The Center for Local GOVERNMENT

2021 - 2022 Annual Report

Covering June, 2021 through June, 2022

The Center for Local Government's membership expanded to 60 communities for the first time this year!

Featured here are some of our members, including (Top to bottom / left to right): Miami Township (Clermont), Mariemont, Sycamore Township, Montgomery, Lockland, Woodlawn, Hamilton County, Butler County, Amberley Village, Blue Ash, Evendale, Silverton, Washington Township, Liberty Township, Springfield Township, and Trotwood.

The Center for Local GOVERNMENT

DEAR PARTNER:

Thank you for reading the July, 2021 - June, 2022 Center for Local Government (CLG) Annual Report. Last year and the first half of this year have been a time of growth and renewal for CLG. We have grown by adding new member governments and adding participants to our programs. We have seen renewal as we returned to live trainings, including the Leadership Academy. We have also seen renewal in the literal sense as we renew contracts, publish new bids for existing programs, and take on new capabilities.

First I will talk about growth. We are excited to welcome two new members to CLG: The City of Clayton, and Union Township (Clermont County). This brings us to 60 member governments for the first time in our history. We also saw program growth, as Golf Manor and Whitewater Township joined the CLG Benefits Pool in 2021. We are proud to note that our pool just had it's second 0% cost increase in two years as well! As we move into 2022, we are looking for more opportunities to provide services, including potentially partnering with local universities when possible.

From a renewal perspective, we have been able to return to a full slate of trainings, including an in-person Leadership Academy for 2022. We were able to update our Justified Use of Force Simulator equipment. We were also able to work with a group of University of Dayton students to create a mobile friendly Public Works Mutual Aid Guidebook. Finally, as of the time of this writing, we are about to finish a bid process for two of our Southwest Ohio Regional Refuse groups.

This introductory letter only hits on some of the things that have happened at CLG in the last year. I encourage you to read on to discover what else we have been up to! As always, thank you again for participating in the Center for Local Government.

Sincerely,

T.J. White, Executive Director

Center for Local Government Board Passes 10% Dues Reduction for 2022

The CLG Board passed a motion to provide a 10% membership dues REDUCTION for the year 2022. We recognize that for many communities, finances are still unstable as we continue to recover from the Covid-19 pandemic. We also want to show our appreciation for the continued support of our membership over the years. With this reduction, dues amounts for 2022 are:

- $6,750 for metropolitan cities and counties (formerly $7500)
- $3442.50 for governments with a budget above $4 million (formerly $3,825)
- $1,800 for governments with a budget between $2 million and $4 million (formerly $2,000)
- $1,102.50 for governments with a budget of under $2 million (formerly $1,225)

This was passed by the CLG Board as a one-year reduction for 2022 only. This will be discussed again toward the end of the year as the budget for 2023 is developed.

The Center for Local GOVERNMENT

SHARED SERVICES HIGHLIGHTS

CLG Benefits Pool Expands Membership and Maintains Financial Stability

The Center for Local Government Benefits Pool (CLGBP) is our self insured pool for health insurance. There are 19 governments participating, covering over 600 employees and over 1,000 total lives. CLGBP exists within a larger pool called the Jefferson Health Plan. This larger entity provides more stability for the pool, provides opportunities for ancillary services (e.g. wellness, EAP, etc.), as well as stop-loss coverage. Since 2012, our broker has been Horan.

The pool is governed by a Board made up of a representative from each of the participating governments. The 2021-22 CLGBP Executive Board includes: Bill Kocher (President, City Manager of Mt. Healthy), Scot Lahrmer (Vice President, Village Manager of Amberley Village), and Brian Uhl (Secretary / Treasurer, Assistant City Administrator of Springdale).

Despite the challenges of the Covid pandemic, CLGBP has flourished in 2021 and 2022. Our finances have remained stable, with a 0% increase for the 2021/22 plan year, and another 0% for the 2022/23 plan year, which starts August 1st. The average increase for the pool over the last 5 years has been 3.6%.

The pool has also continued to grow, welcoming Whitewater Township and the Village of Golf Manor into the membership in 2021. This brings the pool up to 19 governments, which is our highest number ever.

We would like to thank the CLGBP Board, the CLGBP Executive Board and Horan for their continued work to keep CLGBP strong and viable.

Southwest Ohio Regional Refuse (SWORRE) Consortium Bid Underway

The Southwest Ohio Regional Consortium published a bid for waste and recycling collection for Bellbrook, Brookville, and Miamisburg (Dayton Group 1); and for Deer Park, Mariemont, Milford, Monroe, Silverton, and Woodlawn (Cincinnati Group 2).

As of the date of publication of this Annual Report, the participating governments are reviewing the pricing received through this bid process. The governments are also reviewing contract language change proposals by the vendor who submitted a response. The contract start-date is January 1, 2023.

Treasury Asset Management Consortium Providing Services to Member Communities

The Treasury Asset Management Consortium has offered a collaborative approach to professional portfolio management for local governments for 12 years. Two investment firms work on this initiative: SJS Investment Consulting and Redtree Investments. These firms were chosen by an RFP conducted by CLG Finance Directors. Currently, 18 CLG member governments participate in this program. To learn more about the program and participating firms, visit https://www.c4lg.org/treasury-asset-management-collaboration/.

CLG Facility Electric Consortium Continues to Grow

Since 2010, the CLG Facility Electricity Consortium has saved governments a combined total of over $690,000. This is a joint bid between 11 governments to share in the cost of their electricity for facilities, park shelters, street lights, and any other account that the government owns. This is NOT a residential aggregation. Our broker is AGE Energy.

This program started in 2010 with 9 participants, currently has 11, and could expand beyond 14 during the next bidding opportunity in the winter of 2023.

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SPOTLIGHT: THE JUSTIFIED USE OF FORCE SIMULATOR CONSORTIUM

The years 2021 and 2022 have been exciting for the Justified Use of Force Simulator (JUFS) program. In 2021 we published a bid for a new simulator and received multiple bids for an array of simulator types. These included hybrid and fully immersive virtual reality simulators from multiple vendors. The participating departments were able to procure a 2-person full virtual reality simulator from Street Smarts VR. This immersive simulator allows participating governments to turn their training rooms into virtual reality environments and run a multitude of one-person and two-person scenarios in areas such as situation de-escalation and shoot/don't shoot decisions.

The system includes a variety of lethal and less-lethal options for officers to train on. Current simulator options include a Glock 19 Handgun, mace, Tasers and flashlights. This allows officers to not only train in day and nighttime scenarios, but allows them to train on lethal/less-lethal decisions in addition to shoot/don't shoot decisions.

This system is highly portable and works well being transported between participating departments. This is a highly anticipated feature of the new system and will allow for less downtime for the system and less maintenance time and costs. The simulators are run on two desktop computers that allow a trainer to control the scenarios as the officer(s) advance through them and guide each scenario based on the officer's responses. The system also includes scenario and software upgrades that will be coming out in the future, allowing the officers to go through new single and dual officer scenarios as they become available. These new features will also allow the trainer enhanced options to customize the scenarios.

CLG and the participating departments took delivery of the system in May of 2022 and it is currently with the first department on the rotation schedule. The departments that currently participate in the JUFS program include Reading, Indian Hill, Mason, St. Bernard, Sharonville, Amberley Village and Wyoming. Prior to the purchase of the Streetsmarts VR system, the JUFS group utilized a system built by TI Training. This system will continue to be used to supplement the Streetsmarts system.

The Justified Use of Force Simulator (JUFS) program is one of CLG's oldest, dating back to the late 1990s.

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TRAINING HIGHLIGHTS

Getting Back to Business: CLG Trainings Pick up in 2021

In 2021, CLG finally saw the return of live, in-person trainings. The first live Human Resources Luncheon since 2019 was held in December at DeSha's American Tavern in Blue Ash. Our speakers for the event were Ray Justice and Terri Vetter from the State of Ohio Depart of Administrative Services, speaking to the group on implementing best-practices for transition and succession plans and the State's model for doing so. Additionally, we were able to hold an in-person administrative professionals luncheon this past May with David Elmer of Evendale at the Montgomery Inn. David spoke to the group on writing an effective accomplishment-based resume. Thanks to all those who were able to join us!

Virtually, CLG held an HR lunch in the spring with Alessandra Rosa of the EEOC, speaking about enhanced protections under Title VII. Additionally, Brian Pacheco, Darcy Schwass and Nick Vehr presented to a group of our members on Social Media, the First Amendment and social media.

CLG continued to work with partner organizations as well. Examples include a food security training and a training on bike infrastructure with Green Umbrella.

So far in 2022 we have worked with our partners to bring our members a presentation on the American Rescue Plan Guidebook as well as our now annual Newly Elected Officials Training.

We have been staying busy coordinating various trainings that are suggested to us by our members and have more trainings coming down the pipeline that will be announced as we continue into 2022. CLG members are encouraged to keep an eye on their e-mails and the CLG website for training announcements.

CLG Leadership Academy Graduates 8th class, Returns to In-Person Instruction in 2022

CLG congratulated its 8th graduating Leadership Academy class in 2021. With this class having graduated, there are now 154 Leadership Academy graduates, representing 47 CLG or Miami Valley Risk Management Association (MVRMA) member governments. The 2021 class participated in a virtual academy, as we adjusted to the Covid pandemic. Classes included "Local Government 101," a Xavier University leadership class, Human Resources, Finance / Budgeting, and finally Land Use / Economic Development. The 9th group of Leadership Academy students began their classes in-person in March of 2022, with graduation in September.

CLG would like to thank our Leadership Academy partner MVRMA, as well as the Xavier University Leadership Center for helping make the Academy possible. CLG would also like to thank all of our instructors, who have a combined 127 years of experience in local government.

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SPOTLIGHT: THE ELECTED OFFICIAL TRAINING SERIES

Since 2018, CLG has partnered with the Hamilton County Planning Partnership to conduct an annual training series for elected officials. While normally CLG's services are aimed at staff, it was evident during outreach visits with member governments that a newly elected officials training would bring value. Considering that the Hamilton County Planning Partnership conducted a similar training in the past, it made sense to partner with them for this effort. To date, over 140 office holders from CLG or Hamilton County Planning Partnership members have attended these trainings.

This training series covers four major elements: The Law (including the open records act, the open meetings act, record retention, and other topics); Elected Official / Staff Relations; Finance / Budgeting; and a rotating topic based on what is going on around the state or country. Similar to the CLG Leadership Academy, the trainers for this session are a mix of practicing local government officials and subject matter experts in the private sector.

While earlier versions of this training took place on a Saturday morning at the Sharonville Convention Center, the current iteration of this training takes place as a series of Zoom lunch and learns. This provides elected officials with flexibility– they can sign in for a session while at lunch during their day jobs in some instances. Whether future sessions will be live or virtual will be determined moving forward.

If your community would like information on the next session of this training series, please reach out to CLG. It is anticipated at this time that the next Newly Elected Officials training will take place in the winter of 2023. This session is open to CLG member governments, members of CLG training partners (MVCC and MVRMA), and members of the Hamilton County Planning Partnership.

Over 144 office holders from CLG and/or Hamilton County Planning Partnership Organizations have signed up for the Elected Officials Training

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INFORMATION SHARING HIGHLIGHTS

CLG Launching New Public Works Mutual Aid Site

In 2021, CLG was approached by the University of Dayton about potential capstone projects for the graduating seniors in the Information Systems program. Our first project was a redesign of our pay data center, which resulted in a new Google Sheet option for pay data that is now keyword searchable. This makes the process of obtaining pay data much easier, as you can enter the title that your jurisdiction refers to a position as and automatically get all of the comparable positions, regardless of title. The traditional Knack database is still available; however, the new Google Sheet is live in the member log-in section of the website as an alternative option!

For 2022, we completed work with our second group of students on an update to the Public Works Mutual Aid program (PWMA). The current PWMA manual is currently available as a PDF on our website and it will continue to be available. The new option that will be launching soon is a fully searchable website that contains all the same data as the PDF manual, but is more readily accessible in the event of an emergency that warrants the use of the pact materials. CLG staff are currently in the process of preparing the project for launch and the website should be operational soon!

CLG Annual Survey

CLG conducted the annual survey of our membership in September and published the results in October, allowing us to have the most up-to-date information for one of our most popular services, our pay and benefits data archive. CLG tracks pay data ranges for over 100 positions common to local government, as well as extensive data on benefits (holidays, PTO, insurance rates, pay increases, etc). This database is available in the member log-in section of the CLG website. In 2021, we had **29** members fill out at least one section of the annual survey. In addition, we had **43** members submit pay data to our archive. A multi-year analysis of our pay and benefits data program shows that we have a steady 50% response rate on our annual survey and a 75% response rate on pay data submissions. We encourage everyone to fill out the Annual Survey this fall. The more data that we can collect only serves to strengthen the information available to our members.

CLG Conducts 51 Spot Surveys in 2021

In 2021, the Center completed 51 spot surveys on behalf of our members. In 2022, we have completed 32 spot surveys so far!

The spot survey program allows members to request short, online surveys on any number of topics related to local government. A 4 year archive of spot surveys is available on our website. An archive of 20 years of spot surveys is available upon request

CLG Code Bank Continues to Grow

The CLG Code Bank is a resource where governments can download and view policies from other governments. Examples include credit card policies, organizational charts, Council Rules, etc. In 2021 and so far in 2022, the following codes / policies have been added:

- Americans with Disabilities Act policies
- Council Retreat Agendas
- Dress Code Policies
- Firefighter Fit for Duty Exams
- Government Owned Device Policies
- Injury Leave with Pay Policies
- Park Rules and Regulations
- Portable Storage Unit Laws
- Procurement Policies
- Rental Registration Policies
- Sign Codes
- Snow Emergency Ordinances
- Unsolicited Materials Ordinances

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CLG STRATEGIC PLAN– 2017-2022

We have been working toward accomplishing the major strategic plan goals over the last year. Our detailed review of progress is available upon request:

- **Goal 1:** The Center for Local Government is the premier information hub for local governments in the Cincinnati and Dayton region. It is the first place that local governments look to when they need information.
- **Goal 2:** The Center for Local Government is the focal point for engagement between local governments in the Cincinnati and Dayton region, especially amongst our diverse member communities.
- **Goal 3:** The Center for Local Government has a diverse membership base, and will grow that base in sustainable fashion in order to enhance efficiencies between local governments.
- **Goal 4:** The Center for Local Government identifies new opportunities for governments to work together, and works to enhance its current programs.
- **Goal 5:** The Center for Local Government is a respected advocate for local government interests, and will work to maintain and build upon our reputation and public image.

OUR BOARD, STAFF AND CONTACT INFORMATION

STAFF

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Cody Smith, Assistant Director, CSmith@C4LG.org
Lori Stuckey, Director of Operations, LStuckey@C4LG.org

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BOARD OF TRUSTEES 2021 / 2022

Michael Rahall, Village of Cleves (President)

Jack Cameron, Delhi Township (Vice President)

Vicky Earhart, Anderson Township (Secretary / Treasurer)

Jim Lukas, Sharonville

Kristen Bitonte, Liberty Township

CENTER FOR LOCAL GOVERNMENT BY THE NUMBERS

2 new member governments have joined CLG since the beginning of 2022

Over 15,000 hits per year to the CLG job openings page: https://www.c4lg.org/job-postings/

$3,000 granted by the Seasongood Foundation to help fund the 2022 CLG Leadership Academy

No membership dues increases in 15 years

2 new member governments joined the health insurance pool in 2021

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CENTER FOR LOCAL GOVERNMENT: 2020 FINANCIALS

THE CENTER FOR LOCAL GOVERNMENT
(A Non-Profit Organization)
SUPPLEMENTAL DETAIL OF REVENUE and EXPENSES WITHOUT DONOR RESTRICTIONS
For The Year Ended December 31, 2021

	UNDESIGNATED	JUFS	QUASI-ENDOWMENT	TOTAL
REVENUE				
Membership Dues	$ 188,089	$ 3,870	$ -	$ 191,959
Program Income	$ 19,076	$ -	$ -	$ 19,076
Grants	$ 2,500	$ -	$ -	$ 2,500
Investment Return - Net	$ 141	$ 40	$ 26,199	$ 26,380
Net Assets Released from Restriction	$ -	$ -	$ -	$ -
TOTAL REVENUE	$ 209,806	$ 3,910	$ 26,199	$ 239,915
EXPENSES				
Personnel Expenses				
Compensation / Salaries	$ 139,097	$ -	$ -	$ 139,097
Employee Benefits	$ 11,501	$ -	$ -	$ 11,501
Payroll Taxes	$ 11,086	$ -	$ -	$ 11,086
Training	$ 119	$ -	$ -	$ 119
Total Personnel Expenses	$ 161,803			$ 161,803
Operating Expenses				
Annual Meeting Expense	$ 2,453	$ -	$ -	$ 2,453
Bad Debt Expense	$ -	$ 350	$ -	$ 350
Bank Service Charges	$ 30	$ -	$ -	$ 30
Center Marketing	$ 309	$ -	$ -	$ 309
Dues & Subscriptions	$ 1,660	$ -	$ -	$ 1,660
Filing Fees	$ 200	$ -	$ -	$ 200
Insurance	$ 3,534	$ -	$ -	$ 3,534
IT and Website Expenses	$ 5,099	$ -	$ -	$ 5,099
Mileage and Parking	$ 20	$ -	$ -	$ 20
Miscellaneous Expenses	$ 100	$ -	$ -	$ 100
Office Supplies	$ 1,378	$ -	$ -	$ 1,378
Payroll Service Fees	$ 2,417	$ -	$ -	$ 2,417
Postage & Delivery	$ 55	$ -	$ -	$ 55
Professional Fees- Accounting	$ 2,300	$ -	$ -	$ 2,300
Professional Fees- Legal	$ -	$ -	$ -	$ -
Rent	$ 12,786	$ -	$ -	$ 12,786
Software Services	$ 1,337	$ -	$ -	$ 1,337
Telephone & Internet	$ 3,024	$ -	$ -	$ 3,024
Total Operating Expenses	$ 36,702	$ 350		$ 37,052

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SUPPLEMENTAL DETAIL OF REVENUE and EXPENSES WITHOUT DONOR RESTRICTIONS
For The Year Ended December 31, 2020

Program Expenses	UNDESIGNATED	JUFS	QUASI-ENDOWMENT	TOTAL
JUFS	$ -	$ -	$ -	$ -
Leadership Academy Expenses	$ 13,625	$ -	$ -	$ 13,625
Other Program Expenses	$ 1,572	$ -	$ -	$ 1,572
Total Program Expenses	$ 15,197	$ -	$ -	$ 15,197
Depreciation Expense	$ -	$ -	$ -	$ -
TOTAL EXPENSES	$ 213,702	$ 350		$ 214,052
CHANGE IN NET ASSETS	$ (3,896)	$ 3,560	$ 26,199	$ 25,863