A regular meeting of the Oxford City Council was called to order by Mayor, Kate Rousmaniere on Tuesday, February 5, 2019 at 6:30 p.m. Those members present were Steve Dana, Glenn Ellerbe, David Prytherch, Mike Smith and Edna Southard. Chantel Raghu arrived at 6:36 p.m.

Staff members present: Mr. Doug Elliott, City Manager; Mr. Mike Dreisbach, Service Director; Mr. John Jones, Police Chief; Mr. Joe Newlin, Finance Director; Mr. Sam Perry, Community Development Director; Mr. John Detherage, Fire Chief; Mr. Casey Wooddell, Parks and Recreation Director; Mr. Alan Kyger, Economic Development Director; Ms. Amy Blankenship, City Attorney and Ms. Mary Ann Eaton, Clerk of Council.

ADJOURN TO EXECUTIVE SESSION

Mr. Dana moved to adjourn to Executive Session immediately in accordance with Ohio Revised Code Section 121.22(G)1 and 3 for the purpose of discussing appointments to Boards and Commissions and pending litigation. Mr. Smith seconded. The motion was adopted by the following roll call:

AYE: Mr. Ellerbe, Mr. Prytherch, Mr. Smith, Ms. Southard, Mr. Dana, Mayor Rousmaniere (6)

NAY: None (0)

ABS: None (0)

ADJOURN FROM EXECUTIVE SESSION

Mr. Dana moved to adjourn from Executive Session at 7:20 p.m. Ms. Southard seconded. The motion passed 7-0-0.

PLEDGE OF ALLEGIANCE

Mayor Rousmaniere requested the Pledge of Allegiance.

APPROVAL OF AGENDA

Ms. Southard moved to approve the agenda. Mr. Dana seconded. The motion passed 7-0-0.

PUBLIC PARTICIPATION

APPOINTMENTS TO BOARDS AND COMMISSIONS

Mr. Dana moved to reappoint Ms. Joy Usner to the Student Community Relations Commission for a three year term ending June 30, 2022. Mr. Ellerbe seconded. The motion passed 7-0-0.

Mayor Rousmaniere congratulated Ms. Usner and thanked her for her work on the SCRC.

PUBLIC COMMENTS

INTRODUCTION

Mr. Wooddell referred to the new aquatic center slated to open this spring and noted part of the budget for 2019 included changing a part-time position to a full-time position that also oversees the aquatic center. Mr. Wooddell introduced Ms. Emily Sibcy and advised she was now the full-time Program and Aquatics Coordinator.

Mr. Wooddell noted Ms. Sibcy has worked for the City for almost 3 years and advised she looked forward to the challenge of running the new aquatic center.

Ms. Sibcy advised she was very excited to work for the City in the Parks and Recreation Department noting she loved her job. Ms. Sibcy advised engaging with the community through programs and events was where her true passion lies noting she felt lucky and fortunate to have her job. Ms. Sibcy advised she looked forward to the new adventure at the aquatic center noting her hope it would be a destination place for people of all surrounding communities to come and enjoy the summer. Ms. Sibcy noted with anything new there were challenges and she was ready to dive in and tackle those challenges to the best of her ability. Ms. Sibcy noted her hope she would see all of the Councilors and their families at the aquatic center this summer.

Mr. Wooddell advised opening day for the new aquatic center was May 25, 2019.

Ms. Prue Dana, 131 W. Collins Street, noted she was in attendance observing the Council meeting for the League of Women Voters. Ms. Dana distributed to Councilors and staff the 2019 Government Services Directory noting every year the League of women Voters updates and prints the directory. Ms. Dana thanked City staff who reviewed the information prior to the directories being printed. Ms. Dana advised the directories were available at the Municipal Building, the Lane Library and at the local banks.

CONSENT AGENDA

MINUTES

Minutes of the January 15, 2019 City Council Meeting (Mary Ann Eaton, Clerk of Council)

REPORTS

Report regarding the January 8, 2019 Planning Commission Meeting. (Sam Perry, Community Development Director)

Report regarding the January 9, 2019 Historic and Architectural Preservation Commission Meeting. (Sam Perry, Community Development Director)

Report regarding the January 17, 2019 Recreation Board Meeting. (Casey Wooddell, Parks and Recreation Director)

Mr. Dana moved to approve the Consent Agenda. Mr. Smith seconded. The motion passed 7-0-0.

RESOLUTIONS

RESOLUTION
LEASE AGREEMENT

A Resolution No. 7041 authorizing the City Manager to enter into a lease agreement a copy of which is attached hereto as Exhibit "A" with the Talawanda Oxford Pantry and Social Services (TOPSS) Board of Directors to lease a portion of the City owned premises known as Merry Day Park for an initial term of twenty five (25) years. (Doug Elliott, City Manager)

Mr. Elliott advised the proposed lease would permit the construction and ownership of a structure not to exceed 6,000 square feet on a portion of the City owned land at the Merry Day Park. Mr. Elliott noted the building will be utilized for the collection, storage, and distribution of food items by the Talawanda Oxford Pantry and Social Services (TOPSS) (formerly the Oxford Community Choice Pantry) and it will be utilized for the operation of other non-profit entities as approved by the City. Mr. Elliott advised the proposed lease is for 25 years with 10 year renewable options. Mr. Elliott noted if the structure is no longer utilized by TOPSS, ownership would revert to the City of Oxford or TOPSS would be required to restore the site to its original condition. Mr. Elliott referred to a sample of the lease agreement on pages 23-29 of Council's packet noting the signed lease would be substantially similar. Mr. Elliott referred to pages 30 and 31 of Council's packet which shows the elevation and site plan for the proposed building. Mr. Elliott reminded everyone the City previously worked with the Oxford Community Choice Pantry on a lease which did not move forward and advised now they wish to move forward with a new plan to include other social services within the same building. Mr. Elliott noted the applicant, Lara Osborne was in attendance as well as Norm Butt from The Architectural Group.

Ms. Lara Osborne, advised she would introduce the Architect and Chair of the Building Committee and discuss why they are coming back to Council which essentially was to ask for an expansion of square footage compared to the original lease.

Mr. Norm Butt, The Architectural Group, advised he was very proud to represent the pantry for this project. Mr. Butt noted The Architectural Group was commissioned by the group who had done a tremendous amount of work in terms of reviewing designs they had previously created for the development and how it was going to serve the general public and serve the community. Mr. Butt advised The Architectural Group took their ideas and worked with them to expand the project and meet Ohio Building Code requirements as well as ensure the monies spent on the project are balanced with what the building is intended for. Mr. Butt noted they looked at pre-engineered buildings to control some of the costs and advised The Architectural Group's service has been to take the lead on the applicant's ideas and vision and bring it forward for the community. Mr. Butt noted The Architectural Group was working with Bayer Becker, civil engineers who were also commissioned by the group.

Ms. Ann Fuehrer, Secretary of the Board for TOPPS, advised the initial proposal was a vision of a building that replicated what the pantry has done in the past. Ms. Fuehrer noted since the initial proposal the vision has grown to understand that although the emergency food assistance that the pantry has provided for the last 12 years is essential and will continue they also want to recognize that in order to meet the nutritional needs of their customers they have to take into account medical needs, educational needs and other supports.

Ms. Fuehrer noted the proposed building has increased from 3,500 square feet to 5,600 square feet. Ms. Fuehrer offered to answer any questions.

Mayor Rousmaniere inquired if there were any comments from the public and there were none.

Mayor Rousmaniere reminded everyone the Resolution before Council was for a lease agreement not for a site plan approval.

Mr. Dana noted as someone who has been very involved with the Oxford Community Choice Pantry he strongly supported the proposed project

Ms. Southard advised she too has been very involved with the Oxford Community Choice Pantry and still volunteers there noting she and Mr. Dana were both past Presidents of the pantry. Ms. Southard advised she felt having a pantry in a City park is very unique and noted she felt it was great that the City was in favor of allowing this. Ms. Southard advised she felt it was very important that the park remain a park for the citizens who live in that community noting her hope that would be considered very seriously so the park would not be limited in any way. Ms. Southard asked about the name change noting the pantry was founded as a choice pantry where the patrons can choose their food and not be handed a random box of food. Ms. Southard inquired why the word "choice" was eliminated from the name of the organization and questioned the new name noting if googled it refers to a weight loss program that was founded in 1948.

Ms. Osborne advised the Board and the Building Committee discussed at length the issue of ensuring that the building is integrated into the park noting they see themselves in part as a wellness organization. Ms. Osborne noted knowing that the bike trail will eventually go through the park they thought a lot about how to integrate and become a magnet that draws people to the park rather than something that takes over a large portion of the park. Ms. Osborne advised the group has been sensitive to the notion of integration and ensuring that there is green space and that it will be a welcoming space that brings people in. Ms. Osborne noted there were a series of reasons why the name was changed and advised leaving the word "choice' out was a difficult decision because choice pantries are a specific type of pantry. Ms. Osborne noted since the original name was selected choice pantries have become the industry standard and advised pantries that do not allow people to choose their food leads to a lot of food waste and does not respect the dignity of clients. Ms. Osborne advised the entire industry has essentially moved to the "choice" model noting although it was hard to think about abandoning the choice aspect of it there were a lot of positives in terms of changing the name. Ms. Osborne noted the new name is TOPSS – Talawanda Oxford Pantry and Social Services which is specific about what they do and where they do it. Ms. Osborne advised the name was memorable and marketable and inquired which was easier to remember OCCP or TOPSS? Ms. Osborne noted Talawanda comprised 1/3 of Butler County and advised having Talawanda in the name could make a strong case when applying for various grants. Ms. Osborne noted having Talawanda and Oxford in the name means fundraising does not have to be limited to people who are within the Oxford perimeters or the 144 square miles of the Talawanda School District but anyone who is connected to either Talawanda or Oxford as alums or as parents of alums, no matter where they live. Ms. Osborne advised their clients deal with a lot of stigma and life was very tough for some of them noting "TOPSS" conveyed a sense of positivity and hopefulness.

Ms. Osborne noted the mission of TOPSS was to provide programming and to remove nutrition related barriers to the nutritional well being of everyone in the school district.
Ms. Osborne advised social services broadly includes public health and other things that can help remove barriers to the maximum nutritional well being for everyone. Ms. Osborne noted the board felt the name provides specificity and flexibility.

Mayor Rousmaniere noted the City was not sure yet if the trail would connect with Merry Day Park. Mayor Rousmaniere referred to page 24 of Council's packet and noted the lessee may also use the premises for other charitable and non-profit work with the prior approval of the City and inquired if Ms. Osborne was okay with that. Ms. Osborne noted she was more than okay with it. Mayor Rousmaniere inquired what the projected opening date was and Ms. Osborne advised June 30, 2020.

Mr. Prytherch noted he felt it was wonderful that the pantry was growing and consolidating services and advised he felt using public park land for the proposed services was a good thing. Mr. Prytherch advised he was happy to support the Resolution as a lease and noted his hope there would be good conversations among the applicant and City staff to ensure the project design is worth the trade-off of public park lands for the facility.

Mr. Ellerbe moved to adopt Resolution No. 7041. Mr. Dana seconded. The motion passed 7-0-0.

ORDINANCES
FIRST READING

ORDINANCE
ZONING MAP AMENDMENT

An Ordinance Accepting The Planning Commission's Recommendation And Granting A Zoning Map Amendment To Establish A Neighborhood Conservation Overlay District In A R-1A (Single Family Low Density Residential) District For Parcels located Within The Heritage Vineyard Subdivision In The City Of Oxford, Ohio. (Sam Perry, Community Development Director)

Mr. Perry noted the proposed overlay was unusual because no houses were built yet in the subdivision. Mr. Perry advised the builder agreed to follow through by creating an overlay for this area. Mr. Perry noted the proposed overlay fits like a puzzle piece to the one on Country Club Drive presently. Mr. Perry advised when the houses are built and occupied the same restrictions would apply as with other overlay districts. Mr. Perry noted the first phase is 27 lots and advised eventually there would be 50 lots.

Mayor Rousmaniere inquired if there were any comments from the public and there were none. Mr. Ellerbe noted because there is a sole owner of the property in question no petitioning had to be done. Mr. Ellerbe advised upon approval this would be the 18th such overlay district.

ORDINANCE
ZONING MAP AMENDMENT

An Ordinance Accepting The Planning Commission's Recommendation And Granting A Zoning Map Amendment To Establish A Neighborhood Conservation Overlay District In The MU (Miami University) District For 10 Parcels Located On Chestnut Street And On Oak Street In The City Of Oxford, Ohio. (Sam Perry, Community Development Director)

Mr. Perry noted this was the smallest overlay district in geographic area and in number of parcels that has been proposed. Mr. Perry noted the proposed overlay district is in the same area as two other overlay districts on E. Chestnut Street. Mr. Perry advised the proposal meets all of the requirements for the number of parcels and signatures.

Mayor Rousmaniere inquired if there were any comments from the public or from Council and there were none.

ORDINANCE
ZONING TEXT AMENDMENT

An Ordinance Repealing Oxford Codified Ordinance Chapter 1145 Entitled Planned Developments, And Adopting New Oxford Codified Ordinance Chapter 1145 Entitled Planned Developments To Update The Application Requirements And To Clarify The Comprehensive Plan Goals For Housing Type Diversity And Affordability. (Sam Perry, Community Development Director)

Mr. Perry advised the proposed zoning text amendment follows some of the goals of City Council noting the Housing Advisory Commission drafted some of the amendments and they were reviewed by the Planning Commission. Mr. Perry advised he and the Planning Commission felt the proposed amendments will set the table for a new chapter for housing diversity in Oxford that follow the Comprehensive Plan goals. Mr. Perry noted the proposed amendments will put more connectivity between the Comprehensive Plan and the actual implementation of it. Mr. Perry advised the proposed amendments do not get into the details of what percentage of units in a development would be deemed affordable by definition and it does not get into any kind of fee requirement in lieu of having affordable units in a development. Mr. Perry noted the proposed amendments cause the applicant to have to make a case for how their development fits within the Comprehensive Plan. Mr. Perry advised there is a definition for affordability in the zoning code which will help an applicant explain how a development meets those goals. Mr. Perry noted staff proposed amendments to update the submittal requirements so the City is following standard practices for the types of formats (software) used for submittal. Mr. Perry advised staff also proposed using a licensed surveyor or engineer for preparing the site plan which raises the bar and provides the needed clarity for the reviewers.

Mayor Rousmaniere inquired if there were any comments from the public and there were none.

Mayor Rousmaniere noted the proposed amendments do not require housing diversity although it encourages applicants to talk about how the proposed mix of dwelling types and commercial uses advances community goals of diversity and affordability.

Mr. Perry noted he has recommended that student housing developments could be designed in a way that they could be used for something else in the future if the market changes. Mr. Perry advised flats would be more desirable for older adults than town houses. Mr. Perry noted the Building Code does require elevators and lifts for a certain percentage of units but it does not require affordability or adoptability and advised he felt these amendments would help set the table for that discussion during the Planning Commission review.

Mr. Dana noted he felt the proposed amendments bring to life key portions of the Comprehensive Plan with respect to diversity and affordability and advised he felt it was a great step forward noting he felt it deserved Council's support. Mr. Dana advised he awaits further indications of how affordability can be injected into the process.

Mr. Prytherch noted he felt the amendments were minor although they have the potential to be significant with regard to Planned Developments which is not a by right development. Mr. Prytherch advised with the new language in place an applicant will have to think about diversity before they meet with staff and if the development is just one type of product staff can initiate a conversation and noted a Planning Commissioner can ask that question. Mr. Prytherch noted he felt diversity and affordability were related to one another. Mr. Prytherch advised a mixture of dwelling units was one piece of the puzzle and he felt it changes the conversation. Ms. Raghu noted she looked at the proposed amendments as the beginning of a conversation to follow up on the Comprehensive Plan. Ms. Raghu advised she felt it was hard to rely on people to do the right thing just for the sake of doing the right thing. Ms. Raghu noted she felt hammering out legislatively what Council can do to back up the things Council is recommending would be an ideal situation. Ms. Raghu inquired what the definition of affordability was. Mr. Perry advised is was based on a HUD standard. Mr. Perry noted Section 1159.02(7) of the Oxford Codified Ordinances states "Housing with purchase values or rent costs that are less than 30% of the annual household income of a household with an annual income 80% or less of the median income for Butler County as defined by HUD".

Mayor Rousmaniere thanked the Housing Advisory Commission for their work on the proposed amendments.

ORDINANCE
SUPPLEMENTAL BUDGET

An Ordinance Amending Ordinance No. 3493. Supplemental Budget Ordinance Number 2 To Make Supplemental Appropriations For Fiscal Year 2019. (Joe Newlin, Finance Director)

Mr. Newlin advised the proposed Supplemental Budget was for an EMS grant the Fire Department received noting the Supplemental Budget will allow the Fire Department to purchase equipment with the grant funds.

Mayor Rousmaniere inquired if there were any comments from the public or from Council and there were none.

ORDINANCES
SECOND READING

ORDINANCE
SUPPLEMENTAL BUDGET

An Ordinance No. 3509 Amending Ordinance No. 3493. Supplemental Budget Ordinance Number 1 To Make Supplemental Appropriations For Fiscal Year 2019. (Joe Newlin, Finance Director)

Mr. Newlin advised the proposed Supplemental Budget had no effect on the budget and noted it would move monies from personnel costs to contracted services to account for the new agreement with the City Attorney.

Mayor Rousmaniere inquired if there were any comments from the public or from Council and there were none.

Mr. Dana moved to adopt Ordinance No.3509. Ms. Southard seconded. The Ordinance was adopted by the following roll call:

AYE: Mr. Prytherch, Ms. Raghu, Mr. Smith, Ms. Southard, Mr. Dana, Mr. Ellerbe, Mayor Rousmaniere (7)

NAY: None (0)

ABS: None (0)

ORDINANCE
ZONING MAP AMENDMENT

An Ordinance No. 3510 Accepting The Planning Commission's Recommendation And Granting A Zoning Map Amendment To Establish A Neighborhood Conservation Overlay District In A R-1A (Single Family Low Density Residential) District For 50 Parcels Located On McKee Avenue, Peabody Drive, Thomson Court And Tenney Court In The City Of Oxford, Ohio. (Sam Perry, Community Development Director)

Mr. Perry noted the proposed overlay had been through Council, the Planning Commission and was up for second reading this evening with no changes since the first reading. Mr. Perry reminded everyone the proposal more than met the minimum area and signatures required. Mr. Perry referred to the map on page 41 of Council's packet and advised it would be the first Neighborhood Conservation Overlay District in this area of town.

Ms. Anita Jones, 106, Tenney Court, advised she initiated the petition for the proposed overlay district. Ms. Jones expressed appreciation for the assistance she received from the committee members Russ Jones, Herman and Brenda Dornbusch, Hardy and Barb Eshbaugh, and Bill and Virginia Scott. Ms. Jones noted appreciation for Mr. Sam Perry and his staff for guiding them through the petition process and advised they were gracious and extremely helpful.

Ms. Jones thanked Council and the Planning Commission for working with the committee over the past 9 months as they waded through zoning challenges in their neighborhood noting she gained valuable insight into the workings of local government. Ms. Jones thanked Council for helping them preserve the peace, safety and integrity of their neighborhood.

Mayor Rousmaniere thanked Ms. Jones and the committee for their hard work.

Mr. Prytherch noted this was a citizen driven process and advised ultimately Council makes a decision on amending the zoning map. Mr. Prytherch noted citizens had to work hard to make this happen. Mr. Prytherch advised it was a lengthy process and noted he appreciated staff helping people navigate through the process. Mr. Prytherch advised Council appreciated people taking control of their neighborhood and noted he was happy the City had Ordinances to help them do that.

Mr. Dana moved to adopt Ordinance No. 3510. Mr. Smith seconded. The Ordinance was adopted by the following roll call:

AYE: Ms. Raghu, Mr. Smith, Ms. Southard, Mr. Dana, Mr. Ellerbe, Mr. Prytherch, Mayor Rousmaniere (7)

NAY: None (0)

ABS: None (0)

ANNOUNCEMENTS

Mr. Elliott updated Council and the public on the City's Electric Aggregation program and the savings the citizens of Oxford have received.

Mr. Elliott reported to Council and the public on the City's assessed valuation of exempt real property.

Mr. Wooddell reminded everyone of the Bows and Bow Tie dance on Friday evening from 7-9 p.m. at Kramer Elementary School for grades K-12.

Mr. Kyger advised a pop-up Chick-Fil-A restaurant opened at 32. W. Walnut Street noting there was no cooking on site as the food was brought in from another location.

Mr. Dana asked Mr. Kyger to address the issue of store fronts being leased but not opened for business in a timely manner. Mr. Kyger advised a committee was looking at potential legislation to address the issue. Mr. Kyger noted there were approximately 10 locations in the Uptown District that were empty but currently leased. Mr. Kyger noted the committee was meeting tomorrow and advised they were looking at ways to incentivize people to open for business in a reasonable amount of time.

Ms. Raghu commented on Council's recent Retreat noting they discussed their priorities and voted on them. Ms. Raghu noted Council felt the most important issue to address was sustainability.

Ms. Raghu advised sustainability involves the environment, the economy and people and noted wherever the intersection is between those three is what sustainability means. Ms. Raghu advised it was exciting to think about the things Council was able to accomplish last year noting she felt there was so much more that can be done. Ms. Raghu noted she felt Council through working with City staff could accomplish even more. Ms. Raghu advised she was excited to have a new City Attorney to take Council's ideas and make them work from a legal standpoint such as making commercial recycling accessible to all people whether they live in an apartment or in a house and expanding curbside food composting. Ms. Raghu encouraged Council to use the power they had.

Mr. Dana advised he wanted to renew his enthusiastic support of the plans for TOPSS and noted he felt the points and questions raised by Councilor Southard were worthy of consideration and they were echoed in part by Councilor Prytherch with regard to the park land.

Ms. Southard advised the food pantry was full of people who really needed help this month and encouraged everyone who could to volunteer at the pantry. Ms. Southard noted interested parties could contact the Director, Bob Ratterman or the Volunteer Coordinator, Candy Roseman.

Ms. Southard noted the Chinese New Year runs for 3 days and advised it began today. Ms. Southard wished everyone a Happy Lunar New Year.

Mr. Prytherch reflected on the Council Retreat and noted citizens know that anecdotally Oxford was a well run City, the streets get plowed quickly and there are great services. Mr. Prytherch advised he felt it was impressive as a Councilor to see reports of the accomplishments that are made within constrained budgets, to see the goals, and to see up close from each of the department heads how well run the City is from the inside. Mr. Prytherch noted his hope some of what the department heads shared with Council could be communicated to the public by Council. Mr. Prytherch advised some of Council's job was meeting core services and planning ahead for services noting it also dealt with a variety of large issues such as sustainability, housing affordability and how to change a community to go in a direction you want it to go. Mr. Prytherch noted he felt Council was aligning some of the big picture goals with the operational ones and advised he felt very good about the retreat.

Mayor Rousmaniere advised the Family Resource Center (FRC) was up and running on US 27 North. Mayor Rousmaniere noted the FRC was working hard with the homeless population which has had very difficult time the last few weeks. Mayor Rousmaniere noted local faith agencies were also providing a lot of support for the homeless. Mayor Rousmaniere noted the FRC provided bus tickets for people to go to Middletown or Hamilton where there were homeless shelters.

Mayor Rousmaniere noted the 11th Annual Soul Celebration would take place Saturday, February 23rd at Oxford Seniors from 5-7 p.m. Mayor Rousmaniere advised the event commemorates African American History Month which is February.

Mayor Rousmaniere noted a number of citizens were planning for the 2020 Census within the City and university to make sure everyone is counted properly.

Mr. Prytherch inquired how Council would communicate publically the highlights of Council's Retreat. Mayor Rousmaniere advised she wrote an outline of the vision of Council and shared it with the Miami Student newspaper, the Oxford Observer and the Oxford Press. Mayor Rousmaniere noted the vision will be shared with City staff to look at the feasibility of some of the vision Council has. Mayor Rousmaniere noted staff and Council will regroup and strategize about how to make some of those things happen. Mayor Rousmaniere noted she felt Council had a good vision and advised it could be posted on the City's website although with staff's input Council will decide to what extent, when, and how the vision can be accomplished.

ADJOURN

Mr. Dana moved to adjourn at 8:31 p.m. Mr. Smith seconded. The motion passed 7-0-0.