals:	\$0.00	\$4,295.00	\$38,846.30	(\$38,846.30)	\$0.00	(\$38,846.30)	N/A
900 Total:		\$0.00	\$4,295.00	\$38,846.30	(\$38,846.30)	\$0.00	(\$38,846.30)	N/A
901	MAYOR'S COURT - BONDS					Target Percent:	75.00%	
DEPT: 9000								
APPROPRIATION TYPE: 41								
901-9000-41610	DISTRIBUTION OF BONDS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	APPROPRIATION TYPE: 41 Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	DEPT: 9000 Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
901 Total:		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
905	UNCLAIMED FUNDS - GENERAL					Target Percent:	75.00%	
DEPT: 9000								
Miscellaneous								
905-9000-57000	CLAIMED MONEY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
905-9000-57100	TRANSFER OUT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Miscellaneous Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	DEPT: 9000 Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
905 Total:		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
906	UNCLAIMED FUNDS - PAYROLL					Target Percent:	75.00%	
DEPT: 9000								
Miscellaneous								
906-9000-57000	CLAIMED MONEY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
906-9000-57100	TRANSFER OUT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Miscellaneous Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	DEPT: 9000 Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
906 Total:		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
999	Payroll Clearing Fund					Target Percent:	75.00%	
DEPT: 0000								
APPROPRIATION TYPE: 95								

Expense Report
As Of: 1/1/2024 to 9/30/2024

Account	Description	Budget	MTD Expense	YTD Expense	UnExp. Balance	Encumbrance	Unenc. Balance	% Used
999-0000-95000	Payroll Clearing Fund Default	\$0.00	\$109,819.66	\$1,134,552.83	(\$1,134,552.83)	\$0.00	(\$1,134,552.83)	N/A
999-0000-95001	AFLAC(2)	\$0.00	\$47.84	\$430.56	(\$430.56)	\$0.00	(\$430.56)	N/A
999-0000-95002	ALLSTATE INS. AD&D	\$0.00	\$121.26	\$1,091.34	(\$1,091.34)	\$0.00	(\$1,091.34)	N/A
999-0000-95003	AMERICAN UNITED LIFE IN	\$0.00	\$29.66	\$266.94	(\$266.94)	\$0.00	(\$266.94)	N/A
999-0000-95004	DAYTON CITY TAXES	\$0.00	\$10.92	\$1,212.79	(\$1,212.79)	\$0.00	(\$1,212.79)	N/A
999-0000-95005	FEDERAL WITHHOLDING T	\$0.00	\$11,839.15	\$121,883.61	(\$121,883.61)	\$0.00	(\$121,883.61)	N/A
999-0000-95006	FICA WITHHOLDING	\$0.00	\$2,690.19	\$28,269.39	(\$28,269.39)	\$0.00	(\$28,269.39)	N/A
999-0000-95007	HEALTH CARE PREMIUM S	\$0.00	\$1,503.48	\$13,972.56	(\$13,972.56)	\$0.00	(\$13,972.56)	N/A
999-0000-95008	HUBER HEIGHTS CITY TAX-	\$0.00	\$90.85	\$1,814.87	(\$1,814.87)	\$0.00	(\$1,814.87)	N/A
999-0000-95009	MEDICARE WITHHOLDING	\$0.00	\$2,065.63	\$21,044.26	(\$21,044.26)	\$0.00	(\$21,044.26)	N/A
999-0000-95010	NC City Tax	\$0.00	\$2,189.72	\$22,684.02	(\$22,684.02)	\$0.00	(\$22,684.02)	N/A
999-0000-95011	NEW CARLISLE FIREMENS'	\$0.00	\$218.00	\$1,416.00	(\$1,416.00)	\$0.00	(\$1,416.00)	N/A
999-0000-95012	OHIO CHILD SUPPORT PAY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
999-0000-95013	OHIO PUBLIC EMP DEFERR	\$0.00	\$1,780.00	\$50,206.33	(\$50,206.33)	\$0.00	(\$50,206.33)	N/A
999-0000-95014	OHIO WITHHOLDING TAX	\$0.00	\$3,324.93	\$34,012.22	(\$34,012.22)	\$0.00	(\$34,012.22)	N/A
999-0000-95015	OPEC Vision(10)	\$0.00	\$191.68	\$1,714.44	(\$1,714.44)	\$0.00	(\$1,714.44)	N/A
999-0000-95016	PERS	\$0.00	\$9,938.31	\$112,958.34	(\$112,958.34)	\$0.00	(\$112,958.34)	N/A
999-0000-95017	School District Tax Expense	\$0.00	\$87.13	\$924.25	(\$924.25)	\$0.00	(\$924.25)	N/A
999-0000-95018	SD1906 TRI-VILLAGE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
999-0000-95019	SD2903 FAIRBORN	\$0.00	\$52.23	\$590.91	(\$590.91)	\$0.00	(\$590.91)	N/A
999-0000-95020	SD2906 Xenia	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
999-0000-95021	SD5501 BETHEL	\$0.00	\$40.26	\$403.84	(\$403.84)	\$0.00	(\$403.84)	N/A
999-0000-95022	SD5501 BETHEL (2)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
999-0000-95023	SD5504 MIAMI EAST	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
999-0000-95024	SD5507 PIQUA (2)	\$0.00	\$47.27	\$558.21	(\$558.21)	\$0.00	(\$558.21)	N/A
999-0000-95025	SD5507-S9(2)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
999-0000-95026	SD5509 TROY	\$0.00	\$51.22	\$520.72	(\$520.72)	\$0.00	(\$520.72)	N/A
999-0000-95027	SD6802 NATIONAL TRAIL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
999-0000-95028	SD6803	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
999-0000-95029	Union Dues	\$0.00	\$728.28	\$7,178.76	(\$7,178.76)	\$0.00	(\$7,178.76)	N/A
999-0000-95030	SD1203 NORTHEASTERN	\$0.00	\$13.18	\$206.46	(\$206.46)	\$0.00	(\$206.46)	N/A
999-0000-95031	HEALTH SAVINGS ACCOUN	\$0.00	\$1,635.64	\$14,213.85	(\$14,213.85)	\$0.00	(\$14,213.85)	N/A
999-0000-95032	Springfield City Tax	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
999-0000-95033	SD1205 SOUTHEASTERN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
999-0000-95034	TIPP CITY TAX	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
999-0000-95035	CLAYTON CITY TAX	\$0.00	\$0.00	\$109.30	(\$109.30)	\$0.00	(\$109.30)	N/A
999-0000-95036	Indiana State	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
999-0000-95037	St Joseph County	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
999-0000-95038	Piqua City Tax	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
999-0000-95039	ROTH 457	\$0.00	\$370.00	\$3,700.00	(\$3,700.00)	\$0.00	(\$3,700.00)	N/A
999-0000-95040	SD5503 COVINGTON	\$0.00	\$36.24	\$483.34	(\$483.34)	\$0.00	(\$483.34)	N/A
999-0000-95041	WEST CARROLLTON CITY	\$0.00	\$115.42	\$1,169.59	(\$1,169.59)	\$0.00	(\$1,169.59)	N/A
999-0000-95042	RIVERSIDE CITY TAX	\$0.00	\$85.06	\$488.86	(\$488.86)	\$0.00	(\$488.86)	N/A
	APPROPRIATION TYPE: 95 Totals:	\$0.00	\$149,123.21	\$1,578,078.59	(\$1,578,078.59)	\$0.00	(\$1,578,078.59)	N/A
	DEPT: 0000 Totals:	\$0.00	\$149,123.21	\$1,578,078.59	(\$1,578,078.59)	\$0.00	(\$1,578,078.59)	N/A
999 Total:		\$0.00	\$149,123.21	\$1,578,078.59	(\$1,578,078.59)	\$0.00	(\$1,578,078.59)	N/A

Expense Report

As Of: 1/1/2024 to 9/30/2024

Account	Description	Budget	MTD Expense	YTD Expense	UnExp. Balance	Encumbrance	Unenc. Balance	% Used
Grand Total:		\$9,262,859.34	\$559,321.75	\$6,545,895.58	\$2,716,963.76	\$1,073,749.26	\$1,643,214.50	82.26%
						Target Percent:	75.00%	



Comprehensive Plan Take Aways

Ice Breaker Session

Ice Breaker Session:

What is the best project you have ever worked on as a member of city council and why?

What is your favorite part about serving on city council?

What is the best thing about New Carlisle?

What is the worst thing about New Carlisle?

Focus Areas

- Who is the city of New Carlisle?
 - How does the city of New Carlisle see itself versus how other cities see us?
 - What is the New Carlisle Comprehensive Plan Mission?
- Where is the city of New Carlisle going?
 - What are the strengths and challenges of New Carlisle?
 - What are New Carlisle core values?

Take home and ponder the following before our next session:

- How will the city of New Carlisle get there?
 - What is New Carlisle's Vision
 - What do you/we....
 - Want
 - Hope
 - Need
 - Expect
 - Dream
 - See
 - Like
 - Love
 - Believe
 - Imagine
 - Think
 - Impact
- What do you want to improve in New Carlisle?
- When and how to get the members of the community involved.
 - Public Meetings-where members of the community can provide opinions on each section of the comprehensive plan.
 - Surveys: Business Surveys & Community Surveys for residents
 - How many meetings will it take?

New Community Authority

Section 349 of the Ohio Revised Code (Summarized)

Summary of Section 349.01 (New Community Organization Definitions):

This section defines key terms related to the development and management of new communities:

- **New Community:** A planned development that includes diverse facilities for various activities, designed with integrated utilities and open spaces.
- **New Community Development Program:** A program for developing a new community with balanced land use, including land acquisition, facility construction, and service provision.
- **New Community District:** The designated area for new community development, including any additional land added by resolution.
- **New Community Authority:** A corporate entity established to oversee the development of a new community.
- **Developer:** Any entity or individual responsible for developing land within the new community district, which may include municipal corporations, townships, or port authorities.
- **Organizational Board of Commissioners:** The governing body responsible for overseeing the new community district, varying by location and jurisdiction.
- **Land Acquisition:** The process of acquiring real property and interests for community development.
- **Land Development:** Activities related to preparing and improving land, including infrastructure and community facilities.
- **Community Facilities:** Various properties and structures necessary for community functions, including recreational, educational, and healthcare facilities.
- **Cost:** All expenses related to the new community development, including land, construction, and operational costs.
- **Income Source:** All revenue streams for the community authority, including development charges and other funds.
- **Community Development Charge:** A charge based on property value or income, used to fund community development.
- **Proximate Community:** The nearby city or township that has the greatest population or jurisdictional relevance to the new community district.
 - **For most new community districts:** The proximate community is the most populous city in the county where the district is located, or a city in an adjoining county if it's within five miles of the district's boundaries. It also includes cities with extraterritorial subdivision authority over the district.
 - **For districts with part of their area in a municipal corporation:** The proximate community is the municipal corporation where any part of the district is located.
 - **For districts partly within a joint economic development district:** The proximate community is the township with the largest portion of the joint economic development district.
 - **For districts in unincorporated areas of specific townships:** The proximate community is the township if the district is entirely within it, and the township meets certain population and county size criteria.
- **Community Activities:** Various activities that the new community will support, including cultural, educational, recreational, and commercial activities.

Summary of Section 349.02 (Orderly Development of New Communities):

The chapter aims to promote the orderly development of well-planned, diverse, and economically viable new communities. It also seeks to foster private enterprise involvement and encourage collaboration between developers and community authorities to implement new community development programs.

Section 349.03 - Initiation of Proceedings for Organization of New Community Authority:

The organization of a new community authority starts with a petition filed by the developer. The petition must include key details such as the name, location, boundaries, zoning, development plans, and economic feasibility of the new community district. After reviewing the petition, the organizational board schedules a public hearing to determine whether the new community authority should be established. The board may approve, reject, or amend the petition based on public health, safety, and welfare criteria. Developers can also modify the boundaries of the community district, with further petitions subject to review.

Summary of Section 349.04 (Method of Selecting Board of Trustees):

The process for selecting the board of trustees for a new community authority involves several steps:

1. **Initial Appointment:** Within ten days of the authority's establishment, an initial board of trustees is appointed. This includes:
 - At least three but no more than six citizen members (representing residents and employers).
 - One member representing local government.
 - A number of developer-appointed members equal to the number of citizen members.
2. **Terms:** Trustees serve two-year overlapping terms, with an initial mix of one-year and two-year terms for both citizen and developer members.
3. **Transition to Elected Board:** The organizational board of commissioners will establish a method for transitioning to an elected board. The replacement of appointed members with elected ones will occur based on the district's population growth:
 - Citizen members will be replaced according to population milestones.
 - Developer representatives will be replaced similarly, with their replacement schedule based on the number of developer members.
 - The local government representative will be replaced once the district reaches three-quarters of its projected population.
4. **Elections:** Elected citizen members must be residents and qualified electors of the new community district. The organizational board will decide the timing and manner of these elections.
5. **Alternative Selection Methods:** The board of commissioners may adopt alternative methods for selecting or electing trustees, but such methods must adhere to specific rules if they involve boards established before March 22, 2012.
6. **Vacancies and Removal:** Vacancies in non-developer positions can be filled by appointment, while developer-appointed members can be removed by the developer. All members must take an oath and post a bond for their duties.
7. **Board Operations:** The board will elect its officers (chairperson and vice-chairperson) and appoint a secretary and treasurer. The board has the power to delegate tasks and make decisions with a majority quorum, ensuring that developer-appointed members' votes do not imply civil or criminal liability for conflicts of interest.

This section ensures the board is representative of various interests and provides a clear process for transitioning to an elected governance structure while maintaining operational and fiduciary responsibilities.

Summary of Section 349.05 (Restricting Power and Authority of New Community Authority):

A new community authority, created under Ohio law, is a corporate entity with specific powers granted by Chapter 349. However, its authority does not extend over zoning, fire or police services, or water and sewage unless these services are unavailable from other government entities. The authority's police powers do not override municipal police powers, and in cases of conflict, municipal regulations prevail. Additionally, city, county, and regional planning commissions maintain jurisdiction over planning and development within the new community district, and municipal laws remain valid despite the authority's powers.

Key Points:

- The authority's powers are limited and must defer to city, county, or township powers.
- No control over zoning, police/fire protection, or certain utilities unless necessary.
- Police powers of municipal entities take precedence in case of conflict.
- Planning commissions maintain their jurisdiction, and local laws are still effective.

Summary of Section 349.06 (Power and Authority of New Community Authority):

A new community authority has broad powers to support its development and management objectives, including:

1. **Property Management:**
 - Acquire, improve, sell, lease, or dispose of real and personal property.
 - Enhance the aesthetics and maintenance of areas within the district.
2. **Community Services:**
 - Provide and sponsor recreational, educational, social, and other community activities.
 - Set and collect fees for services and community development programs.
3. **Governance and Operations:**
 - Adopt rules for community facility use.
 - Hire necessary staff, set duties, and manage compensation and bonds.
 - Sue and be sued, make contracts, and handle all aspects of community development.
4. **Financial Activities:**
 - Apply for grants and loans, issue bonds, and secure insurance.
 - Maintain funds and reserves for efficient operation.
5. **Educational Agreements:**
 - Collaborate with school districts to manage property and facilities for educational purposes.
6. **Planning and Development:**
 - Prepare and execute development plans, work with planning commissions, and manage land acquisitions and development.
7. **Bonding and Covenants:**
 - Issue bonds for funding, enforce land covenants, and manage community development charges.
8. **Property Appropriation:**
 - Approve and appropriate necessary property within the district for community facilities.
9. **Cooperative Agreements:**
 - Enter into agreements for services, materials, and revenue sharing to support development programs.

These powers enable the authority to effectively manage and develop the community, ensuring its growth and operational efficiency.

Summary of Section 349.07 (Payment of Community Development Charge):

1. Covenants and Agreements:

- Any covenant or agreement in deeds, contracts, leases, or other instruments that obligates payment of a community development charge is considered a covenant running with the land. This means it is binding on current and future property owners.
- Such covenants are enforceable by the new community authority once recorded in the county land records.

2. Enforceability of Purchase Agreements:

- For a real estate purchase agreement to be enforceable regarding a property with a community development charge, the agreement must specifically reference the charge and its recording details.
- If these details are missing, the covenant remains valid and enforceable by the community authority.

3. Collection and Lien:

- The community authority can certify the development charge to the county auditor, who will list the charge on the property tax records.
- Unpaid charges become a lien on the property and are collected like property taxes, with collected charges paid directly to the new community district.

4. Impact on Municipal Taxing Powers:

- The establishment of a community development charge does not affect or limit the taxing powers of municipal corporations.

Summary of Section 349.071 (Class Actions Affecting Encumbrances Relating to Real Property Within New Community District):

1. Class Action Rights:

- Owners or residents of real property within a new community district who are affected by an encumbrance (e.g., easements, covenants, community development charges) can file a lawsuit as representative parties on behalf of all affected individuals.
- Such actions may be maintained as class actions and will follow the procedural rules of the court where the action is brought.

2. Definition of Encumbrance:

- The term "encumbrance" includes easements, covenants, conditions, restrictions, community development charges, or any similar burden related to real property in the district.

Summary of Section 349.08 (Issuing Bonds):

1. Issuance of Bonds and Notes:

- A new community authority can issue bonds and notes to finance costs related to land acquisition, development, or community facilities.
- The authority can also issue renewal notes, refund bonds, or bonds to partially refund existing bonds.

2. Pledges and Liens:

- Bonds or notes are payable from a pledged income source, with the pledge valid and binding from the time it is made. The pledge does not need to be filed or recorded beyond the authority's records.

3. Bond Characteristics:

- Bonds and notes are authorized by the board of trustees and can be sold at public or private sales.
- They will have terms such as maturity dates, interest rates, denominations, and redemption conditions as specified by the board.

4. **Execution and Validity:**
 - Bonds and notes are executed by officers of the authority, and signatures or facsimile signatures are valid even if the officers leave office before delivery.
5. **Resolution Provisions:**
 - Authorizing resolutions may include provisions for pledging income sources, securing payments, and managing funds. They may also include limitations and conditions related to the issuance and use of bonds and notes.
6. **Liability:**
 - Board members and individuals executing the bonds or notes are not personally liable for them.

Summary of Section 349.09 (Issuance of New Community Authority Bonds and Notes Exempt from Bond Laws):

- **Exemption from General Bond Laws:** The issuance of new community authority bonds and notes, including refunding bonds, is exempt from compliance with other laws that typically govern bond issuance.
- **Applicable Laws:** Despite the exemption, the issuance must still comply with specific sections (9.98 and 9.981 to 9.983) of the Revised Code.

Summary of Section 349.10 (Bonds Secured by Trust Agreement):

- **Securing Bonds:** Community authority bonds, notes, and refunding bonds issued under Chapter 349 can be secured by a trust agreement or mortgage indenture with a corporate trustee, such as a trust company or bank.
- **Pledge and Mortgage:** The trust agreement or mortgage can pledge the authority's income sources and may include a mortgage on land and community facilities financed by the bonds.
- **Provisions in Agreements:** The agreement may include provisions to protect bondholders, noteholders, and guarantors, covering duties related to land and facility management, financial arrangements, and use of proceeds.
- **Indemnification and Rights:** Depository banks or trust companies may provide indemnity bonds or pledge securities as required. The agreement can outline the rights and remedies of all parties involved and may restrict individual actions by bondholders.
- **Expenses and Administration:** Costs associated with the trust agreement or indenture, including administrative overhead, may be treated as part of the cost of community facilities.

Summary of Section 349.11 (Bondholder Rights):

Bondholders, guarantors, and trustees of new community authority bonds or notes have the right to:

- **Protect and Enforce Rights:** Use legal actions, such as suits or mandamus, to protect and enforce their rights under state law, the relevant chapter, trust agreements, indentures, or resolutions.
- **Compel Performance:** Ensure the new community authority or its officers fulfill their duties, including the setting, charging, and collecting of fees and charges as required by the applicable agreements.

Summary of Section 349.12 (Investing Funds):

Funds of the new community authority, unless restricted by bond resolutions, trust agreements, or related documents, can be invested in:

- **Government Securities:** Notes, bonds, or obligations of the United States or its agencies.
- **State and Local Obligations:** Bonds or obligations of the state or its political subdivisions.
- **Money Market Funds:** No-load mutual funds exclusively investing in U.S. government obligations.
- **Repurchase Agreements:** Secured by U.S. government obligations, including those issued by the fiduciary.
- **Collective Investment Funds:** Compliant with specific regulations and consisting exclusively of U.S. securities.

Income from these investments is credited to the respective funds, and investments may be sold as deemed appropriate by the authority.

Summary of Section 349.13 (Agreements with Other Governmental Entities or Agencies):

Governmental entities or agencies may, upon request from the new community authority, transfer or receive property or interests without needing to follow formal procedures like advertisement or court orders. This includes leasing, lending, granting, or conveying real and personal property necessary for the new community development program. If the governmental entity is also the developer, it can contract with the new community authority for coordination and management services related to the development program.

Summary of Section 349.14 (Election on Question of Dissolution of Authority):

A new community authority can only be dissolved through a special election where a majority of voters in the district must approve the dissolution. This election can only occur after:

1. The new community development program is complete.
2. All community authority bonds and notes are paid off.
3. All other legal debts are settled.
4. A petition from at least 8% of the district's voters is submitted requesting the election.

If voters approve, the board of trustees will declare the authority dissolved and file the resolution with relevant clerks within fifteen days.

Upon dissolution:

- The authority's powers end.
- Property of the authority transfers to a municipal corporation, county, or township, or to the developer or their designee, depending on acceptance by local legislative bodies.
- Funds at dissolution are distributed to the municipal corporation, county, or township based on the assessed valuation of property within those areas.

Summary of Section 349.15 (Municipal Annexation):

If a new community district is annexed by a municipal corporation, the new community authority remains in existence. It continues to manage the new community development program and is still responsible for any bonds or notes issued, pursuant to section 349.08 of the Ohio Revised Code, for the district.

Summary of Section 349.16 (Liberal Construction of Chapter):

Chapter 349 of the Revised Code should be interpreted broadly to fulfill its intended purposes.

MEMORANDUM

TO: City Council
FROM: Randy Bridge, City Manager
DATE: October 21, 2024
SUBJECT: Outline of Appendix D: Business Travel/Personal Use of Government Equipment Policy

I am writing to summarize Appendix D: Business Travel and Personal Use of Government Equipment Policy from Chapter 246 of our Codified Ordinances, which ensures accountability for public funds.

Appendix D: Business Travel/Personal Use of Government Equipment Policy Summary Background

The City of New Carlisle aims to create a productive workplace while maintaining accountability for public funds. This policy outlines expectations for employee travel and the personal use of government equipment, ensuring prudent spending and efficient use of resources.

Scope

This policy applies to all City employees, management, and City Council members traveling on official business or using government equipment for personal use.

Travel Expenses

I. Pre-Approval of Travel

1. **Required for:**
 - Overnight stays.
 - Air travel.
2. **Process:**
 - Employees must submit requests for approval to their Department Head and the City Manager.
 - Council members need consensus from the Council.

II. Reimbursement Procedures

1. **Use of Municipal Credit Cards:**
 - Preferred for travel expenses; submit expense reports within 5 days of return.
 - Personal charges are not allowed.
2. **Reimbursement Requests:**
 - Must include itemized receipts and documentation of expenses.
 - Reimbursements issued within 10 business days.

III. Eligible Costs for Reimbursement

1. **Tips and Gratuities:** Not to exceed 20% of the bill
2. **Taxi and Ground Transportation:** Allowed for necessary local travel; car rentals require prior approval.
3. **Parking Fees:** Reimbursement with receipts; exceptions for small amounts.
4. **Registration Fees:** Eligible with receipts and convention program evidence.
5. **Meals:** Reimbursement capped at GSA regional rates as indicated below for each meal type of breakfast, lunch, and dinner.
 - o Meal amounts cannot be combined (i.e., a person cannot skip breakfast and lunch and have a more expensive dinner); requires justification for exceeding limits.
 - o The reimbursable amount on the first and last day of travel equals 75% of the M&IE total

M&IE Rates and Breakdown

Primary Destination	County	M&IE Total	Breakfast	Lunch	Dinner	Incidental Expenses	First & LastDay of Travel
Standard Rate	Applies for all locations without specified rates	\$68.00	\$16.00	\$19.00	\$28.00	\$5.00	\$51.00
Cincinnati	Hamilton / Clermont	\$86.00	\$22.00	\$23.00	\$36.00	\$5.00	\$64.50
Cleveland	Cuyahoga	\$80.00	\$20.00	\$22.00	\$33.00	\$5.00	\$60.00
Columbus	Franklin	\$80.00	\$20.00	\$22.00	\$33.00	\$5.00	\$60.00
Dayton / Fairborn	Greene / Montgomery	\$74.00	\$18.00	\$20.00	\$31.00	\$5.00	\$55.50
Hamilton	Butler / Warren	\$74.00	\$18.00	\$20.00	\$31.00	\$5.00	\$55.50
Sandusky	Erie	\$68.00	\$16.00	\$19.00	\$28.00	\$5.00	\$51.00

6. **Mileage:** Reimbursed at City-established rates; report least mileage from home or the government center.
7. **Hotel Expenses:** Reimbursement only if traveling over 50 miles from both home and the government center;
 - o Hotel rates should not exceed the regional lodging rates as established by the USGSA.
 - o If the cost of lodging exceeds the USGA rates, as indicated in the below chart, and the traveler requests reimbursement for the amount beyond that authorized in this policy, a written request must be made explaining why the additional expense was necessary and must be submitted with the return travel report along with supporting documentation.

Daily Lodging Rates

Primary Destination	County	2024 Oct	Nov	Dec	2025 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Standard Rate	Applies for all locations without specified rates	\$110.00	\$110.00	\$110.00	\$110.00	\$110.00	\$110.00	\$110.00	\$110.00	\$110.00	\$110.00	\$110.00	\$110.00
Cincinnati	Hamilton / Clermont	\$163.00	\$163.00	\$163.00	\$163.00	\$163.00	\$163.00	\$163.00	\$163.00	\$163.00	\$163.00	\$163.00	\$163.00
Cleveland	Cuyahoga	\$159.00	\$159.00	\$159.00	\$159.00	\$159.00	\$159.00	\$159.00	\$159.00	\$159.00	\$159.00	\$159.00	\$159.00
Columbus	Franklin	\$131.00	\$131.00	\$131.00	\$131.00	\$131.00	\$131.00	\$131.00	\$131.00	\$131.00	\$131.00	\$131.00	\$131.00
Dayton / Fairborn	Greene / Montgomery	\$115.00	\$115.00	\$115.00	\$115.00	\$115.00	\$115.00	\$115.00	\$115.00	\$115.00	\$115.00	\$115.00	\$115.00
Hamilton	Butler / Warren	\$124.00	\$124.00	\$124.00	\$124.00	\$124.00	\$124.00	\$124.00	\$124.00	\$124.00	\$124.00	\$124.00	\$124.00
Sandusky	Erie	\$116.00	\$116.00	\$144.00	\$144.00	\$144.00	\$144.00	\$144.00	\$144.00	\$144.00	\$144.00	\$144.00	\$116.00

8. **Telephone Expenses:** Personal long-distance calls are generally not reimbursable, except for limited business-related calls.
9. **Air Travel:** Must be at economy class rates; reimbursement limited to costs incurred directly for City business.

IV. Non-Reimbursable Expenses

Includes personal phone calls, trip insurance, legal charges, personal losses, alcohol, and entertainment.

V. Right of Appeal

Employees can appeal denials of reimbursement to the Civil Service Commission or follow union grievance processes.

Business Meals

1. Defined as meals discussing legitimate City business with non-employees.
2. City funds designated for business meals, with proper documentation required within seven days of the expense.

Acceptable Use of Government Equipment

Office Equipment

- Personal use of City office equipment is restricted and requires approval as per the City Fee Schedule.

Telecommunications

- City communication devices should primarily be used for official business; limited personal calls are acceptable.

Tools

- City tools are for official job use only. Management may allow usage for civic events that support City goals.

Personal Use of City-Owned Vehicles

- Employees must report personal mileage monthly, and such use is considered taxable income based on calculated mileage reimbursement.

A Full Version of Appendix D can be found at

https://codelibrary.amlegal.com/codes/newcarlisleoh/latest/newcarlisle_oh/0-0-0-19495

RESOLUTION 2024-14R

A RESOLUTION APPROVING A MEMORANDUM OF UNDERSTANDING WITH
RANDY BRIDGE

WHEREAS, Ordinance 2023-60, passed on November 20, 2023, approved an employment agreement (“Employment Agreement”) with the City Manager, Randy Bridge; and

WHEREAS, Section 5 of the Employment Agreement provides that the City Manager is entitled to a three percent (3%) increase to his annual salary if an evaluation and a salary review under Section 220.03 of the Codified Ordinances (collectively, “Reviews”) are not completed within the twelve (12) months immediately following the date of the Employment Agreement; and

WHEREAS, City Council and the City Manager have agreed that the deadline for the Reviews for the 12-month period immediately following the date of the Employment Agreement should be extended to December 17, 2024 in accordance with the attached Memorandum of Understanding; and

WHEREAS, to avoid any ambiguity that could arise due to changes to the City Manager’s annual salary throughout the year, City Council and the City Manager have agreed, as set forth in the attached Memorandum of Understanding, to use the City Manager’s annual salary as of December 4th each year to determine any salary increases under Section 5 of the Employment Agreement.

NOW, THEREFORE, THE CITY OF NEW CARLISLE HEREBY RESOLVES that:

SECTION 1. Council hereby authorizes the execution of the attached Memorandum of Understanding with Randy Bridge.

Passed this _____ day of October, 2024.

Bill Cook, Mayor

Chris Stapleton, Clerk of Council

APPROVED AS TO FORM:

Jacob M. Jeffries, DIRECTOR OF LAW

_____ Wright	Y	N
_____ Bahun	Y	N
_____ Lindsey	Y	N
_____ Mayor Cook	Y	N
_____ V. Mayor Eggleston	Y	N
_____ Shamy	Y	N
_____ Grow	Y	N
Totals:		
	Pass	Fail

Intro: 10/21/2024

Action: 10/21/2024

Effective: 11/05/2024

MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF NEW
CARLISLE, OHIO AND RANDY BRIDGE

This Memorandum of Understanding is entered into by and between the City of New Carlisle, Ohio (“City”) and Randy Bridge (“City Manager”). Pursuant to this Memorandum of Understanding, the parties hereby agree as follows:

1. BACKGROUND. Ordinance 2023-60, passed on November 20, 2023, approved an employment agreement (“Employment Agreement”) with the City Manager. Section 5 of the Employment Agreement provides that the City Manager is entitled to a three percent (3%) increase to his annual salary if an evaluation and a salary review under Section 220.03 of the Codified Ordinances (collectively, “Reviews”) are not completed within the twelve (12) months immediately following the Agreement.
2. EXTENSION/DEADLINE. For the purposes of Section 5 of the Employment Agreement, the deadline for the Reviews for the 12-month period immediately following the date of the Employment Agreement is extended to December 17, 2024.
3. DATE USED FOR PAY INCREASE PURPOSES. The City Manager’s annual salary as of December 4, 2024 is to be used to calculate the annual salary increase if Council does not complete the Reviews by the extended deadline. Thereafter, any increases under Section 5 of the Employment Agreement shall be calculated by using the City Manager’s annual salary as of December 4th at the end of each applicable 12-month period.
4. INTERPRETATION. The provisions hereof supersede any provisions of the Employment Agreement to the extent they vary the terms thereof. All other terms and provisions of the Employment Agreement not otherwise modified shall remain in full force and effect.

IN WITNESS HEREOF, the parties hereto have executed this Memorandum of Understanding on this ____ day of _____, 2024.

CITY OF NEW CARLISLE, OHIO:

CITY MANAGER:

Bill Cook, Mayor

Randy Bridge

APPROVED AS TO FORM:

Jake Jeffries, Law Director

ORDINANCE 2024-50

AN ORDINANCE AMENDING CHAPTER 278 OF THE CODIFIED ORDINANCES OF THE CITY OF NEW CARLISLE BY REMOVING IT IN ITS ENTIRETY, AND DISSOLVING THE PARKS AND RECREATION BOARD

WHEREAS, Chapter 278 of the Codified Ordinances established the City’s Parks and Recreation Board, and set forth that board’s powers and duties; and

WHEREAS, the City has reviewed the structure and effectiveness of various City boards, including the Parks and Recreation Board; and

WHEREAS, City Council has determined that the Parks and Recreation Board is no longer necessary for the fulfillment of the City’s objectives and services, and that the City would be better served by a Parks and Recreation Commission instead.

NOW, THEREFORE, THE CITY OF NEW CARLISLE HEREBY ORDAINS that:

SECTION 1. Chapter 278 of the Codified Ordinances, attached, be amended by removing it in its entirety.

SECTION 2. The Parks and Recreation Board is hereby dissolved, and will be replaced with a Parks and Recreation Commission at a later date.

Passed this _____ day of _____, 2024.

Bill Cook, Mayor

Chris Stapleton, Clerk of Council

APPROVED AS TO FORM:

Jake Jeffries, DIRECTOR OF LAW

_____ Wright	Y	N	
_____ Bahun	Y	N	
_____ Lindsey	Y	N	
_____ Mayor Cook	Y	N	
_____ V. Mayor Eggleston	Y	N	
_____ Shamy	Y	N	
_____ Grow	Y	N	
Totals:			
	Pass	Fail	

Introduction and First Reading: 10/07/2024
Second Reading and Action: 10/21/24
Effective Date of Legislation: 11/05/2024

CHAPTER 278

Parks and Recreation Board

~~278.01 Board mission.~~

~~278.02 Vision statement.~~

~~278.03 Diversity and inclusion statement.~~

~~278.04 Name and authorization.~~

~~278.05 Purpose.~~

~~278.06 Responsibilities.~~

~~278.07 Eligibility.~~

~~278.08 Membership.~~

~~278.09 Terms of office.~~

~~278.10 Vacancies.~~

~~278.11 Officers.~~

~~278.12 Officer duties.~~

~~278.13 Removal.~~

~~278.14 Meetings.~~

~~278.15 Reports at City Council meetings.~~

~~278.16 Parliamentary authority.~~

~~278.17 Bylaw creation and amendments.~~

~~278.01 BOARD MISSION.~~

~~—The City of New Carlisle Parks and Recreation Board shall permanently preserve, protect, maintain, improve, and enhance its natural resources, parklands, and recreational opportunities for all current and future generations. The City of New Carlisle Parks and Recreation Board exists to provide places and recreational opportunities for all people to gather, celebrate, contemplate, and engage in activities that promote health, well being, community, and the environment.~~

~~(Ord. 19-13. Passed 7-1-19.)~~

~~278.02 VISION STATEMENT.~~

~~—By providing high quality parks and recreation facilities, programs, services, and natural areas that meet the diverse needs of the community, we will enhance healthy and active lifestyles while connecting more people to parks, programs, and events.~~

~~(Ord. 19-13. Passed 7-1-19.)~~

~~278.03 DIVERSITY AND INCLUSION STATEMENT.~~

~~—The New Carlisle Parks and Recreation Board will provide all individuals the opportunity to play, learn, grow, and explore by removing all barriers to participation, fostering an inclusive culture, and offering programs that celebrate our community's diverse population.~~

~~(Ord. 19-13. Passed 7-1-19.)~~

~~278.04 NAME AND AUTHORIZATION.~~

~~—(a) The name of this board shall be the New Carlisle Parks and Recreation Board, herein after referred to as the "Board."~~

~~—(b) The Board exists through official action taken by the City of New Carlisle City Council and shall only be modified or abolished by action of the City Council.~~

~~(Ord. 19-13. Passed 7-1-19.)~~

~~278.05 PURPOSE.~~

~~—The purpose of the Board is to advise the City Council and the City Manager regarding:~~

~~—(a) The acquisition, development, improvement, equipment, and maintenance of City parks and public playgrounds;~~

~~—(b) The future development of City parks, playgrounds, and recreational facilities, and the purchase of additional land for those purposes;~~

~~—(c) Improvements in the maintenance, operation, and general welfare of the City's parks, playgrounds, and recreational facilities and their use by the public;~~

~~—(d) Planning and development of programs, activities, and events for the public.~~

~~(Ord. 19-13. Passed 7-1-19.)~~

~~278.06 RESPONSIBILITIES.~~

~~—It is essential that Board member shall represent and advocate for what is best for the City of New Carlisle as a whole, putting aside personal or special interests, complying at all times with Ohio Ethics Law, the City of New Carlisle Charter, and all federal, state and local laws in carrying out the Board member's duties. The responsibilities of the Board:~~

~~—(a) To assess at all times the safety and security of site locations and physical facility standards;~~

~~—(b) To advise the initiation, planning, design and to recommend a system of parks, facilities, etc., that will accommodate the public's need for parks and recreation activities;~~

~~—(c) To assist with the preparation and development of rules and regulations by which parks and recreation programs may operate;~~

~~—(d) To monitor and evaluate the effectiveness of parks and recreation programs;~~

~~—(e) To advise and recommend ways and means by which parks and recreation programs may be improved or strengthened;~~

- ~~—(f) To support new parks, programs, and activities as public need may dictate;~~
- ~~—(g) To identify alternate sources of funding to parks and recreation such as grants, gifts, endowments, etc;~~
- ~~—(h) To adopt bylaws and other rules of procedure to achieve its purposes and functions;~~
- ~~—(i) To serve as a forum in which the public can communicate or air feedback, ideas, and concerns to grow and maintain community involvement with parks and recreation programs;~~
- ~~—(j) To evaluate programs and activities which are offered from year to year;~~
- ~~—(k) To perform other duties and responsibilities as may be conferred by the City of New Carlisle City Manager from time to time;~~
- ~~—(l) Discuss all projects and events with the City Manager to determine, if any, potential collective bargaining agreement infractions, which must be avoided;~~
- ~~—(m) To review and recommend rules and regulations for public parks and recreation facilities in the community;~~
- ~~—(n) To promote a wide range of programs that will contribute to the meaningful use of leisure time;~~
- ~~—(o) To review and recommend a comprehensive plan for recreation and programs;~~
- ~~—(p) To review annual budget, goals and objectives for the City and provide oversight with regard to parks and recreation;~~
- ~~—(q) To review and update the bylaws annually or as needed.~~

~~(Ord. 19-13. Passed 7-1-19.)~~

~~**278.07 ELIGIBILITY.**~~

~~—Members of the Board shall be City of New Carlisle residents.~~

~~(Ord. 19-13. Passed 7-1-19.)~~

~~**278.08 MEMBERSHIP.**~~

~~—(a) The Board shall be comprised of five members appointed by the City Council. Board members will be selected based on the following factors:~~

- ~~—(1) Residency: must be a legal resident of the City of New Carlisle;~~
- ~~—(2) Age: must be at least 18 years of age;~~
- ~~—(3) Qualifications: must demonstrate qualifications through a resume and interview;~~
- ~~—(4) Willingness to serve: must have adequate time to donate to Board service.~~

~~—(b) Members will be selected without regard to race, creed, national origin, age, sex, sexual orientation, gender identity or expression, the presence of a disability or any other class protected by state or federal law.~~

~~(Ord. 19-13. Passed 7-1-19; Ord. 2022-08. Passed 2-22-22.)~~

~~278.09 TERMS OF OFFICE.~~

~~—Board members shall serve four year terms. At the completion of a member's four year term, they may submit a request to the City Manager to continue serving on the Board or may vacate their position, at which time applications will be accepted and a new member will be appointed by Council among the applications submitted.~~

~~(Ord. 19-13. Passed 7-1-19.)~~

~~278.10 VACANCIES.~~

~~—(a) A member's position shall become vacant when:~~

~~—(1) A member accumulates three unexcused absences from regular Board meetings within any twelve month period. All absences will be duly recorded in the meeting minutes. Absences from emergency or special called meetings will not be recorded against a member in calculating the percent of absences;~~

~~—(2) When a member no longer meets the membership requirements; or~~

~~—(3) When a member resigns.~~

~~—(b) A member who seeks to resign from the Board shall submit a written resignation to the chair of the Board or the City Manager. If possible, the resignation should allow for a thirty day notice to allow City Council reasonable time to appoint a replacement.~~

~~—(c) The Chair shall immediately, upon receipt of a resignation or when advised of a vacancy, notify the City Manager.~~

~~(Ord. 19-13. Passed 7-1-19; Ord. 2022-08. Passed 2-22-22.)~~

~~278.11 OFFICERS.~~

~~—(a) The Board shall elect from its members a Chair and Vice Chair.~~

~~—(b) Officers shall be elected annually by a majority vote of the Board at the first regular meeting after January 1st.~~

~~—(c) In the case of death, resignation or removal of the Chair or Vice Chair, an election of a successor by majority vote shall be held no later than the second next regular Board meeting.~~

~~—(d) The term of office shall be one year, beginning February 1st and ending January 31st. An officer may continue to serve until a successor is elected or at the Board's discretion.~~

~~(Ord. 19-13. Passed 7-1-19.)~~

~~278.12 OFFICER DUTIES.~~

~~—(a) The Chair shall preside at Board meetings and shall generally manage business of the Board. The Chair will also appoint all committees, represent the Board, and approve of each final meeting agenda. The Chair shall also record and maintain the minutes of each meeting, as well as any other Board records.~~

~~—(b) The Vice Chair shall perform these duties in the absence of the Chair.~~

~~—(c) In the event of the absence of both the Chair and Vice Chair at a scheduled Board meeting, the Board shall, by motion, elect one of its members in attendance to serve as presiding officer for that meeting only.~~

~~(Ord. 19-13. Passed 7-1-19.)~~

~~**278.13 REMOVAL.**~~

~~—When an officer or member has failed or refused to perform the duties of that position, the Chair of the Board shall initiate the procedure to remove that officer or member by City Council at a regular City Council meeting. The Chair shall present relevant evidence for the basis of removal as described in Section 278.10. Following the request for removal, City Council shall vote whether to declare the officer's or member's position forfeited and vacant, with five affirmative votes necessary for such declaration.~~

~~(Ord. 19-13. Passed 7-1-19; Ord. 2022-08. Passed 2-22-22.)~~

~~**278.14 MEETINGS.**~~

~~—(a) Regular meetings of the Board shall occur monthly. In January of each year, the Board shall adopt a schedule of the meetings for the year.~~

~~—(b) The location of the meetings will be Smith Park Shelter House unless otherwise posted.~~

~~—(c) Regular, scheduled meetings will begin at a time determined in January when the Board adopts a schedule of meetings for the year.~~

~~—(d) The meeting schedule will be posted at the City Building and on the City's Web Page.~~

~~—(e) All meetings are open to the public.~~

~~—(f) A quorum shall consist of the majority of the members.~~

~~—(g) Where a regular meeting is going to be cancelled for lack of quorum, notice shall be posted of the cancellation as soon as it is known in the City Building and on the City website.~~

~~—(h) Agenda packets for regular meetings will be provided to Board members seventy-two hours in advance of the scheduled meeting. Agenda packets will contain the posted agenda and written minutes of the last meeting. The agenda packet will also be posted at the City Building and available for download on the City website.~~

~~(Ord. 19-13. Passed 7-1-19.)~~

~~**278.15 REPORTS AT CITY COUNCIL MEETINGS.**~~

~~—(a) Upon request by the City Council or City Manager, the Board Chair shall provide a Parks and Recreation Board report at a regularly scheduled Council meeting.~~

~~—(b) The City Council and the City Manager shall address only the Board Chair during City Council meetings.~~

~~(Ord. 19-13. Passed 7-1-19.)~~

~~**278.16 PARLIAMENTARY AUTHORITY.**~~

~~—The rules contained in the current edition of Robert's Rules of Order shall govern the Board in all cases to which they are applicable, except when inconsistent with these bylaws or with special rules of procedure which the Board may adopt.~~

~~(Ord. 19-13. Passed 7-1-19.)~~

~~**278.17 BYLAW CREATION AND AMENDMENTS.**~~

~~—(a) These bylaws shall become effective upon adoption by City Council.~~

~~—(b) Any proposed changes to the bylaws by the Board must be reviewed and approved by majority vote of the Board members at any regular meeting of the Board before being submitted to City Council. The Board's proposed amendments to the bylaws must be approved by City Council after the Board's approval to be effective.~~

~~(Ord. 19-13. Passed 7-1-19; Ord. 2022-08. Passed 2-22-22.)~~

ORDINANCE 2024-51

AN ORDINANCE AMENDING CHAPTER 276 OF THE CODIFIED ORDINANCES OF NEW CARLISLE FOR THE PURPOSE OF ESTABLISHING PARKS AND RECREATION AND PUBLIC SERVICE COMMISSIONS

WHEREAS, Chapter 276 of the Codified Ordinances of the City of New Carlisle addresses boards and commissions; and

WHEREAS, the City of New Carlisle recognizes that parks and recreation, and public service enhance the quality of life of its residents; and

WHEREAS, the establishment of dedicated parks and recreation, and public service commissions will facilitate community engagement, oversight and the development of effective programs; and

WHEREAS, the attached amendments to Chapter 276 of the Codified Ordinances will establish and provide guidelines for parks and recreation, and public service commissions.

NOW, THEREFORE, THE CITY OF NEW CARLISLE HEREBY ORDAINS that Chapter 276 of the Codified Ordinances of the City of New Carlisle be amended by adding Sections 276.03, 276.04 and 276.05 as set forth on Exhibit A attached to this ordinance.

Passed this _____ day of _____, 2024.

Bill Cook, Mayor

Chris Stapleton, Clerk of Council

APPROVED AS TO FORM:

Jake Jeffries, DIRECTOR OF LAW

_____ Wright	Y	N
_____ Bahun	Y	N
_____ Lindsey	Y	N
_____ Mayor Cook	Y	N
_____ V. Mayor Eggleston	Y	N
_____ Shamy	Y	N
_____ Grow	Y	N
Totals:		
	Pass	Fail

Introduction and First Reading: 10/07/2024
Second Reading and Action: 10/21/24
Effective Date of Legislation: 11/05/2024

CHAPTER 276 Boards and Commissions

276.01 Removal of Council-appointed Board or Commission member.

276.02 Eligibility for boards and commissions.

276.03 *Establishment of Commissions.*

276.04 *Parks and Recreation Commission.*

276.05 *Public Service Commission.*

276.01 REMOVAL OF COUNCIL-APPOINTED BOARD OR COMMISSION MEMBER.

Members of any Board or Commission appointed by City Council shall be subject to removal from office for nonperformance of duty, misconduct in office, or other cause determined sufficient by Council upon written charges having been filed with Council by any interested party and after a public hearing has been held by Council regarding such charges. A copy of the charges shall be served upon the Board or Commission member so charged at least ten days prior to the hearing, either personally or by registered mail, or by leaving the same at their last know place of residence. The Board or Commission member shall be given an opportunity to be heard and answer such charges. Vacancies shall be filled by Council and shall be for the unexpired term of the removed Board or Commission member.

(Ord. 12-51. Passed 9-17-12.)

276.02 ELIGIBILITY FOR BOARDS AND COMMISSIONS.

Each Title Eight board or commission member at the time of his or her appointment and throughout the term of his or her appointment shall be a registered voter in and a resident of the City of New Carlisle. The Council shall be sole judge of the eligibility required by this section.

(Ord. 2020-09. Passed 2-18-20.)

276.03 ESTABLISHMENT OF COMMISSIONS

(a) City Council shall have the authority to create or establish commissions by ordinance, and may restructure or discontinue any such commission created or established under this Chapter by ordinance.

(b) Any commission established pursuant to this Chapter shall report directly to City Council regarding the commission activities, recommendations and initiatives, and shall provide any such documents and information requested by City Council.

(c) Any commission established under this Chapter shall be responsible for drafting and following its own bylaws and submitting such bylaws to City Council for prior approval. In cases of conflict between the commission's bylaws and the City's Charter or Codified Ordinances, the City's Charter or Codified Ordinances shall prevail.

276.04 PARKS AND RECREATION COMMISSION

- (a) Purpose. To assist with the oversight of and recommend policies and programs related to parks and recreation, and community events within the City.*
- (b) Membership. The commission shall consist of five members appointed by City Council.*
- (c) Compensation. Each member shall receive compensation of \$50 per month for service as a member.*

276.05 PUBLIC SERVICE COMMISSION

- (a) Purpose. To assist with the oversight of and recommend policies and programs related to public service, including sanitation, utilities and infrastructure.*
- (b) Membership. The commission shall consist of five members appointed by City Council.*
- (c) Compensation. Each member shall receive compensation of \$50 per month for service as a member.*

ORDINANCE 2024-52

CREATING THE MONROE MEADOWS TAX INCREMENT FINANCING INCENTIVE DISTRICTS; DECLARING IMPROVEMENTS TO THE PARCELS WITHIN EACH INCENTIVE DISTRICT TO BE A PUBLIC PURPOSE AND EXEMPT FROM REAL PROPERTY TAXATION; REQUIRING THE OWNERS OF THOSE PARCELS TO MAKE SERVICE PAYMENTS IN LIEU OF TAXES; ESTABLISHING A MUNICIPAL PUBLIC IMPROVEMENT TAX INCREMENT EQUIVALENT FUND FOR THE DEPOSIT OF THOSE SERVICE PAYMENTS; REQUIRING THE DISTRIBUTION OF A PORTION OF THOSE SERVICE PAYMENTS TO THE TECUMSEH LOCAL SCHOOL DISTRICT AND THE SPRINGFIELD-CLARK CAREER TECHNOLOGY CENTER; AND SPECIFYING THE PUBLIC INFRASTRUCTURE IMPROVEMENTS THAT BENEFIT OR SERVE PARCELS IN THE INCENTIVE DISTRICT.

WHEREAS, this Council desires to facilitate the development of a residential subdivision with approximately 294 single-family residential units within the City in order to increase available housing options within the City (the “*Project*”); and

WHEREAS, in order to develop the Project, it is necessary to construct certain public infrastructure improvements; and

WHEREAS, this Council, pursuant to ORC Sections 5709.40, 5709.42 and 5709.43 (collectively, the “*TIF Act*”), is authorized to declare improvements to real property to be a public purpose, exempt those improvements from real property taxation, and require owners of the real property to make service payments in lieu of taxes in an amount equal to such exempted taxes and require the distribution of a portion of the service payments to the Tecumseh Local School District and the Springfield-Clark Career Technology Center; and

WHEREAS, to facilitate the development of the Project and pay the associated costs of the necessary public infrastructure improvements from service payments in lieu of taxes, this Council has determined to create the Monroe Meadows Incentive District #1, Monroe Meadows Incentive District #2, Monroe Meadows Incentive District #3, Monroe Meadows Incentive District #4, Monroe Meadows Incentive District #5, Monroe Meadows Incentive District #6, (each an “*Incentive District*”, and collectively the “*Incentive Districts*”) pursuant to the TIF Act, the boundaries of which shall be coextensive with the boundaries of, and will include, the parcels of real property within each Incentive District specifically identified and depicted in Exhibit A attached hereto (as currently or subsequently configured, the “*Parcels*”, with each of those parcels referred to herein individually as a “*Parcel*”).

NOW, THEREFORE, THE CITY OF NEW CARLISLE HEREBY ORDAINS that:

Section 1. Incentive District Findings and Determinations; Creation of Incentive District. This Council hereby: (i) adopts the Economic Development Plan for the Incentive Districts now on file with the Clerk of the City Council, (ii) accepts and adopts the City Engineer’s certification to this Council and

the City Engineer's findings set forth therein (a) that the public infrastructure serving the Incentive Districts is inadequate to meet the development needs of the Incentive District as evidenced by the Economic Development Plan and (b) that each Incentive District is less than 300 acres in size and enclosed by a contiguous boundary, (iii) finds and determines that the Project will place additional demand on the Public Infrastructure Improvements within each Incentive District, (iv) finds and determines that the City sent written notice of the public hearing regarding this ordinance by first class mail to each owner of real property within each of the proposed Incentive Districts at least 30 days prior to such hearing, which notice included a map of the proposed Incentive District as well as the overlay area required by ORC Section 5709.40(C)(2), (v) finds and determines that this Council has not received a request from the owner of any real property within any of the proposed Incentive Districts to exclude that owner's property from the Incentive District, (vi) finds and determines that notice of this ordinance has been delivered to the Board of Education of Tecumseh Local School District and the Board of Education of Springfield-Clark Career Technology Center in accordance with and within the time periods prescribed in ORC Sections 5709.40 and 5709.83, and (vii) finds and determines that notice of this ordinance was delivered to the Clark County Board of County Commissioners in accordance with and within the time periods prescribed in ORC Sections 5709.40, and that the City did not receive an objection from the Board of County Commissioners with respect to this ordinance. This Council hereby ratifies the giving of all such notices. Pursuant to the TIF Act, this Council creates the Incentive District, the boundaries of which are coextensive with the boundaries of, and include, the Parcels specifically identified and depicted in Exhibit A attached hereto.

Section 2. Public Infrastructure Improvements. This Council designates the following public infrastructure improvements, together with any public infrastructure improvements hereafter designated by ordinance, as public infrastructure improvements made, to be made or in the process of being made by the City that benefit or serve, or that once made will benefit or serve, the Parcels within each Incentive District (the "*Public Infrastructure Improvements*"): roadway improvements including, without limitation, construction of roadway improvements, acquisition of related rights of way and easements, water system improvements, sanitary sewer improvements, storm drainage improvements, pedestrian sidewalks and bike paths, street lights, gas facilities, electrical facilities and all appurtenances thereto, and the maintenance of roadway improvements within and adjacent to the Incentive Districts. The costs of the improvements include but are not limited to, those costs listed in ORC Section 133.15(B).

Section 3. Life of the Incentive District; Authorization of Tax Exemption. The life of each Incentive District commences with the first tax year in which at least \$2,000,000 (aggregate market value for all Parcels within the Incentive

District) of building Improvements would first appear on the tax list and duplicate of real and public utility property for Parcels within the applicable Incentive District were it not for the exemption granted in this ordinance and ends for each Incentive District on the earlier of (a) 30 years after such commencement for such Incentive District or (b) the date on which the City can no longer require service payments in lieu of taxes, all in accordance with the requirements of the TIF Act (the “*Incentive District Life*”).

Pursuant to and in accordance with the provisions of ORC Section 5709.40(C), this Council hereby declares that the increase in assessed value of each Parcel subsequent to the effective date of this ordinance (which increase in assessed value is hereinafter referred to as the “*Improvement*,” as defined in ORC Section 5709.40(A)) is a public purpose, with 100% of such Improvement to each Parcel exempt from taxation for the Incentive District Life for the applicable Incentive District.

Section 4. Service Payments and Property Tax Rollback Payments. Pursuant to ORC Section 5709.42, the owner of each Parcel is hereby required to make annual service payments in lieu of taxes with respect to the Improvement to that Parcel to the applicable county treasurer (the “*County Treasurer*”) on or before the final dates for payment of real property taxes. Each service payment in lieu of taxes, including any penalties and interest at the then current rate established for real property taxes (collectively, the “*Service Payments*”), will be charged and collected in the same manner and in the same amount as the real property taxes that would have been charged and payable against the Improvement if it were not exempt from taxation pursuant to Section 3 of this ordinance. The Service Payments, and any other payments with respect to each Improvement that are received by the County Treasurer in connection with the reduction required by ORC Sections 319.302, 321.24, 323.152 and 323.156, as the same may be amended from time to time, or any successor provisions thereto as the same may be amended from time to time (the “*Property Tax Rollback Payments*”), will be deposited and distributed in accordance with Section 6 of this ordinance.

Section 5. TIF Fund. This Council hereby establishes the New Carlisle Municipal Public Improvement Tax Increment Equivalent Fund (the “*TIF Fund*”) and, within such fund, an account for each Incentive District (the “*Monroe Meadows TIF Accounts*”). The TIF Fund shall be maintained in the custody of the City and the Monroe Meadows TIF Accounts shall receive all distributions to be made to the City pursuant to Section 6 of this ordinance. Those Service Payments and Property Tax Rollback Payments received by the City with respect to the Improvement of each Parcel and so deposited pursuant to the TIF Act shall be used solely for the purposes authorized in the TIF Act and this ordinance (as it may be amended or supplemented). The Monroe Meadows TIF Accounts shall remain in existence so long as

such Service Payments and Property Tax Rollback Payments are collected and used for the aforesaid purposes, after which time the Monroe Meadows TIF Accounts shall be dissolved and any incidental surplus funds remaining therein transferred to the City's General Fund, all in accordance with the TIF Act.

Section 6. Distribution of Funds. Pursuant to the TIF Act, during the Incentive District Life for each Incentive District, the County Treasurer is requested to distribute to the Tecumseh Local School District and the Springfield-Clark Career Technology Center an amount equal to the amount that the school district and joint vocational school district would otherwise have received as real property tax payments (including the applicable portion of any Property Tax Rollback Payments) derived from the Improvements from each Parcel if the improvement had not been exempted from taxation by this ordinance, and all remaining Service Payments to the City, for further deposit into the TIF Fund. The City shall use all such amounts deposited into the TIF Fund for payment of costs of the Public Infrastructure Improvements, including, without limitation, debt charges on any notes or bonds issued to pay or reimburse finance costs or costs of those Public Infrastructure Improvements. Such distributions required under this Section are requested to be made at the same time and in the same manner as real property tax distributions.

Section 7. Further Authorizations. This Council hereby authorizes and directs the City Manager, the Assistant City Manager, the Director of Law and the Finance Director, or other appropriate officers of the City to deliver a copy of this ordinance to the Ohio Department of Development and to make such arrangements as are necessary and proper for collection of the Service Payments. This Council further authorizes the City Manager, the Assistant City Manager, the Director of Law and the Finance Director, or other appropriate officers of the City to prepare and sign all agreements and instruments and to take any other actions as may be appropriate to implement this ordinance.

Section 8. Open Meetings. This Council finds and determines that all formal actions of this Council and any of its committees concerning and relating to the passage of this ordinance were taken in an open meeting of this Council or any of its committees, and that all deliberations of this Council and any of its committees that resulted in those formal actions were in meetings open to the public, all in compliance with the law including ORC Section 121.22.

Section 9. Effective Date. This ordinance is effective on the earliest date permitted by law.

Passed this _____ day of _____, 2024.

Bill Cook, Mayor

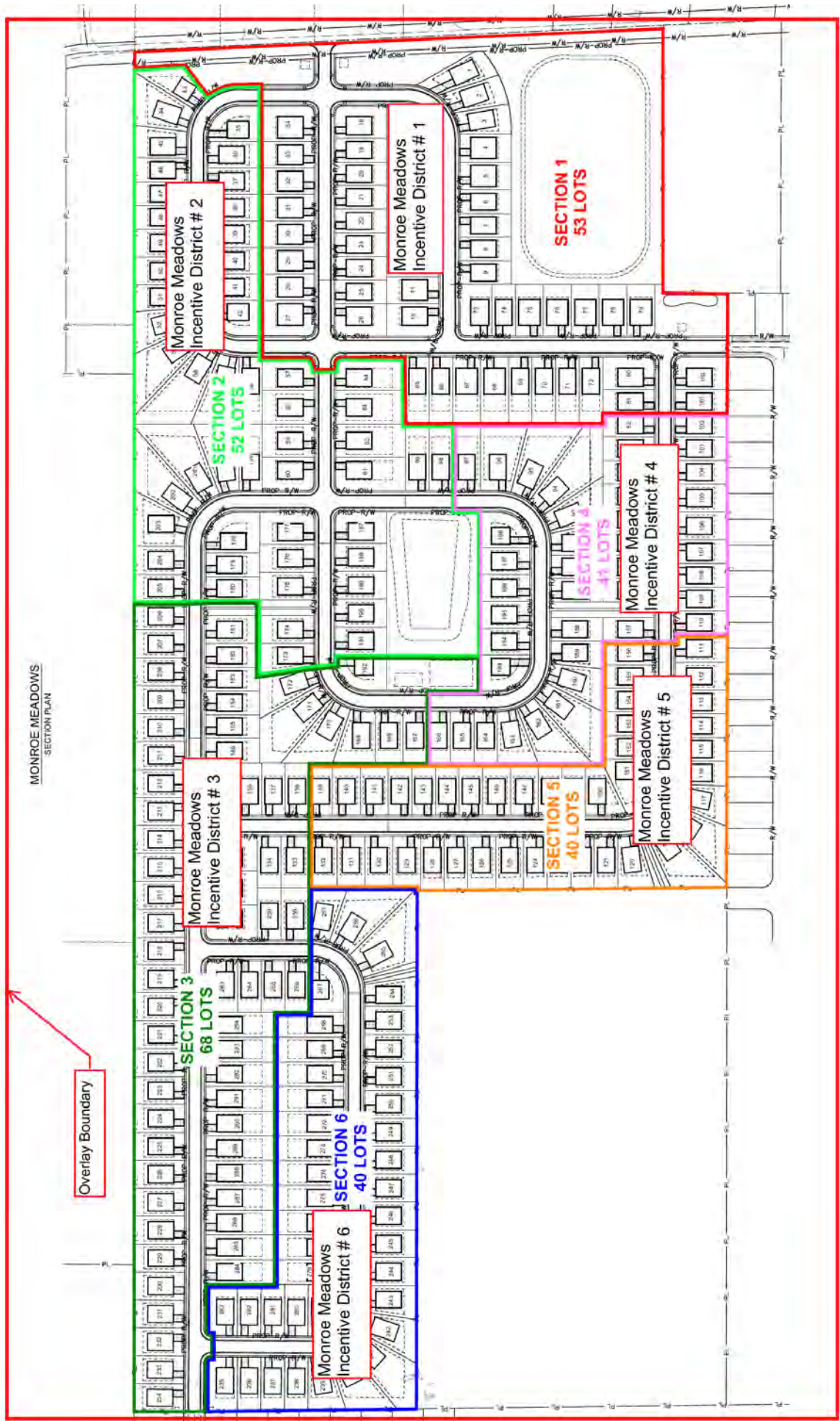
Emily Berner, Clerk of Council

APPROVED AS TO FORM:

Jake Jeffries, DIRECTOR OF LAW

Introduction and First Reading: 09/16/2024
Second Reading: 10/07/2024
Third Reading and Action: 10/21/2024
Effective Date of Legislation: 11/20/2024

_____ Wright	Y	N
_____ Bahun	Y	N
_____ Lindsey	Y	N
_____ Mayor Cook	Y	N
_____ V. Mayor Eggleston	Y	N
_____ Shamy	Y	N
_____ Grow	Y	N
Totals:		
	Pass	Fail



ORDINANCE 2024-53

AN ORDINANCE ADOPTING THE BOARDS AND COMMISSION HANDBOOK FOR THE CITY OF NEW CARLISLE

WHEREAS, the City of New Carlisle recognizes the importance of providing clear guidelines and operational procedures for its boards and commissions; and

WHEREAS, the establishment of a comprehensive Boards and Commission Handbook will enhance effectiveness, transparency and accountability; and

WHEREAS, City Council has determined that the adoption and implementation of the attached Boards and Commission Handbook would be in the best interest of the City and its residents.

NOW, THEREFORE, THE CITY OF NEW CARLISLE HEREBY ORDAINS that:

Section 1. Adoption of the Handbook.

City Council hereby adopts the Boards and Commission Handbook, attached hereto as Exhibit A, as the official operational guide for all boards and commissions of the City of New Carlisle.

Section 2. Implementation.

City staff shall ensure that all current and newly appointed members of the boards and commissions receive a copy of the Boards and Commission Handbook and are adequately trained on its contents.

Section 3. Amendments.

City Council reserves the right to amend the Boards and Commission Handbook as necessary to reflect changes in law, policy or operational needs.

Section 4. Severability.

If any section, clause or provision of this ordinance or the attached handbook is declared invalid or unconstitutional, such declaration shall not affect the validity of the remaining portions of this ordinance or the attached handbook.

Passed this _____ day of _____, 2024.

Bill Cook, Mayor

Chris Stapleton, Clerk of Council

APPROVED AS TO FORM:

Jake Jeffries, DIRECTOR OF LAW

Wright	Y	N
Bahun	Y	N
Lindsey	Y	N
Mayor Cook	Y	N
V. Mayor Eggleston	Y	N
Shamy	Y	N
Grow	Y	N

Introduction and First Reading: 10/07/2024
Second Reading and Action: 10/21/24
Effective Date of Legislation: 11/05/2024

Totals:	Pass	Fail
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BOARDS AND COMMITTEE HANDBOOK



I. INTRODUCTION

Purpose

Welcome to the City of New Carlisle Board and Committee Handbook. This publication is designed to inform and educate city board and committee members about their roles and responsibilities, the Ohio Sunshine Laws, and how to properly conduct meetings.

The information, procedures, and requirements outlined in the pages that follow will enable members of city boards and committees to conduct themselves in accordance with the laws of the State of Ohio and the laws and policies and procedures established by the City of New Carlisle.

If you have any questions about the information included in this handbook, please contact the City of New Carlisle at 937-845-9492.

This handbook includes summaries and refers to statutes, ordinances, and policies in order to give you general direction with regard to city board and committee membership. The purpose of organizing this information in this handbook is to give you sufficient information to alert you to issues that may arise as a city board or committee member or how a particular regulation applies to a specific situation is unique to each situation. If an issue arises or if you have any questions, please inform your board or committee Staff Liaison. The Staff Liaison will notify the City Manager, who will subsequently reach out to either the Clerk of Council or the Law Director for precise advice and guidance.

II. CITY OF NEW CARLISLE STRUCTURE

City and City Charter

A city is an organization created to have governmental, corporate, and proprietary powers to enable it to conduct municipal government, perform municipal functions and render municipal services. It may exercise any power for municipal purposes except as otherwise provided by law. In essence, it is a group of people who wish to live in a particular geographic area, be provided with governmental services that are financed in a certain manner, live pursuant to regulations adopted by elected officials that are in the best interests of the public as a whole and be governed under a certain form of government. The City of New Carlisle was founded in 1810. A City Charter is a document that establishes a foundation and basic rules under which a city will operate. A City Charter is approved by the voters in the

area that is to become a city. The New Carlisle City Charter was adopted on November 4, 1980, which established home rule powers.

City Council/City Manager Form of Government

The City of New Carlisle operates under a Council-Manager form of government. It provides for a City Manager appointed by, and continuously responsible to, a popularly elected City Council. The City Council is comprised of seven council members elected at large per city charter. Mayor and Vice Mayor are elected from sitting council members per the city charter.

Role of Mayor, City Council, and City Manager

The legislative powers of the City of New Carlisle are vested in and exercised by the City Council. The City Council has the power to pass ordinances, adopt resolutions and appoint officers, and board and committee members. All powers of the city, except as otherwise provided by the City Charter or by the Constitution of the State of Ohio, are vested in the City Council.

The City Manager is appointed by and reports directly to the City Council. As chief executive officer, the City Manager is responsible for directing the city's day-to-day operations and carrying out the policies set forth by the City Council.

III. CITY BOARDS AND COMMITTEES

Structure

Purpose of City Boards and Committees

City boards and committees are established and appointed by the City Council under the City Charter or through the passing of an ordinance or resolution. The specific duties of the board or committee are defined in the City Charter or the establishing ordinance or resolution. Members of the city's boards or committees are appointed by the City Council. The role of the city's boards and committees is to provide advice and recommendations to the City Council with respect to the conduct and management of any property or facility or in connection with any public function of the city. The City Charter or the ordinance or resolution creating the board or committee specifies its powers and duties.

Creation of City Boards and Committees

The City Council may at any time, by ordinance or resolution, create a board or committee. The ordinance or resolution creating such a board or committee shall specify the powers and duties, the number and qualifications of its members, and the terms of its members. The City Council may at any time, by ordinance or resolution, abolish any existing board or committee (except those established by City Charter).

Established City Boards and Committees

The following City boards and/or committees have been established by the City of New Carlisle:

- Board of Zoning Appeals
- Planning Board
- Civil Service Committee
- Tax Review Board – Charter Mandated
- Human Rights Board
- Parks and Recreation Board
- Charter Review Committee – Charter Mandated

Serving On City Boards and Committees

Eligibility for City Boards and Committees

Members of city boards and committees are required to be legal residents of the City of New Carlisle and must be a registered voter per the City Charter. All members of city boards and committees serve without compensation in a volunteer capacity.

Screening and Appointments to City Boards and Committees

When a vacancy or vacancies exist on a city board or committee, the respected board president will inform the City Council at the next regularly scheduled City Council meeting. After such notice to City Council, the City Manager, or his or her designee, will post a notice of the vacancy or vacancies on the city's website, at the City Hall Building, and all social media accounts. These vacancy notices will include a deadline for submission of an Application for City Boards and Committees (located in the Appendix of this handbook) by interested individuals. The City Manager, or his or her designee, will organize all the applications received by the deadline and provide these applications to the City Council for review. The Clerk of Council shall set-up interview dates and times with applicants after consultation and direction from City Council. The City Council shall interview each qualified candidate before appointment.

Once an applicant has been appointed to a city board or committee, the City Manager, or his or her designee, will contact the appointee and request that the appointee sign and submit a Grant of Authority to Release Personal Information (located in the Appendix of this handbook). The City Manager will submit the signed Grant of Authority to Release Personal Information from the applicant to the Human Resources Department for processing to obtain a criminal background and driving check. The results of the criminal background and driving check will be shared with City Council and, if are satisfactory, the appointee can officially be seated on the board or committee so appointed to. In no event should any appointee begin any official work on behalf of the city until the results of the criminal background check are acceptable, and a personnel file is created for the new board or committee member.

Length of Service and Terms of Office on a City Board or Committee

The terms of office for city boards and committees shall be 4 years, unless otherwise noted in the City Charter or the Ohio Revised Code. The City Charter or originating ordinance or resolution specifies the term of office and the process for appointments. All appointments to city boards and committees are made by a motion of City Council with a majority affirmative vote at a scheduled New Carlisle City Council Meeting for a specified term of office. If the appointment to a city board or committee is to fill a vacancy for an unexpired term, the appointment will be made only for the remainder of the unexpired term rather than the full term.

Reappointment to membership on a city board or committee will be considered by the City Council at the request of a city board or committee member near the expiration of the current term of office; but the City Council is not obligated to automatically make a reappointment. The City Council may opt to post a notice of a vacancy on a city board or committee near the expiration of an existing board or committee member's term of office to consider other applicants for an upcoming vacancy on a city board or committee. If the City Council decides to reappoint an existing board or committee member to a new term, the reappointment would require that the board or committee member again sign and submit an updated application. If the criminal background check is approved by the City Council recommends reappointment of a board or committee member after consideration at a Council Work Session, the Clerk of Council will make the necessary arrangements to place a motion for the reappointment of the applicant to the appropriate city board or committee for a new term at the next regularly scheduled City Council Meeting. The Clerk of Council will send a reappointment letter, signed by the mayor, to the reappointed member, the president of the committee or board to which the member has been reappointed, and to the City Manager. The City Manager will then inform the committee or board Staff Liaison and the Human Resources Department in writing.

Any board or committee member appointed or reappointed to a city board or committee will be required to be sworn in by the City Council using the City's oath of office and documented in writing on the Acceptance and Oath of Office Form (located in the Appendix of this handbook). The signed Acceptance and Oath of Office Form will be given to the Human Resources Department for placement in the member's personnel file.

City Council Liaisons

Roles and Duties of the City Council Liaisons

City Council Liaisons are members of the City Council assigned by the City Council to a city board or committee who act as a link between the board or committee and the City Council. The City Council Liaisons are not directed by the board or committee but work closely with the President and the members of the board or committee. City Council Liaisons are assigned to the boards and committees where the City Council and/or the board or committee has identified a benefit to an identified City Council Liaison. The City Council Liaisons are not members of the assigned board or committee and do not have voting rights on business before the board or committee but may participate in discussions before the board or committee.

Some of the responsibilities of the City Council Liaisons include:

1. Attend all meetings of the assigned board or committee.
2. Advise the board or committee of any City Council activities related to the board or committee that are conducted by the City Council.
3. Advise the City Council of any activities conducted by the board or committee through regular reports at Council Work Sessions, Special Meetings, or Regular Sessions.
4. Coordinate semi-annual presentations on the activities of the board or committee at Council Work Sessions, Special Meetings, or Regular Sessions.

IV. MEETINGS

Structure

Defining Meetings

A meeting is a pre-arranged gathering of a majority of members of a public body for the purpose of discussing public business. A meeting is conducted based on an agenda prepared prior to the meeting.

Quorums

A quorum is the minimum number of voting members of a city board or committee that must be present in order for the board or committee to act on a matter. If a member must abstain from voting due to a conflict of interest, and that member is required in order to have a quorum, that matter must not be heard or acted upon until a sufficient number of members allowed to vote are present. The quorum remains the same even if vacancies exist.

If there is not a quorum, action by a city board or committee may not take place. In “quasi-judicial” boards or committees considering matters related to the property rights of an applicant, there should not be a discussion of matters listed on an agenda when a quorum is not present (since procedural due process requirements must be followed). In “non-quasi-judicial” boards or committees, members may discuss matters on an agenda, but they may not act. In the case of an emergency or if there is business that cannot be delayed, those members present can, at their own risk, act with the hope that their action will be ratified at a later meeting when a quorum is present.

If a city board or committee member momentarily leaves the room (i.e., get a drink of water, restroom break, or phone call) and less than a quorum remains, no business may be conducted. The meeting must be stopped until the city board or committee member returns to restore the meeting quorum.

If a city board or committee member must be excused because of a conflict of interest, leaving less than a quorum to vote on a matter, the remaining members are not permitted to vote on the matter. The vote will not be considered a legal vote. A meeting quorum must be maintained for business to be conducted.

Frequency of Meetings

Frequency of the meetings will be determined by the board or committee members.

Absences

City board and committee members are expected to attend all scheduled meetings. If a city board or committee member is going to be absent from a meeting, the member should provide advance notice of the intended absence to the President for that board or committee as soon as possible. Excessive absences may result in the member being removed from the board or committee per the process defined in the City Charter.

A board or committee member may be excused for a valid absence or extenuating circumstances by a vote of the board or committee and the excused absence will be recorded in the minutes of the meeting. All absences will be considered before a recommendation would be made for removal or reappointment to a board or committee. Each board or committee may have rules and operating procedures specific to its function that would be reviewed in considering the removal of any member of a city board or committee. The board president keeps a record of all absences. A board or committee member may also be removed by an affirmative vote of the City Council under conditions spelled out in the City Charter or originating ordinance or resolution.

Role, Election, and Terms of President and Vice President

The President elected by the board or committee shall preside at all board or committee meetings. In the absence of a President, the Vice President (also elected by the board or committee) or other person elected by the board or committee shall preside. Boards and committees should refer to the City Charter or the originating ordinance or resolution for specific provisions for the President or Vice President. Generally, the President has no special powers over and beyond the power of any other board or committee member, unless otherwise provided in the City Charter or originating ordinance or committee to call special meetings subject to certain conditions.

Unless provided in the City Charter or the originating ordinance or resolution, the President and Vice President are elected from among the membership of the board or committee by a majority vote. The elections of the President and Vice President are scheduled on the agenda bi-annually, generally at the first meeting of the year of the board or committee. There are no term limits for being designated as a President or Vice President. The City Charter or the originating ordinance or resolution may provide a specific month for the election of the President and the Vice

President. The President and Vice President positions are held for a two-year term.

Laws, Regulations, and Policies

Ohio Sunshine Laws

The Ohio Sunshine Laws are a set of rules and regulations that provides the public with a right of access to government proceedings. The Ohio Sunshine Laws were designed to afford the public entrance into the process of governmental decision-making. Section 121.22 of the Ohio Revised Code provides the regulations that governments must follow when conducting a meeting and what happens to the documents and files used during a meeting.

Communication Among City Board

Meetings of a majority of a city board to discuss board matters must be open to the public, noticed to the public, and have written minutes taken of the meeting's proceedings. Any time a majority of a city board or committee communicates about any matter that may come before the board; it is considered a meeting under the Ohio Sunshine Laws. Communication may include the following:

- Face-to-face
- Written correspondence
- Telephone
- Email
- Hand signals
- Through an intermediary, a person who separately speaks to board members and tells one what the other says regarding a matter that may come up before the board.

A board member may send an email to other members of the board with their thoughts about a matter of business that has or will come before their board. However, it is recommended that the subject of the email should only be discussed at a future board or meeting.

No board member should speak on behalf of the board unless that board has voted to authorize that member to speak on its behalf.

A board or committee member may report what the board/committee did at its meeting without authorization but should be advised to rely on a copy of the meeting minutes in order to be accurate about the board or committee proceedings. If not, the member is at risk of accidentally misrepresenting what that board or committee did at the meeting.

Members of different boards or committees can talk about a matter to come before their individual boards or committees. Since the members are not on the same board or committee, the two individuals may discuss business that may come before their board or committee provided the members are not acting as a delegate. This holds true even if the subject matter is a proposal that will be presented to various boards and/or committees.

Open to the Public

A public meeting is a meeting of a board or committee where the public is allowed to attend but does not necessarily have permission to speak. A public hearing is a meeting where the public is invited and encouraged to speak.

If a meeting is advertised as a meeting that does not require or request public input, the public does not have to be permitted to speak. Otherwise, the public should be encouraged to speak, and everyone should be able to hear what is being said and see what is being presented. While the public has a right to attend and observe a public meeting, the law does not provide a requirement to allow the public to speak about the items being addressed at a meeting unless there is a legal requirement. The notice of a meeting should state if the meeting is one that will or will not have public input. Otherwise, the better practice is to permit public comment. The President should make the manner of public participation clear at the beginning of the meeting. The President and/or the bylaws of the meeting body establish and enforce reasonable time limits that govern how long members of the public may speak.

Guidelines for Public Participation in a Meeting

A City board or committee may find it advantageous to adopt standing rules or bylaws for public participation in its meetings. However, any rules or bylaws that a board or committee might wish to adopt must be approved by the City Council. Some guidelines for suggested standing rules are:

1. Anyone wishing to make a comment or ask a question shall wait for recognition from the President before beginning to speak.
2. The board or committee may limit the length of time for public comments on any one subject (i.e., twenty minutes on any one subject).
3. The board or committee may limit the number of speeches and the length of time for individual members of the public to speak (i.e., a member of the public may speak two times for five minutes).
4. No individual may speak a second time if someone who has not spoken wishes to speak.
5. Individuals from the public shall address the board or committee from the podium or designated area for public address so that the comments are properly recorded and amplified.
6. Speakers must use the microphone or speak in a clear, strong voice so that all may hear.
7. Comments made by the public shall be relevant to the subject under consideration.
8. The public in attendance not recognized to speak shall refrain from talking among themselves while others are speaking.
9. The rules of decorum and order required under the Ohio Sunshine Laws apply to public participation in a meeting and shall be observed at all times.

No one can be asked to leave a meeting unless they are disrupting the proceedings with unruly behavior.

Physical Needs of a Meeting Place

For a meeting to be “open to the public,” it must take place in a place large enough to accommodate public attendees. If a larger group than expected arrives, sound and/or visual projections of the meeting should be made available. If this is not possible, another room should be used, or the meeting should be postponed to another time and place when a larger room is available.

The meeting room door should be left open at all times during the meeting unless there is loud noise or activity outside of the door that is disrupting the meeting, and the noise or disruption cannot be stopped. In that instance, a sign should be posted on the door letting the public know that the meeting is going on inside the room.

Off-Site Meetings

The location of board or committee meetings should not be changed unless circumstances beyond the control of the board or committee require it to be moved. However, if the board or

committee needs to visit a particular site or location; a tour should be scheduled. Board or committee members should refrain from discussion until the tour is concluded and the board or committee convenes at its customary meeting place. The Staff Liaison should consult with the Clerk of Council's Office concerning changes to meeting locations and dates. It is encouraged that changes be kept to a minimum. The Staff Liaison should notify and plan with the person taking minutes in advance for any schedule changes.

Public Notice

The President is responsible for ensuring that proper notice of a meeting is provided. City board members should review the statutes, rules or procedures governing the type of meeting being held and follow the appropriate public notice requirements as outlined earlier in this handbook.

Meeting Minutes

Minutes are a written record of the activities that take place during a meeting. The law requires that minutes of official meetings be maintained as a permanent record of the city. All board meeting minutes are to be kept as permanent public records.

At a minimum, minutes should include:

1. A written record of the time the meeting starts and ends;
2. Meeting location;
3. Names of board members in attendance;
4. The full name for any acronyms;
5. Official actions taken by the board; and
6. Brief summary of meeting activities, including an attachment of any presentation slides used, materials, handouts, meeting packet, etc.

Minutes may also include:

1. Requests made that may not necessarily be made in the form of a motion (these may require follow-up after the meeting or may be in the form of questions that are answered at the same meeting where they are posed);
2. Comments made by the public;
3. Clarifying comments by the public or City Staff concerning requests or petitions before the city;

4. Policies or procedures announced by City Staff;
5. Opinions about the subject matter before the board within the scope of the board that warrant recording for historical purposes and to convey to the City Council.

A digital or tape recording does not replace the requirement for minutes. Written minutes must be taken.

Any official action results when a main motion, the basic device by which a matter is presented for possible action, is made. The minutes should reflect the following:

1. The name of the maker of the motion;
2. The name of the member who seconded the motion;
3. The wording of each motion as adopted or otherwise disposed of;
4. The disposition of the motion (adopted, defeated, deferred, or laid on the table);
5. Final disposition (adopted or defeated) and the record of each member's vote, for or against.

Rules for Conducting a Meeting

Meeting Agenda

The physical structure of a meeting will be determined by the agenda which is created by the President. The agenda is a list of items to be considered at the board meeting based on matters the board or committee is authorized to consider as deemed by the City Charter or the originating ordinance or resolution. The agenda should also include the approval of the minutes of the prior meeting. In addition, a board or committee may have given direction at a prior meeting for an item to be placed on a future agenda. The New Carlisle City Council or Clerk of Council may also propose matters for consideration by a board or committee. Items of business not completed or postponed from a prior meeting would also be included on the agenda and would be labeled as "Pending Business." The proper place on the agenda to bring up new topics or recommendations is under the heading of "New Business." New topics, other than those of a purely general nature, would require public notice, and should not be discussed at the present meeting, but scheduled for a future agenda. Following finalization of the agenda by the President, and at least two business days before the meeting, the Staff Liaison will distribute copies of the agenda to board or committee members and the Clerk of Council. Additionally, the Staff Liaison will post the agenda and meeting packet on the City of New Carlisle's webpage.

Failure to follow the published agenda may raise legal issues about public notice (i.e. the public is not made aware or not prepared to listen to the discussion and respond to a certain matter).

City boards and committees consider matters as ordered on the meeting agenda. Reordering an agenda should only be done for a public purpose based on a majority vote of the members of the board or committee after a member has made a motion to reorder the agenda. An item on the agenda can be moved by making a motion. For example: "I move to take up agenda Item 6 after Item 2." or "I move to consider item number 7 first." When adopted, the items are then taken up as reordered. Sometimes, agendas are reordered due to anticipated public participation for a specific item.

Conducting Business

The primary method by which city board or committee business is generally conducted is by motion. Business may also be conducted by discussions, reports submitted, and requests by members, City Staff, City Council, or citizens.

Parliamentary procedure is generally regarded and accepted as a set of rules for the orderly conduct of business at meetings. These written rules of order allow everyone to be heard and to make decisions without confusion. Examples of parliamentary rules are:

1. A quorum must be present for business to be conducted legally.
2. Every member has the right to make motions, speak in debate, and vote.
3. A member must be recognized by the President before speaking or making a motion.
4. Before a motion is brought before the board or committee, it must be seconded.
5. Only one question or motion can be considered at a time.
6. The basic principle of decision is that a proposition must be adopted by a majority vote.
7. Once a motion is seconded and before the board or committee, it must be adopted or rejected by a vote or be disposed of in some other way before any other subject can be introduced.

Although the New Carlisle City Council has officially adopted Robert's Rules of Order Newly Revised as a parliamentary authority, many of the basic principles of common parliamentary law are so widely accepted, that Robert's Rules of Order are followed.

Duties of President and Vice President

The duties of the President and Vice President, but are not necessarily limited to, those listed below:

1. Open the meeting at the appointed time by taking the President's seat and calling the meeting to order, having determined that a quorum is present.
2. Announce that all speakers, including City Staff, should speak from the podium and provide their names and the spelling of last names.
3. Swear in all individuals intending to speak on a specific matter at any quasi-judicial proceeding of a city board or committee.
4. Ask the person taking the minutes to call the roll.
5. Announce in proper sequence the business that is to come before the board or committee.
6. Recognize members who are entitled to the floor.
7. State and put to vote all questions that legitimately come before the board or committee.
8. Restate all motions and amendments to the motions.
9. Announce the name of the member who made the motion and the person making the second.
10. Ask the person taking the minutes to call the roll to vote.
11. Protect the board or committee from obvious frivolous or dilatory motions by refusing to recognize them.
12. Enforce the rules relating to debate and those relating to order and decorum within the board or committee, and with the public in attendance.
13. Open the floor to public comment.
14. Expedite business in every way compatible with the rights of the members.
15. Decide all questions of order, subject to appeal, unless submitted to the board or committee for a decision.
16. Respond to inquiries of members relating to parliamentary procedure or factual information.
17. Declare the meeting adjourned when the board or committee so votes.

The organization of the meeting is determined by the agenda and the President must keep the meeting on track by adhering to one subject or main motion at a time. If a board or committee member (or member of the public) who has been recognized deviates to an unrelated topic, the President should interrupt and tactfully restate the topic or motion under discussion. The President should also recognize only one member at a time.

Handling an Item of Business on the Agenda

Members also have responsibilities (not the least of which is to understand and follow all of the laws, rules or policies that apply to the board or committee of which each is a member). Additionally, every member has the responsibility to:

1. Learn the correct way to make motions to carry on the business of the board or committee.
2. Amend motions if they do not express the need of the majority.
3. Know and observe the rules of debate and decorum in debate.
4. Call a point of order when a rule has been broken (must be called attention to immediately).
5. Appeal the decision of the President on a point of order if not in agreement with the decision of the President.
6. Know the difference between the use of the motions "Postpone to a time certain." and "Table."
7. Understand when one should consider abstaining from voting.
8. Know that motions that limit or take away a privilege require a two-thirds vote.
9. To participate by contributing ideas, voicing meaningful concerns and opinions in debate, and voting for principle.

STEPS IN HANDLING AN AGENDA ITEM IN AN ADVISORY BOARD OR COMMISSION

Step	Action
The Chair announces the item of business.	"The next item of business is item number 5 on the agenda which is related to... Is there any discussion?"
Item introduced is open for informal discussion.	Reports may be given related to the matter, members may bring up several proposals, ideas or recommendations.
Developments or conclusions reached from open discussion.	<p>The discussion and debate may develop in two possible ways:</p> <ol style="list-style-type: none"> 1. An unspoken general consensus is reached that a specific conclusion or action is the proper course or recommendation for the board/ commission to pursue. 2. Two or more conflicting proposals may result, and passions are hard and fast on all sides.
A member or the Chair makes a main motion putting the conclusion (or one of the conclusions) into a formal motion.	<p>"I move that the board/commission recommend to the City Council..."</p> <p>OR</p> <p>"I move that the board/commission request approval for an additional study to determine..."</p>
The motion is seconded.	"I second the motion." OR "Second."
The Chair states the motion.	<p>"It is moved and seconded that the board/commission recommend to the City Council..."</p> <p>OR</p> <p>"It is moved and seconded that the board/commission request approval for an additional study to determine..."</p>
The motion made is open to debate.	<p>"I speak in favor of the motion..."</p> <p>"I speak in opposition to the motion..."</p>
The motion is also open to amendments or other disposition.	"I move to amend the motion by striking out the word ____ and inserting the word ____." "I move to defer the motion to the next meeting." "I move to refer this motion to..."
The Chair puts the question to a vote (the wording of the motion should be repeated).	<p><u>Voice Vote</u>: "The question is on the adoption of the motion to... [e.g., recommend to the City Council..., request approval for an additional study to determine...] Those in favor, say aye... Those opposed, say no..."</p> <p><u>Roll Call Vote</u>: "This vote will be taken by roll call. Those in favor of adopting the motion to... will answer yes; those opposed will answer no. The Staff Liaison will call the roll."</p>
The Chair announces the result of the vote.	"The ayes have it and the motion is adopted." OR The noes have it and the motion is lost."
The Chair makes an announcement of the next item of business.	<p>"The next business in order is..." OR</p> <p>"The next item on the agenda is..."</p>

Order and decorum can be maintained while debating or discussing a controversial issue. Order and decorum may be assured if the rules of debate and decorum are observed. Debate “is an essential element in the making of rational decisions of consequence by intelligent people.” The basic rules of debate and decorum in debate are:

1. A board or committee member (or a member of the public) must be recognized by the President before speaking in debate.
2. Remarks must be confined to the merits of the pending question or topic under consideration.
3. When speaking in debate, a member must refrain from attacking motives and must avoid name calling. Honest disagreement is often a good sign of progress.
4. All remarks should be addressed through the President. Members do not address one another directly.
5. Makers of a motion are not permitted to speak against their own motion, although they may vote against it.
6. Do not interrupt anyone who is speaking except in special situations where the urgency justifies the interruption.
7. Obtain permission of the board or committee to read from any paper or book.

If a board or committee member or member of the public interrupts another board or committee member or a member of the public causing a smooth meeting to be interrupted, the President should ask that member of the public or board or committee member to hold his or her questions and comments until he or she is recognized by the President.

If a board or committee member is speaking on a topic that is not within the authority of the board or committee to discuss, another board or committee member may ask the President for a point of order to bring the meeting back to a topic within the authority of the board or committee.

Motions

Generally, a motion is made prior to discussion. In small boards or committees, informal discussion of a topic is permitted without a motion. The board or committee may need to fully explore an issue or proposed action before deciding on the course of action to be taken.

A main motion is a formal proposal by a member in a meeting that the board or committee take certain action on an item. A motion may bring its subject to the attention of the board or committee, or the motion may follow upon the presentation of a report or other communication.

There are many other parliamentary motions which involve procedural steps related to the main motion already under consideration. These are called secondary motions. However, they do not bring business to the meeting as a main motion does. A main motion can be made only when no other motion is pending. Board and committee members should refer to Robert's Rules of Order when making motions.

In parliamentary terms, the President does not make motions in order to remain impartial and run an orderly meeting. It is good practice for the President to hand over the gavel when he or she wishes to make a motion, so that the President would not have two jobs at that time - advocating the motion and running the meeting.

Knowing what motion to make, as well as how and when to make it, will result in better meetings. Motions should be made in the positive and the vote then would reflect the decision of the board or committee.

WHAT IS IT YOU WANT TO DO?

The workhorse of introducing and handling business in a meeting is a motion. This summary of motions will not tell you everything you need to know but, for more effective meetings, you need to know what motion to make to accomplish what you want.

Your Objective	Motion to Use
Bring up business; propose an idea for action.	MAIN MOTION. A main motion can only be made when no business is pending. "I move that..."
Kill a main motion.	POSTPONE OR DEFER INDEFINITELY. A motion to postpone or defer action indefinitely. Avoids a direct vote on the main motion and "kills" it.
Make a main motion better, perfect the wording.	AMEND. Amend the main motion. You may add, delete, change, or even substitute one motion for another.
Get more information.	REFER. Refer the motion to a committee pre-approved by the City Council or back to the City Council for further instructions or for research by City Staff.
Put off the vote on a main motion.	POSTPONE. Postpone the main motion to a later time or to another meeting. The time must be definitely specified.
Put aside temporarily.	TABLE. A motion to lay the pending motion aside or on the table. Can only be used if there is an urgent reason to do so. Consideration of the motion continues after adoption of the motion to table.
Close debate and stop amendments.	PREVIOUS QUESTION. The motion requires a two-thirds vote and, if adopted, the vote is taken immediately on the pending motion.
Take a break.	RECESS. A motion to recess. A recess is a short intermission; the interrupted business is resumed after the recess.
Close the meeting.	ADJOURN. A motion to adjourn. Adjournment is in order when business is pending and, if adopted, closes the meeting immediately.
Need to know something.	POINT OF INFORMATION. A motion to ask a question of the Chair.
Point out a violation of the rules.	POINT OF ORDER. A motion to call the attention of the Chair to a problem. The point of order must be made immediately at the time the infraction occurs. The Chair must rule at once if the point of order is well taken or not well taken.

Voting, Abstaining from Voting, and Conflict of Interest

A vote is a formal expression of the will or opinion or preference of the members of a board or committee in regard to a matter submitted to it.

A majority vote is the vote required for approval of an action or choice by a board or committee. Majority means more than half of the votes cast by persons legally entitled to vote at a properly called meeting at which a quorum is present.

When a decision is to be based on more than a majority, the requirement most commonly specified is a two-thirds vote.

A board or committee member vote may not vote “absentee” or by proxy when the member cannot attend a meeting. The right to vote is limited to board or committee members who are actually present at the time a vote is taken.

The taking of any vote should begin with repeating the question or motion which is to be decided. Refer to the Appendix for the proper wording for taking a vote. Time can often be saved by the procedure of unanimous consent (also known as general consent). It can be used to adopt a motion without the steps of stating the question and putting the motion to a formal vote. To obtain unanimous consent, for example, the President states:

“If there is no objection, the minutes are approved as submitted/corrected.”

“Without objection, public participation in this meeting is extended for ten more minutes.”

If any member objects, the President must state the question on the motion and take a formal vote.

The vote of each member must be recorded on every main motion or recommendation decided by the board or committee. There should be a roll call vote on all matters specifically listed on the agenda if there is any member dissenting. The President may call for the vote and if there are no dissenting members, a voice vote is sufficient. There can be no secret votes.

If a city board or committee member has a conflict, the member should announce the conflict, and remove himself or herself physically from the board or committee seating area during that portion of the meeting. If the member wishes to address the board or committee, he or she must do so as a member of the general public. A board or committee member may not represent an

application or topic for a client in front of his or her own board or committee. If a board or committee member is not sure whether he or she has a voting conflict, the member should inform the Staff Liaison and/or contact the Law Director.

Order and Decorum

Decorum directly relates to the Ohio Sunshine Laws. The purpose of the Ohio Sunshine Laws in part is to provide the public with a right to attend a meeting and hear the proceedings, and that a record of what happened at the meeting is documented and available for those who could not attend the meeting.

The Ohio Sunshine Laws also state that all meetings shall be subject to order and decorum. "Order" is defined as customary or prescribed methods used in the conduct of deliberative, legislative, or public meetings. "Decorum" is defined as customs of formality that are followed by a presiding officer and members of a board or committee; propriety and good taste in conduct or appearance.

If a member of the public is shouting or talking off the topic or talking repeatedly about a point, thereby impeding "public" access to the meeting, there is disorder. The person exhibiting the unruly behavior may be asked to leave.

Rules of Conduct/Bylaws

For general conduct of business, boards and committees should first refer to the following laws and regulations to determine if a rule of conduct is already in place: (1) the Ohio Constitution or Ohio Statutes; (2) New Carlisle codified ordinances; or (3) a resolution or ordinance adopted by the New Carlisle City Council.

If rules are not in place and the board or committee believes a standard rule should be in place, it should be presented to the New Carlisle City Council for approval.

To be effective, all rules and regulations or bylaws of city boards and committees appointed by the City Council must be approved by resolution of the City Council. A copy of such rules and regulations or bylaws must be attached to the resolution approving them and must be available for public inspection at any time. If a city board or committee would like to establish rules or regulations or bylaws, the Staff Liaison would submit a request to the Clerk of Council to schedule the matter on City Council's agenda.

A board or committee can set a special rule that is appropriate for the moment. Such special rules could be appropriate if the electricity goes out - should the meeting continue or be adjourned after a reasonable period of time? A representative might not be present at the time their item is called off the agenda. Or the President inadvertently strays from the agenda. These are just some examples. When necessary, the President may act without a formal motion, provided no member of the board/committee objects. If there is an objection, the President must take a vote to obtain approval of the action proposed.

Testimony

Any individual wishing to speak or give testimony at a public hearing at a public meeting of a city board or committee regarding an item on the agenda needs to be sworn in. The President should explain at that time that only such individuals need to stand and be sworn in. Individuals in the audience not wishing to give testimony on any item need not stand and be sworn in.

Executive Session

Section 121.22 (G) of the Ohio Revised Code outlines the circumstances under which it is permissible for a city board or committee to go into Executive Session during a public meeting. A request for an Executive Session may only be made during a regular or special meeting of a public body.

The motion to convene into Executive Session must include one of the allowable reasons an Executive Session is permitted, which are as follows (this is the entire list):

- a) Appointment;
- b) Employment;
- c) Dismissal;
- d) Discipline;
- e) Promotion;
- f) Demotion;
- g) Compensation;
- h) Investigate charges or complaints against public (employee, official, licensee or regular individual) unless said persons request a public hearing;
- i) Consider purchase of property;
- j) Sale of property;
- k) Pending or imminent litigation (requires presence of Law Director;)

- l) Bargaining sessions regarding public employees (preparing for, conducting, or reviewing);
- m) Confidential matters (required to be kept as such by law, rules, or state statutes;
- n) Security arrangements (specialized details where disclosure might reveal information that could be used for the purpose of committing or avoiding prosecution for a violation of the law;
- o) Confidential matters related to economic development issues (requires a unanimous vote of the board or committee).

In order to recess into Executive Session, a roll call vote is required and the motion to go into Executive Session must be passed by a majority vote of the quorum of the city board or committee. The motion must state the subject of the discussion using one or more of the allowable reasons listed above.

The minutes of the city board or committee must reflect the Executive Session by documenting the member who made the motion; the member who seconded the motion; the vote count; the subject of the discussion; and the times the Executive Session was opened and was closed. No other minutes of the Executive Session are recorded, and no digital recordings are made of an Executive Session. Visitors may be allowed in Executive Session at the invitation of the board or committee. All other persons should be asked to leave the meeting area, and the doors should be shut.

As a practical matter, the need for an Executive Session by a City board or committee is an infrequent occurrence. Most of the allowable reasons for going into an Executive Session normally do not pertain to a city board or committee. An Executive Session to discuss pending or imminent court action requires the presence of the Law Director.

V. RESPONSIBILITIES OUTSIDE OF A MEETING

Code of Ethics

The citizens and businesses of the City of New Carlisle are entitled to have fair, ethical and accountable local government which has earned the public's full confidence for integrity. In keeping with the City of New Carlisle's commitment to excellence, the effective functioning of democratic government therefore requires that:

- public officials, both elected and appointed, comply with both the letter and spirit of the laws and policies affecting the operations of government;
- public officials be independent, impartial, and fair in their judgement and actions;
- public offices be used for public good, not for personal gain; and
- public deliberations and processes be conducted openly, unless legally confidential, in an atmosphere of respect and civility.

To this end, the New Carlisle City Council has adopted a Code of Ethics for members of the City Council and of the city's boards and committees to assure public confidence in the integrity of local government and its effective and fair operation. The Code of Ethics can be found in the appendix H of this handbook.

Principles

1. **Act in the Public Interest** – Recognizing that stewardship of the public interest must be their primary concern, members will work for the common good of the people of New Carlisle and not for any private or personal interest, and they will assure fair and equal treatment of all persons, claims and transactions coming before the New Carlisle City Council, boards, and committees.
2. **Comply with the Law** – Members shall comply with the laws of the nation, the State of Ohio, and the City of New Carlisle in the performance of their public duties. These laws include but are not limited to the United States and Ohio constitutions; the New Carlisle City Charter; laws pertaining to conflicts of interest, election campaigns, financial disclosures, employer responsibilities, and open processes of government; and city ordinances and policies.
3. **Conduct of Members** – The professional and personal conduct of members must be above reproach and avoid even the appearance of impropriety. Members shall refrain from abusive conduct, personal charges, or verbal attacks upon the character or motives of other members of City Council, boards, committees, City Staff, or the public.
4. **Respect for the Process** – Members shall perform their duties in accordance with the processes and rules or order established by the City Council, boards, and committees governing the deliberation of public policy issues, meaningful involvement of the public, and implementation of policy decisions of the City Council by city staff.

5. **Conduct of Public Meetings** – Members shall prepare themselves for public issues; listen courteously and attentively to all public discussions before the body; and focus on the business at hand. They shall refrain from interrupting other speakers; making personal comments not germane to the business of the body; or otherwise interfering with the orderly conduct of meetings.
6. **Decisions Based on Merit** – Members shall base their decisions on the merits and substance of the matter at hand, rather than on unrelated considerations.
7. **Communication** – Members shall publicly share substantive information that is relevant to a matter under consideration by the City Council or boards and committees, which they may have received from sources outside of the public decision-making process.
8. **Conflict of Interest** – In order to assure their independence and impartiality on behalf of the common good, members shall not use their official positions to influence government decisions in which they have a material financial interest or where they have an organizational responsibility or personal relationship, which may give the appearance of a conflict of interest. In accordance with the law, members shall disclose investments, interests in real property, sources of income, and gifts, and they shall abstain from participating in deliberations and decision-making where conflicts may exist.
9. **Gifts and Favors** – Members shall not take any special advantage of services or opportunities for personal gain, by virtue of their public office, that are not available to the public in general. They shall refrain from accepting any gifts, favors or promises of future benefits which might compromise their independence of judgement or action or give the appearance of being compromised.
10. **Confidential Information** – Members shall respect the confidentiality of information concerning the property, personnel, or affairs of the City. They shall neither disclose confidential information without proper legal authorization, nor use such information to advance their personal, financial, or other private interests.
11. **Use of Public Resources** – Members shall not use public resources not available to the public in general, such as city staff time, equipment, supplies, or facilities, for private gain or personal purposes.
12. **Representation of Private Interests** – In keeping with their role as stewards of the public interest, members of City Council shall not appear on behalf of the private interests of third parties before the City Council or any board, committee, or proceeding of the City, nor shall members of boards and committees appear before

their own bodies or before the City Council on behalf of the private interests of third parties on matters related to the areas of service of their bodies.

13. **Advocacy** – Members shall represent the official policies or positions of the City Council, board or committee to the best of their ability when designated as delegates for this purpose. When presenting their individual opinions and positions, members shall explicitly state they do not represent their body or the City of New Carlisle, nor shall they allow the inference that they do.
14. **Policy Role of Members** – Members shall respect and adhere to the structure of New Carlisle City government. In this structure, the City Council determines the policies of the city with the advice, information and analysis provided by the public, boards and committees, and city staff. Members therefore shall not interfere with the administrative functions of the city or the professional duties of city staff; nor shall they impair the ability of city staff to implement City Council policy decisions.
15. **Independence of Boards and Committees** – Because of the value of the independent advice of boards and committees to the public decision-making process, members of City Council shall refrain from using their position to unduly influence the deliberations or outcomes of board and committee proceedings.
16. **Positive Workplace Environment** – Members shall support the maintenance of a positive and constructive workplace environment for city employees and for citizens and businesses dealing with the city. Members shall recognize their special role in dealings with city employees to in no way create the perception of inappropriate direction to city staff.
17. **Implementation** – As an expression of the standards of conduct for members expected by the city, the New Carlisle Code of Ethics is intended to be self-enforcing. It therefore becomes most effective when members are thoroughly familiar with it and embrace its provisions. For this reason, ethical standards shall be included in the regular orientations for candidates for City Council, applicants to boards and committees, and newly elected and appointed officials. Members entering office shall sign a statement affirming they read and understand the City of New Carlisle Code of Ethics. In addition, the Code of Ethics shall be annually reviewed by the City Council and the City Council shall consider recommendations from boards and committees and update it as necessary.

18. **Compliance and Enforcement** – The New Carlisle Code of Ethics expresses standards of ethical conduct expected for members of the New Carlisle City Council, boards, and committees. Members themselves have the primary responsibility to assure that the ethical standards are understood and met, and that the public can continue to have full confidence in the integrity of government. The Chairs of boards and committees and the mayor have the additional responsibility to intervene when actions of members that appear to be in violation of the Code of Ethics are brought to their attention.

A violation of this Code of Ethics shall not be considered a basis for challenging the validity of a City Council, board, or committee decision.

City Board or Committee Member as a Public Official

Board and committee members are considered public officers. A public officer “includes any person elected or appointed to hold office in any agency including any person serving on an advisory body.” This includes all advisory board and committee members.

Certain laws apply to board and committee members when they are not participating strictly in the role as board or committee members. Most of these laws deal with conflict of interest in business relationships and can be found in Section 102.01 et. seq. of the Ohio Revised Code.

Conflict of Interest

A conflict of interest can be related to your interests or those of a relative or friend or those of a company where you are an employee or officer. Board or committee members can avoid conflict of interest problems by being aware of statutory restrictions, adhering to such restrictions, using good judgment, and being fair in decision-making.

Board or committee members shall not rent or sell the city services or goods or property that they or their employer are providing without first checking to see if there is an exception. Members may not be able to be a board or committee member and do business with the City of New Carlisle at the same time. A board or committee member may request a waiver from the New Carlisle City Council. The City Council will review the request and decide if a waiver is warranted.

Public Records

Public records include all documents, papers, letters, maps, books, tapes, photographs, films, sound recordings, data processing software or other material, regardless of the physical form, characteristics or means of transmission, made, or received pursuant to law or ordinance or in connection with the transaction of official business of the City. The City of New Carlisle Public Records policy is located in the Appendix of this handbook.

Email on official business sent from a personal computer is also subject to public records laws.

Gifts

A board or committee member is prohibited from soliciting or accepting anything of value, such as a gift, loan, reward, promise of future employment, favor or service that is based on an understanding that their vote, official action, or judgment would be influenced by such a gift.

It may be permissible for someone to buy lunch for a board or committee member. It depends on who is buying the lunch and how much it costs. However, the board or committee member needs to be sure the person buying lunch is not someone trying to influence a vote on a particular matter.

VI. INDEMNIFICATION AND INSURANCE

City officials, including board and committee members, are indemnified, and covered by the city insurance policies in the performance of their official duties on behalf of the city in a dispute, proceeding, or litigation.

VII. PENALTIES

Possible consequences for violation of the Ohio Sunshine Law, conflict of interest, gift, and public records laws include:

1. Criminal penalties for a “knowing” violation;
2. Fines;
3. Removal from office;
4. Action taken outside of the Ohio Sunshine Laws is void (may take corrective action by rehearsing the item); or
5. Payment of attorney’s fees of person seeking redress for the violation.

VIII. REMOVAL OF BOARD OR COMMITTEE MEMBER

Removal of board or committee member by a majority of the City Council at a regular City Council Meeting, City Council may remove any member of a board or committee for lack of qualifications, incompetency, misconduct, or neglect of duty. The reasons for the removal shall be stated in writing and said member of a board or committee shall be given an opportunity to be heard at a regular City Council Meeting. Action of the City Council shall be final.



BOARDS AND COMMITTEE HANDBOOK APPENDIX

HOW TO CONDUCT A MEETING

Order Of Business	Script For Presiding Officer
Call To Order.	"The meeting will come to order." OR "The meeting will be in order."
Opening Ceremonies (e.g. Pledge of Allegiance)	"The Chair recognizes...for..."
Roll Call.	"The Staff Liaison will call the roll."
Reading and approval of minutes (If the minutes were distributed in advance of the meeting).	"The minutes were previously distributed to all board/commission members. Are there any corrections to the minutes? (pause) "If there are no corrections, the minutes are approved as distributed." OR "Are there any additional corrections to the minutes?" (pause) "If there are no further corrections, the minutes are approved as corrected."
Announce rules for public participation (if applicable).	"Several items on the agenda for this evening are of greater than normal concern for members of the public here this evening. The Chair has received several requests to permit public participation. If there is no objection, each individual from the public who wishes to speak will be permitted three minutes to speak and may not speak a second time until all who wish to speak once have spoken."
Announce an item of business on the agenda.	"The first (or next) item on the agenda is the request from the City Council for a recommendation to..."
Pending Business.	"Is there any pending business?" "Is there any further pending business?"
New Business.	"Is there any new business?" "Is there any further new business?"
General Good and Welfare.	"Does any member have any item of a general nature relative to the work of this board/commission that needs to be discussed?"
Announcements.	"The Chair would like to make the following announcements... Are there any other announcements?"
Adjournment.	"Is there any further business?" (pause) "Since there is no further business, the meeting is adjourned."

MOTIONS

<p>1. MEMBER ADDRESSES THE CHAIR Member seeks recognition from the Chair by raising hand when no one else has the floor, and says...</p>	<p>“Mr. Chair...Madam Chair...etc.”</p>
<p>2. CHAIR RECOGNIZES MEMBER If the member is entitled to the floor at the time, the Chair recognizes member by saying...</p>	<p>“The Chair recognizes...” (person’s title, place or area member represents, or name)</p>
<p>3. MEMBER MAKES MOTION After the Chair recognizes the member, the member makes the motion... (Note: The maker of the motion has the right to speak first in debate, after the Chair has stated the question.)</p>	<p>“I move that...” (Note: Not “I make a motion that...” and not “I so move...”)</p>
<p>4. ANOTHER MEMBER SECONDS THE MOTION Another member without obtaining the floor or waiting for recognition says... (Note: A second merely implies that the seconder agrees that the motion should come before the meeting; not that the seconder is in favor of the motion.)</p>	<p>“I second the motion.” OR “I second it.” OR “Second.”</p>
<p>5. CHAIR STATES QUESTION The Chair formally places the motion before the board/commission by stating the question; that is, the Chair repeats or states the exact motion.</p>	<p>“It is moved and seconded that...”</p>
<p>6. DEBATE THE QUESTION If debatable, after stating the question, the Chair should turn toward the maker of the motion to see if the member wishes to be assigned the floor first in debate. Debate must be confined to the merits of the pending question.</p>	<p>Chair: “Are you ready for the question?”</p> <p>Member: “Mr. Chair/Madame Chair, (waits for recognition) I speak in favor of (or against) the motion...”</p>
<p>8. CHAIR ANNOUNCES RESULT The Chair announces the result of the vote, declares that the motion is adopted or defeated, states the effect of the vote or orders its execution, and announces the next item of business.</p> <p style="text-align: center;">Voice or Roll Call Vote</p> <p style="text-align: center;">Two-Thirds Vote (Counted)</p>	<p>“The ayes have it and the motion is adopted.” OR “The noes have it and the motion is defeated.”</p> <p>“There are ____ in the affirmative and ____ in the negative. The affirmative has it and the motion is adopted.” OR “The negative has it and the motion is defeated.”</p> <p>“There are ____ in the affirmative and ____ in the negative. There are two-thirds in the affirmative and the motion is adopted.” OR “There are less than two-thirds in the affirmative and the motion is defeated.”</p>

GLOSSARY OF PARLIAMENTARY AND MEETING TERMS

Introduction

Accountants have a jargon; airline pilots speak a language that is different; football, soccer, basketball, and baseball all have rules and terms that are unique to each sport. Academic, religious, legal, and scientific organizations also speak about rules and protocols unknown to most people. Why should parliamentary procedure, which applies to them all, be any different?

Some terms are not “parliamentary”, but the terms are important to understand because of common usage in clubs, boards, committees, and various other organizations. Some words are new to the scene and tend to confuse the terminology generally accepted in parliamentary circles (e.g., a new meaning for “President” or a “super majority”).

The source for most of the definitions is Robert’s Rules of Order Newly Revised, 11th edition. Some definitions have been expanded with material from the Merriam-Webster online dictionary. Others have been extracted from a library of books on parliamentary procedures. Where Robert’s Rules of Order was the source, generally, no attempt was made to rewrite or edit or condense the definitions. Some definitions have been modified for use or application to municipal advisory boards or committees and some definitions have been omitted because the definitions do not apply.

abstain. To refrain deliberately from voting.

adopt. Formal acceptance of what a motion proposes usually established by a vote.

adjourned meeting. A meeting in continuation of the session of an immediately preceding meeting which was incomplete, and which takes up where the incomplete meeting was interrupted.

agenda. A list or outline of things to be done at a meeting; the most important of which is the items of business.

ballot. A sheet of paper used to cast a secret vote.

call (or notice) of a meeting. A written notice of the time and place for a meeting; to invite or command to meet.

call (meeting) to order. The opening action of a presiding officer that officially starts a meeting.

call or put the question to vote. Place a motion before the board/committee/organization for a vote; putting a motion to a vote. Merriam-Webster: a: to set before one for judgment or decision (put the question) b: to call for a formal vote on (put the motion).

carried. The same as “adopted.”

president. The person presiding; the station in the meeting room from which the president presides.

president pro tem (pro tempore). The individual appointed or elected to preside on a temporary basis.

con. On the negative side; against; in opposition to (as in pro and con).

consensus. General agreement; unanimity; a group decision-making process where substantial agreement is reached by all concerned parties.

custom. A long-established practice considered as unwritten law.

debate. Discussion on the merits of a motion; the formal discussion on the reasons for or against a proposed action.

decorum. Customs of formality that are followed by the presiding officer and members of a board/committee/organization; propriety and good taste in conduct or appearance.

dilatory. Tending or intended to cause delay.

elect. Choose by vote for an office, position, or membership.

executive session. Any meeting of a deliberative organization, or a portion of a meeting, at which the proceedings are secret.

ex officio. By virtue of an office or position held in the society or in the state or national society. An ex-officio member is an individual who is a member of boards/committees by virtue of an office or position held.

floor. The exclusive right to speak in a meeting.

gavel. A mallet used by a presiding officer for commanding attention or confirming an action.

general consent. A time-saving procedure whereby routine business or questions of little importance are decided/approved without putting a formal vote; a form of voting in which no objection is voiced (considered unanimous consent).

germane. Closely related to (used in relation to amendments and debate which must be germane to the motion being amended or debated).

good of the order (general good and welfare). An agenda item under which open and informal discussion is permitted on a varying range of topics related to the organization as a whole.

hearing. An open meeting of a board or committee in which members of the society have the opportunity to appear before the board or committee and present their view on a subject.

incidental main motion. A main motion that is incidental to or related to the business of the board/committee, or its past or future action.

incidental motion. A motion that arises out of another motion that is or has just been pending and must be disposed of before the original pending motion is acted upon.

indecorum. Lack of decorum; a breach of order; a violation of the rules or customs of formality in a meeting.

in order. Appropriate in the current environment according to parliamentary or other rules of a society.

law. a: A binding custom or practice of a community; a rule of conduct or action prescribed or formally recognized as binding or enforced by a controlling authority; b: The whole body of such customs, practices, or rules.

legislative body. Refers to a constitutionally established public lawmaking body of representatives.

defeated motion. A motion which has been defeated.

main motion. A formal proposal by a member, in a meeting, that the board/committee take certain action; the lowest ranking of the thirteen ranking motions. See **original main motion** and **incidental main motion**.

majority. More than half; a number greater than half a total.

majority vote. The basic requirement for approval of an action or choice by a deliberative board/committee; without qualification, it means more than half of the votes cast by members legally entitled to vote who are present and voting.

meeting. A single official gathering of the members of a board/committee/organization in one room or area to transact business for a length of time during which there is no cessation of proceedings, and the members do not separate, unless for a short recess.

member. A person who has the right to participate in a meeting and whose opinion has equal weight with other members as expressed by a vote. A member has the right to make motions, to speak in debate and to vote.

minority. The smaller in number of two groups, constituting a whole; specifically; a group having less than the number of votes necessary for control.

minutes. The official record of the proceedings of a deliberative board/committee/organization which contains mainly a record of what was done at the meeting, not what was said by the members.

motion. A formal proposal for action made to a deliberative board/committee/organization; a question.

nay. A vote against; a negative reply or vote.

negative vote. A vote against the adoption of a motion.

new business. New items of business or matters which may be brought up to a board/committee/organization for consideration.

notice of meetings. See **call (or notice) of a meeting**.

notice of motions. See **previous notice**.

null and void. Having no legal or binding force or effect.

objection (object). A formal expression of opposition to a proposed or pending action or motion; to oppose something firmly and usually with words or arguments.

obtain the floor. Secure recognition in order to speak or to make a motion.

officer. One who holds an office of trust, authority, or command in an organization.

opening ceremony. A series of acts prescribed by protocol which immediately follow the meeting call to order and may include the invocation, the singing of the National Anthem, the reciting of

the Pledge of Allegiance, a ritual briefly recalling the objects or ideals of the organization, or the like.

opinion (parliamentary). The president's reply to a parliamentary inquiry.

opposed. To be hostile or adverse to; to be against the adoption of the pending motion.

order. The customary or prescribed mode of proceeding in debates or in the conduct of deliberative or legislative bodies, public meetings, etc., (i.e., parliamentary rules of order).

order of business. An established sequence in which certain types or classes of business are to be brought up or permitted to be introduced at sessions of a given board/committee/organization.

original main motion. A main motion that introduces a substantive question as a new subject; the basic device by which a matter is presented to the board/committee/organization for possible action.

out of order. A motion, request, or behavior which is in violation of the rules of an organization.

outrank. Take precedence of; to rank higher than.

parliamentarian. A consultant, commonly a professional, who advises the presiding officer and other officers, boards, committees, and members on matters of parliamentary procedure. The role of the parliamentarian during a meeting is purely an advisory and consultative one.

parliamentary authority. Any accepted manual of parliamentary law which an organization may adopt as the rules of order the organization will follow; e.g., Robert's Rules of Order.

parliamentary law. The rules and precedents governing the proceedings of deliberative assemblies and other organizations.

parliamentary procedure. A set of rules for the orderly conduct of business at meetings that allows everyone to be heard and to make decisions without confusion.

pass. The response by a voter (in a roll call vote) indicating that the member is not ready to vote but wishes to be called on again after the roll has been completed.

pass/passed. (with reference to a motion) The same as adopted or carried.

pending motion (pending question). A motion which has been stated by the president but has not yet been disposed of permanently or temporarily.

personal privilege. A right or immunity granted as a peculiar benefit, advantage, or favor of an individual in a society. A question of personal privilege may relate to an incorrect record of a member's participation or to charges circulated against a member's character.

Pledge of Allegiance to the Flag of the United States of America. A solemn oath of allegiance or fidelity to the United States which forms part of many opening ceremonies of deliberative assemblies in the United States.

podium. (plural: podiums or podia) A dais especially for a presiding officer; lectern.

policy. A high-level overall plan embracing the general goals and acceptable procedures in and for a society.

preamble. Usually refers to the statement(s) of the reasons for the action being proposed in a resolution. The preamble begins with the word “Whereas”.

precedent. Something done or said that may serve as an example or rule to authorize or justify a subsequent act of the same or an analogous kind.

preside. To exercise guidance, direction, or control of a meeting; to occupy the place of authority; act as president, president, or moderator.

presiding officer. The person conducting a meeting; the individual who has the responsibility of exercising guidance, direction, and control of a meeting of a deliberative board/committee/organization.

prevailing side. The winning side, whether affirmative or negative.

previous notice. An announcement of intent to introduce a proposal – indicating the exact content – given at the preceding meeting or in the call of the meeting at which the proposal is to be brought up.

primary amendment. The first proposed wording modification to an amendable motion made using the subsidiary motion to amend.

pro. On the affirmative side; in favor of (as in pro and con).

pro tem (pro tempore). For the time being; temporarily.

protocol. A code prescribing strict adherence to correct etiquette and precedence.

question. A motion; a subject or point of debate or a proposition to be voted on in a meeting; the bringing of such to a vote; the specific point at issue. The “question” is whether the board/committee/organization agrees to or will adopt the immediately pending motion.

question of privilege. Relates to the rights and privileges of the board/committee/organization or its members. There are two types: 1) the privileges of the board/committee/organization as a whole; 2) personal privileges.

quorum. The minimum number of voting members who must be present at a meeting of a deliberative board/committee/organization for business to be legally transacted.

rank. The same as **precedence**.

ratify. To approve and sanction formally. In a parliamentary sense, it means to confirm or make.

recognition. The president’s formal acknowledgment that a member is assigned the floor.

recognize. The process by which the presiding officer assigns the floor to a member for the purpose of making a motion, to speak in debate or to make a proper inquiry permitted under the rules.

regular meeting. The periodic business meeting of a permanent society, local branch, or board, held at weekly, monthly, quarterly, or similar intervals, for which the day should be prescribed by the bylaws and the hour should be fixed by a standing rule of the society.

report. An account, usually written, of the study or work conducted by an officer or by a board/committee.

reporting member. Member of a board/committee that submits the board/committee's report to the board/committee/organization.

resignation. The formal act of giving up one's office or position.

resolution. A main motion which either because of its importance or because of its length or complexity is presented (usually in writing) in a formal format. A resolution begins with "Resolved" and may have a preamble (begins with "Whereas") which includes a brief statement(s) of the background and/or the reasons/rational for adoption of the resolution.

Robert's Rules of Order. The most widely used manual on parliamentary procedure written by General Henry M. Robert; originally published in 1876.

Robert's Rules of Order Newly Revised. The current edition of the parliamentary manual written by General Henry M. Robert with material from his other books incorporated into the original Robert's Rules of Order.

roll call. The procedure (usually by the secretary) of calling off a list of names (as for checking attendance).

roll call vote. The process of voting by each member responding "yea" or "nay" as the member's names are called by the secretary. It has the opposite effect of a ballot vote.

RONR. Acronym for *Robert's Rules of Order Newly Revised*.

ROR. Acronym for *Robert's Rules of Order Revised*, editions of General Robert's manual published between 1915 and 1951.

rules of order. Refers to the written rules of parliamentary procedure; such rules related to the orderly transaction of business in meetings and to the duties of officers in that connection.

ruling. A decision of the president on questions of parliamentary law usually rendered in response to a point of order.

second. A verbal, sometimes written, indication made by any member of a board/committee/organization that the member agrees that a motion made should come before the meeting (not that the member necessarily favors the motion).

secondary amendment. A motion to amend applied to itself (the pending primary amendment) i.e., an amendment to an amendment.

secondary motion. A subsidiary privileged or incidental motion that can be made while a main motion is pending and whose procedural or emergency character does not violate the principle of taking up only one question at a time; it must be acted upon or disposed of before continuation of the main question.

secretary. An officer of an organization or society responsible for its records and where there are both a recording secretary and a corresponding secretary, the term secretary, used alone, refers to the recording officer.

secretary pro tem. The person elected or appointed to serve as secretary on a temporary basis, as in the case where the secretary may not be present at a meeting.

special meeting (or called meeting). A separate session of a society held at a time different from that of any regular meeting and convened only to consider one or more items of business specified in the call of the meeting.

special rules of order. Parliamentary rules adopted by an organization which it finds are needed at that moment in order to address a situation that arises and there is no existing rule to address it.

stand at ease. A brief pause in a meeting permitted by the president without objection and without a declaration of recess whereby members remain in their places but there is a technical interruption of the meeting.

standing rules. (except in the case of conventions). Rules which are related to the details of the administration of a society rather than to parliamentary procedure.

stating the question. After a motion is made and seconded the presiding officer repeats the motion so there will be no doubt what is to be considered.

subcommittee. A subdivision of a board/committee usually organized for a specific purpose. A subcommittee is responsible to and reports to the board/committee which organized it.

substitute motion. The motion proposed to be substituted for the pending motion.

super majority (a fairly recent term). A majority that must represent some percentage more than a simple majority (more than half), e.g., a two-thirds or a three-fifths vote.

sustain. To uphold or support as true, legal, or just. When a point of order or any ruling of the president is appealed, a presiding officer may ask the organization to decide if the decision of the president should stand as the judgment of the organization. If the board/committee/organization votes “yes”, the members are said to sustain the decision of the president.

table. A colloquial term for disposing of a motion by putting the motion aside temporarily.

tie vote. An equal number of affirmative and negative votes; since a tie vote is not a majority, a motion requiring a majority vote for adoption is lost.

timekeeper. Appointed by the presiding officer (mostly at conventions) to monitor the time each speaker is allotted for debate.

two-thirds vote (when the term is unqualified). At least two-thirds of the votes cast by persons legally entitled to vote, excluding blanks and abstentions, at a regular or properly called meeting at which a quorum is present.

unanimous consent. A time-saving procedure whereby routine business or questions of little importance are decided/approved without taking a formal vote. See **general consent**.

undebatable motion. A motion on which discussion is not permitted.

unfinished business. Matters not completed at the previous meeting, which are included on the agenda of the current meeting.

vacancy. An office or position which has not been filled or which is otherwise not occupied by an incumbent.

vacate the president. The process whereby the regular presiding officer leaves the president, and another individual presides.

voice vote. The process of voting by voice where an “aye” vote indicates for or in favor and a “no” vote means against or not in favor.

vote. A formal expression of the will, or opinion, or preference of the members of an organization in regard to a matter submitted to it.

withdraw (as a motion). To take back or remove from consideration.

yeas and nays. Another term for a roll call vote.

yield. Give precedence to; give way to. A lower ranking motion yields to a motion of higher rank.

yield the floor. When a member who has been recognized as “having the floor” finishes speaking, the member is said to “yield the floor” after the member sits down.



BOARD OR COMMITTEE MEMBERSHIP APPLICATION

To serve on any of these boards you must be a registered voter and a citizen of the City of New Carlisle.

Name: _____ Date: _____

Home Address: _____

Phone: _____ Email: _____

Board or Committee of interest: _____

Why do you wish to serve on this Board or Committee?

Please return this application to the City Building, located at 331 S. Church St., or submit online to general@newcarlisleohio.gov



GRANT OF AUTHORITY TO RELEASE PERSONAL INFORMATION FOR CITY BOARDS AND COMMITTEES

TO: Whom It May Concern

I have made application for a position on a Board or Committee with the City of New Carlisle, Ohio. I am aware that my background is to be investigated thoroughly; and I have pledge to cooperate completely with the background screening process. I acknowledge that the City of New Carlisle will conduct the background screening process, and that this inquiry may include, but is not limited to conviction records, and driving & motor vehicle records. It is further my understanding that any history adversely reflecting on my qualifications for service on the Board or Committee obtained by such investigation may be cause for disqualification for appointment.

I hereby authorize the release of any and all criminal, employment, military, educational history, driving and motor vehicle information which you might have concerning me (excluding records relating to my medical history) to the City of New Carlisle upon the request of the bearer or sender of this document. I acknowledge that the information which you might provide is for the official use of the City of New Carlisle, which is authorized to furnish the information obtained to third parties in the course of fulfilling the City's duties.

I hereby release you as custodian of such records or information, and any employer, educational institution training provider, or other repository of military records, officers, employees, and related personnel, individually or collectively, from any and all liability for damages, which might accrue to me, my heirs, assigns, or associates, because of compliance with this authorization. I hereby agree to hold harmless any person who reveals to the City of New Carlisle any information which is truthful and not given with malicious intent.

(Applicant Signature) (Print Full Name)

Date of Birth: _____ Social Security Number: _____

Current Residence Address: _____
(Street Address)

(City/State/Zip)

STATE OF OHIO

COUNTY OF _____

This day _____ personally appeared before me and acknowledged
(Applicant Name)

his/her statement and signature, which was executed in my presence.

DATE: _____
Notary Public Signature (and Seal)



**BOARD OR COMMITTEE
MEMBER ACCEPTANCE AND
OATH OF OFFICE**

I have read the City of New Carlisle Board and Committee Handbook in its entirety provided to me and pledge to carry out the responsibilities of my position in a trustworthy and diligent manner and in accordance with the New Carlisle Code of Ethics as outlined in the City of New Carlisle Board and Committee Handbook.

I hereby accept the position as a member of the _____ in the City of New Carlisle to which I have been appointed by the New Carlisle City Council.

(Signed)

(Printed Name) (Title)

OATH OF OFFICE

I, _____, do solemnly swear or affirm to support the Constitution of the United States, the Constitution of the State of Ohio, the Charter, and all ordinances of the City of New Carlisle and that I will faithfully, honestly, and impartially discharge the duties of my office to the best of my abilities, so help me God.

(Signed)

(Printed Name) (Title)

SWORN AND SUBSCRIBED TO THIS _____ DAY OF _____, 20_____.

BEFORE _____
(Signed)

(Printed Name) (Title)



PUBLIC RECORDS POLICY

(Summarized)

The Public Records Policy of the City of New Carlisle guides employees in making available the materials to which the public is entitled by law. The policy, summarized below, appears in full in the City of New Carlisle's Employee Handbook and after this summary. A copy of the most recent edition of the Ohio Sunshine Laws: An Open Government Resource Manual is available free at www.OhioAttorneyGeneral.gov/YellowBook

DEFINING AND ORGANIZING PUBLIC RECORDS

The City of New Carlisle, in accordance with the Ohio Revised Code, defines records as including the following: Any document –paper, electronic, including but not limited to, e-mail, text messages or other electronic communications – that is created or received by, or comes under the jurisdiction of a public office that documents the organization's functions, policies, decisions, procedures, operations, or other activities of the office. All records are public unless they are specifically exempt from disclosure under the Ohio Revised Code.

MAKING RECORDS ACCESSIBLE

Public records are available for inspection during regular business hours. Records must be provided promptly for inspection, and copies must be made available within a reasonable period of time.

PROCESSING REQUESTS

All requests for public records must either be satisfied or be acknowledged in writing or electronically as soon as is practicable. An oral response shall satisfy the requirement of a receipt when the requester does not provide an email or postal address. If a request is deemed significantly beyond "routine," such as seeking a voluminous number of copies or requiring extensive research, the acknowledgment should include the following:

- An estimated number of business days it will take to satisfy the request.
- An estimated cost if copies are requested.
- Any items within the request that may be exempt from disclosure.

HANDLING ELECTRONIC RECORDS

Electronic records are to be treated in the same way as records in other formats. Email, text messages, and instant messages, for example, may be public records if their content documents the business of the office.

Public Records content transmitted to or from private email accounts or personal devices are subject to disclosure. All employees or representatives of the City are required to retain their email records and other electronic records in accordance with applicable records retention schedules.

DEALING WITH DENIALS OR REDACTIONS

If the office withholds, redacts, or otherwise denies a requested record, it must provide an explanation, including legal authority where applicable. If portions of a record are public and other portions are exempt, the exempt portions may be redacted while the rest are released. If there are redactions, each identified redaction must be accompanied by a supporting explanation, including legal authority.

DETERMINING COPYING AND MAILING CHARGES

There is no charge to inspect public records. Those seeking public records will be charged only the actual cost of making copies, excluding labor. The charge for paper copies is 10 cents per page. The charge for electronic files downloaded to a compact disc is \$1 per disc. There is no charge for emailed documents. The requester shall pay all mailing costs (postage and mailing supplies, or other actual cost of delivery) if the requester asks the documents to be mailed. The city may require payment prior to providing copies of the requested records.

MANAGING RECORDS

Records retention schedules are also available on the City of New Carlisle's Administrative Offices located at 331 North Church Street, New Carlisle, Ohio 45344.

FAILURE TO RESPOND TO A PUBLIC RECORDS REQUEST

The City of New Carlisle recognizes the legal and non-legal consequences of failure to properly respond to a public records request. In addition to the distrust in government that failure to comply may cause, the City's failure to comply with a request may result in a court ordering the city to comply with the law and to pay the requester attorney's fees and damages.

DESTRUCTION OF PUBLIC RECORDS

The City of New Carlisle adopted a Records Retention Schedule in February 2005. All public records are maintained and destroyed according to this Schedule.

PUBLIC RECORDS POLICY

(Full Policy)

Introduction

It is the policy of the City of New Carlisle that openness leads to a better-informed citizenry, which leads to better government and better public policy. It is the policy of the City of New Carlisle to strictly adhere to the state's Public Records Act. All exemptions to openness are to be construed in their narrowest sense and any denial of public records in response to a valid request must be accompanied by an explanation, including legal authority, as outlined in the Ohio Revised Code. If the request is in writing, the explanation must also be in writing.

Section 1. Public Records

This office, in accordance with the Ohio Revised Code, defines records as including the following: Any document – paper, electronic (including, but not limited to, e-mail), or other format – that is created or received by, or comes under the jurisdiction of a public office that documents the organization, functions, policies, decisions, procedures, operations, or other activities of the office. All records of (this office) are public unless they are specifically exempt from disclosure under the Ohio Revised Code.

Section 1.1

It is the policy of the City of New Carlisle that, as required by Ohio law, records will be organized and maintained so that they are readily available for inspection and copying (See Section 4 for the e-mail record policy). Record retention schedules are to be updated regularly.

Section 2. Record Request

Each request for public records should be evaluated for a response using the following guidelines:

Section 2.1

Although no specific language is required to make a request, the requester must at least identify the records requested with sufficient clarity to allow the public office to identify, retrieve, and review the records. If it is not clear what records are being sought, the person responsible for that particular department's records must contact the requester for clarification and should assist the requestor in revising the request by informing the requestor of the manner in which the office keeps its records.

Section 2.2

The requester does not have to put a records request in writing and does not have to provide his or her identity or the intended use of the requested public record. It is the City's general policy that this information is not to be requested.

Section 2.3

Public records are to be available for inspection during regular business hours, with the exception of published holidays. Public records must be made available for inspection promptly. Copies of public records must be made available within a reasonable period of

time. "Prompt" and "reasonable" consider the volume of records requested, the proximity of the location where the records are stored, and the necessity for any legal review of the records requested.

Section 2.4

Each request should be evaluated for an estimated length of time required to gather the records. Routine requests for records should be satisfied as soon as feasible to do so.

All requests for public records must either be satisfied (see Section 2.4) or be acknowledged in writing by the City of New Carlisle within a reasonable time following the City's receipt of the request. If a request is deemed significantly beyond "routine," such as seeking a voluminous number of copies or requiring extensive research, the acknowledgement must include the following:

Section 2.4a

An estimated number of business days it will take to satisfy the request.

Section 2.4b

An estimated cost if copies are requested.

Section 2.4c

Any items within the request that may be exempt from disclosure.

Section 2.5

Any denial of public records requested must include an explanation, including legal authority. If portions of a record are public and portions are exempt, the exempt portions are to be redacted and the rest released. If there are redactions, each redaction must be accompanied by a supporting explanation, including legal authority.

Section 3. Costs for Public Records

Those seeking public records will be charged only the actual cost of making copies.

Section 3.1

The charge for paper copies is 10 cents per page.

Section 3.2

The charge for downloaded computer files to a compact disc is \$1 per disc.

Section 3.3

There is no charge for documents e-mailed.

Section 3.4

Requesters may ask that documents be mailed to them. They will be charged the actual cost of the postage and mailing supplies.

Section 4. E-mail

Documents in electronic mail format are records as defined by the Ohio Revised Code when their content relates to the business of the office. E-mail is to be treated in the same fashion as records in other formats and should follow the same retention schedules.

Section 4.1

Records in private e-mail accounts used to conduct public business are subject to disclosure, and all employees or representatives of this office are instructed to retain their e-mails that relate to public business (see Section 1 Public Records) and to copy them to their business e-mail accounts and/or to the office's records custodian.

Section 4.2

E-mails from private accounts are to be treated as records of the public office, and should be filed in the appropriate way, retaining them per established schedules and making them available for inspection and copying in accordance with the Public Records Act.

Section 5. Failure to Respond to a Public Record Request

The City of New Carlisle recognizes the legal and non-legal consequences of failure to properly respond to a public records request. In addition to the distrust in government that failure to comply may cause, the City's failure to comply with a request may result in a court ordering the city to comply with the law and to pay the requester attorney's fees and damages.

Section 6. Destruction of Public Records

The City of New Carlisle adopted a Records Retention Schedule in February 2005. All public records are maintained and destroyed according to this Schedule.

Code of Ethics for Members of the New Carlisle City Council, Boards, and Committees

Preamble

This code outlines the ethical standards expected of members of the New Carlisle City Council, boards, and committees, ensuring accountability, transparency, and public confidence in governance. As members entrusted with the public interest, we adhere to the following principles to uphold the integrity and effectiveness of our governance:

Act in the Public Interest

I shall prioritize the public interest of the people of New Carlisle over any private or personal interests. Fair and equal treatment of all persons, claims, and transactions before the City Council, boards, and committees shall be assured.

Compliance with the Law

I shall comply with all applicable laws of the nation, State of Ohio, and City of New Carlisle in the execution of their public duties, including constitutional provisions, city charter, and laws on conflicts of interest, financial disclosures, and open government processes.

Conduct

I shall maintain professional and personal conduct above reproach, refraining from abusive behavior, personal attacks, or disparagement of fellow members, City Staff, or the public.

Respect for Process

I shall adhere to established processes and rules governing public policy deliberations, public involvement, and implementation of City Council decisions by city staff.

Conduct of Public Meetings

I shall prepare diligently for meetings, listen attentively to public discussions, and focus on agenda items. They shall refrain from interrupting others, making irrelevant comments, or disrupting meeting order.

Decision-Making Based on Merit

I shall base decisions on the substantive merits of issues under consideration, devoid of unrelated influences.

Communication

I shall transparently share relevant information received from external sources concerning matters before the City Council or boards and committees.

Conflict of Interest

I shall avoid using their positions for personal gain or influencing decisions where they have financial interests or personal relationships that may create a conflict. They shall disclose relevant financial interests and abstain from related deliberations.

Gifts and Favors

I shall not accept gifts, favors, or promises that could compromise their judgment or create the appearance of compromise due to their public office.

Confidentiality

I shall respect the confidentiality of city information and refrain from unauthorized disclosure or use of such information for personal gain.

Use of Public Resources

I am prohibited from using public resources, such as city staff time, equipment, supplies, or facilities, that are not available to the general public, for personal gain or private purposes.

Representation of Private Interests

I shall refrain from advocating for private interests before their respective bodies or City Council, maintaining focus on public welfare.

Advocacy

When representing individual opinions, I shall clarify I am not speaking on behalf of my board/committee or the City of New Carlisle.

Policy Role

I shall respect the division of responsibilities between City Council policy-making and administrative functions, supporting city staff in implementing Council decisions.

Independence of Boards and Committees

I shall refrain from exerting undue influence over the deliberations or outcomes of boards and committees, respecting their independent advisory role.

Positive Workplace Environment

I shall promote a constructive workplace environment for city employees and stakeholders, refraining from inappropriate direction to city staff.

Implementation

The Code of Ethics shall be integral to candidate orientations, board and committee applications, and new official inductions. I shall annually review and affirm my adherence to these standards.

Compliance and Enforcement

I am responsible for upholding ethical standards and maintaining public trust. Chairs of boards and committees, along with the mayor, shall address potential violations brought to their attention by me.

We, the undersigned members of the New Carlisle City Council, boards, and committees, hereby affirm our commitment to uphold the ethical standards outlined in this Code of Ethics. We recognize the importance of accountability, transparency, and maintaining public confidence in governance.

Signed: _____ Date: _____

Please Print:
Member's Name: _____

City Council, Board, or Committee Name: _____

Position/Title: _____

ORDINANCE 2024-54

AN ORDINANCE ADOPTING THE DISASTER RECOVERY AND RESPONSE PLAN FOR THE CITY OF NEW CARLISLE, OHIO

WHEREAS, the safety and well-being of the citizens of the City of New Carlisle are of utmost importance; and

WHEREAS, the City Manager and the Fire Chief have collaborated with the Clark County Emergency Management Agency (“EMA”) to develop a comprehensive Disaster Recovery and Response Plan ("Plan"); and

WHEREAS, the adoption of the Plan will enhance the City’s preparedness and response capabilities in the event of a disaster.

NOW, THEREFORE, THE CITY OF NEW CARLISLE HEREBY ORDAINS that:

Section 1. Adoption of the Plan.

City Council hereby adopts the Disaster Recovery and Response Plan, which is attached hereto and incorporated herein by reference.

Section 2. Implementation.

The City Manager and Fire Chief are hereby authorized to take all necessary steps to implement the Plan, including the training of personnel and coordination with local, state and federal agencies.

Section 3. Review and Update.

The City Manager and Fire Chief shall regularly review the Plan and recommend updates as necessary to ensure its effectiveness and compliance with applicable laws and best practices.

Passed this _____ day of _____, 2024.

Bill Cook, Mayor

Chris Stapleton, Clerk of Council

APPROVED AS TO FORM:

Jake Jeffries, DIRECTOR OF LAW

	Wright	Y	N
	Bahun	Y	N
	Lindsey	Y	N
	Mayor Cook	Y	N
	V. Mayor Eggleston	Y	N
	Shamy	Y	N
	Grow	Y	N

Introduction and First Reading: 10/07/2024
Second Reading and Action: 10/21/24
Effective Date of Legislation: 11/05/2024

Totals:	Pass	Fail
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Disaster Recovery Response Plan

I. Purpose

This Disaster Recovery Response Plan outlines the procedures and responsibilities for the city of New Carlisle, Ohio, in the event of an emergency. The plan addresses both natural and non-natural disasters and includes the roles of city staff, the use of emergency and reunification centers, and the coordination of resources to effectively mitigate hazards and restore services.

II. Scope

The plan covers the following scenarios (non-exhaustive list):

- Act of Nature Events:
 - Excessive Heat and Cold
 - Tornadoes
 - Large Snow Events
 - Windstorms
 - Extreme Flooding
 - Earthquakes
 - Train detainment due to the city's proximity to rail lines
- Non-Act of Nature Events:
 - Structure Failures and Collapses
 - Acts of Terrorism
 - Major Gas Leaks
 - Hazardous Material Incidents
 - Plane Crashes
 - Wright-Patterson Air Force Incidents
 - Widespread and Prolonged Power Outages

III. City Staff Responsibilities

Fire Chief

- Command all disaster response efforts.
- Utilize necessary agencies/organizations to mitigate hazards.
- Provide updates on mitigation efforts to relevant individuals and agencies.

Police Administrator

- Act as the point of contact for the Clark County Sheriff's Office.
- Direct and manage the city's contracted deputies and request additional deputies as needed.
- Collaborate with the Fire Chief and other city staff to ensure effective mitigation.

City Manager

- Serve as the point of contact for all media inquiries and public communications during mitigation efforts.
- Support the Fire Chief in coordinating response efforts.
- Assist the Finance Director and Director of Public Service as needed
- Ensure the Executive Assistant to the City Manager's is present to assist as needed.
- May need to work off-site in and assume additional responsibilities in accordance with the city's Business Continuation Plan

Finance Director

- Authorize financial expenditures
- Support the Fire Chief as necessary
- May need to work off-site in and assume additional responsibilities in accordance with the city's Business Continuation Plan

Director of Public Service

- Manage and direct employees from the Streets, Water, and Wastewater departments.
- Report directly to the Fire Chief to coordinate road clearance, utility shut offs, and other critical tasks.
- Support the Fire Chief as required.
- May need to work off-site in and assume additional responsibilities in accordance with the city's Business Continuation Plan
-

City Council

- Provide support at emergency and reunification centers to assist residents in need

4. Emergency and Reunification Centers

Heritage Hall

- Designated as the Emergency Center.
- Stocked with emergency supplies such as water, First Aid supplies, and emergency food (supplies stored at Tool Lending Center until secure storage at Heritage Hall is available).
- Acquire a generator for backup power.

Smith Park Shelter House

- Designated as the Reunification Center.

New Carlisle Elementary

- Tecumseh Local Schools may be used if city facilities are unusable.
- Pursue an agreement with Tecumseh Local Schools to use the elementary school as an emergency and reunification center.
- High school may serve as a backup location.
 - If the schools are not willing to enter into an agreement, the City Manager will work with the Fire Chief to determine alternative locations outside of city limits.

5. Issuing of Appropriate Equipment

MARCS Radio

- Issued to the City Manager to ensure direct communication with the Fire Chief and relevant agencies.

FirstNet Internet Pucks

- Issued to the City Manager, Director of Public Service, Finance Director, Tax Administrator and the City Manager's Assistant to ensure reliable internet access for city operations.

6. Command Center and Mutual Locations

New Carlisle Fire/EMS Station

- Primary command center

Back-Up Command Centers

- Locations will be determined by the Fire Chief based on accessibility and safety
- Potential Locations
 - Bethel Township Fire/EMS Department
 - Safe and Sound Outfitters
 - Establish mutual aid agreement with both

7. Order of Operations

1. Rescue and recovery of life.
2. Secure utilities (gas, electricity, water).
3. Clear roads for emergency access.
4. Continue recovery and restoration of utilities and infrastructure.

8. Review and Updates

This plan should be reviewed annually and updated as needed to reflect changes in city structure, resources, or identified risks. Regular drills and training exercises should be conducted to ensure all staff and agencies are familiar with their roles in the event of a disaster.

9. Conclusion

The Disaster Recovery Response Plan provides a structured approach for responding to emergencies in New Carlisle, Ohio. By clearly defining roles, responsibilities, and procedures, the city can effectively manage and mitigate the impact of disasters, ensuring the safety and well-being of its residents.

ORDINANCE 2024-55

AN ORDINANCE AUTHORIZING THE CITY MANAGER TO ENTER INTO A
CONTRACT FOR INSURANCE WITH USI INSURANCE SERVICES LLC
REPRESENTING THE PUBLIC ENTITIES POOL OF OHIO FOR THE ADMINISTRATION
OF SAID POLICY

WHEREAS, the City requires liability and property insurance; and

WHEREAS, the City has had a relationship with the Public Entities Pool of Ohio (“PEP”) since October 2010 and has received above-average service from them, and they have knowledge of City property; and

WHEREAS, after completing a review and update of City inventory, USI Insurance Services LLC submitted a liability and property insurance proposal, a copy of which is attached as Exhibit A; and

WHEREAS, the Annual Contribution renewal cost for 2024/2025 has increased by \$7,916 from 2023/2024, with the total premium being \$79,781; and

WHEREAS, the City’s Annual Contribution renewal cost for 2024/2025 was reduced by \$2,340, in the form of a “Member Loyalty Credit,” due to the long relationship between the City and PEP; and

WHEREAS, the reasons for the cost increase are set forth on the attached Exhibit A; and

WHEREAS, the start date for this contract will be November 1, 2024 and despite the effective date being past the start date of the contract, no lapse of coverage will occur; and

WHEREAS, the premium cost history for the City is as follows:

2017/2018 - \$76,709	2021/2022 - \$56,150
2018/2019 - \$60,499	2022/2023 - \$66,475
2019/2020 - \$59,084	2023/2024 - \$71,865
2020/2021 - \$57,266	2024/2025 - \$79,781

NOW, THEREFORE, THE CITY OF NEW CARLISLE HEREBY ORDAINS that:

Section 1. It is hereby determined that the City desires that its liability and property insurance be provided by USI Insurance Services LLC representing the Public Entities Pool of Ohio.

Section 2. The City Manager be, and hereby is, authorized and directed to enter into an agreement for the administration of the City’s liability and property insurance through the Public Entities Pool of Ohio.

Passed this _____ day of _____, 2024.

Bill Cook, Mayor

Chris Stapleton, Clerk of Council

APPROVED AS TO FORM:

Jake Jeffries, DIRECTOR OF LAW

_____ Wright	Y	N
_____ Bahun	Y	N
_____ Lindsey	Y	N
_____ Mayor Cook	Y	N
_____ V. Mayor Eggleston	Y	N
_____ Shamy	Y	N
_____ Grow	Y	N
Totals:		
	Pass	Fail

Introduction and First Reading: 10/07/2024
Second Reading and Action: 10/21/24
Effective Date of Legislation: 11/05/2024

EXHIBIT A

Coverage	2023 – 2024 Policy Term	2024 – 2025 Policy Term	Change in Price	Reason for Increase in Premium
GL	\$13,398	\$13,398	\$0	
AL	\$5,569	\$4,867	- \$702	2023 # of Autos: 39 2024 # of Autos: 33
POL	\$1,918	\$1,918	\$0	
APD	\$12,635	\$13,842	+ \$1,207	5% Rate Increase due to Market Conditions 2023 Total Insured Values: \$2,524,682 2024 Total Insured Values: \$2,609,228
Property	\$40,338	\$48,096	+ \$7,758	10% Inflation Guard added to Building, Personal Property, and Additional Property Values 5% Rate Increase due to Market Conditions 2023 Building TIV: \$26,728,876 2024 Building TIV: \$29,931,765 2023 Pers Prop TIV: \$363,500 2024 Pers Prop TIV: \$498,850 2023 Add'l Prop TIV: \$1,665,543 2024 Add'l Prop TIV: \$1,851,377
SUB TOTAL	\$73,858	\$82,121		
PEP MEMBER LOYALTY CREDIT	(\$1,993.)	(\$2,340)	- \$347	
Totals	\$71,865	\$79,781	+ \$7,916	

PEP+ Grant Program



REINVESTING IN PEP MEMBERS
BUILDING STRONGER COMMUNITIES TOGETHER

Apply for up to \$1,000 in grant money to help fund safety items that will aid in risk services or risk management efforts.

The PEP Board of Directors is pleased to announce the **PEP+ Grant Program** is once again available for 2024.

Eligibility:

Each applicant must be a PEP Member both at the time of submission and issuance of the **PEP+ Grant Program** funds. Approved funds will be issued once membership is verified.

Only qualified expenses will be considered for **PEP+ Grant Program** funds; qualified expenses include safety items wherein the primary purpose of the item is the prevention or reduction of liability claims or property losses, as well as risk services training and COVID 19 related expenses!



DON'T FORGET!
RISK SERVICES TRAINING MAY BE REIMBURSED
THROUGH THE PEP+ GRANT

Qualified Expenses Include:

- Playground Safety Material
- Safety Signage
- Safety Cones or Other Hazard Warning Items
- Sexual Harassment Training
- Automatic External Defibrillators (AEDs)
- Fire Extinguishers
- Warning Sirens
- Reflective Materials
- Firefighter Training
- Personal Protection Equipment (PPE)

www.pepohio.org

Cities + Villages + Agricultural Societies + Parks & Recreation Districts + Health Districts
Water & Sewer Districts + Fire & Ambulance Districts

PEP+ Grant Application



This program is only available to PEP Members. All Members are encouraged to participate and apply for a grant during the application period of **January 1, 2024 - December 31, 2024**. Applications that are incomplete or that are not submitted within the required time frame may be deemed ineligible.

Please complete and return this form with required documentation of the expense, such as an invoice, advertisement or price quote to:

PEP+ Grant Program

315 South Kalamazoo Mall

Kalamazoo, MI 49007

pepgrantprogram@gmail.com

Fax: (269) 276-4095

PEP Member: _____

Contact: _____

Title: _____

Address: _____

Email: _____

Phone Number: _____

Amount Requested: _____

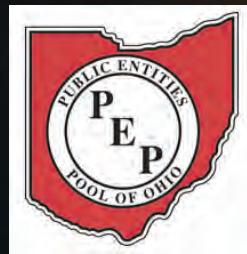
Please list the safety item(s) or risk services training your entity is requesting:

Briefly describe how this grant will help prevent or reduce liability claims, property losses or risk services training:

www.pephio.org

Cities + Villages + Agricultural Societies + Parks & Recreation Districts + Health Districts
Water & Sewer Districts + Fire & Ambulance Districts

PEP Legal Access Help Line



Every member of the Pool is eligible to receive up to 90 minutes of free legal consultation per year, as a benefit of PEP Membership.

What is it?

Authorized PEP member representatives seeking legal consultation services may now call the **PEP Legal Access Help Line** to request up to 90-minutes of free advice, guidance, or information on various legal subject matters, such as:

- Human Resource Related Questions
- Zoning
- Open Records
- Open Meetings
- Waiver Forms
- Hold Harmless Agreements
- Review of Contracts
- Nuisance Complaints

An independent team of legal professionals is ready and available to professionally and promptly support and service the legal inquiries of our members.

How does it Work?

Members are invited to call and provide a brief description of the nature and extent of the service requested. Upon authorization, the caller's information will be routed to a full-service law firm for an attorney to contact the member directly. Handling attorneys will track the time utilized by each PEP member and deliver notice when the 90-minute time limit has been reached. At that time, an alternative course of action and/or a range of possible options will be discussed. If a member desires to extend service beyond the allocated time, continual service may be provided pursuant to PEP's Legal Access program at the member's expense.

Where do I Access?

Call the help line any time at **877-250-5545** to take advantage of this resourceful and complimentary legal service!

www.pepohio.org

**Cities + Villages + Agricultural Societies + Parks & Recreation Districts
Health Districts + Water & Sewer Districts + Fire & Ambulance Districts**