



**CITY COUNCIL WORKSHOP  
2025 ANNUAL BUDGET PROGRAM**

Monday, November 12, 2024 1 pm

Village Hall, 99 W. Main Street, New Albany, Ohio 43054

Live streaming: [www.newalbanyohio.org/streaming-meetings/](http://www.newalbanyohio.org/streaming-meetings/)

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**CALL TO ORDER:**

Mayor Spalding called to order the City Council Workshop – 2025 Annual Budget Program on November 12, 2024 at 1:12 p.m. at the New Albany Village Hall, 99 West Main Street, New Albany, Ohio. Staff attending were City Manager Joseph Stefanov, Finance Director Bethany Staats, Deputy Finance Director Morgan Joeright, Administrative Services Director Adrienne Joly, Development Director Jennifer Chrysler, Economic Development Manager Sara Ziegler, Human Resources Officer Lindsay Rasey, Community Programs Administrator Abbey Brooks, Police Chief Greg Jones, Public Service Director Mike Barker, Deputy Public Service Director Ryan Ohly, Chief Marketing Officer Josh Poland, Development Manager Steve Mayer, Financial Reporting & Project Manager Jeremy Gray, Public Services Manager Angie Hobart, Administrative Assistant Bridget Beck, Administrative Assistant Megan Cates, Development Department Coordinator Allison Criger, and Clerk of Council Jennifer Mason.

**ROLL CALL:**

The following Mayor/Council Members answered Roll Call:

Mayor Sloan Spalding	P
CM Marlene Brisk	P
CM Michael Durik	P
CM Chip Fellows	A
CM Kasey Kist	P
CM Matt Shull	P
CM Andrea Wiltrout	P/A – departed at 5:22 pm

Clerk Mason reported that Council Member Fellows could not attend due to travel and requested to be excused. Mayor Spalding moved to excuse Council Member Fellows from the meeting. Council Member Shull seconded and council voted with 6 yes votes to excuse Council Member Fellows from the council meeting.

**ADDITIONS OR CORRECTIONS TO THE AGENDA:**

NONE

**DISCUSSION OF DRAFT BUDGET AND PRESENTATIONS BY STAFF:**

*Clerk's note: staff are presenting from the attached slides.*

## 2024 Annual Budget Program Introduction

City Manager Stefanov reviewed the Vision, Organizational Goals, and Goal-Driven Strategies slide. The city wanted to invest in projects and programs that enhanced residents' and businesses' quality of life, invest in infrastructure that encouraged private development, continue service and operational improvements, maintain excellent fund stewardship, and invest in professional development and well-being of the city's workforce to achieve the city's goals.

City Manager Stefanov reviewed the 2024 City Accomplishments slide. The city had many economic development successes such as new businesses coming to the city, existing business expansion, and the addition of infrastructure. The city completed significant park improvements such as new playground equipment in neighborhood parks, completed Taylor Farm, and continued improvements at Rose Run Park. Community Programming's Diwali and Juneteenth festivals were very successful. Oktoberfest attendance was affected by the poor weather. People from well outside the community were attending the city's events. The city did a lot of hiring and logistics related to hiring and staffing. The communications department received awards at the national level. Significant sustainability and IDEA projects were accomplished with electronics recycling, and hazardous and organic material collection.

## General Overview – General Fund and All Funds

Director Staats reviewed the General Fund Overview slide. The General fund was the most critical indicator of financial health and was the primary source of funds for city services and operations. The city had a strong fund balance that exceeded the city's 65% reserve. The intentional excess was maintained to fund potential tax refunds, downturn of the economy, significant unanticipated expenses, and for additional future capital projects. For 2025, a \$12.5 million operating revenue over operating expenditures was projected and did not include capital and transfers. The projection accounted for multi-year staffing increases and also covered operational needs.

Director Staats reviewed the General Fund Overview - 2025 Income Tax Projections slide. She discussed the increase in income tax. Staff did additional analysis into income tax projections for 2025 and beyond with a focus on key businesses withholding trends. She applied those to projections outside of the overall aggregate income tax. She did an analysis of current construction withholding as well as Intel-specific projects. Other projects with Meta, Google, and Amazon were being monitored with the Regional Income Tax Authority (RITA). Other miscellaneous construction companies were flagged to see their history. New construction and recent announcements, including Amgen phase 3, American Regents phase 3, QTS, and Microsoft, were not included in the projections.

Mayor Spalding stated that QTS came in fast with their construction schedule and brought in new contractors. He asked how the city tracked whether new contractors were filing with RITA. Director Staats stated staff contacted the main contractors to get the subcontractor information. Additionally, RITA had dedicated a staff member to the city's construction withholding and monitoring and was actively reaching out to make sure contractors were registered. Director Staats saw the income coming in from new construction firms. Tracking construction companies individually was a new project to see how income tax was increasing/decreasing through project construction phases. For the tracked construction firms, the city received \$3.5-\$4 million in construction withholding in 2023. The city had received \$8 million total year-to-date for 2024.

Council Member Durik asked, given the scale and magnitude of some projects, would the city conduct an audit into these firms to see how much the city had received in tax revenue. He understood a third-party firm could do the audit. This would make the construction firms aware that the city was paying attention. Director Staats replied, with the new RITA project and reaching out to contractors, they had already discovered unregistered subcontractors. A few years back, RITA analyzed how much construction withholding was collected by municipalities and it was estimated only 50% was collected. This prompted her to start the tracking projects.

Council Member Durik asked and Director Staats answered that companies would incur penalties and interest if they don't pay employee's income tax.

Mayor Spalding asked and Director Staats answered she would look into whether RITA offered an audit service. Mayor Spalding thought a few audits would get other companies' attention.

Director Staats stated she was not considering new jobs revenue in her projections since economic development timing could fluctuate. She used an average of the last 3-5 years of net profits and individual taxes and applied that generally. Her estimates had been intentionally low to be conservative since there could be refund requests.

Director Staats reviewed the 2026-2028 Income Tax Projections slide. There was conservative growth in all areas of income tax revenues which did not include new economic development and construction withholding. Because of the ongoing city programs, personnel, and operations needs, staff put more thought into these numbers.

City Manager Stefanov stated one reason for the conservative approach to revenue estimates was that the city had a successful past 3-4 years with significant revenue increases. At some point, the increases would level out. He did not want the city to be caught short or be unprepared and preferred to take a conservative approach. When looking at future expenses, he wanted to make sure they aligned with more conservative revenue projections.

Council Member Brisk stated this conservative approach is what the city had done during her time with the city and it has served the city well. She supported this approach as long there was a reason behind it. Council Member Wiltout felt it was important to be accurate with projections to be ready for increases in services by police and public service.

Director Staats explained that personnel was the main expense within General fund operating expenses. The city made a significant investment to ensure it was staffed with the best people and the best tools. There were additional expenses such as professional and contract services related to operations and assets maintenance.

Director Staats reviewed the 2025 Operating Expenses - Emphasis on Personnel slide. There was a 3.5% cost of living adjustment (COLA) for non-union employees, no increase in health insurance premiums, grade adjustments based on market analysis, adjusted staff size, and municipal facilities to support the expanded infrastructure in operations and programming. City Manager Stefanov clarified there was no increase to employee health insurance premiums.

Director Staats reviewed the General Fund Overview slide. She explained on average, the Actual Revenue for the year exceeded estimates by was 9.37%. The city continuously reviewed the need for budgeted items. In 2025, a 12.67% appropriations lapse was expected.

Director Staats reviewed the General Fund Overview slide. She stated the General fund had significant transfers to some of the usual funds: \$6 million to Capital Improvements and \$1.73 million to the Capital Equipment fund which maintained a balance based on the useful life and historical cost of equipment and an inflationary factor of 3% to replace any equipment that was on a set schedule. Additional funds were added to the Infrastructure Replacement fund for maintenance needs. \$432,000 was transferred to the Debt Service fund. There were funds set aside for severance, the amphitheater, and K-9 Patrol. In 2023, the city established a new Village Center Improvement fund and \$2 million was advanced to grow a fund for a planned project. There were also 2025 return advances coming back from TIF funds.

Council Member Wiltout asked and Director Staats explained that a return advance occurred when the city advanced money to 3 TIF funds to pay down high interest debt knowing the city would collect more revenues in those funds over time and eventually pay the General fund back.

Director Staats reviewed the General Fund Overview – New General Fund, Rationale, Intrafund slide. She explained the city created sub-funds for IT, community events & grants, Senior Connections, IDEA Implementation Panel, and Sustainability Advisory Board (SAB). The sub-funds were created to track, budget, and capture activity for these areas. Currently, all IT costs were included in the General fund within the administrative services department, even though the cost was for the entire city. By setting up sub-funds, expenses were placed and associated with the appropriate department. There was still an IT division in administrative services that tracked the operational expense, such as salaries of the IT division, but not general expenses. For community programming, sub-funds were set up for Senior Connections, IDEA, Implementation, and SAB which allowed for greater transparency and allowed for expenditures to be tracked and reported quickly. If the budget needed adjusting for any sub-fund, money could be moved within the same department. Reports could be done on total general operations or separately.

Director Staats explained that most sub-funds would be funded by an intrafund, where the funds came from the main General fund and go to the fund that it supported. For Community Events and Grants sub-fund, which included budgets for Oktoberfest, July 4, and council grants, the specific source of funds would include the General fund hotel tax revenue. Senior Connections received some revenue, but it was mostly supported by the main General fund. All charges for services specifically for Senior Connections could be tracked. Any sponsorships or donations, etc., that came in from a specific event could now be tracked.

Council Member Brisk stated she liked the transparency that the sub-funds provided. She asked and Director Staats replied that transfers to sub-funds did not need council approval. Because the city was not legally setting that as a level of budgetary control, staff could move monies as needed to/from the General fund and the sub-funds. She would verify with the auditor that this was also true for the hotel tax.

Council Member Wiltout asked and Director Staats stated that hotel tax was included in “other revenues.” More detail on the hotel tax would come later in this meeting.

City Manager Stefanov stated, once the budget was approved, the city would appropriate money for each of these programs. Appropriation could be increased anytime during the year if additional resources were needed and any unused funds would stay in the general fund.

Council Member Shull asked and Director Staats answered that the same 2024 revenue was planned for 2025. She also stated that if there was a substantial increase in other revenue it would come out of one of the funds. Recently the refund from RITA had been higher and that fell under reimbursement. Director Staats reviewed the layout of budget book, tabs and headings, appendices, and what narratives and documents were included.

## **CITY COUNCIL**

Director Joly reminded council that, 2 years ago, community programming funds were taken from council's budget and put into the community programming division. Those funds were then separated into 2 sub-funds which simplified council's budget. There was a 3.5% cost of living allowance (COLA) which was the same as for non-bargaining staff. Council could approve that by ordinance January. The budget also reflected an increase to extend health insurance to council. There was a small increase in professional development for Deputy Clerk Madriguera to attain her GIS certificate. Under Miscellaneous, there were discretionary funds for attending and participation in events. City Manager Stefanov stated there was funding for council participation in professional development with Central Ohio Mayors and Managers Association (COMMA) and U.S. Conference of Mayors.

Council Member Durik asked and City Manager Stefanov answered that a high-level city manager search or advisory services were not included with council's contract services and would fall under administration. Staffing analysis and succession planning were all under administration. Director Joly noted that professional services included codification of city ordinances.



## **POLICE DEPARTMENT**

Chief Jones reviewed the 2024 Major Accomplishments slide. The New Albany Police Department was a member of 2 Internet Crimes Against Children (ICAC) task forces, one at the federal level and one in central Ohio. The police department conducted arrests for human trafficking and offered diversion services. This was a coordinated effort with the attorney general's office to execute the operations on the same day throughout Ohio. The department hired 4 dispatchers, 1 clerk, and 1 officer. Additional officers went through a 2-week commercial vehicle enforcement training. The NAPD teamed up with the state highway patrol, Franklin and Licking County Sheriff Departments, and the Public Utilities Commission to do blitzes and commercial truck enforcement. He described the NAPD's community outreach efforts.

Chief Jones reviewed the 2025 Goals slide. The NAPD would focus on proven strategies and community concerns such as traffic, theft, and truck traffic. The communication center would be implementing the state's new 911 guidelines. The NAPD would be working towards an advanced accreditation that had over 100 standards to comply with. About 25% of the advanced standards had already been implemented. This was a longer-term goal.

Chief Jones reviewed the 2025 Capital Equipment slide. The NAPD wanted to add software and equipment to their 3<sup>rd</sup> workstation to make it fully functional for dispatch. The additional station would be used during high call volumes. The NAPD wanted to purchase 2 drones: 1 medium-sized that had night vision and infrared, 1 very small-sized to be used for building searches and tight areas. Both of these could fit in a cruiser and be used on patrol. The current drone was stored at the station and had to be retrieved when needed. The current drone would be still be used for special events, search warrants, etc. City Manager Joseph Stefanov said they had discovered new ways to use drones, including communications and public service uses.

Council Member Brisk asked and Chief Jones answered that the drones recorded live feeds, which were deleted if they weren't needed. Recordings of arrests were kept as evidence. The city didn't loan the drones to other jurisdictions, however the NAPD had assisted other areas with their drones. Some agencies had drones but needed help with flying them which fell under a mutual aid contract.

Chief Jones explained the number of new radios needed was related to number of new officers and new cruisers. 6 new cruisers were delivered this year. In 2025, administrative and unmarked vehicles plus a speed trailer would need to be replaced. City Manager Stefanov stated there was a financial breakdown under the equipment replacement section of budget.

Chief Jones explained the IT request included annual costs and maintenance for 911, radio room consoles, body cameras, etc. The Powersuite Program was an extension of their current software and would give the city a module to track and manage use of force in pursuits and manage the background check process. The State's Solve Interface system for e-ticketing had proven to be more effective than the city's current e-ticking software which had been unreliable. Additional software licenses were needed for new staff. City Manager Stefanov anticipated Solve Interface would save the city money.

Chief Jones stated 3 additional officers were being requested in 2025, 2 for patrol and 1 for detective. Council Member Brisk asked and Chief Jones stated there were currently 23 sworn officers in the department and they were close to filling 3 additional positions. He noted a recent uptick in hiring - they saw more qualified applicants than in the past. Council Member Shull asked and Chief Jones clarified they would go from 2 detectives to 3 detectives, but that position would not be the hiring focus. The priority would be hiring the 2 additional patrol officers to get patrol to the needed level. Filling the detective position would come later in 2025 or early 2026. Chief Jones added that they also had a detective sergeant working cases. On patrol, they currently had 2 sergeants on second shift, 2 sergeants on third shift, and this provided coverage for supervisor's days off which had benefited the department. He wanted to add a second sargent to first shift to have the same level of coverage.

Council Member Durik asked on average how many cars were on the street during a typical shift. Chief Jones explained there were more on second shift than first and third shifts, however this varied based on training and leave. Typically, 4-5 cars were scheduled, with 1 officer per car.

Chief Jones stated they were asking for an additional dispatch supervisor and an additional dispatcher. He reminded council there was dispatch manager who managed radio room and clerks. This would take the department closer to state requirements and would help covering staff leaves and vacations.

Chief Jones said that training and education were a top priority and critical to the department. In the upcoming years, they would concentrate on training and mentoring next generation of accident investigators, sergeants, detectives.

Council Member Shull asked if city-wide software upgrades were charged back to each department. City Manager Stefanov answered, yes, and the new budget structure would track both the entire IT budget and the percentage of expense particular to each department.

### **DEVELOPMENT DEPARTMENT**

Development Director Jennifer Chrysler detailed the functions within the Community Development Department (Community Development): Planning, Economic Development, Engineering Services, Zoning, and Building. She reviewed the department's 3 goals that were customer service oriented: exceed the industry standards and provide excellent, timely customer service to businesses and residents, serve the needs of residents and businesses through appropriate development and infrastructure investments, and create a healthy business environment that protected the local tax base. She stated the table in the presentation was updated to reflect the number of issued permits to capture the volume of work. She explained the commercial square feet under the construction number was likely the biggest indicator of their work volume.

Director Chrysler reviewed the 2024 Accomplishments slide. The US 62 Focus Area Plan's first meeting was one of the largest public meetings with 170 participants. Community Development conducted online surveys and interactive activities. These, combined with the public workshop, had a total of 700 participants. She stated they created an intra-city cross-departmental process to track and report construction projects and traffic impacts to companies in the Business Park. The business retention and expansion program kicked off last November and since then, meetings had tripled. The Community Development team was spending quality time with businesses and connected them with resources in the region. A process to update the ECOS sustainability program was initiated, where manufacturers had to meet a certain Leadership in Energy and Environmental Design (LEED) level certification to receive incentives. The department also completed the Second and Third Streets design work and the Historic Village center extension.

Director Chrysler described the successful business park tours. She thanked the public service department and driver Doug Whitman. 900 people were reached through 26 business park tours and 18 presentations - 2 of which were at national conferences. Many communities in Ohio and adjacent states were coming to New Albany to learn. New Albany had a successful model and was happy to share. One of Community Development's most popular achievements was working with the GIS department to create a boards and commissions dashboard showing the real time status with board applications and submittals. The first phase of the Mink-Morse Express was launched. Innovate New Albany at Brick House Blue was re-launched, which was a collaboration between the Community Improvement Corporation, the city, and Innovate New Albany. The city's innovation ecosystem had tripled and now the city had a broader community outreach. Innovate would be offering meeting space, day working passes, and more. Barry Bagels was launching in the lobby and meeting spaces would be available to rent in the first quarter of 2025. Intel had reached 75% completion of first phase of the phase 1 of projects approved by the state. The state had granted New Albany a \$300,000,000 grant to support phase 1 of Intel. Community Development reviewed 277 packages for permits at the Intel site. Each package can contain multiple plan reviews.

Director Chrysler reviewed the 2024 Major Announcements slide, including announcements by Microsoft, American Regents, Vantage, CyrusOne. American Regents was a \$276,000,000 investment and it was a major testament to the city that they invested and expanded their business here.

Director Chrysler reviewed the Looking Ahead slide. She explained that Community Development would continue to focus on the 3 goals presented in the beginning of the presentation. Training and professional development constituted the biggest increase in the Community Development budget due to maintaining staff's professional certifications. Consulting and contractual services, which included plan review and contract inspections, would continue. Costs were passed through to the applicant. Director Chrysler described projects and ideas that had taken additional staff time and changed some of Community Development's priorities during the year. Community Development would focus on additional planning projects such as city parks, trails and signs, preliminary studies on Ganton Parkway and Rose Run phase 3, a Village Center sign study, and a solar panel code update. Community Development wanted to continue with other plans including regular outreach to businesses and Economic Development week. Community Development was hosting an event in December where local businesses and non-profits would be introduced, and the non-profits would present to businesses. The New Albany Community Foundation (NACF) and Canine Companions would be presenting.

Council Member Durik asked if there were any initiatives planned to related to internet access and mobile phone service in New Albany. Director Chrysler replied that issue was budgeted for 2024 the city contracted with a consultant. The city's Community Improvement Corporation was managing the project and sent out a poll out on social media asking residents for feedback. The poll results found that people were unhappy with overall access, so the first part of the project would be assessing the needs and analyzing the data to see if there were a few spots that had issues or if it was city-wide. Once the data was understood, then a more informed decision could be made. Council Member Brisk recommended the survey be sent out repeatedly for visibility as people were overlooking it. Director Joly stated they had received 186 responses so far and half of the respondents left written comments. She said the data was interesting and staff would present the results to the Community Improvement Corporation and council.

Council Member Brisk gave credit to Director Chrysler and her team for the successes already happening at Innovate New Albany. She recalled the original expectation was that it would take 1-2 years to achieve 50-70% occupancy and Innovate was currently over 50% space rented - even without a finished build-out. Council Member Brisk felt this said a lot about what staff had created and everyone should feel excited about that. Everyone who visited was impressed. People were booking baby showers there - showing the need for more community space.

Council Member Kist asked and Director Chrysler confirmed that the construction goal was to be 100% completed in the 1<sup>st</sup> quarter of 2025, however the meeting spaces were lagging a little behind. Barry's Bagels should launch in the 1<sup>st</sup> quarter.

City Manager Stefanov stated, on budget book page 176, the business retention visits would be corrected to show the COMMUNITY DEVELOPMENT activities for 2024. Director Staats noted income tax would be updated as well.

## **ADMINISTRATION DEPARTMENT**

Director Joly reminded council, when Administrative Services was created in 2017, it had 3 departments: Human Resources (HR), Informational Technology (IT), and Mayor's Court. Administrative Services had grown considerably and still included human resources, IT, and city-wide operational support. Mayor's Court had been contracted out to the City of Gahanna, however Administrative Services still had a mayor's court budget and had oversight on contracts and operations. The Geographical Information Systems (GIS) function was added a few years ago. Community Programs was added more recently. Community Programs, which initially focused on senior programming, had grown substantially. There were 4 subfunds in the proposed

budget for community events: community events & council grants, Senior Connections, IDEA Implementation Panel (IDEA), and the Sustainability Accountability Board (SAB). The subfunds would make tracking numerous event expenses easier. Administrative Services was also responsible for council-directed initiatives such as: Designated Outdoor Refreshment Area (DORA), holiday lighting, increased outdoor seating during the pandemic, parks, and a broadband initiative in conjunction with COMMUNITY DEVELOPMENT.

Director Joly stated Administrative Services had 37 hiring processes, which was the same as last year, however, the number of applications increased from 500 to 707. The increase in applicants likely reflected a growing interest in city jobs, but it also meant more applications to review and applicants to screen. HR saw increased interest from out-of-state and out-of-town applicants. 43 positions were on-boarded by HR. HR led a request for proposals for a new insurance broker to analyze healthcare expenses and received recommendations on process efficiencies, including on-line open enrollment for employees. The city's employment turnover rate was under 10% in 2024, which was the city's goal.

Director Joly reviewed the 2025 Goals – Operational (HR) and – Information Technology slides. Goals were to continue evaluating health insurance and claim experiences, modernize internal processes, and maintain under 10% staff turnover. Director Joly stated, in 2024, Administrative Services started a new service request/work order system for IT and planned to implement it in 2025. This would help to show the kinds of requests are coming through and make better decisions on how to handle them. Cybersecurity would be a top priority and the city had already started an on-line phishing testing program with mandatory training that would continue in 2025. The 2025 budget included funds to bring in outside training to emphasize cybersecurity importance. The city's 2 IT personnel replaced all of the NAPD body and cruiser cameras, deployed 16 new servers, replaced 23 PCS, and set up the Phelps House as an additional city workplace.

Director Joly reviewed the 2024 Operational Accomplishments – Geographical Information Systems (GIS) slide. She explained the dashboards and GIS gallery on the city's website that were developed by the city's GIS Manager in 2 years. There were maps or dashboards for: Parks & Trails, Zoning, Boards & Commissions, Community Connectors, composting, leaf pickup, hydrant flushing, and street sweeping.

Mayor Spalding thanked staff for putting out zoning change signs with a QR Code which was effective. Council discussed the usefulness of zoning maps which included the parcel's zoning history. Director Joly stated all the information went a long way towards transparency and sharing information with the public.

Director Joly reviewed the 2025 Goals – Operational (IT/GIS) slide. Cybersecurity would remain a focus and staff would continue internet and phishing training. They would work closely with the NAPD one Law Enforcement Automated Data System (LEADS) compliance. The GIS focus was to create an internal map gallery for city operations and a new public facing Capital Improvement dashboard with containing park and road projects. Private projects that had gone through public boards/hearings could also be included.

Director Joly stated that Mayor's Court was budgeted the same as in 2024.

Community Programs highlights included 5 concerts and Taylor Farm Phase 2 completion. Goals were to continue to grow programming attendance and offer 5 summer concerts. Staff sent out a resident survey to residents and a "party band" was the top request.

Director Joly reviewed the Senior Connections slides. Senior Connections offered programming 5 days a week at the Heit Center including a book club, art, cards, business programs, and expanded fitness programs.

Community Program Administrator Abbey Brooks stated staff started inviting the seniors to the community concerts and had tables for them to sit together. Director Chrysler presented an annual economic development update to Senior Connections which they enjoyed. Administrator Brooks stated the book club was growing and the new weekly watercolor class had high participation numbers. The monthly craft club was a new offering where a Senior Connections member volunteered to teach a craft each month. It was free to attend and the city

purchased the supplies. There was also a focus on health and wellness programs including CPR training. Director Joly invited people to attend anytime.

Director Joly stated the Senior Connections membership had decreased a little, but visits and engagement from members had increased substantially. Programming growth was made possible by the renegotiation with Healthy New Albany for more time at the Heit Center. In 2025, the focus would be on expanding programming, increasing membership and engagements, and growing donor relationships.

Director Joly reviewed the IDEA 2024 Operational Accomplishments slide. The IDEA Panel had 3 program lines with cultural awareness events: EmpowHer, Juneteenth, and Diwali - which had a combined attendance of over 3,000. The IDEA Panel put on the NA 101 series which attracted over 350 residents. The panel also launched the Community Connectors Program (CCP) and had 42 people interested in becoming community connectors. They hoped to build the CCP program next year. 2025 IDEA Panel goals were to grow resident awareness and participation, increase donor relationships, and increase funding. The IDEA Panel received funds from the Greater Columbus Arts Council in 2024 and would continue to look for new opportunities for funding in 2025.

Director Joly reviewed the Administrative Services 2024 Operational Accomplishments with Sustainability Advisory Board (SAB) information. The SAB collected 45,000 pounds of food waste, 7,000 pounds of e-waste, and over 23,000 pounds of hazardous household waste. 2024 was the 1<sup>st</sup> year of Student Leaders in Sustainability grants. The SAB launched an invasive species trade-in program and expanded the compost drop-off program with an added a site at Taylor Farm. Only 1 person participated in the invasive species trade-in program. The SAB wanted to continue the program and would be re-evaluating in 2025. The Green Guardian program, where volunteers attended community events to help people dispose into the correct recycling, trash, and food waste containers, was launched. The SAB received a grant from the Solid Waste Authority of Central Ohio (SWACO) for a WaterMonster that was used at city events so people could refill their water bottles or recyclable cups.

Director Joly reviewed the 2025 Administrative Services 2025 Community Events and Council Grants slide. She explained the events subfund, which included the summer concert series, July 4 festival and fireworks, and Oktoberfest. Council asked and Director Joly answered that this PowerPoint slide showed a more detailed breakdown than the budget book.

Mayor Spalding asked and Director Joly answered approximately \$52,000 was spent on the prior July 4 parade and festival. Staff was budgeting what the New Albany Chamber of Commerce's total expenses had been. The city didn't always spend the full amount budgeted. The budgeted number included \$31,000 for city services, including police and public service. Mayor Spalding asked if there would be any additional expenses this next year since the chamber was no longer running the event. Director Joly stated this budget captured what staff thought the total expenses would be and based it on what was previously done. Mayor Spalding acknowledged the 2025 event hadn't been planned yet. He stated that he and the city manager had talked to the New Albany Symphony Director about the possibility of doing a community event the night before, because July 4 was crowded. He suggested maybe doing a more intimate event in the amphitheater with a concert and drone show. Director Joly replied there were fundamental questions that need to be answered and she had pulled data from Placer.ai to estimate attendance and breakdown by zip code from in and outside of 43054. For the parade, data showed that approximately 50% of the people were local and the other 50% were non-local. July 4 Festival data showed that 70% of people were from outside 43054 and 30% inside 43054. She added they pulled this type data for each event and concert.

Council Member Durik stated it was interesting to see how New Albany was a destination in terms of the quality and breadth of events offered. He wasn't sure how attendance could be controlled. When you are known to have a good event, people will show up. Council Member Kist preferred attendance not be controlled. He liked it when people got to experience New Albany in an event setting.

Council Member Durik questioned spending \$117,000 on July 4 and \$118,000 on Oktoberfest, which was a multiple day event. Director Joly replied they had budgeted for full expenses and revenue was not shown. The total captured Oktoberfest beer sales had to be budgeted for and the city would have to figure out how to continue with the July 4 festival now that the city was responsible for it. Beer was considered a purchase, would generate revenue by selling, and then garner more revenue by selling back what the event didn't use. The budget included just gross expenses, none of the revenue.

Council Member Brisk asked and Director Joly answered, in 2024, there wasn't much Oktoberfest beer revenue due to low attendance from the poor weather.

Council Member Shull asked and Director Joly confirmed the Community Program budget included DORA, Santa mail, and holiday lights. Although there was an error on slide, the \$444,750 total for the entire Community Events and Council Grants was still accurate.

Council Member Durik asked if the city wanted to continue spending \$118,000 on Oktoberfest or revise it.

Mayor Spalding asked about the year-to-date trend of revenue from the hotel bed tax. Director Staats referenced the attached document which projected bed tax revenue at \$550,000 for 2025. Director Staats stated 2019 was significantly higher than following years due to the COVID-19 impact. Revenue was going back up.

Council Member Brisk expected hotels to be booked with so much on-going construction and was surprised hotels weren't full. Director Staats responded that Intel didn't ramp up until this past summer. Director Chrysler added that there was no data on Intel-related hotel occupancy. She'd heard conversations that construction jobs were less transient in central Ohio. The volume of construction in the region was changing, the employee profile was not as temporary, and this allowed families to settle in and kids to go to school.

Council Member Kist added the hotels in New Albany were not geared for affordable long-term stays. Transient construction workers often looked to campsites and campgrounds with RVs for extended stays.

Council Member Durik asked for a breakdown of the 2024 \$525,000 bed tax. He wanted to know if it went to programs or to the chamber of commerce. Director Staats stated that 75% of the bed tax went into the city General fund. The chamber received 25%. Director Joly stated there was an existing agreement with the chamber, separate from community events, which focused on increasing tourism through ads and events. Council Member Durik felt the city should look at that agreement - the expiration or re-writing. Since the chamber had changed their activities, was \$150,000 warranted? He asked if the agreement was in perpetuity. Council Member Kist asked about city visibility when the chamber was producing events. Going forward, it would be good to have transparency. Director Joly replied staff would look at the agreement, especially in terms of reporting, to better understand it. Council Member Brisk stated \$200,000 was proposed to go to the chamber for 2025. Council Member Durik felt the city should renegotiate.

Mayor Spalding asked and Director Staats answered the current bed tax rate was 6%. Mayor Spalding recalled if the rate was over 3%, the city may be required to divide revenue with the city's visitor's bureau. Director Staats confirmed 50% of the the original 3% had to go to tourism activities and the rest could go into the General fund. Mayor Spalding noted data showed the city was definitely attracting people from outside New Albany.

Director Joly stated staff was in the budgetary stage for 2025 events and was considering putting a committee together to dig into the July 4 and Oktoberfest festivals. 2025 was the first year that city staff would be responsible for these events. Budgeting was a good way to focus on the details. Staff was open to all discussions and feedback and, if that's something council wanted to do, she would find the right structure to make that happen. City Manager Stefanov added staff's goal was to provide benchmarks to council to help make decisions going forward.

Council Member Brisk felt community events were a good way to bring people in to see New Albany. They were good for businesses and tourism. There were also opportunities for smaller, more intimate events for residents. Both types of events were beneficial in different ways.

Council Member Kist recalled council discussions about expanding year-round holiday lighting in some areas of the city. Tree up-lighting was underwhelming and, perhaps, since the trees were smaller, it didn't have the intended effect. Year-round lighting could be in a selected area, like a roundabout or by the school and Rose Run Park. It would need to be budgeted for all year. Mayor Spalding recalled not putting up lights year-round because the trees had to grow. Council Member Kist agreed that the lights would need to be refitted annually and that cost would have to be built into the annual budget.

Council Member Wiltout expressed that February was drab and depressing and bare trees wouldn't have the same glow as during the holiday season. Council Member Brisk liked the soft glow. Council Member Kist liked the idea of string lights on Rose Run Bridge. Council Member Brisk asked if the lights were just for the trees, or if they could be used throughout the Village Center. Council Member Kist felt Rose Run was a natural place to have them. Council Member Wiltout stated there were beautiful outdoor patio lights at the amphitheater for the Diwali festival. Director Joly stated the \$50,000 budget was for holiday lighting and year-round Raines Crossing lighting. The city did a request for proposals a few years ago for a 3-year contract. There was no budgetary increase in 2025. She was open to hearing ideas and said that patio lighting was the proposed idea for Raines Crossing.

Council Member Durik reported hearing a lot of comments about holiday lights compared to other communities - and how good they look. He felt adding year-round lighting, the type that turned on in the evenings to enhance where people walk, would be a great addition to the holiday offerings. He suggested looking at Rose Run 2 and Rose Run 3 and to finding a way to increase the budget. City Manager Stefanov suggested one budgetary option was including a placeholder amount - staff could talk to a lighting consultant. A second option was to add more funding and see what the city used. Council Member Durik expressed support for either option. Council Member Brisk agreed with Council Member Kist that year-round lighting was a great idea and people would love to see it. Council Member Wiltout agreed with lighting year-round, excepting the growing trees.

Council Member Shull asked and Director Joly stated Administrative Services was proposing 2 new community program positions to help handle new events: an additional program specialist and an administrative assistant needed to help process extensive purchasing. Council Member Shull asked Director Staats answered that she budgeted for 1 community events specialist in the community events fund 1 in the Senior Connections subfund which had personnel services. She noted that there would be times when those persons worked on other things. Budgeting for these positions was a matter of accounting for personnel expenses in the funds and would be refined during the year. Council Member Shull agreed the percentages made sense because there would be so much crossover in the work.

Council Member Brisk asked and Director Staats confirmed that personnel cost was not factored in other programs. Director Joly confirmed that 1 position was added under Community Events/Council Grants and 1 position was added under Senior Connections. Everything else was accounted for in the overall General fund.

Mayor Spalding suggested Administrator Brooks meet with Hans Schell and other former Community Events Board volunteers to see how they would want to participate.

Director Joly reviewed the Senior Connections budget. Most expenses were related to supplies. Every program had a food and beverage component which expenses increased as membership grew. The other big expense was the professional services fees for class instructors. Additional expenses included marketing, printing the weekly and monthly newsletters, fees for registration software, and credit cards. An additional \$15,000 was budgeted for additional programming in 2025, however some of this was used in 2024. Estimated total costs

were \$77,700 and the budget didn't include the estimated \$26,000 in revenue from registration and membership fees.

Council Member Wiltout asked and Director Staats answered she estimated revenues and was being very conservative. The final budget would be updated.

Council Member Shull asked and Director Staats answered, if revenues went down, the transfer from the General fund would go up and vice versa.

Director Joly reviewed the Administrative Services 2025 – IDEA Panel slide. The IDEA Panel program lines included cultural programs, NA 101, and Community Connectors Program (CCP). For cultural programs, the panel wanted to continue Juneteenth, Diwali, and a spotlight on accessibility, which would be more of an initiative versus an event. This could mean partnering with the police department for a 6-8-month program with Special Olympics, panel discussions, a speaker series, and/or communication campaigns. There was still a lot to be defined. NA 101, Souper Supper, and Business Park tours were the most successful and would be continued. An additional \$1,000 was budgeted for an extra NA 101 during the year. 2025 would be the first full operating year for the CCP and training was needed. Under the CCP, \$10,000 was designated for training, marketing materials, and business cards. The IDEA Panel's total budget for 2025 was \$100,000, the same as 2024.

City Manager Stefanov recalled council members expressing interest in moving the Juneteenth event into a category like July 4 and Oktoberfest and tracking expenses that way. This budget didn't reflect this move and IDEA Panel funds were used to fund Juneteenth. If the Juneteenth budget was combined with the other city-wide big events, it could free up money for other programs.

Director Joly explained the proposed IDEA Panel budget showed expenses only and did not reflect revenue from sponsorships that would vary from year to year. In 2024 events came in under budget and garnered sponsors.

Council Member Kist asked and Director Joly confirmed that fireworks for Diwali were captured in the \$35,000 expense total. The city did receive financial sponsorship for Diwali which helped cover the fireworks expense, making the net cost about the same. Council Member Wiltout asked and Director Joly responded the city received \$8,200 in sponsorships for Juneteenth. City Manager Stefanov stated there may still be some outstanding sponsorship money to be collected.

Director Joly reviewed Administrative Services 2025 – SAB slide. The 3 SAB budget areas were: core activities, ongoing programs, and new programs for next year. Core activities included initiatives like Earth Day to Arbor Day, e-waste and hazardous waste drives and their marketing costs, the Bio Blitz event, seasonal composting, holiday lights recycling, and the drop-off composting program. The board wanted to continue the Student Leaders in Sustainability (SLS) grant of \$10,000. In 2024, \$20,000 was budgeted and only \$3,000 was used. Hopefully student interest would increase in time. \$11,500 was budgeted for the invasive species trade-in program which offered a \$150 rebate to the participant. \$2,000 was budgeted for the Green Guardians program for supplies. There were 2 new programs in the budget, native or sustainable landscaping and curbside composting. 2024 was a "study year" and the board sent out a community survey. Based on the results of the survey, the board wanted to pilot a curbside composting program like the cities of Bexley and Upper Arlington. Those cities spent \$200,000 per year on similar programs. The board thought the Windsor neighborhood could be a pilot neighborhood based on survey results. The board had discussions on scalability and how to scale without a big cost. The SAB discussed curbside composting with the Solid Waste Authority of Central Ohio (SWACO) and SWACO would include a bid for all of New Albany in their next bid cycle. There were still a lot of details to consider and a pilot program would give good data on interest and usage.

Council Member Durik wasn't sure how big the composting program could be and agreed Windsor would be a good test. If it cost \$20,000 to do Windsor as an example, before expanding to the whole community, council



would need to evaluate whether or not the cost made sense. Council Member Shull agreed and also suggest to seeing what Rumpke could offer before even doing a pilot program. Council Member Kist felt the consortium approach was a great option, but an outside company could be hired for compost pick-up now. The SAB understood, if the pilot was successful, it was not a guarantee of a roll-out. In some composting programs, some cost fell on citizens and the city usually offset. These were all questions needing answers and, depending on interest and participation, it could be a non-issue. The pilot could generate even more questions. Council Member Brisk agreed on a trial to see if the residents participated. She knew other communities did it and the interest was there.

Director Joly stated SWACO provided data from other communities that offered composting programs, including the percentage of households who participated. The SAB had reached out to other providers. The cost given by SWACO for the Windsor test was based on a fixed number of households and residents who would have to sign up to participate.

Council Member Wiltout felt curbside compost pick-up would make it easier and there would be more participation.

Council Member Brisk asked and Director Joly answered that Upper Arlington paid the \$200,000 fee for their program and did not separately charge residents.

Mayor Spalding asked and Director Joly answered this cost was just for composting, not trash. Mayor Spalding wondered, if tonnage was being diverted from trash, should the contracted hauler give a rebate. Director Joly said this would be explored along with how recycling would affect trash fees in the next round of bids.

Council Member Shull asked and Director Joly stated there were 245 responses to the composting survey.

Council Member Durik asked Director Joly explained that pocket prairies were demonstration gardens of different native landscaping applications that the SAB wanted to implement in 2025. The SAB priced out 3 applications: a pollinator garden application, a city parcel from turf grass to prairie with the location to be determined, and a demonstration garden at Taylor Farm. Each would have signage with plant species information, their benefit to the environment, and how they were more beneficial than non-native species. The hope was to encourage people to use native and sustainable materials in landscapes. Council Member Kist added New Albany had a lot of turf that required mowing, treatments, and irrigation. These pocket prairies could serve as a test see how these pocket parks were received. Then, potentially in the future, some of these plantings could be used on the city roadways, save costs, and make the city more sustainable.

Director Joly stated the remainder of the 2025 Investments/Contributions budget was the McCoy Center and capital maintenance, the New Albany Plain Local Schools contribution, and miscellaneous council initiatives such as the DORA. All those funds would stay in the General fund for community investments.

Council Member Durik asked and Director Joly replied that all of the \$70,000 in the Council Initiative fund was typically not spent - it was there if needed. Originally, \$50,000 for holiday lights came from this fund and any overages from July 4 and Oktoberfest had come from this fund. Council Member Durik was fine with leaving the total at \$70,000 and hoped, with adding more holiday lights, it would be enough.

*The meeting took a break 3:48 pm.*

*The meeting resumed at 4:06 pm.*

Director Joly reviewed the City Council Hotel/Motel Bed Tax Review and City Council Community Events & Grants slides. Administrative Services implemented city council initiatives. She further reviewed the 2024 Operational Accomplishments – Implementing Council Initiatives slide. Accomplishments included opening Windsor Playground, opening phase 2 of Taylor Farm Park, kicking off the broadband initiative, and working

with The New Albany Company (NACO) to accept 2 acres of land to expand Rose Run Park in phase 2 (RR2). Initiatives for 2025 included reimaging RR2 and Veterans Memorial with additional land from NACO, concept planning for phase 3 of Taylor Farm Park for the farmhouse and potential barn relocation, data gathering for broadband with a potential feasibility study in 2025, continuing to investigate health care insurance options, and succession planning based on the organizational study that was being done.

Council Member Shull asked and Director Joly answered there was money in the public service's operational budget for 2-3 more dog pots at Taylor Farm. Council Member Shull noticed a lot on the sidewalks and felt dog pots were needed by the bridge and way in the back of the park.

Council Member Wiltout wanted to discuss the Juneteenth budget and the possibility of moving its funds from the IDEA Panel fund to the General fund based on it being a federal holiday and how well it had been executed the last 2 years. She wanted to be able to tell the IDEA Panel what money was available. She felt residents would want it on an ongoing basis and suggested it be moved to the general events budget for 2025.

Council Member Kist felt there should be a discussion of where events belong and how IDEA sees their events going forward. He was glad the glad these events were successful and well-attended. He asked if, initially, the city planned to do them 1-2 years and then rotate them out. He thought they'd become permanent events and didn't want to see them go away given their success. The community events division was growing due to taking on the July 4 and Oktoberfest and this was a good time to look at all events. He agreed that Juneteenth was a city-organized annual event. The question was then for Diwali and some of the other successful events.

Council Member Wiltout thought, for 2025, council was only looking moving Juneteenth's budget. Diwali had some sponsorship and partnerships that were worth exploring for the next year. She felt Diwali should be kept under the IDEA Panel. IDEA panelists were excited about putting on Diwali.

Council Member Brisk stated the city had done a number of initiatives - some had taken off, some hadn't. Some weren't originally conceived as a city event or an IDEA event. If Juneteenth was moved to a city event, it would give the IDEA Panel the opportunity to work on different initiatives. The IDEA Panel didn't just want to be the Juneteenth/Diwali Panel. They had discussed other initiatives like accessibility, veterans' issues, and other community outreach. It would be nice to be able to allocate money in other ways and give the IDEA Panel the freedom to do other things.

Council Member Durik was okay moving Juneteenth over to be a city event and, over time, he would want to look at all city-produced events under 1 budget. He didn't have an issue where Diwali was funded in 2025 - council could make that decision down the road - but he wanted to see events in one place so the budget could be adjusted.

Council Member Durik asked and Council Member Brisk answered she wanted Juneteenth moved from the IDEA Panel to a city event and still maintain the IDEA budget. The IDEA Panel had a narrow focus and authority which they abided by. The IDEA Panel was not a party panel. IDEA events were not the same as July 4, Oktoberfest, or a specific fun event. The IDEA budget was for initiatives to show the community that the city believed in diversity and inclusiveness. IDEA programs could be activities like book clubs, a panel speaker for EmpowHER, and showing people how they can get involved with community leaders. In 2025, it could be learning how families with accessibility issues attended events. The IDEA Panel held some fun events, but these were not the same as party or event that would typically be paid by hotel taxes. These were about inclusiveness, diversity, and welcoming people to this community. Juneteenth had taken on an independent life of its own, and if the city wanted to do it, then she would like the city do it, then the IDEA Panel could take on other initiatives.

Council Member Kist thought, if the event went to the city, so would the budget for that event. He wasn't comfortable leaving \$25,000 in a budget for an undetermined item. Council Member Wiltout clarified the

IDEA Panel spent \$17,000 on Juneteenth after application of an \$8,000 sponsorship. Council Member Kist stated he would want to see what the \$17,000 would go towards.

Council Member Durik thought, when IDEA was first started, that the panel developed ideas and programs and then came to city for funding. When those events were proposed, then council put aside funding. If they moved Juneteenth to the city, that budget would move with it. If the IDEA Panel had programs and wanted funding, the \$70,000 Council Initiative funding could be used. Council had the ability to approve the funding or not.

Council Member Brisk was under the impression that the IDEA Panel had a budget so the panel members knew what kind of funds they had to work with. She added they could bring ideas to council, but if the panel didn't know what funds they had to work with, then they didn't have what they needed to figure out the projects. If specifics were needed now, then it couldn't be budgeted for as discussions with the panel hadn't begun.

Council Member Wiltrout acknowledged the overall question: if something graduated out of IDEA and became an ongoing city event, did IDEA have to keep paying for it? She recognized need for clarity. She said the panel could brainstorm, but she wanted to express the concept of IDEA having a budget so the panel could plan accordingly. Were they working with same budget year over year or could it shrink 1 year and grow following year? IDEA funding could be used to increase welcome gifts, community outreach, or neighborhood events. Council Member Brisk was waiting to see the budget to discuss options. The panel had a general direction of what it wanted to do, however, it needed to know a budget to be able to really plan.

Council Member Shull supported moving Juneteenth out of the IDEA budget and have it funded by bed tax. He suggested a review of all the items that should or shouldn't come out of the bed tax since that fund was finite. Maybe a separate fund was needed for other items like July 4 and Oktoberfest and this should be another discussion. It was also his understanding that, when moving the event, the funding would go with the event.

Council Member Wiltrout asked Council Member Shull why he thought bed tax would be a better use for Juneteenth versus Oktoberfest. He said he used it just as an example and still wanted to evaluate funding options.

Council Member Brisk stated that the IDEA Panel had had success and, if the city wanted to now take on their event, the IDEA Panel should be funded to do other programming. If everything that was successful was moved out, then eventually IDEA would have little programming funding. If IDEA's budget wasn't replaced now, their budget would be reduced by 25%.

Council Member Kist noted that the purpose of this meeting was to propose a budget for next year. He gave the example that the SAB discussed a compost pilot in August and then proposed \$21,000 in next year's budget at this meeting to have it discussed. Council Member Brisk stated the IDEA Panel had not done it that way before and was not prepared to do that now. She felt this was a change in process as the panel previously had budget to work with each year. They were not advised of this process and how it worked.

Mayor Spalding wanted to review the plan for successful events and also the community's expectations of city funding for events. Mayor Spalding recalled the plan was to fund an event for a few years and, if it survived on its own, that would be the goal. If the event did not receive funding or sponsorship, he wasn't sure it would be a permanent event. A framework needed to be put around events such as, after 2 years of city funding, in the 3<sup>rd</sup> year, the event would need to be supported by outside funds. He thought the purpose of the IDEA Panel was to always be looking for new opportunities to show the community was open to a broad range of people. The IDEA Panel would need funding to plan for programming. The worst case would be having a \$10,000-\$20,000 placeholder in the budget and council could appropriate more later. There needed to be a structure in place since every year there would be budget discussions.

Council Member Wiltrout agreed and felt Juneteenth was special as it was a federal holiday and nationally recognized. She suggested \$15,000, representing the cost of the event, be used as a placeholder to fund other

IDEA initiatives. She said the difference between IDEA and other programs was that IDEA events were planned dynamically through the year. They didn't have a "to do" list of items every year.

Council Member Brisk stated she didn't have an issue with changing how IDEA did their programming, however, she wasn't prepared today since the panel hadn't been planning that way since 2021 and she would need to discuss this with the panel and staff. Council Member Wilttrout clarified the actual money spent by IDEA was \$82,000 since they had brought in money and revenue from other sources.

Council Member Durik thought \$10,000 should be budgeted to the IDEA Panel to figure out programming. Going into next year, programming should be thought through the same as the SAB and go to council where it would be voted on. Council Member Wilttrout and Council Member Brisk agreed with the process.

Council Member Brisk asked if the SAB had been running this way every year. Some council members indicated yes and she stated she wasn't aware of this. She had an issue with only IDEA programming eventually having to fund itself which wasn't the case for other city events. Why was that? She wasn't sure why the city funded \$90,000 out of pocket for Oktoberfest, but Juneteenth which cost \$18,000 had to pay for itself or went away.

Council Member Kist thought there was different criteria for IDEA events. IDEA events were being tried out by the city to see if they were successful. Making Juneteenth a city event meant not following the same guidelines - just like July 4 didn't have to fund itself. If an event did move over, it would go into a different category. He thought Diwali should stay within the IDEA budget for the next 2-3 years. Council Member Brisk agreed with this point.

Council Member Brisk asked, until an event became a city-sponsored event that used bed tax funds, did the IDEA Panel continue to lose money out of their budget for particular events. She didn't have an issue in the future presenting their programming like SAB did, but was not prepared to do that today. Council Member Kist thought presenting programming in a detailed manner provided a good guardrail to show how the SAB proposed to spend their budget. Council might not agree with what the board had proposed, then the budget would act as a guardrail with council having the final say. Council Member Brisk agreed it made sense and had she known 3-6 months ago, she could have been prepared today. She asked how to handle IDEA's budget for the coming year.

Council Member Kist stated this was about the visibility of initiatives. In the past, he wasn't sure how IDEA presented their ideas. Going forward, before an event was on ground, this budgeting discussion would be the time to go through proposals - just like Oktoberfest needed to be discussed and value-engineered to reduce costs. He wasn't sure when that discussion would happen if \$15,000 was just earmarked. Council Member Brisk replied they would come to council with each event once the panel had a recommendation. However, the panel would still need to know what kind of money they had to potentially work with. Council Member Kist felt there were 2 conversations happening that needed to be decided - council need to agree on where Juneteenth should be placed and the final IDEA budget.

Council Member Durik supported moving Juneteenth to a city event, but this should not imply the event would go on forever. He referred to Springfest which was ended. Events needed to be looked at each year. Council Members Brisk and Wilttrout agreed.

Council Member Wilttrout asked if anyone was opposed to moving Juneteenth to a city sponsored event. Council Member Shull asked if bed tax money would be used and, if so, he wasn't opposed. Council Member Brisk replied funding would come out of bed tax since it was a city event.

Council Member Wilttrout asked if the IDEA Panel could have a \$15,000 miscellaneous expense category for their budget for conditional use with a more formal ask to spend that money. Council Member Brisk added the IDEA Panel would not have formal proposal by the final budget. Council Member Wilttrout stated, for 2026,

IDEA would follow the same process as SAB. Council Member Kist agreed as long as there was visibility to programming. Council Member Shull stated, even though the budget was there, it didn't mean that the programming would be approved. Council Member Brisk agreed and wished she would have known this sooner to plan accordingly. The IDEA Panel would need transition time.

City Manager Stefanov confirmed council's agreement to move Juneteenth out of the IDEA budget into the city events budget and using the bed tax to fund it. Council Member Shull supported the move and a placeholder of \$15,000 in the IDEA budget.

City Manager Joseph Stefanov asked if any additional money was needed for tree lighting. Council Member Kist felt there was time to reach out to a vendor to get an estimate. Mayor Spalding suggested lighting Stefanov Circle and city trees throughout the year - changing lighting out as needed. Council Member Shull wanted to see Market Street building roofs lit year-round. Council Member Wiltrout suggested adding lighting at Sugar Run as well. Council Member Brisk liked the idea of having the municipal area lit. Council Member Shull suggested having a lighting fund and, each year, a new area could be added. Council Member Wiltrout asked and City Manager Stefanov confirmed there was flexibility and the \$70,000 Council Initiative fund could be used for lighting. Council members discussed potential lighting costs and obtaining quotes for roundabout and roof lighting. If the quotes were between \$20,000-\$40,000, it could be afforded within the budget without touching the council Miscellaneous fund. Council Member Kist asked and City Manager Stefanov answered that the city did not consult with MKSK on lighting. Council Member Kist suggested it may be a good idea to reach out to them as well. Council Member Wiltrout wanted all the information regarding cost and placement before deciding.

City Manager Stefanov asked, regarding the events that were funded out of the bed tax, did council want to talk more now, at a subsequent meeting, or perhaps in a subcommittee. Mayor Spalding stated he had a conversation with the New Albany Community Foundation (NACF) about shifting resources to pay for CAPA fees. Council grants would be a small portion of the bed tax. Mayor Spalding suggested the event discussion be tabled for another time based on still having to get through the city budget. City Manager Stefanov would get input from volunteers about former chamber of commerce events.

Council Member Wiltrout asked if council was going to discuss what events would be funded out of the city's bed tax funds versus the General fund. She stated there was only a council subcommittee that looked at grant spending. Council Member Shull stated the easy answer would be to reduce the community grants budget from \$100,000 to \$75,000 and then everything would be in budget. Council Member Wiltrout felt it was worth talking about for example, what was different about Juneteenth versus the other events and whether or not they should be funded by bed tax. Director Staats stated that July 4 and Oktoberfest were traditionally funded by bed tax. Mayor Spalding said this could be figured out since the amount needed was manageable. Mayor Spalding asked Clerk Mason to find time in future council meetings to discuss events further.

## **COMMUNICATIONS & MARKETING UPDATE**

Chief Marketing Officer Poland thanked council for their support and for his 2 additional team members, Communications and Marketing Specialists Katie Allen and Madison Miller. The communications division was focusing on areas that residents said they needed information on per the community survey. In 2024, the communications division managed the refresh of city website - and would be continuing to fine tune it, conducted the biennial resident survey, saw increased attendance at internal staff meetings, received 4 national awards and 3 at the Communication Marketing Association conference, focused on direct mail - and would increase this in 2025, produced 72 videos, had 7,000,000 social media impressions - up from 2023, counted 37,000 social media followers across all platforms - and this was expected to continue to increase, and sent 43 e-blasts that had an open rate of 67% - well above the government average of 29%.

For 2025, the communications division planned to add an enhanced search function with a chat bot, put more money into paid posts on social media for more visibility, complete their studio space, and increase professional development.

## **PUBLIC SERVICE DEPARTMENT**

Director Barker reviewed the 2025 Public Service Goals and Strategies slide. The Public Service Department (Public Service) continued to provide a high-level of service to the community. They had a great team. He thanked Public Services Manager Angie Hobart for her help to make everything happen. The public service department ensured the delivery of essential safety and quality of life services, provided snow and leaf removal, and performed preventative maintenance on all city facilities and public infrastructure.

Director Barker reviewed the 2024 Accomplishments slide. The US 62/SR 161 Interchange project was completed and they were working on final punch list items. Public Service doubled the scope of annual street program which included a lot of work on main arterials. He thanked Right of Way Supervisor Jordan Gamble and Public Service Engineer Justin Wilkinson for their efforts on this project. Public Service would continue to work with pavement technology software to improve the road maintenance budget and schedules. His goal was to budget road maintenance annually to keep up a baseline quality, rather than have a jump like this year. The city's average pavement index was 77 and overall the city saw a degradation rate of 2 points per year. In 2024, the pavement score was boosted to 81, an increase of 4 points, but was actually closer to 6 points since a year of degradation was cut off. Public Service provided a high-level response to snow, ice, and leaf collection. They restored sidewalks and tree wells in the Village Center (VC) as well as an overall clean up in the VC area which would be continued in 2025. The utility inspection training and maintenance program was expanded and the scope of the work increased as well as the sophistication of work. The intersection of High Street and Chatham Green Drive was reconstructed to include a new school drop-lane which was a great success. The contractor was still completing final punch list items for pedestrian safety that expanded on what was there now. Public Service completed 4 new mid-block crossings that were requested by residents. An audible crosswalk at Dublin-Granville Road and Fodor was installed and that was now the baseline package going forward for every new traffic signal. Public Service would go back and retro-fit this package into existing signals in the community.

Council Member Shull asked and Director Barker answered that he would look into if there was a way to know how many times buttons for crossings were activated. The city was very intentional about how often mid-block crossings were used. Council Member Brisk asked and Director Barker replied that he didn't know if there was a way to know if people were activating the lights at crosswalks since there weren't cameras at the crosswalks. He had seen many people in the crosswalks and the lights were not activated. He observed a greater number of people were not activating the lights, which was certainly was not the intent. Public Service would look into seeing if the technology with proximity sensors, etc., had improved since the city's initial experience with them being installed at the Market and Main Street roundabout years ago.

Council Member Brisk asked and Communications Officer Poland answered the city had done several pedestrian safety videos and would be releasing additional pedestrian safety videos via email and social media.

Mayor Spalding asked and Director Barker answered that the traffic lights in the Village Center were activated by photo cells, not timers. The school zone lights were on a timer and were adjusted as needed for Daylight Savings.

Director Barker reviewed the 2024 Quick Numbers slide regarding sidewalks, street lights, fire hydrants, and street trees maintained in 2024. He explained how contract work was used for tree maintenance to achieve maximum longevity. The contract workers did the heavier lifting while city employees pruned for truck and equipment clearance. The city team did do some pruning at higher levels since they had climbers on team.

Director Barker reviewed the 2024 Quick Numbers - Utilities. Director Barker described increased storm basin and sanitary sewer manhole inspections, cleaning, and repairs. The inspections informed the maintenance to-

do list. The city's sewer systems were in good condition. Fire hydrants were now flushed 2x per year by the city and this also informed maintenance needs.

Director Barker reviewed the 2025 Looking Ahead slide. For 2025, Public Service was realigning the engineering function. He thanked council and City Manager Stefanov for their support in getting Deputy Public Service Director Ohly back on staff. He was requesting to add a project manager position in his budget and this person would primarily be a support person for Engineer Wilkinson due to his heavy workload. Public Service was also requesting to add a position to support Manager Hobart on a variety of areas of responsibility as she supervised and administered programs for all public service functions. She needed direct support in the field so she could focus on the administrative aspects. Public Service hoped to hire a superintendent with parks experience. Taylor Farm Park marked a new era for the city and Public Service was looking for someone to bring efficiency to the parks functions. He was also requesting an additional maintenance worker. Construction on the Market Street extension has started. They would be designing improvements at the Bevelhymer Road and Walnut Street intersection to support continued growth. Public Service would also be supporting the expanded Smart Ride program. Ridership had increased over the past year. Public Service would implement a reflectivity inspection program for regulatory street signage and had purchased a tool for that purpose.

Mayor Spalding asked and Director Barker answered that south Harlem Road paving was happening at the end of this week. He expected the road to be open as the only incomplete items were final restoration, ground cover, and a section of leisure trail needed a small boardwalk structure to span a creek. That would be built over winter and should open in spring. People may be driving on the concrete base this year but the city was gaining several months on that project and would be finishing ahead of schedule.

Director Barker reviewed 2025 Major Capital & IT Expenditures slide. He was requesting to replace an aerial lift bucket truck which was due for replacement 3 years ago, 1 shuttle bus that was ready for replacement, 2 additional fleet trucks, 1 tool truck for the facilities team, and to replace 10 hand held radios. Public Service's current 10 radios only worked a third of the time. Lastly, 2 new portable changeable message boards were requested due to the increase in events and construction projects. Message boards were an effective mode of communication.

Council Member Shull asked and Director Barker answered that a plasma table was used for metal fabrication, particularly for snowplows. Snowplows often broke during snow and ice events and a plasma table was used to make cuts and assist with welding and repair work. The plasma table was also used by the team to retrofit the existing leaf machine - staff built the cage and seat on the front of the machine. The city had great team of welders.

### **LAND AND BUILDING MAINTENANCE**

Director Barker explained the public service department was comprised of 2 departments - public service and land & building maintenance, which was anything related to facility maintenance, city-owned buildings, parking lots, parks, and open space maintenance.

Director Barker reviewed the Public Service – Land and Building Maintenance 2024 Accomplishments slide. Public Service completed the remodel of the old mayor's court space at Village Hall, expanded parking at the police department and public service, and completed the construction of boardwalks, handrails, leisure trails, and pedestrian bridges at Taylor Farm Park - which he felt was important since there was now a continuous pedestrian connection from the Village Center to Taylor Farm Park. Public Service developed a safety camera layout for Taylor Farm Park, Rose Run Park, and the pickleball courts and he requested funding to implement the cameras. Lastly, an active management and maintenance plan for Taylor Farm improvements was implemented.

Director Barker reviewed the Public Service – Land and Building Maintenance 2025 Looking Ahead slide. 2025 initiatives included construction of a storage building at the public service facility which had been delayed

due to other public service priorities. The fleet was growing and the storage building would provide protection for and help organize seasonal equipment, like tractors and lawn mowers. The building would also allow them to perform maintenance over the winter. Additional initiatives included Heit Center improvements - such as new carpet, installation of park cameras, maintenance of the new elevated water storage tank - which was going to be completed soon, and continued support of the New Albany Parks Framework Plan.

## **FINANCE**

Director Staats reviewed the Finance - 2024 accomplishments slide, including receiving the numerous awards. The cashVest award was given to organizations scoring over 90%. The city scored 100% beginning in quarter 2 of 2024. Factors for the award included the city's investments, banking relations, liquidity, electronic fund use, and investment policy. There was a single audit in 2023 which was conducted for the finance department's federal awards. The audit returned no comments or citations. The bond anticipation notes received the highest rating and the city was awarded Standard and Poor's (S&P) highest credit rating. Finance was moving back to Village Hall. Numerous capital projects had been added and were being tracked in Munis. She stated that wire and ACH payments were entered manually and did not include the payroll transactions every 2 weeks. Director Staats stated, through the city's transparency portal on Open.gov, anyone could view the capital projects payments report and it had been updated to reflect the most current payments for 2024.

Director Staats reviewed the Finance 2025 Goals slide. Goals included maximizing the software and available data for Construction in Progress (CIP) reporting and tracking, creating dashboards in conjunction with GIS, and continuing to improve and streamline the budget process. There was functionality within Open.gov that allowed Finance to pinpoint the exact cost per position and aided in workforce planning. Goals relating to economic development were to continue enhancing relationships with local businesses' payroll staff, tracking, reporting, and monitoring of economic development agreements, and enhancing school relations. Further goals included the development of grants, project management, and the further use of electronic payment methods. The city had recently contracted with a new software service called Paymerang which would help maintain accounts payable information. This would save time dealing with vendors to find payments and hours printing checks, stuffing envelopes, and applying postage.

Mayor Spalding thanked Director Staats for taking that extra step as there were significant increases with fraudulent transfers, vendor redirect schemes, AI, voice simulation, and email schemes. Director Staats added that the city also had additional confirmation methods for security - for example, calling a contact directly to confirm legitimacy. Paymerang would take on the transfer risk and help with the reconciliation process. The city was looking at formalizing the procurement function and software solutions. Finance was responsible for updating the purchasing code for the city and accurate financial reporting. Finance wanted to provide coordination and assistance to other departments to standardize processes. Other departments would still handle quotes and contracts and Finance would provide assistance on how to standardize processes in each department and offer solutions with visibility. Currently, steps leading up to awarding a contract could be missing or duplicated. The goal would be to have that information flow similarly in each department. This was not a fully centralized purchasing program, but would allow anyone to see city contracts and allow for tracking and sharing of information.

## **CONCLUSION**

City Manager Stefanov proposed that the remaining budget items be discussed at the next council meeting.

Council Member Brisk asked and Director Staats replied that the remaining budget items included the All Funds overview and dollar amounts for capital projects.

City Manager Stefanov stated that council was welcome to set up individual meetings with staff after their initial review of the budget book and staff could adjust items in the budget according to council's desires. There were a few tweaks that staff were making based on their ongoing budget review.



Mayor Spalding appreciated the presentation and staff's professionalism. He asked that the clerk find time in an upcoming agenda to allow council further discussion regarding debated topics.

**OTHER BUSINESS:**

NONE

**ADJOURNMENT:**

Mayor Spalding moved to adjourn the meeting. Council Member Shull seconded and the meeting adjourned at 5:42 pm.

ATTEST:

  
Jennifer H. Mason, Clerk of Council

  
Sloan T. Spalding, Mayor

  
Date




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**BUDGET RECOMMENDATION**

**Vision, Organizational Goals, and Goal-Driven Strategies (pages 20-21)**

- Invest in projects & programs that enhance quality of life
- Invest in infrastructure that encourages private development
- Pursue continual service and operational improvements
- Maintain excellent stewardship of public funds
- Invest in the professional development and well-being of our workforce



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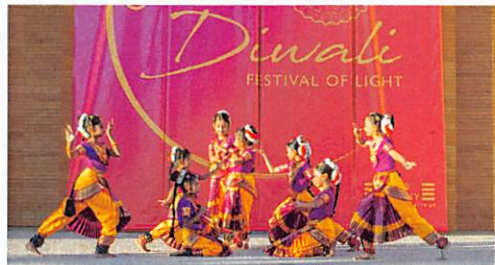
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## BUDGET RECOMMENDATION

### 2024 City Accomplishments

- Economic development success
- Infrastructure/park planning & improvements
- Community programming
- Staffing – hiring and logistics
- Nationally recognized staff awards
- Sustainability & IDEA projects



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# GENERAL FUND

Budget Book Pages 64-66

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## GENERAL FUND OVERVIEW

- Most critical indicator of financial health
- Primary source of funds for City services and operations
- Strong overall fund balance, exceeding 65% reserve
  - *Additional excess intentionally maintained to provide for potential tax refunds, downturn in the economy, significant unanticipated expenses, and to set aside until funding is determined for future capital projects*
- 2025 - \$12.5 million operating revenues over operating expenditures projected before capital & transfers
  - *Even with multi-year staffing increases*



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## GENERAL FUND OVERVIEW

### 2025 Income Tax Projections

- Focus on several key business' withholding trends and applied findings to projections
- Comprehensive analysis of current construction withholding
  - Intel specific – projections updated from 2024
  - Meta, Google, Amazon monitoring
  - Other construction
- New construction/jobs from new projects not contemplated
  - New construction withholding from projects coming online will soften the effect of construction ending on current projects
  - New job withholding from projects beginning operations will soften the effect of potential decreases from other businesses
- Net profits and individual based on previous years



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## GENERAL FUND OVERVIEW

### 2026-2028 Income Tax Projections

- Conservative growth in all areas of income tax revenues during this period
- Does not account for NEW economic development and construction withholding



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## GENERAL FUND OVERVIEW

### 2025 Operating Expenses

- Personnel
  - *Compensation & Benefits*
  - *Professional Development*
- Professional & Contract Services
- Asset Maintenance
  - *Equipment*
  - *Facilities*
  - *Infrastructure*
  - *Utilities*



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## GENERAL FUND OVERVIEW

### 2025 Operating Expenses Emphasis on Personnel

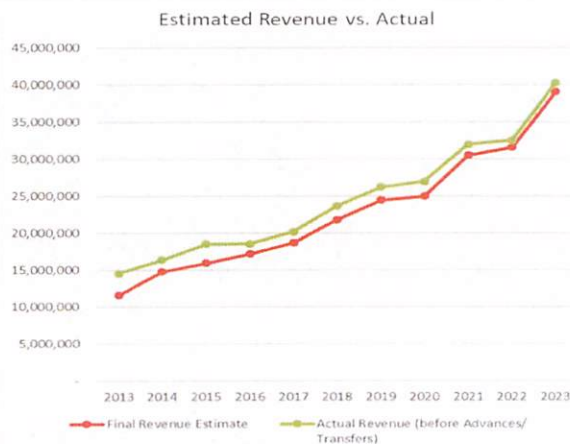
- COLA –
  - 3.5% (*non-union*)
  - *No increase in health insurance*
- Ongoing compensation market analysis
- Continued right-sizing staff and municipal facilities to support expanded infrastructure, operations and community programming



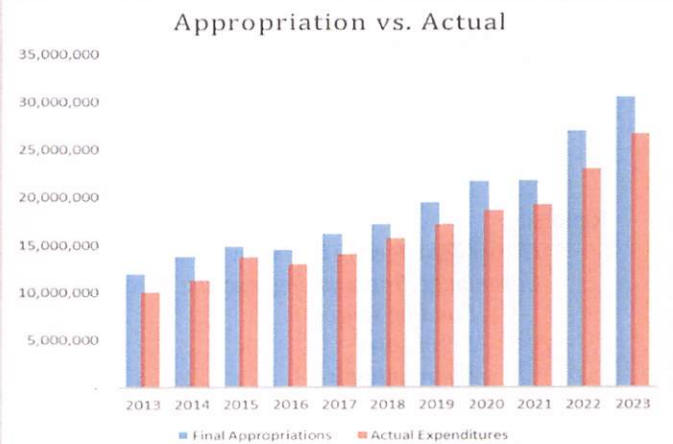
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## GENERAL FUND OVERVIEW



Average Actual Revenue > Estimate –9.37%



Average Lapse in Appropriation – 12.67%

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## GENERAL FUND OVERVIEW

- 2025 Transfers - \$9.48M
  - *Capital Improvements - \$6M*
  - *Capital Equipment - \$1.73M*
  - *Infrastructure Replacement - \$500K*
  - *Debt Service - \$432.5K*
  - *Severance Liability - \$750K*
  - *Hinson Amphitheater - \$50K*
  - *K9 Patrol - \$20.5K*
- 2025 Advances
  - *Village Center Improvements - \$2M*
- 2025 Return Advances - \$610.5K
  - *Oxford TIF - \$149K*
  - *Schleppi Residential TIF - \$240K*
  - *Village Center II TIF - \$221.5K*



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## GENERAL FUND OVERVIEW

- New General Fund – Sub Funds (p. 68-72)
  - *Information Technology*
  - *Community Events & Grants*
  - *Senior Connections*
  - *IDEA Implementation Board*
  - *Sustainability Advisory Board*
- Rationale
  - *IT cost & budgeting impact by department*
  - *Community Programming tracking & reporting*
    - *Funding sources*
    - *Event costs*
    - *Board initiatives*
- Intrafund Transfers
  - *General Fund supplement as needed*
  - *Total Projected - \$2.26M*



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## 2025 BUDGET FRAMEWORK REVIEW

### Layout

- Budget Message
- Community Profile
- Summaries
- Funds
- Departments
- Capital
- Debt
- Appendices



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## 2025 BUDGET FRAMEWORK REVIEW

### Reminders

- General Fund – “Green”
- Other Funds – “Blue”, “Orange”, or “Brown” based on function
- Years 2026-2028 shown to provide direction for planning purposes



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# CITY COUNCIL

Budget Book Pages 149-154

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## CITY COUNCIL

- Council compensation
  - 3.5% COLA
  - Insurance
  - Professional Development
- Council participation in events
  - Independence Day
  - Founders Day
- Codification
- Discretionary
  - Taste of NA table
  - Other



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# POLICE

Budget Book Pages 155-170

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## POLICE

### 2024 Major Accomplishments

- Central Ohio and Federal Internet Crimes Against Children (ICAC) Task Forces
  - TFO Award
- Human Trafficking Operations
- Hiring Success
  - 4 dispatchers, 1 clerk, 1 officer
- Commercial Vehicle Enforcement
- Community Outreach
  - Citizen Police Academy
  - Bike Helmet Ice Cream Coupons
  - Cops & Bobbers
  - Safety Town
  - Special Olympics (new Polar Plunge)
  - Toy Drive



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## POLICE

### 2025 Goals

- Focus on effective and proven strategies to address traffic, theft, and areas of community concern
- Further prepare the radio room for changes in 911, community growth, and adjusting the quality assurance system to better align with our continual improvement goals
- Implement 25% of the advanced accreditation standards and policy as part of the four-year plan to become advanced accredited



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## POLICE

### 2025 Capital Equipment

- 3<sup>rd</sup> work station for Dispatch Center (New)
- Drones (New & Replacement)
- Radios (New)
- Vehicles (Replace)



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## POLICE

### 2025 IT Requests

- Annual costs and maintenance such as: 911, radio room console radios, CAD/RMS, body worn camera software
- Powersuite Program
- Solve Interface
- Additional licenses



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## POLICE

### Personnel Requests

- Officers - Authorized for 26 in 2024
  - Requesting three additional in 2025
    - 1 detective, 2 patrol
  - Recruiting and hiring are ongoing
- Sergeant – Authorized for 6 in 2024
  - Requesting one additional in 2025
  - Would allow each shift to have two patrol sergeants (off-setting days off)
- Dispatch Supervisor & Dispatcher
  - Closer to state-mandated 911 staffing
  - Improves staffing to account for annual leave, sick, training, anticipated retirement



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## POLICE

### Professional Development

- Education and training remain a high priority and vital to our mission
- Training sworn and non-sworn department members encompasses a wide variety of topics, including core competencies, advanced and specialized skills, and supervision and leadership
- One focus in the year to come is to identify, train and mentor tomorrow's leaders, detectives and specialists



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# COMMUNITY DEVELOPMENT

Budget Book Pages 171-187

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## COMMUNITY DEVELOPMENT

### Key Functions

- **Planning** – Responsible for aligning the growth and development of the community with the City's strategically-planned vision and goals.
- **Economic development** – Creates and implements programs to attract, retain, and expand businesses within the community.
- **Engineering services** – Provides technical expertise in the design and construction of public infrastructure projects and private development plan review.
- **Zoning** – Protects the interests and rights of property owners by upholding land use regulations and enforcing the property maintenance code.
- **Building** – Ensures that the construction and modification of structures within the community comply with building code and safety standards.



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## COMMUNITY DEVELOPMENT

### Goals and Strategies

1. Exceed industry standards in providing excellent and timely customer service and community outreach.
2. Serve the needs of residents and businesses through appropriate development and infrastructure investments.
3. Create a healthy business environment that protects the local tax base.

	2021	2022	2023	2024*
Total Residential Plan Reviews	888	828	780	540
Total Commercial Plan Reviews	826	1,086	999	908
Acres Zoned	119.52	2,478.82	882.00	120.9
Private Development Plan Review	21	50	32	15
Total Inspections	6,814	8,054	7,840	7494
Comm Sq Ft Under Construction (Monthly Avg)	2,674,403	3,819,185	6,343,534	6,152,443

\* As of September 30, 2024.

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## COMMUNITY DEVELOPMENT

### 2024 Accomplishments

- The US-62 Interchange Focus Area Plan kicked off in April with more than 700 participants attending the public workshop and/or completing the online survey.
- An intracity, cross-departmental process was created to track and report construction projects and traffic impacts to companies in the business park.
- Business retention & expansion (BR&E) meetings tripled.
- The first BR&E Lunch Lab was launched for business park companies.
- The department initiated the process to modernize the ECOS program.
- The design was completed for the Second and Third Street extensions in the historic Village Center.



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## COMMUNITY DEVELOPMENT

### 2024 Accomplishments (continued)

- The department reached over 900 people through community outreach efforts that included 26 business park tours and 18 presentations (2 national conferences).
- The GIS-based board and commission dashboard launched on the city's website.
- The project team launched the first phase of design for the largest infrastructure project in the city to date – the Mink Morse Express.
- Innovate New Albany at Brick House Blue was created tripling the size of the city's innovation ecosystem with a broader community-based reach.
- The Intel infrastructure reached 75% completion.
- Since 2022, the team reviewed 277 packages for permits at the Intel site.



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## 2024 MAJOR ANNOUNCEMENTS



### Microsoft

**\$420M INVESTMENT**

*New 245,000-square-foot data center to be added to the New Albany International Business Park*

### American Regent

**\$276M INVESTMENT**

*For phase three of their New Albany campus development for a total of 341,000 square feet*

### Vantage

**\$285M INVESTMENT**

*New 300,000-square-foot data center to be added to the New Albany International Business Park*

### CyrusOne

**\$347M INVESTMENT**

*New 240,000-square-foot data center to be added to the New Albany International Business Park*



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## COMMUNITY DEVELOPMENT

### Looking Ahead

- **Exceed industry standards in providing excellent and timely customer service and community outreach.**
  - Training/Prof. Development
    - Maintain professional certifications and continuing education credits required, i.e. building inspector, planners engineers
    - Attend professional conferences, APA, ED411, OTEC, OBOA
    - Professional growth, i.e. leadership, project management etc.
- **Serve the needs of residents through appropriate development and infrastructure investments.**
  - Consulting & Contractual Services
    - City parks and trails sign plan
    - Ganton/Rose Run 3 park planning study
    - Village Center sign study
    - Solar panel code update
- **Create a healthy business environment that protects the local tax base.**
  - Consulting & Contractual Services
    - BR&E programs, i.e. annual event, quarterly outreach, ED week

### What to Expect in 2025

- Code updates
- Support capital budget initiatives
- Maintain a high level of customer service through transition
- Support Intel implementation and 200-acre supplier park
- Professional development and training initiatives
- BRE program
- Public outreach
  - Community tours
  - Strategic marketing
  - Presentations

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# ADMINISTRATIVE SERVICES

Budget Book Pages 189-217

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## ADMINISTRATIVE SERVICES

### Key Functions

- **Admin Services**
  - Human Resources
  - Citywide operational support
- **Mayor's Court**
- **Information Technology & Geographic Information Systems**
- **Community Programming**
  - Community Investments & Programming
  - Community Events & Council Grants sub fund
  - Senior Connections sub fund
  - IDEA Implementation Panel sub fund
  - Sustainability Advisory Board sub fund
- **Council Initiatives**
  - Parks (Taylor Farm, pocket parks, Rose Run)
  - Broadband Initiative



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## ADMINISTRATIVE SERVICES

### 2024 Operational Accomplishments – Human Resources

- 37 hiring processes, 707 applications and onboarded 43 positions
- Insurance broker RFP
  - Implemented online open enrollment for employees
- Maintained an employee turnover rate of <10%



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## ADMINISTRATIVE SERVICES

### 2025 Goals – Operational (HR)

- Continue to evaluate health insurance transition
- Continue to modernize internal processes, including onboarding documents
- Maintain <10% staff annual turnover



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## ADMINISTRATIVE SERVICES

### 2025 Goals – Operational (IT/GIS)

- IT
  - Phishing and internet safety training for all employees
  - Penetration testing to look for security flaws
  - Continue to build redundant paths to city facilities
  - Expand two factor authentication
  - LEADS compliance
- GIS
  - Create internal GIS map gallery
  - Build a CIP map/dashboard



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## ADMINISTRATIVE SERVICES– 2024 Operational Accomplishments

### Attendance

- Concerts – 2,464
- Taylor Farm Opening – 220

### 2025 Goals

- Continue to grow attendance
- Offer five summer concerts



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SENIOR CONNECTIONS



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SENIOR CONNECTIONS

Quick Numbers

	2021	2022	2023	2024*
Total Members	127	202	248	233
Total Visits	--	1,803	1,978	3,401
Programs Offered	109	227	210	303

\*2024 numbers as of 9/30/2024

2025 Goals

- Continue to grow programming
- Continue to increase member engagement
- Grow existing donor relationships



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## IDEA 2024 Operational Accomplishments

### Attendance

- Events – 3,230
- New Albany 101 – 350
- Community Connectors – 42 interest forms

### 2025 Goals

- Continue to grow resident awareness & participation
- Grow existing donor relationships
- Seek new funding opportunities



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## ADMINISTRATIVE SERVICES 2024 Operational Accomplishments

- Sustainability Advisory Board
  - 45,200 lbs of food waste diverted YTD
  - 5 waste drives – 7,750 lbs of e-waste and 23,659 of HHW
  - SLS Grant
  - Invasive trade-in program
  - Expanded drop-off compost program
  - Created Green Guardian program
  - SWACO grant for water monster



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## ADMINISTRATIVE SERVICES

## 2025 – Community Events and Council Grants

Draft 2025 Community Events and Council Grants Budget		
Events	Amount	Notes
Summer Concert Series	\$38,750.00	5 shows, includes bands, CAPA fees, big screen, water/ice
4th of July parade, festival	\$72,000.00	From Chamber's expenses, including \$31,000 for city services
4th of July fireworks	\$45,000.00	
Octoberfest	\$118,000.00	From Chamber's expenses, including \$10,000 for city services
Ground breakings, openings, etc	\$5,000.00	
Vets Day	\$3,500.00	
Event support	\$10,000.00	Giveaways, signage, NA branded banners
Events Budget	<b>\$292,250.00</b>	
Council Grants		
Community grants	\$100,000.00	Maybe adjusted per CC grant awards
Council Grants Budget	<b>\$100,000.00</b>	
Programs		
Santa mail	\$1,500.00	
Holiday lights	\$50,000.00	
DORA	\$1,000.00	Cups, signage, etc
Programs Budget	<b>\$122,500.00</b>	
Comm. Events & Grants		
Total	<b>\$444,750.00</b>	

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## ADMINISTRATIVE SERVICES

## 2025 – Senior Connections

Draft 2025 SC Budget		
Program Costs	Amount	Notes
Supplies	\$10,000.00	
Food/Beverage	\$18,000.00	
Professional Services	\$24,500.00	Instruction fees
Printing, marketing	\$3,700.00	
Fees to HNA	\$2,800.00	Share of RecDesk and merchant service/CC fees
Program discounts/scholarships	\$3,700.00	Program discounts for NA residents on HNA programs
Additional programming	\$15,000.00	If needed
SC Total	<b>\$77,700.00</b>	Estimate \$26,000 in program revenue

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## ADMINISTRATIVE SERVICES

## 2025 – IDEA Panel



## Draft 2025 IDEA Budget

Cultural Celebrations/Inclusion Initiatives		
	Amount	Notes
Juneteenth	\$25,000.00	
Diwali	\$35,000.00	
Accessibility Initiative	\$24,000.00	
Subtotal	<b>\$84,000.00</b>	
NA101		
Souper Supper	\$2,500.00	
Business Park Tours	\$2,500.00	
TBD	\$1,000.00	
Subtotal	<b>\$6,000.00</b>	
Community Connectors		
Welcome box	\$5,000.00	
Trainings, marketing materials, etc	\$5,000.00	
Subtotal	<b>\$10,000.00</b>	
IDEA Total	<b>\$100,000.00</b>	

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## ADMINISTRATIVE SERVICES

## 2025 – SAB

## Draft 2025 SAB Budget

Core Activities		
	Amount	Notes
Earth Day to Arbor Day		
E Waste Drive	\$2,000.00	\$1,100 actual in 2024
Household Hazardous Waste Drive	\$20,000.00	\$15,904.61 in 2024, est at 10% of HH @ \$54/car average plus signage, supplies, etc
Programs	\$2,500.00	
Marketing outreach, printing, etc	\$3,000.00	
Subtotal	<b>\$27,500.00</b>	
Seasonal Composting & Recycling Events		
Paper Shredding	\$2,000.00	Based on 2022 estimate. Have not done this yet.
Pumpkin/Gourd Collection and Compost	\$2,200.00	3 hauls @ \$450/haul plus \$40/ton fee (expect 20 tons max)
Political Yard Sign Recycling	\$100.00	Signage and containers as necessary
Holiday Lights Recycling	\$100.00	Signage and containers as necessary
Subtotal	<b>\$4,400.00</b>	
Drop-Off Compost Program	\$25,520.00	4 locations @ \$80 service fee per location plus \$15/cart for 52 weeks
Core Activities Budget	<b>\$57,420.00</b>	
Ongoing Programs		
Student Leaders in Sustainability Grant	\$10,000.00	2023 budget spent in 2024, budgeted \$20,000, spent \$3,000
Invasive Tree Trade-In Program	\$11,500.00	Vouchers for native plants
Green Guardians	\$2,000.00	Supplies for volunteers
Ongoing Programs Budget	<b>\$23,500.00</b>	
New Programs		
Native Landscaping Projects	\$35,000.00	Pilot native LS - Pocket Prairies. Based on estimate from Mad Scientist LLC
Curbside Composting Pilot Program	\$21,950.00	Based on estimated cost sheet
New Programs Budget	<b>\$56,950.00</b>	
SAB Total	<b>\$137,870.00</b>	

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## ADMINISTRATIVE SERVICES

## 2025 – Community Investments

## Draft 2025 Community Investment Budget

Investments/Contributions	Amount	Notes
McCoy Maintenance Agreement	\$20,000.00	
McCoy Capital Maintenance	\$45,000.00	
NAPLS Contribution	\$1,000,000.00	
Misc Council initiatives	\$70,000.00	
<b>Total</b>	<b>\$1,135,000.00</b>	

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## CITY COUNCIL HOTEL/MOTEL BED TAX REVIEW

- General Fund – 75%
- Hotel Excise Tax Fund – 25% - Distributed to the Chamber for CVB activity
- Anticipate increased revenue with increased construction and new hotel
- Village Center and Hotel incentives paid from General Fund Portion
- Remaining General Fund revenue available for Grants & Donations and CEB/Chamber city events

HOTEL TAX REVENUE	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2023 Actual	2024 YTD Actual (10/31)	2024 Projected	2025 Projected*
General Fund	\$ 72,671	\$ 168,686	\$ 184,065	\$ 258,630	\$ 328,232	\$ 343,522	\$ 586,464	\$ 236,594	\$ 279,607	\$ 431,346	\$ 450,912	\$ 437,165	\$ 525,000	\$ 550,000
Incentives	-	(86,471)	(120,624)	(116,375)	(87,106)	(78,881)	(74,780)	(63,015)	(12,270)	(12,686)	(12,482)	(3,118)	(3,118)	(100,000)
Available	72,671	82,215	63,441	142,255	241,126	264,641	511,684	173,579	267,337	418,660	438,430	434,047	521,882	450,000

\*There is one outstanding ED incentive that will expire in 2026. The company has not met the benchmark since the tax year 2020; however, the budget includes the potential incentive should the company qualify.

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## CITY COUNCIL COMMUNITY EVENTS & GRANTS

	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2023 Actual	2024 YTD Actual (10/31)	2024 Amended	2025 Proposed
Grants & Community Events Budget	97,000	126,000	104,000	89,000	104,000	175,000	175,000	175,000	200,000	175,000	225,000	225,000	225,000	450,000
<b>Revenue:</b>														
Charges for Services														25,000
Other Revenue (Donations)														20,000
Transfer In - General Fund Hotel Tax														550,000
<b>Total Revenue</b>														595,000
<b>Expense:</b>														
Personal Services (1 Staff)**														94,699
Events - July 4th (includes Fireworks)														117,000
Events - Oktoberfest														118,000
Events - Summer Concert Series														38,750
Events - Holiday Lights														50,000
Events - Misc														21,000
CEB/Chamber - General	20,000	20,000	28,000	32,300	48,800	40,000	50,928	10,000	28,297	65,000	40,019	35,144	53,000	-
CEB/Chamber - "In-Kind"	-	-	-	-	-	15,000	14,000	-	-	12,354	24,602	30,581	-	-
CEB/Chamber - Oktoberfest	-	-	22,505	-	-	-	45,000	-	69,257	64,399	62,730	79,406	72,000	-
CEB/Chamber - Oktoberfest - "In-Kind"	-	-	-	-	-	-	-	-	-	-	9,494	9,606	-	-
Other Grants - Disbursements	55,000	68,000	55,000	33,156	38,000	37,683	51,294	62,500	60,755	50,500	65,000	83,000	100,000	100,000
Other Grants - "In Kind Services"	-	-	-	21,344	16,500	25,493	34,000	-	28,312	22,500	31,000	15,000	-	-
<b>Total Expenditures</b>	<b>75,000</b>	<b>88,000</b>	<b>105,505</b>	<b>86,800</b>	<b>103,300</b>	<b>118,176</b>	<b>195,222</b>	<b>72,500</b>	<b>186,621</b>	<b>214,753</b>	<b>232,846</b>	<b>252,737</b>	<b>225,000</b>	<b>539,449</b>
<b>Total Expenditures less Personal Services**</b>	<b>75,000</b>	<b>88,000</b>	<b>105,505</b>	<b>86,800</b>	<b>103,300</b>	<b>118,176</b>	<b>195,222</b>	<b>72,500</b>	<b>186,621</b>	<b>214,753</b>	<b>232,846</b>	<b>252,737</b>	<b>225,000</b>	<b>444,750</b>
Grants Remaining Balance (not including Personal Services)**	22,000	38,000	(1,505)	2,200	700	56,824	(20,222)	102,500	13,379	(39,753)	(7,846)	(27,737)	-	5,250

NEW ALBANY

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## ADMINISTRATIVE SERVICES

### 2024 Operational Accomplishments – Implementing Council Initiatives

- Neighborhood Park Upgrade
  - Windsor playground
- Taylor Farm Park
  - Phase 2 open
- Broadband Initiative
- Rose Run 2 / Veterans Memorial – property expansion



NEW ALBANY

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## ADMINISTRATIVE SERVICES

### 2025 Goals – City Council Initiatives

- Reimagining Rose Run 2 / Veterans Memorial
- Taylor Farm Park
  - *Concept planning with community stakeholders*
- Continue broadband initiative
- Continue investigation of healthcare options
- Succession planning



NEW ALBANY

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## CITY COUNCIL HOTEL/MOTEL BED TAX REVIEW

### Community Events & Council Grants General Fund

- Distribution
  - 75% - General Fund – Transfer monthly to new sub fund
  - 25% - Hotel Excise Tax Fund – Distributed to the Chamber for CVB activity
- Anticipate increased revenue with increased construction and new hotel
- Village Center incentives paid from General Fund Portion
- Available for community events (including city service costs) and Council Grant funding

HOTEL TAX REVENUE	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2024	2025
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual (10/31)	Projected	Projected**
General Fund	\$ 72,671	\$ 168,686	\$ 184,065	\$ 258,630	\$ 328,232	\$ 343,522	\$ 586,464	\$ 236,594	\$ 279,607	\$ 431,345	\$ 450,912	\$ 437,165	\$ 525,000	\$ 550,000
Incentives	-	(86,471)	(120,624)	(116,375)	(87,106)	(78,881)	(74,780)	(63,015)	(12,270)	(12,686)	(12,482)	(3,118)	(3,118)	(115,000)
Available	72,671	82,215	63,441	142,255	241,126	264,641	511,684	173,579	267,337	418,660	438,430	434,047	521,882	435,000

NEW ALBANY

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## CITY COUNCIL GRANTS AND DONATIONS

- CEB/Chamber – General & “In-Kind” – Spring Event & 4<sup>th</sup> of July
- CEB/Chamber – Oktoberfest **BS2**
- Other Grants – Awarded each year based on application process

	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022 YTD 10/31	2022 Am. Bdgt	2023
Grants Budget (Including CEB)	97,000	126,000	104,000	89,000	104,000	175,000	175,000	175,000	200,000	225,000	225,000	225,000
CEB/Chamber - General	20,000	20,000	28,000	32,300	48,800	40,000	50,928	10,000	28,297	50,376	50,376	50,000
CEB/Chamber - "In-Kind"***	-	-	-	-	-	15,000	14,000	-	-	-	15,000	15,000
CEB/Chamber - Oktoberfest	-	-	22,505	-	-	-	45,000	-	69,257	57,000	72,000	72,000
Other Grants - Disbursements	55,000	68,000	55,000	33,156	38,000	37,683	51,294	62,500	60,755	65,500	65,500	88,000
Other Grants - "In Kind Services"***	-	-	-	21,344	16,500	25,493	34,000	-	28,312	10,000	10,000	-
Total Actual	75,000	88,000	105,505	86,800	103,300	118,176	195,222	72,500	186,621	182,876	212,876	225,000
Grants Remaining Balance	22,000	38,000	(1,505)	2,200	700	56,824	(20,222)	102,500	13,379	42,124	12,124	-

NEW ALBANY

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## COMMUNICATIONS & MARKETING

### 2024 Accomplishments

- Managed refresh of City website
- Conducted biennial community survey
- Increased attendance at internal staff meetings
- Four national communications awards
- Direct mail: 5 Council letters, annual report
- Digital communications (to date)
  - 72 videos
  - 6.9M social media impressions
  - 37,746 accounts following us across platforms
  - 43 Connects e-blasts (open rate 67%)



NEW ALBANY

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## Slide 53

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**BS2**    **Need to rethink this slide - will update later**  
Bethany Staats, 11/8/2024

## COMMUNICATIONS & MARKETING

### 2025 Goals and Requests

- No additional personnel
- Enhance search function of City website with addition of chatbot
  - Estimated cost: \$15,000
- Increase social media presence through targeted paid boosts and advertisements
  - Estimated increase: \$10,000
- Create studio space for video and podcast opportunities
  - Estimated cost: \$10,000
- Pursue professional development opportunities
  - Estimated increase: \$5,000



NEW ALBANY

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## PUBLIC SERVICE

Budget Book Pages 219-238

NEW ALBANY

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## PUBLIC SERVICE

### Goals & Strategies

1. Provide high-quality services to the community by maintaining the public infrastructure.
2. Provide a strong commitment to our residents and business partners to ensure the delivery of essential safety and quality of life services in New Albany.
3. Provide snow removal and leaf collection services and perform preventative maintenance on all facilities, infrastructure and roadways.

	2021	2022	2023	2024*
Roadway Lane Miles	314	329	372	425
Sewer Miles	206	207	216	216
Leisure Trail Miles	55	55	62	73
Streetlights	1,583	1,604	1,650	1,916
Leaves Collected (LBS)	812,000	15,000.00	722,000	722,900
Salt Used (tons)	1,800	1,500	1,372	1691
Snow Events	14	11	10	11
Resident Service Calls	275	271	326	282

\* As of September 30, 2024

NEW ALBANY

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## PUBLIC SERVICE

### 2024 Accomplishments

- Completed construction of US 62/SR 161
- Doubled the scope of the Annual Street Program
- Implemented pavement technology software to improve road maintenance budget and schedules
- Provided high-level response and support services for snow/ice control and leaf collection
- Restored brick sidewalks and tree wells in the Village Center
- Expanded utility inspection, training and maintenance program
- Reconstructed and expanded the intersection of High St. and Chatham Green Dr.
- Added four mid-block crosswalks throughout the community
- Added an audible crosswalk at Dublin-Granville Rd. and Fodor Rd.



NEW ALBANY

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PUBLIC SERVICE			
2024 Quick Numbers			
	2022	2023	2024
Sidewalk Improved (feet)	3,268 - \$200K 3,005 - \$60K	7,289 - \$200K	13,460 - \$175K
Streetlights Painted	*	221	223
Fire Hydrants Painted	*	140	253
Street Trees Pruned	1,459 – staff 439 – contract	1,658 – staff 1,011 – contract	1,797 – staff 1,154 – contract
* Data not previously tracked			
NEW ALBANY			

PUBLIC SERVICE			
2024 Quick Numbers-Utilities			
Storm basins inspected – 1,713	Storm basins cleaned – 1,511	Storm basins repaired – 199	Storm sewer inspected – 8,976 ft.
Sanitary sewer manhole inspections – 748	Sanitary sewer mainline inspected – 21.49 miles	Biannual hydrant flushing – 1,384	Out of service hydrants repaired – 56
Utilities team members successfully obtained the following certifications: Pipeline Assessment Certification (PACP), Lateral Assessment Certification (LACP) and Manhole Condition Assessment Certification (MCACP)			
NEW ALBANY			



## PUBLIC SERVICE

### 2025 Looking Ahead

- Realignment of engineering function
  - Addition of project manager
- Addition of superintendent and maintenance worker to support expanded operation and organizational structure
- Begin construction of Market Street extension
- Design of Walnut/Bevelhymer intersection improvement
- Support expanded Smart Ride program
- Implement a reflectivity inspection program for regulatory street signage



NEW ALBANY

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## PUBLIC SERVICE

### 2025 Major Capital & IT Expenditures (Total \$900K)

- Aerial Lift-Bucket Truck (rep)
- Ford E350 shuttle bus (rep)
- Fleet pickup trucks (2 new)
- Facilities tool truck (1 new)
- Handheld radios (rep)
- Portable changeable message boards (2 new)



NEW ALBANY

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# Land & Building Maintenance

Budget Book Pages 249-269

NEW ALBANY

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## PUBLIC SERVICE

### Land and Building Maintenance 2024 Accomplishments

- Completed the remodel of the former Mayor's Court space at Village Hall
- Expanded the front employee and visitor parking lot at the public service and police departments
- Completed construction of boardwalks, handrails, leisure trails and pedestrian bridges at Taylor Farm Park
- Developed a safety camera layout for Taylor Farm Park, Rose Run Park and pickleball facility
- Implemented active management and maintenance plan for Taylor Farm improvements



NEW ALBANY

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## PUBLIC SERVICE

### Land and Building Maintenance 2025 Looking Ahead

- Facilitate construction of storage building at public service facility
- Implement building improvements at the Heit center
- Installation of designated park cameras
- Assume maintenance of new elevated water storage tank
- Support New Albany Parks framework plan



≡ NEW ALBANY ≡

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# FINANCE

Budget Book Pages 239-248

≡ NEW ALBANY ≡

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## FINANCE

### 2024 Accomplishments

- State and National Awards
  - 2023 GFOA ACFR (Submitted)
  - 2023 AOS Distinguished Reporting (Pending ACFR)
  - 2024 GFOA Distinguished Budget
  - 2024 90+ CashVest Award (Pending)
    - Score of 100% in Q2 2024
- 2023 Single Audit – In compliance
- 2024 Bond Anticipation Notes rated 'SP-1+' (short-term rating)
  - Highest rating possible
  - 'AAA' (long-term) rating confirmed
- Office relocation
- 10 New Capital Projects
- 6,635 invoices/ 2,083 checks/ 252 wire/ACH



- ED related analysis & reconciliation
  - NDA charge projections
  - Revenue sharing
  - Annexation agreements
  - TIRC support

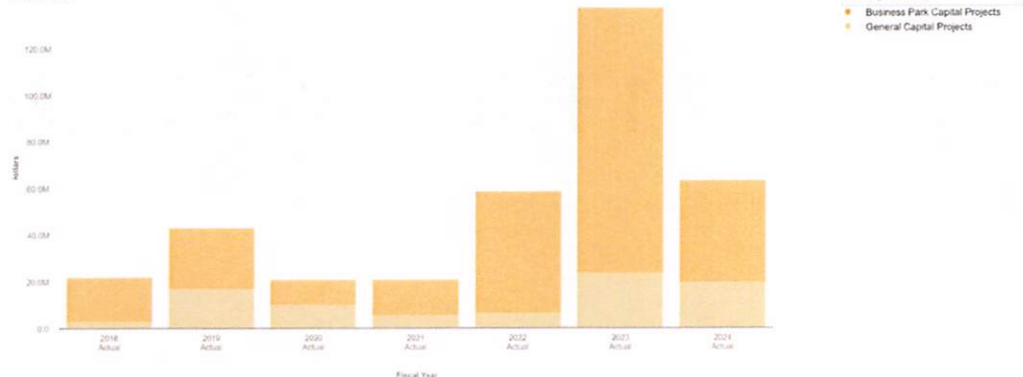
NEW ALBANY

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## FINANCE

### Capital Projects – Actual Payments

Visualization



	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2023 Actual	2024 Actual
Expend All							
• Business Park Capital Projects	\$ 18,903,350	\$ 26,242,591	\$ 11,025,041	\$ 15,173,944	\$ 52,567,502	\$ 113,631,281	\$ 43,796,108
• General Capital Projects	3,171,788	17,056,099	10,183,936	5,074,843	6,528,949	23,633,545	19,843,880
Total	\$ 22,075,147	\$ 43,298,690	\$ 21,209,017	\$ 21,048,827	\$ 59,096,451	\$ 137,264,826	\$ 63,639,988

NEW ALBANY

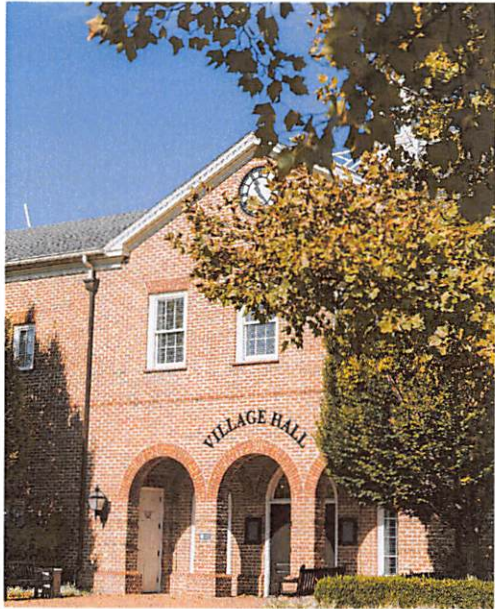
68




## FINANCE

### 2025 Goals


- Maximize available data/software tools
  - *CIP reporting & tracking*
  - *Dashboards (w/ GIS)*
  - *Continue to improve/streamline budget process – Operating, Capital, & Workforce Planning*
- Economic development
  - *Continue to enhance business relations*
  - *Economic development agreements – tracking, reporting & monitoring*
  - *Enhance school relations*
- Grants & project management
- Increase electronic payment methods
- Formalize procurement function and software solution





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# END OF DAY 1 PRESENTATION



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## FINANCE

### 2024 All Funds Budget (pages 54-55)

- 2024 projected increase in overall balance – \$1.7M
- 2024 overall revenues expected to decrease
  - *State grant*
- 2024 overall expenditures to decrease
  - *Capital expenses (\$24.6M)*
  - *Operations (\$6.8M)*



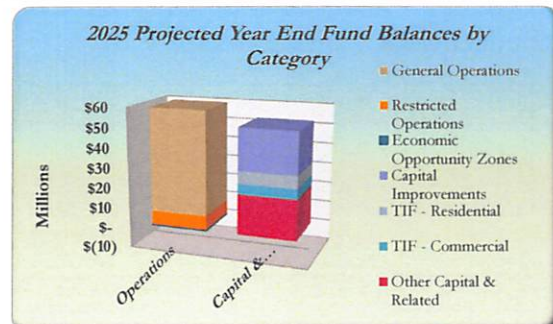
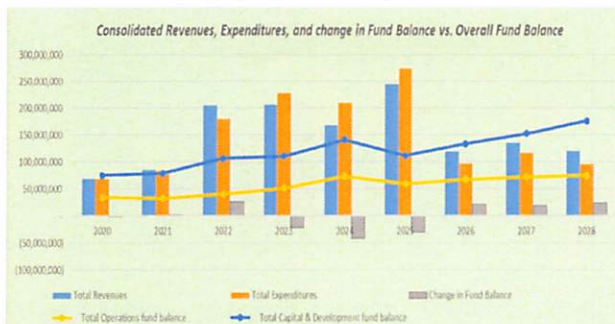
NEW ALBANY

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## FINANCE

### Consolidated Financial Presentation – All Funds (pages 54-59)

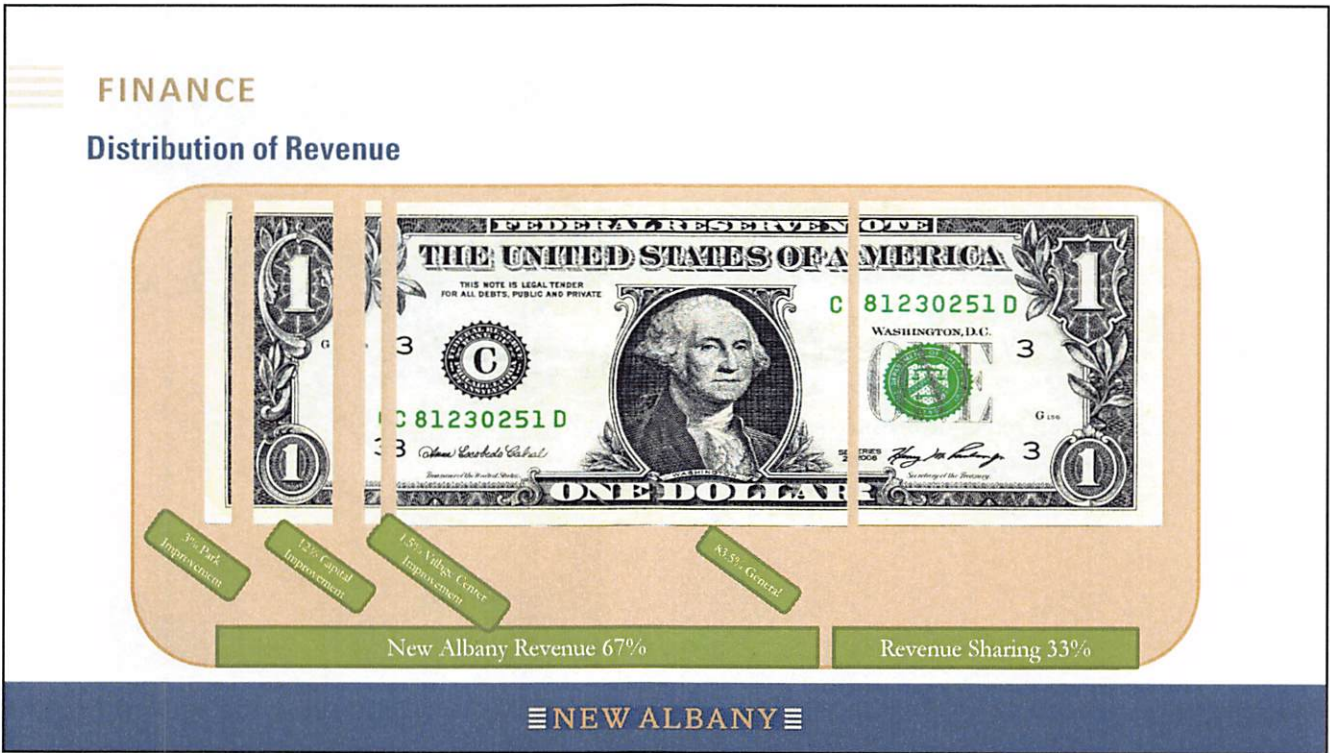
- Overall picture of funds; not appropriate to measure overall budget health due to fund balance restrictions
- Op. expenditures small % of op. revenues (38.02% - 2025 Proposed vs. 46.47% - 2024 Amended)
  - 2022 through 2025 is uncharacteristically low due to State Grant proceeds related to infrastructure
  - Prior to 2022 and 2026 and beyond average at about 60%
- Consolidated Presentation by Operation – shows the general fund activity vs. other 2025 categories



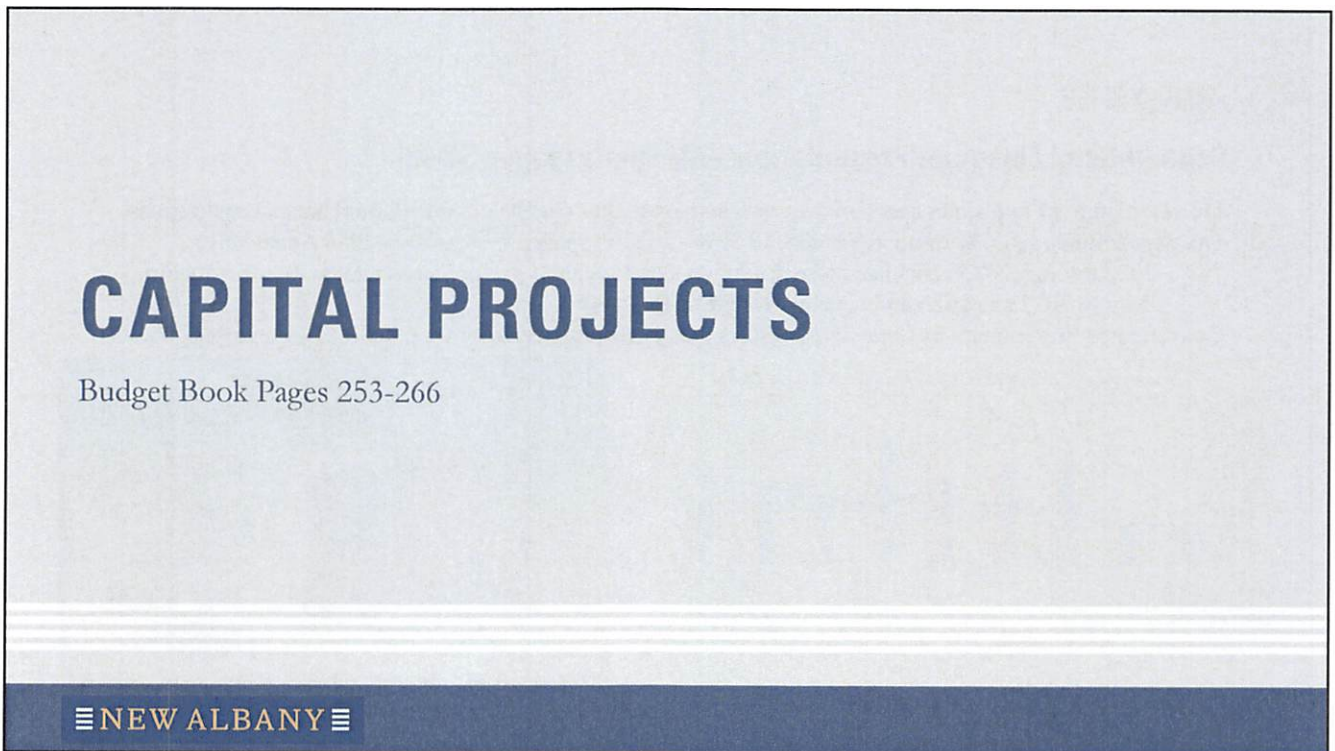
NEW ALBANY

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## CAPITAL PROJECTS

- Includes General Capital & ED Capital Projects
  - Based on Council Priorities
  - Based on ED needs & available \$

2025 CIP by Category		
Detail	Total Project	Percent of CIP
<b>Roads &amp; Utilities</b>	<b>\$ 116,063,377</b>	<b>67.1%</b>
<i>Streets, streetlights, signals, water &amp; sewer lines</i>		
<b>Bike &amp; Pedestrian Connections</b>	<b>\$ 1,250,000</b>	<b>0.7%</b>
<i>Leisure trails, bike lanes, sidewalks</i>		
<b>Parks &amp; Open Spaces</b>	<b>\$ 45,365,000</b>	<b>26.2%</b>
<i>Parkland, stream corridors, civic spaces, streetscapes</i>		
<b>Facilities</b>	<b>\$ 10,285,000</b>	<b>5.9%</b>
<i>Public buildings, parking</i>		
<b>Total</b>	<b>\$172,963,377</b>	<b>100%</b>



NEW ALBANY

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BS3

## CAPITAL PROJECTS

City of New Albany  
Capital Workshop Priorities 2024

9/11/2023

Weighted Points

Rank	Project	Estimated Cost	Budget Year	Fund	Weighted Points			Total
					5	3	1	
					GREEN	YELLOW	RED	
	Police Department Remodel - Design	150,000.00	2024	Capital	7			35
	SR605 Drop Lane - Construction	1,500,000.00	2024	Capital	7			35
	Windsor Park	500,000.00	2024	Parks	7			35
	Sugar Run Infrastructure (TAPASAG)	500,000.00	2024	Parks	7			35
	Other Project - Sugar Run - Enclave Bridge*	50,000.00	2024	Capital	7			35
	Taylor Farm Shade Structure (+/- \$250K)	250,000.00	2024	Parks	6	1		33
	Bevelhymmer & Walnut Rd RAB - Design	500,000.00	2024	Capital	4	3		29
	Traffic Calming Implementation Design - possible new annual program	500,000.00	2024	Capital	4	3		29
	SR605 Drop Lane - Design	100,000.00	2024	Capital	5	1		28
	Pickleball Shade Structure (\$300K - \$2.7M)	1,700,000.00	2025	Parks	3	4		27
	Taylor Farm Picnic Shelter	400,000.00	2025	Parks	1	6		23
	SR161 Pedestrian Overpass*	-	2025	Capital		7		21
	Taylor Farm 3 - Farmhouse & Barn Relocation Concept Feasibility	500,000.00	2025	Parks		7		21
	Additional Playground Equipment @ 3 Playgrounds	362,000.00	2025	Parks	2	3	2	21
	Other Project - Adaptive Sports Donation*	-	2026	Capital	3		4	19
	Market Square/Library Enhancements	1,000,000.00	2026	Capital	1	3	3	17
	Kitzmiller	300,000.00	2026	Capital		4	3	15
	Ealy Bridge	-	2026	Capital		3	4	13
	Bicycle Hubs	-	2026	Capital		3	3	12
	Basketball @ Thompson	30,000.00		Capital			7	7
	Tidewater Nature Preserve	-		Capital			7	7
	Zarley Street Road Improvements	2,500,000.00		Capital			6	6
	Dog Park	-		Capital			6	6

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**BS3**    **NEED TO UPDATE**  
Bethany Staats, 11/8/2024

BS4

## CAPITAL PROJECTS

### Potential Future Projects – Included in Proposed in Outlying

Years\*\*

- Historic Village Center Road Network Extension included with new Village Center Improvement Fund

#### Potential Projects for Future Prioritization:

Historic Village Center Road Network Extension - Design**	500,000.00	2024	Village Center
Historic Village Center Road Network Extension - Construction**	5,000,000.00	2024	Village Center
Police Department Remodel - Construction	1,500,000.00	2026	Capital
Bevelhymer & Walnut Rd RAB - Construction	6,000,000.00	2025	Capital
Edaptive Traffic Management - Non Business Park	750,000.00	2026	Capital
Jug Street Improvements @ Licking County Line	-	2028	Capital
Miller Street Land Acquisition*	250,000.00	2024	Parks
Additional Municipal Office Space*	-	2027	Capital
Village Center Incubator (Old HS)*	-	2027	Capital

\*Projects introduced by Council or Administration.

\*\*Approval of the new Village Center Capital fund and related 1.5% income tax allocation will authorize the advancement of this project in 2024.

NEW ALBANY

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## CAPITAL PROJECTS

### 2025 Capital Equipment Replacement

- 2025 Expected Expenditures
  - Police (\$680K)
  - Public Service (\$1.19M)
  - Admin Services (\$290K)
  - All/Misc (\$230K)
  - Total \$2.39M



NEW ALBANY

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BS4

UPDATE

Bethany Staats, 11/8/2024



### City Council - General Fund

	2020 Actual	2021 Actual	2022 Actual	2023 Actual	2024 YTD (09/30/2024)	2024 Amended	2025 Proposed	% Increase/ (Decrease)
Salaries & Wages	\$ 178,841	\$ 176,898	\$ 192,876	\$ 266,255	\$ 211,891	\$ 284,880	\$ 300,404	5.45%
Pensions	23,248	22,872	25,049	35,518	28,341	39,883	40,182	0.75%
Benefits	17,090	26,064	23,046	53,922	35,761	50,210	212,965	324.15%
Professional Development	3,562	6,757	7,692	9,449	7,833	11,370	14,265	25.46%
Total Personal Services	222,741	232,590	248,662	365,145	283,825	386,343	567,816	46.97%
Materials & Supplies	305	305	1,077	1,432	900	1,750	1,750	0.00%
Consulting & Contract Services	3,000	7,000	10,000	3,213	6,000	10,000	10,000	0.00%
Payment for Services	21,411	24,694	3,550	2,805	2,560	14,000	12,650	-9.64%
Miscellaneous	614,796	401,483	15,243	12,192	13,392	16,000	16,000	0.00%
Total Operating & Contractual Services	639,512	433,481	29,870	19,642	22,852	41,750	40,400	-3.23%
Total Expenditures	\$ 862,254	\$ 666,071	\$ 278,532	\$ 384,787	\$ 306,677	\$ 428,093	\$ 608,216	42.08%

Account Type	Organization	Object	Amount	Description
Travel	1017000	5181	\$2,500.00	Travel
Training & Meeting Registration	1017000	5183	\$6,050.00	Training & Meeting Registration (US COM; OMA; MAPS courses; OMCA)
Dues & Memberships	1017000	5184	\$3,350.00	Dues & Memberships (US COM; OMCA; IIMC; OSBA)
Licenses & Certifications	1017000	5186	\$2,365.00	Licenses & Certifications (IIMC; GID; OH Supreme Court)
Office Materials & Supplies	1017000	5311	\$750.00	Office Materials & Supplies
Other Materials & Supplies	1017000	5319	\$1,000.00	Other Materials & Supplies
Other Payment for Services	1017000	5379	\$7,000.00	Codification
Other Payment for Services	1017000	5379	\$3,000.00	Council contractual services
Advertising - Public Notification	1017000	5381	\$500.00	Advertising - Public Notification
Other Services	1017000	5389	\$12,500.00	FC/LC annexation fee, \$500 Sec of State fees, \$10k Council Discretionary
Other Miscellaneous	1017000	5399	\$15,000.00	Council Discretionary - Taste of New Albany table (for example).
Other Miscellaneous	1017000	5399	\$1,000.00	Mayor Discretionary

**NOTE:** The 2025 budget includes a 3.5% cost of living adjustment ("COLA") for C.O. 155 employees, the mayor, and members of council and annual increases for staff not currently at the highest step or salary within their applicable grade. In addition, the 2025 budget implements updates to C.O. 155 adopted during 2024, which, in part, added City Council's participation in the City's insurance programs. As in the past, Council will need to pass legislation to confirm the increase for members of council in addition to passing the 2025 Annual Appropriation and Budget Program.

City of New Albany  
2015 -2024 Grant Program History & 2025 budget

<i>HOTEL TAX REVENUE</i>	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2023 Actual	2024 YTD Actual (10/31)	2024 Projected	2025 Projected*
General Fund	\$ 72,671	\$ 168,686	\$ 184,065	\$ 258,630	\$ 328,232	\$ 343,522	\$ 586,464	\$ 236,594	\$ 279,607	\$ 431,346	\$ 450,912	\$ 437,165	\$ 525,000	\$ 550,000
Incentives	-	(86,471)	(120,624)	(116,375)	(87,106)	(78,881)	(74,780)	(63,015)	(12,270)	(12,686)	(12,482)	(3,118)	(3,118)	(100,000)
Available	72,671	82,215	63,441	142,255	241,126	264,641	511,684	173,579	267,337	418,660	438,430	434,047	521,882	450,000

\*There is one outstanding ED incentive that will expire in 2026. The company has not met the benchmark since the tax year 2020; however, the budget includes the potential incentive should the company qualify.

	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2023 Actual	2024 YTD Actual (10/31)	2024 Amended	2025 Proposed
Grants & Community Events Budget	97,000	126,000	104,000	89,000	104,000	175,000	175,000	175,000	200,000	175,000	225,000	225,000	225,000	450,000
Revenue:														
Charges for Services														25,000
Other Revenue (Donations)														20,000
Transfer In - General Fund Hotel Tax														550,000
Total Revenue														595,000
Expense:														
Personal Services (1 Staff)**														94,699
Events - July 4th (Includes Fireworks)														117,000
Events - Oktoberfest														118,000
Events - Summer Concert Series														38,750
Events - Holiday Lights														50,000
Events - Misc														21,000
CEB/Chamber - General	20,000	20,000	28,000	32,300	48,800	40,000	50,928	10,000	28,297	65,000	40,019	35,144	53,000	-
CEB/Chamber - "In-Kind"	-	-	-	-	-	15,000	14,000	-	-	12,354	24,602	30,581	-	-
CEB/Chamber - Oktoberfest	-	-	22,505	-	-	-	45,000	-	69,257	64,399	62,730	79,406	72,000	-
CEB/Chamber - Oktoberfest - "In-Kind"	-	-	-	-	-	-	-	-	-	-	9,494	9,606	-	-
Other Grants - Disbursements	55,000	68,000	55,000	33,156	38,000	37,683	51,294	62,500	60,755	50,500	65,000	83,000	100,000	100,000
Other Grants - "In Kind Services"	-	-	-	21,344	16,500	25,493	34,000	-	28,312	22,500	31,000	15,000	-	-
Total Expenditures	75,000	88,000	105,505	86,800	103,300	118,176	195,222	72,500	186,621	214,753	232,846	252,737	225,000	539,449
Total Expenditures less Personal Services**	75,000	88,000	105,505	86,800	103,300	118,176	195,222	72,500	186,621	214,753	232,846	252,737	225,000	444,750
Grants Remaining Balance (not including Personal Services)**	22,000	38,000	(1,505)	2,200	700	56,824	(20,222)	102,500	13,379	(39,753)	(7,846)	(27,737)	-	5,250

\*\*There is currently one Community Program Specialist budgeted in the new Community Events & Council Grants General Fund. Funding for this position will be provided by a intrafund transfer from the General fund and is not subject to funding provided by the Hotel Tax revenue.

Note: In 2018 and beyond, we moved toward tracking "In-Kind" services (ie police, service, permits, etc) within our financial software, although it is internally charged to the City.

CEB/Chamber - General Funding has included the Independence Day Celebration and the Spring Celebration in the past. Springfest was discontinued after 2021. Beginning in 2025, the Independence Day celebration and the Oktoberfest event will be facilitated by city staff.