



AGENDA

OXFORD CITY COUNCIL

COURTHOUSE

TUESDAY, DECEMBER 20, 2022

EXECUTIVE SESSION 7:15 P.M.

R.C. 121.22(E)(1) To Consider Appointments to Boards and Commissions

1. Roll Call.

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.

REGULAR MEETING

7:30 P.M.

PLEDGE OF ALLEGIANCE

2. Approval of Agenda.

3. Public Participation.

- A. Presentation- Mental and Behavioral Health Grant – Tyler Wash, TriHealth
- B. Swearing-In of Brandon Weaver, Police Officer, and Grant Combs, Police Officer. (John Jones, Police Chief)
- C. Public Comments.

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

4. Consent Agenda.

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 December 6, 2022, City Council Meeting (Heather Barbour, Clerk of Council) pg 5
- B. Report regarding the December 7, 2022, Environmental Commission Meeting (Mike Dreisbach, Service Director) pg 34
- C. Report regarding the November 14, 2022, Recreation Board Meeting (Casey Wooddell, Parks and Recreation Director) pg 38
- D. Report regarding the December 12, 2022, Recreation Board Meeting (Casey Wooddell, Parks and Recreation Director) pg 39
- E. A Resolution approving Then and Now certificates for purchase orders issued above \$3,000 where an invoice was received prior to the purchase order date, as a requirement of Ohio Revised Code 5705.41 (d). (Joe Newlin, Finance Director) pg 40

5. Resolutions.

- 1. A Resolution authorizing the City Manager to accept the Ohio Violent Crime Reduction Grant in an amount not to exceed \$218,376.33. (John Jones, Police Chief) pg 43

2. A Resolution Authorizing the City Manager to submit a grant application to the Ohio Department of Transportation (ODOT) to improve roadway and pedestrian safety. (Mike Dreisbach, Service Director) pg 45
3. A Resolution redirecting the expenditure of up to seventy- two thousand dollars (\$72,000) of American Rescue Plan Act Funds, which shall be used to provide staff bonuses for service during the Coronavirus Pandemic. (Jessica Greene, Assistant City Manager) pg 50

6. 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 by Oxford City Council authorizing the City Manager to take all action necessary, including but not limited to the negotiation and execution of a contract to purchase the real estate located at 100 South Elm Street (Parcel ID Nos/ H4100004000023, H4100004000024), and 102 South Elm Street (H4100004000025) at a cost of \$600,000.00 for all Parcels, and to utilize American Rescue Plan Act (APRA) funds in making the purchase. (Jessica Greene, Assistant City Manager) pg 53

B. Second Reading

1. An Ordinance by Oxford City Council authorizing the City Manager to take all action necessary, including but not limited to the negotiation and execution of a contract to purchase the real estate located at 603 and 607 West Chestnut Street (parcel ID NOS. H4100121000006 and H4100121000125), which property is approximately 2.316 acres, at a cost of \$318,000.00 for both parcels, and utilize American Rescue Plan Act (ARPA) Funds in making the purchase. (Jessica Greene, Assistant City Manager) pg 57
2. An Ordinance amending Ordinance No. 3654 Supplemental Budget Ordinance Number 10 to make supplemental appropriations for fiscal year 2022. (Joe Newlin, Finance Director) pg 61

7. A. Announcements & Communications.

1. Remarks from City Council and City staff.

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

2. Future Meetings.

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

FRI – Dec. 23	Holiday - City Offices Closed
MON- Dec. 26	Holiday - City Offices Closed
TUES – Dec. 27	CANCELED- Board of Zoning Appeals Meeting 6:30 p.m
MON- Jan. 2	Holiday – City Offices Closed
WED – Jan. 7	Environmental Commission Meeting 7:00 p.m. Municipal Building
MON – Jan. 9	Parking & Transportation Advisory Board Meeting 9:30 a.m. Municipal Building
MON – Jan. 9	Recreation Board Meeting 11:30 a.m. Municipal Building
TUES – Jan. 10	Public Arts Commission Meeting 4:30 p.m. Municipal Building
TUES – Jan. 10	Planning Commission Meeting 7:00 p.m.
WED – Jan. 11	Historic & Architectural Preservation Commission Meeting 6:15 p.m.
THUR – Jan.12	Climate Action Steering Committee Meeting 8:30 a.m. Municipal Building
MON – Jan.16	Holiday – City Offices Closed
TUES – Jan. 17	City Council Meeting 7:30 p.m.
TUES – Jan. 24	Board of Zoning Appeals Meeting 6:30 p.m

8. Adjourn.



OXFORD CITY COUNCIL Meeting Minutes

Tuesday, December 6, 2022
[Link for website video here](#)
Full Transcript available upon request.

Roll Call TIME 00:00

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

A regular meeting of the Oxford City Council was called to order by Mayor William Snavelly on Tuesday, December 6, 2022, at 7:30 p.m. Members in attendance were Alex French, Jason Bracken, Glenn Ellerbe, David Prytherch, and Chantel Raghu. Amber Franklin was excused.

Staff Members in Attendance

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

Motion – Enter Executive Session at 7:00 p.m. R.C. 121.22(G)(2) To Consider the Purchase of Property for Public Purposes, and R.C. 121.22(G)(3) To Discuss Pending Litigation.

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

AYE # 6

Ms. Raghu, Mr. Bracken, Mr. Ellerbe, Ms. French, Mr. Prytherch, and Mayor Snavelly

NAY # 0

ABS # 0

Motion – To return from Executive Session at 7:30 p.m. R.C. 121.22(G)(2) To Consider the Purchase of Property for Public Purposes, and R.C. 121.22(G)(3) To Discuss Pending Litigation.

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

AYE # 6

NAY # 0

ABS # 0

Pledge of Allegiance [TIME 00:20](#)

Approval of the Agenda [TIME 00:44](#)

Motion – To Adopt

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

AYE #6

NAY #0

ABS #0

Public Participation [TIME 00:59](#)

Presentation- Farmers Market Annual Report – Larry Slocum

Mr. Slocum, with help from his team, sang the Farmers Market Annual Report to the tune of We Will Rock You by Queen. The Farmers Market team passed apples out to the audience. Mr. Slocum paid Mr. Newlin for the use of Lot 52 for 2023 and offered to answer any questions.

Presentation – McCullough Hyde Annual Report – Michael Everett and Tyler Wash

Mr. Everett and Mr. Wash gave a brief introduction and history of the founding of McCullough-Hyde Hospital. Mr. Wash shared the MHMH Foundation Mission Statement and introduced foundation members in attendance tonight. Mr. Everett introduced the Board of Directors for the MHMH. Mr. Everett shared information on the Patients Served Annually from 1965 compared to 2022. Mr. Everett mentioned the many awards and accomplishments the hospital has been awarded. Mr. Wash spoke about the many ways the Foundation helps to support the hospital. Mr. Everett acknowledged the Auxiliary and one hundred and fifty current volunteers. Who have been raising money for replacement

OB Beds. Mr. Everett and Mr. Wash thanked the Council and offered to answer any questions. (Slides included.)

Public Comments

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Peggy Branstrator 18 Meadow Circle Ms. Branstrator spoke about installing rooftop solar to the Tri-Health building on Morning Sun Road.

Ann Fuehrer Dana Drive Ms. Fuehrer thanked and congratulated members of the Council. Ms. Fuehrer shared that the OCPJ recognized Vice-Mayor Raghu and Shana Rosenberg with Peace and Justice Awards. (Written statement included.)

Lauren Zelis 431 Church Hill Trail Ms. Zelis introduced herself and that she has been working on an action project for one of her classes. Ms. Zelis has been working with Councilors Franklin and French to complete the project. Ms. Zelis created a brochure about public intellectualism, activism, and reproductive rights education. Ms. Zelis will provide digital copies when her project is finished.

Consent Agenda [TIME 34:43](#)

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 November 15, 2022, City Council Meeting (Heather Barbour, Clerk of Council) **Page 5 of the Agenda Packet**
- B. Report regarding the November 8, 2022, Planning Commission Meeting (Sam Perry, Community Development Director) **Page 39 of the Agenda Packet**
- C. Report regarding the November 9, 2022, Historic & Architectural Preservation Commission Meeting (Sam Perry, Community Development Director) **Page 40 of the Agenda Packet**
- D. 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 by public auction, including internet electronic auction. (Mike Dreisbach, Service Director) **Page 41 of the Agenda Packet**

- E. A Resolution authorizing the Police Chief and the Finance Director or their designees to dispose of contraband no longer needed as evidence. (John Jones, Police Chief)
Page 43 of the Agenda Packet
- F. A Resolution authorizing the Oxford Division of Police to retain for use by the Municipality certain unclaimed property in its possession. (John Jones, Police Chief)
Page 71 of the Agenda Packet

Motion – To Adopt

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

AYE #6

NAY #0

ABS #0

Resolutions

Resolution No. 7454 [TIME 35:07](#)

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1. A Resolution authorizing the City Manager to waive parking meter fees throughout the City from 9:00 A.M. on Monday, December 12, 2022, until 8:00 P.M. on Monday, January 2, 2023, the two-hour and the ten-hour restrictions for parking meters shall remain in effect. (John Jones, Police Chief)

Comments from the Public – None

Motion – To Adopt Resolution No. 7454

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

AYE #6

NAY #0

ABS #0

Resolution No. 7455 [TIME 37:09](#)

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2. A Resolution authorizing the City Manager to enter into an agreement with Strand Associates, Inc. for the design and engineering of water softening improvements for the City's Water Treatment Plant at a cost of \$1,670,000.00 with a contingency of \$83,500.00 for a total not to exceed \$1,753,500.00. (Mike Dreisbach, Service Director)

Comments from the Public – None

Motion – To Adopt Resolution No. 7455

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

AYE #6

NAY #0

ABS #0

Resolution No. 7456 [TIME 55:38](#)

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3. A Resolution authorizing the City Manager to enter into a new agreement with Oxford Township, Butler County, Ohio, and authorizing the City of Oxford to provide Fire Protection and Emergency Medical Services to Oxford Township pursuant to the terms of the agreement. (Doug Elliott, City Manager)

Comments from the Public – None

Motion – To Adopt Resolution No. 7456

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

AYE #6

NAY #0

ABS #0

Resolution No. 7457 [TIME 58:42](#)

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4. A Resolution placing a Moratorium not to exceed twelve (12) months on Vape and Smoke Establishments or Shops within the City of Oxford, Ohio. (Jessica Greene, Assistant City Manager)

Comments from the Public – None

Motion – To Adopt Resolution No. 7457

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

AYE #6

NAY #0

ABS #0

Ordinances

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

First Reading [TIME 01:04:43](#)

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Ordinance No. 3702 [TIME 01:04:43](#)

Page 101 of the Agenda Packet

1. An Ordinance accepting and taking legal title to Oxford Cemetery upon the dissolution of the Oxford Cemetery Association and declaring an emergency. (Doug Elliott, City Manager)

Motion – To Adopt Resolution No. 3702

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

AYE #6

Mr. Ellerbe, Ms. French, Mr. Prytherch, Ms. Raghu, Mr. Bracken, and Mayor Snavelly

NAY #0

Names Here

ABS #0

Names Here

Comments from the Public – None

Page 111 of the Agenda Packet

2. An Ordinance by Oxford City Council authorizing the City Manager to take all action necessary, including but not limited to the negotiation and execution of a contract to purchase the real estate located at 603 and 607 West Chestnut Street (parcel ID NOS. H4100121000006 and H4100121000125), which property is approximately 2.316 acres, at a cost of \$318,000.00 for both parcels, and utilize American Rescue Plan Act (ARPA) Funds in making the purchase. (Jessica Greene, Assistant City Manager)

Page 115 of the Agenda Packet

3. An Ordinance amending Ordinance No. 3654 Supplemental Budget Ordinance Number 10 to make supplemental appropriations for fiscal year 2022. (Joe Newlin, Finance Director)

Second Reading - None

Announcements & Communications

Remarks from City Council and City Staff [TIME 01:17:55](#)

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Adjournment

Motion to Adjourn Meeting at 9:00 p.m. [TIME 01:30:33](#)

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

AYE #6

NAY #0

ABS #0

Annual Report to the Oxford City Council

December 6, 2022

2022 Annual Report



Michael Everett, CPPS

President & COO

McCullough-Hyde Memorial Hospital | TriHealth

Michael_Everett@TriHealth.com



Tyler Wash

Executive Director

McCullough-Hyde Memorial Hospital Foundation

Tyler_Wash@TriHealth.com

Honoring the Legacy

“I direct that my trustees shall make an annual report to the Village Council of the municipality of Oxford.”

- Last Will and Testament of Elizabeth McCullough Heath
- Last Will and Testament of Daisey McCullough
- Last Will and Testament of Benjamin and Katherine Hyde



Daisey McCullough
No known photographs of
Elizabeth McCullough Heath



Benjamin and Katherine Hyde

MHMH Foundation Mission



Mission

The mission of the McCullough-Hyde Memorial Hospital Foundation is to provide financial support for quality comprehensive medical services and programs to meet the evolving needs of our diverse community.



Purpose

The McCullough-Hyde Memorial Hospital Foundation provides philanthropic support for McCullough-Hyde Memorial Hospital and communities located in Butler and Preble counties in Ohio and Franklin and Union counties in Indiana.



Vision

The vision of the McCullough-Hyde Memorial Hospital Foundation, as established by the McCullough Sisters and the Hyde Family, is to aid in the alleviation of human suffering without distinction of race, color or creed.



Responsibility

The McCullough-Hyde Memorial Hospital Foundation continues its historic role in representing the interests of the communities served by the hospital and serves as a conduit between community members and McCullough-Hyde Memorial Hospital | TriHealth.

McCullough-Hyde Leadership

Board of Trustees (Foundation)

Tim McGowan (Chair)
Mary Butterfield (Vice Chair)
Karen Baker (Secretary & Treasurer)
Lisa Ciampa
Deloris Rome Hudson
Amy Longcamp
Sibyl Miller
Pat Sidley
Steve Snyder
Travis Robinson

Senior Leaders

Tyler Wash (Executive Director)
Mary Bennett (Chief Development Officer)

Board of Directors (Hospital)

John Ward (Chair)
Steve Snyder (Vice Chair)
Steve Gracey (Secretary)
Michael Crofton (Treasurer)
Mark Clement
Helen Koselka, MD
Steve Mombach
Myrtis Powell
Brad Schultz, MD

Senior Leaders

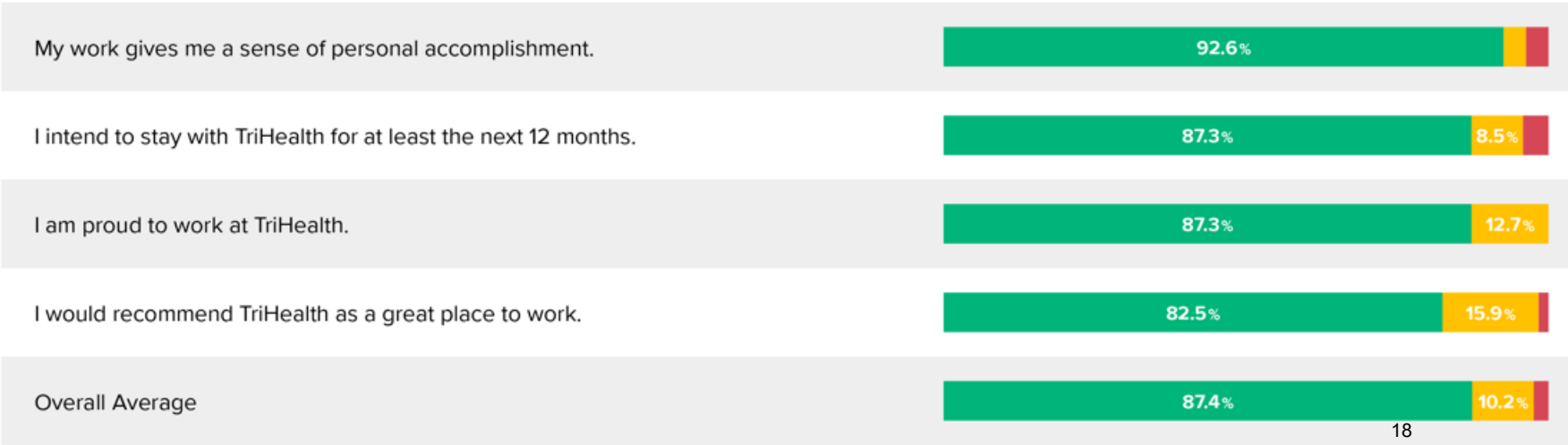
Michael Everett (President & COO)
Nathanael Chaney (Director of Nursing)



Hospital Annual Report

Patients Served Annually

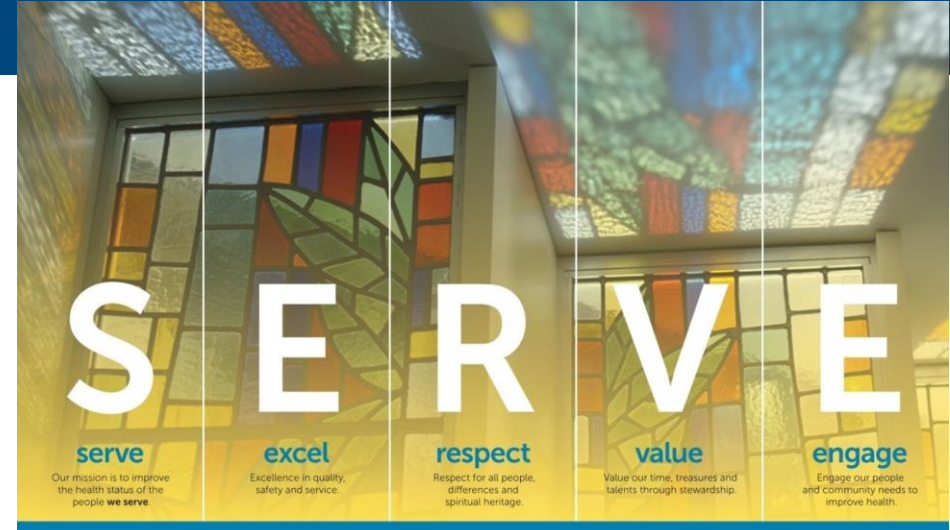
Credential Physicians	350	
Imaging Procedures...	22,016	1965... 4,796
Surgical Procedures...	1,351	1965... 807
Emergency Room Visits...	14,784	1965... 2,583
Laboratory Procedures...	222,887	1965... 19,075
Births in Oxford	367	1965... 221
Team Members.....	343	1965...80



To Improve The Health

Signature components of a McCullough-Hyde experience should ALWAYS include:

- Experiencing a smile and a personal greeting from every team member
- Receiving personal assistance to your destinations within the hospital
- Addressing service breakdowns promptly by taking ownership and responsibility to resolve issues and concerns
- Speaking positively about our team and organization
- Being treated with courtesy and compassion.



McCullough-Hyde's vision is to be where team members want to work, where physicians want to practice, and most importantly, where the community wants to go when they need the best quality, service, safety and value in healthcare.

Quality Care Close to Home



American Heart Association
American Stroke Association
CERTIFICATION
Meets standards for
Acute Stroke Ready Hospital



Anthem.
BlueCross BlueShield



Designated
BlueDistinction®
Center
Knee and Hip Replacement



Your Community Hospital

24-hour ER
Comprehensive Surgical Unit
Wound Care Clinic
Medical/Surgical Inpatient Care
Intensive Care Unit
Nephrology
Leader Infusion Center
Cancer Treatment Institute
TriHealth Heart Institute
Chronic Pain Management
Labor & Delivery
ENT
Physical Therapy

Cardiology
Mammography
Gastroenterology
Laboratory Services
Gynecology
Sleep Center
Priority Care
Dermatology/Plastic Surgery
Rheumatology
Pediatrics
Imaging
Urology
CCHMC Cardiology



Expansion and Growth

Pain Management Clinic

Wound Care Clinic

Cincinnati Children's Cardiology Clinic

Reopening of the College Corner Medical Office Building

Expansion of Brookville Pediatrics

Latest Physician Recruitment

- Dr. Tim Richmond/Dr. Heather Mandrell – Pediatrics
- Dr. Rico Maddela – General Surgery
- Dr. Amy Khera – Family Medicine
- New Nurse Practitioners
 - Carrie Stirn, CNP – Oxford Family Practice
 - Ben Barnes, CNP – Oxford Family Practice
 - Kayleigh Geiser, CNP – Oxford Internal Medicine

Expansion of Specialty Services in Oxford



Philanthropic Impact

Obstetrics Unit renovation (\$250,000)
Donation of College Corner Medical Building (\$200,000)
New clinic space creation and renovation (\$175,000)
Equipment upgrades for clinical departments (\$150,000)
Team Member educational scholarships (\$80,000)
Bassinets for the Obstetrics Unit (\$30,000)
Team Member appreciation efforts (\$20,000)
New hospital wheelchairs (\$10,000)
Oxford Free Clinic support (\$4,500)
MHMH Auxiliary's Healing Arts Exhibit (\$4,000)
Patient emergency/gap support funding (\$3,500)
Team Member emergency funding (\$3,500)
Toys and kids' activities for the Emergency Department (\$600)
Upgraded hospitality cart for the Inpatient Care Unit (\$500)
Free diabetic supplies for patients (\$400)



Philanthropic Impact

Newly Created Funds

Joe & Kate Wespiser Patient Emergency Fund
Marc & Lisa Biales Respiratory Fund
Marc & Lisa Biales Fund
Dr. Ellen Buerk Pediatric Fund
Mock Family Endowment for Excellence in Nursing
Alison Prentice & Darci Gibson Endowment for Kidney Support
Oxford Free Clinic Fund
Peter M. Magolda Healthcare Fund

Fundraising Campaigns

Chefs' Celebration
Community Day of Giving (Supporting the Oxford Free Clinic)
One Campaign
McCullough-Hyde Women's Giving Circle



Mental and Behavioral Health

The Oxford community has been awarded a four-year, \$2 million grant to support mental and behavioral health.

The grant will impact communities throughout:

City of Oxford
Hanover Township
Milford Township
Oxford Township
Reily Township
Miami University and its student population

This project is supported by the Health Resources and Services Administration (HRSA) of the U.S. Department of Health and Human Services (HHS) as part of an award totaling \$2 million with zero percentage financed with non-governmental sources. The contents are those of the author(s) and do not necessarily represent the official views of, nor an endorsement, by HRSA, HHS, or the U.S. Government. For more information, please visit [HRSA.gov](https://www.hrsa.gov).

Consortium



Quality Care. Close to Home.



Community Support



Community Roundtables

McCullough-Hyde hosts Community Roundtables where community members are invited to hear updates from the hospital and foundation, followed by an open conversation with questions and answers.



Auxiliary/Volunteers

Volunteers - adult, young adult and teens - give of their time and talents to help patients have the best care experience possible.

Volunteers are a vital extension of our team as they provide personal and lasting touches in patient care experiences.

The MHMH Auxiliary is one of the McCullough-Hyde's highest donors; over the hospital's 65-year history, it has contributed over \$1 million.



Community Partnerships

Park/Playground Projects
Mental Health First Aid (Opioid Grant)
Yoga in the Park
School-linked health care for Talawanda School District
Drug Take Back Days
FRESH Air Fair
Rotary Internship Program
Oxford Free Clinic
Oxford Seniors
Miami Nursing Clinicals



Oxford
Pediatrics



Athletic Training

McCullough-Hyde partners with local school districts to provide athletic training services.



UC Union County College Corner
CC Joint School District



Miami Partnership

TriHealth and McCullough-Hyde is Miami University's health care provider.

Student Health Services (SHS) provides outpatient care to all eligible Miami students. This includes anyone from Miami's Oxford or regional campuses who are enrolled in at least one class.

Clinicians at Student Health Services (SHS) include highly qualified TriHealth physicians and nurse practitioners who have a passion for college health and the students they serve.

Services provided at Miami include general medicine and injury care, gynecology, immunizations, laboratory, physical therapy and psychiatry.



Oxford Press, 1967

Oxford has been fortunate in having the McCullough and Hyde bequests with which to establish a community hospital and with which to meet continued deficits. It is also a credit to the foresight of the board members that adjacent properties have been acquired to implement the hospital's future growth.

But if McCullough-Hyde Memorial Hospital is to remain a full-scale, independent facility, if major new construction is to be scheduled, or even if extensive replacement of equipment—some of it already ten years old—is to take place, renewed community interest and continuing financial support will be needed in the years ahead.

Reprinted from OXFORD PRESS, 1967



McCullough-Hyde 65th Anniversary

Your community's hospital since 1957!



Statement to City Council, December 6, 2022

- **Ann Fuehrer, Dana Drive in Southern Knolls**
- **I timed this statement but I will stop mid-sentence if you give me the “cut” signal, Mayor Snavely. I thank you for your equal opportunity practice of everyone getting 5 minutes for public comment**
- **I ‘m here to congratulate and thank members of Council, as part of my squeaky wheelness, and to issue an invitation.**
- **I’m the Facilitator for Oxford Citizens for Peace and Justice. On Saturday night, OCPJ recognized Vice-Mayor Raghu with one of our annual Peace and Justice Awards. A second award went to Shana Rosenberg, who is a member of two of the City’s Commissions. Although they each make unique contributions, both Chantel and Shana work within the structure of City government AND outside of that structure to address basic survival needs—food, clothing and shelter—of vulnerable, really all, members of the community, through sustainable practices that keep food waste or fabrics out of landfills. They work seemingly tirelessly, contributing their time, energy and homes to redistributing resources, to working in solidarity with those living in poverty.**
- **This is the inclusive, human rights-based leadership that OCPJ advocates. I empathize with some of the challenges you have in your roles as members of Council. I know what it’s like to be a representative elected to work “collaboratively” with administrative staff to allocate resources to serve constituents. For 6 of the 39 years I was a faculty member at Miami I was elected to University Senate. I did advocate views of members of my department. I also knew that sometimes, especially when confronting the need for change in policies to address social injustices, it is important to work on an ad hoc basis outside of the structure of formal governance. For example, I worked many hours with three other faculty, including a straight ally, on an ad hoc task force to push President Garland to promote the need for domestic partner**

benefits to Miami's Board of Trustees. Finally, in 2004, my family was able to have the same benefits as did my married straight colleagues.

- OCPJ will invite members of Council to collaborate with us to, this spring, do some Civics 101 education, so that the public can speak here in 5-minute bursts every two weeks. But also so we can help to expand programs like the Living Room Conversations that Councillors Franklin and French have begun, and to amplify the voices of those who serve on Boards and Commissions. Ultimately, though, without ordinances, Council and the public are only in advisory roles, or in witnessing roles when we observe injustices. The access to information and resources that you provide Councillor Bracken is essential. Councillor Ellerbee, your statements of principles that guide your votes help me examine the wisdom of my disagreements with you. And Councillor Prytherch, your clarification of the processes of retreats and work sessions to set goals and priorities increases transparency.
- But it is not enough. There are many injustices, and elephants in the room. I have attended and spoken at meetings of at least 4 different commissions. My comment at the last meeting of the Housing Advisory Commission was called out by the Chair, a valued colleague with whom I collaborated when I was Director of TOPSS. He saw the reaction on my face when the agenda item was whether the Commission should meet less frequently. He asked my opinion. I made a simple comment, "It seems to me that if housing for all is a high priority for the City, the Housing Advisory Commission should meet on a regular basis." Of course, I know that if the role of the Commission is limited to advising when staff and Council make decisions, infrequent meetings may be fine. And if it is difficult to find a time when everyone can meet and one of the absent members is Director of a social service agency who is overburdened by trying to meet survival needs of underserved residents and they, responsibly, give priority to their job, it is tempting to say, "Let's meet every other month." I'll continue to be a squeaky wheel.



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

STAFF REPORT

ORIGINATING DEPARTMENT:	Service Department
PREPARED BY:	David Treleaven, Environmental Specialist
DATE PREPARED:	December 8, 2022
COUNCIL MEETING DATE:	December 20, 2022
AGENDA TITLE:	December 7, 2022 Environmental Commission Meeting Summary
BUDGETED AMOUNT:	N/A
ACCOUNT CODE:	N/A
RECOMMENDATION:	Approve
CITY MANAGER/DEPT HEAD APPROVAL:	<i>DRC</i> 12.14.22 MBD 12/9/22

Environmental Commission members in attendance at the Wednesday, December 7, 2022 meeting were: Chair, Mr. Jon Ralinovsky; Vice-Chair and City Council Representative, Ms. Chantel Raghu; Planning Commission Representative, Mr. Jason Bracken; Mr. Justin Fain, and Ms. Peggy Branstrator. A quorum was present. Ms. Heather Barrett and Mr. Steve Elliott had both previously informed the commission that they would not be present due to illness. Also in attendance were City of Oxford (Oxford) City Councilor, Mr. David Prytherch, and Climate and Sustainability Intern, Ms. Reena Murphy, and from the Miami University Institute for the Environment and Sustainability (IES), Ms. Suzanne Zazycki, Mr. Jared Nally, and Ms. Madalyn Warnimont.

Approval of Agenda

Motion: Ms. Branstrator
2nd: Mr. Fain
Vote: Unanimous

Approval of Minutes for the November 2, 2022 Meeting

Motion: Mr. Fain
2nd: Mr. Bracken
Vote: Unanimous

Discussion:

Ms. Zazycki, IES's Associate Director, Mr. Nally, and Ms. Warnimont were present to answer questions regarding the Professional Service Project (PSP) proposal entitled "Recycling Program Recommendations for Commercial Housing Properties in the City of Oxford." The proposal had previously been distributed to the Commissioners for their review prior to this meeting. The Commissioner's consensus was that the proposal was well done and thorough, providing historical regulatory progress regarding solid wastes and recycling, and incorporating Oxford's goals and intentions (such as "Zero Waste Community") as stated in the pending Comprehensive Plan revision. Ms. Murphy had reviewed Oxford's Financial Department billing records, and identified commercial residential units that currently had recycling charges associated with them, including several larger properties such as Gaslight, Hawk's Landing, The Knolls, Level 27, Oxford West, The Preserve, Roberts' Apartments, and The Verge. Research had located a previous apartment complex recycling PSP conducted at The Candlewood Apartments (now Oxford West). This PSP may provide the opportunity for monitoring progress and/or changes in managerial and tenant's perspectives and attitudes toward recycling over time. Between now and January 23, 2023, the student PSP team will initiate research into this project, contacting various property managers to gauge opinions and current practices regarding tenant recycling, contacting Rumpke and the Butler County Recycling and Solid Waste District in an effort to determine a possible baseline of the region's prevalence of commercial housing recycling and possible diversion/contamination rates, review Butler County (and ideally, Oxford) demographic records and existing recycling programs, and assess the feasibility and logistics associated with conducting tenant surveys potentially identifying their interests and practices towards recycling. Prior to January 23, 2023, the PSP team shall update representatives from the Environmental Commission on their progress, and confirm additional objectives to be undertaken in the second academic semester. The final PSP report will be provided to the Environmental Commission by May 12, 2023.

Mr. Prytherch was at the meeting to request the commission's endorsement of the concepts outlined in the Landscape Naturalization Master Plan 2022 (Master Plan). The Master Plan had been prepared by Miami University students from Geography 459 course (Advanced Urban and Regional Development) during the second semester of the 2021-2022 academic year, and initially presented to the Environmental Commission at the May 2022 meeting (presentation entitled: "Landscape Naturalization of Oxford Parks"). The Master Plan was developed with stakeholder input from representatives of Oxford, the Environmental Commission, and Miami University faculty. The objectives of naturalization projects would be to increase carbon sequestration by plants, work towards public sustainability awareness and aesthetics, increase biodiversity, and reduce the expense associated with turf maintenance. The on-going pilot projects of a pollinator garden and prairie grasses and wildflower garden at the Oxford Community Park are associated with the Master Plan.



The City of Oxford
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15 S. College Ave.
Oxford, OH 45056

The following Motion concerning the Landscape Naturalization Master Plan 2022 was proposed by Ms. Raghu; Mr. Fain was the second:

Motion:

The Environmental Commission whole-heartedly supports the intention of converting some public areas from turf grass to a more naturalized landscape as outlined in the Landscape Naturalization Master Plan 2022, and supports that the Plan's concepts be considered and adopted by City Council.

The Motion passed unanimously.

Mr. Prytherch indicated he would prepare a formal Resolution regarding the Master Plan for the Commission's consideration and action during their January 4, 2023 meeting.

In previous Commission meetings, the suggestion was made to have the Commission investigate establishing a recycling and/or food scrap collection program to be incorporated into Oxford's Red Brick Rally events during the summer of 2023, and potentially at other Oxford-sponsored events as well. Staff was instructed to obtain the current schedule of these upcoming events. Commissioners are to start reaching out to various groups for potential volunteers to assist in acting as guides to assist the public in the proper placement of the wastes as recyclable, compostable food scraps, or trash. Once dates of potential events are known, the effort to secure additional volunteers to act as guides will continue with more specificity.

The Managed Natural Lawn Area (MNLA) legislation was returned to the Commission from City Council so that the apparent confusion associated with the potential legislation may be addressed. Mr. Ralinovsky had met with Community Development Director, Mr. Sam Perry, to discuss the MNLA and outlined potential avenues of approach. Mr. Perry had prepared a PowerPoint presentation regarding background and potential options to proceed; the PowerPoint presentation slides had previously been provided to Commissioners for their review. A wide variety of ideas on approaching the MNLA program and potential legislation were discussed. If the Commission opts for on-line registration, garden plan submittal, and mapping of participating properties, Mr. Fain indicated that he could create the software application for this. It was mentioned that getting additional participation by Mr. Steve Sullivan may be desirable, as he was instrumental in the initial MNLA text. Mr. Ralinovsky indicated that he would contact Mr. Sullivan. Mr. Ralinovsky also indicated he would set up another meeting with Mr. Perry, potentially with City Councilors Raghu and Bracken in attendance. Mr. Perry has indicated that he would be available to meet with the entire Environmental Commission at some point in the future.



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Staff informed the Commission that the Arbor Day Foundation's Tree City USA re-certification application had been submitted to the Ohio Department of Natural Resources Division of Forestry (ODNR). Ms. Wendi Van Buren, ODNR Urban Forester for southwest Ohio, has approved Oxford's application for re-certification. During 2022, Oxford planted 54 street and public trees, pruned 22 trees, and removed 24 trees. Oxford's expense for trees during 2022 was approximately \$64,150, which is \$2.92 per capita (Tree City USA requires an expenditure of at least \$2 per capita). This will be Oxford's 27th consecutive year as a Tree City USA community.

Staff updated the Commission on the monthly emission monitoring event of the landfill's 23 passive gas vents. October's monitoring was the 26th event. October's estimated total CO₂e was approximately 98 metric tons (MT), the seventh lowest value in 26 months of monitoring. Over the two years of observations, the monthly total estimated CO₂e for the entire landfill continues to be highly variable. For example, last month's (September) value was approximately 279 MT CO₂e, which was the second highest value observed during the monitoring period. The 26-monthly average CO₂e value was 157 MT CO₂e per month.

Staff provided a summary of the on-going residential food scraps drop-off program. Through December 1st (191 weeks since the program's start in April 2019), the total weight of collected food scraps was approximately 142,740 pounds (71.4 tons), averaging 747 pounds per week. For the year 2022, a total of approximately 37,230 pounds (18.6 tons) had been collected in 48 weeks, averaging 776 pounds per week.

Approval of Adjournment:

Motion:	Mr. Fain
2 nd :	Ms. Raghu
Vote:	Unanimous

Commissioners concluded discussions at 8:35 p.m. The next regularly scheduled monthly Environmental Commission meeting is scheduled for 7:00 p.m. on January 4, 2023, in the Municipal Building's first floor conference room.



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

STAFF REPORT

ORIGINATING DEPARTMENT:	Parks & Recreation
PREPARED BY:	Casey Wooddell
DATE PREPARED:	December 8, 2022
COUNCIL MEETING DATE:	January 3, 2023
AGENDA TITLE:	Oxford Recreation Board – November 14, 2022
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approve
CITY MANAGER/DEPT HEAD APPROVAL:	CDW 12/8/22 <i>DRC</i> 12.14.22

DISCUSSION:

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

The Oxford Recreation Board met in the Municipal Building on Thursday, November 14, 2022. The minutes from the September 2022 meeting were approved. There was no October 2022 meeting.

Mr. Wooddell provided the Parks and Recreation Report. This included a detailed discussion about the potential new indoor community center at the current site of the TRI Community Center. The P&R report also included updates about the ADA Playground project at Oxford Community Park as well as the upcoming Holiday Fest event on December 3 at the Oxford Community Arts Center and Uptown Oxford.

Ms. Hansel and Mr. Richardson provided a report about Talawanda Schools and Athletics, specifically with the fall sports season kicking off. Mr. Bennett and Mr. Beissel provided a report about Miami University, including information about new student applications for the 2023-24 academic year. Mr. Bennett also provided updates to the board about the City Comprehensive Plan. The Recreation Board requested at this meeting for the New Indoor Community Center to be moved from Community Well-Being to Culture and Recreation in the Comprehensive Plan. Mr. Wooddell noted he would make this request on behalf of the Recreation Board members.

Under New Business, the board discussed what facility needs, other than an indoor center, exist in the next 5-10 years in Oxford. Two facilities discussed were more fields with access to lights as well as an expanded or new dog park.

Next meeting: Monday, December 12, 2022 – 11:30am at the City Building.



The City of Oxford
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15 S. College Ave.
Oxford, OH 45215

STAFF REPORT

ORIGINATING DEPARTMENT:	Parks & Recreation
PREPARED BY:	Casey Wooddell
DATE PREPARED:	December 13, 2022
COUNCIL MEETING DATE:	January 3, 2023
AGENDA TITLE:	Oxford Recreation Board – December 12, 2022
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approve
CITY MANAGER/DEPT HEAD APPROVAL:	CDW 12/13/22 <i>DRC</i> 12.14.22

DISCUSSION:

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

The Oxford Recreation Board met in the Municipal Building on Monday, December 12, 2022. The minutes from the November 2022 meeting were approved.

Mr. Wooddell provided the Parks and Recreation Report. This report included information about the potential new indoor community center, particularly the \$1.5 million grant provided by Butler County. Mr. Wooddell informed the board members that how these funds would be utilized was still to be determined since the full \$3 million request was not granted. The P&R report also provided updates about the upcoming Chocolate Meltdown event on January 14, the award of the NatureWorks grant for the ADA Playground Project, and some upcoming long-term planning for a couple unique events coming in 2024 & 2026.

Mr. Richardson provided a report about Talawanda Schools and Athletics, particularly focusing on winter sports teams, and Mr. Bennett and Mr. Beissel provided a report about Miami University. Mr. Wooddell did inform the board that the request to move the Indoor Community Center from Community Well-Being over to Culture & Recreation in the Comprehensive Plan was approved.

Under New Business, Mr. Wooddell requested the board members work together to gather some important data from Talawanda, Miami and the community to help guide future decisions related to recreation facilities and programming. This will be discussed at the February 2023 Recreation Board meeting.

Next meeting: January 2023 – Date TBD. This will be the annual joint meeting with the TRI Board and Recreation Board together.



The City of Oxford
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15 S. College Ave.
Oxford, OH 45056

STAFF REPORT

ORIGINATING DEPARTMENT:	Finance
PREPARED BY:	Joe Newlin
DATE PREPARED:	12/15/2022
COUNCIL MEETING DATE:	12/20/2022
AGENDA TITLE:	Then and Now Resolution
BUDGETED AMOUNT:	
ACCOUNT CODE:	Various
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	JN 12/15/2022 <i>DRC</i> 12.15.22

DISCUSSION:

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

RESOLUTION NO.

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

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

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

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

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

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

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

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: WILLIAM SNAVELY

PREPARED BY: LAW (STAFF)

Appendix A

P.O. Number	P.O. Date	Vendor	Amount	Purpose
3854	11/08/22	Axon Enterprises, Inc.	\$ 34,999.00	Subscription for Body Worn Cameras
3891	11/21/22	Revise, LLC	\$ 3,900.00	Annual Subscription
3911	12/02/22	Coolidge Wall Co., LPA	\$ 10,000.00	Professional Legal
3934	12/12/22	Nextstep Networking	\$ 6,100.00	Managed Service & Disaster Recovery
3938	12/14/22	Lexipol, LLC	\$ 13,074.16	Policy Management - Annual Subscription



The City of Oxford
(513) 524-5200
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Oxford, OH 45056

STAFF REPORT

ORIGINATING DEPARTMENT:	Police
PREPARED BY:	Chief John Jones
DATE PREPARED:	12/7/2022
COUNCIL MEETING DATE:	12/20/2022
AGENDA TITLE:	Resolution authorizing the acceptance of the Ohio Office of Criminal Justice Services grant for Violent Crime Reduction staffing.
BUDGETED AMOUNT:	\$218,376.33
ACCOUNT CODE:	
RECOMMENDATION:	Approve the resolution.
CITY MANAGER/DEPT HEAD APPROVAL:	<i>DRC</i> 12.8.22

DISCUSSION:

In July 2022, the Division of Police applied for a Federal COPS Hiring Grant as well as an Ohio Office of Criminal Justice Services grant related to staffing. While we did not receive funding for the COPS grant, Governor DeWine's office recently announced that during the tenth round of Ohio Violent Crime Reduction Grants, the Oxford Division of Police was awarded \$218,376.33 to supplement staffing to prevent and investigate violent crime.

Our grant application, 2022-AR-LEP-1041, is based on the hiring of one additional patrol officer position to backfill a vacancy of assigning a current officer to the Butler Undercover Regional Narcotics (BURN) Taskforce that is hosted by the Butler County Sheriff's Office. In 2020, OPD pulled the detective assigned to the BURN Taskforce out due to staffing shortages, further limiting our proactive efforts against substance abuse and correlating crime. Making an assignment back to the BURN Taskforce in FY2023 will allow for more proactive police work to prevent and reduce drug-related crime, drug overdoses, and increase the safety and quality of life in our community. This would require an additional police officer position bringing the total allotment to 21. This additional position would likely be hired in Q3 FY2023.

Once pre-award conditions are met, the City should expect to receive \$218,376.33 in funding by Q2 FY2023. This resolution authorizes the acceptance of the grant.

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ACCEPT THE OHIO VIOLENT CRIME REDUCTION GRANT IN AN AMOUNT NOT TO EXCEED \$218,376.33.

WHEREAS, the Division of Police applied for a Federal COPS Hiring Grant as well as an Ohio Office of Criminal Justice Services Grant related to staffing; and

WHEREAS, the Oxford Division of Police was not awarded the COPS Grant; and

WHEREAS, Governor DeWine's office announced that the Oxford Division of Police was awarded \$218,376.33 to supplement staffing to prevent and investigate violent crime.

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

SECTION 1: The City Manager and the Police Chief recommend that the City Manager be authorized to accept the Ohio Violent Crime Reduction Grant in an amount not to exceed \$218,376.33.

SECTION 2: The City Manager is hereby authorized to accept the Ohio Violent Crime Reduction Grant in an amount not to exceed \$218,376.33

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:	Service Department
PREPARED BY:	Michael Dreisbach
DATE PREPARED:	December 9, 2022
COUNCIL MEETING DATE:	December 20, 2022
AGENDA TITLE:	Approval to Apply for ODOT Systemic Safety Grant
BUDGETED AMOUNT:	N/A
ACCOUNT CODE:	N/A
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	<i>DR</i> 12.14.22 MBD 12/9/2022

Discussion:

The Ohio Dept. of Transportation (ODOT) has announced a Systemic Safety Application Process to encourage grant applications to improve Roadway and Pedestrian safety. Promoted countermeasures for pedestrian safety improvements include Pavement Markings, Signage, Geometric Changes, Signals, and Lighting. Approved projects will require a 10% local funding match with applications being due by January 6, 2023.

The City has several areas where there are interruptions in sidewalk segments and the need for gap filling including Locust St. abutting the Duke substation and the drive apron to the Goodwill Retail Store.

It is the City Council's policy to require prior approval for grant applications greater than \$50,000. Staff is requesting approval to submit an application for potential projects with an estimated value not to exceed \$150,000.



ODOT's Systemic Safety Application Process



Overview

In January 2022, ODOT's Highway Safety Program began to accept project applications that focus on preventing injuries resulting from pedestrian and roadway departure crashes through systemic infrastructure improvements. Systemic improvements are meant to be proactive and widely implemented based on roadway features that have been associated with specific crash types. FHWA has identified a range of proven countermeasures that prevent pedestrian and roadway departure crashes, and ODOT wants to encourage project applications that focus on the implementation of these improvements. Applications will be due every January 31st and project sponsors will be notified of award in April. Applications should be coordinated with respective ODOT District Safety Review Teams at least six weeks in advance of the due date.

Funding

Project sponsors can request up to \$2 million for pedestrian and \$5 million for roadway departure safety improvements for all project phases. A 10% local match will be required. This match may be reduced/removed if the project sponsor meets certain financial distress criteria. Maintenance-related projects will not be accepted through this program.

Location Eligibility

Pedestrian

- Must be on a principal arterial, minor arterial, or major collector (Functional Classifications 3, 4, 5)
- *Additional metrics currently being analyzed, like AADT, number of lanes, speed, and AT Need and Demand Scores*



Roadway Departure

- Must be on a principal arterial, minor arterial, or major collector (Functional Classifications 3, 4, 5)
- *Additional metrics currently being analyzed, like AADT, number of lanes, lane widths and speed*



Promoted Countermeasures

Pedestrian

- Pavement Markings
 - High-visibility crosswalks
 - Advance yield markings
- Signage
 - Standard crosswalk signs (post-mounted or overhead)
 - RRFBs
 - Overhead signs
- Geometric Changes
 - Curb ramps
 - Raised crosswalks
 - Curb extensions
 - Reduced curb radii
 - Refuge islands
 - Sidewalk gap-filling
 - Road Diets
- Signals
 - Pedestrian Hybrid Beacons
 - Accessible pedestrian signals
 - Pedestrian countdown signals
 - Leading pedestrian intervals
- Lighting

Roadway Departure

- Increasing pavement width to accommodate centerline and/or edge line rumble strips or stripes
- Wider shoulders for bicycles and/or buggies
- Improving roadside safety
- Rural context
 - Flattening end condition slopes
 - Modifying ditches
 - Removing Type-A guardrail
 - Removing/relocating fixed objects (trees, utility poles, etc.)
- Urban/suburban context
 - Removing Type-A guardrail
 - Removing/relocating fixed objects (trees, utility poles, etc.)
 - Road Diets

Application Requirements

For pedestrian project applications, project sponsors will provide prioritized locations that include countermeasures tied to each individual location, estimated cost by phase and funding source, a map of proposed improvements, as well as a list of Key Safety Metrics for each location. These applications should primarily focus on providing new or upgraded pedestrian crossings and strategic sidewalk gap-filling at multiple locations (systemic safety) - not just one location (spot safety).

For roadway departure project applications, project sponsors will provide a summary of the proposed changes by location/segment, any visual concepts developed, estimated cost by phase and funding source, a map of proposed improvements, as well as a list of Key Safety Metrics for each location.

More information on this program and other programs offered by ODOT's Highway Safety Improvement Program can be found [here](#).

Project Prioritization and Committee Review

Unlike the formal application process, systemic project applications will not be scored. Applications will be reviewed by a committee to ensure the project meets criteria, has accurate cost estimates and appropriate countermeasures. The amount awarded each round will be capped. If the total cost of projects that the committee approves goes beyond this amount, projects will be prioritized by cost efficiencies (getting more done for less) and equity measures, which include the project sponsor's funding history with the Highway Safety Program and financial distress metrics.

Additional Resources

[Systemic Approach to Safety - FHWA](#)

[Guide to Improving Pedestrian Safety at Uncontrolled Crossing Locations - FHWA](#)

[Pedestrian Safety Analysis - Walk.Bike.Ohio](#)

[Roadway Departure Safety Brochures - FHWA](#)

[Proven Safety Countermeasures - Safety | Federal Highway Administration \(dot.gov\)](#)

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO SUBMIT A GRANT APPLICATION TO THE OHIO DEPARTMENT OF TRANSPORTATION (ODOT) TO IMPROVE ROADWAY AND PEDESTRIAN SAFETY.

WHEREAS, the ODOT has announced a Systemic Safety Application Process to encourage grant applications; and

WHEREAS, promoted countermeasures for pedestrian safety improvements include Pavement Markings, Signage, Geometric Changes, Signals, and Lighting; and

WHEREAS, pedestrian safety and Safe Passage for all continues to be a top priority for Council; and

WHEREAS, approved projects will require a 10% local funding match, with applications being due by January 6, 2023; and

WHEREAS, the City Manager and the Service Director recommend the City Manager be authorized to submit a grant application requesting funding through the ODOT Systemic Safety Application Process.

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

SECTION 1: Council supports applying for grant funds to assist with Roadway and Pedestrian Safety Improvements.

SECTION 2: Should the grant be awarded to the City of Oxford, Oxford City Council agrees to obligate a 10% local funding match.

SECTION 3: Council hereby accepts the recommendation of the City Manager and the Service Director and further authorizes the City Manager to submit a grant application requesting funding through the ODOT Systemic Safety Application Process.

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:	Assistant City Manager
PREPARED BY:	Jessica Greene
DATE PREPARED:	12/14/2022
COUNCIL MEETING DATE:	12/20/2022
AGENDA TITLE:	Staff Retention Bonus For Service During Coronavirus Pandemic
BUDGETED AMOUNT:	\$72,000
ACCOUNT CODE:	
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	<i>DRC</i> 12.14.22

DISCUSSION:

The City of Oxford has 158 year round staff members who worked during the Coronavirus Pandemic from March 2020 to March 2022 and who are still with the City. These individuals came to work, in person, and maintained the operations of the City. Staff worked delivering public safety services, water and wastewater operations, streets and grounds maintenance as well as administrative functions.

The City provided grants to many local businesses to help with their operations and staff retention throughout the pandemic. As a public sector employer, there is often limits to what we can do financially to recognize the efforts of our staff community. However, the American Rescue Plan Fund does allow for staff incentives for work performed during the pandemic.

As we end the year of 2022, we now understand that the impacts of the coronavirus will be felt for a very long time. Our staff showed up every day, kept the City running, and we value their commitment.

The City has experienced a decrease in applicant pools when we post open positions and we understand the need to support and retain the valuable staff that we do have.



The City of Oxford
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As an employee retention strategy, we want to recognize the efforts of our staff with a bonus for “Service during the Coronavirus Pandemic”.

The criteria to receive this bonus will be as follows:

- Fulltime, and year round, part time employees, who served between March 18, 2020-March 31, 2022, who are still employed with the City.
 - Full time employees will receive a \$500 bonus
 - Part time employees will receive a \$250 bonus
- Staff covered under the Fire Contract will be exempt from this bonus. They were provided a longevity bonus that is not in their contract. We will credit their longevity bonus as their coronavirus bonus instead of recovering these funds.

RESOLUTION NO.

A RESOLUTION REDIRECTING THE EXPENDITURE OF UP TO SEVENTY-TWO THOUSAND DOLLARS (\$72,000) OF AMERICAN RESCUE PLAN ACT FUNDS, WHICH SHALL BE USED TO PROVIDE STAFF BONUSES FOR SERVICE DURING THE CORONAVIRUS PANDEMIC

WHEREAS, The City of Oxford was granted \$2,420,796.00 in Federal American Rescue Plan Act funds; and

WHEREAS, the City Council has made City Staff retention and morale top priorities; and

WHEREAS, investment in staff retention is an allowable use under the American Rescue Plan Act; and

WHEREAS, the City Manager and the Assistant City Manager recommend that up to \$72,000 be redirected to a staff bonus for service during the pandemic for staff who are actively employed with the City of Oxford and worked during the period of March 18, 2020, to March 31, 2022.

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

SECTION 1: Council accepts the recommendation of the City Manager and the Assistant City Manager and hereby redirects the expenditure of Seventy-two thousand dollars (\$72,000) of American Rescue Plan Act funds, which shall be used to create a staff bonus for service during the coronavirus pandemic.

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)

STAFF REPORT

ORIGINATING DEPARTMENT:	City Manager
PREPARED BY:	Jessica Greene
DATE PREPARED:	December 13, 2022
COUNCIL MEETING DATE:	December 20, 2022
AGENDA TITLE:	Acquisition of property for economic development using ARPA funds
COUNCIL GOAL AREA:	Economic Development
BUDGETED AMOUNT:	\$600,000
ACCOUNT CODE:	
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	<i>DRC</i> 12.13.22

DISCUSSION:

Summary:

The Oxford City Council has identified Economic Development as one of its top three priority goal areas. The American Rescue Plan funds have the allowable use of economic recovery from the pandemic. Staff have been researching techniques and strategies to lead economic development in our community. The acquisition of property and site development are leading strategies that many communities use.

The City has also been collaborating with Miami University on the development of the College@Elm an innovation hub and workforce development center. It is the goal of the College@Elm to bring new high quality jobs to Oxford and spur future economic growth.

The draft comprehensive plan has identified the Elm Street corridor as an area that is poised for redevelopment. The availability of these two properties immediately adjacent to the College@Elm property is an opportunity to encourage future economic growth in this region. It is zoned general business and has potential to provide both economic growth and possible housing in future

developments. Staff will work with the Community Improvement Corporation to develop a redevelopment plan for the Elm Street Corridor that will lead to economic growth for our community.

ORDINANCE NO.

AN ORDINANCE BY OXFORD CITY COUNCIL AUTHORIZING THE CITY MANAGER TO TAKE ALL ACTION NECESSARY, INCLUDING BUT NOT LIMITED TO THE NEGOTIATION AND EXECUTION OF A CONTRACT TO PURCHASE THE REAL ESTATE LOCATED AT 100 S. ELM STREET (PARCEL ID NOS. H4100004000023, H4100004000024) AND 102 S. ELM STREET (H4100004000025) AT A COST OF \$600,000.00 FOR ALL PARCELS, AND TO UTILIZE AMERICAN RESCUE PLAN ACT (ARPA) FUNDS IN MAKING THE PURCHASE.

WHEREAS, City Council has identified economic development through mixed-use projects in the City's Mile Square area; and

WHEREAS, City Council, during Council work sessions, has indicated its support for the City to acquire property to be utilized for economic development; and

WHEREAS, City Council has identified economic development as a top priority and goal for the City of Oxford; and

WHEREAS, the City has determined that the property located at 100 S. Elm Street (Parcel ID Nos. H4100004000023, H4100004000024), AND 102 S. Elm Street (Parcel ID. No. H4100004000025), collectively referred to herein as the "Property," would be a suitable location to engage in economic development for citizens of the City of Oxford; and

WHEREAS, the City expects it will be able to purchase the Property described herein for \$600,000.00; and

WHEREAS, American Rescue Plan Act (ARPA) funds, which funds are intended to combat the Coronavirus pandemic, including the public health and economic impacts of the pandemic, are available to the City to be utilized towards the purchase of the Property described herein; and

WHEREAS, City Council wishes to empower the City Manager to negotiate and execute a contract to purchase the Property described herein; to take all other action that may be required to complete the real estate purchase transaction described herein and to utilize ARPA funds available to the City in making the purchase; and

WHEREAS, the City Manager recommends that Council authorize the City Manager to take all action necessary, including but not limited to the negotiation and execution of a contract to purchase the real estate located for both parcels and to utilize American Rescue Plan Act (ARPA) funds in making the purchase; and

WHEREAS, Council finds that it is in the best interests of the citizens of Oxford for the City to purchase the Property described herein to economic development opportunities for the benefit of the community.

NOW, THEREFORE, THE COUNCIL OF THE CITY OF OXFORD HEREBY ORDAINS THAT:

- Section 1:** City Council hereby authorizes the City Manager to negotiate and execute an agreement to purchase the Property located at 100 S. Elm Street (Parcel ID Nos. H4100004000023, H4100004000024), AND 102 S. Elm Street (Parcel ID. No. H4100004000025), and to take all other action that may be required to complete the real estate purchase transaction described herein, and to utilize ARPA funds available to the City in making the purchase.
- Section 2:** City Council authorizes the City Manager to purchase the Property for \$600,000.00, plus estimated closing costs of \$1,000.
- Section 3:** It is hereby found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council and that all deliberations of this Council and of any of its committees that resulted in such formal actions were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.
- Section 4:** 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)

STAFF REPORT

ORIGINATING DEPARTMENT:	City Manager
PREPARED BY:	Jessica Greene
DATE PREPARED:	November 30, 2022
COUNCIL MEETING DATE:	December 6, 2022
AGENDA TITLE:	Acquisition of property for affordable housing using ARPA funds
COUNCIL GOAL AREA:	Housing
BUDGETED AMOUNT:	\$318,000
ACCOUNT CODE:	
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	<i>DRE</i> 11.30.22

DISCUSSION:

Summary:

The City of Oxford conducted a housing needs assessment in 2020, finding that Oxford has a critical need for affordable housing. The Oxford City Council has adopted Affordable Housing as a top goal since 2020.

Staff research into successful affordable housing programs in other communities has found that many programs begin by using City-owned land or the City working to acquire new land to be used for housing. The City's land ownership allows the City to attract developers to build housing and control the type of housing.

Using the American Rescue Plan Funds to purchase land for affordable housing is an allowable expense under the Final Rule.

The City intends to work with a nonprofit housing partner to manage and develop this land for affordable housing in the future.

ORDINANCE NO.

AN ORDINANCE BY OXFORD CITY COUNCIL AUTHORIZING THE CITY MANAGER TO TAKE ALL ACTION NECESSARY, INCLUDING BUT NOT LIMITED TO THE NEGOTIATION AND EXECUTION OF A CONTRACT TO PURCHASE THE REAL ESTATE LOCATED AT 603 AND 607 WEST CHESTNUT STREET (PARCEL ID NOS. H4100121000006 AND H4100121000125), WHICH PROPERTY IS APPROXIMATELY 2.316 ACRES, AT A COST OF \$318,000.00 FOR BOTH PARCELS, AND TO UTILIZE AMERICAN RESCUE PLAN ACT (ARPA) FUNDS IN MAKING THE PURCHASE.

WHEREAS, the City's 2020 Housing Needs Assessment conducted and prepared by Bowen National Research identified a critical need for affordable housing in the City of Oxford; and

WHEREAS, City Council has identified affordable housing as a top priority and goal for the City of Oxford; and

WHEREAS, City Council, during Council work sessions, has indicated its support for the City to acquire property to be utilized for affordable public housing; and

WHEREAS, the City intends to develop a formal partnership with a nonprofit housing partner to develop and manage certain properties in the City of Oxford for the purpose of providing affordable housing for its citizens; and

WHEREAS, the City has determined that the property located at 603 and 607 West Chestnut Street (Parcel ID Nos. H4100121000006 and H4100121000125), collectively referred to herein as the "Property," would be a suitable location to provide an affordable housing option for citizens of the City of Oxford; and

WHEREAS, the City expects it will be able to purchase the Property described herein for \$318,000.00; and

WHEREAS, American Rescue Plan Act (ARPA) funds, which funds are intended to combat the Coronavirus pandemic, including the public health and economic impacts of the pandemic, are available to the City to be utilized towards the purchase of the Property described herein; and

WHEREAS, the City will be required to deposit earnest money with the realtor, Coldwell Banker College Real Estate, in the amount of \$5,000.00 upon Council's approval and adoption of this legislation, with respect to the real estate purchase described herein; and

WHEREAS, upon acquisition of the Property, the City intends to develop the Property as a community land trust to maintain future affordability for its citizens; and

WHEREAS, City Council wishes to empower the City Manager to negotiate and execute a contract to purchase the Property described herein; to take all other action that may be required to complete the real estate purchase transaction described herein, including but not limited to depositing the earnest money required; and to utilize ARPA funds available to the City in making the purchase; and

WHEREAS, the City Manager recommends that Council authorize the City Manager to take all action necessary, including but not limited to the negotiation and execution of a contract to purchase the real estate located at 603 and 607 West Chestnut Street (Parcel ID Nos. H4100121000006 and H4100121000125), at a cost of \$318,000.00 for both parcels, and to utilize American Rescue Plan Act (ARPA) funds in making the purchase; and

WHEREAS, Council finds that it is in the best interests of the citizens of Oxford for the City to purchase the Property described herein to provide affordable housing for the community.

NOW, THEREFORE, THE COUNCIL OF THE CITY OF OXFORD HEREBY ORDAINS THAT:

Section 1: City Council hereby authorizes the City Manager to negotiate and execute an agreement to purchase the Property located at 603 and 607 West Chestnut Street (Parcel ID Nos. H4100121000006 and H4100121000125); to take all other action that may be required to complete the real estate purchase transaction described herein, including but not limited to depositing the earnest money required; and to utilize ARPA funds available to the City in making the purchase.

Section 2: City Council authorizes the City Manager to purchase the Property for \$318,000.00, plus estimated closing costs of \$_____. Funds have been appropriated in the City's current budget for this purchase.

Section 3: It is hereby found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal actions were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Section 4: This Ordinance shall take effect at the earliest time allowed by law.

MAYOR

ADOPTED:

ATTEST:

Clerk of Oxford City Council

INTRODUCED BY:

PREPARED BY: LAW (STAFF)



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

STAFF REPORT

ORIGINATING DEPARTMENT:	Finance
PREPARED BY:	J Newlin
DATE PREPARED:	12/13/2022
COUNCIL MEETING DATE:	12/6/2022
AGENDA TITLE:	Supplemental Budget Ordinance
COUNCIL GOAL AREA:	Fiscal Responsibility
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	JN 12/13/2022 <i>DRC</i> 12.13.22

DISCUSSION:

Issue 1

To make adjustment to budgeted salaries and fringe benefits for
Fire & EMS services

Action Needed:

Revenue Side

Expense Side

Fire & EMS Fund (418)

75,000.00

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

(75,000.00)



The City of Oxford
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Issue 2

To make adjustment to budgeted expenditures for
Employee Benefit Fund

Action Needed:

Revenue Side

Expense Side

Employee Benefit Fund (230)	235,000.00
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Net Effect on Fund Balance/(s) Increase/(Decrease)	(235,000.00)
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Issue 3

To make adjustment to budgeted revenue for Property Taxes

Action Needed:

Revenue Side

General Fund (110)	42,319.82
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Expense Side

Net Effect on Fund Balance/(s) Increase/(Decrease)	42,319.82
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Oxford, OH 45056

Issue 4

To make adjustment to budgeted revenue for Income Taxes

Action Needed:

Revenue Side

General Fund (110)	840,915.43
Fire & EMS Fund (418)	129,353.23

Expense Side

Net Effect on Fund Balance/(s)	970,268.66
Increase/(Decrease)	

Issue 5

**To make adjustment to budgeted revenue and expenditures for the
Hotel receipts**

Action Needed:

Revenue Side

General Fund (110)	10,000.00
Hotel Tax Agency Fund (120)	10,000.00

Expense Side

Hotel Tax Agency Fund (120)	10,000.00
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Net Effect on Fund Balance/(s)	10,000.00
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Oxford, OH 45056

Issue 6

To make adjustment to budgeted revenue and expenditures for the transfer of funds from the General Fund to Capital Equipment Fund & Capital Improvement Fund

Action Needed:

Revenue Side

Capital Equipment Fund (140)	600,000.00
Capital Improvement Fund (141)	1,000,000.00

Expense Side

General Fund (110)	600,000.00
General Fund (110)	1,000,000.00

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

Issue 7

To make adjustment to budgeted revenue and expenditures for the transfer of funds from the Water Fund to Water Improvement Fund

Action Needed:

Revenue Side

Water Improvement Fund (322)	297,000.00
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Expense Side

Water Fund (321)	297,000.00
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Net Effect on Fund Balance/(s)	-
Increase/(Decrease)	



The City of Oxford
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 15 S. College Ave.
 Oxford, OH 45056

Issue 8

To make adjustment to budgeted revenue and expenditures for the transfer of funds from the Wastewater Fund to Wastewater Wastewater Capital Improvement Fund

Action Needed:

Revenue Side

Wastewater Capital Equipment Fund (330)	200,000.00
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Expense Side

Wastewater Fund (331)	200,000.00
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Net Effect on Fund Balance/(s)	-
Increase/(Decrease)	

Total Net Effect on Fund Balance/(s)	712,588.48
Increase/(Decrease)	

Breakdown by Fund

General Fund (110)	(706,764.75)
Hotel Tax Agency Fund (120)	-
Capital Equipment Fund (140)	600,000.00
Capital improvement Fund (141)	1,000,000.00
Employee Benefit Fund (230)	(235,000.00)
Water Fund (321)	(297,000.00)
Water Improvement Fund (322)	297,000.00
Wastewater Fund (331)	(200,000.00)
Wastewater Capital Equipment Fund (330)	200,000.00
Fire & EMS Fund (418)	54,353.23

Net Effect on Fund Balance/(s)	712,588.48
Increase/(Decrease)	

ORDINANCE NO.

AN ORDINANCE AMENDING ORDINANCE NO. 3654 SUPPLEMENTAL BUDGET ORDINANCE NUMBER 10 TO MAKE SUPPLEMENTAL APPROPRIATIONS FOR FISCAL YEAR 2022.

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

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

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

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

General Fund 110	42,319.82
General Fund 110	840,915.43
Fire & EMS Fund 418	129,353.23
General Fund 110	10,000.00
Hotel Tax Agency Fund 120	10,000.00

SECTION 3: The following increase/(decrease) in expenditures be made:

Fire & EMS Fund 418	75,000.00
Employee Benefit Fund 230	235,000.00
Hotel Tax Agency Fund 120	10,000.00
General Fund 110	600,000.00
General Fund 110	1,000,000.00
Water Fund 321	279,000.00
Wastewater Fund 331	200,000.00

SECTION 4: following transfer(s) be executed:

Transfer from:

General Fund 110	600,000.00
General Fund 110	1,000,000.00
Water Fund 321	279,000.00
Wastewater Fund 331	200,000.00

Transfer to:

Capital Equipment Fund 140	600,000.00
Capital Improvement Fund 141	1,000,000.00
Water Improvement Fund 322	279,000.00
Wastewater Capital Equipment Fund 330	200,000.00

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

Capital Equipment Fund 140	600,000.00
Capital Improvement Fund 141	1,000,000.00
Water Improvement Fund 322	279,000.00
Wastewater Capital Equipment Fund 330	200,000.00

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

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

MAYOR

ADOPTED: _____

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: WILLIAM SNAVELY

PREPARED BY: LAW (STAFF)