

Oakwood, Ohio  
October 18, 2022

The Oakwood citizen Budget Review Committee (BRC) met at 5:30 p.m. on Tuesday, October 18, 2022. The meeting took place in the council chambers at the city building, 30 Park Avenue, and was available via the Zoom remote teleconferencing platform.

The following people attended:

Budget Review Committee

*In-person:*

Howard Boose  
Steve Brooks  
Bill Frapwell, Vice Chair  
Ellen Fodge  
John Gray  
Kate Halpin  
Michael Hayes  
John Jervis  
Amanda Malusky Krauss  
William Meyer  
Megan O'Leary  
Bill Rieger  
Mark Risley

*Via Zoom:*

Doug Kinsey  
Ella Himes  
Erika Endsley

Oakwood City Council

*In-person:*

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

City Staff

*In-person:*

City Manager Norbert Klopsch  
Finance Director Cindy Stafford  
Public Safety Director Alan Hill  
Law Director Rob Jacques  
Personnel & Properties Director Jennifer Wilder  
Engineering & Public Works Director Doug Spitler  
Staff Engineer Chris Kuzma

Mayor Duncan opened the meeting with a welcome and self-introductions. He asked if there were any suggested edits to the minutes of the September 13, 2022 meeting. There being no edits, Mayor Duncan asked for a motion to approve those minutes. Motion to approve by Mr. Frapwell; second by Mr. Boose. Upon viva voce vote, motion passed and the minutes were approved.

Mayor Duncan invited Mr. Klopsch to make opening comments and to deliver the meeting presentation.

Mr. Klopsch welcomed the committee members and discussed the following recent events and city projects:

- **Recycling Center:** Oakwood continues to promote and encourage recycling. The City provides weekly city-wide collection of co-mingled recyclables and a 24/7 recycling drop-off facility for green waste, co-mingled recyclables and cardboard. The city also partners with the Oakwood Rotary Club to provide backdoor hazardous waste collection four times annually, and Green Oakwood, a citizen-driven organization, on a Styrofoam and string light recycling program. Mr. Klopsch reported that a total of 7,138 tons of refuse and recycling was collected in 2021. About half of the waste generated was recycled instead of going to the landfill.
- **Yard Debris Disposal:** City staff continuously addresses illegal dumping of yard debris (green waste) in streets. The only exception to the prohibition on placing debris or objects in the street is the placement of leaves along the street gutter during the 10-week leaf collection season conducted annually between the middle of October and late December. Unfortunately, the dumping violations persist. In an effort to obtain compliance with this law, the city will begin imposing a \$150 fee for illegal dumping beginning on January 1, 2023.
- **Traffic Signal System Study/Master Plan:** There are 17 signalized intersections in Oakwood. Most of them were last assessed and upgraded over 25 years ago. The city contracted with CMT Engineers and Consultants to develop a multi-year plan for rebuilding Oakwood's traffic signal system and to maximize federal and state grant funding. Mr. Klopsch noted that a roundabout option at 5-Points (Far Hills, Thruston and Oakwood) is part of a proposal to complete the comprehensive analysis of the signal system. This alternative will include a detailed study and public input.
- **Sister City Celebration:** There are several Oakwood Sister City Association events this weekend celebrating the City's 50<sup>th</sup> twinning anniversary with Le Vésinet, France, and the 46<sup>th</sup> twinning anniversary with Outremont, Canada. Two signs at the north and south Far Hills entrances to Oakwood were recently installed recognizing the Sister Cities.
- **Far Hills Timber Wall:** The timber wall along both sides of the Far Hills Business District has been maintained over the years and is still serving its intended purpose. City staff recently made some needed repairs and repainted the wall.
- **CITY COMPREHENSIVE PLAN:** Mr. Klopsch shared that a complete rewrite of the Oakwood Comprehensive Plan was completed in 2004, and given that Oakwood is almost fully developed, the plan is still applicable. He reviewed various aspects of the Plan, including the vision statement and overall purpose of the Plan. The documented achievements made to date towards the Goals & Objectives set forth in the city's 2004 Comprehensive Plan primarily capture the work that has been done over the past 18 years. These achievements were reported to the Oakwood Planning Commission at the October 5, 2022 meeting. By a vote of 4 – 0, the Planning Commission accepted the documented achievements, and acknowledged that the plan is still valid, which took the form of a

recommendation to City Council. The information and recommendation will be presented to City Council in November for ratification.

- ELECTRIC POLICE CAR: The Oakwood Public Safety Department continues to evaluate electric vehicles to determine suitability for Oakwood's needs. An all-electric Chevy Blazer may be available earlier than previously expected and the cost of a fully outfitted electric Blazer would be much less than the electric Tesla that had been considered. If an electric Chevy Blazer vehicle would remain in service for three or more years, it will prove itself to be a worthwhile financial investment for the city.

Mr. Boose noted that at the last meeting, only a slim majority of the members would support purchasing an electric vehicle.

Mr. Klopsch explained that a decision does not need to be made at this point. He is providing an update on options that were not available at the last meeting.

Mr. Kinsey opined that the electric Chevy Blazer is the better option over the Tesla.

Mr. Klopsch invited Finance Director Cindy Stafford to present current financial data.

- 2022 FINANCIALS THROUGH SEPTEMBER: Mrs. Stafford noted that General City Services receipts through September are at 89.55% of budget, while disbursements and encumbrances are at 79.83% of budget. Mrs. Stafford shared that she anticipates that by the end of the year disbursements and encumbrances will be close to what was budgeted. Refuse Fund receipts through September are at 76.30% of budget and disbursements and encumbrances are at 80.27% of budget. Water Utility Fund receipts through September are at 73.13% of budget and disbursements and encumbrances are at 80.83% of budget. Sanitary Sewer Utility Fund receipts through September are at 72.38% of budget and disbursements and encumbrances are at 73.73% of budget. Stormwater Utility Fund receipts through September are at 75.47% of budget and disbursements and encumbrances are at 49.67% of budget.
- MUNICIPAL INCOME TAXES: Gross Income Tax collections through September are about 8.6% above September 2021. 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.
  - Despite economic conditions, total earned income in Oakwood has increased.
- PROPERTY TAX: The 2022 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.
- 2023 PROPOSED BUDGET: The 2023 proposed budget reflects no increases in income tax, property tax, or any increases to refuse, water, sanitary sewer, or stormwater fees. The 2023 Budget includes \$2.2 million for the Far Hills Storm Sewer Reconstruction Project and \$220,000 for the Far Hills Resurfacing Project in 2024. The Far Hills Storm Sewer

Reconstruction Project will be the third largest project that the city has completed in the past 30 years. Depending on whether or not the State Capital Improvement Program grant and zero interest loan are awarded (\$491,000 grant and \$491,000 loan), a supplemental appropriation may be needed to cover the costs.

Mrs. Fodge asked about the starting year account balances.

Mr. Klopsch shared that Water Funds, Sanitary Sewer Funds and Stormwater Funds should begin with a \$1 million balance in each fund, and the Refuse Funds should begin with around \$500,000 each calendar year. The rule of thumb for General Funds is to keep at least six months of operating money available in city reserves. Oakwood currently has about 11 months of reserves.

Below is a comparison of 2021, 2022 and proposed 2023 capital expenses:

2021 Budget: \$2,200,445  
2022 Budget: \$2,700,889  
2023 Proposed: \$5,272,994

- 2023 PROPOSED CAPITAL PROJECTS/EXPENSES: The following capital expense items are included in the proposed 2023 Budget:

- *General City Services*

- Computer Equipment: \$60,000
- Telephone Recording System: \$25,000
- S-44 2016 John Deere Mower Replacement: \$15,000
- S-82S 1994 Henderson V-box Salt Spreader Replacement: \$30,000
- S-86S 2003 Henderson V-box Salt Spreader Replacement: \$30,000
- S-91S 1997 Henderson V-box Salt Spreader Replacement: \$30,000
- S-51 2011 John Deere Gator Replacement: \$20,000
- Brush Chipper: \$35,000
- Orchardly Park Playset Replacement: \$50,000
- Safety Department Flooring Replacement: \$25,000
- OCC Carpet Replacement – Lower Level and Great Room: \$20,000
- OCC Heating System: \$75,000 (contingency)
- Car #40 (Marked Cruiser) 2015 Ford Taurus Replacement: \$75,000
- Car #75 (Captain Vehicle) 2008 Dodge Dakota Replacement: \$36,000
- S-87 2009 International Dump Truck Replacement: \$150,000
- Georgia Buggy Material Hauler: \$20,000
- S-71 2008 Ford Pickup, F250 w/Dump Bed Replacement: \$45,000
- Asphalt Street Program: \$450,000
- Concrete Street Program: \$100,000
- Far Hills Inlet, Curb, Sidewalk and Apron Repairs: \$375,000
- 2024 Far Hills Resurfacing (20% payment to ODOT): \$220,000
- Shafor Park Swing and Safety Surface Replacement: \$90,000
- Sidewalk, Curb & Driveway Apron Program: \$225,000

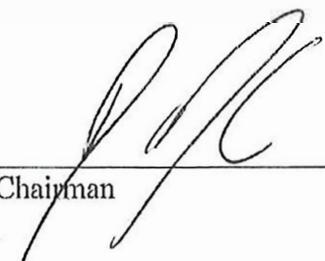
- *Refuse Utility*
  - S-79 2008 Refuse Packer Refurbishment: \$55,000
  
- *Water Utility*
  - Emergency Power Generator Refurbishment at WTP#2: \$40,000
  - EZ Underground Water Main Valves: \$50,000
  - Utility Line Locator: \$25,000
  - Water Valve Operator: \$76,000
  - Iron and Manganese Water Plant Filter Rebuild: \$175,000
  - Water Line Repairs: \$50,000
  - Water Tower Overflow Upgrade: \$20,000
  
- *Sanitary Sewer Utility*
  - S-74 2012 GMC Sierra 1500 4x4 Replacement: \$45,000
  - Sewer Line Camera: \$95,000
  - Sanitary Sewer Repairs: \$50,000
  
- *Stormwater Utility*
  - Far Hills Storm Sewer Replacement: \$2,163,394

Mr. Klopsch reviewed budget fund and account line items for General City Services and for the Refuse Operations, and the Water, Sanitary Sewer and Stormwater Utilities.

Below are 2023 proposed budget figures:

➤ General City Services:	\$17,149,288
➤ Refuse Operations:	\$ 1,507,535
➤ Water Utility:	\$ 1,796,750
➤ Sanitary Sewer Utility:	\$ 2,227,741
➤ Stormwater Utility:	\$ 1,607,525

There being no other business, at 6:37 p.m. Mayor Duncan and Mr. Klopsch thanked the committee members for their service and the meeting was adjourned.

  
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 Chairman