



OXFORD RECREATION BOARD AGENDA:

January 12, 2026

Municipal Building 15 S.College Ave. Oxford, Ohio 45056 Second Floor Conference Room
12:00 PM

Approval of Agenda

1. Approval of Agenda for the January 12, 2026 Oxford Recreation Board Meeting

Approval of Minutes

1. Approval of Minutes from the December 8, 2025 Oxford Recreation Board Meeting

Public Comment

Old Business

1. Parks Master Plan RFP

New Business

1. Nomination of Recreation Board Officers
2. February Joint Meeting with TRI Board Discussion

Report

1. Parks and Recreation Administrative Report
2. Recreation Board Member Administrative Reports

Adjournment



MINUTES
OXFORD RECREATION BOARD
COLLEGE & ELM, 3RD FLOOR MEETING SPACE, 20 SOUTH ELM STREET,
OXFORD, OH 45056
MONDAY, DECEMBER 8, 2025 AT 12:00 PM

Call to Order

The Oxford Recreation Board was called to order by Mr. Smith on Monday, December 8, 2025 at 12:02pm.

Roll Call

Members in attendance were: Adam Biessel; Sarah Meaney; Roxanne Ornelas; Jake Richardson and Jacob Young

Members absent were: Jason Merz

Staff members present were: Chad Smith and Deanna Barbour

Guest Visitors were: Reena Murphy, Sustainability Coordinator for the City; Robbyn Abbitt and students from her GIS class with Miami University - City of Oxford Green Space Project and Katelyn Aluise with the Oxford Free Press.

Approval of Agenda

1. Approval of the Agenda for the December 8, 2025 Oxford Recreation Board Meeting

Motion to Approve

(Voice Vote) 1st Ms. Ornelas 2nd Ms. Meaney

AYE # 4

NAY # 0

ABS # 0

Approval of Minutes

1. Approval of Minutes from the November 13, 2025 Oxford Recreation Board Meeting

Motion to Approve

(Voice Vote) 1st Mr. Biessel 2nd Ms. Ornelas

AYE # 4

NAY # 0
ABS # 0

2. Approval of Minutes from the September 8, 2025 Oxford Recreation Board Meeting
*Quorum was not met at previous meetings for approval of minutes

Motion to Approve
(Voice Vote) 1st Ms. Ornelas 2nd Mr. Biessel
AYE # 4
NAY # 0
ABS # 0

- a. Approval of Minutes from the September 8, 2025 Recreation Board Meeting

Motion to Approve
(Voice Vote) 1st Ms. Ornelas 2nd Mr. Biessel
AYE # 4
NAY # 0
ABS # 0

Public Comment

Mr. Smith opened the floor for public comment. No comment.

Presentation

1. Miami University Geography 442 Capstone Project: Equitable Access To Parks

Mr. Smith opened the Recreation Board meeting and welcomed new Recreation Board member City Councilor Roxanne Ornales.

Mr. Smith moved on to the first item on the agenda which was a presentation by the Miami University Geography 442 Capstone project: Equitable Access To Parks.

Mr. Smith introduced Reena Murphy, Sustainability Coordinator for the City of Oxford. Advising, Ms. Murphy tasked Robbyn Abbitt from Miami University to have her class of students handle this project.

Mr. Smith welcomed the students to present their findings. Ms. Small-Brown introduced herself stating this is our City of Oxford green space project and this is our team. Ms. Small-Brown is a second year PhD in educational leadership interdisciplinary studies and invited her team to introduce themselves. Martin Appiah is a second year graduate student in the geography department and Evan Welsh is a third year data analytics major.

Ms. Small-Brown advised her class was tasked by Reena Murphy to identify areas that do not have walk-able access to public green space or the Oxford Area Trail System (OATS). Their initial research looked over some green space types; urban green space types; space accessibility; some walk-ability and transportation and design areas and the socio-demographic kind of information. Additionally they scanned a few articles on walk-ability to make sure they were

using the right amount of distance. They came to the conclusion that 10 minutes equals half a mile. The data gathered for additional research and data sources were city parks, Miami natural areas, demographic information such as age, race and income came separately, and amenities.

Ms. Small-Brown stated the first step, method one, was identifying green spaces. Oxford has ten main city parks and most of you are probably familiar with those. Then they have the difference between the Miami University natural areas and the preserves. Then they merged green spaces with amenities, restrooms, free parking and Miami parking. This showed not all of the green spaces had any amenities.

Ms. Small-Brown stated then they ranked the parks by the amount of amenities that they each have. Advising the most amenities (all those listed 20/20) were found at the Oxford Community Park. The next most amenities were found at the TRI Community Center (18/20) and third was Merry Day Park (14/20). Most amenities were found in the larger parks and the smaller parks having the least amenities.

Ms. Small-Brown noted method 2 was to identify the walk-able routes, including trail systems and sidewalks. We have the Miami University Nature Trail system, The Oxford Area Trails system and the sidewalks.

Then those three merged walk-able routes were combined to make one network of walk-able routes.

Mr. Appiah advised method 3 was to identify areas with and without accessibility. This shows where the intersection of access points are, where your greenspace entry points are and where your walkable routes start into those.

Method 4 Network analysis 1: walkable Routes; network analysis 2: ESRI Roads - assumption all roads had access to sidewalks and green spaces

Method 5 demographic overlay - age, race and income

Mr. Biessel asked what the two main recommendations from your project, should we be looking at? Ms. Small-Brown stated the easiest solutions would be to create some trails with a walk-able way by using trails to get to the park at OCP.

Ms. Abbitt said the road data, the class is using is national road data, not the city data and the census data used was from the 2025 census. They thought the solution would be the sidewalks, but that did not answer the issue.

Mr. Smith thanked Ms. Abbitt and the Miami University Geography 442 class for their presentation.

Old Business

1. OPRD Project Updates

Mr. Smith introduced Ms. Reena Murphy noting this was her brain child to bring this group to the meeting. Ms. Murphy stated she is the Sustainability Coordinator for the city. Her interest stemmed from one of the climate action plan goals in reducing environmental inequity, adding one of the main ways to do that is to ensure access to quality outdoor spaces which in turn is important to health.

Ms. Ornelas stated she really likes knowing that because she's also on the civil rights commission and equity in terms of environmental justice fits under that umbrella. Ms. Ornelas stated she appreciated knowing Ms. Murphy is out there doing this kind of work.

Ms. Murphy said that's why we asked for the demographic data as well. Example: if you have a park that is used by a lot of seniors, that changes the recreation you put there versus if it's visited by a lot of kids.

Mr. Smith stated this is a big part of what we do and this information will be very helpful. Thank you.

Old Business

Mr. Smith advised of some project updates - We closed the bid for the small playground at OCP and accepted one of the proposals. This will replace the small playground at Oxford Community Park, located between the ball diamonds. Mr. Smith stated this structure should be open by spring.

Tiny Mobile Robot

Mr. Smith stated he feels like he's been talking about the Tiny Mobile Robot for a while now, so here's a good update. This went to City council and the resolution passed for the Tiny Mobile Robot, we are now under a contract and will make payments over the next 3 years. We are purchasing the robot outright, but we're paying it in 3 installments over the next three years. Tiny Mobile Robots will bring the machine to us this December and then come out in March to train staff. Will currently store in the building at the TRI. Mr. Smith noted this will be a real game changer for us to line the fields and flip fields when needed quickly.

Quotes

Mr. Smith advised he'll be getting quotes from companies for the new pickle ball courts. Mr. Young asked will this be more of a resurfacing project, adding you don't have to replace the sub-base of it? Mr. Smith stated the sub-base should be there, however completely resurfacing something is going to be the challenge with a budget of \$60,000. So, we'll find the most affordable asphalt company since that will be the biggest cost and the rest of it will just be nets. Mr. Young asked are you thinking to take down the big fence. Mr. Smith said yes, that has been the plan, there's not need for a fence there to separate it. There are some spots in the current fence that need some repair, so we will look into estimates for fencing to replace some of those areas.

2. Events and Programs

Events and Programs

Mr. Smith advised we've concluded the 2025 events schedule, adding he's been a part of this for about six months and his view was to let these events just transpire how they always have and just take lots of mental notes, while also asking staff to provide feedback. Now we're going to look closely at all these events we're doing and find out what's working. There is a lifespan on events, and we need to look at those that may have lost their luster, and see what needs to go and what new events could be made.

Mr. Smith noted some events are legacy events such as the Holiday Fest we just had over the weekend. This event went really well and definitely felt like a December even, chilly and snowy. Some initial feedback was that College Corner and Liberty, Indiana had events that same

weekend. Discussing whether this is something we should push for later in the month, something we try to look at for next year. Also discuss with the Community Arts Center and Enjoy Oxford.

Mr. Smith is also meeting with Ms. Magner Programs/Aquatics Supervisor to put together a master calendar in January and then apply for all the right of ways for the events.

Freedom Festival

Mr. Smith advised this year is also the 250th celebration of America and Oxford is a 250 city, so we need to look at and push this as an initiative of the city to try and do a bigger better Freedom Festival.

Bee Festival

Mr. Smith stated last year was the first year for this event and it was a huge success. They have the 5k Oats and Honey and there are plans to make that bigger. This event is definitely right in our wheel house, so just been letting the wheels happen this year and then see what we can tweak. Ms. Ornelas asked how much time do you need to know about an event. Mr. Smith stated as soon as possible, a location has to be determined, a right of way processed through the city. There's a little more flexibility if it's just on park property, such as the Community Park, since there are no road closures required. Ms. Ornelas stated this will be fun to know everything that is going on by being on this board.

New Business

1. Parks Master Plan RFP

Mr. Smith advised the parks master plan is now live and out for RFP and will remain out there until January 15. Click on the link on the website and it takes them to revise to download all the documents. Ms. Ornelas asked is this just for the TRI or all the parks. Mr. Smith said this is for all city parks but the main focus is on the TRI. The TRI Board generously matched us for \$50,000 for the master plan funding which is a huge contribution. We had a budget of \$50,000 which is not going to do a master plan and now we're able to get that to \$100,000.

Mr. Smith is really looking forward to that closing on January 15 and then taking a couple weeks to review. He would love anyone who's interested on this board in being on a selection committee to let him know. The TRI board will have a say in that as well and we can interview those proposals and connect with some of these individuals in person or virtually, it's just a part of the vetting process. More to come on that adding he will probably reach out if anybody here would like to be on a selection committee.

Ms. Ornelas asked if the Recreation Board had any discussion about the skate park situation. Mr. Young stated what it came down to was it's condition, adding it has been dilapidated for a long time and needed too many repairs and updates to make it safe. Ms. Ornelas said council put aside some money for the skate park. Mr. Smith said it had to happen, and it was a difficult situation, and we didn't want to take away an amenity from the public but it wasn't being used properly and safely. Funds set aside for it were taken from funds originally set aside for a dog park shade structure and a shelter for Leonard Howell. The funds were redistributed for a new skate park should be available in 2026.

Mr. Young stated he's been contacted by people who live close to the TRI and they feel like it's

more things being taken away from the TRI and moved to the Community Park. Mr. Smith said yes, that is a factor and the master plan will help us decide a lot of this as well. It never scored well for private grant funding and this would be the opportunity to create a new location where it needs to be built out of concrete, making it sustainable and safe for all, including a place for scooters and bikes to ride.

Mr. Smith said the process will run like this, proposals in by mid January, then late January and early february will be looking at these proposals. This will be around a 8-10 month process and meetings with both Rec and TRI boards.

Report

1. Parks and Recreation Administrative Report

Mr. Smith stated noted this has been a busy first six months for him and hats off to the staff, I am very fortunate. We have some very committed staff at Oxford Parks and Recreation, so they have been great to learn from.

2. Recreation Board Members Administrative Reports

Mr. Richardson, Athletic Director - Talawanda High School

Mr. Richardson stated we're rolling into all our winter sports from the athletic side. So it's a full go.

Ms. Ornelas stated she was just elected to city council and enjoys a lot of the recreation in this town and takes advantage of what's going on in town. Ms. Ornelas said she likes thinking of all the fun we're going to have planning and all the activities that we're going to have on the calendar for the coming year. Mr. Smith stated he likes to say Parks and Rec is the toy department of the city.

Mr. Smith said, We're glad to have you, Ms. Ornelas. You'll have big shoes to fill with Ms. French leaving. You will do great, and it's always great to have a voice from City Council be a part of these meetings.

Mr. Smith advised we would have a joint meeting coming up with the TRI Board. Mr. Young said since the master plan proposals are due in January, he thinks it would be good to push it back a month and maybe meet in February instead. Mr. Smith likes that idea, adding we will meet at our regular meeting in January and have the joint meeting with the TRI Board in February.

Ms. Meaney asked if Mr. Smith could send out all the calendar invites for next year. Mr. Smith will send out all the calendar invites for 2026.

Adjournment

Motion to Adjourn - Mr. Smith adjourned the meeting at 12:57pm
(Voice Vote) 1st Ms. Ornelas 2nd Mr. Young
AYE # 5

NAY # 0
ABS # 0