

Oakwood, Ohio
October 20, 2020

The Oakwood citizen Budget Review Committee (BRC) met at 5:30 p.m. on Tuesday, October 20, 2020. The meeting took place in the Great Room of the Oakwood Community Center, 105 Patterson Road.

The following people attended:

Budget Review Committee

In-person:

Bill Frapwell
Howard Boose
Leigh Turben
Amanda Malusky Krauss
Mark Risley
Bill Rieger
John Gray
Ellen Fodge
Jim Broz

Via Zoom:

Kristina Marcus
Dave Dickerson
Fred Dudding
Bill Meyer
AJ Lewis
Cait Botschner
Ella Himes
Doug Kinsey
Megan Kavanaugh
Nicolle Motto
Beth Ritzert
Mike Ruestschle
Steve Brooks
Susie Elliott

Oakwood City Council

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

City Staff

City Manager Norbert Klopsch
Leisure Services Director Carol Collins
Finance Director Cindy Stafford
Public Safety Director Alan Hill
Law Director Rob Jacques
Personnel and Properties Director Jennifer Wilder
Engineering and Public Works Director Doug Spitler

Mayor Bill Duncan opened the meeting with a welcome and then introduced the following four new BRC members:

Amanda Malusky Krauss, Precinct A
Kristina Marcus, Precinct A
AJ Lewis, Precinct C
Nicole Motto, Precinct F

Mayor Duncan then invited City Manager Norbert Klopsch to deliver the presentation. Mr. Klopsch began by noting that all committee members had received a copy of the minutes of the December 3, 2019 meeting, and asked if there were any requested edits. There being none, Mr. Klopsch asked for a motion to approve those minutes. Motion to approve by Fred Dudding; second by Howard Boose. Upon viva voce vote, motion passed and the minutes were approved.

Mr. Klopsch commented on the City's response to the COVID-19 pandemic:

- Public Safety: All actions and decisions in regard to managing the city and delivery of public services over the past eight months were made with health, welfare and safety as the primary consideration.
- CDC/ODH/PHDMC Orders and Guidelines: City staff closely monitors all health orders and guidelines to ensure strict compliance.
- Essential Public Services: Most of the city services are deemed essential, and have been maintained on a daily basis through the pandemic.
- Other Public Services: Some public services, particularly from the Oakwood Community Center (OCC), were modified in compliance with public health orders and guidelines. Staff worked hard to find creative ways to provide these OCC services, such as operating Gardner Memorial Pool, recognizing that they, while perhaps not essential, can impact quality of life.
- Personnel: City employees have done a good job of balancing their responsibilities of working each day to provide public services against their own concerns about the COVID-19 virus.

Mr. Klopsch then delivered the following presentation:

- 2019 FINANCIAL AUDIT: The city again received the Auditor of State Award for excellence in financial reporting. The city has received this award in eight of the last ten years. This award goes to less than 10% of the jurisdictions audited statewide, and is a testament to the fine work of Finance Director Cindy Stafford, CPA, and her Finance Department staff.
- 2020 CAPITAL PROJECTS/EXPENSES: The following are the 2020 capital projects/expenses. The first cost figure shown for each item is the budgeted amount and the second is the actual cost. Several of the projects/expenses have been deferred due to financial concerns relating to the pandemic.
 - *General City Services*:
 - Extraction and Stabilization Tools: \$50,000; \$50,000
 - S-22 1994 John Deere Sidewalk Tractor Replacement: \$20,000; deferred
 - OCC Recreation Program Software: \$55,000; \$7,000
 - Gardner Pool Deck and Wall Replacement: \$145,000; deferred
 - Gardner Pool Diving Board Platform and Life Guard Stands: \$22,000; deferred
 - Storage Building at Public Works Department: \$150,000; deferred
 - #20 Safety Officer Vehicle, 2011 Dodge Charger Replacement: \$52,000; \$53,000

- #85 Safety Captain Vehicle, 2008 Ford Explorer Replacement: \$32,000; \$31,000
 - S-67 2001 Leisure Services/Beautification Truck, 4wd w/Dump Bed Replacement: \$37,000; deferred
 - S-95 2001 Street Maintenance Service Truck Replacement: \$85,000; \$84,000
 - Far Hills Business District Landscape Improvements: \$25,000; deferred
 - Asphalt Street Program: \$200,000; \$191,000
 - Concrete Street Program: \$200,000; \$184,000
 - Sidewalk, Curb and Driveway Apron Repairs: \$175,000; \$136,000
- *Refuse Operations:*
 - S-05 2004 Refuse Scooter Replacement: \$20,000; pending
 - S-79 2008 Split Blade Refuse Packer Replacement: \$300,000; \$246,000
- *Water Utility:*
 - Upgrade of 210 Shafor Water Plant Controls: \$30,000; \$30,000
 - Storm Drain Replacement: \$49,000
- *Sanitary Sewer Utility:*
 - W-10 2002 Sewer Vactor Replacement: \$330,000; \$391,000
- *Stormwater Utility:*
 - Ridgewood Storm Sewer Improvement: \$160,000; \$74,340
- 2020 FINANCIAL REPORT THROUGH SEPTEMBER: Mr. Klopsch noted that General City Services receipts through September are at 83% of budget, while disbursements are at 64% of budget. Refuse Fund receipts through September are at 78% of budget and disbursements are at 58% of budget. Water Utility Fund receipts through September are at 77% of budget and disbursements are at 66% of budget. Sanitary Sewer Utility receipts through September are at 81% of budget and disbursements are at 50% of budget. Stormwater Utility receipts through September are at 74% of budget and disbursements are at 41% of budget.
- MUNICIPAL INCOME TAXES: Gross Income Tax collections through September are about \$220,000 above September 2019. This is somewhat surprising given the statewide shutdown that took place during the early part of the pandemic. About 58% of the 2020 gross income tax collections are generated based in 2020 earned income; 37% is based on 2019 earned income; and 5% is collections on delinquent accounts from years before 2019.
- PROPERTY TAX LEVIES: The city has two voted property tax issues. Staff believes that both can be considered for renewal when they next expire, meaning no new taxes.
 - 2.72 Mill Property Tax:
 - The tax issue was first approved in November 1991.
 - It has a five year term and started generating revenue in 1992.
 - The current effective mills is 1.40.

- The tax issue raises about \$460,000 annually.
 - The tax on a \$200,000 value home is about \$97 annually.
 - The next renewal is November 2021.
- 3.75 Mill Property Tax:
- The tax issue was first approved in May 2013.
 - It has a five year term and started generating revenue in 2014.
 - The current effective mills is 3.33.
 - The tax issue raises about \$1,050,000 annually.
 - The tax on a \$200,000 value home is about \$203 annually.
 - The next renewal is November 2023.
- FINANCIAL IMPACT OF COVID-19: Mr. Klopsch commented on the revenue losses attributable to COVID-19. The single biggest loss was expected to be from the municipal income tax. That loss has not yet materialized and it is impossible to determine the possible loss amount in 2021. It may be much less than what was estimated several months ago. The financial impact of the statewide shutdown is highly dependent on the composition of a community, and on the types of businesses and industries in operation.
 - CARES ACT FUNDING: Mr. Klopsch reported that the city received \$515,000 in CARES Act money and is working carefully to ensure that the funding is used in full compliance with all federal and state requirements. The funding is provided by the Federal Government and is distributed through the State of Ohio. The city has already adopted the required legislation necessary to receive and use the funds. The city has committed \$213,000 as follows:

➤ Personnel:	\$23,000
➤ Materials and Supplies:	\$20,000
➤ IT Consultants for VPN:	\$9,000
➤ Office Counter Barriers:	\$5,000
➤ LifePak-15 Heart Machine:	\$20,000
➤ Touchless Water Faucets:	\$19,000
➤ City Building Remote Meeting Technology:	\$40,000
➤ OCC Remote Meeting Technology:	\$43,000
➤ Touchless Door Entry Systems:	\$34,000
Total Spent:	<u>\$213,000</u>
- The remaining \$302,000 will be used to offset personnel expenses in the Public Safety Department.
- 2021 PROPOSED CAPITAL PROJECTS/EXPENSES: The following specific capital expenses are proposed for the 2021 Budget:
 - *General City Services:*
 - Electric Vehicle Charging Station: \$24,000
 - In-car and Body Cameras: \$120,000
 - Public Safety Radio System Upgrade: 45,000

- Public Safety Soft Body Armor Replacement: \$20,000
 - S-45 2011 Riding Mower Replacement: \$15,000
 - Storage Building/Shop at Public Works: \$175,000
 - S-67 2001 Leisure Services/Beautification Truck, 4wd w/Dump Bed Replacement: \$43,000
 - S-69 2005 Street Maintenance Truck Replacement: \$35,000
 - S-71 2008 Leisure Services/Beautification Truck Replacement: \$30,000
 - Orchardly Park Safety Surface Replacement: \$55,000
 - Orchardly Park Splash Pad Repair: \$38,000
 - Orchardly Park Tennis Court Repairs: \$16,000
 - Asphalt Street Program: \$200,000
 - Concrete Street Repairs: \$0 (no 2021 project)
 - Sidewalk, Curb & Drive Apron Project: \$0 (no 2021 project)
 - Resurface Shafor Park Tennis Courts: \$0 (project to be completed under warranty)
- *Refuse Operations:*
- S-9, 2002 Refuse Scooter Replacement: \$35,000
- *Water Utility:*
- AMR Software Upgrade: 35,000
- *Sanitary Sewer Utility:*
- Sanitary Sewer Improvements: \$50,000
 - AMR Software Upgrade: 35,000
 - S-86 2004 Multi-lift Dump Truck w/ Plow and Salt Spreader Replacement: \$150,000
- *Stormwater Utility:*
- Far Hills Stormwater Inlet Repairs: \$70,000

Mr. Klopsch invited Public Safety Director Alan Hill to make a presentation on in-car and body cameras. These cameras are included in the proposed 2021 capital program, at a cost of \$120,000.

Chief Hill provided a history of the use of cameras in policing and how their use is becoming commonplace nationally, almost an industry standard. Cameras protect police officers and citizens involved in policing incidents. They serve as an important tool in maintaining community trust and departmental transparency. Chief Hill commented on a small committee of local police chiefs who are meeting with representatives of the Dayton Unit of the NAACP to discuss the NAACP's eight policy matters/recommendations developed following the killing of George Floyd in Minneapolis. The committee has had a productive dialogue thus far. It plans to meet again on October 29, and to conduct a joint press conference on November 9 focusing on the NAACP 8-point strategy.

- OAKWOOD INCLUSION COALITION: Mr. Klopsch discussed the mission and purpose of the Oakwood Inclusion Coalition (OIC). The OIC is a citizen-driven organization with the following mission:

MISSION: The mission of the OIC is to study, promote, and celebrate an inclusive, equitable, diverse and welcoming environment and community for everyone who lives, works, visits, or passes through Oakwood. The purpose of the OIC is as follows:

PURPOSE: The purpose of the OIC is to foster an inclusive community through education, development of programs and projects, communication initiatives, and regular attention to matters of intra- and intercommunity relations. The OIC is an organization of government, school, and library officials, private citizens, faith, ethnic and cultural leaders, and representatives from the business and media communities in the Oakwood area and beyond. Volunteer officers manage the organization and receive no compensation. While the OIC will deliver a report annually to the Oakwood City Council, the Oakwood School Board and the Board of the Wright Memorial Public Library, no substantial part of the OIC's activities or reporting shall involve the purpose of influencing, modifying, or suspending city, school or library legislation or policies. The organization shall not participate in, or otherwise intervene in any political campaign on behalf of any candidate for public office or any issue put to vote before the public.

The City, School and Library passed resolutions recognizing the establishment of the OIC, expressing strong support for the mission and purpose as stated in the establishing document; and stating that the city, schools, library will follow the work of the OIC with representative participation.

There being no other business, at 7 p.m. Mayor Duncan and Mr. Klopsch thanked the committee members for their service and the meeting was adjourned.


Chairman