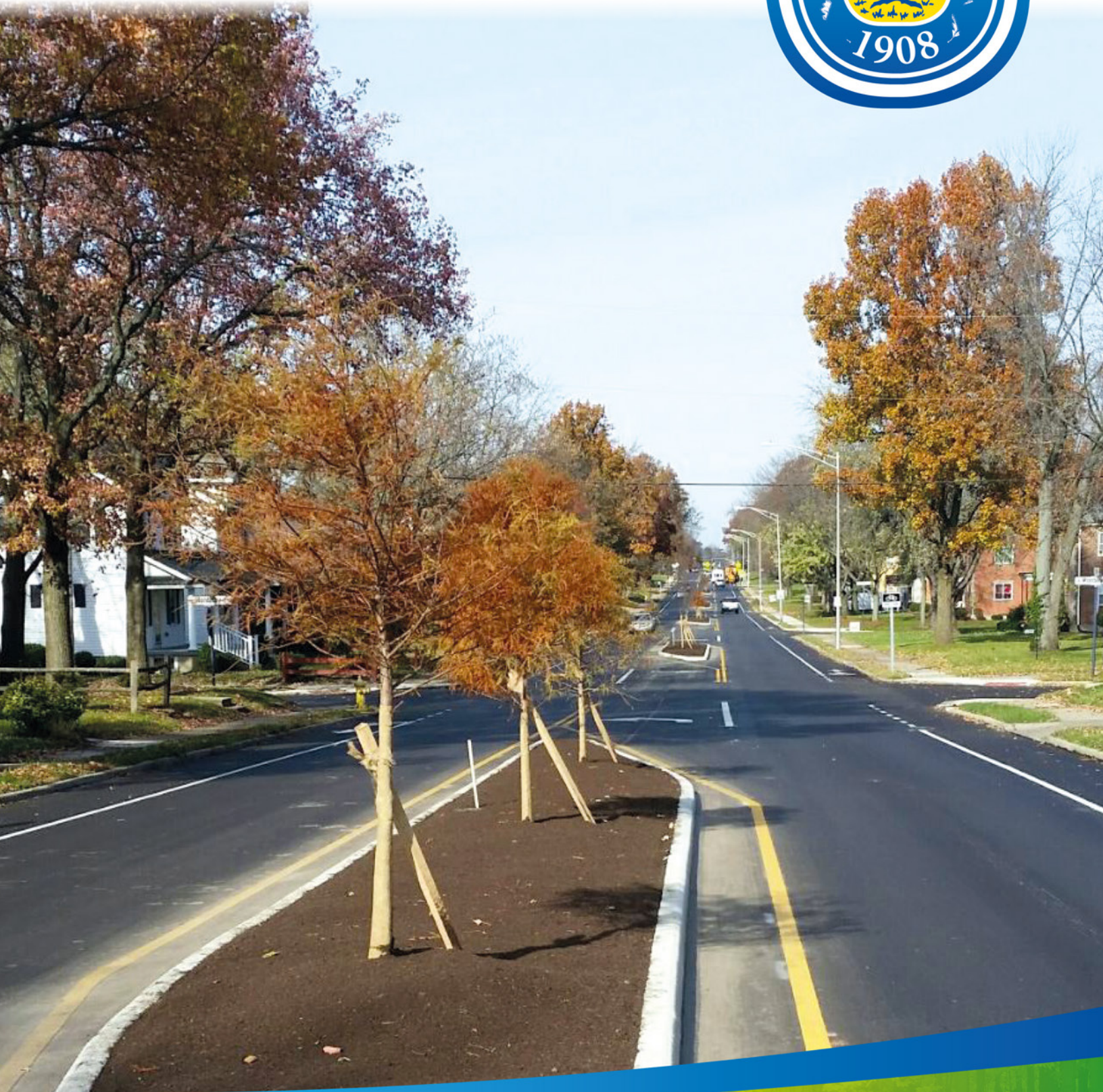


2017

City of Oakwood Annual Report



SHROYER ROAD

(See article on page 23)

Table Of Contents

CITY PHONE NUMBERS 3

OAKWOOD CITY COUNCIL 4

MESSAGE FROM MAYOR BILL DUNCAN 5

MESSAGE FROM CITY MANAGER NORBERT KLOPSCH 6

BUILDING, ZONING, LAND USE AND PROPERTY MAINTENANCE 8

PUBLIC SAFETY 12

LEISURE SERVICES 17

ENGINEERING & PUBLIC WORKS 21

FINANCE..... 24

LEGAL AFFAIRS..... 29

MUNICIPAL COURT 30





City Phone Numbers

CITY ADMINISTRATION

City Manager
Clerk of Council

298-0600

POLICE, FIRE & RESCUE

EMERGENCY
NON-EMERGENCY

9-1-1

298-2122

PUBLIC SAFETY

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

298-2122

FINANCE

Finance Director
Assessments
Vital Statistics
Refuse Billing
Water, Sewer & Stormwater Billing
Income Tax

298-0402

298-0400

298-0531

PUBLIC HEALTH

298-0600

PUBLIC AND PRIVATE PROPERTIES

Properties Director
City Inspector /Code Enforcement Officer
Permits, Zoning
Pre-Sale Housing Inspections
Property Maintenance

297-2920

LEISURE SERVICES

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

298-0775

297-2933

297-2935

MUNICIPAL COURT

Clerk of Courts
Small Claims Court & Traffic Violations

293-3058

PERSONNEL/HUMAN RESOURCES

Personnel Director

298-0411

PUBLIC WORKS

Public Works Foremen
Engineering
Bulk Refuse Pick-ups/Dumpsters
Street and Alley Maintenance
Water, Sewer & Stormwater Maintenance
Waste Collection (Refuse & Recycling)
Water Treatment Plant Information

298-0777

OAKWOOD SCHOOLS

Board of Education
Oakwood High School
Oakwood Junior High School
Edwin Smith Elementary School
Harman Elementary School
Lane School (Kindergarten)

297-5332

297-5325

297-5328

297-5335

297-5338

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	225-4010
RTA (Route & Schedule Info)	226-1144
Spectrum	294-6400
Vectren	1-800-909-7668
Wright Brothers Post Office	1-800-275-8777
Wright Memorial Public Library	294-7171

CITY WEBSITE:

www.oakwoodohio.gov

CITY FACEBOOK:

www.facebook.com/cityofoakwoodohio



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, (Spectrum Channel 6 and AT&T Channel 99). The meetings are re-broadcast several times during the week or two afterwards (see 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. Council meeting agendas, minutes and legislation are also available on the website.

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 projects. It also addresses some important issues facing our community. We deliver the report to every Oakwood residence and business 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.

2017 was the 109th 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, including public safety, public works, recreation and leisure, and 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 2017 highlights:

- In March, we conducted our annual New Resident Breakfast at the Oakwood Community Center. City staff prepared a wonderful breakfast for over 125 new residents. This is always a very enjoyable event.
- In May, several hundred walkers participated in the 16th Annual Breast Cancer 5K CARE Walk and raised \$15,500 to support a cure for breast cancer.
- On May 20, we celebrated "That Day in May." Organized by the Oakwood Rotary Club, this event continued the tradition of the pancake breakfast, 5K and 10K runs, community parade, car show, silent auction, games, rides, refreshments and displays.
- The Oakwood Farmers' Market had another very successful year featuring home-grown fruits and vegetables, home-produced and gourmet food items, and works of local artisans. The market has been recognized by Dayton Magazine as "Best Farmers' Market" in the area.
- In October, City Council and staff joined our Oakwood Sister City Association in celebrating the 45th anniversary of our sister city relationship with LeVesinet, France. Longtime Oakwood residents Charles and Ann Simms were present for the twinning event. They spearheaded the effort to establish this relationship 45 years ago.
- 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.

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 and recycling 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 four neighborhood parks: Shafor Park, Orchardly Park, Fairridge Park, and now Cook Park (see page 20). Our natural areas include Loy Garden, 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, the Old River Sports Complex, Lane Stadium, and the Hollinger Memorial Tennis Center. Oakwood also features beautiful public gardens including Smith Gardens at Oakwood Avenue and Walnut Lane, and Francine's Garden at Houk Stream.

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 11th year on City Council. I am also proud to serve with Rob Stephens and Anne Hilton, each of whom is in their ninth year on City Council, and with Chris Epley who is in his fifth year.

This Council, like those that preceded it, operates in a collegial style, with a shared commitment to public service and making good decisions for our Oakwood community. 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.

Sincerely,

A handwritten signature in black ink that reads "William D. Duncan". The signature is stylized, with the first name and last name clearly legible.

William D. Duncan, Mayor



Message From City Manager Norbert Klopsch

Dear Fellow Citizens,

I am pleased to present this 2017 Annual Report. The report includes detailed information about each of the city departments and the services that we provide to our Oakwood community. The charts, graphs and narrative give you an insight into city services and the current state of our city.

Oakwood is a very special place in which to live, work, raise a family and retire. We are a community that truly values hard work, education, helping one another, and maintaining beautiful residential and commercial properties. We invest the appropriate resources into making our city a very safe and pleasant 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 resources. You will see that several sections of this report include details about our revenue sources and how we use those revenues to provide comprehensive city services. We continuously seek ways to do more with less. Our annual expenses went down each year between 2009 and 2014. Our expenses rose between 2014 and 2017, but only to the degree that the 2017 spending was just slightly higher than 2008. This demonstrates a tight control on spending over the past decade.

Our Water, Sanitary Sewer, Stormwater and Refuse services are 100% financed through user fees. Our other primary services are in the category of General City Services and are paid for through the following eight funds:

- General Fund (administration, planning & zoning, law, municipal court, regional programs & operations, government buildings & grounds, police, fire, EMS, engineering, beautification, gardens)
- Street Maintenance and Repair (roadway repairs, traffic signals)
- Leisure Activity (OCC, pool, parks, athletic facilities, recreation programs)
- Health (property inspections & maintenance, senior programs, health department)
- General Equipment Replacement (police cars, dump trucks, utility vehicles, etc.)
- Capital Improvement (roadway repaving, park upgrades, facility improvements, etc.)
- Sidewalk Repair (sidewalk, curb and driveway apron repairs)
- Service Center (maintenance shop, vehicle & equipment repair, fuels)

Revenues for these eight funds are derived primarily through income taxes, property taxes, fees and assessments. The breakdown of 2017 spending for General City Services was as follows:

• Public Safety:	38%
• Public Works:	19%
• Capital Expenses	15%
• Leisure Services:	12%
• Admin/Finance/Legal:	10%
• Municipal Court:	3%
• Miscellaneous:	3%

Our city has a 35-member citizen Budget Review Committee. This is a large group of Oakwood residents who volunteer their time in providing financial oversight and guidance to City Council and staff. We continue to benefit significantly by their community service.

The municipal income tax continues to provide the single largest amount of money to pay for our city services, covering more than half of the costs. Prior to January of this year, we gave full credit for all local income taxes paid to the taxing jurisdictions where our citizens work. This means that we lost revenue every time another community in which Oakwood residents worked raised their tax rate. At present, about 56% of the total municipal taxes paid by our Oakwood residents goes to other cities. Over the past 12 years, 24 jurisdictions in which Oakwood residents work raised their income tax rates. The cumulative impact is that we lost \$3.2M in revenue over that time period... local tax money that was paid by our residents, but went to the other communities. In order to address this loss, City Council adopted legislation on January 2, 2018 to reduce from 100% to 90% the credit given for municipal income taxes paid to other jurisdictions. This action recovers about 75% of the money we lost to the 24 taxing jurisdictions. It impacts about 51% of individual Oakwood taxpayers and about 67% of Oakwood taxpaying households. In the worst case, it increases taxes by 0.25%, or \$250 annually for a person earning \$100,000. For many Oakwood taxpayers, the impact is less than 0.25%.

Reducing the credit from 100% to 90% stabilizes our income tax revenue stream and is the best action for the long-term financial health of our community. Our citizen Budget Review Committee assisted City Council and staff in studying this income tax issue over the past several years. Accepting the facts that: 1) the annual growth in municipal income tax revenue has historically allowed us to avoid property tax increases for city services; and 2) we have lost a significant amount of revenue with the 100% credit, the BRC unanimously supported the credit reduction legislation.

2017



We have two outside millage levies that generate property taxes to pay for city services. These levies have five year terms and were approved by our Oakwood voters.

- 3.75 mill property tax approved in 2013. The levy generates about \$1,060,000 in total revenue annually. It costs about \$115 per year per \$100,000 of appraised home value.
- 2.72 mill property tax levy renewed in 2016. This levy was first approved in 1992 and the effective mills is now 1.58. It generates about \$460,000 annually and costs about \$48 per year per \$100,000 of appraised home value.

Of the total property tax paid in Oakwood, the 2017 distribution was as follows:

- | | |
|-------------------------------|-------|
| • Oakwood Schools: | 69.5% |
| • Montgomery County Agencies: | 20.8% |
| • City of Oakwood: | 8.3% |
| • Wright Library: | 1.4% |

As we have implemented cost cutting measures, we remain committed to providing the finest city services.

- We continue to operate the best police, fire and EMS department in the Miami Valley. No other department delivers the comprehensive and personal service you find in Oakwood. We respond to every emergency, no matter the size or scope, and do so with a response time unmatched in the region.
- We have a friendly and hard-working team of public works employees that serve our community extremely well. They do a very good job in providing the daily services we enjoy, and are available 24-7 to respond to emergencies such as water main breaks, fallen trees, and snow & ice events.
- We have a great group of city employees that operate our Oakwood Community Center and take good care of our city pool, parks, natural areas, athletic fields and public gardens. They also do an excellent job in organizing community celebrations such as the annual Ice Cream Social and Family Fall Festival, and beautify Oakwood each year with community landscaping and in maintaining our public trees.

Here are a few 2017 highlights:

- We again had a clean financial audit report. Year after year our finance department does an excellent job of managing and controlling city spending.
- We completed a major roadway improvement project on Shroyer Road. See front cover and page 23 for details.
- We completed sidewalk upgrades in the neighborhoods of Oakwood that are west of Far Hills Avenue.
- Vectren completed another important phase of a multi-year project to rebuild the natural gas distribution infrastructure in Oakwood.
- The Oakwood Rotary Club continued to serve our city though the quarterly household hazardous waste pick-up program, removing large quantities of paint, oils, pesticides and other such items from our city. Call 298-0777 for more information. This is a free service offered by Oakwood Rotary Club volunteers. Please see www.oakwoodrotary.com for information about this excellent service club, or if you are interested in joining.
- Oakwood continues to be the community of choice for those seeking an excellent place to live and our homes continue to be a good investment. In 2017, 72% of Oakwood homes sold above the County appraised value.
- We recognized the retirements of two outstanding city employees. On May 31, 2017, Assistant Public Works Director Mike Wenclewicz retired after 36 plus years of service. On December 31, 2017, Assistant City Manager Jay Weiskircher retired after 35 plus years of service. Their innumerable contributions to our Oakwood community can be readily seen in all business, residential and recreational areas of the city and will remain as a long-standing testament to their dedicated service.

By all accounts, 2017 was a good year in Oakwood. If you have any questions about this report or have any issues that you wish to discuss with me, please do not hesitate to call (298-0600) or send me an e-mail (klopsch@oakwood.oh.us).

Sincerely,

A handwritten signature in black ink, appearing to read "N. Klopsch".

Norbert S. Klopsch, City Manager

Building, Zoning, Land Use and Property Maintenance

Land use and the maintenance of public and private properties in Oakwood is a high priority, particularly because of the age of our community, and the fact that Oakwood is almost fully developed. Assistant City Manager Jay Weiskircher and Code Enforcement Officer Ethan Kroger had primary responsibility for overseeing all land use and property maintenance in 2017. With the retirement of Jay Weiskircher on December 31, 2017, responsibility now rests with Jennifer Wilder and Ethan Kroger. Jennifer joined city staff on February 12, 2018 and holds the position of Director of Personnel and Properties.

Two major construction projects are just getting started in Oakwood. What are these projects and what is the status of them?

ELEMENT OAKWOOD



Initial sitework started in late January 2018 on the 84-unit condominium project located in Pointe Oakwood along the lower portion of Old River Trail. The project developer is Hills Communities and the complex is named Element Oakwood. It consists of two, 42-unit buildings with an attached clubhouse and swimming pool and is expected to be ready for occupancy during the second half of 2019.

RUSSELL WEALTH MANAGEMENT



In November 2017, City Council approved plans for a new office building at Sugar Camp. Ground was broken in March 2018 on a 3-story, 22,000 square foot building to be the headquarters of Russell Wealth Management. The building will be accessed off of West Schantz Avenue and is slated for completion in late 2018.

What is the status of the 2600 Far Hills building?

2600 FAR HILLS AVENUE



Kettering Health Network (KHN) owns the three story office building at 2600 Far Hills Avenue. KHN purchased the building for the purpose of converting the space to medical offices and related support services. In 2018, KHN intends to develop plans for the building.

What is the status of the new Lane Stadium athletic facility?

LANE STADIUM



Dedicated on March 11, 2017, Lane Stadium is a multi-purpose athletic complex featuring a 400 meter 8-lane track and multi-purpose synthetic turf playing field. It is home to the Oakwood High School track, lacrosse, field hockey and soccer teams. Through a unique partnership involving the Oakwood City Schools, Oakwood Athletic Boosters and the city of Oakwood, the vast majority of the \$4 million cost of the stadium was paid for with private donations.



VETERAN'S CORNER AT LANE STADIUM



Led by Oakwood City Council Member Rob Stephens, and financed with funds from the Oakwood Rotary Foundation, a corner of Lane Stadium was dedicated on October 21, 2017 to honor Oakwood veterans, past and present.

The City has a presale/rental inspection program that requires an inspection before a property is sold and when there is a change in tenants. How many presale and rental inspections were performed during the past five (5) years?

PRE-SALE, RENTAL AND BUSINESS INSPECTION TOTALS

2013	2014	2015	2016	2017
359	333	420	416	399



The presale/rental inspection program has been in place for many years and is one of the primary methods by which Oakwood enforces the property maintenance code. Given the average age of Oakwood homes, this program plays a very important role in maintaining the community.

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



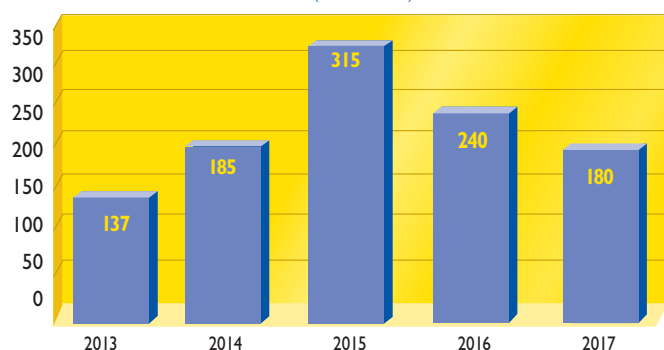
The Property Maintenance Code is designed to protect property values by encouraging property owners to maintain all structures and property consistent with a first-class residential community. Specifically, property owners are required to keep all property and premises in a clean, safe and sanitary condition. 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 must be free from holes, breaks and peeling materials, and shall be painted or stained to prevent deterioration. Roofs must 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 their neighborhood. The City has a 15-member citizen Property Maintenance Board to assist in the enforcement of the Property Maintenance Code and to help implement the property Beautification Awards Program.

How many property maintenance violation letters were sent out in 2017? How does this compare with previous years?

Each spring Oakwood staff conducts a city-wide inspection of properties. In 2017, the City sent out 180 letters advising property owners of property maintenance code violations. By year's end, 79% of the violations had been corrected. The remaining property owners received an extension to complete the necessary repairs, or were cited for the violations.

City of Oakwood Property Maintenance Letters
(2013-2017)

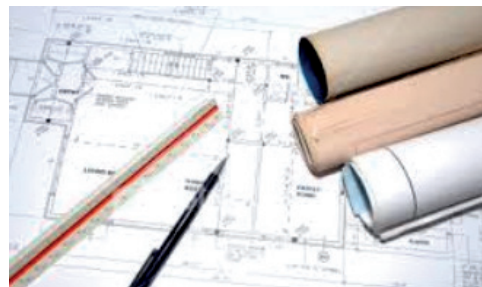


Does the City have a process in place to keep the grass and/or weeds cut on properties where the property owner fails to do so, or where the property is vacant?



Yes. The City has an ordinance 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, the cost is certified to the county for collection with property taxes.

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 I can receive a permit?



The City requires submittal of detailed construction plans and a certified plot plan to determine if the proposed improvements meet the zoning setback requirements. The plans are reviewed by the city of Kettering for compliance with building codes and by Oakwood for compliance with the zoning code. If the proposed improvement meets all building and zoning requirements, then the city of Kettering issues the permit(s). If a zoning variance is needed, the five (5) member Board of Zoning Appeals meets to act on the variance request. 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 stormwater 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 have the project completed, or longer if it is a large project. 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?

	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
Water Backflow Device	No	No	Yes*
Deck	Yes	May be needed	Yes#
Dishwasher	No	No	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
Garage	Yes	May be needed	Yes*
Garbage Disposal	No	No	Yes
Gazebo	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 was led by Chief Alex Bebris until November 10, 2017, and is now led by Chief Alan Hill. Chief Hill is assisted by Captain Mike Jones, Captain Kevin Pruszynski, and 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 apparatus 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 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 (UCR) 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 2017 crime statistics compare to 2016? A breakdown of each category for 2016 and 2017 is as follows:

CRIME	2016		2017	
	OFFENSES	CLEARANCES	OFFENSES	CLEARANCES
PART I CRIMES				
Criminal Homicide	0	0	0	0
Attempted Murder	0	0	0	0
Rape	0	0	0	0
Robbery	1	1	1	1
Aggravated Assault	3	3	0	0
Burglary	12	1	1	1
Larceny	77	12	52	42
Auto Thefts	2	2	1	1
PART I TOTALS	95	19	55	45
OTHER MAJOR CRIMES				
Arson	1	1	0	0
Forgery, Fraud, Counterfeiting	37	5	21	19
Morals	0	0	2	1
Vandalism	5	5	1	1
Narcotics	14	9	12	10
Carrying Concealed Weapon	0	0	1	1
Simple Assault	3	3	1	1
OTHER CRIMES TOTALS	60	23	38	33
ALL MAJOR CRIMES TOTALS	155	42	93	78

2017



Is identity theft a big problem?

One of the largest crime categories in the United States is identity theft. Identity theft can have devastating consequences for the victim, who may face long hours in closing bad accounts, opening new ones, and repairing damaged credit records. While many incidents of identity theft are not preventable as they involve large data breaches by businesses and organizations holding personal data and credit information, there are some cases where one's information may be safeguarded here 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 Public 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 and 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 there have been many instances of skimmers being found in the Dayton area during 2017, including Oakwood. Keep an eye out for anything suspicious about an ATM or gas pump. Report it immediately to the bank or business managing the payment point.

Prescription Drug Box

In 2017, the Oakwood Public Safety Department installed a locked prescription drug drop-off box in the lobby entrance to the city building located at 30 Park Avenue. This drop box offers a way for residents to conveniently dispose of unwanted or expired prescription drugs and is accessible to the public 24 hours a day, 7 days a week.

The items that are accepted for safe disposal include: prescription medications, medication patches, over-the-counter medications, vitamins, medication samples, and unwanted medications for pets. Items that cannot be accepted include: liquids of any kind, gels, ointments, needles, inhalers, aerosol cans, and medications from businesses or clinics. This program is not designed for commercial use. Businesses should dispose of medications according to state and federal guidelines. All items collected from the drop box are processed for destruction according to state and federal law.

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-lit areas if possible and always lock your car doors.

How many investigated crimes are solved?

As shown in the table below, the department 'cleared' an average of approximately 40% of all larcenies that were reported from 2013 through 2017. Oakwood Public Safety Department investigators are more successful than the national average, where only approximately 22% of larcenies are cleared.

	2013	2014	2015	2016	2017
Total Larcenies	105	86	76	77	52
Clearances	25	41	23	12	42
Percent Cleared	23.8%	47.7%	30.3%	15.6%	80.8%

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 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.

Traffic Statistics

YEAR	OVI*	ACCIDENTS	INJURIES	DEATHS	CITATIONS
2013	11	137	17	1	2738
2014	16	184	22	0	3092
2015	19	190	29	0	2695
2016	10	174	19	0	2666
2017	14	182	14	0	2895

*Operating Vehicle under the Influence (formerly DUI).

In 2018, 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	34
Failure to Yield	26
Improper Backing	20
Failure to Control.....	32
Inattention	18
Improper Turn	5
Disobey Traffic Device.....	8
OVI.....	1
Snow/Ice.....	1
Hit & Run	37
TOTAL.....	182

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	2013	2014	2015	2016	2017	National Standard
Average Engine Response Time to Scene (min.)	4.42	4.17	4.20	3.98	4.25	6 Minutes
Average Cruiser Response Time to Scene (min.)	1.68	1.78	1.19	1.75	1.40	None

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

YEAR	ALARMS RECEIVED	FALSE ALARMS	NO DAMAGE	DAMAGE INVOLVED	TOTAL FIRE LOSS
2013	115	47	66	2	\$3,625
2014	102	27	69	6	\$91,250
2015	119	45	70	4	\$577,500
2016	114	36	77	1	\$1,440
2017	106	22	82	2	\$100,050

Does Oakwood have mutual aid agreements with neighboring cities?

Yes, and these agreements are very important to Oakwood. Whenever we have a large emergency, we can count on assistance from our neighboring police and fire departments. Likewise, we provide assistance to them when the need arises and when we have the available resources.

In 2016, Oakwood entered into an Automatic Mutual Aid agreement with the Kettering Fire Department. In 2017, Oakwood responded to 14 calls for service to the city of Kettering under this agreement. Oakwood officers only respond to Kettering at times when we have enough officers on duty to also address Oakwood emergencies.

What is the primary cause of fires in Oakwood and what steps should citizens take to make their 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 your home for the purposes of rescue if conditions permit.

RESCUE

How many medic runs did Oakwood officers complete over the past five years? Of those runs, what happened to the patient?

	2013	2014	2015	2016	2017
Total Medic Runs	479	487	568	475	499

ACTION TAKEN	2013	2014	2015	2016	2017
Removed by medic vehicle	418	418	478	357	390
Removed by police cruiser	0	1	0	0	0
Mutual aid provided*	7	13	30	70	57
No removal**	53	52	58	44	52
Dead on Arrival	1	3	2	4	0

* "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.

How many times did another fire/EMS department respond to medic calls in Oakwood?

ACTION TAKEN	2013	2014	2015	2016	2017
Removed by mutual aid*	0	0	17	1	0

*Removed by mutual aid" means we were assisted by medics from another jurisdiction – Kettering is the predominant provider.

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 12 minutes for a medic?

MEDICAL RESCUE TIMES	National Standard	2013	2014	2015	2016	2017
First unit on scene	4-6	2.25	1.73	2.20	2.10	1.80
Medic response time	12	3.81	2.51	3.25	2.80	2.90
Average on-scene time (medic)	None	13.75	13.43	14.10	13.90	13.70
Average run time	None	52.83	49.25	44.20	41.50	41.00

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	2013	2014	2015	2016	2017
Police	1075	1227	2083	1328	1490
Fire	788	1377	1046	711	1309
Rescue	445	527	667	416	340
Communications/General	27	29	28	21	24
TOTALS	2335	3160	3824	2476	3163

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.

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 2,071 Oakwood properties on this list.



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, its goal was to make each recreation program as self-sustaining as possible. What are the primary program areas for which fees are received?

	2013	2014	2015	2016	2017
Pool Membership	\$155,857	\$152,652	\$147,836	\$140,638	\$149,779
OCC/Health Center Membership Dues	71,023	70,191	70,792	73,069	67,913
Hollinger Tennis Center Membership	—	—	—	—	31,985
Sports Activities Fees	34,859	32,984	31,654	30,696	30,943
Pool Concessions	20,107	20,151	20,609	19,883	17,848
Dance Classes and Lessons	36,505	30,407	28,722	27,833	26,933
Old River Rentals	21,684	39,100	29,610	35,690	37,500
Smith Gardens	22,455	19,110	19,505	18,488	16,555
Exercise, Fitness Programs	23,714	22,238	22,238	21,920	22,702
Swim Lessons, Pool Passes	29,531	26,423	27,868	25,162	26,907
Tumbling, Gymnastics	4,468	4,044	4,343	4,550	1,196
Other Misc. Programs	59,662	67,929	65,027	70,040	89,002
TOTAL	\$479,865	\$485,229	\$468,204	\$467,969	\$519,263

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 2017 to help pay for Leisure Services programs was about \$420,000. We evaluate our fees annually and typically raise them every two or three years.

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

- Pictures with the Easter Bunny/Eggstravaganza
- 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
- Trivia Tournament
- Orchardly Park Crafts
- Youth Talent Contest
- Friday Night Fun
- Dog Splash at Gardner Pool
- Gingerbread House Class
- Safety Town
- Community Food Drive
- Zentangle Classes
- Ice Cream Social
- Spinning Classes
- Junior High Dances
- 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 Bake-Off
- AARP Driver's Safety Course
- Family Movie Night at Old River
- Pro-Am Art & Photography Expo

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 & park trees \$17,564,363

Average street tree value	\$2,202/tree
Average park tree value	\$1,890/tree

2017 Expenses:

Tree Removal and Pruning	\$60,260
Stump Removal	\$17,378
Johnny Appleseed Street Tree	\$6,790
Planting Project (city portion)	
Community Tree Planting	\$7,500
Emerald Ash Borer Treatment	\$29,997

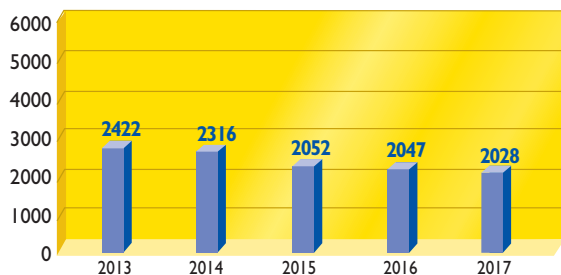
TOTAL: \$121,925

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 2017 and how does this compare to previous years?

OCC Memberships	2,028
Health Center	383
Pool Memberships	672

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

OCC MEMBERSHIPS

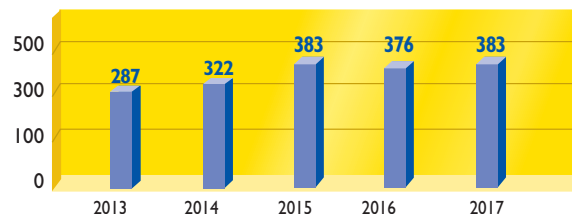


What are the benefits of purchasing an OCC Membership?

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.

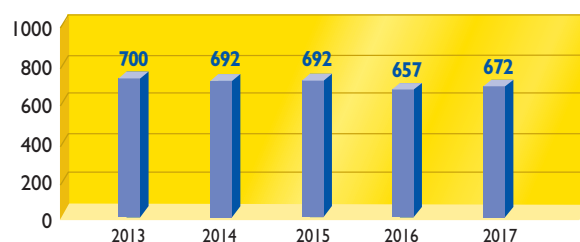
HEALTH CENTER MEMBERSHIPS

Note: There were 6,513 visits to the Health Center in 2017.



POOL MEMBERSHIPS

Note: There were an additional 1,180 daily passes purchased in 2017.



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

In 2017, there were 19,586 visits to the pool, which is down from 22,831 in 2016 due to inclement weather. In addition to these visits, we also had 246 participants in our swim lessons and 167 members on the Oakwood Dolphins swim team. The pool also offers water aerobics and deep water workouts for adults with 49 participants throughout the summer. Staff includes a Pool Manager, Assistant Manager, Head Lifeguard, 9 full-time guards, 6 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 Dog Splash. 47 dogs thoroughly enjoyed the 2017 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 1421 Old River Drive. What kinds of activities were held during the year?

Old River Sports Complex is open during the year for a variety of sports and community activities. The Department of Leisure Services utilizes the complex for recreational sports and special events. The City offers Little Kickers and Coed youth soccer programs both in the spring and the fall. The age groups for the City Soccer Programs include 4, 5, & 6 year olds and 1st - 6th graders. City sponsored summer recreational events include a youth lacrosse camp, Skyhawks Sports Academy multi sports camp (baseball, flag football and soccer) and a mini-hawk multi-sports camp (soccer, flag football and baseball). Special events include a Dog Snow Romp in January, Snowman Building in February and Kite Nite in April. During the summer of 2017, we held a family movie night in July. The City partnered with the Wright Memorial Public Library for the movie night and offered the showing of "The Lego Batman Movie". We look forward to continuing these programs as well as adding others.

Lane Stadium is located at the Old River Sports Complex and is used by the Oakwood City Schools for a variety of sporting events. Oakwood City Schools also use the grass fields at the Old River Sports Complex during springtime, starting in April for lacrosse practices/games. The schools also use the complex from June to late October for boys and girls Junior/Senior High soccer practices. During June and July, the facility is used for physical education classes.

Additionally, Old River Sports Complex facility is rented to non-city or non-school organizations. These include: Oakwood United Soccer Club, Southwest Ohio Adult Soccer Association, Dayton Amateur Soccer League, Coerver Soccer Camp as well as others. It is also a site for the Haunted Classic in October bringing in an extremely large amount of people to the sports complex.

In 2016, the baseball fields located at Old River were removed and filled in with topsoil, rototilled and seeded. These areas now provide additional green space for soccer and lacrosse field usage.

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 36 consecutive years and was the second community 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.

- 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 39 consecutive years, a total of 2,964 trees have been planted through this project at a total cost of \$372,059. The program is offered each year and includes a 50% discount to homeowners for trees that are planted in the rights-of-way. In 2017, the homeowners cost was between \$120 and \$150 for a 1 ¾" diameter tree. A total of 58 trees were planted through the 2017 Johnny Appleseed Street Tree Planting program.

What types of trees were planted on Shroyer Road?

In the fall of 2017, the city of Oakwood completed the last phase of the Shroyer Road Reconstruction Project. The Leisure Services and Public Works Departments worked together to finish this project by completing final landscape improvements in the center medians. The work included installation of an irrigation system, tree planting, and placement of mulch. The new trees include Burr Oak; 'Golden Raindrops' Crabapple; 'Princeton' Elm and Dawn Redwood. A total of 56 new trees were planted, greatly enhancing Shroyer Road.

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 2017, we had 29 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 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 2017?

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 CPR Training, Canning 101, Trivia Tournament, Irish Dance, Essential Oils, Camp OCC for 3's, Kids Trivia Game Days, Simply Movement, New Year Bake-Off, Holiday Scavenger Hunt, Science Saturdays and Classic Mat Pilates.

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, 19,500 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 some of the classes 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. 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. In 2017 we again 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.

I heard there is a new pocket park at Schenck and Oakwood Avenues?

Spearheaded by residents who were interested in developing a small playground in their neighborhood, Cook Park was constructed in the fall of 2017. The city of Oakwood dedicated Cook Park on October 28, 2017. The park is located at the northeast corner of Schenck and Oakwood Avenues and is named in honor of Dorothy "Judy" Cook, who served on Oakwood City Council from 1990 to 2010, eight of those years as Mayor. The cost of the project was approximately \$75,000. Most of the funding came from a Montgomery County Solid Waste District recycling grant, along with donations from the Oakwood Rotary Club, the Oakwood MOMs Group, the Oakwood Historical Society, and from private citizens. The park features play equipment, safety surface, benches, trash cans, and fencing - all made primarily from recycled materials. It is wonderful addition to the Schenck Avenue neighborhood for all to enjoy!



ADDITIONAL INFORMATION

Customer Service: The OCC 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 service. 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:

Provides quality professional engineering services in managing, operating and improving Oakwood's infrastructure. This includes developing short-term and long-range capital improvement plans and implementing an annual capital improvement program. Services include project budgeting, design, 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, year-round yard debris pickup, and opportunities for Oakwood residents to self-dump debris, green waste and recyclables. It 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:** Our Oakwood public water system includes water production and treatment facilities, underground water distribution pipes, fire hydrants and water service lines.
 - » **Sanitary Sewers:** We maintain our own sanitary sewer lines and contract with the city of Dayton and with Montgomery County for wastewater treatment.
 - » **Stormwater Management:** Our Oakwood stormwater management program 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, P.E. directly oversees this department. The department includes a utility foreman, refuse foreman, roadway foreman, water production superintendent, engineering technician/foreman, department secretary, and 25 public works employees.

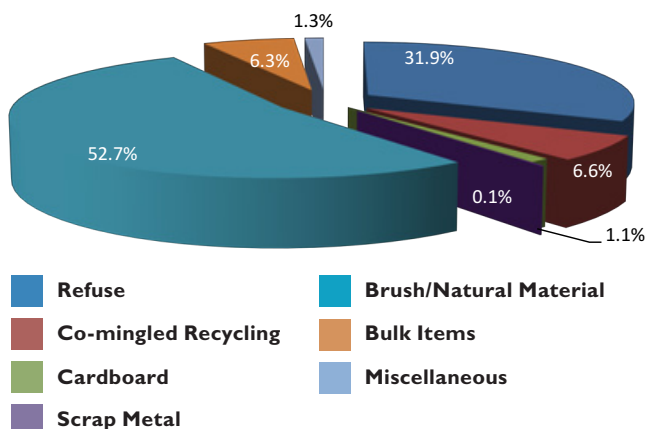
Refuse Program

Our monthly residential refuse fee is \$27. The comprehensive Oakwood refuse program is funded entirely by fees and is not subsidized by our General Fund. Roughly 20-25% of our monthly refuse fees pay for yard debris and leaf (green waste) disposal. The balance pays for disposal of household trash, bulk items and our recycling program.

- **Yard Waste** – We collect yard waste on a monthly schedule from January through September, and on a bi-weekly schedule from October through December. 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 near 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 green waste pickups as needed.)
- **Debris Drop-off at the Public Works Yard** – On the first Saturday of each month, our Foell Public Works Center at 210 Shafor Boulevard is open from 8 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 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, special events, etc.

Refuse collection is one of the primary duties of the Public Works Department. What was the mix of our solid waste stream in 2017?

TOTAL OF 9,314 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	684 (Less than 1% of total pick-ups)
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In 2017, we had 424 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. In 2017, we recycled 19% of our waste, not including yard debris (green waste). This is the third highest recycling rate out of 27 jurisdictions in Montgomery County. However, we believe that many households can recycle even more and that many recyclable items are inadvertently placed in with regular trash. It costs 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?

	2013	2014	2015	2016	2017
Tons of Salt	1264	818	326	315	232
Overtime hours	718	790	123	146	186

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 2017. The City continues to maintain 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	2013	2014	2015	2016	2017
In million gallons	418	414	427	395	275

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 2017 our annual average daily water use was 0.752 million gallons. Our highest daily water use was 1.730 million gallons on August 25. Our single lowest daily water use was 643,000 gallons on November 17.

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 2017 and what did they cost?

Project	Cost
Concrete Roadways, Curbs, Sidewalks and Driveway Aprons	\$129,156
Shroyer Road Reconstruction	\$1,270,670



The front cover of this annual report includes a photograph of Shroyer Road looking northbound from Monterey Avenue. What was this project all about?

The 2017 Shroyer Road Improvement Project was undertaken to address safety concerns identified in a 2016 Shroyer Road Safety Study. It was done concurrent with a street resurfacing project that had been programmed several years earlier through the Miami Valley Regional Planning Commission and ODOT. This was a joint project with the city of Kettering as the resurfacing work extended southward all the way to Stroop Road. The Oakwood portion of the project included resurfacing, and also involved roadway lane changes incorporating the Road Diet design concept. The Road Diet concept was used to improve the safety performance of Shroyer Road for all transportation modes (e.g., vehicle, pedestrian, bicycle) thereby reducing all crash types. The total cost of the Oakwood portion of the project was \$1,270,670, with \$762,402 (60%) paid by federal transportation dollars.

This project reduced the vehicle lanes on Shroyer Road from four to three and included the following:

- Single northbound and southbound through lanes in each direction.
- Exclusive left turn lanes at each cross street intersection.
- Five foot wide bike lanes on both sides of the street between the roadway and adjacent curb. These bike lanes connect to

the existing bikeway north of Dellwood Avenue and support the regional effort to improve the biking infrastructure.

- A clear distance of approximately seven feet between the motor vehicle lanes and the existing sidewalks. The previous clear distance was just two feet.
- Raised center medians with trees in the 16 blocks between East Drive and Dellwood Avenue.
- Two mid-block pedestrian crossings. One crossing is between Wonderly Avenue and Orchard Drive, and one is between Telford Avenue and Aberdeen Avenue. Both crossings are equipped with flashing beacon technology to alert motorists of pedestrian/cyclist activity.
- A new and improved pedestrian/cyclist crossing at the north end of the project between Dellwood Avenue in Oakwood and Gainsborough Road in Dayton. This crossing is also equipped with flashing beacon technology.

More information about this roadway safety project is available on the city website at www.oakwoodohio.gov.

The City has a 5-year capital improvement program listing 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	2018	2019	2020	2021	2022	Five-Year Program
Annual Asphalt Pavement Program	300,000	450,000	450,000	450,000	450,000	2,100,000
Concrete Street Repair	50,000		160,000		160,000	370,000
Park Road Reconstruction			300,000			300,000
Traffic Signal Head Replacement		20,000				20,000
Total	350,000	470,000	910,000	450,000	610,000	2,790,000

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 was \$6 per month during the first four years of operating the utility. In January 2017, the fee was raised to \$7 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 2017, we spent about \$258,000 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 maintains a Stormwater Management Plan (SWMP) permitted through the Ohio Environmental Protection Agency (OEPA). The SWMP establishes specific goals to limit pollution that enters the region's streams and rivers.

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

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 five 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 five specific fund classifications: General Fund, Major Operating Funds, Other Funds, Refuse Fund, and Enterprise Funds.

The first three (General, Major Operating, and Other Funds) cover our General City Services (everything but refuse, water, sanitary sewer and stormwater utilities). The Enterprise Funds cover all operations relating to water, sanitary sewer and stormwater utilities. The Refuse Fund is operated similar to an Enterprise Fund and covers all refuse operations.

How are the Refuse, Water, Sanitary Sewer and Stormwater Funds different than the General City Services Funds?

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

Have we been cutting expenses?

Yes. From 2008 through 2014 we cut expenses by \$2.0 million dollars, a 17% cut in costs. The increases in spending since 2015 are due in large part to higher capital spending. For example, in 2016, we spent \$475,000 to build a 230 space parking lot at the Old River Sports Complex. This new parking lot serves our existing grass athletic fields and Lane Stadium. In 2017, we spent \$1,270,670 on the Shroyer Road Reconstruction Project, of which \$762,402 was reimbursed through federal transportation dollars.

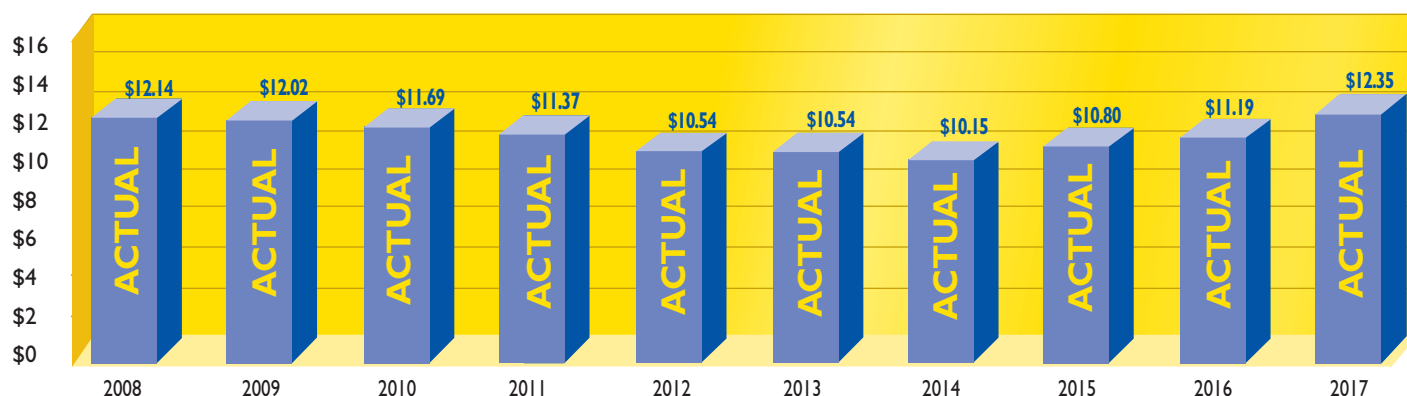
The General City Services funds are comprised of all other funds that provide public services to the community, and may be subsidized in whole or in part by General Fund revenues such as property tax and income tax. Some examples of General City Services are public safety (police, fire and emergency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

How do the Refuse, Water, Sanitary Sewer, Stormwater and General City Services Fund Budgets function?

From a budgetary standpoint, our Refuse, Water, Sanitary Sewer, Stormwater and General City Services operations are separate and unique. All costs involved in refuse collection and disposal are paid for by our residents and businesses that use our program. 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 refuse, water, sewer and stormwater utilities.

Over the past few years, the City has addressed budget shortfalls created by the state of Ohio cutting the return of tax dollars to local governments. What is this all about?

The state of 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.



2017



What is the City's annual budget?

Shown below are the 2018 budget figures for the five fund classifications.

Fund Classification	Balance 01/01/18	Estimated Revenue	Estimated Expenditures	Estimated Balance 12/31/18
General City Services	11,338,543	12,357,823	12,897,015	10,799,351
Refuse Fund	523,884	1,229,600	1,271,651	481,833
Water Utility Funds	956,406	1,246,500	1,090,386	1,112,520
Sanitary Sewer Utility Funds	734,106	1,692,200	1,580,987	845,319
Stormwater Utility Funds	272,842	327,100	543,596	56,346

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 2018 property tax collections is 97.75, as compared to the 2017 residential total effective millage rate of 107.22. The decrease is a result of the increase in property values. 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.

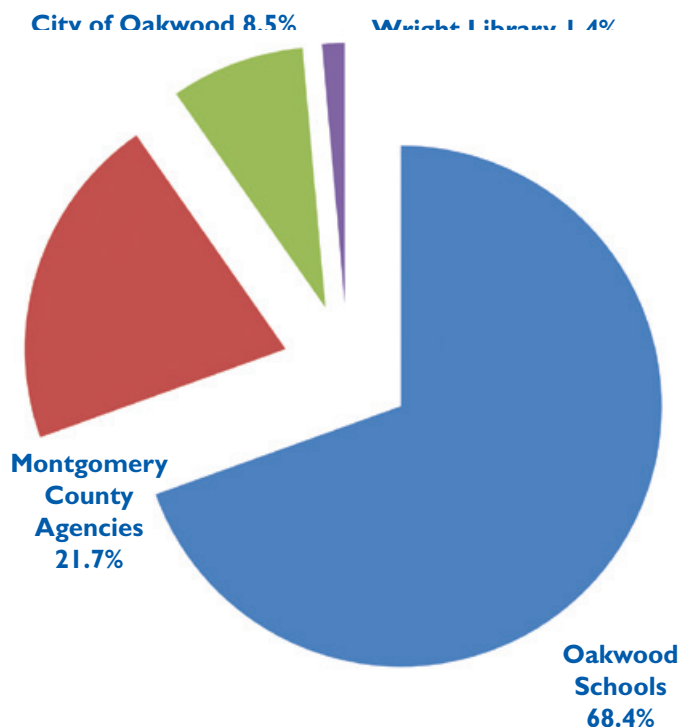
Outside millage (approved by voters) – the tax rate proposed by government entities (e.g., county, city, schools, Wright Library, Sinclair, Human Services) and approved by citizen vote.

The current total effective millage of 97.75 is shared by the organizations shown below. The property taxes paid by Oakwood residents in 2018 are calculated based on this millage distribution.

	Inside Mill.	Outside Mill.	Total Mill.
Oakwood City Schools	4.72	62.25	66.97
Human Services*	0.00	13.49	13.49
Sinclair Community College	0.00	3.98	3.98
Five Rivers Metro Parks	0.00	1.70	1.70
City of Oakwood	3.58	4.71	8.29
Wright Memorial Public Library	0.00	1.33	1.33
Developmental Disabilities	0.00	0.29	0.29
Montgomery County	1.70	0.00	1.70
Total	10.00	87.75	97.75

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

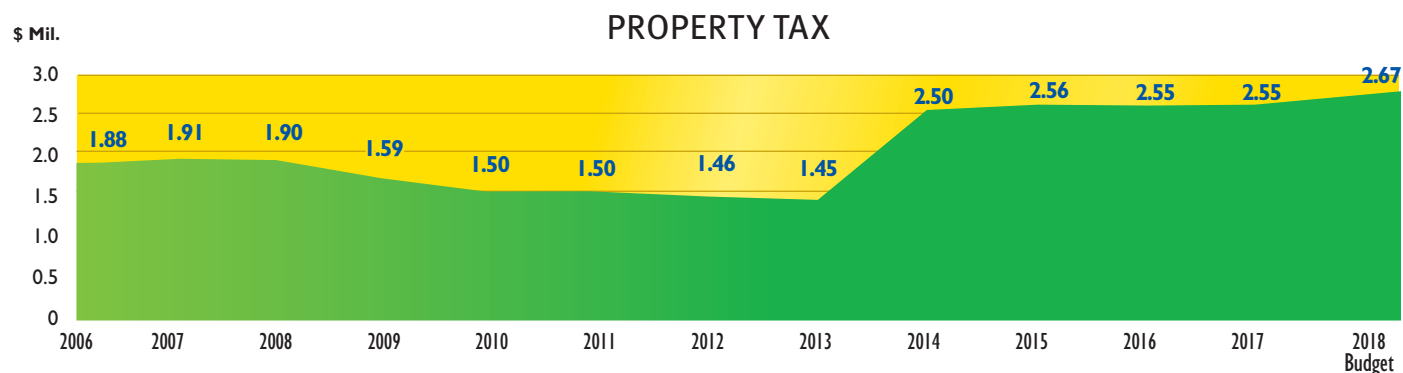
2018 PROPERTY TAX BREAKDOWN



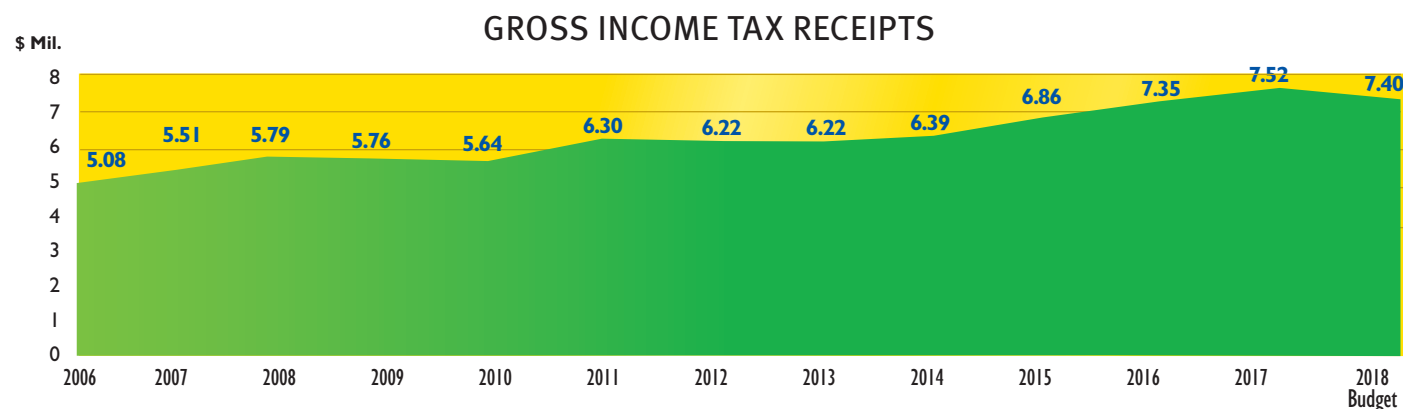
Who receives my income taxes?

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 – 2.5%; Kettering – 2.25%; Moraine – 2.5%) then most of your local tax goes to the other communities. Oakwood has historically given full credit for local taxes paid to another jurisdiction. City Council took legislative action at the January 2, 2018 council meeting to reduce the credit from 100% to 90%.

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



- 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, resulting in the higher revenue in 2014.



- Our income tax receipts have generally seen steady growth over the years. However, that growth would have been significantly larger if not for the fact that 24 jurisdictions in which Oakwood residents work raised their income tax rates over the past few years. Each one of those rate increases resulted in a revenue loss to Oakwood. Economic conditions resulted in slight tax revenue declines in 2009 and 2010. The improving economy and a significant past-due tax collection in 2011 resulted in increased revenues that year. The 2018 budget anticipates a slight decrease from 2017. This is from the anticipated negative effects of Substitute House Bill 5, passed by the Ohio Legislature in December 2015.

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

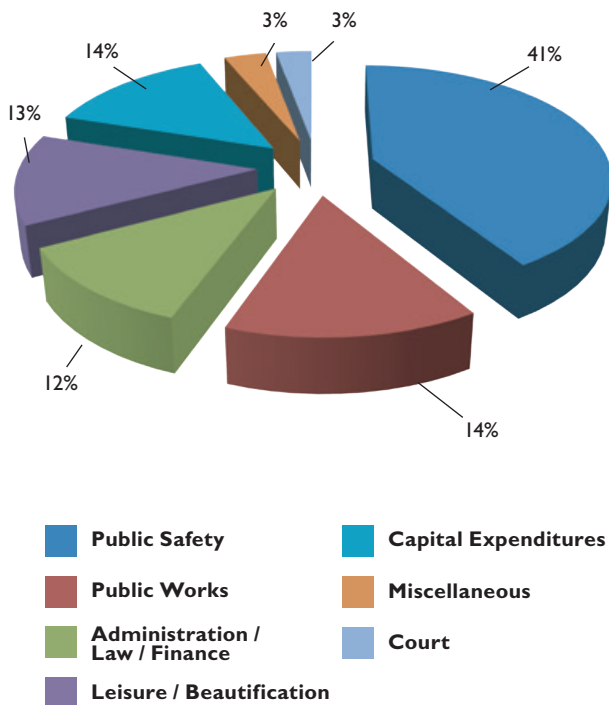
In 1991 we spent \$7.9 million in providing city services. In 2017 we spent \$13.4 million. This represents a 2.31% rate of growth. This is less than the average annual CPI (inflation) of 2.57% during this twenty-seven year time period.



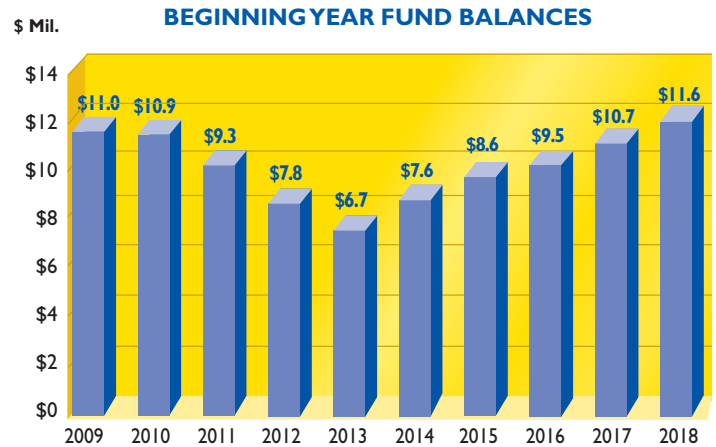
What do we spend our money on?

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.

2018 TOTAL BUDGET \$13.07 MILLION



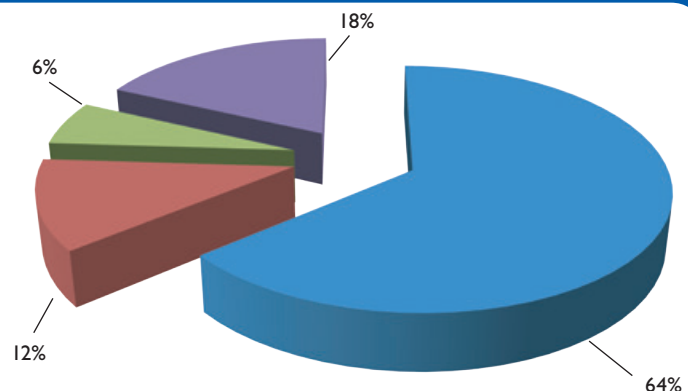
What have been our beginning year balances in the General City Services funds over the past ten years?



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 2010, 2011 and 2012 we received small amounts of estate tax which resulted in the drop of fund balances in the subsequent years. In 2013, we received about \$2.2 million in estate tax which accounts for the increase in beginning year 2014 balances. The improved beginning year balances from 2014 to 2018 are a result of: 1) Cost cutting; 2) Changing the refuse services to a self-supporting operation; 3) Paying for storm sewer operations through a stormwater utility with monthly fees; and some increases in income tax collections.

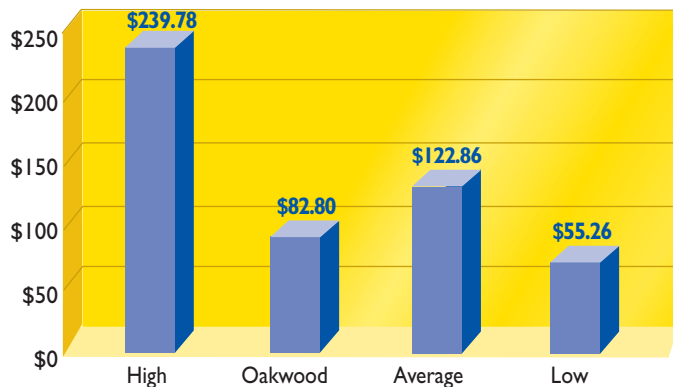
What are the different categories of expenditures incurred by the City, and what percentage of the total was expended in each category for 2017?



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

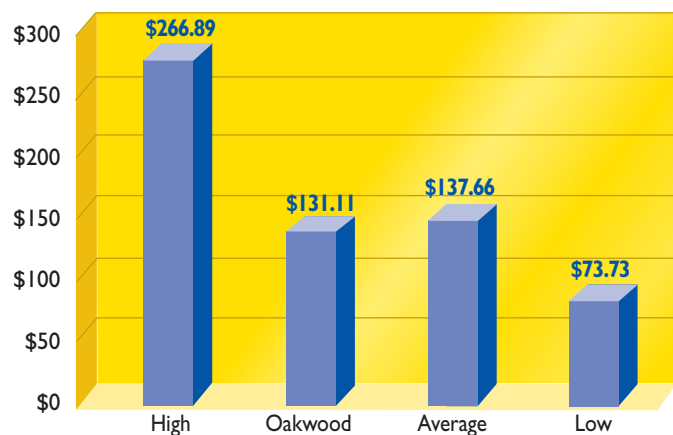
Based on the 2017 rate survey, our water rates are the 8th lowest out of 66 jurisdictions. Our target beginning year water fund balance is \$1.0M. We started 2018 at \$1.18M, right on target. We raised water rates in 2017.

ANNUAL WATER RATE SURVEY



Our sanitary sewer rates rank 30th lowest out of 63 jurisdictions. Unlike our water system which is 100% run by Oakwood, about 61% of our sanitary sewer operation costs (i.e., the wastewater treatment) were contracted. We use Montgomery County and the city of Dayton wastewater treatment plants and must pay County and Dayton rates. We raised our sanitary sewer rates effective January 1, 2018. The previous rate increase was imposed in 2009. Over the last few years, Montgomery County and Dayton raised their rates several times, which is what necessitated this Oakwood increase. We started 2018 with a \$734,000 balance, well below the 1.0M target.

ANNUAL SEWER RATE SURVEY



Does Oakwood offer a paperless way to pay the monthly water/sanitary 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 our 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 most 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?

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 or long-term debt?

No. Remarkably, the City does not carry any short-term or long-term debt. For decades, Oakwood city leaders have prudently managed our city and our city finances. As a result, our annual budget is void of any debt service obligations.



Legal Affairs

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.

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 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?

Related Question: I'm having trouble with my (neighbor/landlord/ex-spouse/etc.). Can the City Attorney advise me?

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 in performance of their official duties. As such he renders legal opinions and advice 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 and sets forth the legal framework under which it will operate. It designates the form of the municipality's government, the distribution of power, and duties of elected and appointed officials, boards and commissions, and city officials and citizens.

Through a vote of its 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 or 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 particular 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 befitted and specially assessed for the cost thereof.

What is the status of ongoing federal litigation concerning the City's residential Pre-Sale Inspection Program?

For nearly 50 years, the City of Oakwood has operated a Pre-Sale Inspection Program for residential properties. The purpose of the program is to help ensure that properties are code-compliant at the time of sale, or brought into compliance shortly thereafter. This code enforcement program is especially important in a community like Oakwood, which despite its aging stock of homes, continues to be the premier residential community in the Miami Valley.

On May 4, 2016, an LLC and individual filed a lawsuit challenging Oakwood's Pre-Sale Inspection Program on constitutional grounds. The City retained outside litigation counsel to defend its ordinance in federal court. While the matter was pending, the City agreed to temporarily suspend enforcement of mandatory interior inspections.

City Council has adopted a revised version of the Pre-Sale Inspection Program ordinance. The revision does not substantially change the program but adds a procedure whereby the city inspector may seek an administrative search warrant, with independent judicial review, in the event that a pre-sale inspection is refused. The federal court recently ruled on the matter, and the City will restart the full interior and exterior inspection program in 2018.

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 Margaret 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 part-time Bailiff to facilitate the orderly and safe operation of the courtroom, to serve subpoenas and eviction notices, and to immobilize vehicles. The Bailiff also serves as a Part-time Probation Officer.

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 \$6,000.

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 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. The Judge also officiates Weddings on Thursday afternoons as requested.



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 public safety 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 traffic citation for a violation of a city ordinance, 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 2016 to \$120 per case.)				
State	34% (approx)	0%	100%	34% (approx)
County	0%	25% (approx)	0%	0%
City	66% (approx)	75% (approx)	0%	66% (approx)

NOTES:

- 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 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 to 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.



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