

Oakwood, Ohio  
May 7, 2024

The Oakwood citizen Budget Review Committee (BRC) met at 5:30 p.m. on Tuesday, May 7, 2024. The meeting took place in the council chambers at the city building, 30 Park Avenue, and was available via the Zoom remote teleconferencing platform.

The following people attended:

Budget Review Committee

*In-person:*

Howard Boose  
Ellen Fodge  
Bill Frapwell, Vice Chair  
John Gray  
Kate Halpin  
Donetta Johnson  
Megan Kavanaugh  
Amanda Malusky Krauss  
William Meyer  
Bill Rieger  
Mark Risley  
Jim Vaughn  
Raya Whalen

*Via Zoom:*

Cait Botschner  
Dave Dickerson  
Fred Dudding  
Erika Endsley  
Yusaku Kawai  
Kristina Marcus

Oakwood City Council

*In-person:*

Mayor William Duncan  
Vice Mayor Steve Byington  
Council Member Rob Stephens  
Council Member Leigh Turben  
Council Member Healy Jackson

City Staff

*In-person:*

City Manager Norbert Klopsch  
Leisure Services Director Carol Collins  
Finance Director Cindy Stafford  
Law Director Rob Jacques  
Engineering & Public Works Director Doug Spitler  
Public Safety Director Alan Hill  
Human Resources Manager Sangita Anand

Mayor Bill Duncan opened the meeting with a welcome. He introduced Donetta Johnson as a new member of the committee and then asked the committee members to do self-introductions. He asked if there were any suggested edits to the minutes of the November 28, 2023 meeting. There being no edits, Mayor Duncan asked for a motion to approve those minutes. Motion to approve by Howard Boose; second by Mark Risley. Upon viva voce vote, motion passed and the minutes were approved.

Mayor Duncan commented on his and Vice Mayor Byington's recent meeting with the Smith Elementary fourth graders who toured City Hall and Public Safety.

Mayor Duncan invited Mr. Klopsch to make opening comments and deliver the meeting presentation.

Mr. Klopsch began the meeting by discussing the following city projects:

- Chevy Blazer EV PPV: Chief Hill shared that a software issue identified last December suspended production for three months on the all-electric police pursuit vehicle.
- RTA Trolley System Removal: Mr. Klopsch reported that by the latter part of this year, RTA will have removed the bus trolley system infrastructure in Oakwood along Far Hills Avenue between East Drive and Five Points and along Oakwood Avenue between Five Points and Irving Avenue. This includes removing most of the steel poles supporting the trolley wiring.
- Master Plan for Undeveloped City Properties: Mr. Klopsch shared that the city is looking at the smaller undeveloped city-owned land in Oakwood to create a master plan for future improvement projects.
- Food Waste Recycling – Foodbank and Montgomery County: Mr. Spitler shared that city staff is looking to partner with the Montgomery County Solid Waste District in a campaign with the Dayton Food Bank to start recycling food waste. The campaign is in the early stages, but the city would collect food waste in sealed buckets that would then go to the foodbank for composting.
- Hard-to-recycle Plastics – Hefty ReNew Program: Mr. Spitler shared information about the Hefty ReNew Program now offered in several counties, including Montgomery County. The program provides a way to dispose of hard-to-recycle plastics.
- Income Tax Filing: Mrs. Stafford reported that using Fifth Third Bank for our tax filing/payment processing center in 2024 is going very well. Tax payments and returns are no longer sent directly to the Oakwood city building. They are directed to Fifth Third's tax processing center in Cincinnati where the payments are then opened, sorted and directly deposited into the city's account.
- Far Hills Storm Sewer Reconstruction: Mr. Klopsch shared that the project is about 99% complete. He displayed a map showing the drainage areas flowing into the new sewer.

Mr. Klopsch then invited Finance Director Cindy Stafford to present the following financial data:

- 2.41 MILL PROPERTY TAX LEVY:
  - The tax issue was approved in March 2024 by a 56% yes vote.
  - It replaces the 3.75 mill tax levy that was first approved in May 2013.
  - It has a five-year term and will start generating revenue in 2025.
  - The current effective mills is 2.41.
  - The tax issue raises about \$1.1 million annually.
  - The tax on a \$100,000 value home is about \$84 annually.
- 2023 YEAR-END FINANCIALS:
  - Total 2023 spending for General City Services was \$16.34 million. A review of city spending over the past 16 years shows tight cost controls. The increase in 2023

compared to 2022 is attributed to capital projects, the Far Hills Storm Sewer Reconstruction project and an increase in fuel and motor part costs.

- General City Services receipts were 103.21% for the year and disbursements were 94.66% of budget. Receipts were higher because the city's investments did much better last year. City staff is careful about investing and preserves principle. The year finished in a strong financial position.
  - Refuse Fund receipts were 99.93% for the year and disbursements were 91.86% of budget. Fee increases may need to be looked into in the next few years.
  - Enterprise Funds receipts were 103.40% for the year and disbursements were 93.53% of budget. The Enterprise Funds include Water, Sanitary Sewer and Stormwater. The budget included planned capital expenditures, including the Far Hills Storm Sewer Project.
- 2023 FINANCIAL AUDIT: Mr. Klopsch reported that the audit of the 2023 city finances was recently completed. No items were noted and an unqualified "Clean" opinion is expected. He thanked Finance Director Cindy Stafford and the finance department for their diligence.
  - 2024 FINANCIALS THROUGH APRIL
    - General City Services receipts through April are at 41.21% of budget, while disbursements and encumbrances are at 41.58% of budget. The first of two property tax receipts and property tax assessments are received in April and May. Blanket purchase orders are submitted for many purchases at the beginning of the year to cover expenses for the entire year.
    - Refuse Fund receipts through April are at 34.26% of budget and disbursements and encumbrances are at 49.19% of budget.
    - Water Fund receipts through April are at 26.57% of budget and disbursements and encumbrances are at 45.16% of budget. Another water rate increase will need to be considered in 2025.
    - Sanitary Sewer Fund receipts through April are at 30.05% of budget and disbursements and encumbrances are at 25.69% of budget. Like the Water Fund, we strive to have the Sanitary Sewer Fund start with a \$1 million minimum to maintain the fund. If the year goes as planned, the fund will be below \$1 million at the end of 2024. Most of the Sanitary Sewer Fund expenses relate to wastewater treatment, the cost of which is about 63% of our budget. Montgomery County and Dayton's wastewater treatment rates increased by about 29%. These increases have been factored into the 2024 budget. A sanitary sewer rate increase may need to be considered in 2025 to cover the Montgomery County and Dayton rate hikes. There are also planned capital expenditures over the next few years.
    - Stormwater Fund receipts through April are at 35.59% of budget and disbursements and encumbrances are at 86.78% of budget. This includes \$985,000 for the Far Hills Storm Sewer Reconstruction Project.

Mr. Klopsch then delivered the following presentation:

- 2024 CONSTRUCTION PROJECTS/CAPITAL EXPENSES: The following capital expenses are in the 2024 Budget. Mr. Klopsch provided a brief overview of some of the items.
  - General City Services
    - Computer Equipment: \$50,000

- Street Banner Replacement: \$15,000
- Cameras... In-car and Body Worn: \$15,000
- 911 Vesta Equipment Upgrade: \$30,000
- Hanging Baskets: \$35,000
- S-29 2000 Air Compressor Replacement: \$30,000
- Pre-wet Deicing System: \$20,000
- Seal and Stripe City Parking Lots: \$12,500
- OCC Carpet Replacement: \$24,000
- Gardner Pool Liner: \$100,000
- Leisure Service Building Insulation and Shelving: \$20,000
- Salt Storage and Public Works Yard Improvements: \$300,000
- Med-26 2006 Ford Ambulance Replacement: \$300,000
- S-75 2016 Pick-up Truck Replacement: \$65,000
- A-8 2008 Ford Escape Replacement: \$25,000
- A-5 Public Works Director Truck: \$57,000
- Asphalt Street Program: \$100,000
- Concrete Street Program: \$200,000
- 2024 Far Hills Resurfacing: \$1,206,400
- Harman Boulevard Center Median: \$175,000
- Orchardly Park Fences: \$38,000
- Old River Parking Lot Sealing and Striping: \$15,000
- Sidewalk, Curb & Driveway Apron Program: \$200,000
- Refuse Services
  - S-79 2008 Crane Refuse Packer Refurbishment: \$55,000
  - S-89 2002 Kramer Allrad Loader Replacement: \$115,000
- Water Utility
  - EZ Underground Water Main Valves: \$50,000
  - Caton/Far Hills Water Main Improvement: \$215,000
  - Iron and Manganese Water Plant Filter Rebuild: \$50,000
  - Oakwood/Briar Hill/Far Hills Water Mains: \$150,000
  - Peach Orchard Vault Removal: \$30,000
  - Well #6 Underground Electric Feed: \$52,000
  - Water Line Repairs: \$50,000


Mr. Klopsch commented on the 13-year history of water main breaks in Oakwood and the 2021 national and Ohio infrastructure report card issued by the American Society of Civil Engineers.

- Sanitary Sewer Utility
  - Sewer Easement Cleaner Machine: \$125,000
  - Trench Box Trailer: \$20,000
  - Sanitary Sewer Repairs: \$50,000
  - Sanitary Sewer Lining: \$125,000
  - Sanitary Manhole Rehab: \$100,000
- Stormwater Utility
  - S-20 2002 Johnson Street Sweeper Replacement: \$280,000
- POSSIBLE 2025 CAPITAL PROJECTS/CAPITAL EXPENSES: Mr. Klopsch briefly reviewed the following possible capital projects being considered for 2025:
  - Life-Pak 15: \$30,000

- Orchardly Park Play Equipment: \$300,000
- Shafor Park Play Equipment: \$400,000
- Orchardly Park Shelter: \$65,000
- Shafor Park Shelter: \$65,000
- Two Police Patrol Vehicles: \$60,000 or \$75,000
- Several Pickup and Dump Trucks
- Asphalt Repaving Program: \$550,000
- Concrete Street Repairs: \$100,000
- Shafor Park Splash Pad: \$85,000
- Far Hills and Caton Water Main: \$215,000
- Lookout Ridge Water Main: \$100,000
- Water Tower Painting, Exterior: \$690,000

Mr. Klopsch added that the 2026 budget may include money to replace the city's 1996 model-year fire truck. The current estimated cost for the replacement fire truck is \$900,000.

There being no other business, at 6:37 p.m. Mayor Duncan and Mr. Klopsch thanked the committee members for their service and the meeting was adjourned.

  
Chairman