

Oakwood, Ohio
November 27, 2018

The Oakwood Citizen Budget Review Committee (BRC) met at 5:30 p.m. on Tuesday, November 27, 2018. The meeting took place in the city council chambers, 30 Park Avenue.

The following people attended:

Budget Review Committee

Howard Boose	Ella Himes
Steve Brooks	John Jervis
James Broz	Chaz Kidwell
Charlie Campbell	Doug Kinsey
Rob Connelly	William Meyer
Dave Dickerson	Bill Rieger
Fred Dudding	Mark Risley
Susie Elliott	Beth Ritzert
Ellen Fodge	Mike Ruetschle
Bill Frapwell	Leigh Turben
Michael Hayes	Sarah Waechter

Oakwood City Council

Mayor Bill Duncan
Vice Mayor Steve Byington
Councilmember Rob Stephens
Councilmember Anne Hilton

City Staff

City Manager Norbert Klopsch
Leisure Services Director Carol Collins
Finance Director Cindy Stafford
Law Director Robert Jacques
Public Safety Director Alan Hill
Personnel and Properties Director Jennifer Wilder

Mayor Duncan opened the meeting with a welcome and self-introductions. He then asked for a motion to approve the minutes of the October 16, 2018 meeting. Motion to approve by Mark Risley; second by Fred Dudding. Upon viva voce vote, motion passed and the minutes were approved.

Mayor Duncan then asked Mr. Klopsch to deliver the meeting presentation.

Mr. Klopsch began by complementing the Public Works employees for all of their hard work and many overtime hours in cleaning the city from the November 15 ice storm, while at the same time continuing to pick up the fall leaves.

Mr. Klopsch then commented on the balanced budget. This is the first year since elimination of the Ohio Estate Tax that Oakwood is proposing a balanced budget for General City Services. This is possible as a result of cost cuts, fee increases, the 3.75 mill property tax approved by Oakwood voters in May 2013, and the 90% income tax credit factor approved by City Council in January 2018.

- 2019 BUDGET OVERVIEW: Mr. Klopsch referenced a chart showing the budgeted and actual spending for General City Services from 2008 to present. The chart shows that spending decreased from 2008 – 2014 and has gradually increased since then. However, the 2019 budget is identical to what the city budgeted in 2008, demonstrating tight cost controls. The figures account for all city spending, except for the three Enterprise Utilities and the Refuse Operation. Mr. Klopsch then reviewed 2019 budget summaries for General City Services, Refuse Operations, Water Utility, Sanitary Sewer Utility and Stormwater Utility. The appropriations are as follows:

➤ General City Services:	\$13,186,921
➤ Refuse Operations:	\$ 1,532,666
➤ Water Utility:	\$ 1,409,302
➤ Sanitary Sewer Utility:	\$ 1,588,850
➤ Stormwater Utility:	\$ 362,641

The budget summaries reflect the total spending in each category and will be published in the 2019 Budget. Mr. Klopsch then provided highlights of the 2019 Budget as follows:

- Taxes and fees:
 - 10% income tax credit reduction factor approved in 2018.
 - \$3/month fee increase proposed for Refuse services.
 - No fee increases in Water, Sanitary Sewer or Stormwater.
 - Last Tax and Fee Increases:
 - Income Tax Rate: 1984
 - Property Taxes: 2013
 - Water Rates: 2017
 - Sanitary Sewer Rates: 2018
 - Stormwater Rates: 2017
 - Refuse Rates: 2016
- General City Services:
 - Continuation of comprehensive city services.
 - Beginning 2019 with estimated \$9.6 million in the eight primary operating funds.
 - 2018 budgeted General City Services expenses are \$43,000 below revenues.
 - 2019 Income Tax receipts budgeted at \$7.85M.
 - 2018 Income Tax receipts estimated at \$7.25M.
 - City receives 8.5% of property taxes.
 - \$1,196,000 in 2019 Capital Expenses.
- Refuse Operations:
 - Beginning 2019 with estimated \$536,000.
 - \$220,000 in 2019 Capital Expenses.
 - Monthly refuse rates to increase from \$27 to \$30 in January 2019.
- Water Utility:
 - Beginning 2019 with estimated \$1,160,000.
 - Operated in full compliance with Ohio EPA requirements.
 - 7th lowest rates of 66 Miami Valley jurisdictions.
 - \$290,000 for Capital Expenses in 2019.
 - Last rate increase: January 2017.

- Sewer Utility:
 - Beginning 2019 with estimated \$1,061,000.
 - \$50,000 for Capital Expenses in 2019.
 - 47th lowest of 63 Miami Valley jurisdictions.
 - Last rate increase: January 2018.
- Stormwater Utility:
 - Beginning 2019 with estimated \$275,000.
 - No Capital Expenses in 2019.
 - Monthly residential fee: \$7.
 - Last rate increase: January 2017.

At the conclusion of the 2019 Budget presentation, BRC Chair Dave Dickerson moved to recommend approval of the 2019 Budget and the \$3 per month increase in refuse rates; second by Howard Boose. Upon viva voce vote, motion passed.

- CITIZENS POLICE ACADEMY – CHIEF ALAN HILL: Public Safety Director Alan Hill provided an overview of the Citizens Police Academy. In September 2018, the Oakwood Public Safety Department hosted its first Citizens Police Academy (CPA). CPA's are a unique opportunity for citizens to better understand the job of a public safety officer and also serve as a way for Safety Department personnel to hear the needs and expectations of the community. The CPA is a 10-week program that ran from September 12 through November 14. Participants met one night per week for approximately two hours. Topics covered during the academy include:
 - Patrol Operations;
 - Use of Force;
 - Evidence Collection/Processing;
 - Firearms Exposure;
 - Fire Prevention/Education;
 - Court Room Procedures/Testimony; and
 - OVI Enforcement.

The CPA is free of charge and is open to any Oakwood resident or individual working within the city of Oakwood. The next CPA will be held in the fall of 2019. The Safety Department was very excited to offer this outreach program and is extremely pleased with the response.

- SMITH GARDENS 45TH ANNIVERSARY – CAROL COLLINS: Leisure Services Director Carol Collins provided an overview of Smith Gardens 45th anniversary to be celebrated in 2019. Smith Gardens was donated to the city of Oakwood by Oakwood residents Mr. and Mrs. Carlton W. Smith. The donation gift included the Smith home as well as the gardens. The city of Oakwood sold the Smith home for \$110,600, at which time an endowment fund was established and the money was invested for the future care and maintenance of the gardens. The gardens, just shy of an acre, were designed by landscape architect Roman B. Ware of Kellogg, Michigan in the 1950's. Smith Gardens has been recognized both statewide and nationally as one of the finest public gardens in the state of Ohio. The "Friends of Smith Gardens" was established in 1981 by a group of Oakwood residents. The original capital campaign raised money to restore the garden house, to construct an addition to the building, and to rebuild the maintenance garage. The "Friends of Smith Gardens" organization continues to raise revenue for the gardens through their annual membership drive, which is the largest source of income and is

extremely important to the vitality of the garden. Another source of revenue for the gardens is the Legacy Paver Project that was started in 2014. This engraved paver project has raised almost \$21,000. Ms. Collins thanked Skip and Martha Ordeman for being Friends of Smith Gardens Membership Drive Co-Chairs from 2007 to 2018. The City will place a paver in the garden to honor the Ordemans.

Total Smith Gardens Fund revenues for 2016 – 2018 are as follows:

2016 Actual	2017 Actual	2018 Estimated
\$60,034	\$54,510	\$51,894

Total expenses for 2016 – 2018 are as follows:

2016 Actual	2017 Actual	2018 Estimated
\$87,827	\$85,786	\$91,755

Money transfers from the General Fund made up the difference in annual revenue and expenses.

Below is a list of some of the events that took place at Smith Gardens in 2018:

- Three summer blanket concerts
- Pre-school Story Hour through the summer
- Princess Garden Tea Party
- Teddy Bear Picnic
- Girl Scout Crossovers
- Weddings
- Garden House rentals for meetings, retreats, showers, etc.
- Photo shoots for weddings, dances and other special events
- Family Portraits

A special blanket concert is being planned in 2019, as well as other community events, to celebrate the 45th anniversary.

- FAR HILLS BUSINESS DISTRICT UPDATE – JENNIFER WILDER: Personnel and Properties Director Jennifer Wilder provided an overview of the Far Hills Business District. There are a few new businesses that have opened in the Far Hills Business District. These businesses are: Morning Sun Florist; Salon 5; J. Gilbert’s Men’s Clothing Store; Bonavista Optics; and Maria Gossard Designs. A new fence was installed between LCNB & CVS. Also, CVS had a new sign installed as well as updated landscaping. Dorothy Lane Market (DLM) celebrated their 70th anniversary. Oakwood City Council recognized DLM with a proclamation at the August 6, 2018 City Council meeting. Kettering Health Network purchased the 2600 Far Hills building in 2017. The City anticipates redevelopment of this key piece of real estate in the Far Hills Business District. More detailed planning is anticipated in 2019. The Oakwood Farmers’ Market just completed their sixth successful season on Orchard Drive in the Far Hills Business District. The market is open on Saturdays from June – October from 9 a.m. to 1 p.m. The Oakwood Farmers’ Market erected a new sign this season. Kinzeler Realty invested in new signage, and updated their exterior & landscaping. The Goodwill store opened in 2017.

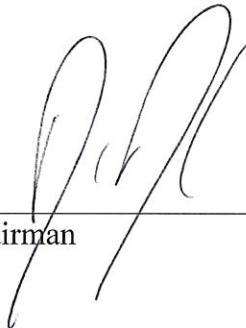
On the north end of town, the Russell Wealth Management Office has an updated plan that was approved by City Council in July 2018. The plan includes a smaller office

building, redesigned entry and parking lot. The architectural design is complementary to existing structures, and the plan includes dense landscaping. The contractors recently broke ground. Estimated completion of the project is expected in the summer of 2019. Element Oakwood condominiums was approved by City Council in 2017. The project was developed by Hills, and includes 84 condo units. Construction on the condominiums began in 2018. The foundations and elevator shaft work has been completed, with framing work expected soon. The expected completion date of the project is in the summer of 2019.

Adjacent to the Oakwood Community Center, the Shafor Park Tennis Court facility was rebuilt in 2018. The new facility includes five courts and a 25-space parking lot. The project was completed in partnership with Oakwood City Schools. The new facility is now open to the public and is home of the Oakwood High School Tennis teams.

- PRE-SALE HOUSING PROGRAM – ROB JACQUES: Law Director Rob Jacques provided an overview of the pre-sale housing program, including a discussion on the legal actions that took place between 2016 and 2018.

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