

Oakwood, Ohio
October 19, 2021

The Oakwood citizen Budget Review Committee (BRC) met at 5:30 p.m. on Tuesday, October 19, 2021. The meeting took place in the Great Room of the Oakwood Community Center, 105 Patterson Road, and was available via the Zoom.com remote teleconferencing platform.

The following people attended:

Budget Review Committee

In-person:

Bill Frapwell, Vice Chair
Howard Boose
William Meyer
John Gray
James Broz
Mark Risley
Steve Brooks
Erika Endsley
Bill Rieger
Dan Ferneding
Sarah Waechter
Megan O'Leary
Elizabeth Kussman

Via Zoom:

Amanda Krauss
Kristina Marcus
Susan Elliott
Doug Kinsey
Ella Himes
Chas Kidwell

Oakwood City Council

In-person:

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

City Staff

In-person:

City Manager Norbert Klopsch
Leisure Services Director Carol Collins
Finance Director Cindy Stafford
Law Director Rob Jacques
Engineering & Public Works Director Doug Spitler
Public Safety Captain Kevin Pruszynski

Mayor Duncan opened the meeting with a welcome and word of thanks to committee members for their community service. He then asked if there were any suggested edits to the minutes of the June 1, 2021 committee meeting. There being no suggested edits, Mayor Duncan asked for a

motion to approve the minutes as written. Motion by Howard Boose; second by John Gray. Upon viva voce vote, motion passed and the minutes were approved.

Mayor Duncan then invited City Manager Norbert Klopsch to deliver the meeting presentation.

Mr. Klopsch welcomed the committee members and mentioned that Finance Director Cindy Stafford will assist him in making the presentation. Mr. Klopsch began the presentation by stating that the proposed 2022 General City Services budget is as follows:

Revenue:	\$15,652,995
Expenses:	<u>\$15,046,750</u>
	\$606,245

2022 will be the fourth year in a row where budgeted revenue exceeds budgeted expenses.

Mr. Klopsch then made some general comments about the current state of Oakwood.

- PUBLIC SAFETY OFFICER JESSE SCHAFFER: Mr. Klopsch shared the sad news of the sudden death of Public Safety Officer Jesse Schaffer. PSO Schaffer took his own life on September 28. He joined the Safety Department in May 2018. Prior to joining the department, PSO Schaffer served in the United States Marine Corps, and was a Trooper with Ohio State Highway Patrol. According to the National Institute of Mental Health, statistics show that approximately 20% (51.5 million) of U.S. adults experienced a mental health condition in 2019, and 10% of all law enforcement calls for service involve a person with a mental illness. In 2021, the Oakwood Public Safety Department implemented a series of trainings focused on mental health in an effort to equip every officer and dispatcher with the necessary skills to safely and effectively do their job. These trainings include Crisis Intervention Training for Lieutenants and Dispatchers; Talk Saves Lives Presentation; Applied Suicide Intervention Skills Training (ASIST); and Mental Health First Aid training for Public Safety Officers.
- COMMENDATION: Last April, Niche.com, based in Pittsburgh, PA, ranked Oakwood as the “Best Place to Live in Ohio”. The Ohio Senate sent Oakwood a commendation recognizing this award.
- DECENNIAL CENSUS: The 2020 Census data was released in August. It reports that the population in Oakwood grew by 4.02%. Oakwood gained 370 residents... rising from 9,202 to 9,572. This is primarily attributed to the Pointe Oakwood residential development, including Element Oakwood condominiums.
- SHAFOR PARK TENNIS FACILITY: The Shafor Park Tennis Courts were repaired over the summer. The repair work included resurfacing all five tennis courts. The work was originally scheduled to take place last year, but was delayed due to the COVID-19 pandemic. The work was done to address court surface failures and was completed under warranty. The courts were rebuilt in 2018, but are now again rebuilt. The courts are owned and operated by the city as a public facility, and also serve as the Home of Oakwood High School Tennis. The city and schools shared the cost of rebuilding the courts in 2018 with

the city paying 75% and the schools 25%, and will share the cost of maintaining the courts at the same 75/25 split.

- 2020 FINANCIAL AUDIT: The City again received the Auditor of State Award for excellence in financial reporting. The award is a testament to the fine work of Finance Director Cindy Stafford, CPA, and her Finance Department staff. About 8% of the agencies audited statewide receive this recognition.
- VECTREN (CENTERPOINT) GAS LINE PROJECT: The multi-year Vectren gas line project that began in 2010 is scheduled for completion in 2023. This is a project to replace the original bare steel and cast-iron gas distribution pipeline infrastructure and gas services to each property. When completed, all underground natural gas lines in Oakwood will have been renewed.
- FIBER OPTIC INSTALLATIONS: The installation of a 288-count fiber cable through Oakwood began over the summer. The conduit and cable will be installed underground from Far Hills Avenue and East Drive north to Far Hills Avenue and W. Schantz Avenue, and then west on W. Schantz Avenue to Kramer Road. It is part of a 40+ mile fiber ring that interconnects numerous governmental agencies, primarily in the southern half of Montgomery County. Also, over the next three years, a private company named Point Broadband is planning to build a fiber-to-the-home network in Oakwood and several other south Dayton suburbs to offer internet service.

Mr. Klopsch reviewed 2021 capital expenses.

- 2021 CAPITAL PROJECTS/EXPENSES: The following are the 2021 capital projects/expenses. The first cost figure shown for each item is the budgeted amount and the second is the actual cost.
 - *General City Services*:
 - In-Car & Body Cameras: \$120,000; \$114,475
 - Motorola Radio Software Upgrade: \$45,000; \$43,259
 - S-67, 2001 Dodge Ram Truck: \$43,000; \$46,250
 - S-45, 2011 John Deere Z950A Mower: \$15,000; \$10,757
 - Orchardly Park Playground Surface: \$55,000; \$54,600
 - Orchardly Park Splash Pad Vault: \$38,000; \$10,676
 - Refuse Packer: \$280,000; \$275,307
 - Asphalt Street Resurfacing Program: \$425,000; \$360,201
 - Electric Vehicle Charging Station: \$24,000; Pending
 - S-69, 2005 Chevy Pickup Truck: \$35,000; Pending
 - Storage Building at Public Works: \$175,000; 2022
 - Recycling Facility: \$257,730; \$380,000
 - ✓ SAFETY DEPARTMENT IN-CAR AND BODY CAMERAS: On June 14, the Oakwood Public Safety Department implemented in-car camera systems with fully integrated body cameras. Each Public Safety Officer is assigned their own body camera, and each marked patrol vehicle is equipped with a forward and rear facing camera system. Mr.

Klopsch showed a video demonstrating camera footage from an actual Oakwood traffic stop.

- ✓ 2021 ASPHALT STREET RESURFACING: This year's asphalt street resurfacing project took place on Patterson Road, Ridgewood Avenue, Schenck Avenue, Runnymede Road, Runnymede Lane and Sweetwood Lane at a cost of \$345,091.

- ✓ RECYCLING FACILITY IMPROVEMENTS: The existing recycling facility is being relocated and upgraded to a 24/7 public-access recycling facility. The project involves moving the facility from its current location in the Creager Field Dog Park parking lot at the corner of Shafor Boulevard and Irving Avenue to a larger area at the entrance to the Public Works yard at 210 Shafor Boulevard. The move will create a more efficient drop-off operation and safer environment for the heavily used facility by removing it from the heavily used dog park parking lot. The total project cost is estimated to be \$380,000, with \$72,000 (about 20%) to be reimbursed through a grant from Montgomery County's 2021 Recycling Incentive Grant Program. As a complement of the city recycling program, the Oakwood Rotary Club offers a program every three months where volunteer Rotarians travel the community to collect and dispose of hazardous waste. Oakwood residents can request a free pick up through the Oakwood Rotary Club. The program is heavily used by Oakwood residents and removes a large amount hazardous waste from Oakwood homes and from the normal weekly waste stream.

➤ *Refuse Operations:*

- S-03, 2009 Scooter: \$35,000; \$22,400
- S-07, 2004 Scooter : \$35,000; \$22,400
- S-08, 2009 Scooter : \$35,000; \$22,400
- S-09, 2009 Scooter : \$35,000; \$22,400

➤ *Water Utility:*

- AMR Software Upgrade: \$35,000; Pending

➤ *Sanitary Sewer Utility:*

- AMR Software Upgrade: \$35,000; Pending
- S-86 2004 International Truck: \$150,000; \$140,819

➤ *Stormwater Utility:*

- State Route 48 Storm Basin Repair: \$70,000; Pending

- ✓ FAR HILLS STORMWATER INLETS: The city only received two bids for the inlet project and both were significantly higher than the budget.

Budget: \$70,000
Low Bid: \$153,000
High Bid: \$279,000

Staff is working on a modified approach to addressing this inlet project that will involve a combination of in-house labor and an outside contractor.

Mr. Klopsch then invited Mrs. Stafford to discuss 2021 financials.

- 2021 FINANCIALS THROUGH SEPTEMBER: General City Services receipts through September are at 97% of budget, while disbursements are at 76% of budget. Refuse Fund receipts through September are at 77% of budget and disbursements are at 80% of budget. Water Utility Fund receipts through September are at 75% of budget and disbursements are at 89% of budget. Sanitary Sewer Fund receipts through September are at 76% of budget and disbursements are at 64% of budget. Stormwater Utility Fund receipts through September are at 76% of budget and disbursements are at 54% of budget.
- MUNICIPAL INCOME TAXES: Gross Income Tax collections through September are about 16% above September 2020. This increase is primarily attributed to three things:
 - Income generated by the additional people living in Oakwood in the homes and condominiums at Pointe Oakwood.
 - Increase in Oakwood residents working from home, thereby directing their local income taxes to Oakwood rather than other jurisdictions.
 - The fact that income of many Oakwood residents has not been negatively impacted by the COVID-19 pandemic.
- PROPERTY TAX: The 2021 property tax receipts are slightly above budget. The City's 2.72 mill property tax expires at the end of this year. The issue will be on the November 2 ballot for a renewal only, meaning it would, if approved by the voters, continue to generate the same annual revenue, and would not increase property taxes. The City currently receives about 8% of the property taxes paid in Oakwood. Below are details on the 2.72 mill 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 1.27.
 - The tax issue raises about \$460,000 annually.
 - The tax on a \$200,000 value home is about \$78 annually.
- AMERICAN RESCUE PLAN/LOCAL FISCAL RECOVERY FUND: A \$1.9 trillion federal American Rescue Plan Act (ARPA) was passed in March 2021 to provide federal financial aid to support cities and many other agencies throughout the country impacted by COVID-19. Oakwood City Council approved a new fund in the City's financial records known as the "Local Fiscal Recovery Fund." The fund is required by law in order to receive direct and indirect relief payments under ARPA. The City received \$468,000 of unbudgeted revenue from ARPA this year and will receive an additional \$468,000 next year. There are many rules and regulations on the use of this money. City staff is proposing to use it to address a major storm sewer improvement planned for an area of Far Hills Avenue around Dellwood Avenue, Greenmount Boulevard and Forrer Boulevard.

Mr. Klopsch reviewed 2022 proposed capital expenses.

- 2022 PROPOSED CAPITAL PROJECTS/EXPENSES: The following is a list of proposed capital projects and/or expenses for 2022:

- *General City Services*

- Computer Equipment: \$40,000
- Telephone System: \$30,000
- S-22 1994 John Deere Tractor Replacement: \$25,000
- S-33 1996 Wacker Pavement Roller Replacement: \$35,000
- S-86S 2003 Henderson Salt Spreader Replacement: \$30,000
- S-24 2001 Tennant Sweeper/Scrubber Replacement: \$40,000
- Public Works Gate Access System Replacement: \$20,000
- OCC Carpet Replacement: \$20,000
- Gardner Pool Improvements: \$316,750
- Public Works Storage Building: \$257,000
- Marked Public Safety Vehicle #60: \$59,000
- S-71 2008 Pickup Truck Replacement: \$30,000
- Asphalt Street Program: \$450,000
- Concrete Street Program: \$100,000
- Far Hills Decorative Railing: \$50,000
- Creager Field Dog Park Parking Lot: \$55,000
- Sidewalk, Curb & Driveway Apron Program: \$175,000

- ✓ MARKED PUBLIC SAFETY VEHICLE: The current cost breakdown for a marked public safety vehicle is as follows:

Vehicle - \$34,050

Siren System, Lightbar, Push Bar, Prisoner Compartment - \$12,265

In-Car Camera - \$5,500

Mobile Data Terminal - \$3,140

Radar Unit - \$2,633

Decal Markings - \$602

Total: \$58,190

- *Refuse*

- S-89 2002 Kramer Allrad Loader Replacement: \$90,000
- S-05 2004 Refuse Scooter Replacement: \$23,000
- S-10 2002 Refuse Scooter Replacement: \$23,000
- S-77 2000 Crane Refuse Packer Refurbishment: \$60,000

- *Water Utility*

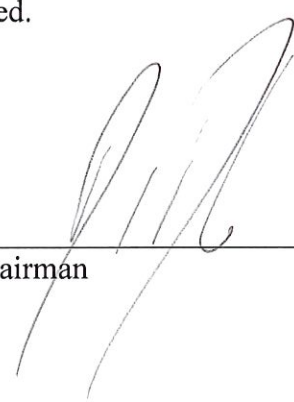
- W-12 2007 Pickup Truck Replacement: \$28,000
- Well #6 Fence Replacement: \$30,000
- Springhouse Water Plant Main Door Replacement: \$15,500
- Wellhouse Roof Repairs: \$18,000
- Water Line Repairs: \$50,000

- *Sanitary Sewer Utility*

- S-63 1996 New Holland Backhoe Replacement: \$100,000

- Sanitary Sewer Repairs: \$50,000
- *Stormwater Utility*
 - Far Hills Stormwater Inlet Repairs: \$130,000
 - S-30 1998 ODB Leaf Vacuum Replacement: \$75,000
- 2022 PROPOSED BUDGET: Below are 2022 proposed budget figures:
 - General City Services Initial Appropriation: \$15,046,750
 - Refuse Operations: \$ 1,597,917
 - Water Utility: \$ 1,394,188
 - Sanitary Sewer Utility: \$ 1,825,302
 - Stormwater Utility: \$ 531,383

There being no other business, at 7:05 p.m. Mayor Duncan and Mr. Klopsch thanked the committee members for their service and the meeting was adjourned.



Chairman