



Manager's Report

Prepared for: Council Meeting

Prepared by: Alan Geans, Municipal Manager

September 25, 2018

Save the Dates:

- September 29 & 30: Midwest Body and Beauty Health Expo at 9:00 am
- October 4: Village Town Hall Meeting
- October 21: 5K Family Run/Walk
- October 31: Harvest Fall Festival
-

GENERAL NEWS

Administration

Town Hall Meeting: October 4, 2018 at 6:30 PM. At this meeting, the Village will introduce community services, the road preservation program and funding options for the execution of the plan, updates on the Two Year Action Plan and answer other questions about Village services.

Two Year Action Plan Update: The Village is in the first year of its Two Year Action Plan. The overall focus of the plan is to build our cash and general fund balance and reduce our debt. This will allow the Village to increase our capacity by acquiring and controlling land in our community. The first years focus has been on infrastructure and beautification of the Village of Woodlawn. In 2018, the following projects have been completed or underway. They are:

- Repavement of Woodlawn Blvd.: Complete
- Safe Routes To School Sidewalk Project: Projected to start September 2019
- Riddle Road Resurfacing: Projected to start October 6, 2018
- Leacrest Rd. Study: Complete: Municipal Road Fund Application submitted September, 2018
- Development of the Village's Pavement Preservation Program: Complete
- Community Lighting Project: LED Lights have been ordered projected replacement 2019.
- New Bus Stops on Springfield Pike: Projected completion September, 2018.
- Honeysuckle/Invasive Species Removal Woodlawn Blvd.: Phase I completed in July. Phase II to start in September 2018 building path through the tree line.
- Harmony Park: Engineering Plans have been developed for a 30 space parking lot, sidewalk and Harmony Park Instrument Pad. Still waiting on water and electric line cost. We are projecting the start of this project in early fall.
- Woodlawn Community Improvement Corporation: The WCIC will meet in October to discuss recommendations for major projects to take place in the Village. The meeting will be held Tuesday, October 16th at 6:30 p.m.
- Property Appraisals: The Village is currently assessing it's property inventory and conducting appraisals for potential development projects. Appraisals are expected to be submitted to the Village by October 1st, 2018.
- Economic Development: The Village will discuss the Contract of Hamilton County Development Corporation (HCDC), who assist with the Village's economic development efforts. The Village has made four economic

VILLAGE OF WOODLAWN

development visits in the month of September. Two new companies have moved into the Village, Late for the Sky and The Beauty Lounge. Our current vacancy rate is. 2.4%.

Police Department:

1. In September, 2018 the Village of Woodlawn Police Department honored the passing of K9 Officer, Clyde who served with officer George Wells from 2014-2015. Officer Clyde was injured while on duty and had retired in 2015. Our deepest sympathy goes out to the Wells Family.
2. The Woodlawn Police Department currently has two openings due to the recent resignation of Sargeant Timothy Barrett and Officer Cody Faulkner. We wish both of them well in their future endeavors. We are projecting that both positions will be filled within the next 30 days.

Fire Department

1. **Community Development:** Residents who are interested in a home safety inspection, these are offered at no cost. Call to schedule at 771-0233. On the website you will find a home safety checklist to conduct your own inspection as well at the following website:

<http://www.beautifulwoodlawn.us/fire-division/life-safety-fire-inspections/>

All residents should have received an awareness letter by mail. This letter reviews property maintenance in our community and what your code enforcement team is looking for. If you did not receive this letter or if you have questions, you can request one by calling the firehouse or emailing kthiemyer@beautifulwoodlawn.us

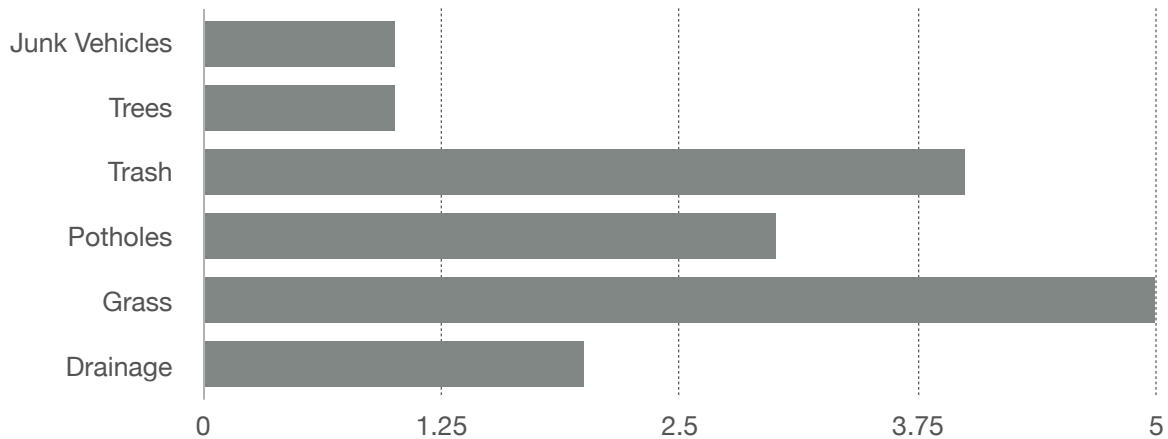
2. Renters/Landlords: Along with the property maintenance letter you should have received a letter regarding a Rental License. This is mandatory for all rental property owners to obtain. You will find more information on the website or by emailing kthiemyer@beautifulwoodlawn.us

3. Fire Department: July Monthly Statistics

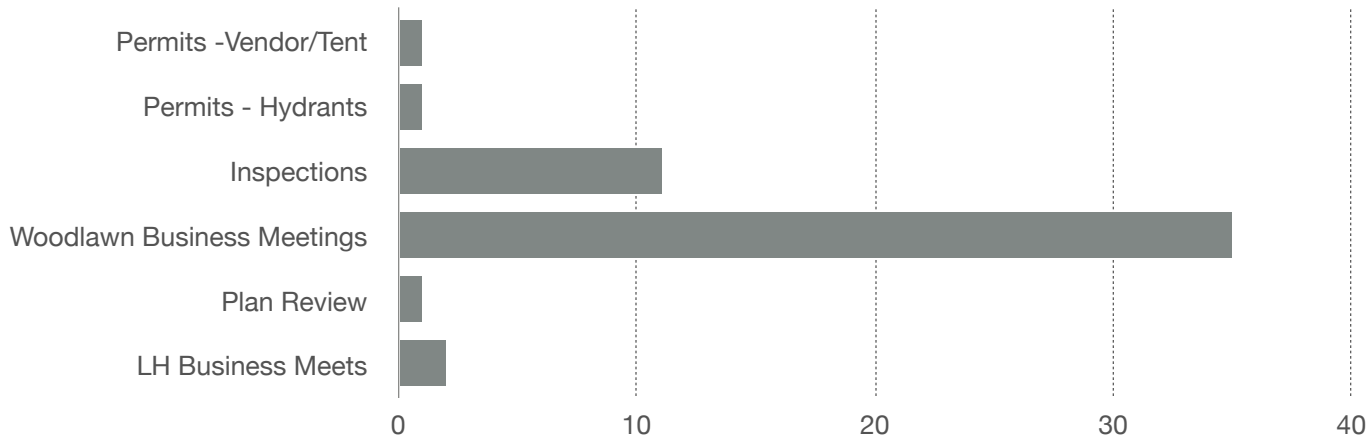
Fire:	2	False Alarms:	1
Rescue/Ems:	65	Severe Weather:	0
Hazardous Condition:	3	Explosion:	0
Service Call	0	Other Incidents:	0
Good Intent:	7	August Totals:	78

- Average Response Time per Incident: 5 Minutes
- Average Incident Responses per Day: 7.61
- Average Total Time of Call: 2 Hours 21 Minutes
- Overlapping Incident Responses: 43, which represent 18.2% of the monthly total

CODE ENFORCEMENT



RISK REDUCTION



Public Works:

1. Infrastructure Projects:

- a. Village was awarded (Small Government funding) for Riddle Rd. Total cost of project: \$198,000. All forms have been signed and mailed to appropriate offices. M*E IBI is preparing the bid package.
 - Funding \$98,000
 - Match \$100,000
- b. Safe Routes to School (SRTS) project is on schedule, expected to begin Sept-Oct 2019 timeframe. Operations Manager from Dunrobin Associates contacted the village and reported all Right-Of-Way documentation/permits were signed by residence as of Late July 2018.
- c. Leacrest Resurfacing Project: M*E IBI will submit application for 2019 MRF funding for resurfacing Leacrest with a final cost of \$265,380.00.

2. **CAGIS Property Maintenance Reporting:** As property maintenance issues are brought to or attention through the CAGIS Reporting System, the Public Works Department, in conjunction with Fire Protection Team work to address each complaint. The month of September a total of 17 complaints entered in system/Public Works received total of (10) work orders.

3. Contributory Stream Restoration Project (Storm Water Activity)

Phase II- Begins in early October

- A service trail (spreading mulch on trail/lining trail with logs/stream restoration channel (Requires in-kind labor from village & outside resources)
- Total cost of project is: \$126, 700
 - \$95,025 (75%) from Clean Ohio funds
 - \$31,675 (25%) match from Woodlawn

4. **Public Works Equipment Status:** Application for VW Mitigation through OEPA was submitted within the allotted time. Grant will pay for up to 75% of a 2018/2019 new (Class 8, dump truck with (plow package) provided it meets OEPA clean diesel emission requirements. Program is a 1 for 1 match. Old Leaf truck is slated to be scrapped if grant is awarded. OEPA is scheduled to announce awardees prior to end of 2018. New vehicle will be used in a dual capacity (Leaf pick-up & Plow vehicle during winter months).
5. **Bus shelters:** Bus shelters were delivered to public works facility on September 18, 2018. Karnak Construction was notified of delivery and will submit a dated proposal for installation. Karnak Construction is expected to begin installation between first and second week of October 2018
6. **Duke Energy Lighting Project:** Because initial contracts expired, new contracts were required. Per Duke Energy Rep, flaws in the draws/blue prints were discovered recently requiring additional time for engineering

designing. Contracts/plans for Timberview Subdivision, Julian Dr., and Springfield Pike contracts have been delivered to the village for signing.

7. **Performance Tracking System:** The Public Works Department is currently researching web based tracking system to assist with managing statistical data to develop best practices to increase efficient work performance. Details to come.
8. **Water Fountain/ Update as of 9/14/18:** Ponds & Lakes came out for a fourth time in September. Because the vendor hired a new electrician company to assist with repairs, the project was delayed. Per Owner/ operator of Ponds & Lakes, new estimation for repairs should be within the same cost as the previous estimation for repairs is \$15,715. The following items of the fountain were identified as requiring replacement/ upgrades:
 - New Electrical box (\$3,800)
 - New Electrical motor \$1900)
 - Pump end (\$2680)
 - Plumbing & hardware (\$825)
 - Fountain lights (\$1780)
 - Labor (\$4650)

Recreation Department

1. **The Village of Woodlawn and Boot Camp Cincinnati 5K Family**
Fun Run / Walk : On October 21st starting at 7am and ending at 10:00am The Village of Woodlawn along with Boot Camp Cincinnati Will have a 5k Family Fun Run. This great event is designed to bring all segments of our community together for a morning of fun and fitness. The cost is \$25.00 per person or \$60.00 for a family of four. All Participants receive a T-Shirt and proceeds will go towards Youth Programming and Sickle Cell Awareness Research.
2. **Harvest Fall Fest :** The Village of Woodlawn will host its Annual Harvest Fest Celebration on October 31st from 6:00pm to 8:00pm at the Recreation Center. All participants will enjoy a variety of Harvest Fest Related Games, Trunk or Treat Surprises, a Hunted House, Hay Rides, Harvest Fest Treats, and a host of other fun activities. This is a free event, please spread the word and don't miss this great Family Fun adventure !!!!

ONGOING/UPCOMING PROGRAMS

- **Morning Sweat Camp:** This program is held 2 times per day, Monday thru Thursday from 5:00am to 6:00am, and 6:00am to 7:00am and on Saturdays from 7am to 9am. All participants will get the opportunity to experience a great workout in a great atmosphere. Participants receive Motivation, Inspiration, Peer Support, Weight and Lean out Success, a free sweat camp tool kit, and a Woodlawn Membership.
- Fitness Classes Other classes offered at the Recreation Center are an Hip Hop Spinning, Line Dancing, Karate, Hip Hop Dance, Ballroom Dancing, Zumba, and Yoga

-
- **Woodlawn After School Fun Homework Club Program:** Come start the new year school year off right with our drop in After School Program. The Woodlawn Recreation Center will provide the opportunity for kids to grow academically, socially, and physically. We will offer caring staff, homework space, educational and fun games, open gym and age appropriate movies on Friday evenings. This program is for ages 7 thru 11 and Starts September 10th.
 - **Woodlawn Biddy Soccer:** This Recreational League for 4 to 6 year olds emphasizes Fun Play, instruction, teamwork and good sportsmanship. Practice will start the week of September 10th, and games will start the first Saturday in October. All kids will receive a t-shirt, award and a recognition ceremony.
 - **Youth 3 on 3 Basketball League:** This 3 on 3 basketball League for Jr. and Sr. High Students will emphasize instruction, development, teamwork and skill development. The league starts September 17th and will run for 6 weeks.
 - **Karate:** The Woodlawn Recreation Center has a youth and adult Karate Class from 6:00pm to 8:00pm. Come and learn the discipline of martial arts in a great environment.
 - **Adult 3 on 3 40 and over Adult Basketball League:** Dust off the old gym shoes, pull out the old short shorts, and let's see if you still got it. The Woodlawn Recreation Center will Host a 40 and over 3 on 3 basketball league starting September 19th. Cost is \$75 per team plus a \$15 per game ref fee.
 - **We Thrive /Recreation Commission / Board of Controls:** Our We Thrive, Board of Controls, and Recreation Commission meetings continue to take place as scheduled. In our Board of Controls meeting we have been meeting regarding the restructuring of our parking situation as well as general business, and in our Recreation Commission Meetings we are carrying out our Recreation Center Action Plan.
 - **Swimming Pool Update:** After the completion of a fun and safe summer at the Woodlawn Swimming Pool, the Recreation Staff along with Swim Safe (Pool Operator) performed a facility walk through and determined their are major repairs to be considered at the pool. Recommendations will be presented at the Recreation Committee meeting, which will take place on October 9, 2018 at 7:00 pm.