



AGENDA
OXFORD CITY COUNCIL REGULAR MEETING
COURTHOUSE

TUESDAY, FEBRUARY 20, 2024 AT 7:30 PM

William Snavelly, Mayor

Chantel Raghu, Vice-Mayor
Jason Bracken
Michael Smith

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. Presentation - HRSA 1 Rural Communities Opioid Response- Implementation Grant updates and HRSA 2 Rural Communities Opioid Response Program - Mental and Behavioral Health Grant. (Ms. Danielle Foulk, Community Prevention Initiatives Coordinator)

B. Notice to Legislative Authority - FA&M Perez Company LLC 1st FL & Large End of BSMT 37 E High St. Excludes Small End of BSMT Oxford, Ohio 45056 (Douglas Elliott, City Manager)

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. 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 from the February 6, 2024, City Council Work Session Meeting. (Heather Barbour, Clerk of Council)

B. Minutes from the February 6, 2024, City Council Meeting. (Heather Barbour, Clerk of Council)

C. A Report Regarding the February 7, 2024 Environmental Commission Meeting (Jessica Greene, Assistant City Manager)

D. Uptown Parks Permit Request - Yoga in the Park, Coalition for a Healthy Community (Jessica Greene, Assistant City Manager)

6. Resolutions.

A. A Resolution to Adopt the 2024 Measurable Action Items to Progress Toward Comprehensive Plan Goals (Jessica Greene, Assistant City Manager)

B. A Resolution Accepting the Recommendation of the Environmental Commission and Authorizing the City Manager to Submit Public Comment on the Butler County Recycling and Solid Waste District Solid Waste Management Plan Update. (Jessica Greene, Assistant City Manager)

- C. A Resolution Accepting the Bid and Authorizing the City Manager to Enter Into a Contract with W. G. Stang, LLC for the Replacement of a Culvert on Kehr Road at a Cost of \$101,140.00 Plus a Ten Percent Contingency in the Amount of \$10,114.00 for a Total Cost Not to Exceed \$111,254.00 (Michael Dreisbach, Service Director)

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 to Approve Current Replacement Pages to the Oxford Codified Ordinances. (Douglas Elliott, City Manager)

8. Discussion Item

A. Council Retreat Next Steps and 2025 Action Items

B. Public Wi-Fi

9. 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
	Feb 21	Board of Building Appeals	Courthouse	5:30 p.m.
	Feb 27	Board of Zoning Appeals - CANCELED	Courthouse	6:30 p.m.
	Mar 5	City Council Work Session	Courthouse	6:45 p.m.
	Mar 5	City Council	Courthouse	7:30 p.m.

Mar 6	Environmental Commission	Municipal Building	7:00 p.m.
Mar 7	Housing Advisory Commission	Municipal Building	5:00 p.m.
Mar 11	Oxford Recreation Board	Municipal Building	11:30 a.m.
Mar 12	Planning Commission	Courthouse	7:00 p.m.
Mar 13	Historic & Architectural Preservation Commission	Courthouse	6:15 p.m.
Mar 14	Civil Rights Commission	Municipal Building	4:00 p.m.
Mar 19	City Council	Courthouse	7:30 p.m.

10. Adjourn.

NOTICE TO LEGISLATIVE
AUTHORITY

RECEIVED FEB 05 2024

OHIO DIVISION OF LIQUOR CONTROL
6606 TUSSING ROAD, P.O. BOX 4005
REYNOLDSBURG, OHIO 43068-9005
(614)644-2360 FAX(614)644-3166

TO

2632564		TRFO		FA&M PEREZ COMPANY LLC 1ST FL & LARGE END OF BSMT 37 E HIGH ST EXCLDS SMALL END OF BSMT OXFORD OH 45056
PERMIT NUMBER		TYPE		
06	01	2023		
ISSUE DATE				
01	31	2024		
FILING DATE				
D5				
PERMIT CLASSES				
09	088	A	F30773	
TAX DISTRICT		RECEIPT NO.		

FROM 02/02/2024

0163022				AMERICAN SUNSHINE HOLDINGS LTD DBA BARCODE OXFORD 1ST FL & LARGE END OF BSMT 37 E HIGH ST EXCLDS SMALL END OF BSMT OXFORD OH 45056
PERMIT NUMBER		TYPE		
06	01	2023		
ISSUE DATE				
01	31	2024		
FILING DATE				
D5				
PERMIT CLASSES				
09	088			
TAX DISTRICT		RECEIPT NO.		



MAILED 02/02/2024

RESPONSES MUST BE POSTMARKED NO LATER THAN.

03/04/2024

IMPORTANT NOTICE

PLEASE COMPLETE AND RETURN THIS FORM TO THE DIVISION OF LIQUOR CONTROL
WHETHER OR NOT THERE IS A REQUEST FOR A HEARING.

REFER TO THIS NUMBER IN ALL INQUIRIES

A TRFO 2632564

(TRANSACTION & NUMBER)

(MUST MARK ONE OF THE FOLLOWING)

WE REQUEST A HEARING ON THE ADVISABILITY OF ISSUING THE PERMIT AND REQUEST THAT
THE HEARING BE HELD ☐ IN OUR COUNTY SEAT. ☐ IN COLUMBUS.

WE DO NOT REQUEST A HEARING. ☐

DID YOU MARK A BOX? IF NOT, THIS WILL BE CONSIDERED A LATE RESPONSE.

PLEASE SIGN BELOW AND MARK THE APPROPRIATE BOX INDICATING YOUR TITLE:

(Signature)

(Title) - ☐ Clerk of County Commissioner

(Date)

☐ Clerk of City Council

☐ Township Fiscal Officer

**CLERK OF OXFORD CITY COUNCIL
15 SOUTH COLLEGE AVE
OXFORD OHIO 45056**



MINUTES
OXFORD CITY COUNCIL WORK SESSION
COURTHOUSE
TUESDAY, FEBRUARY 6, 2024 AT 7:00 PM

1. Roll Call.

Motion – To Enter Executive Session at 6:45 p.m. O.C.R. 121.22 (E)(1) To Consider Appointments to Boards and Commissions.

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

AYE # 6

Mr. Smith, Ms. Franklin, Ms. French, Mr. Prytherch, Mr. Bracken, and Mayor Snavelly

NAY # 0

ABS # 0

Motion – To Return from Executive Session at 7:00 p.m. O.C.R. 121.22 (E)(1) To Consider Appointments to Boards and Commissions.

(Voice Vote) 1st Ms. French 2nd Mr. Bracken

AYE # 4

NAY # 0

ABS # 0

A work session meeting of the Oxford City Council was called to order by Mayor Snavelly on Tuesday, February 6, 2024, at 7:00 p.m. Members in attendance were Michael Smith, Amber Franklin, Jason Bracken, David Prytherch, and Alex French. Chantel Raghu was excused.

Staff Members in Attendance

Mr. Douglas Elliott, City Manager; Ms. Jessica Greene, Assistant City Manager; Mr. John Jones, Police Chief; Mr. Michael Dreisbach, Service Director; Mr. John Detherage, Fire Chief; Mr. Sam Perry, Community Development Director; Mr. Geoff Robinson, Police Lieutenant; Ms.

Heidi Hill, Finance Director; Mr. Chris Conard, Law Director; and Ms. Heather Barbour, Clerk of Council.

2. Topic

A. Amtrak Discussion

Ms. Greene presented her slides and started the discussion (Slides included in minutes). Ms. Greene addressed questions and comments from the Council.

3. Adjourn.

Motion – To Adjourn at 7:30 p.m.
(Voice Vote) 1st Ms. Franklin 2nd Ms. French
AYE # 6
NAY # 0
ABS # 0



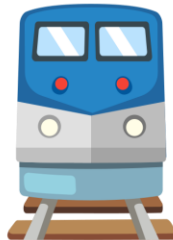
&



2022 OKI Grant for Construction

\$2,096,183 awarded for construction to occur in 2025-2026.

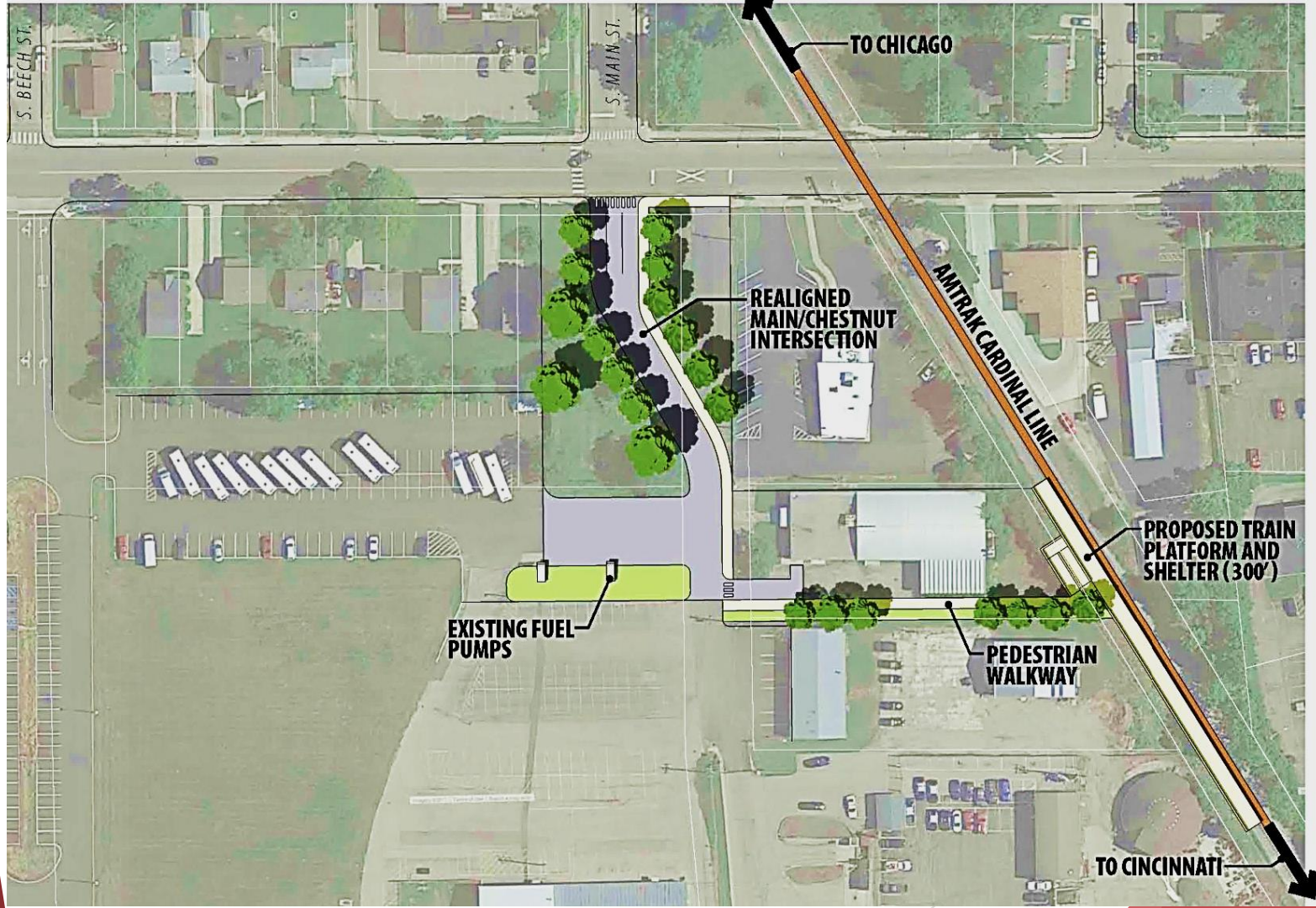
Amtrak wrote letter of intent to have stop in this location.



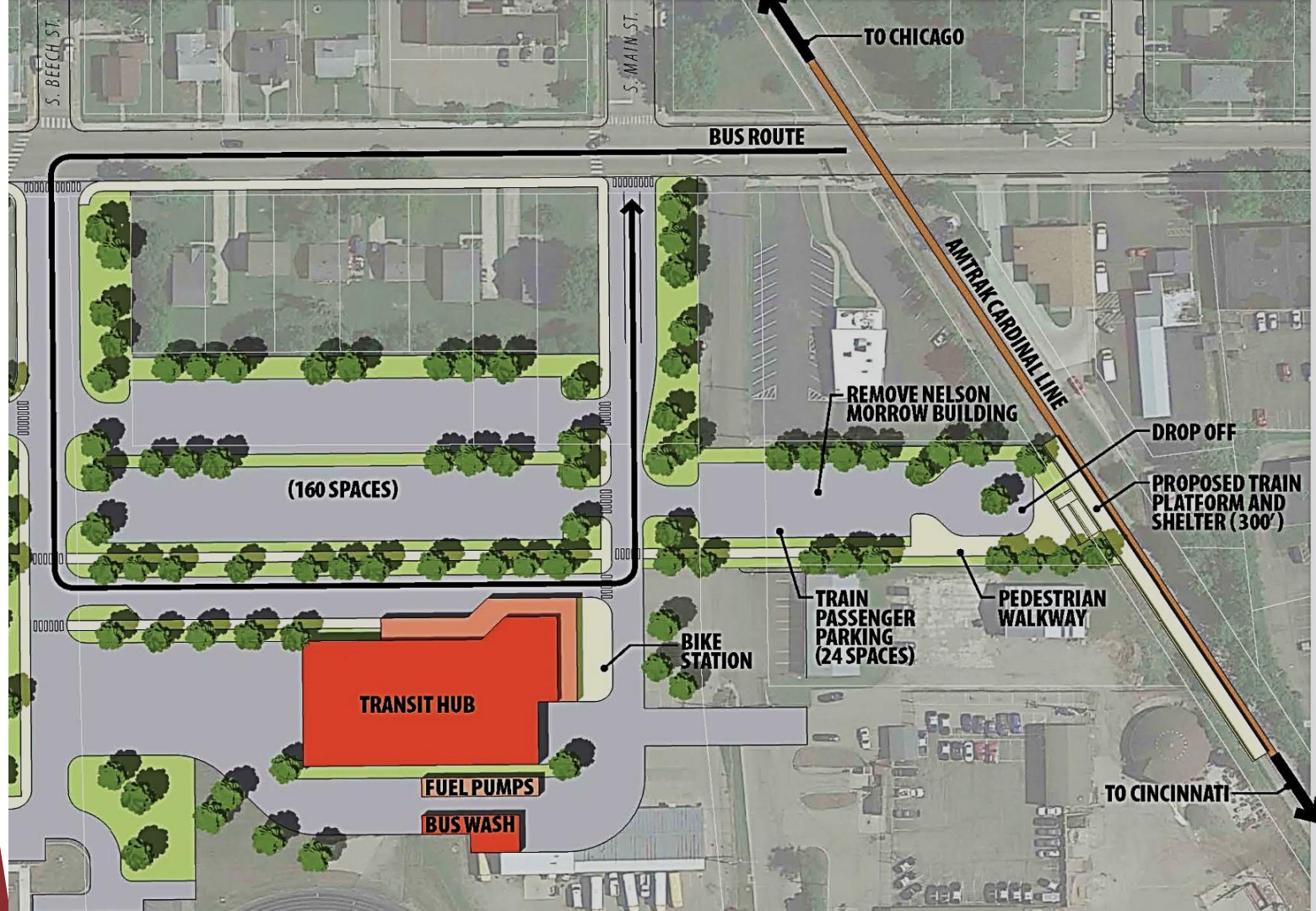


CONCEPTUAL PLATFORM & SHELTER DESIGN

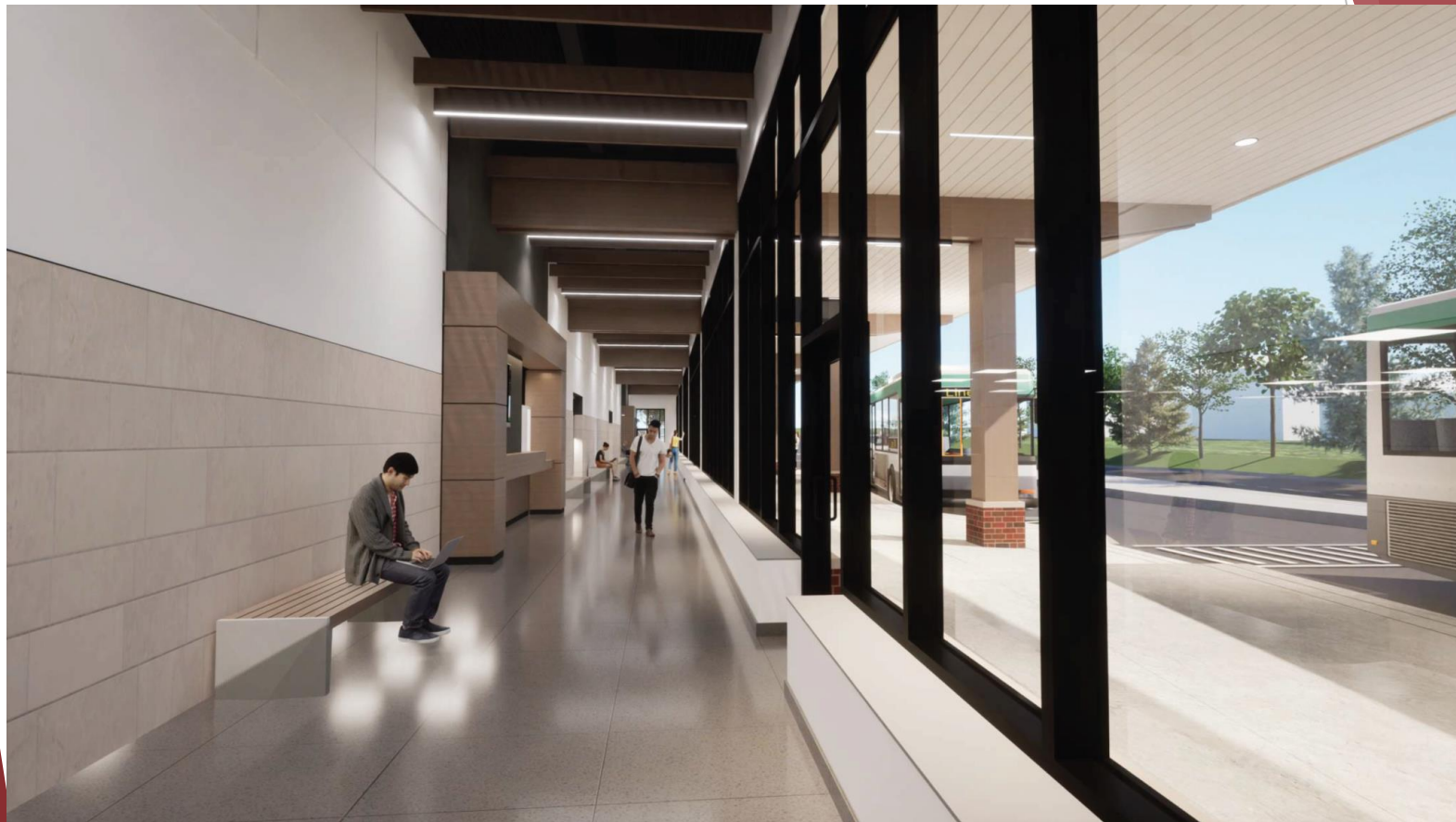
01/13/17













City of Oxford Amtrak Station



City of Oxford Amtrak Station

Attempts with Nelson Morrow

- Asked County for \$3M of ARPA funds to move Seniors Organization out of City owned building and provide TSD with Oxford Seniors location.
 - County awarded \$1.5M (not enough and Council awarded to TOPSS)
- Offered to purchase NM at appraised value of \$350K. Miami willing to explore sale of Brown Rd. Building for \$350K and both Miami and City would assist with renovations (estimated \$100K).
- Attempted to purchase building on Locust Street. (Estimated \$600-\$700K) TSD wanted to explore additional renovations needs. Purchased by another entity during this pause.

Other ideas:

- Explored purchasing local business
- Explored purchasing township building
- Explored moving city garage facility
- Explored eminent domain for project

Reviewed alternate site plan with Amtrak

- Back to the original idea.





But wait...

- Talawanda staff contacted me and asked for just over \$650K for NM *if* they can get Brown Rd. for \$1 from Miami.
- Or they anticipate needing \$1.2M to get an adequate space elsewhere in the district.
- *** note neither option is approved by TSD Board.*

Other lingering items:

- Term sheet with Amtrak. (Very close to finished)
- CSX Lease:
 - \$7,300/year + 3% per year.

Decision time:

Option 1: Proceed with alternate sidewalk access.

- Pros:
 - Less property acquisition
- Cons:
 - Still have to negotiate with private property owners and TSD.

Option 2: Pay more for Nelson Morrow and negotiate with MU.

- Pros:
 - More open concept for users.
- Cons:
 - MU may need state approval to sell property at \$1. May be hard to achieve.

Discussion



MINUTES
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1. Roll Call.

A regular meeting of the Oxford City Council was called to order by Mayor Snively on Tuesday, February 6, 2024, at 7:30 p.m. Members in attendance were Michael Smith, Amber Franklin, Jason Bracken, David Prytherch, and Alex French. Chantel Raghu was excused.

Staff Members in Attendance:

Mr. Douglas Elliott, City Manager; Ms. Jessica Greene, Assistant City Manager; Mr. John Jones, Police Chief; Mr. Michael Dreisbach, Service Director; Mr. John Detherage, Fire Chief; Mr. Sam Perry, Community Development Director; Mr. Geoff Robinson, Police Lieutenant; Ms. Heidi Hill, 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 Ms. Franklin
AYE # 6
NAY # 0
ABS # 0

4. Public Participation.

A. Appointments to Boards and Commissions

Motion – To Appoint Ms. Suzanne Zazycki to the Civil Rights Commission and Mr. Jeffrey Kruth to fill an unexpired term on the Planning Commission.

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

AYE # 6

NAY # 0

ABS # 0

B. Public Comments

The purpose of the public comments section is for members of the public to speak to the City Council on any subject not scheduled on the Agenda, except consent agenda items. 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 - Ms. Ann Fuehrer, Dana Drive - Ms. Fuehrer spoke on behalf of the OCPJ and herself. Ms. Fuehrer asked that the Council please provide the opportunity to have an open public conversation that includes the chance to give feedback about the Council's strategy for addressing the deficit in funding for Fire/EMS. Ms. Fuehrer mentioned that Comprehensive Plan Goal C7A is connected livable and equitable community for all, and is glad that equitable is included because it suggests fairness and justice.

Public Comment - Ms. Kathi Brinkman, Emerald Woods Drive - Ms. Kathie Brinkmann added to Ms. Fuehrer's comment as a board member of the OCPJ. Ms. Brinkmann shared that she had been here about a year ago for a City Council Work Session where the City Manager gave a detailed report regarding the Fire/EMS funding. Ms. Brinkman mentioned it is difficult to find information online since Council Work Sessions aren't recorded. Ms. Brinkman stated that three things are needed, information on the website, a presentation/agenda item at City Council meeting, and an opportunity for the public to ask questions voice their concerns.

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. Prytherch 2nd Ms. French

AYE # 6

NAY # 0

ABS # 0

- A. Minutes of the January 16, 2024, City Council Work Session. (Heather Barbour, Clerk of Council)
- B. Minutes of the January 16, 2024, City Council Meeting. (Heather Barbour, Clerk of Council)
- C. Minutes of the January 30, 2024, Work Session Retreat. (Heather Barbour, Clerk of Council)
- 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 a Contract with McCluskey Chevrolet for the Purchase of a 2024 Silverado at Open Market Pricing at a Cost Not to Exceed \$56,685.00. (John Detherage, Fire Chief)

Motion – To Adopt Resolution No. 7565.
(Voice Vote) 1st Mr. Prytherch 2nd Ms. Franklin
AYE # 6
NAY # 0
ABS # 0

Chief Detherage presented his staff report and addressed questions and comments from the Council.

Public Comment - None.

- B. A Resolution Declaring that it is Necessary to Improve those Portions of Certain Properties as Shown on Exhibit "A" Attached Hereto in the City of Oxford, OH by Repaving, Re-Curbing, and Repairing the Sidewalks, Curbs, and Gutters. (Michael Dreisbach, Service Director)

Motion – To Adopt Resolution No. 7566.
(Voice Vote) 1st Mr. Prytherch 2nd Ms. Franklin
AYE # 6
NAY # 0
ABS # 0

Mr. Dreisbach presented his staff report and addressed questions and comments from the Council.

Public Comment - None.

- C. A Resolution Authorizing the City Manager to Enter Into a Five-Year Contract with Flock Group, Inc. for the Subscription of Cameras and Data Storage, Software Licensing, and Support for the Police Division at a Cost Not to Exceed \$50,600.00 for the First Year and \$42,000.00 Annually. (John Jones, Police Chief)

Motion – To Adopt Resolution No. 7567.
(Voice Vote) 1st Mr. Prytherch 2nd Ms. French
AYE # 6
NAY # 0
ABS # 0

Chief Jones presented his staff report and addressed questions and comments from the Council.

Public Comment - None.

- D. A Resolution Directing the City Manager to Submit a \$1,000,000.00 Affordable Housing Program Proposal to the Butler County Commissioners as an Allocation of their American Rescue Plan Funds. (Jessica Greene, Assistant City Manager)

Motion – To Adopt Resolution No. 7568.
(Voice Vote) 1st Ms. Franklin 2nd Ms. French
AYE # 6
NAY # 0
ABS # 0

Ms. Greene presented her staff report and addressed questions and comments from the Council. Ms. Greene introduced Ms. Megan Golike, Director of Operations of Habitat for Humanity of Greater Cincinnati. Ms. Golike spoke about measures Habitat for Humanity has in place to keep the houses affordable, such as a 0% interest mortgage over 30 years and a 30-year second forgivable mortgage. Ms. Golike addressed questions and comments from the Council.

Public Comment - None.

- E. A Resolution Authorizing the City Manager to Grant \$300,000.00 of the City Of Oxford's American Rescue Plan Act (ARPA) Funds to the Talawanda Oxford Pantry and Social Services (TOPPS) for the Engineering, Design, and Construction of a New Facility. (Jessica Greene, Assistant City Manager)

Motion – To Adopt Resolution No. 7569.
(Voice Vote) 1st Mr. Prytherch 2nd Ms. Franklin
AYE # 6
NAY # 0
ABS # 0

Ms. Greene presented her staff report and addressed questions and comments from the Council. Ms. Greene introduced Ms. Sherry Martin, Executive Director of TOPSS. Ms. Martin thanked the Council for considering this Resolution. Ms. Martin shared that the funds would help to keep the project on target.

Public Comment - Ms. Susie Hummel, Secretary of the TOPSS Board, Hickory Hill Drive - Ms Hummel thanked the Council for considering this Resolution because the amount of people TOPSS has helped in the past year has went up considerably. Ms. Hummel stated the demand and need is definitely there and the funds for the new building would help fill the gap.

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 to Approve Current Replacement Pages to the Oxford Codified Ordinances. (Douglas Elliott, City Manager)

Mr. Elliott presented his staff report and addressed questions and comments from the Council.

Public Comment - None.

B. Second Reading

1. An Ordinance Amending the Official Zoning Map of the City of Oxford, Ohio for Approximately 3.33 Acres of Land Located at 601, 603, and 607 West Chestnut Street From Single-Family Low-Density Residential (R-1A) District to Single and Two-Family Residential (R-2A) District (Sam Perry, Community Development Director)

Motion – To Adopt Ordinance No. 3760.

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

AYE # 6

Mr. Prytherch, Mr. Bracken, Mr. Smith, Ms. Franklin, Ms. French, and Mayor Snavelly.

NAY # 0

ABS # 0

Mr. Perry reported no changes since the first reading and offered to answer any questions.

Public Comment - None.

2. An Ordinance Levying Upon the Lots and Lands Enumerated in the List of Estimated Assessments (Exhibit A) the Amounts Set Forth on Such List and Setting Forth Terms for Payment of Assessments. (Michael Dreisbach, Service Director)

Motion – To Adopt Ordinance No. 3761.

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

AYE # 6

Mr. Bracken, Mr. Smith, Ms. Franklin, Ms. French, Mr. Prytherch, and Mayor Snavley.

NAY # 0

ABS # 0

Mr. Dreisbach reported no changes since the first reading and offered to answer any questions.

Public Comment - None.

3. An Ordinance Amending Ordinance No. 3750 Supplemental Budget Ordinance Number 1 to Make Supplemental Appropriations for Fiscal Year 2024. (Heidi Hill, Finance Director)

Motion – To Adopt Ordinance No. 3762.

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

AYE # 6

Mr. Bracken, Ms. Franklin, Ms. French, Mr. Prytherch, Mr. Smith, and Mayor Snavley.

NAY # 0

ABS # 0

Ms. Hill reported no changes since the first reading and offered to answer any questions.

Public Comment - None.

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
	Feb 7	Environmental Commission	Municipal Building	7:00 p.m.
	Feb 12	Oxford Recreation Board	Municipal Building	11:30 a.m.
	Feb 12	Public Arts Commission of Oxford	Municipal Building	4:15 p.m.
	Feb 13	Oxford Parking & Transportation Advisory Board	Municipal Building	8:30 a.m.
	Feb 13	Planning Commission	Courthouse	7:00 p.m.
	Feb 14	Historic & Architectural Preservation Commission	Courthouse	6:00 p.m.
	Feb 15	Climate Action Steering Committee	Municipal Building	8:30 a.m.
	Feb 15	Police Community Relations & Review Commission	Courthouse	7:00 p.m.
	Feb 19	City Offices Closed- Holiday		
	Feb 20	City Council	Courthouse	7:30 p.m.
	Feb 21	Board of Building Appeals	Courthouse	5:30 p.m.
	Feb 27	Board of Zoning Appeals	Courthouse	6:30 p.m.
	Mar 5	City Council	Courthouse	7:30 p.m.
	Mar 6	Environmental Commission	Municipal Building	7:00 p.m.

9. Adjourn.

Motion – To Adjourn at 8:35 p.m.
 (Voice Vote) 1st Mr. Prytherch 2nd Ms. French
 AYE # 6
 NAY # 0
 ABS # 0

Public Comment to Council Form

Print

Submitted by: Steven Chaffin

Submitted On: 2024-01-30 19:09:05

Submission IP: (75.187.66.211)
proxy-IP (raw-IP)

Status: Open

Priority: Normal

Assigned To: Doug Elliott

Due Date: Open

Public Comment To Council



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

* First Name

* Last Name

Steven	Chaffin
Enter your First Name	Enter your Last Name

* Address

6022 Fairfield Road

* City

* State

Oxford	OH
--------	----

* Email

Phone

weissave@gmail.com	7403619469
--------------------	------------

* I am a...

- ☐ Visitor
- ☒ Resident (i.e. must live within the corporate boundaries)
- ☐ Business Manager
- ☐ Business Owner
- ☐ Employee in Oxford
- ☐ Student
- ☐ Other

* Comment(s)

I would like to see opportunities for citizens to be able to engage in dialogue with Council Members and or staff at public meetings. Perhaps a change in Council Rules or a Charter amendment may be needed. Also the EMS/Fire issue needs to be more transparent and maybe taken up by one of the Committees or Commissions or perhaps a special committee with citizen representation.

Make a public comment for review by City Council

Public Comment to Council Form

Print

Submitted by: Suzy Stein

Submitted On: 2024-01-25 15:32:34

Submission IP: (75.187.69.23)
proxy-IP (raw-IP)

Status: Completed

Priority: Normal

Assigned To: Scott Otto

Due Date: Open

Public Comment To Council



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

* First Name

* Last Name

Suzy

Stein

Enter your First Name

Enter your Last Name

* Address

820 Melissa Drive

* City

* State

Oxford

Ohio

* Email

Phone

suzyschuster@gmail.com

5133886388

* I am a...

- ☐ Visitor
- ☒ Resident (i.e. must live within the corporate boundaries)
- ☐ Business Manager
- ☐ Business Owner
- ☐ Employee in Oxford
- ☐ Student
- ☐ Other

* Comment(s)

I have spoken to Rick and John already regarding the workers contracted to work along 732 and their lack of respect for the citizens living here. Not only do they refuse to obey laws and regularly park in front of mailboxes and the fire hydrant on Melissa, but they block our driveways as well. I've asked them to stop and they are rude. I've called and talked to Rick and John and they informed me that the contractors told them they don't even park on our street. I have a security system that we had installed since the theft of our house was never solved by OPD. Our cameras record 24/7 and we will gladly provide you footage to show that is a lie. I personally wouldn't want contractors that boldly lie and have no respect for the community they are working in for me. I've also got pictures of them blocking the mailbox from today, and them blocking the driveway yesterday. The other thing I would like to point out is that as a tax paying citizen, if you are going to continue to hire people to do work, that's fine. However, them parking their big trucks on our curbs along our street and creating more wear and tear is fine and dandy until you come back to us and ask us to pay to replace it again. We just had to pay a hefty cost to replace the skirt of our driveway and several curbs. So if that cost is going to go to the homeowners, then we most definitely should have a say so as to if your contractors are parking their trucks on the curbs that you just made us pay for. All the way around the level of disrespect from this group is absurd and we are fed up. Again, we have a security system, pictures, and videos, to back up ALL of our claims here. Something needs to be dealt with and the phone calls to the City of Oxford have so far done nothing. As a tax paying citizen, at no point should I have to ask someone to move their vehicle so I can get out of my driveway. At no point should we not receive our mail because a contractor's truck is in the way. And what happens if there's an emergency and the fire truck can't get to the hydrant because of them? Enough is enough. We are beyond fed up with this situation.

Make a public comment for review by City Council



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

STAFF REPORT

ORIGINATING DEPARTMENT:	City Manager
PREPARED BY:	Reena Murphy
DATE PREPARED:	2/12/2024
COUNCIL MEETING DATE:	February 20, 2024
AGENDA TITLE:	A Report Regarding the February 7, 2024 Environmental Commission Meeting (Jessica Greene, Assistant City Manager)
COUNCIL GOAL AREA:	A Sustainable Oxford
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approve
CITY MANAGER/DEPT HEAD APPROVAL:	

DISCUSSION:

Commission members present: Jon Ralinovsky, Chair; Jason Bracken, Planning Commission Representative and City Council Member; Justin Fain; Peggy Branstrator; Anna Abey. Members of the public present: Wright Gwyn; Bamidele Osamika. Staff Liason present: Reena Murphy

Approval of the Agenda

Motion approve the agenda with the addition of Butler County Solid Waste Management District Solid Waste Plan Review: Mr. Fain

2nd: Mr. Bracken

Vote: Unanimous

Approval of the January 3rd, 2024 Minutes

Motion: Ms. Brandstrator

2nd: Mr. Fain

Vote: Unanimous

Discussion

Mr. Gwyn provided a packet of information and shared context for the creation of the Tree Ordinance. He shared that the intent of the ordinance is to preserve mature and landmark trees by encouraging developers to work around mature and landmark trees. Mr. Gwyn noted that

some trees can be removed if they're exempted. Exemptions include dead/dying, damaged, invasive, diseased, and/or unsafe trees, as well as trees being removed to place permanent infrastructure like piping. He further explained that non-exempt trees can be removed but they must be replaced on site or a payment must be made to a public tree fund to support public tree planting elsewhere in the community.

Mr. Gwyn expressed concerns that the ordinance is not being enforced. He requested that the Commission request information from the development sites to ensure they are in compliance with it. Mr. Gwyn mentioned that the enforcement of this ordinance is through the Community Development Director, the Planning Commission, and City Council. Mr. Bracken shared that the Planning Commission has discussed the ordinance frequently among themselves and with developers. Mr. Bracken noted many developers elect to replace trees.

Mr. Gwyn expressed concern about the tree survey waiver granted to the Marriott Hotel Development by the Planning Commission. Mr. Bracken shared that the survey was waived as it was cost and time prohibitive to the project. He also explained that many of the trees on the property were on the perimeter, which will likely be unaffected by the construction. The Planning Commission waived the initial inventory, but the development project is not exempt from the tree replacement policy.

The commission then discussed cluster development and green space, which support development while preserving as much natural habitat as possible. Mr. Bracken discussed the opportunity for mandatory buffer zones for water bodies, which allow for habitat connection, greenspace protection, and erosion prevention.

Mr. Gwyn requested that the Environmental Commission discuss the tree ordinance with Planning Commission and City Council.

Staff provided a tentative list of waste station opportunities for the first half of 2024. The Commission discussed the best way to recruit volunteers and organizations to reach out to.

Mr. Ralinovski and Ms. Raghu provided an update on their review of other cities zero waste events policy. They plan on sharing a draft policy for the commission to review next month.

Mr. Bracken shared that the regional planning organization, OKI is working on securing federal funding for the region for climate action through the Inflation Reduction Act and Climate Pollution Reduction Grant funding opportunity. Mr. Ralinovski shared that OPATB is working on a bike and pedestrian safety plan in 2024. Mr. Branstrator shared that OCASC did not meet. She also shared her efforts to reduce waste at Senior Center events.

Staff shared the updated Butler County Solid Waste Plan for comment.

The Commission discussed their gratitude for the Butler County Recycling and Solid Waste office for their efforts to increase waste diversion and for their support of municipal programming. The Commission noted that given Butler County's recycling rates are lower than most counties in Ohio, they support the scheduled increase in generation fees. Furthermore, the Commission would support a higher generation fee and/or an earlier implementation of the fee, to further support waste diversion in the County. The commission also discussed measures to discourage landfilling, such as pay as you throw trash fees, and encourage the county to explore additional measures to further increase waste diversion.

Motion to Adjourn: Mr. Bracken

2nd: Ms. Branstrator
Vote: Unanimous

The Commission adjourned at 7:50pm. The next meeting will be on March 6th at 7pm.



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:	2/6/2024
COUNCIL MEETING DATE:	February 20, 2024
AGENDA TITLE:	Uptown Parks Permit Request - Yoga in the Park, Coalition for a Healthy Community (Jessica Greene, Assistant City Manager)
COUNCIL GOAL AREA:	Celebration of the People and Places that Make Oxford Unique
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	JG DRE

DISCUSSION:

Yoga in the park will be held every Saturday morning from June 1, 2024, through October 26, 2024. We would setup at 8:30, class starts at 9:00 am, ends at 10:00 am, tear down will be completed by 10:30 am.

Uptown Park Permit Request

ROW 00601

Yoga in the Park 2024
Saturdays
Jun 1 - Oct 26, 2024

- [Oxford Memorial Park Uptown.docx](#) - 2024-02-06 01:06:53 pm



Uptown Parks Permit Request

Memorial Park & Martin Luther King Jr. Park

* Organization Name

Coalition for Health Community - Oxford

Organization Phone

5135245421

* Organization Mailing Address

4030 Oxford Reily Road Middle School, Oxford, OH 45056

Are you a non-profit?

Yes

. . .

* Contact's First Name

Amanda

* Contact's Last Name

Reiboldt

Contact's Phone

7655808080

* Email

amanda_reiboldt@trihealth.com

* Contact's Mailing Address

110 North Poplar Street Oxford, OH 45056

. . .

Which park(s) are you requesting? Select all that apply.

- ☒ Memorial Park (East Park Place & North Main Street - Pavilion)
☐ Martin Luther King Jr. Park (West Park Place & North Main Street - Fountain)

* Name of the Event

Yoga in the Park

Projected Attendance

40-80

Date Requested

02/06/2024

Format: MM/DD/YYYY

Has this event been held previously?

Yes 2023

Event Start Time & End Time

9:00am-10:00am

Set Up Time Range

8:30am

Tear Down Time Range

10:30am

Event Description

Yoga in the park will be held every Saturday morning starting June 1, 2024 through October 26, 2024. We would setup at 8:30, class starts at 9:00am, ends at 10:00am, tear down will be completed by 10:30am.

. . .

Do you need reserved parking?

No

Are you requesting a road closure for this event?

No

Will there be portable heaters/fire pits?

No

Will tents, tables and/or chairs be used?

No

Will you need police officers for this event? Depending on the event, this may be required.

No

Will you be renting portable restrooms for this event? (if yes, we recommend renting ADA compliant portable restrooms)

No

Will you need electricity?

No

Will you be bringing a sound system and/or technician?

No

Will alcohol, food, services and/or other items be sold?

No

If yes to alcohol, food or service, please explain briefly.

NA

Will you be exiting the park during the event? (i.e. for a race/run)

No

Any other information that you would like to share?

. . .

Please attach a site map sketch for this event, if possible.

Choose File No file chosen

Please attach the route map, if applicable (for parades, runs, etc...)

Choose File No file chosen

*** Event Details Accuracy Acknowledgement**

☒ By checking this box, I acknowledge that all of the event details, as listed above, are accurate.

[Click here to read the Stipulations & Fees and then acknowledge below.](#)

*** Event Stipulations & Fees Acknowledgement**

☒ By checking this box, I acknowledge that I have reviewed the stipulations and estimated cost for the event and agree to compensate the City for services rendered as specified in the final invoice. If the event runs past the stated end time and/or the stipulations are not adhered to, I understand that additional charges will accrue and agree to compensate the City accordingly.

Indemnification Clause: The Permittee hereby agrees to indemnify, defend, save and hold harmless the City of Oxford its officers and employees from and against all suits or claims that may be based on damage or injury or death to any person or property that may occur while the City of Oxford property is being used by Permittee. Permittee further agrees to the payment of the City's attorneys' fees for all claims and damages arising directly or indirectly from or related to the use, occupancy or possession of the City of property. Damages includes all liabilities, costs, losses, fines, penalties, claims suits, actions, costs and expenses.

*** Indemnification Clause Acknowledgement**

☒ By checking this box, I acknowledge that I have reviewed the indemnification clause above.

*** Today's Date**

02/06/2024

Format: MM/DD/YYYY

*** Electronic Signature**

Amanda Reiboldt

If approved, you will receive an approved permit. If an invoice is required, it will also be sent with the approved permit. Invoice payment is due prior to the event.

If you have any questions, reach out to John Buchholz at (513) 839-4781 or jbuchholz@cityofoxford.org.



Pavillion and grass if needed.

Additional Requests:

(Include details in narrative)

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

**Generally the responsibility of the applicant.*

Time Details

	Start	End
Setup	<u>9:00 AM</u>	<u>10:00 AM</u>
Event	_____	_____
Breakdown	_____	_____

Uptown Public Parks Permit - Internal

Event Name _____ Event Date _____

Event Time _____ Set Up Time _____ Tear Down Time _____

Contact Name _____ Contact Phone _____

Contact E-mail _____

Event Description _____

Areas Utilized _____ Maps Attached? Y ☐ N ☐

Police Officers Y ☐ N ☐

Meter Rental? Y ☐ N ☐

Street Closure Y ☐ N ☐

Service Personnel Y ☐ N ☐

Trash Boxes Y ☐ N ☐

Food For Sale Y ☐ N ☐

Alcohol For Sale Y ☐ N ☐

Electric Service Y ☐ N ☐

Insurance Required Y ☐ N ☐

Portable Restrooms Y ☐ N ☐

Bringing Sound System Y ☐ N ☐

Live Animals Present Y ☐ N ☐

Other _____

How Many _____ Time Range _____

List Meter Numbers _____

Attached Map or Route? Y ☐ N ☐

How Many _____ Time Range _____

How Many _____

Permit Number _____

Permit Number _____

Details _____

Details _____

Details _____

Details _____

Details _____

Department Approval

Police Department Y ☐ N ☐

Fire Department Y ☐ N ☐

Service Department Y ☐ N ☐

Recreation Department Y ☐ N ☐

City Manager Department Y ☐ N ☐

Date _____

Date _____

Date _____

Date _____

Date _____

Event Approved Y ☐ N ☐

Signature _____

Documents Attached

Invoice ☐

Original Application ☐

Stipulations & Fees ☐

Uptown Parks Stipulation & Fees

Memorial Park & Martin Luther King Jr. Park

Applicants should allow a minimum of five business days for the request to be processed from the time it is submitted to City Officials. *Please provide the City with as much lead time as possible. Events requiring road closures and staffing will require additional processing time. Large event requests (over 500 people) shall be submitted no less than sixty (60) days in advance of the event.*

1. Large events (estimated at over 500 people), including all concerts and performances, will require additional approval by City Departments.
2. Events exceeding 2 consecutive days or repeat events of 2 or more sessions will require City Council approval.
3. At least one legally responsible adult must sign the request.
4. The usage may not discriminate against a given class of people.
5. All ordinances that regulate noise shall be observed, unless a variance is requested and approved.
6. The applicant is responsible for cleanup and removal of litter & trash immediately after the event. Failure to clean up may result in subsequent requests being denied or a deposit being required. In addition, a cleaning charge may be assessed.
7. Safety staffing levels will be determined by the Oxford Police Department and the applicant may be required to hire police officers.
8. All special conditions specified by department heads must be complied with. Fees will be assessed for special services.
9. No markings may be made on streets or sidewalks within the public right-of-way.
10. No motor vehicles may be parked within the area of the park or on any sidewalk.
11. Banners are only permitted on the stage area during the function and must be removed immediately after the event. Tying is the only acceptable way of affixing a banner to the stage area.
12. The applicant is responsible for damage to grass, shrubs or trees as a result of the event and agrees to compensate the City of Oxford the cost of repairs and/or replacement.
13. No structure shall be defaced and no structure shall be erected within four feet of the base of a tree or shrub.
14. No nails, spikes, tacks or adhesive material may be driven into or affixed to trees or into the ground within any park. This includes sign or flag frames, posts, spikes, etc... Applicant is financially responsible for damages to parks and infrastructure.
15. If alcohol will be sold at the event, you must obtain F2 permit from the Ohio Department of Commerce, Division of Liquor Control and obtain approval from either City Council or the City Manager.

- a. Note: Event participants may use Oxford's year-round Designated Outdoor Refreshment Area (DORA). No permit is required for DORA usage, but please follow DORA rules.
16. Food for sale is allowed at events hosted by a nonprofit or charitable community organization. Food trucks or tents must have a mobile food unit license or a temporary food license through the Butler County Board of Health.
17. The applicant will be required to provide the City with a certificate of insurance naming the City as an additional insured for events with banner installation, live animals or inflated play structures with a minimum of \$1M coverage. Insurance for other events may be required and reviewed on a case by case basis.
18. The Permittee hereby agrees to indemnify, defend, save and hold harmless the City of Oxford its officers and employees from and against all suits or claims that may be based on damage or injury or death to any person or property that may occur while the City of Oxford property is being used by Permittee. Permittee further agrees to the payment of the City's attorneys' fees for all claims and damages arising directly or indirectly from or related to the use, occupancy or possession of the City of property. Damages includes all liabilities, costs, losses, fines, penalties, claims suits, actions, costs and expenses.

729.05 SALES ON CERTAIN MUNICIPAL PROPERTY PROHIBITED. No person shall sell, offer to sell or solicit orders for goods, wares or merchandise for immediate or future delivery, or services to be furnished, performed or provided in the present or in the future, within parking meter zones or upon any municipally-owned or controlled property other than streets. This law shall not be applicable to nonprofit or charitable community organizations operating with the express consent of the Office of the City Manager and shall not apply to the lawful use of sidewalk space where such use is expressly authorized by the Codified Ordinances of Oxford, nor shall this section be applicable to the selling at a Farmers' Market of farm produce when such produce has been raised and grown by the vendors and provided that such selling has been specifically authorized and regulated by the Council. Any sale or use of alcohol upon any municipally-owned or controlled property shall be approved by City Council. (Ord. 3211. Passed 3-19-13.)

<u>Parking</u> No Parking Sign Metered Parking (less than 4 hours) Metered Parking (4 or more hours) <u>Personnel</u> First Police Officer Additional Officer (s) Police Supervisor (required for each 4 Police Officers) Police Command Officer (required for two squads of five Officers)	\$1/each \$6/each \$12/each \$55 per hour \$55 per hour \$65 per hour \$75 per hour
--	---

Street Department Personnel Electrician	\$30/hour \$120 plus materials
<u>Road Closure</u> Main Street US 27 Detour **includes labor	\$150** \$150**
<u>Sports Fields/Gazebo</u> Contact Oxford Parks & Recreation Department at 513-523-6314	

Area shall be cleaned at the end of each day

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

May be asked to relinquish location for large pre-planned events.



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:	2/13/2024
COUNCIL MEETING DATE:	February 20, 2024
AGENDA TITLE:	A Resolution to Adopt the 2024 Measurable Action Items to Progress Toward Comprehensive Plan Goals (Jessica Greene, Assistant City Manager)
COUNCIL GOAL AREA:	
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	<u>Approval</u>
CITY MANAGER/DEPT HEAD APPROVAL:	Jessica Greene

DISCUSSION:

Each year city staff meet with City Councilors at a retreat to define priorities and action items for the year. We reviewed the Oxford Comprehensive Plan and used that document as a guide to create our work for the year.

We understand that new and unexpected items will come up during the year, but the attached 2024 measurable action items document is meant to provide a guidebook for staff and council for the year.

The planning process for these action items began in 2023 with research and exploring budget implications. Many items were built into the city of Oxford's 2024 capital improvement and operating budgets.

Staff will update City Councilors on progress toward these action items in July 2024 and January 2025.

RESOLUTION NO.

A RESOLUTION ADOPTING THE 2024 MEASURABLE ACTION ITEMS TO PROGRESS TOWARD COMPREHENSIVE PLAN GOALS.

WHEREAS, the new Comprehensive Plan identifies eight goals for the City of Oxford, and lists objectives and actions to achieve these goals.

WHEREAS, the Comprehensive Plan identifies the following Guiding Pillars: Diversity, Equity, and Inclusion; Environmental Sustainability; Economic Development; Quality Life; University-City Relations; Service Excellence and Fiscal Responsibility. Government Transparency and Collaborative Growth; and

WHEREAS, the Oxford City Council and City Staff met to identify which actions to take toward the Comprehensive Plan goals in 2024 and 2025.

WHEREAS, City Staff created the 2024 Measurable Action Items, with the input from City Council as set forth in Exhibit “A” and attached hereto; and

WHEREAS, many of the goals and objectives in the Comprehensive Plan will take many years to complete, but establishing incremental and measurable action items each year will help keep the focus on tasks we seek to achieve these goals; and

WHEREAS, City Staff will provide updates throughout the year with a formal update to Council in July with a midyear update, and in January with a year-in-review update; and

WHEREAS, if new action items or goals are introduced throughout the year, one of these identified goals or actions may need to be postponed.

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

SECTION 1: The City Manager recommends adopting the 2024 Measurable Action Items to progress toward Comprehensive Plan Goals.

SECTION 3: Council, having reviewed the City Manager’s Recommendation hereby adopts the 2024 Measurable Action Items to progress toward Comprehensive Plan Goals.

SECTION 4: This resolution shall take effect at the earliest date allowed by law.

MAYOR

ADOPTED:

ATTEST:

CLERK OF COUNCIL

INTRODUCED BY: WILLIAM SNAVELY

PREPARED BY: LAW(STAFF)

Department	Comp Plan Goal	Comp Plan Action	Measure of Success	
City Manager	1. L: Smart Growth and Quality Places	L3-A2: Encourage adaptive reuse in buildings of special architectural or historical value	By May 2024, have interns map contributing historic structures outside of current historic districts using GIS tools.	
City Manager	2. M: Safe and Efficient Travel for All Modes of Transportation	M3-A2: Expand the Oxford Area Trails System by completing the perimeter loop and linking to neighborhoods and commercial areas	By April 2024 submit a grant to ODNR Clean Ohio and ODOT Safety for matching funds for phase 5 of the Oxford Area Trail.	
City Manager	2. M: Safe and Efficient Travel for All Modes of Transportation	M3-A2: Expand the Oxford Area Trails System by completing the perimeter loop and linking to neighborhoods and commercial areas	By June 2024, adopt NW segment proposed route alignment.	
City Manager	2. M: Safe and Efficient Travel for All Modes of Transportation	M3-A3: Conduct a feasibility study for connections between the Oxford Area Trail System (OATS) and business districts	By March 2024 Release RFP for 30% design and route alignment of connections between business districts, Oxford Area Trail System and public transit stops. By October 2024 adopt proposed preliminary route alignment for interior trail connections.	Transportation Plan in 2024. Staff Response: Based on previous Council, staff and OPTAB guidance, the 2024 budget and work program is to complete the following two projects: (1) Transit Corridor Design and (2) Access Management Policy. With these actions, staff will not have time to support a the development of a new Transportation Plan. We advise that this be moved to 2025 as an action item as part of an ODOT initiative for communities to adopt "Active Transportation Plans". They area also releasing grant funding for this purpose and we intend to explore this.
City Manager	3. H: Housing Opportunities for Everyone	H1-A4: Leverage land and other tangible assets to address housing supply gaps by boosting inventory	By April 2024, develop an agreement with a developer for the Chestnut Street land to increase inventory to service residents at 80% AMI or lower.	
City Manager	4. E: A Thriving and Resilient Year-Round Economy	E1-A3: Develop an economic development strategic plan for Oxford	By February 2024, release an RFP for a consultant to assist with an Ec Dev Strategic Plan. By April 2024, select a vendor. By October 2024, bring proposed Ec Dec Plan to Council for adoption.	
City Manager	4. E: A Thriving and Resilient Year-Round Economy	E1-A5: Explore job creation as a result of Advanced Air Mobility programming and research.	By June 2024, define a funding source and apply for site readiness grant for OXD.	
City Manager	4. E: A Thriving and Resilient Year-Round Economy	E3-A3: Promote the Revolving Loan Fund to local businesses	By April 2024, award the first round of facade improvement and sustainability upgrades matching grants.	

City Manager	4. E: A Thriving and Resilient Year-Round Economy	E3-A2: Designate a Small Business Advocate to provide technical assistance in an effort to better ensure business survival	By April 2024, Ec Dev staff will have a strategy for reaching out to all new business startups to provide technical assistance in city	
City Manager	4. E: A Thriving and Resilient Year-Round Economy	E4-A1: Create events and activities that drive economic impact	By June 2024, develop ideation for an annual event that will drive revenue for the City of Oxford. Consider a honeybee themed event/activity and educate our public about our important bee keeping history.	
City Manager	5. S: A Sustainable Oxford	Other:	By August 2024, determine if a collaborative EV carshare program with Miami University is viable. If found viable, have program locations identified by October.	
City Manager	5. S: A Sustainable Oxford	S1-A1: Develop an energy plan to meet Oxford's demand with renewables generated locally/regionally	By December 2024, develop an action plan for the City to utilize federal incentives through the Inflation Reduction Act to support onsite renewable energy generation and other	
City Manager	5. S: A Sustainable Oxford	Other:	By December 2024, conduct greenhouse gas inventories for CY 2023.	
City Manager	5. S: A Sustainable Oxford	S1-A1: Develop an energy plan to meet Oxford's demand with renewables generated locally/regionally	Explore Sustainable Ohio Public Energy Council (SOPEC) membership, if found viable, join SOPEC by December 2024	
City Manager	5. S: A Sustainable Oxford	S1-A8: Coordinate with community partners in climate action planning	Explore 513 Green Business Certification. If found viable, 1) designate and train and inspector for the certification process (staff or community member), 2) launch a promotional campaign for designation and 3) explore incentives for local businesses to join by October.	
City Manager	5. S: A Sustainable Oxford	Other:	Explore federal grants and incentives for climate action, such as the Climate Pollution Reduction Grant, by December	
City Manager	5. S: A Sustainable Oxford	S3-A6: Increase community waste diversion through reuse, recycling, and composting	By August 2024, fund and launch an educational campaign to inform residents and MU students about what can be recycled and composted	Note: added new goal- zero waste events and note on commercial recycling listed in that section.
City Manager	5. S: A Sustainable Oxford	S1-A5: Adopt EV charging infrastructure requirements for new multi-family and commercial developments	By September 2024, research, develop and adopt EV charging infrastructure requirements for new residential and commercial developments.	Added in response to Councilor request

City Manager	6. R: Celebration of the People and Places that Make Oxford Unique	R3-A2: Create incentives for private developments to include public art including murals	By March 2024, release a call for art to be funded in part by PACO. By October 2024, contracted artist has complete art installation.	
City Manager	6. R: Celebration of the People and Places that Make Oxford Unique	R3-A3: Identify spaces on public property which could showcase the artwork of local artists	By June 2024, Include plan for art in the Amtrak project and Duke Locust Street substation design.	
City Manager	7. C: A Connected, Livable, and Equitable Community for All	C2-A1: Ensure adequate year-round childcare services	By May 2024, release childcare \$30K forgivable loan program through CIC Revolving Loan Fund program.	
City Manager	9. Essential Services	Other:	By August 2024 implement successful migration to BSA and NEOGov for HR operations.	
City Manager	3. H: Housing Opportunities for Everyone	H1-A5: Support developments and programs addressing supportive and transitional housing	By May 2024 explore cold shelter program funding models with area partners for example, FRC/TOPSS. By August 2024 present a funding plan to be included in the 2025	
City Manager	7. C: A Connected, Livable, and Equitable Community for All	Other:	By July 2024 create an application and review procedure for Council to select how to distribute community assistance funding.	
City Manager	5. S: A Sustainable Oxford	S3-A6: Increase community waste diversion through reuse, recycling, and composting	By June 2024, explore Zero Waste Event policy frameworks, considering environmental and economic impact. By September 2024, establish a Zero Waste Events Policy for events requiring city permits	Council Input: adopt regulations requiring recycling at multi-family and commercial. I propose new language “develop and adopted phased regulations requiring multi-family housing complexes and commercial enterprises contract for recycling services.” Staff Response: EC reviewed zero waste events and commercial recycling during 2023. Their recommendation is to have zero waste events in 2024, and recycling mandates in 2025. These goals were reordered. Zero Waste was brought forward to 2024 from 2025. Recycling mandate pushed

Community Development	1. L: Smart Growth and Quality Places	L4-A2: Develop an annexation policy and adequate public facilities ordinance to ensure growth aligns with public goals	By June 2024, adopt an annexation policy	
Community Development	2. M: Safe and Efficient Travel for All Modes of Transportation	M2-A2: Adopt Access Management Regulations to regulate curb cuts and intersections along major thoroughfares	By December 2024, adopt new Access Management Regulations	
Community Development	3. H: Housing Opportunities for Everyone	H1-A1: Update zoning regulations to increase density and promote a diversity of residential housing types and living arrangements	By mid March an RFP for a Chapter 11 Code Update will be released, to update subdivision and zoning regulations to simplify processes and assist in economic development. Historic District Guidelines will also be updated. By May 2024 a vendor will be selected. In August 2024, February 2025 and May 2025 updates will be provided to City Council and pertinent boards. By August 2025, an open house will be provided with initial draft. October 2025 Planning Commission review. By December 2025, City Council review and approval.	Updated language with key milestones after Councilor input.
Community Development	4. E: A Thriving and Resilient Year-Round Economy	E1-A1: Foster a culture of service excellence in attracting new businesses and assisting new business startups	By October 2024, launch new online permit application portal to replace emailed permit applications	
Community Development	4. E: A Thriving and Resilient Year-Round Economy	E1-A1: Foster a culture of service excellence in attracting new businesses and assisting new business startups	By December 2024, fully cross train administrative staff for service excellence and redundancy	
Community Development	7. C: A Connected, Livable, and Equitable Community for All	Other:	By June 2024, hire, train and implement a code enforcement staff person dedicated to tobacco retailer licensing compliance	
Community Development	3. H: Housing Opportunities for Everyone	Other:	By April 2024, explore passing a moratorium on new short term rental properties and work to update language to limit types of use.	
Finance	9. Essential Services	Other:	Complete the compilation and audit of the City's 2023 Comprehensive Annual Financial Report and submit the report to the Government Finance Officers Association for the "Certificate of Achievement for Excellence in Financial Reporting" Award	

Finance	9. Essential Services	Other:	By May 2024, modernize Oxford cemetery records to digital files. Once all data is compiled in Oxford Cemetery, all information will be released to the public for search and	
Finance	9. Essential Services	Other:	By August 2024, Implement BS&A to the cloud version and bringing Payroll and HR systems from the current Paylocity payroll system. This will unify all software programs being used throughout the various departments.	
Finance	9. Essential Services	Other:	By June 2024, develop an effective, informative report model for the City's	
Finance	9. Essential Services	Other:	By March 2024, begin regular staff input meetings to receive ideas of better practices and innovations from a broad spectrum of knowledge.	
Fire	7. C: A Connected, Livable, and Equitable Community for All	Coordinate public safety needs with local partners	By July 2024, negotiate with Miami University a higher percentage contribution for Fire/EMS capital expenditures.	
Fire	7. C: A Connected, Livable, and Equitable Community for All	Ensure adequate staffing and compensation for public safety staff	By May 2024, review and identify possible funding sources for Fire/EMS operations. By July 2024, Develop and implement an action plan to establish funding for Fire/EMS operations.	
Fire	7. C: A Connected, Livable, and Equitable Community for All	Ensure adequate staffing and compensation for public safety staff	By May 2024, replace vacant Firefighter/Paramedic position (or EMT to be trained if no Paramedic candidates are available)	
Fire	7. C: A Connected, Livable, and Equitable Community for All	Ensure adequate staffing and compensation for public safety staff	By December 2024, hire 3 additional Firefighter/Paramedics (or EMT's to be trained if no Paramedic candidates are available)	
Parks & Recreation	6. R: Celebration of the People and Places that Make Oxford Unique	R3-A7: Support partnerships to create new education, recreation, and cultural opportunities for the community	By September 2024, replace the existing playground with a new playground structure at Merry Day Park.	
Parks & Recreation	6. R: Celebration of the People and Places that Make Oxford Unique	R2-A6: Construct a new dog park to meet the demands of the community	By October 2024, construct a new, larger dog park facility at the city-owned property on Bonham Road.	
Parks & Recreation	6. R: Celebration of the People and Places that Make Oxford Unique	R3-A7: Support partnerships to create new education, recreation, and cultural opportunities for the community	Assist the City of Oxford and Miami University in successfully completing the Space Race 5K & 10K events in April 2024 and using that event as a step to hosting another half-marathon in Oxford in 2025.	
Parks & Recreation	6. R: Celebration of the People and Places that Make Oxford Unique	R1-A2: Develop a Community Center that offers programming, recreation, access to social services, and rentable community space	Throughout the year 2024, provide continuous support to the Talawanda Recreation, Inc. (TRI) Board of Directors as they pursue project plans and fundraising objectives for a new indoor community center.	

Parks & Recreation	6. R: Celebration of the People and Places that Make Oxford Unique	R3-A7: Support partnerships to create new education, recreation, and cultural opportunities for the community	In June 2024, assist Enjoy Oxford and Columbus Outdoor Pursuits to host the 2024 Great Ohio Bicycle Adventure on TRI property.	
Parks & Recreation	7. C: A Connected, Livable, and Equitable Community for All	C1-A1: Support events that promote culture, health, wellness, and active living	Partner directly with the City of Oxford, Enjoy Oxford, Oxford Chamber of Commerce, Miami University and others to host new and recurring events in city parks to attract visitors, promote wellness and support a thriving year-round economy.	
Police	2. M: Safe and Efficient Travel for All Modes of Transportation	Other:	By June 2024, begin electronic submission of traffic crash reports to the State of Ohio instead of hand writing reports	
Police	2. M: Safe and Efficient Travel for All Modes of Transportation	M3-A1: Treat pedestrian and cyclist mobility with equal importance to vehicular mobility	By December 2024, conduct three targeted education & enforcement efforts in regards to bike lanes, bicycle and pedestrian safety	
Police	2. M: Safe and Efficient Travel for All Modes of Transportation	M4-A4: Determine need and plan for long-term parking solutions	Improve business practices in Parking office by creating an online process for customers to apply for various permits and have completed by August 1st	
Police	6. R: Celebration of the People and Places that Make Oxford Unique	R3-A6: Promote Oxford's parks and green spaces for residents and visitors to experience	By June 2024, purchase utility vehicle for patrolling OATS and Parks and implement a regular patrol of these areas to promote safety & security.	
Police	7. C: A Connected, Livable, and Equitable Community for All	C3-A1: Increase access for all Oxford residents to the full continuum of services for mental health and substance use disorder	By December 2024, complete the IACP One Mind Campaign by implementing policy & training to ensure successful interactions between Police Division and individuals living with mental health conditions	
Police	7. C: A Connected, Livable, and Equitable Community for All	C4-A1: Coordinate public safety needs with local partners	By August 2024, implement Flock Safety Camera project and share data with surrounding law enforcement agencies	
Police	7. C: A Connected, Livable, and Equitable Community for All	C4-A2: Ensure public safety staff have access to appropriate education and training	Complete state required Continuing Professional Training hours for all sworn staff by end of year and implement a comprehensive training program for all staff	
Police	7. C: A Connected, Livable, and Equitable Community for All	C1-A1: Support events that promote culture, health, wellness, and active living	Adequately staff City placemaking events and ensure the safety, security, and well-being of all residents and visitors while providing outreach & education to community members where appropriate	
Police	7. C: A Connected, Livable, and Equitable Community for All	C4-A6: Review public facility needs and plan for repair, replacement, or expansion	Plan and prepare CIP budget for generator upgrade at police station by November 2024	
Police	7. C: A Connected, Livable, and Equitable Community for All	C4-A6: Review public facility needs and plan for repair, replacement, or expansion	Evaluate installing CO detectors hard wired to fire alarm system in the basement of the police division building and plan to include in 2025 CIP budget process	

Police	9. Essential Services	Other:	By December 2024, issue remaining Lexipol policy manual	
Police	9. Essential Services	Other:	Begin succession planning by May 2024 that includes testing/assessment centers with anticipated retirement of a lieutenant which will create open sergeant and officer positions. Also planned retirements in future	
Police	9. Essential Services	Other:	Firearms replacement: replace all pistols, holsters, accessories issued to sworn personnel by June 2024.	
Service	2. M: Safe and Efficient Travel for All Modes of Transportation	M3-A2: Expand the Oxford Area Trails System by completing the perimeter loop and linking to neighborhoods and commercial areas	By May 2024, complete Phase III - Segment B of the OATS trail. By October 2024, complete Phase IV of the OATS trail.	
Service	2. M: Safe and Efficient Travel for All Modes of Transportation	M3-A2: Expand the Oxford Area Trails System by completing the perimeter loop and linking to neighborhoods and commercial areas	By December 2024, implement plan for repairs to the Black Covered Bridge over Four Mile Creek (roof and siding repairs).	
Service	2. M: Safe and Efficient Travel for All Modes of Transportation	M1-A4: Establish passenger rail service to/from Oxford	By June 2024, Complete Terms Sheet with Amtrak. Easement or ROW issue must be resolved with either TSD and/or SDS owners. Continue with preliminary engineering through 2024. Project planned for bidding in October 2025 with construction completed by the end of 2026.	
Service	2. M: Safe and Efficient Travel for All Modes of Transportation	M3-A1: Treat pedestrian and cyclist mobility with equal importance to vehicular mobility	By December 2024, develop plans for sidewalk installation on Locust St. (north of Spring St. by substation and missing areas north of Chestnut St.). Ensure funding for construction in 2025. Plans should coordinate with Duke Energy's plan to expand their electrical substation.	
Service	2. M: Safe and Efficient Travel for All Modes of Transportation	M3-A1: Treat pedestrian and cyclist mobility with equal importance to vehicular mobility	By February 2024, obtain a Resolution of Necessity for a special assessment program to improve curb, gutter, and sidewalks associated with the 2024 street resurfacing program. Areas for improvement must be completed by August 1, 2024.	

Service	2. M: Safe and Efficient Travel for All Modes of Transportation	M4-A4: Determine need and plan for long-term parking solutions	By March 2024, develop plans and specifications for the repair of Deck 4 of the Parking Garage. Implement repairs by December 2024.	
Service	2. M: Safe and Efficient Travel for All Modes of Transportation	M2-A3: Conduct a feasibility study for a grade-separated crossing over or under a railroad	By March 2024, apply to Ohio Rail Development Comm. for a planning grant to evaluate options for a rail grade separation project.	
Service	2. M: Safe and Efficient Travel for All Modes of Transportation	M3-A1: Treat pedestrian and cyclist mobility with equal importance to vehicular mobility	“By August 2024, complete the annual analysis and update to the City’s “Infrastructure Inventory” and identify specific street segments that are candidates for resurfacing. City Staff will incorporate, where possible, bike & pedestrian safety improvement projects recommended by OPTAB for consideration into 2025 capital project	Added in response to Councilor request
Service	5. S: A Sustainable Oxford	S1-A4: Promote retrofitting of existing buildings with energy conservation and electrification	By July 2024, install a solar generation and battery system for electric service to the Oxford Cemetery Maintenance Building.	
Service	6. R: Celebration of the People and Places that Make Oxford Unique	R1-A4: Improve or modify existing playgrounds to be more inclusive	Design a replacement facility for the water feature in the Uptown Parks in conjunction with the design of a new public restroom facility. Construction should be completed by 2025.	
Service	8. U: Accessible, High-Quality Infrastructure	U1-A2: Integrate utility upgrade & extension decisions with annexation, future land use, and development decisions	As required by an Agreement, assist in the development of infrastructure for the Lake Forest Drive area including a wastewater lift station and force main.	
Service	8. U: Accessible, High-Quality Infrastructure	U1-A1: Maximize usage of existing utilities by promoting infill and redevelopment opportunities	Begin the two year project for replacement of the WWTP's SCADA control system.	
Service	8. U: Accessible, High-Quality Infrastructure	U1-A1: Maximize usage of existing utilities by promoting infill and redevelopment opportunities	By June 2024, apply for funding with OEPA and Ohio Dept. of Dev. for grant funding for replacement of the WWTP BioTower treatment media	
Service	8. U: Accessible, High-Quality Infrastructure	U1-A1: Maximize usage of existing utilities by promoting infill and redevelopment opportunities	By June 2024, apply for funding with OEPA and Ohio Dept. of Dev. for grant funding for the construction of a water softening plant	
Service	8. U: Accessible, High-Quality Infrastructure	U1-A1: Maximize usage of existing utilities by promoting infill and redevelopment opportunities	By Sept. 2024, complete the Disk Aeration System rehabilitation project at the WWTP	
Service	8. U: Accessible, High-Quality Infrastructure	U1-A1: Maximize usage of existing utilities by promoting infill and redevelopment opportunities	By December 2024, complete plans for a new Phosphorus removal system for effluent from the WWTP	

Service	8. U: Accessible, High-Quality Infrastructure	U1-A1: Maximize usage of existing utilities by promoting infill and redevelopment opportunities	By Oct. 2024, install a new backwash flushing facility at the Seven Mile Wellfield to reduce iron and sediment entering the raw water transmission main.	
Service	8. U: Accessible, High-Quality Infrastructure	U1-A9: Replace lead water pipes for public health and safety	By Oct. 2024, submit the City's lead service line inventory to the Ohio EPA for compliance with their rule.	
Service	8. U: Accessible, High-Quality Infrastructure	U1-A8: Implement water softening for the public potable water supply	By July 2024, install a test well at the Seven Mile Wellfield to determine if the aquifer will support an additional vertical turbine well to produce additional raw water for the City	
Service	8. U: Accessible, High-Quality Infrastructure	U1-A8: Implement water softening for the public potable water supply	By December 2024, complete the design and specifications for a water softening plant and prepare for bidding for a construction	
City Manager	5. S: A Sustainable Oxford	S1-A2: Promote incentives for on-site solar and wind for residential and commercial properties	By May 2024, pursue a grant to fund a feasibility study to solarize city facilities. Council comments: Council prioritized as 2023 goals "develop net zero building electrification ordinance for new construction and retrofit" and "Explore incentives or code to have building electrification requirements" (align with Comp. plan priority S1-A3). If neither was accomplished in 2023, shouldn't they be carried over as 2024 goals? (D. Prytherch)	Expanded in response to Councilor request. This goal to address attempting to solarize city facilities.
City Manager	3. H: Housing Opportunities for Everyone	H1-A5: Support developments and programs addressing supportive and transitional housing	By June 2024, explore and develop funding concepts for cold shelter programming.	Added in response to Councilor request
City Manager	7. C: A Connected, Livable, and Equitable Community for All	Other:	By August 2024, develop a new format for screening community assistance requests from the City Budget and inform community partners of the new process.	Added in response to Councilor request
Community Development	3. H: Housing Opportunities for Everyone	Other:	By April 2024, update short term rental language to limit to secondary use or explore the use of a moratorium until new language can be adopted.	Added in response to Councilor request



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

STAFF REPORT

ORIGINATING DEPARTMENT:	City Manager
PREPARED BY:	Reena Murphy
DATE PREPARED:	2/14/2024
COUNCIL MEETING DATE:	February 20, 2024
AGENDA TITLE:	A Resolution Accepting the Recommendation of the Environmental Commission and Authorizing the City Manager to Submit Public Comment on the Butler County Recycling and Solid Waste District Solid Waste Management Plan Update. (Jessica Greene, Assistant City Manager)
COUNCIL GOAL AREA:	A Sustainable Oxford
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approve
CITY MANAGER/DEPT HEAD APPROVAL:	JG DRE

DISCUSSION:

Butler County Recycling and Solid Waste District has requested public comment on the Solid Waste Plan Update (2025-2040). The Environmental Commission has reviewed the plan and has provided feedback for City Council and Butler County Recycling and Solid Waste District to review.

Staff has reviewed the plan and support Butler County's efforts and plan update.

Attached is the Solid Waste Plan Update Executive Summary. The full plan can be found on [Butler County's website, linked here.](#)

RESOLUTION NO.

A RESOLUTION ACCEPTING THE RECOMMENDATION OF THE ENVIRONMENTAL COMMISSION AND AUTHORIZING THE CITY MANAGER TO SUBMIT PUBLIC COMMENT ON THE BUTLER COUNTY RECYCLING AND SOLID WASTE DISTRICT SOLID WASTE MANAGEMENT PLAN UPDATE.

WHEREAS, the Butler County Recycling & Solid Waste District serves the entire county by promoting recycling, waste reduction and responsible disposal of all waste from households, businesses and industry. One of 52 solid waste districts in Ohio, the Butler County District is responsible for implementing a solid waste management plan; and

WHEREAS, the Butler County Recycling & Solid Waste District is seeking public comment and review on the Solid Waste Management Plan Update (2025-2040); and

WHEREAS, the Environmental Commission met on February 7th, 2024, and reviewed the Solid Waste Management Plan Update; and

WHEREAS, the Environmental Commission is grateful for the efforts and programming of Butler County Recycling and Solid Waste District. However, the commission was disappointed to see that Butler County has the lowest residential/commercial recycling rate in the southwest Ohio region and is below the Environmental Protection Agency's (EPA) goal diversion rate of 25%; and

WHEREAS, the Environmental Commission encourages the county to implement the proposed generation fee increase earlier than 2031 and/or consider a higher increase in fees to support further progress towards the EPA's goal diversion rate of 25%; and,

WHEREAS, the Environmental Commission encourages collaboration with waste haulers to develop incentives for waste reduction and recycling, such as pay-as-you-throw pricing models for landfill materials.

WHEREAS, the Environmental Commission further recommends that the Council authorize the City Manager to submit public comment on the Butler County Recycling and Solid Waste District Solid Waste Management Plan Update (2025-2050) in accordance with the feedback provided by the Environmental Commission.

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

SECTION 1: City Council accepts the recommendation of the Environmental Commission and hereby authorizes the City Manager to submit public comment on the Butler County Recycling and Solid Waste District Solid Waste Management Plan Update (2025-2050) in accordance with the feedback provided by the Environmental Commission.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL
INTRODUCED BY: COUNCILOR BRACKEN
PREPARED BY: LAW (STAFF)

SOLID WASTE PLAN SUMMARY

January 2024



PLANNING PERIOD
2025 - 2040

Both the complete Solid Waste Plan Update and Plan Summary can be found at <https://www.butlercountyrecycles.org>

Introduction

Butler County Solid Waste Management District has updated its Solid Waste Management Plan. This 15-year comprehensive plan serves as a guide for local waste reduction programs, initiatives, and activities designed to reduce reliance on landfills, improve waste diversion, and provide residents with access to recycling opportunities.

Butler County's Solid Waste Plan Update has been prepared in conformance with Ohio solid waste laws and regulations. The Plan Update demonstrates sufficient landfill capacity is available to the District at landfills within a reasonable distance. The closest landfill, Rumpke Sanitary Landfill, has sufficient capacity through 2057.

The Solid Waste Plan Update exceeds Ohio EPA's recycling access goal with 84% of the residential population participating in recycling programs. The District is proposing to increase the total number of households participating in curbside recycling with a focus on contracted curbside recycling in Butler County's most populous townships, thereby improving residential curbside recycling participation in even more households.

Butler County's Solid Waste Plan Update includes a detailed budget outlining revenues and operational costs for programs. The District relies on a solid waste generation fee of \$1/ton which is assessed on waste generated in Butler County and tipped in Ohio landfills and transfer stations. The current funding structure will support programs and services outlined in the 2025 Plan Update. Butler County's solid waste generation fee is among the lowest in the state of Ohio.



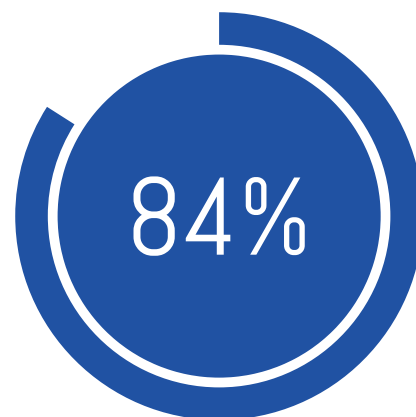
Goal 1: Provide residents with access to recycling opportunities equal to 80% or more of the population.

What Recycling Infrastructure Does Butler County Have?

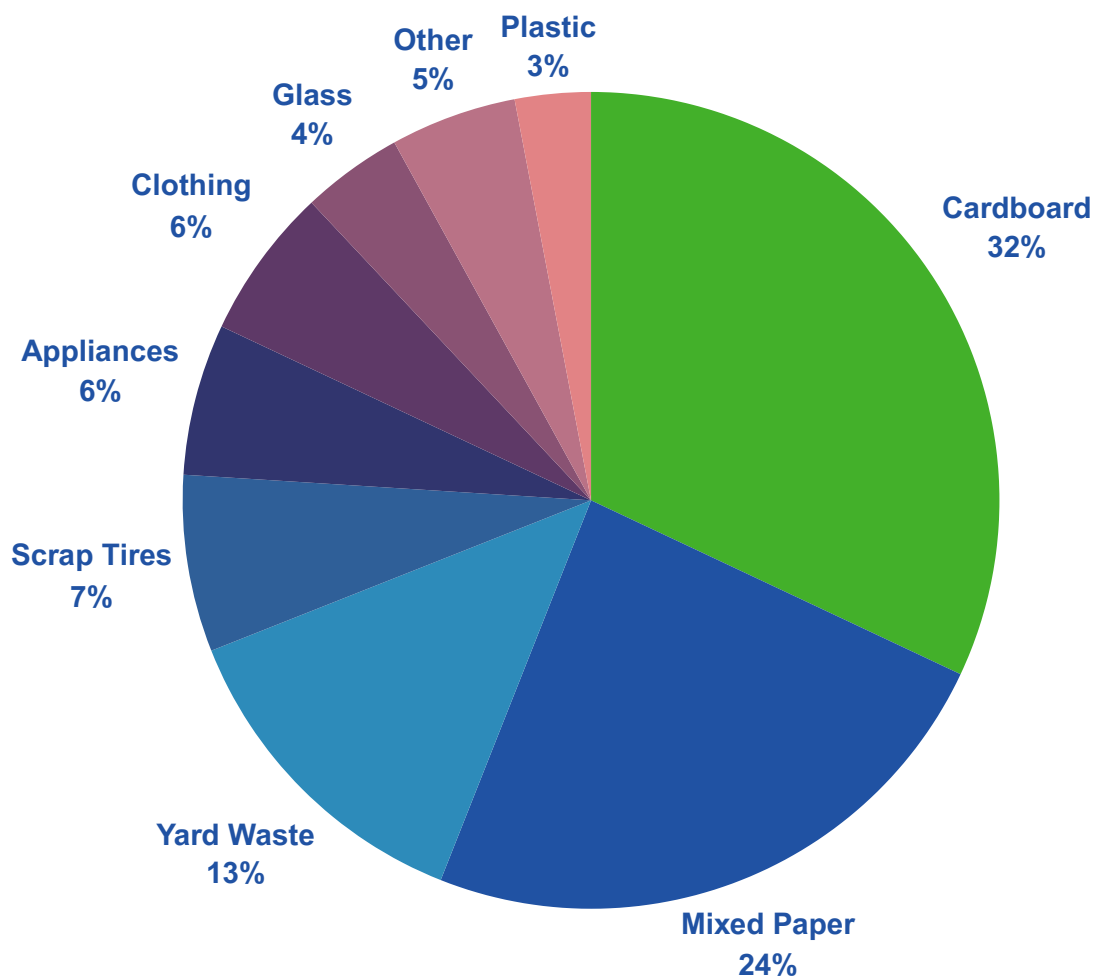
84% of Butler County households have access to recycling services at the curb and at community drop off locations.

Residential recycling is available based on the following:

- **7** Communities provide automatic curbside recycling & trash service.
- **7** Communities offer subscription curbside recycling for an additional fee.
- **28** drop-off locations throughout the County.



Recycling Numbers

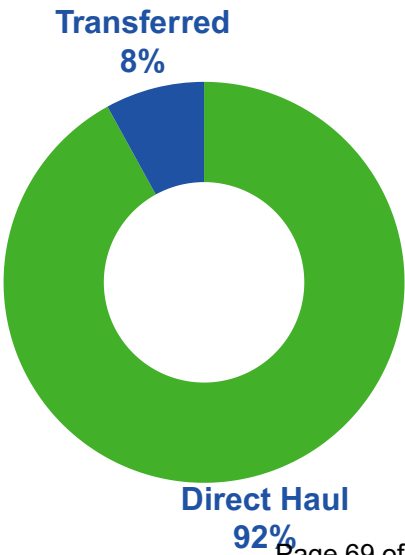


What Does Butler County Recycle?

Butler County households and businesses diverted 13% of all materials away from the landfill in 2022. A total of approximately 70,000 tons of material was recycled. The top materials diverted from the landfill are cardboard, paper, and yard waste.

How is Butler County’s Waste Managed?

92% of solid waste generated in Butler County is direct hauled to nearby landfills, with the remainder (8%) arriving at waste transfer stations. The residential/commercial sector accounts for the majority of waste disposed (57%). The total amount of waste disposed in 2022 was 750,000 tons.



Plan Strategies

Priority Programming

In addition, Butler County Solid Waste District will assess our effectiveness in meeting the recycling and waste reduction needs for Butler County's diverse demographic populations.

Butler County collaborates with Hamilton County and Clermont County to serve local manufacturers in the Southwest Ohio Pollution Prevention (P2) Summer Internship Program. Recent partner companies include ThyssenKrupp Bilstein, Molson Coors, 80 Acres Farm, and Synergy Flavors. Interns are Ohio undergraduate and graduate students who focus on waste reduction, energy conservation and process improvements with a record of significant savings that extend beyond the summer internship.

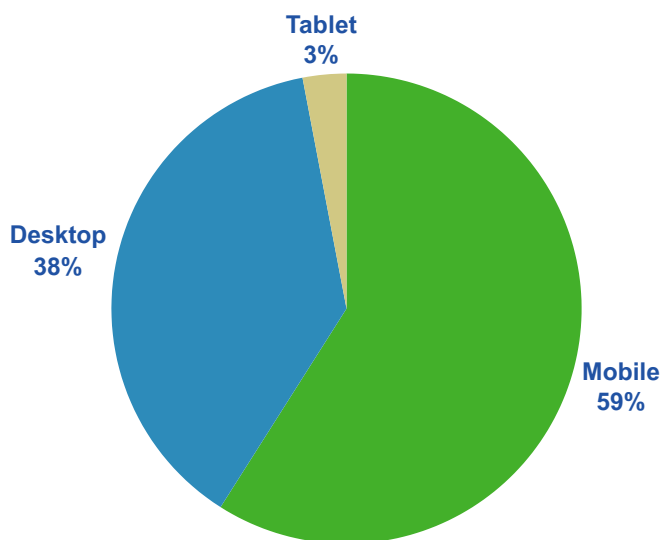
The District also provides technical assistance to businesses to set up recycling programs, recent outreach includes: Phoenix Metals (Middletown), Finn Corp (West Chester), Anest Iwata (West Chester), Tapestry/Kate Spade (West Chester), Univar (West Chester), The Village Pantry (New Miami), Monroe Schools, Perfection Gymnastics (West Chester), and Thread Up Oxford.

- Multi-Family Housing Cooperative
- Grants to Businesses and Industry
- Data Collection
- Strategies to Increase Food Recovery
- Special Collections Programs for Hazardous Waste, Tires, E-Waste
- School Recycling Outreach & Grants
- SW Ohio Pollution Prevention (P2) Internship



Communications

Butler County Solid Waste District is charged with raising awareness of waste reduction and recycling by promoting our many programs through media relations, website development, digital marketing and graphic design. Annually, 38,000 unique visitors log onto Butler County's recycling website, and over 3,400 residents and businesses receive assistance via the recycling hotline. With high viewership among county residents, print and digital feature stories in the Journal-News have focused on topics such as Butler County's community drop-off recycling, improving access to curbside recycling in West Chester and Liberty Townships, and residential collection programs for hard to dispose materials.



Search Data Website: butlercountyrecycles.org

Grant Successes

Grant Success Stories

Over the past five years Butler County Solid Waste District has secured competitive grant funding from Ohio EPA to support local manufacturers, processors, and area businesses.

Butler County businesses and communities have benefitted from nearly \$500,000 in direct investment allowing companies to improve their waste reduction methods and infrastructure. Butler County grant partners have included Royal Paper Stock, The Pickle Lodge, the City of Fairfield, and Rumpke to name a few.

The Pickle Lodge, West Chester



Rumpke Tire Recycling, New Miami

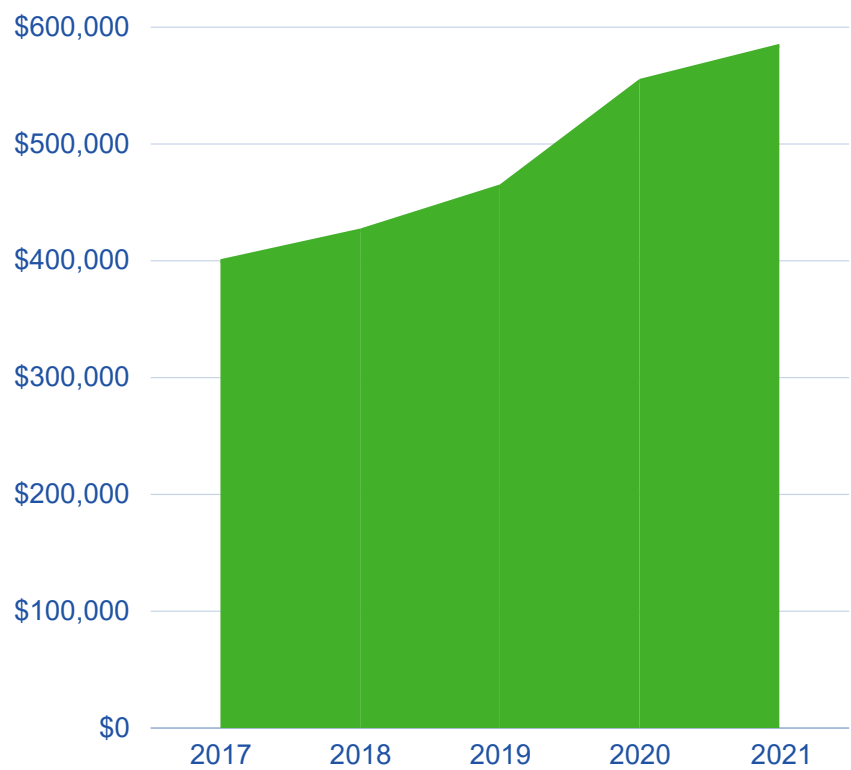


Royal Paper Stock, West Chester



Finances at a Glance

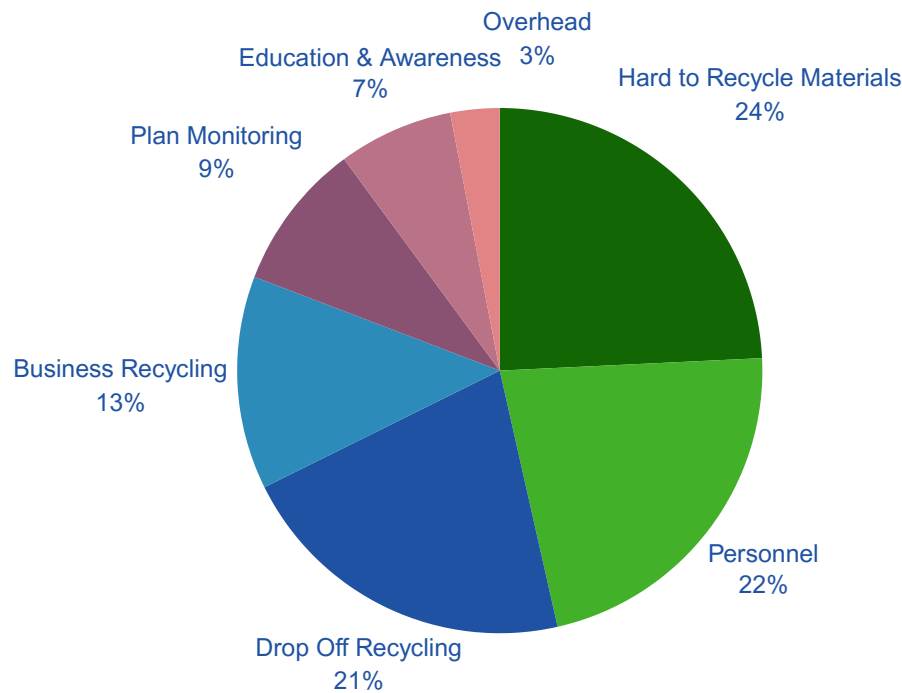
2017 - 2021 Generation Fee Revenues



District Revenues

Generation fee revenues have increased year over year from 2017 through 2021. Revenue from this source is forecast to continue to increase in part due to strong economic activity in Butler County. The current funding structure will maintain programs as outlined in the 2025 Plan Update through the planning period.

2021 Expense Distribution



2021 Expenditures

The District’s annual operating budget is \$600,000. Nearly 60% of the District expenses support diverting materials away from the landfill. The remaining costs represent education, outreach, plan monitoring, and personnel.

Looking Ahead

Butler County's Solid Waste Plan Update is scheduled for ratification in Spring 2024.

The Plan must be approved by elected officials representing at least 60% of Butler County political subdivisions, including the county's largest city, Hamilton. Historically, Butler County Solid Waste District has secured a 95 to 99% approval rate and we anticipate this Plan Update will receive a high level of support.

Both an executive summary featuring highlights of the Plan and a complete copy of the Plan Update may be viewed at <http://www.butlercountyrecycles.org>



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:	2/12/2024
COUNCIL MEETING DATE:	February 20, 2024
AGENDA TITLE:	A Resolution Accepting the Bid and Authorizing the City Manager to Enter Into a Contract with W. G. Stang, LLC for the Replacement of a Culvert on Kehr Road at a Cost of \$101,140.00 Plus a Ten Percent Contingency in the Amount of \$10,114.00 for a Total Cost Not to Exceed \$111,254.00 (Michael Dreisbach, Service Director)
COUNCIL GOAL AREA:	Accessible, High-Quality Infrastructure
BUDGETED AMOUNT:	\$250,000
ACCOUNT CODE:	141.720.63204 (FY2023)
RECOMMENDATION:	Approve
CITY MANAGER/DEPT HEAD APPROVAL:	DRE MBD 2/12/24

DISCUSSION:

The Oxford City Council approved Resolution No. 7430 on September 20, 2022 authorizing the City Manager to submit a grant application to Ohio Public Works Commission for the replacement of a drainage culvert on Kehr Road south of Chestnut Street.



The City was successful in obtaining the grant from the Ohio Public Works Commission for 59% of the project costs with the City's local share being 41% of project costs. The original project estimate was \$200,000. In addition to removal and replacement of the existing elliptical conduit (34" x 53"), the existing ditch will be regraded, and the eastern bank of the creek will be stabilized with concrete rip-rap. 115' of guard rail will also be replaced as part of this project.

The City developed plans and specifications for the project and advertised for bids in the Journal News as well as several project plan clearinghouses. Bids were opened and publicly read aloud on February 9, 2024. Three bidders submitted bids with the following results:

W G Stang, LLC	\$101,140.00
Smith Corp.	116,580.00
JTM Smith Const.	148,966.00

The City has contracted with W G Stang, LLC on numerous occasions in the past, all with excellent outcomes. Staff recommends the City Council authorize the City Manager to enter into a contract with W G Stand, LLC for the replacement of a culvert on Kehr Rd. at a cost of \$101,140.00. Staff requests a ten percent contingency in the amount of \$10,114.00, therefore the contractual amount not to exceed shall be **\$111,254.00**.

RESOLUTION NO.

A RESOLUTION ACCEPTING THE BID AND AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH W.G. STANG, LLC FOR THE REPLACEMENT OF A CULVERT ON KEHR ROAD AT A COST OF \$101,140.00 PLUS A TEN PERCENT CONTINGENCY IN THE AMOUNT OF \$10,114.00 FOR A TOTAL COST NOT TO EXCEED \$111,254.00.

WHEREAS, the City advertised for bids in the *Journal News* on January 26, 2024 and on February 2, 2024. Three (3) sealed bids were opened and publicly read on February 9, 2024. The lowest and best bid was submitted by W.G. Stang, LLC in the amount of \$101,140.00 and

WHEREAS, the City Manager and the Service Director recommend Council accept the bid of W.G. Stang, LLC as the lowest and best bid for the replacement of a culvert on Kehr Road at a cost of \$101,140.00.

WHEREAS, the City Manager and the Service Director further recommend Council authorize the City Manager to enter into a contract with W.G. Stang, LLC for the replacement of a culvert on Kehr Road at a cost of \$101,140.00 plus a contingency in the amount of \$10,114.00 for a total cost not to exceed \$111,254.00.

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

SECTION 1: City Council accepts the recommendation of the City Manager and the Service Director and hereby accepts the bid of W.G. Stang, LLC and further authorizes the City Manager to enter into a contract with W.G. Stang, LLC for the replacement of a culvert on Kehr Road at a cost of \$101,140.00 plus a contingency in the amount of \$10,114.00 for a total cost not to exceed \$111,254.00.

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 SNAVLEY
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:	Douglas Elliott
DATE PREPARED:	1/23/2024
COUNCIL MEETING DATE:	February 20, 2024
AGENDA TITLE:	An Ordinance to Approve Current Replacement Pages to the Oxford Codified Ordinances. (Douglas Elliott, City Manager)
COUNCIL GOAL AREA:	Essential Operations
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	DRE

DISCUSSION:

The City of Oxford utilizes the services of Walter H. Drane Co. to codify city ordinances. This includes ordinances adopted by a City Council. It also includes changes to the City's Traffic and General Offenses Codes to comply with state law. The codification process includes making revisions, rearranging, and consolidating into various titles, chapters, and sections. Once adopted by the City Council, these revisions are published both electronically and in limited hardcopies. On the agenda is an ordinance to add, amend, or repeal certain sections and chapters.

ORDINANCE NO.

AN ORDINANCE TO APPROVE CURRENT REPLACEMENT
PAGES TO THE OXFORD CODIFIED ORDINANCES.

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

SECTION 1: Council has determined that certain provisions within the Codified Ordinances should be amended to conform with current State law as required by the Ohio Constitution. Various ordinances of a general and permanent nature have been passed by Council which should be included in the Codified Ordinances. The City has heretofore entered into a contract with Walter H. Drane Co. to prepare and publish revisions which are before Council.

SECTION 2: The Ordinances of the City of Oxford, Ohio, of a general and permanent nature, as revised, recodified, rearranged and consolidated into component codes, titles, chapters and sections within the 2023 Replacement Pages so the Codified Ordinances are hereby approved and adopted.

SECTION 3: The following sections and chapters are hereby added, amended or repealed and respectfully indicated in order to comply with the current State law:

Traffic Code

303.081	Impounding Vehicles on Private Residential or Agricultural Property. (Amended)
303.082	Private Tow-Away Zones. (Amended)
303.083	Impounding Vehicles on Public Property. (Amended)
303.991	Committing an Offense While Distracted Penalty. (Amended)
331.35	Occupying Travel Trailer, Fifth Wheel Vehicle or Manufactured or Mobile Home While in Motion. (Amended)
333.01	OVI; Willful Misconduct; Speed. (Amended)
333.03	Maximum Speed Limits; Assured Clear Distance Ahead. (Amended)
333.11	Electronic Wireless Communication Device Use Prohibited While Driving. (Amended)
335.07	Driving Under Suspension or License Restriction. (Amended)
335.071	Driving Under OVI Suspension. (Amended)
335.072	Driving Under Financial Responsibility Law Suspension or Cancellation; Driving Under a Nonpayment of Judgment Suspension. (Amended)
335.073	Driving Without Complying With License Reinstatement Requirements. (Amended)
335.074	Driving Under License Forfeiture or Child Support Suspension.

(Amended)

Traffic Code (Cont.)

- 337.10 Lights, Emblems, and Reflectors on Slow-Moving Vehicles, Farm Machinery, Agricultural Tractors, and Animal-Drawn Vehicles. (Amended)
- 337.16 Number of Lights; Limitations on Flashing, Oscillating or Rotating Lights. (Amended)
- 337.22 Windshield and Windshield Wiper; Sign or Poster Thereon. (Amended)
- 341.01 Commercial Drivers Definitions. (Amended)
- 351.04 Parking Near Curb; Handicapped Locations on Public and Private Lots and Garages. (Amended)

General Offenses Code

- 501.01 General Provisions and Penalty Definitions. (Amended)
- 501.99 Penalties for Misdemeanors. (Amended)
- 505.071 Cruelty to Companion Animals. (Amended)
- 505.12 Coloring Rabbits or Baby Poultry; Sale or Display of Poultry. (Amended)
- 509.04 Disturbing a Lawful Meeting. (Amended)
- 509.14 Impeding Public Passage of an Emergency Service Responder. (Added)
- 513.01 Drug Abuse Control Definitions. (Amended)
- 513.03 Drug Abuse; Controlled Substance Possession or Use. (Amended)
- 513.04 Possessing Drug Abuse Instruments. (Amended)
- 513.12 Drug Paraphernalia. (Amended)
- 513.121 Marihuana Drug Paraphernalia. (Amended)
- 517.08 Raffles. (Amended)
- 521.10 Nonsmoking Areas in Places of Public Assembly. (Amended)
- 521.17 Spreading Contagion. (Added)
- 525.05 Failure to Report a Crime, Injury or Knowledge of Death. (Amended)
- 525.15 Assaulting Police Dog or Horse or an Assistance Dog. (Amended)
- 529.02 Sales to and Use By Underage Persons; Securing Public Accommodations. (Amended)
- 529.07 Open Container Prohibited. (Amended)
- 533.01 Obscenity and Sex Offenses Definitions. (Amended)
- 533.06 Voyeurism. (Amended)
- 533.08 Procuring; Engagement in Sexual Activity for Hire. (Amended)
- 537.03 Assault. (Amended)
- 537.06 Menacing. (Amended)
- 537.07 Endangering Children. (Amended)
- 537.15 Temporary Protection Order. (Amended)
- 545.05 Misdemeanor Theft. (Amended)
- 549.02 Carrying Concealed Weapons. (Amended)
- 549.04 Improperly Handling Firearms in a Motor Vehicle. (Amended)

SECTION 4: The complete text of the Traffic and General Offenses Code sections listed above are set forth in full in the current replacement pages to the Codified Ordinances which are hereby attached to this Ordinance as Exhibit A. Any summary publication of this Ordinance shall include a complete listing of these sections. Notice of adoption of each new section by reference to its title shall constitute sufficient publication of new matter contained therein.

SECTION 5: This Ordinance shall take effect at the earliest date allowed by law.

ADOPTED:

MAYOR

ATTEST:

CLERK OF OXFORD CITY COUNCIL

Discussion Item:

Council retreat next steps and 2025 items needing research.

Department	Comp Plan Goal	Area To Research	B&C or Staff Assigned
Community Development	1. L: Smart Growth and Quality Places	Update historic preservation guidelines and make recommendation on contributing historic structures or expansion of historic districts.	HAPC
City Manager	2. M: Safe and Efficient Travel for All Modes of Transportation	Develop an area plan for Chestnut Fields	CIC
Community Development	2. M: Safe and Efficient Travel for All Modes of Transportation	Examine Main Street corridor between BCRTA and Uptown to improve transit access.	OPTAB
Service	2. M: Safe and Efficient Travel for All Modes of Transportation	Feasibility study to cover open ditch on Locust Street across from Kroger gas station.	Mike Dreisbach
Community Development	2. M: Safe and Efficient Travel for All Modes of Transportation	Develop a parking in lieu of fee as an alternative to required on site parking .	Sam Perry
City Manager	2. M: Safe and Efficient Travel for All Modes of Transportation	Develop better metrics for mobility chapter. % of complete streets or # of intersections made accessible.	Jessica Greene
City Manager	3. H: Housing Opportunities for Everyone	Explore regulation of manufactured/mobile homes (Raghu)	HAC
City Manager	3. H: Housing Opportunities for Everyone	develop eviction diversion programs (Raghu)	HAC
	3. H: Housing Opportunities for Everyone	Explore TOPA/COPA first right of refusal. (Raghu)	HAC
Community Development	3. H: Housing Opportunities for Everyone	Improve inspection enforcement. (Raghu)	Sam Perry
City Manager	3. H: Housing Opportunities for Everyone	Develop a ban on source of income discrimination. (Raghu)	HAC
Community Development	3. H: Housing Opportunities for Everyone	Develop inclusionary zoning- density bonus, set asides, fee waivers, expedited approval, no parking minimums.	Sam Perry
City Manager	3. H: Housing Opportunities for Everyone	Develop a community land trust (Chestnut or 47 acres)	HAC
Community Development	3. H: Housing Opportunities for Everyone	Develop a mixed income neighborhood overlay district.	Sam Perry
City Manager	3. H: Housing Opportunities for Everyone	Explore ways to prevent corporate purchase of homes.	HAC
City Manager	3. H: Housing Opportunities for Everyone	Develop RFP for 47 acres for mixed income, mixed types housing and include some small neighborhood business.	HAC
City Manager	4. E: A Thriving and Resilient Year-Round Economy	Explore ways to improve and expand outdoor dining	CIC
City Manager	4. E: A Thriving and Resilient Year-Round Economy	Explore ways to redevelop uptown surface lot. Look at Lexington Greyline Station as example https://www.greylinestation.com/about	CIC

City Manager	4. E: A Thriving and Resilient Year-Round Economy		
City Manager	5. S: A Sustainable Oxford	Restaurant week + night markets (raghu) To address S1-A1 “Develop an energy plan to meet Oxford’s demand with renewables generated locally/regionally” and 2024 staff priority (“By December 2024, develop an action plan...”), should we envision a 2025 priority related to implementation? For example, to solarize municipal operations – and build community generating capacity – would require both an RFP for installation and a financing strategy (e.g. issue bonds). Should we set out such goals (issue RFP, assemble funding package)? (Agree - Snavely, ditto - Jason)	Environmental Commission
City Manager	5. S: A Sustainable Oxford	S4-A2 “Expand the city’s urban tree canopy by supporting tree planting and urban forestry programs.” We’ve budgeted a bit more in 2024, but need a 2025 goal related to this, maybe “Develop an urban forestry plan and implementation strategies, including additional funding to support municipal and community tree planting.” (D. Prytherch) Increase funding for urban forestry and identify funding source.	Environmental Commission
City Manager	5. S: A Sustainable Oxford	S4-A5 “Revise Street Guidelines to incorporate green infrastructure...” Should we budget in 2025 to formalize	Environmental Commission
City Manager	5. S: A Sustainable Oxford	Explore incentives for furnished apartments	Environmental Commission
City Manager	5. S: A Sustainable Oxford	Curbside composting +/- biomass fuel (raghu)	Environmental Commission
City Manager	5. S: A Sustainable Oxford	Support for TOPSS food rescue/food waste prevention (ordinance to divert tonnage from the landfill such as	Environmental Commission

City Manager	5. S: A Sustainable Oxford	Comment from retreat: Develop more concrete measures toward goals. Reduction in GHG,	Environmental Commission
City Manager	5. S: A Sustainable Oxford	S1-A6: Install EV charging stations in places available for public use. We need Level 3 charging stations	Environmental Commission
City Manager	5. S: A Sustainable Oxford	S4-A1: Our Comp. Plan calls for strengthening conservation of mature forests in development review. We need to review our existing Tree Ordinance – and its balance of tree preservation and development friendliness – to consider how well this ordinance is and isn't working, and consider strengthening it. (Prytherch)	Environmental Commission
City Manager	5. S: A Sustainable Oxford	S4-A8 calls for expanding public education using public lands and our <i>Climate Action Plan</i> has goals to “optimize soil carbon sequestration.” To achieve these we should begin implementing our <i>Landscape Naturalization Master Plan</i> , doing preparation on selected sites in 2024 and budgeting and planning for seeding in 2025. (Prytherch)	PACO
City Manager	6. R: Celebration of the People and Places that Make Oxford Unique	Implementation of Public Art projects (Snively), (agree-Raghu; public arts/murals that celebrates multicultural	PACO
City Manager	6. R: Celebration of the People and Places that Make Oxford Unique	Order creative bike racks with a theme developed by PACO and public input.	PACO
City Manager	6. R: Celebration of the People and Places that Make Oxford Unique	Explore community tile art and ID community partners	PACO
City Manager	6. R: Celebration of the People and Places that Make Oxford Unique	Develop crosswalk art.	CIC. Share idea with Chamber and Enjoy Oxford
City Manager	7. C: A Connected, Livable, and Equitable Community for All	Housing stabilization services Funding for FRC for emergency payments for rent, utilities, and other expenses (including car repair so individuals can commute to work) (raghu)	HAC
City Manager	7. C: A Connected, Livable, and Equitable	Restructuring civil rights commission with council	CRC
City Manager	9. Essential Services	Participatory budgeting (raghu)	Doug and Jessica

Discussion Item:

Public Wi-Fi

Discussion Item: Public Wi-Fi

With the CARES Act fund, we installed public Wi-Fi at the cost of \$327K. The annual ongoing cost was \$31.2K that three contract is up and expires mid-February 2024.

The 2024 Operating Budget Includes \$31.2K/year for Public Wi-Fi the PowerNet Company.

The new cost proposed by PowerNet is \$144K for 3 years, \$48K per year. This is \$16.8K more than we budgeted for 2024. The price increase is in hardware maintenance. We had prepaid 3 years of hardware maintenance with our initial install.

The breakdown is as follows:

The cost for renewal for the next 3 years for PowerNet is \$48,201.46 yearly:
Their billing structure is every 6 months.

For internet service and maintenance to tower: \$75,600.00
\$12,600 every 6 months.

For Hardware support, Management, Security, and Services: \$69,004.39
\$11,500.73 every 6 months

All in: \$144,604.39 for 3 years.
\$24,100.73 every 6 months.

The average daily usage for the past 90 days (November, December, and January) is as follows:

- Uptown Park and TRI Center (combined) 10.2 devices
- Community Park: 5.9 devices
- Tower-staff only: 4 devices
- PVA: 115 devices

Note: We do not have any way to know the number of individual people using the service; we only know the number of connected devices. (Laptop, smart watch, smart phone, etc.).

To keep the same level of service, we will need to cut \$16.8K somewhere in the budget.

Based on the usage, we asked PowerNet if we could provide Wi-Fi at PVA only and the answer was no.

We researched another provider, Parallel, and asked if they could provide service using the same equipment to PVA and what their cost would be. They responded with roughly \$18K/year to provide Wi-Fi to PVA by connecting Spectrum to the existing Wi-Fi equipment. Parallel's quote to provide Wi-Fi to the entire area served now, was the same as PowerNet, just over \$48K/year. (I am still waiting on a firm quote from this provider).

Another option is to cut this service and provide grants to a social service provider to offer assistance for internet costs to families that qualify. Alternatively, an option is to cut the program completely.

If we choose the lower price option or the cut the program, we can attempt to sell the Wi-Fi equipment. There is the risk that we will not be able to reclaim any of the value of the transmitting equipment located around town (value \$327K at install in 2021).