



**BOARD OF COUNTY COMMISSIONERS
WARREN COUNTY, OHIO**

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***TOM GROSSMANN
PAT ARNOLD SOUTH
DAVID G. YOUNG***

**BOARD OF COUNTY COMMISSIONERS
WARREN COUNTY, OHIO**

MINUTES: Regular Session – December 8, 2015

The Board met in regular session pursuant to adjournment of the December 3, 2015, meeting.

David G. Young – present

Pat Arnold South – present

Tom Grossmann – present

Tina Osborne, Clerk – present

- 15-2010 A resolution was adopted to approve end of 240-day Probationary Period and approve a Pay Increase for Haley Robinson, Protective Services Caseworker I, within the Department of Job and Family Services, Children Services Division. Vote: Unanimous
- 15-2011 A resolution was adopted to approve the Promotion of Nicholas Zimmerman to the position of Water Treatment Plant Operator I within the Warren County Water and Sewer Department. Vote: Unanimous
- 15-2012 A resolution was adopted to approve Personal Day Off with Pay Policy for the “Day for Your Life” 2016 Annual Blood Draw Screening Program for County Employees. Vote: Unanimous
- 15-2013 A resolution was adopted to approve Personal Day Off with Pay Policy for the 2016 “Day for Wellness” **POINTS** Program. Vote: Unanimous
- 15-2014 A resolution was adopted to Rescind Resolution #15-1961 and approve Appointments and Reappointments to the Criminal Justice Board of Warren County. Vote: Unanimous

MINUTES
DECEMBER 8, 2015
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- 15-2015 A resolution was adopted to approve and authorize the President and/or Vice President of this Board to sign a Lien Subordination Agreement for Anne Keeber. Vote: Unanimous
- 15-2016 A resolution was adopted to approve and authorize the President of the Board of County Commissioners to enter into a Professional Service Agreement by and between Environmental Educators Inc. and the Board of Warren County Commissioners relevant to the Warren County Water and Sewer Departments Source Water Protection Program. Vote: Unanimous
- 15-2017 A resolution was adopted to approve an Amendment to the Consulting Services Contract with Woolpert, Inc. Vote: Unanimous
- 15-2018 A resolution was adopted to Set Public Hearing to consider Text Amendments to the Warren County Rural Zoning Code to Amend Article 3, Chapter 6 Sign Standards and Requirements and Article 4 Definitions. Vote: Unanimous
- 15-2019 A resolution was adopted to authorize the President of the Board to enter into an Annual Incident Agreement with MTM Technologies, Inc. on behalf of Warren County Telecommunications. Vote: Unanimous
- 15-2020 A resolution was adopted to authorize the President of the Board to enter into a Professional Services Agreement with MTM Technologies, Inc. on behalf of Warren County Telecommunications. Vote: Unanimous
- 15-2021 A resolution was adopted to approve various Refunds. Vote: Unanimous
- 15-2022 A resolution was adopted to approve the following Record Plats. Vote: Unanimous
- 12-2023 A resolution was adopted to accept Amended Certificate for Funds #207, #218, #219, #227, #228, #243, #246, #255, #264, #268, #269, #276, #277, #282, #294 and #298. Vote: Unanimous
- 12-2024 A resolution was adopted to approve Appropriation Decreases within various Funds. Vote: Unanimous
- 12-2025 A resolution was adopted to approve Appropriation Decreases within County Court Fund #253. Vote: Unanimous
- 12-2026 A resolution was adopted to approve Appropriation Decrease within Emergency Services / HazMat Fund #290. Vote: Unanimous

- 12-2027 A resolution was adopted to approve an Appropriation Decrease and Appropriation Adjustments within Recorder's Technology Fund #216. Vote: Unanimous
- 12-2028 A resolution was adopted to accept Amended Certificate for Fund #262 (Community Corrections Monitoring-Home Incarceration) and approve Supplemental Appropriation. Vote: Unanimous
- 12-2029 A resolution was adopted to approve an Operating Transfer and an Appropriation Adjustment within Fund #575, Sewer Revenue Projects. Vote: Unanimous
- 12-2030 A resolution was adopted to approve Appropriation Adjustments from Commissioners General Fund #101-1110 into Auditor's Fund #101-1120. Vote: Unanimous
- 12-2031 A resolution was adopted to approve an Appropriation Adjustment within Prosecutor Fund #101-1150. Vote: Unanimous
- 12-2032 A resolution was adopted to approve Appropriation Adjustment within Domestic Relations Court Fund #101-1230. Vote: Unanimous
- 12-2033 A resolution was adopted to approve Appropriation Adjustments from Probate Court #101-1250 into Juvenile Court Fund #101-1240. Vote: Unanimous
- 12-2034 A resolution was adopted to approve Appropriation Adjustment within Telecommunications Department Fund #101-2810. Vote: Unanimous
- 12-2035 A resolution was adopted to approve Appropriation Adjustment within Emergency Services / EMA Fund #264. Vote: Unanimous
- 12-2036 A resolution was adopted to approve Appropriation Adjustments within Children Services Fund #273. Vote: Unanimous
- 12-2037 A resolution was adopted to approve Appropriation Adjustments within Health Insurance Fund #632-0100. Vote: Unanimous
- 12-2038 A resolution was adopted to authorize payment of Bills. Vote: Unanimous
- 12-2039 A resolution was adopted to approve Agreement with Autoagent Data Solutions LLC for the purpose of receiving Escrow Tax Payments on behalf of the Warren County Treasurer. Vote: Unanimous
-

DISCUSSIONS

On motion, upon unanimous call of the roll, the Board accepted and approved the consent agenda.

Mark Glassmeyer, Keller Williams Realty, was present along with Kevin Hildebrandt, property owner, to request permission to utilize the private drive owned by the Board of Commissioners that provides access to the Richard Renneker Water Treatment Plant in Hamilton Township.

Daniel Geroni, Regional Planning Commission, explained that when the original Miami Bluffs Subdivision PUD was established in 1990, this parcel of land was included in the tract of land. In 1999, there was a PUD modification and this property was removed from the PUD making the property landlocked access to Striker Road.

There was discussion relative to access being required to the property even if the original property was not within the PUD.

Neil Tunison, County Engineer, discussed the requirements necessary in order to make this a dedicated road and also the proposed cost.

Commissioner Grossmann questioned what the objection would be in letting them utilize our private drive.

Bruce McGary, Assistant Prosecutor, clarified that this is not a road they are requesting to use, this is a stand along parcel of land that is owned by the Board of Commissioners. He stated that when the Board acquired this property in 1998, the grantor reserved an easement across it. He then stated that if someone is going to utilize this for access to a development, it would be required to be improved to current roadway standards.

There was discussion relative to an easement of record that grants access to the property owned by Mr. Hildebrandt.

Commissioner South stated her desire for additional information before making a decision on the request.

Mr. McGary stated his desire to have a title abstract completed on each parcel to see what access each has or does not have.

Upon further discussion, it was determined that Mr. McGary would have the title searches completed and an additional work session will be scheduled to discuss further.

Ben Yoder, Warren County Park Commissioner, was present along with other members of the Warren County Park Board and staff for a work session to discuss their 2016 budget requests.

Tom Speaks, Impact Group, presented the attached PowerPoint presentation providing a summary of the 5 year plan for the Parks.

Mr. Speaks reviewed the vision statement and reviewed the 5 year strategic objectives:

1. Develop property
2. Staffing Needs
3. Capital Equipment Purchases
4. Branding/Marketing

Commissioner Grossmann questioned what the current budget is and what their ideal budget would be.

Mr. Yoder stated the current budget is \$1.8 million and the ideal would be \$4.2 million.

There was discussion relative to the two options available to the Board:

1. Option One
 - Park District take out a loan for needed improvements
 - Park District continued to receive funds consistent with past years to maintain present operation
2. Option Two – Maintenance
 - Park District continues to make annual budget requests to deal with immediate capital improvement maintenance and needs
 - Park District continues to receive funds consistent with past years to maintain present operations

Mr. Yoder stated that the Park District is not in a position to be self-sustaining as that is not the nature of their business. He then presented the attached loan request for future needs list that includes development of property, staffing requests, capital equipment purchase and funding for branding/marketing. He also presented the attached a “wish list” to the Board that consists of future projects and the projects currently completed or in process for 2015.

The Board discussed the possibility of obligating funds for debt service on behalf of the Park District for money to “up front” project costs through the Warren County Port Authority.

Mr. Yoder stated that the Park Board would be requesting CAPP assistance through the Warren County Chamber Alliance.

Upon further discussion, the Board stated they would consider all of the options presented for a decision at a later date.

Larry Sims, Warren County Sheriff, was present for a work session to discuss his 2016 budget request.

Sheriff Sims stated that he is requesting to hire an additional staff person that would be dedicated to the CAD, RMS, Mobile Data and Jail software programs. He stated he is not requesting any additional funding at this time as he will be shifting salaries around due to retirements.

Upon discussion, the Board thanked the Sheriff for the update and for the cooperation that he, along with the other Warren County Elected Officials, provide during the budget process.

Megan Manuel, Developmental Disabilities Superintendent, was present along with Michele Swearingen, Business Services Director, for a work session to discuss the 2016 budget.

Ms. Swearingen updated the Board on changes being mandated by the State of Ohio that will no longer permit a Board of Developmental Disabilities to be a direct service provider. She stated that the law will now require them to solicit services for day treatment (currently being provided by them at Production Services) and for transportation.

Ms. Swearingen provided the attached explanation of the annual appropriation being requested for 2016.

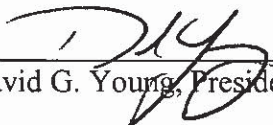
There was discussion relative to the \$4.8 million line item request for “other expenses” that increases their 2016 budget request to \$33.7 million compared to the \$26.6 million approved 2015 budget.

Ms. Manual stated that the extra funds will be used for the purchase of 9 additional houses (\$1.59 million), school district “mini-grants” (\$1 million), and funding for provider grants (\$1 million).


Upon further discussion, the Board requested additional information prior to making any final budget decision.

On motion, upon unanimous call of the roll, the Board entered into executive session at 12:30 p.m. to discuss acquisition of property pursuant to Ohio Revised Code Section 121.22 (G)(2) and exited at 12:54 p.m.

Upon motion the meeting was adjourned.



David G. Young, President




Tom Grossmann



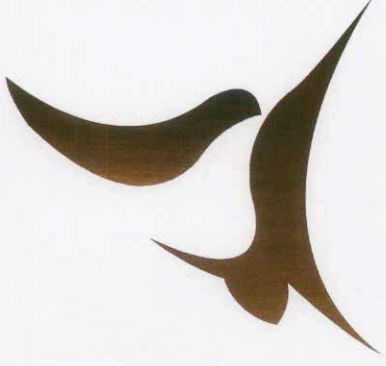
Pat Arnold South

I hereby certify that the foregoing is a true and correct copy of the minutes of the meeting of the Board of County Commissioners held on December 8, 2015, in compliance with Section 121.22 O.R.C.



Tina Osborne, Clerk
Board of County Commissioners
Warren County, Ohio

Warren County



PARK DISTRICT



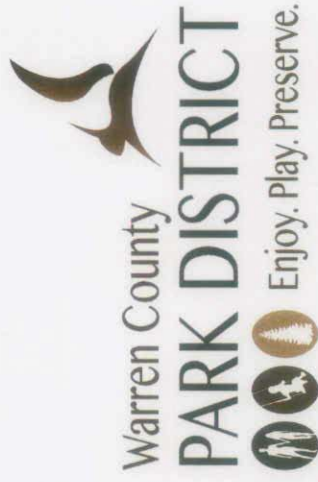
Enjoy. Play. Preserve.

Planning Guidelines

2016 - 2021

Vision Statement

The Warren County Park District is dedicated to providing excellent parks, quality recreation, and the preservation of green space for the benefit of all county residents.

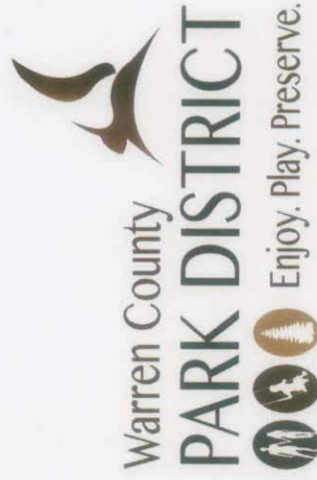


Five Year Plan Strategic Objectives

1. Develop Properties
2. Staffing Needs
3. Capital Equipment Purchasing and Maintenance
4. Branding and Marketing

Develop Properties

The park district is committed to providing quality parks throughout Warren County that residents of all ages can use and enjoy. The Warren County Park District will continue developing the parks in accordance with the demographics of the growing community.



Staffing Needs

It is necessary to hire additional staff members to meet the needs of the growing and developing park.

Step One: Hire employees

- Presently eight full-time individuals
- Goal is to have fourteen full-time individuals

Step Two: Hire the following (Order of hiring TBD)

- Park Superintendent
- Program Director
- Grant Writer (contracted services)
- Marketing Director (contracted services)

Step Three: Wages

- Adjust wage rates for seasonal employees to be competitive

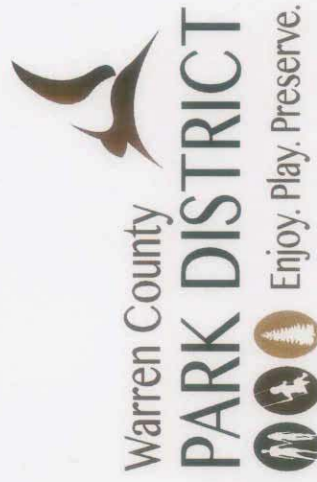
Capital Equipment

In order to continue providing and maintaining a high-quality park district, the following equipment is necessary:

- Additional trucks
- Additional trailers
- Additional large commercial-grade mowers
- Supporting equipment

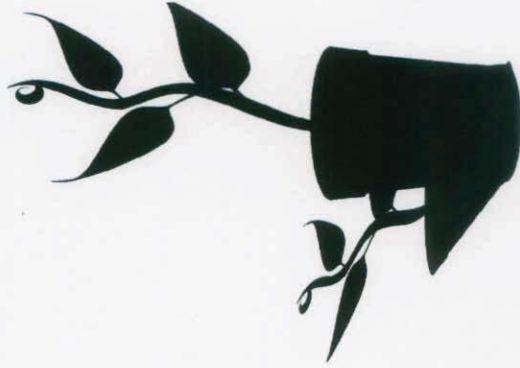
Branding and Marketing

The Warren County Parks District will utilize the existing branding and marketing plan that has been previously presented.



Next Steps

Option One – Planting Seeds

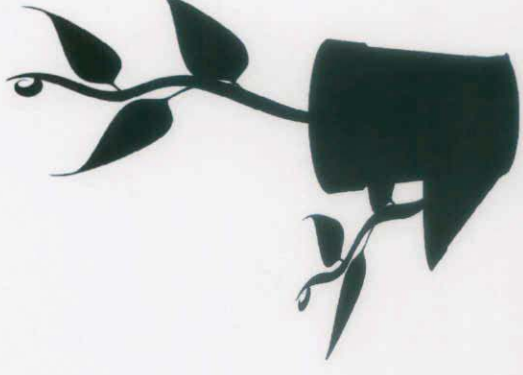
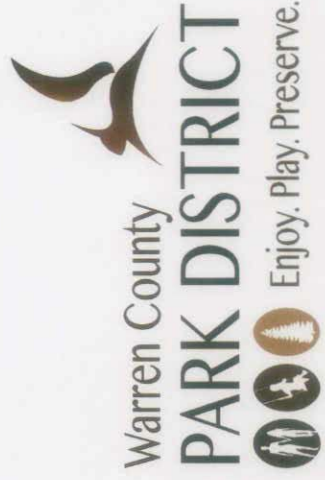


Option Two – Maintenance



Option One – Planting Seeds

- Park District takes a loan for \$X for needed improvements
- Park District continues to receive funds consistent with past years to maintain present operations
- Park District prepares for a possible levy initiative in 2021.



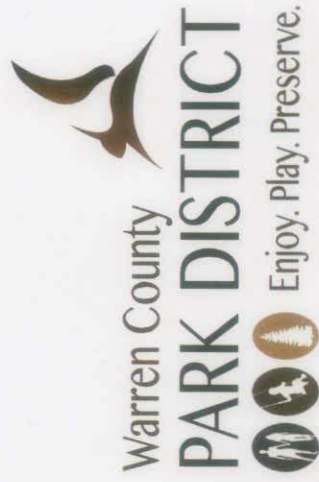
Option Two – Maintenance



- This option is not sustainable
- Park District continues to make annual budget requests to deal with immediate capital improvement maintenance and needs.
- Park District continues to receive funds consistent with past years to maintain present operations.



The Warren County Park District is dedicated to providing excellent parks, quality recreation, and the preservation of green space for the benefit of all county residents.



Warren County Park District



Enjoy. Play. Preserve.

LOAN REQUEST FOR FUTURE NEEDS RELATED TO STRATEGIC GOALS

Goal 1: Develop Properties

Annual Cost: \$2,798,200

1. Bowman Park
Expand parking - \$60,000
Portable restroom - \$20,000
2. Carl E. Oder Park:
Hire firm to do a master plan
Create entrance & parking lot
Open park to public
Build hanging deck over lake for fishing
Signage
Dirt work around lake
TOTAL COST - \$445,000
3. Carmody Park:
Pave gravel parking - \$30,000
Portable restroom - \$20,000
4. Fultz Park:
Connect Fultz 1 to Fultz 2 parking lot - \$70,000
Portable restrooms - \$20,000
5. Gulley Park:
Shelter & playset in back of park - \$75,000
Portable restrooms - \$20,000
6. Hatton Luken Park:
Playset - \$45,000
Portable restrooms - \$20,000
7. Hisey Park:
Convert house into Nature & Science Center,
pave all gravel areas - \$300,000
Portable restrooms - \$20,000
8. Ivins Park:
Playset - \$40,000
9. Kesling Park:
Update restrooms - \$15,000
10. Landen Deerfield Park:
Install Splash Park - \$60,000
11. Loeb Property
Hire firm to do a master plan - \$45,000
12. Minard Park:
New playset - \$40,000

**CAPP
Application
\$1,313,200**

13. Morrow Park:
Expand parking - \$75,000
Portable restrooms - \$20,000
14. Drake Road Property:
Hire firm to update master plan - \$45,000
15. Armco Park:
Update restrooms - \$60,000
Spray park - \$20,000
Hire firm to plan new park headquarters - \$35,000
New maintenance building - \$400,000
Dog Park - \$35,000
Portable restrooms - \$60,000
Paved golf cart paths - \$300,000
Expand pro shop to house more golf carts - \$70,000
Boats and boat docks - \$74,000
Three shelters - \$75,000
Playground equipment - \$80,000
Fencing around tennis courts - \$50,000
Ampitheatre/Master Plan - \$4,200
Field #4 LED - \$50,000

Goal 2: Staffing Needs

Annual Cost: \$193,000 x 5 = \$965,000

1. Hire four full time employees at 30k each - \$120,000
2. Following hires:
 - a - Park Superintendent - \$38,000 annually
 - b - Program Director - \$35,000 annually

Goal 3: Capital Equipment Purchasing and Maintenance

Annual Cost: \$301,000

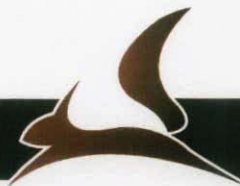
1. Capital Improvements
 - a - Additional trucks - \$90,000
 - b - Additional trailers - \$26,000
 - c - Additional large commercial-grade mowers - \$180,000
 - d - Supporting equipment - \$5,000

Goal 4: Branding/Marketing

Annual Cost:

1. Year 1 - \$100,000
2. Years 2-5 - \$25,000/year
TOTAL COST - \$200,000

Approximate Loan Total: \$4,264,200



2015 Park Board Wish List

WC Armco Park

• Compatible Wages (Seasonal help from 8:10 to 10:00)	\$ 90,000.00	
• Additional Boat Docks	\$ 30,000.00*	
• Additional Boats for Docks	\$ 44,000.00*	
• Golf Cart Paths	\$ 300,000.00*	
• L.E.D. Lights for Ball Field #4	\$ 50,000.00	
• Splash/Spray Park *	\$ 20,000.00*	
• Replace fencing on Tennis Courts (2)	\$ 50,000.00	
• Update Restroom at Golf Course	\$ 20,000.00	
• Build new Shelters (3)	\$ 75,000.00*	
• Playground Equipment	\$ 80,000.00*	
• Park Equipment – Mowers, Tools, Equipment	\$ 50,000.00**	\$809,000.00

Bowman Park

• Expand Parking	\$ 60,000.00	
• Portable restroom	\$ 20,000.00	

Carmody Park

• Portable restroom	\$ 20,000.00	
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Fultz Park

• Portable restroom	\$ 20,000.00	
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Gulley Park

• Update Frisbee Disc Golf Course (Tee Pads)	\$ 3,000.00	
• Portable restroom	\$ 20,000.00	

Hatton Luken Park

• Portable restroom	\$ 20,000.00	
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Hisey Park

• Portable restroom	\$ 20,000.00	
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Ivins Park

• Playground Set	\$ 40,000.00	
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Landen Park

• Splash/Spray Park	\$ 60,000.00	
• Dam Overflow Repairs **	\$ 50,000.00	

Minard

• Playground Set	\$ 40,000.00	
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Morrow Park

• Playground set	\$ 40,000.00	
• Portable restrooms (4)	\$ 80,000.00	

All Parks

• Park Equipment-Mowers, Tractors, Trailer	\$ 65,000.00 **	\$558,000.00
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Total: \$1,367,000.00

***Income Generators**

****Expense Reducers**

2015 Projects Completed or being done

Armco Park

- New Concession Stand – Ball fields *
- Sedimentation Pond **
- FootGolf (Pay to Play, Leagues) 18 Holes *
- Sand Volleyball Courts (Pay to Play, Leagues) *
- PlayScape-Kids getting into Nature *
- Tennis Court Improvements
- L.E.D. Lights for Ball Fields **

*Income Generators

**Expense Reducers

2015 Projects Completed or being done (Continued)

Armco Park (Continued)

- Amphitheater Drawings *
- Gazebo and Paved Walkway to the Pavilion *
- Stock Lake *
- Tennis Practice Board
- Expression Swings (3)
- 4 person Jon Boats (3) *
- Update Pavilion *
- Update Golf Carts*
- Update office – Replace Windows, Restroom, Front Entrance **

Hisey Park

- Purchased an Observatory Dome

Landen Park

- Expression Swing
- Built New Shelter with picnic tables and grills
- Repairs to shelters and bridge
- Asphalt repairs

All Parks

- Consultant/ Update Park 5 year plan
- New Truck**
- New Roof on District office**
- New-Used Mowers, Tools & Equipment for Maintenance and golf course**



Warren County Board of Developmental Disabilities

Megan K. Manuel, Superintendent
William K. Caplinger, Assistant Superintendent

Warren County Board of Developmental Disabilities

Supporting people with disabilities and their families to achieve what is important to them.

ADMINISTRATIVE OFFICES

107 Oregonia Road
Lebanon, OH 45036

> **Administrative Services**
Phone: 513.695.1652
Fax: 513.695.2422

> **Fiscal/Business Services**
Phone: 513.695.1652
Fax: 513.695.1866

> **Human Resources**
Phone: 513.695.1813
Fax: 513.695.3006

> **Operations**
Phone: 513.695.2421
Fax: 513.695.2422

DEERFIELD CENTER
1618 Deerfield Road
Lebanon, OH 45036

> **Adult Services**
Phone: 513.695.2507
Fax: 513.695.2976

> **Community Employment**
Phone: 513.695.2732
Fax: 513.695.2731

MILO H. BANTA CENTER
410 South East Street
Lebanon, OH 45036

> **Community Resources**
Phone: 513.695.2087
Fax: 513.695.2722

> **Early Intervention**
Phone: 513.695.1545
Fax: 513.695.2424

**PRODUCTION SERVICES
UNLIMITED FACILITY**
575 Columbus Avenue
Lebanon, OH 45036

> **Adult Services**
Phone: 513.695.9200
Fax: 513.695.2934

TRANSPORTATION
502 N. Water Street
Lebanon, OH 45036
Phone: 513.228.4025

WARREN C. YOUNG CENTER
801 Drake Road
Lebanon, OH 45036

> **Service and Support Administration**
Phone: 513.695.2568
Fax: 513.695.2569

> **Quality Assurance**
Phone: 513.695.1845
Fax: 513.695.2425

BOARD MEMBERS

Eugene Rose, *President*
Megan Trowbridge, *Vice President*
Dr. Steven Miller, *Secretary*
Cynthia Comperchio, *Member*
William DeLord, *Member*
Robert Goodwin, *Member*

To: Warren County Commissioners and Tiffany Zindel

From: Michele R. Swearingen, Business Services Director

Re: 2016 Appropriation Budget

Date: September 30, 2015

Below you will find an explanation of the figures being submitted by the Warren County Board of Developmental Disabilities for the 2016 appropriation budget.

Revenue figures are down a little over a million when compared with the current budget. Most of this decrease is just a change in some cash flows. The personal property tax reimbursement for CAT tax we had been receiving has been eliminated, but a portion of this will be moved at the state level to offset future Medicaid expenses. The revenue will not go through our books any longer (part of the funding will be held at the state level). Also, our Targeted Case Management (TCM) revenue is anticipated to be decreased by \$724,000. This is due to this program becoming a certified public expenditure program. Previously we had to pay match for this program and were reimbursed 100% of the rate. We will now be reimbursed only the federal portion (but will also not have to pay match up front for TCM services).

Expenses are increased .79% over the current year's budget but are down 2.59% when compared to the preliminary budget submitted. We believe our expenses will be higher next year than during this current year, but will be lower than previously projected in June. Much of this increase is due to system changes we will be implementing. This implementation will begin during 2016.

The Developmental Disabilities system is in the midst of MAJOR change. There are many initiatives from the state and federal levels that will be influencing services and costs over the next few years. Services in the future will become community based vs. the current service model of facility based services. Service costs WILL increase over the next few years while a transition is made from facility based to community based services. Ultimately, once transition is complete, costs should decrease. This transition period will occur between now and 2024. These factors are out of our control, as they are being influenced by the state and federal

2015 SEP 29 PM 11:31

governments. The 2016 budget represents an increase in staff and services to accommodate the requirements that must be met for system change to occur at the local level. Another factor impacting our budget is the increasing number of individuals receiving services. We are currently serving 1,562, this is an increase of 105 individuals since December 2013.

REVENUE:

FUND 205:

Tax Levy:

These figures are unaltered from the previous submission. We had previously estimated that our personal property tax from CAT tax would be eliminated from revenue. This estimate came to fulfillment with the completion of the state budget.

State Revenue:

State revenues are unchanged from our previous submission.

Federal Revenue:

Federal Revenues are slightly lower than the previous submission. This is due to a decrease in our Title XX funding. This allocation was recalculated at the state level this year. The funding reflects an aspect of poverty, which caused Warren County's allocation to decrease.

Other Miscellaneous:

There were no changes.

FUND 635:

Fund 635 is not planned to be used in 2016, as we have gone fully insured for our dental insurance, which was the only insurance left in fund 635.

EXPENSES:

FUND 205:

Expenses are decreased compared to the preliminary submission.

We have decreased requests in supplies, rent or lease and contract services from the June submission.

Increases are as follows:

Utilities: we have increased utilities based upon staff needs that are anticipated, as well as building options that are being investigated. Another building will be necessary to meet changing programming needs.

Eventually the current PSU building will not be needed and decisions will be necessary regarding the future of that site.

Training/education: this line is increased to allow additional training to occur for staff on system changes that are progressing.

Other expenses: this line is increased to allow for the option of a housing grant to our non-profit housing board. When we fund these grants, the rent costs decreases, thereby decreasing long term costs. Housing is going to be a great need into the future as the number of individuals that will be going from school services to community based adult services will increase over the next few years faster than in the past. This is due to the number of children that currently hold waivers for their service funding. This number is higher than historically we have served. We have 94 individuals between the ages of 16 and 21 that will have housing needs in the near future.

Clothing/personal equipment and travel are both increased. Staff changes will increase travel costs. These changes in staff were anticipated in the preliminary submission also. The travel needs of these positions continue to be evaluated as we seek to meet the needs of those we serve.

We have attached the most recent long term projection for the agency. Our current projection for 2015 is for a positive increase in cash of about \$1.3 million. A building purchase could change this as well as a few other expenses they may occur between now and the end of the year. During 2016 we will be deficit spending by \$2.5 million. We have hopes to delay any levy needs for as long as possible. We currently project that a levy will be needed to be pursued beyond 2019 and possibly beyond 2021. We are thankful that this current levy based upon 2002 property values has sustained us so long. We work hard to preserve funding and to provide sustainability for those we serve into the future.

Memberships/Professional Services:

Allocations have been requested within the above-mentioned line items to pay for memberships and other professional services. Membership fees that have been included in the budget are dues to: OACBDD, OSCBDD, OAAS, Crisis Prevention Institute, Area Progress Council of Warren County, OSBA, CCHMC, and the Academy for Direct Support Professionals. Professional Services that have been budgeted for include: Employee Assistance Program and legal fees to assist in negotiations and personnel issues.

FUND 635:

Appropriation requests for Fund 635 will not be necessary for 2016, as we will not have any self-insured policies during the year.

Warren County Board of Developmental Disabilities
Long Term Planning Projection

Year	2013	2014	2015 Projection	2016 Projection	2017 Projection	2018 Projection	2019 Projection	2020 Projection	2021 Projection	2022 Projection
Revenues										
Local Tax Levies										
4 mills continuing passed 2002	\$ 19,870,652.04	\$ 20,324,086.25	\$ 20,200,020.00	\$ 20,219,881.00	\$ 20,199,881.00	\$ 20,199,881.00	\$ 20,199,881.00	\$ 20,199,881.00	\$ 20,199,881.00	\$ 20,199,881.00
2 mills received, 2 mills rolled back										
Personal Property Tax, reimb from CAT	\$ 388,278.64	\$ 388,376.59	\$ 194,000.00							
Personal Property Tax	\$ 9,161.29	\$ 89.44								
Subtotal Local Tax Levies	\$ 20,268,091.97	\$ 20,712,552.28	\$ 20,394,020.00	\$ 20,199,881.00	\$ 20,199,881.00	\$ 20,199,881.00	\$ 20,199,881.00	\$ 20,199,881.00	\$ 20,199,881.00	\$ 20,199,881.00
State Revenues										
DD Combined Subsidy Payment	\$ 336,664.00	\$ 410,214.57	\$ 410,214.57	\$ 419,076.00	\$ 410,214.57	\$ 410,214.57	\$ 410,214.57	\$ 410,214.57	\$ 410,214.57	\$ 410,214.57
TDD Case Management	\$ 15,513.00	\$ 24,752.00	\$ 24,752.00	\$ 28,876.00	\$ 24,752.00	\$ 24,752.00	\$ 24,752.00	\$ 24,752.00	\$ 24,752.00	\$ 24,752.00
DD Family Resources	\$ 79,793.00	\$ 79,793.04	\$ 79,793.04	\$ 79,792.00	\$ 79,793.04	\$ 79,793.04	\$ 79,793.04	\$ 79,793.04	\$ 79,793.04	\$ 79,793.04
Subtotal State Revenue	\$ 431,970.00	\$ 514,759.61	\$ 514,759.61	\$ 527,744.00	\$ 514,759.61	\$ 514,759.61	\$ 514,759.61	\$ 514,759.61	\$ 514,759.61	\$ 514,759.61
Federal Revenue										
Adult Day Services (Including Trans)	\$ 1,557,716.54	\$ 1,824,270.49	\$ 1,385,000.00	\$ 1,469,846.00	\$ 1,500,000.00	\$ 1,300,000.00	\$ 1,000,000.00	\$ 900,000.00	\$ 800,000.00	\$ 700,000.00
Waiver Modifications	\$ 13,169.46	\$ 34,405.03	\$ 30,000.00	\$ 35,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
Title XIX (TCM & Schip)	\$ 2,226,055.00	\$ 1,942,801.92	\$ 1,700,000.00	\$ 1,139,608.00	\$ 1,139,608.00	\$ 1,139,608.00	\$ 1,139,608.00	\$ 1,139,608.00	\$ 1,139,608.00	\$ 1,139,608.00
Title XX (AS & EI)	\$ 137,675.00	\$ 131,347.00	\$ 129,730.00	\$ 92,888.00	\$ 92,888.00	\$ 92,888.00	\$ 92,888.00	\$ 92,888.00	\$ 92,888.00	\$ 92,888.00
Medicaid Administrative Claiming (MAC)	\$ 674,590.00	\$ 557,103.79	\$ 400,000.00	\$ 450,000.00	\$ 450,000.00	\$ 450,000.00	\$ 450,000.00	\$ 450,000.00	\$ 450,000.00	\$ 450,000.00
Medicaid Settlements Prior Years	\$ 313,663.00	\$ 606,397.08	\$ 500,000.00	\$ 500,000.00						
RSC/DOO	\$ 288,152.00	\$ 303,141.86	\$ 200,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Subtotal Federal Revenue	\$ 5,211,021.00	\$ 5,399,467.17	\$ 3,844,730.00	\$ 3,702,342.00	\$ 3,222,496.00	\$ 3,022,496.00	\$ 2,638,896.00	\$ 2,622,496.00	\$ 2,522,496.00	\$ 2,422,496.00
Other Local Revenues										
ICF Fees for Services	\$ 254,993.00	\$ 106,818.28	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Waiver Reconciliation Prior Years	\$ 326,552.00	\$ 802,106.39	\$ 789,012.00	\$ 300,000.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00
Refund/reimbursements/other	\$ 886,068.00	\$ 321,187.23	\$ 398,931.00	\$ 496,000.00	\$ 321,187.00	\$ 321,187.00	\$ 321,187.00	\$ 321,187.00	\$ 321,187.00	\$ 321,187.00
Subtotal Other Local Revenues	\$ 1,467,613.00	\$ 1,230,111.90	\$ 1,187,943.00	\$ 796,000.00	\$ 521,187.00	\$ 511,187.00	\$ 521,187.00	\$ 521,187.00	\$ 521,187.00	\$ 521,187.00
TOTAL REVENUES	\$ 27,378,695.97	\$ 27,859,890.96	\$ 25,941,452.61	\$ 25,245,967.00	\$ 24,458,323.61	\$ 24,258,323.61	\$ 23,874,723.61	\$ 23,859,323.61	\$ 23,758,323.61	\$ 23,658,323.61
CARRYOVER FROM PREVIOUS YEAR (205 & 211)	\$ 27,311,039.82	\$ 31,272,820.22	\$ 35,636,118.13	\$ 36,966,719.74	\$ 34,385,763.74	\$ 30,819,980.71	\$ 26,493,715.55	\$ 21,212,158.61	\$ 15,331,076.06	\$ 10,883,310.72
TOTAL AVAILABLE BUDGET	\$ 54,689,735.79	\$ 59,129,711.18	\$ 61,577,570.74	\$ 62,212,686.74	\$ 58,844,087.35	\$ 55,078,304.32	\$ 50,368,439.16	\$ 45,070,482.22	\$ 39,089,399.67	\$ 34,541,634.33

2016 includes \$383,000 in capital housing revenue
could receive cost report settlement 2015...

Warren County Board of Developmental Disabilities
Long Term Planning Projection

	2013	2014	2015 Projection	2016 Projection	2017 Projection	2018 Projection	2019 Projection	2020 Projection	2021 Projection	2022 Projection
2013-2014 represent authorized services										
Waiver Pledge Gross	\$ 7,270,496.72	\$ 7,559,057.00	\$ 8,218,480.14	\$ 8,678,555.00	\$ 9,282,393.00	\$ 9,833,133.00	\$ 10,302,781.00	\$ 10,646,257.00	\$ 10,996,603.00	\$ 11,395,736.00
Less State Waiver Allocation	\$ (999,135.00)	\$ (1,127,724.00)	\$ (1,243,235.00)	\$ (1,306,724.00)	\$ (1,265,065.00)	\$ (1,265,065.00)	\$ (1,265,065.00)	\$ (1,265,065.00)	\$ (1,265,065.00)	\$ (1,265,065.00)
Waiver pledge IO Net	\$ 5,615,247.72	\$ 5,696,431.00	\$ 6,225,645.10	\$ 6,605,238.96	\$ 7,237,444.12	\$ 7,772,586.44	\$ 8,226,324.81	\$ 8,553,572.99	\$ 8,887,366.61	\$ 9,269,616.18
Waiver pledge Level One net	\$ 632,386.00	\$ 704,940.00	\$ 719,038.80	\$ 733,419.58	\$ 748,087.97	\$ 763,049.73	\$ 778,310.72	\$ 793,876.94	\$ 809,754.47	\$ 825,949.56
Waiver pledge SELF	\$ 23,728.00	\$ 29,962.00	\$ 30,561.24	\$ 31,172.46	\$ 31,795.91	\$ 32,431.83	\$ 33,080.47	\$ 33,742.08	\$ 34,416.92	\$ 35,105.26
Waiver pledge TCM	\$ 631,895.92	\$ 701,907.70	\$ 437,293.11	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Waiver Admin Fees	\$ 243,841.68	\$ 259,099.09	\$ 255,000.00	\$ 260,100.00	\$ 265,302.00	\$ 270,608.04	\$ 276,020.20	\$ 281,540.60	\$ 287,171.42	\$ 292,914.85
Subtotal of waiver match expenses	\$ 7,147,099.32	\$ 7,392,339.79	\$ 7,667,538.25	\$ 7,629,931.00	\$ 8,282,630.00	\$ 8,838,676.04	\$ 9,313,736.20	\$ 9,662,732.60	\$ 10,018,709.42	\$ 10,423,585.85
TOTAL EXPENSES	\$ 23,302,727.75	\$ 23,353,593.05	\$ 24,610,851.00	\$ 27,826,923.00	\$ 28,024,106.64	\$ 28,584,588.77	\$ 29,156,280.55	\$ 29,739,406.16	\$ 30,328,088.95	\$ 30,910,360.94

TCM to CPE

Ending Actual Cash Balance	\$ 31,272,820.22	\$ 35,636,118.13	\$ 36,966,719.74	\$ 34,385,763.74	\$ 30,819,980.71	\$ 26,493,715.55	\$ 21,212,158.61	\$ 15,331,076.06	\$ 10,883,310.72	\$ 6,531,273.40
COG Balance	\$ 8,581,279.53	\$ 9,515,963.36	\$ 11,000,000.00	\$ 8,000,000.00	\$ 8,000,000.00	\$ 8,000,000.00	\$ 8,000,000.00	\$ 8,000,000.00	\$ 8,000,000.00	\$ 8,000,000.00
Total Ending Actual Cash Balance	\$ 39,854,099.75	\$ 45,152,081.49	\$ 47,966,719.74	\$ 42,385,763.74	\$ 38,819,980.71	\$ 34,493,715.55	\$ 29,212,158.61	\$ 23,331,076.06	\$ 18,883,310.72	\$ 14,531,273.40
Percent of ending cash balance against projected expenses	171.03%	193.34%	194.90%	152.32%	138.52%	120.67%	100.19%	78.45%	66.95%	51.88%
Cash balance as percentage of budget Difference between Rev & Expense	\$ 4,075,968.22	\$ 4,503,297.91	\$ 1,330,601.61	\$ (2,580,956.00)	\$ (3,565,783.03)	\$ (4,326,265.16)	\$ (5,281,556.94)	\$ (5,881,082.55)	\$ (4,447,765.34)	\$ (4,352,037.33)

9/10/2015

	IO	Level 1	Self
2015	12	12	20
2016	8	12	20
2017	4	12	20

15-16 budget - 23 state funded waivers (12 SELF, 11 IO's must be shared living), county pays match on day services

REVENUE

Local Tax Levies

Mill 4 continuing, passed in 2002	Levy collections for 2016 are based upon the budgeted amount. Tax levy collections for 2017 and beyond represent the 2016 budget amount less \$100,000.
Personal Property Tax (Reduction) Reimbursement from CAT tax	The TPP replacement that was eliminated in this budget bill reduces our revenue by \$388,000 annually. A portion of this funding has been made available to go against our state Medicaid match, but will not go through our books.

State Revenues

DD combined subsidy payment	Projections are based upon the revised current allocation, which has been phased in by DODD.
DD Family Support Services	Projections based upon the current allocation.

Federal Revenues

Adult Day Services	Adult Day Services revenue are based upon acuity (need) levels of those served. This line also includes transportation. Beginning in 2018 we anticipate that day revenue will decrease as our system changes are implemented. This is a estimate based upon current information and is subject to occur sooner than this projection.
Waiver Modifications	Those receiving waiver services have home modifications needs to ensure health and safety. I have increased this expected flow through of funds during 2016 due to state funded waivers being received. These new waiver recipients generally have mod needs that have not been met prior to having their waivers. After the first year this expense seems to level off. TCM has changed at the state level to a "certified public expenditure" program. We will be reimbursed only the federal portion going into the future. This reduction in revenue is offset by a reduction in match expense for the program and is just a cash flow issue, not a true reduction.
Title XIX (TCM)	We are currently utilizing Title XX funds for early intervention services for those ages 0 - 2, we had previously used this funding stream for adult services. Title XX has been declining the past few years and the projection is based upon the most recent allocation. We received a \$36,000 reduction in revenue in this line due to a state recalculation.
Medicaid Administrative Claiming	Medicaid Administrative Claiming (MAC) is reimbursed at about 25% of salary and benefit cost for administration of Medicaid programs. We currently have 25 staff billing this funding source.
Medicaid Settlements Prior Years	The 2013 and 2014 amounts are reflective of actuals received for cost report settlements. We are anticipating a settlement in late 2015 or early 2016. I have budgeted this settlement for 2016.
RSC/OOD	Opportunities for Ohioans with Disabilities (OOD) funds have been utilized to partially fund our Transition program for youths from age 14 - 21. While we phased out our participation in the Transition portion of OOD programming, we are still a provider for vocational services and anticipate continuing our partnership in this capacity into the future.

Other Local Revenues:

ICF Fees for Services	In January of 2014 we discontinued services for those in the ICFDD facilities. This revenue stream is eliminated in 2015 and beyond.
Waiver Reconciliations Prior Years	This is unused waiver match being refunded back to the county. The amount is an estimate.
Refunds/Reimbursements/other EXPEDITURES	This amount represents miscellaneous grant money, may include capital housing funds when received, amounts are sporadic.
Salaries	Salaries reflect the projected budget for 2016. We currently have 173 filled positions. We have implemented a merit based evaluation system and 2016 will be our first year this program will be "live". We have used 2015 as a year for the evaluation to be used without harm to the employee, but they are now aware of the expectations that are upon them. 2016 has 27 pay periods which increases our figures by over \$300,000. Some staff positions in our table of organization that are not currently filled are in the process of being filled. This is to prepare the agency for transition into community based services. These positions include two workshop supervisors, a separation of a management position into two positions in Transition and Community Employment, additional job coaches for community employment training, a benefits coordinator to assist those we serve with benefits analysis to be employed and maintain Medicaid and SSI/SSDI benefits and an Employment Navigator to act as a liason between employment and the planning area of our agency. A Training Coordinator is planned to work with staff and provider recruitment, to increase the available providers in Warren County to provide services to our individuals. We are also planning an increase in Transition services for students. We do not provide educational services, but provide many services to school age individuals including waivers and transition services.
Operating Supplies	2016 is based upon spending 90% of the budget, 2017 and beyond include a 2% increase.
Equipment and Data processing	2016 is based upon spending 90% of the budget, 2017 and beyond include a 2% increase. County lines 317 and 320 are combined on the projection.
Real property capital improvements	2016 is based upon spending 90% of the budget, 2017 and beyond include a 2% increase.
Rent or lease, Utilities, Insurance	2016 is based upon spending 90% of the budget, 2017 and beyond include a 2% increase.
Contract Services	2015/2016 based upon spending 90% of the budget, 2017 and beyond include a 2% increase. Contract Services are reduced by the amounts spent for Medicaid purposes on page 3 of the projection.
PERS/STRS	14% of salary cost plus contractual pickup costs.
Health insurance, Worker's Comp, Unemployment, Training, Clothing/Personal Equipment	2016 is based upon spending 90% of the budget, 2017 and beyond include a 2% increase.
Medicare	1.045% of salary costs

<p>Accumulated Sick Leave Accumulated Vacation, HSA Contributions, State Fees, Auditor/Treasurer Fees, Other Expenses, Travel, Donations</p>	<p>Based upon current information and past needs in this line. 2017 and beyond includes a 2% increase.</p>
<p>Waiver Pledge Gross</p>	<p>2016 based upon spending 90% of the budget, 2017 and beyond include a 2% increase.</p> <p>The 2015 figure reflects the current amount authorized in services less any services provided by our agency. This is used as the base for 2016. 2016 includes 8 individuals that will be transitioning into adult services and 40 new waivers. 2016 also includes 23 state funded waivers, that we are responsible for the match on the day services. Also included is an increase in cost for individuals transitioning from the TDD waiver, where the state pays match, to the IO waiver. We will pay match on cost changes with the IO. This is a state change and we must implement it. Each year reflects planned waivers and the current number of youths that will be transitioning. There are no additional waivers planned at this time beyond 2017.</p>
<p>Waiver State allocation</p>	<p>This is the amount that DODD contributes toward our waiver match. This is not actual revenue, but funds maintained at the state level.</p>
<p>ENDING ACTUAL CASH BALANCE</p>	<p>In working with state, regional and local stakeholders in the DD field, the targeted number is a minimum of 100% of expenses. The following factors have been considered when establishing the Board's reserves: 1) the adequacy of the reserve level for cash flow purposes 2) the volatile nature of several of the Board's major revenue sources, namely Federal and State funds, 3) the need to ensure an appropriate buffer during economic recessions to avoid major shifts in service delivery. After our meeting last year, we reduced the number of waivers we were requesting, as the Board of Commissioner's wished to extend the timeline for a levy for the Board of DD. Costs will spike during the next couple of years as we begin to move to a new service delivery system. Eventually these will decrease, as our day program becomes an independent entity.</p> <p>Unknowns that will have a tremendous impact on the projection:</p> <ol style="list-style-type: none"> 1. What will be the impact of the new TDD waivers? 2. Waiver rates will see an increase during 2016. Some of this will be paid by the state initially, but future increases will be borne by the County Board. 3. Will the Feds change the FFP amount and by how much? Every 1% decrease to the Federal Share increases our local match by \$240,000, based on current services. 4. Will the State of Ohio continue to decrease state funding to County Boards?

5. WCBDD is in its early planning stages for transition to the new delivery system. The nature of the change decided upon, will influence the timing and dollars spent.
6. Volatility of the needs of those we serve. We currently have 674 waivers that we administer/fund. By the end of 2016, we will have 737 waivers that we will be funding. Changes in the condition of individuals greatly changes costs. A small percentage of individuals having these changes greatly impacts costs.

9/17/2015