

#1

COMPLETE

**Collector:** Email Invitation 1 (Email)  
**Started:** Monday, December 02, 2019 1:04:41 PM  
**Last Modified:** Monday, December 02, 2019 1:05:19 PM  
**Time Spent:** 00:00:38  
**First Name:** Tom  
**Last Name:** Moeller  
**Email:** tmoeller@madeiracity.com  
**Custom Data:** Madeira  
**IP Address:** 76.190.87.50

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**Q1** What is your name and jurisdiction?

Moeller/Madeira

**Q2** Does your community have an Indirect Cost Allocation Policy? If so, please e-mail it to rrushing@carlisleoh.org and TWhite@C4LG.org **No**

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**Q3** Does your community isolate all general fund activities in the general fund budget? (e.g. HR activities, even if it is for a department that is funded by a restricted fund (e.g. a police levy))

NA

**Q4** How does your community cost allocate salaries for individuals who have responsibility for all departments (restricted and unrestricted). E.G. a City Manager or a Finance Director.

We do not do this.

# #2

**COMPLETE**

**Collector:** Email Invitation 1 (Email)  
**Started:** Monday, December 02, 2019 1:04:15 PM  
**Last Modified:** Monday, December 02, 2019 1:07:02 PM  
**Time Spent:** 00:02:47  
**First Name:** Jack  
**Last Name:** Cameron  
**Email:** jcameron@delhi.oh.us  
**Custom Data:** Delhi Township  
**IP Address:** 66.161.250.150

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### Q1 What is your name and jurisdiction?

Delhi Township Jack Cameron

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**Q2 Does your community have an Indirect Cost Allocation Policy? If so, please e-mail it to rrushing@carlisleoh.org and TWhite@C4LG.org** **No**

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### Q3 Does your community isolate all general fund activities in the general fund budget? (e.g. HR activities, even if it is for a department that is funded by a restricted fund (e.g. a police levy))

All employees have a home department. If shared costs they could be spread to other funds and that is shown within each budget breakdown.

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### Q4 How does your community cost allocate salaries for individuals who have responsibility for all departments (restricted and unrestricted). E.G. a City Manager or a Finance Director.

IT is by computer location, HR is per employee, mechanics track hours and use that for the next year.

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# #3

**COMPLETE**

**Collector:** Email Invitation 1 (Email)  
**Started:** Monday, December 02, 2019 1:21:53 PM  
**Last Modified:** Monday, December 02, 2019 1:23:18 PM  
**Time Spent:** 00:01:24  
**First Name:** Claudia  
**Last Name:** Carroll  
**Email:** ccarroll@piercetownship.org  
**Custom Data:** Pierce Township  
**IP Address:** 69.61.162.234

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## Q1 What is your name and jurisdiction?

Claudia Carroll/Pierce Township

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**Q2** Does your community have an Indirect Cost Allocation Policy? If so, please e-mail it to rushing@carlisleoh.org and TWhite@C4LG.org **No**

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**Q3** Does your community isolate all general fund activities in the general fund budget? (e.g. HR activities, even if it is for a department that is funded by a restricted fund (e.g. a police levy)) **Respondent skipped this question**

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**Q4** How does your community cost allocate salaries for individuals who have responsibility for all departments (restricted and unrestricted). E.G. a City Manager or a Finance Director. **Respondent skipped this question**

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## #4

**COMPLETE**

**Collector:** Email Invitation 1 (Email)  
**Started:** Monday, December 02, 2019 1:36:59 PM  
**Last Modified:** Monday, December 02, 2019 1:42:57 PM  
**Time Spent:** 00:05:58  
**First Name:** Jennifer  
**Last Name:** Kaminer  
**Email:** jkaminer@fairfaxoh.org  
**Custom Data:** Fairfax  
**IP Address:** 216.68.204.86

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**Q1** What is your name and jurisdiction?

Jennifer Kaminer - Village of Fairfax

**Q2** Does your community have an Indirect Cost Allocation Policy? If so, please e-mail it to rrushing@carlisleoh.org and TWhite@C4LG.org **No**

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**Q3** Does your community isolate all general fund activities in the general fund budget? (e.g. HR activities, even if it is for a department that is funded by a restricted fund (e.g. a police levy))

Yes

**Q4** How does your community cost allocate salaries for individuals who have responsibility for all departments (restricted and unrestricted). E.G. a City Manager or a Finance Director.

Their full salary is allocated to their particular fund and does not cost allocate. For example, the Administrator is paid out of the General Fund and although that position is responsible for the department that has costs in the Special Revenue Fund, none of the Administrator's salary, benefits, etc are allocated to the Special Revenue Fund.

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#5

**COMPLETE**

**Collector:** Email Invitation 1 (Email)  
**Started:** Monday, December 02, 2019 2:16:05 PM  
**Last Modified:** Monday, December 02, 2019 2:18:12 PM  
**Time Spent:** 00:02:07  
**First Name:** Jennifer  
**Last Name:** Triantafilou  
**Email:** jtriantafilou@greentwp.org  
**Custom Data:** Green Twp  
**IP Address:** 66.117.198.210

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**Q1** What is your name and jurisdiction?

Linda Griswold  
Green Township Hamilton County

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**Q2** Does your community have an Indirect Cost Allocation Policy? If so, please e-mail it to rrushing@carlisleoh.org and TWhite@C4LG.org **No**

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**Q3** Does your community isolate all general fund activities in the general fund budget? (e.g. HR activities, even if it is for a department that is funded by a restricted fund (e.g. a police levy))

All of these are funded by the general fund

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**Q4** How does your community cost allocate salaries for individuals who have responsibility for all departments (restricted and unrestricted). E.G. a City Manager or a Finance Director.

Administrator Director of Finance Development Director and associated staff charged to General Fund. Fire and Police Chiefs and Public Services Director charged to associated levy funds.

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# #6

**COMPLETE**

**Collector:** Email Invitation 1 (Email)  
**Started:** Monday, December 02, 2019 2:35:57 PM  
**Last Modified:** Monday, December 02, 2019 2:41:21 PM  
**Time Spent:** 00:05:23  
**First Name:** Jenna  
**Last Name:** Whitaker  
**Email:** jwhittaker@westchesteroh.org  
**Custom Data:** West Chester  
**IP Address:** 216.68.226.226

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**Q1** What is your name and jurisdiction?

West Chester Township

**Q2** Does your community have an Indirect Cost Allocation Policy? If so, please e-mail it to rrushing@carlisleoh.org and TWhite@C4LG.org **No**

**Q3** Does your community isolate all general fund activities in the general fund budget? (e.g. HR activities, even if it is for a department that is funded by a restricted fund (e.g. a police levy))

No

**Q4** How does your community cost allocate salaries for individuals who have responsibility for all departments (restricted and unrestricted). E.G. a City Manager or a Finance Director.

some not all. IT of a department of 4, 1 is directly paid from the PD 1 Directly paid from Fire. Mechanics are allocated 25% for 4 departments (Fire, EMS, Roads, PD); Lastly Dispatch is 65% Police, 35% Fire. Admin, HR & Finance are not allocated and 100% General Fund

# #7

**COMPLETE**

**Collector:** Email Invitation 1 (Email)  
**Started:** Monday, December 02, 2019 3:00:32 PM  
**Last Modified:** Monday, December 02, 2019 3:03:02 PM  
**Time Spent:** 00:02:29  
**First Name:** Jim  
**Last Name:** Lukas  
**Email:** jlukas@cityofsharonville.com  
**Custom Data:** Sharonville  
**IP Address:** 98.100.74.74

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**Q1** What is your name and jurisdiction?

City of Sharonville

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**Q2** Does your community have an Indirect Cost Allocation Policy? If so, please e-mail it to rrushing@carlisleoh.org and TWhite@C4LG.org **No**

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**Q3** Does your community isolate all general fund activities in the general fund budget? (e.g. HR activities, even if it is for a department that is funded by a restricted fund (e.g. a police levy))

All but IT Costs which are allocated based on amount of equipment

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**Q4** How does your community cost allocate salaries for individuals who have responsibility for all departments (restricted and unrestricted). E.G. a City Manager or a Finance Director.

Only IT Director allocated based on amount of IT equipment

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#8

**COMPLETE**

**Collector:** Email Invitation 1 (Email)  
**Started:** Tuesday, December 03, 2019 5:55:07 PM  
**Last Modified:** Tuesday, December 03, 2019 6:03:04 PM  
**Time Spent:** 00:07:56  
**First Name:** Steve  
**Last Name:** Sievers  
**Email:** ssievers@andersontownship.org  
**Custom Data:** Anderson Twp  
**IP Address:** 74.219.232.36

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**Q1** What is your name and jurisdiction?

Vicky Earhart, Anderson Township

**Q2** Does your community have an Indirect Cost Allocation Policy? If so, please e-mail it to rrushing@carlisleoh.org and TWhite@C4LG.org **No**

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**Q3** Does your community isolate all general fund activities in the general fund budget? (e.g. HR activities, even if it is for a department that is funded by a restricted fund (e.g. a police levy))

A portion of salaries and benefits associated with HR, management, Fiscal Office operations, IT, etc. are allocated to restricted funds including fire, law enforcement, public works.

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**Q4** How does your community cost allocate salaries for individuals who have responsibility for all departments (restricted and unrestricted). E.G. a City Manager or a Finance Director.

The Township Administrator's salary is restricted to the GF. Assistant Administrator for Operations split by estimated time overseeing each operation. Assistant Administrator for HR split by number of employees in each Fund. Fiscal Office employees split by percentage of budget for each Fund, e.g. fire is our largest department so 45% of Fiscal Office salaries and benefits are allocated to fire.

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#9

**COMPLETE**

**Collector:** Email Invitation 1 (Email)  
**Started:** Wednesday, December 04, 2019 10:06:59 AM  
**Last Modified:** Wednesday, December 04, 2019 10:15:17 AM  
**Time Spent:** 00:08:18  
**First Name:** Darlene  
**Last Name:** Feldmann  
**Email:** dfeldmann@fairfield-city.org  
**Custom Data:** Fairfield  
**IP Address:** 66.161.159.90

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**Q1** What is your name and jurisdiction?

Scott Timmer, Finance Director  
City of Fairfield

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**Q2** Does your community have an Indirect Cost Allocation Policy? If so, please e-mail it to rrushing@carlisleoh.org and TWhite@C4LG.org **No**

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**Q3** Does your community isolate all general fund activities in the general fund budget? (e.g. HR activities, even if it is for a department that is funded by a restricted fund (e.g. a police levy))

Yes

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**Q4** How does your community cost allocate salaries for individuals who have responsibility for all departments (restricted and unrestricted). E.G. a City Manager or a Finance Director.

It's allocated 100% from the general fund. At year end an administrative reimbursement is executed from the City's enterprise funds.

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# #10

**COMPLETE**

**Collector:** Email Invitation 1 (Email)  
**Started:** Wednesday, December 04, 2019 3:59:08 PM  
**Last Modified:** Wednesday, December 04, 2019 4:03:42 PM  
**Time Spent:** 00:04:33  
**First Name:** Jeff  
**Last Name:** Wright  
**Email:** jeff.wright@miamitwpoh.gov  
**Custom Data:** Miami Twp  
**IP Address:** 69.61.229.154

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### Q1 What is your name and jurisdiction?

Kelly Flanigan, Miami Township (Clermont County)

**Q2 Does your community have an Indirect Cost Allocation Policy? If so, please e-mail it to rushing@carlisleoh.org and TWhite@C4LG.org** **No**

### Q3 Does your community isolate all general fund activities in the general fund budget? (e.g. HR activities, even if it is for a department that is funded by a restricted fund (e.g. a police levy))

We restrict some activities to the general fund (i.e. IT consulting cost, legal expense) and reimburse with an indirect administrative overhead reimbursement, but we do not isolate all activities.

### Q4 How does your community cost allocate salaries for individuals who have responsibility for all departments (restricted and unrestricted). E.G. a City Manager or a Finance Director.

We do not have a written policy, but follow the practice of the general fund absorbing 70% of the indirect overhead costs (Elected official and admin salary and benefits, property and liability insurance, legal, IT costs etc) and the remaining 30% is "reimbursed" among Road and Bridge, Parks and Rec, Police, Fire & EMS (all levy funds) based on their proportionate share of operating expenses. I'm happy to share a spreadsheet, if that helps.