



MINUTES: Police Community Relations & Review Commission

Date: March 6, 2025

Location: Oxford Courthouse, 118 W. High St.

Time of Meeting: 7:00 p.m.

Members present: LaTricia Hillman, Fritzi Wellman, Edna Southard and Chris Skoglund

Members absent: Daniel Umbstead, Egon Kraan, and Aimin Wang

Staff present: Chief John Jones and City Manager Douglas Elliott, Jr.

Approval of Agenda

Motion: Fritzi Wellman

2nd: Edna Southard

Vote: 4-0-0

Approval of Minutes of November 21, 2024 PCRRC Meeting

Motion: Chris Skoglund

2nd: Edna Southard

Vote: 4-0-0

Public Comments

There were no public comments about items not on the agenda.

Old Business

There was no old business to discuss.

New Business

1. Public Safety Assistant Presentation

Public Safety Assistant (PSA) Angela Schatzle provided an overview of the role and job responsibilities of a Public Safety Assistant within the Oxford Division of Police (see attached PowerPoint presentation).

Chris Skoglund wanted to know if statistics were kept on the number of repeat offenders there were in the 18,689 parking citations that were issued in 2024, to which PSA Schatzle said she did not have that statistic.

Edna Southard wanted to know if the signs for no U-turns Uptown were going to be put back out, to which PSA Schatzle advised that while the PSAs put out the signs, the decision to put them out is not made by them.



Chris Skoglund asked if they have chip readers, to which PSA advised they have two of them.

Fritzi Wellman asked if the number of abandoned animals increases at the end of the academic year, to which PSA Schatzle advised that there may be more animals abandoned than we know about due to the resources that are available like Animal Friends Humane Society, but anecdotally, yes, PSA Schatzle believes the number is higher at the end of the academic year.

Chief Jones noted that Public Safety Assistants take a lot of heat when out in the field. He said nothing upsets people more than a \$10 parking citation. He advised that the PSAs do a good job of de-escalation and communication when dealing with upset people.

Chris Skoglund suggested taking proactive steps to communicate to the public what they can do to help make the PSAs jobs easier like advertising covering window wells, to which Chief Jones said that is part of our strategic communications plan. PSA Schatzle also advised that the Ohio Department of Natural Resources' website contains good information on the topic.

2. Comments from Chief Jones

Chief Jones gave an update on the Lieutenant's promotional process. He said that candidates completed the Assessment Center and participated in a structured interview. He thanked Chris Skoglund for sitting on the interview panel of the structured interview. Chief Jones said he hopes to make his recommendation next week.

Chief Jones advised the sergeant's exam is scheduled for the end of March. He said there will also be a structured interview as part of that promotional process.

Chief Jones reported that they are in week 5 or 6 of the Citizens Police Academy. He said new this year was a session on Internal Affairs on the Use of Force and he invited the commission members to attend that session, which is scheduled for 6:30 p.m. on March 17th at OPD.

Chief Jones advised that the Division is well into utilizing the Frontline software and it is going well.

The next meeting is scheduled for May 15, 2025.

Adjournment

Motion: Fritzi Wellman

2nd: Edna Southard

Vote: 4-0-0



Oxford Division of Police

Parking / Animal Control Unit

JURISDICTION

- Within City limits – Primarily Uptown and Mile Square
- Most metered areas and Residential areas



Parking / Animal Control Personnel



- PSA= PUBLIC SAFETY ASSISTANT
- 3 full-time PSA's – handle both Parking and Animal Control duties
- 4 part-time PSA's – Parking
- Supervised within Division of Police

JOB DESCRIPTION

(PARKING)

- Enforcement of the portion of the traffic code that deals with parking to include parking violations, meter enforcement and residential areas
- Repair meters, multi-space meters, collection of coin
- Assist with disabled vehicles, battery jumps
- Private lot complaints, towing of vehicles
- Perform other duty functions to help the division
 - Vehicle maintenance
 - Snow Emergency Route
 - Courier to Area 1 Court
 - Removal of Road Debris
 - Property Pick up
 - Release vehicles from impound.



WHY DO WE ENFORCE PARKING?

- Ohio Revised Code, adopted by the City of Oxford has a traffic section in which parking ordinances can be found
- Some violations are community minded, like crosswalks and sidewalks (it is not nice to block your neighbor from using crosswalks and sidewalks)
- Some violations help prevent accidents, like yellow zones near intersections that are marked to help provide clear sight lines for vehicles pulling out
- Help the city function during road construction, emergency road closures, and special events

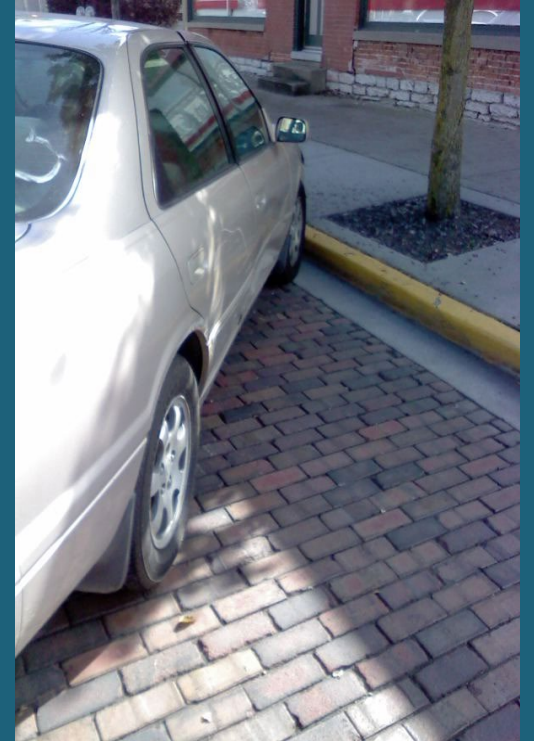
SAFETY OF THE
COMMUNITY IS THE GOAL



PARKING VIOLATIONS



VIOLATION:
**PARKING WITHIN 10' OF A
FIRE HYDRANT**



VIOLATION:
YELLOW ZONE



VIOLATION:

Parked on a Crosswalk



VIOLATION:

Parked on a Sidewalk

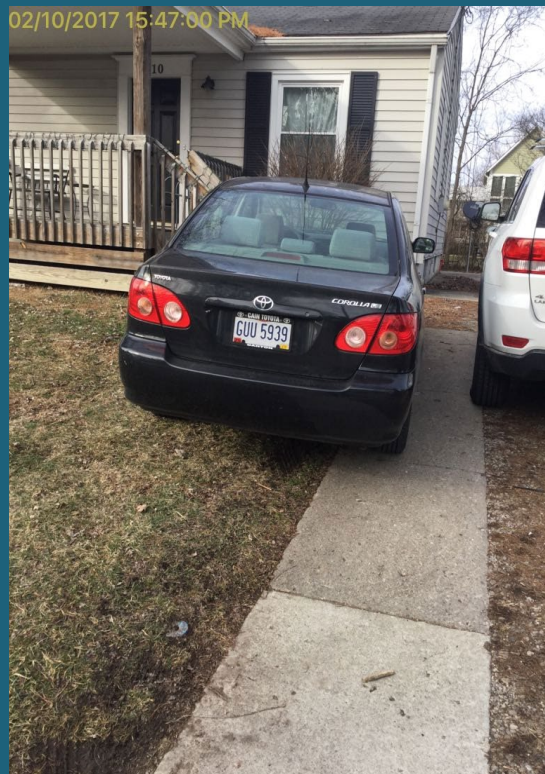


VIOLATION:
**BLOCKING A
FIRE LANE**



VIOLATION:

**VEHICLE PARKED ACROSS
MARKED LINES**



VIOLATION:

PARKED IN FRONT OR SIDE YARD



VIOLATION:

**PARKED IN
HANDICAPPED
WITHOUT A PASS**

- Each designated handicapped spot is clearly marked with blue lines and has a large sign
- This Fine is \$250

THE MOST COMMON VIOLATION THAT WE WRITE...

EXPIRED METER





2024 STATS

- 18,689 parking citations were issued (70% were meter violations)
 - fine amounts collected are approximately \$350,981
 - The meter revenue (coins, credit card, mobile pay app) combine to be approximately \$543,828
 - 137 Boot/Impound vehicles
 - 1097 appeals reviewed (citation upheld 44%/citation dismissed or reduced to warning 56%)
 - 127,689 Mobile Pay transactions (ParkMobile, Passport)
- 

JOB DESCRIPTION

(ANIMAL CONTROL)

- Enforcement of Oxford City Code – Dogs at large, dog bites, nuisances like barking and feces / cruelty and abandonment of companion animals (can be a felony)
- Wildlife concerns / pick-up roadkill
- Animal Welfare checks
- Animal Bites (Most common animal is a dog)
 - Quarantine is required, Butler County Health Dept.



Animal Ordinances

- County Dog License is required
- You must keep your dog on your premise and under reasonable control
- Leash requirement while off premise



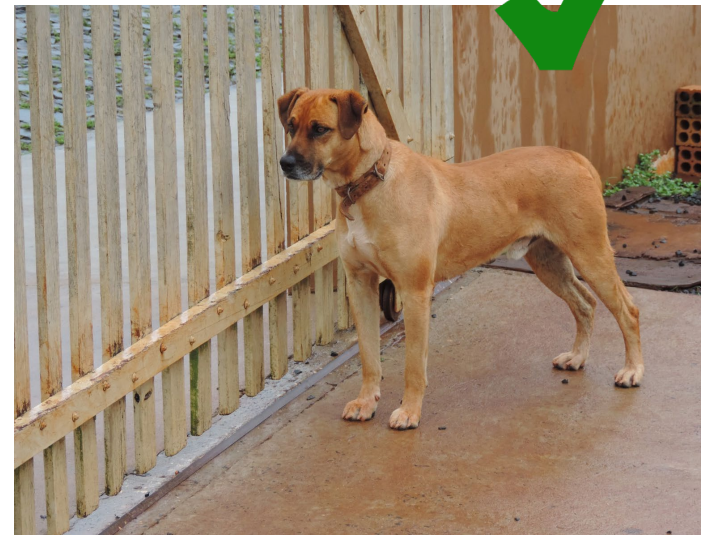
Stray Dogs

- Goal to reunite with owners
- Dogs can be taken to Animal Friends Humane Society for adoption



ANIMAL WELFARE CHECKS

- Common things to look/check for
 - Does the animal have enough food and water?
 - Does the animal appear to be healthy and well taken care of?
 - Does the animal have access to proper shelter?
 - Is the animal living in a good & clean environment?



ABANDONMENT CASE

SIX DOGS IN ONE APARTMENT



Urine and Feces all over the carpet
(Unsanitary Living Conditions)

No Food or Water
available

HOARDING CASE EXAMPLE

17 CATS REMOVED

Residential Neighborhood





17 CATS REMOVED

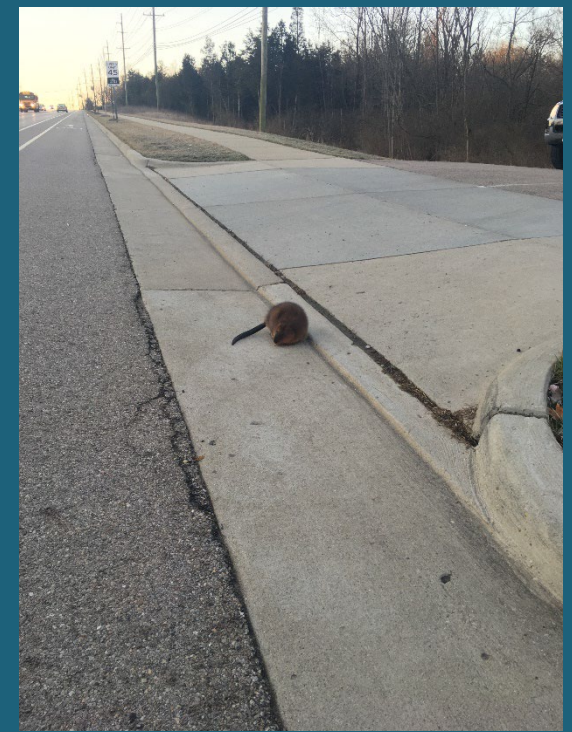
Residential Neighborhood



17 CATS REMOVED

Residential Neighborhood





EXAMPLES OF WILDLIFE ENCOUNTERS IN OXFORD



Bird Encounters



Red-Tailed Hawk





Great Horned Owl donated to Hefner Museum





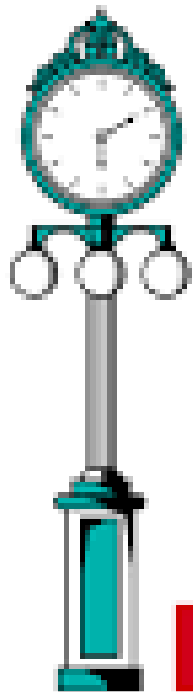
Successful removal of skunks

Raccoon





Assisting Residents with Wildlife



City of
Oxford OHIO

HOME OF MIAMI UNIVERSITY