



AGENDA
OXFORD CITY COUNCIL REGULAR MEETING
COURTHOUSE

TUESDAY, JULY 18, 2023 AT 7:30 PM

William Snavelly, Mayor

Chantel Raghu, Vice-Mayor
Jason Bracken
Glenn Ellerbe

Amber Franklin
Alex French
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, 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.

1. Roll Call.
2. Pledge of Allegiance.
3. Approval of Agenda.
4. Public Participation.
 - A. Proclamation - The American Cancer Society's Relay for Life Oxford Day
 - B. Presentation - Sharefest Update, Ms. Carol Micheal
 - C. Presentation - OPD Tobacco / Vape Enforcement Update (Geoff Robinson, Police Lieutenant)

D. 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. To speak, you may approach the podium and wait to be addressed by the Mayor. You will need to state your name and address for the public record. 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.

5. Consent Agenda.

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 June 20, 2023, City Council Work Session. (Heather Barbour, Clerk of Council)
- B. Minutes of the June 20, 2023, City Council meeting. (Heather Barbour, Clerk of Council)
- C. A Resolution declaring certain City property no longer needed for any municipal purpose as surplus and authorizing its advertisement and sale to the highest bidder at public auction or internet auction. (Geoff Robinson, Police Lieutenant)

6. Resolutions.

- A. A Resolution expressing the City of Oxford's opposition to Issue 1 and support for preserving Ohio's Constitution and Majority Rule. (David Prytherch and Jason Bracken, Councilors)
- B. A Resolution authorizing the sister city agreement of partnership between the City of Dubno and the City of Oxford and authorizing the Mayor to sign the agreement on behalf of the City. (Doug Elliott, City Manager)
- C. A Resolution authorizing an agreement for a sister city relationship memorandum of understanding between the City of Dubno, Rivne Oblast, Ukraine, and the City of Oxford and authorizing the Mayor to sign the memorandum of understanding on behalf of the City. (Doug Elliott, City Manager)
- D. A Resolution adopting a statement indicating the services the City of Oxford, Ohio, will provide to the territory proposed to be annexed to the City of Oxford, Ohio, pursuant to

a petition filed with the board of County Commissioners of Butler County, Ohio, as provided by Ohio Revised Code Section 709.023(C). (Doug Elliott, City Manager)

- E. A Resolution regarding the zoning buffers in a proposed annexation of property containing 6.726 acres from Oxford Township, Butler County, Ohio, to the City of Oxford, Butler County, Ohio, Pursuant to the requirement of section 709.023(C) of the Ohio Revised Code. (Doug Elliott, City Manager)
- F. A Resolution authorizing the City Manager to enter into an agreement with Chapman Ford for the purchase of five (5) – 2023 Ford Interceptor Utility Vehicles for use in the Police Division at a cost not to exceed \$245,000.00. (Geoff Robinson, Police Lieutenant)
- G. A Resolution authorizing the City Manager to apply for a \$60,000 Interact for Health grant to support the proposed Tobacco Retail Licensing program. (Jessica Greene, Assistant City Manager)

7. 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.

A. First Reading

- 1. An Ordinance amending Ordinance No. 3697 Supplemental Budget Ordinance Number 4 to make supplemental appropriations for fiscal year 2023. (Heidi Hill, Acting Finance Director)
- 2. An Ordinance amending and supplementing the Oxford Municipal Code by establishing a new chapter to part 7, business regulation code, chapter 744, creating a tobacco retailer license for the sale of tobacco and paraphernalia products in the City of Oxford. (Jessica Greene, Assistant City Manager)
- 3. An Ordinance amending the Oxford Municipal Code, Chapter 5, Section 537.16, relating to the illegal distribution of tobacco products to prescribe the minimum legal age of sale for all tobacco products at twenty-one. (Jessica Greene, Assistant City Manager)

B. Second Reading

- 1. An Ordinance granting upon annexation the request of the Ohio Association of Regular Baptist Churches to connect to and/or extend the City water and sanitary utilities to serve a proposed 92-unit hotel at 525 North Campus Avenue outside the

Oxford Corporate Limits. (Michael Dreisbach, Service Director) **Postponed at the
June 20, 2023, City Council Meeting at Applicant's and Owner's Request**

8. Announcements & Communications.

A. 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.

B. Future Meetings.

(Note: Meetings are held at the Court House unless otherwise indicated.)

DATE	Meeting		
1.	Date Meeting	Location	Time
	July 20 Climate Action Steering Committee	Municipal Building	8:30 a.m.
	July 25 Board of Zoning Appeals - CANCELED	Courthouse	6:30 p.m.
	Aug 1 City Council	Courthouse	7:30 p.m.
	Aug 2 Environmental Commission	Municipal Building	7:00 p.m.
	Aug 8 Public Arts Commission of Oxford	Municipal Building	4:30 p.m.
	Aug 8 Planning Commission	Courthouse	7:00 p.m.
	Aug 9 Historic & Architectural Preservation Commission	Courthouse	6:15 p.m.
	Aug 14 Oxford Parking & Transportation Advisory Board	Municipal Building	9:30 a.m.
	Aug 15 City Council	Courthouse	7:30 p.m.
	Aug 17 Police Community Relations & Review Commission	Courthouse	7:00 p.m.

9. Adjourn.

Office of the Mayor

Proclamation

Whereas:

the American Cancer Society is a nationwide community-based, volunteer run health organization, dedicated to eliminating cancer as a major health concern by striving to prevent cancer, save lives, and diminish suffering from cancer through research, education, advocacy and service; and

WHEREAS, Relay For Life is the American Cancer Society's nationwide signature activity and a 'Celebration of Life' where we 'Celebrate, Remember and Fight Back'; and

WHEREAS, Relay for Life teams will spend the evening enjoying music and family activities together, while team members walk around a track relay-style for the duration of this event; and

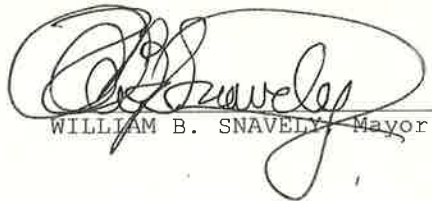
WHEREAS, Relay for Life Oxford has surpassed raising one million dollars in life-saving donations since its inception in 1999, raising the most of any Relay for Life event in Butler County; and

WHEREAS, a luminary event will be held on July 20, 2023, in the uptown parks on lot 52 at 10:00 p.m.; and

WHEREAS, Relay for Life provides an opportunity for community camaraderie and unity in the fight against cancer.

NOW, THEREFORE, I, William B. Snavely, Mayor of the City of Oxford, Ohio, do hereby proclaim July 20, 2023, as a day in recognition of '**The American Cancer Society's Relay for Life Oxford**' and encourage all citizens to participate in the event.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Oxford to be affixed this 20th day of July 2023.


WILLIAM B. SNAVELY Mayor



MINUTES
OXFORD CITY COUNCIL WORK SESSION
COURTHOUSE
TUESDAY, JUNE 20, 2023 AT 6:30 PM

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, 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.

1. Roll Call.

A work session meeting of the Oxford City Council was called to order by Vice-Mayor Chantel Raghu on Tuesday, June 20, 2023, at 6:30 p.m. Members in attendance were Glenn Ellerbe, Jason Bracken, and David Prytherch. Mayor William Snavelly, Alex French, and Amber Franklin were excused.

Staff Members in Attendance

Mr. Doug Elliott, City Manager; Ms. Jessica Greene, Assistant City Manager; Mr. John Detherage, Fire Chief; Mr. John Jones, Police Chief; Mr. Sam Perry, Community Development Director; Mr. Casey Wooddell, Parks and Recreation Director; and Ms. Heather Barbour, Clerk of Council.

2. Approval of Agenda.

Motion – To Approve the Agenda
(Voice Vote) 1st Mr. Ellerbe 2nd Mr. Prytherch
AYE # 4
NAY # 0
ABS # 0

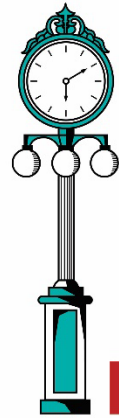
3. Discussion Item

A. Potential Affordable Housing Grant (Jessica Greene, Assistant City Manager)

Ms. Greene shared information from the 2020 housing needs assessment and goals from the 2023 comprehensive plan. Ms. Greene mentioned a new opportunity and shared slides (slides included in minutes). Ms. Greene addressed questions and comments from the Council.

4. Adjourn.

Motion – To Adjourn at 7:00 pm.
(Voice Vote) 1st Mr. Prytherch 2nd Mr. Ellerbe
AYE # 4
NAY # 0
ABS # 0



City of
Oxford OHIO

HOME OF MIAMI UNIVERSITY

Affordable Housing Opportunity Discussion



2020 Housing Needs Assessment:

- Critical Need for 323 units of low income rental housing.
- In 2021, the Oxford City Council adopted the goal of affordable housing as a top priority for our community.

2023 Comprehensive Plan

Includes the goal of Housing Opportunities for Everyone

- H1-A1: Update zoning regulations to increase density and promote a diversity of residential housing types and living arrangements
- H1-A4: Leverage land and other tangible assets to address housing supply gaps by boosting inventory.
- H1-A5: Support developments and programs addressing supportive and transitional housing.

[Source: Oxford Comprehensive Plan page 80-81.](#)

ARPA dedicated to affordable housing

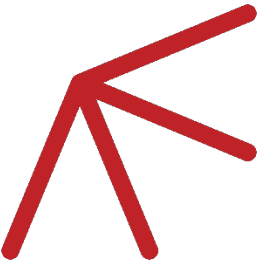
Directions from ARPA work sessions:

- Explore purchasing property around town, then work with non profit partner to manage units.
- Explore starting Community Land Trusts to assist with affordable home ownership

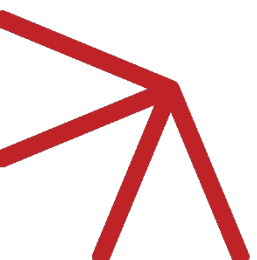


Initial Goals

Community land trusts to support home ownership.
Small developments dispersed around town.



RESEARCH



Not enough money to purchase existing apartment complexes.

More need for rental units for those needing affordable housing.

Need for supportive services in addition to affordable rent.

No funding for dispersed, small developments.

Funding set up for 50+ units, near services.

Funding is EXTREMELY competitive and rules change frequently.

RESEARCH

Cities can help by providing land and assisting with infrastructure build out.

Can partner with nonprofit developers to build affordable units.

Use development agreements to outline expectations of all parties.



November 2022-January 2023

Purchased 2 properties on Elm Street and 2 properties on Chestnut Street using ARPA funds.
Inventory other possible available properties, 2+ acres for redevelopment.

February 2023

Contracted with Neighborhood Housing Services to assist with affordable housing development.

May 2023

Introduced to St. Mary Development Corporation. Toured all city controlled land.



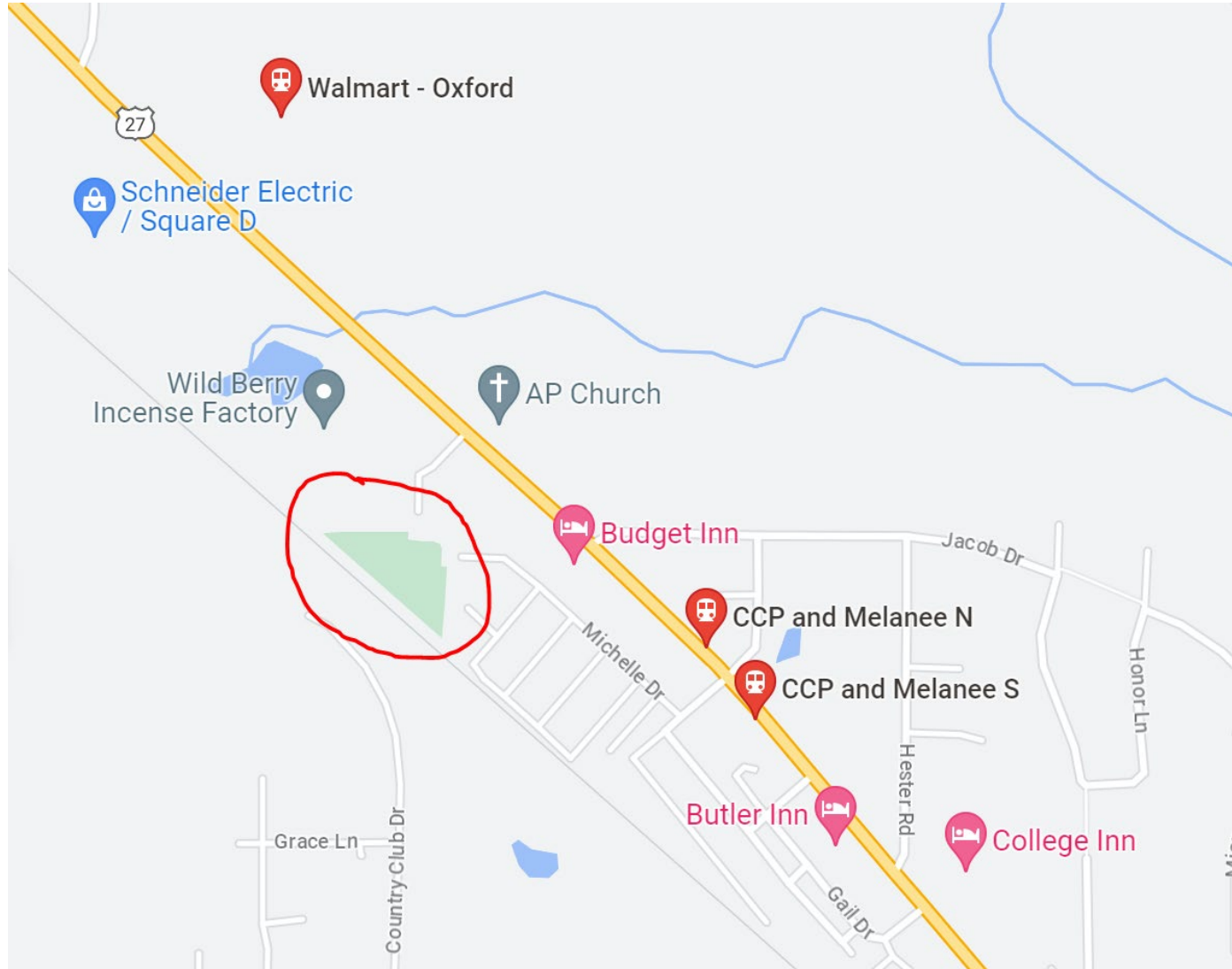
June 2023

Merry Day Property and Chestnut Street scored well on possible funding for affordable housing development but everything due early September 2023!





Merry Day Park



4.71 Acres

Zoned GB

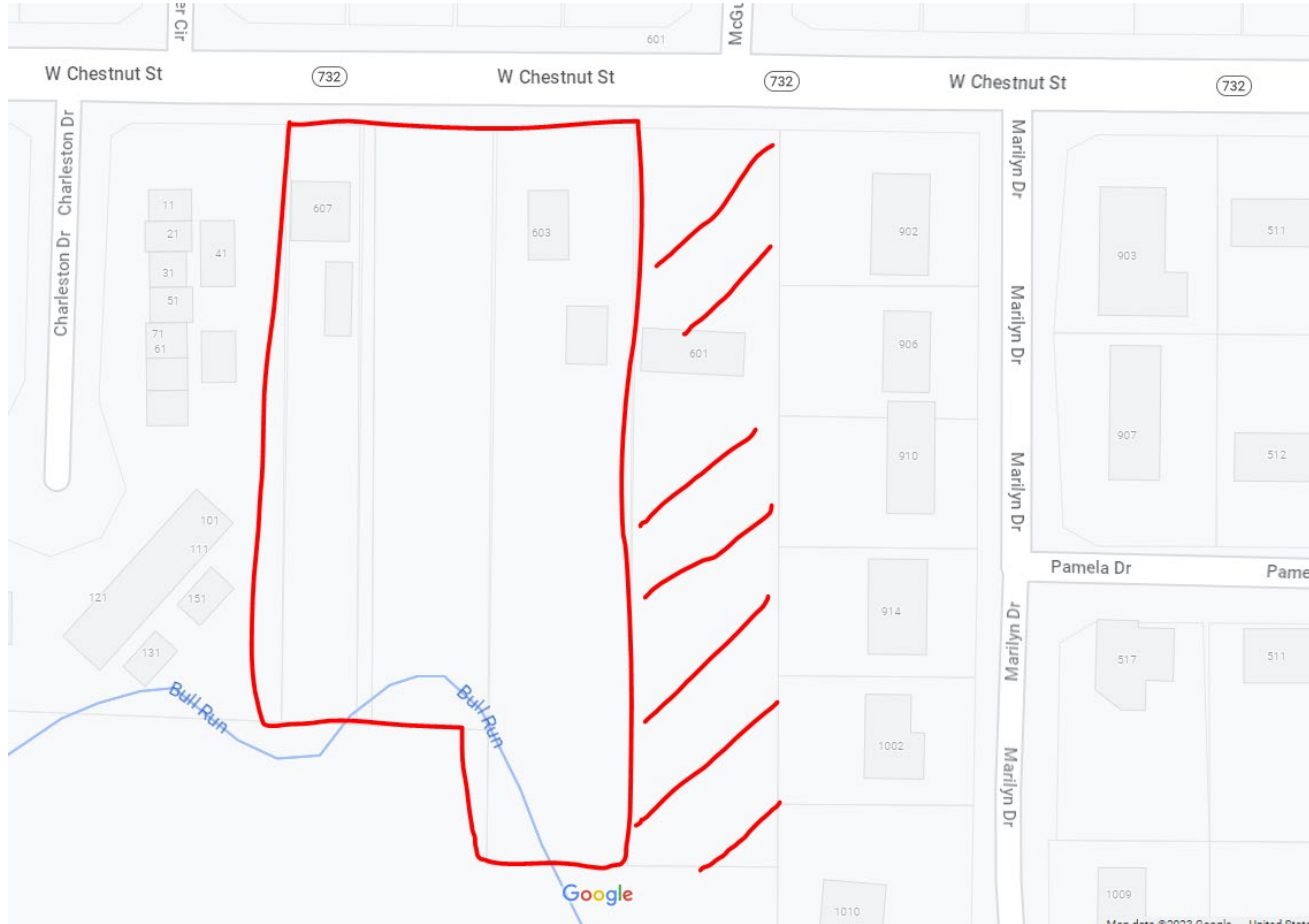
For housing to qualify for funding, needs to support 50+ units.

Change zoning to R4

Scores well for funding because of:

Proximity to
Safety net services
Public transit
Grocery/Pharmacy

Chestnut Street



2.1 Acres

Zoned R1

For housing to qualify for funding, needs to support 50+ units.

Change zoning to R3 or R4

Scores well for funding because of:

Proximity to
Grocery/Pharmacy

To apply

- Must rezone to R3 or R4
 - Will need to expedite this process
 - Fast track August 8th Planning decision to Council at immediate next meeting-August 15th.
 - Pass rezoning ordinance as an emergency to be complete before funding deadline of early September 2023.
- Create Development Agreement with St. Mary Development Corporation and work out details of land lease. (or sell the property)

Pros and Cons Review

Pros:

- 50+ New units of affordable housing- because of funding mechanism, may not be used as student rentals.
- Managed by a reputable, vetted nonprofit partner
- Funding is available and fits Oxford, Ohio!
- Merry Day:
 - Close proximity of social services
 - Walkable area and along public transit route

Cons:

- All new housing has an impact on public safety, especially Fire/EMS. Our Fire/EMS needs more funding with current operations.
- Must be income qualified 30-70% AMI (not open to everyone)
- Depending on location, may further condense poverty in one area
- Loss of a park/decrease size of park
 - Legal review of park area language.
 - Can offset by prioritizing Oxford Area Trail connection planning & funding to provide access to other parks.
- If Merry Day, will need to segment land to allow for TOPSS or they will need to build on their own land.
 - Location of TOPSS on Merry Day will decrease scoring to make it noncompetitive

Resolution

Yes= You want staff to pursue and expedite the rezoning to be able to allow St. Mary's to apply for funding.

- If yes, preferred location?
- HAC's consensus: Yes, at Merry Day location, if possible.

No= Not the right project or feels too rushed.

- Staff can continue to work with nonprofit developers and seek possible future funding applications.
- Explore working with private sector developers with smaller projects.

Discussion



MINUTES
OXFORD CITY COUNCIL REGULAR MEETING
COURTHOUSE
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1. Roll Call.

Motion – To Enter Executive Session at 7:00 pm R.C. 121.22(G)(1) To Consider Appointments to Boards and Commissions.

(Roll Call Vote) 1st Mr. Prytherch 2nd Mr. Ellerbe

AYE # 4

Mr. Prytherch, Mr. Bracken, Mr. Ellerbe, Vice-Mayor Raghu

NAY # 0

ABS # 0

Motion – To Return from Executive Session at 7:20 p.m. R.C. 121.22(G)(1) To Consider Appointments to Boards and Commissions.

(Roll Call Vote) 1st Mr. Prytherch 2nd Mr. Ellerbe

AYE # 4

Mr. Prytherch, Mr. Bracken, Mr. Ellerbe, Vice-Mayor Raghu

NAY # 0

ABS # 0

A regular meeting of the Oxford City Council was called to order by Vice-Mayor Chantel Raghu on Tuesday, June 20, 2023, at 7:30 p.m. Members in attendance were Glenn Ellerbe, Jason Bracken, and David Prytherch. Mayor William Snavely, Alex French, and Amber Franklin were excused.

Staff Members in Attendance

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

2. Pledge of Allegiance.

3. Approval of Agenda.

Motion – To Approve the agenda.

(Voice Vote) 1st Mr. Prytherch 2nd Mr. Ellerbe

AYE # 4

NAY # 0

ABS # 0

4. Public Participation.

A. Appointments to Boards and Commissions.

Motion – To Appoint to the Planning Commission: Mr. Corey Watt, Mr. Matt Arbuckle, and Ms. Ann Webster to fill the unexpired term vacated by Mr. Steve Dana, expiring June 30, 2025, reappointment to the Historic & Architectural Preservation Commission: Mr. Dana Miller, appointment to the Board of Appeals Building/Housing: Ms. Marilyn Heflin, appointment to the Climate Action Steering Committee: Venus Harvey, appointment to the Oxford Parking & Transportation Advisory Board: Carla Blackmar, McCullough-Hyde Foundation Appointments: Ms. Julie Jolliff and Ms. Deloris Rome Hudson, appointment to the Public Arts Commission: Tarah Trueblood to fill an unexpired term vacated by Mr. Norm Krumpe expiring June 30, 2024, appointments to the Student Community Relations Commission: Mr. Matt Arbuckle and Mr. Steve Chaffin, appointment to the Housing Advisory Commission: to fill the unexpired term vacated by Eugene Scharf expiring June 30, 2025, Mike Dalesandro.

(Voice Vote) 1st Mr. Prytherch 2nd Mr. Ellerbe

AYE # 4

NAY # 0

ABS # 0

Mr. Prytherch thanked everyone who was ending a term and wanted to recognize the efforts

made by volunteers from boards and commissions. Vice-Mayor Raghu welcomed the new appointees.

B. Public Hearing - 2024 Tax Budget. (Stephanie Gray, Acting Assistant Finance Director)

Motion – To open the public hearing.
(Voice Vote) 1st Mr. Ellerbe 2nd Mr. Prytherch
AYE # 4
NAY # 0
ABS # 0

Ms. Gray shared the 2024 Tax Budget and explained the timeline to submit to the Butler County Auditor. Ms. Gray offered to answer any questions.

Public Comment -None.

Motion – To close the public hearing.
(Voice Vote) 1st Mr. Ellerbe 2nd Mr. Prytherch
AYE # 4
NAY # 0
ABS # 0

C. Presentation- League of Women Voters, Kathie Brinkman

Ms. Kathie Brinkman, Communication Director for the League of Women Voters of Oxford. Ms. Brinkman noted that the League of Women Voters is a nonpartisan organization with over one hundred years of education and informing the community about voting issues. Ms. Brinkman spoke about recent changes to the August 8th election. (written statement and handouts included in minutes) Ms. Brinkman addressed questions and comments from the Council.

D. 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. To speak, you may approach the podium and wait to be addressed by the Mayor. You will need to state your name and address for the public record. 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.

Public Comment - Mr. Craig Erickson 5280 Moring Sun Rd - Mr. Erickson asked if 525 North Campus Ave. was on the Agenda tonight. Vice-Mayor Raghu asked Mr. Erickson to wait to speak until that Ordinance was addressed.

5. Consent Agenda.

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.

Motion – To Approve the Consent Agenda.
(Voice Vote) 1st Mr. Ellerbe 2nd Mr. Prytherch
AYE # 4
NAY # 0
ABS # 0

- A. Minutes of the June 6, 2023 meeting. (Heather Barbour, Clerk of Council)
- B. Report regarding the Environmental Commission June 7, 2023, Meeting. (Michael Dreisbach, Service Director)
- C. Notice to Legislative Authority Zhen Kitchen Take Out LLC DBA Tea Cha House Chuan 19 W High St. Oxford, Ohio 45056. (Doug Elliott, City Manager)
- D. A Resolution authorizing the sale of salvaged, junk, and/or abandoned motor vehicles. (John Jones, Police Chief)

6. Resolutions.

- A. A Resolution authorizing the City Manager to enter into an agreement with Industrial Communications and Sound (ICS) utilizing American Rescue Plan Act (ARPA) funds

for the installation, maintenance, and support of audio-visual equipment at the courthouse at a cost of \$56,162.00 plus a contingency in the amount of \$5,616.00 for a total cost not to exceed \$61,778.20. (Jessica Greene, Assistant City Manager)

Motion – To Adopt Resolution No. 7508
(Voice Vote) 1st Mr. Ellerbe 2nd Mr. Prytherch
AYE # 4
NAY # 0
ABS # 0

Ms. Greene addressed questions from the Council.

Public Comment -None.

- B. A Resolution authorizing the City Manager to expedite the rezoning process and join St. Mary Development Corporation as a partner in an affordable housing funding application. (Jessica Greene, Assistant City Manager)

Motion – To Adopt Resolution No. 7509.
(Voice Vote) 1st Mr. Ellerbe 2nd Mr. Prytherch
AYE # 4
NAY # 0
ABS # 0

Ms. Greene addressed questions from the Council.

Public Comment - Ms. Ann Fuehrer, Dana Drive - Ms. Fuehrer spoke as the facilitator of the Oxford Citizens for Peace and Justice. Ms. Fuehrer is in favor of this Resolution as long as it doesn't jeopardize the future of the TOPSS and the FRC One-Stop facility.

7. 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.

- A. First Reading

B. Second Reading

1. An Ordinance granting the request of the Ohio Association of Regular Baptist Churches to connect to and/or extend the City water and sanitary utilities to serve a proposed 92-unit hotel at 525 North Campus Avenue outside the Oxford Corporate Limits. (Michael Dreisbach, Service Director)

Motion – To Adopt Ordinance No. 3727.

(Roll Call Vote) 1st 2nd

AYE #

Names Here

NAY #

Names Here

ABS #

Names Here

Public Comment - Mr. Craig Erickson, 5280 Morning Sun Road - spoke in support of this project but would like the City specifications. Mr. Erickson noted to trust by verify.

City Staff addressed questions from the Council.

Motion – To postpone until the July 18, 2023, City Council meeting at the developer's request.

(Voice Vote) 1st Mr. Ellerbe 2nd Mr. Prytherch

AYE # 4

NAY # 0

ABS # 0

2. An Ordinance authorizing the tax budget for the year 2024 and directing that the same be transmitted to the Butler County Auditor. (Stephanie Gray, Acting Assistant Finance Director)

Motion – To Adopt Ordinance No. 3728.

(Roll Call Vote) 1st Mr. Prytherch 2nd Mr. Ellerbe

AYE # 4

Mr. Prytherch, Mr. Bracken, Mr. Ellerbe, and Vice-Mayor Raghu

NAY # 0

ABS # 0

Public Comment -None.

Ms. Gray addressed questions from the Council.

8. Announcements & Communications.

A. 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.

B. Future Meetings.

(Note: Meetings are held at the Court House unless otherwise indicated.)

DATE

Meeting

1. Date	Meeting	Location	Time
June 27	Board of Zoning Appeals - CANCELED	Courthouse	6:30 p.m.
July 4	City Offices CLOSED		
July 11	Planning Commission	Courthouse	7:00 p.m.
July 12	Historic & Architectural Preservation Commission	Courthouse	6:15 p.m.
July 17	Housing Advisory Commission	LCNB Community Room	3:30 p.m.
July 18	City Council	Courthouse	7:30 p.m.
July 25	Board of Zoning Appeals	Courthouse	6:30 p.m.

9. Adjourn.

Motion – To Adjourn at 8:47 pm.
(Voice Vote) 1st Mr. Ellerbe 2nd Mr. Prytherch
AYE # 4
NAY # 0
ABS # 0

Information on Ohio Voting Law Changes & Issue 1 on the August 8 Ballot

Thank you for the opportunity to address city council this evening. I'm Kathie Brinkman; I'm the Communication Director for League of Women Voters of Oxford and I am providing this information on behalf of our organization.

The League of Women Voters is nonpartisan; we have a 100+ year history of educating and informing the community on voting issues. In addition to important efforts like the Voter Information Guide and the Candidate Forum that occur in the months leading up to an election, we work **every day** to make sure that voters know about important aspects of Ohio's voting laws and upcoming deadlines. Tonight, I am here to highlight recent changes to Ohio's voting laws and to emphasize the need for voters to be aware of the August 8th election and State Issue 1 that is on the ballot in August. The League of Women Voters of Oxford serves all of the Talawanda School District, so I am also presenting this information at the township trustee meetings in our area because we believe that this information is important for everyone to know.

First, a few key changes to voting laws:

For early voting and Election Day voting, both of which occur in person, some of the documents that were acceptable in the past to prove voter identity are no longer acceptable. The no-longer-acceptable documents include utility bills, bank statements, pay stubs, county-issued veteran cards, and the last 4 digits of social security number. Under current Ohio law, the only acceptable documents are an Ohio BMV issued driver's license or ID card, U.S. military, U.S. Dept of Veterans Affairs or Ohio National Guard card or a U.S. passport. The individuals most impacted by the new ID requirements are the elderly, the disabled, college students, and those without transportation. Some individuals will have no trouble switching to another form of ID, if they're aware of the need to do so. Others will have much greater difficulty—they have to know that they need a new ID and they have to be able to get to the BMV in order to obtain it; as we know, there are no BMVs in Oxford. The Ohio IDs are available free of charge, but for the elderly, the disabled and those without transportation, the *process* of obtaining the card is the hard part.

Individuals without the necessary identification have the alternative of voting by mail instead of voting in person. They can do so by providing the last 4 digits of their social security number on a paper vote-by-mail ballot application. In recent elections, the Secretary of State mailed absentee ballot applications to all Ohio voters; legally, this is no longer allowed. People accustomed to getting these in the mail now must figure out how to request one. To obtain the vote-by-mail application, people need to go to the Secretary of State's website and print the form or call the Board of Elections to obtain it. The completed application form is then mailed to, or dropped off at, the Board of Elections office in Hamilton. Voters must then repeat that process when the ballot itself arrives; fill out the ballot, acquire stamps to mail it, or drive to the far side of Hamilton to drop it off. Another new restriction is a shortened window to return vote-by-mail ballots. In the past, absentee ballots returned via US Mail needed to arrive at the Board of Elections within 10 days of Election Day, now that deadline is 4 days.

To our knowledge, there has not been an effort from the state to educate voters about the new requirements, so we are concerned that voters know about the changes, and we are working to inform them. The timeline to do so has become more urgent, given that there is now an August election scheduled.

In speaking with voters what has become clear to us is that most voters don't know about the August 8th election, and they don't know that an important issue will be on the ballot: Issue 1.

The League of Women Voters is part of a coalition of over 240 organizations united against Issue 1; it's interesting to note that all former Ohio governors and attorneys general, of both parties, are against it as well.

Issue 1 would change Ohio's citizen led initiative ballot process. Currently, if Ohioans feel their representatives are not being responsive to things that matter most to the people, they can join together in a grassroots effort to get an initiative on the ballot. As it currently stands, this effort is challenging, time consuming and expensive. If Issue 1 passes, this process will become even harder.

What would Issue 1 change?

- **First, to get an initiative on the ballot, signatures would be required from all 88 Ohio counties, rather than the current requirement of 44 counties.** This would DOUBLE the effort required – grassroots organizations would need to have an on-the-ground presence in every county in Ohio – this would be a herculean task.
- **Additionally, Issue 1 removes the 10-day period during which petition errors can be corrected.** This “cure” process isn't widely understood, but when you know the details, it becomes clearer. Right now, in Ohio, 442,958 signatures have to be gathered, statewide, for any new initiative; that number is equal to 10% of the votes cast in the last gubernatorial election. It takes a long time to gather that many signatures and they are gathered by county. When the petitions are turned in to the state and checked by each county Board of Elections, some signatures won't be valid for a number of reasons, but a prime reason is that people move. The address they gave when signing, sometimes months earlier, doesn't match current records when the check is done– maybe the person doesn't live in that county any longer. So, given enough of these instances, the number of signatures can come up short. Even 1 signature short in 1 county and the initiative doesn't get on the ballot. Currently, if a county is short on valid signatures, organizers have a 10-day period to gather additional signatures after the check is done. Completely eliminating the 10-day cure period means that signature gatherers must increase the number of signatures beyond the padding they currently do. You can see how the task becomes enormous.
- **Once on the ballot, if an initiative makes it there, a 60% supermajority of voters would be required to pass the initiative, replacing the 50% + 1 simple majority currently in place.**

Citizen led initiatives would become nearly impossible to put on the ballot and extremely difficult to pass if they are on the ballot. We believe that the essence of our democracy is majority rule – Issue 1 would remove that, resulting in a minority of voters making decisions for Ohio. For these reasons, the League of Women Voters of Oxford has endorsed a NO vote on Issue 1.

The league has always believed that a democratic government depends upon informed and active participation in government, so we encourage voters to be informed on all aspects of this issue and make a decision on whether *they* believe the changes would be beneficial to Ohio. Most importantly, we encourage everyone to vote to make their voice heard.

Finally, what can the city do? We believe that the city has an opportunity to assist. At a very basic level, the city could use social media to inform voters about the August 8th election and link to the Butler County Board of Elections website for more information about key dates and identification requirements. I've appreciated the recent Facebook posts on Biodiversity – congratulations on the partnership that resulted in these posts coming from the city administration's social media account. We'd be happy to partner on a voting initiative.

Oxford city council, on the other hand, could decide that a resolution opposing Issue 1 is appropriate. If that's the case, we're available to assist in any way we can.

Again, thank you for the opportunity to speak this evening; if you have questions, I'm happy to answer them.

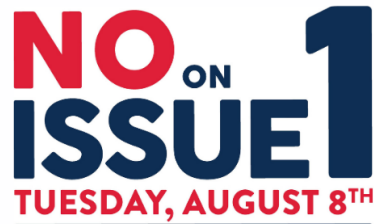
Voter Identification Changes – HB 458

Acceptable form of voter ID	Register to vote		Election Day voting		In-person absent voting		Absent voting by mail		Provisional ballot	
	Now	H.B. 458	Now	H.B. 458	Now	H.B. 458	Now	H.B. 458	Now	H.B. 458
Ohio DL/ID with current address	✓	✗	✓	✓	✓	✓	✓	✓	✓	✓
Ohio DL/ID with former address	✓	✗	✓	✓	✓	✓	✓	✓	✓	✓
Military ID	✓	✗	✓	✓	✓	✓	✓	✓	✓	✓
U.S. passport or passport card	✗	✗	✗	✓	✗	✓	✗	✓	✗	✓
Utility bill, bank statement, government check, paycheck, or other government document with current address	✓	✗	✓	✗	✓	✗	✓	✗	✓	✗
Ohio DL/ID number	✓	✓	✗	✗	✓	✗	✓	✓	✓	✗
Last four digits of SSN	✓	✓	✗	✗	✓	✗	✓	✓	✓	✗

Source: https://www.ohiosos.gov/globalassets/media-center/news/2023/2023-01-06/hb458_analysis_20041.pdf

A full analysis of the changes to voting laws as a result of HB 458, signed into law by Governor DeWine on 01/06/2023, can be found at the link noted above on the Ohio Secretary of State's website. The link provided by the Secretary of State is to the official Bill Analysis done by the Ohio Legislative Service Commission.

WHY THE LEAGUE OF WOMEN VOTERS OF OHIO SAYS



Issue 1 would meaningfully change Ohio's citizen-led ballot initiative process.

Currently, if Ohioans feel their representatives are not being responsive to the issues that matter most, Ohioans can join together in a grassroots effort to get an issue on the ballot. This is a democratic avenue for the people to represent themselves. Currently, this process is challenging, time-consuming, and expensive. Organizations first create an initial petition and gather 1,000 signatures of voters in favor of the change; then the ballot initiative language is certified by the state and the real work of gathering voter signatures statewide begins. If this issue passes, citizen-led issues would become nearly impossible to put on the ballot and extremely difficult to pass if they are voted on.

If passed, Issue 1 would permanently change the citizen-initiative ballot process.

- It would require petitions with voter signatures from all 88 counties in Ohio. This is twice as hard as the current requirement of 44 counties.
- It removes the 10 day period where errors can be corrected.
- It would require a 60% supermajority of voters to pass the issue.

Bonds

Large projects that receive state funding above a certain threshold are voted upon in elections as an issue. Critical infrastructure projects like roads, bridges, and school buildings may require voter approval. Currently, these projects are funded when more than 50% of voters approve it. If Issue 1 passes, this will be increased to 60%.

Majority Rule

Voters should understand the repercussions to Ohio if Issue 1 were to pass. The essence of our democracy is majority rule— meaning a vote with more than 50% of voters can win an election. The 60% supermajority rule provides an unequal tilt to all upcoming issues that would change the state constitution, as well as bonds.

Vote No in August

The League of Women Voters of Ohio is part of a coalition of over 240 organizations united against this issue. These changes are bad for our democracy. The citizen-initiative ballot process was added to Ohio's constitution in 1912 as a check against the misuse of power. By restricting the process so greatly, power-hungry politicians will effectively remove this important democratic tool from the constitution. These changes will make citizen initiatives impossible for everyday Ohioians to lead. Only special interests will have the deep pockets to succeed.

100 East Broad Street, Suite 1310
Columbus, Ohio 43215



Email: lwvinfo@lwvohio.org
Phone Number: (614) 469-1505

Source: League of Women Voters of Ohio

Ohio constitutional amendments that passed with less than 60% of the vote, 1914-present

Year	How referred	Brief description	Percentage yes
1914	Citizens	Home rule alcohol prohibition	50.6%
1918	Citizens	Prohibition	51.4%
1918	Citizens	Property tax classification	52.5%
1918	Legislative	Property tax classification	56.4%
1920	Legislative	Crabbe Act	57.9%
1923	Legislative	Industrial commission authority	52.7%
1923	Legislative	"White male" removed from voter eligibility	56.0%
1929	Legislative	15-mill property tax limit	58.2%
1933	Citizens	County home rule	53.3%
1933	Citizens	10-mill property tax limit	59.7%
1936	Legislative	Stockholder liability	56.7%
1947	Legislative	Sinking fund commission expansion	50.6%
1947	Legislative	Probate judge term limits	55.3%
1949	Citizens	Straight-ticket voting ban	57.3%
1951	Legislative	Multiple probate judges	55.6%
1953	Legislative	State School Board creation	56.8%
1953	Legislative	State militia racial integration	58.2%
1953	Legislative	Judicial commission repeal	59.3%
1954	Legislative	State exec officer term limits	55.5%
1955	Legislative	Public works bonds	56.0%
1956	Legislative	Longer state Senate terms	57.4%
1957	Legislative	Allow vote on county charter	51.0%
1959	Legislative	Permit GA to expand appeals court	56.0%
1959	Legislative	Municipal utility expansion	58.3%
1961	Legislative	Women allowed in National Guard	50.1%
1965	Legislative	Rural judges	52.7%

Year	How referred	Brief description	Percentage yes
1965	Legislative	Development bonds	56.6%
1965	Legislative	Industrial development loans	56.7%
1967	Legislative	General Assembly redistricting	59.2%
1968	Legislative	Highway bonds	52.8%
1968	Legislative	Fund disposition	54.9%
1970	Legislative	Municipal charter notices	52.2%
1973	Legislative	Judicial compensation	53.0%
1973	Legislative	Legislative reforms	59.5%
1974	Legislative	Public works superintendent repeal	59.5%
1975	Legislative	Charitable bingo	53.8%
1976	Legislative	Tax language cleanup	56.3%
1976	Legislative	Elector qualification	56.8%
1976	Legislative	Estate tax rebate	57.6%
1976	Legislative	Tax language cleanup	58.8%
1978	Legislative	Prison labor regulation	54.2%
1978	Legislative	County charter votes	55.5%
1980	Legislative	Property tax classification	53.0%
1982	Legislative	Low-interest financing for homebuyers	57.4%
1990	Legislative	Housing loans and grants	52.9%
2000	Legislative	Clean Ohio Fund	57.4%
2005	Legislative	Third Frontier Fund	54.1%
2006	Citizens	Minimum wage increase	56.6%
2009	Citizens	Casino gambling legalization	53.0%
2015	Legislative	Anti-monopoly amendment	51.3%

Source: <https://www.cleveland.com/news/2023/06/republicans-want-to-make-it-harder-to-amend-ohios-constitution-what-law-changes-would-their-idea-have-blocked.html>



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

STAFF REPORT

ORIGINATING DEPARTMENT:	Police Division
PREPARED BY:	Geoff Robinson
DATE PREPARED:	7/10/2023
COUNCIL MEETING DATE:	July 18, 2023
AGENDA TITLE:	A Resolution declaring certain City property no longer needed for any municipal purpose as surplus and authorizing its advertisement and sale to the highest bidder at public auction or internet auction. (Geoff Robinson, Police Lieutenant)
COUNCIL GOAL AREA:	Essential Operations
BUDGETED AMOUNT:	N/A
ACCOUNT CODE:	
RECOMMENDATION:	Approve
CITY MANAGER/DEPT HEAD APPROVAL:	// GWR #22

DISCUSSION:

The listed vehicle(s) have reached the end of useful service to the Police Division. Staff requests authorization to declare the vehicles as surplus so they may be taken out of service. Staff recommends that the council approve the city manager to auction the following surplus vehicle(s):

1. 2014 Mercedes Benz CLS63 AMG, VIN #WDDLJ9CB9EA105316

This Resolution will authorize the City Manager to dispose of the above reference vehicles by public auction, including an Internet electronic auction, at the earliest convenience of the City.

RESOLUTION NO.

A RESOLUTION DECLARING CERTAIN CITY PROPERTY NO LONGER NEEDED FOR ANY MUNICIPAL PURPOSE AS SURPLUS AND AUTHORIZING ITS ADVERTISEMENT AND SALE TO THE HIGHEST BIDDER AT PUBLIC AUCTION OR INTERNET AUCTION.

WHEREAS, the 2014 Mercedes Benz CLS63 AMG VIN # WDDLJ9CB9EA105316 is longer needed for Police Division operations; and

WHEREAS, the City Manager and the Police Chief recommend that the 2014 Mercedes Benz CLS63 AMG VIN # WDDLJ9CB9EA105316 be declared surplus and that the same be advertised and sold to the highest bidder at public auction or internet auction at the earliest convenience of the City.

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

SECTION 1: Council accepts the recommendation of the City Manager and the Police Chief and hereby declares that the 2014 Mercedes Benz CLS63 AMG VIN #WDDLJ9CB9EA105316 is surplus.

SECTION 2: Council further authorizes the advertisement and sale of 2014 Mercedes Benz CLS63 AMG VIN # WDDLJ9CB9EA105316 to the highest bidder at public auction or internet auction, with proceeds thereof deposited in the General Fund.

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:	City Manager
PREPARED BY:	Heather Barbour
DATE PREPARED:	6/26/2023
COUNCIL MEETING DATE:	July 18, 2023
AGENDA TITLE:	A Resolution expressing the City of Oxford's opposition to Issue 1 and support for preserving Ohio's Constitution and Majority Rule. (David Prytherch and Jason Bracken, Councilors)
COUNCIL GOAL AREA:	
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	DRE

DISCUSSION:

Legislation requested by Councilors.

RESOLUTION NO.

A RESOLUTION EXPRESSING THE CITY OF OXFORD’S OPPOSITION TO ISSUE 1 AND SUPPORT FOR PRESERVING OHIO’S CONSTITUTION AND MAJORITY RULE.

WHEREAS, Ohioans have had the democratic right to amend their Ohio Constitution through a simple majority vote for 110 years; and

WHEREAS some of Ohio’s best policies – including outlawing legislative gerrymandering -- have been passed through Constitutional initiatives, giving the people a voice when their legislature does not represent their will; and

WHEREAS, the Ohio Legislature scheduled a special election known as Issue 1 on August 8 for the sole and transparent purpose of thwarting ongoing citizen efforts to amend the Constitution under established rules, unfairly “moving the goalpost;” and

WHEREAS, only a year ago, the Ohio General Assembly, for good reason, outlawed costly, low-turnout special elections, but now proposes a costly, low-turnout August election; and

WHEREAS, Issue 1 would fundamentally alter constitutional traditions in Ohio and undermine majority rule and the sacred principle of one person, one vote; and

WHEREAS, Issue 1 would make Ohio’s constitutional amendment process less democratic by raising the threshold for passage to 60 percent, thus giving a minority 40 percent of the voters the ability to block the majority will of the people; and

WHEREAS, Issue 1 would further burden the petition process by requiring the collection of signatures from all 88 counties, ensuring that only special interests will have the resources to do so; and

WHEREAS Issue 1 would eliminate the grace period where signature campaigns can submit more signatures if necessary, creating yet another hurdle to citizen-led efforts; and

WHEREAS, Oxford City Council is increasingly concerned by the efforts in Columbus to deprive localities of their home rule and citizens of their rights and thus believes it’s critical for Ohioans to preserve their right to amend their Constitution through a simple majority vote.

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

SECTION 1: City Council in Oxford, Ohio, expresses dismay at the hasty calling of an August special election and our belief that Ohio's legislature ought to abide by its laws as it would expect ordinary Ohioans to do.

SECTION 2: Because that election is moving forward, however, Oxford City Council encourages citizens to vote "NO" on Issue 1 to preserve our century-old right to amend our Constitution through simple majority rule, upholding the sacred principle of "one person, one vote."

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: DAVID PRYTHERCH/JASON BRACKEN

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:	Heather Barbour
DATE PREPARED:	6/26/2023
COUNCIL MEETING DATE:	July 18, 2023
AGENDA TITLE:	A Resolution authorizing the sister city agreement of partnership between the City of Dubno and the City of Oxford and authorizing the Mayor to sign the agreement on behalf of the City. (Doug Elliott, City Manager)
COUNCIL GOAL AREA:	
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	DRE

DISCUSSION:

The Mayor and City Manager of the City of Oxford desired to find a Sister City in Ukraine. Ukrainian Action, a US tax-exempt public charity, has assisted the City in this endeavor. The City of Dubno, Ukraine, desires to have a Sister City relationship with the City of Oxford. On the legislative agenda is a resolution authorizing the Mayor to sign a proposed agreement of partnership. The second resolution authorizes the Mayor to sign a Memorandum of Understanding with the Mayor of Dubno, Ukraine. It provides a summary of the proposed actions under the Sister City Agreement of Partnership. I recommend passage of both resolutions.

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE SISTER CITY AGREEMENT OF PARTNERSHIP BETWEEN THE CITY OF DUBNO AND THE CITY OF OXFORD AND AUTHORIZING THE MAYOR TO SIGN THE AGREEMENT ON BEHALF OF THE CITY.

WHEREAS, the Sister City Program, administered by Sister Cities International was initiated by the President of the United States of America in 1956 to encourage greater friendship and understanding between the United States and other nations through direct personal contact; and

WHEREAS, in order to foster those goals, the people of the City of Oxford, Ohio, United States of America, and the City of Dubno, Ukraine, in a gesture of friendship and goodwill, agree to collaborate for the mutual benefit of their communities by exploring educational, economic and cultural opportunities.

WHEREAS, we agree to support and encourage opportunities for mutually beneficial and practical exchanges in the fields of the arts and culture, health, science, education, tourism, and business.

WHEREAS, the City Manager recommends Council authorize the Mayor to sign the Sister City Agreement of Partnership on behalf of the City, attached hereto as Exhibit "A" with the City of Dubno, Ukraine.

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

SECTION 1: Council hereby accepts the recommendation of the City Manager and authorizes the Mayor to sign the Sister City Agreement of Partnership with Dubno, Ukraine, on behalf of the City.

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)



Sister City Agreement of Partnership

Adopted by

The Honorable William Snavelly
Mayor of Oxford

and

The Honorable Vasyl Antoniuk
Mayor of Dubno

July 18, 2023

Whereas, the Sister City Program, administered by Sister Cities International was initiated by the President of the United States of America in 1956 to encourage greater friendship and understanding between the United States and other nations through direct personal contact; and

Whereas, in order to foster those goals, the people of the City of Oxford, Ohio, United States of America, and the City of Dubno, Ukraine, in a gesture of friendship and goodwill, agree to collaborate for the mutual benefit of their communities by exploring educational, economic and cultural opportunities.

Whereas, we agree to support and encourage opportunities for mutually beneficial and practical exchanges in fields of the arts and culture, health, science, education, tourism, and business.

Now Therefore, the City of Oxford and the City of Dubno do hereby proclaim themselves Sister Cities, and declare their intent to abide by these guidelines indefinitely according to the Sister Cities International policies.

This document goes into effect on the date of signature, and is written in both English and Ukrainian. Both texts have equal power.

The Honorable William Snavelly
Mayor, City of Oxford

July 18, 2023

The Honorable Vasyl Antoniuk
Mayor, City of Dubno

July 18, 2023



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

STAFF REPORT

ORIGINATING DEPARTMENT:	City Manager
PREPARED BY:	Heather Barbour
DATE PREPARED:	6/26/2023
COUNCIL MEETING DATE:	July 18, 2023
AGENDA TITLE:	A Resolution authorizing an agreement for a sister city relationship memorandum of understanding between the City of Dubno, Rivne Oblast, Ukraine, and the City of Oxford and authorizing the Mayor to sign the memorandum of understanding on behalf of the City. (Doug Elliott, City Manager)
COUNCIL GOAL AREA:	
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	DRE

DISCUSSION:

The Mayor and City Manager of the City of Oxford desired to find a Sister City in Ukraine. Ukrainian Action, a US tax-exempt public charity, has assisted the City in this endeavor. The City of Dubno, Ukraine, desires to have a Sister City relationship with the City of Oxford. On the legislative agenda is a resolution authorizing the Mayor to sign a proposed agreement of partnership. The second resolution authorizes the Mayor to sign a Memorandum of Understanding with the Mayor of Dubno, Ukraine. It provides a summary of the proposed actions under the Sister City Agreement of Partnership. I recommend passage of both resolutions.

RESOLUTION NO.

A RESOLUTION AUTHORIZING AN AGREEMENT FOR A SISTER CITY RELATIONSHIP MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF DUBNO, RIVNE OBLAST, UKRAINE, AND THE CITY OF OXFORD AND AUTHORIZING THE MAYOR TO SIGN THE MEMORANDUM OF UNDERSTANDING ON BEHALF OF THE CITY.

WHEREAS, the City of Oxford, Ohio, United States, and the City of Dubno, Rivne Oblast, Ukraine, established a Sister City Relationship on July 24, 2023; and

WHEREAS, the City of Oxford and the City of Dubno support the promotion of mutual understanding, expansion of official and non-governmental exchanges, and friendship through the promotion of peace, stability, and prosperity in the Asia-Pacific Region and the world at large and;

WHEREAS, the City Manager recommends Council authorize the Mayor to sign on behalf of the City, the proposed Memorandum of Understanding attached hereto as Exhibit “A” with the City of Dubno, Rivne Oblast, Ukraine, Agreement for a Sister City Relationship.

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

SECTION 1: Council hereby accepts the recommendation of the City Manager and further authorizes the Mayor further authorizes the Mayor to sign on behalf of the City, the proposed Memorandum of Understanding attached hereto as Exhibit “A” with the City of Dubno, Rivne Oblast, Ukraine, Agreement for a Sister City Relationship.

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)

MEMORANDUM OF UNDERSTANDING

AGREEMENT FOR A SISTER CITY RELATIONSHIP BETWEEN THE CITY OF OXFORD, OHIO AND THE CITY OF DUBNO

WHEREAS, the City of Oxford, Ohio, United States and the City of Dubno, Rivne Oblast, Ukraine established a Sister City Relationship on July 24, 2023, and;

WHEREAS, both cities seek to enrich cultural understanding, create adult and student exchange opportunities and broaden cooperation to encourage goodwill between the Cities, and;

WHEREAS, the City of Oxford and the City of Dubno support the promotion of mutual understanding, expansion of official and non-governmental exchanges, and friendship through the promotion of peace, stability and prosperity in the Asia-Pacific Region and the world at large, and;

WHEREAS, in order to develop a Sister City Relationship with cooperation between the City of Oxford and the City of Dubno, both Cities agree to support a Sister City Relationship on the following terms:

1. To promote common prosperity and development, both Cities will organize, on the basis of equality, mutual benefit and goodwill, cultural exchanges, contacts to support an electronic exchange program for students, and other information sharing that may include art, business and commerce, culture, governmental administration, health and sports interests, history, science, technology and other information sharing.
2. Citizens, civic and business groups of each city are recognized as ambassadors of goodwill to organize cultural exchanges that may include the above topics.
3. Each City shall organize cultural exchanges, to the extent possible, involving adults and students within the duration of this Memorandum of Understanding. Each exchange and or visit shall be reviewed in advance between representatives of the City of Oxford and representatives of the City of Dubno.
4. Each City agrees to assume all costs of a visit to the Sister City including accommodations, meals and tours unless home stays and other accommodations are agreed upon in advance.
5. Cultural exchange visit details and activities shall be cooperatively agreed upon by organizing citizens, civic and business groups. Activities shall be provided with the objective to deepen cultural awareness and friendship between citizens, business leaders and government officials.

6. The leaders and top-level department administrators of both Cities shall maintain and facilitate open channels of communication to expedite consultation, exchange and cooperation on questions of issues and common concern.
7. Both Cities agree that all elements of the Sister City Relationship are to remain noncontroversial and will maintain that historically controversial political issues play no part in this Sister City Relationship.
8. The effective term for this Memorandum of Understanding shall be for 25 years following the date of execution of the Memorandum. Prior to expiration of the Memorandum of Understanding, the Sister City Relationship shall be reviewed by representatives of the City of Oxford and representatives of the City of Dubno to evaluate the progress of the relationship, as well as recommend whether the relationship shall continue.
9. This Memorandum of Understanding represents the entire agreement between the Cities. It may not be changed or modified without a resolution signed by the leaders of both cities.

These two Cities hereby execute this Memorandum of Understanding to expire within 25 years from the noted date(s).

City of Oxford, Ohio, United States
On its behalf

City of Dubno, Rivne Oblast, Ukraine
On its behalf

William B. Snively, Mayor
Date Signed: 24 July 2023

Vasyl Antoniuk, Mayor
Date Signed: 24 July 2023



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:	6/27/2023
COUNCIL MEETING DATE:	July 18, 2023
AGENDA TITLE:	A Resolution adopting a statement indicating the services the City of Oxford, Ohio, will provide to the territory proposed to be annexed to the City of Oxford, Ohio, pursuant to a petition filed with the board of County Commissioners of Butler County, Ohio, as provided by Ohio Revised Code Section 709.023(C). (Doug Elliott, City Manager)
COUNCIL GOAL AREA:	
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	DRE

DISCUSSION:

An Expedited Type II Annexation Petition was filed with the Butler County Commissioners on June 7, 2023. The petition is for 6.726 acres of land (3 parcels) off of SR 732 and the terminus of North Campus Avenue. A Fairfield Inn Hotel is proposed for this site. The City of Oxford requires that properties wishing to be served by the extension of municipal utilities must annex to the City.

The City is required to adopt two resolutions within 20 days after the petition is filed. One is a statement of services to be provided. The other is a stipulation of buffer area requirements if city zoning/permitted uses are incompatible with current county/township zoning on the adjacent remaining township land.

If no objections to the annexation by the City or Township are received by the Butler County Commissioners within 25 days after the filing of the petition, then the Commissioners must grant the annexation. Any objections to the annexation must be based solely on the petition's failure to meet the required statutory conditions of the petition.

Once the Commissioners grant the annexation, then, after 60 days has transpired, City Council must

adopt an ordinance accepting the annexation.

RESOLUTION NO.

A RESOLUTION ADOPTING A STATEMENT INDICATING THE SERVICES THE CITY OF OXFORD, OHIO, WILL PROVIDE TO THE TERRITORY PROPOSED TO BE ANNEXED TO THE CITY OF OXFORD, OHIO, PURSUANT TO A PETITION FILED WITH THE BOARD OF COUNTY COMMISSIONERS OF BUTLER COUNTY, OHIO, AS PROVIDED BY OHIO REVISED CODE SECTION 709.023(C).

WHEREAS, a petition for annexation has been filed with the Board of County Commissioners of Butler County, Ohio, of 6.726 acres of land in Oxford Township, Butler County, Ohio; and

WHEREAS, Oxford Codified Ordinance Section 921.39 E. states in part, “The property or properties served by the extension of a municipal utility shall be required to annex into the City upon the official request of the City”.

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

SECTION 1: Council, having received the notification of a petition for annexation from the Ohio Association of Regular Baptist Churches, Jane R. Swift, and Dudley Prime Properties, LLC for 6.726 acres of land in the Township of Oxford, Butler County, Ohio hereby accepts said petition.

SECTION 2: Council hereby adopts this resolution indicating what services the City will provide to the land to be annexed to the City in accordance with Ohio Revised Code Section 709.023(C).

SECTION 3: The City of Oxford, Ohio, hereby states that it will provide, upon the finalization of the annexation, the following services to the Territory: law enforcement, recreation programming, maintenance of any and all public streets and alleyways, keeping the same open, in repair, and free from nuisance, and professional planning staff; which said services shall be available immediately or as required thereafter upon finalization of the annexation. In addition, the facilitation of public utility services which include potable water, sanitary and storm sewerage, solid waste collection and disposal, street lighting and fire inspection, fire protection, paramedic and ambulance services, and any and all other services provided to or made available to the citizens of the City of Oxford, Ohio, as appropriate shall be available as the Territory is developed and such services become appropriate. Extension of all public utility services shall be subject to such regulations, conditions, and fees as the City deems appropriate.

SECTION 4: The Clerk is hereby directed to forward a certified copy of this resolution to the Board of County Commissioners of Butler County, Ohio.

SECTION 5: 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:	City Manager
PREPARED BY:	Doug Elliott
DATE PREPARED:	6/27/2023
COUNCIL MEETING DATE:	July 18, 2023
AGENDA TITLE:	A Resolution regarding the zoning buffers in a proposed annexation of property containing 6.726 acres from Oxford Township, Butler County, Ohio, to the City of Oxford, Butler County, Ohio, Pursuant to the requirement of section 709.023(C) of the Ohio Revised Code. (Doug Elliott, City Manager)
COUNCIL GOAL AREA:	
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	DRE

DISCUSSION:

An Expedited Type II Annexation Petition was filed with the Butler County Commissioners on June 7, 2023. The petition is for 6.726 acres of land (3 parcels) off of SR 732 and the terminus of North Campus Avenue. A Fairfield Inn Hotel is proposed for this site. The City of Oxford requires that properties wishing to be served by the extension of municipal utilities must annex to the City.

The City is required to adopt two resolutions within 20 days after the petition is filed. One is a statement of services to be provided. The other is a stipulation of buffer area requirements if city zoning/permitted uses are incompatible with current county/township zoning on the adjacent remaining township land.

If no objections to the annexation by the City or Township are received by the Butler County Commissioners within 25 days after the filing of the petition, then the Commissioners must grant the annexation. Any objections to the annexation must be based solely on the petition's failure to meet the required statutory conditions of the petition.

Once the Commissioners grant the annexation, then, after 60 days has transpired, City Council must

adopt an ordinance accepting the annexation.

RESOLUTION NO.

A RESOLUTION REGARDING ZONING BUFFERS IN A PROPOSED ANNEXATION OF PROPERTY CONTAINING 6.726 ACRES FROM OXFORD TOWNSHIP, BUTLER COUNTY, OHIO TO THE CITY OF OXFORD, BUTLER COUNTY, OHIO, PURSUANT TO THE REQUIREMENT OF SECTION 709.023(C) OF THE OHIO REVISED CODE.

WHEREAS, A petition for annexation has been filed with the Board of County Commissioners of Butler County, Ohio of 6.726 acres of land in Oxford Township, Butler County, Ohio.

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

SECTION 1: Council, having received the notification of a petition for annexation from the Ohio Association of Regular Baptist Churches, Jane R. Swift, and Dudley Prime Properties, LLC for 6.726 acres of land in the Township of Oxford, Butler County, Ohio ("the Territory"), hereby accepts said petition.

SECTION 2: If the Territory becomes subject to zoning by the City and the City permits uses in the annexed territory that the City determines are clearly incompatible with the uses permitted under current county or township zoning regulations in the adjacent land remaining within the township from which the Territory was annexed, City Council will require, in the zoning ordinance permitting the incompatible uses, the Petitioner to provide a buffer separating the use of the Territory and the adjacent land remaining within the township.

SECTION 3: The Clerk is hereby directed to forward a certified copy of this resolution to the Board of County Commissioners of Butler County, Ohio.

SECTION 4: 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:	Police Division
PREPARED BY:	Geoff Robinson
DATE PREPARED:	7/6/2023
COUNCIL MEETING DATE:	July 18, 2023
AGENDA TITLE:	A Resolution authorizing the City Manager to enter into an agreement with Chapman Ford for the purchase of five (5) – 2023 Ford Interceptor Utility Vehicles for use in the Police Division at a cost not to exceed \$245,000.00. (Geoff Robinson, Police Lieutenant)
COUNCIL GOAL AREA:	Deliver Service Excellence
BUDGETED AMOUNT:	\$211,740.67
ACCOUNT CODE:	140.110.61104 / 140.110.61218
RECOMMENDATION:	Approve
CITY MANAGER/DEPT HEAD APPROVAL:	// Chief John A. Jones 7/7/2023

DISCUSSION:

The 2022 capital equipment budget included the purchase of two (2) unmarked and one (1) marked police vehicles for use in day to day operations within the Police Division. The procurement of those vehicles has proven difficult as the Ford Motor Company has delayed or canceled police vehicles across the country. The Oxford Police Division has had two separate orders for three vehicles canceled by Ford. A \$132,049.17 purchase order was recently canceled with Montrose Auto Group for these 2022 vehicles.

The 2023 capital equipment budget includes appropriations for the purchase of one (1) unmarked police vehicle and one (1) marked police vehicle for use in day to day operations within the Police Division. The ordering portal for 2023 vehicles closed in September 2022 prior to the award of a state contract in October 2022 to Chapman Ford, effectively locking out agencies until 2024.

Chapman Ford in Marysville, OH recently secured a number of spec Ford Interceptor SUVs. The vehicles are built to state contract specs but are only available via open market purchase. The negotiated price per vehicle with Chapman Ford is \$49,000 per vehicle, inclusive of a \$1,535 discount. Searches for any other available vehicles in the Tri-State area have proven futile.

This purchase will require a supplemental budget increase of \$33,259.33 due to the unanticipated increase in vehicle costs.

This resolution will authorize the City Manager to enter into a contract with Chapman Ford for the purchase of five (5) 2023 Ford Interceptor Utility Vehicles with specified manufacturer installed options at Open Market pricing for an amount not to exceed \$245,000.00.



1255 Industrial Parkway, Marysville Oh 43030
1.888.888.Ford 1.937-642-0015
Fax # 937-644-3653

DEALER QUOTE SHEET

Customer name CITY OF OXFORD - DIVISION OF POLICE
Address 101 EAST HIGH STREET
Phone number 513-524-5240
E-mail address _____

Product Requested: (5) 2023 FORD POLICE INTERCEPTOR UTILITY
IN-STOCK UNITS, ITEM #S 47-9063, 47-9064, 47-9065,
47-9066, 47-9067

Exact Specifications to Vehicle Being Quoted: Year: 2023

Make FORD Model: EXPLORER P Body Style: UTILITY Color: BLACK

Additional Requirements or comments from Seller:

UNITS WILL BE PICKED UP AT CHAPMAN FORD
LOCATION AT 1255 COLUMBUS AVE, MARYSVILLE, OH 10
43040

Approximate Delivery Date: 1ST WEEK AUGUST 2023
(Production level could vary based on ie..Holidays and commodities, natural occurrences)

Quoted Amount: \$49,000/UNIT \$245,000 TOTAL INCLUDING
ALL TAXES, TITLE
LICENSE, FEES
~~Dealer Disclaimer: Price excludes taxes, title, and license and dealer fees. All rebates to~~
dealer.

WWW.CHAPMANFORD.COM



ford.com

VEHICLE DESCRIPTION

POLICE INTERCEPTOR

PG B38486

2023 UTILITY AWD
119" WHEELBASE
3.0L ECOBOOST V6 ENGINE
10-SPEED AUTO TRANSMISSION

EXTERIOR
AGATE BLACK METALLIC
INTERIOR
EBONY CLOTH FRT/VINYL REAR

STANDARD EQUIPMENT INCLUDED AT NO EXTRA CHARGE			
EXTERIOR 18" H.D.STEEL WHEELS 255/60R18 A/S BSW POLICE TIRES - CLASS III HITCH RECEIVER - DUAL EXHAUST SYSTEM - DUAL POWER MIRRORS - FULL SIZE 18" SPARE W/TPMS - HEADLAMPS - AUTO, LED - LOW/HIGH INCLUDES FRONT HOUSING (W/ LED WIG-WAG) - KEY LOCKS (DR/PASS/LFTGT) - PRIVACY GLASS 2ND/3RD ROW	INTERIOR 35/30/35 SPLIT VINYL REAR - A/C W/AUTOMATIC CLIMATE CONTROL, DUAL ZONE - BLACK VINYL FLOOR COVERING - CERTIFIED SPEEDOMETER - CLOTH BUCKET FRONT SEATS - CONSOLE MOUNTING PLATE - ENGINE HOUR / IDLE METER - HTD SANITIZATION SOLUTION - PWR DR SEAT/6-WAY/M LUMBAR - RED/WHITE TASK LIGHTING - SEATBACK INTRUSION PLATES - TILT/TELESCOPING STEERING WHL W/ 4 CONFIGURABLE LATCHING SWITCHES	- UNIVERSAL TOP TRAY FUNCTIONAL - AM/FM/MP3/BLUETOOTH & USB - COLUMN MOUNTED SHIFTER - ENGINE OIL COOLER - FORD TELEMATICS™ - FULL-TIME ALL WHEEL DRIVE SYSTEM - HEAVY DUTY SUSPENSION - HEAVY-DUTY 80-AMP BATTERY - INTERIOR TRUNK/LIFTGATE RELEASE - POLICE BRAKES: 4 WHL DISC W/ ABS & TRACTION CONTROL - POWER STEERING W/EPAS - REAR VIEW CAMERA	- TRANSMISSION OIL COOLER - TRANSMISSION-10-SPEED AUTO SAFETY/SECURITY 75 MPH REAR-CRASH TESTED - ADVANCETRAC™ WITH RSC® - AIRBAGS - FRONT AND SIDE - AIRBAGS - SAFETY CANOPY - SOS POST CRASH ALERT SYS - TIRE PRESSURE MONITOR SYS
		WARRANTY 3 YR/36K MILE BUMPER-TO-BUMPER WARRANTY 5 YR/100K MILE POWERTRAIN CARE EXTENDED SERVICE PLAN (ZERO DEDUCTIBLE)	

INCLUDED ON THIS VEHICLE	(MSRP)	PRICE INFORMATION	(MSRP)
EQUIPMENT GROUP 500A		BASE PRICE	\$47,165.00
		TOTAL OPTIONS/OTHER	1,875.00
OPTIONAL EQUIPMENT/OTHER		TOTAL VEHICLE & OPTIONS/OTHER	49,040.00
.AM/FM STEREO		DESTINATION & DELIVERY	1,495.00
3.0L ECOBOOST V6 ENGINE	950.00		
10-SPEED AUTO TRANSMISSION	NO CHARGE		
50 STATE EMISSIONS	NO CHARGE		
COURTESY LAMP DISABLE	25.00		
DRIVER SIDE LED SPOT LAMP	395.00		
POWER MIRROR/SPOTTER/HEATED	60.00		
KEYLESS ENTRY - 4 FOBS	340.00		
KEYED ALIKE -KEY CODE B	50.00		
4G LTE WI-FI HOTSPOT CREDIT	- 20.00		
REAR DR HNDL AND LOCKS INOPR	75.00		
FRONT LICENSE PLATE BRACKET	NO CHARGE		

	RAMP ONE		TOTAL MSRP \$50,535.00
	CH06		
	RAMP TWO	CONVOY	 Whether you decide to lease or finance your vehicle, you'll find the choices that are right for you. See your dealer for details or visit www.ford.com/finance.
		ITEM #: 47-9066 O/T 5B	
	This label is affixed pursuant to the Federal Automobile Information Disclosure Act. Gasoline, License, and Title Fees, State and Local taxes are not included. Dealer installed options or accessories are not included unless listed above.		SPECIAL ORDER PE161 N RB 2X 315 009062 05 16 23

EPA DOT

Fuel Economy and Environment



Gasoline Vehicle

Fuel Economy



19 MPG

combined city/hwy

17 city

22 highway

5.3 gallons per 100 miles

You spend

\$3,750

more in fuel costs over 5 years compared to the average new vehicle.

Annual fuel cost

\$2,350

Fuel Economy & Greenhouse Gas Rating (tailpipe only)

Smog Rating (tailpipe only)

1

4

10

Best

1

5

10

Best

This vehicle emits 468 grams CO₂ per mile. The best emits 0 grams per mile (tailpipe only). Producing and distributing fuel also create emissions; learn more at fuelconomy.gov.

Actual results will vary for many reasons, including driving conditions and how you drive and maintain your vehicle. The average new vehicle gets 28 MPG and costs \$8,000 to fuel over 5 years. Cost estimates are based on 15,000 miles per year at \$2.95 per gallon. MPGe is miles per gasoline gallon equivalent. Vehicle emissions are a significant cause of climate change and smog.

fueleconomy.gov

Calculate personalized estimates and compare vehicles



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GOVERNMENT 5-STAR SAFETY RATINGS

Overall Vehicle Score

Not Rated

Based on the combined ratings of frontal, side and rollover. Should ONLY be compared to other vehicles of similar size and weight.

Frontal Crash

Driver Passenger

Not Rated Not Rated

Based on the risk of injury in a frontal impact. Should ONLY be compared to other vehicles of similar size and weight.

Side Crash

Front seat

★★★★★

Rear seat

★★★★★

Based on the risk of injury in a side impact.

Rollover

★★★★

Based on the risk of rollover in a single-vehicle crash.

Star ratings range from 1 to 5 stars (★★★★★), with 5 being the highest. Source: National Highway Traffic Safety Administration (NHTSA). www.safercar.gov or 1-888-327-4236

1FM5K8ACXPGB38486



**WARNING:** Operating, servicing and maintaining a passenger vehicle, pickup truck, van, or off-road vehicle can expose you to chemicals including engine exhaust, carbon monoxide, phthalates, and lead, which are known to the State of California to cause cancer and birth defects or other reproductive harm. To minimize exposure, avoid breathing exhaust, do not idle the engine except as necessary, service your vehicle in a well-ventilated area and wear gloves or wash your hands frequently when servicing your vehicle. For more information go to www.P65Warnings.ca.gov/passenger-vehicle.

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www.ford.com/help/privacy-terms/

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH CHAPMAN FORD FOR THE PURCHASE OF FIVE (5) FORD INTERCEPTOR UTILITY VEHICLES WITH SPECIFIED MANUFACTURER-INSTALLED OPTIONS AT OPEN MARKET PRICING AT A COST NOT TO EXCEED \$245,000.00.

WHEREAS, the 2022 Capital Improvement Budget included the purchase of two (2) unmarked and one (1) marked police vehicles for use in day-to-day operations within the Police Division.; and

WHEREAS, the Oxford Police Division has had two separate orders for three vehicles canceled by Ford. A \$132,049.17 purchase order was recently canceled with Montrose Auto Group for these 2022 vehicles; and

WHEREAS, the 2023 capital equipment budget includes appropriations for the purchase of one (1) unmarked police vehicle and one (1) marked police vehicle for use in day-to-day operations within the Police Division; and

WHEREAS, this purchase will require a supplemental budget increase of \$33,259.33 due to the unanticipated increase in vehicle costs; and

WHEREAS, the City Manager and the Police Chief recommend City Council authorize the City Manager to enter into a contract with Chapman Ford for the purchase of five (5) Ford Interceptor Utility Vehicles with specified manufacturer-installed options at Open Market pricing at a cost not to exceed \$245,000.00.

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

SECTION 1: Council accepts the recommendation of the City Manager and the Police Chief and accepts the Open Market pricing for the purchase of five (5) Ford Interceptor Utility Vehicles with specified manufacturer-installed options at a cost not to exceed \$245,000.00.

SECTION 2: Council further authorizes the City Manager to enter into a contract with Chapman Ford for the purchase of five (5) Ford Interceptor Utility Vehicles with specified manufacturer-installed options at Open Market pricing at a cost not to exceed \$245,000.00 which has previously been appropriated in the 2022 budget.

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:	City Manager
PREPARED BY:	Jessica Greene
DATE PREPARED:	7/11/2023
COUNCIL MEETING DATE:	July 18, 2023
AGENDA TITLE:	A Resolution authorizing the City Manager to apply for a \$60,000 Interact for Health grant to support the proposed Tobacco Retail Licensing program. (Jessica Greene, Assistant City Manager)
COUNCIL GOAL AREA:	A Connected, Livable, and Equitable Community for All
BUDGETED AMOUNT:	\$60,000
ACCOUNT CODE:	
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	Jessica Greene

DISCUSSION:

The City of Oxford intends to implement a 2-year pilot program of a Tobacco Retail Licensing Program. This program will require tobacco retailers to have a license to sell nicotine products in our community and will mandate compliance checks at least twice yearly.

The administration of this program and the compliance checks will require additional staff time. Interact for Health is a community nonprofit that focuses on improving community health. Their organization provides grants for programming that improves community health, and tobacco prevention programs are one of their focus areas.

We are seeking to apply for a \$60,000 grant that will assist in hiring a new part-time staff for two years to assist with implementing this program.

After two years, we will evaluate this program and determine if it should be continued and how to staff it appropriately.

Once Council approves this resolution, the grant application will be turned in by the end of July. An award announcement is anticipated in fall 2023.

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO APPLY FOR A \$60,000.00 INTERACT FOR HEALTH GRANT TO SUPPORT THE PROPOSED TOBACCO RETAIL LICENSING PROGRAM.

WHEREAS, tobacco use is a leading cause of preventable diseases, including cancer, cardiovascular diseases, and respiratory illnesses, resulting in significant health and economic burdens on individuals, families, and society as a whole; and

WHEREAS, the research has consistently shown that comprehensive tobacco prevention programs, including education, policy interventions, and community-based initiatives, can significantly reduce tobacco use rates and prevent initiation among youth; and

WHEREAS, Interact for Health is a nonprofit community organization that provides grant funds for public health initiatives, including tobacco prevention programs; and

WHEREAS, the Oxford Comprehensive Plan lists a goal of a Connective, Livable, and Equitable community for all and outlines an action of supporting high-quality health services for the region; and

WHEREAS, the City Manager and the Assistant City Manager recommend that the City Manager be authorized to apply for a \$60,000.00 grant from Interact for Health to support the proposed tobacco retail licensing program.

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

SECTION 1: Council hereby accepts the recommendation of the City Manager and the Assistant City Manager and further authorizes the City Manager to apply for a \$60,000.00 grant from Interact for Health to support the proposed tobacco retail licensing program.

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:	City Manager
PREPARED BY:	Heidi Hill
DATE PREPARED:	7/10/2023
COUNCIL MEETING DATE:	July 18, 2023
AGENDA TITLE:	An Ordinance amending Ordinance No. 3697 Supplemental Budget Ordinance Number 4 to make supplemental appropriations for fiscal year 2023. (Heidi Hill, Acting Finance Director)
COUNCIL GOAL AREA:	Essential Operations
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	DRE

DISCUSSION:

Issue 1

To make adjustments to budgeted expenditures for 5 Ford Interceptor Utility vehicles due to the cancelation of the previous order.

Action Needed:

Revenue Side

Expense Side

Capital Equipment Fund (140) 33,259.33

Net Effect on Fund Balance/(s) (33,259.33)
Increase/(Decrease)

Breakdown by Fund

Capital Equipment Fund (140)	(33,259.33)
Net Effect on Fund Balance(s)	(33,259.33)

ORDINANCE NO.

AN ORDINANCE AMENDING ORDINANCE NO. 3697 SUPPLEMENTAL BUDGET ORDINANCE NUMBER 4 TO MAKE SUPPLEMENTAL APPROPRIATIONS FOR FISCAL YEAR 2023.

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:

Capital Equipment Fund 140

33,259.33

SECTION 3: In all other respects, Ordinance No. 3697 shall remain in full force and effect.

SECTION 4: 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:	Jessica Greene
DATE PREPARED:	7/11/2023
COUNCIL MEETING DATE:	July 18, 2023
AGENDA TITLE:	An Ordinance amending and supplementing the Oxford Municipal Code by establishing a new chapter to part 7, business regulation code, chapter 744, creating a tobacco retailer license for the sale of tobacco and paraphernalia products in the City of Oxford. (Jessica Greene, Assistant City Manager)
COUNCIL GOAL AREA:	A Connected, Livable, and Equitable Community for All
BUDGETED AMOUNT:	\$48,000 annually
ACCOUNT CODE:	
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	Jessica Greene

DISCUSSION:

The City of Oxford has 17 vape shops/tobacco retailers in a 7-square-mile area. Evidence demonstrates that our area youth can routinely obtain nicotine products at vape shops. Resident parents have contacted the City raising this alarming fact. The Oxford Coalition for a Healthy Community and the Talawanda school system have reported that youth vaping is a substantial concern. Youth access to tobacco is a public health concern for our community.

This proposed Tobacco Retail Ordinance will establish density restrictions, create safe zones, and provide staffing for enforcement.

Goals of the Program:

- Decrease underage youth access to tobacco/nicotine products.
- Limit startups of new vape/tobacco shops based on safe zones and density restrictions.

- Set a reasonable number of retail tobacco establishments in our community and restrict their location by establishing safe zones.

Retail license and fee:

Tobacco retailers will be required to register their business with the City and pay an annual licensing fee. This fee will contribute toward the cost of enforcement staffing and allow the City to monitor business locations and quantities to maintain the density and safe zone requirements.

Density Restrictions and Establishment of Safe Zones:

Allows for 1 Tobacco Retailer for every 1,500 people, rounded up, based upon the biennial census. Utilizing the 2020 census report, the City of Oxford can have 16 Tobacco Retail Establishments. This number includes *all* retailers selling tobacco products, including groceries, pharmacies, gas stations, etc.

We also recommend the creation of Safe Zones where tobacco cannot be sold. Tobacco retailers will be prohibited near parks, schools, and daycares. In the Oxford community, this will ban tobacco retailers in most of the Uptown area.

We reviewed requiring a certain distance between retailers, but our research found that many established businesses, such as groceries and pharmacies, would be impacted. For this reason, we have stricken this part of the program. This means that tobacco retailers will still be able to be side by side in areas of town where they are allowed.

This new ordinance does not close any existing tobacco retailers. Instead, this new law will apply to new establishments and establishments that close and may try to reopen under the same use.

Administration of the program:

The original intent of this program model was for it to be a partnership with the Butler County General Health District (BCGHD), where they would collect all fees and handle the licensing and enforcement activity. After a review of the program model by the County Prosecutor, we learned that the BCGHD would be able to process the license but not be able to conduct enforcement or revoke licenses. With this information, we propose to bring the program into the administrative functions of the City of Oxford.

Licensing Implementation:

The Economic Development staff members will conduct the administration of the business license.

- Letters will be sent once a year indicating the cost of the annual license.
- Aim to build an online form and online payment mechanism. Paper may also be accepted.
- Staff will develop a sign for retailers to post in their establishments that they have a City license.
- Staff will work with our BSA portal to build out a platform for business licensing, invoicing, and certificates.
- Our contracted outside hearing officer will conduct the appeals process for a denied or repealed license.

Enforcement of the Program:

- The Community Development code enforcement staff will conduct the enforcement of this program.

- Because we only have 1 code enforcement officer, we will need to hire new staff to assist with this additional code enforcement activity. We recommend hiring a PT code enforcement officer to lead this program's enforcement.
- If the violations escalate, the enforcement will elevate to the Police Division and will need to utilize our contracted outside hearing officer to conduct administrative hearings.

Costs of the Program:

It is anticipated that the annual cost of this program to the City will be \$48K.

- \$33K for a new PT code enforcement officer
 1. This Code Enforcement person will lead the tobacco retail enforcement and coordinate the enforcement schedule and timelines with the Coalition for a Healthy Community.
 2. They may also assist with other City code enforcement needs.
- \$15K in other administrative needs (BSA system set up, community education, enforcement administration etc.)

This new staff role will be paid for by the licensing fee and grants. We intend to apply for a grant through Interact for Health for the startup of this public health program. The grant is anticipated to bring in \$30K annually for 2 years for a total of \$60K. The proposed license program will likely bring in \$4,250 per year (\$250 per license x 17 retailers.)

After two years, the City will need to decide if the program's value is worth the cost to the City.

Staff recommendations:

Recommend to City Council the adoption of this new Tobacco Retail Licensing Program and seek grants to cover new staffing costs.

Implement the program only if a grant covers staffing costs.

Conduct a 2-year pilot, then reassess the program to determine if it addresses the goals of limiting youth access to tobacco, new vape stores, and improving public health in our community.

ORDINANCE NO.

AN ORDINANCE AMENDING AND SUPPLEMENTING THE OXFORD MUNICIPAL CODE BY ESTABLISHING A NEW CHAPTER TO PART 7, BUSINESS REGULATION CODE, CHAPTER 744, CREATING A TOBACCO RETAILER LICENSE FOR THE SALE OF TOBACCO AND PARAPHERNALIA PRODUCTS IN THE CITY OF OXFORD.

WHEREAS, tobacco kills over 480,000 people in the United States each year, 90% of smokers first try a tobacco product by age 18, and more than 95% of addicted smokers start before age 21; and

WHEREAS, the developing teenage brain is particularly vulnerable to the effects of nicotine, and about 350 youth become regular smokers each day in the United States; and

WHEREAS, 29.8% of high school seniors in Ohio have vaped in the past 30 days; and

WHEREAS, pursuant to the Constitution of the State of Ohio and the Ohio Revised Code, municipalities have the power of local self-government; and

WHEREAS, the City of Oxford desires to ensure proper training and enforcement of the restrictions on the sales of tobacco and nicotine-containing products to those under the age of 21; and

WHEREAS the Oxford Comprehensive Plan lists a goal of a Connective, Livable, and Equitable community for all and outlines an action of supporting high-quality health services for the region; and

WHEREAS, the density of tobacco retailers, particularly in neighborhoods surrounding schools, has been associated with increased youth smoking rates; and

WHEREAS, several studies have found that the density of tobacco retailers near schools was associated with an increased prevalence of students reporting experimental use of tobacco products, and

WHEREAS, the Cities of Kent, Hamilton, Cincinnati, and other local communities have established similar licensing programs for the sale of tobacco and related products.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Oxford, Ohio:

SECTION I: That Part 7 of the Business Regulation Code of the Oxford Municipal Code is hereby amended to include Chapter 744, entitled "Tobacco Retailer Licensing Requirements," as seen attached hereto as Exhibit No. 1 and incorporated herein by reference.

SECTION 2: 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)

Exhibit No. 1

CHAPTER 744: Tobacco Retailer Licensing Requirements

744.01 Definitions.

744.02 Tobacco Retail License Required; Application Procedure.

744.03 Grounds for Denial of License.

744.04 License Fees and Fines.

744.05 Tobacco Retailer Density.

744.06 Proximity of Tobacco Retail Establishments to Youth-Oriented Facilities.

744.07 Prohibited Sales.

744.08 Compliance Checks and Inspections.

744.09 Exceptions and Defenses.

744.10 Violations and Administrative Penalties.

744.11 Appeals.

744.01. Definitions.

As used in this chapter:

(a) "Tobacco Retailer License" means a license issued by the City of Oxford for the sale of tobacco products. "Tobacco retailer license" and "license" are used interchangeably in this Ordinance and shall have the same meaning.

(b) "Licensee" means the holder of a valid license for the sale of tobacco products.

(c) "Person" means any natural person.

(d) "Property line" means the boundary of the land parcel, tract or lot surrounding the business premises.

(e) "Public place" means any area to which the public is invited or in which the public is permitted, including, but not limited to, any right of way, mall or shopping center, park, playground, and any other property owned by the City, and any school district or any park district.

(f) "Tobacco Retailer" means any person, partnership, joint venture, society, club, trustee, trust, association, organization, or corporation who owns, operates, or manages any tobacco retail establishment or moveable place of business. Tobacco retailer does not mean the non-management employees of any tobacco retail establishment.

(g) "Tobacco Retail Establishment" means any place of business where tobacco products are available for sale, whether or not the business is open to the public, whether the business is a "movable place of business" defined under this section, or a business or entity that maintains a

private membership-based point of sale. The term includes but is not limited to grocery stores, tobacco product shops, kiosks, convenience stores, gasoline service stations, bars, country clubs, cigar lounges, restaurants, and delivery services offered by Tobacco Retail Establishment.

(h) "Self-service displays" means any display from which customers may select a tobacco product without assistance from the tobacco retailer or the tobacco retailer's agent or employee and without direct person-to-person transfer between the purchaser and the tobacco retailer or tobacco retailer's agent or employee. A tobacco vending machine is a form of self-service display.

(i) "Tobacco product" means

(1) Any product containing, made of, or derived from tobacco or nicotine, regardless of source, that is intended for human consumption or is likely to be consumed, whether inhaled, absorbed, or ingested by any other means, including, but not limited to, a cigarette, a cigar, pipe tobacco, chewing tobacco, snuff, shisha, or snus;

(2) Any electronic smoking device and any substances that may be aerosolized or vaporized by such device, whether or not the substance contains nicotine, including but not limited to, an e-cigarette, e-cigar, e-pipe, vape pen, or e-hookah; or

(3) Any component, part, or accessory, instrument, or paraphernalia of subsections (1) or (2) above, whether or not any of these contain tobacco or nicotine or whether or not sold separately, including but not limited to liquids used in electronic smoking devices, filters, rolling papers, blunt or hemp wraps, hookahs, and pipes.

(4) Tobacco product does not include any product that is a drug, device, or combination of products specifically authorized for smoking cessation purposes by the United States Food and Drug Administration, as those terms are defined or described in 21 U.S.C. 321 and 353(g).

(j) "Vending machine" includes any mechanical or electronic device designed to do both of the following:

(1) Receive a coin or bill, credit or debit card, or token, made for that purpose;

(2) In return for the insertion or deposit of a coin, bill, credit or debit card, or token, automatically dispenses any tobacco products.

(k) "Sale" is not only the transfer coin, bill, credit or debit card, or token made for that purchase, but also includes but not limited to the delivery, barter, exchange, transfer or gift, or offer thereof, and each such transaction made by any person, whether as principal, proprietor, agent, servant or employee.

(l) "Possess" or "Possession" means having control over a thing or substance, but may not be inferred solely from mere access to the thing or substance through ownership or occupation of the premises upon which the thing or substance is found.

(m) "Moveable Place of Business" means any form of business that is operated out of a kiosk, truck, van, automobile, bike, e-scooter, or other type of vehicle or transportable shelter and that is not affixed address or other permanent type of structure licensed for over-the counter sales transactions.

(n) "Licensed Product" means the term that collectively refers to any tobacco product.

(o) "Arm's Length Transaction" means a sale in good faith and for valuable consideration that reflects the fair market value between two informed and willing parties, neither of which is under any compulsion to participate in the transaction. A sale between relatives, related companies, or partners, or a sale for which a significant purpose is avoiding the effect of the violations of this chapter, is not an Arm's Length Transaction.

(p) "Compliance Check" means the system the City of Oxford uses to investigate and ensure that those authorized to sell licensed products are following and complying with the requirements of this Ordinance. Compliance checks can involve the use of persons under the age of 21 who purchase or attempt to purchase licensed products. Compliance checks may be conducted by the City of Oxford, other units of government, or designated agencies for educational, research, and/or training purposes, or for investigating or enforcing federal, state, or local laws and regulations relating to licensed products.

(q) "Delivery Sale" means the sale of any tobacco product to any person for personal consumption and not for resale when the sale is conducted by any means other than an in-person, over-the counter sales transaction, or vending machine in a licensed retail establishment. Delivery sale includes, but is not limited to, the sale of any tobacco product when the sale is conducted by telephone, other voice transmission, mail, the internet, or app-based service. Delivery sale includes delivery by licensees or third parties by any means, including curbside pick-up.

(r) "Youth-oriented facility" means any facility with residents, customers, visitors, or inhabitants of which 25 percent or more are under the age of 21 or that primarily sells, rents, or offers services or products that are consumed or used primarily by persons under the age of 21. Youth-oriented facility includes, but is not limited to, public or private schools, a licensed day care facility or preschool, playgrounds, a library open to the public, recreation centers, and parks.

744.02. Tobacco Retail License Required; Application Procedure.

(a) Tobacco Retail License required. No person, tobacco retailer, or tobacco retail establishment shall sell or offer to sell any tobacco product without first having obtained a license from the City of Oxford.

(b) Tobacco Retail License Application. An application for a license to sell tobacco products must be made on a form provided by the City of Oxford. The application must contain the full name of the applicant, the applicant's residential and business addresses and telephone numbers, the name of the business for which the license is sought, and any additional information the City of Oxford deems necessary. If the City of Oxford determines that an application is incomplete,

the application will be returned to the applicant with notice of the deficiency and the requisite information necessary to make the application complete.

(c) One year license term. The license term shall be a twelve (12) month period, beginning on March 1. In cases of applications for a new license submitted after March 1 of a given year and more than 60 days before the following March 1, the City of Oxford may issue a license for the remainder of the standard term period, but such license term will only extend to the following last day of February. The license fee remains the same regardless of the time of application. The license fee will not be prorated no matter the date an application is filed during the standard term period.

(d) Violation, suspension, or revocation. Any license issued may be suspended or revoked following the procedures set forth in this Chapter.

A tobacco retailer or retail establishment that violates any provision of this Ordinance, or any other federal, state, or local law relating to tobacco product sales, shall be subject to the penalties prescribed in this Chapter and pursuant to Section 537.16 of the Oxford Municipal Code pertaining to the illegal distribution and sale of tobacco products. These penalties include, but are not limited to fines and/or the prohibition of the sale of tobacco products.

A violation of other federal, state, and/or local laws relating to tobacco product sales shall be included in the determination and accrual of violations against a tobacco retail establishment's license as prescribed in this Chapter.

(e) Transfers. All licenses issued are valid only on the premises for which the license was issued and only for the person to whom the license was issued. The transfer of any license to another location or person is prohibited.

(f) Display. All tobacco retail licenses must be posted and displayed at all times in plain view of the public or clientele of the tobacco retail establishment.

(g) Renewals. The renewal of a license issued under this Ordinance shall be handled in the same manner as the original application. The request for a renewal must be made at least 30 days, but no more than 60 days, before the expiration of the current license on the last day of February.

(h) Issuance as privilege and not a right. The issuance of a license is a privilege and does not entitle the license holder to an automatic renewal of the license.

(i) Instructional program. Licensees must ensure that their employees complete a training program on the legal requirements related to the sale of licensed products and the possible consequences of license violations. The training shall include information that the sale of tobacco products to persons under 21 years of age is illegal; the types of identification legally acceptable for proof of age; and that sales to persons under 21 years of age shall subject the tobacco retailer and/or retail establishment to penalties. Licensees must maintain documentation demonstrating their compliance and must provide this documentation at the time of renewal, or whenever requested to do so during the license term.

744.03 Grounds for Denial of License.

(a) Grounds for denying the issuance or renewal of a license include, but are not limited to, the following:

- (1) The applicant is under 21 years of age.
 - (2) The applicant has been convicted within the past five years of any violation of a federal, state, or local law, ordinance provision, or other regulation relating to licensed products.
 - (3) The applicant has had a license to sell tobacco products suspended or revoked within the preceding 18 months of the date of application.
 - (4) The applicant fails to provide the information required on the licensing application or provides false or misleading information.
 - (5) The applicant is prohibited by federal, state, or other local law, Ordinance, or other regulation from holding a tobacco retailer license.
 - (6) The business for which the tobacco retailer license is requested is a moveable place of business. Only fixed-location retail establishments are eligible to be licensed.
 - (7) The number of licenses in the City of Oxford have already been exceeded or will be exceeded by the issuance of the requested license.
 - (8) The business for which the license is requested does not comply with the proximity requirements.
- (b) If a license is mistakenly issued or renewed to an applicant, the City of Oxford, may revoke the license upon the discovery that the applicant was ineligible for the license under this Ordinance. The City of Oxford will provide the tobacco retailer license holder with notice of the revocation, along with information on the right to appeal.
- (c) If a tobacco retail license is suspended or revoked, whether due to applicant or licensee ineligibility, or determination of a violation under this Ordinance, or any other federal, state, or local law or regulation, the license fee is forfeited to the City of Oxford and shall not be refunded to the applicant or licensee.

744.04 License Fees and Fines.

- (a) No tobacco retailer license shall be issued under this Ordinance until the appropriate license fees are paid in full. No tobacco retailer license shall be renewed if the tobacco retailer or tobacco retail establishment has outstanding fines pursuant to this Ordinance.
- (b) The fee for a tobacco retailer license or renewal shall be \$250.00.

744.05 Tobacco Retailer Density.

(a) The total number of tobacco retailer licenses within the City of Oxford shall be limited to one license for each 1,500 inhabitants of the City of Oxford. The calculation shall be rounded up to the nearest whole number.

(b) For the purposes of this section, the total inhabitant population of the City of Oxford shall be determined by the most current published population value available from the U.S. Census Bureau decennial census as of the date the license application is filed.

(c) No new tobacco retail license shall be issued if the existing number of tobacco retailer licenses equals or exceeds the total number of authorized tobacco retail licenses pursuant to this Section.

(d) Notwithstanding subsections 744.05 (a) and (c), a tobacco retailer operating lawfully on the date this Ordinance is adopted that would otherwise be eligible for a tobacco retailer license for the location for which a license is sought may receive or renew a license for that location so long as all of the following conditions are met:

1. The license is obtained by April 1, 2024 and is renewed without lapse or permanent revocation (as opposed to temporary suspension);
2. The tobacco retail establishment is not closed for business or otherwise suspends tobacco sales, whether voluntarily or due to license suspension for more than sixty (60) consecutive days; and
3. The tobacco retailer does not substantially change the business premises or business operation. Examples of a substantial change to the business operation includes, but is not limited to:
 - a. The transferring of a location:
 - i. To a new Proprietor(s) in an Arm's Length Transaction; or
 - ii. For which a significant purpose is avoiding the effect of violations of this Ordinance; and
 - iii. The tobacco retailer retains the right to operate under other applicable laws.
4. If the City of Oxford determines that a tobacco retailer has substantially changed the business premises or operation and the tobacco retailer disputes this determination, the tobacco retailer bears the burden of proving by a preponderance of evidence that such change(s) do not constitute a substantial change.

744.06 Proximity of Tobacco Retail Establishments to Youth-Oriented Facilities.

No license shall be granted to any person or entity for a tobacco retail establishment location that is within 500 feet of a youth-oriented facility, as measured by the shortest line from the property line of the space to be occupied by the proposed tobacco retail licensee to the nearest property line of a youth-oriented facility. This restriction does not apply to an existing tobacco retailer holding a current state tax license for the sale of tobacco products in that same location for at least one year before the date this section was enacted into law.

744.07 Prohibited Sales.

(a) Legal age. No tobacco retailer, tobacco retail establishment, or person shall sell any tobacco product to any person under the age of 21 under this Chapter and under Section 537.16 of the Oxford Municipal Code.

(b) Age verification. Licensees must verify by means of government-issued photographic identification containing the bearer's date of birth that the purchaser of any tobacco product is at least 21 years of age.

(c) Signage. Notice of the legal sales age for the purchase of tobacco products, age verification requirements, and possible penalties for underage sales must be posted within 6 feet of each cash register or place where payment may be made in a place conspicuous to both employees and customers, and where the sign(s) are unobstructed in their entirety. The sign shall state, "The sale or provision of tobacco products to an individual under 21 years of age is prohibited by law." The sign required shall be 5 ½ inches by 8 ½ inches and the statement required shall be printed in 36-point boldfaced type. The required signage will be provided to the licensee by the City of Oxford.

(d) Samples prohibited. No tobacco retailer, tobacco retail establishment, or person shall distribute samples of any licensed product free of charge or at a nominal cost, regardless of the age of the person acquiring the product. The distribution of a licensed product as a sample, free donation, or at otherwise nominal cost, is prohibited and shall subject the tobacco retailer or tobacco retail establishment to the penalties prescribed under this Chapter and those prescribed by other local, state or federal laws pertaining to samples, donation, or otherwise nominally priced tobacco products.

(e) No tobacco retailer, tobacco retail establishment, or person shall sell or offer to sell any licensed product in any manner or form prohibited by federal, state, or other local law, ordinance provision, or other regulation.

(f) Any person, tobacco retailer or tobacco retail establishment found to be selling a tobacco product without a license required under Section 744.02 shall be issued a No Sales Order for

Tobacco Products and shall be ineligible to receive a tobacco retailer license for a period of three (3) years.

744.08 Compliance Checks and Inspections.

(a) All licensed premises must be open to inspection by the City of Oxford or its authorized designees during regular business hours. The tobacco retail establishment shall be subject to at least two (2) unannounced compliance checks per year by the City of Oxford or its authorized designees.

(b) Compliance checks must include verification that a tobacco retail establishment maintains a current tobacco retailer license to sell tobacco products.

(c) Compliance checks may include the participation of a person under the age of 21, to enter the licensed premises to attempt to purchase licensed products.

(c) Unannounced follow-up compliance checks of all non-compliant tobacco retail establishments are required within three months of any violation of this Ordinance. The results of all compliance checks shall be published annually and made available to the public as determined by the City of Oxford.

744.09 Exceptions and Defenses.

It is an affirmative defense to a violation of this Ordinance for a person to have reasonably relied on proof of age as described by state law.

744.10 Violations and Administrative Penalties.

(a) First Violation: Any person, tobacco retailer or tobacco retail establishment holding a tobacco retailer license and cited for violating Chapter 744, or whose employee has violated Chapter 744, shall be charged a fine of \$500 for a first violation.

(b) A second violation at the same tobacco retail establishment premises within a 12-month period shall result in a fine of \$750, and the City of Oxford shall suspend the tobacco retailer license for a period of not less than 30 and not more than 60 consecutive days.

(c) A third violation at the same tobacco retail establishment premises within a 12-month period shall result in a fine of \$1,000, and the City of Oxford shall suspend the tobacco retail establishment's license for a period of not less than 60 consecutive days. In addition to the designated fine, the City of Oxford may revoke the tobacco retail establishment's license.

(d) A fourth violation at the same tobacco retail establishment premises within a 12-month period shall be a misdemeanor of first degree and result in a fine of \$1,000 and the tobacco retail establishment's license shall be revoked.

744.11 Appeals.

If the City of Oxford denies the issuance of a tobacco retailer license, or suspends or revokes a tobacco retailer license, or issues a citation for violating this Chapter, the City of Oxford, shall send the applicant or licensee written notice of the action and notice of the right to an appeal. Such notice shall be sent by Certified Mail with return receipt requested.

Upon receipt of written notice of any citation or fines accrued under this Chapter, or the denial, suspension, or revocation of the license, the licensee shall have the right to appeal to the City of Oxford. An appeal must be appropriately filed within ten (10) days after the receipt of notice of the determination of a violation or change of license status due to suspension or revocation. The appellant shall bear the burden of proof.

774.12 Severability.

If any section or provision of this Ordinance is held invalid, such invalidity will not affect other sections or provisions that can be given full force and effect without the invalidated section or provision.



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

STAFF REPORT

ORIGINATING DEPARTMENT:	City Manager
PREPARED BY:	Jessica Greene
DATE PREPARED:	7/12/2023
COUNCIL MEETING DATE:	July 18, 2023
AGENDA TITLE:	An Ordinance amending the Oxford Municipal Code, Chapter 5, Section 537.16, relating to the illegal distribution of tobacco products to prescribe the minimum legal age of sale for all tobacco products at twenty-one. (Jessica Greene, Assistant City Manager)
COUNCIL GOAL AREA:	A Connected, Livable, and Equitable Community for All
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	Jessica Greene

DISCUSSION:

These amendments to section 5 of the Oxford Municipal Code support the proposed new chapter 7 and establish a Tobacco Retail Licensing Program. This section deals with prohibited tobacco distribution practices. Please reference the staff report under the proposed Chapter 7 ordinance for more details on this program.

AN ORDINANCE AMENDING THE OXFORD MUNICIPAL CODE, CHAPTER 5, SECTION 537.16 RELATING TO THE ILLEGAL DISTRIBUTION OF TOBACCO PRODUCTS TO PRESCRIBE THE MINIMUM LEGAL AGE OF SALE FOR ALL TOBACCO PRODUCTS AT TWENTY-ONE.

WHEREAS, tobacco kills over 480,000 people in the United States each year, 90% of smokers first try a tobacco product by age 18, and more than 95% of addicted smokers start before age 21; and

WHEREAS, the developing teenage brain is particularly vulnerable to the effects of nicotine, and about 350 youth become regular smokers each day in the United States; and

WHEREAS, 29.8% of high school seniors in Ohio have vaped in the past 30 days; and

WHEREAS, pursuant to the Constitution of the State of Ohio and the Ohio Revised Code, municipalities have the power of local self-government; and

WHEREAS, the City of Oxford desires to ensure proper training and enforcement of the restrictions on the sales of tobacco and nicotine-containing products to those under the age of 21; and

WHEREAS the Oxford Comprehensive Plan lists a goal of a Connective, Livable, and Equitable community for all and outlines an action of supporting high-quality health services for the region; and

WHEREAS, the density of tobacco retailers, particularly in neighborhoods surrounding schools, has been associated with increased youth smoking rates; and

WHEREAS, several studies have found that the density of tobacco retailers near schools was associated with an increased prevalence of students reporting experimental use of tobacco products, and

WHEREAS, the Cities of Kent, Hamilton, Cincinnati, and other local communities have established similar licensing programs for the sale of tobacco and related products.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Oxford, Ohio:

SECTION I: That Part 5, Chapter 537 Offenses against Persons, Section 537.16 Prohibited Tobacco Distribution Practices of the Oxford Municipal Code, is hereby amended as seen attached hereto as Exhibit No. 1 and incorporated herein by reference. With capitalization being new text and strikeout being deleted text.

SECTION 2: 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)

Exhibit No. 1:

Chapter 537 Amendments

That Part 5, Chapter 537 Offenses against Persons, Section 537.16 Prohibited Tobacco Distribution Practices of the Oxford Municipal Code, is hereby amended as follows, with capitalization being new text and strikeout being deleted text.

537.16 PROHIBITED TOBACCO DISTRIBUTION PRACTICES.

(a) Tobacco PRODUCT SAMPLE Sales Prohibited. No person, manufacturer, producer, distributor, wholesaler of or retailer of cigarettes or tobacco products, TOBACCO RETAILER, OR TOBACCO RETAIL ESTABLISHMENT, or any agent, employee or representative of a manufacturer, producer, distributor, wholesaler of or retailer of cigarettes or other tobacco products, TOBACCO RETAILER, OR TOBACCO RETAIL ESTABLISHMENT shall knowingly distribute or furnish without charge or at nominal charge, or cause to be furnished or distributed without charge or at a nominal charge, cigarettes or other tobacco products, or coupons for cigarettes or other tobacco products, in any public place or at any event open to the public, except in retail tobacco stores for the purpose of promoting cigarettes or other tobacco products. PURSUANT TO THIS CHAPTER AND PURSUANT TO CHAPTER 744 OF THE OXFORD MUNICIPAL CODE.

(b) Vendor Assisted Sales. It shall be unlawful for any person, manufacturer, producer, distributor, wholesaler or retailer of cigarettes or other tobacco products, TOBACCO RETAILER, OR TOBACCO RETAIL ESTABLISHMENT, or any agent, employee, or representative of a manufacturer, producer, distributor, wholesaler or retailer of cigarettes or other tobacco products, TOBACCO RETAILER, OR TOBACCO RETAIL ESTABLISHMENT to distribute or furnish without charge or at nominal charge, or cause to be furnished or distributed without charge or at a nominal charge, cigarettes or other tobacco products, or coupons for cigarettes or other tobacco products, by means of self-service displays, VENDING MACHINES, or any other means other than vendor assisted sales PURSUANT TO THIS CHAPTER AND TO CHAPTER 744 OF THE OXFORD MUNICIPAL CODE.

(C) NO PERSON, MANUFACTURER, PRODUCER, DISTRIBUTOR, OR WHOLESALER OF TOBACCO PRODUCTS, TOBACCO RETAILER, OR TOBACCO RETAIL ESTABLISHMENT; OR ANY AGENT, EMPLOYEE OR REPRESENTATIVE OF A MANUFACTURER, PRODUCER, DISTRIBUTOR, WHOLESALER OF TOBACCO PRODUCTS, TOBACCO RETAILER, OR TOBACCO RETAIL ESTABLISHMENT, SHALL DO ANY OF THE FOLLOWING:

(1) GIVE, SELL, OR OTHERWISE DISTRIBUTE TOBACCO PRODUCTS TO ANY PERSON WITHOUT FIRST ACQUIRING A TOBACCO RETAILER LICENSE PURSUANT TO CHAPTER 744 OF THE OXFORD MUNICIPAL CODE;

(2) GIVE, SELL OR OTHERWISE DISTRIBUTE TOBACCO PRODUCTS TO ANY PERSON UNDER TWENTY-ONE YEARS OF AGE AS PRESCRIBED UNDER THIS CHAPTER AND UNDER CHAPTER 744 OF THE OXFORD MUNICIPAL CODE

(D) Penalty. Whoever violates this section is guilty of illegal distribution OR SALE OF cigarettes or other tobacco products, a misdemeanor of the fourth degree. If the offender previously has been convicted of a violation of this section, Ohio R.C. 2927.02 or a similar municipal ordinance, illegal distribution OR SALE of cigarettes or other tobacco products is a misdemeanor of the third degree.

(E) ORGANIZATIONAL LIABILITY. PURSUANT TO CODIFIED ORDINANCES SECTION 501.11, IT IS THE INTENT TO IMPOSE ORGANIZATIONAL LIABILITY FOR VIOLATION OF THIS SECTION COMMITTED BY AND OFFICER, AGENT, OR EMPLOYEE OF A BUSINESS OR ORGANIZATION WHILE ACTING ON BEHALF OF THE BUSINESS OR ORGANIZATION AND WITHIN THE SCOPE OF THE OFFICER'S, EMPLOYEE'S OR AGENT'S OFFICE OR EMPLOYMENT.

(F) ANY VIOLATION OF THIS SECTION IS ALSO A VIOLATION OF CHAPTER 744 OF THE OXFORD MUNICIPAL CODE GOVERNING LICENSING AND CONDUCT REQUIREMENTS FOR ANY TOBACCO RETAILER OR TOBACCO RETAIL ESTABLISHMENT. A VIOLATION OF THIS SECTION SHALL SUBJECT THE OFFENDER TO THE PENALTIES PRESCRIBED UNDER THIS SECTION AND TO THOSE PRESCRIBED UNDER CHAPTER 744 OF THE OXFORD MUNICIPAL CODE.

(G) FOR THE PURPOSES OF THIS SECTION, "TOBACCO PRODUCT" HAS THE SAME DEFINITION AND MEANING AS PRESCRIBED BY CHAPTER 744 OF THE OXFORD MUNICIPAL CODE.



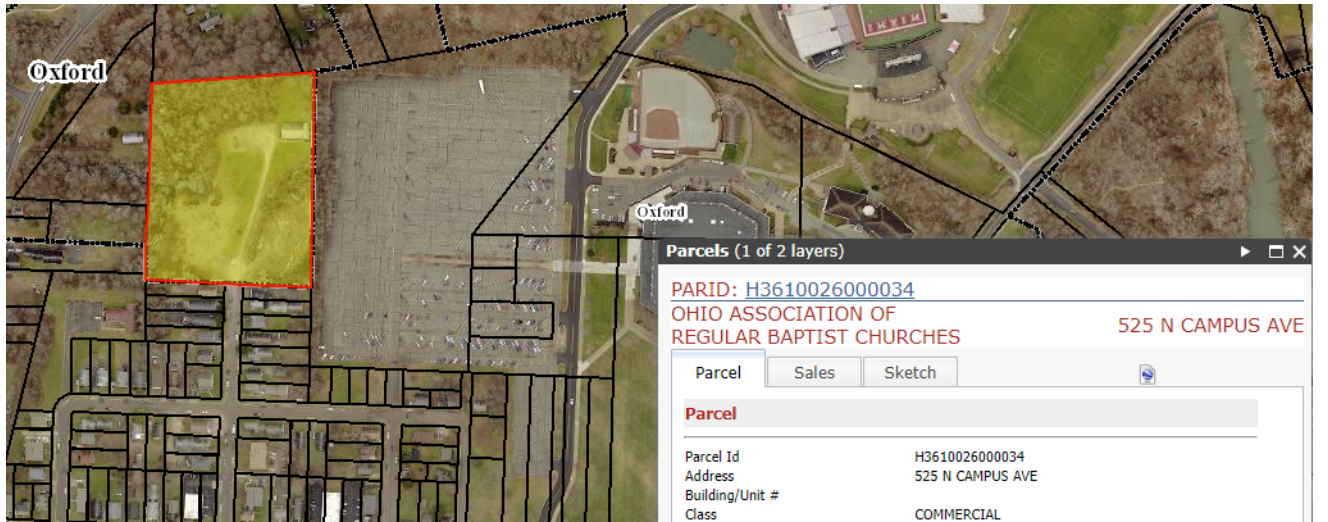
The City of Oxford
(513) 524-5200
15 S. College Ave.
Oxford, OH 45056

STAFF REPORT

ORIGINATING DEPARTMENT:	Service
PREPARED BY:	Mike Dreisbach
DATE PREPARED:	5/30/2023
COUNCIL MEETING DATE:	July 18, 2023
AGENDA TITLE:	An Ordinance granting upon annexation the request of the Ohio Association of Regular Baptist Churches to connect to and/or extend the City water and sanitary utilities to serve a proposed 92-unit hotel at 525 North Campus Avenue outside the Oxford Corporate Limits. (Michael Dreisbach, Service Director) Postponed at the June 20, 2023, City Council Meeting at Applicant's and Owner's Request
COUNCIL GOAL AREA:	Accessible, High-Quality Infrastructure
BUDGETED AMOUNT:	Not Applicable
ACCOUNT CODE:	Not applicable
RECOMMENDATION:	Approval with the condition of annexation into the City
CITY MANAGER/DEPT HEAD APPROVAL:	DRE MBD 5/30/23

DISCUSSION:

Staff received a request from **Ohio Association of Regular Baptist Churches** to connect to and/or extend the City water and sanitary utilities to serve a proposed 92 unit hotel at **525 North Campus Avenue**. This property is outside the corporate limits of the City, but does abut City boundaries. The request for service includes both water and wastewater utilities with a domestic demand of ~ 14,000 gallons per day and a 6" main extension to provide fire service to the property. The City's water and wastewater utilities serve this area, and the proposed demand will not have a noticeable effect on the City's utilities for reliability, acceptable flow, pressure and volume provided the owner constructs the improvements meeting City standards and specifications including looping the water system between N. Campus Ave. and SR732 (Morning Sun Rd).



The City Council, in 1980, approved utilities for this address, but the approval did not include the estimated loadings on the utilities for the proposed use as a hotel. In reviewing the request, Oxford Codified Ordinance 921.39(b) applies to this proposed use as follows:

921.39 EXTENSION OF WATER LINE OUTSIDE CITY LIMITS AND SALE OF WATER FOR USE OUTSIDE CITY LIMITS.

(a) Any extension of water lines outside the City limits subsequent to the effective date hereof, as well as the sale of water outside the City limits for any new or additional use, service, or purpose, not authorized prior to the effective date of this section, is reserved to the exclusive control and jurisdiction of City Council.

(b) Council shall refer any request for water line extension outside the City limits or new or additional sale of water outside the City limits as set forth in subsection (a) hereof to the Planning Commission for its recommendation, and the Planning Commission shall have a minimum of ninety days in which to consider the matter; however, the granting of individual requests for additional sale of water outside of the City limits, where such sale would require an additional water tap into an existing line, is reserved to the exclusive control and jurisdiction of Council. Such requests do not require submission to the Planning Commission for report or recommendation.

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. City Council may also require the request for utility extension outside the City limits be referred to the Planning Commission for its recommendation to City Council. The Planning Commission has 90 days in which to consider the matter. The City may also 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 permitted the extension of water and sewer with a condition of the owner agreeing to annexation into the City.

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 and sanitary taps, water and wastewater 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 sign an Annexation Agreement with the City. Permits from Butler County and the Ohio Environmental Protection Agency may also be required.

A memo from Sam Perry, Community Development Director, has been included with this report noting relative pros and cons of the proposed project from his Department's perspective.

ORDINANCE NO.

AN ORDINANCE GRANTING, UPON ANNEXATION, THE REQUEST OF THE OHIO ASSOCIATION OF REGULAR BAPTIST CHURCHES TO CONNECT TO AND/OR EXTEND THE CITY WATER AND SANITARY UTILITIES TO SERVE A PROPOSED 92-UNIT HOTEL AT 525 NORTH CAMPUS AVENUE OUTSIDE THE OXFORD CORPORATE LIMITS.

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

SECTION 1: the request for service includes both water and wastewater utilities with a domestic demand of ~ 14,000 gallons per day and a 6' main extension to provide fire service to the property 525 North Campus Avenue, Parcel ID Number H610026000034 (the "Property") 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 applicant, the Ohio Association of Regular Baptist Churches, signing a water service and utility agreement that included a requirement that any new owner, successor, and assign must agree to the annexation of the Property into the City of Oxford at the City's sole request. Upon annexation, the Property will be zoned General Business.

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)



EXHIBIT A
LEGAL DESCRIPTION

Situated in Oxford Township, County of Butler, and State of Ohio, and in Lot 5, Section 23, Town 5, Range 1 east bounded as follows: Beginning at a point in the west line of said Lot 5 situate six hundred and seventy (670) feet north from the southwest corner thereof; thence north with said west line eight (8) chains and ninety nine (99) links to the northwest corner of what is known as Lot Number Nine (9) of Asner Stilson's Subdivision of a part of said Lot 5; thence east at right angles a distance of six (6) chains and sixty three (63) links to a point; thence south on a line parallel with said Lot line a distance of eight (8) chains and ninety nine (99) links; thence at right angles west six (6) chains and sixty three (63) links to the place of beginning containing 5.96 acres more or less.

LEGAL VERIFIED
ELECTRONICALLY

BY BCEO

129mccs 4-28-22



MEMORANDUM
Community Development and Economic
Development Departments
513-524-5201

TO: City Council
FROM: Sam Perry and Jessica Greene
DATE: June 15, 2023
RE: **525 North Campus Ave Hotel Project Summary Update**

Dear Mayor and Council members,

City staff's understanding from the Council comments on June 6 were that Council generally supported the concept of a hotel in the proposed location. Staff further understood that Council would likely require the hotel developer to follow City codes, as a condition of a utility connection agreement. This would include a conditional use hearing at Planning Commission and annexation into Oxford corporate limits.

City staff have shared this information with the hotel developer but no agreement has been reached by the time of preparation of the agenda packet. More time may be needed to reach an agreement. However, the hotel developer/property owner have not requested a delay of Council's vote.

The attached memo includes three potential options for Council consideration, with Option 3 being what staff believes to be Council's preference. However, since no agreement from the hotel developer/property owner has been reached at this time, the legislation has not been revised since the first reading.

If no agreement has been reached and the item has not been requested to be delayed, Council can choose to deny the request by voting down the ordinance. Council has no obligation to approve the request. Additionally, there is no prohibition against the property owner submitting a new utility connection request after denial or filing an annexation petition to follow the standard process. However, City staff have offered an expedited process as a condition of approval.



MEMORANDUM
Community Development and Economic
Development Departments
513-524-5201

TO: City Council
FROM: Sam Perry and Jessica Greene
DATE: June 15, 2023
RE: **525 North Campus Ave Hotel Project**

Dear Mayor and Council members,

In response to Council comments at the June 6 meeting, here are some potential decision options with estimated risks and benefits below each. Our recommendation at this time is to pursue Option 3, which is a fast-tracked review prior to annexation, under the City process. If the owner/developer are in agreement, that is what staff will bring forward on June 20. If they are not in agreement, the same legislation as first reading will be presented.

Option 1 (No-Go / Start Over): Deny the utility connection request. There is no requirement that the City provide outside utilities to a new/expanded use or to a different property owner.

1. **Timing:** Unknown. Since the project likely is dependent on City utilities, it may turn into a traditional annexation and development project under typical City rules. It is unclear from the owner/developer how critical the timing is, except for a preferential statement and an unknown purchase contract.
2. **Economics:** Given that the surrounding uses are residential and this parcel is at the dead end of a local street, it is unlikely that a project more economically beneficial than a hotel would happen at this site in the near future. Therefore, denying the utility request could be detrimental.
3. **Housing Affordability:** A hotel in this location would likely maintain or decrease current levels of LMI (Low to Moderate Income) housing. Therefore, denying the utility request could be beneficial to affordable housing access, by maintaining current levels or at least not raising property values to the point where additional redevelopment of current LMI housing happens.
4. **Environmental Sustainability:** A hotel development in this location would likely restore and improve water flow because of the previous unmonitored dumping on this site. Soil

erosion and vegetation loss would be experienced during the construction phase of a hotel. Therefore, denying the utility connection request would have no net benefit.

5. Neighbor concerns: Denying the utility request would decrease the likelihood that the hotel would happen versus another use allowed within the County B-3 district. Outspoken neighbors are supportive of a hotel but cautious about one being developed under County rules because of lighting, noise, vegetation and traffic. Therefore, denying the utility request could be beneficial.
6. Utilities: A full utility study has not yet been done. However, early indications are that the revenue generated by a hotel customer would outweigh the capital costs required to support the hotel. Therefore, denying the utility request would be detrimental.
7. Police and Fire: The land is zoned County B-3. Therefore, it will likely have business usage at some point. However the current state is vacant land/building that is unmaintained with no code enforcement. Allowing a hotel to develop would eliminate the vacancy and allow some income tax revenue to be generated. Therefore, denying the utility request could be detrimental.
8. Parking and Transportation: The property is currently at a dead end of a local street. Allowing a hotel to develop, may decrease street parking because of access requirements and overall demand during peak times. Therefore, denying the utility request, maintains status quo, which includes a less than ideal dead-end street, or no net benefit.

Option 2 (Yes, but Annex later): Approve the utility connection request with a requirement that the current owner sign an agreement that they and any future owner would not oppose annexation, if and when the City requested it. This would allow the hotel to develop fully under the County rules, and would likely not increase the timeline because the County has not yet approved the hotel conditional use or a building permit. This would require the City Law Director to draft an agreement that is acceptable to the current owner and by proxy, its contracted buyer. This option assumes that County B-3 zoning is an acceptable zoning designation for the associated 3 parcels of land, since these parcels are already zoned. This option includes some risk because it assumes that a hotel will happen if the utility connection is approved. If it does not happen, there could be future use of the land, under County rules, that is not a hotel.

1. Timing: It is unclear from the owner/developer how critical the timing is, except for a preferential statement and an unknown purchase contract. However, approving the utility connection request would increase the confidence levels of the private parties involved in the purchase agreement. Therefore, approving with or without an annexation requirement would be beneficial.
2. Economics: Given that the surrounding uses are residential and this parcel is at the dead end of a local street, it is unlikely that a project more economically beneficial than a hotel would happen at this site in the near future. Therefore, approving the utility request would be beneficial.

3. **Housing Affordability:** A hotel in this location would likely maintain or decrease current levels of LMI housing. Therefore, approving the utility request could be detrimental to affordable housing access, by potentially raising property values to the point where additional redevelopment of current affordable housing happens.
4. **Environmental Sustainability:** A hotel development in this location would likely restore and improve water flow because of the previous unmonitored dumping on this site. Soil erosion and vegetation loss would be experienced during the construction phase of a hotel. Therefore, approving the utility connection request would have no net benefit.
5. **Neighbor concerns:** Approving the utility request would increase the likelihood that the hotel would happen versus another use allowed within the County B-3 district. Outspoken neighbors are supportive of a hotel but cautious about one being developed under County rules because of lighting, noise, vegetation and traffic. Therefore, approving the utility request could be detrimental.
6. **Utilities:** A full utility study has not yet been done. However, early indications are that the revenue generated by a hotel customer would outweigh the capital costs required to support the hotel. Therefore, approving the utility request would be beneficial.
7. **Police and Fire:** The land is zoned County B-3. Therefore, it will likely have business usage at some point. However the current state is vacant land/building that is unmaintained with no code enforcement. Allowing a hotel to develop would eliminate the vacancy and allow some income tax revenue to be generated. Therefore, approving the utility request could be beneficial if a hotel actually happens.
8. **Parking and Transportation:** The property is currently at a dead end of a local street. Allowing a hotel to develop, may decrease street parking because of access requirements and overall demand during peak times. Therefore, approving the utility request, may cause some loss of street parking but could improve pedestrian and vehicular connectivity, depending on how Ohio Department of Transportation or the City of Oxford become involved in the project. At this time, it is not known if there is a net gain or loss regarding parking and transportation, if the utility request is approved.

Option 3 (Fast-track but formal): Approve the utility connection request with a requirement that the owner and developer not oppose annexation and that the owner/developer withdraw their hotel conditional use application from the County. This would be the most straightforward approach to applying the City codes to the project. Staff would work with the owner, developer and Planning Commission to begin reviewing the project as if it is already annexed into the City of Oxford. City staff would make every effort to expedite the process, but would require the Planning Commission hearing. This removes 3-5 months from the annexation process (which could have started in February). However, it may not meet the owner/developer's preferred timeline.

1. Timing: It is unclear from the owner/developer how critical the timing is, except for a preferential statement and an unknown purchase contract. However, approving the utility connection request would increase the confidence levels of the private parties involved in the purchase agreement. The downside with this option is that it would require a City hearing instead of a County hearing. The City hearing is more thorough than the County hearing. There is not a way to apply all city codes to a County project without some type of hearing.
2. Economics: Given that the surrounding uses are residential and this parcel is at the dead end of a local street, it is unlikely that a project more economically beneficial than a hotel would happen at this site in the near future. Therefore, approving the utility request would be beneficial. The downside could be that the City hearing could result in a more costly design, which could cause the project not to happen at all. It is unclear from the owner/developer what the proforma parameters may be.
3. Housing Affordability: A hotel in this location would likely maintain or decrease current levels of LMI housing. Therefore, approving the utility request could be detrimental to affordable housing access, by potentially raising property values to the point where additional redevelopment of current affordable housing happens.
4. Environmental Sustainability: A hotel development in this location would likely restore and improve water flow because of the previous unmonitored dumping on this site. Soil erosion and vegetation loss would be experienced during the construction phase of a hotel. Therefore, approving the utility connection request would have no net benefit.
5. Neighbor concerns: Approving the utility request would increase the likelihood that the hotel would happen versus another use allowed within the County B-3 district. Outspoken neighbors are supportive of a hotel but cautious about one being developed under County rules because of lighting, noise, vegetation and traffic. Therefore, having a City hearing of some kind, will increase the confidence levels of the neighbors, which is a net benefit.
6. Utilities: A full utility study has not yet been done. However, early indications are that the revenue generated by a hotel customer would outweigh the capital costs required to support the hotel. Therefore, approving the utility request would be beneficial.
7. Police and Fire: The land is zoned County B-3. Therefore, it will likely have business usage at some point. However the current state is vacant land/building that is unmaintained with no code enforcement. Allowing a hotel to develop would eliminate the vacancy and allow some income tax revenue to be generated. Therefore, approving the utility request could be beneficial if a hotel actually happens.
8. Parking and Transportation: The property is currently at a dead end of a local street. Allowing a hotel to develop, may decrease street parking because of access requirements and overall demand during peak times. Therefore, approving the utility request, may cause some loss of street parking but could improve pedestrian and vehicular connectivity, depending on how Ohio Department of Transportation or the City of

Oxford become involved in the project. At this time, it is not known if there is a net gain or loss regarding parking and transportation, if the utility request is approved. As part of the public review, the City may wish to explore requiring an extension of the North Campus Avenue right of way.

May 26, 2023

Michael B. Dreisbach Director of Public Services

15 S. College Ave.
Oxford, OH 45056

Mr. David Kisner, POA
Ohio Association of Regular Baptist Churches
5650 Far Hills Avenue
Dayton, OH 45429

RE: Written Service Request – WATER AND SEWER SERVICE

Dear Mr. Dreisbach,

As you are aware, the Ohio Association of Regular Baptist Churches is under contract with MWA Masterbuilders, LLC to purchase the property at 525 N. Campus Ave. in Oxford. We have applied for and received a zoning change on this property. MWA Masterbuilders, LLC is establishing the entity owner (OXFORD HOTEL GROUP LLC) of the proposed FAIRFIELD HOTEL BY MARRIOTT (North Campus Hotel) on a parcel at the northern terminus of Campus Avenue (as shown in the attached Site Development Plan), and we are hereby requesting permission for connection to the Water and Sewer lines at said terminus of Campus Ave.

We understand that the subject parcel is located outside Oxford corporation limits and must follow the requirements of City of Oxford Codified Ordinance 921.39, Extension of Water Line Outside City Limits and Sale of Water for Use Outside City Limits, and also 923.39 Property Located Outside City for sanitary sewer. We intend to enter into an annexation agreement for the purpose of plotting out the course for annexation.

However, interestingly, the mains for water and sewer do not require extensions, per se. They are already to our property line and only require connection service.

MWA Masterbuilders, LLC has provided the following information:

Expected demand loads are as follows for our 92 room hotel, no restaurant or bar, no swimming pool:

1. Domestic Water (180 gpc x 92) __13,800 gpd max__at 100% occupancy__
2. Sanitary Sewer __same__
3. Fire service __6" dia water line 35 psi min.__

Thank you for your assistance in this matter.

Respectfully,

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David Kisner, POA
Ohio Association of Regular Baptist Churches



MEMORANDUM
Community Development Department
513-524-5204

TO: Planning Commission

FROM: Sam Perry, AICP
Director

DATE: May 5, 2023

MEETING DATE: May 9, 2023

RE: **Annexation, Future Land Use and Zoning**
6.73 Acres total land area in 3 parcels:

525 North Campus Avenue – H3610026000034
5192 Morning Sun Road – H3610025000004
Morning Sun Road – H3510025000006

Introduction

Staff are initiating a discussion with Planning Commission to advise City Council on the matter of annexation, land use and zoning for a potential upcoming annexation petition of 6.73 Acres of land on the north side of the Oxford corporate limits. Once an Expedited Type II Annexation Petition is filed and the City is notified, the City must file statement of services to be provided within 20 days and may file legislation consenting or objecting to the petition within 25 days. (No petition has been filed). Since the City will require annexation in order to provide water and sanitary sewer services, the City Manager and I believe it is time to have a Planning Commission discussion.

Background

Butler County staff have been keeping City staff apprised of a potential hotel development that is being processed under Oxford Township Zoning, by Butler County staff. Staff have attended hearings and provided comments. The property has been rezoned to County B-3 and is now undergoing a Conditional Use review, scheduled for May 16 with the Butler County Board of Zoning Appeals. Through this process, the hotel developer, by its consultant, Architect Stephen Alexander, have learned that the only public water and sanitary sewer utilities available to the site are owned by the City of Oxford. The City of Oxford policy requires either annexation or an

annexation agreement in order connect to City of Oxford utilities. This utility policy has now re-directed the hotel developer to become interested in annexation.

Annexation

The recently adopted Oxford Tomorrow Comprehensive Plan recommends that careful attention is given to development proposals. **Goal E5-A1** states: “Consider the tax benefits and other residual economic benefits when reviewing development proposals”. It goes further to state that “Oxford should connect land use and fiscal policy for a sustainable and resilient future.” **Goal L4-A2** states: “Develop an annexation policy and adequate public facilities ordinance to ensure growth aligns with public goals.” It goes further to link the adequacy (or lack thereof) of public facilities to the merits of a particular annexation request. While a new policy has not been formulated, the intent is clear. A consideration of impact on public services should be considered when land is added to the City.

Based on the above goals in the plan, the Planning Commission should only consider an annexation in parallel with a land use discussion, not separate from a land use discussion. This is due to the fact that different land uses in different locations have different fiscal impacts on the community’s ability to provide services at a specific location at a sustained cost.

For the subject case, which has yet to be officially received, the request would be non-residential in nature, which would increase tax base, improving the fiscal health of the community. Residential annexation typically is a decrease in fiscal health because residential growth requires more public services than it provides funding for. Non-residential growth improves fiscal health because it creates opportunity for job creation. Non-utility Oxford public services (Fire, Police, Recreation, Zoning, Administration) are funded by general fund revenue from income taxes. A complete utility analysis has not been done, but there are water and sewer services abutting the site. These services are funded by user fees. It is unknown at this time, if additional capacity or extensions of utility mains would be required at all, and if so, if those would be at public cost, or developer cost.

Isn’t Oxford already big enough? Do we even want to grow? Why does the hotel have to go here? What happens if we do not permit the annexation? What will happen to the natural environment? These are all questions that the Planning Commission should be asking.

Land Use

The newly adopted Future Land Use Map (FLUM) intentionally did not recommend changes to most of the lands outside the corporate limits. The reason was that the plan recommended that a joint land use policy be formulated with surrounding jurisdictions (**Goal L4-A1**). This is why the FLUM lists the property as “Rural”. It does not mean that it is intended to stay that designation until the next major plan update. The plan can be revised at any time and should be revised to adapt to changing community needs. However, in this case, the plan was silent on the matter for this property. This means that the Commission can and should recommend a land use designation. It may or may not desire formal joint land use policy plan with surrounding jurisdictions, depending on the timing needs of the community and the property owner.

The abutting land use designations are “Campus” to the east and “Urban Mile Square Neighborhood” to the south. If the Commission was inclined to recommend a land use designation specific for a hotel use, it could recommend Employment Corridor. However, in this context, Employment Corridor would allow a Zoning Designation such as General Business, which is not consistent with the abutting land uses. Neighborhood Business would be a closer fit for a Zoning Designation but would not allow the type of square footage desired by the developer. In this case, staff does not see that Employment Corridor would be a best fit, nor in alignment with the recently adopted plan. Urban Mile Square Neighborhood would be the closest fit, but would not allow a Zoning district that would support a hotel. The best and safest fit for the Commission could potentially be “Campus.” The campus designation aligns best with larger institutional buildings, large open spaces and strong planning principles such as pedestrian and other types of connectivity. There has been recent interest from Miami University to have a hotel near this area in order to create a destination experience for visitors to the stadium complex. A “Campus” designation could potentially be paired with a Planned Development overlay, in an annexation agreement. A Planned Development overlay could further refine the expectations of the City in lieu of Zoning Code Modernization (**Goal L1-A3**).

If the City decides that non-residential land use is inappropriate for this location, it may be best to deny the annexation request. However, there could be some risk that the development could possibly happen under County development processes, which would leave very little involvement from the City and surrounding neighbors. This would only happen if the developer were able to develop private water and sewer or if connection to City utilities were somehow forced by legal or governmental action.

Zoning

The property is currently zoned B3 in Oxford Township. If the City agrees to annex the land without setting the City Zoning District, by Ohio Revised Code, the land will default to Oxford Township zoning. This would not be advisable because the guidance for expected development design would not be by Oxford Code. It is very important that City Council set the zoning at the time of annexation so that it does not default to Township zoning.

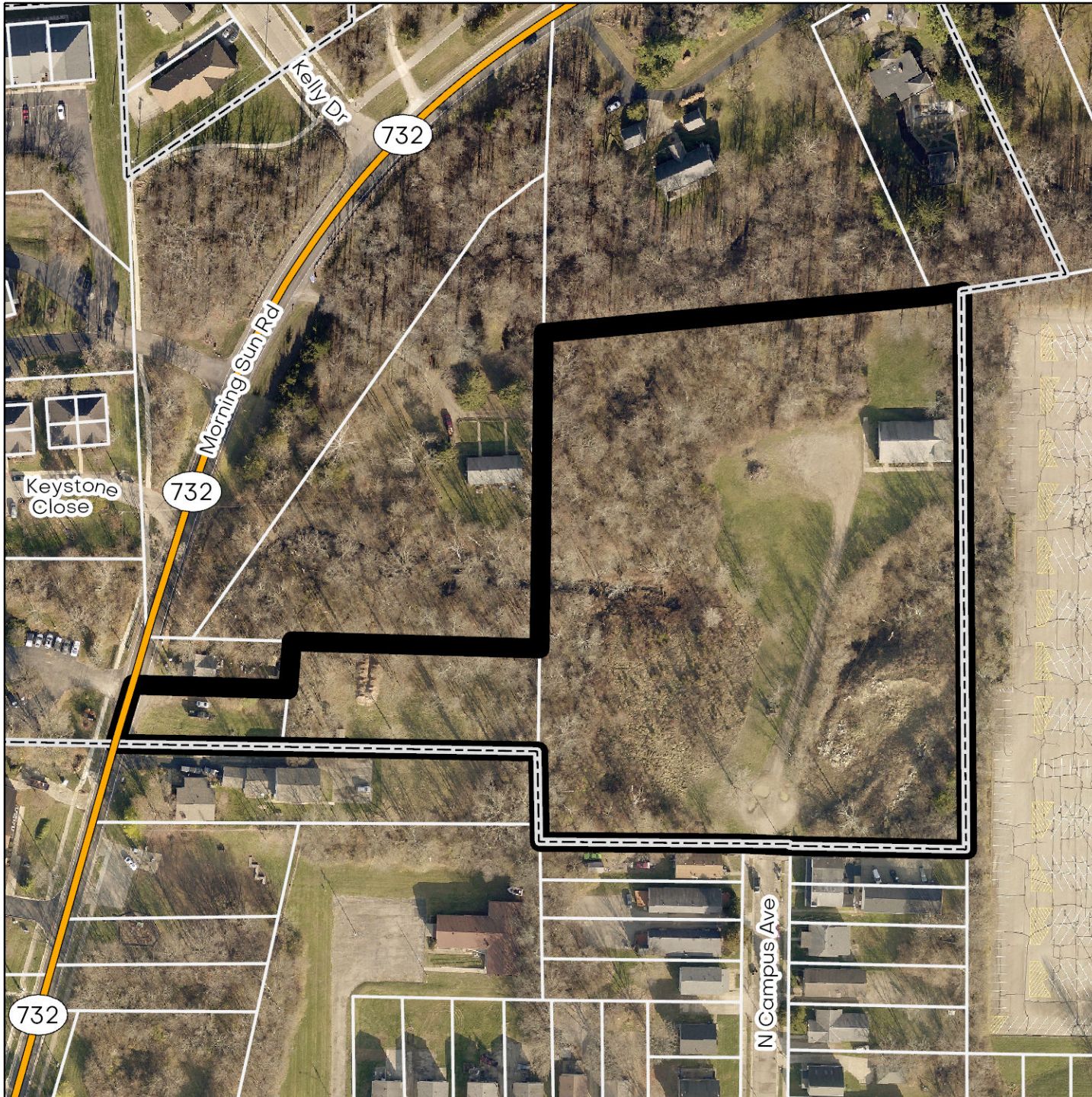
Site Design

Often with annexation requests when there is a site plan proposed, it becomes confusing to separate the processes. The site design comes much later in the process, after annexation and zoning. Although there is a desired site design prepared by Mr. Alexander, the design will likely change if and when the property becomes annexed by the City of Oxford. The site design is showing a driveway connection only to Morning Sun Road, which has not yet been approved by Ohio Department of Transportation (ODOT). It is possible that ODOT may not permit this connection because North Campus Avenue is an abutting local street. There are many other factors to consider that could be advantageous to the City and the surrounding neighbors if the property were annexed into the City, versus being developed in the township:

- Roadway and sidewalk connectivity

- Green space preservation
- Architectural design elements
- Lighting controls
- Fire protection codes for site design
- Police Division commentary
- City Engineer commentary – traffic, utilities, streets
- Building setbacks, noise mitigation and screening

Staff recommends annexation to City Council, along with a discussion of the merits of the various FLUM designations that are outlined in the Oxford Tomorrow Plan. This may be an opportunity to capture a small economic development improvement for the community and the university, while also potentially improving upon a site design that otherwise would have had little influence by the City of Oxford.



525 N Campus Ave Property Exhibit

Aerial Imagery

-  Subject Site
-  Parcels (Butler Co Auditor)
-  US/State Highways
-  Oxford Corporate Limits

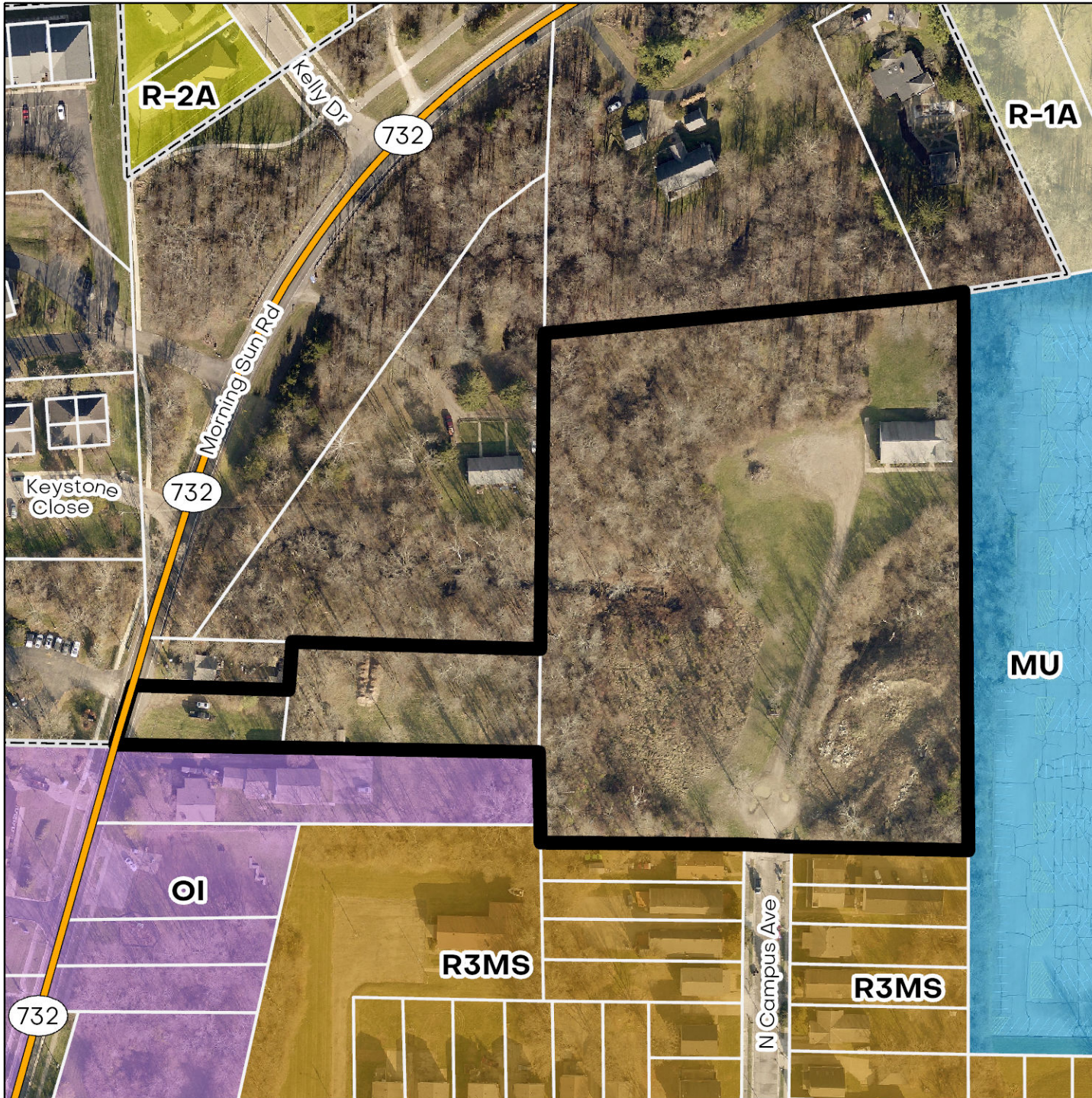
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Date: 5/4/2023



The City of Oxford does not guarantee the dimensional accuracy of this map. Precise dimensional accuracy should be based upon recorded deeds, plats, or a professional survey.



525 N Campus Ave Property Exhibit

City Zoning Districts

-  Subject Site
-  Parcels (Butler Co Auditor)
-  US/State Highways
-  Oxford Corporate Limits

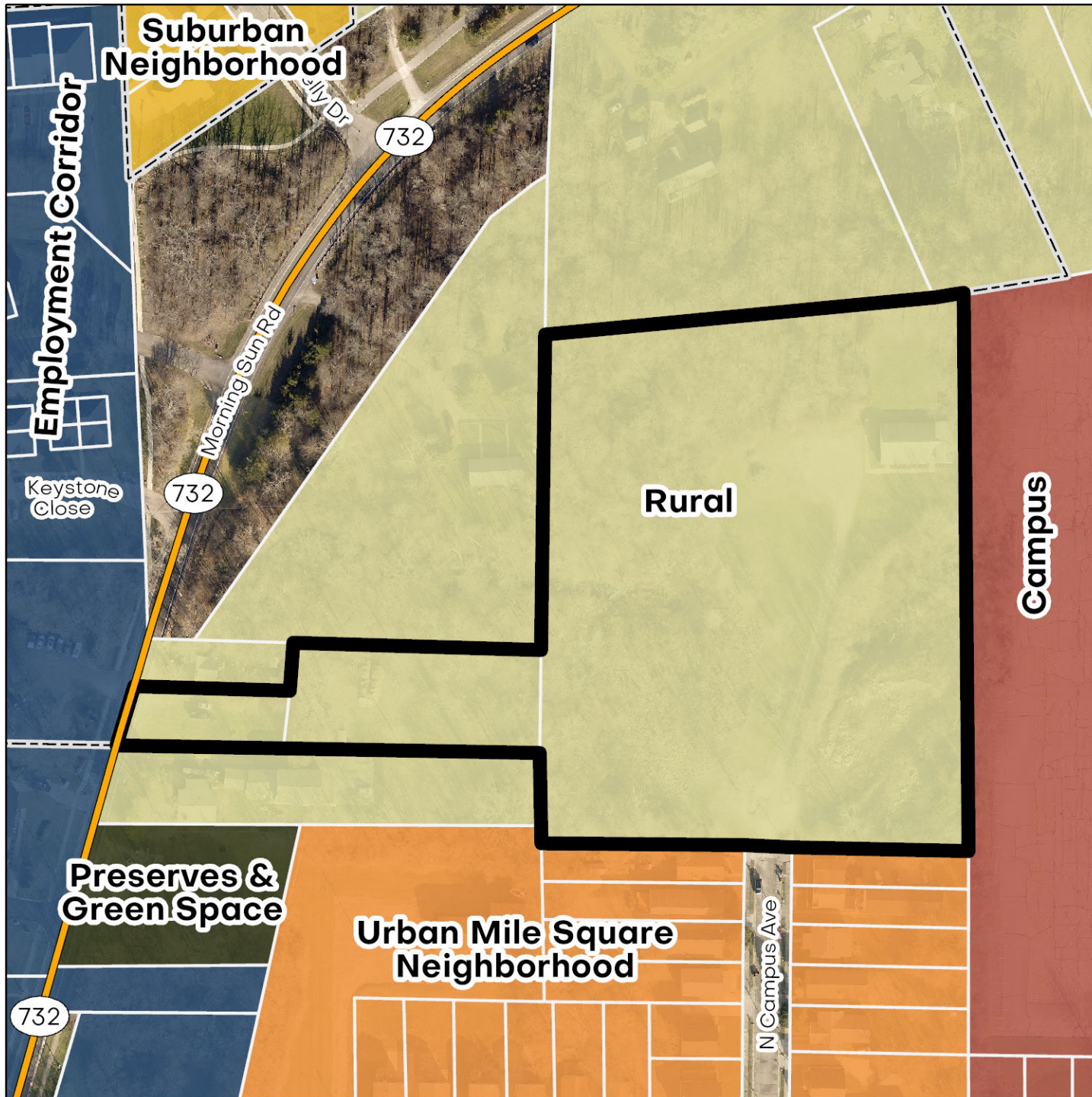
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Date: 5/4/2023



The City of Oxford does not guarantee the dimensional accuracy of this map. Precise dimensional accuracy should be based upon recorded deeds, plats, or a professional survey.



525 N Campus Ave Property Exhibit

Future Land Use

-  Subject Site
-  Parcels (Butler Co Auditor)
-  US/State Highways
-  Oxford Corporate Limits

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Date: 5/4/2023



The City of Oxford does not guarantee the dimensional accuracy of this map. Precise dimensional accuracy should be based upon recorded deeds, plats, or a professional survey.

April 13, 2023

Michael B. Dreisbach

Director of Public Services
15 S. College Ave.
Oxford, OH 45056

RE: Written Service Request – WATER AND SEWER SERVICE

Dear Mr. Dreisbach,

On behalf of the owner/developer (OXFORD HOTEL GROUP LLC) of the proposed FAIRFIELD HOTEL BY MARRIOTT (North Campus Hotel) on a parcel at the northern terminus of Campus Avenue (as shown in the attached Site Development Plan), we are hereby requesting permission for connection to the Water and Sewer lines at said terminus of Campus Ave.

We understand that the subject parcel is located outside Oxford corporation limits and must follow the requirements of City of Oxford Codified Ordinance 921.39, Extension of Water Line Outside City Limits and Sale of Water for Use Outside City Limits, and also 923.39 Property Located Outside City for sanitary sewer. We will agree to not oppose annexation at some point in the future.

However, interestingly, the mains for water and sewer do not require extensions, per se. They are already to our property line and only require connection service.

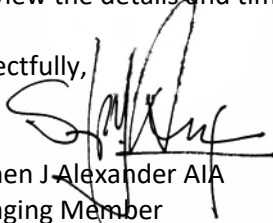
Our expected demand loads are as follows for our 92 room hotel, no restaurant or bar, no swimming pool:

1. Domestic Water (180 gpc x 92) __13,800 gpd max_at 100% occupancy__
2. Sanitary Sewer __same__
3. Fire service __6" dia water line 35 psi min.__

Our Civil Engineer is Bayer and Becker

Thank you for your assistance in this matter. If necessary we can attend a meeting in person or on-line to review the details and timeline.

Respectfully,


Stephen J. Alexander AIA
Managing Member

Cc:

Neal Burnett, Paul Page, Tony Page, Oxford Hotel Group LLC
Etta Reed, Mark Rosenberger, Bayer Becker
Scott Otto, PE City Engineer

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From: Tim Cameron <tmc627@gmail.com>
Sent: Wednesday, May 24, 2023 9:46 AM
To: Sam Perry
Subject: Annexation/Zoning of 525 North Campus Ave

5258 Morning Sun Rd
Oxford, OH 45056

Re: Annexation/Zoning of 525 North Campus Ave and nearby plots (H3610026000034, H3610025000004, H3510025000006)

Dear City of Oxford Planning Commission and City Council:

Our home property shares a major border with the main property on North Campus Avenue cited above. (Our southern property line comprises most of the northern property line of the main plot.) These plots were recently re-zoned as B-3 in Oxford Township and the property owners and potential buyers are seeking Conditional Use approval for a hotel. The developer/buyer is also requesting water and sewer services from the City of Oxford for the proposed hotel.

As neighbors in an adjoining residential zone, we do not object to the stated purpose of developing a hotel on this property, but we would like the city to be involved in the design process. We concur with the recommendations of Planning Commission members and the Director of Community Development, which include:

- (i) require annexation of these plots, with an annexation agreement,
- (ii) set the zoning at the time of annexation, and
- (iii) pair the underlying zoning district with a Planned Development overlay in the annexation agreement.

These requirements will allow the city to have design conversations with the developers to secure the privacy of the residential neighbors on the north (township R-3), south (city R3MS), and west (city OI and township R-3) and to ensure the ecological protection of the aquifers and environmentally sensitive areas on these plots and abutting properties.

Thank you for your consideration.

Respectfully,

Timothy M. Cameron
Susan B. Cameron



Oxford Planning Commission
Community Development Department
15 South College Ave.
Oxford, Ohio 45056
513-524-5204

May 15, 2023

Dear Mr. Fehr,

On behalf of the Planning Commission for the City of Oxford, I am writing to share our thoughts on BZA23-07C concerning the properties of 525 N Campus Avenue, 5192 Morning Sun Road, and 5186 Morning Sun Road in Oxford Township that appear on the Butler County Board of Zoning Appeals agenda for May 16, 2023. These properties are part of a small panhandle of Oxford Township that is primarily surrounded by and directly borders the City of Oxford to the West, South, and East.

Our Commission has statutory responsibilities as the Platting Commission of our municipality and for the preparation of our Comprehensive Plan, as well as matters relating to the planning and physical development of our city. Specifically, we research and make recommendations to our Council on zoning for the whole of our City, Planned Unit Developments, and all Conditional Uses (under code and ordinance) including, but not limited to hotels.

While these parcels and their development have been in the County's process for several months, our Commission was provided with a letter from Mr. Stephen Alexander, dated April 13, 2023. It was on behalf of the owners, developers, and others related to the proposed Fairfield Hotel by Marriott (North Campus Hotel). This letter was to Mr. Dreisbach, the City of Oxford's Service Director asking for permission to connect to water and sewer lines under City of Oxford Codified Ordinances 921.39 and 923.39, both related to properties and processes for "outside" the City.

The last line of the same paragraph asking for water and sewer services under the regulations for parcels "outside" of the City is "We will agree to not oppose annexation at some point in the future." Rules, regulations, and processes for "outside" and "inside" the City are different and codified, as such.

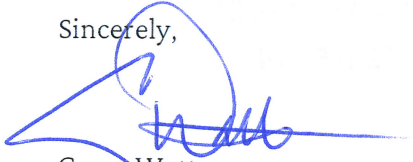
All hotels within the City of Oxford are Conditional Use and must go through said review and approval process. We believe the intent is and always has been for this property to be developed under the parameters of Butler County, which are different than the City of Oxford's, as a bypass to proper and appropriate channels.

While there are many players in this equation, it was abundantly clear at our May 9th meeting that the Planning Commission has zero interest in this parcel being annexed or provided any public utilities from the City of Oxford after the fact. We ask that you share this information with your Board of Zoning Appeals and that they act in a manner so this can be handled by the City of

Oxford, which is a key player that has not been properly engaged yet is expected to be the end recipient of this development.

Please let me know if you have any questions or need more information. Thank you for your time and what you do for our County!

Sincerely,

A handwritten signature in blue ink, appearing to read 'Corey Watt', with a large, stylized initial 'C' and 'W'.

Corey Watt
Chair, Planning Commission
City of Oxford Ohio



MEMORANDUM
Community Development Department
513-524-5204

TO: City Council

FROM: Sam Perry, AICP
Director

DATE: May 31, 2023

MEETING DATE: June 6, 2023

RE: **Water and Sewer Service outside City Limits**
525 North Campus Avenue, 5.96 Acres – H3610026000034
Zoned B-3, Oxford Township
Proposed Use: 92 Room Hotel

Background

A request for water and sewer utility services has been submitted by the owner of a 5.96 Acre tract of land that abuts the Oxford Corporate Limits. The intent of the property owner is to allow a 92 room hotel development to proceed under the Butler County development process. On May 9, City staff had a discussion with the Planning Commission regarding this project. Individual Commission members commented positively about a hotel use at this property; however no vote was taken since no action had been requested by the development team or City Council. The Planning Commission Chair followed up by sending a letter to the County staff, stating that the City of Oxford should be involved in the development review process.

The City of Oxford can attach any conditions that it wishes to a utility connection agreement or it can deny a request. The purpose of this memo is to provide information to City Council regarding how the recently adopted Oxford Tomorrow Comprehensive Plan could address this type of request. A notable goal of the plan is **Goal U1-A1**: “Integrate utility upgrade & extension decisions with annexation, future land use and development decisions.” The Oxford Code under which the hotel developer is requesting the utilities (921.39) has not yet been reviewed by staff since the January 2023 adoption of the Comprehensive Plan.

Annexation

The recently adopted Oxford Tomorrow Comprehensive Plan recommends that careful attention is given to development proposals. This is highlighted in several goals. The Economy Chapter

Goal E5-A1 states: “Consider the tax benefits and other residual economic benefits when

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reviewing development proposals”. It also states that “Oxford should connect land use and fiscal policy for a sustainable and resilient future.” The Land Use Chapter **Goal L4-A2** states: “Develop an annexation policy and adequate public facilities ordinance to ensure growth aligns with public goals.” It goes further to link the adequacy (or lack thereof) of public facilities to the merits of a particular annexation request. While a new annexation policy has not been formulated, the goals of the plan are clear. A consideration of impact on public services should be considered when land is added to the City. This same logic could also be applied to outside city utility requests, because those signify urban area expansion.

Based on the above goals in the plan, the City should consider the timing of an annexation in parallel with a land use discussion, not separate from a land use discussion. This is due to the fact that different land uses in different locations have different fiscal impacts on the community’s ability to provide services at a specific location at a sustained cost. A commercial or industrial use is generally a fiscal benefit to the City, while a residential use is generally a fiscal loss. Both are needed for a healthy community. The proposed hotel site abuts the existing corporate limits. The site design could impact the City’s existing services in different ways, depending on the final design. The current proposal is to not have access to a City street, which may be helpful for traffic and parking on North Campus Ave but may be more challenging for emergency access. Additionally, Oxford Fire and EMS will be providing service to the property, but are not part of the site plan or building permit review process. At this time, the proposed driveway connection to State Route 732 has not been approved by Ohio Department of Transportation. The typical City processes for this project would involve, the following general sequence. These processes take several months, which is not a desire of the development team.

- Annexation/Land Use/Zoning
- Conditional Use review/recommendation/approval
- Site Design Review
- Building Permit Review
- Construction

The development team would like to break ground summer 2023. The Butler County Conditional Use Permit and Building Permit have not been approved at this time.

Land Use

The newly adopted Future Land Use Map (FLUM) within the Oxford Tomorrow Plan intentionally did not recommend changes to most of the land outside the corporate limits. The reason was that the plan recommended that a joint land use policy be formulated first with surrounding jurisdictions (**Goal L4-A1**). This is why the FLUM lists the property as “Rural”. It does not mean that it is intended to stay this designation until the next major plan update. The plan can be revised at any time and should be revised to adapt to changing community needs. However, in this case, the plan was silent on the matter for this property. This means that the City can establish a land use designation. Ideally it would do that in discussions with the adjacent jurisdiction (Oxford Township). However, ideal timing situations do not always present

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themselves. The land use designation should ideally precede the zoning designation. However, the developer has indicated urgency for this project.

Zoning

The property was recently zoned to B-3 in Oxford Township. B-3 permits a variety of commercial uses. Land Use Chapter **Goal L1-A1** states: “Favor traditional, urban neighborhood qualities over conventional, auto-oriented designs.” The proposed site design at this point is a typical 3-story suburban-style hotel with surrounding parking, nestled into a partially wooded site. If the City Council agrees to provide utilities to this property, the proposed hotel (or another use) will likely be developed completely under the Butler County Zoning Resolution and Butler County building permit process. If the City later annexes the property into the Oxford corporate limits, a City zoning district can be established. However, the City zoning would be primarily symbolic in nature, because the development will have already happened. This is how Level 27 Apartments on Southpointe Parkway was developed. It was approved by Butler County, granted utilities through a development agreement, and then annexed later into the City of Oxford.

Transportation

The Oxford Tomorrow Plan’s Mobility Chapter Goal is “Safe and Efficient Travel for All Modes of Transportation. **Goal M2-A1** states that: “A new Transportation Plan should be adopted”. Although the most recent complete update was 2006, there are important points to highlight. The plan does not show any new roadways through the proposed project site. However, throughout the 2006 plan, there are statements about the lack of connectivity. Two Minor Collector roadways do terminate at or near this property. Is this an opportunity to gain some improved vehicular or pedestrian connectivity that does not currently exist? **Goal M2-A2** states that: “Access Management Regulations should be adopted”. The City of Oxford does not have its own separate access management regulations. Therefore, federal highway standards are used, as applied by the City Engineer. If a property is not annexed, then the ability of the City Engineer to influence the access management is limited. However, approving a utility connection could facilitate transportation connectivity sooner rather than later.

Housing

The subject property and other properties surrounding the proposed development site contain a variety of land uses: Single-family, Two-Family, Multi-Family, Church and University Athletic Parking. The Housing Chapter of the Oxford Tomorrow Plan includes **Goal H3**: “Protect existing naturally occurring affordable housing (NOAH)”. The immediately abutting properties to the south contain existing rental properties that are likely being rented at a lower rent than others Uptown. Rentals less than \$1,000/month were identified as a critical need in the 2020 Housing Needs Assessment. The approval of a utility connection would ideally have a neutral or positive impact on the living conditions and monthly rents of this existing neighborhood.

Natural Resources

Utilities Chapter **Goal U1** is to “Maintain and improve high quality public services”. Staff and surrounding property owners have identified that there has been filling and dumping of

construction debris on this property. This dumping may have contributed to an altered water flow, which will need to be evaluated. The development team is aware of this issue.

Conclusion

It is clear that there are benefits and risks to providing outside city utilities to this property owner. Benefits:

- facilitate potential job growth (if annexed later)
- improve connectivity/mobility
- resolve drainage issues

Risks:

- land use undefined by property owner
- less thorough review by Butler County development standards
 - neighbor concerns
- unknown fiscal impacts to existing City services