

The Center for Local Government Board of Directors Meeting
November 6, 2019

1:30pm – 3pm

CLG Conference Room
(4015 Executive Park Dr. Suite 226)

In attendance: Jim Lukas, Kristen Bitonte, Mike Rahall, Jack Cameron (Board); TJ White (Staff)

Absent: V. Earhart

- Call to order
- Approve September 4, 2019 board meeting minutes
 - Motion to approve by J. Lukas. Seconded by M. Rahall. Motion passed 4-0
- Certificate of Continued Existence
 - Every five years, CLG must fill out a Certificate of Continued Existence. CLG's legal counsel is preparing it now, and T. White will need J. Lukas to sign it in his capacity as Board President.
- Center for Local Government 2020 Draft Budget
 - T. White stated that with Wyoming, Hamilton Township and Butler County joining CLG in January, plus Trenton coming on board in July of 2019, CLG is now projected to break even in 2020. T. White went on to state that due to Jeremy Worley leaving the position of Program Development Director, CLG is projected to have a higher cash reserve at the end of 2019 than anticipated during September's revenue projection report. Finally, T. White stated that in the last two year, CLG has replaced most of its IT hardware and moved to an online backup system, which reduces IT costs over the previous hard drive system. This should help save money moving forward.
 - T. White stated that he would move some of the savings account reserve into CDs at the end of 2019, similar to what was done at the end of 2018.
 - T. White stated that new special expenses for 2020 include a redesign of the CLG website and a Southwest Ohio Regional Refuse (SWORRE) bid projected for the end of the year. T. White stated that he budgeted roughly \$5,000 for the website redesign, with the anticipation that it could be partially grant funded. However, if no grant is received, CLG can still pay out of its cash reserve or the Program Development Fund.
 - T. White stated that the least for CLG's offices runs until June 20, 2021.
 - The CLG Board approved the draft budget, pending adjustments at the January meeting for employee compensation based on the new expected salary and benefits for the Program Development Director. Motion by J. Cameron. Second by J. Lukas. Motion passed 4-0
- Program Development Director Transition
 - T. White stated that J. Worley's last day in the position was 10/31/19. He took a job at Tri-Ed in Northern Kentucky. The position is being advertised currently, and it is hoped that a new person will be in the role in early January.
 - The Board asked questions about how to make the position more sustainable, since CLG tends to rotate through Program Development Directors. T. White stated that although J. Worley was only in the position for shortly more than one year, Andrew Lanser was in the position for three years. However, T. White agreed that steps to make the position more sustainable are necessary and appropriate.
 - Some of the recommendations from the Board included potentially reaching out to a retired manager, and bringing the salary up to a level consummate with similar positions in local

governments. J. Cameron stated that it is also important that the Program Development Director be someone who has the potential to move into the Executive Director role if the Executive Director decides to take another position. T. White stated that he takes that into account with every Program Development Director hire.

- T. White stated that he would benchmark positions at a similar skill level and consider changing the title to “Assistant Director” or something similar, since this position essentially is the #2 role at CLG. T. White stated he would also check with V. Earhart to get her opinion on these changes. Finally, a budget adjustment will be made prior to the January Board meeting reflecting any changes in projected compensation.
- Electricity Consortia
 - T. White stated that the residential electricity aggregation partnership with the City of Cincinnati would not be happening. Cincinnati is redesigning their residential aggregation bid to include their own solar power generation, and stated that adding multiple jurisdictions at the same time would make the bid too complex. At this juncture, the Village of Silverton was the only group seriously considering partnering. Silverton Manager Tom Carroll has been made aware of Cincinnati’s decision and is pursuing his own aggregation bid.
 - The governments in CLG’s facility electricity aggregation had a meeting early in October with AGE, which is the broker that purchased Eagle Energy (CLG’s broker for the previous bid). The goal of the program is to get a bid sometime during the November / December timeframe in order to get good pricing prior to the end of the current contract in May. CLG also has sent a message to the other members who are not bid participants in order to try to increase the size of the consortium. Finally, governments who are currently part of the consortium are in the process of passing “not to exceed” resolutions/motions/ordinances in order to authorize their managers to sign an electricity contract once the bid is completed.
 - T. White stated that he and J. Cameron had discussed potentially having a local vendor broker the deal. T. White stated that is still possible, but work was underway already with the participating governments, and that he would want their approval before pursuing a vendor RFP at this point. J. Cameron stated that an RFP would not be necessary, but it is at least worthwhile to reach out to other vendors to see what they can do. Other vendors include Energy Alliances and The Utilities Group. T. White stated he could investigate that, but he would still need to discuss it with the participating governments.
- Newly Elected Officials Training
 - CLG is working with the Hamilton County Planning Partnership on the second semi-annual Newly Elected Officials training, which will take place Saturday January 11th at the Sharonville Convention Center. CLG Leadership Academy instructor Laura Abrams will be teaching the ethics and public records section of the training. She taught those during the 2018 Academy as well. CLG Leadership Academy instructors Michelle Gries and Kelly Flanigan will teach the finance section. This is a change from the 2018 training session. Finally, the Planning Partnership and HCDC will teach the development and land use sections.
 - There will also be a “governance” session taught by local City Managers, Safety Service Directors and Township Administrators. Geoff Milz from Colerain will teach the Township portion. Jim Lukas will teach the Statutory City portion, and may also teach the Council/Manager portion of this class.
- CLG Datacenter
 - T. White stated that before J. Worley left, he was able to launch the new CLG Datacenter. It is now live under the CLG Member Log-In. The Member Log-In itself will also be relaunched soon under a new format.

- 2020 Board Meeting dates
 - T. White proposed 2020 meeting dates that corresponded to the traditional “first Wednesday of every other month at 1:30” schedule that the CLG Board has used for a number of years. T. White asked if the Board wanted to change that. They were fine with it but asked that V. Earhart be consulted on whether changing the meeting times was better for her.

- 2020 CLG Annual meeting
 - T. White stated that the CLG Fall Luncheon and Annual Meeting would be combined this year and would take place in September. This is also the 30th Anniversary of CLG, so this meeting will be more celebratory in nature.
 - It was suggested by the Board to potentially have a later afternoon meeting that could evolve into a Happy Hour. Local breweries that are convenient to both the Cincinnati and Dayton areas could be potential locations. T. White stated that he would look in to this.

- Adjourn
 - The meeting adjourned at 2:45pm