

2018

City of Oakwood Annual Report



Shafor Park Tennis Facility

(See article on page 19)

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City Phone Numbers

CITY ADMINISTRATION

298-0600

City Manager
Clerk of Council

POLICE, FIRE & RESCUE

EMERGENCY **9-1-1**
NON-EMERGENCY **298-2122**

PUBLIC SAFETY

298-2122

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

FINANCE

298-0402

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

PUBLIC HEALTH

298-0600

PUBLIC AND PRIVATE PROPERTIES

297-2920

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

LEISURE SERVICES

298-0775

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

MUNICIPAL COURT

293-3058

Clerk of Courts
Small Claims Court & Traffic Violations

PERSONNEL/HUMAN RESOURCES

298-0411

Personnel Director

PUBLIC WORKS

298-0777

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

OAKWOOD SCHOOLS

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

OTHER FREQUENTLY CALLED NUMBERS

AT&T **1-866-505-1765**
Dayton Power & Light **331-3900**
Hills & Dales Shelter Rental Info **275-7275**
Kettering Inspection Dept. **296-2441**
Montgomery County Property
Tax Information **225-4010**
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, TV Tuner Ch. 5.03 and AT&T U-Verse 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. Also available on the website are Council meeting agendas, minutes and legislation.

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

Board of Health

Board of Zoning Appeals

Budget Review Committee

Comprehensive Planning Committee

Beautification 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 provides highlights of the previous year including information about community events and city services. The report addresses city projects and important issues facing our community. We deliver this report to every Oakwood residence and business to keep our citizens and business owners informed about their local government. Please take time to read this report to become better acquainted with how our city operates. You should find it interesting.

2018 was the 110th anniversary of Oakwood. We incorporated as a village in 1908 and became a city in 1931. With a population of about 9,200, Oakwood remains 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. On the back page of this report you will find our vision statement, and will see the heavy focus on citizens.

Here are some 2018 highlights:

- In March, we conducted our annual New Resident Breakfast at the Oakwood Community Center: City staff prepared a wonderful breakfast for about 100 new residents. This is always a very enjoyable event.
- In May, around 350 people participated in the 17th annual 5K CARE Walk and raised \$15,000 to support a cure for breast cancer. Since inception, the event has raised over \$250,000.
- 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 successful year featuring home-grown fruits and vegetables, home-produced and gourmet food items, and works of local artisans. The 2019 market opens in June and will operate from 9 am to 1 pm each Saturday through the summer and early fall.
- In August, over 300 people enjoyed a performance by the Oakwood High School Marching Band at John and MJ Gray's farm in Oakwood; Dorothy Lane Market celebrated its 70th anniversary; and hundreds of music lovers attended the 19th annual Giving Strings concert to benefit a local charity. The event raised about \$2,900.
- In October, more than 1,500 people walked in the 5th annual Out of Darkness Walk for suicide prevention. The event raised over \$60,000 in 2018 and over \$250,000 since inception.
- Also in October, we again conducted our community scarecrow building contest along Shafor Boulevard (Scarecrow Row) and had a great Family Fall Festival.
- In November, Oakwood Girl Scout Troup 30149 commissioned and raised money to pay for a veteran's memorial sculpture at Orchardly Park to commemorate the 100th anniversary of the end of World War I. This was part of their Silver Award project.

- In December, the Oakwood Historical Society sponsored its first-ever holiday home tour featuring homes on Schantz Avenue, Oakwood Avenue, Volusia Avenue and Southview Road. These homeowners are commended for the pride in their homes and for welcoming others to view these beautiful properties.

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.

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 Cook Park. Our natural areas include Loy Gardens, Elizabeth Gardens, Houk Stream and Centennial Park. Our recreation facilities include the Oakwood Community Center and Gardner Pool, the Dog Park at Creager Field, Irving Field, the Old River Sports Complex, 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 honored to serve with Vice Mayor Steve Byington, who is in his 12th year on City Council. I am also honored to serve with Rob Stephens and Anne Hilton, each of whom is in their 10th year on City Council, and with Chris Epley who is in his sixth 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.

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 dark ink, appearing to read "William D. Duncan".

William D. Duncan, Mayor



Message From City Manager Norbert Klopsch

Dear Fellow Citizens,

I am pleased to present this 2018 Annual Report. The report includes detailed information about each of the city departments. The charts, graphs and narrative give you an insight into the services that we provide to our Oakwood community, 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, and in keeping our roadways and public infrastructure well maintained. Our citizens believe in civic involvement and in supporting 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 be as efficient as possible. Our annual expenses went down each year between 2009 and 2014. Since 2014, our expenses have risen each year, but only to the degree that the 2018 spending was roughly the same as what we spent in 2011, and only about \$290,000 more than 2008 spending. Our 2019 budget for General City Services is about \$80,000 less than the 2018 budget. This demonstrates continued tight control on spending.

Our Water, Sanitary Sewer, Stormwater and Refuse services are 100% financed through user fees. All 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, 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 repairs, fuels)

Our city has a 35-member citizen Budget Review Committee (BRC). 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 from their community service.

Our local income tax provides the single largest amount of money to pay for city services, covering more than half of our costs. On January 2, 2018, and with unanimous endorsement by the citizen BRC, City Council passed an ordinance reducing to 90% the credit we give for taxes paid to other jurisdictions. This important action reduces the continuing loss of revenue each time other jurisdictions raise their tax rates, and ensures that all Oakwood residents with taxable income pay at least 0.25% to Oakwood. In 2018, about 55% of the total municipal taxes paid by our Oakwood residents went to other cities.

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

- 3.75 mill property tax: This tax issue was first approved in 2013, and the current effective mills is 3.33. The levy generates about \$1,060,000 annually. It costs about \$102 per year per \$100,000 of appraised home value. This issue was renewed by our voters with a 70% yes vote on November 6, 2018. This strong approval confirms that our citizens continue to believe that they get good value for their tax dollars.
- 2.72 mill property tax: This tax issue was first approved in 1992, and was last renewed in 2016, with a 72% yes vote. The current effective mills is now 1.40. It generates about \$460,000 annually and costs about \$48 per year per \$100,000 of appraised home value. I anticipate the issue can be again presented for renewal only (no new taxes) when it expires in 2021.

Of the total property tax paid in Oakwood, the distribution of effective millage for residential properties is currently as follows:

• Oakwood Schools:	68.4%
• Montgomery County Agencies:	21.7%
• City of Oakwood:	8.5%
• Wright Library:	1.4%

While we continuously seek to cut expenses, we remain committed to providing the finest city services.

- We 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.

2018



- 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 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 annual community celebrations such as the Ice Cream Social, Family Fall Festival and Holiday of Lights, and they beautify Oakwood each year with community landscaping and in maintaining our public trees.

Here are a few 2018 highlights:

- We again had a clean financial audit report. Finance Director Cindy Stafford, CPA and our finance department again received the Auditor of State Award for Excellence in Financial Reporting. Year after year, our finance department does an excellent job of managing and controlling city spending.
- We completed a major reconstruction of the Shafor Park Tennis Facility. See front cover and page 19 for details.
- We completed sidewalk upgrades in the southeast quadrant of Oakwood, the area bounded by Far Hills, Aberdeen, Shroyer and East, and we repaved several streets.
- 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 2018, 75% of Oakwood homes sold above the County appraised value.
- 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 through the quarterly household hazardous waste pick-up program, removing large quantities of paint, oils, pesticides and other such items from our city. Call 296-5155 for more information, and to schedule a pick-up. This is a free service offered by Oakwood Rotary Club volunteers. Please see oakwoodrotary.org for information about this excellent service club, or if you are interested in joining.
- In November, the Oakwood Rotary Club presented its Community Service Award to Kenneth Perkins and its Civic Leadership Award to Bill Frapwell. Kenneth has 28 years of public service in Oakwood and has distinguished himself as a man with a very strong work ethic and impeccable character. He is recognized on city staff and throughout the Oakwood community as an outstanding employee and leader. Bill has served on our citizen Budget Review Committee for over 25 years, the last 15 years as vice chair. He also served on the Oakwood Public Facilities Focus Group and the Oakwood Comprehensive Planning Committee. Bill has contributed to our Oakwood community in a significant way over a great number of years, all in a volunteer capacity.
- In December, our assistant finance director, Alice Young, received the Jesse Haines Award presented by Montgomery County Auditor Karl Keith. The award was established to acknowledge local government finance professionals who have served with distinction and integrity. Alice has served our city for over 40 years and was very deserving of this award.
- On December 31, 2018, Dr. Richard Garrison retired as our Health Commissioner. He served as Medical Director for our Oakwood Safety Department from 1983 until 2009, and as Oakwood Health Commissioner since 2007. His passion for service and keen understanding of the needs of the Oakwood community was recognized in all of his work and made him an invaluable asset to Oakwood. Dr. Stephen Enseleit succeeds Dr. Garrison. Dr. Enseleit is only our fifth Health Commissioner since our health department was established in 1931.
- Jeff Shulman retired as chair of our Planning Commission (PC) after serving our city for 18 years. Jeff was a tireless volunteer who epitomizes what it means to give back to the community in a meaningful way. He led the PC through many challenging public hearings, and expertly guided the PC in making sound land-use decisions for our community.
- Skip and Martha Ordeman stepped down as co-chairs of our annual Friends of Smith Gardens membership/fundraising drive. Under their 12 years of leadership, Friends of Smith Gardens raised nearly \$240,000 to maintain the beautiful public gardens. Steve Kelch succeeds Skip and Martha. Steve is the grandson of Carlton and Jeannette Smith, donors of the garden. This year we are celebrating the 45th anniversary of Smith Gardens as a public property.

2018 was another 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 blue ink, appearing to read "Norbert".

Norbert 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. Director of Personnel and Properties Jennifer Wilder and Code Enforcement Officer Ethan Kroger have primary responsibility for overseeing all land use and property maintenance.

Several construction projects are underway in Oakwood. What are these projects and what is the status of each one?

ELEMENT OAKWOOD



Construction is underway on the 84-unit Element Oakwood condominium project located in Pointe Oakwood along the lower portion of Old River Trail overlooking our Old River Sports Complex. The project consists of two (2), 42-unit buildings with an attached clubhouse and swimming pool. The developer is Hills Communities and they intend to have the buildings ready for occupancy during the second half of 2019.

RUSSELL WEALTH MANAGEMENT



Russell Wealth Management presented a revised building plan, gaining City Council approval in July 2018. Ground was broken in October 2018 for this new 2-story, 16,600 square foot office building which will serve as their company headquarters. Located on the 12-acre Sugar Camp campus, the building is slated for completion in 2019.

2600 FAR HILLS AVENUE



In April 2017, Kettering Health Network (KHN) purchased the 2600 Far Hills Avenue office building for the purpose of converting the space to medical offices and related support services. In 2019, KHN intends to move forward with an extensive rehabilitation of the existing building. As part of their plans, KHN also intends to add supporting parking in the immediate area.

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

PRE-SALE/RENTAL INSPECTION TOTALS

2014	2015	2016	2017	2018
333	420	416	399	378



The presale/rental inspection program has been in place for 50 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 and our home values.



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



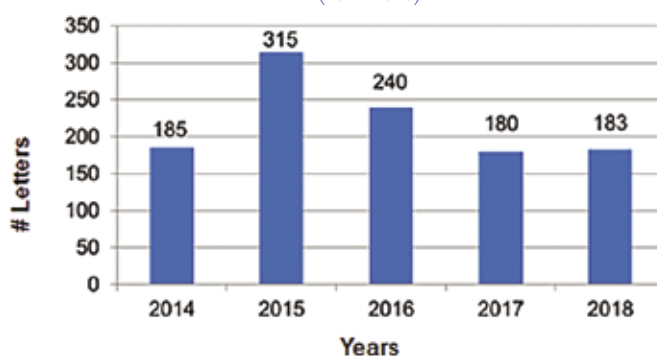
The Property Maintenance Code is designed to protect property values by encouraging property owners to maintain all structures and property consistent with a first-class residential community. Specifically, property owners are required to keep all property and premises in a clean, safe and sanitary condition.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

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

How many Property Maintenance Code violation letters were sent out during 2018? How does this compare with previous years?

Each spring, city staff conducts a drive-by inspection of all properties throughout the city of Oakwood. During 2018, the city sent out 183 letters advising property owners of Property Maintenance Code violations. The average number of letters sent during the past five years is 220.

City of Oakwood Property Maintenance Letters
(2014-2018)



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



Yes. The city has an ordinance in place that defines weeds or grass taller than eight inches in height as a public nuisance. If violations exist, the city places a placard on the front door or in the yard, and provides the owner five (5) days to cut the weeds or grass. If the weeds or grass are not cut, city public works employees perform the duty after normal work hours and the cost of the work is then 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 a permit can be issued?



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

What are the 2018 statistics for the most common types of Oakwood permits?

Type of Permit	Number of Permits	Estimated Value of Permitted Projects
Impervious Work on Private Property (Driveways, Patios, Walkways)	92	\$579,537
A/C Units/Heat Pumps	74	\$484,258
Fences/Retaining Walls	59	\$182,591
Accessory Structures (Garages, Storage Sheds, Decks, etc.)	25	\$106,356

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	May be needed	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	Yes	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	Yes*
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)	Yes	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.

2018



Public Safety

The Oakwood Public Safety Department is one of only approximately 32 fully consolidated police and fire departments in the country. It is led by Chief Alan Hill. Chief Hill is assisted by Captain Mike Jones, Captain Kevin Pruszyński, 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 two 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 2018 crime statistics compare to 2017? A breakdown of each category for 2017 and 2018 is as follows:

CRIME	2017		2018	
	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	3	3
Aggravated Assault	0	0	2	1
Burglary	1	1	2	2
Larceny	52	42	69	62
Auto Thefts	1	1	1	1
PART I TOTALS	55	45	77	69
OTHER MAJOR CRIMES				
Arson	0	0	0	0
Forgery, Fraud, Counterfeiting	21	19	12	11
Morals	2	1	0	0
Vandalism	1	1	0	0
Narcotics	12	10	13	11
Carrying Concealed Weapon	1	1	0	0
Simple Assault	1	1	9	8
OTHER CRIMES TOTALS	38	33	34	30
ALL MAJOR CRIMES TOTALS	93	78	111	99

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 2018. 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 differentiates itself from most police departments 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 53% of all larcenies that were reported from 2014 through 2018. Oakwood Public Safety Department investigators are more successful than the national average, where only approximately 22% of larcenies are cleared.

	2014	2015	2016	2017	2018
Total Larcenies	86	76	77	52	69
Clearances	41	23	12	42	62
Percent Cleared	47.7%	30.3%	15.6%	80.8%	89.9%

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
2014	16	184	22	0	3092
2015	19	190	29	0	2695
2016	10	174	19	0	2666
2017	14	182	14	0	2895
2018	8	115	18	0	2560

*Operating Vehicle under the Influence (formerly DUI).

In 2019, 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	22
Failure to Yield	18
Improper Backing	8
Failure to Control.....	20
Inattention	5
Improper Turn	3
Disobey Traffic Device.....	5
OVI.....	4
Snow/Ice	1
Hit & Run.....	29
TOTAL.....	115

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.

CITIZEN POLICE ACADEMY

In 2018, the Oakwood Public Safety Department hosted its first Citizen Police Academy (CPA). The CPA consists of a ten-week curriculum educating the participants on the functions of the Oakwood Public Safety Department. Classes meet one night per week for approximately two hours at the City Building, 30 Park Avenue.

Representatives from the Safety Department instruct a different subject each week with the goal of creating greater understanding of modern policing and its challenges. Topics covered during the academy include: Safety Department Orientation, Patrol Operations, Traffic Enforcement, Use of Force, Evidence Collection, and Fire Prevention/Education.

The CPA creates a unique opportunity for citizens to better understand the job of a Public Safety Officer and also serves as a way for Safety Department personnel to hear the needs and expectations of the community. The CPA is free of charge, and class size is limited to 12 students. Applicants must be an Oakwood resident or employed in the city of Oakwood, and must be at least 21 years of age. The 2019 CPA is scheduled to start September 11, 2019, and applications will be accepted beginning early summer.

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	2014	2015	2016	2017	2018	National Standard
Average Engine Response Time to Scene (min.)	4.17	4.20	3.98	4.25	4.27	6 Minutes
Average Cruiser Response Time to Scene (min.)	1.78	1.19	1.75	1.40	1.70	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
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
2018	108	21	85	2	\$95,000

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 2018, Oakwood responded to 12 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 into 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?

	2014	2015	2016	2017	2018
Total Medic Runs	487	568	475	499	420

ACTION TAKEN	2014	2015	2016	2017	2018
Removed by medic vehicle	418	478	357	390	323
Removed by police cruiser	1	0	0	0	5
Mutual aid provided*	13	30	70	57	39
No removal**	52	58	44	52	50
Dead on Arrival	3	2	4	0	3

* "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	2014	2015	2016	2017	2018
Removed by mutual aid*	0	17	1	0	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	2014	2015	2016	2017	2018
First unit on scene	4-6	1.73	2.20	2.10	1.80	1.80
Medic response time	12	2.51	3.25	2.80	2.90	3.00
Average on-scene time (medic)	None	13.43	14.10	13.90	13.70	10.50
Average run time	None	49.25	44.20	41.50	41.00	41.10

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	2014	2015	2016	2017	2018
Police	1227	2083	1328	1490	1748
Fire	1377	1046	711	1309	638
Rescue	527	667	416	340	449
Communications/General	29	28	21	24	248
TOTALS	3160	3824	2476	3163	3083

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 about 1,700 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?

	2014	2015	2016	2017	2018
Pool Membership	\$152,652	\$147,836	\$140,638	\$149,779	\$140,231
OCC/Health Center Membership Dues	70,191	70,792	73,069	67,913	64,499
Hollinger Tennis Center Membership	—	—	—	31,985	30,100
Sports Activities Fees	32,984	31,654	30,696	30,943	31,830
Pool Concessions	20,151	20,609	19,883	17,848	18,578
Dance Classes and Lessons	30,407	28,722	27,833	26,933	24,711
Old River Rentals	39,100	29,610	35,690	37,500	34,080
Smith Gardens	19,110	19,505	18,488	16,555	17,494
Exercise, Fitness Programs	22,238	22,238	21,920	22,702	21,404
Swim Lessons, Pool Passes	26,423	27,868	25,162	26,907	26,877
Tumbling, Gymnastics	4,044	4,343	4,550	1,196	N/A
Other Misc. Programs	67,929	65,027	70,040	89,002	70,166
TOTAL	\$485,229	\$468,204	\$467,969	\$519,263	\$479,970

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 2018 to help pay for Leisure Services programs was about \$486,000. 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 Village
- 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
- CPR Classes for Residents



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	\$17,827,828
Average street tree value	\$2,244/tree
Average park tree value	\$1,928/tree
2018 Expenses:	
Tree Removal and Pruning	\$54,548
Stump Removal	\$19,199
Johnny Appleseed Street Tree Planting Project (city portion)	\$6,887
Community Tree Planting	\$19,805
Emerald Ash Borer Treatment	\$29,997
TOTAL:	\$130,436

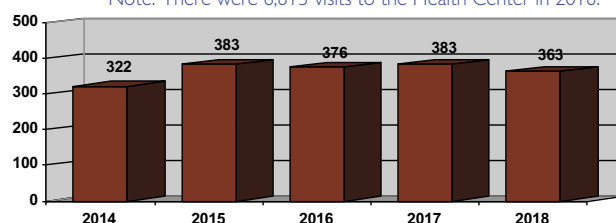
Annual memberships are an important indicator of citizen interest in Leisure Services offerings. How many Oakwood Community Center, Health Center and Pool memberships did we have during 2018 and how does this compare to previous years?

OCC Memberships	2,017
Health Center	363
Pool Memberships	661

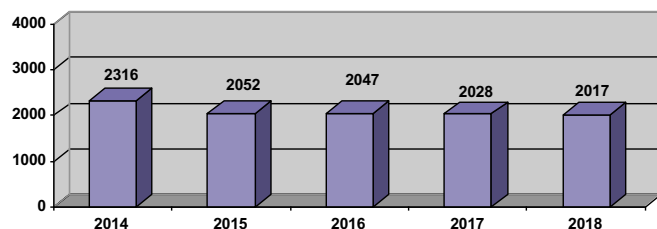
Note: We have approximately 9,200 citizens living in Oakwood.

HEALTH CENTER MEMBERSHIPS

Note: There were 6,813 visits to the Health Center in 2018.

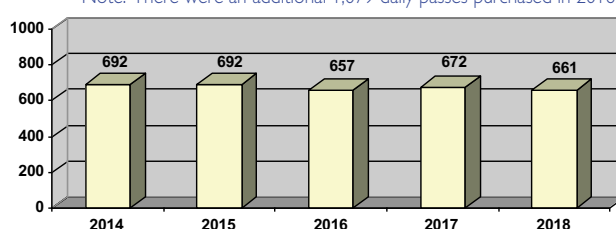


OCC MEMBERSHIPS



POOL MEMBERSHIPS

Note: There were an additional 1,079 daily passes purchased in 2018.



What are the benefits of purchasing an OCC Membership?

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

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

In 2018, there were 21,494 visits to the pool, which is an increase from 19,586 in 2017 due to the warmer weather. In addition to these visits, we also had 221 participants in our swim lessons and 176 members on the Oakwood Dolphins swim team. The pool also offers water aerobics and deep water workouts for adults with 46 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. 39 dogs thoroughly enjoyed the 2018 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 2018, 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 "Beauty and the Beast: Sing-A-Long Live Version". We look forward to continuing these programs.

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 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.

Under an agreement with the City, the Old River Sports Complex is the home of Oakwood United Soccer Club. Additionally, the facility is rented to non-city or non-school organizations. These include: Southwest Ohio Adult Soccer Association, Dayton Amateur Soccer League, Coerver Soccer Camp as well as others.

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 40 consecutive years, a total of 3,017 trees have been planted through this project at a total cost of \$385,932. The program is offered each year and includes a 50% discount to homeowners for trees that are planted in the rights-of-way. In 2018, the homeowners cost was between \$120 and \$150 for a 1 3/4" diameter tree. A total of 53 trees were planted through the 2018 Johnny Appleseed Street Tree Planting program.

I heard about the Family Fall Festival. What is it all about?

The Oakwood Family Fall Festival began in 2006 and has continued every year since then. It is a 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 2018, we had 20 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 2018?

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 Youth Wrestling Clinic, Oakwood Striders, Tricks of Magic 101, Guitar, How to be an Organized Kid, Music in Motion, Audio Storytelling, Intro to Aviation, Into the Garden, The Art of Listening and Mediation, Ultimate Frisbee Camp, Softball Clinic and Boys & Girls Lacrosse Camp.

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

The Oakwood Community Center is a very busy place right in the heart of our city! On average, we hold over 150 classes, programs and community events in which nearly 6,600 people participate annually. Over the course of the year we serve more than 55,000 people at the OCC, over 45,000 people in our beautiful parks, 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 2018 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. We have removed some ash trees in the city over the last few years, but that was done because of other insect activity or disease, or for other reasons, but not because of EAB.

How long has the City owned and maintained Smith Gardens?

This year we will celebrate the 45th anniversary of Smith Gardens as a public facility. In 1974, Mr. and Mrs. Carlton W. Smith donated the gardens, along with the house at 20 Walnut Lane, to the city of Oakwood. Under terms of the gift, the City sold the house and established an endowment fund to help pay costs to maintain the gardens.

I saw major construction underway around the OCC last summer and fall. What was that all about?

In 2018, the city of Oakwood completely rebuilt the Shafor Park Tennis Facility. The existing courts were over 60 years old and in need of total replacement. The new facility includes five tennis courts and a 25-space parking lot that serves the tennis courts, Gardner Memorial Swimming Pool, Shafor Park and the Oakwood Community Center. The project was completed as a joint venture with the Oakwood City Schools at a cost of about \$800,000. The city paid 75% of the cost and the schools paid 25%. As was the case in the past, this tennis facility is open to the general public year around, and is also the home of the Oakwood High School Tennis teams. We now have a beautiful new tennis facility that will serve our community and our Oakwood Schools for decades.



Shafor Park Tennis Courts
City of Oakwood | Site Diagram

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

In addition to his duties as city manager, Norbert Klopsch, P.E. directly oversees the Engineering and Public Works Department. The department includes a utility foreman, refuse foreman, roadway foreman, water production superintendent, engineering technician/foreman, department secretary, and 25 public works employees.

ENGINEERING:

The City 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 comprehensive recycling program, a bulk pickup program, year-round yard debris pickup, a dumpster program, 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.

Refuse and Recycling Program

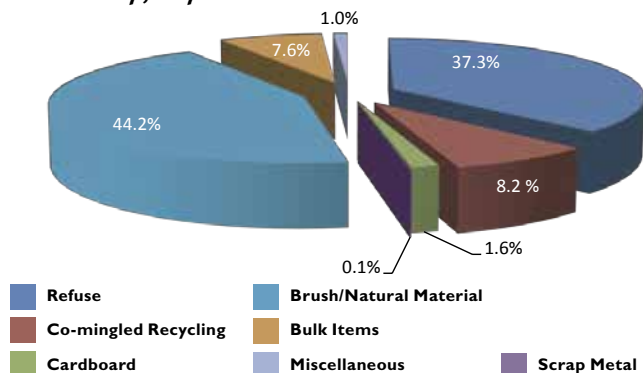
Our monthly residential refuse fee is \$30 per residential unit. The comprehensive Oakwood refuse program is funded entirely by fees and is not subsidized by our General Fund. Roughly 20-25% of our monthly refuse fees pay for yard debris and leaf (green waste) collection and disposal. The balance pays for disposal of household trash, bulk items and our recycling program. Details about the program are posted on the City website.

- **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.
- **Special Pickups** – All Oakwood property owners are entitled to two special pickups per calendar year at no cost. Additional pickups are charged at \$100 each. Special pickups are for large items only (e.g., furniture, appliances, etc.) and can be scheduled by calling 298-0777. If you are a tenant, you must coordinate your special pickups with the property owner. All items must be placed in an open area where the city bucket loader can safely access them, such as driveways away from structures and fences. In 2018, our Public Works Department completed 915 special pickups.



Refuse collection is one of the primary duties of the Public Works Department. What was the mix of our solid waste stream in 2018?

Total of 7,667 Tons Of Material Handled in 2018



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	661
Co-Mingled Recycling	(Less than 1% of total pick-ups)

In 2018, we had 423 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. Oakwood collects recyclables using scooters with divided dump beds – one side for regular trash and the other side for recyclables. Plastics, glass, paper, metal cans, and cardboard as described below are to be co-mingled in one or more containers marked as recyclables. All items should be clean and free of food and grease. Please make sure that co-mingled recyclable products are placed loosely in the properly marked container. The items should not be placed in plastic bags. Free “Recyclables” stickers to mark containers are available at City Hall or at the Foell Public Works Center. *It is increasingly important that our co-mingled recycling stream contains only recyclable materials. In years past, the guidance was “when in doubt, throw it in the recycling container”. The guidance now is “learn what is recyclable and what is not, but when in doubt, throw it in the regular trash”. The success of recycling and the recycling markets is largely dependent on the quality of the recycling stream. It costs less to dispose of recyclable material than it does normal landfill trash, so we encourage all Oakwood residents to maximize recycling.*

- **ACCEPTABLE PLASTICS:** Small containers and bottles that have a small mouth and a wider base, such as plastic milk containers, soft drink bottles, jugs, detergent & water bottles and shampoo containers. Empty and crush.

UNACCEPTABLE PLASTIC ITEMS: Plastic items without a bottle neck, plastic tubs, trays & cups, plastic cutlery, clamshell plastic containers, plastic bags, straws, toothbrushes, coffee cup lids, plastic toys & bikes, plastic buckets and plastic wrap. Also, foam and polystyrene are presently not recyclable and should be placed in with the regular trash. Please place loose foam packing material in bags before placing it in with your regular trash so that it does not fly out of our refuse scooters and then blow around your neighborhood.

- **ACCEPTABLE GLASS BOTTLES AND JARS:** All colors of glass bottles and jars. Lids and locking rings should be removed, if possible.

UNACCEPTABLE GLASS ITEMS: Ceramic & porcelain, drinking glasses, window glass, mirrors, light bulbs and dishware.

- **ACCEPTABLE METAL BEVERAGE AND FOOD CANS:** Aluminum, steel, bi-metal cans, and empty aerosol cans are recyclable. Lids and tips should be removed.

UNACCEPTABLE METAL ITEMS: Needles, sharps & medical equipment, metal hangers, metal pots, pans & pipes and metal wire.

- **ACCEPTABLE NEWSPAPERS/PAPER:** Newspapers may be co-mingled with all other recyclables. You may also include junk mail, glossy inserts, magazines, catalogs, telephone books, copier paper and all other clean paper products.

UNACCEPTABLE PAPER ITEMS: Paper plates & cups, take-out coffee cups, hardbound books, tissues, laminated paper, photos, photo paper or specially treated paper, toilet paper, paper towels or contaminated items.

- **ACCEPTABLE CARDBOARD/CARTONS:** Cardboard and carton items including cereal, pasta, cookie and cracker boxes, food and beverage cartons, gift boxes, mailing tubes, corrugated cardboard and brown paper bags may be co-mingled with all other recyclables. Please cut or break down boxes and remove plastic items that may be affixed to the cardboard.

NOTE: Large quantities of the cardboard/carton items listed above should be dropped off in the containers at the Creager Field parking lot. These containers are available 24-7.

The Following Specific Items SHOULD NOT Be Included With Your Co-Mingled Recyclables

• Plastic bags	• Car parts	• Styrofoam
• Hoses & chains	• Electronics	• Batteries
• Scrap metal	• Wood & yard waste	
• Clothing & sheets	• Cassette & VHS tapes	
• Coat hangers	• Paint cans (spray & liquid)	
• Pressurized tanks	• Anything exposed to gas or oil	
• Hazardous or flammable material		

Please visit the following websites for more information on recycling:
www.mcswd.org (Montgomery County Solid Waste District)
www.rumpke.com/for-your-home/recycling/acceptable-items (Rumpke)

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?

	2014	2015	2016	2017	2018
Tons of Salt	818	326	315	232	694
Overtime hours	790	123	146	186	485

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, and have been doing it ever since. We do not, however, apply deicing salt to sidewalks. The plowing is a unique service 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.

Where does the city get its water?

Oakwood has eight water production wells and three water treatment plants. We produced 99.58% of our own water in 2018. 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	2014	2015	2016	2017	2018
In million gallons	414	427	395	372	425

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 2018 our annual average daily water use was 1.164 million gallons. Our highest daily water use was 2.308 million gallons on July 14. Our single lowest daily water use was 0.649 million gallons on November 16.

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 sidewalk and roadway infrastructure projects were completed in 2018 and what did they cost?

Project	Cost
Concrete Roadways, Curbs, Sidewalks and Driveway Apron Repair	\$292,000
Asphalt Pavement Resurfacing	\$227,000

The following asphalt streets were resurfaced in 2018:

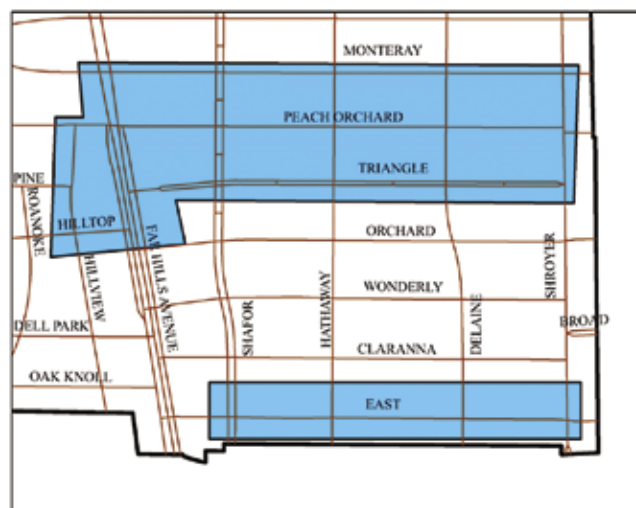
- Hadley Road
- Hadley Avenue
- Wiltshire Boulevard
- Deep Hollow Road
- Acorn Drive between Dellwood and Patterson

Our 2018 sidewalk, curb and driveway apron repair project was completed in the area bounded by Far Hills, Aberdeen, Shroyer and East Drive. The purpose of the program is to maintain the concrete structures located within the city rights-of-way in good, safe condition.

Did Vectren replace gas pipes around town in 2018?

Yes. Between May and October of 2018, Vectren replaced underground gas distribution pipes and home service lines in the Oakwood neighborhoods identified in blue on the map below. The work in the northern section bounded by Monterey, Shroyer, Triangle and Hillview involved installing new polyethylene pipes in place of old steel and cast iron pipes. The work along East Drive between Shafor and Shroyer involved the same construction as the northern section, and also included the installation of a new 16 inch diameter primary gas supply line. The large gas supply line replaced an existing line of equal size. In both work areas, Vectren also moved indoor gas meters to outside wall locations. This is the continuation of a multi-year Vectren infrastructure replacement project in Oakwood.

**2018 VECTREN
GAS LINE REPLACEMENT PROJECT**





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

Funding	2019	2020	2021	2022	2023	Total
Annual Asphalt Pavement Program	450,000	450,000	450,000	450,000	450,000	2,250,000
Concrete Street Repair	100,000	100,000	100,000	100,000	100,000	500,000
Traffic Signal Head Replacement			20,000			20,000
Total	550,000	550,000	570,000	550,000	550,000	2,770,000

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 2018, we spent about \$280,000 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.

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.

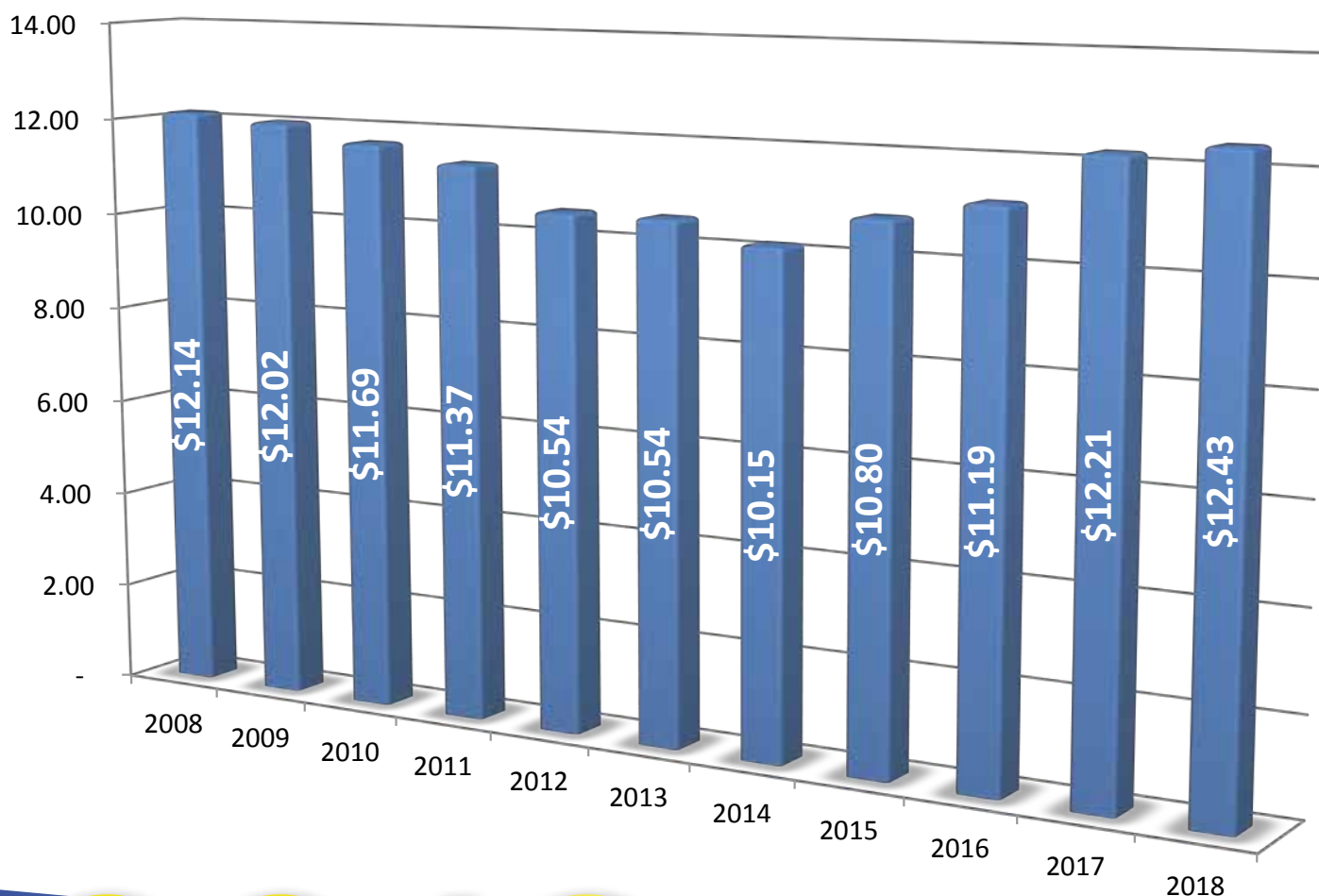
How do the Refuse, Water, Sanitary Sewer, Stormwater and General City Services Fund Budgets function?

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.

Have we been prudent with spending public funds?

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 costs. 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. In 2018, we spent about \$800,000 on the Shafor Park Tennis Court Facility project, of which \$200,000 was reimbursed by the Oakwood Schools.

ACTUAL EXPENDITURES FOR PAST 11 YEARS





What is the City's annual budget?

Shown below are the 2019 budget figures for the five fund classifications.

Fund Classification	Balance 01/01/19	Estimated Revenue	Estimated Expenditures	Estimated Balance 12/31/19
General City Services	11,134,316	13,009,892	12,966,921	11,177,287
Refuse Fund	534,700	1,375,400	1,532,666	377,434
Water Utility Funds	1,197,361	1,172,800	1,409,302	960,859
Sanitary Sewer Utility Funds	1,060,321	1,798,900	1,588,850	1,270,371
Stormwater Utility Funds	270,174	328,900	362,641	236,433

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 2019 property tax collections is 98.38, as compared to the 2018 residential total effective millage rate of 97.75. The increase is a result of the passage of Five Rivers Metro Parks levy in November 2018. 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 (17%), Oakwood City Schools (47%) and the city of Oakwood (36%).

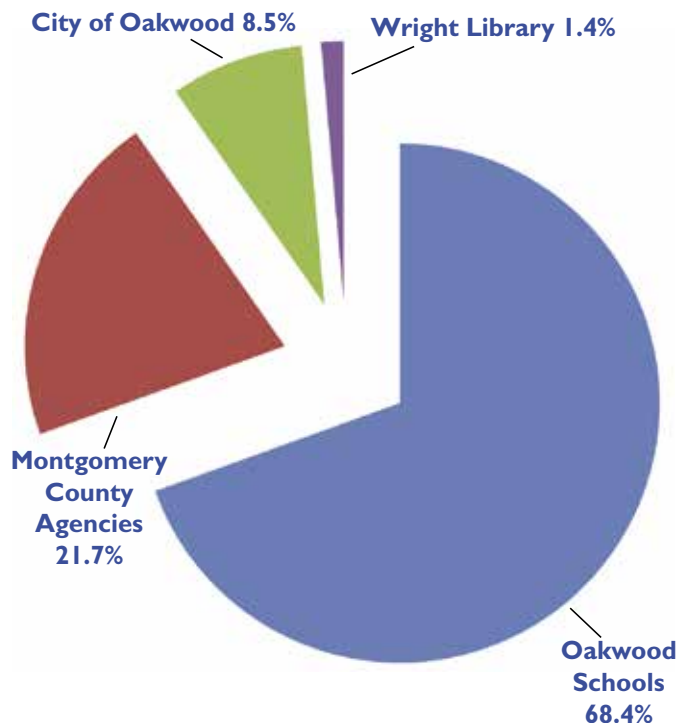
Outside millage (approved by voters) – the tax rate proposed by government entities (e.g., county, city, schools, Wright Library, Sinclair, Human Services) and approved by citizen vote.

The current total effective millage of 98.38 is shared by the organizations shown below. The property taxes paid by Oakwood residents in 2019 are calculated based on this millage distribution.

	Inside Mill.	Outside Mill.	Total Mill.
Oakwood City Schools	4.72	62.54	67.26
Human Services*	0.00	13.50	13.50
Sinclair Community College	0.00	3.98	3.98
Five Rivers Metro Parks	0.00	2.00	2.00
City of Oakwood	3.58	4.74	8.32
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	88.38	98.38

*This is money that supports the County Human Services Programs (e.g., ADAMHS Board for Montgomery County, Montgomery County Children Services, Public Health – Dayton & Montgomery County).

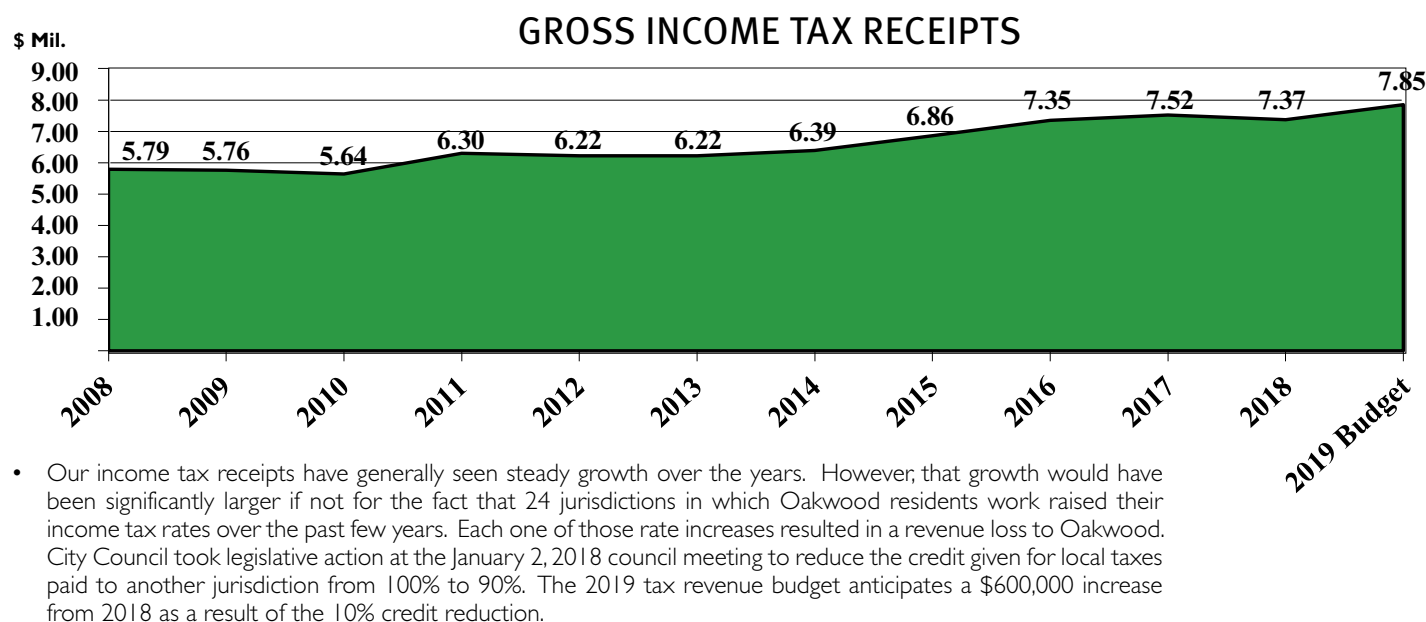
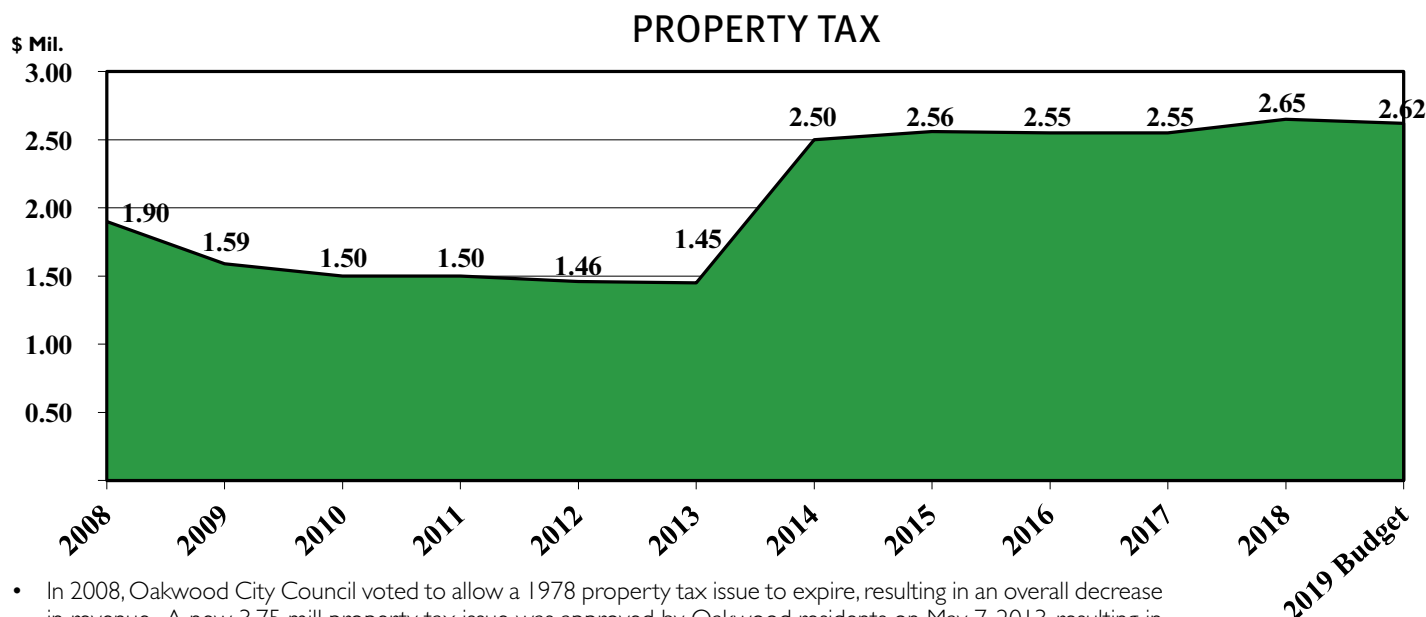
2019 PROPERTY TAX BREAKDOWN



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 all of your 2.5% local taxes go to Oakwood. If you work in a jurisdiction with a municipal income tax (e.g., Dayton – 2.5%; Moraine – 2.5%; Kettering – 2.25%; Centerville – 2.25%) then most of your local tax goes to the other communities. Oakwood had 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 the past 10 years?



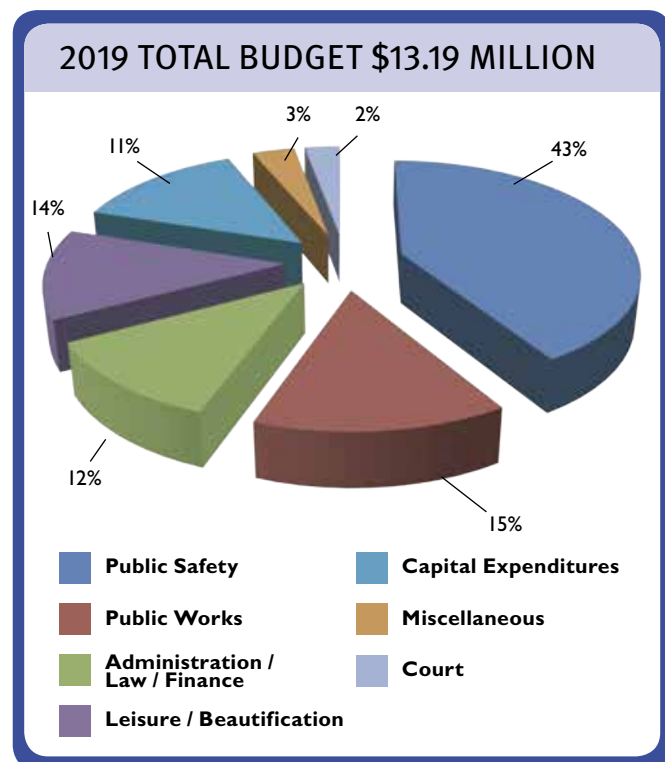


What has been our rate of growth in spending over the years?

In 1991 we spent \$7.9 million in providing city services. In 2018 we spent \$13.6 million. This represents a 2.58% rate of growth. This is very close to the average annual CPI (inflation) of 2.30% during this twenty-eight 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.



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

Beginning Year Fund Balances

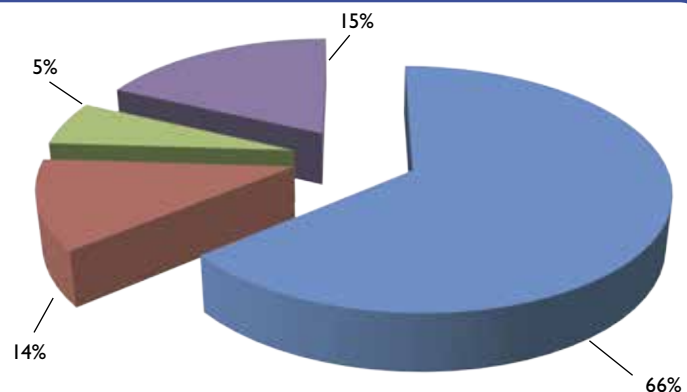


The above figures do not include the cash we had on hand to cover the city's short-term debt, all of which was paid off in 2013.

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-funded operation; 3) Paying for storm sewer operations through a stormwater utility with monthly fees; 4) Approval of a 3.75 mill property tax in 2013; and some increases in income tax collections. The slight drop in 2019 is the result of the decrease in income taxes which was caused by other communities raising their tax rates..

What are the different categories of expenditures incurred by the City, and what percentage of the total was expended in each category for 2018?

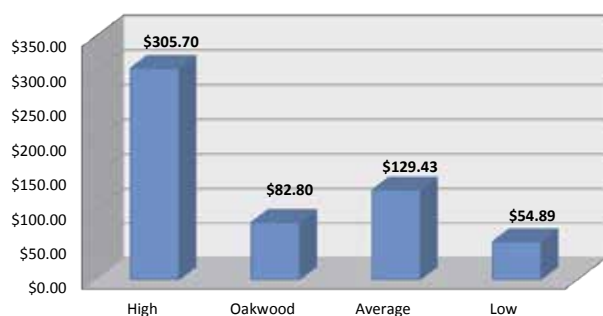
- Personnel Services
- Contractual Services
- Materials & Supplies
- Capital Outlay



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

Based on the 2018 rate survey, our water rates are the 7th lowest out of 66 jurisdictions. Our target beginning year water fund balance is \$1.0M. We started 2019 at \$1.20M, in good shape. We last raised water rates in 2017.

Annual Water Rate Survey



Our sanitary sewer rates rank 47th lowest out of 63 jurisdictions. Unlike our water system, which is 100% run by Oakwood, about 70% 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 last 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 2019 with a \$1,060,000 balance, right on target.

Annual Sanitary Sewer Rate Survey



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

The city of Oakwood partners with InvoiceCloud to offer an easy-to-use payment portal for our citizens to make credit card, debit card, or electronic check payments. Credit or debit card payments for utility bills only may also be made by calling 1-844-892-9642. A convenience fee will be added by InvoiceCloud 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 credit card payments as it has in the past, with no convenience fee. OCC payments may also be made through the payment portal.

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 payment portal. The payment portal can be accessed through the City's website at www.oakwoodohio.gov. To register on the portal, you will need your Oakwood water/sewer/stormwater/refuse account number (printed on your monthly statement) and a valid e-mail address. Direct and automatic payment of your monthly utility bill through an ACH (Automatic Clearing House) is also a simple process. Complete a "Utility Bill Authorization Form" (available at the City Building or on the City's website under the Water/Sewer/Stormwater/Refuse Department tab). The completed form will authorize the City to process a withdrawal from your bank account in the amount of your current bill on the due date each month. You will still receive an invoice either by e-mail (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.

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 the city's residential Pre-Sale Inspection Program?

For 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 and did not charge an inspection fee. All other Pre-Sale Inspection Program requirements remained in effect.

City Council adopted a revised version of the Pre-Sale Inspection Program ordinance on July 5, 2016, which was approved by the federal court and implemented on April 2, 2018. The revised ordinance did not substantially change the program. It merely added 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.

Litigation of this case concluded in October of 2018. The Pre-Sale Inspection Program, which includes both interior and exterior code-compliance inspections, continues in full force and effect as an important component in ensuring that Oakwood properties remain safe and retain their value.

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 M. Quinn was elected to a six year term of office beginning January 2, 2014. Her responsibilities as judge include the appointment of a Clerk and Deputy Clerk of Court, and the appointment and supervision of a Courtroom Bailiff who also serves as a part-time Probation officer of the Court.

In 2014, Judge Quinn initiated a security assessment of the Oakwood Municipal Court, which was 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 later 2014, including the formation of a Court Security Committee to review and update court security on an ongoing basis.

In 2016 and 2017 the Court applied for, and ultimately was awarded, a grant from the State of Ohio for approximately \$117,000.00. This grant covered the purchase of new computers and operating systems that enable the Court and Clerk's Office to more accurately and efficiently maintain court files and reporting obligations to the State of Ohio, Ohio BMV and others.

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, 8:00 am – 5:00 pm. Non-jury, criminal and traffic proceedings convene at 8:30 am on Thursdays of each week, and throughout the week as needed. Jury trials are scheduled throughout as necessary. 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 are set for Thursday afternoon's and as needed to accommodate the schedules of those involved. The Judge is available (and enjoys) to officiate weddings. Wedding ceremonies are scheduled for Thursday afternoons.



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

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

Does Oakwood have a jail?

Yes, and it includes two cells. However, our jail is classified as a Temporary Holding Facility ("THF") meaning that we may only incarcerate a prisoner for a maximum period of six hours. Given the availability and close proximity of the Montgomery County jail, and Kettering jail for male prisoners, this THF meets our needs.

When a person pays a 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 Costs Seat Belts
(Criminal and traffic court costs were increased in 2018 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:

- 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.
- 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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