



Agenda

Oxford City Council

Court House

TUESDAY, JUNE 2, 2020

EXECUTIVE SESSION

No Executive Session.

This meeting is being conducted in accordance with Sub. H.B. 197 and the guidelines set forth by the Ohio Dept. of Health

1. Roll Call. Mike Smith, Mayor; William Snavey, Vice-Mayor; David Prytherch; Jason Bracken; Chantel Raghu; Glenn Ellerbe; Edna Southard

MEETING PROCEDURE: Comments from the Public are welcome at two different times during the course of the meeting: (1) Comments on items not on the Agenda, and Consent Agenda items, will be heard under Public Comments – and (2) Comments on all Resolutions and Ordinances will be heard during Council consideration of said item. Please wait until you are recognized by the Mayor, proceed to the podium, state your name and address so that your comments may be properly recorded and limit your remarks to a period of five minutes or less.

REGULAR MEETING

7:30 P.M.

PLEDGE OF ALLEGIANCE

2. Approval of Agenda.

This facility is wheelchair accessible. If you plan to attend this meeting and you have a disability that requires special arrangements, please notify the City Manager's office 48 hours in advance so that reasonable accommodations can be made.

3. Public Participation.

- A. Presentation – League of Women Voters of Oxford – Prue Dana.
- B. Public Comments.

The purpose of the Public Comments Section is for members of the Public to speak to the City Council on any subject not scheduled on the Agenda, except Consent Agenda items. City Council values your comments, and Council rules limit public comments to five minutes for each person. Presentations are not to be in the form of public debate, personal attacks on Council, City staff or other members of the public and Council shall not act except to direct the City Manager to take action or schedule the matter for discussion at a later date.

4. Consent Agenda.

- A. Minutes of the May 19, 2020 City Council Virtual Meeting. (Mary Ann Eaton, Clerk of Council)



Minutes

- B. Report regarding the May 12, 2020 Planning Commission Virtual Meeting. (Sam Perry, Community Development Director)



Report

- C. Report regarding the May 20, Board of Zoning Appeals Virtual Meeting. (Sam Perry, Community Development Director)



Report

- D. A Resolution declaring certain property in the Police Division's possession as surplus and not needed for any municipal purpose and authorizing its advertisement and sale to the highest bidder at public auction or internet auction. (John Jones, Police Chief)



Staff Report/Resolution

5. Resolutions.

- 1. A Resolution of the Council of the City of Oxford, Ohio, calling on the U.S. Congress to pass funding for the United States Postal Service (USPS). (Edna Southard, Councilor)



Staff Report/Resolution

6. Ordinances.

- A. First Reading.

1.An Ordinance Authorizing The Tax Budget For The Year 2021 And Directing That The Same Be Transmitted To The Butler County Auditor. (Joe Newlin, Finance Director)



Staff Report/Ordinance

B. Second Reading.

1.An Ordinance Repealing Oxford Codified Ordinance Section 1137.10 Entitled Nonconforming Signs, And Adopting New Oxford Codified Ordinance Section 1137.10 Entitled Nonconforming Signs. (Sam Perry, Community Development Director)



Staff Report/Ordinance

2.An Ordinance Repealing Oxford Codified Ordinance Section 1151.05 Entitled Permanent Signs, And Adopting New Oxford Codified Ordinance Section 1151.05 Entitled Permanent Signs. (Sam Perry, Community Development Director)



Staff Report/Ordinance

7. A. Announcements & Communications.

1. Remarks from City Council and City Staff. The comments expressed by individual members of Council or City staff during this portion of a City Council meeting do not necessarily reflect the views of the City of Oxford, The Oxford City Council, or the City staff.

B. Future Meetings. (Note: Meetings will be held at the Court House unless otherwise indicated.)

WED - June 3 Environmental Commission Virtual Meeting 7:00 p.m.

MON - June 8 Parking & Transportation Advisory Commission Meeting 9:30 a.m.
Municipal

TUES – June 9 Public Arts Commission of Oxford Meeting 4:30 p.m. Municipal Building

TUES – June 9 Planning Commission Meeting 7:00 p.m.

WED - June 10 Historic and Architectural Preservation Commission Meeting 6:15 p.m.

THUR – June 11 Recreation Board Meeting 11:30 a.m. Municipal Building

MON - June 15 Housing Advisory Commission Meeting 1:30 p.m. Municipal Building

TUES – June 16 City Council Meeting 7:30 p.m.

WED - June 17 Board of Zoning Appeals Meeting 6:30 p.m.

8. Adjourn.

A virtual meeting of the Oxford City Council was called to order by Mayor Mike Smith on Tuesday, May 19, 2020 at 7:00 p.m. The members participating were Jason Bracken, Glenn Ellerbe, David Prytherch, Chantel Raghu, William Snavelly and Edna Southard.

Staff members participating were: Mr. Doug Elliott, City Manager; Ms. Jessica Greene, Assistant City Manager, Mr. John Jones, Police Chief; Mr. Sam Perry, Community Development Director; Mr. Ben Mazer, Assistant Law Director and Ms. Mary Ann Eaton, Clerk of Council.

ADJOURN TO EXECUTIVE SESSION

Mr. Snavelly moved to adjourn to Executive Session immediately in accordance with Ohio Revised Code Section 121.22(G)(1) and (4) for the purpose of discussing appointments to Boards and Commissions and collective bargaining matters. Ms. Southard seconded. The motion passed by the following roll call:

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

NAY: None (0)

ABS: None (0)

ADJOURN FROM EXECUTIVE SESSION

Mr. Snavelly moved to adjourn from Executive Session at 7:25 p.m. Ms. Southard seconded. The motion passed by the following roll call:

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

ABS: None (0)

ABS: None (0)

APPROVAL OF AGENDA

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

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

NAY: None (0)

ABS: None (0)

PUBLIC PARTICIPATION

APPOINTMENTS TO BOARDS AND COMMISSIONS

CLIMATE ACTION STEERING COMMITTEE

Mr. Snavelly moved to appoint Sandra Woy-Hazelton, Mark Boardman, David Gorchov and Joan Potter-Sommer to the Climate Action Steering Committee as well as Andor Kiss as the Environmental Commission representative, Jason Bracken as the Planning Commission representative and David Prytherch as the Oxford Parking and Transportation Advisory Board representative. Mr. Prytherch seconded. The motion passed by the following roll call:

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

NAY: None (0)

ABS: None (0)

MCCULLOUGH-HYDE MEMORIAL HOSPITAL BOARD OF TRUSTEES

Ms. Southard moved to appoint Karen Baker to the McCullough-Hyde Memorial Hospital Board of Trustees for a 5-year term ending June 30, 2025. Mr. Snavelly seconded. The motion passed by the following roll call:

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

NAY: None (0)

ABS: None (0)

PUBLIC COMMENTS

There were no comments from the public.

CONSENT AGENDA

Minutes of the May 5, 2020 City Council Virtual Meeting. (Mary Ann Eaton, Clerk of Council)

Report regarding the May 14, 2020 Recreation Board Meeting. (Casey Wooddell, Parks and Recreation Director)

Mr. Snavelly moved to approve the Consent Agenda. Mr. Prytherch seconded. The motion passed by the following roll call:

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

NAY: None (0)

ABS: None (0)

RESOLUTIONS

RESOLUTION **REINSTATE PARKING** **METER FEES**

A Resolution authorizing the City Manager to reinstate parking meter fees on High Street, East Park Place, West Park Place, Poplar Street, Main Street and Beech Street between Walnut Street and Church Street, and in Lot 52 effective Wednesday, May 20, 2020. (Doug Elliott City Manager)

Mr. Elliott advised at the March 17, 2020 Council meeting, Council adopted a Resolution to support the Uptown businesses and waive parking meter fees on certain streets. Mr. Elliott noted he was asking Council to consider reinstating those fees since as part of the Governor's "Restart Ohio" initiative retail businesses are now open, restaurants are open for outdoor seating and soon they will be open for indoor seating. Mr. Elliott advised the goal was to have parking turnover for customers and without parking enforcement there is very little turnover in the parking spaces. Mr. Elliott noted the City's revenues were down drastically although the expenditures remain the same. Mr. Elliott recommended reinstating the meter fees effective May 20, 2020 noting enforcement could be delayed for several days to make sure the message was out to the businesses owners and employees who were parking on the street.

Mr. Mike Rudolph, 200 Morgan Circle, noted he appreciated a moment to comment on this issue.

Mr. Rudolph thanked Council and staff for the recent stimulus efforts to date along with the CIC in supporting the vital business community. Mr. Rudolph advised the combined efforts with the gift card program and the generous amount of financial support that was provided has been very helpful to many small businesses. Mr. Rudolph noted the combined efforts also with the emergency small business loan program that made vital funds available at zero interest with longer payback periods was another very valuable tool for business survival. Mr. Rudolph complimented Enjoy Oxford for their "Yes We Are Open" posters, which were distributed to many businesses and provide steps to keep everyone safe during businesses hours.

Mr. Rudolph thanked Council for their early effort to set-aside the parking meter fees in select areas in and around the Uptown Business District.

Mr. Rudolph noted even though many traditional businesses were closed at the time this was instituted the no parking fee option provided one more reason for local community members to stop in for carry-out at the establishments that chose to go that direction and that were located within the areas of Council's actions. Mr. Rudolph strongly suggested it was too early to reinstate the parking meter fees in the affected areas noting this program assisted those businesses that were open at the beginning of this crisis and the same helpful opportunity should be provided for other businesses that now have the chance to open under modified circumstances (retail stores, salons & barber shops, and restaurants that were not open for carry-out earlier). Mr. Rudolph advised it would also provide the opportunity for those restaurants that were open for carry-out to continue to give their customers easy access as they now re-tool their operations to serve outdoors and indoors. Mr. Rudolph noted he felt the loss in parking revenue is more than offset by giving the Uptown Business District all the support it needs to get reopened and revenue generating again. Mr. Rudolph suggested Council consider extending the parking meter holiday for an additional two months. Mr. Rudolph also suggested the parking meters be bagged either by the City or through a partnership with the local businesses to use their own bags as advertisement. Mr. Rudolph advised many people commented they were unaware the parking fees were waived. Mr. Rudolph suggested a caveat to include compliance on the part of the business community to operate under all necessary state and local mandated safety measures. Mr. Rudolph noted if Council was willing to offset a fee such as the parking meter fee to get more business in the community then the community businesses must be compliant with the rules of operation. Mr. Rudolph advised there were bad actors in others cities in Ohio threatening the livelihood of all by not being compliant. Mr. Rudolph noted if this occurs in Oxford with any regularity, the elimination of the parking fee holiday should be one of the costs for bad behavior.

Ms. Greene read a comment submitted by email through the public comment forum as follows:

Comments submitted on Sunday, May 17, 2020 - 7:33pm:

- **Name:** Jack D McCune
- **Address:** 240 Hunter Woods Drive
- **Email Address:** actionjaxion@gmail.com
- **Meeting Date:** Tue, 05/19/2020
- **Agenda Item:** parking fees
- **Comments:**

please DO NOT REINSTATE parking fees--the uptown businesses are struggling as it is any & all help will be greatly appreciated by this community thank you

Mr. Snavelly advised he was pretty much in agreement with Mr. Rudolph noting he knew the fees would need to be reinstated at some point. Mr. Snavelly advised he did not know if we needed to wait two months. Mr. Snavelly noted he felt it could wait until the next Council meeting. Mr. Snavelly advised businesses were just now starting to reopen and he felt it might be too soon to reinstate the meter fees. Mr. Snavelly suggested it could be monitored and if no parking spaces are available then meter fees need to be reinstated for parking turnover. Mr. Snavelly noted he did not feel the decision should be driven by the budget as much as by the goal of the meters which is turnover enabling the businesses Uptown to have customers.

Mr. Ellerbe echoed the sentiments of Mr. Rudolph and Mr. Snavely with a minor modification noting he felt at a minimum the fees should be reinstated in early June and enforced beginning in July.

Mr. Bracken asked Mr. Elliott to speak to the issue of employment for the parking unit. Mr. Elliott advised without the COVID-19 crisis the City was going to have an operating deficit of \$320,636 this year. Mr. Elliott noted if parking meter enforcement is not reinstated and there is no employee furloughs that could jump to well over \$500,000. Mr. Elliott advised revenues are declining to almost nothing and expenditures remain the same so he felt at the very least he would have to furlough the 4 part-time employees or considerably reduce their hours. Mr. Elliott noted the City budgeted \$321,000 for the purchase of smart meters which could be postponed although the revenue estimate was increased based on the usage of the smart meters. Mr. Elliott noted he would respect Council's decision although he felt expenditures would need to be reduced soon.

Mr. Prytherch asked Chief Jones to address parking enforcement challenges. Chief Jones noted he understands the business community's situation although the City relies on the parking fund revenue to pay several employees. Chief Jones advised when COVID-19 hit and parking fees were waived all of the rules went out the window. Chief Jones noted with the BMV's being closed people were driving with expired license plates and advised throughout Ohio he felt all agencies have pulled back from proactive policing. Chief Jones noted in the parking world the real generator of turnover was the parking meters and advised the difficulty with enforcing the two-hour time limit comes with the technology noting while it works to some extent it is not foolproof and it is tedious to go through. Chief Jones advised a better method is chalking tires although now the courts have ruled that it is unconstitutional. Chief Jones noted the best method is to write down the information. Chief Jones advised he liked the idea of having a set date to reinstate parking meter fees so people know ahead of time noting the information can be placed on the City's website and on social media. Chief Jones discussed the possible implementation of a "Contactless Payment Solution" called Park Mobile noting people can use an app on their phone to pay for parking. Chief Jones advised he and his staff do see the businesses community abusing the free parking spaces at times, which is difficult to control. Chief Jones noted he felt summer was a good time to transition back to paying \$0.50 at the meters to park Uptown and advised he did not think it was coming out of the businesses pocket. Chief Jones noted he felt \$0.50 was inexpensive for parking and advised he did not know how much that would deter people from coming Uptown.

Mr. Prytherch noted his long-term concern was he did not want to jeopardize the smart meter program the City had been moving toward for more than a decade. Mr. Prytherch inquired how long the City could waive meter fees without jeopardizing the smart meter transition. Mr. Elliott advised the budget for this year shows a deficit of \$428,000 and \$322,000 was budgeted for the meters. Mr. Elliott noted if the smart meters were eliminated the deficit would be a little less than \$100,000. Mr. Elliott advised he felt the smart meters would have to be postponed until the end of this year. Mr. Elliott noted staff projected to end the year with a fund balance of \$313,000 and advised if we get down to a \$100,000 fund balance assuming we purchase the smart meters this year that is a precarious situation for the parking fund which should be avoided. Mr. Elliott noted he was fine with beginning to enforce parking on June 1.

Ms. Greene read a public comment from Mr. Kevin McKeehan who was having technical difficulties into the record as follows:

"I fully support the extension of the free parking. While I fully understand the City budget issues I feel given the current environment we need to bite the bullet on the parking meter income."

Ms. Raghu advised she understood the intent as far as helping small businesses out as much as possible noting she was not sure if we would really know if it has helped them or not had an effect especially if people are using parking spaces for long periods of time. Ms. Raghu advised she struggles with this because she does not have any evidence it truly helps small businesses. Ms. Raghu noted Oxford's parking was the cheapest she has ever seen in any City. Ms. Raghu advised she tended to agree with what Chief Jones and Mr. Elliott have said unless someone can show her how this has really helped their business.

Ms. Southard noted the goal of having a parking fee moratorium was to encourage people to go Uptown to pick-up take out orders from restaurants quickly without paying a fee. Ms. Southard advised since the businesses are now open the goal becomes a little different. Ms. Southard noted she did not think the public in general would be surprised that the moratorium would end. Ms. Southard advised she felt now was the time to reinstate parking meter fees for the various reasons mentioned including the budget, jobs being jeopardized and the goal of encouraging turnover of parking Uptown.

Mr. Snavely suggested finding some middle ground noting the City Manager indicated it would not hurt too badly if we waited until June to reinstate parking meter fees. Mr. Snavely suggested making the effective date June 3 and noted on June 2 Council at their regular meeting could assess whether there is any reason to make a different decision based on the experience. Mr. Snavely advised if employees are parking in front of businesses all day and others cannot find a place to park the reinstatement of fees would be obvious.

Chief Jones noted he felt June 3 would give the Police Division time to advertise on social media and send a Nixle message out to inform the public of the reinstatement. Chief Jones advised he would like his staff to start walking Uptown again and talk to business owners to inform them of the planned reinstatement of parking fees. Chief Jones explained what extra duties the Public Safety Assistants have taken on since parking enforcement ceased which included sanitation of the Police Station and police cruisers.

Mr. Prytherch noted he felt giving people some time and giving people a chance to get back on their feet is a great gesture. Mr. Prytherch said to the business community he felt in was in everyone's long-term interest to have a successful smart meter program that will enable people to access the businesses using a credit card. Mr. Prytherch advised if Council reinstates parking meter fees it is because they need to think long-term about parking Uptown noting he felt June 1, June 3 or June 15 would give people enough time to adjust.

Mr. Ellerbe moved to amend the Resolution to say the effective date is June 3, 2020. Mr. Snavely seconded. The motion passed by the following roll call:

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

NAY: None (0)

ABS: None (0)

Mr. Bracken inquired if this action would prevent the furlough of employees going forward and Mr. Elliott advised yes.

Mayor Smith advised Council would vote on the Resolution with the effective of June 3, 2020 for reinstating parking meter fees.

Ms. Southard moved to adopt Resolution No. 7184. Mr. Prytherch seconded. The Resolution was adopted by the following roll call:

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

NAY: None (0)

ABS: None (0)

RESOLUTION
SERGEANTS & LIEUTENANTS CONTRACT

A Resolution No. 7185 approving the contract between the City of Oxford, Ohio, and the Oxford Police Sergeants and Lieutenants Bargaining Unit and authorizing the City Manager to sign the contract on behalf of the City. (Doug Elliott, City Manager)

Mr. Elliott advised he was happy to announce the City reached an agreement with the Oxford Police Sergeants and Lieutenants for a new 3-year contract for fiscal years 2020, 2021 and 2022. Mr. Elliott noted the proposed agreement includes a pay increase of 3% for 2020 which is identical to what was provided for the non-union employees. Mr. Elliott advised it also included a 2.5% pay increase for 2021 and 2022. Mr. Elliott recommended Council approve the proposed agreement between the City of Oxford and the Oxford Police Sergeants and Lieutenants bargaining unit.

Mayor Smith advised there were no public comments on the proposed Resolution.

Mayor Smith advised Council reviewed the proposed agreement in detail in their Executive Session earlier this evening.

Mr. Prytherch noted Council congratulated the negotiators on both sides for achieving an agreement that satisfies all parties.

Mr. Prytherch advised he was happy there was parity between the union and non-union employees. Mr. Prytherch asked Mr. Elliott given the circumstances to address the financial sustainability of raises for employees.

Mr. Elliott advised a 3% raise was included in the Police budget noting the total cost for the Sergeants and Lieutenants salaries and benefits is slightly less than \$32,000. Mr. Elliott noted going forward to the next 2 fiscal years it will have a fiscal impact although he believes the City can sustain it. Mr. Elliott advised the big unknown is how long the economic situation we are facing now will last. Mr. Elliott noted in Ohio he must negotiate a contract with the bargaining units and advised the City has 3 bargaining units within the Police Division. Mr. Elliott advised just to negotiate a contract is expensive for the City which is why he preferred the 3 year contract. Mr. Elliott noted he looked at the comparative contracts in the area and this is inline with what has been settled in other agreements such as with the Butler County Sheriff's office and other entities that have police departments.

Ms. Raghu advised she felt it was a good contract.

Mr. Snavelly moved to adopt Resolution No. 7185. Mr. Ellerbe seconded. The Resolution was adopted by the following roll call:

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

NAY: None (0)

ABS: None (0)

RESOLUTION **GRANT AGREEMENT**

A Resolution No. 7186 authorizing the City Manager to enter into a \$225,000.00 grant agreement with the Ohio Department of Public Safety, to engage in and coordinate as lead agency for the Countywide OVI Taskforce. (John Jones, Police Chief)

Chief Jones advised this was the annual grant the City of Oxford is the lead agency for noting the City has done this since 2015. Chief Jones noted Pete Reising, a retired Oxford Police Sergeant, administers the grant for the City and advised he has done a great job over the last several years. Chief Jones advised the \$225,000 comes into the City coffers and is distributed among the 13 agencies in Butler County who participate in the program, which helps to fund OVI saturation patrols and checkpoints. Chief Jones noted the grant helps to add police officers in the field to deter operating a vehicle while intoxicated and to help with traffic enforcement.

Ms. Southard advised she felt this was needed more than ever noting everyone has noticed more speeding going on with the lower traffic volumes.

Mayor Smith advised he felt the program had been very successful.

Mr. Snavelly moved to adopt Resolution No. 7186. Ms. Southard seconded. The Resolution was adopted by the following roll call:

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

NAY: None (0)

ABS: None (0)

RESOLUTION
OVI TASK FORCE
COORDINATOR

A Resolution No. 7187 authorizing the City Manager to enter into an agreement with Peter M. Reising to perform consulting services and to function as the Butler County OVI Taskforce Coordinator for the 2021 grant funded through the Ohio Department of Public Safety. (John Jones, Police Chief)

Chief Jones advised the proposed Resolution is a continuing contract with Pete Reising to administer the OVI grant noting his funding comes directly from the grant.

Mr. Prytherch inquired how long the City has had this arrangement with Mr. Reising and Chief Jones advised Mr. Reising has been the grant coordinator since at least 2015.

Mr. Snavelly moved to adopt Resolution No. 7187. Mr. Prytherch seconded. The Resolution was adopted by the following roll call:

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

NAY: None (0)

ABS: None (0)

RESOLUTION
TRANSPORTATION PLANS

A Resolution No. 7188 confirming the adoption of Oxford Transportation Plans and directing staff to compile the plans into a single document. (Sam Perry, Community Development Director)

Mr. Perry advised staff was asking for a Resolution to move forward with a document that brings previously approved plans into one document to make them more accessible noting many of the documents were made at a time when accessibility for sight or hearing was not as common. Mr. Perry advised additional GIS information was added to make them easier to read.

Mr. Perry noted the document would contain all of the City's long-range transportation planning information instead of having it in 4-5 different documents. Mr. Perry advised it would contain the Complete Streets policy which was adopted fairly recently and noted the ongoing OATS documents would be included as well. Mr. Perry noted the document would also provide Ms. Greene a platform for the process of applying for grant funding by having one document to reference. Mr. Perry shared screen shots of the proposed document.

Mr. Prytherch advised it was great to see the documents pulled together in one place. Mr. Prytherch inquired if there were any substantial changes to the plans and if so how would one know. Mr. Perry advised the original documents would be available although the text was not searchable. Mr. Perry noted the main difference is the way the map information is presented noting several pages were used instead of one page so people can zoom into quadrants of the City. Mr. Prytherch advised some of the documents were poised to be revised sometime in the near future and inquired if this would be the document to amend and Mr. Perry advised yes. Mr. Prytherch noted the Codified Ordinances refer to the Comprehensive Plan or to the Thoroughfare Plan in terms of subdivisions or planned developments and inquired how the new document relates to the Comprehensive Plan. Mr. Perry advised this was just another way to view the Comprehensive Plan and the Thoroughfare Plan.

Mr. Snavelly moved to adopt Resolution No. 7188. Ms. Southard seconded. The Resolution was adopted by the following roll call:

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

NAY: None (0)

ABS: None (0)

RESOLUTION **RLF LOANS**

A Resolution No. 7189 Approving A Five Thousand Dollar (\$5,000) Emergency Small Business Revolving Loan Fund Loan To The Following Businesses: Animal Care Clinic; LogCon Enterprises LLC, DBA Books & Brews; Shri Mahadevi Inc., DBA Red Ox Drive Thru; and Village West Framing and Gallery. (Jessica Greene, Assistant City Manager)

Ms. Greene advised in April Council voted to amend the Revolving Loan Fund rules to allow it to be used for staff retention in times of emergency. Ms. Greene noted the CIC Board met and developed an emergency small business loan program within those parameters. Ms. Greene advised the loan can be \$5,000 at zero interest with a 4 year repayment plan. Ms. Greene advised payments on the loan start 9 months after the loan paperwork is signed. Ms. Greene noted this is the first round of applicants from local businesses who have applied although the CIC Board will accept applications through July 15, 2020. Ms. Greene advised the CIC designated \$200,000 of the Revolving Loan Fund toward this program. Ms. Greene recommended Council's approval of the loans for these businesses.

Ms. Raghu inquired if these were the only businesses that applied for this particular loan. Ms. Greene advised there were 5 applications noting one application was very incomplete. Ms. Greene noted she re-sent a new mailer to all of the businesses last week and an email to everyone. Ms. Greene advised she expected additional applications to come in over the next couple of months.

Mr. Prytherch noted it was great that the rules were changed for the Revolving Loan Fund to support job retention not just job creation. Mr. Prytherch advised he appreciated the Revolving Loan Fund Committee and the CIC for moving so quickly on this initiative. Mr. Prytherch noted he felt Council was seeing the first batch of these applications.

Ms. Southard thanked Ms. Greene for assisting with this initiative and noted almost every day she receives questions from citizens who wish to buy gift cards. Ms. Southard inquired where people should go to buy the gift cards. Ms. Greene advised staff was actively building the e-commerce website that will work well with the City's credit card processing vendor. Ms. Greene noted a link for the e-commerce site would be posted on the City's website.

Mr. Prytherch moved to adopt Resolution No. 7189. Mr. Ellerbe seconded. The Resolution was adopted by the following roll call:

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

NAY: None (0)

ABS: None (0)

ORDINANCES

FIRST READING

ORDINANCE

NEW SECTION 1137.10

An Ordinance Repealing Oxford Codified Ordinance Section 1137.10 Entitled Nonconforming Signs, And Adopting New Oxford Codified Ordinance Section 1137.10 Entitled Nonconforming Signs. (Sam Perry, Community Development Director)

Ms. Perry advised the two First Readings were recommendations from the Planning Commission for text amendments. Mr. Perry noted the amendments originated from a BZA case that made its way into an agreement that the City signed last year. Mr. Perry advised the text amendment is very narrowly focused on multi-family buildings in the Mile Square so they can have freestanding signs similar to other multi-family developments of the same size. Mr. Perry discussed the proposed amendments in two sections of the zoning code dealing with nonconforming signs and signs in the R3MS district.

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

ORDINANCE
NEW SECTION 1151.05

An Ordinance Repealing Oxford Codified Ordinance Section 1151.05 Entitled Permanent Signs, And Adopting New Oxford Codified Ordinance Section 1151.05 Entitled Permanent Signs. (Sam Perry, Community Development Director)

Mr. Perry advised the proposed Ordinance adds the R3MS district to the other two districts (R3 and R4) regarding signage.

Mr. Prytherch inquired if this amendment refers to a development site of an acre in size. Mr. Perry noted the definition of development site includes multiple parcels that are adjacent to each other. Mr. Prytherch inquired if the idea here was that this would apply to either existing or new large residential complexes. Mr. Perry advised large complexes were already allowed a freestanding sign noting this was primarily targeting existing complexes that were built before the rezoning limits on having complexes in the Mile Square.

Mayor Smith advised Council would consider the two Ordinances again at their first meeting in June.

ANNOUNCEMENTS & COMMUNICATIONS

Mr. Elliott advised the Oxford Leadership group which has representatives from the City, Miami University, Talawanda School District, Chamber of Commerce, Enjoy Oxford, McCullough-Hyde Memorial Hospital and Oxford Township has been meeting weekly to share information about their COVID-19 responses. Mr. Elliott noted Mike Everett of TriHealth/McCullough-Hyde Memorial Hospital shared the following information: McCullough-Hyde Memorial Hospital has performed 406 COVID-19 tests since March 12 with results received from 387 and 19 pending, of those 348 have been negative and 39 positive. The positivity percentage rate continues to trend down from a high of 31% in April to 10% as of May 19. Mr. Elliott noted McCullough-Hyde had a COVID-19 patient that was transferred to Good Samaritan Hospital. Total number of COVID-19 patients 36 since the pandemic started. They currently have no ICU patients and the occupancy of their in-patient medical care unit is 31%. Level 2 outpatient surgeries were resumed per the Governor's order and the hospital continues to perform inpatient surgeries to care for the community. They have a modified inpatient visitor policy allowing one visitor in the hospital setting during certain hours, only a single person may visit each day and must wear a mask. If a patient at end of life they are allowed more than one visitor. Both parents are allowed to visit pediatric patients. Mr. Elliott noted McCullough-Hyde has played a vital role in the community during the COVID-19 pandemic.

Mr. Elliott advised each week the Butler County Board of Health updates their figure for COVID-19 reported cases in Butler County broken down by zip code. Mr. Elliott noted the 45056 zip code extends beyond the corporate limits of the City of Oxford. Mr. Elliott advised the updated figure as of last Wednesday was 17 which was an increase of 3 from the week before. Mr. Elliott reminded everyone to continue practicing social distancing, wearing a mask and good hygiene.

Mr. Elliott noted he filed the application for the establishment of a Designated Outdoor Refreshment Area (DORA) with the City Clerk last week. Mr. Elliott advised the notice of the filing was published in the Journal News on May 13 and will be published again on May 20. Mr. Elliott noted he would present a Resolution to establish the DORA to City Council for approval on June 16, 2020. Mr. Elliott advised at that meeting and any time before the public can make comments on the proposed application. Mr. Elliott noted the application is posted on the City's website under the news items. Mr. Elliott advised at the June 16 meeting Council can approve the application, amend it or disapprove the proposed application. Mr. Elliott noted if the application is approved the City will notify the Ohio Division of Liquor Control as well as the Public Safety Division. Mr. Elliott advised the Division of Liquor Control will issue a special designation at no cost to the qualified permit holders located within the DORA. Mr. Elliott noted the earliest the program could be implemented was July 6, 2020.

Chief Jones noted several Butler County communities experienced flooding issues today noting there was some activity through the Emergency Management Agency. Chief Jones reminded the public to stay tuned to the weather and encouraged them to sign up for the Nixle service for public safety alerts.

Ms. Greene advised Miami University initiated a Safe Return to Campus Planning Committee which she will serve on and will keep everyone posted as decisions are made.

Ms. Greene noted a map of the proposed DORA area is available on the City's website.

Ms. Greene advised staff was exploring the opening of recreation facilities including the pool noting staff will have a thorough update by the end of the month.

Mr. Perry advised as part of the COVID-19 response staff has been in contact with the community social service agencies noting updates are received from the Senior Center, the Family Resource Center and the pantry. Mr. Perry advised the food pantry recently moved to the Family Resource Center site and are taking donations there Monday-Saturday noon until 5:00 p.m. Mr. Perry thanked the community and the Kiwanis for the mini food-drive noting 2,300 pounds of food was collected.

Mr. Prytherch noted at the last meeting Council adopted a Resolution urging health authorities to do certain things and advised they responded back noting the Ohio legislature rarely does. Mr. Prytherch advised he wanted to acknowledge that they took the time in the midst of a busy time both the Butler County Board of Health and the Ohio Department of Health to respond to Council in a supportive way.

Mr. Prytherch noted last weekend was an awkward time to enforce social distancing as people were trying to celebrate although he felt the City got through it and he appreciated OPD's service in that regard.

Mr. Prytherch advised outdoor dining might be what saves businesses during this time noting the City has a sidewalk right-of-way permit process. Mr. Prytherch encouraged businesses thinking about expanding their dining into the sidewalk to contact the City.

Mr. Prytherch noted his hope the City can get creative as the DORA program comes online by possibly expanding outdoor seating for those concerned about indoor dining. Mr. Prytherch advised some restaurants are able to offer indoor dining but are choosing not to because of concerns from employees.

Mr. Bracken suggested everyone still take COVID very seriously noting it was still very much here and it could go on for a long time. Mr. Bracken noted it was crucial to continue to wash hands, try to social distance and wear a mask whenever possible. Mr. Bracken advised he felt those things would improve the situation both health wise and economically because the sooner we get a hold of this the quicker the economic portion can come back.

Ms. Southard congratulated all of the students, high school and university who have graduated including Councilor Prytherch's daughter. Ms. Southard noted everything had to be virtual although she felt it has been in many ways a very special celebration and a graduation that would not be forgotten. Ms. Southard noted her hope the graduates would take their responsibility seriously of trying to help make this world a little bit better.

Ms. Southard advised everyone was looking forward to the gift card program noting university towns have special problems. Ms. Southard advised she was pleased that the City of Oxford and City staff has done such a fine job of providing un-interrupted services and protection in all ways.

Ms. Southard noted there has been no proper mourning for the nearly 90,000 people in this country who have lost their lives noting her hope there will be a real and appropriate national mourning for the lives lost due to the virus.

Mr. Snavelly echoed Ms. Southard's congratulations to the City's graduates.

Mr. Snavelly echoed the congratulations to the Kiwanis for their food drive noting he was a member and he felt the Kiwanis did a good job with the effort.

Mr. Snavelly noted we made it through maybe the toughest weekend in some respects with a lot of out of town people coming in. Mr. Snavelly commended the Police Division for handling this in their usual professional manner. Mr. Snavelly advised he felt things were pretty good in Oxford because people have been paying attention and following the rules by and large which was why there were only 39 positive cases in the City. Mr. Snavelly noted restaurants and other businesses would be opening up and encouraged people to follow the rules. Mr. Snavelly advised wearing a mask is a sign of respect for other people. Mr. Snavelly noted if people were not abiding by social distancing within establishments and you feel uncomfortable you should leave. Mr. Snavelly advised he felt we were going to get through this noting he felt so far Oxford has done a good job and advised his hope Oxford would continue to do so.

Mr. Ellerbe noted the Councilors before him said pretty much everything he wanted to say. Mr. Ellerbe encouraged everyone to frequent the businesses that were opening back up. Mr. Ellerbe encouraged everyone to wear a mask, be excellent to each other, and try to keep a positive outlook noting there was light at the end of the tunnel although we are still in the tunnel.

Ms. Raghu shared pictures she took on her way home of the piles of trash left by students moving out of Oxford noting it was disgusting. Ms. Raghu advised her view of environmentalism is what would our grandparents and great grandparents do? Ms. Raghu noted the items left at the curbs are not single use items and advised people do not need to throw away mattresses. Ms. Raghu advised she was impressed when Sam Perry mentioned the idea of having landlords provide furnished apartments which would nip this problem at the origin. Ms. Raghu advised parents were seeing this and they were appalled noting they were appalled because ShareFest could not operate this year because of the pandemic. Ms. Raghu advised this should not be a problem and encouraged Mr. Perry and others to think creatively out of the box so this is not a problem to begin with. Ms. Raghu referred to solar panels and power purchasing agreements noting she felt there was so much we can do from the City perspective to be as environmentally friendly as possible. Ms. Raghu referred to the photo and advised this was why Rumpke was so tall and why they are running out of space. Ms. Raghu noted we need to keep pushing towards not producing the trash to begin with and encouraged everyone to compost and to recycle.

Mr. Snavelly referred to the photo Ms. Raghu shared and noted it was atrocious and it was all over town. Mr. Snavelly suggested Council discuss this issue before the next school year and think about some solutions like dumpsters being placed in key areas as well as ShareFest. Mr. Snavelly advised the pickers go through the trash and make a mess for the garbage collection staff to deal with.

Mayor Smith noted this was a testament to how great ShareFest has been in the past and how many tons of things they collect that this year ended up on the curb and went to Rumpke.

Mayor Smith referred to the Talawanda mask donation project and advised Talawanda was trying to obtain two masks for each student so they can start classes in the fall back in their school buildings. Mayor Smith noted that equates to about 7,000 masks and advised for people who sew there was a flyer at www.talawanda.org with patterns for the masks and drop-off locations.

Mayor Smith advised the Coalition for a Healthy Community initiated a positive yard sign project noting they have 5 different yard signs with positive sayings and motivation on them. Mayor Smith advised if anyone would like a yard sign they could go to the Talawanda Middle School tomorrow between 4 and 6 p.m. to pick one up.

Mayor Smith extended Council's condolences to the family of Madison Mesler noting Madison worked for the Parks and Recreation Department in the preschool for the past 4 ½ years. Mayor Smith advised she passed away suddenly on May 5 unrelated to the virus. Mayor Smith noted she will be greatly missed and advised when people can gather a tree will be planted near the TRI play area in her memory.

Mayor Smith asked for and received Council's consensus on the possibility of renaming a street in honor of the late Mike Davis noting a naming committee would need to be appointed to go through the process.

ADJOURN

Mr. Snavelly moved to adjourn at 9:02 p.m. Mr. Prytherch seconded. The motion passed by the following roll call:

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

NAY: None (0)

ABS: None (0)



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

STAFF REPORT

ORIGINATING DEPARTMENT:	Community Development
PREPARED BY:	Sam Perry
DATE PREPARED:	May 26, 2020
COUNCIL MEETING DATE:	June 2, 2020
AGENDA TITLE:	May 12 Planning Commission Summary (Virtual Meeting)
CITY MANAGER/DEPT HEAD APPROVAL:	<i>DRE</i> <i>Sam Perry</i>

Updates from Boards, Committees, and Staff were provided.

Concept Review – Development Expansion at 6711 Ringwood Road, Scott Webb, Architect

On behalf of the Day's, Scott Webb presented a conceptual layout around the existing MayDay Gun Range building. The layout showed seven additional land parcels, for a total land area of 11.28 Acres. The initial concepts were for a self-storage facility and shared office/business incubator space. Commission members provided comments on emergency access, employee access, economic development and natural area preservation. If the concept moves forward it could become a Preliminary Planned Development Application.



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

STAFF REPORT

ORIGINATING DEPARTMENT:	Community Development
PREPARED BY:	Sam Perry
DATE PREPARED:	May 26, 2020
COUNCIL MEETING DATE:	June 2, 2020
AGENDA TITLE:	May 20 Board of Zoning Appeals Summary (Virtual Meeting)
CITY MANAGER/DEPT HEAD APPROVAL:	<i>DRE</i> <i>Sam Perry</i>

BZA-2020-01, 5111 Morning Sun Road variance to Section 1143.16(c)(4) 50% lot coverage in a Neighborhood Business District, **Scott Webb, Appellant (postponed April, 2020)** This request was for a 3.58% increase over the allowable lot coverage. This is the only NB zoned lot in Oxford at this time. The plans had not gone through the building permit process yet. Staff and applicant presented the case. The Board discussed the case using the seven criteria. The Board voted to approve the case based on the criteria, particularly: (C) maintains essential character and (G) follows spirit and intent.

BZA-2020-02, 220 E. Withrow Street, Variances to Section 1149.03(c), size of the minimum parking space and 1149.04(a), location of parking spaces, **Scott Webb, Appellant** This request was to reduce the setback distance, width and length of two required parking spaces. The case came about as a result of a stop work order for the conversion of a garage to living area. The change triggered parking compliance. The plans had gone through the building permit process. Staff and applicant presented the case. The Board discussed the case using the seven criteria. The Board voted to deny the case based on the criteria, particularly: (B) is substantial and (H) other relevant factors (emergency access).

BZA-2020-03, 230 E. Withrow Street, Variance to Section 1137.05(c) setback requirements for an alteration., **Scott Webb, Appellant** This request was to reduce the front yard setback from the minimum required 20 feet to 11 feet, 4 inches. The case came about as a result of a stop work order for the conversion of a porch to a living area. The change triggered setback compliance. The plans had gone through the building permit process. Staff and applicant presented the case. The Board discussed the case using the seven criteria. The Board voted to approve the case based on the criteria, particularly: (B) not substantial and (G) follows spirit and intent.

CITY OF OXFORD STAFF SUMMARY REPORT

Report to the City Manager: Douglas Elliott

Police

Originating Department

Council Meeting Of: June 2, 2020

Account Code No. #: N/A

John A. Jones

Prepared By

Budgeted Amount: N/A

May 13, 2020

Date Prepared

Agenda Title: Authorization to Dispose of Surplus Property

Recommendation: Approve

Discussion: The following vehicle has reached the end of its useful service to the Police Division. Staff requests authorization to declare the following vehicle as surplus so it may be taken out of service. Vehicles shall be auctioned to the highest bidder.

#146 2006 Ford Explorer unmarked police vehicle

This Resolution will authorize the City Manager to dispose of the above referenced vehicle by public auction, including Internet electronic auction, at the earliest convenience of the City.

Approved By:

Department Head:

City Attorney:

City Manager:

Initial Date

[Signature] \ 5-13-2020

DRB \ 5-29-20

RESOLUTION NO.

A RESOLUTION DECLARING CERTAIN PROPERTY IN THE POLICE DIVISION'S POSSESSION AS SURPLUS AND NOT NEEDED FOR ANY MUNICIPAL PURPOSE AND AUTHORIZING ITS ADVERTISEMENT AND SALE TO THE HIGHEST BIDDER AT PUBLIC AUCTION OR INTERNET AUCTION.

WHEREAS, the City Manager and the Police Chief recommend certain property in the Police Division's possession be sold to the highest bidder at public auction or internet auction.

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

SECTION 1: Pursuant to Oxford Codified Ordinance Section 127.11, the item set forth in Exhibit 'A' attached hereto and incorporated herein, is hereby declared surplus for City purposes and not needed for any municipal purpose, and the same may be sold at auction.

SECTION 2: Council hereby authorizes such sale of said item to the highest bidder at public auction or internet auction with the proceeds thereof deposited into the general fund.

SECTION 3: This resolution shall take effect at the earliest date allowed by law.

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: MICHAEL SMITH

PREPARED BY: LAW (STAFF)

EXHIBIT "A"

Vehicle # 146	2005 Ford Explorer unmarked police vehicle
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CITY OF OXFORD STAFF SUMMARY REPORT

Report to the City Manager

City Manager

Originating Department

Council Meeting Of: June 2, 2020

Mary Ann Eaton

Account Code No. #: N/A

Prepared By

Budgeted Amount: N/A

May 22, 2020

Date Prepared

Agenda Title: A Resolution of the Council of the City of Oxford, Ohio, calling on the U.S. Congress to pass funding for the United States Postal Service (USPS).

Recommendation: Adopt the Resolution.

Discussion:

As requested by Councilor Southard.

Approved By:

Department Head: _____ Initial Date
City Manager: DRE \ 5-29-20

RESOLUTION NO.

A RESOLUTION OF THE COUNCIL OF THE CITY OF OXFORD, OHIO, CALLING ON THE U.S. CONGRESS TO PASS FUNDING FOR THE UNITED STATES POSTAL SERVICE (USPS).

WHEREAS, people throughout the United States including the citizens of Oxford rely on the USPS for communication, sending letters, packages, and goods to people near and far, and for receiving relief checks, medicine, food, and other items for their economic, physical, and mental health, especially during this pandemic; and

WHEREAS, the USPS employs nearly 630,000 people, nearly half of whom are people of color, who handle nearly half of the mail of the entire world; and

WHEREAS, postal workers have delivered mail without interruption throughout this pandemic, and deliver mail six days a week year round through all kinds of weather; and

WHEREAS, mail volume is down 30% from last year and the USPS has losses increasing at a huge volume and could run out of money by the end of September without taxpayer support; and

WHEREAS, voting by mail needs to be accessible but is threatened and the USPS is needed to ensure fair elections especially during the pandemic, so that people are not disenfranchised; and

WHEREAS, the House Rescue Package includes \$25 billion for the USPS and saving the USPS will help save our democracy.

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

SECTION 1: We as members of the Oxford City Council urge the United States Congress to fund and support the United States Postal Service as a key element in assuring safe elections.

SECTION 2: That a copy of this Resolution shall be forwarded to Oxford's representatives in Congress, including our House representatives, Senators, as well as to the Speaker of the U.S. House and the President of the U.S. Senate.

SECTION 3: That this Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, and safety and the preservation of the national form of democracy for the benefit of the citizens of the City of Oxford, Ohio.

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: EDNA SOUTHARD

PREPARED BY: LAW (STAFF)

**CITY OF OXFORD
STAFF SUMMARY REPORT**

Report to the City Manager

Finance

Originating Department

Council Meeting Of: 6/2 & 6/16

Account Code No. _____

Joe Newlin

Prepared By

Budgeted Amount: _____

5/21/2020

Date Prepared

Agenda Title:	Year 2021 Tax Budget submitted to the County
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Recommendation:	Approve
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Discussion:

This is the annual Tax Budget to be submitted for the coming year to the Butler County Tax Commission, in accordance with requirements stipulated by Ohio Revised Code. Approval by the legislative body is required by July 15th and it is due to the County by July 20th.

The tax budget required for the County is essentially a preliminary budget estimate for next year. Beginning in August we will undertake our normal detailed line-item budget analysis and preparation. We will spend approximately 3 months of intensive preparation on our detailed budget, and the final approved budget will then be submitted to the County Budget Commission to replace this preliminary estimate.

This tax budget provides our first glimpse at 2021's General Fund budget. We have prepared this budget with an approximately 0% change from the 2020 amended Budget except for a few items. It was prepared as follows:

See exhibit "B"

All other revenues and expenditures remained constant.

See exhibit "C" for all other Funds changes.

Please keep in mind this is just a preliminary estimate.

Ohio Revised Code requires one public hearing be held, advertised at least 10 days in advance. We have advertised the public hearing for the Council meeting of June 16th.

Approved By:

Department Head:

City Manager:

Initial Date

[Signature] 5/21/20
DRB 5-29-20

ORDINANCE NO.

ORDINANCE AUTHORIZING THE TAX BUDGET FOR THE YEAR 2021 AND
DIRECTING THAT THE SAME BE TRANSMITTED TO THE BUTLER COUNTY
AUDITOR.

WHEREAS, the annual Tax Budget for the coming year shall be submitted to the Butler
County Auditor pursuant to the Ohio Revised Code Section 5705.30; and

WHEREAS, approval by the legislative body of each political subdivision is required
by July 15th of each year and it is due to the county by July 20th of each year.

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

SECTION 1: The year 2021 tax budget, attached hereto as Exhibit "A" for the City of
Oxford is hereby adopted and the Finance Director is directed to transmit a copy of said budget to
the Butler County Auditor.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: MIKE SMITH

PREPARED BY: LAW (STAFF)

City or
Village of

Oxford

Butler

County, Ohio

(Date)

June 16

2020

Year

This Budget must be adopted by the Council or other legislative body on or before July 15th, and two copies must be submitted to the County Auditor on or before July 20th. **FAILURE TO COMPLY WITH SEC. 5705.30 R.C. SHALL RESULT IN LOSS OF LOCAL GOVERNMENT FUND ALLOCATION.**

To the auditor of said County:

The following Budget year beginning January 1, 2020, has been adopted by Council and is herewith submitted for the consideration of the County Budget Commission.

Signed

Title

Finance Director

SCHEDULE A

SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET COMMISSION
AND COUNTY AUDITOR'S ESTIMATED RATES

For Municipal Use		For Budget Commission Use		For County Auditor Use	
FUND (Include only those funds which are requesting general property tax revenue)	Budget Year Amount Requested of Budget Commission Inside/Outside Column 1	Budget Year Amount Approved by Budget Commission Inside 10 Mill Limitation Column 2	Budget Year Amount to be Derived From Levies Outside 10 Mill Limitation Column 3	County Auditor's estimate of Tax Rate to be Levied	
				Inside 10 Mill Limit Budget Year Column 4	Outside 10 Mill Limit Budget Year Column 5
GOVERNMENT FUNDS					
GENERAL FUND	1,190,000				
SPECIAL REVENUE FUNDS	1,378,128				
DEBT SERVICE FUNDS					
CAPITAL PROJECTS FUNDS					
PROPRIETARY FUNDS					
FIDUCIARY FUNDS					
AGENCY FUNDS					
TOTAL OF ALL FUNDS	2,568,128	0	0	0	0

LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES

SCHEDULE B

FUND NAME: GENERAL FUND
FUND TYPE/CLASSIFICATION : GOVERNMENTAL - GENERAL

EXHIBIT I - A

DESCRIPTION (1)	For 2018 Actual (2)	For 2019 Actual (3)	Current Year Estimated for 2020 (4)	Budget Year Estimated for 2021 (5)
REVENUES				
Local Taxes				
General Property Tax - Real Estate	1,077,688.00	1,114,410.00	1,100,000.00	1,100,000.00
10% Rollback & Homestead	94,204.00	89,139.00	90,000.00	90,000.00
Tangible Personal Property Tax	-	-	-	-
Municipal Income Tax	9,058,621.00	9,351,198.00	8,700,000.00	8,700,000.00
Other Local Taxes	271,952.00	268,954.00	200,000.00	200,000.00
Total Local Taxes	10,502,465.00	10,823,701.00	10,090,000.00	10,090,000.00
Intergovernmental Revenues				
State Shared Taxes and Permits	-	-	-	-
Local Government	337,176.00	389,213.00	357,848.00	328,000.00
Estate Tax	-	-	-	-
Cigarette Tax	848.00	688.00	800.00	800.00
License Tax	-	-	-	-
Liquor and Beer Permits	38,209.00	38,300.00	38,000.00	38,000.00
Gasoline Tax	-	-	-	-
Library and Local Government Support Fund	-	-	-	-
Property Tax Allocation	-	-	-	-
Other State Shared Taxes and Permits	-	-	-	-
Total State Shared Taxes and Permits	376,233.00	428,201.00	396,648.00	366,800.00
Federal Grants or Aid	19,192.00	-	-	-
State Grants or Aid	11,949.00	17,137.00	21,912.00	21,912.00
Other Grants or Aid	97,545.00	100,820.00	149,810.00	149,810.00
Total Intergovernmental Revenues	504,919.00	546,158.00	568,370.00	538,522.00
Special Assessments	-	-	-	-
Charges for Services	458,705.00	677,965.00	631,450.00	631,450.00
Fines, Licenses, and Permits	739,742.00	693,932.00	750,000.00	750,000.00
Miscellaneous	417,251.00	510,387.00	349,002.00	349,002.00
Other Financing Sources:				
Proceeds from Sale of Debt	-	-	-	-
Transfers	137,570.00	138,149.00	163,920.00	163,920.00
Advances	854,380.00	2,921,431.00	3,965,050.00	3,965,050.00
Other Sources				
TOTAL REVENUES	13,615,032.00	16,311,723.00	16,517,792.00	16,487,944.00

FUND NAME: GENERAL FUND
FUND TYPE/CLASSIFICATION : GOVERNMENTAL - GENERAL

EXHIBIT I - B

DESCRIPTION (1)	For 2018 Actual (2)	For 2019 Actual (3)	Current Year Estimated for 2020 (4)	Budget Year Estimated for 2021 (5)
EXPENDITURES				
Security of Persons and Property				
Personal Services	4,023,197.00	4,335,806.00	4,690,841.00	4,690,841.00
Travel Transportation	-	-	-	-
Contractual Services	865,246.00	911,184.00	1,060,460.00	1,023,512.00
Supplies and Materials	-	-	-	-
Capital Outlay	-	-	-	-
Total Security of Persons and Property	4,888,443.00	5,246,990.00	5,751,301.00	5,714,353.00
Public Health Services				
Personal Services	-	-	-	-
Travel Transportation	-	-	-	-
Contractual Services	127,993.00	128,356.00	146,514.00	135,564.00
Supplies and Materials	-	-	-	-
Capital Outlay	-	-	-	-
Total Public Health Services	127,993.00	128,356.00	146,514.00	135,564.00
Leisure Time Activities				
Personal Services	989,912.00	1,106,877.00	1,234,485.00	1,234,409.00
Travel Transportation	-	-	-	-
Contractual Services	418,415.00	462,343.00	505,467.00	500,299.00
Supplies and Materials	-	-	-	-
Capital Outlay	-	50.00	-	-
Total Leisure Time Activities	1,408,327.00	1,569,270.00	1,739,952.00	1,734,708.00
Community Environment				
Personal Services	601,105.00	581,560.00	607,788.00	607,788.00
Travel Transportation	-	-	-	-
Contractual Services	450,763.00	374,281.00	578,175.00	514,143.00
Supplies and Materials	-	-	-	-
Capital Outlay	-	-	-	-
Total Community Environment	1,051,868.00	955,841.00	1,185,963.00	1,121,931.00
Basic Utility Services				
Personal Services	-	-	-	-
Travel Transportation	-	-	-	-
Contractual Services	-	-	-	-
Supplies and Materials	-	-	-	-
Capital Outlay	-	-	-	-
Total Basic Utility Services	-	-	-	-

FUND NAME: GENERAL FUND
FUND TYPE/CLASSIFICATION : GOVERNMENTAL - GENERAL

EXHIBIT I - C

DESCRIPTION (1)	For 2018 Actual (2)	For 2019 Actual (3)	Current Year Estimated for 2020 (4)	Budget Year Estimated for 2021 (5)
EXPENDITURES				
Transportation				
Personal Services	-	-	-	-
Travel Transportation	-	-	-	-
Contractual Services	-	-	-	-
Supplies and Materials	-	-	-	-
Capital Outlay	-	-	-	-
Total Transportation	-	-	-	-
General Government				
Personal Services	1,008,313.00	883,280.00	997,882.00	997,882.00
Travel Transportation	-	-	-	-
Contractual Services	1,033,519.00	999,629.00	1,188,232.00	1,064,450.00
Supplies and Materials	-	-	-	-
Capital Outlay	-	6,393.00	-	-
Total General Government	2,041,832.00	1,889,302.00	2,186,114.00	2,062,332.00
Debt Service				
Redemption of Principal	-	-	-	-
Interest	-	-	-	-
Other Debt Service	-	-	-	-
Total Debt Service	-	-	-	-
Other Uses of Funds				
Transfers	3,544,985.00	2,873,401.00	2,039,027.00	1,714,006.00
Advances	854,380.00	2,921,431.00	3,965,050.00	3,965,050.00
Contingencies	-	-	39,924.00	40,000.00
Other Uses of Funds	-	-	-	-
Total Other Uses of Funds	4,399,365.00	5,794,832.00	6,044,001.00	5,719,056.00
TOTAL EXPENDITURES	13,917,828.00	15,584,591.00	17,053,845.00	16,487,944.00
Revenues over/(under) Expenditures	(302,796.00)	727,132.00	(536,053.00)	-
Beginning Cash Balance	6,126,734.00	5,823,938.00	6,551,070.00	6,015,017.14
Ending Cash Fund Balance	5,823,938.00	6,551,070.00	6,015,017.00	6,015,017.14
Rounding	(0.05)	(0.80)	0.14	-
Outstanding Advances to be repaid	-	-	-	-
Estimated Encumbrances (outstanding at year end)	61,049.44	91,478.17	-	-
Estimated Ending Unencumbered Fund Balance	5,762,888.51	6,459,591.03	6,015,017.14	6,015,017.14

EXHIBIT II -A

FUND List All Funds Individually Unless Reported on Exhibit I or II	Estimated Unencumbered Fund Balance 1/1/2021	Budget Year Estimated Receipt	Total Available For Expenditures	Personal Services	Other	Total	Estimated Unencumbered Fund Balance 12/31/2021
GOVERNMENTAL: SPECIAL SERVICE:							
Street	745,292.96	1,009,748.00	1,755,040.96	775,292.00	210,124.00	985,416.00	769,624.96
State Highway Improvement	53,934.81	36,209.00	90,143.81		20,200.00	20,200.00	69,943.81
Community Development Block Grant	135,144.00	208,778.00	343,922.00		208,778.00	208,778.00	135,144.00
Community Development Block Loan	417,536.89	30,884.00	448,420.89		160,000.00	160,000.00	288,420.89
Parking Meter	397,540.25	727,282.00	1,124,822.25	444,323.00	282,106.00	726,429.00	398,393.25
Life Squad	18,628.77	269.00	18,897.77		0.00	0.00	18,897.77
Affordable Housing Trust	5,924.68	70.00	5,994.68		0.00	0.00	5,994.68
Law Enforcement Trust	41,333.03	12,238.00	53,571.03		22,000.00	22,000.00	31,571.03
Enforcement & Education	124,681.40	2,179.00	126,860.40		16,000.00	16,000.00	110,860.40
FEMA	0.00	0.00	0.00		0.00	0.00	0.00
Fire/EMS	1,676,218.19	2,482,035.00	4,158,253.19	1,812,394.00	711,088.00	2,523,482.00	1,634,771.19
OVI Task Force	(248,178.13)	225,000.00	(23,178.13)	59,355.00	165,645.00	225,000.00	(248,178.13)
South Pointe TIF District 1	143,305.94	289,754.00	433,059.94		270,161.00	270,161.00	162,898.94
South Pointe TIF District 2	3,641.17	7,362.00	11,003.17		6,864.00	6,864.00	4,139.17
South Pointe TIF District 3	5,463.24	11,047.00	16,510.24		10,301.00	10,301.00	6,209.24
South Pointe TIF District 4	5,450.35	11,021.00	16,471.35		10,276.00	10,276.00	6,195.35
South Pointe TIF District 5	5,422.93	10,965.00	16,387.93		10,223.00	10,223.00	6,164.93
OAT Property Tax Fund	24,518.41	1,050,518.00	1,075,036.41		1,050,000.00	1,050,000.00	25,036.41
Fire Loss Claims	0.00	0.00	0.00		0.00	0.00	0.00
Small Business Loan Fund	0.00	0.00	0.00		0.00	0.00	0.00
TOTAL SPECIAL REVENUE FUNDS	3,555,858.89	6,115,359.00	9,671,217.89	3,091,364.00	3,153,766.00	6,245,130.00	3,426,087.89

EXHIBIT II - B

FUND List All Funds Individually Unless Reported on Exhibit I or II	Estimated Unencumbered Fund Balance 1/1/2021	Budget Year Estimated Receipt	Total Available For Expenditures	Personal Services	Other	Total	Estimated Unencumbered Fund Balance 12/31/2021
DEBT SERVICE FUNDS							
Aquatic Center Debt Service Fund	0.00	309,450.00	309,450.00		309,450.00	309,450.00	0.00
Southpointe TIF Debt Service	0.00	307,825.00	307,825.00		307,825.00	307,825.00	0.00
TOTAL DEBIT SERVICE FUNDS	0.00	617,275.00	617,275.00		617,275.00	617,275.00	0.00
CAPITAL PROJECT FUNDS							
Capital Equipment	732,156.81	318,827.00	1,050,983.81		318,827.00	318,827.00	732,156.81
Capital Improvement	1,418,379.49	605,154.00	2,023,533.49		605,154.00	605,154.00	1,418,379.49
Parking Lot Improvement	4,669.43	0.00	4,669.43		0.00	0.00	4,669.43
Municipal Facilities Capital Improvement	45,421.39	0.00	45,421.39		0.00	0.00	45,421.39
Oxford Area Trails Capital Improvement Fund	127,540.64	3,600,000.00	3,727,540.64		3,600,000.00	3,600,000.00	127,540.64
Aquatic Center Capital Improvement Fund	0.00	0.00	0.00		0.00	0.00	0.00
Southpointe Roadway TIF Capital Improvement Fund	0.00	0.00	0.00		0.00	0.00	0.00
High St. Pedestrian Safety (MU) Capital Improvement Fund	0.00	4,081,610.00	4,081,610.00		4,081,610.00	4,081,610.00	0.00
TOTAL CAPITAL PROJECTS	2,328,167.76	8,605,591.00	10,933,758.76		8,605,591.00	8,605,591.00	2,328,167.76
Special Assessment							
Special Assessment	12,549.46	193,733.31	206,282.77		200,000.00	200,000.00	6,282.77
TOTAL SPECIAL ASSESSMENT	12,549.46	193,733.31	206,282.77	0.00	200,000.00	200,000.00	6,282.77

EXHIBIT II - C

FUND List All Funds Individually Unless Reported on Exhibit I or II	Estimated Unencumbered Fund Balance 1/1/2021	Budget Year Estimated Receipt	Total Available For Expenditures	Personal Services	Other	Total	Estimated Unencumbered Fund Balance 12/31/2021
PROPRIETARY: ENTERPRISE FUNDS							
Water Capital Equipment	162,513.86	131,850.00	294,363.86		131,850.00	131,850.00	162,513.86
Water Operating	3,543,692.20	2,742,254.00	6,285,946.20	1,451,287.00	1,290,967.00	2,742,254.00	3,543,692.20
Water Improvement	1,522,479.56	439,624.00	1,962,103.56		439,624.00	439,624.00	1,522,479.56
Water Capacity Benefit Fund NE	555,255.26	6,188.00	561,443.26		0.00	0.00	561,443.26
Water Capacity Benefit Fund NW	172,456.89	1,993.00	174,449.89		0.00	0.00	174,449.89
Water Capacity Benefit Fund SE	319,554.38	3,785.00	323,339.38		0.00	0.00	323,339.38
Water Capacity Benefit Fund SW	185,267.59	2,195.00	187,462.59		0.00	0.00	187,462.59
Sewer Capital Equipment	155,495.66	195,350.00	350,845.66		195,350.00	195,350.00	155,495.66
Sewer Operating	1,969,168.24	2,996,085.00	4,965,253.24	1,687,564.00	1,308,521.00	2,996,085.00	1,969,168.24
Sewer Improvement	1,131,227.17	237,754.00	1,368,981.17		237,754.00	237,754.00	1,131,227.17
Sewer Capacity Benefit Fund NE	446,228.58	5,121.00	451,349.58		0.00	0.00	451,349.58
Sewer Capacity Benefit Fund NW	168,724.73	1,949.00	170,673.73		0.00	0.00	170,673.73
Sewer Capacity Benefit Fund SE	442,871.38	5,246.00	448,117.38		0.00	0.00	448,117.38
Sewer Capacity Benefit Fund SW	133,194.39	1,578.00	134,772.39		0.00	0.00	134,772.39
Solid Waste	1,473,954.02	1,765,718.00	3,239,672.02	222,098.00	1,667,129.00	1,889,227.00	1,350,445.02
Stormwater Utility	73,193.21	31,086.00	104,279.21		30,000.00	30,000.00	74,279.21
Landfill Post-Closure	1,207,271.25	22,000.00	1,229,271.25		1,200.00	1,200.00	1,228,071.25
TOTAL ENTERPRISE FUNDS	13,662,548.37	8,589,776.00	22,252,324.37	3,360,949.00	5,302,395.00	8,663,344.00	13,588,980.37

EXHIBIT II - D

FUND List All Funds Individually Unless Reported on Exhibit I or II	Estimated Unencumbered Fund Balance 1/1/2021	Budget Year Estimated Receipt	Total Available For Expenditures	Personal Services	Other	Total	Estimated Unencumbered Fund Balance 12/31/2021
INTERNAL SERVICE FUNDS							
Internal Service Fund	58,538.85	257,947.00	316,485.85		255,309.00	255,309.00	61,176.85
Employee Benefits Fund	512,696.74	2,191,310.00	2,704,006.74		2,370,792.00	2,370,792.00	333,214.74
TOTAL INTERNAL SERVICE FUNDS	571,235.59	2,449,257.00	3,020,492.59	0.00	2,626,101.00	2,626,101.00	394,391.59
FIDUCIARY:							
TRUST AND AGENCY FUNDS							
Board of Building Standards Fund	0.00	6,900.00	6,900.00		6,900.00	6,900.00	0.00
Hotel Tax Agency Fund	0.00	200,000.00	200,000.00		200,000.00	200,000.00	0.00
TOTAL TRUST AND AGENCY FUNDS	0.00	206,900.00	206,900.00	0.00	206,900.00	206,900.00	0.00
TOTAL FOR MEMORANDUM ONLY	20,130,360.07	26,777,891.31	46,908,251.38	6,452,313.00	20,712,028.00	27,164,341.00	19,743,910.38

EXHIBIT III

PURPOSE OF BONDS AND NOTES	Authority for Levy Outside 10 Mill Limit*	Date of Issue	Date Due	Ordinance or Resolution	Serial or Term	Rate of Interest	Amount of Bonds and Notes Outstanding at Beginning of Budgeted Year 1/1/2021	BUDGET YEAR	
								Amount Required for Principal and Interest 1/1/2020 to 12/31/2020	Amount Receivable from Other Sources to Meet Debt Payments 1/1/2020 to 12/31/2020
Payable from Bond Retirement Funds: INSIDE 10 MILL LIMIT: Aquatic Center BAN Refunding Bonds Southpointe TIF Road Project Bonds	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX
	N/A	4/11/2019	12/1/2042	Ordinance	Serial/Term	2.50 - 4.00%	4,480,000.00	309,450.00	0.00
	N/A	4/11/2019	12/1/2028	Ordinance	Serial	2.50 - 4.00%	2,115,000.00		307,825.00
TOTAL							6,595,000.00	309,450.00	307,825.00
OUTSIDE 10 MILL LIMIT:	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX
TOTAL									

EXPENDITURES

	0.000
Increase over PRIOR YR:	0.00%

2018 Actual				2019 Actual				2020 Estimate				2021 Tax Budget			
Dept	Personal Services	Operating	Capital Outlay	Personal Services	Operating	Capital Outlay	Personal Services	Operating	Capital Outlay	Personal Services	Operating	Capital Outlay	Personal Services	Operating	Capital Outlay
Security of Persons & Property															
110	3,990,536	733,741	0	4,724,277	4,300,380	766,467	0	5,086,847	4,648,283	924,680	0	5,572,943	4,648,283	887,712	0
120	32,661	43,172	0	75,833	35,426	36,849	0	72,275	42,558	43,750	0	86,308	42,558	43,750	0
130	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
140	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
170	88,333	4,889,443	0	88,333	4,889,443	87,868	0	87,868	4,690,841	1,060,460	0	92,050	4,690,841	92,050	0
Total	4,023,197	865,246	0	4,888,443	4,335,806	911,184	0	5,246,990	4,690,841	1,060,460	0	5,751,301	4,690,841	1,023,512	0
Public Health & Welfare															
210	0	9,931	0	9,931	0	11,420	0	11,420	0	15,950	0	15,950	0	15,000	0
220	6,598	6,598	0	6,598	0	6,472	0	6,472	0	6,600	0	6,600	0	6,600	0
221	0	111,464	0	111,464	0	110,464	0	110,464	0	123,964	0	123,964	0	113,964	0
Total	0	127,993	0	127,993	0	128,356	0	128,356	0	146,514	0	146,514	0	135,564	0
Leisure Time Activities															
290	7,357	16,424	0	23,781	6,326	18,102	0	24,428	76	22,500	0	22,576	0	22,500	0
610	43,457	48,063	0	91,520	116,157	79,644	50	195,851	186,130	74,050	0	260,180	186,130	74,050	0
620	653,151	239,976	0	937,127	691,362	246,237	0	937,599	737,603	273,263	0	1,010,866	737,603	288,095	0
630	285,947	113,952	0	399,899	293,032	118,360	0	411,392	310,676	135,654	0	446,330	310,676	135,654	0
680	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	989,912	418,415	0	1,408,327	1,106,877	462,343	50	1,569,270	1,234,485	505,467	0	1,739,952	1,234,409	500,299	0
Community Environment															
310	393,513	28,046	0	421,559	370,697	19,656	0	390,353	403,214	83,633	0	486,847	403,214	33,633	0
320	88,458	377,269	0	465,727	87,580	322,535	0	410,115	77,874	432,800	0	510,674	77,874	432,800	0
335	0	8,000	0	8,000	0	8,000	0	8,000	0	8,000	0	8,000	0	8,000	0
345	0	29,152	0	29,152	0	19,837	0	19,837	0	46,532	0	46,532	0	32,500	0
360	119,134	8,296	0	127,430	123,283	4,253	0	127,536	126,700	7,210	0	133,910	126,700	7,210	0
Total	601,105	450,763	0	1,051,868	581,560	374,281	0	955,841	607,788	578,175	0	1,185,963	607,788	514,143	0
General Government															
408	0	109,306	0	109,306	0	113,659	0	113,659	0	151,279	0	151,279	0	135,197	0
410	236,261	8,377	0	244,638	229,759	7,361	0	237,120	287,758	9,779	0	297,537	287,758	9,779	0
420	171,560	103,529	0	275,089	177,435	115,488	0	292,923	179,532	120,590	0	300,122	179,532	117,960	0
421	0	395,487	0	395,487	0	390,723	0	390,723	0	424,474	0	424,474	0	348,973	0
430	116,957	182,957	0	299,914	1,402	170,265	0	171,667	0	181,419	0	181,419	0	181,419	0
450	89,950	35,551	0	125,501	80,694	26,231	0	106,925	87,852	44,525	0	132,377	87,852	43,020	0
465	83,412	9,851	0	93,263	84,725	8,934	0	93,659	87,848	13,350	0	101,198	87,848	13,350	0
470	23,333	7,551	0	30,884	23,791	6,296	0	32,087	27,224	15,488	0	42,712	27,224	15,488	0
480	63,942	84,481	0	148,323	79,188	55,652	0	134,840	97,587	87,729	0	185,316	97,587	86,674	0
481	99,425	23,987	0	123,412	100,074	24,256	0	124,330	106,301	34,032	0	140,333	106,301	33,923	0
483	0	18,814	0	18,814	0	30,198	6,393	36,591	0	46,363	0	46,363	0	41,463	0
490	123,573	53,628	0	177,201	106,212	48,566	0	154,778	123,780	59,204	0	182,984	123,780	37,204	0
500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	1,008,313	1,033,519	0	2,041,832	883,280	999,629	6,393	1,889,302	997,882	1,188,232	0	2,186,114	997,882	1,064,450	0
Transfers	3,544,985			3,544,985	0	2,873,401		2,873,401	2,039,027			2,039,027	1,714,006		
Advances	0	854,380		854,380	0	2,921,431		2,921,431	3,965,050			3,965,050	3,965,050		
Contingency	0	0		0	0	0		0	39,924			39,924	40,000		
tot gen fund	6,522,527	7,295,301	0	13,917,828	6,907,523	8,670,625	6,443	15,564,591	7,530,996	9,522,849	0	17,053,845	7,530,920	8,957,024	0

FUND NAME: GENERAL FUND
FUND TYPE/CLASSIFICATION: GOVERNMENTAL - GENERAL
TRANSFERS/ADVANCES PG 1 OF 1

DESCRIPTION

	For 2018 Actual	For 2019 Actual	Adjusted Budget Year 2020	Estimate for Budget 2021
REVENUES TRANSFERS-IN				
From Hotel Tax Fund	16,317	-	-	-
From Parking Fund	29,241	30,120	33,364	33,364
From Oxford Natural Gas Fund	-	-	-	-
From Water Fund	34,004	39,343	46,852	46,852
From Sewer Fund	34,004	39,343	46,852	46,852
From Capital Improvement Fund	-	-	-	-
From FEMA Fund	-	-	-	-
From Storm Water Fund	-	-	-	-
From Refuse Fund	24,004	29,343	36,852	36,852
Total Transfers In	137,570	138,149	163,920	163,920
REVENUES ADVANCES-IN				
Return of Advance from Capital Equipment Fund	-	-	-	-
Return of Advance from Capital Improvement Fund	322,750	265,650	785,050	785,050
Return of Advance from Oxford Area Trails	101,630	2,125,781	1,800,000	1,800,000
Return of Advance from Southpointe TIF Fund	200,000	200,000	-	-
Return of Advance from High St Pedestrian Fund	-	-	1,000,000	1,000,000
Return of Advance from Employee Benefit Fund	5,000	5,000	5,000	5,000
Return of Advance from Special Assessment Fund	-	100,000	150,000	150,000
Return of Advance from OVI Task Force Fund	225,000	225,000	225,000	225,000
Total Advances In	854,380	2,921,431	3,965,050	3,965,050
EXPENDITURES TRANSFERS-OUT				
To FEMA Fund	-	-	-	-
To Street Fund	582,045	578,085	452,425	452,425
To Capital Equipment Fund	294,398	626,308	489,004	318,827
To Capital Improvement Fund	341,629	1,164,003	759,448	495,154
To Municipal Facilities Fund	1,700,000	-	-	-
To Oxford Area Trail Fund	227,000	-	-	-
To Aquatic Center Debt Service Fund	-	95,605	-	309,450
To Park Debt Service Fund	311,763	311,250	-	-
To Storm Water Fund	40,000	40,000	30,000	30,000
To Special Assessment Fund	30,000	40,000	90,000	90,000
To Fire/EMS Fund	18,150	18,150	18,150	18,150
To Small Business Loan Fund	-	-	200,000	-
Total Transfers Out	3,544,985	2,873,401	2,039,027	1,714,006
EXPENDITURES ADVANCES-OUT				
To Capital Equipment Fund	-	-	-	-
To Capital Improvement Fund	322,750	265,650	785,050	785,050
To Oxford Area Trails Fund	101,630	2,125,781	1,800,000	1,800,000
To Southpointe TIF Fund	200,000	200,000	-	-
Return of Advance from High St Pedestrian Fund	-	-	1,000,000	1,000,000
To Employee Benefit Fund	5,000	5,000	5,000	5,000
To Special Assessment Fund	-	100,000	150,000	150,000
To OVI Task Force Grant Fund	225,000	225,000	225,000	225,000
Total Advances Out	854,380	2,921,431	3,965,050	3,965,050

General Fund Budget Analysis

	2019 Estimate	2020 Budget	Delta
Total Revenue	16,517,792.00	16,487,944.00	(29,848.00)
Local Government	357,848.00	328,000.00	(29,848.00)
Total Revenue Delta			(29,848.00)
Total Expenditures	17,053,845.00	16,487,944.00	(565,901.00)
Law Enforcement	5,572,943.00	5,535,995.00	(36,948.00)
Woodside Cemetery	15,950.00	15,000.00	(950.00)
Community Assistance	123,964.00	113,964.00	(10,000.00)
Senior Center	22,576.00	22,500.00	(76.00)
Aquatic Center	1,010,866.00	1,005,698.00	(5,168.00)
Planning	486,847.00	436,847.00	(50,000.00)
Urban Forestry	46,532.00	32,500.00	(14,032.00)
MIS	151,279.00	135,197.00	(16,082.00)
Finance	300,122.00	297,492.00	(2,630.00)
Income Tax Collection	424,474.00	348,973.00	(75,501.00)
HR/Communications	132,377.00	130,872.00	(1,505.00)
Municipal Building	185,316.00	184,261.00	(1,055.00)
City Garage	140,333.00	140,224.00	(109.00)
Court House	46,363.00	41,463.00	(4,900.00)
Engineering	182,984.00	160,984.00	(22,000.00)
Transfer to Capital Equipment Fund	489,004.00	318,827.00	(170,177.00)
Transfer to Capital Improvement Fund	759,448.00	495,154.00	(264,294.00)
Transfer to Aquatic Center Debt Service Fund	-	309,450.00	309,450.00
Transfer to Small Business Loan Fund	200,000.00	-	(200,000.00)
Contingency	39,924.00	40,000.00	76.00
Total Expenditure Delta			(565,901.00)

Exhibit "C"

All Other Funds

Street: No changes from 2020

State Highway Improvement: No changes from 2020

Community Development Block Grant: No changes from 2020

Community Development Block Loan: No changes from 2020

Parking Meter: Eliminated transfer to Parking Improvement Fund

Life Squad: No changes from 2020

Affordable Housing Trust: No changes from 2020

Law Enforcement Trust: No changes from 2020

Enforcement & Education: No changes from 2020

Fire/EMS: Capital equipment purchases, removed \$675,000 for Rescue Pumper

OVI Task Force: No changes from 2020

South Pointe TIF District 1: Matched projected revenue and transfer is proportioned to support debt service for bonds issued in 2018

South Pointe TIF District 2: Matched projected revenue and transfer is proportioned to support debt service for bonds issued in 2018

South Pointe TIF District 3: Matched projected revenue and transfer is proportioned to support debt service for bonds issued in 2018

South Pointe TIF District 4: Matched projected revenue and transfer is proportioned to support debt service for bonds issued in 2018

South Pointe TIF District 5: Matched projected revenue and transfer is proportioned to support debt service for bonds issued in 2018

OAT Property Tax Fund: No changes from 2020

Fire Loss Claims: No revenue or expenditures budgeted

Small Business Loan Fund: No revenue or expenditures budgeted

Aquatic Center Debt Service Fund: Budgeted revenue and expenditures to match 2021 debt service payments

Southpoint TIF Debt Service Fund: Budgeted revenue and expenditures to match 2021 debt service payments

Capital Equipment: Expenditures changed to match transfer from the General Fund

Capital Improvement: Expenditures changed to match transfer from the General and Parking Funds

Parking Lot Improvement: No revenues or expenditures

Municipal Facilities Capital Improvement: No activity in 2020

Oxford Area Trail Capital Improvement: No changes from 2020

Southpointe Roadway TIF Capital Improvement: No revenue or expenditures

Special Assessment: No changes from 2020

Water Capital Equipment: Matched expenditures to transfer from Water Fund

Water Operating: No changes from 2020

Water Improvement: Matched expenditures to transfer from Water Fund

Water Capacity Benefit NE: No changes from 2020

Exhibit "C" continued

Water Capacity Benefit NW: No changes from 2020

Water Capacity Benefit SE: No changes from 2020

Water Capacity Benefit SW: No changes from 2020

Wastewater Capital Equipment: Matched expenditures to transfer from Wastewater Fund

Wastewater Operating: No changes from 2020

Wastewater Improvement: Matched expenditures to transfer from Wastewater Fund

Wastewater Capacity Benefit NE: No changes from 2020

Wastewater Capacity Benefit NW: No changes from 2020

Wastewater Capacity Benefit SE: No changes from 2020

Wastewater Capacity Benefit SW: No changes from 2020

Solid Waste: Reduced revenue \$200,000 grant for chipper and expenditures \$500,000 for it's purchase

Storm Water Utility: No changes from 2020

Landfill Post-Closure: No changes from 2020

Internal Service: No changes from 2020

Employee Benefits: No changes from 2020

Board of Building Standards: No changes from 2020

Hotel Tax Agency: Reduced revenue and expenditures to \$200,000



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

STAFF REPORT

ORIGINATING DEPARTMENT:	Community Development
PREPARED BY:	Sam Perry
DATE PREPARED:	May 11, 2020
COUNCIL MEETING DATE:	May 19, 2020
AGENDA TITLE:	Zoning Text Amendment Freestanding Signs for Multi-Family Building Identification
BUDGETED AMOUNT:	N/A
ACCOUNT CODE:	N/A
RECOMMENDATION:	Approval of Ordinance
CITY MANAGER/DEPT HEAD APPROVAL:	<i>DRE 5/15/20</i>

DISCUSSION:

Planning Commission reviewed this proposed zoning text amendment in February and March of 2020. The amendment originated as part of a settlement with a property owner in 2019. The agreement stipulated that the amendment would be initiated, not necessarily approved.

The amendment would provide for new freestanding signs for multi-family buildings in the R3MS district. Other adjacent districts have similar 24 square foot signs, leaving owners in the R3MS district to seek out a special approval such as a variance from the Board of Zoning Appeals.

In February the Planning Commission found that the proposed amendment left too much latitude for staff interpretation, and requested additional wording. Staff brought back additional wording in March that was satisfactory and therefore recommended approval to City Council unanimously.

ORDINANCE NO.

ORDINANCE REPEALING OXFORD CODIFIED ORDINANCE SECTION 1137.10 ENTITLED NONCONFORMING SIGNS, AND ADOPTING NEW OXFORD CODIFIED ORDINANCE SECTION 1137.10 ENTITLED NONCONFORMING SIGNS.

WHEREAS, Council finds in accordance with Section 1135.02 of the Codified Ordinances of the City of Oxford, the City of Oxford Planning Commission held a public hearing on March 10, 2020 and that following the public hearing did deliberate and as a result of that deliberation, the Planning Commission recommended repealing Oxford Codified Ordinance Section 1137.10 entitled Nonconforming Signs and adopting new Oxford Codified Ordinance Section 1137.10 entitled Nonconforming Signs.

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

SECTION I: Council hereby repeals Oxford Codified Ordinance Section 1137.10 entitled Nonconforming Signs, and adopts new Oxford Codified Ordinance Section 1137.10 entitled Nonconforming Signs as follows: (additions are bolded and deletions are struck through)

1137.10 NONCONFORMING SIGNS.

(a) Determination of Legal Nonconformity:

(1) An existing sign that does not conform to the specific provisions of this Code may be eligible for the designation of a "legal nonconforming sign" provided that the sign was covered by a valid permit or variance, or complies with all applicable laws on the effective date of this Code, and amendments thereto.

(b) Loss of Legal Nonconforming Status: A legal nonconforming sign loses the legal nonconforming designation if:

(1) The sign is relocated;

(2) The sign is replaced;

(3) The structure or size of the sign is altered in any way except towards compliance with this Chapter. This provision does not refer to general maintenance, changeable marquees, or face and copy changes.

(4) The sign is part of an establishment that discontinues its operation for a period of 1 year.

(5) The sign has not been used for a continuous period of six (6) months.

(c) Maintenance and Repair of Nonconforming Signs:

(1) Normal maintenance shall be permitted, which includes painting of chipped or faded signs; replacement of faded or damaged surface panels; or repair or replacement of electrical wiring or electrical devices. A non-conforming sign shall not be structurally altered to prolong the life of the sign.

(2) If the sign suffers damage to an extent greater than 60% of the estimated replacement value, the sign shall be replaced with a sign that complies with Chapter 1151.

~~(d) No new signs are permitted for nonconforming land uses.~~

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: WILLIAM SNAVELY

PREPARED BY: LAW (STAFF)

City of Oxford
Community Development Department
STAFF REPORT
Planning Commission

Case # PC-2020-02

Date – February 11, 2020

GENERAL INFORMATION

Applicant:	City of Oxford
Action Request:	Zoning Text Amendment – Freestanding Signs for Multi-Family Building Identification
Initiated:	December 30, 2019
Affected Code Sections:	Nonconforming signs, Section 1137.10 and Signs for Residential Structures with more than three dwelling units, Section 1151.05(d)

PROPOSAL SUMMARY

The City of Oxford's Community Development Department has initiated a proposed text amendment to Oxford's Planning and Zoning Code to accommodate requests for freestanding sign installations for multi-family buildings in the Mile Square.

AGENCY REVIEWS

Requests for review were made to the Police, Fire, Engineering and Economic Development Departments. The following comments have been received:

Police:	Returned without comments
Fire:	Returned without comments
Engineering:	Returned without comments
Econ. Dev.:	Returned without comments

PUBLIC COMMENTS

The proposed text amendment was legally advertised as required. No public comments have been received as of the writing of this report.

STAFF RECOMMENDATION

Based upon a review of the Decision Standards, staff recommends approval of the text amendment. The Commission can cite the staff findings or make its own in its recommendation to City Council.

STAFF COMMENTARY

Background

In Board of Zoning Appeals Case #2017-10, held August 15, 2017, a sign variance was denied. The variance request was for a 24 sq ft freestanding sign for a seven building multi-family building complex where the code allowed only a 6 sq ft wall sign. The owner and applicant chose to file the variance request rather than request a text amendment. In the 2017 hearing, the applicant cited similar size and placement of other signs that were allowed in similar contexts; but by different code provisions. No sign was installed. On April 16, 2019, the City of Oxford agreed to an unrelated settlement with the same property owner (Hoelzer/Kacachos/Park Place). One of the conditions of the settlement was that city staff would initiate this text amendment through the review process.

The proposed amendments do two things:

1. Removes the prohibition of new signage for nonconforming uses, essentially deferring the administration of signs on such properties to the sign chapter, 1151.
2. Adds the R3MS district to the list of districts where freestanding signs are permitted.

The proposed amendment is narrowly written for this specific situation in the R3MS district. The R3MS district was recently expanded; however, it contains mostly single and two family buildings, which limits the potential for impact of this text amendment.

Two Sections Being Amended – shown in exhibits

Section 1137.10 d) is being deleted as follows: “No new signs are permitted for nonconforming land uses”

AND:

Section 1151.05 d) (1) is being amended to add R3MS to the list of zones:

(1) No more than 1 freestanding sign per development site as follows, for identification of residential structures with more than three dwelling units in the R3, **R3MS** and R4 zoning districts:

- A. A maximum of 2 sign faces
- B. No more than 24 square feet in area per sign face
- C. No combination of a freestanding sign structure and sign shall be higher than 6 feet or wider than 12 feet.
- D. Indirect illumination only

The full text of both chapters are also attached as Exhibit C.

Decision Standards

Oxford Zoning Code Chapter 1135 outlines the text amendment process and decision standards that the Planning Commission must follow in making its recommendation to Council. At least one of the criteria must be met in order to recommend approval. The decision criteria are as follows (with comments in *italics*) and attached in the Appendix:

- A. **The proposed amendment will make the Code conform more closely with the Comprehensive Plan.**
The Urban Design Chapter 4 Goal is: “Honor and preserve the historic character of Oxford while embracing high quality design that complements existing development.”
The chapter articulates the importance of the Mile Square built environment. Any code changes, such as this one, should maintain or enhance that character, rather than degrade it. Signs are not specifically mentioned in the 2008 Comp Plan.
- B. **The proposed amendment will improve the health, safety, and general welfare of Oxford.**
The amendment could assist with building and property identification which is somewhat related to safety.
- C. **The proposed amendment will clarify the intent of the Code.**
The removal of the prohibition in the nonconforming chapter clarifies that nonconformities are allowed to continue, within certain limits; and that appropriate signage is permitted for such uses. In 2013, the nonconformities chapter (but not the sign chapter) was amended to relax restrictions on additions and remodels of nonconforming residential land uses. Therefore this is the strongest criteria for approval of any of these five.
- D. **The proposed amendment will better implement the intent of the Code.**

One of the purposes of the sign code in 1151.01 is to protect residential areas from the adverse impacts of excessive signage. Another is to provide owners and occupants an opportunity for effective identification. There are several statements in this section that can guide decision making for sign administration, sign code amendments and future plans for signs as the industry evolves.

E. The proposed amendment will improve enforcement of the Code.

There is no confusion about the enforcement of the code that this amendment would help with. Staff's opinion is that the amendment does not meet this criteria; however only one criteria is necessary for approval.

SUBMITTED BY:



Sam Perry, AICP
Community Development Director

DATE: February 4, 2020

APPENDIX CONTENTS

EXHIBIT A – CHAPTER 1135 ZONING CODE AMENDMENT EXCERPTS

EXHIBIT B – AMENDED TEXT BOTH SECTIONS SHOWN IN SURROUNDING CONTEXT

EXHIBIT C – FULL TEXT OF CHAPTERS 1137 AND 1151 WITH AMENDMENTS SHOWN



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

STAFF REPORT

ORIGINATING DEPARTMENT:	Community Development
PREPARED BY:	Sam Perry
DATE PREPARED:	May 11, 2020
COUNCIL MEETING DATE:	May 19, 2020
AGENDA TITLE:	Zoning Text Amendment Freestanding Signs for Multi-Family Building Identification
BUDGETED AMOUNT:	N/A
ACCOUNT CODE:	N/A
RECOMMENDATION:	Approval of Ordinance
CITY MANAGER/DEPT HEAD APPROVAL:	<i>DRE 5/15/20</i>

DISCUSSION:

Planning Commission reviewed this proposed zoning text amendment in February and March of 2020. The amendment originated as part of a settlement with a property owner in 2019. The agreement stipulated that the amendment would be initiated, not necessarily approved.

The amendment would provide for new freestanding signs for multi-family buildings in the R3MS district. Other adjacent districts have similar 24 square foot signs, leaving owners in the R3MS district to seek out a special approval such as a variance from the Board of Zoning Appeals.

In February the Planning Commission found that the proposed amendment left too much latitude for staff interpretation, and requested additional wording. Staff brought back additional wording in March that was satisfactory and therefore recommended approval to City Council unanimously.

Memo



To: Planning Commission

From: Sam Perry

Date: 3/5/2020

Re: PC-2020-02 – freestanding signs for multi-family buildings

Following the February meeting discussion, staff took another look at how to reduce the likelihood of excessive signage. Staff's belief is the definition of development site is sufficient because a single building is not a development site. However, to be absolutely clear, a mathematical threshold is within reason for this amended code section.

The below text requires a minimum frontage and area. The subject property that triggered this amendment would meet both of these thresholds. The development is called New England Square and includes 8 buildings that are on both sides of South Poplar Street. This change would reduce the likelihood that a future interpreter of zoning code would consider a single building a development site. This change would also give some additional guidance for Planned Developments and Subdivisions that are redevelopments.

- (1) No more than 1 freestanding sign per development site as follows, for identification of residential structures with more than three dwelling units in the R3, R3MS and R4 zoning districts:
 - A. The development site must have at least 1 acre in area and 250 feet in street frontage
 - B. A maximum of 2 sign faces
 - C. No more than 24 square feet in area per sign face
 - D. No combination of a freestanding sign structure and sign shall be higher than 6 feet or wider than 12 feet.
 - E. Indirect illumination only

ORDINANCE NO.

ORDINANCE REPEALING OXFORD CODIFIED ORDINANCE SECTION 1151.05 ENTITLED PERMANENT SIGNS, AND ADOPTING NEW OXFORD CODIFIED ORDINANCE SECTION 1151.05 ENTITLED PERMANENT SIGNS.

WHEREAS, Council finds in accordance with Section 1135.02 of the Codified Ordinances of the City of Oxford, the City of Oxford Planning Commission held a public hearing on March 10, 2020 and that following the public hearing did deliberate and as a result of that deliberation, the Planning Commission recommended repealing Oxford Codified Ordinance Section 1151.05 entitled Permanent Signs and adopting new Oxford Codified Ordinance Section 1151.05 entitled Permanent Signs.

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

SECTION I: Council hereby repeals Oxford Codified Ordinance Section 1151.05 entitled Permanent Signs adopts new Oxford Codified Ordinance Section 1151.05 entitled Permanent Signs as follows: (additions are bolded and deletions are struck through)

1151.05 PERMANENT SIGNS.

(a) Nonresidential Land Use Identification and Advertising Signs in the following Districts.

These regulations describe the signs permitted for the purposes of identification and advertising for nonresidential land uses in those zoning districts that permit nonresidential land uses by right. Such signs are primarily intended to provide for identification of such uses from off-site, but also include pedestrian-scale signs that are intended to provide more detailed information to people who approach the primary entrance to such land uses.

(1) NB - Neighborhood Business District. No more than a total of 1 wall or freestanding sign is permitted per nonresidential occupant in accordance with the following:

A. Wall Signs:

1. No more than 1 sign as follows, for identification and advertising:
 - a. No more than 20 square feet
 - b. Attached between 9 and 18 feet above the adjacent ground

B. Freestanding Signs:

1. No more than 1 sign as follows, for identification and advertising:
 - a. No more than 12 square feet per sign face
 - b. No closer than 10 feet to a side lot line
 - c. No combination of a freestanding sign structure and sign shall be higher than 6 feet or wider than 12 feet.

C. Illumination:

1. Signs shall have only indirect illumination.

D. Proposals for signs on properties that fall within the Historic District Overlay in an NB zoning district shall consult the HAPC sign guidelines and follow the procedures therein.

(1) RO - Residential Office District. No more than a total of 1 wall or freestanding sign is permitted per nonresidential occupant in accordance with the following:

A. Wall Signs:

1. No more than 1 sign as follows, for identification and advertising:
 - a. No more than 20 square feet
 - b. Attached between 9 and 18 feet above the adjacent ground

B. Freestanding Signs:

1. No more than 1 sign as follows, for identification and advertising:
 - a. No more than 12 square feet per sign face

- b. No closer than 10 feet to a side lot line
- c. No combination of a freestanding sign structure and sign shall be higher than 6 feet or wider than 12 feet.

C. Illumination:

- 1. Signs shall have only indirect illumination.

D. Proposals for signs on properties that fall within the Historic District Overlay in an RO zoning district shall consult the HAPC sign guidelines and follow the procedures therein.

(2) UP - Uptown District. No more than a total of 2 wall signs are permitted per nonresidential occupant in accordance with the following:

A. Wall signs:

- 1. No more than 1 sign per nonresidential occupant as follows, for identification and advertising:

- a. No more than 3 feet in height that extends horizontally across the entire facade of the structure.

- b. Attached between 9 and 18 feet above the adjacent ground.

- c. If a building has more than one business occupant, the owner of the building shall apportion the space allotted for signs among the various business occupants in accordance with the regulations above.

- d. If a building is on a corner lot or the corner of an alley, it is permissible to have one additional wall sign on the side of the building facing the secondary roadway in accordance with the regulations above.

- 2. No more than 1 sign per nonresidential occupant as follows, for menu box:

- a. No more than 2 square feet in area

- b. Attached between 4 and 6 feet above the adjacent ground.

- c. Incorporates no text greater than 2 inches in height.

B. Illumination:

- 1. Signs shall have only indirect illumination.

C. Proposals for signs on UP properties that fall within the Historic District Overlay shall consult the HAPC sign guidelines and follow the procedures therein.

(3) GB - General Business District.

A. Maximum total sign area for all signs on a development site shall be no more than 2 square feet of sign area per linear front foot of the site.

- 1. Single Tenant Site: No more than a total of 2 wall or freestanding signs are permitted per site.

- a. Wall Signs: No more than 2 signs as follows:

- i. If the average front setback of the structure is less than 100 feet, then the sign may be no more than 3 feet tall. If the average front setback of the structure is 100 feet or greater then a sign may be no taller than the average front setback of the structure multiplied by 0.04, but in no case taller than 12 feet.

- ii. No wall sign may exceed the total front width of the building façade facing the public right-of-way.

- iii. If a building is on a corner lot or the corner of an alley, it is permissible to have one additional wall sign on the side of the building facing the secondary roadway in accordance with the regulations above.

- b. Freestanding Signs: No more than 1 sign as follows:

- i. No more than 48 square feet per side.

- ii. No combination of a freestanding sign support structure and sign shall be higher than 6 feet or wider than 12 feet.

- 2. Multi-Tenant Site:

- a. Wall Signs: No more than 1 wall sign per tenant and the size is limited to the following:

i. If the average front setback of the tenant is less than 100 feet, then the sign may be no more than 3 feet tall. If the average front setback of the tenant is 100 feet or greater then a sign may be no taller than the average front setback of the tenant multiplied by 0.04, but in no case taller than 12 feet.

ii. No wall sign may exceed the building width of a tenant space.

iii. If a building is on a corner lot it is permissible to have one additional wall sign facing the secondary roadway in accordance with the regulations above.

b. Free-Standing Signs: No more than 1 sign as follows:

i. No more than 48 square feet per side.

ii. No combination of a freestanding sign support structure and sign shall be higher than 6 feet or wider than 12 feet.

B. Illumination:

1. Signs may be indirectly or directly illuminated.

(4) OI & LI - Office and Light Industrial District & Light Industrial District. No more than a total of 1 wall or freestanding sign is permitted per development site in accordance with the following:

A. Maximum total sign area for all signs on a development site shall be no more than 1 square foot of sign area per front foot of the development site.

B. Wall Signs:

1. No more than 1 sign as follows:

a. If the average front setback of the structure is less than 100 feet, then the sign may be no more than 3 feet tall. If the average front setback of the structure is 100 feet or greater then a sign may be no taller than the average front setback of the structure multiplied by 0.04, but in no case taller than 12 feet.

b. If a building is on a corner lot or the corner of an alley, it is permissible to have one additional wall sign on the side of the building facing the secondary roadway in accordance with the regulations above.

C. Freestanding Signs:

1. No more than 1 sign as follows:

a. No more than 48 square feet per side

b. No closer than 30 feet to a side lot line

c. No combination of a freestanding sign structure and sign shall be higher than 6 feet or wider than 12 feet.

D. Illumination:

1. Signs may be indirectly or directly illuminated.

(b) Nonresidential Land Use Signs in Residential Zoning Districts. The following regulations describe the signs permitted for identification of nonresidential land uses such as day care, institutional, public, semi-public, charitable, non-profit, religious, or medical facilities in any residential zoning district as defined in Chapter 1133, Provisions for Zoning Districts. Such signs are primarily intended to provide for identification of such uses from off-site. Signs for legal nonconforming nonresidential land uses are regulated according to the Nonconforming Chapter of this Code and are not entitled to the signs permitted in this section.

(1) No more than 1 sign per development site is permitted as follows:

A. The sign may be either a wall or a freestanding sign but not both

B. No more than 12 square feet in area

C. Indirect illumination only

(c) Name Plate and Direction Signs in Any District. These regulations describe the signs permitted for the purposes of controlling the flow of pedestrian and vehicular traffic on-site and for identifying the building entrances for nonresidential land uses in any zoning district. Such signs include vehicular and pedestrian-scale signs that describe building occupants, secondary entrances, intended travel directions, and parking regulations and are permitted in accordance with the following:

(1) No more than 1 wall sign per principle structure as follows, to describe the names, address, and locations within the structure:

- A. No more than 2 square feet in area
- B. Attached between 4 and 8 feet above the adjacent ground
- C. Attached either on or within 2 feet of a door.
- D. Indirect illumination only

(2) No more than 1 wall sign per secondary entrance to a principle structure, excluding that described in part 1 of this section, as follows, to describe the purpose of secondary entrances:

- A. No more than 2 square feet in area
- B. Attached on or within 2 feet of a door

(3) No more than 1 wall or freestanding sign per development site as follows, to describe parking regulations:

- A. No more than 4 square feet in area
- B. Single sign face only
- C. Display no commercial message except identification and address
- D. Indirect illumination only

(4) Any number of wall or freestanding signs as follows, to describe intended direction of vehicular travel on-site:

- A. No more than 2 square feet in area
- B. No higher than 4 feet
- C. No closer than 5 feet to any lot line
- D. Display no commercial message except identification and address

(d) These regulations describe the signs permitted for the purposes of identification of residential land uses in any location. Such signs include addresses, large multi-family identification, and subdivision identification and are permitted in accordance with the following:

(1) No more than 1 freestanding sign per development site as follows, for identification of residential structures with more than three dwelling units in the R3, **R3MS** and R4 zoning districts:

- A. The development site must have at least 1 acre in area and 250 feet in street frontage.**
- B. A maximum of 2 sign faces
- C. No more than 24 square feet in area per sign face
- D. No combination of a freestanding sign structure and sign shall be higher than 6 feet or wider than 12 feet.
- E. Indirect illumination only

(2) No more than 1 freestanding sign per street intersection at the boundaries of a subdivision as follows, for identification of the subdivision:

- A. A maximum of 2 sign faces
- B. No more than 48 square feet per sign face
- C. No combination of a freestanding sign structure and sign shall be higher than 6 feet or wider than 12 feet.
- D. Indirect illumination only

(e) Other Permitted Specific Development, Land Use, and Accessory Land Use Signs.

(1) Street Number Signs. Signs for the display of street numbers as regulated in Oxford Code Section PM-304.3, Street Numbers.

(2) Building Identification Signs. No more than 1 wall sign per principal structure as follows:

- A. No more than 6 square feet in area
- B. Attached between 4 and 18 feet above the adjacent ground
- C. The sign shall be naturally illuminated only.

(3) Fuel Sales. In addition to other provisions of this Chapter, a publicly available fuel dispensing station may use a 12 square foot area of no more than one permitted wall or freestanding sign for changeable copy to display the price of fuel. This may be applied on both sides of a two-sided sign.

(4) Self-service facilities. No such facility shall have more than 4 square feet of total sign area. Such signs shall be permanently attached to or be a part of the facility and shall not extend above it.

(5) Planned Developments. Signs for planned developments shall be regulated according to the approved final plan.

(6) Commemorative Structure Identification. Structure names, erection dates, commemorative plaques and the like are permitted on any structure if carved into stone or concrete or set in brick or in some other way permanently made a part of the structure or if made of metal and permanently adhered to the structure. This is intended to permit signs that will remain on the structure until it is razed and that is independent of the occupants. These signs shall be naturally illuminated only.

(7) Associations. Credit card, trading stamp, trade association window signs are permitted for any nonresidential land use in any zoning district. No symbol shall exceed 1/2 square foot in area. No more than 10 such signs are permitted per nonresidential occupant. These signs shall be naturally illuminated only.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: WILLIAM SNAVELY

PREPARED BY: LAW (STAFF)