



Agenda

Oxford City Council

Court House

TUESDAY, SEPTEMBER 6, 2022

EXECUTIVE SESSION

None.

TUESDAY, SEPTEMBER 6, 2022

1. Roll Call. William Snavelly, Mayor Chantel Raghu, Vice-Mayor Amber Franklin
Jason Bracken Alex French Glenn Ellerbe David Prytherch

MEETING PROCEDURE: Comments from the Public are welcome at two different times during the course of the meeting: (1) Comments on items not on the Agenda, and Consent Agenda items, will be heard under Public Comments – and (2) Comments on all Resolutions and Ordinances will be heard during Council consideration of said item. Please wait until you are recognized by the Mayor, proceed to the podium, state your name and address so that your comments may be properly recorded and limit your remarks to a period of five minutes or less.

REGULAR MEETING

7:30 P.M.

PLEDGE OF ALLEGIANCE

2. Approval of Agenda.

This facility is wheelchair accessible. If you plan to attend this meeting and you have a disability that requires special arrangements, please notify the City Manager's office 48 hours

in advance so that reasonable accommodations can be made.

3. Public Participation.

- A. Presentation – Police Community Relations & Review Commission (Larry Nadler, Chair) pg 5



PCRRC 2021 Report

- B. Public Comments.

The purpose of the Public Comments Section is for members of the Public to speak to the City Council on any subject not scheduled on the Agenda, except Consent Agenda items. City Council values your comments, and Council rules limit public comments to five minutes for each person. Presentations are not to be in the form of public debate, personal attacks on Council, City staff or other members of the public and Council shall not act except to direct the City Manager to take action or schedule the matter for discussion at a later date.

4. Consent Agenda.

- A. Minutes of the August 16, 2022, City Council Meeting (Heather Barbour, Clerk of Council) pg 9



August 16, 2022 Minutes and Online Public Comments to Council

- B. Report regarding the August 11, 2022, Recreation Board Meeting (Casey Wooddell, Parks and Recreation Director) pg 31



Rec Board Report

- C. Approving use of the Uptown Park for “Girl Scouts Clothing Swap” event (Jessica Greene, Assistant City Manager) pg 32



Uptown Park Permit "Girl Scouts Clothing Swap"

- D. Approving use of the Uptown Park for “Faith & Fitness Workout” event (Jessica Greene, Assistant City Manager) pg 37



Uptown Park Permit "Faith & Fitness Workout"

- E. A Resolution approving Then and Now Certificates for purchase orders issued above \$3000 where an invoice was received prior to the purchase order date, as a requirement of Ohio Revised Code 5705.41(d). (Joe Newlin, Finance Director) pg 43



Then and Now Certificates Resolution

5. Resolutions.

1. A Resolution repealing Resolution No. 6051 adopted February 6, 2018, and adopting new rules of order for the Oxford Recreation Board. (Casey Wooddell, Parks and Recreation Director) pg 46

Resolution repealing Resolution No. 6051

2. A Resolution authorizing the City Manager to enter into the Butler County Mutual Police Aid Agreement. (John Jones, Police Chief).pg 51

Resolution Butler County Mutual Police Aid Agreement

3. A Resolution authorizing the release of American Rescue Plan Act funding up to the maximum of one hundred thirty-two thousand dollars (\$132,000.00) for payment of the College@Elm Project. (Mike Dreisbach, Service Director).pg 57

Resolution release of ARPA funds for payment for College@Elm Project

6. Ordinances.

A. First Reading.

- 1.An Ordinance granting the request of Gerald and Linda Dingledine to connect to an existing City water main for a single-family residence located on a 1.5-acre parcel on Trenton-Oxford Road outside the Oxford Corporate Limits. (Mike Dreisbach, Service Director).pg 59

Ordinance to connect to existing City water main

- 2.An Ordinance amending Ordinance No. 3654 Supplemental Budget Ordinance Number 7 to make supplemental appropriations for fiscal year 2022. (Joe Newlin, Finance Director).pg 64

Ordinance Supplemental Budget No. 7

B. Second Reading

- 1.An Ordinance to regulate the rates and charges to be charged and collected and the services to be rendered by Glenwood Energy of Oxford, Inc., its successors and assigns, for gas and gas service furnished to all of its customers within the corporate limits of the City of Oxford during the period ending October 31, 2025, and repealing and superseding Ordinance No. 3483, which, together previously regulated such rates, charges, and services. (Doug Elliott, City Manager).pg 68

Ordinance Glenwood Energy of Oxford, Inc.7. A. Announcements & Communications.

1. Remarks from City Council and City staff. The comments expressed by individual members of Council or City staff during this portion of a City Council meeting do not necessarily reflect the views of the City of Oxford, The Oxford City Council, or the City staff.

2. Future Meetings.

WED – Sept. 7 Environmental Commission Meeting 7:00 p.m. Municipal Building

THUR – Sept. 8 Civil Rights Commission Meeting 4:00 p.m. Municipal Building

MON – Sept. 12 Parking & Transportation Advisory Board Meeting 9:30 a.m. Municipal Building

MON – Sept. 12 Recreation Board Meeting 11:30 a.m. Municipal Building

MON – Sept. 12 City Council Capital Improvement Planning Budget Work Session 7:30 p.m.

TUES – Sept. 13 Public Arts Commission Meeting 4:30 p.m. Municipal Building

TUES – Sept. 13 Planning Commission Meeting 7:00 p.m.

WED – Sept. 14 Historic & Architectural Preservation Commission Meeting 6:15 p.m.

THUR – Sept. 15 Climate Action Steering Committee Meeting 8:30 a.m. Municipal Building

MON – Sept. 19 Housing Advisory Commission Meeting 3:30 p.m. LCNB Community Room

TUES – Sept. 20 City Council Meeting 7:30 p.m.

TUES – Sept. 27 Board of Zoning Appeals Meeting 6:30 p.m.

8. Adjourn.



OXFORD CITY COUNCIL Meeting Minutes

Tuesday, August 16, 2022
[Link for website video here](#)
Full Transcript available upon request.

Roll Call [TIME 00:06](#)

William Snavelly Mayor	Chantel Raghu Vice Mayor
Jason Bracken	Amber Franklin
Alex French	Glenn Ellerbe
David Prytherch	

A regular meeting of the Oxford City Council was called to order by Mayor Snavelly on Tuesday, August 16, 2022 at 7:30 p.m. Members in attendance were Amber Franklin, Alex French, Chantel Raghu, Glenn Ellerbe, David Prytherch, and Jason Bracken.

Staff Members in Attendance

Mr. Doug Elliott, City Manager; Ms. Jessica Greene, Assistant City Manager; Mr. Chris Conard, Law Director; Mr. Sam Perry, Community Development Director; Mr. John Jones, Police Chief; Mr. Mike Dreisbach, Service Director; Mr. John Detherage, Fire Chief; Mr. Joe Newlin, Finance Director, and Ms. Heather Barbour, Clerk of Council.

Pledge of Allegiance [TIME 00:29](#)

Approval of the Agenda [TIME 00:47](#)

Motion – To Adopt

(Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherch

AYE #7

NAY #0

ABS #0

Public Participation [TIME 01:02](#)

A. Proclamation– “Women’s Equality Day” **Page 5 of the Agenda Packet**

Ms. Enda Southard was in attendance to accept the Proclamation on behalf of the League of Women Voters. Ms. Southard thanked the Council and shared that the first time a Women’s Equality Proclamation was read at a City Council Meeting was in 1976. Ms. Southard noted that Bob Ratterman wrote an article about it in the Oxford Press. Ms. Southard mentioned we still have a lot of work to do toward equal rights for women and all citizens.

B. Public Comments.

Public Comments

The purpose of the Public Comments Section is for members of the Public to speak to the City Council on any subject not scheduled on the Agenda, except Consent Agenda items. City Council values your comments, and Council rules limit public comments to five minutes for each person. Presentations are not to be in the form of public debate, personal attacks on Council, City staff or other members of the public and Council shall not act except to direct the City Manager to take action or schedule the matter for discussion at a later date.

Resident Name Address Resident Comment / Request

Edna Southard 807 Melinda Drive Ms. Southard spoke in regards to the online public comment to Council she had submitted last week. Ms. Southard noted the need for clearer signage on the trails regarding dogs being contained on a leash.

Bob Ratterman *Oxford Resident* Mr. Ratterman thanked the City Council, City Staff, and the Community for the recognition from the last meeting. Mr. Ratterman shared his enjoyment of writing articles for the Oxford area for the past 50 years. Mr. Ratterman noted he enjoyed raising his family and living in Oxford. Mr. Ratterman mentioned traveling in his retirement plans.

Consent Agenda [TIME 12:26](#)

All matters under the Consent Agenda are considered by the City Council to be routine and will be enacted by one motion. Any City Council member may, however, remove an item from consent by request. Items removed for separate discussion will be considered after the motion to approve the Consent Agenda.

- A. Minutes of the August 2, 2022, City Council Meeting (Heather Barbour, Clerk of Council) **Page 6 of the Agenda Packet**
- B. Report regarding the August 3, 2022, Environmental Commission Meeting (Mike Dreisbach, Service Director) **Page 11 of the Agenda Packet**

Motion – To Adopt

(Voice Vote) 1st Ms. Raghu 2nd Ms. French

AYE #7

NAY #0

ABS #0

Resolutions - None

[TIME 12:45](#)

Ordinances

Ordinances are adopted using a two-step procedure. First reading introduces the Ordinance and provides an opportunity for public input on the subject as well as allowing Council to request more information as needed. Second reading is to provide Council with the opportunity to consider new information and to deliberate.

First Reading [TIME 12:52](#)

Page 13 of the Agenda Packet

1. An Ordinance to regulate the rates and charges to be charged and collected and the services to be rendered by Glenwood Energy of Oxford, Inc., its successors and assigns, for gas and gas service furnished to all of its customers within the corporate limits of the City of Oxford during the period ending October 31, 2025, and repealing and superseding Ordinance No. 3483, which, together, previously regulated such rates, charges, and services. (Doug Elliott, City Manager)

Comments from the Public – None

Second Reading

Ordinance No. 3687 [TIME 18:40](#)

Page 23 of the Agenda Packet

1. An Ordinance approving a six-month extension of the approved final subdivision plat for South Forest Edge Section 1. (Sam Perry, Community Development Director)

Comments from the Public – None

Motion – To Adopt Resolution No. 3687

(Roll Call Vote) 1st Ms. Raghu 2nd Ms. Franklin

AYE #7

Mr. Prytherch, Ms. Raghu, Mr. Bracken, Mr. Ellerbe, Ms. Franklin, Ms. French, and Mayor Snively

NAY #0

Names Here

ABS #0

Names Here

Ordinance No. 3688 [TIME 19:39](#)

Page 28 of the Agenda Packet

2. An Ordinance approving a six-month extension of the approved final subdivision plat for South Forest Edge Section 2. (Sam Perry, Community Development Director)

Comments from the Public – None

Motion – To Adopt Resolution No. 3688

(Roll Call Vote) 1st Ms. Raghu 2nd Mr. French

AYE #7

Ms. Raghu, Mr. Bracken, Mr. Ellerbe, Ms. Franklin, Ms. French, Mr. Prytherch, and Mayor Snively

NAY #0

Names Here

ABS #0

Names Here

Announcements & Communications

Remarks from City Council and City Staff [TIME 20:35](#)

The comments expressed by individual members of Council or City staff during this portion of a City Council meeting do not necessarily reflect the views of the City of Oxford, The Oxford City Council, or the City staff.

Adjournment

Motion to Adjourn Meeting at 8:10 p.m. [TIME 40:04](#)

(Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherch

AYE #7

NAY #0

ABS #0

Public Comment to Council Form

Print

Submitted by: Dr. Edna Carter Southard

Submitted On: 2022-08-11 20:13:06

Status: Open

Priority: Normal

Assigned To: Doug Elliott

Due Date: Open

Public Comment To Council



Please note: Comments must be received by 2:00 pm the day of the council meeting to be shared with City Council members. Comments will be included in the minutes under the public comment section.

* First Name

Dr. Edna Carter

Enter your First Name

* Last Name

Southard

Enter your Last Name

* Address

807 Melinda Drive

* City

Oxford

* State

OH

* Email

southaec@miamioh.edu

Phone

5135230564

* I am a...

☐ Visitor

☒ Resident

☐ Business Manager

☐ Business Owner

☐ Employee in Oxford

☐ Student

☐ Other

* Comment(s)

The City of Oxford has spent a vast amount of money and effort developing the OATS trails. We can all agree that the results are wonderful. But all that work is pointless if the trails are not comfortable and safe for everyone, which means for people of all ages and abilities. Nobody should have to face a stranger’s uncontrolled pet; nobody should risk slipping on dog feces. These are the risks on the

OATS trails now. My suggestion is that we need to answer the public's questions with simple, clear signage. At each trailhead a large sign should state the rules, with reference to specific ordinances so that people are informed about what is required of them. For examples of simple, clear, and large signage, the signs at the trailheads in Hueston Woods provide an excellent model. I suggest you take a look at them. The public needs answers to the following questions: Are dog owners required to have their dogs on leashes? Where and when is this required? Does this apply to all public land according to our City ordinances? If so, which ordinance and what is the penalty for violations? Are dog owners required to pick up their dogs' feces? What are the penalties? Where is this written in our ordinances? Are bicycle riders and runners required to alert walkers when passing (saying "on your left" loudly for example)? Is this required by law or just a courtesy? What about littering and trash on the trails? What about lost and found objects? What are the phone numbers to call? Are the mile markers enough information for a hiker to share the location of the incident? What is the email for reporting? People need to know about requirements for keeping dogs on leashes, dog-owners picking up their own dog's feces, bikers and runners alerting that they are passing on the left, not littering, and the telephone numbers and email addresses to alert the City to emergencies and to submit complaints. This information should be posted on all the relevant websites and Facebook pages. There is an OATS Facebook page that lacks helpful information at this time. That should be corrected as soon as possible. In addition to signage, the existing maps posted on the trails should be updated so they are larger and clearer. In a society full of angry people, we need to get out the information before more serious incidents happen. In the last year I have witnessed two incidents in which dog-owners screamed obscenities or yelled accusations at walkers because they did not see dog-leash laws. "Where does it say that my dog has to be on a leash?," yelled an angry dog owner near Peffer Park last fall. It should not be up to me to explain why their dogs should not be running off a leash. It is up to the City to protect the public in its entirety—young, old, strong, frail, recovering from broken bones, hearing impaired, visually impaired, autistic, anxious-- all of whom use our trails. If we don't address this problem, we will lose the peaceful beauty of our natural areas. I wrote about this problem to the City Manager and Assistant City Manager and look forward to receiving an adequate response. This is a managerial issue that overlaps several City departments, several kinds of natural areas, and the Enjoy Oxford staff. Cooperation with the Miami Natural Areas, the Three Valley Trust (for the Ruder Preserve), the City's parks, the Mill Run Metropark, and the OATS trails is needed. Are the rules the same in all those places? I would like to know so that I can plan my routes. If we don't know, how can we decide where to go to avoid places where dog owners are allowed to let their animals run wild? So, the public needs to know what the laws are and what's common courtesy and common sense. Without that information spelled out, the most serious question remains: if someone were to get hurt, where do the dog owner's or the biker's or the runner's liability end and the City's begin? If our ordinances are not clear, I ask the City staff with legal counsel to prepare ordinances that cover these issues for the protection of the public. I ask City Council to enact such ordinances. I urge City staff and Council to approve and implement clarifying signage as soon as possible. With students coming back to town, now is a great time to get the word out about the trails. How much can clear signs cost? A few hundred dollars? That's a small price compared to what

we've already spent on the trails. To protect the public, it's worth it, and certainly a lot less costly than a lawsuit would be. Thank you, and thank you for keeping me informed about this issue.

Public Comment to Council Form

Print

Submitted by: Dr. Edna Carter Southard

Submitted On: 2022-08-13 21:19:35

Status: Open

Priority: Normal

Assigned To: Doug Elliott

Due Date: Open

Public Comment To Council



Please note: Comments must be received by 2:00 pm the day of the council meeting to be shared with City Council members. Comments will be included in the minutes under the public comment section.

* First Name

Dr. Edna Carter

Enter your First Name

* Last Name

Southard

Enter your Last Name

* Address

807 Melinda Drive

* City

Oxford

* State

OH

* Email

southaec@miamioh.edu

Phone

5135230564

* I am a...

☐ Visitor

☒ Resident

☐ Business Manager

☐ Business Owner

☐ Employee in Oxford

☐ Student

☐ Other

* Comment(s)

A friend advised me to explain to you why I am concerned about controlling pets, because without knowing the experience I had last week, you may think that my previous comment to Council came out of the blue and had no basis. So please allow me to make this addendum to my previous comment: As a fan of the OATS trails, I was in the habit of walking there nearly every day. Last week I

was walking on the coal ash trail when a man and a woman with an unleashed dog were coming toward me. I stopped and hoped they would put a leash on the dog. Seeing me, they leashed their dog. I walked forward, smiled, and said "thank you". The man shouted that their dog was apparently a lot nicer than I was and wouldn't hurt anyone and that I was more likely to hurt the dog than vice versa. The woman started yelling, "Are you going to call the police, bitch?" I said, "No, of course not." She continued to swear at me, hurling verbal insults and obscenities that don't bear repeating. I walked passed quickly while she kept swearing at me. I rushed to my car and locked it. I was afraid about what they might do next. I drove away. This experience shook me, so I explained my concerns in an email to the City Manager and Assistant City Manager, asking for signage on the OATS trail only to learn that we don't have a leash law unlike other Ohio jurisdictions. I ask that the City implement leash laws for pets on public property. The Ohio Code uses the terminology "reasonable control" of pets, which I'm sure you agree is vague and unclear. We need leash laws so that all people and animals can feel safe in our beautiful natural areas and trails, which are public property. We know that uncontrolled aggressive dogs have been known to attack other dogs, so surely such laws would be favored by dog-owners as well as pedestrians, bikers, skateboarders, and runners, people of all ages and abilities who enjoy the trails. Thank you.

Public Comment to Council Form

Print

Submitted by: JULIA WARD

Submitted On: 2022-08-15 10:03:33

Status: Open

Priority: Normal

Assigned To: Jessica Greene

Due Date: Open

Public Comment To Council



Please note: Comments must be received by 2:00 pm the day of the council meeting to be shared with City Council members. Comments will be included in the minutes under the public comment section.

* First Name

JULIA

Enter your First Name

* Last Name

WARD

Enter your Last Name

* Address

4818 BONHAM RD.

* City

OXFORD

* State

OH

* Email

wardj@miamioh.edu

Phone

5135231805

* I am a...

☐ Visitor

☒ Resident

☐ Business Manager

☐ Business Owner

☐ Employee in Oxford

☐ Student

☐ Other

* Comment(s)

"Trail Etiquette" I like the sign that greets me when I walk the OATS trails. "Etiquette" sounds a bit old-fashioned, welcoming , and the list of regulations that follows is easy to understand--with one exception. What's clear is that there may be No ATV's and No Horses. I understand who yields and when. I'm pleased to read "Be kind," but puzzled by the regulation regarding pets: Control and pick

up after pets. Well, of course picking up after pets means using a plastic bag, but just what does "control" entail? It turns out that under 505.01 Dogs and Other Animals Running at Large, I have found the answer. Though the language is somewhat antiquated, the meaning of "control" is clear. ORC 955.22 reads: No owner, keeper, or harborer of any dog shall fail at any time to do either of the following: (1) Keep the dog physically confined or restrained upon the premises of the owner, keeper, or harborer by a leash, tether, adequate fence, supervision, or enclosure to prevent escape. Why, I wonder, must a dog be tethered on private property, but not on public property? For everyone's safety, dogs must be leashed on the OATS trails.

Public Comment to Council Form

Print

Submitted by: Maria J. E. Copson-Niecko

Submitted On: 2022-08-14 18:01:24

Status: Open

Priority: Normal

Assigned To: Doug Elliott

Due Date: Open

Public Comment To Council



Please note: Comments must be received by 2:00 pm the day of the council meeting to be shared with City Council members. Comments will be included in the minutes under the public comment section.

* First Name

Enter your First Name

Maria J. E.

* Last Name

Enter your Last Name

Copson-Niecko

* Address

4664 Katie Lane

* City

Enter your City

Oxford

* State

Enter your State

OH

* Email

Enter your Email

mjecopson@hotmail.com

Phone

Enter your Phone

(202) 210-0644

* I am a...

Visitor

Resident

Business Manager

Business Owner

Employee in Oxford

Student

Other

* Comment(s)

I wish to draw attention to general ORC 955.22 stipulating that dogs are to be kept "under the reasonable control of some person." Presumably this applies to all public spaces in Oxford including streets, parks and the Oxford Area Trails System (OATS). "Reasonable Control" is clearly open to several interpretations but under no circumstance ENSURES the emotional and physical safety of the

people it is supposed to protect. This is especially true of the increasingly popular trails used at all hours of the day, seven days a week and most months of the year. On these trails a dog under proper control is a dog on a leash. It is NOT a dog under the "reasonable control of some person." Nor is it reasonable for City Council to expect users of the trails (whether they be infants, children, walkers, runners, seniors with or without disabilities etc.) who feel in any way threatened or frightened by unleashed dogs (and some do so feel) to call the Oxford Police. It will cost Oxford taxpayers nothing to immediately require leashes on dogs at all times in public spaces and especially on the trails. Forcing trail users to have recourse to the Police in the event of PREVENTABLE dog-related incidents is irrational and not without cost.

Public Comment to Council Form

Print

Submitted by: Maria J. E. Copson-Niecko

Submitted On: 2022-08-14 18:01:24

Status: Open

Assigned To: Doug Elliott

Priority: Normal

Due Date: Open

Public Comment To Council



Please note: Comments must be received by 2:00 pm the day of the council meeting to be shared with City Council members. Comments will be included in the minutes under the public comment section.

* First Name

Maria J. E.

Enter your First Name

* Last Name

Copson-Niecko

Enter your Last Name

* Address

4664 Katie Lane

* City

Oxford

* State

OH

* Email

mjecopson@hotmail.com

Phone

(202) 210-0644

* I am a...

☐ Visitor

☐ Resident

☐ Business Manager

☐ Business Owner

☐ Employee in Oxford

☐ Student

☒ Other

* Comment(s)

I wish to draw attention to general ORC 955.22 stipulating that dogs are to be kept "under the reasonable control of some person." Presumably this applies to all public spaces in Oxford including streets, parks and the Oxford Area Trails System (OATS). "Reasonable Control" is clearly open to several interpretations but under no circumstance ENSURES the emotional and physical safety of the

people it is supposed to protect. This is especially true of the increasingly popular trails used at all hours of the day, seven days a week and most months of the year. On these trails a dog under proper control is a dog on a leash. It is NOT a dog under the "reasonable control of some person." Nor is it reasonable for City Council to expect users of the trails (whether they be infants, children, walkers, runners, seniors with or without disabilities etc.) who feel in any way threatened or frightened by unleashed dogs (and some do so feel) to call the Oxford Police. It will cost Oxford taxpayers nothing to immediately require leashes on dogs at all times in public spaces and especially on the trails. Forcing trail users to have recourse to the Police in the event of PREVENTABLE dog-related incidents is irrational and not without cost.

Public Comment to Council Form

Print

Submitted by: Nadja Hofmann

Submitted On: 2022-08-14 14:36:31

Status: Open

Priority: Normal

Assigned To: Doug Elliott

Due Date: Open

Public Comment To Council



Please note: Comments must be received by 2:00 pm the day of the council meeting to be shared with City Council members. Comments will be included in the minutes under the public comment section.

* First Name

Nadja

Enter your First Name

* Last Name

Hofmann

Enter your Last Name

* Address

122 Beechpoint Drive

* City

Oxford

* State

OH

* Email

nphofmann@aol.com

Phone

5135096513

* I am a...

☐ Visitor

☒ Resident

☐ Business Manager

☐ Business Owner

☐ Employee in Oxford

☐ Student

☐ Other

* Comment(s)

Our beautiful OATS trails are being used more than ever and I am so happy that people are choosing to get outside, immerse themselves in nature, exercise, and take leisurely walks and explore new settings. I often see older people enjoying themselves on their leisurely walk, runners or fast walkers , bicyclists, families treading along with their small kids, nature photographers observing birds with

their binoculars, people taking pictures of seasonal wildflowers and pet owners with their dogs on leash. How can Oxford guarantee that the delicate balance among these multi needs are respected and that this idyllic picture of our beloved trails be preserved? I would suggest a system of clear regulation and signage whereby trail etiquette and ordinances are clearly stated and visible on the trails to the public. For example, when on the trail, be sure your dog is on a leash - which has not always been the case. I do love my pets but I am also mindful that not everyone is a dog person and when I am in a public space, I respect other people’s space. Trails can become busy places and how do I know if I encounter an unleashed dog running, that they will respond to their owners? What if the dog is reactive to kids, other dogs and people or has poor recall? And what if the dog paws are slapping all over me? It would seem that the easiest way to ensure control is to leash your dog while it is out with you on a trail. The hiking trails are there for everybody to use and it is not fair that your dog running unleashed is ruining the experience for someone else.

Public Comment to Council Form

Print

Submitted by: Stacey Peterson

Submitted On: 2022-08-14 12:36:08

Status: Open

Priority: Normal

Assigned To: Doug Elliott

Due Date: Open

Public Comment To Council



Please note: Comments must be received by 2:00 pm the day of the council meeting to be shared with City Council members. Comments will be included in the minutes under the public comment section.

* First Name

Stacey

Enter your First Name

* Last Name

Peterson

Enter your Last Name

* Address

6080 Joseph Dr

* City

Oxford

* State

OH

* Email

staceypeterson18@gmail.com

Phone

Ex. (123) 456-7890

* I am a...

☐ Visitor

☒ Resident

☐ Business Manager

☐ Business Owner

☐ Employee in Oxford

☐ Student

☐ Other

* Comment(s)

I'd like to support the need for Oxford to have clearer regulations requiring pets to be leashed when using our public streets, trails and parks. Our streets and the OATS trail system should be safe and accessible to everyone. I have noticed increasingly that some dog owners allow their pets to run off leash particularly on the trails. I've personally been involved in two OATS trail instances where a

barking dog ran toward me without the owner in sight. Having a barking dog charging my way, is a threatening situation for me. I don't think I should have to worry about whether I will encounter an unleashed and uncontrolled dog on the public streets or trails. This can be a threatening situation for many people – parents with young children who might be scared, people with disabilities of various sorts, older people with balance issues and other pet owners who may have a their own dog on a leash that is fearful or otherwise vulnerable to an unleashed animal. If the only limiting factor is for dogs to be under "reasonable control" of some person, who determines that? Does someone 10, 20 or 100 feet away have control of the dog that's charging at me? I may not think so. The owner who's yelling the dog's name from a distance probably would say otherwise. What about the five-year-old child facing the same situation who starts screaming and causes the situation to escalate? Or the biker who now has to out ride the charging dog and gets bitten or causes some other accident with pedestrians caught in the cross fire? Do we have to wait for someone to get hurt for a pet owner to be told they didn't have reasonable control? That appears to be the case with our current law. Requirements that dogs be leashed on public streets, trails and other rights of way are common in other cities, towns, parks across the country. Why is Oxford different?

Make a public comment for review by City Council

Public Comment to Council Form

Print

Submitted by: Tom Romano

Submitted On: 2022-08-15 15:33:54

Status: Open

Priority: Normal

Assigned To: Doug Elliott

Due Date: Open

Public Comment To Council



Please note: Comments must be received by 2:00 pm the day of the council meeting to be shared with City Council members. Comments will be included in the minutes under the public comment section.

* First Name

Tom

Enter your First Name

* Last Name

Romano

Enter your Last Name

* Address

104 West Bull Run

* City

Oxford

* State

OH

* Email

romanots@miamioh.edu

Phone

5132800897

* I am a...

☐ Visitor

☒ Resident

☐ Business Manager

☐ Business Owner

☐ Employee in Oxford

☐ Student

☐ Other

* Comment(s)

My wife and I encourage council to make it mandatory for dog owners to leash their dogs in public spaces. On November 29, 2020, my wife was walking our wire-haired fox terrier, leashed. A German shepherd came bounding from private property into the street. It was after our dog. Kathy, 72, had picked up our dog to get it out of reach. The shepherd knocked her to the pavement and proceeded

to maul our dog to the point of death. Kathy strained her bad shoulder, which hastened the shoulder replacement surgery she knew she might need some day. Unrestrained dogs are not always a menace, but when they are the results can be catastrophic.

Oxford Police Community Relations and Review Commission Report

Thursday, August 18th, 2022

The PCRRC was established in December of 2015. The goals of the commission are as follows: 1) Improve communication between the community and the Oxford Police Division, 2) Increase police accountability and credibility with the public, 3) Create a fair and impartial complaint process, and 4) Advise the Chief of Police, City Manager, and City Council about division policies and procedures regarding matters that affect the public, and public perception, of the OPD.

This report is a summary of the meetings held by the PCRRC over the past year.

August 19, 2021

Location: Council Chambers

The first order of business for the commission was to approve the Yearly Report. The majority of the rest of the meeting was OPD officers expressing concerns about the PCRRC. Officers brought up a number of issues. They feel the PCRRC has focused on police accountability over relationships. Officers feel the pressure of outside criticism while trying to complete their duties. They also felt members of the PCRRC should do more ride alongs, take part in the Citizens Police Academy, and be assigned a number of officers to get to know. Another issue brought up was staffing; they feel there should be more officers on duty each shift. There was also concern about the "localization of national issues". The PCRRC promised to discuss these concerns at a future meeting.

November 18, 2021

Location: Council Chambers

The November meeting of the PCRRC was held on the 18th at the Oxford Courthouse and, except for Mr. Nadler, all Commission members were present, as were Chief Jones and Lt. Robinson of the Oxford Police Department and City Manager Elliott.

There was a discussion of the concerns presented by the officers during our August meeting, focusing on relationships, staffing, and nationalization. Ms. Stohry spoke of the larger issues of social justice and power while Mr. Wang mentioned the good relationships with the police officers. Ms. Hillman advocated getting to know the officers and Chairman Meade commented on how the data collection has provided proof that policing is not biased. Mr. Kraan voiced his support of

the Citizen's Police Academy as a pathway to education about the police division and it was agreed that ride-alongs, while recommended, were not mandatory for PCRRC members

With respect to the question of additional staffing, City Manager Elliott was candid about doing the best the City could with respect to competitive salary and benefits. That discussion was ultimately tabled until the General Fund Expenditure Trends information provided by Mr. Elliott could be read.

We received handouts of a review of recruitment and hiring practices and general orders on use of force policies and Chief Jones reported on two formal complaints which had been received in 2021, one of which was unfounded, one of which was ongoing.

March 10, 2022

Location: Council Chambers

The PCRRC was the audience to a presentation about the SRO program. SRO Mat Wagers provided a brief history of the current SRO program. He explained the roles of an SRO, which included the safety/security of the schools and being a liaison between the police division and the school district. As part of their role, SRO Wagers explained that they are not involved in school discipline issues, and they make every attempt to not criminally charge students. Examples of community outreach efforts were shared as well. He also noted specific topics to TMS that include traffic, drug experimentation, and internet safety.

SRO Hayes explained what 'Handle with Care' is all about, and discussed some of the efforts at Kramer Elementary, such as Breakfast club, and educating students on safety issues. He also explained the benefits of doing outreach with students and families at a nearby at-risk community.

SRO Butler explained some safety programs were more geared toward High School students, and also explained how he provides presentations, when requested, on topics of Policing and Rights. Issues specific to High School that are frequently addressed are dealing with adult students and drug use/possession.

Hannah Stohry asked questions about Handle with Care and funding for Breakfast Club. With regards to Handle with Care, SRO Hayes stated that teachers already had experience with the program before it became a program, and that the teachers fund Breakfast Club.

Aimin Wang asked how drug use at Talawanda compared to other school districts. SRO Butler stated it was comparable. A follow up question on the use of K9 searches in the schools, to which SRO Butler stated that they only answer to a request from the school.

A final question from Aimin Wang was about the distinction between minor and serious drug abuse, to which SRO Butler stated that it depends on the totality of the circumstances and the level of discretion involved.

May 12, 2022

Location: Council Chambers

The PCRRC met on May 12, 2022. All commission members were in attendance along with Police Chief John Jones. The agenda was approved, the minutes of the February, 2022 meeting were approved, and, in terms old business, a list prepared by LaTricia Hillman which matched Commission members to police officers to promote these relationships was distributed with the intention of being discussed at the August, 2022 Commission meeting.

The primary agenda item was a presentation by Chief Jones of the Yearly Data Report. This report included statistical information regarding charges and arrests by race from January 1, 2021 through December 31, 2021; historical data of these breakdowns each year from 2017-2021; criminal charges by category (e.g., felony, minor misdemeanor); traffic citations by type and race; Use of Force incidents; Display of Force (firearm) incidents; formal complaints; positive feedback; on-line feedback (positive and negative); and self-initiated traffic and pedestrian (first-time reporting) stop data.

The charging data involved the following breakdown: 5.93% Asian, 9.81% Black, and 79.79% White. 64.10% of all charges were in the 16-25 age range. The arrest data had the following delineation: 2.43% Asian, 10.95%, and 83.52% White. For traffic citations, the breakdown was 9.1% Asian, 11.6% Black, and 76.30% White. Historical data from 2017-2021 showed a decrease in Asian arrests and citations (from a range of 9.50-17.45% to 5.93% in 2021). Arrests and citations for Black residents exhibited an increase (from a range of 6.26%-8.30% to 9.81% in 2021. Arrests and citations for White residents increased from a range of 61.79%-78.30% to 79.79% IN 2021.

There were 9 use of force reports and 8 display of force reports in 2021. All 17 incidents involved male subjects and were distributed widely across police officers (identified in the report by badge number). 2 formal complaints were made in 2021 and were resolved by exoneration in one case and a finding of unfounded in the second instance. Fifteen instances of positive feedback were recorded in the form of e-mails, thank you cards, voicemails, and a feedback form. 5 negative experiences were reported on-line.

The collection of self-initiated stop data started in 2020 and the 2021 data showed 1941 total stops, with the following breakdown: 1618 White, 213 Black, 77 Asian and 30 Pacific Islanders. There were 320 traffic crashes, with 180 at-fault and 140 no-fault accidents. The breakdown by race was as follows for at-fault and no-fault crashes:

White 81% and 91%, Black 9% and 4%, and Asian 6% and 4%. Finally pedestrian stop data was added to the report for the first time. These stops were delineated into Arrest and No Action categories. The racial breakdown was as follows for these two categories: White 91% and 89%, Black 6% and 8%, and Asian 1% and 3%.

Conclusion

The PCRRC has completed five years of service to the City of Oxford and its citizens. This year showed that the commission has some work to do to determine the best way to interact with OPD Officers. The commission looks forward to the addition of a Social Worker to the OPD as we all continue to learn how to serve the public. The commission welcomes new members and thanks them for their willingness to serve. As always we want to thank the city administration, city council, Chief Jones and the OPD for their openness and cooperation. The PCRRC looks forward to serving the citizens of Oxford in the next year.



The City of Oxford
(513) 524-5200
15 S. College Ave.
Oxford, OH 45215

STAFF REPORT

ORIGINATING DEPARTMENT:	Parks & Recreation
PREPARED BY:	Casey Wooddell
DATE PREPARED:	August 22, 2022
COUNCIL MEETING DATE:	September 6, 2022
AGENDA TITLE:	Oxford Recreation Board – August 11, 2022
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approve
CITY MANAGER/DEPT HEAD APPROVAL:	CDW 8/22/22 <i>DRC</i> 8.22.22

DISCUSSION:

Attendance: Ken Bogard, Adam Beissel, Craig Bennett, Holli Morrish, Casey Wooddell, Alex French (Council Rep.), Deanna Barbour (Secretary)

The Oxford Recreation Board met in the Municipal Building on Thursday, August 11, 2022. The Oxford Recreation Board has 5 official members, not including the Council Rep. (Alex French), City Liason (Casey Wooddell) and Secretary (Deanna Barbour).

Mr. Wooddell introduced new board member Adam Beissel. Mr. Beissel provided some background information about his experience in the field and why he pursued an opening on the Recreation Board. Mr. Wooddell also provided board members with updates on their current terms and expiration dates.

Reports were provided from Mr. Wooddell about Parks and Recreation, Ms. Morrish about Talawanda Schools and Mr. Bennett about Miami University. These reports included a variety of topics including, but not limited to, the progress of a new indoor community center, summer programming, fall sports and new cemetery tours.

Under New Business, the Board discussed the need for a new regular meeting time and day, due to Mr. Beissel teaching class at the existing time. Board members agreed to change from Thursdays to Mondays. An updated Rules of Order will be presented to City Council for approval. Board members also discussed and reviewed the updates drafted for the new Comprehensive Plan.

Next meeting: Monday, September 12 – 11:30am at the City Building.



The City of Oxford
(513) 524-5200
15 S. College Ave.
Oxford, OH 45056

STAFF REPORT

ORIGINATING DEPARTMENT:	City Manager's Office
PREPARED BY:	John Buchholz
DATE PREPARED:	August 18, 2022
COUNCIL MEETING DATE:	September 6, 2022.
AGENDA TITLE:	Girl Scouts Clothing Swap
RECOMMENDATION:	Approve
CITY MANAGER/DEPT HEAD APPROVAL:	Jessica Greene <i>DRC</i> 8.18.22

DISCUSSION:

GIRL SCOUT TROOP 42058 IS REQUESTING TO HOLD A CLOTHING SWAP IN MEMORIAL PARK ON SEPTEMBER 9, 2022 FROM 8:00 AM – 3:00 PM. THEY WILL USE APPROXIMATELY HALF OF THE PARK.

EVENT WILL NOT CONFLICT WITH YOGA IN THE PARK OR THE FARMERS MARKET.

ROW 00332

Saturday, Sept 24, 2022

8AM - 3PM

ROW 00332

Rev. 1/19



REQUEST FOR PUBLIC PARK PERMIT



REQUEST FOR PUBLIC RIGHT-OF-WAY PERMIT

Date(s) of Event: 09 / 24 / 22 through 09 / 24 / 22 From: 08:00 AM To: 03:00 PM

Today's Date: ___ / ___ / ___ ☐ Emergency Utility Repair (check box, if applicable)

--- Applicant shall allow a minimum of 3 business days for processing ---

Responsible Adult:

(18 years of age or older)*

Katherine Wilson

Address: 137 Hilltop Rd.

Oxford, OH 45056

Telephone: _____

Cellular: (513) 328-6766

Fax: _____

Email: katiewilson541@gmail.com

Organization: Girl Scout Troop 42058

Advisor: Katherine Wilson

Address: 137 Hilltop Rd.

Oxford, OH 45056

Telephone: _____

Cellular: (513) 328-6766

Fax: _____

Email: katiewilson541@gmail.com

Non-Profit: ☒ Yes ☐ No

* Person in charge - Primary contact

PARK REQUESTED

- ☐ Merry Day Park (adjacent to the Miami Mobile Home Park, Reagh Way Drive)
- ☐ Leonard Howell Park (Bonham Road)
- ☐ Oxford Community Park (Fairfield Road) – Contact 523-6314 to confirm date(s)
- ☒ Memorial Park (E. Park Place & N. Main Street – has pavilion)
- ☐ Martin Luther King Jr. Park (W. Park Place & N. Main Street – animal sculptures & fountain)
- ☐ Other: _____

TITLE OF EVENT (be specific and include projected attendance)

Girls Clothing Swap 2022 00332

Projected Attendance: 50 Has this event been held previously? ☐ Yes ☒ No If "YES", when? _____

Will food, goods, services or merchandise be sold at the event? ☐ Yes ☒ No

If "YES", please see Section 729.05, Sales on Certain Municipal Property Prohibited (attached to last page of application.)

Note: If you or your organization are handing out information on the public sidewalk, no permit is required.

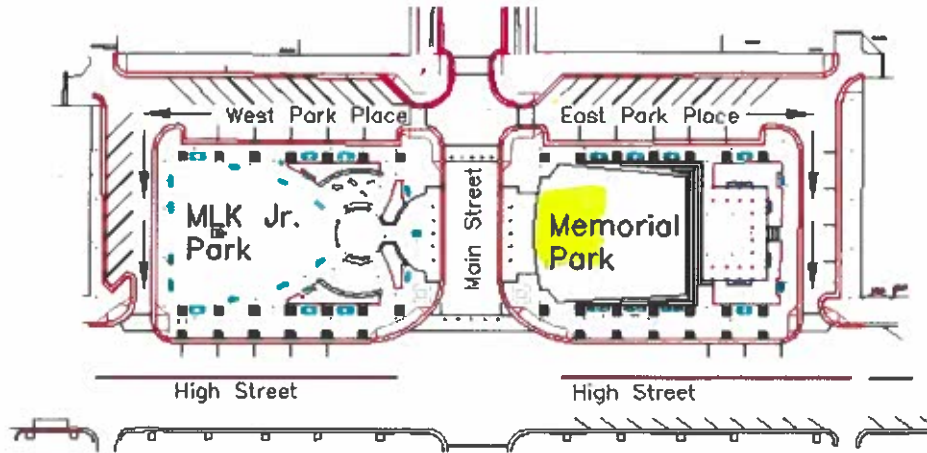
DESCRIPTION OF EVENT

Place a description of the event, along with additional requests, on the appropriate attachment. If request is only for use of a right-of-way, use the attachment labeled City of Oxford / Right-of-Way Request Details.

Applicant's Signature: Katherine Wilson Date: 8 / 10 / 22

I have read and understand the rules, guidelines and conditions. Furthermore, I understand that acceptance of them is a condition of approval; and, if approval is granted, it is only for the event specified above. I also understand that the request will be reviewed by various City of Oxford officials and additional conditions may be required before final approval is granted. If additional conditions are required, I agree to meet with the appropriate officials.

Will not conflict with Yoga in the Park or Farmers Market



OXFORD MEMORIAL PARK & MARTIN LUTHER KING JR. PARK

Instructions for Applicant: Please clearly denote (1) the sections of the parks that you are requesting, (2) parking spots needed and (3) proposed street closures. Place a concise narrative explanation on the following lines. Attach additional pages if necessary.

We are just looking to set up 6-8 tables in the grassy area of the Memorial Park. We don't need the Pavilion and will not interfere with yoga or anything like that. While we will do lots of marketing for this event, we also hope to benefit from the visibility of the Farmer's Market. We will have pop up tents if the weather looks questionable.

This will be a free event focused on 3rd to 8th grade girls.

Additional Requests:
(Include details in narrative)

- ☐ Pavilion
- ☐ Extra trash cans*
- ☐ Special power requirements (explain in narrative)**
- ☐ Street Closure**
- ☐ Other: _____

Time Details

	Start	End
Setup	8:00 am	9:00 am
Event	9:00 am	2:00 pm
Breakdown	2:00 pm	3:00 pm

*See fee sheet

** Contact the Streets & Maintenance Division 3 days prior to the event at 513-523-8412

NOTE: Street closures will be at the discretion of the Oxford Police Department



Stipulations and Fees

Note: FULL PAYMENT REQUIRED BEFORE THE EVENT

RIGHT-OF-WAY

Applicants should allow a minimum of **three (3) business days** for the request to be processed from the time it is submitted to city officials. *(Please provide the City with as much lead time as possible. Events requiring road closures and staffing will require additional processing time. Large event requests shall be submitted no less than fourteen (14) days in advance of the event.)*

It is PROHIBITED to insert anything into the ground within any park due to the irrigation system

Area shall be cleaned at the end of each day

The City of Oxford reserves the right to modify, suspend, or revoke this permit at the sole discretion of the City of Oxford.

USE

compensate the City of Oxford the cost of repairs and/or replacement.

5. No structure shall be defaced and no structure shall be erected within four (4) feet of the base of a tree or shrub.
6. NO nails, spikes, tacks or adhesive material may be driven into or affixed to trees or into the ground within any park.
7. The applicant will be required to provide the City with a certificate of insurance naming the City as an additional insured for events with live animals or inflated play structures with a minimum of \$1M coverage. Insurance for other events may be required and reviewed on a case by case basis.

FEE INFORMATION

No Parking Signs	\$1.00/ea.
Metered Parking	\$10.00/ea
Trash Boxes	\$5.00/ea.

Personnel

Police Officer(s)	Contact OPD
Street Dept. Personnel	\$25.00/hr
Electrician	\$100.00
Park & Rec Personnel	Contact OPRD

Road Closures

Main Street	\$135.00**
US 27 Detour	\$135.00**

****Includes labor**

Sports Fields/Gazebo

Contact OPRD – 523-6314

APPLICANT'S ASSURANCE

I have reviewed the estimated cost for the event and agree to compensate the City for services rendered as specified above. If the event runs past the stated end time, I understand that additional charges will accrue and agree to compensate the City accordingly.

Applicant's Signature

Date: ____ / ____ / ____

CITY USE ONLY

	Service	Hours	Rate	Estimate	Final
1			\$	\$	\$
2			\$	\$	\$
3			\$	\$	\$
4			\$	\$	\$
5			\$	\$	\$
	Total		\$	\$	\$

	Applicant's Initials	Review Date
Police Department		
1		
2		
3		
4		
Fire Department		
1		
2		
3		
4		
Service Department		
1		
2		
3		
4		
Recreation Department (if applicable)		
1		
2		
3		
4		
City Manager		
1		
2		
3		
4		

Pre-Meeting (if applicable): Reviewed with _____ on _____.

Reviewer(s): _____

APPROVAL SECTION (with conditions)

Police Chief: ☐ Approved ☐ Not Approved _____/_____

Fire Chief: ☐ Approved ☐ Not Approved _____/_____

Service Director: ☐ Approved ☐ Not Approved _____/_____

Recreation Director: ☐ Approved ☐ Not Approved _____/_____

City Manager: ☐ Approved ☐ Not Approved

City Manager's Signature

Date: _____

Reason(s) event not approved:

--



The City of Oxford
(513) 524-5200
15 S. College Ave.
Oxford, OH 45056

STAFF REPORT

ORIGINATING DEPARTMENT:	Office of the City Manager
PREPARED BY:	John Buchholz
DATE PREPARED:	Aug. 29, 2022
COUNCIL MEETING DATE:	Sep. 6, 2022
AGENDA TITLE:	Faith & Fitness Workout
RECOMMENDATION:	Approve
CITY MANAGER/DEPT HEAD APPROVAL:	Jessica Greene, Asst. City Manager <i>DRC</i> 8.29.22

DISCUSSION:

THE CATHOLIC NEWMAN CENTER OF MIAMI UNIVERISTY WOULD LIKE TO CONTINUE HOLDING "FAITH AND FITNESS" EVENTS IN MEMORIAL PARK.

THIS IS 45 MINUTES OF FITNESS WITH FAITH BASED CONVERSATIONS.

THEY HAVE ALREADY HELD 2 OF THESE EVENTS AND WOULD LIKE TO CONTINUE THEM WEEKLY THROUGH THE END OF THE YEAR, WEATHER PERMITTING.

ADDITIONAL DATES HAVE NOT BEEN SCHEDULED PENDING COUNCIL APPROVAL.

ROW 00341

Wednesday, Aug 31, 2022
Memorial Park
5PM - 6PM

ROW 00341-2

APPROVED

See stipulations below

Rev. 1/19



City of
Oxford OHIO
HOME OF MIAMI UNIVERSITY

REQUEST FOR PUBLIC PARK PERMIT

REQUEST FOR PUBLIC RIGHT-OF-WAY PERMIT

Date(s) of Event: 08/31/2022 through ___ / ___ / ___ From: 5 PM To: 6 PM

Today's Date: 08/26/2022 ☐ Emergency Utility Repair (check box, if applicable)

--- Applicant shall allow a minimum of 3 business days for processing ---

Responsible Adult:
(18 years of age or older)*

Fr. Jacob Willig
15 S. Poplar St
Oxford, OH 45056

Telephone: _____

Cellular: _____

Fax: 513-680-5903

Email: willigj@miamioh.edu

Organization: Catholic Newman Center

Advisor: at Miami University

Address: _____

Additional Contact:

Christa Baumgartner 513-400-8625

Pete Laubenthal 740-710-9644

* Person in charge - Primary contact

Non-Profit: ☒ Yes ☐ No

PARK REQUESTED

Memorial Park

(a Home Park, Reagh Way Drive)

Contact 523-6314 to confirm date(s)

et - has pavilion)

- ☐ Martin Luther King Jr. Park (W. Park Place & N. Main Street - animal sculptures & fountain)
☐ Other: _____

TITLE OF EVENT (be specific and include projected attendance)

Faith and Fitness Workout 2022-1 00330

Projected Attendance: 30-40 Has this event been held previously? ☐ Yes ☐ No If "YES", when? _____

Will food, goods, services or merchandise be sold at the event? ☐ Yes ☐ No

If "YES", please see Section 729.05, Sales on Certain Municipal Property Prohibited (attached to last page of application.)

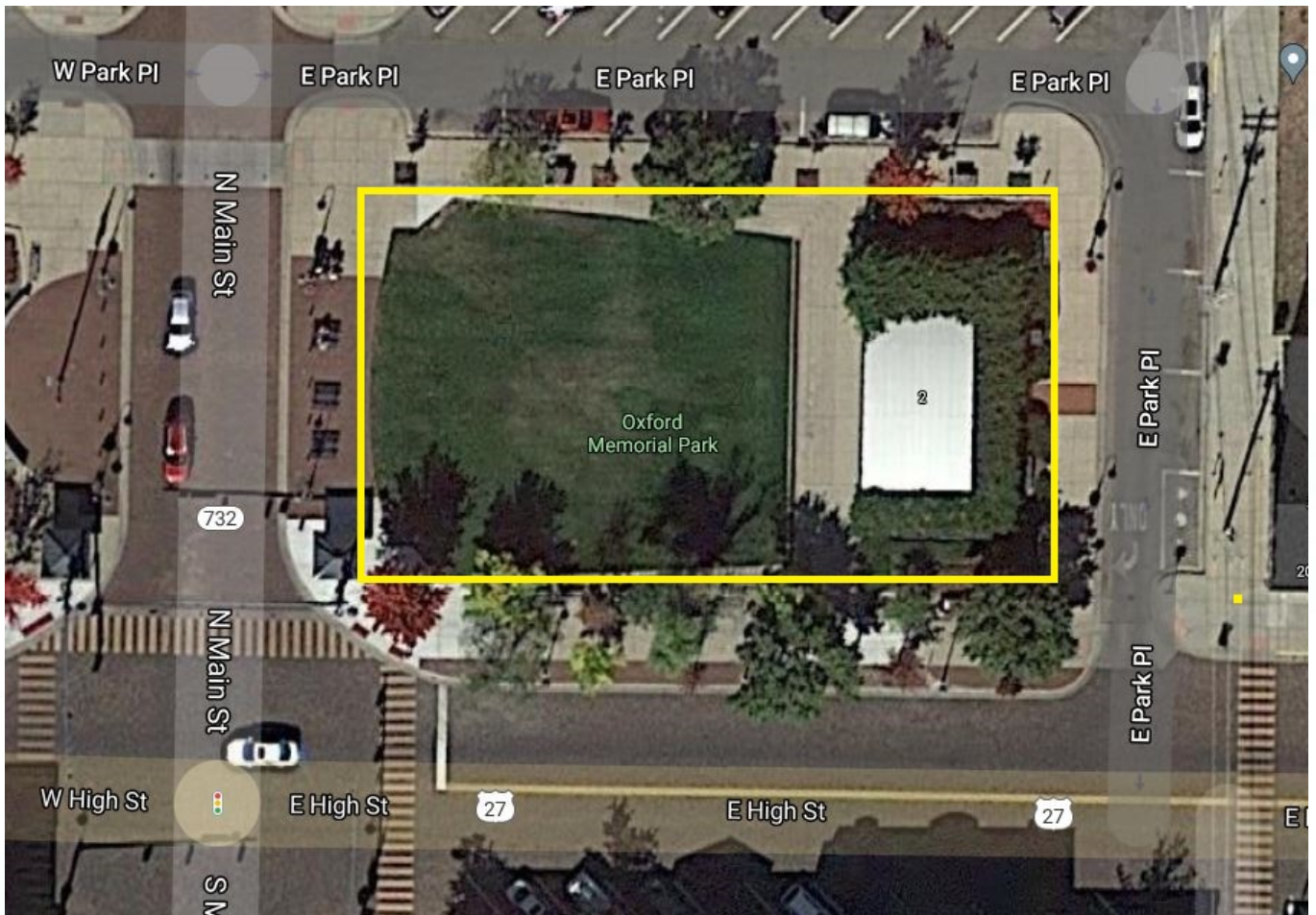
Note: If you or your organization are handing out information on the public sidewalk, no permit is required.

DESCRIPTION OF EVENT

Place a description of the event, along with additional requests, on the appropriate attachment. If request is only for use of a right-of-way, use the attachment labeled City of Oxford / Right-of-Way Request Details.

Applicant's Signature: Fr. Jacob Willig Date: 08/26/2022

I have read and understand the rules, guidelines and conditions. Furthermore, I understand that acceptance of them is a condition of approval; and, if approval is granted, it is only for the event specified above. I also understand that the request will be reviewed by various City of Oxford officials and additional conditions may be required before final approval is granted. If additional conditions are required, I agree to meet with the appropriate officials.



Faith and Fitness Program in the park.

Additional Requests: (Include details in narrative)

- ☐ No Parking Signs*
- ☐ Detour(s)
- ☐ Police Assistance

*Generally the responsibility of the applicant.

Time Details		
	Start	End
Setup		
Event	<u>5 PM</u>	<u>6 PM</u>
Breakdown		



Stipulations and Fees

Note: FULL PAYMENT REQUIRED BEFORE THE EVENT

RIGHT-OF-WAY

Applicants should allow a minimum of **three (3) business days** for the request to be processed from the time it is submitted to city officials. *(Please provide the City with as much lead time as possible. Events requiring road closures and staffing will require additional processing time. Large event requests shall be submitted no less than fourteen (14) days in advance of the event.)*

Area shall be cleaned at the end of each day

The City of Oxford reserves the right to modify, suspend, or revoke this permit at the sole discretion of the City of Oxford.

It is PROHIBITED to insert anything into the ground within any park due to the irrigation system

USE

compensate the City of Oxford the cost of repairs and/or replacement.

5. No structure shall be defaced and no structure shall be erected within four (4) feet of the base of a tree or shrub.
6. NO nails, spikes, tacks or adhesive material may be driven into or affixed to trees or into the ground within any park.
7. The applicant will be required to provide the City with a certificate of insurance naming the City as an additional insured for events with live animals or inflated play structures with a minimum of \$1M coverage. Insurance for other events may be required and reviewed on a case by case basis.

FEE INFORMATION

No Parking Signs	\$1.00/ea.
Metered Parking	\$10.00/ea
Trash Boxes	\$5.00/ea.

Personnel

Police Officer(s)	Contact OPD
Street Dept. Personnel	\$25.00/hr
Electrician	\$100.00
Park & Rec Personnel	Contact OPRD

Road Closures

Main Street	\$135.00**
US 27 Detour	\$135.00**

****Includes labor**

Sports Fields/Gazebo

Contact OPRD – 523-6314

APPLICANT'S ASSURANCE

I have reviewed the estimated cost for the event and agree to compensate the City for services rendered as specified above. If the event runs past the stated end time, I understand that additional charges will accrue and agree to compensate the City accordingly.

Applicant's Signature

Date: ____ / ____ / ____

CITY USE ONLY

	Service	Hours	Rate	Estimate	Final
1			\$	\$	\$
2			\$	\$	\$
3			\$	\$	\$
4			\$	\$	\$
5			\$	\$	\$
	Total		\$	\$	\$

	Applicant's Initials	Review Date
Police Department		
1		
2		
3		
4		
Fire Department		
1		
2		
3		
4		
Service Department		
1		
2		
3		
4		
Recreation Department (if applicable)		
1		
2		
3		
4		
City Manager		
1		
2		
3		
4		

Pre-Meeting (if applicable): Reviewed with _____ on _____.

Reviewer(s): _____

APPROVAL SECTION (with conditions)

Police Chief:	☐ Approved	☐ Not Approved	_____/____
Fire Chief:	☐ Approved	☐ Not Approved	_____/____
Service Director:	☒ Approved	☐ Not Approved	_____/____
Recreation Director:	☐ Approved	☐ Not Approved	_____/____
City Manager:	☒ Approved	☐ Not Approved	

Jessica Greene, Asst. City Manager
City Manager's Signature

Date: Aug. 29, 2022 jfb148

Reason(s) event not approved:



Faith & Fitness Oxford

Wednesdays at 5:30PM in Uptown Park!



The City of Oxford
(513) 524-5200
15 S. College Ave.
Oxford, OH 45056

STAFF REPORT

ORIGINATING DEPARTMENT:	Finance
PREPARED BY:	Joe Newlin
DATE PREPARED:	8/30/2022
COUNCIL MEETING DATE:	9/06/2022
AGENDA TITLE:	Then and Now Resolution
BUDGETED AMOUNT:	
ACCOUNT CODE:	Various
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	JN 8/30/2022 <i>DRC</i> 9.1.22

DISCUSSION:

Staff is requesting Council to approve the then and now certificates for purchase orders issued above \$3,000 where an invoice was received prior to the purchase order date. We are requesting approval for compliance with the O.R.C. 5705.41 (d).

Appendix A

P.O. Number	P.O. Date	Vendor	Amount	Purpose
3744	07/14/22	Healthworks	\$ 5,807.00	Additional Health evaluations
3747	07/18/22	E.J. Prescott, Inc.	\$ 5,000.00	New Water Service Materials
3757	08/02/22	Normac Company LLC	\$ 13,000.00	Asphalt for Street Repairs
3761	08/08/22	POWERDMS, INC	\$ 6,122.97	Annual subscription to policy management platform
3782	08/26/22	CarStar of Oxford	\$ 12,500.00	2022 Towing Fees

RESOLUTION NO.

RESOLUTION APPROVING THEN AND NOW CERTIFICATES FOR PURCHASE ORDERS ISSUED ABOVE \$3,000 WHERE AN INVOICE WAS RECEIVED PRIOR TO THE PURCHASE ORDER DATE, AS A REQUIREMENT OF OHIO REVISED CODE 5705.41 (d).

WHEREAS, Council in accordance with Ohio Revised Code, shall approve any purchases made over \$3,000 where an invoice is dated prior to the purchase order date; and

WHEREAS, at the time the merchandise was purchased and at the time the purchase order was executed to cover the purchase, a sufficient sum was appropriated for the purpose of such contract and in the treasure or in process of collection to the credit of an appropriated fund free from any previous encumbrances; and

WHEREAS, there is a sufficient sum appropriated for the purpose of such contract and in the treasure or in process of collection to the credit of an appropriated fund free from any previous encumbrances.

WHEREAS, the City Manager and the Finance Director recommend Council approve authorizing such certificates, as set forth in Exhibit "A" attached hereto and incorporated herein by reference:.

THE COUNCIL OF THE CITY OF OXFORD, OHIO, HEREBY RESOLVES THAT:

SECTION 1: Council hereby accepts the recommendation of the City Manager and the Finance Director approving Then and Now Certificates for purchase orders issued above \$3,000 where an invoice was received prior to the purchase order date.

SECTION 2: This resolution shall take effect at the earliest date allowed by law.

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: WILLIAM SNAVELY

PREPARED BY: LAW (STAFF)



The City of Oxford
(513) 524-5200
15 S. College Ave.
Oxford, OH 45215

STAFF REPORT

ORIGINATING DEPARTMENT:	Parks and Recreation
PREPARED BY:	Casey D. Wooddell
DATE PREPARED:	August 11, 2022
COUNCIL MEETING DATE:	September 6, 2022
AGENDA TITLE:	Resolution repealing resolution no. 6051 adopted February 6, 2018, and adopting new rules of order for the Oxford Recreation Board.
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approve
CITY MANAGER/DEPT HEAD APPROVAL:	CDW 8/11/22 <i>DRC</i> 8.22.22

DISCUSSION:

The Oxford Recreation Board has recently had two new members appointed to the board. One of those vacancies was filled due to a current member not re-applying for an additional term. Another vacancy was due to a staff change at Talawanda School District.

Due to a conflict with the current meeting day and time of the Recreation Board, the board has agreed to move its regularly scheduled meeting from the second Thursday of each month to the second Monday of each month.

The regular date of each meeting is set forth in the Rules of Order for the Recreation Board. Those Rules of Order were approved by City Council in February 2018. New Rules of Order indicating the new date for meetings needs to be approved by Council.

The next meeting is currently scheduled for Monday, September 12 at 11:30am, with regular meetings to commence from that point forward on the second Monday of each month, unless otherwise ordered by the members of the Board.

Updated Rules of Order for approval are attached hereto.

RULES OF ORDER
OF
THE OXFORD RECREATION BOARD

ARTICLE I

SECTION 1 The name of this organization shall be the Oxford Recreation Board, as stipulated in the Charter of the City of Oxford, Ohio, Section 8.07.

ARTICLE II – MEMBERS OF THE BOARD

SECTION 1 There shall be five members appointed by City Council. Two members shall be recommended to City Council by the Talawanda Board of Education. Appointments shall be made for a three year term of office. The Oxford Recreation Board shall recommend to Council future plans and development of playgrounds and recreational facilities and programs for the City.

SECTION 2 There shall also be one member from City Council appointed to the Recreation Board. This member will also be a voting member, in addition to the five regular members.

SECTION 3 In the event of the resignation of any board member, or his/her death, inability to service, or absence without acceptable reason from three regular consecutive meetings, City Council will appoint a member to finish any unexpired term that might remain.

ARTICLE III – OFFICERS OF THE BOARD

SECTION 1 At the first meeting of each calendar year, the Board shall elect one of its members as Chairperson. It shall be the duty of the Chairperson to preside at all meetings of the Board, and to perform such other duties as determined by the Board.

SECTION 2 At the first meeting of each calendar year, the Board shall appoint a person to act as Secretary of the Board, who may be a City staff member and who may not be a member of the Board.

The secretary shall attend all meetings of the board and keep minutes of such meetings. He/she shall conduct such correspondence as the Board may direct. He/she shall be responsible for maintaining a file of the Board correspondence and business.

SECTION 3 In the event of the resignation or death of the Chairperson, the Board shall elect a successor to complete any unexpired term after the appointment by City Council to fill the vacancy.

In the event of the resignation or death of the Secretary, the Board shall appoint a new Secretary to fill the remainder of the unexpired term.

ARTICLE IV – PARKS AND RECREATION DIRECTOR

SECTION 1 The Parks and Recreation Department shall be administered by a Parks and Recreation Director, appointed by the City Manager, and who shall be responsible to the City Manager for all work having to do with the execution of the Parks and Recreation Programs and the operation of the Parks and Recreation Facilities of the City. The Parks and Recreation Director shall exercise supervision over all employees in the department as authorized by Council and the City Manager, and shall perform such other duties as may be prescribed by ordinance or required by the City Manager.

SECTION 2 He/she shall have a seat on the Oxford Recreation Board and the right to speak on all matters before the Oxford Recreation Board, but shall not have the right to vote.

ARTICLE V – MEETINGS

SECTION 1 The fiscal year shall begin on the first day of January.

SECTION 2 The stated meetings of the Board shall be held **monthly, unless it is determined by the board that a meeting is not necessary.** ~~on the third Thursday of the month,. Meeting days and times will be determined by the current board members and posted on the City website. unless otherwise ordered by the Oxford Recreation Board.~~

SECTION 3 Special meetings of the Board may be held at any time or place at the call of the Chairperson or upon request by two members of the Oxford Recreation Board.

SECTION 4 A quorum shall consist of a majority of the members of the Board.

SECTION 5 The order of business of the Board shall be as follows:

1. Call to Order
2. Roll Call
3. Report of Parks and Recreation Director
4. Report of Committees
5. Old Business
6. New Business

7. Adjournment

SECTION 6 All meetings shall be open to the public.

ARTICLE VI – COMMITTEES

SECTION 1 The Chairperson may appoint such committees, standing or special as may be authorized by the Board.

ARTICLE VII – AMENDMENTS

SECTION 1 These Rules of Order may be altered, amended or repealed at any stated meeting of the Board by a majority vote of the entire Board with the approval of City Council.

RESOLUTION NO.

A RESOLUTION REPEALING RESOLUTION NO. 6051 ADOPTED FEBRUARY 6, 2018,
AND ADOPTING NEW RULES OF ORDER FOR THE OXFORD RECREATION BOARD.

WHEREAS, the Recreation Board Rules of Order were last updated in 2018 and
adopted by City Council on February 6, 2018; and

WHEREAS, Recreation Board members and City staff recently reviewed the Rules of
Order and found some changes and updates were necessary to provide more accurate information
to lead and guide the members of the Board, both present and future; and

WHEREAS, the City Manager and the Parks and Recreation Director recommend that
City Council repeal Resolution No. 6051 adopted February 6, 2018, and adopt the new Rules of
Order for the Oxford Recreation Board attached hereto as Exhibit "A".

THE COUNCIL OF THE CITY OF OXFORD, OHIO, HEREBY RESOLVES THAT:

SECTION 1: Council having reviewed the proposed Rules of Order for the Oxford
Recreation Board hereby accepts the recommendation of the City Manager and the Parks and
Recreation Director and repeals Resolution No. 6051 adopted February 6, 2018, and adopts the
new Rules of Order for the Oxford Recreation Board attached hereto as Exhibit "A".

SECTION 2: This resolution shall take effect at the earliest date allowed by law.

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY:

PREPARED BY: LAW(STAFF)



The City of Oxford
(513) 524-5200
15 S. College Ave.
Oxford, OH 45056

STAFF REPORT

ORIGINATING DEPARTMENT:	Police
PREPARED BY:	John A. Jones, Police Chief
DATE PREPARED:	August 29, 2022
COUNCIL MEETING DATE:	September 6, 2022
AGENDA TITLE:	Butler County Mutual Police Aid Agreement
COUNCIL GOAL AREA:	N/A
BUDGETED AMOUNT:	N/A
ACCOUNT CODE:	
RECOMMENDATION:	Approve the Resolution
CITY MANAGER/DEPT HEAD APPROVAL:	John A. Jones, Police Chief <i>DRC</i> 8.30.22

DISCUSSION:

The Butler County Mutual Police Aid Agreement has been a topic of discussion at several recent Butler County Chiefs of Police Association. Several Chiefs sought to improve upon the existing mutual aid agreement and to enter into one that streamlines cooperation between the agencies. The proposed Resolution authorizes the City Manager to sign an agreement for police mutual aid with the Butler County Sheriff's Office and other Butler County police agencies.

**BUTLER COUNTY
MUTUAL POLICE AID AGREEMENT**

WHEREAS, certain political subdivisions, elected officials and local governmental units within Butler County, Ohio acknowledge that law enforcement personnel, in the course of their statutorily required duties, often travel outside their jurisdiction in fulfillment of such duties; and

WHEREAS, said political subdivisions and local governmental units wish to contract with each other to ensure that when law enforcement personnel from a jurisdiction participating in this agreement is on duty outside of their jurisdiction or responding to a call for assistance outside their jurisdiction said law enforcement personnel have the authority to undertake any tasks, conduct, service or functions required by that law enforcement personnel's professional obligation; and

WHEREAS, Sections 311.07, 2935.03(A) of the Ohio Revised Code provide the Butler County Sheriff with jurisdiction to enforce the law throughout Butler County; and

WHEREAS, Sections 505.43 and 737.04 of the Ohio Revised Code specifically authorize political subdivisions and local governmental units to enter into mutual police aid agreements;

NOW, THEREFORE, BE IT RESOLVED by and among the parties hereto that any number of political subdivisions, elected officials and governmental units within Butler County, Ohio, including police districts, may become parties to this Agreement by appropriate authorization and execution of a copy hereof by the elected official, or by the respective legislative bodies of said political subdivisions and governmental units, and by depositing a copy with the Butler County Sheriff's Office, 705 Hanover Street, Hamilton, Ohio 45011. The Butler County Sheriff's Office shall immediately send to each new party to this Agreement a copy of each signed Agreement and a list indicating the names of the political subdivisions and governmental units which have executed the Agreement.

The parties hereto mutually agree as follows:

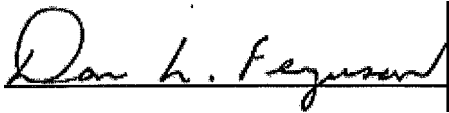
1. Each party to this Agreement agrees that, when an on-duty law enforcement officer from an agency which is a party to this Agreement observes a crime in progress outside said officer's jurisdiction, but in the jurisdiction of another party to this Agreement, the officer may make arrests according to law and take such measures as necessary to preserve the crime scene. The arresting officer shall notify the agency in whose jurisdiction the crime was committed as soon as reasonably possible after the officer makes the arrest and, when practical, will relinquish control of arrested parties, evidence and the crime scene. The agency having jurisdiction where the crime was committed will handle all applicable reports, bookings and follow up as necessary to effectively investigate and prosecute the arrest, unless otherwise agreed upon by all involved parties. Furthermore, it is also understood that in some circumstances the ability to formally request assistance may not be practical. Therefore, it is agreed upon that an on duty law enforcement officer may, without a formal request for assistance, respond to a felony crime in progress or to render aid to any law enforcement agency or officer in an emergency situation.

2. The provisions of this agreement shall also apply to any officer who responds, while on duty, in accordance with the operating procedure of his/her employing law enforcement agency, to an emergency call for assistance from another department or officer, outside of the responding officer's jurisdiction.
3. In any situation in which additional assistance is called for pursuant to the terms of this Agreement, the senior on-duty officer in charge of the requesting department shall have full charge and authority over any responding agency equipment and personnel. No Oath of Office need be administered to responding police officers by the authorities of the requesting jurisdiction when the performance of the officers' duties within such other jurisdiction are pursuant to this Agreement. Such officers shall have the same powers of enforcement and arrest as if acting within their own jurisdictions.
4. In accordance with its own policies and general orders, each party to this Agreement maintains police officers, personnel and equipment, which may include canines. ("Resources"). Nothing herein shall obligate any parties to this Agreement to employ or maintain any Resources, nor shall any portion of this Agreement regulate or affect any of the parties to this agreement's procedures regarding same.
5. The parties to this Agreement are governmental entities/political subdivisions and lack authority to indemnify. The parties to this Agreement, agree to be and shall be responsible for their own negligence, actions or omissions, and/or the negligence, actions, or omissions of their respective board members, officials, officers, employees, agents, representatives, volunteers, and/or servants resulting from the performance of this Agreement. The parties to this Agreement agree to be individually and solely responsible for all claims, lawsuits, liability, losses, damages, illnesses, injuries (including death), and/or related expenses that each may incur as a result of their own negligence, actions or omissions and/or the negligence, actions or omissions of their respective board members, officials, officers, employees, agents, representatives, volunteers, and/or servants in the performance of this Agreement.
6. In no case shall the party herein called upon or present at the time a crime occurs be liable in damages to any other party hereto, or contractual obliges, for failure to answer any police call for assistance, for lack of speed in answering such call, for any inadequacy of equipment or negligent operation of equipment, or for any cause whatsoever growing out of use of such police equipment and personnel. Neither shall the party which issued such call be liable in any manner for damages, loss of equipment or personnel, or personal injuries suffered by the party answering such call. Each party shall assume the cost of damage or loss of equipment or apparatus that it may incur while in the other party's municipality or territory, or while responding to a call pursuant to the terms of this Agreement
7. Chapter 2744 of the Ohio Revised Code, so far as it is applicable to the operation of law enforcement agencies, applies to the contracting political subdivisions and government units hereunder and to their law enforcement agency members when such members are rendering service outside of their own political subdivision or governmental unit pursuant to this Agreement.

8. Law enforcement agency members acting outside of the political subdivision or governmental unit in which they are employed may participate, if the rules of the Board of Trustees of the policemen's pension or indemnity fund provide therefor, in any pension or indemnity fund established by their employer to the same extent as while acting within the employing political subdivision or governmental unit. They are entitled to all rights and benefits of Chapter 4123 of the Ohio Revised Code to the same extent as while performing service within their own political subdivision or governmental unit, provided that such members are acting upon authorization of a duly-designated officer or employee of the employing subdivision.
9. The parties agree that no charges shall be made to any party hereto for services rendered pursuant to the terms of this Agreement, it being understood that the mutual promises contained herein serve as adequate consideration. It is agreed that the consideration for this Agreement is derived from the mutual benefit to each of the parties hereto in the availability of increased resources.
10. The parties agree that all pension, disability, death benefits, worker's compensation, and other benefits enjoyed by law officers through their respective agencies shall extend to the services those officers perform outside their respective political subdivision to the same extent as while acting within the boundaries of their own political subdivision and shall be the sole responsibility of the officer's law enforcement agency and political subdivision.
11. This Agreement shall remain in effect indefinitely with respect to each party hereto. Any party may withdraw from the Agreement upon the giving of at least three months written notice of its intention to withdraw to each current party.
12. This Agreement shall be governed by and interpreted in accordance with the laws of the State of Ohio. If any provision of this Agreement is held to be invalid or unenforceable by a court of competent jurisdiction, such holding shall not affect the validity or enforceability of the remainder of the Agreement. All provisions of this Agreement shall be deemed severable.
13. This Agreement shall constitute the entire understanding and agreement between the parties to this Agreement, shall supersede all prior understandings and agreements relating to the subject matter hereof, and may only be amended in writing with the mutual consent and agreement of all the parties to this Agreement.
14. This Agreement shall not be construed as or deemed to be an agreement for the benefit of any third party or parties, and no third party or parties shall have any right of action whatsoever hereunder for any cause whatsoever.
15. This Agreement shall become operative as to the undersigned party when deposited with the Butler County Sheriff's Office.
16. This Agreement may be executed in multiple counterparts.

IN WITNESS THEREOF, _____
Sheriff Rickard K. Jones
Butler County Sheriff's Office

Approved As To Form Only:

 _____

August 3, 2022
Date

IN WITNESS THEREOF and pursuant to Resolution No. _____ adopted on _____ by
the Council of the City of Oxford, Butler County, Ohio.

Douglas R. Elliott, Jr.
City Manager

Date

Christopher R. Conard
Law Director

Date

John. A. Jones
Chief of Police

Date

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO THE BUTLER COUNTY MUTUAL POLICE AID AGREEMENT.

WHEREAS, The City Manager and Police Chief recommend that the City enters into the Butler County Mutual Police Aid Agreement to provide for additional police protection and related support in times of emergency.

THE COUNCIL OF THE CITY OF OXFORD, OHIO, HEREBY RESOLVES THAT:

SECTION 1: The City Manager and Police Chief recommend that the City enters into the Butler County Mutual Police Aid Agreement to provide for additional police protection and related support in times of emergency.

SECTION 2: Council accepts the recommendation of the City Manager and the Police Chief and hereby authorizes the City Manager to enter into the Butler County Mutual Police Aid Agreement as set forth on Exhibit "A" attached hereto on behalf of the City.

SECTION 3: This resolution shall take effect at the earliest date allowed by law.

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: WILLIAM SNAVELY

PREPARED BY: LAW (STAFF)



The City of Oxford
(513) 524-5200
15 S. College Ave.
Oxford, OH 45056

STAFF REPORT

ORIGINATING DEPARTMENT:	Service Department
PREPARED BY:	Michael Dreisbach
DATE PREPARED:	August 16, 2022
COUNCIL MEETING DATE:	September 6, 2022
AGENDA TITLE:	Release of Payment for College@Elm Project
BUDGETED AMOUNT:	\$132,000
ACCOUNT CODE:	429.420.52462
RECOMMENDATION:	Approve
CITY MANAGER/DEPT HEAD APPROVAL:	<i>DR</i> 8.16.22 MBD 8/16/22

Discussion:

The 2022 City Operating Budget includes an appropriation of \$1,210,399 for American Rescue Plan Act (ARPA) expenditures. On November 2, 2021, the Oxford City Council approved Resolution No. 7347 designating \$132,000 in ARPA funding for the City's joint project with Miami University known as the College@Elm project.

This funding, in conjunction with 2022 CDBG funding, will pay for improvements for College@Elm including parking facilities and the reconstruction of W. Walnut St. from Elm St. to the western terminus.

Construction is progressing on the project with recent milestones including the completion of underground utilities to serve the site. Miami University (Miami) has awarded the contract for this work (using ARPA funds) and the City is reimbursing Miami.

The City and Miami continue to develop plans and specifications for the CDBG portion of the project, and will request the City Council approve a construction contract once federal funds from the Department of Housing and Urban Development are released.

This Resolution will authorize the City Manager and Finance Director to release up to a maximum of \$132,000 in ARPA funding to Miami University as reimbursement for costs associated with the College@Elm project.

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE RELEASE OF AMERICAN RESCUE PLAN ACT FUNDING UP TO THE MAXIMUM OF ONE HUNDRED THIRTY-TWO THOUSAND DOLLARS (\$132,000.00) FOR PAYMENT OF THE COLLEGE@ELM PROJECT.

WHEREAS, on November 2, 2021, the Oxford City Council approved Resolution No. 7347 designating \$132,000 in ARPA funding for the City's joint project with Miami University known as the College@Elm project; and

WHEREAS, construction is progressing on the project with recent milestones including the completion of underground utilities to serve the site. Miami University (Miami) has awarded the contract for this work (using ARPA funds), and the City is reimbursing Miami; and

WHEREAS, the City Manager and the Service Director recommend City Council approve a Resolution authorizing the release of up to the maximum of \$132,000.00 of the American Rescue Plan Act (ARPA) funding to Miami University as reimbursement for costs associated with the College@Elm project.

THE COUNCIL OF THE CITY OF OXFORD, OHIO, HEREBY RESOLVES THAT:

SECTION 1: Council accepts the recommendation of the City Manager and the Service Director and hereby directs that up to the maximum of \$132,000.00 of American Rescue Plan Act (ARPA) funds be released to reimburse Miami University for costs associated with the College@Elm Project.

SECTION 2: This resolution shall take effect at the earliest date allowed by law.

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: WILLIAM SNAVELY

PREPARED BY: LAW (STAFF)



The City of Oxford
(513) 524-5200
15 S. College Ave.
Oxford, OH 45056

STAFF REPORT

ORIGINATING DEPARTMENT:	Service Department
PREPARED BY:	Michael Dreisbach
DATE PREPARED:	August 17, 2022
COUNCIL MEETING DATE:	September 6 and 20, 2022
AGENDA TITLE:	Ordinance Approving Water Utility Service Outside the Corporate Limits of Oxford – Parcel No. H3610027000006
BUDGETED AMOUNT:	N/A
ACCOUNT CODE:	N/A
RECOMMENDATION:	Approve
CITY MANAGER/DEPT HEAD APPROVAL:	<i>DRC</i> 8.18.22 MBD 8/19/22

Discussion: Staff received a request from Gerald & Linda Dingledine to connect to and/or extend the City water utility to serve a single-family residence on a 1.5-acre parcel at 4560 Trenton-Oxford Rd (aka SR73) just west of Oxford-Milford Rd. The request for service includes a maximum of one domestic water tap. The City's water utility serves this area, and the proposed demand will not have a noticeable effect on the City's utilities for reliability, acceptable flow, pressure and volume.

In reviewing the request, staff considered the following issues: 1) Extension Policy; 2) Location; 3) Owner's Obligation.

Extension Policy – Any extension of utility lines or service outside the City limits is reserved to the exclusive control and jurisdiction of City Council. The City may grant such a request provided the City has a supply of surplus capacity sufficient to grant the request and that such a request be beneficial and in the interest of the City. City Council amended the policy for extension of water service outside the corporate limits in December 2013. This policy, for properties abutting the corporate limits of Oxford, permits the extension of water and sewer utilities with the condition that the owner annexes into the corporate limits.

Location – Connections to the City's utilities shall be conditional upon final approval by the Service Department assuring that all technical aspects of the services meet City standards and specifications.

Owner's Obligation – The owner must pay for the total cost of any required utility extensions, all necessary water taps, water capacity benefit charges, and any surcharges for the use of the City utilities outside the corporate limits. The owner must also meet City of Oxford standards for utility construction and begin the annexation process with the City and Butler County.

Exhibit A

[Home](#) [Property Records](#) [Dogs](#) [Homestead](#) [Departments](#) [About the Office](#) [Contact Us](#)

Profile

Levy

Transfers

Board of Revision

Residential

Manufactured Homes

Commercial

Out Buildings

Permits

Land

Photos

Tax Distribution

Tax Detail 2021

Tax Detail 2020

Tax Detail 2019

Tax Detail 2018

Tax Detail 2017

Tax Detail 2016

Tax Detail 2015

Tax Detail 2014

Tax Detail 2013

Tax Detail 2012

Tax Detail 2011

Sketch

Value History

Maps

Special Assessments

PARID: H3610027000006

DINGLEDINE GERALD E & LINDA C

4560 TRENTON OXFORD RD

Parcel

Parcel Id	H3610027000006
Address	4560 TRENTON OXFORD RD
Building/Unit #	
Class	RESIDENTIAL
Land Use Code**	511 R - SINGLE FAMILY, O-9.999 AC
Neighborhood	00001013
Total Acres	1.5000
Taxing District	H36
District Name	OXFORD TWP-TALAWANDA CSD-D L
Gross Tax Rate	79.07
Effective Tax Rate	43.519354
Non Business Credit	.092057
Owner Occupied Credit	N/A

****Land Use Code is for Auditor assessment purposes only. It is not a true representation of legal zoning designation. For more information on zoning and legal property usage, please contact the local zoning department.**

Dwelling

Year Built	1953
Stories	1
Construction	FRAME
Basement	PART
Bedrooms	3
Full Baths	2
Half Baths	0
Above Grade Living Area (Sq. Ft.)	3,501
Finished Basement (Sq. Ft.)**	0
Total Living Area (Sq. Ft.)	3,501

****Finished Basement may be an estimate.**

Current Value

Land (100%)		\$44,000
Building (100%)		\$181,900
Total Value (100%)		\$225,900
CAUV		\$0
Assessed Tax Year	2021	
Land (35%)		\$15,400
Building (35%)		\$63,670
Assessed Total (35%)		\$79,070

Incentive District Parcels [What is this?](#)

Parcel identifier	Value Type	value
H3610027000006	Base Parcel	225,900
	Total Value	225,900

Homestead Credits [How do I qualify?](#)

Owner Occupied Credit	NO
Veteran Exemption	NO
Homestead Exemption	NO

CAUV & Agricultural District [What is this?](#)

1 of 1

[Return to Search Results](#)

Actions

- [Printable Summary](#)
- [Printable Version](#)

Reports

- [Mailing List Export](#)
- [Csv/Buffer Export](#)
- [Property Report Card](#)

Go

Links

- [\\$ Pay My Tax Bill](#)
- [Tax Code Definitions](#)
- [Special Assessment Project Codes](#)
- [Pending Specials](#)
- [Land Use/Land Type/Sketch Code](#)
- [Commercial Structure Codes](#)
- [Tax Calculator](#)
- [Transfer & Conveyance Fee Calculator](#)

CAUV NO
Agricultural District NO

Current Year Real Estate Taxes

TAX TYPE	Prior Year	First Half Tax	Second Half Tax	Total
Real Estate	0.00	1,562.15	1,562.15	3,124.30
Tot Payments	0.00	-1,562.15	-1,562.15	-3,124.30
Total	0.00	0.00	0.00	0.00

Owner and Legal *Future ?*

Owner 1 DINGLEDINE GERALD E &
Owner 2 LINDA C
Legal 1 1 5 24 S PT LOT 1
Legal 2
Legal 3
Future

Taxbill Mailing Address [Can I change my mailing address?](#)

Mailing Name 1 GERALD E & LINDA C DINGLEDINE
Mailing Name 2
Address 1 6825 WAYNE TRACE RD
Address 2
Address 3 SOMERVILLE OH 45064 9405

Transfers *(Date represents time of transfer)*

Date	Sale Amount
06-DEC-17	
31-JAN-05	
31-JAN-05	

CO

Butler County Auditor
130 High Street
Hamilton, OH 45011
Map Location

Board of Commissioners

Office Hours
8 AM-4:30 PM Mon-Fri

Conveyance Desk
closes daily at 3:30 PM

Phone: 513-887-3100

See Page
014.00
OXFORD TWP

OXFORD TOWNSHIP

Section 24, Town 5, Range 1

See Page
013.00
OXFORD TWP

027.000 .00
U.S.D
HOUSE NUMBERS

N

See Page
026.00
OXFORD TWP

See Page
026.00
OXFORD TWP

See Page
009.00
OXFORD CORP

See
Page 046.00
OXFORD TWP

See Page 019.00
MILFORD TWP
Scale: 1"=400'
Revised Date: 9/13/2021
Taxing District(s): H3610

See Page
038.00
OXFORD CORP

HIGH STREET (PRVT)

See Page
040.00
OXFORD CORP

See Page
030.00
MILFORD TWP

WESTERN
COLLEGE
DRIVE (PRVT)

See Page
138.00
OXFORD CORP

See Page 028.00
OXFORD TWP

See Page 048.00
OXFORD TWP
SPRINGWOOD SUBDIVISION

ORDINANCE NO.

AN ORDINANCE GRANTING THE REQUEST OF GERALD AND LINDA DINGLEDINE, TO CONNECT TO AN EXISTING CITY WATER MAIN FOR A SINGLE-FAMILY RESIDENCE LOCATED ON A 1.5-ACRE PARCEL ON TRENTON-OXFORD ROAD OUTSIDE THE OXFORD CORPORATE LIMITS.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF OXFORD, BUTLER COUNTY, STATE OF OHIO, THAT:

SECTION 1: Gerald and Linda Dingledine have requested a connection to water services for the property located on Trenton-Oxford Road more particularly described in Exhibit "A" attached hereto.

SECTION 2: Council has determined that the City has surplus water and that the grant of this request will not be detrimental to the City's water supply or its residents. Further the granting of such request will be beneficial to the City and is in the best interest of the City.

SECTION 3: The applicant shall pay for the total cost of the connections, all necessary water taps, water capacity benefit charges, and any surcharges for the use of the City utilities outside the corporate limits. The owner shall also meet the Oxford standards for utility construction.

SECTION 4: The costs associated with any necessary permits and the acquisition of any easements shall be the sole responsibility of the applicant.

SECTION 5: No additional water taps into this water line shall be allowed without prior approval of Council.

SECTION 6: This grant is further conditioned upon the applicants, Thad and Renee Van Winkle, signing a water service agreement requiring the owners, successors, and assigns, to annex the property into the City of Oxford at the City's sole request.

SECTION 7: This Ordinance shall take effect at the earliest time allowed by law.

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: WILLIAM SNAVELY

PREPARED BY: LAW(STAFF)



The City of Oxford
(513) 524-5200
15 S. College Ave.
Oxford, OH 45056

STAFF REPORT

ORIGINATING DEPARTMENT:	Finance
PREPARED BY:	J Newlin
DATE PREPARED:	8/30/2022
COUNCIL MEETING DATE:	9/6/2022
AGENDA TITLE:	Supplemental Budget Ordinance
COUNCIL GOAL AREA:	Fiscal Responsibility
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	JN 8/30/2022 <i>DRC</i> 8.30.22

DISCUSSION:

Issue 1

To make adjustment to budgeted expenditures for Civic Clerk Agenda & Minuted Tool \$18,175.00 paid for Granicus earlier this year and for 3-year Meraki Licenes for three years instead of one year \$13,574

Action Needed:

Revenue Side

Expense Side

General Fund (110)	20,866.50
Water Fund (321)	5,441.25
Wastewater Fund (331)	5,441.25

Net Effect on Fund Balance/(s)	(31,749.00)
Increase/(Decrease)	



The City of Oxford
(513) 524-5200
15 S. College Ave.
Oxford, OH 45056

Issue 2

To make adjustment to budgeted revenue and expenditures for the repayment of advance to High S. Pedestrian Safety (MU) Capital Fund (147)

Action Needed:

Revenue Side

General Fund (110)	400,000.00
--------------------	------------

Expense Side

High S. Pedestrian Safety (MU) Capital Improvement Fund (147)	400,000.00
---	------------

Net Effect on Fund Balance/(s)	-
Increase/(Decrease)	

Issue 3

To make adjustment to for budgeted expenditures Overtime in the Fire & EMS Fund \$110,000 and Fringes \$51,670

Action Needed:

Revenue Side

Expense Side

Fire & EMS Fund (418)	161,670.00
-----------------------	------------

Net Effect on Fund Balance/(s)	(161,670.00)
Increase/(Decrease)	

Total Net Effect on Fund Balance/(s)	(193,419.00)
Increase/(Decrease)	

Breakdown by Fund

General Fund (110)	(20,866.50)
Water Fund (321)	(5,441.25)
Wastewater Fund (331)	(5,441.25)
Fire & EMS Fund (418)	(161,670.00)

Net Effect on Fund Balance/(s)	(193,419.00)
Increase/(Decrease)	

ORDINANCE NO.

AN ORDINANCE AMENDING ORDINANCE NO. 3654 SUPPLEMENTAL BUDGET ORDINANCE NUMBER 7 TO MAKE SUPPLEMENTAL APPROPRIATIONS FOR FISCAL YEAR 2022.

WHEREAS, additional appropriations are needed for the current fiscal year and monies are available for appropriation in those funds, and changes to estimated revenues.

THE COUNCIL OF THE CITY OF OXFORD, OHIO, HEREBY ORDAINS THAT:

SECTION 1: Additional appropriations are needed for the current fiscal year and monies are available for appropriation in those funds, and changes to estimated revenues;

SECTION 2: The following increase/(decrease) in expenditures be made:

General Fund 110	20,866.50
High S. Pedestrian Safety (MU) Capital Improvement Fund 147)	400,000.00
Water Fund 321	5,441.25
Wastewater Fund 331	5,441.25
Fire & EMS Fund 418	161,670.00

SECTION 3: following advance(s) be executed:

Transfer from:

High S. Pedestrian Safety (MU) Capital Improvement Fund 147)	400,000.00
--	------------

Transfer to:

General Fund 110	400,000.00
------------------	------------

SECTION 5: The following increase/(decrease) in revenues be made:

General Fund 110	400,000.00
------------------	------------

SECTION 6: In all other respects, Ordinance No. 3654 shall remain in full force and effect.

SECTION 7: This ordinance shall take effect immediately upon its adoption.

MAYOR

ADOPTED: _____

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: WILLIAM SNAVELY

PREPARED BY: LAW (STAFF)



The City of Oxford
(513) 524-5200
15 S. College Ave.
Oxford, OH 45056

STAFF REPORT

ORIGINATING DEPARTMENT:	City Manager
PREPARED BY:	Doug Elliott
DATE PREPARED:	8/9/2022
COUNCIL MEETING DATE:	8/16/2022
AGENDA TITLE:	An Ordinance updating applicable natural gas rate tariffs.
BUDGETED AMOUNT:	NA
ACCOUNT CODE:	
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	<i>DRE</i> 8.9.22

DISCUSSION:

On December 17, 2021, Glenwood Energy of Oxford, Inc. submitted an application to update Ordinance 3483 and the applicable natural gas rate tariffs. The City engaged Bricker and Eckler, LLP and a utility rate consultant, Mr. Edward Hess, to review the application.

The City of Oxford sets the rates for Glenwood Energy's Oxford customers utilizing the ratemaking principles of the Public Utilities Commission of Ohio (PUCO). If an agreement is not reached, Glenwood Energy may apply to the PUCO.

The main revenue components of Glenwood Energy's rate structure are a Gas Cost Recovery (GCR) rate, a fixed meter charge, and a General Service Rate (GSR). The GCR rate is based on the price which Glenwood must pay to purchase gas. It varies depending on the market and is passed directly on to the consumer. It is not part of the ratemaking process nor is Glenwood entitled to earn a profit on it. The



The City of Oxford
(513) 524-5200
15 S. College Ave.
Oxford, OH 45056

GCR rate varies and was \$9.2257 per MCF for the last month and \$10.6447 per MCF for the previous month. It comprises approximately 60 to 70% of the customer's monthly bill. Glenwood is entitled to collect on several other riders, fees, and charges which remain the same or are eliminated with the proposed ordinance discussed below.

Glenwood's application contained a proposed modification to customers' fixed monthly customer meter charge and variable General Service Rate (GSR) for a three year period. Glenwood proposed two options. The primary proposal increases the GSR from \$3.46 per MCF to \$4.07 per MCF with no increase to the monthly fixed charge. The alternative proposal increases the monthly customer meter charge and the GSR from \$3.46 per MCF to \$3.65 per MCF. Mr. Hess reviewed the application, supporting documentation, and requested further information from Glenwood. The rates proposed in the application were generally reasonable and in accordance with established Public Utilities Commission of Ohio (PUCO) ratemaking principles with the exception that certain items required adjustment. These adjustments were discussed with the City Manager and Service Director. The focus was on the alternative proposal as it was more consistent with the established natural gas rate case precedent of the PUCO.

Our legal and utility rate consultants met with Glenwood Energy and have reached an agreement on the proposed rate adjustments. The proposed ordinance would increase the monthly residential meter charge in year one from \$10 to \$12 per meter. In year two and three, the residential meter charge would increase from \$12 to \$14 per meter. The monthly commercial/industrial meter charge would increase from \$12 to \$16 per meter in year one. In years two and three, the monthly commercial/industrial meter charge would increase from \$16-\$20 per meter. The GSR would remain at the current rate of \$3.46 per MCF for both residential and commercial/industrial customers. The settlement proposal results in a \$0.19 per MCF reduction in the proposed GSR from Glenwood's alternative proposal.

The Service Director and I are recommending approval of this Ordinance. If adopted by Council, the new rates would take effect November 1, 2022.

ORDINANCE NO.

AN ORDINANCE TO REGULATE THE RATES AND CHARGES TO BE CHARGED AND COLLECTED AND THE SERVICES TO BE RENDERED BY GLENWOOD ENERGY OF OXFORD, INC., ITS SUCCESSORS AND ASSIGNS, FOR GAS AND GAS SERVICE FURNISHED TO ALL OF ITS CUSTOMERS WITHIN THE CORPORATE LIMITS OF THE CITY OF OXFORD DURING THE PERIOD ENDING OCTOBER 31, 2025, AND REPEALING AND SUPERSEDING ORDINANCE NO. 3483, WHICH, TOGETHER, PREVIOUSLY REGULATED SUCH RATES, CHARGES, AND SERVICES.

THE COUNCIL OF THE CITY OF OXFORD, OHIO, HEREBY ORDAINS THAT:

SECTION 1: Rates, Charges, Rules, and Regulations. The rates and charges to be charged and collected and the rules and regulations governing services to be rendered by Glenwood Energy of Oxford, Inc., its successors and assigns, for gas and gas service furnished to all of its customers within the limits of the City of Oxford during the period ending October 31, 2025 shall be as set forth in this ordinance, which is hereby adopted pursuant to Article XVIII, Section 4 of the Ohio Constitution and Section 4909.34 of the Ohio Revised Code.

1. Definitions. The following definitions shall apply in the interpretation and enforcement of this ordinance unless the context clearly shows a different meaning is intended.

“City” means City of Oxford, Ohio.

“City Manager” means the city manager of the City of Oxford, Ohio.

“Company” means Glenwood Energy of Oxford, Inc., its successors and assigns.

“Council” means City Council of the City of Oxford, Ohio.

“Gas,” “gas costs,” and “cost of gas” have the same meanings as defined in Chapter 4901:1-14, OAC.

“GCR” means “gas cost recovery rate” as defined in Chapter 4901:1-14, OAC.

“Mcf” means one thousand cubic feet.

“OAC” means the Ohio Administrative Code.

“ORC” means the Ohio Revised Code.

“PIPP” means the “percent of income payment plan plus” as set forth in Chapter 4901:1-18, OAC.

“PUCO” means the Public Utilities Commission of Ohio.

“Self-Help Arrangement” has the same meaning as defined in Chapter 4901:1-14, OAC.

2. Authorized Gas Distribution Rates and Charges. Effective with bills rendered on or after November 1, 2022 through the bills for the monthly service period ending October 31, 2025, the Company shall charge the following rates and charges for delivering gas to its customers within the City limits:
 - a. Monthly Customer Charge. The Company shall charge a fixed monthly customer charge per meter per month to each customer regardless of the amount of gas if, any, consumed during the month; provided, however, that the customer charge shall not be imposed in any month in which there is no consumption as a result of a voluntary request by the customer for the shutoff of the meter.

For bills rendered to residential customers on or after November 1, 2022 through the bills for the monthly service period ending October 31, 2023, the customer charge shall be \$12.00 per meter per month.

For bills rendered to residential customers on or after November 1, 2023 through the bills for the monthly service period ending October 31, 2025, the customer charge shall be \$14.00 per meter per month.

For bills rendered to commercial customers on or after November 1, 2022 through the bills for the monthly service period ending October 31, 2023, the customer charge shall be \$16.00 per meter per month.

For bills rendered to commercial customers on or after November 31, 2023 through the bills for the monthly service period ending October, 31, 2025, the customer charge shall be \$20.00 per meter per month.
 - b. General Service Rate. In addition to the Monthly Customer Charge, the Company shall charge a base distribution rate of \$3.46 per Mcf of gas delivered to residential customers and a base distribution rate of \$3.46 per Mcf of gas delivered to commercial customers.
3. Gas Cost Recovery Rate. In addition to the rates and charges for gas distribution service set forth in Section 1.2 above, the Company shall be entitled to recover the cost of obtaining the gas it sells to its customers through a GCR rate, which shall be subject to the jurisdiction of, and regulated by, the PUCO. As provided in past ordinances, and following the PUCO’s September 19, 2007 Opinion and Order in

its Case Nos. 06-350-GA-CMR and 06-521-GA-GCR, the Company shall be authorized to include as an expected gas cost eligible for recovery through the GCR rate under Rule 4901:1-14-05, OAC, the amount of the actual, invoiced fixed charges imposed by Duke Energy Ohio in connection with the Company's use of the Duke Energy Ohio's transportation pipeline to transport gas from the Millville Station to the Company's Oxford city gate, up to a maximum of \$200,000 per year. Any such Duke Energy Ohio charges in excess of \$200,000 annually shall not be included by the Company as a cost of gas and shall not be proposed for recovery through the GCR rate. If the arrangement under which the Company transports gas from the Millville Station to the Company's city gate changes during the term of this ordinance, the Company may continue to include the amount of any actual, invoiced fixed charges or, if applicable, capital costs associated with this pipeline as an expected gas cost eligible for recovery through the GCR rate; provided, however that the amount proposed for recovery through the GCR rate shall be limited as necessary to fairly allocate the total charges or costs between the Company's GCR customers and other customers served through the pipeline on a relative throughput basis. The Company shall provide the City Manager with documentation supporting such charges or costs and the allocation methodology prior to including the cost as an expected gas cost in its GCR filings with the PUCO. The Company shall be subject to PUCO financial and management/performance audits relating to its GCR calculations and its gas procurement practices as provided in Rule 4901:1-14-07, OAC.

4. Mcf Tax Rider. In addition to all other rates and charges set forth in this section, all gas consumed shall be subject to an Mcf tax rider to provide for the recovery of the Company's excise tax liability under Section 5727.811, ORC.
5. Gross Receipts Tax Rider. In addition to all other rates and charges set forth in this section, amounts billed by the Company shall be subject to a rider at the Company's effective gross receipts tax rate to provide for the recovery of the Company's gross receipts tax liability under Section 5727.25, ORC.
6. PIPP Cost-Recovery Rider. In addition to all other rates and charges set forth in this section, the Company shall be entitled to recover the costs associated with the PIPP program through a PIPP cost-recovery rider, which shall be subject to the jurisdiction of, and regulated by, the PUCO.
7. Uncollectible Expense Rider: In addition to all other rates and charges set forth in this section, the Company shall be entitled to recover its uncollectible expense through an uncollectible expense rider, which shall be subject to the jurisdiction of, and regulated by, the PUCO.
8. Tax Change Adjustments. If, during the term of this ordinance, a governmental authority imposes a new tax, removes an existing tax, or increases or reduces the rate of an existing tax, the effect of which is to increase or reduce the annual tax

liability of the Company, the Company shall be entitled to adjust the rates authorized in this section by implementing a new rider or, if applicable, eliminating or adjusting an existing rider, calculated so as to produce the pro forma annual revenues that will reflect the increase or decrease in the Company's annual tax liability. This provision does not apply to changes in the property tax rates or liability. A rider implemented or adjusted pursuant to this provision may be rounded to nearest one-quarter (\$0.0025) cent per Mcf. The Company shall provide written notice to the City Manager of its intent to implement any such new rider or adjust or eliminate an existing rider, and of the proposed effective date of such rate change, said notice to be provided no later than thirty (30) days prior to the proposed effective date of the rate change. The written notice shall include all documentation, information, and calculations relied on by the Company to support the proposed rate change. The City shall, upon notice to the Company, be entitled to inspect any Company books or records as may be necessary to verify the accuracy of the proposed change. No rate change as described herein shall become effective until the City Manager advises the Company that the City finds the proposed rate change to be a tax-related change of the type contemplated by this provision and that the proposed rate has been properly calculated; provided, however, if the City Manager does not so inform the Company within fourteen (14) days of receipt of the written notice, the rate change shall take effect automatically as of the proposed effective date.

9. Miscellaneous Charges. In addition to all other rates and charges set forth in this section, the Company shall be entitled to impose the following charges:
 - a. Late Payment Charge. If a bill payment is not received in the Company's offices or by the Company's authorized agent within twenty-five (25) days of date of the invoice, an additional amount of one and one-half percent (1.5%) of the unpaid balance will be assessed on the customer's subsequent bill. This charge is not applicable to the unpaid account balances of a customer enrolled in PIPP or a payment plan pursuant to Rule 4901:1-18-045, OAC.
 - b. Returned Check Charge. Where the customer's financial institution returns a customer's check for insufficient funds, the Company shall assess a returned check charge of \$25.00; provided, however, that this charge will not be assessed if the customer establishes that the cause of the dishonored check was bank error.
 - c. Credit Check Processing Charge. The Company may impose a charge of \$15.00 for a credit check on an applicant for service.
 - d. Field Collection Fee. Where a Company employee is dispatched to a customer's premises to disconnect service for nonpayment, the customer may avoid disconnection by paying the full amount owed; provided, however, that the Company may assess a \$20.00 field collection charge

for accepting such payment. This charge may be assessed either at the time the delinquent amount is collected or on a subsequent bill.

- e. Reconnection Charge. Where service to a premises has been disconnected by the Company by shutting off the meter, the Company may charge and collect a reconnection charge of \$50.00 as a condition of restoring service to the premises. The reconnection charge shall apply without regard to the length of time the service was disconnected, whether the disconnection was voluntary or involuntary, or whether the customer requesting reconnection is the same customer as the customer at the time service to the premises was disconnected. Upon a request by a customer for a voluntary disconnection of service to a premises, the Company shall advise the customer that the \$50.00 reconnection charge will apply if service is subsequently restored. If service was disconnected as a result of unauthorized or fraudulent use by the customer, the Company may impose, in addition to the \$50.00 reconnection charge, a charge to recover any actual expense incurred by the Company as a result of such unauthorized or fraudulent use, including an estimate of the cost of gas improperly used, prior to reconnecting service.
- f. New Service Tap Charge. Applicants applying for a new tap on the Company's system shall be assessed a new service tap charge of \$950.00 for single-family residences and \$1,350.00 for multi-family and commercial premises, or the actual cost of installing the new tap, whichever is less. The Company shall provide documentation to an applicant for a new service tap showing the actual cost of installing the new tap in as a part of, on in conjunction with, the bill on which the charge is assessed.
- g. Meter Test Fee. Upon request by a customer, the Company shall test the accuracy of the meter by removing the meter and engaging a independent outside vendor to perform the test. The Company shall assess a fee of \$75.00 for the meter test; provided, however, that this fee will not be assessed if the meter is not found to be operating within accepted tolerances (plus or minus the 3%), nor shall it be assessed for the first meter test performed in any 36-month period.
- h. Stop Payment Fee – Return of Security Deposit. Upon notification by a customer entitled to the return of all or part of a security deposit held by the Company pursuant to Rules 4901:1-17-04 through 4901:1-17-07, OAC, that the refund check has been lost or has not been received, the Company shall promptly notify its bank to stop payment on the check. If the check was lost by the customer, or was not received by the customer due to the customer's failure to notify the Company of a change in the customer's mailing address, the Company shall be entitled to assess a fee of \$34.50 for stopping payment on the refund check. The fee shall be

deducted from the amount of the security deposit to be returned to the customer though the replacement check. No stop payment fee shall be assessed if the check was not received by the customer due to the Company's error.

- i. Pressure Test Fee. The Company shall offer to perform the pressure test required by Rule 4901:1-13-05(A)(3)(c), OAC, as a condition of reestablishing service in instances where service has been disconnected for thirty (30) days or longer. The Company may charge and collect a fee of \$80.00 for performing such pressure test, such fee to be in addition to the \$50.00 reconnection fee authorized in Section .e of this Section. If the piping fails the pressure test, the owner of the premises shall be responsible for all necessary repairs. Upon a request by a customer for a voluntary disconnection of service to a premises, the Company shall advise the customer of the pressure test requirement that must be satisfied prior to reestablishing service and that, if the Company performs the pressure test, the \$80.00 pressure test fee will apply.
10. Self-Help Arrangements. Nothing contained in this ordinance shall prevent the Company from entering into self-help arrangements with customers to provide for the transportation of gas owned by the customer to the customer's premises; provided, however, that all such special contracts must be filed with and approved by the PUCO pursuant to Section 4905.31, ORC.
11. Rules and Regulations. The Company shall be subject to the PUCO's Minimum Gas Service Standards set forth in Chapter 4901:1-13, OAC. The Company's rules and regulations governing the terms and conditions of service to customers within the corporate limits of the City shall be identical to the rules and regulations set forth in the Company's tariff filed with and approved by the PUCO, and any subsequent PUCO-approved amendments thereto; provided, however, that in the event of any conflict between the Company's PUCO-approved tariff and this ordinance (including, but not limited to, conflicts in the specified rates, charges, and fees), the terms of the ordinance shall apply.
12. Notice of PUCO Filings: The Company shall serve a copy of all filings made with the PUCO upon the City Manager on the date the filing is made, including, without limitation, applications for approval of special contracts, all GCR-related filings, applications to adjust the PIPP cost-recovery rider, applications to adjust the uncollectible expense rider, applications to amend its PUCO tariff, and its annual reports to the PUCO. The Company shall provide a copy of any notice it receives from the PUCO initiating a financial and/or management/performance audit pursuant to Rule 4901:1-14-07, OAC, within three (3) business days after the notice is received.
13. Company Office and Information to be Made Available to Customers. The Company shall, by notice to the City Manager, designate a place or places within

the City where customers may play bills, submit complaints, and inspect copies of documents relating to the service provided by the Company. The place or places so designated may be changed at any time by written notice to the City Manager. The Company shall maintain copies of this ordinance, its PUCO-approved tariff, and all ORC statutes and OAC rules cited herein. Such documents shall be made available for inspection upon customer request.

14. City Access to Company Financial Information. The Company shall provide a copy of its annual financial statements to the City Manager within seven (7) days of availability. The financial statements shall include, without limitation, a balance sheet and statements of income, retained earnings, and cash flow.
15. Rates and Charges Upon Expiration of Ordinance. In the event that the City has not enacted a new ordinance to replace and supersede this ordinance upon the expiration of its term, the Company shall continue to render service to customers within the corporate limits of the City pursuant to the terms of this ordinance until a new ordinance takes effect as provided by law or until such time as the PUCO establishes rates, charges, rules and regulations pursuant to Section 4909.18, ORC, or Section 4909.39, ORC. If the Company proposes to increase in its rates and charges following the expiration of this ordinance, the Company shall so advise the City Manager in writing, and shall provide documentation supporting any such proposed increase sufficiently in advance of the expiration of this ordinance to permit the City and the Company to attempt to negotiate a mutually acceptable ordinance prior to the Company filing a 4909.18, ORC, rate increase application with the PUCO.
16. Customer Notice. The Company shall provide written notice to its customers, by bill insert or separate mailing, of the increase in rates and charges authorized by this ordinance. The Company shall submit a copy of this notice to the City Manager or the City Manager's designee for review and approval prior to distributing the notice to its customers.

SECTION 2. Repeal of Prior Ordinances. Ordinance Nos. 3483, adopted, respectively, on September 4, 2018, are hereby repealed and superseded by this ordinance.

SECTION 3. Company Acceptance of Ordinance. If the Company accepts this ordinance, the Company shall file a written acceptance of this ordinance with the Clerk of the City within thirty (30) days after its passage by Council and this ordinance shall constitute a contract between the City and the Company. If the Company does not accept this ordinance, the Company shall file a complaint and appeal from this ordinance with the PUCO pursuant to Section 4909.34, ORC, within (30) days after its passage. If the Company does not file a written acceptance of this ordinance with the Clerk of the City within thirty (30) days after its passage and does not file a complaint and appeal from this ordinance with the PUCO within (30) days after its passage by Council, the Company

shall be deemed to have accepted this ordinance and shall be bound by its terms as if it

had filed a written acceptance.

SECTION 4: Effective Date. This ordinance shall take effect at the earliest time allowed by law.

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY : WILLIAM SNAVELY

PREPARED BY: LAW