



AGENDA
OXFORD CITY COUNCIL REGULAR MEETING
COURTHOUSE

TUESDAY, SEPTEMBER 3, 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. Proclamation - "National Hispanic Latinx American Heritage Month"
- 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.

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 August 20, 2024, City Council Meeting. (Heather Barbour, Clerk of Council)
- B. Right of Way/Park Permit Request ROW00761 - Cub Scout Pack 961 Popcorn Sales MLK Park (Jessica Greene, Assistant City Manager)
- C. Right of Way/Park Permit Request ROW 00749 - Voter Registration MLK Park 2024 (Jessica Greene, Assistant City Manager)
- D. A Resolution Approving Then And Now Certificates For Purchase Orders Issued Above \$3,000 Where An Invoice Was Received Prior To The Purchase Order Date, As A Requirement Of Ohio Revised Code 5705.41 (D). (Heidi Ridenour, Finance Director)

6. Resolutions.

- A. A Resolution Accepting The Bid And Authorizing The City Manager To Enter Into A Contract With Miller Cable Company for the Installation of new Traffic Control Signals at the intersection of Oxford-Reily Road (aka SR732) and Dana Drive At A Total Cost Not To Exceed \$124,300.00. (Scott Otto, PE, City Engineer)
- B. A Resolution Establishing The Amounts And Rates As Determined By The Budget Commission Of Butler County, Ohio, And Authorizing The Necessary Tax Levies And Certifying Them To The County Auditor. (Heidi Ridenour, Finance 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

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. Sep 4	Environmental Commission	Municipal Building	7:00 p.m.
Sep 5	Housing Advisory Commission	Municipal Building	5:00 p.m.
Sep 9	Oxford Recreation Board	Municipal Building	11:30 a.m.
Sep 9	Public Arts Commission of Oxford	Municipal Building	4:15 p.m.
Sep 9	City Council CIP Work Session	Courthouse	6:30 p.m.
Sep 10	Planning Commission	Courthouse	7:00 p.m.
Sep 11	Historic & Architectural Preservation Commission	Courthouse	6:00 p.m.
Sep 12	Police Community Relations & Review Commission	Courthouse	7:00 p.m.
Sep 17	City Council	Courthouse	7:30 p.m.
Sep 24	Board of Zoning Appeals	Courthouse	6:30 p.m.
Oct. 1	City Council	Courthouse	7:30 p.m.

9. Adjourn.



Office of the Mayor

Proclamation

Whereas:

Oxford has always embraced the many cultures and peoples that make our country so diverse, and Latinx/Latine Americans are one of the fastest growing groups in the country; and

WHEREAS, as a result of their determination, intelligence, hard work, and perseverance, Latinx/Latine Americans have contributed immensely to the growth of our country, helping to shape the character and future of this state; and

WHEREAS, the cultural, educational, and political influences of Latinx/Latine Americans can be seen and appreciated in all aspects of our life, from farm-worker struggles for housing and equal wages to incredible and gifted artists, vibrant businesses, music, and community festivals; and

WHEREAS, the Latinx/Latine American community has a long and important history of commitment to our Nation's core values, and the contributions of this community have advanced the City of Oxford and our country's expansion of intercultural relations of diverse-minded individuals civically engaged towards building inclusive, just, and sustainable civil societies. During National Hispanic/Latinx Heritage Month, we celebrate the many achievements of Latinx/Latine Americans and recognize their contributions to our country; and

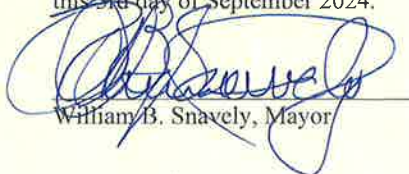
WHEREAS, National Hispanic/Latinx Heritage Month is an opportunity to celebrate the spirit and accomplishments of Latinx/Latine Americans everywhere. To honor those achievements, the Congress, by Public Law 100-402, as amended, has authorized and requested the President to issue annually a proclamation designating September 15 through October 15 as 'National Hispanic Heritage Month'.

NOW, THEREFORE, I, William B. Snively, Mayor of the City of Oxford, Ohio, do hereby proclaim September 15 thru October 15, 2024 as:

'NATIONAL HISPANIC LATINX AMERICAN HERITAGE MONTH'

in the City of Oxford and urge all citizens to join me in celebrating the significant contributions of Hispanic/Latinx Americans in our country by participating in the activities and events planned for this important occasion.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Oxford to be affixed this 3rd day of September 2024.



William B. Snively, Mayor





MINUTES
OXFORD CITY COUNCIL REGULAR MEETING
COURTHOUSE
TUESDAY, AUGUST 20, 2024 AT 7:30 PM

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

1. Roll Call.

A regular meeting of the Oxford City Council was called to order by Mayor Snively on Tuesday, August 20, 2024, at 7:30 p.m. Members in attendance were Michael Smith, Amber Franklin, David Prytherch, Alex French, Jason Bracken, and Chantel Raghu.

Staff Members in Attendance

Mr. Douglas R. Elliott, Jr., City Manager; Ms. Jessica Greene, Assistant City Manager; Mr. Michael Dreisbach, Service Director; Mr. John Detherage, Fire Chief; Mr. Sam Perry, Community Development Director; Mr. John Jones, Police Chief; Ms. Heidi Ridenour, Finance Director; Mr. Casey Wooddell, Parks and Recreation 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. Raghu
AYE # 7
NAY # 0
ABS # 0

4. Public Participation.

A. Girl Scout Gold Award Presentation on Light Pollution by Ms. Addison Greene

Ms. Addison Greene introduced herself and began her presentation with information on the Girl Scout Gold Award. Ms. Greene shared slides on the problem of light pollution (slides included in minutes). Ms. Greene provided several ways individuals can get involved. Ms. Greene encouraged the City Council to look into joining DarkSky International and provided information on how to start that process. Ms. Greene addressed questions and comments from the Council. Mayor Snively thanked Ms. Greene for her presentation.

B. Discussion: Progress Update on 2024 Action Items to Achieve Comprehensive Plan Goals. (Jessica Greene, Assistant City Manager)

Ms. Greene presented a handout to the Council (handout included in minutes). Ms. Greene began her presentation by reviewing the progress on several action items prioritized by the Council at the annual Council Retreat. Ms. Greene shared that Mr. Moore will be updating the Comprehensive Plan Goals on the City's Website soon and encouraged everyone to take a look. Ms. Greene addressed questions and comments from the Council. Mayor Snively thanked Ms. Greene for her presentation.

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.

Motion – To Adopt the Consent Agenda.

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

AYE # 7

NAY # 0

ABS # 0

- A. Minutes from the August 6, 2024, City Council meeting. (Heather Barbour, Clerk of Council)

- B. A Report Regarding the August 7, 2024, Environmental Commission Meeting (Jessica Greene, Assistant City Manager)

6. Resolutions.

- A. A Resolution Of Council Authorizing The Acceptance Of A Donation From Steve And Susie Sadler In The Amount Of \$20,000 To Assist In Funding A Project At The Oxford Community Park. (Casey Wooddell, Parks and Recreation Director)

Motion – To Adopt Resolution No. 7625.

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

AYE # 7

NAY # 0

ABS # 0

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

Public Comment - None.

- B. A Resolution Authorizing The City Manager To Waive The Water And Sanitary Capacity Benefit Charges For The Cottage Community At 5234 Hester Road. (Douglas R. Elliott, Jr., City Manager)

Motion – To Adopt Resolution No. 7626.
(Voice Vote) 1st Ms. Raghu 2nd Ms. Franklin
AYE # 7
NAY # 0
ABS # 0

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

Public Comment - None.

- C. A Resolution Extending The Moratorium, Not To Extend Beyond September 30, 2024, On New Short-Term Rentals Within The City Of Oxford, Ohio. (Sam Perry, Community Development Director)

Motion – To Adopt Resolution No. 7627.
(Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherch
AYE # 7
NAY # 0
ABS # 0

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

Public Comment - Mr. Marcus Velasquez, incoming student at the Department of Nursing at Miami - Mr. Velasquez shared that he and his father had worked in the rental business for the past few years. Mr. Velasquez, after reviewing the staff notes and researching the short-term rentals, came to a similar conclusion. Mr. Velasquez listed the three main reasons he felt the temporary pause on the construction of new short-term rentals is the best conclusion.

Motion – To make a friendly amendment "To Extend The Moratorium To December 31, 2024".
(Voice Vote) 1st Mr. Prytherch 2nd Mr. Bracken
AYE # 0
NAY # 0
ABS # 0

Motion – To make a friendly amendment to apply this policy to the Mile Square and zoning districts R-1A, R- 1B, R- 2A, and R3.
(Voice Vote) 1st Mr. Prytherch 2nd
AYE #
NAY #
ABS #

Council and Staff discussed both friendly amendments, and they were both withdrawn.

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

None.

B. Second Reading

1. An Ordinance Amending Section 931.12 Of Oxford Codified Ordinances Chapter 931.12 Entitled Garbage, Refuse And Recycling Service. (Michael Dreisbach, Service Director)

Motion – To Adopt Ordinance No. 3771.
(Roll Call Vote) 1st Ms. Raghu 2nd Ms. Franklin

AYE # 7

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

NAY # 0

ABS # 0

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

Public Comment - None.

2. An Ordinance Approving A Conditional Use Permit Application To Allow A Dog Training Facility As A Conditional Use For The Purpose Of Allowing Training Tracks Canine Learning Center To Operate In The Existing Building At 5500 College Corner Pike, Oxford, Ohio 45056, With Conditions (Sam Perry, Community Development Director)

Motion – To Adopt Ordinance No. 3772.
(Roll Call Vote) 1st Ms. Raghu 2nd Mr. Prytherch

AYE # 7

Ms. Raghu, Mr. Bracken, Mr. Smith, Ms. Franklin, Ms. French, Mr. Prytherch, 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.

3. An Ordinance Approving A Preliminary And Final Planned Development Application And Preliminary Subdivision, South Farm Section IV, 25 New Single-Family Lots, Submitted By J.A. Development, 6.81 Acres, Roberts Drive, Oxford, Ohio 45056 (Sam Perry, Community Development Director)

Motion – To Adopt Ordinance No. 3773.

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

AYE # 7

Mr. Bracken, Ms. Franklin, Ms. French, Mr. Prytherch, Ms. Raghu, Mr. Bracken, Mr. Smith, 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.

4. An Ordinance Revising Oxford Zoning Code Section 1141.01 Accessory Regulations For The Purpose Of Adding A Primary Residence Requirement For Short-Term Rental Usage Within The R-1A, R-1B, R-2A and R-3 Zoning Districts (Sam Perry, Community Development Director)

Motion – To Adopt Ordinance No. 3774.

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

AYE # 7

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

NAY # 0

ABS # 0

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

Public Comment - None.

Mayor Snavelly requested that Staff look into an additional moratorium to meet the issue discussed in the Mile Square.

5. An Ordinance Repealing And Replacing Ordinance No. 3758 Limiting The Number Of Non-Medical Cannabis Dispensary Licenses To Two In The City Of Oxford And Designating The Locations For These Two Non-Medical Cannabis Dispensaries At The Current Existing Locations For The Two Medical Cannabis Dispensaries. (Douglas R. Elliott, Jr., City Manager)

Motion – To Adopt Ordinance No. 3775.
(Roll Call Vote) 1st Ms. Raghu 2nd Ms. Franklin

AYE # 7

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

NAY # 0

ABS # 0

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

Public Comment - None.

6. An Ordinance By Oxford City Council Authorizing The City Manager To Take All Action Necessary, Including But Not Limited To The Negotiation And Execution Of Purchase And Sale Agreement, For The Sale Of Certain Real Property Located In The City Of Oxford, Ohio, To Habitat For Humanity Of Greater Cincinnati. (Jessica Greene, Assistant City Manager)

Motion – To Adopt Ordinance No. 3776.
(Roll Call Vote) 1st Ms. Raghu 2nd Ms. Franklin

AYE # 7

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

NAY # 0

ABS # 0

Ms. Greene 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.

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B. Future Meetings.

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

DATE	Meeting		
1. Aug 27	Board of Zoning Appeals	Courthouse	6:30 p.m.
Sep 2	City Offices CLOSED - Holiday		
Sep 3	City Council	Courthouse	7:30 p.m.
Sep 4	Environmental Commission	Municipal Building	7:00 p.m.
Sep 5	Housing Advisory Commission	Municipal Building	5:00 p.m.
Sep 9	Oxford Recreation Board	Municipal Building	11:30 a.m.
Sep 9	Public Arts Commission of Oxford	Municipal Building	4:15 p.m.
Sep 9	City Council CIP Work Session	Courthouse	6:30 p.m.
Sep 10	Planning Commission	Courthouse	7:00 p.m.
Sep 11	Historic & Architectural Preservation Commission	Courthouse	6:00 p.m.
Sep 17	City Council	Courthouse	7:30 p.m.
Sep 24	Board of Zoning Appeals	Courthouse	6:30 p.m.

9. Adjourn.

Motion – To Adjourn at 9:03 pm.
(Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherch
AYE # 7

NAY # 0
ABS # 0



Light Pollution and What Oxford can Do

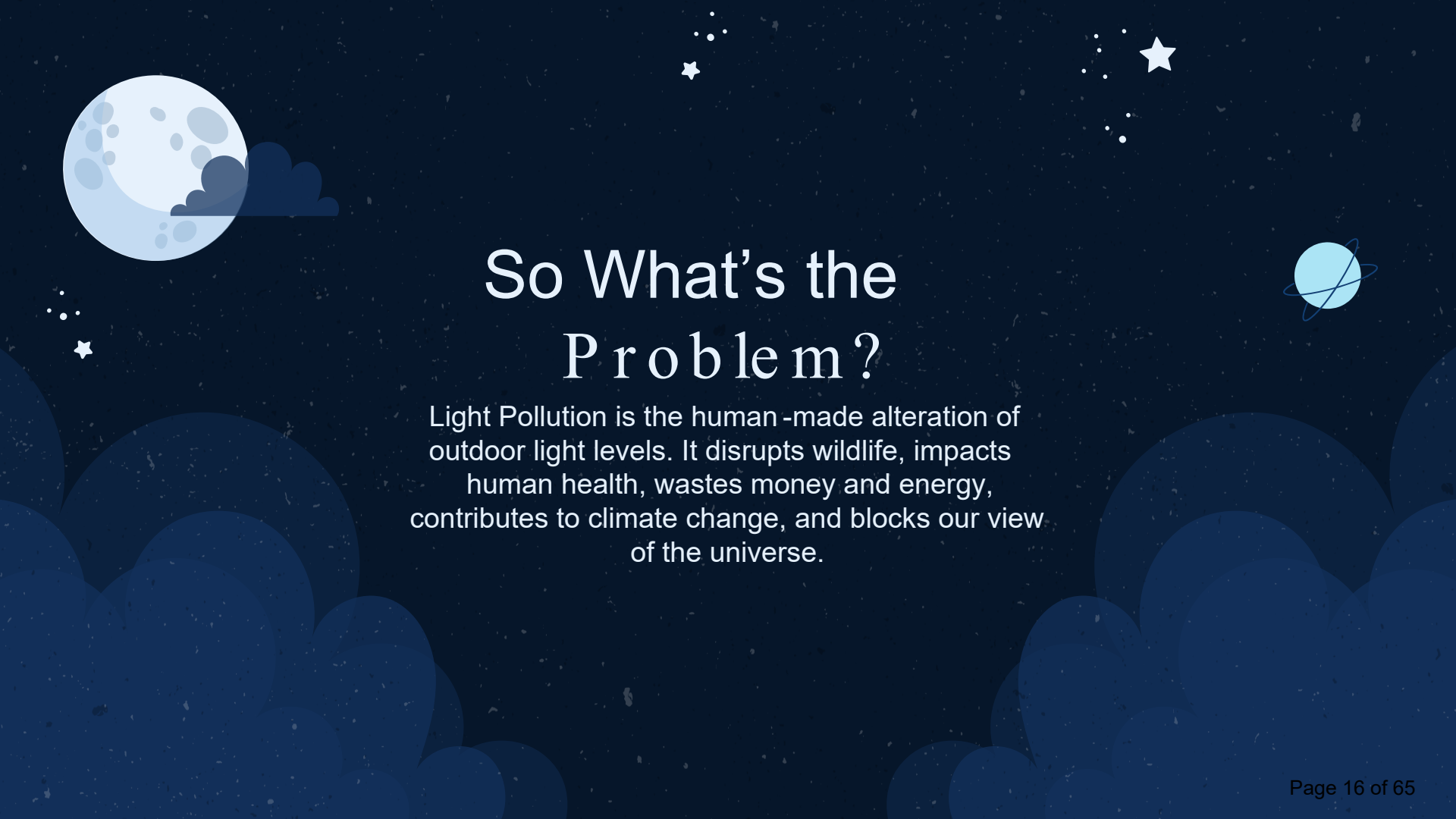
A Gold Award Project



Introduction

I am a senior at Talawanda High School and I've been a Girl Scout since first grade.

The Gold Award is the highest achievement in Girl Scouts and focuses on making a lasting impact in your community.



So What's the Problem?

Light Pollution is the human-made alteration of outdoor light levels. It disrupts wildlife, impacts human health, wastes money and energy, contributes to climate change, and blocks our view of the universe.

What Can be Done?

Follow responsible lighting practices

On the individual level, you can make sure your light is useful, targeted, low level, controlled, and warm-colored.

Pass dark sky friendly legislation

As for Oxford, we could become a Dark Sky Community through DarkSky International.



Who is DarkSky International?

DarkSky is a nonprofit that helps to protect communities from light pollution. They lead dark sky friendly lighting projects and evaluate and certify dark sky friendly lights.

For Ohio's chapter, contact Terry Mann at IDAOhio@darksky.org or visit the website at <https://ohio.darksky.ngo/>





Becoming a Dark Sky Place

Interested applicants would establish a connection with DarkSky staff to establish themselves as worthy candidates.

Applicants and staff work together to determine the best fit category (in Oxford's case a DarkSky Community). The application is sent to the Dark Sky Places Committee for final review and endorsement. There is also a one-time \$250 fee to begin the application process.

Eligibility Requirements

To be a DarkSky Community you must be a town, municipality, or other legally organized community that has shown dedication to the preservation of the night sky.



Criteria

- **Management** - the community will coordinate with the local level of authority to adopt a lighting policy.
- **Nighttime public access** - Outreach events are made available to both residents and visitors of the community
- **Night sky quality** - No requirements for a community, but they will still participate in monitoring night sky quality





Proving Commitment

1.

Retrofitting all publicly owned lighting within five years

2.

Encouraging residents and business owners to participate in the dark sky movement

3.

Providing examples of success in light pollution control with private lighting or new development

4.

Presenting opportunities to learn about and engage with the night sky





Thank You

I hope Oxford will try to improve light pollution.

Department	Comp Plan Goal	Comp Plan Action	Measure of Success	July 2024 Progress Notes
Community Development	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.	Incorporated into consultant-led project, Historic Preservation Plan. Sub-consultant of McKenna is Preservation Forward
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	Not started
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.	Status: Complete. Applied for \$500K. Should learn about grant award in October 2024. Ohio Capital Budget also awarded \$800K toward the railroad bridge for this segment.
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.	Status: In Process Bayer Becker is working on a few more route alignments. Will be shared at public meeting with OPTAB for route recommendation in August/September. Goal is to have Council adoption by end of 2024.
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.	Status: In Process Working with BCRTA to release RFP for this work. We are a subgrantee of them and working through their system.

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	Not started
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	Electronic reporting went live on July 1, 2024 and staff is successfully using the State of Ohio SOLVE system for crash reporting.
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	A pedestrian safety blitz is planned for College Corner Pike prior to school year. Additional ones will occur after Miami begins.
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	Passport training is in progress for parking and dispatch employees that will allow for online permits. Go live may occur later than the Aug 1 goal.
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	Owl's Landing Connector to the Oxford Community Park and Aquatic Center is complete. By May 2024, complete Phase III - Segment B of the OATS trail.	Phase III - Segment B complete Phase IV - Progress 80% complete - on schedule for completion by 3Q
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).	Structural engineering complete with evaluation. Preparing bid documents and specifications for frame repair and roof/siding replacements.

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.	Project scope with ODOT is complete; work continues on preliminary engineering. Working with SDS owners to obtain an easement for 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 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.	Design contract has been awarded to Bayer Becker Engineering for this project. \$48,300 Construction estimate is \$266,000. City has secured a grant for 90% of design and construction costs through ODOT Systemic Safety program. Stage 1 design comments received from ODOT on April 8, 2024. PID 119771
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.	Council approved Special Assessment program and \$275,000 construction contract with Hendy, Inc. Work is 70% complete as of July 10, 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.	Plans and specifications were developed with City's structural engineering consultant (THP Eng.). City Council awarded \$1.037M construction contract to CPS Construction, Inc. Work should be completed 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.	ORDC notified the City they will perform a feasibility study for a grade separation project. ORDC will administer and pay 100% for the study - contract awarded to Gannett Fleming Engineering.
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 planning.	Analysis scheduled for first two weeks of August following completion of 2024 street rehabilitation program.
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.	Status: In Process Working with Habitat on development agreements, purchase agreements and subgrant agreements to allow the project to proceed.

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 budget.	Status: In Process TOPSS has presented a proposal that will cost \$25K to run a cold shelter using hotels from November '24 to March '25. This will serve an estimated 10 individuals or small families.
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.	Following Council's authorization, a consultant contract was signed with McKenna Associates to completely re-write the Zoning Code. Zoning reform for housing will be a major focus.
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.	A moratorium was put in place in March. Planning Commission recommended a text amendment in June, which will be presented to Council in August. The intent is to require primary residence only in certain zoning districts.
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.	Status: In Process Consultant has been hired. Hope to have plan for Council adoption by end of 2024.

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.	Status: On Hold Explored All Futures Ohio grant but requires confirmed tenant in 5 years. We are not ready to move forward yet.
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.	Status: Complete. Awarded \$10K in facade improvements and sustainability 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 operations	Status: In Process Staff are attempting to reach out to all new businesses and help through start up process. Would like to formalize this with required Certification of Occupancy or Verification of Occupancy. This next step may occur in 2025.
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.	Status: Not started Will explore this ideation for a spring event in early fall.
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	Submitted as a budget request for additional software services in 2025 (tentatively Geopermits by Beacon).
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	Cross training began but not completed. Additional software changes will extend the process.
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.	Status: In process. Estimated costs: ~\$20,500 per car, per year ; Capital costs of set up fees (\$3,500/car) and charger installation (unknown). Operational costs of the program fee (~\$2,000 / car/mo) and electric for charging (unknown)

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 actions	Status: In process. Working with Power a Clean Future Ohio to identify high priority facilities for onsite solar, then will produce an action plan for implementation using federal incentives.
City Manager	5. S: A Sustainable Oxford	Other:	By December 2024, conduct greenhouse gas inventories for CY 2023.	Status: Not started. On list to work with Power a Clean Future Ohio on conducting the inventory.
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	Status: On Hold. Staff met with SOPEC leadership and discussed membership. Recommended we wait until closer to the end of our aggregation contract. Will revisit in January of 2025.
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	Status: In Process. 513 Green is a program out of Hamilton County Recycling. We have collaborated on a student project, which developed criteria for restaurants and retail stores and interviewed Oxford businesses. We are collaborating with Hamilton Co. to create a pilot cohort for restaurants.
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	Status: Completed. Submitted concept to OKI. OKI submitted a \$180 M regional proposal for Climate Pollution Reduction Grant funding. Awards should be announced late summer/early fall. If OKI is awarded funding, we are expecting pass through grant opportunities.

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	Status: In process. Education blogs are already posted, working on content development and recycling/composting bin distribution in the fall.
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.	Status: In process. Working with the Electrification Coalition to develop a process timeline. Adoption by September is unlikely as extensive community engagement is recommended.
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	Status: In progress. Successful Zero Waste Event with the Eclipse Festival. Incorporated zero waste framework into vendor registration form and purchased new waste station equipment for City organized events. Based on feedback from the Environmental Commission, we are waiting to roll out a community wide policy until we have a refined our zero waste operations.
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.	Status: In Process Could not find grants eligible for studies/planning. Received a free preliminary solar study through Power a Clean Future Ohio. We intent to republish the solar RFP, using a narrowed list of facilities based on the preliminary study and pursue grants for installation.
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.	Solar generation system was installed in 2Q 2024.
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.	Status: In process. Call for art was released, PACO will select final artist in July for fall mural implementation.

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.	Status: In process. Duke art project will be proposed in 2025 operating budget.
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.	The playground has been ordered with Playground Equipment Services. Install date expected sometime in September/October.
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.	Dog Park RFP is scheduled to be posted in the month of July, with bids being received until early August. Construction should begin in September or October.
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.	Complete. 240+ racers participated in the Space Race 5k/10k event.
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.	OPRD has assisted TRI with the development of a site plan and rendering to aid in fundraising and budget creation for a new facility.
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.	Complete.
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.	Purchase complete but upfitting and marking of the vehicle have not occurred.

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.	Working with Community Development to select an architect / designer for the project.
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.	Status: In process. Have finalized forgivable loan outline. Now we need to advertise program.
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.	Status: In process. Application is being drafted and will be advertised by early August.
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	A new hire began in May and then left in June. A second new hire began in July. Training expected to be underway in mid-August, with certification complete by October.
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.	Completed
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.	Completed
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)	Completed

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)	Completed
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.	Events OPRD has partnered on in 2024 include the Chocolate Meltdown, Great Ohio Bicycle Adventure, Epic Cup Soccer, Eclipse Space Race and Watch Parties and Masons Car Show. Upcoming events include Red Brick Fridays, Otoberfest and Holiday Fest.
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	Still in progress
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	Flock project is 90% complete.
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 by March 2024	CPT is in progress. Estimate 75% complete.
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	Have successfully staffed several events throughout the spring and summer. Several more to go.
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	Dept requests have been submitted to Finance. Next step is CIP meetings.

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	Has not occurred
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.	City has encumbered \$746,000 as required by Agreement with 4-Leaf. One draw has been paid for the development of plans for a sanitary sewer lift station to service the area.
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.	Analysis of needs being completed in conjunction with 2024 CIP. New fiber optic cables are being installed to all critical buildings and equipment controls at the WWTP facility.
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	Project was not funded through the governor's BUILD grant program. Project has been nominated for funding with OEPA. No decision has been announced at this time.
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	City has requested \$2.4M in principal forgiveness from OEPA for all planning and design costs associated with the facility.

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	Work on this project is 90% complete and on schedule and budget for completion by deadline.
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	Preliminary design contract has been awarded to Fishbeck Engineering. Work is 30% complete.
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.	Plans being developed for this project. Project may be delayed due to staffing issue with WTP staff.
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.	Work is substantially complete with this project. The City plans to submit our inventory to the OEPA in August 2024.
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	Project completed. Data indicates an additional well will be supported by the aquifer. Variance has been requested from OEPA for sliver of land outside of City control for isolation zone requirement.
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 contract.	Design contract awarded to Strand Associates. Design is 50% complete.
City Manager	9. Essential Services	Other:	By August 2024 implement successful migration to BSA and NEOGov for HR operations.	Status: In Process. Staff are preparing to migration from Paylocity to NeoGov and BSA in mid August.

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	The 2023 Comprehensive Annual Financial Report has been submitted to the Government Finance Officers Association. This item is completed.
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 view.	
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.	Implementation is in process and our "go live" date is scheduled for August 18th.
Finance	9. Essential Services	Other:	By June 2024, develop an effective, informative report model for the City's Financial condition.	After attending the National GFOA conference in June, the conceptual idea for reporting the City's financial condition is in progress.
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.	This has been implemented and our staff is providing useful, innovative ideas.
Police	9. Essential Services	Other:	By December 2024, issue remaining Lexipol policy manual	Progress has been limited
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 years	Have met with NTN to discuss testing tools such as written vs. assessment centers. Do not have fixed dates for retirements at this point.
Police	9. Essential Services	Other:	Firearms replacement: replace all pistols, holsters, accessories issued to sworn personnel by June 2024.	Complete

Request has been sucessfully updated.

Public Comment to Council Form

Print

Submitted by: Yossi Greenberg
Submitted On: 2024-08-16 16:25:39
Submission IP: (45.52.101.182)
proxy-IP (raw-IP)
Status: Acknowledged
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

Yossi

Enter your First Name

* Last Name

Greenberg

Enter your Last Name

* Address

111 e spring st

* City

Oxford

* State

Ohio

* Email

Yossi465@gmail.com

Phone

5135808672

* I am a...

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

* Comment(s)

Dear Council, The Jewish community here in Oxford is growing, and for the bigger Jewish holidays we don't have the space at the Chabad House Jewish center to host everyone for dinner. The Next best option is a tent in the backyard. We did our research and spoke with the city, fire Dept., and police to verify that the Chabad House backyard fits all the requirements, and it does. We are far enough from the building, and we are not bothering any neighbors. So for High Holidays and Rosh Hashanah of fall 2023 we paid and got the permit and everyone was happy. Seeing the success of our previous setup, we opted for the tent arrangement again in April 2024 for Passover. Obtaining another permit was straightforward, as it required no additional documentation due to it being the same as the previous one. The permit costs \$595.80. Knowing that we would like to start doing this tent option twice a year moving forward, paying for the permit \$1,191.60 annually for our nonprofit just trying to serve the community, is steep. The city has a file on our tent, and we plan to do the same thing twice a year with no changes. Can you please waive the permit fee moving forward? Thank you for your help, and understanding. Rabbi Yossi

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:	Jessica Greene
DATE PREPARED:	8/28/2024
COUNCIL MEETING DATE:	September 3, 2024
AGENDA TITLE:	Right of Way/Park Permit Request ROW00761 - Cub Scout Pack 961 Popcorn Sales MLK Park (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:

Cub Scout Popcorn Sales.

Cub Scout Troop 961 would like to sell popcorn packs in MLK Park on Saturdays from Sept 14 to Oct 26, 2024. The time will be in the mornings.

The event will not conflict with the Farmers Market of Yoga in the Park.

Uptown Park Permit Request

ROW 00761

[Print](#)

Saturday mornings
Sept 14 - Oct 26, 2024
MLK Park

Assigned To: Ashley Keeton

Due Date: Open



Uptown Parks Permit Request

Memorial Park & Martin Luther King Jr. Park

* Organization Name

Cub Scout Pack 961

Organization Phone

5133248484

* Organization Mailing Address

2744 SCOTT RD

Are you a non-profit?

. . .

* Contact's First Name

John

* Contact's Last Name

Monroe

Contact's Phone

5133248484

* Email

monroe2744@outlook.com

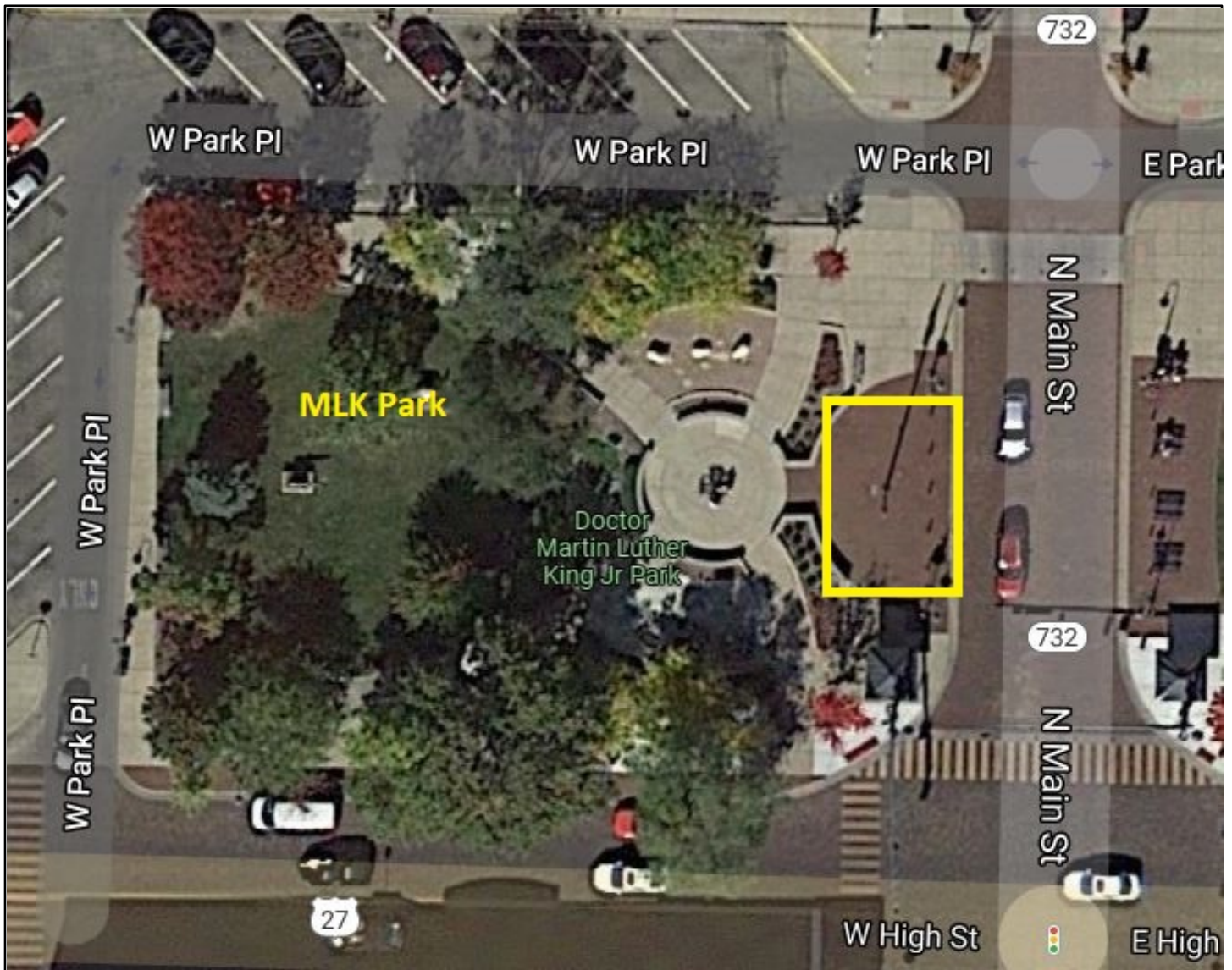
* Contact's Mailing Address

2744 Scott Rd 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)



Will be setting up table to sell popcorn for Cub Scout Pack 961.

* Name of the Event

Farmers Market Booth

Projected Attendance

Date Requested

MM/DD/YYYY

Format: MM/DD/YYYY

Has this event been held previously?

Event Start Time & End Time

Set Up Time Range

Tear Down Time Range

Event Description

This will be a weekly booth in front of the fountains for Cub Scout popcorn sales from Sept
Sept 14 - Oct 26, 2024

. . .

Do you need reserved parking?

Are you requesting a road closure for this event?

no

no

Will there be portable heaters/fire pits?

Will tents, tables and/or chairs be used?

no

yes

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

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

no

no

Will you need electricity?

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

no

no

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

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

popcorn

no

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

no

. . .

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

No file chosen

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

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**

August 28, 2024

Format: MM/DD/YYYY

*** Electronic Signature**

John Monroe

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.

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	\$1/each
Metered Parking (less than 4 hours)	\$6/each
Metered Parking (4 or more hours)	\$12/each
<u>Personnel</u>	
First Police Officer	\$55 per hour
Additional Officer (s)	\$55 per hour
Police Supervisor (required for each 4 Police Officers)	\$65 per hour
Police Command Officer (required for two squads of five Officers)	\$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

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

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



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:	8/22/2024
COUNCIL MEETING DATE:	September 3, 2024
AGENDA TITLE:	Right of Way/Park Permit Request ROW 00749 - Voter Registration MLK Park 2024 (Jessica Greene, Assistant City Manager)
COUNCIL GOAL AREA:	A Connected, Livable, and Equitable Community for All
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	JG DRE

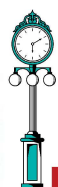
DISCUSSION:

The Ohio Democratic Party is sponsoring a voter registration drive through mid-October.
Would like to set up a registration table at MLK Park two days a week, contingent on
other already scheduled events.

Voter Registration - MLK Park
Aug 19 - Oct 20, 2024

ROW 00749

Rev. 1/19



City of
Oxford OHIO
HOME OF MIAMI UNIVERSITY

APPROVED

See stipulations below

/ PERMIT

Date(s) of Event: ___ / ___ / ___ through ___ / ___ / ___ From: ___ PM To: ___ PM

Today's Date: 08 / 19 / 2024

☐ Emergency Utility Repair (check box, if applicable)

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

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

Nathan Coffield

Organization: Ohio Democratic Party

Address:

8232 Twp Rd 29

Advisor:

Zanesfield, OH 43360

Address:

Telephone:

Cellular:

934-844-0343

Telephone:

Fax:

Email:

ncoffield@ohiodems.org

Cellular:

Fax:

Email:

* Person in charge - Primary contact

Non-Profit:

☐ Yes ☐ No

PARK REQUESTED

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

TITLE OF EVENT (be specific and include projected attendance)

Voter Registration - MLK Park 2024 00749

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

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

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

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

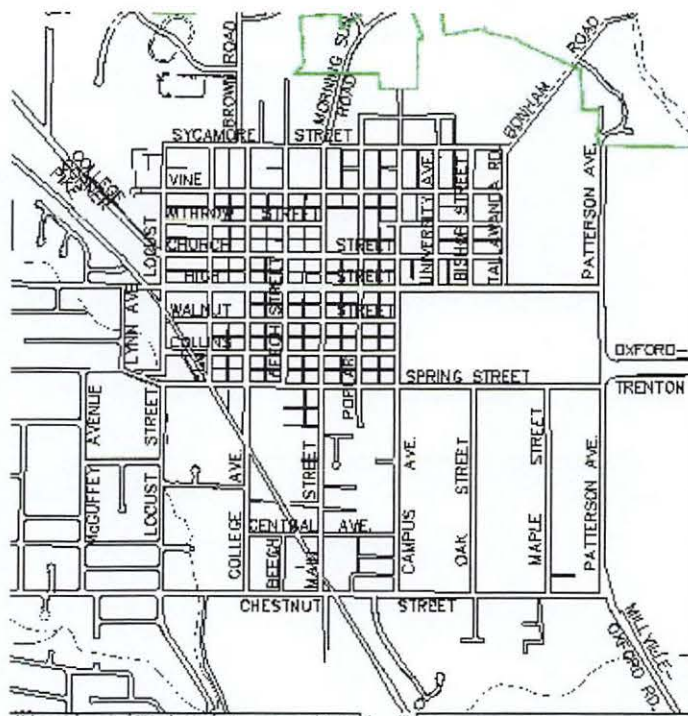
DESCRIPTION OF EVENT

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

Applicant's Signature: Nathan Coffield Date: 08 19 2024

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

Note
If your event is outside the boundaries of this map, either attach a separate map or contact the City for assistance.



CITY OF OXFORD / RIGHT-OF-WAY REQUEST DETAILS

Instructions for Applicant: Please clearly denote the parade route, streets and/or sidewalk areas being requested. Place a concise narrative explanation on the following lines. Attach additional pages if necessary. **Note:** Any work in the public right of way requires the submittal of a maintenance of traffic plan.

Set up table for voter registration.

Fridays and Saturdays through October

4-6 hour time period.

In case of another event, must get permission of other event coordinator

Additional Requests:
(Include details in narrative)

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

*Generally the responsibility of the applicant.

Time Details

	Start	End
Setup	_____	_____
Event	_____	_____
Breakdown	_____	_____



Stipulations and Fees

Note: FULL PAYMENT REQUIRED BEFORE THE EVENT

RIGHT-OF-WAY

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

1. Applicant shall manage all work zones in the Right-of-Way in compliance with the Ohio Manual of Uniform Traffic Control.
2. Large events (estimated at over 500 people, including all concerts and performances, will require a pre-event meeting with the Police (524-5247) and Service Department (524-5206) prior to approval. *Note: Requests **WILL NOT** be approved prior to the pre-event meeting.*
3. The period of use may not exceed two (2) days without city council approval.
4. At least one legally responsible adult must sign the request.
5. The usage may not discriminate for or against a given class of people.
6. All ordinances that regulate noise shall be observed.
7. NO nails, spikes, tacks or adhesive material may be driven into or affixed to trees or into the ground within the public right-of-way.
8. The applicant is responsible for cleanup. Failure to clean up may result in subsequent requests being denied or a deposit being required. In addition, a cleaning charge may be assessed.
9. Safety staffing levels will be determined by the Oxford Police Department and the applicant may be required to hire police officers.
10. All special conditions specified by department heads must be complied with. Fees may be assessed for special services – see below.
11. NO markings may be made on streets or sidewalks within the public right-of-way.

USE OF PARKS (ALL THOSE ABOVE, PLUS)

1. No motor vehicles may be parked within the area of the park or on any sidewalk.
2. 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.
3. No signs are permitted.
4. 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.
5. No structure shall be defaced and no structure shall be erected within four (4) feet of the base of a tree or shrub.
6. NO nails, spikes, tacks or adhesive material may be driven into or affixed to trees or into the ground within any park.
7. The applicant will be required to provide the City with a certificate of insurance naming the City as an additional insured for events with live animals or inflated play structures with a minimum of \$1M coverage. Insurance for other events may be required and reviewed on a case by case basis.

FEE INFORMATION

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

Personnel

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

Road Closures

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

****Includes labor**

Sports Fields/Gazebo

Contact OPRD – 523-6314

APPLICANT'S ASSURANCE

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

Applicant's Signature

Date: ____ / ____ / ____

CITY USE ONLY

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

Area shall be cleaned at the end of each day

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

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

City Manager		
1		
2		
3		
4		

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

Reviewer(s): _____

APPROVAL SECTION (with conditions)

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

Jessica Greene, Asst. City Manager

City Manager's Signature

Date: Aug 19, 2024 jfb148

Reason(s) event not approved:



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

STAFF REPORT

ORIGINATING DEPARTMENT:	Finance
PREPARED BY:	Heidi Ridenour
DATE PREPARED:	8/27/2024
COUNCIL MEETING DATE:	September 3, 2024
AGENDA TITLE:	A Resolution Approving Then And Now Certificates For Purchase Orders Issued Above \$3,000 Where An Invoice Was Received Prior To The Purchase Order Date, As A Requirement Of Ohio Revised Code 5705.41 (D). (Heidi Ridenour, Finance Director)
COUNCIL GOAL AREA:	Essential Operation
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	HR DRE

DISCUSSION:

Staff is requesting Council to approve the then and now certificates for purchase orders issued above \$3,000 where an invoice was received prior to the purchase order date. After discussing the issue with the Auditors, they requested we begin bringing any purchase orders meeting this criteria, to Council for approval for compliance with the O.R.C. 5705.41 (d).

RESOLUTION NO.

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

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

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

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

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

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

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

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: WILLIAM SNAVELY

PREPARED BY: LAW (STAFF)

Appendix A

P.O. Number	P.O. Date	Vendor	Amount	Purpose
4846	07/18/24	Butler Technology and Career Dev	\$ 9,505.00	Basic peace officer training academy (Wade Estes)
4854	07/25/24	BS&A Software	\$ 14,100.00	Annual Service/support contract for period 8/1/24-8/1/25



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:	8/21/2024
COUNCIL MEETING DATE:	September 3, 2024
AGENDA TITLE:	A Resolution Accepting The Bid And Authorizing The City Manager To Enter Into A Contract With Miller Cable Company for the Installation of new Traffic Control Signals at the intersection of Oxford-Reily Road (aka SR732) and Dana Drive At A Total Cost Not To Exceed \$124,300.00. (Scott Otto, PE, City Engineer)
COUNCIL GOAL AREA:	Safe and Efficient Travel for All Modes of Transportation
BUDGETED AMOUNT:	\$4,024,090.50 - OATS construction \$75,000 - OATS safety
ACCOUNT CODE:	144.490.64702 - OATS construction 144.490.64707 - OATS safety
RECOMMENDATION:	Approve
CITY MANAGER/DEPT HEAD APPROVAL:	DRE MBD

DISCUSSION:

In addition to Oxford Area Trails (OATS) construction funding, the Oxford City Council approved a supplemental appropriation of \$75,000 anticipating possible safety improvements necessary for the intersection of Oxford-Reily Road (aka SR732) and Dana Drive. The City Engineer worked with Bayer Becker Engineering to design possible safety improvements including curb & gutter, lane shifts, and other traffic-calming measures. The construction estimate for these improvements from our OATS contractor was \$225,000.

The City Engineer also conducted an analysis for a full traffic control signal at this intersection and found the signal system to be necessary. The City worked with TEC Engineering to design a traffic control signal system for this intersection with plans and specifications for bidding. The project was advertised for bids in the Journal News (and other publications/clearinghouses) on August 9 & 16, 2024. Bids were

opened and read aloud on August 23, 2024 with the following results:

Miller Cable Co.	\$113,000.00
Bansal Construction	140,727.00
Capital Electric	141,770.72

A fourth bid from Elex, Inc. was not accepted as it was delivered after the published deadline.

The City has not awarded contracts to Miller Cable Co. in the past. Their references and project experience make them acceptable candidates for this project.

It is Staff's recommendation that the City Council authorize the City Manager to enter into a contract with Miller Cable Co for the installation of a new traffic control signal system at the intersection of Oxford-Reily Road and Dana Drive at a cost of \$113,000.00. Staff is also requesting a 10% contingency for the project in the amount of \$11,300.00. Therefore, the total not to exceed for this contract is **\$124,300.00**.

RESOLUTION NO.

A RESOLUTION ACCEPTING THE BID AND AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH MILLER CABLE COMPANY FOR THE INSTALLATION OF NEW TRAFFIC CONTROL SIGNALS AT THE INTERSECTION OF OXFORD-REILY ROAD (AKA SR732) AND DANA DRIVE AT A TOTAL COST NOT TO EXCEED \$124,300.

WHEREAS: the City advertised for bids in the *Journal News* and with multiple plan clearinghouses on August 9, 2024, and on August 16, 2024. Bids were opened and read on May 24, 2024. The lowest and best bid was provided by Miller Cable Company in the amount of \$113,000.00; and

WHEREAS: the City Manager and the Service Director recommend Council accept the bid of Miller Cable Company for the installation of new traffic control signals at the intersection of Oxford-Reily Road and Dana Drive at a cost of \$113,000.00 plus a contingency in the amount of \$11,300.00 for a total cost not to exceed \$124,300.00.

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

SECTION 1: Council accepts the recommendation of the City Manager and the Service Director and accepts the bid of Miller Cable Company for the installation of new traffic control signals at the intersection of Oxford-Reily Road and Dana Drive at a cost of \$113,000.00 plus a contingency in the amount of \$11,300.00 for a total cost not to exceed \$124,300.00.

SECTION 2: Council further authorizes the City Manager to enter into a contract with Miller Cable Company for the installation of new traffic control signals at the intersection of Oxford-Reily Road and Dana Drive at a cost of \$113,000.00 plus a contingency in the amount of \$11,300.00 for a total cost not to exceed \$124,300.00.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL
INTRODUCED BY: WILLIAM SNAVELY
PREPARED BY: LAW (STAFF)



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

STAFF REPORT

ORIGINATING DEPARTMENT:	City Manager
PREPARED BY:	Stephanie Gray
DATE PREPARED:	8/26/2024
COUNCIL MEETING DATE:	September 3, 2024
AGENDA TITLE:	A Resolution Establishing The Amounts And Rates As Determined By The Budget Commission Of Butler County, Ohio, And Authorizing The Necessary Tax Levies And Certifying Them To The County Auditor. (Heidi Ridenour, Finance Director)
COUNCIL GOAL AREA:	Essential Operations
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	HR, DRE

DISCUSSION:

Staff recommends Council approve the resolution as it is the annual standard resolution sent to us from the Butler County Auditor. The purpose is to legally adopt the Oxford property tax rate for next year as approved by the Auditor's office.

RESOLUTION NO.

A RESOLUTION ESTABLISHING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION OF BUTLER COUNTY, OHIO, AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR.

WHEREAS, Council in accordance with Ohio Revised Code, and having previously adopted a Tax Budget for the next succeeding fiscal year commencing January 1, 2025; and

WHEREAS, the Budget Commission of Butler County, Ohio has certified its action thereon to this Council together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Council, and what part thereof is without, and what part is within the ten mill tax limitation.

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

SECTION 1: The amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted.

SECTION: 2: There is hereby levied on the tax duplicate of said City the rate of each tax necessary to be levied within and without the ten mill limitation, as set forth on Schedule A attached hereto and incorporated herein by reference:

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: WILLIAM SNAVELY

PREPARED BY: LAW (STAFF)

RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE
BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES
AND CERTIFYING THEM TO THE COUNTY AUDITOR
(VILLAGE COUNCIL)

Rev. Code, Secs. 5705.34, 5705.35

The Council of the CITY of **OXFORD** , Butler County, Ohio, met in

_____ session on the _____ day of _____, 20_____, at the
(regular or special)

office of _____ with the following members present:

_____ moved the adoption of the following Resolution:

WHEREAS, This Council in accordance with the provisions of law has previously adopted a Tax
Budget for the next succeeding fiscal year commencing January 1, 2025; and

WHEREAS, the Budget Commission of Butler County, Ohio has certified its action thereon to this
Council together with an estimate by the County Auditor of the rate of each tax necessary to be
levied by this Council, and what part thereof is without, and what part within the ten mill tax
limitation; therefore be it

RESOLVED, By the Council of the **CITY OF OXFORD**, Butler County, Ohio, that the
amounts and rates, as determined by the Budget Commission in its certification, be and the same are
hereby accepted; and be it further

RESOLVED, That there be and is hereby levied on the tax duplicate of said Village the rate of
each tax necessary to be levied within and without the ten mill limitation as follows:

FUND	AMOUNT APPROVED BY BUDGET COMMISSION INSIDE 10 MILL LIMITATION	AMOUNT TO BE DERIVED FROM LEVIES OUTSIDE 10 MILL LIMITATION	COUNTY AUDITOR'S ESTIMATE OF TAX RATE TO BE LEVIED	
			INSIDE 10 MILL LIMIT	OUTSIDE 10 MILL LIMIT
GENERAL FUND	1,800,000.00		3.65	
GENERAL BOND RETIREMENT FUND				
PARK FUND		1,120,000.00		3.25
RECREATION FUND				
FIRE LEVY				
POLICE LEVY				
TOTAL	1,800,000.00	1,120,000.00	3.65	3.25

SCHEDULE B

LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES

FUND	COUNTY AUDITOR'S ESTIMATE OF YIELD OF LEVY (Carry to Schedule A)	MAXIMUM RATE AUTHORIZED TO BE LEVIED
GENERAL FUND:		
Current expense levy authorized by voters on not to exceed years.	,20	
Current expense levy authorized by voters on not to exceed years.	,20	
Current expense levy authorized by voters on not to exceed years.	,20	
Current expense levy authorized by voters on not to exceed years.	,20	
TOTAL GENERAL FUND OUTSIDE 10 MILL LIMITATION	0.00	0.00
SPECIAL LEVY FUNDS: Park & Recreation		
Levy authorized by voters on May 8, 2018 not to exceed years.	1,120,000.00	3.25
Levy authorized by voters on not to exceed years.	,20	0.00
Levy authorized by voters on not to exceed years.	,20	
Levy authorized by voters on not to exceed years.	,20	
Levy authorized by voters on not to exceed years.	,20	
Levy authorized by voters on not to exceed years.	,20	
Levy authorized by voters on not to exceed years.	,20	
Levy authorized by voters on not to exceed years.	,20	
Levy authorized by voters on not to exceed years.	,20	
Levy authorized by voters on not to exceed years.	,20	

and be it further

RESOLVED, That the Clerk of this Council be, and he/she is hereby directed to certify a copy of this Resolution to the County Auditor of said County.

_____ seconded the Resolution and the roll being called upon its adoption the vote resulted as follows:

_____, _____
_____, _____
_____, _____
_____, _____
_____, _____
_____, _____
_____, _____

Adopted the _____ day of _____, 20____.

PRESIDENT OF COUNCIL

CLERK OF COUNCIL

=====

CERTIFICATE OF COPY
ORIGINAL ON FILE

The State of Ohio, Butler County, ss.

I, _____, Clerk of the Council of the Village of _____,
within and for said County, and in whose custody the Files and Records of said Council are required
by the Laws of the State of Ohio to be kept, do hereby certify that the foregoing is taken and
copied from the original _____

now on file, that the foregoing has been compared by me with said original document, and that the
the same is a true and correct copy thereof.

WITNESS my signature, this _____ day of _____, 20_____

CLERK OF COUNCIL

NOTE: A copy of this Resolution must be certified to the County Auditor before the first day of
October in each year, or at such later date as may be approved by the Board of Tax appeals.

=====

RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION
AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR.
(VILLAGE COUNCIL)

ADOPTED _____, 20_____ FILED _____, 20_____

CLERK OF COUNCIL

COUNTY AUDITOR

DEPUTY AUDITOR

=====