



THE CITY OF
Oakwood



2002
Annual Report



Table of Contents



I. City Council Members	3
II. Message from the Mayor	4
III. Message from the City Manager	5
IV. Public Safety	6
V. Legal Affairs	9
VI. Building and Zoning	10
VII. Leisure Services	14
VIII. Engineering & Public Works	17
IX. Finance	20
X. Court	23



City Phone Numbers



POLICE, FIRE & RESCUE
EMERGENCY DIAL9-1-1 OR 298-2122

PUBLIC SAFETY298-2122
 Director of Safety, Police and Fire Services,
 Emergency Medical Services, Records Section

PUBLIC SAFETY DEPARTMENT
 INFO LINE (RECORDING)293-INFO

ADMINISTRATION298-0600
 City Manager, Deputy City Manager,
 Clerk of Council and Newsletter

FINANCE DEPARTMENT298-0402
 Finance Director, Assessments and Vital Statistics

HEALTH DEPARTMENT298-0600

INCOME TAX DEPARTMENT298-0531

INSPECTIONAL SERVICE297-2920
 City Inspector, Property Maintenance Issues,
 Permits, Zoning and Pre-Sale Housing Inspections

LEISURE SERVICES298-0775
 Director of Leisure Services
 Health Center & Teen Center Info
 Horticulturist/Smith Gardens Info
 Parks & Recreation Program Info
 William E. Gardner Swimming Pool
 Pool Pay Phone (Summer Only):.....294-9042
 Lobby Pay Phone294-9013
 (After Hours Number for Teen Center)

MUNICIPAL COURT293-3058
 Clerk of Courts, Small Claims Court and Traffic Violations

PERSONNEL298-0411

PUBLIC WORKS DEPARTMENT298-0777
 Public Works Director/Engineer
 Bulk Pick-ups, Dumpsters
 Street, Alley, Water and Sewer Maintenance
 Waste Collection (Refuse and Recycling)

WATER DEPARTMENT
 Billing & Meter Information298-0400
 Water Softening Plant Information298-0777

OAKWOOD SCHOOLS
 Board of Education297-5332
 Oakwood High School297-5325
 Oakwood Junior High School297-5328
 Edwin D. Smith Elementary School297-5335
 Harman Elementary School297-5338
 Lange School299-8730

OTHER FREQUENTLY
 CALLED NUMBERS
 SBC Ameritech1-800-660-1000
 Dayton Power & Light331-3550
 Hills & Dales Shelter Rental Info
 (March 21 - Oct. 17)333-8400
 Kettering Inspections Department296-2441
 Montgomery County Property
 Tax Information225-4002
 RTA (Route & Schedule Information)226-1144
 Time Warner Cable294-6400
 Vectren1-800-909-7668
 Wright Brother's Post Office.....1-800-275-8777
 Wright Library294-7171

CITY WEBSITEwww.mvcc.net/oakwood



Oakwood City Council



Oakwood is served by a council/manager form of government. Oakwood's 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. To implement its policies, enforce its ordinances and direct delivery of services to citizens, council appoints a full-time professional city manager. The city manager serves as chief operating officer of the city.

City Council typically meets in formal session on the first Monday of each month at 7:30 p.m. at the city building, 30 Park Avenue. These formal meetings are broadcast live on the local cable Government Access channel (Ch. 21). Council also meets in work session once each month. These work sessions are also held at the City Building and typically take place at 5 p.m. on the third Monday of each month. During summer months, council may meet only once per month. Meetings are open to the public and attendance is encouraged.

Citizen comments, suggestions or interest in volunteering to serve on an advisory committee are always welcome. Citizens may mail their comments to 30 Park Avenue, Dayton, Ohio, 45419, or call 298-0600 during business hours.



Judy Cook
Mayor



John R. Donnelly
Vice-Mayor



Carlo C. McGinnis
Council Member



Richard A. Killworth
Council Member



Roger Blumensheid
Council Member



Message From The Mayor



Dear Friends and Neighbors

The Annual Report for 2002 describes a healthy city dedicated to delivering fine service to our citizens. The report provides a broad range of information concerning the state of our city. Each city department has summarized the pertinent information relating to their operations during 2002. To benefit our citizens, also included are answers to questions frequently asked by citizens. Reviewing this material will be time well spent.

City Council continues to be guided by our vision statement in developing policy. Participation of our citizens is highly valued and of great assistance. Council seeks the thoughts and ideas of all our citizens so that policy may truly reflect the consensus of our population. We continue to explore additional ways of securing citizen participation as we move forward to writing a new Comprehensive Plan in 2003.

The past year has been a year of transition. Norbert Klopsch became our City Manager following the retirement of Michael Kelly, and Mayor Gretchen Bullock ended her years of leadership in the city. The Engineering and Public Works Department is enjoying the new direction of Kevin Weaver. Several new faces fill the roster of our Safety Department along with the promotion of Lt. Walter Conroy and Lt. David Lantz to the position of captains. The administrative staff moved into the temporary quarters of front lawn trailers where they will remain for the duration of city hall construction work. Throughout this period the city has continued to function smoothly. This is clear evidence of the exceptional staff we enjoy.

It is with pleasure that I join the City Manager in presenting this Annual Report. Successful stewardship of our fine community is a most rewarding challenge.

Sincerely,

A handwritten signature in black ink that reads "Judy Cook".

Judy Cook
Mayor



Message From The City Manager



Dear Fellow Citizen:



It is my pleasure to present the city's 2002 Annual Report. I hope you find this update informative and useful.

The format of the report includes an introduction of each operating department followed by a series of questions and answers, many of which are presented in the form of graphs and charts, not simply narrative. We think the data and statistics will give you a good understanding of the services performed by your city staff.

Producing an annual report provides me the opportunity to reflect upon the past year and to present some thoughts as we begin a new year. First, let me say that 2002 was a good year for the City of Oakwood. We completed two important roadway construction projects, those being Shafor Boulevard and Oak Knoll Drive – a \$650,000 investment. Over the past year, we also prepared the detailed construction plans for our City Building. We are very pleased with the final design – a design that is consistent with our community needs and with the program developed by a design team including our architects, construction managers, Council, Staff, the Budget Review Committee and Public Facilities Task Force. We pledge to keep a close eye on the costs as construction takes place this year. Throughout this report you can read about other 2002 accomplishments.

As 2003 unfolds, you will see major roadway construction on Shroyer Road between Dellwood and Stroop. This is a joint project with the City of Kettering and will cost nearly \$1.8 million. Because we were able to obtain significant federal and state funds, our share from your local tax dollars is only about \$40,000. This year we will also develop plans for replacement of the chain and post system along sections of Far Hills Avenue and for improvements to the timber wall in our business district – a wall that is now 28 years old. We have assembled a committee of Oakwood citizens to help with this project. Also this year, we will develop plans for replacing a 24-year old fire truck. While exploring the options, we will also consider purchasing a second medic vehicle. As with the Far Hills project, we will use a committee of Oakwood citizens to help us analyze the various options.

I am pleased to report that our financial balances are in good shape. This is directly attributed to the significant amount of estate taxes received over the past few years. Looking at the last five years, estate tax revenue has represented 16% of our total income. Over that same period, our budgeted revenue from estate taxes (i.e., what we expected to receive) was 3%. This extra revenue has allowed us to accomplish two noteworthy things. First, we have been able to continue delaying a tax increase and increases in our fees for service, primarily refuse and community center programs. Even though our expenses go up every year, we have not raised taxes since 1991. Second, we have been able to construct a new Public Works Center and soon a new City Building without the need for a bond levy. In other words, we are able to invest over \$12 million in public building improvements without asking you for additional money. Unfortunately, estate tax laws have changed and we expect to see this source of revenue begin to drop. We will keep a close eye on this and pledge to avoid proposing any City tax increase for as long as possible. We will continue to be very careful in how we spend the public tax dollars and will use our fund balances to offset annual revenue shortfalls for as long as we can.

In closing, I think you can be proud of our City. Our infrastructure is in good shape and will continue receiving attention in the upcoming years. Our services remain the finest in the area and we will continue to look for ways to make improvements. We will respond to your needs, continue to make every effort to keep you informed about important public issues, and seek input from our citizens whenever appropriate.

Again, I hope you find this report useful. Please call the city offices if you have any questions or need additional information.

Sincerely,

Norbert S. Klopsch
City Manager



Public Safety



The Oakwood Safety Department is one of only 32 fully consolidated police and fire departments in the country. All of Oakwood's sworn officers are state certified in law enforcement, fire fighting and emergency medical techniques. The underlying strength of the department is premised on the philosophy that public safety service can be most effectively provided by deploying officers trained in the basics of all three disciplines.

A significant advantage to consolidation is that officers (PSO's) on patrol can respond more quickly to a fire call and extinguish small fires or report accurately the status of larger fires. Another distinct advantage is that the PSO concept can result in more available police personnel on the street who are also available for fire duty.

Oakwood's Public Safety Department is the second oldest consolidated department

in the United States. Formed in 1927, the concept has been successful in providing citizens with one of the most secure cities in Ohio and an extremely quick and knowledgeable response to any emergency.

Glen Beddies was promoted to the position of Public Safety Director on April 5, 2000. Glen is a 28-year veteran of the department.

Here are some key questions we are often asked about public safety matters.

CRIME

How did last year's reported crime compare with 2001?



We had a slight increase in Part 1 and other major crimes. Our clearance rate increased slightly from 33.9% to 40.91%.

CRIME	OFFENSES		CLEARANCES	
	2001	2002	2001	2002
PART 1 CRIMES				
Criminal Homicide				
Attempted Murder	0	0	0	0
Rape	1	1	0	0
Robbery	1	1	0	0
Assault	19	13	14	9
Burglary	35	14	34	11
Larceny	116	22	152	60
Auto Theft	8*	8	4**	3
Arson	0	0	2	0
PART 1 TOTALS	179	58	207	83
OTHER MAJOR CRIMES				
Forgery, Fraud, Counterfeiting	48	30	16	10
Morals	8	1	3	2
Destruction	71	8	84	9
Narcotics	13	10	14	13
Carrying Concealed Weapon	1	1	0	0
OTHER CRIMES TOTALS	141	50	117	34
ALL MAJOR CRIMES TOTAL	320	108	324	117

* Includes three vehicles stolen elsewhere and recovered in Oakwood.

** Includes two vehicles stolen elsewhere and recovered in Oakwood.



What has been the trend in reported crime over the past five years?

OFFENSE	1998	1999	2000	2001	2002
Part I crimes	195	219	168	179	117
Other major crimes	92	99	137	141	207
Total	287	318	305	320	324



Public Safety



QUESTION

What crimes are difficult to investigate and clear by arrest? What can be done by citizens to make the community safer?

Historically, larcenies (e.g., thefts from vehicles, bicycle thefts) have been difficult to clear. Residents can prevent many of the larcenies in our community by doing the following:

- Lock garages and vehicles and remove items of value.
- Obtain bike licenses from the Safety Dept. and secure bicycles in garages.
- Report any suspicious activity to the Safety Department immediately.

	1998	1999	2000	2001	2002
Total Larcenies	120	166	127	116	152
Clearances*	26	45	28	22	60
Percent Cleared	21.6%	27.1%	22.0%	18.9%	39.5%

* Clearances are generally obtained by arrests, if the property is returned, or if the citizen does not press charges.

TRAFFIC ENFORCEMENT

QUESTION

Traffic enforcement is an important part of the safety department's mission.

How did last year's traffic enforcement efforts compare with other years?

YEAR	DUI	ACCIDENTS	INJURIES	DEATHS	CITATIONS
1998	45	190	25	0	3772
1999	48	226	42	0	4273
2000	35	194	42	0	4684
2001	40	204	32	0	3952
2002	23	186	26	0	3074

QUESTION

Last year, what were the causes of most accidents?

CAUSES	NUMBER OF ACCIDENTS
Assured Clear Distance	.38
Failure to Yield	.41
Improper Backing	.29
Failure To Control	.29
Inattention	.9
Improper Turn	.4
Disobey Traffic Device	.3
DUI	.1
Other	.32

FIRE

QUESTION

Oakwood is proud of its fast response to fires which is an important advantage of a consolidated public safety department.

What is the response time to fire scenes?

RESPONSE DATA	2000	2001	2002
Average engine response time to scene	3.54 minutes	3.34 minutes	3.58 minutes
Average cruiser response time to scene	1.78 minutes	1.71 minutes	1.80 minutes



Public Safety



QUESTION

What has been Oakwood's fire loss record in recent years?

YEAR	ALARMS RECEIVED	HANDLED BY		FALSE ALARM	NO DAMAGE	DAMAGE INVOLVED	TOTAL FIRE LOSS
		FIRE CREW	CREW OFFICERS				
1998	122	103	19	74	107	15	\$13,250
1999	115	99	16	63	108	7	\$53,300
2000	116	74	42	32	108	8	\$150,000
2001	133	78	55	38	125	8	\$110,715
2002	127	106	21	39	118	9	\$28,350

RESCUE

QUESTION

How many medic runs are made in an average year?

REMOVALS	1998	1999	2000	2001	2002
Removed by medic	368	383	368	375	398
Removed by cruiser	5	5	2	10	8
Removed by mutual aid	20	17	18	30	22
No removal	50	51	74	74	77

QUESTION

How quickly do safety officers respond to calls for medical emergencies?

<u>MEDIC RESCUE TIMES</u>	<u>2000</u>	<u>2001</u>	<u>2002</u>
First unit on scene	1.8 minutes	1.8 minutes	1.8 minutes
Ambulance response time	3.2 minutes	3.1 minutes	2.9 minutes
Average on-scene time (medic)	13.9 minutes	13.6 minutes	14.5 minutes
Average run time	58.1 minutes	62.3 minutes	63.4 minutes

QUESTION

How many total hours of training are undertaken each year to maintain certifications required of our Public Safety Officers?

TRAINING	1998	1999	2000	2001	2002
Police	1125	1874	3424	1520	2330
Fire	999	1463	1565	988	1152
Rescue	1276	685	413	1064	1140
Communications/General	364	376	162	228	142
TOTALS	3764	4398	5564	3800	4764

COMMENTS AND FUTURE GOALS

A major goal for the 2003 year is to develop and implement a fire inspection program. This important service to the community will provide greater safety by identifying potential fire hazards and recommending appropriate actions, primarily for our businesses.

Additional projects which the department will devote time and energy to are:

- Analysis of our fire and emergency medical services equipment, culminating in a decision regarding the purchase of a new fire truck and medic vehicle.
- Continued participation in construction of the new public safety facility.
- On-going planning to identify a safety response to any major incident which may occur within the community.



Legal Affairs



Oversight to all the city's legal affairs is provided by our City Attorney, Nick Farquhar. Nick is also the City Attorney for the City of Centerville and legal counsel for the Miami Conservancy District. He brings more than 30 years of municipal law

experience to the city.

Other legal specialists are retained to provide specific guidance in matters that relate to long-term financing, legal affairs and litigation.

Here are questions frequently asked of our city attorney.



Does a person asking for a copy of a public record have to have a legitimate reason for the request?

No. The reason is irrelevant. In fact, no reason has to be given.



May a person ask and receive copies of all records on a particular subject?

Probably not. A request for a chance to review and copy public records may be rejected if overly broad.



If my home is photographed in connection with an historic property inventory, what rights do I have?

A person photographing your house in connection with an historic property inventory may do so provided he/she takes the photograph while standing on public property (e.g., sidewalk or street). The person may not enter upon your private property to take pictures unless you give permission.



Preserving Oakwood's historic homes is an important issue for some of our citizens. The first step in the preservation process involves preparing Ohio Historic Inventory (OHI) forms and submitting them to the State Historical Preservation Office. The OHI forms are used to record information about a home (e.g., year built, architect, builder, architectural style, etc.)

Are there any legal restrictions on who may prepare and submit OHI forms?

No. Anyone can prepare and submit these forms. This includes taking photographs of homes. However, the work must be done from the public right-of-way. Access to private property can be denied by the property owner. Violators would be guilty of trespassing.



Building and Zoning



Oakwood is a well-developed residential community with little vacant land remaining. Most of the city's housing stock was constructed between the 1920s and the 1940s. While the architecture and layout of our residential neighborhoods add to Oakwood's charm, it is important that our housing stock be maintained and upgraded.

Deputy City Manager Jay Weiskircher and Inspector

Dave Bunting provide the oversight to our housing inspection program and planning and zoning administration. Plumbing, electrical, structural and HVAC inspections are contracted out to the City of Kettering Building Inspection Department.

Here are some of the key questions we thought might be of interest to the Oakwood citizen.



In driving around the community, one is struck by the excellent condition of the older housing stock and the general level of care and maintenance of most properties within the community.

What regulations are in place to ensure that this level of care and maintenance continues?

Since its adoption in the late 1960's, the city has vigorously enforced the provisions of the Property Maintenance Code. Each year members of city staff conduct a street-by-street tour of the community in an effort to identify those structures or properties which are in violation of the Property Maintenance Code. As a result of this monitoring effort, more than 100 letters are sent annually advising property owners of code violations and establishing a timeframe within which to complete the necessary repairs or improvements. In

most cases, violations are corrected within a four to six month period. In those instances where short term correction of the violations is not possible because of extenuating circumstances, city staff works closely with property owners to attain compliance within a reasonable period of time. In those rare instances where the property owner does not cooperate and the violations go uncorrected, the city has the option to cite the property owner - at which time jurisdiction is then assumed by the Oakwood Municipal Court.



If I am considering a room addition; adding on or building a new garage; building a deck; or some other major improvement, what do I need to do in order to secure a permit?

Major projects such as those described require submission of a certified plot plan and detailed scaled drawings which effectively describe the project. Once these items are submitted, the city reviews the plans for compliance with our zoning code. If the zoning setbacks are met and the plans conform in all other respects to city regulations, the plans are approved and forwarded to the City of Kettering for issuance of the necessary permit(s).

If the setbacks are not met or if there are other issues which require special use approval, then the application is forwarded to either the Board of

Zoning Appeals (BZA) or the Planning Commission, and a public hearing is scheduled. Following the public hearing, the proposed project is either approved, denied, or approved with conditions. If the project is approved or approved with condition(s) that the applicant has agreed to meet, the plans are forwarded to Kettering for issuance of the necessary permit(s).

Since the BZA and Planning Commission only meet once a month, it is important for property owners who are planning major improvement projects to submit their plans well in advance of when they hope to have the project completed.



In order to enhance the appearance of residentially zoned property in the community, Oakwood has regulations in place which limit the size and number of signs which may be placed on residentially zoned lots.

What are the current regulations and restrictions governing the placement of signs on residential lots?

Only one (1) free-standing sign is permitted to be placed on a residential lot at any one time. Signs may not be larger than 12 square feet nor exceed 3.5 feet in height. Signs may not be placed in the right-of-way, or closer than eight (8) feet to a lot line. Under no circumstances are business

advertising signs permitted.

Private sale signs may be placed no more than 24 hours before a sale, and must be removed within 24 hours following the conclusion of the sale. Temporary signs (including political signs) may not be displayed for more than 30 days.



Building and Zoning



What are the requirements for some of the most common home projects?

The following matrix identifies many of the most common improvement projects and whether those

projects require a permit or zoning consideration. This list is not intended to be inclusive.

HOME PROJECTS	ZONING REVIEW	BZA OR PLANNING COMMISSION HEARING	PERMIT REQUIRED
Air Conditioning/Heat Pump Equipment	Yes	May be needed	Yes
Arbor or Trellis	No	No	No
Backflow Device	No	No	Yes
Deck	Yes	May be needed	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	No	No	No
Gazebo	Yes	No	Yes
Garage (New)	Yes	May be needed	Yes
Greenhouse	Yes	No	Yes
Hot Tub	Yes	No	Yes
Irrigation System (will need water backflow device)	No	No	No
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 or less in height)	Yes	No	Yes
Porch Enclosure	Yes	May be needed	Yes
Signs (Permanent)	Yes	May be needed	Yes
Storage Shed	Yes	No	Yes
Roof Shingles	No	No	Yes (Only 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	No	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



Is all door-to-door solicitation prohibited in Oakwood?

No. Between 9:00 a.m. and 9 p.m. on Mondays through Saturdays and Noon to 9 p.m. on Sundays and holidays, representatives of tax exempt charitable organizations and political candidates and others disseminating information on public causes or issues may engage in door to door solicitation.



Is there any limitation on the number of garage sales per dwelling unit that may be held during a year?

Yes. Unless it is an estate, guardian or moving sale relating to a resident of the dwelling unit, the number is limited to two garage sales per calendar year.



Some Oakwood residents are interested in promoting historic preservation as it relates to Oakwood homes. Here is some information about this issue:



I read earlier in this report (under Legal Affairs) that anyone can prepare an Ohio Historic Inventory (OHI) form for my property and submit this form to the State of Ohio for inclusion in a database maintained by the

Ohio Historic Preservation Office.

Does completing an OHI form and having a property or district added to the National Register of Historic Places in any way affect or limit what a property owner can do to the home or property?

No. The OHI and National Register designation have no impact whatsoever on the city's zoning, building or subdivision codes. The only way that development or changes to property can be affected is if Oakwood City Council establishes new code restrictions. This is a separate process that includes at least two public hearings – one before the Planning Commission and one before City Council. Submitting an OHI is the mechanism for including a property in the Ohio Historic Inventory database. This database is a resource for people interested in learning about historic properties. Inclusion on the National Register accomplishes the following:

- Is considered prestigious and can add value to a property.
- For income-producing properties, this designation may provide some tax incentives.
- Provides a level of protection from demolition or other negative impacts, but only on federally funded or licensed projects.
- Qualifies property owners to apply for federal grants for historic preservation, when funds are available (currently there are no funds available).



What is the purpose of the Ohio Historic Inventory (OHI) form?

The OHI form is used to provide a brief description of the location, background and architecture of a building, site, structure, or object of architectural or historical significance. After an OHI is approved by the Ohio Historic Preservation Office (OHPO), the information is added to the Ohio Historic Inventory database. This database is public information and is expected to be available on the OHPO website within a few months. Website users will need to register before gaining access to the information.



Does the city support the efforts to preserve historic homes?

The city recognizes that The National Historic Preservation Act of 1966 and Ohio Historic Preservation Plan established a system for identifying and protecting historic places. Citizens interested in preparing Ohio Historic Inventory forms and pursuing the inclusion of properties on the National Register

of Historic Places have the legal right to do so.

The special character of our city can, in large part, be attributed to the beautiful architecture of our homes. Most of the homes in Oakwood are over 50 years old and therefore are eligible for consideration to be included on the National Register of Historic Places.

Property owners should be informed if someone is taking steps to have their homes designated as historic. City council and staff will do everything possible to inform property owners of any such action.



Is there currently any interest on City Council to establish more restrictive zoning, building or subdivision regulations as they relate to historic preservation?

No. City Council is not pursuing any changes in this regard. Council recognizes that there must be significant public support before moving in this direction. Over the next year, the city will be updating the City Comprehensive Plan. During this project, City Council and Staff will solicit community input on this issue.



Many communities around the country are now considering adopting a pre-sale inspection program in an effort to preserve and maintain existing housing stock. How long has Oakwood had a pre-sale inspection program in place, and how many inspections are conducted annually?

The Oakwood pre-sale inspection program was originally adopted in 1968 as part of the city's Property Maintenance Code. This program mandates that before an owner can transfer ownership of a premise, a pre-sale inspection must be conducted. Any violations identified during the inspection must be corrected before a Certificate of Occupancy is issued. The owner at the time of the inspection is responsible for correcting the violations. However, this responsibility may be assumed by the buyer through a written agreement between the parties.

The following table summarizes real estate transactions within the community during the past five years.

PRE-SALE INSPECTIONS					
	1998	1999	2000	2001	2002
Sale-of-Property Inspections	311	276	262	320	286
Residential Rental Inspections	38	43	31	36	24
Business Rental Inspections	7	13	6	4	12
TOTAL	356	332	299	360	322

OCCUPANCY CERTIFICATES					
	1998	1999	2000	2001	2002
Sale of Property Certificates	298	320	330	311	343
Residential Rental Certificates	40	58	20	33	33
Business Rental Certificates	12	19	6	5	9
TOTAL	350	397	356	349	385



Q

Are there any special regulations in place to ensure that rental properties are maintained at a level in keeping with community standards?

Besides exterior maintenance standards as provided for under the Property Maintenance Code, a non-owner occupied dwelling within the city is required to be registered. If the owner of a rental property lives outside of Montgomery County, then he/she must appoint a person residing in Montgomery County to act as an agent for purposes of receiving notices

regarding the property.

In addition to the landlord registration component, whenever there is a tenant change (but no more than once per year), the owner is responsible for scheduling an inspection of the unit or dwelling. Any violations noted in the inspection become the owner's responsibility to correct.

QUESTION

Most of the investment within the community is driven by renovations or additions to existing structures. What are some of the most common improvement projects; how many permits are issued annually for these types of improvements; and what has been the total investment in new construction and renovation during the past five years?

	1998	1999	2000	2001	2002
Impervious Work on Private Property (Driveways, patios, sidewalk, etc.) # of Permits/Value	133 \$434,503	150 \$493,956	140 \$505,134	142 \$873,224	103 \$444,016
A/C Unit/Heat Pump # of Permits/Value	92 \$547,424	134 \$610,932	114 \$412,718	114 \$450,866	107 \$499,910
Fence/Retaining Wall # of Permits/Value	124 \$247,314	113 \$246,543	101 \$245,259	114 \$270,034	121 \$266,762
Accessory Structure (Garages, storage sheds, decks, etc.) # of Permits/Value	31 \$337,917	22 \$170,673	30 \$246,806	21 \$98,700	22 \$22,391
Residential Addition/Remodel # of Permits/Value	91 \$2,883,852	84 \$2,256,356	97 \$2,215,965	96 \$2,418,386	97 \$3,548,905
Residential – New Home Construction # of Permits/Value	2 \$1,077,305	2 \$1,385,000	3 \$1,999,000	2 \$2,340,000	0 0
Business Addition/Remodel # of Permits/Value	10 \$233,500	2 \$191,700	5 \$191,500	6 \$356,700	12 \$293,200
Business – New Business Construction # of Permits/Value	0 0	2 \$5,950,000	1 \$1,058,000	0 0	0 0

Total investment in new construction, renovation of other improvements during the past five years is approximately \$35,944,630.

COMMENTS AND FUTURE GOALS

Comprehensive Plan Update: In 1989, the city adopted its first Comprehensive Plan. The Comprehensive Plan serves as the city's official policy guide for addressing trends and issues of immediate and future concern. The Plan encompasses land use; vehicular and pedestrian movement; protection of open spaces and environmental resources; as well as other important issues including neighborhoods; commercial areas; public, park and institutional spaces; and public rights-of-way. Many of the goals and objectives identified in the 1989 Plan have already been accomplished.

During 2003, with the assistance of the planning firm that completed the original Plan, City Council, city staff and a

Citizens Advisory Committee will be updating and refining the Comprehensive Plan so as to better respond to changing conditions and to identify future challenges facing the community. Throughout this process we will keep the community informed of our progress through the City Newsletter, press releases and the city's website. There will also be opportunities for the public to review and have input on preliminary plans, policies and recommendations. In the end, the updated Plan will maintain those policies which continue to serve the public interest, and amend or revise policies and recommendations to ensure that the community remains positioned to face the challenges of the future.



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 includes building upon the natural beauty of the city to the improvement, care and

maintenance of parks, public gardens, boulevards and right-of-ways.

The department is managed by Carol Collins who supervises a full time staff of seven and who also 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 top ten program areas for which fees are received?

REVENUES FOR THE TOP TEN PROGRAMS	
Pool Membership	\$95,656
OCC/HC Membership Dues	\$83,876
Sports Activities Fees	\$47,322
Dance Classes and Lessons	\$34,717
Pool Concessions	\$29,094
Exercise, Fitness Programs	\$25,595
Smith Gardens	\$22,201
Jr. Program, Breakfast w/Santa, Camps	\$14,835
Swim Lessons	\$13,351
Tumbling, Gymnastics	\$12,925
Other Misc. Programs	\$70,178
TOTAL	\$449,750



What are the major special community events and activities that are coordinated by the Department of Leisure Services?

- That Day in May
- Blanket concerts at Smith Gardens
- New Resident Pancake Breakfast
- Ice Cream Social
- Holiday of Lights
- Pre-School Story Hour at Smith Gardens
- Breakfast with Santa
- Pictures with the Easter Bunny
- Hotdog Supper
- Senior Luncheons
- Spring Health Fair
- Family Fun Day at Old River Park
- Lobster Fest
- Philharmonic Concert
- Johnny Appleseed Tree Planting Project
- Friends of Smith Gardens Perennial Sale
- Lighting up Oakwood
- Holiday Decorating Event



To what extent does the General Fund subsidize Leisure Services programs?

Last year we spent a total of \$944,575 on Leisure Services programs. User fees generated \$449,750 and \$544,825 came from the General Fund. In 2003 we will evaluate our user fees to determine if adjustments are warranted.



The Department of Leisure Services also has responsibility for maintenance of the city's natural areas and boulevards.

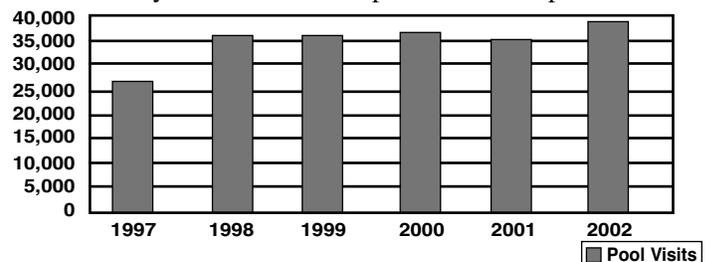
What is the value of publicly owned trees and what annual expenses are spent to maintain and replace them?

Total value of street/park trees	\$8,231,024
2002 expenses:	
Quadrant pruning.....	\$19,995
Removal and trimming	\$34,171
Stump removal	\$9,871
Fertilization	\$271
Johnny Appleseed (city portion)	\$4,276
Other Tree Planting	\$3,144
TOTAL:	\$71,728
Average street tree value	\$1,210/tree
Average park tree value	\$1,380/tree



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

In 2002 there were 38,850 visits to the pool, the largest crowd at the pool since 1995 when there were 39,339 visits. In 2001 there were 37,279; 37,755 in 2000; 37,610 in 1999 and 37,750 in 1998. The figures do not reflect swim lesson or swim team participants. There are approximately 35 seasonal employees hired each year to work at the pool in various positions.





Leisure Services

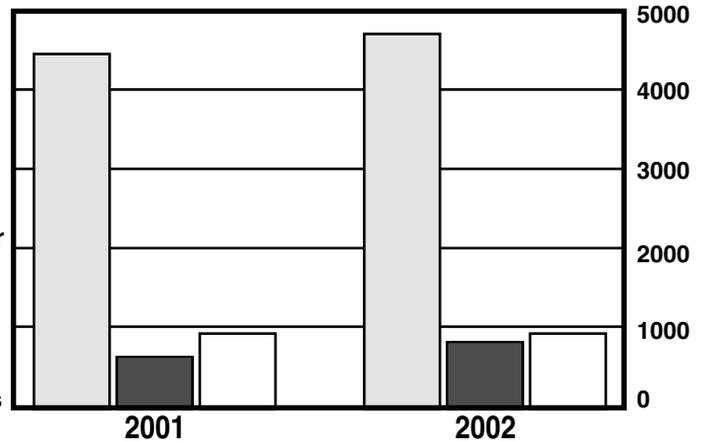
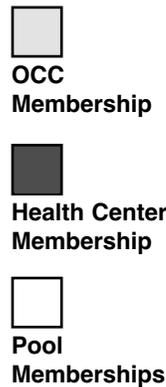


QUESTION

Memberships appear to be an important financial ingredient of the Leisure Services operation.

How many memberships did the Oakwood Community Center have during 2002?

General OCC memberships total 4,723 compared to 4,628 in 2001, a 2% increase over 2001, and Health Center Memberships totaled 719, a 23% increase over 2001. There were 834 pool memberships purchased.



QUESTION

The City of Oakwood has leased the 22-acre Old River sports complex from NCR for ten years to use for recreational sports activities.

What kinds of activities were held during the year and how many participants?

Activities begin in the spring and continue through the fall sports season. The City of Oakwood and Oakwood City Schools utilized the area for their sports activities and special events. The City of Oakwood used the facility for kickball, T-ball, coach pitch, and Start Smart sports training program in the spring, and soccer in the fall. Special events sponsored by the City of Oakwood

included Family Kite Nite in the spring and fall, as well as a Family Fun Day in the summer. We are certain these special events will continue to grow in popularity. The Oakwood City Schools used Old River for their High School and Junior High School soccer programs in the summer and fall. In addition, the city rented the facility to non-city and school organizations.

QUESTION

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 21 consecutive years and was one of the first communities in the Miami Valley to receive this national award by the National Arbor Day Foundation. Oakwood meets four major criteria each year to qualify for this national award. They are as follows:

- (1) A city department is designated and responsible for tree maintenance;
- (2) The city's forestry program must have an annual budget of \$2 per capita;
- (3) The city must have in place a tree ordinance; and
- (4) The city must sponsor an Arbor Day Observance and Proclamation.

QUESTION

How many trees have been planted through the Johnny Appleseed Street Tree Planting program?

In 24 years, a total of 2,118 trees have been planted through this project at a total cost of \$228,135. The program is offered to homeowners each year and

includes a 50% discount to homeowners as long as the trees are planted in the right-of-way.

QUESTION

What are the benefits of purchasing an OCC Membership?

There are many 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 and events the OCC sponsors. If you plan on taking classes, your membership will pay for itself in a short period of

time. An OCC Membership is valid one year from date of purchase. The OCC also offers a Frequent User Discount card. Once you have taken 10 classes within a 12 month period, you get the average of what you spent free towards another class. It is a great savings for patrons with children involved in various sports and programs and for those who take consecutive health and fitness classes.

QUESTION

Are there rooms available to rent at the OCC for meetings or parties?

There are three rooms available to rent: The Great Room, the Teen Center and the Large Classroom. For

information on room rentals, please contact Vickie Gearhart at 298-0775.

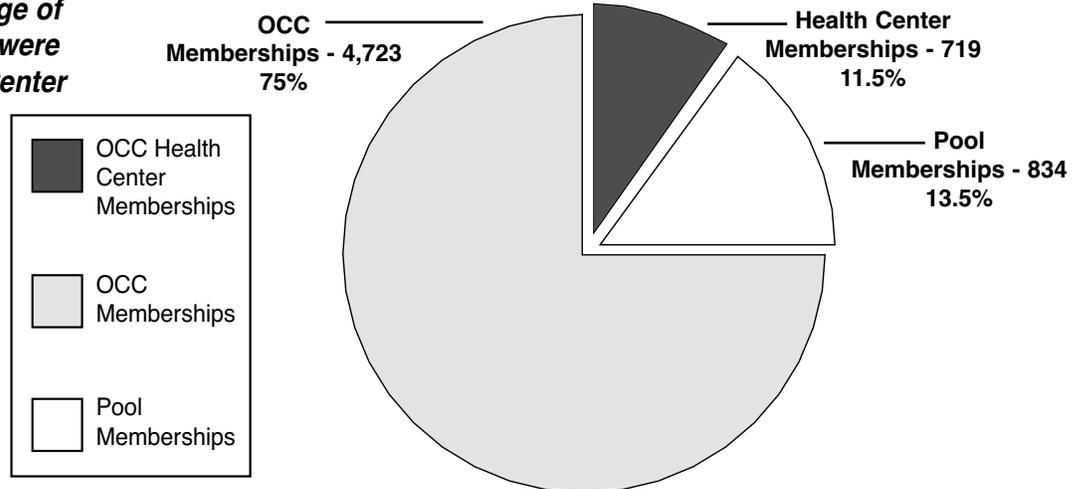


Leisure Services



For the year 2002, what percentage of memberships were OCC, Health Center and Pool?

2002 Memberships — (total 6,276)



What new programs were offered in 2002?

The vitality of the Department of Leisure Services is very important to the community. During the year, the Oakwood Community Center staff added 23 new programs to their schedule of programs and events to encourage and increase participation. Some of the added programs were the Winter and Spring

Break Camps, a variety of Pre-school and Toddler programs, Family Fun Day at Old River Park, Cheerleading Camp, Sunset Fitness, Pumpkin Carving, Family Tap Time, Candy Cane Hunt and Pictures with the Easter Bunny, just to name a few.

COMMENTS AND FUTURE GOALS

Customer Service: The Department of Leisure Services allows our customers to use Mastercard and Visa to pay for programs, memberships and events. The patrons are thrilled with this new payment option.

The OCC business office continually strives to keep residents up-to-date on all the activities, programs and events taking place in our community. We realize everyone is busy with the day-to-day events of life, so we e-mail out a monthly Community Update to remind everyone of upcoming events, registration deadlines and program information. This service has been very well received.

The OCC publishes a Senior Newsletter filled with informative articles, community events and other worthwhile information and sends it to all seniors on our mailing list. The newsletter is used to keep in touch with our seniors and to let them know of upcoming events geared towards their needs and interests.

Maintenance of Old River Sports Complex: When the City of Oakwood leased the Old River Sports Complex from NCR, the area was maintained by an outside contractor. This maintenance included mowing, fertilizing, trimming, refuse disposal and the general maintenance of the facility. It was apparent that the city could do a much better job of maintaining the area by purchasing a mower and trimmer, and hiring a part-time employee. In 2001, the city hired a part-time groundskeeper and purchased the equipment needed to care for the complex. The city has been able to provide a better quality field for sports activities and use.

Oakwood Community Center Building Improvements: In 2002, the Department of Leisure Services made several building improvements to update the Oakwood Community Center. Those improvements included the remodeling of the front office area and enlarging the storage facility in the Great Room. The cost of these two projects was approximately \$5,800.

The Health Center received a \$17,000 facelift in the fall of 2002. Quality improvements were made to bring the latest equipment to its members and improve the overall appearance and usage of the facility. New equipment includes a York free weight line, a television with cable and headphone compatibility, a Precor C546 EFX Elliptical, Precor C956t Treadmill, Smith Machine, Precor C846 Recumbent Bike, Precor C846 Standard Bike, Incline/Decline Adjustable Bench and Sit-up Bench.

New Resident Breakfast: The City of Oakwood held a new resident family pancake breakfast on April 27, 2002 to welcome new residents who moved into the community. Approximately 125 people attended this community event.

Hanging Baskets: The City of Oakwood takes great pride in the beauty and ambiance of our boulevards and business district. Part of the beauty comes from the planting of hanging baskets. The baskets used were more than 20 years old and in need of replacing. In 2002, new baskets were purchased, hung and placed throughout the city, adding splashes of color from spring until fall.



Engineering & Public Works



The engineering and public works department responsibilities include:

ENGINEERING: To provide quality professional engineering oversight to management, operation and improvement of Oakwood's infrastructure. This includes development of 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: To provide the following public services:

• **Refuse Program** — Includes weekly household waste collection and disposal, a recycling program, a bulk pickup program and year around yard debris pickup. 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,

mowing and trimming of public areas, snow and ice control, and maintenance of the city's traffic control systems including traffic signals and street signs.

• **Utilities** — Includes operating and maintaining the city's water production and treatment facilities and the water distribution system, including fire hydrants. Also includes sanitary sewer line cleaning and repair, and storm sewer maintenance.

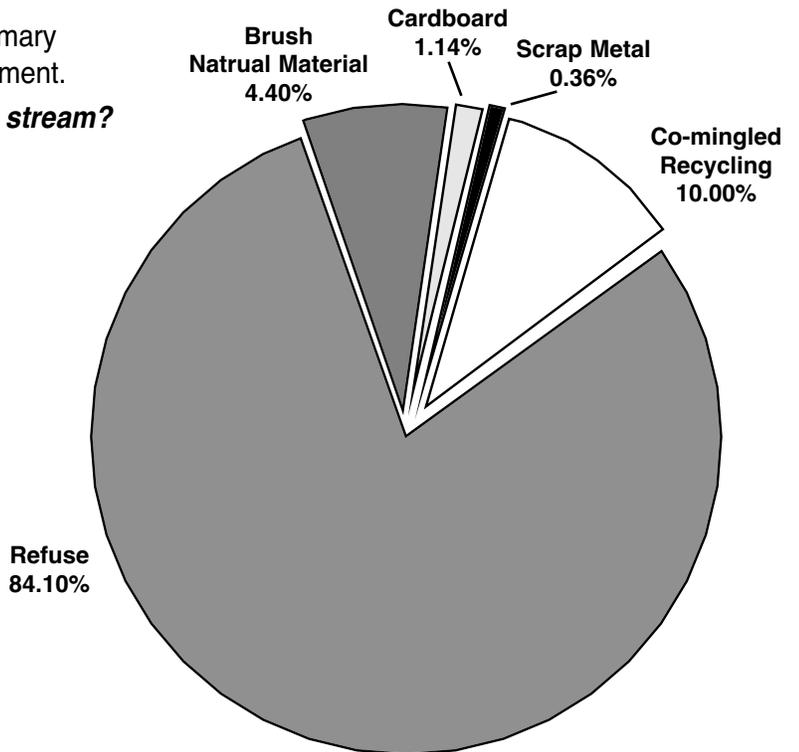
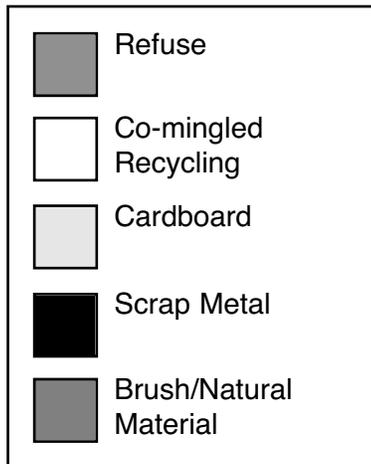
Kevin Weaver is director of this department and is assisted by an assistant director, two foremen, a water production superintendent, an engineering technician and department secretary.

The public works department is further staffed with 27 employees, 23 of whom are assigned to one of the three primary work areas described above. The other four include two motor equipment mechanics that service all city vehicles and equipment and two general service workers that work for the Leisure Services Department.

QUESTION

Weekly refuse collection is one of the primary responsibilities of the public works department.

What is a mix of the city's solid waste stream?



QUESTION

Each week refuse, recycling and bulk pickup crews make over 3,200 residential pickups or over 166,000 pickups for the year.

With all these pickups, how many times last year did service crews miss scheduled pickups?

Complaints	Misses for the year
Bulk Pickup	1
Refuse and Co-Mingled	413
Total misses	414 (less than 1% of total pick-ups)

COMMENT: In 2002, we had 2,547 reports of inaccessible trash. These reflect individual reports from our service crews where they could not make pickups due to locked garages, cars in the driveway, locked driveway gates, loose dogs, etc.



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 perhaps the severity of our winters, is to track the tons of salt and

overtime used in any one year.

What does the data show?

	1999	2000	2001	2002
Tons of Salt	1,135	1,507	636	950
Overtime	939 hrs	1,230 hrs	287 hrs	484 hrs



Part of the city's snow removal operations is the practice of plowing the 5 foot wide sidewalks if there is more than one inch of accumulation. How long has the city provided this service?

The city has plowed sidewalks since 1966, shortly after the completion of major roadway widening improvements to Far Hills Avenue.



Where does the city get its water?

The city has seven water production wells and three water treatment plants. In total, the city produced 96% of its own water in 2002. This is up 2.34% over 2001. The remaining 4% was purchased from the City of Dayton and

Montgomery County. The city's total water use over the past five years looks like this.

Water use	1998	1999	2000	2001	2002
In million gallons	465.251	488.232	438.174	427.166	439.202



Does the city have a water tower?

The city has one water tower. It is located in the center of Fairridge Park (at Hilltop and Fairmont) and holds 1.5 million gallons of water. The tower is 50 feet in diameter and 100 feet tall. The

primary purpose of the tower is to maintain adequate water system pressure and to provide a large quantity of water in case of a fire. The city's average daily water demand in 2002 was 1.20 million gallons.



What is the value of the city's "infrastructure"?

Although our total city land area is just below three square miles, the public infrastructure is valued at over \$100 million. This infrastructure includes:

- Water production and treatment systems.
- Water storage and distribution systems.
- Sanitary sewer systems.
- Storm sewer systems.
- Roadways, alleys and sidewalks.
- Traffic control systems.

The infrastructure also includes seven water production wells, three water treatment plants, a 1.5 million gallon water storage tank, 44 miles of underground water main pipes with 339 fire hydrants, 39 miles of underground sanitary sewer pipe, 25 miles of underground storm sewer pipe, 55 miles of roadways and alleys, 46 miles of sidewalk and 14 signalized intersections.



What major infrastructure projects were undertaken in 2002 and what did they cost?

Project	Cost
Curb, Sidewalk and Apron Repair	\$170,000
Asphalt Rejuvenation	\$32,000
Asphalt Mill & Overlay	\$320,000
Annual Pavement Marking Program	\$15,000
Water Booster Pump Replacement	\$152,000 ¹
Shroyer Road Reconstruction	\$820,000 ²
Oak Knoll Drive Reconstruction	\$250,000

¹ Money for this project came from the 2001 budget, but construction took place in 2002.

² \$780,000 to be paid with Federal Highway Funds and grants and \$40,000 from city funds. Money for this project came from the 2002 budget, but construction will take place in 2003.



The city has a five-year capital improvement program which essentially represents a “menu” of projects tentatively planned for upcoming years.

What are some street improvement projects and anticipated costs contemplated to be?

Street Maintenance & Repair Infrastructure Improvements 5 - Year Program

Funding	2003	2004	2005	2006	2007	Five-Year Program
Annual Asphalt Pavement Program	100,000	420,000	440,000	440,000	460,000	1,860,000
Asphalt Pavement Marking Program	18,000	20,000	30,000	31,000	32,000	131,000
Decorative Street Sign Post Install.		50,000	50,000	50,000		150,000
Far Hills Ave Streetscape Timber Wall and Chain and Post Replacement		2,000,000				2,000,000
Bi-Annual Concrete Street Repair	150,000		160,000		170,000	480,000
Deep Hollow Improvement		200,000				200,000
Deep Hollow Rdwy Reconstr.	110,000					110,000
Fairmont Roadway Reconstruction		350,000				350,000
Hatch Plat Roadway Reconst Ph I			700,000			700,000
Hatch Plat Roadway Reconst Ph II				700,000		700,000
Thornhill Rdwy Reconst.			150,000			150,000
Sweetwood Rdwy Reconst.				160,000		160,000
Woods & Thruston Rdwy Recon.					300,000	300,000
Total Street Maintenance and Repair	378,000	3,040,000	1,530,000	1,381,000	962,000	7,291,000



Is this five-year program “cast in concrete”?

No. Oakwood's capital improvement budget is a working document and is not set in stone. The purpose of a capital improvement budget is to identify potential projects for upcoming years. It tries to

anticipate when needs will arise so the projects can be properly incorporated into the annual operating budget. Each year the capital improvement program is reviewed and adjustments are made accordingly.



The city completed a major signal system project and installed a fiber optic communications system.

What was done with the traffic signals and what uses will the fiber support?

In 1994 the city developed a multi-year plan to systematically rebuild the traffic signal systems. This includes 14 signalized intersections and a centralized traffic control system. Between 1994 and 1999, the city rebuilt eight of the 14 intersections. The project just completed is the final phase of the original program and included the remaining six intersections and the centralized control system. The centralized control system uses the new fiber optic cable as a means to transmit and receive data

from the 14 intersections.

While working on the preliminary design of the fiber system, city staff recognized the value in using the cable for much more than just traffic signals. The result is a comprehensive Municipal Area Network that will be used by the city, the Oakwood Schools and Wright Public Library for myriad communications functions (e.g., computer networking, water system controls, telephone systems, video and security monitoring systems and others).

COMMENTS AND FUTURE GOALS

Increase Water Production: Our current water production capability does not fully meet city demands, particularly during periods of drought and when one or more of the existing seven wells are out of service. We will complete work on a new well (Well #8) in the spring of 2003.

Reconstruct Deep Hollow Road: This section of roadway runs from Oak Knoll Drive north to the top of the hill and is in very poor condition. Consistent with our Capital Improvement Plan, it is in need of complete reconstruction. The new design will include barrier curb,

removal of the existing “bike-gutter” and construction of a new 5 foot wide sidewalk.

Water Utility Management: This project involves the analysis of various meter reading technologies available to improve data gathering and billing functions. The project will also include an examination of water rules and regulations so billing administration can be streamlined and customer service improved. This is a project that we have discussed for several years and now plan to undertake in 2004.



Finance



Our finance department provides fiscal oversight to seven broad fund classifications, and manages income tax collection, payroll, water, sewer and refuse billing, accounts receivable, accounts payable, meter reading and the city's management information system (MIS).

The finance department is managed by Brad Beachdell and consists of eight employees, including the Water Meter Reader. Seven are full-time and one is part-time. In concert with the city manager's office, the finance department prepares the annual budget and monitors all city expenditures.



What is the city's annual budget?

Multiple sub-funds are classified into seven general fund categories. Our 2003 budget across these fund classifications is shown below:

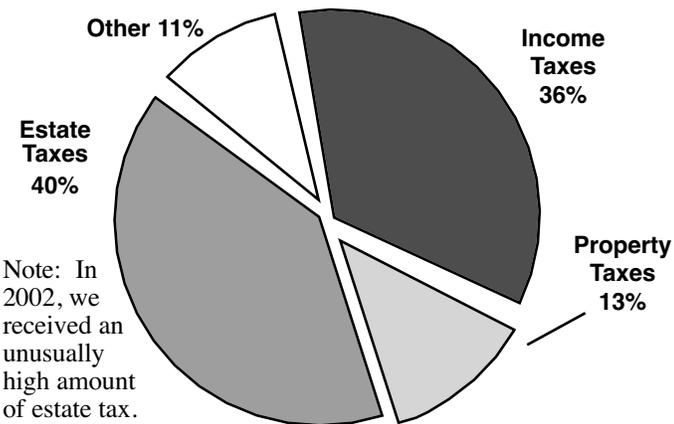
Fund Classification	Estimated Balance 01/01/03	Estimated Revenue	Proposed Approp	Estimated Balance 12/31/03
General Fund	2,740,000	7,766,900	9,972,493	534,407
Special Revenue	6,262,213	4,449,020	4,719,288	5,991,945
Capital Improvements	6,569,354	4,766,050	7,405,800	3,929,604
Debt Service	0	0	0	0
Enterprise	2,291,258	2,184,100	2,951,809	1,523,549
Internal Service	238,846	645,800	633,600	251,046
Trust & Agency	0	1,800	1,800	0
Sub-Total	18,101,671	19,813,670	25,684,790	12,230,551
Less Transfers		-4,701,050	-4,701,050	
Net Total	18,101,671	15,112,620	20,983,740	12,230,551



What percentage of the city's 2002 General Fund revenue was generated by Income Taxes, Property Taxes, and Estate Taxes?

Income Taxes	Property Taxes	Estate Taxes	Other	Total
\$4,754,046	\$1,658,782	\$5,409,519	\$1,401,722	\$13,224,069

General Fund Revenue



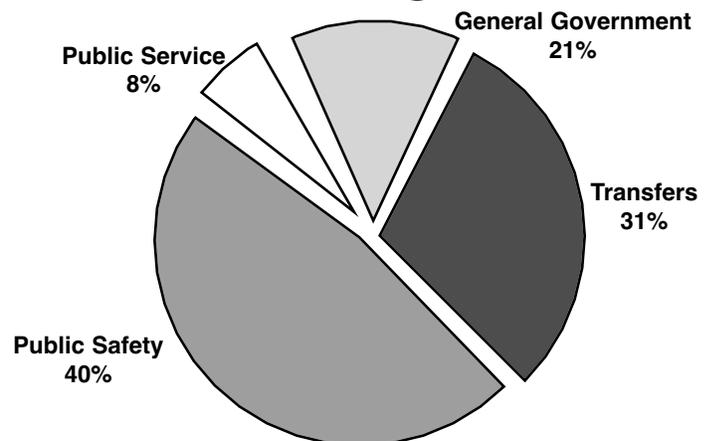
Note: In 2002, we received an unusually high amount of estate tax. Over the last five years, our estate tax receipts averaged about 16% of total revenue.



What city services are supported by taxes and other revenue?

More than any other fund, the general fund supports overall operations and direct governmental services to the community. In order to better track certain services, additional funds have also been created and are supported by transfers from the general fund.

General Fund Expenditures 2003 Budget



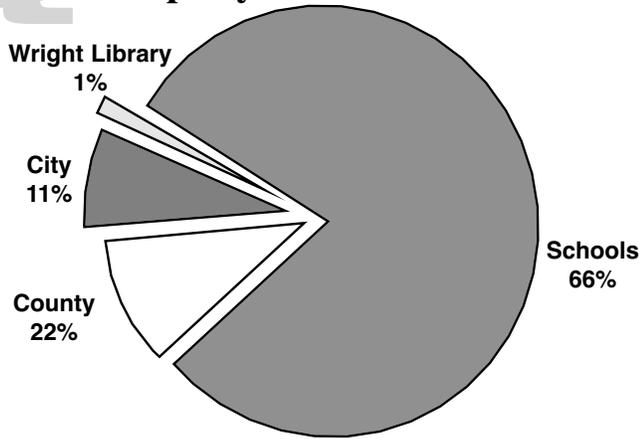


QUESTION

Who receives my property tax dollars?

Each property tax dollar you pay is distributed as depicted in the following pie chart:

Property Tax Dollar Allocation



QUESTION

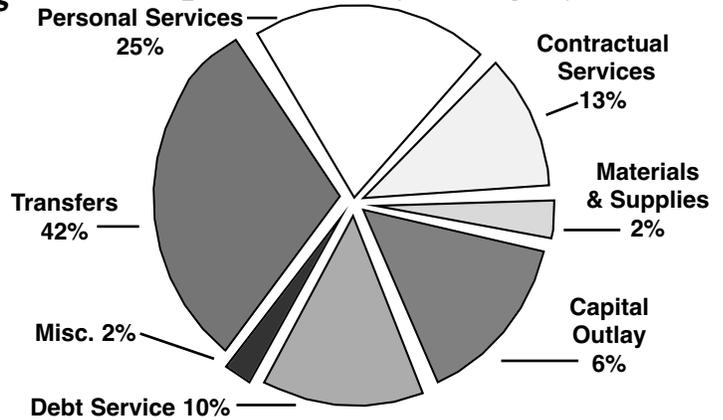
Oakwood has for the past several years taken on more revenue than expended. **Why is this the case, and is that trend expected to continue?**

The amount of city revenues received differs from month to month and for that reason it is advisable for the city to maintain reserves to ensure uninterrupted operations. Oakwood has been very successful in growing its reserves over the past several years, primarily in preparation for necessary infrastructure improvements, capital equipment purchases and major building improvements. Most local governments cannot rely on revenue that grows proportionately with the economy, particularly fully developed cities such as Oakwood. In Oakwood, only part of our revenue comes from an income tax that can be expected to grow with the economy. Future years will likely result in a closer relationship between revenues and expenditures, as estate taxes are reduced or eliminated. We have to take advantage of "spikes" in revenue and be careful in managing operations.

QUESTION

What are the different categories of expenditures incurred by the city and what percentage of the total was expended in each category?

City of Oakwood 2002 Expenditures by Category

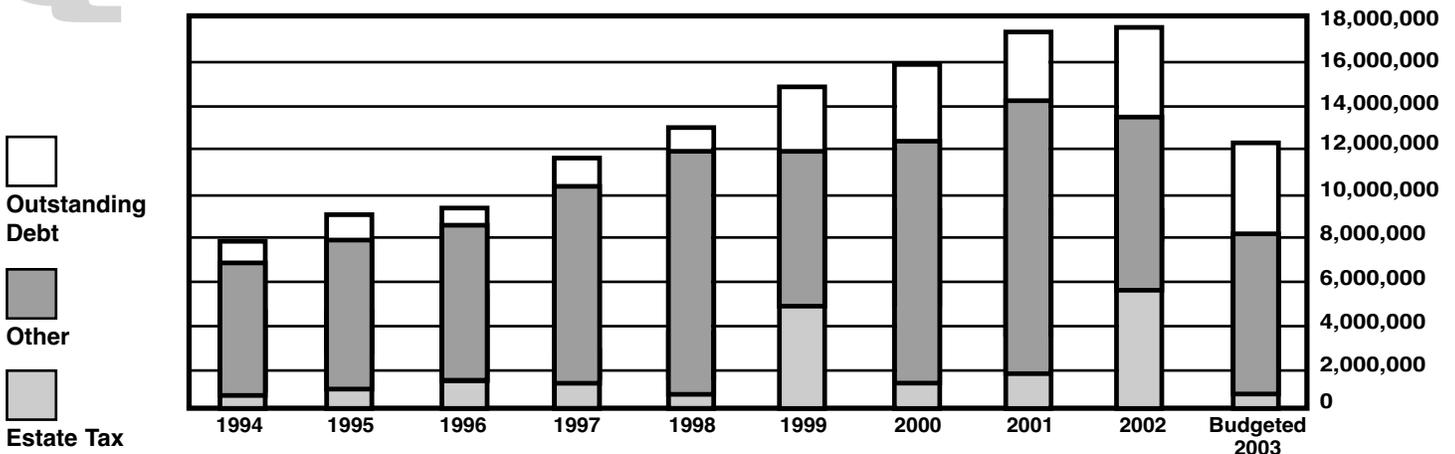


	2002
Personnel Services	\$6,794,654
Contractual Services	3,418,684
Materials & Supplies	495,008
Capital Outlay	1,754,069
Debt Service	2,818,750
Misc.	558,460
Transfers	11,486,360
Total	\$27,325,985

QUESTION

What is the 10-year history of year-end balances across all funds?

History of Year-End Balances Across All Funds





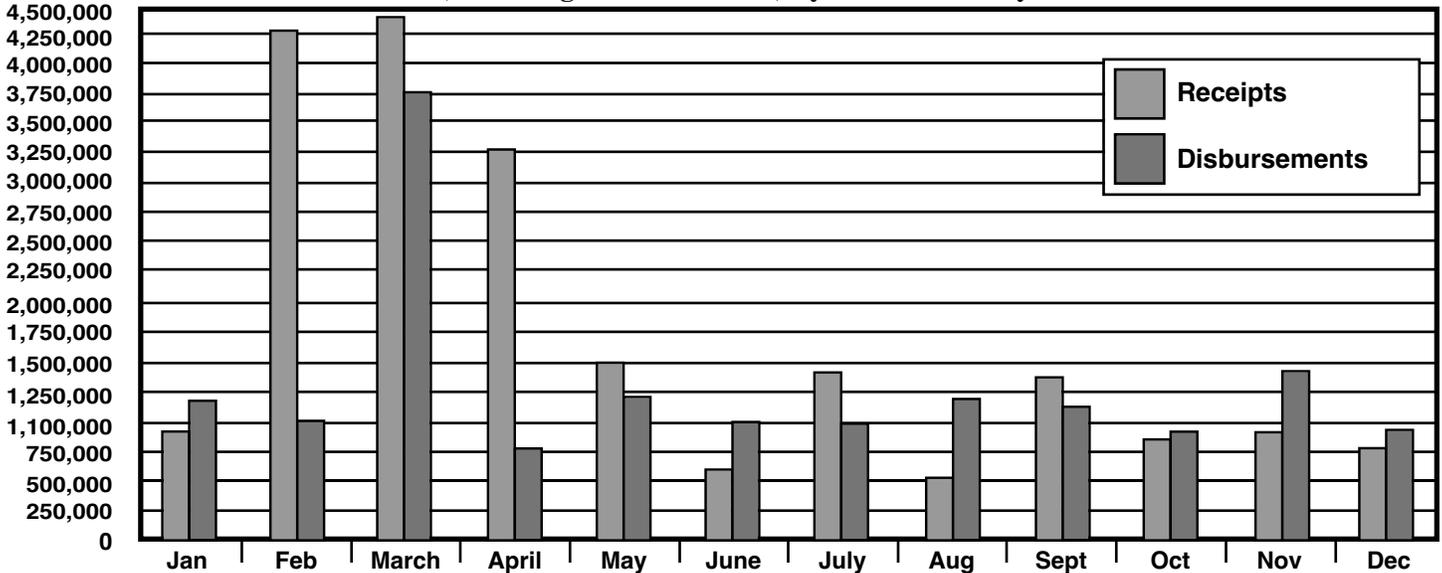
QUESTION

How do the city's revenues and expenditures compare on a month-to-month basis? Do we have debt?

Revenues are generally higher during income tax season. This is typically reflected by a revenue spike in April. Both revenues and expenditures are higher in March, because that is the time when we pay off our short-term debt and borrow new money for

the current year. At the close of 2002, we held \$3.9 million in debt for the public facilities projects – the Public Works Center and City/Safety Building. Each March, we pay down this debt in the amount of \$350,000. Although we have the cash reserves to pay off the entire debt, we are earning higher interest on our investments than when we are paying on the debt. The large spike in February is the result of a significant estate tax distribution.

Receipts and Disbursements All Funds
(Excluding Fund Transfers) by Month for the year 2002



QUESTION

How has the city grown balances without raising taxes?

Balances have grown, by virtue of two primary factors – strong, conservative fiscal management and unprecedented revenue from estate taxes. However, estate tax revenue is under legislative attack at both the federal and state level. Accordingly, the city must plan for this source of revenue to erode over the next five to ten years.

QUESTION

Does Oakwood invest the money it holds in the fund balances?

Yes. Oakwood tries to keep all dollars not immediately required for cash flow safely invested. All investments are guided by an investment advisor and are overseen by the City Manager, Finance Director and the citizens Budget Review Committee. Our investment protocol is governed by city ordinances which encompass a philosophy of protecting principle first and maximizing value next. As of December 31, 2002 the City of Oakwood had \$21,528,000 invested at an average rate of return of 3.11%.

COMMENTS AND FUTURE GOALS

Financial Administration: Most of the work efforts within the Finance Department focus on day-to-day operations, such as: payroll, money management, analysis and report preparation, revenue collection, bill payment, and ensuring compliance with Federal, State and City Charter guidelines and regulations.

Computer rotation: Computers are routinely replaced city-wide in accordance with a useful life schedule ranging from three (3) to four (4) years, as determined by user needs, software demands and technological advancements. During 2002, we migrated from category 5 cabling to fiber optic connectivity for our network, thereby increasing speed and

reliability. Future plans include taking advantage of the fiber optic infrastructure with our telephone system.

Financing New Public Facilities: The anticipated upgrades to the Safety Department facilities and Administrative Offices necessitated funding from a combination of sources. In 2002, we borrowed \$1.5 million to assist with financing the needed upgrade. We intend to pay down this debt over the next ten (10) years, at the rate of \$150,000 per year. We will continue to make sure the proper balance is maintained between the use of various fund reserves, enterprise funds and appropriate, timely issuance of debt.



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 the City 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 Robert Deddens is serving his third six-year elected term as Municipal Judge. His responsibilities as Judge

include: appointing and supervising a full-time Clerk of Courts who in turn supervises the part-time Clerk and one full-time Clerk. A part-time Bailiff is employed to serve subpoenas, eviction notices and immobilization of vehicles.



What is the authority of the municipal court?

Like all municipal courts, our 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 \$3,000.



What are the court hours of operation?

The court is open to the public Monday through Friday, 8:30 a.m. to 4:00 p.m. Non-jury court proceedings convene at 8:30 a.m. on Thursdays of each

week. Jury trials are scheduled every other month throughout the year as needed. In addition, the judge is on call for the purpose of conducting criminal arraignments when called upon to do so by public safety officers.



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 the prisoner is not jailed pending trial unnecessarily. Prisoners who do not make bail are transported immediately to the county jail.



When a person pays a traffic citation, how much of the fine goes to the state and how much remains locally?

NOTE: One-third of the court costs are sent to Columbus for the Innocent Victims of Crime Fund and the Public Defender Fund.

	Court Costs	Fines Imposed	Seat Belt Fines	Court Cost Seat Belts
(From Jan 2002 through Dec 2002 – Court Costs are \$60.00)				
State	33%	-0-%	100%	33%
City	67%	100%	-0-%	67%



Some people have suggested that Oakwood's tough traffic enforcement program provides a significant source of revenue to the city.

How much "revenue" comes from fines and how much of it supports court operations as opposed to police operations?

Most fines paid to the court come from traffic violations although other offenses result in monetary penalties as well. As summarized below, after taking into account all receipts and expenditures, the court has very little net income remaining to assist with funding safety department operations.

	1999	2000	2001	2002
Revenue	185,403.66	224,707.24	201,298.83	203,588.90
Expenditures	(191,359.71)	(200,870.35)	(182,916.81)	(179,835.57)
Net Income (Deficit)	(\$5,956.05)	23,836.84	18,382.02	23,753.33

COMMENTS AND FUTURE GOALS

Court Security: The year 2002 brought implementation of the court security equipment purchased through a grant by the Supreme Court. The equipment is in use, and is operated by the city's public safety officers.

Temporary Facilities: The court and court staff are now housed in the eastern portion of the temporary trailers

located in front of the city building. While the courtroom is small, the clerk's offices are a bit more spacious and provide a good working arrangement for the clerk's operations. The arrangement also provides an office for the judge, the prosecutor, and a room for attorneys to meet with their clients.



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 principle 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 of the community and its residents.
- Where Oakwood benefits from the involvement of its residents and employees in the variety of regional, business, cultural and governmental activities.