A virtual meeting of the Oxford City Council was called to order by Mayor, Mike Smith on Tuesday, April 6, 2021 at 7:00 p.m. Members attending were William Snavely, Jason Bracken, Glenn Ellerbe, David Prytherch, Chantel Raghu and Edna Southard.

Staff members participating were Doug Elliott, City Manager, Jessica Greene, Assistant City Manager, Mike Dreisbach, Service Director, Joe Newlin, Finance Director, John Jones, Police Chief, John Detherage, Fire Chief, Sam Perry, Community Development Director, Casey Wooddell, Parks and Recreation Director, Chris Conard, Law Director and Mary Ann Eaton, Clerk of Council.

Mr. Snavely moved immediately to adjourn to Executive Session pursuant to Ohio Revised Code Section 121.22(G)(1) for the purpose of discussing the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of public employees or officials. Mr. Prytherch seconded. The motion passed by the following roll call:

AYE: Mr. Ellerbe, Mr. Prytherch, Ms. Raghu, Mr. Snavely, Ms. Southard, Mr. Bracken
Mayor Smith (7)

NAY: None (0)

ABS: None (0)

Mr. Snavely moved to adjourn from Executive Session at 7:30 p.m. Ms. Southard seconded. The motion passed by the following roll call:

AYE: Mr. Prytherch, Ms. Raghu, Mr. Snavely, Ms. Southard, Mr. Bracken, Mr. Ellerbe
Mayor Smith (7)

NAY: None (0)

ABS: None (0)

Approval of Agenda.

Ms. Southard moved to approve the agenda. Mr. Snavely seconded. The motion passed by the following roll call:

AYE: Mr. Bracken, Mr. Ellerbe, Mr. Prytherch, Ms. Raghu, Mr. Snavely, Ms. Southard
Mayor Smith (7)

NAY: None (0)

ABS: None (0)

Public Participation.

Proclamation – "Earth Day"

Mayor Smith read the Proclamation noting the City would celebrate "Earth Day".

Presentation – Enjoy Oxford, Kim Daggy, Executive Director.

Ms. Kim Daggy, Executive Director, Enjoy Oxford, provided a PowerPoint presentation and discussed Enjoy Oxford's accomplishments during 2020 as well as the challenges they faced as a result of the pandemic. Ms. Daggy also discussed Enjoy Oxford's plans and goals for 2021 and offered to answer any questions.

Members of Council thanked Ms. Daggy and her staff for all of their good work.

Public Comments.

There were no comments from the public.

Consent Agenda.

Minutes of the March 16, 2021 City Council Work Session. (Mary Ann Eaton, Clerk of Council)

Minutes of the March 16, 2021 City Council Meeting. (Mary Ann Eaton, Clerk of Council)

Report regarding the March 9, 2021 Planning Commission Meeting. (Sam Perry, Community Development Director)

Report regarding the March 18, 2021 Recreation Board Meeting. (Casey Wooddell, Parks and Recreation Director)

A Resolution No. 7271 authorizing the City Manager to enter into an agreement with Bob Ross Auto Group for the purchase of a 2021 GMC 3500 cab & chassis at state contract pricing at a cost not to exceed $29,301.00. (Mike Dreisbach, Service Director)

A Resolution No. 7272 authorizing the City Manager to enter into an agreement with Deere & Company for the purchase of a new TerrainCut tractor and 60" rotary broom at state contract pricing at a cost not to exceed $37,735.47. (Mike Dreisbach, Service Director)

A Resolution No. 7273 authorizing the City Manager to enter into a contract with Lebanon Ford for the purchase of a 2021 Ford F-150 cab & chassis at a cost not to exceed $39,968.00. (Mike Dreisbach, Service Director)

A Resolution No. 7274 authorizing the City Manager to enter into an agreement with K.E. Rose Company for the purchase of specified equipment listed in Estimate #21-34094 dated March 24, 2021 for an amount not to exceed $40,005.94. (Mike Dreisbach, Service Director)

A Resolution No. 7275 authorizing the City Manager to enter into an agreement with Parr Public Safety Equipment for the purchase of specified equipment to outfit two (2) Ford Interceptor Utility Vehicles for the Police Division at a cost not to exceed $23,424.96. (John Jones, Police Chief)

A Resolution No. 7276 declaring certain City property no longer needed for any municipal purpose as surplus and authorizing its advertisement and sale to the highest bidder by internet auction. (John Jones, Police Chief)

A Resolution No. 7277 authorizing the sale of salvaged, junk and/or abandoned motor vehicles. (John Jones, Police Chief)

Mr. Snavely moved to approve the consent agenda. Ms. Southard seconded. The motion passed by the following roll call:

AYE: Mr. Ellerbe, Mr. Prytherch, Ms. Raghu, Mr. Snavely, Ms. Southard, Mr. Bracken
Mayor Smith (7)

NAY: None (0)

ABS: None (0)

Resolutions.

RESOLUTION
PROPERTY & CASUALTY INSURANCE

A Resolution No. 7278 accepting the Insurance bid of Insurance Specialist Group, Inc., DBA Love Insurance Partners for the City's property and casualty insurance coverage for 2021. (Joe Newlin, Finance Director)

Mr. Newlin addressed his staff report as presented on pages 72-73 of Council's packet noting the property and casualty insurance coverage for 2021 was $5,226 less than last year's cost. Mr. Newlin advised this was primarily due to market conditions and noted the agent also sought multiple insurer's proposals. Mr. Newlin offered to answer any questions.

There were no comments from the public.

Mayor Smith noted this was the first year he remembered seeing a decrease in the cost of insurance coverage.

Ms. Southard moved to adopt Resolution No. 7278. Mr. Prytherch seconded. The Resolution was adopted by the following roll call:

AYE: Mr. Prytherch, Ms. Raghu, Mr. Snavely, Ms. Southard, Mr. Bracken, Mr. Ellerbe
Mayor Smith (7)

NAY: None (0)

ABS: None (0)

RESOLUTION – CURB, GUTTER, SIDEWALK PROJECT

A Resolution No. 7279 accepting the bid of Adleta Construction, Inc. for the construction and replacement of designated curb, gutter, and sidewalk per project specifications at a cost of $145,356.20 plus a contingency in the amount of $4,643.80 for a total cost not to exceed $150,000.00. (Mike Dreisbach, Service Director)

Mr. Dreisbach advised this was the second of four pieces of legislation required for the City's annual special assessment program for curb, gutter and sidewalk repairs. Mr. Dreisbach discussed his staff report as presented on pages 75-76 and offered to answer any questions.

There were no comments or questions from the public or from Council.

Mr. Snavely moved to adopt Resolution No. 7279. Ms. Southard seconded. The Resolution was adopted by the following roll call:

AYE: Ms. Raghu, Mr. Snavely, Ms. Southard, Mr. Bracken, Mr. Ellerbe, Mr. Prytherch Mayor Smith (7)

NAY: None (0)

ABS: None (0)

RESOLUTION – STREET RESURFACING

A Resolution No. 7280 accepting the bid and authorizing the City Manager to enter into an agreement with Barrett Paving Materials, Inc. for the 2021 street resurfacing and maintenance work at a cost of $334,377.60 plus a contingency in the amount of $15,622.40 for a total cost not to exceed $350,000.00. (Mike Dreisbach, Service Director) pg78

Mr. Dreisbach advised this was the City's annual street resurfacing and maintenance project noting staff identified the streets proposed for resurfacing which are listed on Exhibit "A" on page 81 of Council's packet. Mr. Dreisbach thanked the Oxford Parking & Transportation Advisory Board for reviewing the list of streets to see if any improvements were required to comply with the Corridor Safety Improvement Plan or the City's Complete Streets Policy. Mr. Dreisbach noted due to the residential nature of the streets proposed to be improved nothing was required to comply with the two policies. Mr. Dreisbach recommended Council accept the bid of Barrett Paving Materials, Inc. for this year's contract.

There were no comments from the public.

Mr. Snavely inquired when the paving would take place and Mr. Dreisbach advised towards the end of summer prior to the fall semester.

Mr. Prytherch thanked Mr. Dreisbach for bringing the proposed project before the Oxford Parking and Transportation Advisory Board for review.

Ms. Southard inquired how the condition of the roadway affected the final price and how the public would be informed of the paving project. Mr. Dreisbach advised the condition of the roadway did not have a huge impact on the cost as all streets would be milled, resurfaced and markings would be replaced as necessary. Mr. Dreisbach noted a map would be posted on the City's website to show the areas slated for repaving and advised the mobile message boards would be utilized to give notice of the project. Mr. Dreisbach noted the contractor would be required post proper signage as well.

Mr. Snavely moved to adopt Resolution No. 7280. Mr. Prytherch seconded. The Resolution was adopted by the following roll call:

AYE: Mr. Snavely, Ms. Southard, Mr. Bracken, Mr. Ellerbe, Mr. Prytherch, Ms. Raghu
Mayor Smith (7)

NAY: None (0)

ABS: None (0)

RESOLUTION
CDBG – HANDICAP RAMP PROJECT

A Resolution No. 7281 accepting the bid and authorizing the City Manager to enter into a contract with W.G. Stang, LLC for the installation of handicap ramps with tactile dome mats as set forth on Exhibit "A" attached hereto at a cost of $87,750.00 plus a contingency in the amount of $20,922.00 for a total cost not to exceed $108,672.00. (Mike Dreisbach, Service Director)

Mr. Dreisbach advised the 2021 Capital Budget includes $108,617 for the installation of handicap ramps and associated curb and sidewalk noting these were federal dollars. Mr. Dreisbach advised the funds would cover 830 feet of curb and gutter, 3,850 feet of sidewalk/ramp replacement and the installation of 39 tactile detection mats for the vision impaired. Mr. Dreisbach advised W.G. Stang, LLC provided the lowest bid at $87,750 noting he was happy to recommend them for this contract.

There were no comments from the public.

Mr. Prytherch noted he appreciated the improvements proposed for Locust Street and W. High Street and advised it would become a full 4-way crosswalk.

Mayor Smith reminded everyone the handicap ramp installation was the result of a federal mandate to bring the sidewalks into compliance with the ADA Act.

Ms. Southard inquired how many more years it would take to complete the handicap ramp installations.

Mr. Dreisbach advised if the current pace of funding continues he felt it could be accomplished in 2 years.

Mr. Snavely moved to adopt Resolution No. 7281 Ms. Southard seconded. The Resolution was adopted by the following roll call:

AYE: Ms. Southard, Mr. Bracken, Mr. Ellerbe, Mr. Prytherch, Ms. Raghu, Mr. Snavely Mayor Smith (7)

NAY: None (0)

ABS: None (0)

RESOLUTION
AGREEMENT WITH IPS GROUP

A Resolution No. 7282 authorizing the City Manager to enter into an agreement with IPS Group for the purchase of 367 single-space parking meters, 12 multi-space parking meters and specified associated equipment, freight, and installation as outlined in IPS Sales Quote #IPS-2021-021794196 dated February 26, 2021 for an amount not to exceed $294,759.41. (John Jones, Police Chief)

Chief Jones advised Michael Wilson from the IPS Group was in attendance to answer any questions after Chief Jones makes his presentation. Chief Jones provided a PowerPoint and noted there were 38 parking areas in Oxford for a total of 750 metered spaces in the City which includes the parking garage and the municipal surface lot (Lot 52). Chief Jones advised the aging and failing meters needed to be replaced in the next several years and OPD was trying to make the best investment possible to accomplish that. Chief Jones noted there was a public demand for more payment methods and a desire for this technology was something he has heard for many years. Chief Jones provided a slide depicting the current (coin-only) meters and the IPS single and multi-space or Kiosk meters that accept a variety of payment methods. Chief Jones advised OPD has researched various technology and vendors since 2018 and in 2019, the vendors were narrowed down to two. Chief Jones noted in 2019 during the Capital Improvement budgeting process $329,127 was budgeted for this project in the 2020 CIP Budget. Chief Jones advised when looking at vendors staff considered communication connectivity, reliability and compatibility, remote programming, the integrations that can be done with the City's software vendors and ALPR vendors and the budget and estimates. Chief Jones noted a trial was done in December of 2019 with the installation of 27 trial meters in the zero block of E. High Street and advised the trial began in January of 2020, which also included two multi-space meters in Lot 52. Chief Jones noted OPD was excited to get the project done in 2020 and then Covid-19 happened and capital spending stopped. Chief Jones advised staff moved forward with occupancy studies in October of 2020 and presented the raw data to the Oxford Parking & Transportation Advisory Board along with different plans for the hardware purchase. Chief Jones noted staff made recommendations and asked for feedback from OPTAB who provided helpful suggestions. Chief Jones advised the City purchased 4 multi-space meters installed in Lot 52 and in the parking garage based on the trail and approved by Council in the fall of 2020.

Chief Jones recommended the purchase of 327 single-space credit card meters and 12 multi-space meters. Chief Jones noted coin operated meters would remain in place in the low occupancy areas. Chief Jones noted the newer coin operated meters would be moved around and the older coin operated meters would be disposed of. Chief Jones advised the Oxford Parking & Transportation Advisory Board supported this plan as it addresses walkability and physical limitations that come into play by deciding where to install single space meter meters and where kiosks would be utilized, the business and economic considerations, and continuity with Miami University's hardware as they use IPS technology on their campus. Chief Jones noted more payment options was another factor although OPTAB wanted to keep coin options as well. Chief Jones provided a map depicting the proposed locations for the various types of meters and explained the rationale for the proposal. Chief Jones noted aspects of smart technology are flexibility, it allows staff to make changes remotely, to change meter displays and make changes to rates and days and free holiday parking. Chief Jones advised short term meters could be utilized as well as business permits, giving codes to businesses for their carry-out and delivery platforms to incentivize employees to park in areas other than High Street. Chief Jones noted the technology would satisfy community demand for various payment options. Chief Jones advised the technology provides a lot of valuable feedback whether by detailed reports or just letting staff know when there is a problem with a meter. Chief Jones noted new technology comes with a higher cost, which includes data and connectivity fees. Chief Jones advised IPS has one of the highest level of security and reliability with their Verizon modems which was very important to staff and to the OPTAB. Chief Jones noted the City would pay a fee of $0.13 per transaction, which OPD was willing to do for the convenience of not collecting coins, which was a very time consuming task. Chief Jones provided a slide depicting a summary of the IPS return on investment tool, which indicates the City would see a return on the investment within 11 months noting parking was not about revenue generation although the City has to cover the cost of doing business. Chief Jones referred to agenda items 6.A. 2. and 3. and advised the Ordinances were related to the smart meters. Chief Jones noted his hope to have the new meters installed over the summer.

Mr. Michael Wilson, IPS Group, thanked Council for allowing him to participate noting he has had the pleasure for a number of years of working with Chief Jones and other members of OPD. Mr. Wilson referred to the return on investment spreadsheet and noted the payback was 10 months and the 5-year conservative profit was over one million dollars. Mr. Wilson noted IPS has meters in some cities that are 12-13 years old and advised with technology changing the way it does he and Chief Jones agreed to look at the payback and the profit over a smaller term. Mr. Wilson further addressed the return on investment spreadsheet. Mr. Wilson noted IPS has meters in 300 cities across the United States including Cincinnati, Dayton, Columbus and Athens and advised the meters are very familiar to people and people are not intimated by them. Mr. Wilson noted smart meters help control occupancy so people do not leave their cars in front of businesses all day taking critical parking spaces away from other people who want to visit the business and spend money.

There were no comments from the public.

Ms. Southard noted there would be an electric vehicle charging station in the City Parking Garage and inquired how that would be impacted by the new meters.

Chief Jones advised there were kiosks in the Parking Garage and people pay for their space. Chief Jones noted a fee for electricity was a totally separate issue which would be addressed in the fee Ordinance.

Mr. Snavely noted on Main Street the price for a coin meter is $0.25 per hour and inquired what the cost would be for the new meters. Chief Jones advised up to $1.00 per hour noting it was flexible and Council could address the fees during the Fee Ordinance discussion. Chief Jones advised with the credit card fee $1.00 per hour was generally as low a fee as he would recommend charging. Mr. Snavely noted he felt the technology was great and advised Mr. Wilson was positive about the profit Oxford would make (1.3 million dollars) on the heads of people in town not all of whom are wealthy. Mr. Snavely noted if Council wants to encourage people to come Uptown he was not sure why they would want to discourage them financially from doing so. Mr. Snavely advised he has observed when the students are gone especially there are a lot of open spaces on High Street where the new meters were installed. Mr. Snavely noted people reacted to the cost of parking on High Street and moved to the off-streets and now those options would be removed so there is no place to go without paying $1.00 per hour. Mr. Snavely noted the reason for the meters is to encourage parking turn-over although at 1.3 million dollars profit he does not think he can make that argument anymore. Mr. Snavely advised the City Parking Garage is not fully utilized and noted he feels if anything the cost should be reduced in the garage to incentivize people to use it. Mr. Snavely advised he felt the proposal was bad PR for the City and bad for the citizens. Mr. Snavely noted he was ok with keeping the smart meters on High Street although he would not be a fan of increasing the side street parking by 4 times in order to get a 1.3 million dollar profit.

Mr. Wilson advised it was not about profit, it was about managing occupancy noting it was difficult to manage occupancy when the fee is a low dollar amount. Mr. Wilson advised what he has seen over the realm of IPS and all the meters they have in various cities is that change can be effected at $1.00 per hour, where people make a conscious choice whether to stay in the spot and pay more money or to vacate the spot.

Mr. Prytherch commended Chief Jones, Lt. Fening and Angela Schatzle of OPD for the long and methodical process to arrive at this proposal. Mr. Prytherch noted "dumb meters" have one rate and they do not manage anything. Mr. Prytherch advised smart meters were a big investment although they enable people to pay in a more convenient way noting he felt they would better serve a variety of Oxford's population. Mr. Prytherch advised once smart meters are installed the pricing can be set in a smart way such as charging more than $1.00 per hour during high peak periods. Mr. Prytherch noted the City could charge less in other places in off periods. Mr. Prytherch advised the proposal was never about profit during the discussions with the Oxford Parking and Transportation Advisory Board; it was about achieving goals for turnover on High Street and the side streets and moving storage over to Walnut and Church streets. Mr. Prytherch noted the business community has been begging for the ability to do something like a parking permit program for their employees. Mr. Prytherch advised he wanted to incentivize people to come Uptown and make people think twice about driving and more about possibly walking. Mr. Prytherch noted he felt Council could use the price of parking to achieve their transportation sustainability goals and help Oxford businesses.

Mr. Snavely referred to the payback period of 10 months and advised he was willing to have it paid back in 3 years to be considerate to the public.

Ms. Raghu inquired what the cost of parking has been over time which Mr. Snavely addressed noting in the 1970's it was $0.01 for 15 minutes. Ms. Raghu advised in her travels from city to city $1.00 per hour for parking was fairly common and some people feel it is insanely cheap although she felt people in Oxford will be upset at first. Ms. Raghu inquired if the 1.3 million dollars could be used for the Affordable Housing Fund or another community initiative. Mr. Elliott advised the City has been paying back the General Fund out of parking revenues for the money used to build the parking garage noting staff added one more year to the debt because of Covid-19 and the fact that parking revenues are down so drastically the City is not able to make that payment. Mr. Elliott noted "profit" was not a good word to use because parking revenue supports the maintenance of the parking garage, the debt service and it also pays for the Public Safety Assistants salaries. Mr. Elliott suggested moving ahead with the purchase and revisiting the fee structure at a later date.

Mr. Ellerbe agreed with Mr. Prytherch's comments. Mr. Ellerbe advised one thing he liked about this initiative was that it is sustainable and can sustain its own implementation because it generates revenue for itself as well as for the parking garage and servicing other debts that are associated with revitalization and modernization of the Uptown Business District. Mr. Ellerbe noted after the smart meters are installed Council can institute dynamic pricing models. Mr. Ellerbe advised the only sticking point he was hearing right now is the fee structure, which is separate from the implementation of the proposed project.

Mayor Smith advised he supported the technology although he felt Council needed to discuss the fee structure. Mayor Smith noted he did not care if the City made a profit on the smart meters and he did not care if it takes 3 years to pay for them. Mayor Smith noted he felt if the technology was upgraded and the fees were more gradually implemented as we learn more through the technology it will be easier for the public to swallow.

Mr. Snavely advised he did not have a problem with the technology noting he would be glad to vote in favor of the proposed Resolution although he would not be happy with higher rates.

Mr. Elliott and Mr. Newlin addressed Ms. Raghu's question regarding the use of parking revenues for community initiatives. Mr. Newlin addressed a question from Mr. Bracken regarding the use of parking revenue for transportation initiatives.

Mr. Prytherch moved to adopt Resolution No. 7282. Ms. Southard seconded. The Resolution was adopted by the following roll call:

AYE: Mr. Bracken, Mr. Ellerbe, Mr. Prytherch, Ms. Raghu, Mr. Snavely, Ms. Southard Mayor Smith (7)

NAY: None (0)

ABS: None (0)

RESOLUTION
AGREEMENT WITH BAYER & BECKER

A Resolution No. 7283 accepting the proposal and authorizing the City Manager to enter into a professional services project agreement with Bayer & Becker, Inc. for updating the Oxford Area Trails route planning and cost estimations for the "Northwestern Arc" portion of the City at a cost of $42,662.00 plus a contingency in the amount of $6,399.30 for a total cost not to exceed $49,061.30. (Sam Perry, Community Development Director) pg92

Mr. Perry there has been a lot of progress over the past few years on the Oxford Area Trails and it was time to update what is called the "Northwestern Arc" portion of the trail. Mr. Perry noted a study was done in 2016-2017 which covered 3/4 of the City with a budget of $30,000 and advised staff did not get the level of detail desired so additional money was budgeted for this segment. Mr. Perry noted a RFP was issued and 2 responses were received that were close to the budgeted amount. Mr. Perry advised staff ultimately decided on the local team noting this was for the northwest side of town, which will involve some of the year round resident's property for access and transportation. Mr. Perry noted it might be possible to obtain some easements voluntarily from property owners. Mr. Perry advised the agreement was not for construction design it was for route planning through private property and near private property. Mr. Perry recommended Council approve the agreement with Bayer & Becker for this work.

There were no comments from the public.

Mr. Prytherch inquired if Mr. Perry knew what accounted for the difference between the alternate railroad crossing pricing between the two proposals. Mr. Perry advised he felt it had to do with the design review cost that the railroad charges. Mr. Perry noted one team had an understanding that cost could be a lot higher than the other. Mr. Perry advised the take away is the railroad is very unpredictable.

Mr. Prytherch moved to adopt Resolution No. 7283. Ms. Southard seconded. The Resolution was adopted by the following roll call:

AYE: Mr. Ellerbe, Mr. Prytherch, Ms. Raghu, Mr. Snavely, Ms. Southard, Mr. Bracken
Mayor Smith (7)

NAY: None (0)

ABS: None (0)

RESOLUTION
REAL ESTATE AGREEMENT

A Resolution No. 7284 authorizing the City Manager to enter into an Option to Purchase Real Estate Agreement between the City of Oxford and Episcopal Retirement Services Affordable Living, LLC for the purchase of approximately eight (8) acres of City Owned property located off of Oxford Reily Road in the City of Oxford, Ohio at a price of twenty-five thousand dollars ($25,000.00) per acre. (Sam Perry, Community Development Director)

Mr. Perry reminded everyone the City has owned 47 acres on Oxford Reily Road for over a decade and noted Council authorized the City Manager to advertise for bids for the sale of the land last summer. Mr. Perry advised one response was received from Model Property Development, LLC out of Cincinnati. Mr. Perry noted their desire was to partner with Episcopal Retirement Services and Oxford Seniors in putting together a package. Mr. Perry advised later on in 2020 Council authorized the City Manager to enter into negotiations for a purchase agreement which has taken many months to accomplish. Mr. Perry noted this is an option to purchase because it is contingent upon an award that is competitive and comes out every spring. Mr. Perry advised the price is $25,000 per acre and ERS wishes to purchase 8 acres to build 50 dwelling units.

There were no comments from the public.

Mayor Smith noted his hope the project would move forward.

Mr. Snavely moved to adopt Resolution No. 7284. Ms. Southard seconded. The Resolution was adopted by the following roll call:

AYE: Mr. Prytherch, Ms. Raghu, Mr. Snavely, Ms. Southard, Mr. Bracken, Mr. Ellerbe Mayor Smith (7)

NAY: None (0)

ABS: None (0)

Ordinances.

ORDINANCE
PRELIMINARY PLANNED DEVELOPMENT

An Ordinance Accepting The Recommendation Of The Planning Commission And Approving The Preliminary Subdivision Application For South Forest Edge (Lake Forest Drive) With Conditions. (Sam Perry, Community Development Director)

Mr. Snavely recused himself as he has a contractual obligation with one of the representatives for the proposed subdivision.

Mr. Perry provided slides depicting the area of land for the proposed subdivision as well as aerials of the developments nearby. Mr. Perry advised the area is zoned R2A which is for single and two family residential dwellings. Mr. Perry noted the area to be subdivided is nearly 18 acres and advised the majority of the property is currently wooded. Mr. Perry provided a slide depicting the subdivision plat of 21 single-family residential lots, the roadways to be built and the retention basins. Mr. Perry advised the subdivision would include sidewalks and street trees with parking on one side of the 28' street.

Mr. Perry noted the main topic of conversation during the Planning Commission review had to do with trees and advised the applicant was asked to provide survey documents of a couple of lots rather than surveying the entire area to get a sampling of what is there. Mr. Perry noted this was the first subdivision to be reviewed since the tree ordinance was adopted that truly had mature trees, which was quite challenging. Mr. Perry briefly discussed 13 conditions and waivers for approval as recommended by the Planning Commission and detailed on pages 117-118 of Council's packet. Mr. Perry advised Ms. Reed would also make a presentation this evening and request changes to some of the recommended conditions.

Ms. Etta Reed, Bayer & Becker, advised she was in attendance on behalf of 4 Leaf Development, LLC to ask for Council's approval of a preliminary plan for the South Forest Edge development. Ms. Reed provided slides and noted the existing site is zoned R2A and advised the property consisted of approximately 18 acres at the southeast corner of the City, bound by Oxford Township to the east and to the south. Ms. Reed noted the property contains an existing retention pond, which will be expanded to provide retention and water quality for the development. Ms. Reed advised public water was installed with the construction of Lake Forest Drive and the design for public sanitary sewer has been submitted to staff and is currently under review. Ms. Reed noted this development was different from previous developments she has presented to Council in that it was not a Planned Development, it is a single-family subdivision being developed as a by right subdivision. Ms. Reed advised architectural style and building materials would not be discussed and noted the subdivision was not required to have open space or buffers. Ms. Reed advised the development is to be designed and the applicant must adhere to the subdivision regulations and dimensional requirements of the zoning district. Ms. Reed noted the applicant asked for two waivers, one dealing with the connectivity index, and one with the street width. Ms. Reed advised rather than go with code minimum and pack the lots in, 4 Leaf wants to create a very unique development with 21 larger sized lots. Ms. Reed noted the development would have dedicated public streets with public utilities and sidewalk on both sides of the streets as well as a 10 foot wide multi-use path along the east side of Lake Forest Drive. Ms. Reed advised the development would contain street trees, street lighting and 2 water quality and retention basins. Ms. Reed noted the applicant was requesting approval of 21 single-family lots and advised by right they could ask for 109 lots. Ms. Reed referred to the conditions for approval as presented on pages 117-118 of Council's packet noting they were discussed at length during two meetings with the Planning Commission and advised 4 Leaf has not agreed to all of them. Ms. Reed referred to condition 3 which deals with the documentation related to the water quality and retention basins and proposed that the home owners of lots 20 and 16 maintain the basins rather than all of the home owners noting the applicant sees the basins as an amenity to those residential lots and not for everyone else to use and enjoy. Ms. Reed advised the next 2 conditions she would like to discuss deal with the trees and the tree ordinance. Ms. Reed referred to the last sentence of condition 6 on page 117 of Council's packet (*Furthermore, a 40-foot wide conservation area shall be delineated and established along the eastern and southern boundaries of Lots 2-15 and shown on the record plat with corresponding restriction language to ensure the preservation of existing mature* vegetation) and requested the sentence be removed so that when the homeowner and the builder submit the building permit they will be required to include a tree survey and demonstrate their adherence to all requirements of the City's tree ordinance. Ms. Reed discussed the rationale for the request noting a 40-foot wide easement exceeds the rear setback requirements for the lot.

Ms. Reed reiterated this is a by right zoning application and noted she felt a 40-foot easement was quite aggressive when the applicant is not asking for any significant waivers. Ms. Reed provided a slide and discussed the applicant's request compared to what is allowable per the zoning district. Ms. Reed advised she felt she and the applicant have gone over and above to protect the natural resources on the property and in particular, the trees by going with the larger lots and therefore the easements are not necessary. Ms. Reed referred to condition 7 on page 118 of Council's packet (*An 80-foot wide conservation area restriction shall also be established along the northern boundary of Lots 1 and 2, observing steeper slopes in this area. No structures or developments of any kind shall be permitted within the conservation area*) and argued that the conservation easement restricts the use of the property for the future owner and noted any steep slopes can be addressed with engineering solutions. Ms. Reed referred to condition 12 on page 118 of Council's packet regarding the connectivity waiver and advised the applicant is requesting a waiver of the connectivity index from 1.2 to 0.5. Ms. Reed noted the Planning Commission recommended granting the waiver on the condition that some type of connection to the east be explored and an adequate solution be reached. Ms. Reed advised the intention of the connectivity index is to provide a highly connected transportation system within the City in order to enhance traffic circulation for drivers, pedestrians and all modes of traffic. Ms. Reed argued that this has been met and that any connectivity to the east is not necessary because South Forest Edge is a small neighborhood within the much larger Southpointe Crossings development. Ms. Reed noted sidewalk or trail will be installed on both sides of Lake Forest Drive in the near future and advised there was already sidewalk on both sides of Southpointe Crossings Blvd. which leads to US 27. Ms. Reed noted sidewalk will be installed on US 27 as part of the Lake Forest Drive development and advised she felt it was already a well connected area for pedestrians and bicyclists. Ms. Reed also addressed access for fire and emergency vehicles. Ms. Reed advised the properties to the east and to the south are located in Oxford Township noting they do not have access to public sewer and are not likely to be developed as a residential subdivision. Ms. Reed noted the construction of any connection will require tree removal which is against what everyone on Council wants to do. Ms. Reed advised constructing a street stub or trail would invite people into a wooded area behind people's homes and potentially cause safety issues. Ms. Reed requested the elimination of a need for connection to the east. Ms. Reed explained the rationale for the 28-foot wide street. Ms. Reed advised she and the applicant would appreciate Council's approval of the preliminary plan for South Forest Edge with the requested changes to conditions 3, 6, 7 and 12 as presented to Council this evening.

There were no comments from the public.

Mayor Smith advised Vice Mayor Snavely realized he did not need to recuse himself, as his contractor was not involved in this project.

Mr. Prytherch noted there had been a lot of conversation between staff, the applicant and the Planning Commission and advised he appreciates all of the thought that has gone into this proposal. Mr. Prytherch noted he voted with the Planning Commission to approve the application although they wrestled with a lot of things. Mr. Prytherch advised there is a by right subdivision although it does not mean someone has the right to subdivide in any particular way, it has to comply with the code. Mr. Prytherch noted the developer has the right to develop the property although the layouts are subject to Council approval or denial for a variety of reasons.

Mr. Prytherch advised he went back to the big picture and looked at the Comprehensive Plan and goals, which are to give priority to infill on redevelopment and to conserve agricultural lands and natural areas. Mr. Prytherch noted he looked at the subdivision ordinance which has a series of purposes and it is quite clear in terms of protecting sensitive areas and doing inventories. Mr. Prytherch advised the code was clear in the goal of wanting people to be able to develop and to layout the subdivisions to protect sensitive and valuable natural features and this happens to be a mature woodland. Mr. Prytherch noted he looked at the layout of the proposed subdivision and it is designed to maximize the access of the homes and roadways to the woodlands so rather than preserving the natural area it is designed to create a woodland subdivision. Mr. Prytherch advised he appreciated that hypothetically the zoning could have permitted much higher densities but by the same token looking at the entirely of the site there is a lot of development opportunity there for homes to be built in a way that might not involve pushing a roadway and lots into the forest. Mr. Prytherch noted he looked at the other development alternatives noting the Planned Development across the street found an efficient use of the land in the way of clustering. Mr. Prytherch advised the applicant could have pursued under the subdivision code a conservation subdivision, which would have enabled them to cluster the parcels in a way that preserves the natural areas. Mr. Prytherch noted he felt the Planning Commission did the best they could to try to ensure this proposal met the subdivision code although he was not sure it does in terms of the code's expectations.

Mr. Bracken referred to page 118 of Council's packet and noted the Planning Commission recommended granting two waivers of the code. Mr. Bracken advised if waivers are granted Council can ask for other things related to Council's core values to make up for the things given up in the waivers noting he would like to have legal backing on that statement.

Mr. Perry advised the by right subdivision does not have the negotiating power as much as a planned development does. Mr. Perry noted a better route would be to deny the subdivision based on the fact it does not meet the code than it would be to try to negotiate something that Council does not really have as much power to do. Mr. Perry suggested staff could bring forth some options for Council to consider at the second reading of the proposed subdivision.

Ms. Raghu noted the Planning Commission has put a lot of time and thought into this application and she would be hard pressed to over-ride what the Planning Commission recommended. Ms. Raghu inquired how this proposal plays into the housing study that was just completed. Mr. Perry advised the housing study needs analysis shows there was some need for housing above the $260,000 price range noting he felt these homes would be well over that based on the lot size. Ms. Raghu noted it was hard to think that sprawl is a good thing and advised she wished Council was addressing critical housing needs first based on the housing study and also trying to make decisions in the most sustainable way possible. Ms. Raghu noted she wished the proposed development could address the critical housing needs.

Mr. Snavely noted the developer had issues with 4 of the conditions and suggested Council discuss what those are and provide feedback on them. Mayor Smith advised the applicant had issues with conditions 3, 6, 7 and 12 and read condition 3 as presented on page 117 of Council's packet. Mr. Prytherch noted looking at the code he doe not think it imagines the private ownership of facilities such as retention basins.

Ms. Reed addressed the issue and noted maintenance of a retention pond verses a detention basin was minimal for the homeowner who will want to maintain it because it is an amenity to their home. Mr. Snavely advised he would support the Planning Commission recommendation with regard to condition 3. Mr. Elliott advised he felt there could be issues with either approach as many times funding was not available through an association. Ms. Southard advised she supported the Planning Commission recommendation.

Mayor Smith read condition 6 on page 117 of Council's packet regarding tree surveys and the recommended conservation area. Mayor Smith advised he felt Council and staff did not spend two years developing a tree ordinance to waive it.

Mayor Smith read condition 7 as presented on page 118 of Council's packet regarding the recommended conservation area along the northern boundaries of lots 1 and 2. Mayor Smith advised he was inclined to agree with the Planning Commission's recommendation as they put a lot of thought into it. Mr. Perry advised steep slopes and mature trees were the reason for the recommended conservation area.

Mayor Smith read condition 12 as presented on page 118 of Council's packet regarding the connectivity index. Mr. Prytherch noted we have learned time and time again that if connectivity is not planned to adjacent subdivisions it is regretted later. Mr. Snavely suggested an easement could be provided and left as is unless it was needed.

ORDINANCE
NEW SECTION 353.03

An Ordinance Repealing Oxford Codified Ordinance Section 353.03 Entitled Parking Meter Zones; Hours Of Operation And Adopting New Oxford Codified Ordinance Section 353.03 Entitled Parking Meter Zones; Hours Of Operation. (John Jones, Police Chief)

Chief Jones advised as staff discussed the smart meter project they looked at various ordinances that might be affected by the installation of them and different policy changes that Council may wish to consider. Chief Jones noted in looking at the occupancy study it is clear that dinnertime is the busiest time in the Uptown area. Chief Jones advised meters are currently enforced between the hours of 9 a.m. and 6 p.m. Mondays through Saturdays with the exception of legal holidays. Chief Jones noted turnover in parking is the main goal and advised staff sees a high demand for parking spaces in the evening, a lot of yellow zone and handicap zone violations as well as issues with double parking because there is a lack of open parking spaces. Chief Jones advised this was confirmed during the occupancy study staff performed in October of 2020. Chief Jones provided statistics about the study and advised staff recommended extending the enforcement of parking meters until 8:00 p.m. once the smart meters are installed. Chief Jones noted if Council was interested in seeing the occupancy studies as presented to the Oxford Parking & Transportation Advisory Board he would provide them during another meeting.

There were no comments from the public.

Mr. Snavely advised he felt the study would be interesting to review and noted he was predisposed against the proposed ordinance until Chief Jones spoke this evening.

Ms. Southard noted her support for the proposed ordinance and advised many people have told her the City should enforce meters later in the evening to promote turnover.

Mr. Prytherch advised many people live above businesses Uptown and move their cars at 4:00 p.m., pay the meter for 2 hours, and store the cars Uptown. Mr. Prytherch noted anything that keeps those spaces turning over during the primary evening hours achieves the goals Council wants to achieve.

Mayor Smith noted his support for the proposed ordinance.

Chief Jones offered to provide the PowerPoint that was presented to the OPTAB at the next meeting and Mayor Smith encouraged him to do so.

ORDINANCE
NEW SECTION 353.05

An Ordinance Repealing Oxford Codified Ordinance Section 353.05 Entitled Payment; Amounts And Time Limitations And Adopting New Oxford Codified Ordinance Section 353.05 Entitled Payment; Amounts And Time Limitations. (John Jones, Police Chief)

Chief Jones advised staff found Section 353.05 of the Oxford Codified Ordinances discusses rates and time limitations for parking meters and noted with smart meters it hampers flexibility when the information is included in the codified ordinance. Chief Jones advised he would like to update the language in the codified ordinance to tie everything to the Fee Ordinance and not duplicate it in this section of the code. Chief Jones noted Council reviews the Fee Ordinance annually and can make changes as they feel necessary.

There were no comments from the public or from Council and Mayor Smith noted he agreed with the recommendation.

ORDINANCE
SUPPLEMENTAL BUDGET

An Ordinance Amending Ordinance No. 3600. Supplemental Budget Ordinance Number 3 To Make Supplemental Appropriations For Fiscal Year 2021. (Joe Newlin, Finance Director)

Mr. Newlin addressed his staff report as presented on page 171 of Council's packet and offered to answer any questions.

There were no comments from the public or from Council.

Second Reading – None.

Announcements & Communications.

Mr. Elliott provided an update on the City's corona virus response as well as corona virus statistics from Butler County and from the State of Ohio.

Mr. Elliott provided an update on the Brookville Road annexation petition, which is in process with the Butler County Commissioners.

Chief Jones thanked his staff for helping him with the parking presentations and for managing "Green Beer Day" while he was out of town.

Mr. Newlin advised the Regional Income Tax Agency follows the state guidelines on filing and noted Oxford's income tax filing has been extended to May 17, 2021.

Ms. Greene noted the City was accepting applications for vacancies on Boards and Commissions as well as for a new Comprehensive Plan Steering Committee, which includes three youth applicants age 16-20.

Ms. Raghu noted she felt a bright shining light that came through covid-19 and the pandemic has been how much of an increase in civil engagement the City has had during virtual meetings. Ms. Raghu noted this evening was one of the few meetings that received no public comments. Ms. Raghu inquired what the City's plan was to ensure people still have that accessibility and availability once meetings return to in person.

Ms. Raghu advised when she listened to the Housing Study presentation she took it as "marching orders" noting she felt the consultant did a good job of letting Oxford know what needed to be done which is backed by data and real facts. Ms. Raghu advised she looked at her job as making sure everyone has a good quality of life, access to shelter, food, clean water and a political voice. Ms. Raghu noted she feels that is her role and is why she ran for Council. Ms. Raghu advised she hoped Council can be serious about the housing study and look at the critical needs noting a lot of people in the Zoom room care about that. Ms. Raghu noted she felt it would be ideal if there was diversity within each neighborhood and not a centralized poverty area. Ms. Raghu advised she was not interested in projects that build large homes for 21 rich people to live in neighborhoods that do not connect to other neighborhoods.

Mr. Snavely commended Ms. Greene and Mr. Cropenbaker for their efforts in setting up the program to assist people with transportation issues and other problems to be able to get their vaccinations at the Butler County Fairgrounds. Mr. Snavely recognized the BCRTA who generously agreed to cooperate with the City as well as Oxford Seniors and the Butler County Board of Health.

Ms. Southard thanked everyone for their good work noting many good projects were in process. Ms. Southard advised the goal of making sure that information gets out to the public is very important as people have a lot of questions and Council needs to keep finding ways to inform them because people do not listen to one avenue of information.

Mr. Bracken asked to community to stay vigilant and to get vaccinated.

Mayor Smith advised he participated in the Coalition for a Healthy Community and the NAACP's Mental Health Town Hall recently noting if people were struggling there is volumes of information on their website about where people can obtain help and counseling.

Mayor Smith encouraged everyone to get vaccinated and reminded everyone the City's Mask Ordinance and Mass Gathering Ordinance were still in effect.

Adjourn.

Ms. Southard moved to adjourn at 10:21 p.m. Mr. Snavely seconded. The motion passed by the following roll call:

AYE: Mr. Prytherch, Ms. Raghu, Mr. Snavely, Ms. Southard, Mr. Bracken, Mr. Ellerbe
Mayor Smith (7)

NAY: None (0)

ABS: None (0)