




City of Oakwood
30 Park Avenue
Oakwood, Ohio 45419

To: Budget Review Committee
From: Norbert Klopsch 
Date: May 12, 2022
Subject: May 17 BRC Meeting

Greetings from City Hall!

Our Budget Review Committee meets at 5:30 pm next Tuesday, May 17. We will conduct the meeting in the council chambers at the city building, 30 Park Avenue.

We expect that the meeting will last about one hour. Attached are the following items:

- Meeting agenda.
- Minutes of our December 7, 2021 meeting.

We hope to see you in person, but offer a Zoom option for those preferring to participate remotely.

<https://us06web.zoom.us/j/89727963670?pwd=VXBGLysyQko5dDdPT2RGMVA5MW5DQT09>

Meeting ID: 897 2796 3670
Passcode: 815531

Cc: Members of City Council
Department Heads



City of Oakwood
30 Park Avenue
Oakwood, Ohio 45419

BUDGET REVIEW COMMITTEE
MEETING AGENDA

5:30 p.m., Tuesday, May 17, 2022

WELCOME AND INTRODUCTIONS

APPROVE DECEMBER 7, 2021 MEETING MINUTES

2021 FINANCIAL AUDIT

2021 FINANCIAL HIGHLIGHTS

2022 FINANCIALS THROUGH APRIL

AMERICAN RESCUE PLAN ACT/LOCAL FISCAL RECOVERY FUND

2022 CAPITAL PROJECTS/EXPENSES... INFLATION

POSSIBLE 2023 CAPITAL PROJECTS/EXPENSES

OTHER

ADJOURN

Oakwood, Ohio
December 7, 2021

The Oakwood citizen Budget Review Committee (BRC) met at 5:30 p.m. on Tuesday, December 7, 2021. The meeting took place in the council chambers at the city building, 30 Park Avenue, and was available via the Zoom.com remote teleconferencing platform.

The following people attended:

Budget Review Committee

In-person:

Dave Dickerson, Chair
Bill Frapwell, Vice Chair
Ellen Fodge
Pete Luther
Steve Brooks
Mark Risley
Amanda Krauss
Megan O'Leary
Fred Dudding

Via Zoom:

Erika Endsley
Elizabeth Kussman
Ella Himes
Cait Botschner
Nicole Motto
Yusaku Kawai
Megan Kavanaugh

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
Public Safety Director Chief Alan Hill
Law Director Rob Jacques
Personnel & Properties Director Jennifer Wilder
Engineering & Public Works Director Doug Spitler
Administrative Assistant/Clerk of Council Lori Stacel

Via Zoom:

Staff Engineer Chris Kuzma

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 October 19, 2021 committee meeting. There being no suggested edits, Mayor Duncan asked for a motion to approve the minutes as written. Motion by Mr. Risley; second by Mr. Dickerson. Upon viva voce vote, motion passed and the minutes were approved.

Mayor Duncan shared that City Council met at 4 p.m. today with Regional Representative Mike King from the Office of U.S. Senator Sherrod Brown. Mr. King provided an update on what Senator Brown is doing on behalf of the state of Ohio and local governments, including the Infrastructure Investment Jobs Act and the Build Back Better Act.

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

Mr. Klopsch welcomed the committee members and began the meeting by sharing the city of Oakwood recently lost two dedicated public servants. Public Safety Officer Jesse Schaffer passed away on September 28, 2021. He joined the Public Safety Department in May 2018. Refuse Truck Driver Erwin Johnson passed away on November 2, 2021. He joined the Public Works Department in October 1986.

Mr. Klopsch reported on the following:

- 2021 HIGHLIGHTS:
 - SHAFOR PARK TENNIS COURTS: 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. City staff is very pleased with the repair work.
 - SAFETY DEPARTMENT IN-CAR AND BODY CAMERAS: 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. The cameras represent a significant operational improvement.
 - REFUSE PACKER TRUCKS AND SCOOTERS: The Public Works Department purchased two refuse packer trucks and four refuse scooters. These major equipment replacements position the Public Works Department to continue providing comprehensive refuse collection services over the next 10-20 years.
 - RECYCLING DROP-OFF FACILITY: The new recycling facility opened on November 30, 2021. The recycling facility was moved from its original location in the parking lot of the Creager Field Dog Park at the corner of Shafor Boulevard and Irving Avenue. Mr. Klopsch showed a video of the grand opening and ribbon cutting ceremony of the new recycling facility.

- 2021 FINANCIALS THROUGH NOVEMBER: At the end of 2021, the City will have continued to provide comprehensive public services and, based on current projections, will have:
 - \$1,714,273 more in our General City Services funds.
 - \$46,937 more in our Refuse funds.
 - \$4,643 less in our Water funds.
 - \$177,165 more in our Sanitary Sewer funds.
 - \$115,725 more in our Stormwater funds.

- MUNICIPAL INCOME TAXES: Gross Income Tax collections through November are about 17% above November 2020. This increase is primarily attributed to two things:
 - Income generated by the additional people living in Oakwood in the homes and condominiums at Pointe Oakwood and the businesses at Sugar Camp.
 - Increase in Oakwood residents working from home, thereby directing their local income taxes to Oakwood rather than other jurisdictions.

- **PROPERTY TAX:** The 2021 property tax receipts are slightly above budget. The city of Oakwood has two voted property tax issues. Of the total property tax bill that Oakwood residents pay, only about 8% is received by the city to pay for city services.

The 2021 Residential Real Estate Tax breakdown consists of 70.1% to Oakwood Schools; 1.7% to Montgomery County; 0.3% to Developmental Disabilities; 1.8% to Five River MetroParks; 12% to Human Services; 3.5% to Sinclair; 8% to the city of Oakwood; and 2.6% to Wright Library.

- **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 \$1,060,000 annually.
- The tax on a \$200,000 value home is about \$203 annually.
- It expires in December 2023.

- **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 1.27.
- The tax issue raises about \$468,000 annually.
- The tax on a \$200,000 value home is about \$78 annually.
- It expires in December 2026.

The 2.72 Mill tax issue was renewed by Oakwood voters on November 2 by a 76.4% yes vote. This is the second highest yes vote in the seven times that the issue has been on the ballot.

- **2022 GOALS & OBJECTIVES:** The following goals and objectives will be included in the 2022 budget book:

- Promote development of the Kettering Health Network building, Sugar Camp western office building, and Randall Residence property.
- Gardner Pool improvements.
- Develop plan to implement a Water System Computer Model.
- Far Hills, Dellwood, Forrer and Devereux storm sewer improvements.
- Develop multi-year plan for rebuilding traffic signal system.
- Develop Geographical Information System (GIS).

- **2022 BUDGET OVERVIEW:** The 2022 proposed budget reflects no increases in income tax, property tax, or any increases to refuse, water, sanitary sewer, or stormwater fees. The goal is to avoid property tax increases over the next few years, after renewing the 2.72 mill issue last month, and asking for a renewal of the 3.75 mill issue in 2023. Below, in millions, are 2022 budgeted expense figures:

- General City Services: \$14.8
- Refuse Operations: \$1.6
- Water Utility: \$1.4

- Sanitary Sewer Utility: \$1.8
- Stormwater Utility: \$0.5
- Total: \$20.1 million

Mr. Klopsch commented on the line item budgets for General City Services, Refuse Operations, Water Utility, Sanitary Sewer Utility and Stormwater Utility. At the end of 2022, the City will have continued to provide comprehensive services and will, based on the proposed budget, have:

- \$831,245 more in our General City Services funds.
- \$219,317 less in our Refuse funds.
- \$184,688 less in our Water funds.
- \$87,898 more in our Sanitary Sewer funds.
- \$65,148 less in our Stormwater funds.

For General City Services, the 2022 beginning balance is estimated to be \$12,471,722 for Primary Operations. The 2022 budget includes \$1,585,250 for capital expenses.

For Refuse Operations, the 2022 beginning balance is estimated to be \$628,226. Refuse rates were last raised in January 2019 when they were increased from \$27 to \$30 per month. The 2022 budget includes \$196,000 for capital expenses.

For the Water Utility, the 2022 beginning balance is estimated to be \$1,344,043. Water rates were last increased in January 2017 and Oakwood currently has the 2nd lowest water rates of 66 Miami Valley jurisdictions. The 2022 budget includes \$141,500 for capital expenses.

For the Sanitary Sewer Utility, the 2022 beginning balance is estimated to be \$1,866,256. Sewer rates were last raised in January 2018. Oakwood currently has the 35th lowest sewer rates of 63 Miami Valley jurisdictions. The 2022 budget includes \$150,000 for capital expenses.

For the Stormwater Utility, the 2022 beginning balance is estimated to be \$507,772. Stormwater rates were last raised in January 2020. The 2022 budget includes \$205,000 for capital expenditures.

Mr. Klopsch asked for a motion to recommend approval of the 2022 budget. Motion by Fred Dudding; second by Ellen Fodge. Upon a viva voce vote, motion passed.

- LOOKING FORWARD 2022 THROUGH 2024: Mr. Klopsch reviewed major construction projects starting next year through 2024.
 - Work along Far Hills Avenue:
 - CenterPoint’s final two years of gas line construction.
 - 2022 concrete curb replacement along Far Hills from Patterson to East Drive.
 - 2022 Far Hills stormwater inlet repairs.
 - Repairs and repainting of the timber wall in the Far Hills Business District.
 - 2023 Far Hills Storm Sewer reconstruction in the Dellwood, Greenmount, Forrer and Devereux areas.

- 2024 Far Hills asphalt mill and overlay from north corporation line to south corporation line.
- Work in other areas:
 - CenterPoint’s final two years of gas line construction.
 - Concrete street repairs in miscellaneous areas.
 - Point Broadband’s city-wide fiber installation project.
 - Gardner Pool deck replacement.
 - Annual sidewalk, curb and driveway projects.

Mr. Klopsch explained the pending project by Point Broadband to install a fiber-to-the-home internet and telecommunications infrastructure throughout Oakwood. Work is expected to begin in the first quarter of 2022 and will involve installation of underground fiber optic cable; seven 7-foot tall distribution hub cabinets; around 200 18.5-inch tall ground level closure pedestals; and around 2000 flush-mounted, inground handhole fiber junction boxes. The project will be quite disruptive, but will result in the city residents and businesses having another option for purchasing internet and telecommunications service. City staff will oversee the work to ensure it complies with the city’s right-of-way use ordinance.

There being no other business, at 6:30 p.m. Mayor Duncan and Mr. Klopsch thanked the committee members for their service and the meeting was adjourned.

Chairman