



AGENDA
OXFORD CITY COUNCIL REGULAR MEETING

COURTHOUSE

TUESDAY, JANUARY 21, 2025 AT 7:30 PM

William Snavely, 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. Appointments to Boards and Commissions
 - 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 January 7, 2025, City Council Meeting. (Heather Barbour, Clerk of Council)
- B. Minutes from the January 14, 2025, City Council Retreat Work Session. (Jessica Greene, Assistant City Manager)
- C. Right of Way Permit #00822 Girl Scout Cookie Sales Uptown (Jessica Greene, Assistant City Manager)

6. Resolutions.

- A. A Resolution Authorizing The City Manager To Enter Into An Agreement With NextStep Networking For Onsite Weekly Support Services At A Cost Not To Exceed \$76,000 (Jessica Greene, Assistant City Manager)
- B. A Resolution Authorizing Payment Of \$131,439.00 To Cobblestone Community Church, Inc. An Ohio Corporation Not For Profit For The Acquisition Of An Easement For The Construction Of Oxford Area Trails System (OATS) Phase V. (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

- 1. 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)

2. An Ordinance Amending Ordinance No. 3783 Supplemental Budget Ordinance Number 1 To Make Supplemental Appropriations For Fiscal Year 2025. (Heidi Ridenour, Finance Director)
3. An Ordinance Repealing Code Section 521.06 Duty To Keep Sidewalks In Repair And Clean And Adopting New Oxford Code Section 521.06 Entitled Duty To Keep Sidewalks In Repair And Clean. (Douglas R. Elliott, Jr., City Manager)

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. Jan 27	Oxford Recreation Board/TRI Board Joint Meeting	LaRosa's Pizzeria	11:00 a.m.
Feb 4	City Council	Courthouse	7:30 p.m.
Feb 5	Environmental Commission	Municipal Building	7:00 p.m.
Feb 6	Housing Advisory Commission	Municipal Building	5:00 p.m.
Feb 10	Oxford Recreation Board	Municipal Building	11:30 a.m.
Feb 10	Public Arts Commission of Oxford	Municipal Building	5:30 p.m.
Feb 11	Planning Commission	Courthouse	7:00 p.m.
Feb 12	Historic & Architectural Preservation Commission	Courthouse	6:00 p.m.
Feb 17	City Offices - CLOSED		
Feb 18	City Council	Courthouse	7:30 p.m.

9. Adjourn.



MINUTES
OXFORD CITY COUNCIL REGULAR MEETING
COURTHOUSE
TUESDAY, JANUARY 7, 2025 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 Snavely on Tuesday, January 7, 2025, at 7:30 p.m. Members in attendance were Michael Smith, Alex French, Amber Franklin, David Prytherch, Jason Bracken, and Chantel Raghu.

Staff Members in Attendance:

Mr. Douglas Elliott, City Manager; Mr. John Jones, Police Chief; Mr. Michael Dreisbach, Service Director; Mr. John Detherage, Fire Chief; Mr. Sam Perry, Community Development Director; Ms. Lara Fening, Police Lieutenant; Mr. Geoff Robinson, Police Lieutenant; Ms. Heidi Ridenour, Finance Director; Mr. Ben Mazer, Assistant 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 Ms Raghu 2nd Mr. Prytherch
AYE # 7
NAY # 0
ABS # 0

4. Public Participation.

A. Proclamation - Rev. Dr. Martin Luther King Jr. Day 2025

Ms. Vanessa Cummings, Vice President of the Oxford NAACP Branch, was in attendance to accept the Proclamation. Ms Cummings thanked Mayor Snavelly and the City Council for the proclamation and invited everyone to the community observance on Monday, January 20, 2025, at the Oxford Community Arts Center. Ms. Cummings mentioned that the viewing of the art entries begins at 10:00 am, the program starts at 10:30 am, and our speaker this year is Tarah Trueblood. Ms. Cummings shared that this year's theme is Meaningful Dialogue Across Differences, which is very relevant today. Ms. Cummings offered to answer any questions to contact Ms. Cummings; please email NAACPoxfordohio@gmail.com.

B. Swearing-In of New Officer (John Jones, Police Chief)

Chief Jones introduced the new officer: Mr. Wade Estes. Mr. Ben Mazer began swearing in the new officer by instructing Mr. Estes to recite the oath. Chief Jones called Mr. Estes's father up to complete the pinning ceremony. Officer Estes thanked the City of Oxford for the opportunity to be an Officer here in Oxford and is looking forward to helping the community. Officer Estes also thanked his parents, friends, and family.

C. Presentation - Oxford Farmers Market Annual Report

Ms. Madison Wetzel, Oxford Farmers Market Manager, thanked the Council for allowing her to come present this month. Ms. Wetzel apologized for missing the meeting last month and is appreciative that the Council moved forward with granting the permits for 2025. Ms. Wetzel noted she has just completed her first year as the market manager and is so grateful for the time she has spent. Ms. Wetzel shared that her motto for her first year was to observe and absorb everything around her, learn the ropes, and create relationships with everyone. Ms. Wetzel highlighted a few events, programs, and statistics from the past year. Ms. Wetzel offered to answer any questions. Mayor Snavelly thanked Ms. Wetzel for her presentation.

D. Notice To Legislative Authority - Oxford Smoke Time Inc. DBA Oxford Smoke Time
109 West High Street Oxford, Ohio 45056. (Douglas R. Elliott, Jr., City Manager)

Motion – To Received Without Comment
(Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherch
AYE # 7
NAY # 0
ABS # 0

E. Public Comments

The purpose of the public comments section is for members of the public to speak to the City Council on any subject not scheduled on the Agenda, except consent agenda items. To speak, you may approach the podium and wait to be addressed by the Mayor. You will need to state your name and address for the public record. City Council values your comments, and Council rules limit public comments to five minutes for each person. Presentations are not to be in the form of public debate, personal attacks on Council, City staff, or other members of the public, and Council shall not act except to direct the City Manager to take action or schedule the matter for discussion at a later date.

Public Comment - Mr. Sam Perry, Community Development Director - Introduced Elena Zicarelli. Ms. Zicarelli is working in the Community Development Department during the month of January under the Ohio Public Leader Fellowship Program at Miami University. Ms. Zicarelli is a senior political science major who will be drafting a Black History and Culture Plan. Ms. Zicarelli expressed excitement to be here and meet everyone and work on this project.

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 Ms. Raghu 2nd Mr. Prytherch
AYE # 7
NAY # 0
ABS # 0

A. Minutes from the December 17, 2024, City Council Work Session Meeting (Heather Barbour, Clerk of Council)

B. Minutes from the December 17, 2024, City Council Meeting (Heather Barbour, Clerk of Council)

6. Resolutions.

- A. A Resolution Extending The Existing Moratorium, On Alley Development To March 20, 2025, Within The City Of Oxford, Ohio (Sam Perry, Community Development Director)

Motion – To Adopt Resolution No. 7664
(Voice Vote) 1st Mr. Prytherch 2nd Ms. Raghu
AYE # 7
NAY # 0
ABS # 0

Public Comment - None.

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

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 Correcting The Calico Acres Subdivision Plat To Affirm The Name "Jeffrey Drive" For Certain Public Streets Therein. (Sam Perry, Community Development Director)

Motion – To Adopt Ordinance No. 3794
(Roll Call Vote) 1st Ms. Raghu 2nd Mr. Prytherch

AYE # 7

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

NAY # 0

ABS # 0

Public Comment - None.

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

8. Discussion

A. Discussion And Update On The City's Deer Management Program

Mr. Elliott began the discussion by presenting slides on the 2024-2025 deer management program (slides included in minutes). Mr. Elliott provided a brief history of the deer management program beginning in 2009. Mr. Elliott gave updates on the changes made to the program this year and introduced a few other options. Mr. Elliott offered to answer any questions.

Public Comment - Mr. Hank Stevens, Melissa Drive - Mr. Stevens is an Ecologist at Miami University. Mr. Stevens thanked the Council for taking time today to discuss this issue. Mr. Stevens noted that 1.5 million people in the US hit deer with their vehicles each year. Mr. Stevens mentioned that the average cost per deer hit is around \$4,000.00, which causes insurance companies to raise everyone's rates. Mr. Stevens stated the damage the deer have done to our forests has aided in the decline of the population of songbirds. Mr. Stevens offered to provide scores of this information.

Public Comment - Mr. Steve Sullivan, 104 Marti Court - Mr. Sullivan is a Naturalist and the Director of the Hefner Museum at Miami University and co-chair of the Natural Areas Committee. Mr. Sullivan supports the comments made by Mr. Stevens. Mr. Sullivan supports Mr. Elliott's remarks about the previous program. Mr. Sullivan expressed interest in the combined lot idea that Mr. Elliott had mentioned. Mr. Sullivan noted the importance of enforcing a feeding ban on all outside feeding all animals except for birds.

Mayor Snavely thanked Mr. Elliott for his presentation and asked that City Staff work to create a Deer Management Task Force, a working group composed of experts, Councilors, Environmental Commissioners, and City Staff.

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. Jan 8	Historic & Architectural Preservation Commission	Municipal Building	6:00 p.m.
Jan 13	Public Arts Commission of Oxford	Municipal Building	5:30 p.m.
Jan 14	2025 City Council Retreat Work Session	The Elms Hotel	1:00 p.m.
Jan 14	Planning Commission	Courthouse	7:00 p.m.
Jan 15	Board of Building Appeals	Courthouse	5:30 p.m.
Jan 20	City Offices Closed - Holiday		
Jan 21	Municipal Records Commission	Municipal Building	4:30 p.m.
Jan 21	City Council	Courthouse	7:30 p.m.
Jan 27	Oxford Recreation Board/TRI Board Joint Meeting	LaRosa's Pizzeria	11:00 a.m.
Feb 4	City Council	Courthouse	7:30 p.m.
Feb 5	Environmental Commission	Municipal Building	7:00 p.m.

10. Adjourn.

Motion – To Adjourn at 8:48 pm
(Voice Vote) 1st Ms. Raghu 2nd Ms. French
AYE # 7

NAY # 0
ABS # 0

Request has been sucessfully updated.

Public Comment to Council Form

Print

Submitted by: Michael Barickman
Submitted On: 2025-01-07 14:38:47
Submission IP: (50.41.233.177)
proxy-IP (raw-IP)
Status: Acknowledged
Priority: Normal
Assigned To: Jessica Greene
Due Date: Open

Public Comment To Council



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

* First Name Michael Enter your First Name	* Last Name Barickman Enter your Last Name
* Address 6060 Joseph Drive	
* City Oxford	* State OH
* Email Barickmt@yahoo.com	Phone 5135231496

* 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 lived in Oxford for over 50 years at various addresses. In the past 20 years, it has become a normal occurrence to see deer, many deer at times, in my front, back and side yards – at all times of day and in all seasons. While I may appreciate the beauty of these creatures in a National Geographic Special, they have caused considerable damage to my landscape and have eliminated mature perennials we hand-dig and share with other gardeners. The rampant deer population in the Wespiser Place neighborhood of Dick, James and Joseph Dr., continuing up thru Hilltop Rd., has forced me to erect fences and other physical barriers at considerable expense, to deter their visits and minimize my plant and shrub losses. This morning, January 7, 2025, I looked out my office window to see an 8-point buck enjoying the contents of my bird feeder. His tracks in the snow indicated he traveled across my front yard, within 3 feet of the house, behind the foundation shrubbery to feed on the seeds. There have to be more effective ways to control these local populations that cannot be safely hunted in these neighborhoods. Bow hunting on properties remote from daily human presence is ineffective and inefficient. There must be a better means of control!

Respectfully, Michael T. Barickman

Make a public comment for review by City Council

Request has been sucessfully updated.

Public Comment to Council Form

Print

Submitted by: Bill Fisher
Submitted On: 2025-01-07 15:42:52
Submission IP: (50.41.232.209)
proxy-IP (raw-IP)
Status: Acknowledged
Priority: Normal
Assigned To: Heather Barbour
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

Bill

Fisher

Enter your First Name

Enter your Last Name

* Address

4883 james Road

* City

* State

Oxford

Ohio

* Email

Phone

fisherwf@miamioh.edu

5135244504

* I am a...

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

* Comment(s)

The deer situation is a high annoyance. Cute and delightful as they are in the snow, they eat our plants to the point of busting down the T-post and fishing line barriers around our blackberry canes. They have six different pathways into and out of our yard, and we don't have a large yard. At times six deer are in the backyard at one time. I know the city is unlikely to remove all the deer, but something must be done to reduce and contain their numbers.

Make a public comment for review by City Council

Request has been sucessfully updated.

Public Comment to Council Form

Print

Submitted by: Connie Clements
Submitted On: 2024-12-20 11:57:37
Submission IP: (66.161.175.33)
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

Connie

Enter your First Name

* Last Name

Clements

Enter your Last Name

* Address

848 Dufour Lane

* City

Oxford

* State

Ohio

* Email

connie.clements.cc@gmail.com

Phone

5132552974

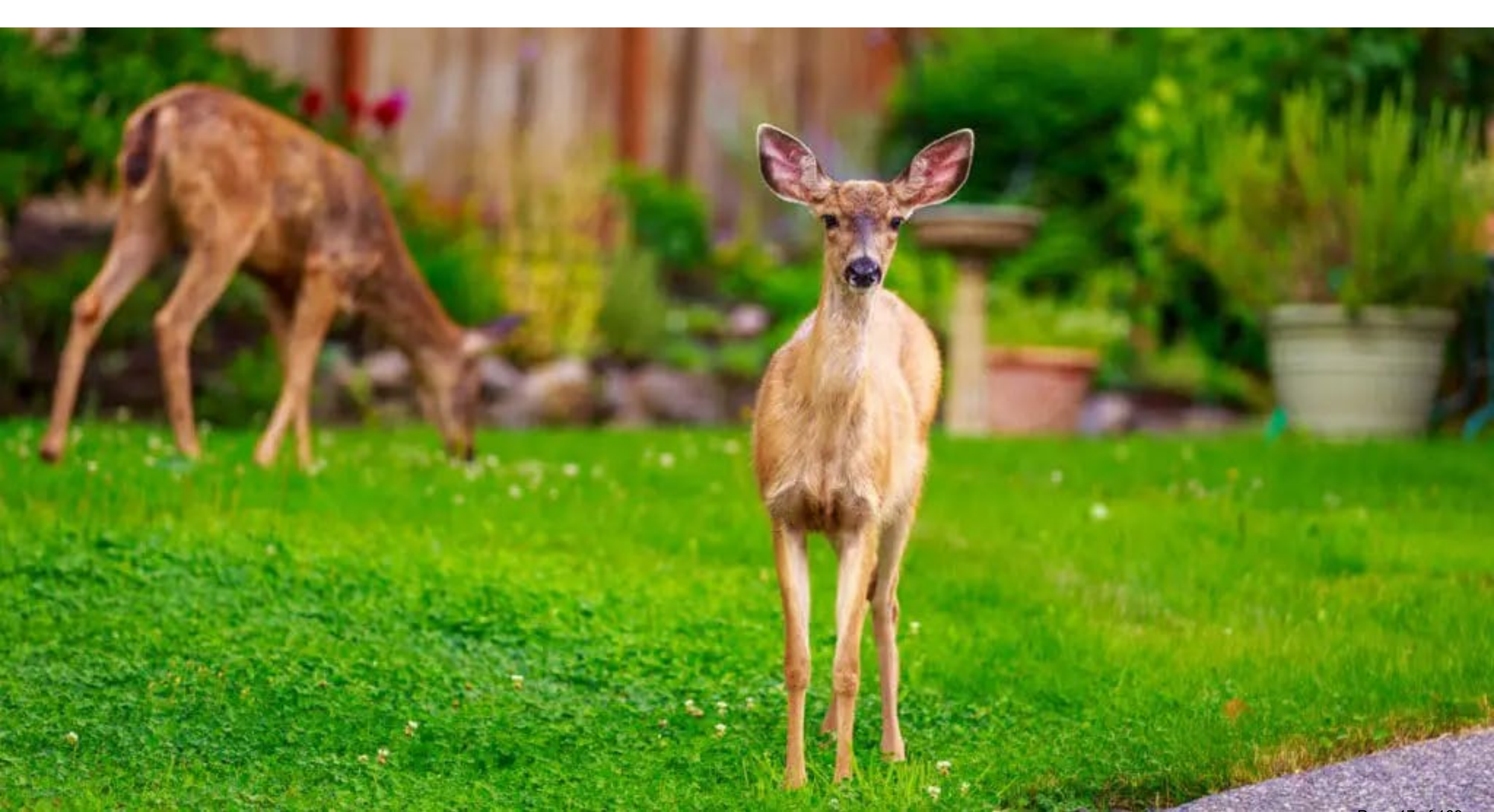
* I am a...

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

* Comment(s)

I find it hard to believe that the city council pushed through the plans for the trails to run through a neighborhood. Evidently you are in such a hurry to complete the trail that you are not listening to your citizens that live in the area. When you asked us to vote for the funding no mention was made that the trails would go through neighborhoods. You could save your money and people could still walk through the neighborhood. You are suggesting changes to the neighborhood that if known I 1. Would not have voted on the levy and 2. Would not have purchased a house in this area. If a trail was planned for your neighborhood would you be pushing it forward so quickly. By addressing a problem of traffic that we have been asking to be addressed for several years you think that solves all of the problems. But if you had listened you would have realized this is just one issue that we are concerned with.

Make a public comment for review by City Council



City of Oxford Deer Management Program

Council Discussion

January 7, 2025

History

- Resolution No. 4482 was adopted by City Council on September 15, 2009.
- Authorized the City Manager to establish and implement a Deer Management Program, create rules and regulations for obtaining a deer hunting permit, and issue written permits to those individuals who meet the necessary qualifications.
- The program allows hunting with bow and arrow from tree stands on large tracts of land (minimum of 5 acres) within the City. It requires application to and permission from the City Manager.
- David Treleaven, Environmental Specialist in the Service Department, administers the program for the City. The City follows State of Ohio Hunting Laws and a proficiency test is administered to the hunters.
- Each approved hunter receives an assigned hunting area and a specified time period in which to hunt. All harvested deer are reported to the City. The emphasis is on safety.

Deer Management Program 2024-2025

- **The Ohio white-tailed deer opening hunting date with bow and arrow in our region is from Saturday, September 28, 2024 to Sunday, February 2, 2025.**
- **The total permitted bag limit in our County is three (last year two).**
- **This is the 16th year for the program. Deer are donated to the Community Meal Center (CMC) in Hamilton, Ohio. CMC provides meals to the needy each Friday. The processing cost for the donated deer is paid for by the CMC with grant funding from the State of Ohio.**
- **The goal of our program is to restore a natural balance in our ecosystem and not to eliminate white tailed deer. Also, there is no cost to the City for this program except for the time that David Treleaven takes to manage this program.**

Program Changes

- **For 2024-2024, the City divided the hunting season into three assigned hunting periods which is similar to Miami University's program. This increased the total number of deer taken in the City from the previous.**
- **Explored a Police Deer Culling Program. The program would utilize Butler County Regional SWAT team members. It would be a separate from our current Deer Management Program and would require a special nuisance permit from the Ohio Department of Natural Resources. Deer would be taken by rifle with a muzzle and sight instead of bow and arrow. There would be additional cost for this program including overtime, dumpster rental for field dressing remains, ammunition, construction of a platform for a pickup truck, and signage. The estimated cost was \$28,000.**

Deer Harvested 2009-2024

153 total deer harvested from 2009-2024

15 year average of 10.2 deer harvested per year

High of 25 in 2012-2013

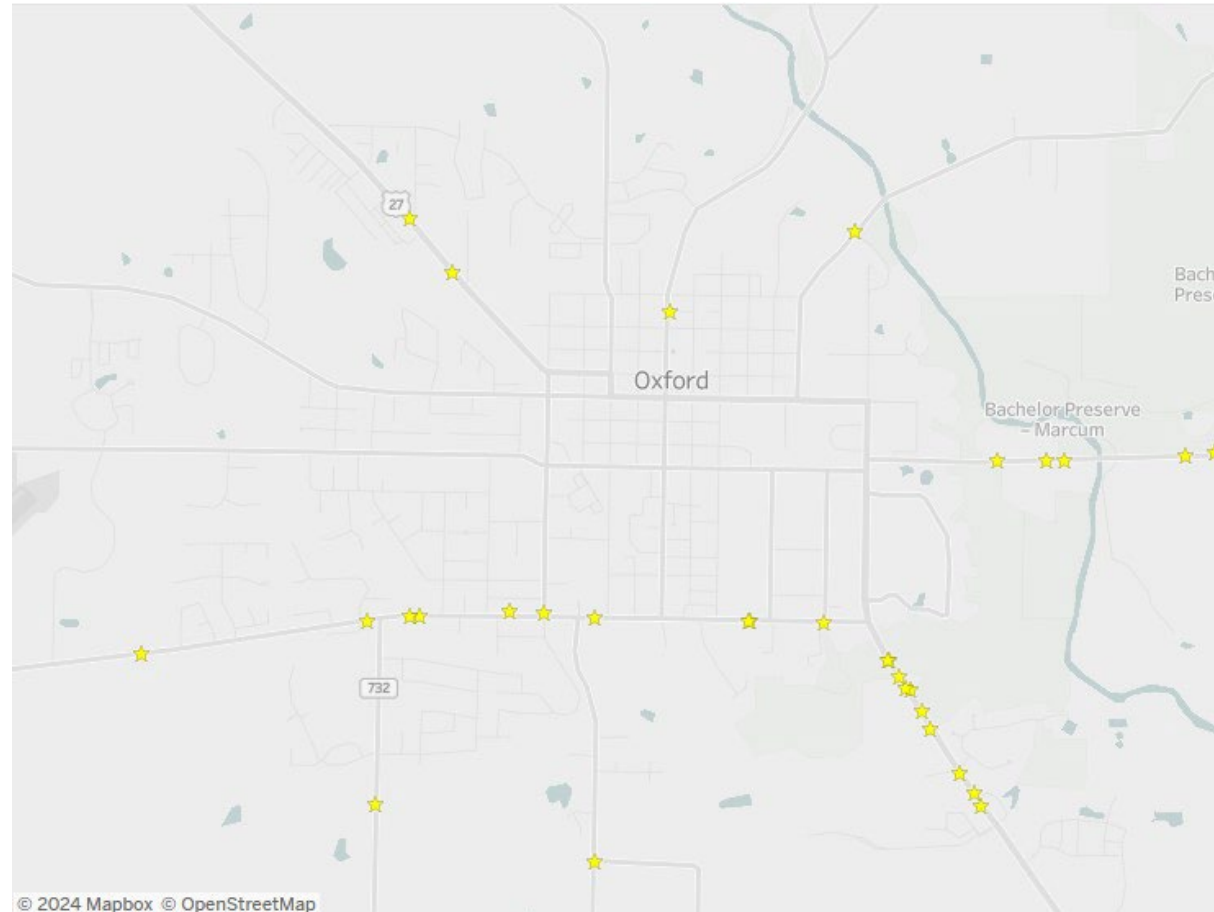
Low of 4 in 2023-2024

9 deer harvested to date in 2024-2025

Deer/Vehicle Collisions

Deer Related Crashes	2021	2022	2023	YTD 2024	Total for four years
City of Oxford	11	4	12	6	33
Oxford Township	19	14	16	13	62
Combined City & Township	30	18	28	19	95

Location of Deer/Vehicle Collisions in Oxford



Options

- Allow “nature” to take its course
- Alternate Plantings
- Fencing (electric or netting)
- Repellents
- Trap and Transfer
- City-Regulated Feeding Ban
- Contraceptives
- Sharpshooters
- Regulated Bow-Hunting (city-owned & private property)



MINUTES
OXFORD CITY COUNCIL WORK SESSION
THE ELMS HOTEL OVERLOOK BALLROOM 75 SOUTH MAIN STREET
OXFORD OHIO 45056
TUESDAY, JANUARY 14, 2025 AT 12:00 PM

1. Roll Call.

A work session Council Retreat meeting of the Oxford City Council was called to order by Mayor Snavelly on Tuesday, January 14, 2025, at 12:48 p.m. Members in attendance were David Prytherch, Amber Franklin, Michael Smith, Alex French, Jason Bracken, and Chantel Raghu.

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. Casey Wooddell; and Ms. Heidi Ridenour, Finance Director

2. Council Lunch from 12:00 pm - 1:00 pm

3. Work Session from 1:00 pm -5:00 pm

A. Review the 2024 Comp Plan Goals Progress Report

Slides included in minutes.

B. Discuss 2025 Proposed Comp Plan Action Items

Reviewed 2025 Goals and Action steps, spreadsheet included in minutes.

C. City Council Annual Goal Setting Discussion

Drafted items to be researched for 2026 budget implementation. Will report back to the Council in June 2025 for further refinement. (Spreadsheet included in minutes)

4. Adjourn.

Motion – To Adjourn at 3:55 p.m.

(Voice Vote) 1st Ms. Franklin 2nd Mr. Smith

AYE # 7

NAY # 0

ABS # 0

Department	Comp Plan Goal	Comp Plan Action	Measure of Success	July 2024 Progress Notes	December 2024 Progress Notes
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.	Route adopted Dec 17 by Council
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.	Status: Continuing in to 2025
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.	Complete
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.	Status: Should be completed by Q1 2025
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.	Status: On Hold.
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.	Complete. Now a part of city operations.

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.	Status: Continuing in to 2025
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)	Status: Not viable at this time.
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.	Status: Continuing in to 2025
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.	Status: In progress
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.	Status: On hold. 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.	Status: Continuing in to 2025

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.	OKI was not selected for the Climate Pollution Reduction Grant awards.
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.	Status: Complete
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.	Status: Continuing in to 2025
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	Status: Not viable at this time.
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.	Status: Continuing in to 2025

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.	Complete
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.	Status: Continuing in to 2025
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.	Status: Continuing in to 2025
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.	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.	Complete
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	Contract signed with Preservation Forward, one site visit has been made

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	Not started
Community Development	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	Status: In Process Working with BCRTA to release RFP for this work. We are a subgrantee of them and working through their system.	BCRTA working with KZF and 143Engineers to finalize the contract and turn this project over to City staff.
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	Consultant with BCRTA bike/ped study will be interviewed for this project, after contract signing
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 meeting.	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.	Technical report of current Zoning and Development codes has been completed by McKenna and Preservation Forward
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.	A Primary Residence Requirement has been adopted by areas outside the Mile Square. A moratorium was extended to allow time for consideration of the same requirement in the Mile Square.
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).	Interviewed 2 software service companies, and considering a 3rd
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.	Cross training is 80% complete.

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.	The new employee has fully taken over the licensing process and has been working through obtaining fees, and plans to work with OPD in Q1 2025 to implement and document enforcement efforts.
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.	Completed. The City of Oxford has been awarded the 2023 Certificate of Achievement in Financial Reporting.
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.		Status: Continuing in to 2025
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.	Implementation is complete.
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.	Complete
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.	Implementation is complete.
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	

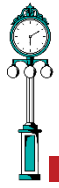
Fire	7. C: A Connected, Livable, and Equitable Community for All	Ensure adequate staffing and compensation for public safety staff	By May 2024, review and identify possible funding sources for Fire/EMS operations. By July 2024, Develop and implement an action plan to establish funding for Fire/EMS operations.	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	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.	Complete!
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.	This project is substantially complete and scheduled to open by end of Jan. 2025.
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.	New site/concept plan has been prepared. TRI Board has begun conversations with potential donors. This goal is continuing to progress and develop.
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.	

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.	One final event for 2024 to be completed; Holiday Fest 2024. That event is a partnership with Enjoy Oxford, Chamber, OCAC, Miami MAP, and several other local vendors/organizations.
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.	Completed in July.
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.	Project 100% 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.	Project 100% complete.
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	Still in progress	Need signed MOU from Butler Behavioral and then submit letter of completion. Hope to complete by end of January 2025.
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.	Project 100% complete. Many successful uses of Flock thus far.
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.	100% 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.	Successfully staffed events and prevented any major incidents.

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.	CIP submitted. Will apply for future grants.
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	Evaluation indicates this will not be a capital project, but more works needs done. Currently using portable CO detectors.
Police	9. Essential Services	Other:	By December 2024, issue remaining Lexipol policy manual	Progress has been limited	Still several policies to issue. Will work to complete in 2025.
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.	Lieutenant hiring process in progress. Sergeant process to be next. Lt. Fening retiring 1/31/2025.
Police	9. Essential Services	Other:	Firearms replacement: replace all pistols, holsters, accessories issued to sworn personnel by June 2024.	Complete	Complete.
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. By October 2024, complete Phase IV of the OATS trail.	Phase III - Segment B complete Phase IV - Progress 80% complete - on schedule for completion by 3Q	Both Phases III and IV are complete. Traffic control signal for SR732 at Dana Dr. is under construction. Foundations and conduits are complete. Poles and equipment are on order and should be installed by May 2025.
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.	City Council awarded a construction contract to Jagger Construction, LLC on Dec. 3, 2024. Work will commence in 2Q 2025.
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.	Terms sheet with Amtrak has been signed by ACM Greene. Work continues on obtaining easements and preliminary engineering. ODOT is offering comments on project scope and concerns such as turning movements for semi trucks through the SDS property.

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	Stage 3 plans being reviewed by ODOT - comments received Nov. 6, 2024. Comments will be incorporated into final design for bidding. \$372,000 budget in 2025 CIP budget for construction.
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.	Work is complete on the project. Property owners have until Dec. 31, 2024 to pay cash for their improvements; otherwise, we will move forward with an Assessing Ordinance in early 2025.
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.	Construction on this project is substantially complete. Contractor is completing punch list items; project will be completed on Dec 13, 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.	Scoping meeting coordinated by ORDC planned for January 2025. ORDC will continue to pay 100% for the planning study.
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.	A draft list of street segments has been generated based on many factors including surface conditions, planned demolitions / construction in the area, budget, etc.... OPTAB to review the listing and offer comments prior to bidding.
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.	Solar generation system was installed in 2Q 2024.
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.	Work continues with Architect for the restroom facility. Engineering will issue RFP for splash pad replacement in 1Q 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.	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.	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.	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. Budget has been approved for 2025 funding to complete project.
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.	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.	City has reapplied to Ohio EPA for principal forgiveness or low interest rate financing for this project through the agency's water supply revolving loan fund.
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.	Work on this project is complete.
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.	Preliminary design complete. City will award a contract for detailed design and specifications in 2025.
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.	City Council approved a construction contract with Ashcraft Contracting, LLC on Dec. 3, 2024. Will commence 1Q 2025.
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.	Work is complete on this project. The City is in compliance with the OEPA rules regarding lead service line inventories and notifications.
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.	The City has obtained an easement from our neighbor at the well field as required for the new well's isolation zone. The OEPA is expected to approve the new production well in 1Q 2025.
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.	Detailed construction plans are complete and have been submitted to the OEPA for review.



City of
Oxford OHIO

HOME OF MIAMI UNIVERSITY

2025 Council Retreat

2025 Actions toward Comp Plan Process

January 2024: Council Retreat

- Begin exploring ideas for 2025
- Staff and B&C have 5-6 months to evaluate and research

June 2024:

Held a Council Work Session where staff reported on prioritization from B&C and/or their own staff recommendation.

Staff responded to Councilor input and adapted tasks/ideas as necessary.

November 2024:

The City Manager incorporated these projects into City Manager 2025 Operating Budget.

Council approved 2025 Operating Budget

January 2025: Council Retreat.

2025 Actions toward Comp Plan Process

January 2025: Council Retreat.

Celebrate 2024!

Refine 2025 actions as necessary. (Council will vote to formally adopt 2025 action items in February.)

Begin ideation for 2026 to allow staff time to research staff time and budget impact for summer 2025 budget creation.

Celebrate 2024 Progress!

Pass out report

Department Heads Report

Review 2025

Important Note

The following slides outline action items built into the 2025 budget and staff assignments. These ideas and concepts are in addition to the routine and essential services that the city provides.

There are also slides that outline new ideas brought forward since the budget was adopted. These new ideas highlighted in yellow for further discussion.

Comp Plan Goal: Smart Growth and Quality Places

Comp Plan Goal: Smart Growth and Quality Places

2025 Task: Update historic preservation guidelines and make recommendation on contributing historic structures or expansion of historic districts.

Staff Assigned/Notes:

Sam Perry

Planning to include this task as part of Chapter 11 code update – a Unified Development Ordinance

May take from mid 2024 to early 2026 to complete.

Budget Impact:

2024 ARPA funds for Code Update: \$150K+

Staff time.

**Comp Plan Goal:
Safe And Efficient Travel For All Modes
Of Transportation**

Comp Plan Goal: Safe And Efficient Travel For All Modes Of Transportation

2025 Task: Advance Amtrak project by completing 100% design work, obtaining CSX and SDS easement and final Amtrak contract.

Staff Assignment/Notes:

Mike Dreisbach, Jessica Greene

Budget Impact:

2025 Budget Impact: \$150K design and engineering funds
Staff time.

Comp Plan Goal: Safe And Efficient Travel For All Modes Of Transportation

Task: Improve bike/pedestrian access along Main Street between BCRTA and Uptown, and other areas in town, as part of the Bike/Pedestrian route planning grant.

Staff Assignment/Notes:

Sam Perry, Jessica Greene

Budget Impact:

2025 Budget Impact: \$150K Planning Grant. City Match \$17K

Staff Time

Comp Plan Goal: Safe And Efficient Travel For All Modes Of Transportation

Task: Develop better metrics for mobility chapter. % of complete streets or # of intersections made accessible.

Staff Assignment/Notes:

Mike Dreisbach, Jessica Greene

Budget Impact:

Staff Time

Comp Plan Goal: Safe And Efficient Travel For All Modes Of Transportation

Task: Bid and Begin Construction Oxford Area Trail – Phase V connecting THS to TMS and up to Chestnut Fields Multi Modal Facility.

Staff Assignment/Notes:

Mike Dreisbach, Scott Otto, Jessica Greene

Budget Impact:

Budget Impact: \$6.64M

Staff Time

Comp Plan Goal: Safe And Efficient Travel For All Modes Of Transportation

For Discussion: Plan for pedestrian access from Kehr Rd. to Locust St. (Councilor Prytherch)

Budget Impact:

Use a portion of the \$50K budgeted bike/ped improvements in budget?

Staff Time

Comp Plan Goal: Safe And Efficient Travel For All Modes Of Transportation

For Awareness: Inter-jurisdictional airport protection ordinance – response to OXD Master plan. As a result of the CVG lease of the Miami Airport, and the recent completion of an FAA-approved master plan, the FAA is requiring an airport protection ordinance, which will require passage of ordinances for Oxford and Butler County (Sam Perry)

Budget Impact:

2025 Staff Time

Comp Plan Goal: Safe And Efficient Travel For All Modes Of Transportation

For Discussion: Snow removal along Oxford Area Trail

Budget Impact:

2025 Staff Time

\$55K in new sidewalk equipment

Comp Plan Goal: Housing Opportunities For Everyone

Comp Plan Goal: Housing Opportunities For Everyone

2025 Task: Develop RFP for 47 acres for mixed income, mixed types housing and include some small neighborhood business.

Staff Assigned/Notes:

Jessica Greene/HAC

Budget Impact:

Staff Time

Comp Plan Goal: Housing Opportunities For Everyone

2025 Task: Make substantial progress on Chapter 11, Planning & Zoning Code Re-write

Staff Assigned/Notes:

Sam Perry

Will likely take into 2026 to complete.

Budget Impact:

2024 ARPA: \$150K

Staff Time

Comp Plan Goal: Housing Opportunities For Everyone

2025 Task: HAC will explore ways to prevent corporate purchase of homes and report back to City Council.

Staff Assigned/Notes:

Jessica Greene/HAC

Budget Impact:

Staff Time

Comp Plan Goal: Housing Opportunities For Everyone

2025 Task: Increase income aligned housing, by working with Habitat for Humanity to construct homes on Chestnut Street.

Staff Assigned/Notes:

Sam Perry, Jessica Greene

Budget Impact:

\$500K ARPA

Staff Time

Comp Plan Goal: Housing Opportunities For Everyone

2025 Task: Increase income aligned housing by releasing and RFP for Hester Rd. property and selecting a viable partner from respondents.

Staff Assigned/Notes:

Jessica Greene/HAC

Budget Impact:

\$500K ARPA (or will need reassigned by mid 2025)**

Staff Time

Comp Plan Goal: Housing Opportunities For Everyone

2025 Task: Develop inclusionary zoning- such as, but not limited to: density bonus, set asides, fee waivers, expedited approval, no parking minimums.

Staff Assigned/Notes:

Sam Perry, Seth Copenbaker

It is expected that incentive and waiver processes and procedures will be included in the Chapter 11 code update and the Ec Dev plan.

Budget Impact:

2024 ARPA Part 11 Code Update \$150K+.

2024 ARPA Economic Strategic Plan \$50K+

Staff Time

Comp Plan Goal: Housing Opportunities For Everyone

2025 Task: Develop a mixed income neighborhood overlay district.

Staff Assignment/Notes:

Sam Perry

The code update will include a complete re-write of the zoning code, subdivision code and zoning map that will move away from specifying only single-family zoning, and instead will implement the development character types of the 2023 Comp Plan

Budget Impact:

2024 ARPA Part 11 Code Update \$150K+

Staff Time

Comp Plan Goal: Housing Opportunities For Everyone

For Discussion: Develop Eviction Diversion Program, Tenant Rights Legislation, Nuisance Properties Legislation (Vice Mayor Raghu).

Staff report:

HAC initially did not recommend for 2025. However, Councilor Raghu has introduced tenant rights and nuisance property legislation and initial research is leading in the direction of eviction diversion program. Further discussion recommended.

Budget Impact:

2024 ARPA Part 11 Code Update \$150K+

Code Enforcement Increase: \$100K (not budgeted)

Eviction Diversion/Housing Advocate staffing: potential grant \$ TBD \$50K-\$100K

Staff Time

**Comp Plan Goal:
A Thriving and Resilient Year Round
Economy**

Comp Plan Goal: A Thriving and Resilient Year Round Economy

2025 Task: As part of the Economic Development Strategic Plan, incorporate a sub area plan for the Chestnut Fields area.

Staff Assignment/Notes:

Jessica Greene, Seth Copenbaker

Budget Impact:

2024 ARPA funds: \$50K

Staff time.

Comp Plan Goal: A Thriving and Resilient Year Round Economy

2025 Task: Explore ways to redevelop uptown surface lot and courthouse.

Staff Assignment/Notes:

Mike Dreisbach, Jessica Greene

Budget Impact:

2025 Budget \$50K for feasibility study.

Comp Plan Goal: A Thriving and Resilient Year Round Economy

For Discussion:

Explore alley reuse, including trash/litter clean up. Consider having student group conduct research and feasibility assessment.

Budget Impact:

Staff time

Comp Plan Goal: A Thriving and Resilient Year Round Economy

For Discussion:

Apply for a site readiness grant for OXD and SR 73 to build out water and sewer infrastructure.

Budget Impact:

Staff time

Comp Plan Goal: A Sustainable Oxford

Comp Plan Goal: A Sustainable Oxford

2025 Task: S4-A2 “Expand the city’s urban tree canopy by supporting tree planting and urban forestry programs.” A student PSP team will review approved street trees list and make recommendations for species based on sequestration potential, climate resilience, natives. Staff will draft a grant for Bradford Pear replacement.

Estimated Budget Impact:

Staff Time for PSP project and grant research, application.

30k budgeted for Bradford Pear removal and replacement (will achieve ½ of replacement)

Comp Plan Goal: A Sustainable Oxford

2025 Task: S1-A6: Install 6 EV charging stations in places available for public use.
Two DCFC Stations will be built at Church / Main surface lot (4 total charging ports)
One DCFC station will be added to the Municipal Building parking lot (2 total charging ports).

Staff Report:

EC and CASC Recommend

Estimated Budget Impact:

- \$905,489 Grant with OKI. Local match covered by Toll Revenue Credits
- Staff Time

Comp Plan Goal: A Sustainable Oxford

2025 Task: Staff will research Curbside composting +/- biomass fuel and collaborate with Hamilton County composting capacity research and possible growth of GoZero operations in the region.

Staff Assignment/Notes:

Reena Murphy, EC and CASC

Estimated Budget Impact:

- Staff time

Comp Plan Goal: A Sustainable Oxford

2025 Task: Review the existing Tree Ordinance with goal of strengthening conservation of mature forests in development review.

Staff Assignment/Notes:

Sam Perry and Reena Murphy.

The tree ordinance is within the zoning code and will be reviewed along with the overall code update.

Estimated Budget Impact:

- 2024 ARPA Chapter 11 Code Rewrite \$150K+
- Staff time

Comp Plan Goal: A Sustainable Oxford

2025 Task: S4-A5 “Revise Street Guidelines to incorporate green infrastructure.” Staff will study storm water revenue funds in other communities and explore steps to revise street guidelines to incorporate green infrastructure.

Staff Assignment/Notes:

Reena Murphy, EC and CASC

Estimated Budget Impact:

Staff Time.

Comp Plan Goal: A Sustainable Oxford

2025 Task: S1-A1 “Develop an energy plan to meet Oxford’s demand with renewables generated locally/regionally” Develop an energy plan to meet Oxford’s demand with renewables generated locally/regionally.

Staff Assignment/Notes:

Reena Murphy, EC and CASC

EC, CASC have ranked as top priority for 2025.

Shift focus from energy plan to generating renewable energy for our local government operations.

Estimated Budget Impact:

Staff Time for next steps with Closed Landfill. **Staff recommendation:** instead spending \$ on a plan, invest staff time on implementing solar on closed landfill and city owned buildings.

Onsite solar costs vary based on facility: [See PCFO Study.](#)

Comp Plan Goal: A Sustainable Oxford

For Discussion: Deer Management research and program implementation.

Staff Assignment/Notes:

Estimated Budget Impact:
Staff Time.

Comp Plan Goal: A Sustainable Oxford

For Discussion: Recycling mandate for multi family and commercial properties.
(Councilor Prytherch)

Staff Assignment/Notes:

Estimated Budget Impact:
Staff Time.

Comp Plan Goal:
A Celebration Of The People And Places
That Make Oxford Unique

Comp Plan Goal: A Celebration Of The People And Places That Make Oxford Unique

2025 Task: Bid and Replace the Uptown Splash Pad.

Staff Assignment/Notes:

Mike Dreisbach

Estimated Budget Impact:

- 2025 Budget: \$325,000
- Staff time

Comp Plan Goal: A Connected, Livable, And Equitable Community For All

2025 Task: Staff will research CRC roles and responsibilities to make a recommendation to City Council regarding CRC updates.

Staff Assignment/Notes:

Doug Elliott, Jessica Greene

Estimated Budget Impact:

Staff Time

Comp Plan Goal: A Connected, Livable, And Equitable Community For All

2025 Task: Bid and construct a new public restroom and develop an operation and maintenance plan for this new facility.

Staff Assignment/Notes:

Mike Dreisbach, Jessica Greene

Estimated Budget Impacts:

One-Time Budget Impact: Approx \$275,000 (Grants and donations)

Ongoing Budget Impact: Staff Time (unknown at this time)

Comp Plan Goal: A Connected, Livable, And Equitable Community For All

2025 Task: Promote the forgivable loan program to attract childcare business to increase childcare in our community.

Staff Assigned/Notes:

Jessica Greene, Seth Copenbaker

Staff have crated \$30K forgivable loan program for childcare businesses, but has had no applications.

OPRD has discussed the need with Butler County for another HeadStart program in Oxford. OPRD does not have the current facilities to offer this partnership, but a new TRI building would allow a more robust discussion on this possibility.

Estimated Budget Impact:

Budget Impact: \$30K from interest from Revolving Loan Fund

Staff Time

Comp Plan Goal: A Connected, Livable, And Equitable Community For All

2025 Task: Implement the Oxford Bee Fest 2025

Staff Assignment/Notes:

Casey Wooddell, Seth Copenbaker

Oxford plans to host the 1st annual Bee Fest on April 12, 2025. This is a partnership with Enjoy Oxford, Chamber of Commerce, Miami University and the local Bee clubs. "Spring version" of OXtoberfest, but with a bee-theme due to the rich history of beekeeping in Oxford.

Estimated Budget Impact:

Budget Impact: \$5,000 (Additional funding from Chamber and Enjoy Oxford)

Staff Time: 100 hours

Comp Plan Goal: A Connected, Livable, And Equitable Community For All

2025 Task: Open the Barkham Park / New Dog Park Facility: Ensure the new dog park is opened and operational by end of January 2025; ensure shade structure(s) are complete by end of April 2025; continue progress on Environmental/Naturalization plan created by Miami students in December 2024; evaluate existing dog park usage as necessary for future considerations

Staff Assignment/Notes:

Casey Wooddell, Mike Dreisbach

Future Budget Impact: Additional demands on grounds maintenance staff without additional budget resources for maintenance.

Budget Impact for Construction: \$4,000

Staff Time: TBD

Comp Plan Goal: A Connected, Livable, And Equitable Community For All

2025 Task: Bid and replace Playground at Oxford Community Park - age 2-5 playground

Staff Assigned/Notes:

Casey Wooddell

Estimated Budget Impact:

Budget Impact: Paid for by CDBG Grant \$101,000

Staff Time: ~25 hours

Comp Plan Goal: A Celebration Of The People And Places That Make Oxford Unique

Needs Discussion:

2025 Task: Install a mural on the Duke Substation. Duke has asked for 1 year extension for grant implementation but \$10K to city in 2025.

Staff Assignment/Notes:

Jessica Greene

Estimated Budget Impact:

- Funding for the entire Spring Street Duke wall will be \$64,250. Duke gifting \$10K.
- **2025 Budget: \$50K**
- Staff time

Comp Plan Goal: A Celebration Of The People And Places That Make Oxford Unique

Needs Discussion: As part of fountain replacement and new restroom, consider electric upgrade to Uptown Parks to limit need for generators at events.

Estimated Budget Impact:

- Budget impact: ??

Comp Plan Goal: Essential Services

Comp Plan Goal: Essential Services

2025 Task: Conduct a survey of our community with budget questions to establish priority areas.

Staff Assigned/Notes:

Doug Elliott, Jessica Greene

In 2024, we hosted the first ever pre budget public work session and allowing for public comment.

GFOA has a good article discussing improving public engagement in budgeting and using scientific surveys to ensure that voices not in the room are also being heard.

Estimated Budget Impact:

Cost of budget survey = \$18K

Staff Time

Comp Plan Goal: Accessible, High Quality Infrastructure

2025 Task: Bid and begin construction of new water softening plant

Staff Assigned/Notes:

Mike Dreisbach

Estimated Budget Impact:

Budget Impact: \$18.94M

Staff Time

Comp Plan Goal: Essential Services

For Discussion: Allowing 2+ hours and cheaper rates on side streets for parking (Mayor Snaveley)

Estimated Budget Impact:

Budget impact: ?

Comp Plan Goal: Essential Services

For Discussion: Purchase Lexipol in June and implement policy tracking software by end of 2025 for non public safety employees

Estimated Budget Impact:

Budget impact: \$11K initially for build out then, \$8,300 annually

2025 Squeeze & Pivot

Ideation-what did we miss?

Narrow- to top priority (3-5 ideas)

Staff will develop Resolution to adopt these action items.

If there is a budget impact, we will state where cuts may be necessary, or where funding may come from (i.e. grants).

Intermission and snacks



The background is dark grey with a pattern of white lightbulb icons. A large white rectangle is centered on the right side. A purple horizontal line is at the top left of the white rectangle. A yellow teardrop shape is on the left edge of the white rectangle. A yellow horizontal line is on the right edge of the white rectangle.

Ideation for 2026

Additional ideas to address this goal?

List your ideas below and note if you want it in 2025 (meaning a possible cut in a task elsewhere) or you want it researched for 2026.

Idea	Your name	Year (2025* or 2026) *May result in a cut in another task
Inter-jurisdictional urban growth / ag heritage preservation plan	Sam Perry	2026

Additional ideas to address this goal?

List your ideas below and note if you want it in 2025 (meaning a possible cut in a task elsewhere) or you want it researched for 2026.

Idea	Your name	Year (2025* or 2026) *May result in a cut in another task
ADA crossing upgrades	Councilor Prytherch	2026
Pedestrian safety lighting inventory - for mobility-equity	Sam Perry	2026
Neighborhood sidewalks and paving program coordination and approach.	Councilor Prytherch	2026

Additional ideas to address this goal?

List your ideas below and note if you want it in 2025 (meaning a possible cut in a task elsewhere) or you want it researched for 2026.

Idea	Your name	Year (2025* or 2026) *May result in a cut in another task
Elm Street- change to entrepreneurship/young professional housing or?	Jessica Greene	2026
On-staff Chief Building Official development plan	Sam Perry	2026

Additional ideas to address this goal?

List your ideas below and note if you want it in 2025 (meaning a possible cut in a task elsewhere) or you want it researched for 2026.

Idea	Your name	Year (2025* or 2026) *May result in a cut in another task
Larger public meeting room in Muni Building	Sam Perry/Jessica Greene	2026
Utility and street infrastructure funding for developments that align with goals	Sam Perry	2026
Purchase BP site on Chestnut Street	Councilor Prytherch	2026

Additional ideas to address this goal?

List your ideas below and note if you want it in 2025 (meaning a possible cut in a task elsewhere) or you want it researched for 2026.

Idea	Your name	Year (2025* or 2026) *May result in a cut in another task
Utility and street infrastructure funding for developments that align with goals	Sam Perry	2026

Additional ideas to address this goal?

List your ideas below and note if you want it in 2025 (meaning a possible cut in a task elsewhere) or you want it researched for 2026.

Idea	Your name	Year (2025* or 2026) *May result in a cut in another task
Solarizing WTP and WWTP	EC + OCASC Recommendation	2026
Additional Flare(s) on Landfill	EC + OCASC Recommendation	2026
Revising parking structure and fees to support alternative transit	EC + OCASC Recommendation	2026
Hazardous Waste Drop Day. Apply for grant in 2025 for 2026 implementation. (\$\$)	Reena Murphy	2026
Landscape Naturalization Implementation	Councilor Prytherch	2026

Ideation Summary

Take all ideas for 2026 back to staff and B&C

Staff and B&C will review, research and determine budget impact.

Will make presentation to Council in June for recommendations, refinement and public comment prior to budget process.

Selected ideas will be included in 2026 budget or included in 2026 action items to be adopted by Council.

Have an idea?

- Option 1: Create the concept you want researched, get a 2nd, and request that Doug and Heather add a discussion item and/or work session.
- Option 2: Draft actual legislation, get a 2nd. Ask for legal review and for Heather to place on agenda.

Thank you for today!

We celebrated 2024!

We refined 2025... Resolution coming soon.

We thought about next year...Research will commence!

Department	Comp Plan Goal	Comp Plan Action	Measure of Success
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	Bid out phase 5 of the Oxford Area Trail. Begin construction by fall 2025.
City Manager	2. M: Safe and Efficient Travel for All Modes of Transportation	Other:	Develop better metrics for mobility chapter. % of complete streets or # of intersections made accessible.
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 June 2025, distribute ARPA funds to Habitat to assist with their housing infrastructure and help with recruitment of families for the housing.
City Manager	3. H: Housing Opportunities for Everyone	H1-A5: Support developments and programs addressing supportive and transitional housing	By April 2025 award RFP for Hester Rd housing development.
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 2025 release RFP for 47 acres for mixed income, mixed types housing and include some small neighborhood business.
City Manager	3. H: Housing Opportunities for Everyone	Other:	HAC will explore ways to prevent corporate purchase of homes and report back to City Council
City Manager	3. H: Housing Opportunities for Everyone	H2-A5: Create an ordinance to outlaw housing discrimination based on source of income	Develop Eviction Diversion Program, Tenant Rights Legislation, Nuisance Proprieties Legislation, income discrimination legislation
City Manager	4. E: A Thriving and Resilient Year-Round Economy	E1-A3: Develop an economic development strategic plan for Oxford	By February 2025 present Economic Development Strategic Plan to Council for approval. This should include a sub area plan for each development area highlighted in the Comp Plan
City Manager	4. E: A Thriving and Resilient Year-Round Economy	Other:	By May 2025 present to City Council concepts and costs for uptown alley improvements and/or reuse. This should include sustainability practices, waste management, alternate use plans and beautification.

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 2025, define a funding source and apply for site readiness grant for OXD and possibly SR 73.
City Manager	4. E: A Thriving and Resilient Year-Round Economy	E4-A1: Create events and activities that drive economic impact	By April 2025 implement honeybee themed event/activity and educate our public about our important bee keeping history.
City Manager	5. S: A Sustainable Oxford	S1-A1: Develop an energy plan to meet Oxford's demand with renewables generated locally/regionally	By April 2025 Release RFP for solar on closed landfill and by February 2025 apply for grant for energy efficiently and solar install on city owned property.
City Manager	5. S: A Sustainable Oxford	Other:	By March 2025 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 February 2025
City Manager	5. S: A Sustainable Oxford	S4-A2: Expand the city's urban tree canopy by supporting tree planting and urban forestry programs	By May 2025 a Student PSP team will review approved street trees list and make recommendations for species based on sequestration potential, climate resilience, natives. Staff will draft a grant for Bradford Pear replacement.
City Manager	5. S: A Sustainable Oxford	S1-A6: Install EV charging stations in places available for public use	Install 6 EV charging stations in places available for public use.
City Manager	5. S: A Sustainable Oxford		Staff will research Curbside composting +/- biomass fuel and collaborate with Hamilton County composting capacity research and possible growth of Go Zero operations in the region.
City Manager	5. S: A Sustainable Oxford	S4-A5: Revise street design guidelines to incorporate blue/green infrastructure for stormwater retention, filtration, and tree canopy goals.	Staff will study storm water revenue funds in other communities and explore steps to revise street guidelines to incorporate green infrastructure.

City Manager	5. S: A Sustainable Oxford	Other:	Deer Management Program. Staff will create a report of need in area, options for management and prices and a recommendation to Council.
City Manager	5. S: A Sustainable Oxford	S3-A1: Require all commercial properties, including multi-unit apartment complexes, to recycle	Recycling mandate for multi-family and commercial properties
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	Implement public art project on City Garage
City Manager	6. R: Celebration of the People and Places that Make Oxford Unique	R1-A3: Develop a variety of arts and recreational programs for all ages.	Art - City garage instead of Duke
City Manager	7. C: A Connected, Livable, and Equitable Community for All	C5-A4: Expand the role of the Civil Rights Commission to incorporate diversity, equity, and inclusion initiatives	Staff will research CRC roles and responsibilities to make a recommendation to City Council regarding CRC updates.
City Manager	7. C: A Connected, Livable, and Equitable Community for All	C2-A1: Ensure adequate year-round childcare services	By May 2024, promote childcare \$30K forgivable loan program through CIC Revolving Loan Fund program.
City Manager	7. C: A Connected, Livable, and Equitable Community for All	Other:	Research Event safety resources and strategies. Implement for 2025 summer event season.

City Manager	9. Essential Services		Conduct a survey of our community with budget questions to establish priority areas.
City Manager	9. Essential Services	Other:	Purchase Lexipol in June implement policy tracking software by the end of 2025 for non public safety employees \$8.5K
Community Development	1. L: Smart Growth and Quality Places	L2-A5: Inventory and recognize historic and contributing structures throughout the city	Update historic preservation guidelines and make recommendation on contributing historic structures or expansion of historic districts.
Community Development	1. L: Smart Growth and Quality Places	L4-A1: Create a Joint Plan for land use & development with surrounding jurisdictions	Inter-jurisdictional urban growth / ag heritage preservation plan
Community Development	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	Improve bike/pedestrian access along Main Street between BCRTA and Uptown, and other areas in town, as part of the Bike/Pedestrian route planning grant.

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	Make substantial progress on Chapter 11, Planning & Zoning Code Re-write
Community Development	3. H: Housing Opportunities for Everyone	L1-A3: Modernize the Oxford Zoning Code to include a hybrid of use-based and form-based approaches to standards	Develop inclusionary zoning- such as, but not limited to: density bonus, set asides, fee waivers, expedited approval, no parking minimums.
Community Development	3. H: Housing Opportunities for Everyone	L1-A3: Modernize the Oxford Zoning Code to include a hybrid of use-based and form-based approaches to standards	Develop a mixed income neighborhood overlay district.
Community Development	4. E: A Thriving and Resilient Year-Round Economy	E2-A1: Support business startups and local entrepreneurship	Inter-jurisdictional airport protection ordinance – response to OXD Master plan.
Community Development	5. S: A Sustainable Oxford	S4-A2: Expand the city's urban tree canopy by supporting tree planting and urban forestry programs	Review the existing Tree Ordinance with goal of strengthening conservation of mature forests in development review.
Community Development	7. C: A Connected, Livable, and Equitable Community for All	Other:	Bid and construct a new public restroom and develop an operation and maintenance plan for this new facility.

Community Development	9. Essential Services	Other:	Increase Code enforcement capabilities: (housing, trash, sustainability and snow removal)
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	Open the Barkham Park / New Dog Park Facility; Ensure the new dog park is opened and operational by end of January 2025; ensure shade structure(s) are complete by end of April 2025; continue progress on Environmental/Naturalization plan created by Miami students in December 2024; evaluate existing dog park usage as necessary for future considerations
Parks & Recreation	6. R: Celebration of the People and Places that Make Oxford Unique	R1-A4: Improve or modify existing playgrounds to be more inclusive	Bid and replace Playground at Oxford Community Park - age 2-5 playground
Service	2. M: Safe and Efficient Travel for All Modes of Transportation	M1-A4: Establish passenger rail service to/from Oxford	Advance Amtrak project by completing 100% design work, obtaining CSX and SDS easement and final Amtrak contract.
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	Conduct feasibility study and cost estimate for RR overpass/underpass.
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	Snow removal along trail \$55K for new sidewalk equipment
Service	4. E: A Thriving and Resilient Year-Round Economy	Other:	By September 2025 present to City Council options for the uptown surface lot and the courthouse with associated cost estimates.

Service	6. R: Celebration of the People and Places that Make Oxford Unique	Other:	Bid and replace Uptown Splash Pad
Service	6. R: Celebration of the People and Places that Make Oxford Unique	Other:	As part of fountain replacement and new restroom, consider electric upgrade to Uptown Parks to limit need for generators at events.
Service	8. U: Accessible, High-Quality Infrastructure	U1-A8: Implement water softening for the public potable water supply	Bid and begin construction of new water softening plant. Price and plan for solar roof on Water Softening Plant.

DRAFT									
Comp Plan Goal	Action Item/Task To Be Researched for 2024	B&C or Staff Assigned	Staff notes						
1. L: Smart Growth and Quality Places	inter-jurisdictional urban growth/ag heritage preservation plan	Planning Commission							
1. L: Smart Growth and Quality Places	Do focused sub-area planning for transit-oriented development (Chestnut St)	CIC							
2. M: Safe and Efficient Travel for All Modes of Transportation	Pedestrian safety lighting inventory - for mobility-equity	OPTAB							
2. M: Safe and Efficient Travel for All Modes of Transportation	ADA crossing upgrades	OPTAB							
2. M: Safe and Efficient Travel for All Modes of Transportation	Retro-fit sidewalks in areas without sidewalks at time of road paving	OPTAB							
2. M: Safe and Efficient Travel for All Modes of Transportation	Flashing beacon cross walk on Chestnut near McCaffrey Ave	OPTAB							
2. M: Safe and Efficient Travel for All Modes of Transportation	Install full traffic signal (or hybrid) midway on C.C.P. (West Gate) for road safety, ADA, traffic	OPTAB							
3. H: Housing Opportunities for Everyone	On-staff chief building official development plan	Community Development							
3. H: Housing Opportunities for Everyone	TOPACOPA - right of first refusal	HAC							
3. H: Housing Opportunities for Everyone	Tax incentives/increase for non-resident property owners to disincentivize outside ownership	HAC							
3. H: Housing Opportunities for Everyone	community land trust	HAC							
3. H: Housing Opportunities for Everyone	Manufactured/mobile home regulation	Community Development							
3. H: Housing Opportunities for Everyone	Pass Maria's Law: Tenant protection ordinances and establish civil enforcement system	HAC							
4. E: A Thriving and Resilient Year-Round Economy	Purchase BP on site of Chestnut St	CIC							
4. E: A Thriving and Resilient Year-Round Economy	Elim St - change to entrepreneurship/young professional housing?	CIC							
4. E: A Thriving and Resilient Year-Round Economy	Explore brown field grant for BP parcel	CIC							

4. E: A Thriving and Resilient Year-Round Economy	purchase rental housing to provide for rent to income qualifying people/ families	HAC							
4. E: A Thriving and Resilient Year-Round Economy	develop Plan in 2025 and capital improvements in 2026								
4. E: A Thriving and Resilient Year-Round Economy	commercial property rent stabilization/control (Only residential rent stabilization is pre-empted)	HAC							
5. S: A Sustainable Oxford	Plan for carbon neutrality community scale	EC							
5. S: A Sustainable Oxford	Landscape naturalization implementation	EC							
5. S: A Sustainable Oxford	revising parking structure and fees to support alternative transit. Also decrease parking and raising parking fees	OPTAR/EC							
5. S: A Sustainable Oxford		EC							
5. S: A Sustainable Oxford	Additional Plans on Landfill								
5. S: A Sustainable Oxford	Isolating WTP and WWTP	EC							
5. S: A Sustainable Oxford	Hazardous Waste Drop Day- Apply for grant in 2025 for 2026 implementation	EC							
5. S: A Sustainable Oxford	establish ground solar arrays in various pocket areas	EC							
5. S: A Sustainable Oxford	biomass fuel w/ WWTP	EC							
5. S: A Sustainable Oxford	food waste ban/ food rescue to get good food in the hands of people who need it	EC							
5. S: A Sustainable Oxford	Commitment to net-neutrality in local gov. operations and planning to meet community scale demand (various strategies)	EC							
5. S: A Sustainable Oxford	solar energy expansion + heat pumps	EC							
5. S: A Sustainable Oxford									
5. S: A Sustainable Oxford	incentives for furnished apartments	EC/HAC							
5. S: A Sustainable Oxford	curb-side composting with biomass fuel	EC							
5. S: A Sustainable Oxford	zero waste events on public property	EC							
6. R: Celebration of the People and Places that Make Oxford Unique	design and cost estimate for trail expansion (and rec facilities?) ahead of possible 2027 levy renewal	City Manager							
6. R: Celebration of the People and Places that Make Oxford Unique	Parks and rec master plan: pickleball, skatepark, indoor comm center (TRC), park areas along OATS	Rec Board							
6. R: Celebration of the People and Places that Make Oxford Unique	budget for alley place making improvements upstream	CIC							
6. R: Celebration of the People and Places that Make Oxford Unique	incorporate cultural events (multiversity and Juneteenth, etc.) into red brick Fridays	CIC							

9. Essential Services	Allowing 2+ hours and cheaper rate on side streets for parking	Police Division							
9. Essential Services	Find space for a "Mayor's Office" that any councilor could use.	City Manager							
9. Essential Services	Departmental lunch & learn to educate council members on essential services	City Manager							
9. Essential Services	circulate volunteer opportunities to council members to help with events	City Manager							
9. Essential Services	hire public safety technology specialist to manage growing tech needs	Police Division							
2. M. Safe and Efficient Travel for All Modes of Transportation	Plan for pedestrian access from Kehr Rd. to Lincoln St.	OPTAB							

Departments

City Manager

Service

Finance

Community Development

Police

Fire

Parks & Recreation

Comp Plan Goals

1. L: Smart Growth and Quality Places
2. M: Safe and Efficient Travel for All Modes of Transportation
3. H: Housing Opportunities for Everyone
4. E: A Thriving and Resilient Year-Round Economy
5. S: A Sustainable Oxford
6. R: Celebration of the People and Places that Make Oxford Unique
7. C: A Connected, Livable, and Equitable Community for All
8. U: Accessible, High-Quality Infrastructure
9. Essential Services

Comp Plan Actions

Action

- L1-A1: Favor traditional, urban neighborhood qualities over conventional, auto-oriented designs
L1-A2: Explore increasing allowable building height in one or more targeted locations
L1-A3: Modernize the Oxford Zoning Code to include a hybrid of use-based and form-based approaches to standards
L1-A4: Refine zoning districts to promote mixed-use and neighborhood-oriented commercial development
L1-A5: Update the Zoning Code's Mile Square Design Standards for residential development
L1-A6: Develop design guidelines for residential and commercial development
- L2-A1: Ensure new developments include adequate green and open spaces
L2-A2: Promote preservation and creation of contiguous open space, aligning development with planned open space networks.
L2-A3: Explore opportunities for expanded outdoor dining
L2-A4: Create a Mile Square Master Plan
L2-A5: Inventory and recognize historic and contributing structures throughout the city
L2-A6: Improve signage and landscaping at major entry points into Oxford to refresh the gateway experience
- L3-A1: Favor infill development over physical expansion of districts as much as possible
L3-A2: Encourage adaptive reuse in buildings of special architectural or historical value
L3-A3: Promote transit-oriented development (TOD) around key transit nodes and corridors
L3-A4: Develop an area plan for transit-oriented development for the S. Main/Chestnut Fields area
L3-A5: Designate a Pink Zone in a targeted location to encourage local entrepreneurship
- L4-A1: Create a Joint Plan for land use & development with surrounding jurisdictions
L4-A2: Develop an annexation policy and adequate public facilities ordinance to ensure growth aligns with public goals
L4-A3: Coordinate regularly with University partners to plan for enrollment growth, student needs, and impact on community

- M1-A1: Ensure new private developments embrace Complete Streets principles and practices
M1-A2: Implement Complete Streets principles and practices in public infrastructure projects
M1-A3: Expand bus and/or shuttle transportation options to provide service accessible within a 1/4 mile to all City residents
M1-A4: Establish passenger rail service to/from Oxford
M1-A5: Encourage commuter transit connections to/from other regional hubs
M1-A6: Analyze public transit access and transportation costs for neighborhoods with housing affordable to low- and moderate-income households
M1-A7: Update policies for micromobility transportation

- M2-A1: Adopt a new Transportation Plan
M2-A2: Adopt Access Management Regulations to regulate curb cuts and intersections along major thoroughfares
M2-A3: Conduct a feasibility study for a grade-separated crossing over or under a railroad
M2-A4: Research and recommend an alternate truck route to reduce truck traffic Uptown

- M3-A1: Treat pedestrian and cyclist mobility with equal importance to vehicular mobility
M3-A2: Expand the Oxford Area Trails System by completing the perimeter loop and linking to neighborhoods and commercial areas
M3-A3: Conduct a feasibility study for connections between the Oxford Area Trail System (OATS) and business districts
M3-A4: Ensure sidewalks are cleared of snow
M3-A5: Establish a green alley system in the Mile Square to create a network of shared, low-impact streets
M3-A6: Reduce off-street parking minimums in certain areas of town
M3-A7: Update Typical Sections in the Subdivision Regulations to ensure high quality, complete streets
M3-A8: Enable safe walking and biking to in-town schools through infrastructure improvements and programming in partnership with Talawanda School District
M3-A9: Become a designated Bicycle Friendly Community by the League of American Bicyclists
M3-A10: Encourage Mile Square student renters to utilize long-term parking facilities on campus
M3-A11: Construct or retrofit transportation infrastructure to meet standards in the Americans with Disabilities Act

- M4-A1: Explore opportunities for shared parking agreements to boost available parking supply when needed
M4-A2: Explore park and shuttle opportunities
M4-A3: Explore the feasibility of a parking authority or management entity
M4-A4: Determine need and plan for long-term parking solutions
M4-A5: Create a plan for parking garage replacement

- H1-A1: Update zoning regulations to increase density and promote a diversity of residential housing types and living arrangements
H1-A2: Update zoning regulations to expand allowance for accessory dwelling units (ADUs)
H1-A3: Identify areas of town which are appropriate for increased density allowance, housing diversity, and accessory dwelling units (ADUs).
H1-A4: Leverage land and other tangible assets to address housing supply gaps by boosting inventory
H1-A5: Support developments and programs addressing supportive and transitional housing
H1-A6: Reestablish a homeownership program to incentivize and assist University faculty and staff to secure housing in Oxford

H1-A7: Support opportunities to create housing dedicated to University alumni
H1-A8: Recognize and support the valuable service assisted living and senior living developments provide to the community

H2-A1: Activate a non-profit entity devoted to expanding attainable housing opportunities
H2-A5: Create an ordinance to outlaw housing discrimination based on source of income
H2-A6: Promote the Housing Choice Voucher Program
H2-A7: Explore ways to incentivize the creation and maintenance of housing types and arrangements that fulfill community needs
H2-A8: Partner with nonprofit organization(s) to provide education, counseling, and financial assistance to homebuyers or renters

H3-A1: Identify existing NOAH areas and developments
H3-A2: Promote retention of existing NOAH developments where conditions are safe for occupancy
H3-A3: Evaluate the financial impacts land use decisions can have on existing NOAH

H4-A1: Coordinate with University partners in monitoring anticipated changes in student housing demand
H4-A2: Identify areas of town which are appropriate to accommodate additional student housing

E1-A1: Foster a culture of service excellence in attracting new businesses and assisting new business startups
E1-A2: Conduct a market study to determine Oxford's key industries and sectors that can grow jobs
E1-A3: Develop an economic development strategic plan for Oxford
E1-A4: Develop a tax abatement program or other form of financial assistance for businesses that leads to high quality job growth
E1-A5: Explore job creation as a result of Advanced Air Mobility programming and research.

E2-A1: Support business startups and local entrepreneurship
E2-A2: Encourage university spin-offs
E2-A3: Support the development of the College@Elm Innovation and Entrepreneurship Center
E2-A4: Identify potential locations for scalable commercial shell space

E3-A1: Establish a Special Assessment District for the Uptown commercial district
E3-A2: Designate a Small Business Advocate to provide technical assistance in an effort to better ensure business survival
E3-A3: Promote the Revolving Loan Fund to local businesses
E3-A4: Encourage a local business procurement program

E4-A1: Create events and activities that drive economic impact
E4-A2: Encourage creative placemaking for a more engaging community and visitor experience

E5-A1: Consider the tax benefits and other residual economic benefits when reviewing development proposals

S1-A1: Develop an energy plan to meet Oxford's demand with renewables generated locally/regionally
S1-A2: Promote incentives for on-site solar and wind for residential and commercial properties
S1-A3: Develop regulations and incentives to ensure electrification of new construction with high-efficiency space and water heating
S1-A4: Promote retrofitting of existing buildings with energy conservation and electrification
S1-A5: Adopt EV charging infrastructure requirements for new multi-family and commercial developments
S1-A6: Install EV charging stations in places available for public use
S1-A7: Convert the city vehicle fleet to hybrid and/or electric vehicles
S1-A8: Coordinate with community partners in climate action planning

S2-A1: Ensure community cooling and warming shelter adequate to public need
S2-A2: Adopt climate responsive and resilient building and zoning codes
S2-A3: Work with utilities to transition local electricity distribution to below-ground
S2-A4: Manage adequate water supplies and demand for projected future conditions

S3-A6: Increase community waste diversion through reuse, recycling, and composting
S3-A7: Advocate for expansion of regional recycling and composting capacity
S3-A1: Require all commercial properties, including multi-unit apartment complexes, to recycle
S3-A2: Establish Community Clean-Up Days to provide opportunities for disposal of bulky, sensitive, or hazardous items
S3-A3: Pilot and launch a curbside composting pilot program
S3-A4: Encourage retailers to itemize a charge for single-use plastics
S3-A5: Promote reusable serviceware for dine-in restaurants, and compostable serviceware and containers for take-out

S4-A1: Strengthen conservation of mature forests and other significant environmental areas in development review
S4-A2: Expand the city's urban tree canopy by supporting tree planting and urban forestry programs
S4-A3: Utilize alternatives to conventional pesticides and herbicides on public property
S4-A4: Implement an "Adopt Your Drain" program for individuals to prevent water pollution through storm drains
S4-A5: Revise street design guidelines to incorporate blue/green infrastructure for stormwater retention, filtration, and tree canopy goals.
S4-A6: Adopt regulations or incentives to promote efficient residential and commercial water use (and reuse/harvesting)
S4-A7: Revise development codes to promote low impact stormwater management
S4-A8: Expand public education on sustainability and conservation, using public lands and facilities as models (i.e. interpretive signage)

R1-A1: Create and implement a new Parks and Recreation Master Plan
R1-A2: Develop a Community Center that offers programming, recreation, access to social services, and rentable community space
R1-A3: Develop a variety of arts and recreational programs for all ages.
R1-A4: Improve or modify existing playgrounds to be more inclusive
R1-A5: Install publicly accessible fitness equipment in parks

R2-A2: Promote acquisition of open space areas for either recreational or preservation purposes
R2-A3: Coordinate with regional partners to connect local trails with the regional trail network
R2-A4: Encourage sponsors of arts and recreational programs to be inclusive toward marginalized residents
R2-A5: Strive for equitable distribution of parks and recreational facilities across the city
R2-A1: Improve access to Miami University parks, events, and programs for all residents
R2-A6: Construct a new dog park to meet the demands of the community

R3-A6: Promote Oxford's parks and green spaces for residents and visitors to experience
R3-A7: Support partnerships to create new education, recreation, and cultural opportunities for the community
R3-A1: Create a trail system to identify historic structures and sites

R3-A2: Create incentives for private developments to include public art including murals
 R3-A3: Identify spaces on public property which could showcase the artwork of local artists
 R3-A4: Include public art as part of the Capital Improvement Program (CIP)
 R3-A5: Promote temporary public art installations in vacant storefronts Uptown

C1-A1: Support events that promote culture, health, wellness, and active living
 C1-A2: Celebrate and build local food cultures through regular events and programs

C2-A1: Ensure adequate year-round childcare services
 C2-A2: Ensure adequate elder care and in-home services for aging-in-place
 C2-A3: Expand the capacity of the Oxford Family Resource Center
 C2-A4: Develop multiple ways for residents to provide anonymous feedback and ideas to the City.
 C2-A5: Encourage collective memory work by working on cultural and historic development
 C2-A6: Develop goal-oriented funding model when providing financial resources to area non-profits
 C2-A7: Expand the local presence of regional and countywide non-profits

C3-A1: Increase access for all Oxford residents to the full continuum of services for mental health and substance use disorder
 C3-A2: Explore community paramedicine as a model for improving non-urgent healthcare delivery
 C3-A3: Increase access for geriatric care for older adults in Oxford

C4-A1: Coordinate public safety needs with local partners
 C4-A2: Ensure public safety staff have access to appropriate education and training
 C4-A3: Decrease emergency calls by implementing prevention programs
 C4-A4: Consider impact on public safety when making land use decisions
 C4-A5: Update Emergency Operations Plan for disaster preparedness and community resiliency
 C4-A6: Review public facility needs and plan for repair, replacement, or expansion
 C4-A7: Review effectiveness of policies surrounding minor offenses and violations
 C4-A8: Develop community education programming around key public safety topics

C5-A1: Provide information about community issues, programs, services, and activities that is accessible to limited English proficiency residents
 C5-A2: Host events and programs that recognize and celebrate the community's social and cultural diversity
 C5-A3: Establish regular communication and consultation with staff and researchers at Miami University on key community issues
 C5-A4: Expand the role of the Civil Rights Commission to incorporate diversity, equity, and inclusion initiatives

U1-A1: Maximize usage of existing utilities by promoting infill and redevelopment opportunities
 U1-A2: Integrate utility upgrade & extension decisions with annexation, future land use, and development decisions
 U1-A3: Promote the co-location of utilities
 U1-A4: Conduct a study to determine the impact of building height increases on Oxford's utility systems
 U1-A5: Refine the urban service boundary
 U1-A6: Work to expand broadband access in the region and ensure Oxford's broadband technology infrastructure is future-ready for higher speeds
 U1-A7: Improve transparency and opportunity for public feedback on the Capital Improvement Plan (CIP), including utility extensions
 U1-A8: Implement water softening for the public potable water supply
 U1-A9: Replace lead water pipes for public health and safety

U2-A1: Promote Low Impact Development (LID) techniques, such as rain barrels and bioswales, to reduce runoff at the source
 U2-A2: Establish a revenue source for the enterprise fund for stormwater improvements and mitigation
 U2-A3: Adopt stream corridor protections and regulations

Other:

Adopt energy performance metrics and require a "scorecard" to be published on a transparent platform
 Encourage solar-readiness (e.g. subdivision street orientation) in new construction through land development regulations
 Collaborate with partners and property owners to develop a climate pledge program for households, organizations, and businesses
 Prioritize renewable energy generation on suitable areas, such as impervious surfaces
 Continue Oxford's electric aggregation program
 Explore local subsidies or loans for residential-scale renewable energy generation
 Identify revenue source to support local Property Assessed Clean Energy (PACE) programs
 Identify local revenue source to incentivize conversion to electrification
 Convert all street and public lighting to energy efficient LEDs
 Explore 'dark sky' standards which balance safety and efficiency in public lighting
 Expand municipal generation of electricity and optimize renewable energy production on City-owned properties
 Conduct a feasibility study for solarizing all City facilities by 2023
 Retrofit existing government facilities to meet current, high-efficiency energy codes, including use of variable frequency drives to increase equipment efficiencies
 Complete an interconnected pedestrian and bicycle network within Oxford
 Collaborate with neighboring jurisdictions towards regional bicycle network connectivity
 Explore bike sharing programs to expand micro mobility
 Ensure sustainable development is socially equitable
 Ensure multimodal design in new construction
 Retrofit existing street network to Complete Streets principles and practice
 Identify revenue sources for EV infrastructure
 Explore private partnerships to support EV infrastructure
 Promote state, federal, and other incentives for private EV purchase
 Explore internal incentives for EV purchase
 Increase residential diversion rate from 25% (2019) to 30% in 2030.
 Establish measurement methods for commercial diversion rates
 Expand recycling education program
 Expand residential composting (Food Scrap Program)
 Continue the yard waste composting service
 Expand community-wide food rescue and recovery
 Incentivize composting for dine-in restaurants
 Collaborate with partners towards green business certification program
 Increase diversion of construction and demolition waste through incentives or codes
 Expand recycling and composting to all city facilities by 2024
 Require events serving food/drink in public facilities be zero waste through reduction, recycling, and composting by 2024
 Reduce methane emissions from the closed sanitary landfill through the installation of a solar flare by 2023
 Explore on-site renewable energy generation at the WTP

Optimize energy efficient water pumping, treatment, and distribution methods
Explore onsite renewable energy generation
Optimize energy efficient wastewater treatment methods
Eliminate organics loading from commercial food preparation
Optimize methane capture for energy sourcing
Educate renters and homeowners on low flow alternatives in their homes
Promote water conservation tips for lawns and home gardens
Conduct a water efficiency audit for all City owned properties
Implement best practices for water conservation on city owned lawns and gardens, while maintaining recreational fields surface quality for play
Prioritize equitable tree planting in vulnerable areas of our community
Reduce the amount of impervious surface per dwelling unit or gross square footage
Promote compact, infill development within urban core, conservation development at edge
Revise urban development codes to optimize landscape management
Promote nativization of landscapes on private land through code revision and public education



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:	1/7/2025
COUNCIL MEETING DATE:	January 21, 2025
AGENDA TITLE:	Right of Way Permit #00822 Girl Scout Cookie Sales Uptown (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:

ROW 00822 for Girl Scout Cookie Sales to be placed on the City Council consent agenda for Jan 21, 2025.

The scout troop will be setting up a table to sell cookies each Saturday and Sunday for 1 month, beginning Feb 15, 2025, and ending Mar. 9, 2025.

Uptown Park Permit Request

ROW 00822

Girl Scout Cookie Sales

Uptown Parks

Saturday and Sundays

Feb 15 - Mar 9, 2025

Status: Open

Priority: Normal

Assigned To: Ashley Keeton

Due Date: Open



Uptown Parks Permit Request

Memorial Park & Martin Luther King Jr. Park

* Organization Name

Girl Scouts

Organization Phone

5135446129

* Organization Mailing Address

803 Melinda Dr

Are you a non-profit?

. . .

* Contact's First Name

Heather

* Contact's Last Name

Hudak

Contact's Phone

5135446129

* Email

ecshudak@gmail.com

* Contact's Mailing Address

803 Melinda Dr

*If you are a student group, please include your advisor's name.

*If you are a student group, please include your advisor's contact number.

. . .

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

Girl Scout Cookie Sales

Date Requested

02/15/2025

Format: MM/DD/YYYY

* Day of Event

Saturdays and Sundays ONLY 2/15, 2/26, 2/22, 2/23, 2/28, 3/1, 3/8,3/9

Monday, Tuesday, Wednesday, etc...

Projected Attendance

6

Has this event been held previously?

Yes

Event Start Time

12:00p

Event End Time

6:00P

Set Up Time Range

Tear Down Time Range

Event Description

. . .

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?

Yes

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?

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

Yes

Girl Scout Cookies

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

01/04/2025

Format: MM/DD/YYYY

* Electronic Signature

Heather Hudak

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 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 shall be submitted no less than ninety (90) 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) Street Department Personnel Electrician Event Trash cans	\$1/each \$6/each \$12/each \$60 per hour \$60 per hour \$70 per hour \$80 per hour \$30/hour \$120 plus materials \$6
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<u>Road Closure</u> Main Street US 27 Detour **includes labor <u>Sports Fields/Gazebo</u> Contact Oxford Parks & Recreation Department at 513-523-6314	\$150** \$150**
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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.

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

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

Oxford City Council Consent Agenda

January 21, 2025

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: Jan 6, 2025 jfb148

Reason(s) event not approved:



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:	1/15/2025
COUNCIL MEETING DATE:	January 21, 2025
AGENDA TITLE:	A Resolution Authorizing The City Manager To Enter Into An Agreement With NextStep Networking For Onsite Weekly Support Services At A Cost Not To Exceed \$76,000 (Jessica Greene, Assistant City Manager)
COUNCIL GOAL AREA:	Essential Operations
BUDGETED AMOUNT:	\$76,000
ACCOUNT CODE:	
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	JG, DRE

DISCUSSION:

With the loss of a full-time IT technician, we have found that having a technician from NextStep onsite weekly has worked well for our needs.

NextStep has proposed a minimum of 8 hours per week at \$125 per hour. 8 hours x 52 weeks = 416 hours x \$125 = \$52,000. This contract proposal adds an additional \$24,000 to include additional on-site IT staffing days, if needed, for a total of \$76,000, which is included in the 2025 MIS budget.

This agreement ensures consistent and reliable IT support.

Key Points:

1. Consistent IT Support:

Partnering with NextStep for a pre-scheduled weekly presence ensures a consistent and predictable level of IT support, which is critical to maintaining smooth operations.

2. Cost-Effective Solution:

NextStep's proposal includes 8 hours of IT technician support per week at \$125 per hour, which totals \$52,000 annually. This arrangement provides a cost-effective alternative to hiring a full-time IT technician whose salary, benefits, and other costs would exceed this amount.

3. Flexibility for Additional Support:

Recognizing the possibility of unanticipated IT demands, an additional \$24,000 has been allocated to cover extra service days as needed. This flexible provision ensures that our IT infrastructure can respond dynamically to increased workload or unexpected issues without exceeding budgetary constraints.

4. Alignment with the 2025 MIS Budget:

The total proposed amount of \$76,000 has been incorporated into the 2025 MIS budget.

5. Proven Success of Weekly Onsite Presence:

The current arrangement with NextStep has proven effective in meeting our IT needs. Their weekly onsite support has addressed critical issues promptly, reduced downtime, and maintained productivity.

Conclusion:

The pre-scheduled block hour agreement with NextStep is an essential measure to address the organization's IT needs. It provides a reliable, cost-effective, and flexible solution that aligns with the 2025 MIS budget and supports our operational goals.

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH NEXTSTEP NETWORKING FOR ONSITE WEEKLY SUPPORT SERVICES AT A COST NOT TO EXCEED \$76,000.

WHEREAS, the City of Oxford has been pleased with the IT support services, and customer service provided by NextStep Networking; and

WHEREAS, having a technician from NextStep Networking onsite weekly meets the City's needs; and

WHEREAS, The NextStep Networking contract is outlined in Exhibit "A" attached hereto; and

WHEREAS, the City Manager and the Assistant City Manager recommend entering into a 1-year Agreement with NextStep Networking for onsite IT support services for the City of Oxford at a cost not to exceed \$76,000.00.

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

SECTION 1: Council hereby authorizes the City Manager to enter into a 1-year Agreement with NextStep Networking for onsite IT support services for the City of Oxford at a cost not to exceed \$76,000.00.

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 SNAVELY

PREPARED BY: LAW (STAFF)



Oxford | 2025 Pre-scheduled Onsite | Jan - December 2025 (v2)

Prepared for **City Of Oxford**

By Matt Worthen | mworthen@nextstepnetworking.com
Valid until Friday, January 31, 2025

Block Hour Overview:

Block Hour Agreements are able to be used for project-based work and as-needed support. Typical use cases for Block Hour Agreements are:

- New PC Setup & Deployment
- Network Infrastructure Support
- Remote Support and troubleshooting
- Microsoft 365 Administration
- Google Workspace Administration
- Project Management
- General Troubleshooting
- New Domain Setup
- Email Configuration
- Network installation
- Migration or Migration Support
- Travel to/from customer locations - usually calculated from NextStep's office location and client location.
- Onsite IT support and troubleshooting
- IT Goals & Direction Setting
- Tech Strategist
- Website updates

This agreement does not include any software licensing, remote access software, or hardware of any kind.

Hours must be used within 12-months after agreement execution or hours will expire. Unused hours are non-refundable.

Block hour agreements auto-renew once they are depleted.

New PC Setup & Deployment Scope of Work

Service includes:

- Unboxing new computer
- Connecting computer to network / domain
- Installing PC updates
- Installing NextStep's remote monitoring & remote access tools
- Installation of other software included in NextStep agreement, e.g. *Advanced Endpoint, SOC agent (if applicable)*
- Configuring printer drivers & mappings
- Installing Microsoft Office 365*
- Connecting computer to peripherals & confirming compatibility e.g. *monitor, docking station, local printer*

*Office license sold separately

Network Infrastructure Support (On-demand with block hour support)

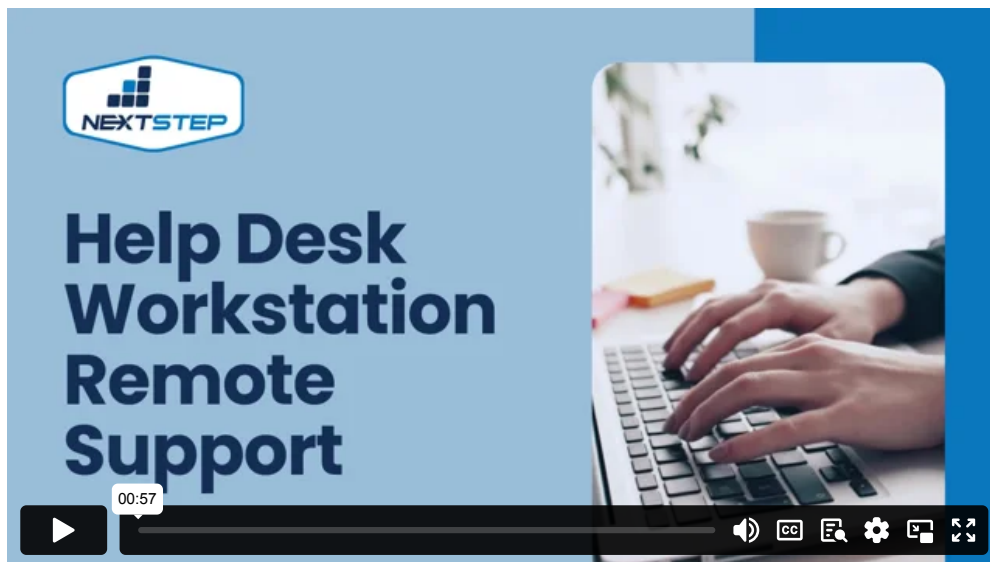


- Network & infrastructure management
- Server:
 - Management
 - Operating system patching
- Service availability monitoring
- Wi-Fi management
- Microsoft Exchange maintenance, administration, and support
- Backup maintenance, administration, and support *[Installation and configuration of servers due to disaster is covered, provided the client is using a NextStep-approved backup solution.]*
- Critical line-of-business application support *[LOB/application must have a valid maintenance or support contract.]*

Security

- User account administration
- File sharing permission administration
- Security administration

Help Desk Workstation Remote Support (On-demand with block hour support)



- Patch management
- Antivirus on workstation
- Basic Technical Strategist Services
 - Creation of a three-year computer replacement schedule (On-demand)

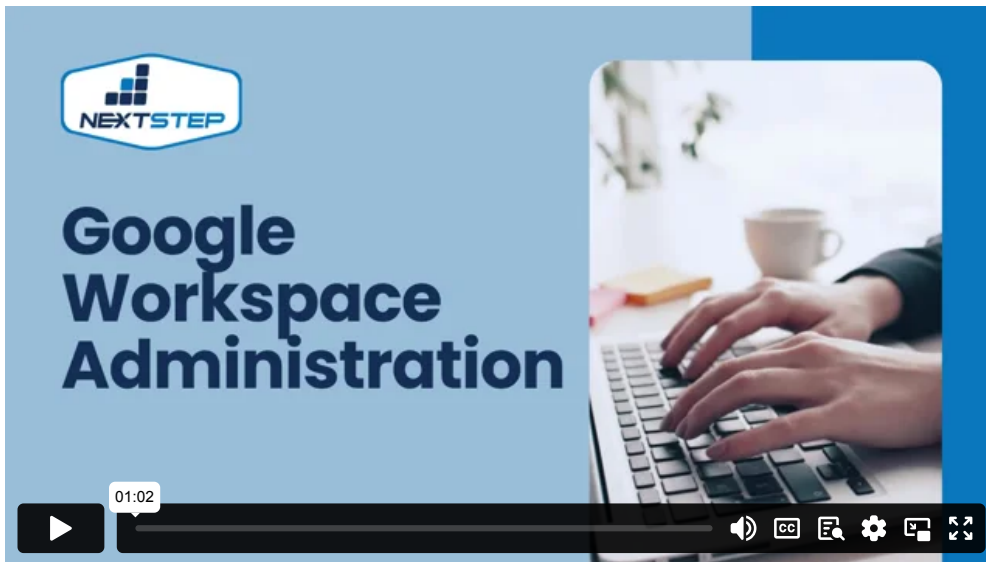
Microsoft 365 Administration (On-demand with block hour support)



NextStep's support plan covers all of the following services. Services not covered by the selected plan will be billed at the preferred discounted rate.

Covered Services:

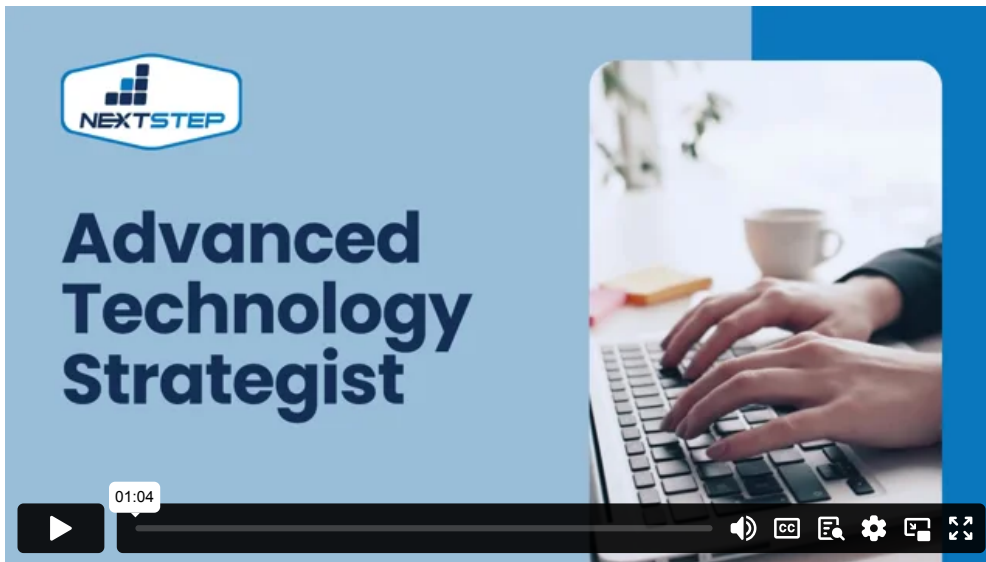
- Microsoft 365 apps domain administration
- Adds/moves/changes
- Device provisioning
- Policy creation



NextStep's support plan covers all of the following services. Services not covered by the selected plan will be billed at the preferred discounted rate.

Covered Services:

- Google apps domain administration
- Adds/moves/changes
- Device provisioning
- Policy creation



Our Technology Strategist service provides strategic planning based on your organization's short and long-term goals. This service provides a suggested plan, timeline, and projected spend on computer networks and end-user devices.

The primary objectives of the service are for your technology strategist to:

- Work with your team to understand your organizational needs and collaborate with the team to design, research, and execute solutions.
- Plan specific elements of fieldwork and develop moderator guides.
- Translate insights with a strategic vision that aligns to the organization's goals.
- Serve as technical project-lead with both internal resources and external vendors.
- Collaborate in workshop-style client meetings, moderate focus groups and in-depth interviews.
- Partner with strategic planners, creative team, technical project management, and other internal departments to solve research challenges.
- Compose final reports and deliverables that are strategic, clear, concise, and solution-oriented.
- Manage existing and identify new projects based on your business' technology goals.
- Build a relationship as a trusted advisor.

Some specific examples these services are:

- IT budget planning
- Procurement assistance
- Network design
- Strategic consulting
- Vendor assessment
- Business continuity planning
- Working with vendors to evaluate the IT integration specifications
- New office technology planning
- Evaluation of current ISP provider

Technology Strategist service is a consulting and planning engagement service. Labor for Implementation, installation, and configuration of new equipment and or software will be billable.

This agreement is designed to provide an onsite visit each week from the week of Jan 6th through the end of the calendar year 2025.

Pre-scheduled days are designed to be 8hrs for each occurrence.

NextStep will prioritize providing the same resource but does not guarantee the same technical resource for each visit.

Block Hour Support + New Client Onboarding			\$76,000.00	
Product		Quantity	Price	Amount
 Block Hour - Technical Services		608	\$125.00	\$76,000.00

Subtotal	\$76,000.00
Shipping	\$0.00
Tax	\$0.00
Total	\$76,000.00



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:	1/7/2025
COUNCIL MEETING DATE:	January 21, 2025
AGENDA TITLE:	A Resolution Authorizing Payment Of \$131,439.00 To Cobblestone Community Church, Inc. An Ohio Corporation Not For Profit For The Acquisition Of An Easement For The Construction Of Oxford Area Trails System (OATS) Phase V. (Michael Dreisbach, Service Director)
COUNCIL GOAL AREA:	Safe and Efficient Travel for All Modes of Transportation
BUDGETED AMOUNT:	\$6.638M
ACCOUNT CODE:	144.490.64702
RECOMMENDATION:	Approve
CITY MANAGER/DEPT HEAD APPROVAL:	MBD 1/7/2025 DRE 1.13.25

DISCUSSION:

The 2025 Capital Improvement budget includes approximately \$6.6M for the acquisition of easements and construction of Phase V of the Oxford Area Trail System (OATS). This segment of OATS is planned for a distance of approximately 1.8 miles and will connect Talawanda High School (and US 27) with Talawanda Middle School (and SR 732). The project will also have a 0.7 mile northern spur connecting Phase V with the Butler County RTA multi modal facility and planned Amtrak Station near the intersection of S. Main St. and Chestnut St.

The City needs to acquire several easements from private property owners to make this project possible. This includes an easement of approximately 3 acres in size from Cobblestone Community Church, Inc. The City, through O.R. Colan & Associates, has appraised the property needed for the project and offered a fair market value for the required easement of \$131,439.00.

Church Elders have voted to support the OATS project through their property and to accept the City's FMV for the easement for the sum of \$131,439.00. The Church's mortgage company is requiring a payment of \$48,000 for their interest in the parcel. An Assignment of Warrant has been executed for

FCN Bank, NA to receive \$48,000 from the City's FMV offer. The balance of \$83,439.00 will be paid to Cobblestone Community Church, Inc.

This Resolution will authorize the City Manager to take all actions necessary to receive and record an approximate 3 acre easement as described in Exhibit A at a cost not to exceed a total of \$131,439.00. This total payment shall be split, as designated by the attached Assignment of Warrant, with Cobblestone Community Church, Inc. receiving \$83,439.00 and FCN Bank, NA receiving \$48,000.00.

RESOLUTION NO.

A RESOLUTION AUTHORIZING PAYMENT OF \$131,439.00 TO COBBLESTONE COMMUNITY CHURCH, INC. AN OHIO CORPORATION NOT FOR PROFIT FOR THE ACQUISITION OF AN EASEMENT FOR THE CONSTRUCTION OF OXFORD AREA TRAILS SYSTEM (OATS) PHASE V.

WHEREAS, the City needs to acquire several easements from private property owners to make this project possible; and

WHEREAS, the 2025 Capital Improvement budget includes approximately \$6.6M for the acquisition of easements and construction of Phase V of the Oxford Area Trail System (OATS); and

WHEREAS, this segment of OATS is planned for a distance of approximately 1.8 miles and will connect Talawanda High School (and US 27) with Talawanda Middle School (and SR 732). The project will also have a 0.7-mile northern spur connecting Phase V with the Butler County RTA multi-modal facility and planned Amtrak Station near the intersection of S. Main St. and Chestnut St.; and

WHEREAS, this Resolution will authorize the City Manager to take all actions necessary to receive and record an approximate 3-acre easement as described in Exhibit A at a cost not to exceed a total of \$131,439.00.

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

SECTION 1: Council hereby authorizes the City Manager to take all actions necessary to receive and record an approximate 3-acre easement as described in Exhibit A at a cost not to exceed a total of \$131,439.00.

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 SNAVELY
PREPARED BY: LAW(STAFF)

FUTURE OXFORD AREA TRAILS SYSTEM

LEGEND

OATS Phases

- 1** Completed 2017
- 2** Completed 2020
- 3** Completed 2024
- 4** Estimated Completion 2024
- 5** Estimated Completion 2025-2026
- 6** Estimated Completion TBD

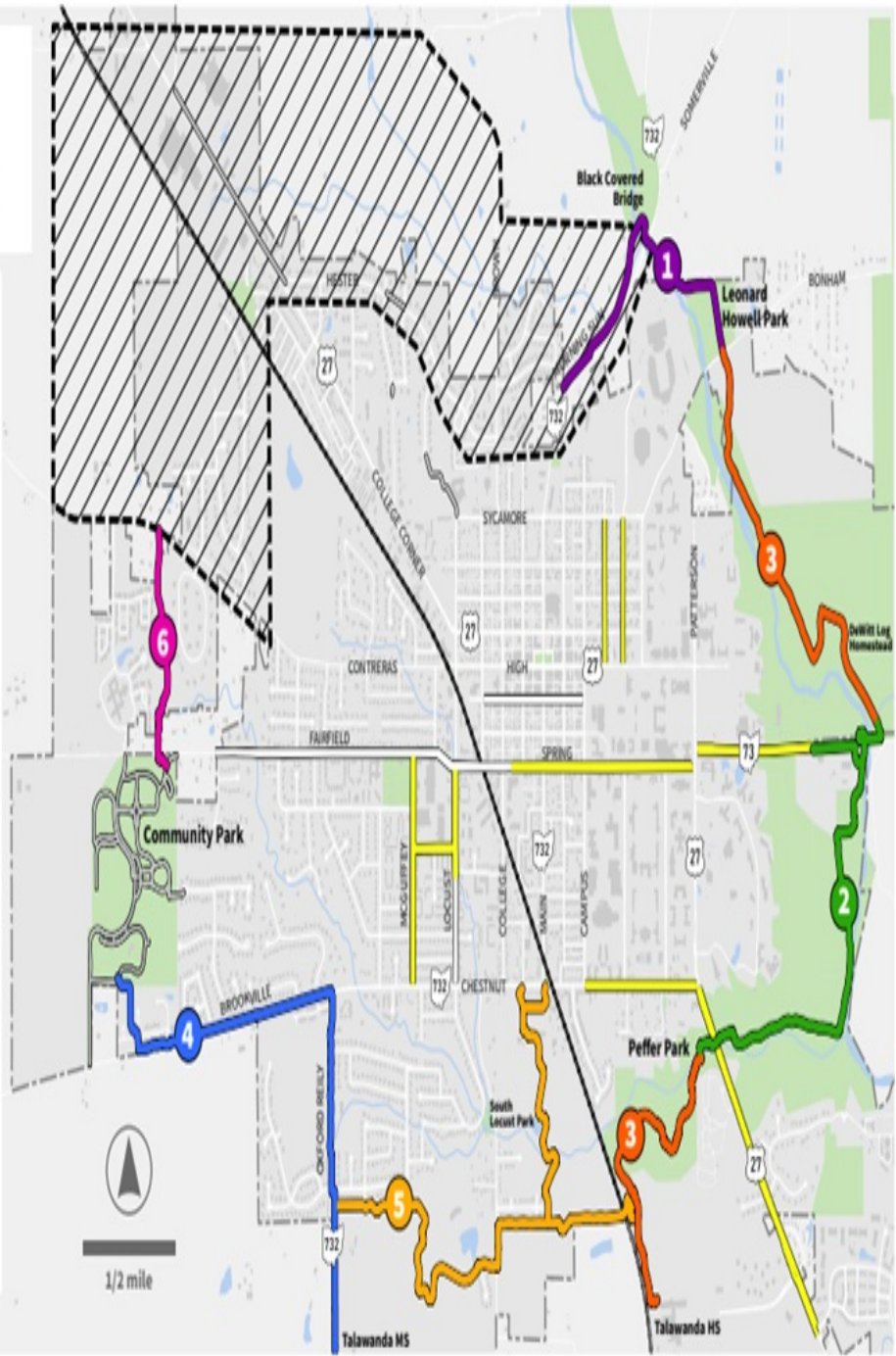
Potential Future Connection

- Unplanned Area

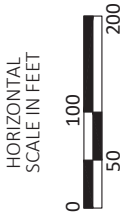
Other Existing Bikeways

- Paved Trails
- On-Street Bike Lanes
- Sharrows

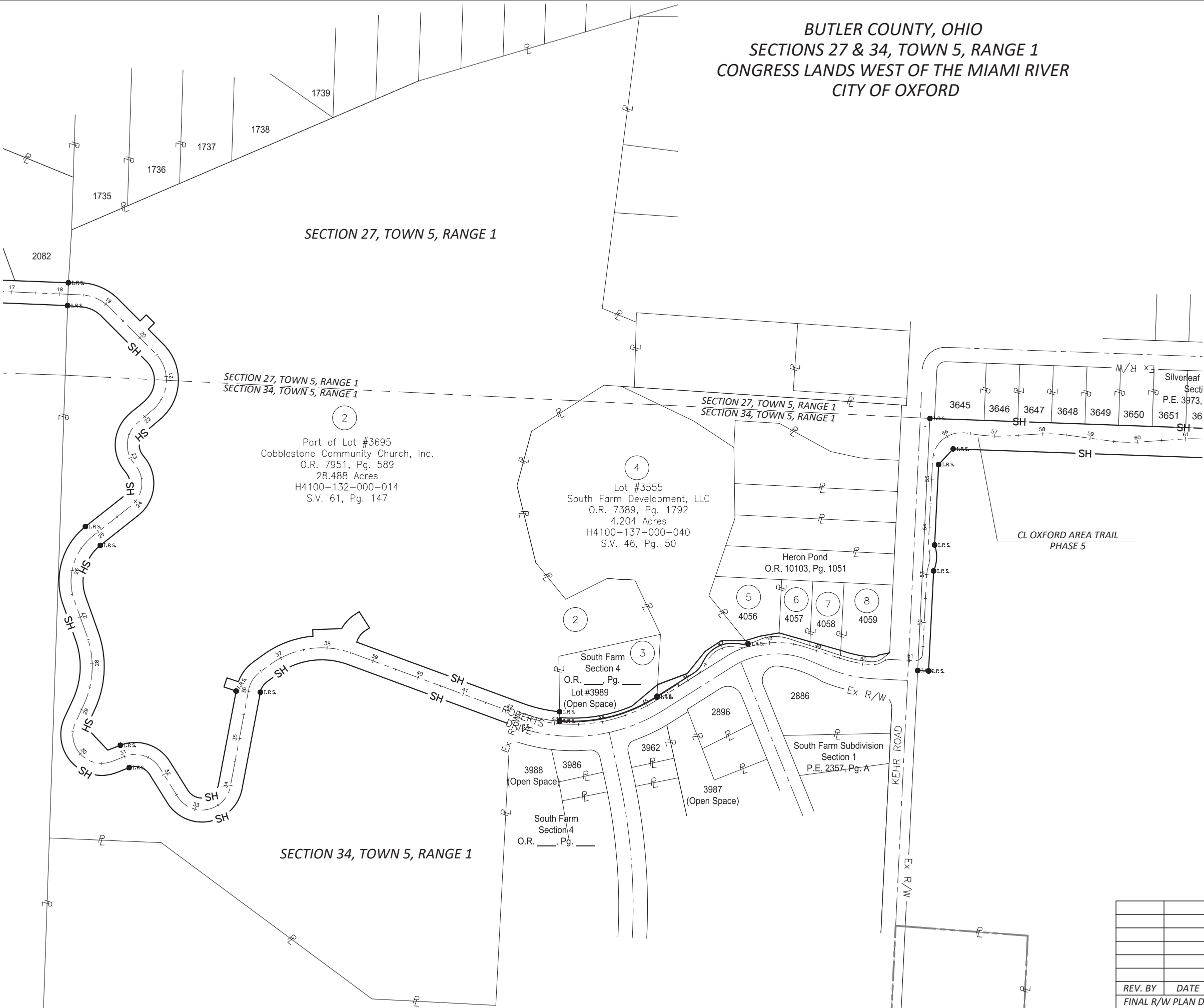
Date Produced: 7/18/2024



BUTLER COUNTY, OHIO
SECTIONS 27 & 34, TOWN 5, RANGE 1
CONGRESS LANDS WEST OF THE MIAMI RIVER
CITY OF OXFORD



PROPERTY MAP
BUT-OXFORD AREA TRAIL PHASE 5



STRUCTURE KEY

- RESIDENTIAL
- COMMERCIAL
- OUT-BUILDING

REV. BY	DATE	DESCRIPTION
FINAL R/W PLAN DATE:		

DESIGN AGENCY	
DESIGNER	
EMR	
REVIEWER	
jol 10-16-24	
PROJECT ID	
117001	
SUBSET	TOTAL
RW.111	161

December 23, 2024

Bayer Becker
6900 Tylersville Road, Suite A
Mason, OH 45040

Attn: Etta Reed, PE, President

**RE: BUT Oxford Area Trail Ph. 5
Billing Package for Pcl. 2-SH**

Dear Ms. Reed:

I have enclosed the following information so your office may start the process for payment in regards to the referenced parcel & proposed highway project.

- Signed Standard Highway Easement
- Assignment of Warrant
- Executed W-9
- Executed Corporate Resolution

Please review the enclosed information and prepare a warrant to be made payable to Cobblestone Community Church, Inc. an Ohio Corporation not-for-profit in the amount of \$83,439.00.

Please also prepare a warrant to be payable to Cobblestone Community Church, Inc. c/o FCN Bank National Association in the amount of \$48,000.00. Once the checks have been processed, please return to this office at the address below.

Should you have any questions or need additional information, please feel free to call me at 513-247-0243.

Respectfully,



Project Manager
8790 Governor's Hill Drive
Suite 101
Cincinnati, OH 45249

c: Acquisition File
Scott Otto, City Engineer, City of Oxford

Assignment of Warrant

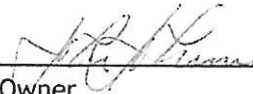
December 3, 2024

PROJECT: BUT-Oxford Area Trail Ph. 5
PARCEL: 2-SH
OWNER: Cobblestone Community Church, Inc. an Ohio Corporation not-for-profit

Dear Sir/Madam:

I, the undersigned, do hereby request and direct you to pay part of the proceeds of sale in the amount of \$48,000.00 to be issued and paid directly to: FCN Bank National Association. Same being the partial payment for: the purchase of the property of described in Exhibit A, attached, pursuant to the contract of sale.

Cobblestone Community Church, Inc. an Ohio
Corporation not-for-profit by:



Owner

Owner

We, FCN Bank National Association, do hereby accept the above assignment for the partial payment of the purchase of the property of described in Exhibit A, attached. Accepted this 19th day of December 2024.



VP of Loans

EXHIBIT A

LPA RX 871 SH

KE

Ver. Date 10/16/24

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PID 117001

**PARCEL 2-SH
BUT-OXFORD AREA TRAIL PHASE 5
PERPETUAL EASEMENT FOR HIGHWAY PURPOSES
WITHOUT LIMITATION OF EXISTING ACCESS RIGHTS
IN THE NAME AND FOR THE USE OF THE
CITY OF OXFORD, BUTLER COUNTY, OHIO**

An exclusive perpetual easement for public highway and road purposes, including, but not limited to any utility construction, relocation and/or utility maintenance work deemed appropriate by the City Of Oxford, Butler County, Ohio, its successors and assigns forever.

Grantor/Owner, for himself and his heirs, executors, administrators, successors and assigns, reserves all existing rights of ingress and egress to and from any residual area (as used herein, the expression "Grantor/Owner" includes the plural, and words in the masculine include the feminine or neuter).

[Surveyor's description of the premises follows]

Situated in the State of Ohio, Butler County, City of Oxford, Section 27 and 34, Town 5, Range 1, Congress Lands West of The Miami River, and being part of a 28.488 Acre parcel as of the date this survey was prepared, as conveyed to Cobblestone Community Church, Inc. as recorded in Official Record 7951, Page 589 of the Butler County Recorder's Office and being Part of Lot 3695 in the City of Oxford, Butler County, Ohio and being a parcel of land lying on both sides of the centerline of right of way of the BUT-Oxford Area Trail, Phase 5.

Beginning at a set iron pin on southeast corner of Lot 2082 of the Southern Knolls 9 Subdivision as recorded in Plat Envelope 620, Page C, and being on the west line of said Part Lot 3695 being 24.03 feet left of Station 18+16.85 of the centerline of the BUT-Oxford Area Trail, Phase 5 and being the True Point of Beginning;

thence, from the True Point of Beginning, departing the west line of said Part Lot 3695 for the following thirty-eight courses, South 89° 34' 22" East, 27.55 feet;

thence, with a non-tangent curve to the right, having a central angle of 42° 35' 03", a radius of 114.04 feet, an arc length of 84.76 feet, and a chord bearing South 66° 15' 39" East, 82.82 feet;

thence, South 44° 58' 07" East, 65.04 feet;

thence, North 45° 01' 53" East, 18.05 feet;

EXHIBIT A

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thence, South 44° 58' 07" East, 24.23 feet;

thence, South 45° 01' 53" West, 18.05 feet;

thence, South 44° 58' 07" East, 44.97 feet;

thence, with a curve to the right, having a central angle of 94° 21' 15", a radius of 105.54 feet, an arc length of 173.80 feet, and a chord bearing South 02° 12' 30" West, 154.81 feet;

thence, South 49° 23' 08" West, 42.73 feet;

thence, with a curve to the left, having a central angle of 87° 45' 21", a radius of 35.00 feet, an arc length of 53.61 feet, and a chord bearing South 05° 30' 27" West, 48.52 feet;

thence, South 38° 22' 13" East, 7.11 feet;

thence, with a curve to the right, having a central angle of 90° 00' 55", a radius of 85.00 feet, an arc length of 133.54 feet, and a chord bearing South 06° 38' 14" West, 120.22 feet;

thence, South 51° 38' 42" West, 100.92 feet to a set iron pin being 25.00 feet left of Station 25+14.36 of the centerline of BUT-Oxford Area Trail, Phase 5;

thence, with a curve to the left, having a central angle of 71° 08' 07", a radius of 95.00 feet, an arc length of 117.95 feet, and a chord bearing South 16° 04' 38" West, 110.52 feet;

thence, South 19° 29' 25" East, 79.43 feet;

thence, with a curve to the right, having a central angle of 44° 31' 37", a radius of 213.31 feet, an arc length of 165.77 feet, and a chord bearing South 02° 46' 23" West, 161.63 feet;

thence, South 25° 02' 12" West, 40.38 feet;

thence, South 43° 13' 35" East, 65.02 feet;

thence, North 68° 30' 39" East, 28.16 feet to a set iron pin being 25.00 feet left of Station 31+00.62 of the centerline of BUT-Oxford Area Trail, Phase 5;

thence, with a curve to the right, having a central angle of 79° 30' 58", a radius of 85.00 feet, an arc length of 117.96 feet, and a chord bearing South 71° 43' 53" East, 108.72 feet;

EXHIBIT A

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thence, South 31° 58' 24" East, 69.96 feet;

thence, with a curve to the left, having a central angle of 137° 18' 43", a radius of 35.00 feet, an arc length of 83.88 feet, and a chord bearing North 79° 22' 15" East, 65.20 feet;

thence, North 10° 42' 53" East, 197.63 feet to a set iron pin being 25.00 feet left of Station 35+95.28 of the centerline of BUT-Oxford Area Trail, Phase 5;

thence, North 71° 19' 27" West, 26.83 feet;

thence, North 18° 40' 33" East, 20.00 feet;

thence, South 71° 19' 27" East, 25.04 feet;

thence, with a curve to the right, having a central angle of 34° 30' 48", a radius of 85.00 feet, an arc length of 51.20 feet, and a chord bearing North 36° 45' 23" East, 50.43 feet;

thence, North 54° 00' 47" East, 26.68 feet;

thence, with a curve to the right, having a central angle of 30° 54' 47", a radius of 207.27 feet, an arc length of 111.83 feet, and a chord bearing North 69° 28' 10" East, 110.48 feet;

thence, North 01° 57' 52" West, 13.64 feet;

thence, North 88° 02' 08" East, 60.29 feet;

thence, with a curve to the right, having a central angle of 28° 34' 23", a radius of 81.00 feet, an arc length of 40.39 feet, and a chord bearing North 43° 00' 19" East, 39.98 feet;

thence, North 57° 17' 30" East, 11.01 feet;

thence, South 32° 42' 30" East, 40.00 feet;

thence, South 57° 17' 30" West, 11.01 feet;

thence, with a curve to the left, having a central angle of 42° 02' 46", a radius of 41.00 feet, an arc length of 30.09 feet, and a chord bearing South 36° 16' 07" West, 29.42 feet;

thence, South 69° 45' 50" East, 368.68 feet;

EXHIBIT A

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thence, with a curve to the left, having a central angle of $14^{\circ} 54' 59''$, a radius of 301.95 feet, an arc length of 78.61 feet, and a chord bearing South $77^{\circ} 12' 58''$ East, 78.39 feet to a set iron pin on the east line of said Part Lot 3695 being 24.96 feet left of Station 43+08.36 of the centerline of the BUT-Oxford Area Trail, Phase 5;

thence, with said Part Lot 3695, South $00^{\circ} 44' 45''$ East, passing a set iron pin at 18.56 feet being 6.50 feet left of Station 43+10.35 of the centerline of Oxford Area Trail for a total distance of 20.10 feet to a set iron pin on the north right of way of Roberts Drive being 4.96 feet left of Station 43+10.35 of the centerline of the BUT-Oxford Area Trail, Phase 5;

thence, with a curve to the right, having a central angle of $15^{\circ} 17' 30''$, a radius of 322.00 feet, an arc length of 85.94 feet, and a chord bearing North $77^{\circ} 24' 35''$ West, 85.68 feet to the terminus of Roberts Drive;

thence, departing the north right of way of said Roberts Drive, South $20^{\circ} 14' 08''$ West, 30.00 feet to the centerline of said Roberts Drive at a set iron pin being 25.00 feet right of Station 42+23.23 of the centerline of BUT-Oxford Area Trail, Phase 5;

thence, departing the terminus of said Roberts Drive for the following twenty-two courses, North $69^{\circ} 45' 50''$ West, 370.00 feet;

thence, with a curve to the left, having a central angle of $56^{\circ} 13' 24''$, a radius of 157.27 feet, an arc length of 154.33 feet, and a chord bearing South $82^{\circ} 07' 28''$ West, 148.21 feet;

thence, South $54^{\circ} 00' 47''$ West, 26.68 feet;

thence, with a curve to the left, having a central angle of $43^{\circ} 17' 54''$, a radius of 35.00 feet, an arc length of 26.45 feet, and a chord bearing South $32^{\circ} 21' 50''$ West, 25.82 feet to a set iron pin being 25.00 feet right of Station 36+02.35 of the centerline of BUT-Oxford Area Trail, Phase 5;

thence, South $10^{\circ} 42' 53''$ West, 204.70 feet;

thence, with a curve to the right, having a central angle of $137^{\circ} 18' 43''$, a radius of 85.00 feet, an arc length of 203.71 feet, and a chord bearing South $79^{\circ} 22' 15''$ West, 158.34 feet;

thence, North $31^{\circ} 58' 24''$ West, 69.96 feet;

EXHIBIT A

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thence, with a curve to the left, having a central angle of $79^{\circ} 30' 58''$, a radius of 35.00 feet, an arc length of 48.57 feet, and a chord bearing North $71^{\circ} 43' 53''$ West, 44.77 feet to a set iron pin being 25.00 feet right of Station 31+00.62 of the centerline of BUT-Oxford Area Trail, Phase 5;

thence, South $68^{\circ} 30' 39''$ West, 28.16 feet;

thence, with a curve to the right, having a central angle of $136^{\circ} 31' 33''$, a radius of 85.00 feet, an arc length of 202.54 feet, and a chord bearing North $43^{\circ} 13' 35''$ West, 157.91 feet;

thence, North $25^{\circ} 02' 12''$ East, 40.38 feet;

thence, with a curve to the left, having a central angle of $44^{\circ} 31' 37''$, a radius of 163.31 feet, an arc length of 126.92 feet, and a chord bearing North $02^{\circ} 46' 23''$ East, 123.75 feet;

thence, North $19^{\circ} 29' 25''$ West, 79.43 feet;

thence, with a curve to the right, having a central angle of $71^{\circ} 08' 07''$, a radius of 145.00 feet, an arc length of 180.02 feet, and a chord bearing North $16^{\circ} 04' 38''$ East, 168.68 feet to a set iron pin being 25.00 feet right of Station 25+14.36 of the centerline of BUT-Oxford Area Trail, Phase 5;

thence, North $51^{\circ} 38' 42''$ East, 100.92 feet;

thence, with a curve to the left, having a central angle of $90^{\circ} 00' 55''$, a radius of 35.00 feet, an arc length of 54.99 feet, and a chord bearing North $06^{\circ} 38' 14''$ East, 49.50 feet;

thence, North $38^{\circ} 22' 13''$ West, 7.11 feet;

thence, with a curve to the right, having a central angle of $87^{\circ} 45' 21''$, a radius of 85.00 feet, an arc length of 130.19 feet, and a chord bearing North $05^{\circ} 30' 27''$ East, 117.83 feet;

thence, North $49^{\circ} 23' 08''$ East, 42.73 feet;

thence, with a curve to the left, having a central angle of $94^{\circ} 21' 15''$, a radius of 55.54 feet, an arc length of 91.46 feet, and a chord bearing North $02^{\circ} 12' 30''$ East, 81.47 feet;

thence, North $44^{\circ} 58' 07''$ West, 134.24 feet;

thence, with a curve to the left, having a central angle of $42^{\circ} 35' 03''$, a radius of 64.04 feet, an arc length of 47.60 feet, and a chord bearing North $66^{\circ} 15' 39''$ West, 46.51 feet;

EXHIBIT A

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thence, North 84° 38' 04" West, 27.17 feet to a set iron pin on the west line of said Part Lot 3695 being 23.62 feet right of Station 18+17.26 of the centerline of the BUT-Oxford Area Trail, Phase 5;

thence, North 01° 57' 46" East, 47.65 feet to the True Point of Beginning. Containing in all 2.914 acres, gross, of which 0.000 acres is PRO (present road occupied), leaving a net take of 2.914 acres, more or less, subject to all legal easements and rights of way.

The above-described area is part of currently assigned Butler County Auditor's Parcel Number H4100-132-000-014.

Basis of Bearings: NAD83(2011) Ohio State Plane Coordinates, South Zone (3402), U.S. Foot. Iron pins set are 3/4" diameter steel rods, 30" long, with a 2" diameter aluminum cap stamped "PS NO. 7568, BAYER BECKER".

The above description was prepared from a field survey and right of way plans on file at District 8 dated __/__/__ prepared by Bayer Becker under the direction of Jeffrey O. Lambert, Licensed Professional Surveyor #7568 in the State of Ohio.



To All Interested Parties,

Re: BUT-Oxford Trail Phase V, PID 117001

Whereas the City of Oxford (the City) wishes to move the BUT-Oxford Recreational Trail into Phase V of construction, and

Whereas the City has made a Good Faith Offer to Cobblestone Community Church (the Church), in the amount of \$131,439 for the acquisition of the required real estate described in Exhibit A, plus compensation for collateral uses,

Be it therefore **Resolved** that the Church will accept the offer from the City;

Be it further **Resolved** that the Board of Elders of the Church, being the designated governing body, authorize John Johnson (statutory agent with the State) and/or Timothy Mohr, who serve on the Board, to sign any and all documents related to the acceptance of the City's offer.

Record of the Vote:

Bill Gibbons, Elder:	Yes
Chad Harville, Elder:	Yes
David Bear, Elder:	Yes
Ed Gomes, Elder:	Yes
Hugh Craddock, Elder:	Yes
Jeremiah George, Elder:	Yes
John Johnson, Elder:	Yes
Rich Jarvi, Elder:	Yes
Timothy Mohr, Elder:	Yes

Signed on behalf of the Cobblestone Community Church Board of Elders,



John Johnson, Elder and Statutory Agent



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:	1/7/2025
COUNCIL MEETING DATE:	January 21, 2025
AGENDA TITLE:	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)
COUNCIL GOAL AREA:	Accessible, High-Quality Infrastructure
BUDGETED AMOUNT:	N/A
ACCOUNT CODE:	N/A
RECOMMENDATION:	Approve
CITY MANAGER/DEPT HEAD APPROVAL:	MBD 1/7/2025

DISCUSSION:

Through a series of Resolutions, the City has caused the repair of deficient curb, gutter, and sidewalk on parcels identified in the attached Exhibit “A” including:

February 2024 Resolution No. 7566 – Declaring the necessity to make improvements

June 2024 Resolution No. 7610 – Authorizing a contract to perform the improvements

September 2024 Resolution No. 7631 – Determination of the total cost of assessment by lot

The proposed assessment costs were advertised as required by Ohio Revised Code and property owners were notified by USPS of the actual costs associated with improvements to their property; any objections received from parcel owners have been resolved at the administrative level by the City Engineer; parcels and final costs are detailed in Exhibit “A”. Twenty one parcels' costs have been paid in full following notice from the City of actual costs. Fifty-two parcels costs remain unpaid as of December 31, 2024. Upon passage of this Ordinance, an owner may pay cash for the assessment within 30 days. Otherwise, the amount will be levied to the owner’s property tax bill and must be paid in five (5) annual installments with City assessed interest on deferred payments at a rate of 5% (this percentage rate has been in place for several years; the City Council may change this rate if they desire to do so).

Staff recommends City Council approve this special assessment Ordinance, and authorize the City Manager, or his designee, to take all steps necessary to cause the amounts listed in Exhibit “A” to be levied upon the lots and lands enumerated in the listing.

ORDINANCE NO.

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.

WHEREAS, in accordance with Section 729.07 of the Ohio Revised Code, Council filed a list of estimated assessments (Exhibit A) with the Clerk of City Council and ordered it open for public inspection; and

WHEREAS, pursuant to Ohio Revised Code Section 729.08, Council published a notice in the *Journal News*, on Sundays beginning Sunday, September 22, 2024, and ending Sunday, October 6, 2024, stating that the list of estimated assessments (Exhibit A) was on file with the Clerk of City Council and was available for public inspection; and

WHEREAS, the City Engineer has resolved all written objections to the property owners' satisfaction.

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

SECTION 1: Property owners shall be assessed the actual cost over five years as set forth on Exhibit "A" attached hereto.

SECTION 2: Property owners may pay the assessment in five (5) annual installments with interest on deferred payments at 5%. Conversely, property owners may pay the assessment in cash within 30 days after passage of this Ordinance.

SECTION 3: This ordinance shall take effect at the earliest time allowed by law.

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: WILLIAM SNAVELY

PREPARED BY: LAW (STAFF)

Address	Direction	Street Name	Property Owner	Mailing Address	Parcel #	ACTUAL LINEAL FT CURB	ACTUAL SQUARE FT SIDEWALK	ACTUAL SQUARE FT SIDEWALK THRU DRIVEWAY	ACTUAL SQUARE FT ENTRY WALK	ACTUAL SQUARE FT APRON	FINAL COST for Assessment
N CAMPUS AVE											
119	N	CAMPUS AVE	RODBRO & RODBRO INVESTMENTS LLC	RODBRO & RODBRO INVESTMENTS LLC 21 N POPLAR ST OXFORD OH 45056	H4100006000005	35	100	0	0	0	\$ 4,324.25
207	N	CAMPUS AVE	207 N CAMPUS LLC	207 N CAMPUS LLC %MIAMI REDHAWK INVESTMENT LLC PO BOX 91 WEST CHESTER OH 45069	H4100006000191	4.5	0	0	0	0	\$ 513.88
217	N	CAMPUS AVE	SOUS LE CIEL INVESTMENTS LLC	SOUS LE CIEL INVESTMENTS LLC 21 N POPLAR ST OXFORD OH 45056	H4100006000012	5	80	0	0	0	\$ 1,751.75
307	N	CAMPUS AVE	NRPR MANAGEMENT LTD	NRPR MANAGEMENT LTD 10342 TOWNLEY CT AURORA OH 44202	H4100006000019	13	0	0	0	0	\$ 1,157.75
321	N	CAMPUS AVE	KAUFMAN MILLER RENTALS LLC	KAUFMAN MILLER RENTALS LLC 4721 RIGGS RD OXFORD OH 45056	H4000006000025	10	0	0	0	0	\$ 930.50
324	N	CAMPUS AVE	BLACKBURN ROBERT L TR	ROBERT L BLACKBURN TR 4368 KEHR RD OXFORD OH 45056	H4100007000204	27	10	0	0	0	\$ 2,368.25
320	N	CAMPUS AVE	MILE SQUARE PRESERVATION LLC	MILE SQUARE PRESERVATION LLC 21 N POPLAR ST OXFORD OH 45056	H4100007000203	0	125	0	0	0	\$ 1,900.00
124		WILLOW LN	RODBRO & RODBRO INVESTMENTS LLC	RODBRO & RODBRO INVESTMENTS LLC 21 N POPLAR ST OXFORD OH 45056	H4100007000229	0	32	0	0	0	\$ 505.00
218	N	CAMPUS AVE	218 N CAMPUS LLC	218 N CAMPUS LLC %MIAMI REDHAWK INVESTMENT LLC PO BOX 91 WEST CHESTER OH 45069	H4100007000190	25	50	0	0	0	\$ 2,816.75
214	N	CAMPUS AVE	VAN WINKLE THAD & RENEE	THAD AND RENEE VAN WINKLE 15198 WASHINGTON AVE NE BAINBRIDGE IS WA 98110	H4100007000189	5	25	0	0	0	\$ 926.75
110	N	CAMPUS AVE	CONROY OXFORD PROPERTIES LLC	CONROY OXFORD PROPERTIES LLC 1844 FORESTVIEW CT CINCINNATI OH 45233	H4100007000177	10	0	0	0	0	\$ 930.50
211	N	CAMPUS AVE	SOUS LE CIEL INVESTMENTS LLC	SOUS LE CIEL INVESTMENTS LLC 21 N POPLAR ST OXFORD OH 45056	H4100006000011	26	0	0	0	0	\$ 2,142.50
N POPLAR ST											
110	E	HIGH ST	110 HIGH STREET LLC	110 HIGH STREET LLC 185 VARICK ST STE 305 NEW YORK NY 10014	H4100003000173	17	22.5	0	0	0	\$ 1,798.25
17	N	POPLAR ST	MILE SQUARE PRESERVATION LLC	MILE SQUARE PRESERVATION LLC 21 N POPLAR ST OXFORD OH 45056	H4100007000166	14	36	0	0	0	\$ 1,773.50
215	N	POPLAR ST	RODBRO & MEYERS INVESTMENTS LLC	RODBRO & MEYERS INVESTMENTS LLC 21 N POPLAR ST OXFORD OH 45056	H4000007000149	37	25	0	0	0	\$ 3,350.75
301	N	POPLAR ST	SOUS LE CIEL INVESTMENTS LLC	SOUS LE CIEL INVESTMENTS LLC 21 N POPLAR ST OXFORD OH 45056	H4100007000145	52.5	100	0	0	0	\$ 5,696.13
303 & 305	N	POPLAR ST	TRES WALNUT LLC	TRES WALNUT LLC 116 E HIGH ST OXFORD OH 45056	H4100007000213	30.5	88	0	0	0	\$ 3,803.38
321	N	POPLAR ST	BLACKBURN ROBERT L TR	ROBERT L BLACKBURN TR 4368 KEHR RD OXFORD OH 45056	H4100007000139	30.5	116	0	0	0	\$ 4,223.38

26		WOODRUFF CT	MORENO ERIKA & RUBEN	ERIKA & RUBEN MORENO 26 WOODRUFF CT OXFORD OH 45056	H4100007000210	6	0	0	0	0	\$	627.50
18		WOODRUFF CT	THREE SONS RENTALS LLC	THREE SONS RENTALS LLC 1019 MILHAVEN DR ROSWELL GA 30076	H4000007000133	15.5	0	0	0	0	\$	1,347.13
218 & 222	N	POPLAR ST	UNIVERSITY HOUSING APARTMENTS INC	UNIVERSITY HOUSING APARTMENTS INC 116 E HIGH ST OXFORD OH 45057	H4100007000125	4	52.5	0	0	0	\$	1,263.50
36	E	HIGH ST	36 EAST HIGH STREET LLC	36 EAST HIGH STREET LLC 185 VARICK ST NEW YORK NY 10014	H4100003000167	70.5	0	0	0	0	\$	5,626.23

CHURCH ST

126	E	CHURCH ST	TRES WALNUT LLC	TRES WALNUT LLC 116 E HIGH ST OXFORD OH 45056	H4100007000173	110	97.5	0	0	0	\$	10,227.00
116	E	CHURCH ST	SOUS LE CIEL INVESTMENTS LLC	SOUS LE CIEL INVESTMENTS LLC 21 N POPLAR ST OXFORD OH 45056	H4000007000174	0	287.5	0	0	0	\$	4,337.50
114	E	CHURCH ST	SOUS LE CIEL INVESTMENTS LLC	SOUS LE CIEL INVESTMENTS LLC 21 N POPLAR ST OXFORD OH 45057	H4000007000161	10	87.5	0	0	0	\$	2,243.00
PKG LOT E of 32 W Church St	W	CHURCH ST	TRES WALNUT LLC	TRES WALNUT LLC 116 E HIGH ST OXFORD OH 45056	H4100007000024	0	80	0	0	0	\$	1,225.00
32	W	CHURCH ST	SOUS LE CIEL INVESTMENTS LLC	SOUS LE CIEL INVESTMENTS LLC 21 N POPLAR ST OXFORD OH 45056	H4000007000025	0	235	0	0	0	\$	3,550.00
116	W	CHURCH ST	HOELZER/HOELZER RENTALS INC	HOELZER/HOELZER RENTALS INC 116 E HIGH ST OXFORD OH 45056	H4100008000185	20	0	0	0	0	\$	1,688.00
200	W	CHURCH ST	CALISTA ENTERPRISES LLC	CALISTA ENTERPRISES LLC 116 E HIGH ST OXFORD OH 45056	H4100008000248	21	0	0	12.5	0	\$	1,951.25
318	W	CHURCH ST	KURANGA ABRAHAM A CO TR ETAL	ABRAHAM A & EULIN M KURANGA 5797 BOOTH RD OXFORD OH 45056	H4100008000083	0	70	0	0	0	\$	1,075.00
22	N	COLLEGE AVE	HAPPY PEOPLE LLC	HAPPY PEOPLE LLC 22 N COLLEGE AVE OXFORD OH 45056	H4100008000177	106	102.5	0	0	0	\$	9,984.20
29	N	BEECH ST	RODBRO & MYERS INVESTMENTS LLC	RODBRO & MYERS INVESTMENTS LLC 21 N POPLAR ST OXFORD OH 45056	H4100007000026	30	0	0	0	0	\$	2,445.50
19 & 21	N	POPLAR ST	SOUS LE CIEL INVESTMENTS LLC	SOUS LE CIEL INVESTMENTS LLC 21 N POPLAR ST OXFORD OH 45056	H4000007000214	21	0	0	0	0	\$	1,763.75
117	E	CHURCH ST / SIDEWALK REMOVAL	HOELZER/HOELZER RENTALS INC	HOELZER/HOELZER RENTALS INC 116 E HIGH ST OXFORD OH 45056	H4100007000170	8.5	45	0	15	0	\$	1,716.88
123	E	CHURCH ST/LSL LIST	HOELZER/HOELZER RENTALS INC *ON LEAD SERVICE REPLACEMENT LIST	HOELZER/HOELZER RENTALS INC 116 E HIGH ST OXFORD OH 45057	H4100007000171	8.5	0	0	0	0	\$	816.88
131	E	CHURCH ST	DOLLAR INVESTMENTS LLC	DOLLAR INVESTMENTS LLC 116 E HIGH ST OXFORD OH 45056	H4100007000172	26	60	0	0	0	\$	3,042.50
205	E	CHURCH ST	TRES WALNUT LLC	TRES WALNUT LLC 116 E HIGH ST OXFORD OH 45057	H4100002000005	10	0	0	0	0	\$	930.50

W VINE ST

100	W	VINE ST	RODBRO AND MYERS INVESTMENTS LLC	RODBRO & MYERS INVESTMENTS LLC 21 N POPLAR ST OXFORD OH 45056	H4000008000219	0	87.5	0	0	0	\$	1,337.50
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110	W	VINE ST	MILE SQUARE PRESERVATION LLC	MILE SQUARE PRESERVATION LLC 21 N POPLAR ST OXFORD OH 45056	H4100008000221	30.5	107.5	0	0	0	\$	4,095.88
300	N	COLLEGE AVE	MIAMI CAMPUS RENTS LLC	MIAMI CAMPUS RENTALS LLC 11190 TERWILLIGERS HILL CT CINCINNATI OH 45249	H4100008000154	37.5	100	0	0	0	\$	4,513.63
218	W	VINE ST	YELLOW BRICK VENTURES LLC	YELLOW BRICK VENTURES LLC 9558 ATCHISON CT WEST CHESTER OH 45069	H4100008000247	66	0	0	0	0	\$	5,268.70
325	W	VINE ST	PIERCE IRENE	IRENE PIERCE PO BOX 46 OXFORD OH 45056	H4100008000051	0	25	0	0	0	\$	400.00
219	N	ELM ST	RODBRO & RODBRO INVESTMENTS LLC	RED BRICK MANAGEMENT INC 21 N POPLAR ST OXFORD OH 45056	H4000008000125	51.5	0	0	0	0	\$	4,116.68
222	N	COLLEGE AVE	MILE SQUARE PRESERVATION LLC	MILE SQUARE PRESERVATION LLC 21 N POPLAR ST OXFORD OH 45056	H4100008000158	15.5	0	0	0	0	\$	1,347.13
117	W	VINE ST	BLACKBURN ROBERT TR	ROBERT L BLACKBURN TR 4368 KEHR RD OXFORD OH 45056	H4100008000222	50.5	152.5	0	0	0	\$	6,324.73
E VINE ST												
E WITHROW ST												
300	E	WITHROW ST	VANWINKLE THAD &	THAD & RENEE VANWINKLE 300 E WITHROW ST OXFORD OH 45056	H4000006000077	11.5	0	0	0	0	\$	1,044.13
230	E	WITHROW ST	UPTOWN DWELLING LLC	UPTOWN DWELLING LLC 3150 HODGIN RD RICHMOND IN 47374	H4100006000049	0	190	0	0	0	\$	2,875.00
415	E	WITHROW ST	TRES WALNUT LLC	TRES WALNUT LLC 116 E HIGH ST OXFORD OH 45056	H4100006000163	16	0	0	0	0	\$	1,385.00
116		TALLAWANDA RD	TRES WALNUT LLC	TRES WALNUT LLC 116 E HIGH ST OXFORD OH 45056	H4100006000156	20	0	0	0	0	\$	1,688.00
COMPLAINT Compliance												
5	W	CHESTNUT ST	MELON PROPERTIES	MELON PROPERTIES 6018 LANCASHIRE TRAIL LIBERTY TOWNSHIP, OH 45044	H4100115000010	0	60	25	0	0	\$	1,300.00
20	W	HIGH ST	JPMORGAN CHASE BANK NA	JPMORGAN CHASE BANK NA PO BOX 182269 Columbus, OH 43218	H4100003000266	15	28	0	0	0	\$	1,729.25
ERICKSON DR & TOLLGATE DR												
1020		TOLLGATE DR	LIN XIUXIN & MIN	XIUXIN AND MIN LIN 1020 TOLLGATE DR OXFORD OH 45056 2037	H4100125000057	113	0	0	0	0	\$	9,002.85

Owner requests assessment
10/17/24

Changed mailing address to match utility billing;

\$ 143,203.00



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:	1/14/2025
COUNCIL MEETING DATE:	January 21, 2025
AGENDA TITLE:	An Ordinance Amending Ordinance No. 3783 Supplemental Budget Ordinance Number 1 To Make Supplemental Appropriations For Fiscal Year 2025. (Heidi Ridenour, Finance Director)
COUNCIL GOAL AREA:	Fiscal Responsibility
BUDGETED AMOUNT:	\$55,000.00
ACCOUNT CODE:	
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	HR DRE

DISCUSSION:

Issue 1: \$55,000.00 appropriations.

To make adjustment to budgeted appropriations for the purchase of a snow machine to perform snow clearing on OATS Phase IV. The machine must be rated for the trails elevated bridge.

ORDINANCE NO.

AN ORDINANCE AMENDING ORDINANCE NO. 3783 SUPPLEMENTAL BUDGET ORDINANCE NUMBER 1 TO MAKE SUPPLEMENTAL APPROPRIATIONS FOR FISCAL YEAR 2025.

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

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

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

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

Capital Equipment Fund 141	55,000.00
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SECTION 3: In all other respects, Ordinance No. 3783 shall remain in full force and effect.

SECTION 4: This ordinance shall take effect immediately upon its adoption.

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: WILLIAM SNAVELY

PREPARED BY: LAW (STAFF)



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

STAFF REPORT

ORIGINATING DEPARTMENT:	City Manager
PREPARED BY:	Douglas Elliott
DATE PREPARED:	1/15/2025
COUNCIL MEETING DATE:	January 21, 2025
AGENDA TITLE:	An Ordinance Repealing Code Section 521.06 Duty To Keep Sidewalks In Repair And Clean And Adopting New Oxford Code Section 521.06 Entitled Duty To Keep Sidewalks In Repair And Clean. (Douglas R. Elliott, Jr., City Manager)
COUNCIL GOAL AREA:	Safe and Efficient Travel for All Modes of Transportation
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	DRE

DISCUSSION:

The City of Oxford has approximately 70 miles of sidewalks. Each year during the winter snow season the City receives many concerns regarding keeping sidewalks free from snow and ice. The City currently has a requirement that property owners and occupants shall keep sidewalks abutting their property free from snow or ice. If they fail to comply, they are guilty of a minor misdemeanor (a \$150 fine plus court costs). The City has not enforced this provision due to the large number of violators and lack of staff. Also, the current regulation does not address the goal of clearing the snow and ice in a timely manner. The snowfall that occurred on January 5th and 6th resulted in many hazardous locations where sidewalks were not cleared. The proposed ordinance will enable the City to utilize staff or a contractor to clear sidewalks from snow or ice if the property owner or occupant fails to do so by 10 AM of the day following any such deposit. If upon being notified, the owner fails to pay the City the amount of such expense, then the amount shall be certified by the Finance Director to the County Auditor. The amount shall become a lien upon the property of such owner and shall be collected as provided for in the case of special assessments. The City shall focus on sidewalks on the designated snow routes plus US 27 North/South. This program will require a supplemental appropriation of approximately \$20,000 to pay for estimated contracted services.

ORDINANCE NO.

AN ORDINANCE REPEALING CODE SECTION 521.06 DUTY TO KEEP SIDEWALKS IN REPAIR AND CLEAN AND ADOPTING NEW OXFORD CODE SECTION 521.06 ENTITLED DUTY TO KEEP SIDEWALKS IN REPAIR AND CLEAN.

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

SECTION I: Council hereby REPEALS Oxford Codified Ordinance Section 521.06 and ADOPTS new Section 521.06 Duty to Keep Sidewalks In Repair And Clean is hereby adopted as follows:

521.06DUTY TO KEEP SIDEWALKS IN REPAIR AND CLEAN

- (a) No owner or occupant of abutting lands shall fail to keep the sidewalks, curbs or gutters in repair and free from snow, ice or any nuisance.
(ORC 723.011)
- (b) Every owner or occupant of any building or lot fronting on any street, alley, or other public highway of the City shall clear the sidewalk in front of the building or lot of snow and ice before 10 AM of the day following any such deposit.
- (c) If the owner of any building or lot fails to comply with the provisions of this section, then the Director of Service by force account or contract may remove the snow or ice from the sidewalk and charge the expense thereof to such owner.
- (d) If, upon being notified, the owner fails to pay the City the amount of such expense, then the amount shall be certified by the Finance Director to the County Auditor, and the same shall act as a lien upon the property of such owner and shall be collected as provided for in the case of special assessments.
- (e) Whoever violates this section is guilty of a minor misdemeanor.

SECTION 2: This Ordinance shall take effect at the earliest time allowed by law.

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: WILLIAM SNAVELY
PREPARED BY: LAW (STAFF)