



2015

City of Oakwood
Annual Report



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City of Oakwood Annual Report



City Phone Numbers

CITY ADMINISTRATION 298-0600

City Manager
Deputy City Manager
Clerk of Council

POLICE, FIRE & RESCUE

Emergency 9-1-1
Non-Emergency 298-2122

PUBLIC SAFETY DEPARTMENT 298-2122

Public Safety Director
Police and Fire Services
Emergency Medical Services
Public Safety Records

FINANCE DEPARTMENT 298-0402

Finance Director
Assessments
Vital Records
Refuse Billing
Water, Sewer & Stormwater Billing 298-0400
Income Tax 298-0531

PUBLIC HEALTH 298-0600

INSPECTIONAL SERVICES 297-2920

City Inspector
Permits and Zoning
Pre-Sale Housing Inspections
Property Maintenance Issues

LEISURE SERVICES DEPARTMENT 298-0775

Leisure Services Director
Health Center
Horticulturist
Smith Gardens
Parks & Recreation Programs
William E. Gardner Pool 297-2933
Leisure Line (Recordings) 297-2935

MUNICIPAL COURT 293-3058

Clerk of Courts
Small Claims Court & Traffic Violations

PERSONNEL/HUMAN RESOURCES 298-0411

PUBLIC WORKS DEPARTMENT 298-0777

Public Works Director
City Engineer
Bulk Pick-ups
Street and Alley Maintenance
Water, Sewer & Stormwater Maintenance
Waste Collection (Refuse & Recycling)
Water Treatment Plant Information

OAKWOOD SCHOOLS

Board of Education 297-5332
Oakwood High School 297-5325
Oakwood Junior High School 297-5328
Edwin D. Smith Elementary School 297-5335
Harman Elementary School 297-5338
Lange School (Kindergarten) 299-8730

OTHER FREQUENTLY CALLED NUMBERS

AT&T	1-866-505-1765
Dayton Power & Light	331-3900
Hills & Dales Shelter Rental Info	275-7275
Kettering Inspection Dept.	296-2441
Montgomery County Property Tax Information	225-4326
RTA (Route & Schedule Info)	226-1144
Time Warner Cable	294-6400
Vectren	1-800-909-7668
Wright Brothers Post Office	1-800-275-8777
Wright Memorial Public Library	294-7171

CITY WEBSITE and FACEBOOK:

www.oakwoodohio.gov

www.facebook.com/cityfoakwoodohio



William Duncan
Mayor



Steve Byington
Vice Mayor



Rob Stephens
Council Member



Anne Hilton
Council Member



Christopher Epley
Council Member

Oakwood City Council

Oakwood is served by a council/manager form of government. Oakwood City Council is comprised of five members who are elected on a non-partisan basis for four-year overlapping terms. The mayor and vice mayor are selected by their fellow council members for two-year terms.

City Council is the policy-making body of the community, the legislative branch of our Oakwood government. Council appoints a full-time professional city manager to direct the delivery of Oakwood public services, implement city policies, and enforce city ordinances. The city manager serves as chief administrative and operating officer of the city.

City Council normally meets in formal session on the first Monday of each month at 7:30 p.m. at the city building, 30 Park Avenue. Meetings are open to the public and citizen attendance is encouraged. These formal meetings are broadcast live on the local cable Government Access channel, (Time Warner Channel 6 and AT&T Channel 99). The meetings are re-broadcast several times during the week or two afterwards (check www.mvcc.net for dates and times). The meetings are also viewable through the city website at www.oakwoodohio.gov.

Council also meets in work session, typically once each month. These work sessions are held at the city building and normally begin at 5 p.m. on the third Monday of each month. The schedule for upcoming Council meetings is posted on the city website. Also available on the website are Council meeting agendas, minutes and legislation.

To help in performing city business, Oakwood City Council relies on the assistance of many Oakwood citizen committees. The current list of council-appointed committees is as follows:

Board of Health

Board of Zoning Appeals

Budget Review Committee

Comprehensive Planning Committee

Environmental Committee

Human Relations Commission

ADA Compliance Committee

Personnel Appeals Board

Planning Commission

Property Maintenance Board

Tax/Sewer/Water/Assembly Appeals Board

Athletic/Recreation Master Plan Committee

In total, the current slate of committees provides opportunities for about 120 residents to be involved in the business of providing Oakwood public services. Citizens interested in serving on a committee should contact Clerk of Council Lori Stacel at 298-0600 or should send an e-mail to Mayor Bill Duncan at duncan@oakwood.oh.us or City Manager Norbert Klopsch at klopsch@oakwood.oh.us.

Message From Mayor Bill Duncan



Dear Friends and Neighbors,

Each year we publish an annual report. It highlights the events of the previous year and provides information about community events, projects and issues. We deliver the report to every Oakwood residence and business in an effort to keep our citizens informed about their city. Please take time to read this report and get better acquainted with how our city operates. You should find it interesting.

2015 was the 107th anniversary of Oakwood. We incorporated as a village in 1908 and became a city in 1931. With a population of about 9,200, Oakwood continues to be the premier residential community in the Dayton region.

We have this distinction because of our beautiful neighborhoods, our excellent schools and library, unmatched city services – public safety, public works, recreation and leisure – but most of all because of our citizens. Oakwood's strength is in its people. Our citizens are leaders in industry, education, medicine and the arts.

Here are some important events in which our citizens participated in 2015.

- In March, we conducted our annual New Resident Breakfast at the Oakwood Community Center. City staff prepared a wonderful breakfast for about 120 new residents. This is always a very enjoyable event.
- In May, several hundred Oakwood residents again participated in the annual Breast Cancer 5K CARE Walk. It was the 14th year of this important event that raises money for breast cancer research.
- That Day in May, sponsored by the Oakwood Rotary Club, continued the tradition of the pancake breakfast, 5K and 10K runs, community parade, games, rides, refreshments and displays. It was another fantastic community celebration.
- The Oakwood Farmers' Market was open for a third consecutive year. Operating on Saturday mornings from June to September, the event featured locally grown vegetables, home-produced and gourmet food items, and works of local artisans.
- In October, we again conducted our community scarecrow building contest along Shafor Boulevard (Scarecrow Row) and had a great Family Fall Festival.

- Beautiful winter lights illuminated our Far Hills Avenue Business District from November through February. The lights were funded through a \$5,000 grant from DP&L.

Delivery of the finest public services and amenities remains our number one priority at City Hall.

- Our Public Works Department continues to provide the most comprehensive refuse services available including weekly backyard trash collection, year-round curb collection of yard waste, fall leaf collection and spring mulch delivery.
- Our streets and sidewalks are the best maintained in the region.
- Formed in 1927, our Public Safety Department is the second oldest fully consolidated department in the United States. It is very unique in that all of our officers are cross-trained and state-certified in law enforcement, fire-fighting and emergency medical services. Our first officer on scene response time is under two minutes, by far the fastest in the region... and that first officer is fully trained and qualified to provide immediate assistance on any emergency. Oakwood has the lowest crime and fire loss rates in Montgomery County.
- In a community of just 2.2 square miles, we have excellent parks, gardens and green space. We have three neighborhood parks: Shafor Park, Orchardly Park and Fairridge Park. Our natural areas include Loy Gardens, Elizabeth Gardens, Houk Stream and Centennial Park. Our recreation facilities include the Oakwood Community Center and Gardner Pool, the Dog Park at Creager Field, Irving Field, and the Old River Sports Complex. Oakwood also features beautiful public gardens including Smith Gardens, donated to our city 41 years ago, and Francine's Garden.

The past few years have been financially challenging for Oakwood and for local governments across our state. Throughout Ohio, local governments experienced a significant reduction in state revenue. This, coupled with the elimination of the Ohio estate tax in 2013, required us to engage in major cost cutting, which included staff reductions through attrition.

In December, 2014 the Ohio General Assembly passed legislation mandating a new municipal tax code. While it was sold on the premise that the new code will simplify municipal taxes in Ohio, it really just benefits certain taxpayer interest groups by eliminating their local tax obligations.

The law took effect on January 1, 2016, so the real impact of it will not be known until 2017, when 2016 tax returns are filed. We estimate that the new legislation will result in a revenue loss of about \$250,000 annually to Oakwood.

Also, around 20 surrounding communities increased their income tax rates over the last several years. Because we give a 100% credit for taxes paid to other jurisdictions, for an Oakwood resident working in Dayton or Kettering, where the income tax rates are 2.25%, Oakwood only receives 0.25% of the 2.5% total city taxes paid.

In 2014, the City of Moraine increased their income tax rate to 2.5%. Now, an Oakwood resident working in Moraine pays no income tax for Oakwood city services. The Moraine tax increase reduced Oakwood revenue by about \$70,000 annually. The cumulative effect of all these income tax rate increases by surrounding cities is a reduction of our revenue by about \$400,000 annually.

Because of good judgment and decision-making from this and previous City Councils, we continue to have first-class city facilities and equipment that allow us to provide outstanding city services. We own the Old River Sports Complex and are currently working with the Oakwood City School District and the Oakwood Athletic Boosters in designing and building a new artificial turf athletic facility with a sports field and track. This opportunity for the citizens of Oakwood is the direct result of the efforts of Allan Rinzier, formerly of the Oakwood Investment Group, who unexpectedly passed away in 2015.

We made infrastructure improvements at Sugar Camp and Pointe Oakwood that have led to numerous new businesses operating in Oakwood as well as needed new housing options. We reduced city property taxes in 2008 and operated our city with no new property taxes over a 22 year period, until 2013 when a 3.75 mill property tax was proposed and approved by Oakwood voters. We have not raised city income taxes in 31 years and we have no public debt.

We spent less for city services in each of the six years between 2009 and 2014. While our 2015 spending was about 6% higher than 2014, it was still

lower than annual spending between 2008 and 2011. Our citizens pay less for water and sewer than most people in the Miami Valley. Based on the 2015 rate survey, we pay the 12th lowest for water and sewer out of 63 jurisdictions. We reduced our city staff by about 14% since 2004 without reducing our outstanding city services.

Local government is the most accountable and responsive government. My fellow City Council members and I represent you and will ensure that our city continues to deliver the services that are important and necessary. When I joined City Council in 2003, it was my belief that Oakwood was well governed, well managed and financially strong. I continue to hold that belief.

I am proud to serve with Vice Mayor Steve Byington, who is in his ninth year on City Council and represents Oakwood on the First Suburbs Consortium of Dayton. I am also proud to serve with Rob Stephens and Anne Hilton, each of whom is in their seventh year on City Council. Chris Epley was appointed to City Council in June 2014 to fill the seat vacated with the unfortunate passing of Councilmember Stanley Castleman. Last November, Chris was elected to a four year term.

This Council, like those that preceded it, operates in a collegial style, with a shared commitment to public service and in doing the right things for the citizens of Oakwood. We listen to one another and work together to address community needs. On behalf of City Council, thank you for being part of Oakwood. We know our community meets or exceeds your expectations.

If you have any questions about this report or about any other city issue, please contact me, any member of City Council, or City Manager Norbert Klopsch.



William D. Duncan
Mayor of Oakwood



Message From City Manager Norbert Klopsch

Dear Fellow Citizens,

I am pleased to present this 2015 Annual Report. It includes detailed information about each of our city departments and the services that we provide to the Oakwood community. The charts, graphs and narrative will give you an insight into the current state of our city and our service delivery programs.

Year after year, Oakwood remains a very special place in which to live, work, raise a family and retire. We are a city of caring people, and a community that truly values education, hard work and well-maintained property. We invest the appropriate resources into making our city the safest place to live, and in keeping our roadways and public infrastructure in good order. Our citizens believe in civic involvement and in doing our part to support the Dayton region.

One of my primary responsibilities is the stewardship of our city finances. Several sections of this report include details about our sources of revenue and how we use that revenue to provide comprehensive city services. We continue to benefit significantly by the volunteer service of our 35-member citizen Budget Review Committee. The committee met four times last year and provided valuable counsel to City Council and staff.

We continuously seek ways to do more with less. Our city spending dropped in each of the six years between 2009 and 2014. While our 2015 spending was higher than 2014, it was about the same as in 2012 and still lower than annual spending between 2008 and 2011.

As we have implemented cost cutting measures, we remain mindful of our standing commitment to provide the finest city services.

- We continue to operate the best police, fire and EMS department in the Miami Valley. No other department delivers the response time and comprehensive service you find in Oakwood.
- We have a friendly and hard-working team of public works employees that serve our community extremely well.
- We have a great group of city employees that operate our Oakwood Community Center and take expert care of our city pool, parks, natural areas, athletic fields and public gardens.

Here are a few 2015 highlights:

- We again had a clean financial audit report and our Oakwood Finance Department once again received the Auditor of State Award for exemplary financial reporting. Less than 10% of Ohio communities receive this recognition.

- We completed major roadway resurfacing projects along numerous Oakwood streets, most notably Oakwood Avenue from Far Hills to Irving.
- We completed extensive sidewalk upgrades in the area bounded by Aberdeen, Far Hills, Patterson, Acorn and Shroyer.
- The Oakwood Rotary Club continued to serve our city through the quarterly household hazardous waste pick-up program, removing large quantities of old paint, oils, pesticides and other such items from our city. This is a free service offered by Rotary Club volunteers.
- Leisure Services Director Carol Collins began her 41st year of service to Oakwood. Carol's contributions over four decades are immeasurable.
- We replaced all of the trees in our Far Hills Avenue Business District and made other landscaping improvements. This shopping district is a gem in our city.
- Oakwood homes continue to be a good investment. In 2015, 77% of Oakwood homes sold above the County appraised value.
- We purchased two new police cars and two new refuse collection scooters.
- We again offered opportunities for Oakwood citizens to receive free document shredding services and to dispose of old electronics and prescription drugs.
- We replaced all of our street name signs throughout the city and sold a large number of the old signs. Sales of the old signs covered about 25% of the cost of the new ones.
- We added an adult crossing guard at the Park Avenue and Far Hills Avenue intersection to assist children as they walk to and from school.

One of the most visible highlights of 2015 was our American Flag display. Thanks to the vision of Oakwood resident Laura Hart, a \$2,500 grant from the Oakwood Rotary Club, and the work of many Oakwood volunteers, we began a new tradition of placing American Flags along the entire length of Shafor Boulevard over the Memorial Day, Independence Day and Labor Day holidays. The display is truly spectacular and a testament to our great country.

By all accounts, 2015 was a good year in Oakwood. If you have any questions about this report or have any issues that you wish to discuss, please do not hesitate to call me (298-0600) or send me an e-mail (klopsch@oakwood.oh.us).

Norbert S. Klopsch
City Manager

Building, Zoning, Land Use and Property Maintenance

As Oakwood's Building Official, Assistant City Manager Jay Weiskircher has responsibility for all building, zoning, land use and property maintenance matters.

There were two (2) applications filed recently seeking approval to build condominiums at Pointe Oakwood. The planning commission recommended approval of both applications and city council held a public meeting on Monday, February 22. What is the current status of those applications?

Hills Developers, Inc. recently submitted a joint application with the Oakwood Investment Group to build two (2) sets of condominiums at Pointe Oakwood. In January, the Planning Commission recommended approval of plans to construct two (2) buildings with a total of 32 condominium units at the northwest corner of W. Schantz and Far Hills Avenues. On February 3, the Planning Commission also recommended approval of an application to build 84 condominium units in two (2) buildings to be located at the bottom of Old River Trail opposite the Old River soccer fields.

Since the zoning designation of Pointe Oakwood requires that any development must be approved by City Council, the two (2) planning commission recommendations were the subject of a public hearing held on February 22. The applicants explained that the units are consistent with the 2004 Comprehensive Plan and the 2004 Sugar Camp Subarea Plan which both recommended that the city explore options to diversify its housing stock for individuals who are not interested in owning a single family home. The target markets for the proposed units are young professionals, empty nesters and retirees. Opponents argued that

the large multi-family developments included too many units and are inconsistent with the city's predominantly owner occupied single family character. Concerns were also expressed regarding increased traffic and impact on adjacent property values.

After considering all of the facts, Oakwood City Council approved the 32 unit development for the corner of W. Schantz and Far Hills Avenues, and denied the application for the 84 unit project along the lower portion of Old River Trail. At this time the developer is evaluating whether or not to proceed with construction of the W. Schantz units.

What is the status of the assisted living center that was approved several years ago to be built at the entrance to the Pointe Oakwood residential development?

The 1.6 acres of land at the northwest corner of Old River Trail and Far Hills Avenue is still owned by Randall Residence of Lawton, Michigan, the same owner who applied for and received approval in 2012 to construct an 88-unit assisted living facility at this location. Although Randall Residence is still considering development of the Oakwood site, given the time that has passed since the original approval, an updated development plan will need to be submitted and approved before a project can move forward.



West Schantz and Far Hills Condo Proposal



Although nearly 94% of the city's residential housing stock is single family homes, what is the breakdown of non-owner occupied units?

About 21% of Oakwood residences are rentals. While this may seem to be a high number, it is lower than most other communities in southwest Ohio. Market conditions show that there is increasing interest in renting a residence rather than buying a residence. This is a national trend that started several years ago and is expected to continue for years to come.

	TOTAL BLDGS	TOTAL UNITS	RENTAL UNITS
Single Family Homes	3204	3204	264
Condominiums	5	106	16
2-Family Homes	118	236	236
3-Family Homes	3	9	9
4-Family Homes	67	268	268
8-Family Homes	1	8	8
APT. Over Business	1	1	1
	3399	3832	802

3832 Total Housing Units

Did I read that Starbucks recently received approval for beer and wine sales at their location in the Far Hills Avenue Business District?

Yes. Nationwide, Starbucks has begun selling beer and wine from stores with favorable demographics. In Ohio, 27 stores have been identified for beer and wine sales, including the Oakwood location at 2424 Far Hills Avenue. Besides applying to the Ohio Division of Liquor Control for the appropriate permit, the Oakwood Zoning Code requires special use approval for a coffee shop to sell beer and wine. At their February 3, 2016 meeting, the Oakwood Planning Commission unanimously approved the Starbucks special use request for beer and wine sales. In addition, Starbucks also expanded their food menu to include a selection of oven warmed small plate entrees. Starbucks anticipates that beer and wine sales will get underway in the spring.

Did Oakwood recently hire a new Zoning Inspector?

Yes. Dave Bunting served as Oakwood's Zoning Inspector for nearly 28 years and retired last April. The city conducted an extensive search for his replacement and last June, hired Ethan Kroger to be the city's new Code Enforcement Officer. Ethan is a Dayton native and received both his undergraduate and graduate degrees from the University of Toledo. Ethan worked briefly for the Montgomery County Sheriff's Department prior to his Oakwood appointment. Ethan has adapted quickly to his new position, and with a strong commitment to public service, he enjoys interacting and assisting citizens with zoning and property maintenance inquiries and issues.

The city has a presale program in place that requires that an inspection be conducted before a property is sold. How many presale, rental and business inspections have been performed during the past five (5) years?

PRE-SALE, RENTAL AND BUSINESS INSPECTION TOTALS

2011	2012	2013	2014	2015
307	329	359	333	420

Does the presale inspection requirement also apply to rental units?

Yes. Rental property owners are required to schedule an inspection whenever there is a tenant change, but no unit shall be inspected more than once during a 12 month period. Code violations noted during the code inspection must be corrected before the unit can be occupied.

Besides Pointe Oakwood, are there any other new single family homes being constructed in the community?

Preliminary plans were recently submitted for two (2) new single family homes to be built on vacant lots on the west side of Far Hills Avenue. In both cases, older homes were previously demolished in anticipation of new construction.

Oakwood is recognized as a community which takes a proactive approach to exterior property maintenance. What are my responsibilities as a property owner in maintaining my property?

The Property Maintenance Code is designed to protect property values by encouraging property owners to maintain all structures and property consistent with a first-class residential community. Specifically, property owners are required to keep all property and premises in a clean, safe and sanitary condition. All hard surfaces such as sidewalks, driveways, steps and patios must be kept in a proper state of repair, free of cracks and deterioration. All exterior walls and other hard surfaces shall be free from holes, breaks and peeling materials, and shall be painted or stained to prevent deterioration. Roofs shall be maintained so as to prevent leaking or damage to interior surfaces of the structure. Bushes, trees and flowers shall be properly maintained and trimmed and may not encroach upon adjoining properties.

Although the city monitors properties on a continuing basis and notifies property owners of existing violations, we encourage citizens to contact the city if they have concerns about a property or structure in your neighborhood. The city has a 15-member citizen Property Maintenance Board to assist in the enforcement of the Property Maintenance Code.



Does the city have a process in place to keep the grass and/or weeds cut on properties where the property owner fails to do so, or the property is vacant?

Yes. The city has an ordinance in place that defines a weed or grass of more than 8 inches in height as a public nuisance. If violations exist, the city is required to place a placard on the front door or in the yard, and provide the owner a minimum of five (5) days to cut the weeds or grass. If the weeds or grass are not cut, city crews perform the work after normal work hours and the cost of performing the work is billed to the property owner. If the bill is not paid, it is then certified to the county for placement on the tax duplicate.



If I am considering a larger construction project such as a room addition, construction of a deck or a new garage, what type of information does the city require to be submitted before a permit can be issued?

Besides detailed plans, a certified plot plan is required to determine if the proposed improvements meet the zoning setback requirements. If the proposed improvement meets all zoning requirements, the plans are forwarded to the city of Kettering for issuance of the required permit(s). If a zoning variance is needed, the five (5) member Board of Zoning Appeals (BZA) reviews the request and decides the matter. The BZA typically meets once a month. If the amount of impervious surface you are adding exceeds 625 square feet on a lot of less than 40,000 square feet, or 1,000 square feet for a lot that exceeds 40,000 square feet, a drainage study by a licensed engineer is also required. If your improvement project is time sensitive, we strongly recommend that you plan ahead at least 90 days in advance of when you hope to begin construction. Our zoning staff will be happy to assist you with the application process.



What are Oakwood's zoning and permit requirements for some of the most common home improvement projects?

The following matrix identifies many of the most common improvement projects and whether those projects require a permit or zoning consideration. This list is not intended to be all-inclusive.

	ZONING REVIEW	BZA OR PLANNING COMMISSION HEARING	PERMIT REQUIRED
Air Conditioning/Heat Pump Equipment	Yes	May be needed	Yes*
Arbor or Trellis	No	No	No
Backflow Device	No	No	Yes*
Deck	Yes	May be needed	Yes#
Driveway Apron Replacement	No	No	Yes
Driveway Resurfacing	No	No	Yes
Driveway Replacement	No	No (If no expansion of existing driveway.)	Yes
Electrical Wiring (New, upgrade or renovation)	No	No	Yes*
Entrance Pillars	Yes	May be needed	Yes
Fence	Yes	No	Yes
Flag Pole	No	No	No
Gazebo	Yes	May be needed	Yes*
Garage	Yes	May be needed	Yes*
Greenhouse	Yes	No	Yes*
Hot Tub	Yes	No	Yes
Irrigation System	No	No	No
Landscaping (Plant material only)	No	No	No
New Construction (Room additions or new homes)	Yes	May be needed	Yes*
Painting	No	No	No
Patio	Yes	May be needed	Yes
Play Structure (12 feet in height or under)	Yes	No	Yes
Porch Enclosure	Yes	May be needed	Yes*
Signs (Permanent)	Yes	May be needed	Yes
Roof Shingles	No	No	No (Yes if roof decking is being replaced.)*
New Steps	Yes	No	Yes
Replacement Steps	No	No	Yes
Siding	No	No	Yes* (If the work requires removal of electric meter.)
Sump Pump	No	No	Yes*
Sidewalks- Public	No	No	Yes
Storage Shed	Yes	No	Yes
Swimming Pool	Yes	May be needed	Yes
Walkways (Private)	Yes	May be needed	Yes
Water Heater	No	No	Yes*
Water Softener	No	No	Yes*
Window Replacement	No	No	No

* Although Oakwood provides zoning review, the permit authorizing commencement of the work is issued by the city of Kettering.

Kettering issues permits for decks exceeding 200 sf

Public Safety

The Oakwood Public Safety Department is one of only approximately 32 fully consolidated police and fire departments in the country. It is led by Chief Alex Bebris, supported by Captains Alan Hill and Mike Jones, along with four Lieutenants. The department includes 22 Public Safety Officers.

All of Oakwood's sworn officers are state certified in law enforcement, firefighting and emergency medical services. The underlying strength of the department is that any Oakwood officer responding to an incident is trained in all three disciplines and can take immediate action in providing public safety services.

Oakwood Public Safety Officers (PSO's) on police patrol are typically the first responder to fire and emergency medical calls. They usually arrive in less than 2 minutes and can quickly extinguish small fires even before the fire truck and other firefighters arrive. Likewise, PSO's on police shift are trained and equipped to respond to life-threatening emergencies and take immediate action on any medical situation, even before the ambulance and paramedics arrive.

Oakwood's Public Safety Department is the second oldest consolidated department in the United States. Formed in 1927, the concept has been very successful in providing our citizens one of the most secure and well-served cities in Ohio with an extremely quick and knowledgeable response time to any emergency.

OAKWOOD CRIME DATA & TRENDS

How are our crime statistics reported?

Crime reporting is categorized into two areas: "Part I" and "Other Major". These categories are defined by the Federal Bureau of Investigation for a uniform consistency across the nation.

What constitutes a Part I Crime and what is the Uniform Crime Report?

Part I Crimes are part of the traditional Uniform Crime Reporting (UCR) guidelines and are defined by the FBI as "Index Crimes". These crimes include such things as Homicide, Sexual Assault, Robbery, Aggravated Assault, Burglary, Larceny, and Auto Theft. The

Uniform Crime Reporting Program was conceived in 1929 by the International Association of Chiefs of Police to meet a need for reliable, uniform crime statistics for the nation. In 1930, Congress tasked the FBI with collecting, publishing, and archiving those statistics. Today, the FBI produces several annual statistical publications, such as Comprehensive Crime in the United States, from data provided by nearly 17,000 law enforcement agencies across the United States, including the city of Oakwood.

How do 2015 crime statistics compare to 2014? A breakdown of each category for 2014 and 2015 is as follows:

CRIME	2014		2015	
	OFFENSES	CLEARANCES	OFFENSES	CLEARANCES
PART I CRIMES				
Criminal Homicide	0	0	0	0
Attempted Murder	0	0	0	0
Rape	0	0	1	0
Robbery	1	1	1	1
Assault	4	4	3	3
Burglary	14	1	7	4
Larceny	86	41	76	23
Auto Thefts	1	1	0	0
PART I TOTALS	106	48	88	31
OTHER MAJOR CRIMES				
Arson	0	0	0	0
Forgery, Fraud, Counterfeiting	29	17	47	5
Morals	1	1	0	0
Vandalism	0	0	0	0
Narcotics	9	9	16	9
Carrying Concealed Weapon	0	0	0	0
OTHER CRIMES TOTALS	39	27	63	14
ALL MAJOR CRIMES TOTALS	145	75	151	45

2015



Is identity theft a big problem?

Yes. One of the fastest growing crime categories in the United States as a whole and within Oakwood is identity theft. Reported incidents increased by over 6% nationwide from 2012 to 2014 and the US Department of Justice reports that over 17 million Americans age 16 or older were victims of an identity theft in 2014. This equates to about 7% of the population. A new victim is recorded every two seconds across the country.

Unfortunately, the nationwide trend was reflected here in Oakwood in 2015 where 42 Oakwood residents became victims of this crime. Identity theft was the category of crime that grew the most in our community in 2015. Identity theft can have devastating consequences for the victim, who may face long hours of closing bad accounts, opening new ones, and repairing damaged credit records.

Many incidents of identity theft are not preventable by the victim because they involve large data breaches by businesses and organizations holding personal data and credit information. However, there are some things you can do to safeguard your information at home. To help protect against identity theft:

- Lock your financial documents and records in a safe place at home and lock your wallet or purse in a safe place at work. Keep your information secure from workers and contractors.
- Before you share information at your workplace, a business, your child's school, or a doctor's office, ask why they need it, how they will safeguard it, and the consequences of not sharing it.
- Shred receipts, credit offers, credit applications, insurance forms, physician statements, checks, bank statements, expired charge cards, and similar documents when no longer needed.
- Take outgoing mail to post office collection boxes or the post office. Promptly remove mail that arrives in your mailbox. If you won't be home for several days, request a vacation hold on your mail.

If you are a victim, or suspect you are a victim of identity theft, contact the Oakwood Safety Department as soon as possible to make a police report.

Also increasing is the use by thieves of credit and ATM card "skimmers". A skimmer is a device made to be affixed to the mouth of an ATM, gas pump, or other card reading device that secretly swipes credit and debit card information when bank customers slip their cards into the machines to pull out money or pay for goods. Skimmers have been around for years, but thieves are constantly improving them and many instances of them being found in the Dayton area were recorded in 2015. Be aware that the use of such devices is increasing and keep an eye out for anything suspicious about an ATM or gas pump. Report it immediately to the bank or business managing the payment or ATM point.

Who investigates serious crimes that occur in Oakwood and what can citizens do to avoid becoming a victim?

Our Oakwood Public Safety Department is unique in that we investigate every reported crime in Oakwood. Serious crimes are investigated by our criminal investigations section and minor crimes are investigated by our crew PSO's. Oakwood has one experienced investigator assigned to handle the larger and more complex cases. Additional safety officers periodically assist the primary investigator in the handling of criminal investigations. Fortunately, Oakwood has very few violent crimes. Most of our Part I Crimes are property crimes, which include thefts from vehicles.

Law Enforcement alone cannot prevent or solve crimes after they occur. To help citizens avoid becoming victims, the department needs every resident to be vigilant and report suspicious persons, activity and circumstances. Whenever in doubt, call the Safety Department. We encourage citizens to get to know their neighbors and look out for their neighborhood. Watch your neighbor's property when they are away on business or vacations. Use lights inside and outside of your home and consider removing large bushes and shrubs from your exterior that may conceal would-be thieves. If you have an alarm system, use it. Always remove valuables from your vehicles, park in well lighted areas if possible, and always lock your car doors.

How many investigated crimes are solved?

As shown by the table below, the department 'cleared' an average of approximately 28% of all larcenies that were reported from 2011 through 2015. Oakwood Safety Department investigators are more successful than the national average, where only approximately 22% of larcenies are cleared.

	2011	2012	2013	2014	2015
Total Larcenies	88	118	105	86	76
Clearances	18	21	25	41	23
Percent Cleared	20.5%	17.8%	23.8%	47.7%	30.3%

Under FBI reporting guidelines, "Clearance" means that the case is no longer under investigation because: 1) an arrest has been made; 2) the case is exceptionally cleared; or 3) the case was unfounded. Clearance of a crime for reporting purposes does not necessarily mean that an arrest was made or a suspect identified. In certain situations, elements beyond law enforcement's control prevent the agency from arresting and formally charging the offender. When this occurs, the agency can clear the offense exceptionally.

Larcenies, especially thefts from vehicles, and bicycle thefts can be difficult to clear. Residents can prevent many of the larcenies and thefts in our community by doing the following:

- Locking garages.
- Locking vehicles and removing items of value from vehicles.
- Obtaining bike licenses from the Safety Department and securing bicycles in garages.
- Immediately reporting any suspicious activity to the Safety Department.



TRAFFIC ENFORCEMENT

Patrol visibility and traffic enforcement play a key role in reducing crime, vehicle accidents, OVI*, and traffic offenses that often directly or indirectly contribute to vehicle accidents. Studies have shown that active visible patrol is an effective deterrent to many of these problems. Our overall goal is simple: keep our community safe for residents, pedestrians, cyclists and motorists, and maintain a reputation that Oakwood is a community where traffic laws are enforced and those with criminal intentions should avoid.

YEAR	OVI*	ACCIDENTS	INJURIES	DEATHS	CITATIONS
2011	14	186	20	0	2388
2012	16	131	25	0	2837
2013	11	137	17	1	2738
2014	16	184	22	0	3092
2015	19	190	29	0	2695

*Operating Vehicle under the Influence (formerly DUI).

In 2016, traffic enforcement will remain a cornerstone of the Safety Department's policing philosophy. Daily goals and objectives of the Safety Department for uniform patrol and traffic enforcement include:

- Actively conduct traffic enforcement on a daily basis.
- Strictly enforce Oakwood parking regulations.
- Be highly visible to the public.
- Reduce the number of traffic crashes caused by moving violations.
- Focus on school zone enforcement during months when schools are in session.
- Conduct proactive radar enforcement at selected locations.
- Monitor intersections where accidents and signal violations frequently occur.
- Promptly address citizen complaints and concerns regarding traffic laws and violations.

Last year, what were the causes of our vehicle accidents?

CAUSES	NUMBER OF ACCIDENTS
Assured Clear Distance	38
Failure to Yield	19
Improper Backing	7
Failure To Control	30
Inattention	7
Improper Turn	3
Disobey Traffic Device	18
OVI	8
Snow/Ice	8
Other	9
Hit & Run	43
TOTAL	190

What do Public Safety Officers do while assigned to patrol duty?

In addition to traffic enforcement, officers also perform vacant house checks, after hours checks on businesses, conduct OVI patrols, respond to citizen calls, perform foot patrols in parks and business areas, conduct crime prevention activities, visit block parties, investigate suspicious individuals and vehicles, make contact with citizens, conduct follow-up investigations on previous complaints, respond to fire and EMS calls for service, direct traffic and monitor school areas.



FIRE

Oakwood citizens and businesses benefit greatly from the fast fire response time - an important advantage of a consolidated Public Safety Department. What is our response time to fire scenes as compared to the ideal national standard of six minutes?

Response	2011	2012	2013	2014	2015	National Standard
Average Engine Response Time to Scene	4.50mins	4.39mins	4.42mins	4.17mins	4.20mins	6 Minutes
Average Cruiser Response Time to Scene	1.64mins	1.71mins	1.68mins	1.78mins	1.19mins	None

What has been Oakwood's fire loss record in recent years?

YEAR	ALARMS RECEIVED	FALSE ALARMS	NO DAMAGE	DAMAGE INVOLVED	TOTAL FIRE LOSS
2011	79	25	48	6	\$164,525
2012	70	22	45	3	\$153,500
2013	115	47	66	2	\$3,625
2014	102	27	69	6	\$91,250
2015	119	45	70	4	\$577,500

The department continues to maintain an exceptional response time that is well below the national average for the first responding apparatus. The first arriving public safety officer conducts an emergency assessment and requests additional resources when necessary. Small fires can at times be contained by the first arriving officer. Over the past several years the department has taken an aggressive approach to fire training and developed a standardized fire training guidelines manual. Practical application of basic skills and tactics, combined with improved incident management training, allow us to continually improve our overall fire response capabilities.

What is the primary cause of fires in Oakwood and what steps should the average citizen take to make our homes less likely to experience a devastating fire?

The primary cause of fires in Oakwood is typically electrical or human factors, such as unattended cooking or combustibles left

too close to an ignition source. We recommend that every home have working smoke detectors and Carbon Monoxide detectors. Fire alarm systems are also helpful. Have a multi-purpose fire extinguisher near your kitchen and in other locations if possible. At least one on every floor of the home is best. If you burn a wood fireplace, have it inspected regularly for creosote build-up. Many older homes experience a breakdown in the chimney liners that can lead to fires. A chimney inspection and cleaning can prevent this from occurring. Never use portable heaters in close proximity to combustible materials. Never discard fireplace ashes in anything but a metal container with a lid and place them outside away from structures. If smoking materials are used inside of a home, use proper containers and disposal methods. Never leave food unattended on a stove.

If a fire does occur, immediately call 911 and get everyone out and away from the structure. Give the dispatcher as much information as possible about the location of the fire and anyone who is unable to exit on their own. Once out, account for everyone and never go back inside. If pets are inside tell the firefighters upon their arrival. Firefighters are trained and equipped to enter into your home for the purposes of rescue if conditions permit.



RESCUE

*How many medic runs do we have each year?
Of those runs, what happened to the patient?*

	2011	2012	2013	2014	2015
Total Medic Runs	434	461	479	487	538

ACTION TAKEN	2011	2012	2013	2014	2015
Removed by medic vehicle	367	399	418	418	478
Removed by police cruiser	2	0	0	1	0
Removed by mutual aid*	0	0	0	0	17
Mutual aid provided**	6	5	7	13	30
No removal***	55	54	53	52	58
Dead on Arrival	4	3	1	3	2

* "Removed by mutual aid" means we were assisted by medics from another jurisdiction.

** "Mutual aid provided" means that the Oakwood Medic responded to a call for medical assistance in another jurisdiction. This is typically to either Dayton or Kettering.

*** These are patients who were not transported to the hospital. They either received treatment onsite, or refused treatment and transport.

In addition to the 538 Medic calls taken in Oakwood, our medic also responded to 30 calls to provide mutual aid assistance to adjacent communities, and received mutual aid 17 times in 2015.

We continue to provide our emergency medical technicians and paramedics with comprehensive training opportunities to meet the growing challenges and demands of providing exceptional

advanced emergency care to our community. To monitor our service delivery, we have a Quality Assurance Committee that is made up of paramedics, command staff and our physician medical advisors. The Q & A Committee reviews medic run reports to assure personnel follow established regional care and treatment protocols. We continually evaluate our training and equipment, and new technology available in the emergency care field.

How quickly do safety officers respond to calls for medical emergencies as compared to the ideal national standard of 4 to 6 minutes for the first unit and 13 minutes for a medic?

MEDICAL RESCUE TIMES	National Standard	2011	2012	2013	2014	2015
First unit on scene	4-6	1.96	1.88	2.25	1.73	2.20
Medic response time	13	3.58	3.54	3.81	2.51	3.25
Average on-scene time (medic)	None	15.71	13.30	13.75	13.43	14.10
Average run time	None	56.44	46.56	52.83	49.25	44.20

All times listed in minutes.

TRAINING

How many hours of training are accomplished annually for the department to maintain current certifications for Public Safety Officers?

TRAINING	2011	2012	2013	2014	2015
Police	1963	2012	1075	1227	2083
Fire	886	831	788	1377	1046
Rescue	696	453	445	527	667
Communications/General	90	100	27	29	28
TOTALS	3635	3396	2335	3160	3824

Continuing education and training is not only a requirement to maintain state certifications, but crucial for organizational development and success. Well trained employees provide superior service and are more efficient and productive. To meet requirements established by the State of Ohio, each officer must complete a minimum of approximately 24 hours each in police, fire, and EMS in-service education annually.

DOOR TO DOOR SOLICITING

Oakwood has a city ordinance addressing Peddlers and Solicitors. Among other things, the ordinance establishes time controls on door to door activity and provides

residential property owners with a means to prohibit certain types of door to door solicitation and canvassing. This can be accomplished by residents requesting that their property be included on the city's "Do Not Solicit" list. To be added to the list, simply fill out and submit the form accessible from the homepage of our city website. There are currently about 1,860 Oakwood properties on this list.

2015



Leisure Services

The mission of the Department of Leisure Services is to enhance the quality of life of Oakwood residents by offering a variety of activities that encourage overall wellness, cultural enrichment and fellowship with neighbors. Its purpose also includes building upon the natural beauty of the city through the improvement, care and maintenance of parks, public gardens, boulevards and rights-of-way.

The department is managed by Carol Collins who supervises a full-time staff of six and provides oversight to dozens of program leaders, volunteers, seasonal and part-time employees.

When the Department of Leisure Services was created in 1987, a goal was to make recreation programs as self-sustaining as possible. What are the primary program areas for which fees are received?

	2008	2009	2010	2011	2012	2013	2014	2015
Pool Membership	\$134,797	\$130,670	\$135,774	\$142,596	\$146,918	\$155,857	\$152,652	\$147,836
OCC/Health Center Membership Dues	84,489	78,378	76,119	70,612	72,326	71,023	70,191	70,792
Sports Activities Fees	44,880	39,067	40,276	32,930	33,448	34,859	32,984	31,654
Pool Concessions	32,697	29,873	28,601	25,078	21,884	20,107	20,151	20,609
Dance Classes and Lessons	38,222	32,521	31,830	35,160	34,375	36,505	30,407	28,722
Old River Rentals	22,030	23,780	29,650	21,380	22,124	21,684	39,100	29,610
Smith Gardens	22,385	22,994	23,460	21,620	19,804	22,455	19,110	19,505
Exercise, Fitness Programs	17,504	16,799	17,167	18,297	22,821	23,714	22,238	22,238
Swim Lessons, Pool Passes	22,904	21,224	23,125	23,760	24,030	29,531	26,423	27,868
Tumbling, Gymnastics	6,864	7,572	9,382	6,626	5,062	4,468	4,044	4,343
Other Misc. Programs	56,329	58,102	67,244	58,141	66,668	59,662	67,929	65,027
TOTAL	\$483,101	\$460,980	\$482,628	\$456,200	\$469,460	\$479,865	\$485,229	\$468,204

To what extent does the General Fund subsidize Leisure Services Programs and how often do we raise our user fees?

The amount of Oakwood tax dollars used in 2015 to help pay for Leisure Services programs was about \$372,000. We evaluate our fees annually and typically raise them every two or three years.



The Department of Leisure Services also has responsibility for maintenance of the city's natural areas and boulevards. What is the value of publicly owned trees and what are the annual expenses to maintain and replace them?

Total value of street and park trees	\$17,219,964
Average street tree value	\$2,117/tree
Average park tree value	\$1,819/tree
2015 Expenses:	
Annual Tree Pruning Program	\$26,521
Tree Removal and Trimming	\$29,937
Stump Removal	\$19,875
Johnny Appleseed Street Tree Planting Project (city portion)	\$5,586
Community Tree Planting	\$6,750
Emerald Ash Borer Treatment	\$29,997
TOTAL:	\$118,666

What are some of the special community events and activities that are coordinated by the Leisure Services Department?

- Pictures with the Easter Bunny/ Eggstravaganza
- 2 on 2 Basketball Tournament
- Friends of Smith Gardens Perennial Sale
- New Resident Pancake Breakfast
- That Day in May
- Kite Nite at Old River Complex
- Summer Blanket Concerts Series at Smith Gardens
- Princess Garden Tea Party
- Teddy Bear Picnic
- Pre-School Story Hour at Smith Gardens
- Wii Bowling Tournament
- Orchardly Park Crafts
- Youth Talent Contest
- Friday Night Fun
- Dog Splash at Gardner Pool
- Gingerbread House Class
- Community Photography Contest
- Safety Town
- Community Food Drive
- Zentangle Classes
- Ice Cream Social
- Spinning Classes
- Homecoming Hotdog Supper
- Senior Luncheons
- Johnny Appleseed Street Tree Planting Project
- Pumpkin Carving
- ScareCrow Row
- Family Fall Festival
- Fencing Programs
- Candy Cane Hunt
- Letters from Santa
- Mother/Son and Father/Daughter Dances
- Breakfast with Santa
- Lighting up Oakwood
- Holiday of Lights
- Holiday Decorating Event
- Snowman Building at Old River
- Community Book Swap
- Holiday Break
- Family Basketball Tournament
- AARP Driver's Safety Course
- Family Movie Nights at Old River
- Orchardly Park Free Crafts
- Ballroom Dancing



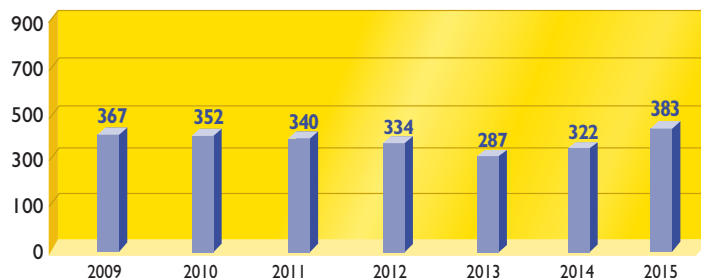
Annual memberships are an important indicator of citizen interest in Leisure Services offerings. How many Oakwood Community Center, Health Center and Pool memberships did we have during 2015 and how does this compare to previous years?

OCC Memberships	2,052
Health Center	383
Pool Memberships	692

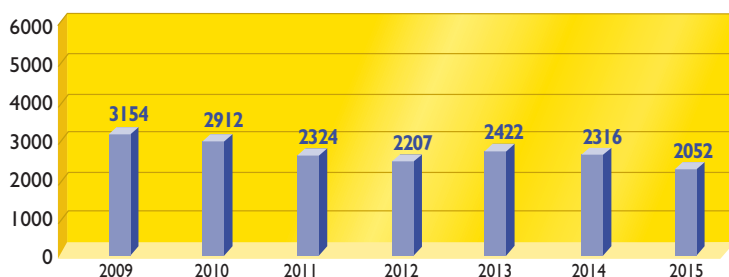
Note: We have approximately 9,200 citizens living in Oakwood.

HEALTH CENTER MEMBERSHIPS

Note: There were 5,971 visits to the Health Center in 2015.

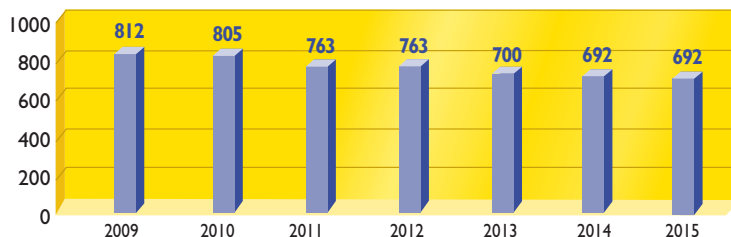


OCC MEMBERSHIPS



POOL MEMBERSHIPS

Note: There were an additional 1,193 daily passes purchased in 2015. Total visits to the pool in 2015 were approximately 23,073 as compared to 21,582 in 2014.



2015



What are the benefits of purchasing an OCC Membership?

By becoming a member, you are entitled to discounts on a Health Center Membership and the Gardner Pool Membership. It also entitles you to the lowest possible rate offered on all of the classes, sports programs and OCC sponsored events. If you plan on taking classes, enrolling in programs or participating in events, your membership will pay for itself in a short period of time. An OCC Membership is valid one year from date of purchase.

How many people swim at Gardner Pool every season and how many employees does it take to run the pool?

In 2015, there were 23,073 visits to the pool, which is up from 21,582 in 2014. In addition to these visits, we also had 278 participants in our swim lessons and 194 members on the Oakwood Dolphins swim team. The pool also offers water aerobics and deep water workouts for adults with 41 participants throughout the summer. Staff includes a Pool Manager, Assistant Manager, Head Lifeguard, 9 full-time guards, 5 substitute guards, 6 full-time concession workers and 4 substitutes. Additionally, the city employs four swim team coaches.

I heard that the City sometimes allows dogs to swim at Gardner Pool. Is this true?



Yes, it's true... but only once a year. The first weekend after the pool closes we conduct the annual Dog Splash. 42 dogs thoroughly enjoyed the 2015 event. It provides a great opportunity for Oakwood dogs to socialize and enjoy a swim.

Old River Sports Complex is located off of Far Hills Avenue at 225 Old River Trail. What kinds of activities were held during the year?

Old River Sports Complex is open from early spring through late fall for a variety of activities. It is opened 7 days a week in the spring, summer and fall.

The city of Oakwood utilizes the complex for recreational sports and special events. City sponsored spring recreational sports include kickball, coach pitch and tee-ball clinics. City sponsored fall recreational sports include youth soccer for grades 1-6, preschool outdoor soccer and flag football. City sponsored summer recreational events include Olympic Camp, lacrosse, Mini Hawks and Jump Start multi sports camp (baseball, basketball and soccer) and school age multi-sports camp (soccer, volleyball and baseball). Special events include Snowman Building in February and Kite Nite in April. There were two family movie nights in 2015. Family movie nights were held in cooperation with Wright Memorial Public Library which provided the movies "Big Hero 6" and "Annie". Around 100 people attended each of these movie nights. We look forward to continuing these programs as well as adding others. There is also a snow romp in February for residents to bring their dogs down to run and play in the snow!

Oakwood City Schools use Old River Sports Complex from June to late October for boys and girls Junior High/Senior High soccer practice and open fields as well as lacrosse in the spring.

Old River Sports Complex facility is rented to non-city or non-school organizations. These include: Oakwood United Soccer Club, Dayton Co-ed Soccer, Dayton Amateur 40+ Soccer, Coerver Soccer Camp as well as others. It is also a site for the Warrior's Memorial Day soccer tournament. More than 60,000 people attended and utilized Old River Sports Complex for sports and special events in 2015.

The city of Oakwood has a mutual lease agreement with the University of Dayton for the use of Old River Sports Complex and UD Old River Tennis Courts. The University of Dayton club sports and intermural sports have scheduled access to Old River Sports Complex while the city has exclusive programming rights to the UD Old River Tennis courts. These six courts are open to the public for play from April-October. Both the OHS Boys & Girls Tennis teams use the tennis courts for practice and matches.

In 2013, the City extended a water line to the Old River Fields and purchased a large watering reel. We are now able to keep the grass in good shape even through summer drought periods.

How many years has the city of Oakwood been a Tree City USA and what is the significance of this program?

The city of Oakwood has been a Tree City USA for 34 consecutive years and was one of the first communities in the Miami Valley to receive this designation by the National Arbor Day Foundation. Oakwood meets four major criteria each year to qualify for this national designation. They are as follows:

- A city department is designated and responsible for tree maintenance.
- The city's forestry program must have an annual budget of \$2 per capita.
- The city must have in place a tree ordinance.
- The city must sponsor an Arbor Day Observance and Proclamation.

How many trees have been planted through the Johnny Appleseed Street Tree Planting program?

In 37 consecutive years, a total of 2,850 trees have been planted through this project at a total cost of \$342,009. The program is offered each year and includes a 50% discount to homeowners for trees that are planted in the rights-of-way. In 2015, the homeowners cost was between \$103.00 and \$120.60 for a 1 3/4" diameter tree. A total of 53 trees were planted through the 2015 Johnny Appleseed Street Tree Planting program.

What types of trees were planted in the Business District and why was it necessary?

The city of Oakwood completed a major reforestation project in our Far Hills Avenue Business District in the fall of 2014 and spring of 2015. It had been over forty years since the original landscaping was done. The old trees were in an advanced state of decline and many were diseased. About half of them were Ash trees, and victims of the Emerald Ash Borer. The Leisure Services and Public Works Departments worked together to accomplish the initial phase of the project with in-house labor, resulting in considerable cost savings for the City. This included the removal of existing trees and stumps, repairing the existing timber wall, and preparing the sites for installation of new trees. The new trees included 'Green Mountain' Sugar Maple; 'Exclamation' Planetree; 'Dynasty' Elm; 'Princeton Sentry' Ginkgo; 'Moraine' Sweetgum; Burr Oak; 'Harvest Gold' Crabapple; and 'Princeton' Elm. A total of 174 new trees were planted. Additionally, the electrical and irrigation systems were upgraded as well as the turf areas restored. This project marked a major improvement to the beauty and ambiance of the Business District providing the community, business owners and visitors a fresh new look.

I heard about the Family Fall Festival but have never attended. What is it all about?



The Oakwood Family Fall Festival began in 2006 and has continued every year since then. It is another wonderful community event. The festival is held in the middle of October each year and includes a variety of old fashioned activities and games for the whole family... and a scarecrow building contest. In 2015, we had 28 Oakwood citizen and business groups build scarecrows along Shafor Boulevard.

Are there rooms available to rent at the OCC for meetings or parties?

Yes, there are three rooms available to rent: The Great Room, which is perfect for a reunion, reception or large party; the Teen Center which is just the right size for a birthday party or group meeting; and the Large Classroom which can accommodate 10-15 people comfortably for a meeting or presentation. For information on room rentals, please contact the OCC at 298-0775.

What new programs were offered in 2015?

The vitality of the Department of Leisure Services is very important to the community. During the year, the Oakwood Community Center staff added new programs to encourage and increase participation. Some of the added programs were Mah Jongg, Parent/Child Chocolate Class, Co-Ed Lacrosse, Robots & Electronics, Organizing for College, One Hit Wonders, Magic Workshop, Street Soccer and Irish Dance Camp.

How many people attend programs, events and activities at the OCC?

The Oakwood Community Center is a very busy place right in the heart of our city! On average, we hold over 150 classes, programs and community events in which nearly 6,600 people participate annually. Over the course of the year we serve more than 55,000 people at the OCC, over 45,000 people in our beautiful parks, 22,000 people swim at Gardner Pool and over 85,000 play and spectate at the Old River Sports Complex.

What types of fitness classes are available at the OCC?

Together with our fitness instructors, we have developed a diverse selection of exercise classes to fit into your schedule and will suit your individual fitness level and goals. Classes are available in the mornings and the evenings, and you can register for the whole session or buy class passes to attend on a drop-in basis. We realize that everyone has busy lives, but exercise, health and fitness should be an important part of it!

What is the latest update on the Emerald Ash Borer insect?

Emerald Ash Borer (EAB) has destroyed millions of ash trees throughout the upper Midwest. Over the last few years, Oakwood has done its part in responding to the threat imposed by this insect. The city's tree inventory identifies the ash trees in the city rights-of-way, parks and natural areas. They continue to be monitored and inspected by city staff and the city's tree contractor and again in 2015 we treated a large number of our trees as a deterrent against EAB. To date, the only EAB activity or evidence of the insect in Oakwood has been on trees that were not treated.

ADDITIONAL INFORMATION

Customer Service

The OCC's brochures are available in PDF form on the City's website, www.oakwoodohio.gov under "Online Resources" – "Leisure Services". Residents and patrons are able to access our program and events schedule as well as office hours, membership forms and other information online. Brochures are published and delivered to every property owner in April, August and December of every year.

Annual Tree Pruning Program

Oakwood takes great pride in its beautiful tree-lined streets. Many of the trees in the tree lawn areas need to be trimmed each year to

remove dead wood and to meet code height limits. The City uses Public Works Department employees and American Forestry Service to provide this tree trimming services. Letters of notification are delivered to each household prior to trimming.

Email Distribution List: We know how busy everyone is these days, so the OCC tries its best to keep you in the loop! Sign up today and receive email reminders for our programs and community events. Never miss another deadline! Email the OCC at occ@oakwood.oh.us to have your email added to our list.



Engineering & Public Works

The Engineering and Public Works Department responsibilities include:

ENGINEERING: To provide quality professional engineering and surveying in managing, operating and improving Oakwood's infrastructure. This includes development of short-term and long-range capital improvement plans and implementing an annual capital improvement program. Services include project budgeting, design and preparation of construction plans and contract documents, and construction engineering and inspection.

PUBLIC WORKS:

- **Refuse Program** - Includes weekly household waste collection and disposal, a dumpster program, a comprehensive recycling program, a bulk pickup program and year around yard debris pickup. Also includes fall leaf pickup and a spring mulch delivery program.
- **Roadway Maintenance** - Includes routine repair of asphalt and concrete streets and alleys, maintenance of sidewalks and other structures within the public rights-of-way, snow and ice removal, and maintenance of the city's traffic control systems including traffic signals and street signs.
- **Utilities** - The city operates the following three utilities:
 - » **Water:** We operate our own Oakwood public water system which includes the water production and treatment facilities, underground water distribution pipes, fire hydrants and water service lines.
 - » **Sanitary Sewers:** We operate and maintain our own sanitary sewer lines and contract with the city of Dayton and with Montgomery County for wastewater treatment.
 - » **Stormwater Management:** We operate our own Oakwood stormwater management system that includes maintaining the underground storm sewer pipes, roadway gutters, stormwater inlets, and open ditches, creeks and streams.

In addition to his duties as city manager, Norbert Klopsch, PE. directly oversees this department. The department includes an assistant director, two foremen, a water production superintendent, an engineering technician/foreman, department secretary, and 23 public works employees.

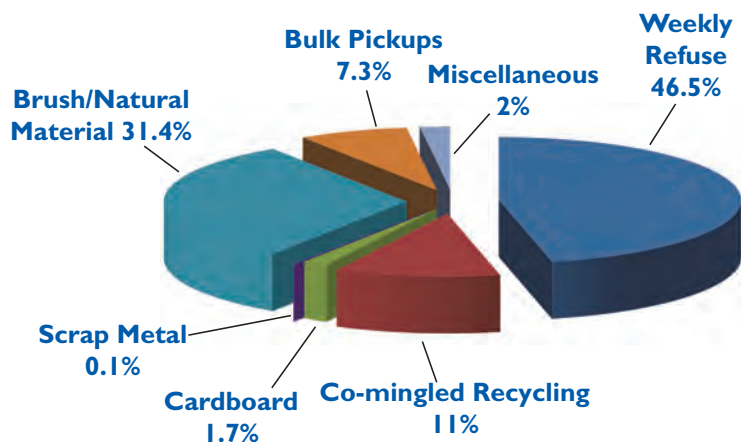
Refuse Program

Three years ago we raised our refuse fee to \$25 per month and we made several changes to our refuse collection and disposal services. Effective January 2016, we raised our fee to \$27 per month. Through these changes, our Oakwood refuse program is self-sustaining. It is funded entirely by the refuse fees we pay each month and is not subsidized from our General Fund. Roughly 20-25% of our refuse fees pay for yard debris disposal.

- **Yard Waste** – We now collect yard waste on a monthly schedule rather than bi-weekly. This is saving us about \$100,000 annually. To keep our community from looking cluttered, it is important that citizens note the week in which yard waste within their neighborhood is collected and that debris is moved out to the street just a day or two in advance. The schedule is published in the bi-monthly Oakwood Scene newsletter and is readily available from the home page of our city website at www.oakwoodohio.gov (Note: When significant storms pass through, we will conduct additional city-wide pickups as needed.)
- **Debris Drop-off at the Public Works Yard** – On the first Saturday of every month, our Foell Public Works Center at 210 Shafor Boulevard is open from 9 a.m. to noon. Residents may drop off yard waste, regular household trash, special pick-up type items and co-mingled recyclables.
- **Debris Drop-off at Creager Field** – We have dumpsters at the Creager Field parking lot for residents to dispose of cardboard, co-mingled recyclables and yard debris. These dumpsters are available 24-7.
- **Roll Waste Containers** – About 500 Oakwood properties that abut public alleys use 96-gallon roll waste containers for their regular weekly household trash. These property owners are limited to that single roll waste container for normal landfill garbage. Recyclables continue to be placed in 35-gallon or less containers for which there is no limit. The purpose in using the large roll waste containers in alleys is two-fold: 1) it results in a more efficient and cost effective collection operation; and 2) it helps in reducing the amount of scattered debris commonly found in our alleys.
- **Three Can Limit for Regular Trash** – There is a three can limit (35-gallon or less) for regular weekly household trash. This applies to all residential properties except those on alleys that use the single roll waste container. As with the properties on alleys, there is no limit on the number of containers for co-mingled recyclables. The purpose of the limits on regular household trash containers is to encourage maximum recycling. The three can limit may be waived from time to time to accommodate debris from large parties, graduations or other such events.

Refuse collection is one of the primary duties of the Public Works Department. What was the mix of our solid waste stream in 2015?

TOTAL OF 6,136 TONS OF MATERIAL HANDLED



Each week refuse, recycling and bulk pickup crews make over 3,200 residential collections, which equals over 166,000 individual pickups for the year. With all these stops, how many times last year did service crews miss scheduled pickups?

Misses for the year

Refuse and Co-Mingled Recycling	303 (Less than 1% of total pick-ups)
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In 2015, we had 916 cases of inaccessible trash. These are times when our refuse crews could not make pickups due to locked garages, cars in the driveway, locked driveway gates, loose dogs, etc.

Do most Oakwood residents participate in our recycling program?

Yes. However, we believe that many households can recycle more and that many recyclable items are inadvertently placed in with regular trash. It costs much less to dispose of recyclable material than it does normal landfill trash, so we encourage all Oakwood residents to maximize recycling.

Another important task of the Public Works Department is to make sure Oakwood streets are free of ice and snow. One way to measure this effort, and the severity of our winters, is to track the tons of salt and overtime used in each calendar year. What does the data show?

	2010	2011	2012	2013	2014	2015
Tons of Salt	1662	1193	589	1264	818	326
Overtime hours	1176	446	284	718	790	123

Part of the city's snow removal operation includes plowing the sidewalks. How long has the city provided this service?

We started the sidewalk plowing service in 1966. It is a unique service and intended as a supplement to snow and ice removal performed by property owners. Under city ordinance, Oakwood residents are responsible for the safe condition of sidewalks on their property frontage. The city does not apply deicing salt to sidewalks.

Where does the city get its water?

Oakwood has eight water production wells and three water treatment plants. We produced 100% of our own water in 2015. The city maintains backup connections to the city of Dayton and Montgomery County water systems. Our total city water use over the past five years was as follows.

Water use	2010	2011	2012	2013	2014	2015
In million gallons	449	439	466	418	412	427

The total amount of water used each year is highly dependent on rainfall. When we have a hot and dry summer, our city-wide irrigation use is significant. In 2015 our annual average daily water use was 1.166 million gallons. Our highest daily water use was 2.134 million gallons on June 11. Our single lowest daily water use was 656,000 gallons on November 26.

What is the value of the city's "infrastructure"?

The infrastructure is valued at over \$100 million and consists of:

- Eight water production wells and three water treatment plants.
- A 1.5 million gallon water storage tower and a water distribution system including 44 miles of underground water main pipes and 345 fire hydrants.
- 39 miles of underground sanitary sewer pipes.
- 33 miles of underground storm sewer pipes.
- 51 lane miles of roadways and alleys.
- 53 miles of sidewalks.
- 17 signalized traffic intersections.



What major roadway infrastructure projects were completed in 2015 and what did they cost?

Project	Cost
Sidewalk, Curb and Driveway Apron Repair	\$278,000
Asphalt Pavement Maintenance Project	\$286,000

The following streets were repaved with new asphalt in 2015:

- Forrer Boulevard, Far Hills to Hathaway
- Corona Avenue, Far Hills to Delaine
- Telford Avenue, Far Hills to Shafor
- Volusia Avenue, Far Hills to Oakwood
- Rubicon Road, Far Hills to Springhouse
- Caton Drive
- Harman Terrace
- Harman Terrace Alley
- East Thruston Boulevard, Far Hills to Woods
- Schantz Avenue, Spirea to Forrer

The city has a 5-year capital improvement program that presents projects for consideration in upcoming years. These projects are listed for general planning purposes only. In many cases, the actual project budgeting and construction planning is adjusted due to financial constraints and other priorities.

STREET MAINTENANCE AND REPAIR INFRASTRUCTURE IMPROVEMENTS						5 - Year Program
Project	2016	2017	2018	2019	2020	Five-Year Program
Annual Asphalt Pavement Repair	450,000	450,000	450,000	450,000	450,000	2,250,000
Concrete Street Repair	160,000		160,000		160,000	480,000
Far Hills Catch Basin And Manhole Repairs		30,000				30,000
Park Road Reconstruction					300,000	300,000
Shroyer Road Improvements		722,000				722,000
Traffic Signal Head Replacement		20,000				20,000
Total	610,000	1,222,000	610,000	450,000	910,000	3,802,000

In 2013, the city established a stormwater utility. What is it for?

The stormwater utility was established to pay the costs associated with managing stormwater, including the operations and ongoing maintenance and repair of the public storm sewer system. The utility is funded through a monthly stormwater fee imposed on every Oakwood property. The fee for single family residential properties and for two and three family dwellings is currently \$6 per month.

The fee for four family and larger residential properties and for commercial and institutional properties is based on the amount of hard surface area, or impervious area, of the property. In 2015, we spent about \$223,000 in maintaining the storm sewer system including underground storm sewer pipes, catch basin inlets, manholes, roadway gutters, drainage ditches and streams.

Oakwood has a Phase 2 Stormwater permit. What are the requirements and what can residents do to help?

The city of Oakwood has a Stormwater Management Plan (SWMP) approved by the Ohio Environmental Protection Agency (OEPA). The SWMP establishes specific goals to limit pollution that enters the region's streams and rivers.

- submitting an annual report on the year's activities to the OEPA;
- educating residents on stormwater matters and promoting public participation in pollution prevention.

Some of the tasks that the city completes annually to meet these requirements include:

- street sweeping to keep debris out of the storm sewer;
- dry weather screening of manholes to help identify and eliminate illicit connections;
- mapping of the city's outfalls to rivers and streams;
- controlling construction run-off;
- internal day to day best practices to help limit pollution;

Citizens in the community can do some simple things to help prevent pollution to our rivers and streams. Please clean up after your pets because the bacteria from animal waste is dangerous to fish and other wildlife in the rivers and streams. Please do not put oil into the storm or sanitary sewers – 1 quart of oil can pollute 100,000 gallons of water. Please keep yard debris (except for leaves during the 10 week collection period in the fall) out of the street as it will be washed into the storm sewers and eventually into the rivers and streams.

Finance

The Oakwood Finance Department provides fiscal oversight to our seven fund classifications, and manages income tax collection; payroll; water, sewer, stormwater and refuse billing; accounts receivable; and accounts payable.

The finance department is managed by Cindy Stafford, CPA and consists of six full-time employees and one part-time. The finance department prepares the annual budget and controls all city expenditures.

How is our City budget organized?

Our budget document is organized into seven fund classifications as follows: General Fund, Special Revenue Funds, Capital Improvement Funds, Debt Service Funds, Internal Service Funds, Trust & Agency Funds and Enterprise Funds.

The first six (General, Special Revenue, Capital Improvement, Debt Service, Internal Service and Trust & Agency) cover all of our city operations except the water, sewer and stormwater utilities. We refer to these six as "Non-Enterprise Funds". The seventh (Enterprise) covers all operations relating to our water, sewer and stormwater utilities.

How are the Water, Sewer and Stormwater Enterprise Funds different than the Non-Enterprise Funds?

Enterprise Funds are operated like a business, but intended to operate at a break-even point, rather than at a profit. Customers are billed for services provided. Under Ohio law, Water, Sewer and Stormwater revenues cannot be used for any purpose other than to provide water, sewer and stormwater services to the residents and businesses that use these utilities.

The Non-Enterprise group of funds is comprised of all other funds that provide public services to the community, and may be subsidized in whole or in part by General Fund revenues such as property tax and income tax. Some examples of services provided by Non-Enterprise Funds are public safety (police, fire and emergency medical services), street maintenance and repair, city parks and natural areas, and operation of the Oakwood Community Center.

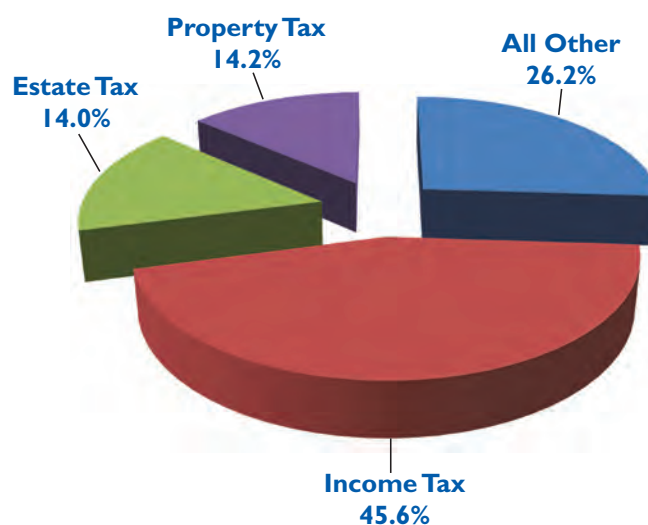
How do the Water, Sewer, Stormwater and Non-Enterprise Fund Budgets operate?

From a budgetary standpoint, our Water, Sewer, Stormwater and Non-Enterprise operations are separate and unique. All of the costs involved in producing, treating, storing, distributing and billing for our public water system are paid for by our residents and businesses that use the water. All of the costs involved in operating and maintaining our sanitary sewer system and the costs we pay to Dayton and Montgomery County for the treatment of our wastewater are paid for by the residents and businesses that use our sanitary sewer system. And, all of the costs we pay in operating and maintaining our storm sewer system are paid by the monthly fees charged to each Oakwood property owner. None of our general tax dollars (e.g., income tax, property tax) are used to pay for any costs related to the water, sewer and stormwater utilities.

I understand that the city is in the final stages of addressing a major budget shortfall. What is this all about?

Ohio eliminated the estate (inheritance) tax effective January 1, 2013 and cut other state funding that for decades provided money to cities to pay for local public services. With repeal of the estate tax, our city has lost a major source of revenue.

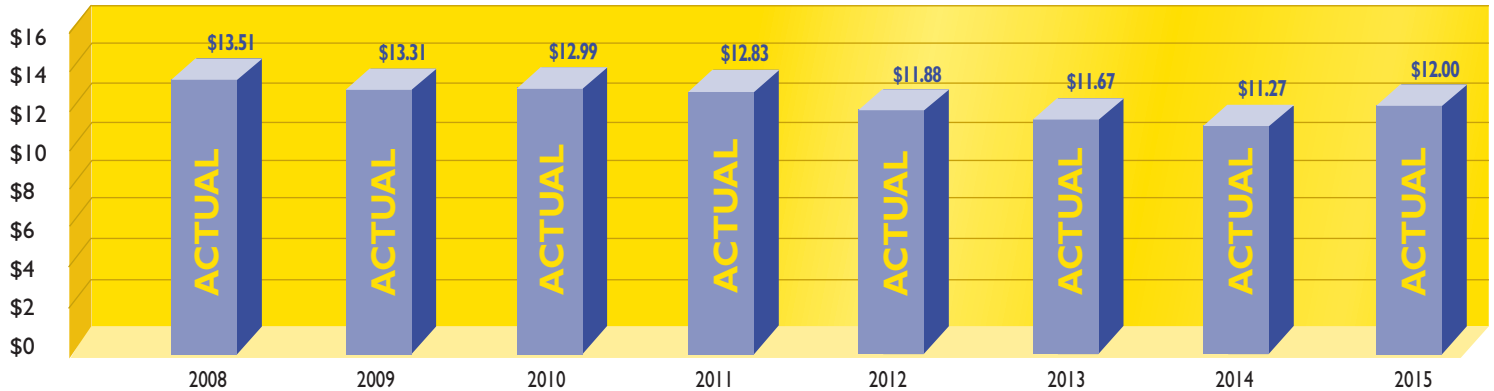
**REVENUE SOURCES – 10 YEAR AVERAGE
(2006 - 2015)**





Have we been cutting expenses?

Yes. Our expenditures dropped each year between 2009 and 2014 by \$2.2 million dollars, a 17% cut in costs. Our 2015 spending was nearly the same as 2012 and less than 2008 through 2011.



What is the City's annual budget?

Shown below are the 2016 budget figures.

FUND CLASSIFICATION	BALANCE 01/01/16	ESTIMATED REVENUE	ESTIMATED EXPENDITURES	ESTIMATED BALANCE 12/31/16
Non-Enterprise	9,998,132	12,742,993	12,969,422	9,771,703
Water	1,298,443	885,800	1,282,177	902,066
Sewer	988,398	1,570,700	1,604,499	954,599
Stormwater	144,732	270,000	260,420	154,312

That total effective millage is shared by the organizations shown below, and Oakwood property taxes are comprised of the following effective millage rates:

	Inside Mill.	Outside Mill.	Total Mill.
Oakwood City Schools	4.72	64.09	68.81
Human Services*	0.00	14.24	14.24
Sinclair Community College	0.00	4.20	4.20
Five Rivers Metro Parks	0.00	1.80	1.80
City of Oakwood	3.58	5.33	8.91
Wright Memorial Public Library	0.00	1.50	1.50
Developmental Disabilities	0.00	0.31	0.31
Montgomery County	1.70	0.00	1.70
Total	10.00	91.47	101.47

*This includes money that goes to support the County Human Services Programs (e.g., ADAMHS Board for Montgomery County, Montgomery County Children Services, Montgomery County Combined Health District).

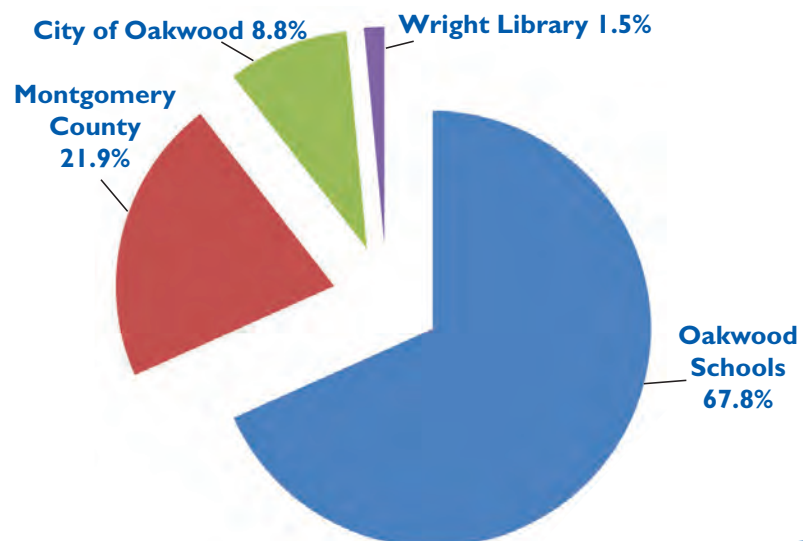
How are my property taxes collected and who receives my residential property tax dollars?

The amount you pay in property taxes is a function of the assessed value of your property and the property tax millage for our city. The residential total effective millage rate used for 2016 property tax collections was 101.47, as compared to the 2015 residential total effective millage rate of 100.14. The increase is a result of a human services levy approved in 2014. The total effective millage can be broken into two components, as follows:

Inside millage (non-voted) – the tax rate imposed by governmental bodies without need for vote by its citizens. Inside millage is limited to 10 mills and is divided between Montgomery County, Oakwood City Schools and the city of Oakwood.

Outside millage (approved by voters) – the tax rate proposed by government entities (e.g., county, city, schools, Sinclair, Human Services) and approved by citizen vote.

2015 PROPERTY TAX BREAKDOWN

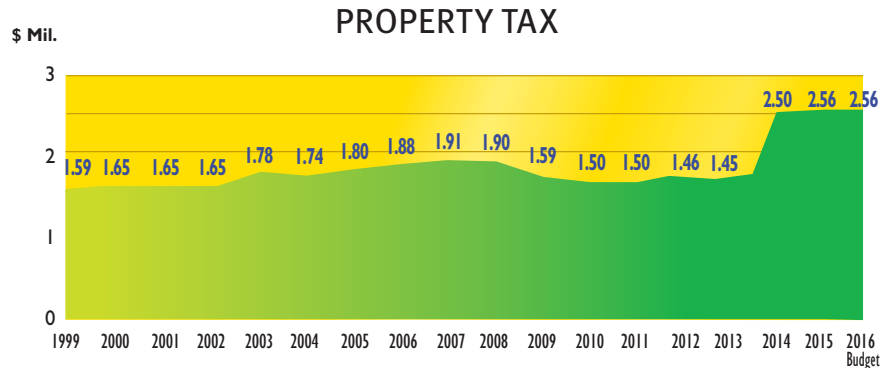


Who receives my income taxes?

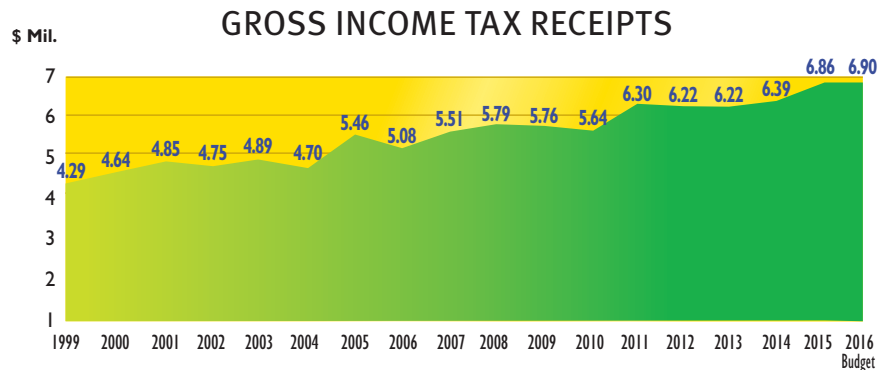
It depends on where you work. If you work in Oakwood, in a township, or in a jurisdiction that does not have a municipal income tax (e.g., Beavercreek) then 100% of your local taxes go to Oakwood. If you work in a jurisdiction with a municipal income tax (e.g., Dayton – 2.25%; Kettering – 2.25%; Moraine – 2.50%) then most of your local tax goes to the other communities. To date, the city of Oakwood has given full credit for local income taxes paid to the cities in which our residents are employed. As a result, about half of the total local income taxes we pay go to other communities. For example, Oakwood residents working in Kettering or Dayton pay 2.50% in local income tax, but Oakwood only receives 0.25%. 2.25% goes to Kettering and Dayton. For Oakwood residents working in Moraine, our city receives none of the local tax. 100% is remitted to Moraine. This is a major problem for bedroom communities like Oakwood where we have very limited commercial property and no industry.

Have the property and income taxes that go to the City and pay for city services changed much in recent years?

Below is the history since 1999.



In 2008, Oakwood City Council voted to allow a 1978 property tax issue to expire, resulting in an overall decrease in revenue. A new 3.75 mill property tax issue was approved by Oakwood residents on May 7, 2013.



Our income tax receipts have generally seen steady growth over the years. The 2015 revenue increase shows the continuation of an improving economy along with the impact of the Sugar Camp development. The 2016 budget anticipates a slight increase over 2015 as a result of the Sugar Camp development. We have not raised our income tax rate since 1984.

Important Note: Over the past few years, many communities in the Miami Valley have raised their income tax rates. Each time this happens, more of our Oakwood income tax is lost to other cities. The cumulative effect is a loss of about \$400,000 annually... and this figure continues to grow. This is a major problem that must be addressed.





Are our finances audited?

Yes. Under Ohio law, our finances are audited annually. The 2015 audit of our 2014 finances resulted in a clean report, with no findings. We have a long history of receiving a clean report. In 2015 our finance department again received the *Auditor of State Award* for exemplary financial reporting. This is the third consecutive year that we received this award... an award given to less than 10% of the jurisdictions audited throughout Ohio.

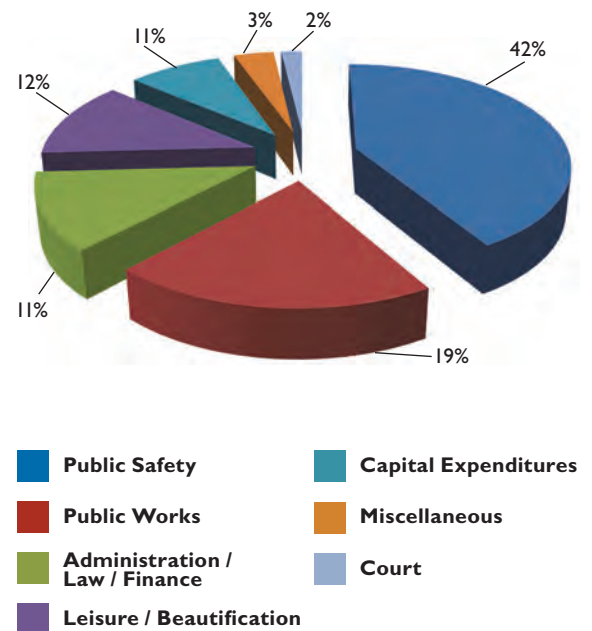
What has been our rate of growth in spending over the years?

In 1991 we spent \$7.9 million in providing city services. In 2015 we spent \$12.0 million. This represents a 2.0% rate of growth. This is less than the average annual CPI (inflation) of 2.3% during this twenty-five year time period.

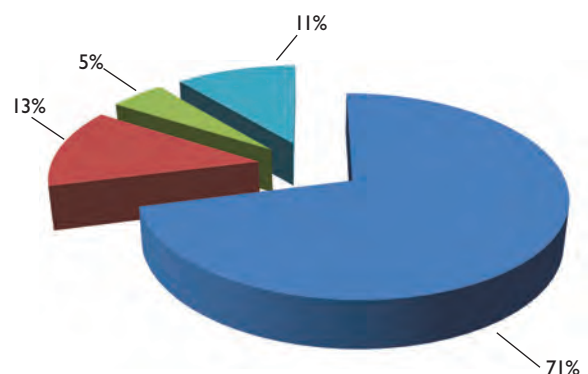
What do we spend our money on?

We spend the largest portion on delivery of public safety services, followed by public works. Our public safety department is recognized as the finest in the area and the services provided by our public works department are the most comprehensive and responsive around.

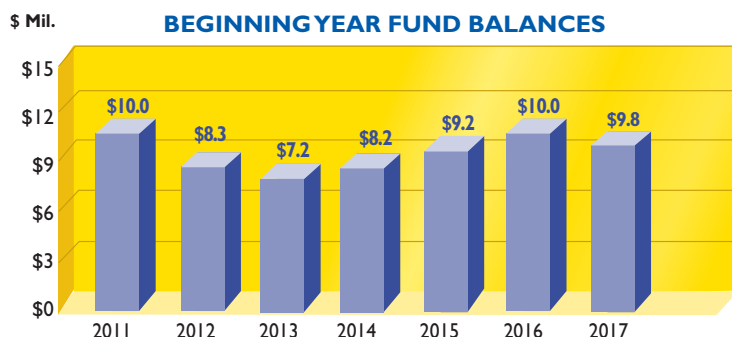
2016 TOTAL BUDGET \$12.81 MILLION



What are the different categories of expenditures incurred by the City, and what percentage of the total was expended in each category for 2015?



What have been our beginning year fund balances over the past few years and what is the projected balance on January 1, 2017?

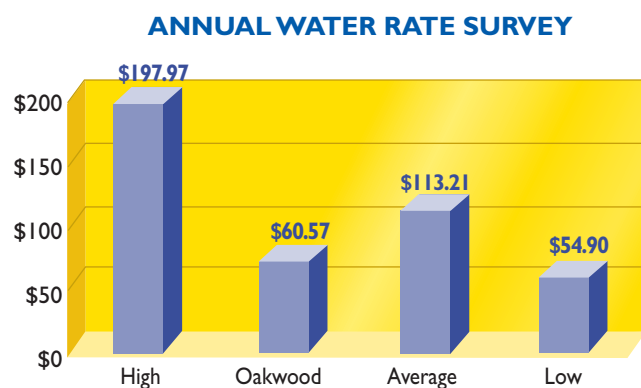


The above figures do not include the cash we had on hand to cover the city's short-term debt, all of which was paid off in 2013.

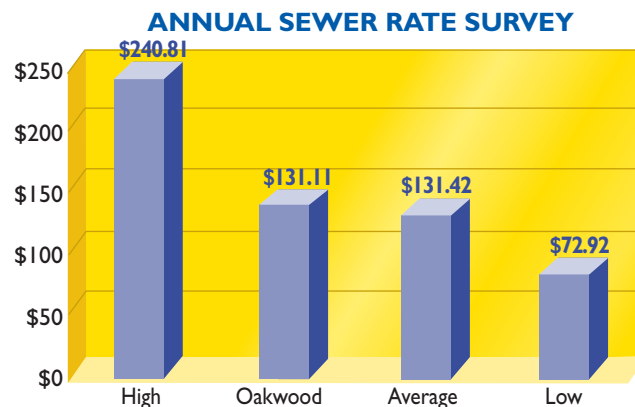
In 2013, we received about \$2.2 million in estate tax which accounts for the increase in beginning year 2014 balances. In 2011 and 2012 we received smaller amounts of estate tax which resulted in the drop of fund balances in the subsequent years. Continued cost cutting, coupled with the 3.75 mill property tax levy passed in 2013 accounts for the increase in beginning year 2015 and 2016 balances.

How do our water and sewer rates compare to those in other Miami Valley communities?

Based on the 2015 rate survey, our water rates are the 3rd lowest out of 66 jurisdictions. We have not raised water rates since 1994 and will not raise them in 2016.



Our sewer rates rank 33rd lowest out of 63 jurisdictions. Unlike our water system which is 100% run by Oakwood, about 75% of our sewer operation (i.e., the wastewater treatment) is contracted. We use Montgomery County and the city of Dayton wastewater treatment plants and must pay County and Dayton rates.



Does Oakwood offer a paperless way to pay the monthly water/sewer/stormwater/refuse bill?

Yes and there is no charge to participate in either the E-Statement or autopay programs. As the City continues to look for ways to cut costs, we encourage residents to utilize paperless options for both receiving and paying the monthly utility bill. Residents can register via the city's website at www.oakwoodohio.gov to have your monthly utility bill e-mailed directly to you. The process is quick and easy; just click on the "On-line E-Statement" link under the Water/Sewer/Stormwater/Refuse Department tab. To register you will need your Oakwood water/sewer/stormwater/refuse account number (printed on your monthly statement) and a valid e-mail address.

Direct and automatic payment of your monthly utility bill through an ACH (Automatic Clearing House) is also a simple process. Complete a "utility bill authorization form" (available at the City Building or on the City's website under the Water/Sewer/Stormwater/Refuse Department tab). The completed form will authorize the City to process a withdrawal from your bank account in the amount of your current net bill on the net due date each month. You will still receive an invoice either by email (E-Statement) or regular mail if so desired.





Does Oakwood invest the money it holds in the fund balances?

Yes, most of it. We keep all dollars not immediately required for cash flow safely invested. All investments are guided by an investment advisor and are overseen by the City Manager and Finance Director. Our investment protocol is governed by city ordinances which encompass a philosophy of protecting principal first and maximizing return second.

Does Oakwood accept credit cards as payment for various non-OCC related fees and services (e.g., water bills, sewer bills, refuse bills, taxes, etc.). How does this work?

Yes. The city of Oakwood partners with Official Payments Corporation to provide this convenient service to our citizens. Credit card payments can be made by calling 1-800-272-9829 or by logging on to the website www.officialpayments.com and providing the requested information. A convenience fee will be added by Official Payments Corporation for providing this service. The user fee is required in lieu of the city using general tax dollars to provide this service. The Oakwood Community Center continues to accept traditional credit card payments as it has in the past; the OCC system is not affiliated with Official Payments Corporation. As Community Center fees are structured to accommodate credit card transaction costs, no convenience fee is added to charges made for Oakwood Community Center membership dues, programs or classes.

Do we have short-term debt?

No. In March 2013, we repaid \$943,000 of debt related to the public facilities projects (the Public Works Center and Administration/Safety Building) and \$1.46 million for the Old River Sports Complex acquired in 2006. These debts were paid with dollars saved in the Public Facilities Fund.

Do we have long-term debt?

No. Remarkably, the city does not carry any long-term debt. For decades, Oakwood city leaders have prudently managed our city and avoided engaging in long-term borrowing. As a result, our annual budgets are void of any debt service obligations.



Legal Affairs

Oakwood's Department of Law is headed by our Law Director and City Attorney, Robert F. Jacques, Esq., who oversees and coordinates all legal affairs for the city. Mr. Jacques provides most of the city's legal representation in-house as the city's chief legal officer, supplemented by outside counsel as necessary.

The office of the City Attorney is established under Oakwood's Charter, which was approved by our citizens on May 3, 1960, and last amended at an election on November 8, 1988. The Charter provides that the City Attorney shall serve as the Director of the Department of Law. Chapter 127 of the Administrative Code of Oakwood sets forth the City Attorney's duties and specifies that he or she is accountable to the City Manager and to the City Council.

The legal services of Oakwood's Department of Law fall into three main categories:

General Legal Counsel

As the city's general counsel, the Department of Law is responsible for advising City Council, the City Manager, municipal boards and commissions, and the administrative officers and departments on relevant issues of current and emerging law. In addition, the Department of Law drafts and reviews legislation, contracts, deeds, and other legal documents, and represents the city in litigation and transactional matters.

Prosecution

The Department of Law is responsible for prosecuting charged violations of municipal ordinances and state laws in Oakwood Municipal Court, including criminal, traffic, and parking offenses. As a related function, the Department provides training to the Oakwood Public Safety Department on matters relevant to effective law enforcement, and to the personnel of Oakwood Municipal Court on procedural and substantive legal matters.

Tax Collection

Working closely with the city's Department of Finance, the Department of Law assists with the collection of delinquent municipal taxes. In that capacity, the Law Director advises the Department of Finance in its pre-litigation tax collection efforts, and when necessary, files suit and enforces court judgments against delinquent taxpayers.

Can the City Attorney advise a citizen with regard to matters involving the city of Oakwood or decisions made by the Council?

No. The City Attorney's role is to advise city officials as they perform the duties of their public offices. The City Attorney does not represent any individuals of the public, nor does he represent city officials in personal matters. The City Attorney is a resource for the members of Council and for city officials performance of their official duties. As such he renders legal opinions on matters of interest to the Council and/or to city officials.

What is the significance of the Charter of the city of Oakwood?

Article XVIII, Section 18.07, of the Ohio Constitution was adopted in 1912, and is known as the "home rule amendment." It was intended to free municipalities from control of the Ohio General Assembly and state officials, thereby allowing municipalities to exercise local self-government. This is done through adoption of a charter, which provides for the structure and organization of municipal government.

The charter of a municipality is essentially the "constitution" of the city or village and sets forth the framework under which it will operate. It designates the distribution of power and duties of elected and appointed officials, boards and commissions, and city officials and citizens.

The city of Oakwood has chosen a council-manager form of government. The council has the power to adopt ordinances and resolutions, make certain appointments, and exercise related powers. The mayor, who is a member of the council, presides at council meetings and is designated as the ceremonial head of the city, without power to exercise individual administrative or executive authority. The mayor has one vote, as do each of the four other council members.

Executive and administrative authority is vested in the city manager, who is appointed by a majority vote of the council. The city manager is responsible for faithfully executing and implementing the ordinances and resolutions enacted by the council. All other employees of the city report to the city manager, who oversees the performance of all of their job functions.

What is the difference between a resolution and an ordinance?

According to the Charter of Oakwood, an ordinance is required for all actions which are of "a general or permanent nature" or for "granting a franchise, or levying a tax, or appropriating money, or contracting an indebtedness to be evidenced by the issuance of bonds or notes, or for the purchase, lease or transfer of public property."

A resolution is an enactment by the council that does not fall into any of the above listed categories and that addresses a matter which does not apply to the general population and is of a temporary or short-term duration. For example, a resolution might express a statement of support for a local organization or initiative, or authorize the city manager to enter into a contract for a specified project or purchase.

Are the procedural requirements for enactment of an ordinance and resolution the same?

No. An ordinance is required to be introduced at two separate meetings, unless an emergency is declared or three-fourths of the council members vote to dispense with the second reading. In contrast, a resolution is introduced and voted on at a single meeting. A resolution takes effect immediately upon passage.

As a general rule, ordinances do not go into effect until thirty days after passage. However, certain ordinances go into effect immediately upon enactment:

- those declared to be an emergency;
- those providing for appropriations;
- those which are intended to raise revenue; and
- those intended to make public improvements which are petitioned for by the owners of a majority of the foot frontage of property benefited and specially assessed for the cost thereof.



Municipal Court

The Oakwood Municipal Court was established on January 1, 1934. Its authority is derived from section 1901.01 of the Ohio Revised Code and its territorial jurisdiction coincides with the corporate limits of Oakwood. The court's mission is to provide high quality and courteous services to the litigating public. It is charged with deciding cases fairly and will impose meaningful sentences in criminal/traffic cases.

Judge Robert Deddens retired at the end of 2013, having served his fourth and final six-year elected term as Municipal Judge. At the general election of November 2013, Margaret Quinn was elected to succeed him. Judge Quinn was sworn in on December 23, 2013, for a six-year term of office beginning on January 1, 2014. Her responsibilities as Judge include appointing and supervising two full time Clerks. A retired law enforcement officer is employed as the Court's Bailiff to facilitate the orderly and safe operation of the courtroom, to serve subpoenas and eviction notices, and to immobilize vehicles.

In 2014, Judge Quinn initiated a security assessment of the Oakwood Municipal Court, conducted by the Ohio Supreme Court. In particular, the courtroom presents unique challenges because it is a shared facility that is also used by Oakwood City Council, various boards and committees, and members of the public. Recommendations from this assessment process were implemented in 2014, including the formation of a Court Security Committee to review and update court security on an ongoing basis.

What is the authority of our municipal court?

Like all municipal courts, Oakwood court has authority to conduct preliminary hearings in felony cases and has jurisdiction over traffic and non-traffic misdemeanors. The court also has limited jurisdiction in handling civil cases in which the amount of money in dispute does not exceed \$15,000 and in handling small claim cases in which the amount of money in dispute does not exceed \$3,000.

What are the court hours of operation?

The court is open to the public Monday through Friday, 8:30 a.m. to 4:30 p.m. Non-jury, criminal and traffic proceedings convene at 8:30 a.m. on Thursdays of each week. Jury trials are scheduled every other month throughout the year as needed. In addition, the judge is on call for the purpose of conducting criminal arraignments when called upon to do so by public safety officers. Civil proceedings commence at 1:30 p.m. on Thursdays of each week.

What is the process used by the court in dealing with serious criminal and traffic cases?

When a person is arrested and charged with committing a serious crime or a serious traffic offense, the police officer notifies the court which immediately schedules an arraignment to set bail. Arraignments are held anytime day or night, on short notice. The judge meets with the officer and defendant promptly after the arrest. This reduces police time and the cost of housing and monitoring prisoners. It also ensures that the prisoner is not unnecessarily jailed pending trial. Prisoners who do not make bail are transported to the Montgomery County or Kettering jail.

Does Oakwood have a jail?

Yes, and it includes two cells. However, our jail is classified as a Temporary Holding Facility ("THF") meaning that we may only incarcerate a prisoner for a maximum period of six hours. Given the

availability and close proximity of the Montgomery County jail, and Kettering jail for male prisoners, this THF meets our needs.

When a person pays a citation, how much of the fine and court costs go to the State and how much goes to the City and County?

	COURT COSTS	CRIMINAL TRAFFIC/FINES	SEAT BELT FINES	COURT COST SEAT BELTS
(Criminal and traffic court costs were increased in 2014 to \$115 per case.)				
State	34% (approx)	0%	100%	34% (approx)
County	0%	25% (approx)	0%	0%
City	66% (approx)	75% (approx)	0%	66% (approx)

- Effective September 29, 2008, the State of Ohio mandates the addition of \$10 to all moving violation court costs, to be paid to two state funds. Of the \$10, \$6.50 is paid to the Drug Enforcement Fund and \$3.50 to the State Alcohol Treatment Fund.
- \$24 of criminal and traffic court costs are paid to the State of Ohio for the Innocent Victims of Crime Fund and the Public Defender Fund.
- Fines for violation of state codes are paid to the County Treasurer while fines for violation of Oakwood ordinances are paid to the City.
- Effective October 16, 2009, the State of Ohio mandates the addition of \$5 to all court costs, which is paid to the state's Indigent Alcohol Treatment Fund.

Do we have jury trials in Oakwood?

Yes. When a defendant requests a jury trial, the Clerk of Court on behalf of the Court summons eighty residents from the city of Oakwood to report as prospective jurors. Usually eight jurors and one or two alternates are selected for the actual trial. Most jury trials will last no longer than one or two days. Jury trials are not permitted for minor misdemeanors (such as a speeding ticket) when jail is not a possible sentence.

What are some of the legal requirements that affect jury duty?

Ohio law dictates the circumstances under which a prospective juror may be excused. The circumstances include:

- A physical or mental condition which must be supported by a physician's documentation.
- If a person can demonstrate that jury service would cause "extreme undue physical or financial hardship."
- The person is over 75 years of age and would like to be excused.

A person may be permanently excused if the judge determines that the underlying grounds for being excused are of a permanent nature.

The law also:

- Provides for a minimum fine of \$100 for failure to appear for jury service.
- Prohibits employers from taking disciplinary action that could lead to the discharge of any permanent employee as a result of being summoned to serve as a juror, and
- Prohibits employers from requiring employees to use vacation or sick leave for time spent on jury duty.

Parking Ticket Fines

Parking ticket fines are \$30 if paid within 72 hours. The fines double after 72 hours, not counting weekends or holidays to \$60. The handicap parking fine is \$250.



CITY OF OAKWOOD VISION STATEMENT

It is City Council's vision of the city of Oakwood to continue its heritage as a premiere residential community:

- Where citizens know and respect one another.
- Where principal emphasis is placed on neighborhood, schools, responsive city services and parks.
- Where citizens contribute to and benefit from strong, responsible stewardship of community resources.
- Where a responsible citizenry helps establish and follows community standards that preserve the quality of individual and community property.
- Where residents feel comfortable and secure in their homes and as they move about the community.
- Where education is a vital community tradition.
- Where viable business and professional enterprises are clearly compatible with residential living and not in conflict with the residential integrity of the community.
- Where citizen participation is valued and encouraged to give definition to the high expectations of the community and its residents.
- Where Oakwood benefits from the involvement of its residents and employees in a variety of regional, business, cultural and governmental activities.



30 Park Avenue
Oakwood, OH 45419