



Agenda

Oxford City Council

Court House

TUESDAY, SEPTEMBER 20, 2022

EXECUTIVE SESSION

7:00 p. m.

TUESDAY, SEPTEMBER 20, 2022

R.C. 121.22(G)(1) For the Consideration of the Employment and Compensation of an Employee or Official.

1. Roll Call. William Snavelly, Mayor Chantel Raghu, Vice-Mayor Amber Franklin
Jason Bracken Alex French Glenn Ellerbe David Prytherch
2. Approval of Agenda.
3. Public Participation.

A. Proclamation "Hispanic Heritage Month" pg. 5



Hispanic Heritage Month

B. Notice to Legislative Authority- New permits C1 & C2 for Snagit INC. 17 S. Beech St. Oxford, Ohio 45056 pg. 6



Notice to Legislative Authority

C. 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 September 6, 2022, City Council Work Session (Heather Barbour, Clerk of Council) pg. 8



9.6.22 Work Session Minutes

B.Minutes of the September 6, 2022, City Council Meeting (Heather Barbour, Clerk of Council) pg. 23



9.6.22 Minutes

C.Minutes of the September 12, 2022, City Council Work Session (Heather Barbour, Clerk of Council) pg.29



9.12.22 CIP Work Session Minutes

D.Report regarding the September 8, 2022, Environmental Commission Meeting (Mike Dreisbach, Service Director) pg.50



Environmental Commission Report

E.A Resolution declaring certain City Property no longer needed for any municipal purpose as surplus and authorizing its sale for twenty-five thousand dollars (\$25,000.00) to the Village of Seven Mile, Ohio. (John Detherage, Fire Chief) pg. 53



Resolution approving sale of 2000 Ferrara Fire Engine

F.Approving use of the Uptown Park for “Cub Scouts Popcorn Sales” event (Jessica Greene, Assistant City Manager) pg. 55



Uptown Park Permit "Cub Scouts Popcorn Sales"

5. Resolutions.

1.A Resolution of Council supporting the submission of a grant application for Ohio Public Works Commission Issue 1 Funds to be used for the design and reconstruction of the storm conduit on Kehr Road. (Mike Dreisbach, Service Director).pg. 61



Ohio Public Works Grant Application

2.A Resolution in support of the Ohio Department of Transportation’s bridge inspection program (PID#117554) and authorizing the City Manager to sign all agreements necessary for the City to participate in the program. (Mike Dreisbach, Service Director). pg.64



ODOT Bridge Inspection

3. A Resolution accepting the amounts and rates as determined by the budget commission of Butler County, Ohio, and authorizing the necessary tax levies and certifying them to the County Auditor. (Joe Newlin, Finance Director).pg.69



Resolution accepting the amounts and rates

4. A Resolution authorizing the City Manager to enter into an agreement of cooperation with Butler County, Ohio, pursuant to the provisions of the housing and community development act of 1974, as revised. (Sam Perry, Community Development Director). pg. 76



Resolution authorizing the agreement of cooperation with Butler County, Ohio

5. A Resolution of dissent against the U.S. Supreme Court decision to overturn Roe v. Wade and of support for reproductive freedom. (Councilors Franklin and French) pg. 84



Resolution of Dissent against the U.S. Supreme Court decision

6. Ordinances.

A. First Reading. - None

B. Second Reading

1. An Ordinance granting the request of Gerald and Linda Dingledine to connect to an existing City water main for a single-family residence located on a 1.5-acre parcel on Trenton-Oxford Road outside the Oxford Corporate Limits. (Mike Dreisbach, Service Director).pg. 87



Ordinance granting the request of Gerald and Linda Dingledine

2. An Ordinance amending Ordinance No. 3654 Supplemental Budget Ordinance Number 7 to make supplemental appropriations for fiscal year 2022. (Joe Newlin, Finance Director).pg. 92



Supplemental Budget #7

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.

2. Future Meetings.

TUES – Sept. 27 Board of Zoning Appeals Meeting 6:30 p.m.

TUES – Oct. 4 City Council Meeting 7:30 p.m.

WED – Oct. 5 Environmental Commission Meeting 7:00 p.m. Municipal Building

MON – Oct. 10 Parking & Transportation Advisory Board Meeting 9:30 a.m. Municipal Building

MON – Oct. 10 Recreation Board Meeting 11:30 a.m. Municipal Building

TUES – Oct. 11 Public Arts Commission of Oxford Meeting 4:30 p.m. Municipal Building

TUES – Oct. 11 Planning Commission Meeting 7:00 p.m.

WED – Oct. 12 Historic & Architectural Preservation Commission Meeting 6:15 p.m.

MON – Oct. 17 Housing Advisory Commission Meeting 3:30 p.m. LCNB Community Room

TUES – Oct. 18 City Council Meeting 7:30 p.m.

THUR – Oct. 20 Climate Action Steering Committee Meeting 8:30 a.m. Municipal Building

THUR- Oct. 20 City Council Operating Budget Work Session 6:30 p.m.

TUES – Oct. 25 Board of Zoning Appeals Meeting 6:30 p.m.

8. Adjourn.



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

STAFF REPORT

ORIGINATING DEPARTMENT:	Service Department
PREPARED BY:	David Treleaven, Environmental Specialist
DATE PREPARED:	September 8, 2022
COUNCIL MEETING DATE:	September 20, 2022
AGENDA TITLE:	September 7, 2022 Environmental Commission Meeting Summary
BUDGETED AMOUNT:	N/A
ACCOUNT CODE:	N/A
RECOMMENDATION:	Approve
CITY MANAGER/DEPT HEAD APPROVAL:	<i>DRC</i> 9.12.22

Environmental Commission members in attendance at the Wednesday, September 7, 2022 meeting were: Chair, Mr. Jon Ralinovsky; Vice-Chair and City Council Representative, Ms. Chantel Raghu; Mr. Jason Bracken, Planning Commission Representative; Ms. Heather Barrett, and Ms. Peggy Branstrator. A quorum was present. Mr. Steve Elliott and Mr. Justin Fain had previously notified the Commission that they would not be present at the meeting. Also in attendance were City of Oxford (Oxford) residents, Ms. Suzanne Zazycki, Oxford Climate and Sustainability Intern, Ms. Reena Murphy, and Mr. Abdul-Mujib Mumuni, a Miami University (MU) Graduate Student who is to assist Oxford with its community-scale greenhouse gas inventory.

Approval of Agenda

Motion: Mr. Bracken
2nd: Ms. Branstrator
Vote: Unanimous

Approval of Minutes for the July 6, 2022 and Summary of the August 3, 2022 Meetings

Motion: Ms. Barrett
2nd: Ms. Bracken
Vote: Unanimous



The City of Oxford
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15 S. College Ave.
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Discussion:

Ms. Zazycki, Associate Director of MU's Institute for the Environment and Sustainability (IES), was in attendance to finalize the design of a professional service project (PSP) during the upcoming academic year by IES students. The Commission is requesting the PSP investigate options for increasing recycling volume and/or establishing recycling programs for local multi-family housing. The proposed PSP will tentatively consist of two sub-groups of investigation. One will survey the current availability of recycling at multi-family housing, with potential interviews of property managers to assess how their programs operate. The other sub-group will research case studies of other communities to determine existing/past efforts for multi-family unit recycling across the nation to try and determine what did or did not work, what is needed to have the recycling program succeed, and finding successful programs in communities similar to Oxford. City Staff had prepared a formal project description outlining the above, which was provided to Ms. Zazycki and the Commissioners. The Environmental Commission unanimously approved the project description and chose to be the client for this academic year's PSP.

Ms. Peggy Branstrator accepted the nomination and was formally appointed to represent to Environmental Commission on Oxford's Climate Action Steering Committee.

Mr. Bracken informed the Commission that Mr. Steve Sullivan had not yet gotten back with him regarding potential timing of bringing the Managed Natural Lawn Area (MNLA) legislation back up at a City Council meeting. The intent is to have Mr. Sullivan (potentially with Mr. A. J. Alejandro's assistance) make a more detailed presentation of the MNLA to City Council, with the opportunity of the presence of the public to show support for the legislation. Both Mr. Bracken and Mr. Ralinovsky are to reach out to Mr. Sullivan again. Ms. Branstrator informed the Commission that Mr. Sullivan appeared to be fairly busy at the present, stating it had taken him several weeks to get back with her regarding the pollinator garden project at the Oxford Community Park (OCP).

A proposal for a naturalization pilot project prepared by City Councilor David Prytherch was provided to the Commissioners. Presently, the pilot project entails installation of a pollinator garden on a traffic island by the southern soccer fields at the OCP, with a grassland prairie installation on an island in the multi-use trail near the access point with Hunter Woods Drive. Ms. Branstrator expressed some concerns regarding the proposed grassland prairie planting design. She was concerned that the prairie flowers in the interior of the island would not be visible at the margins of the planting due to the potential height of the grasses around the exterior of the island. Ms. Branstrator also requested samples of the ground leaves and the twice ground yard waste materials from Oxford's Ohio Environmental Protection Agency's (OEPA's) licensed Class IV Compost facility (intended to be used as soil additives for the pilot plantings). Ms. Branstrator indicated that she was concerned of the potential presence



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of weed seeds in the composted materials. Staff is to provide Ms. Branstrator with sample materials from both the ground leaves and twice ground yard waste materials.

Staff updated the Commission on the monthly emission monitoring event of the landfill's 23 passive gas vents for August. The total estimated carbon dioxide equivalent (CO₂e) for the entire landfill during the month was 158 metric tons (MT). This was only slightly above the 23-month average monthly estimate of 152 MT CO₂e per month. This value is some 60% lower than the USEPA's model estimate for the closed landfill emissions (392 MT) that was used in previous calculations of the inventory of Oxford's greenhouse gas emissions.

Staff provided a summary of the on-going residential food scraps drop-off program. Through the end of August (178 weeks since April 2019), the total weight of collected food scraps was approximately 133,315 pounds (66.7 tons), averaging 749 pounds per week. For the year 2022, a total of approximately 27,800 pounds (13.9 tons) had been collected in 35 weeks, averaging 794 pounds per week. The company (GoZERO) that provides the food scraps collection and transport to the OEPA licensed Class II Composting facility has indicated that the weekly service fee will increase in 2023 from \$228 per week for six food scrap totes to \$260 per week (annual expense of \$11,856 increasing to \$13,520). This is the first service fee increase since the program started in April 2019.

Staff informed the Commissioners that the 2022 Annual Tree Maintenance Project was largely complete. One public tree remains of the 17 trees that were scheduled for removal. The remaining tree requires Duke Energy to conduct a "Make Safe" pruning due to the presence of immediately adjacent overhead electrical wires. In addition to the removal of these public trees, there were three trees that had dead wood removed from their canopies, and two existing stumps that had been removed as part of the maintenance project. Staff also informed the Commission that approximately 52 street trees were to be planted this fall in association with the Ohio Department of Natural Resources' Urban Canopy Restoration Grant Program. Application for the 2023 Urban Canopy Restoration Grant Program is due by October 14, 2022. Staff envisions the grant program request for next year to be similar in scope as this year's approximate 52 trees.

Approval of Adjournment:

Motion:	Ms. Raghu
2 nd :	Ms. Barrett
Vote:	Unanimous

Commissioners concluded discussions at 7:50 p.m. The next regularly scheduled monthly Environmental Commission meeting is scheduled for 7:00 p.m. on October 5, 2022, in the Municipal Building's first floor conference room.



OXFORD CITY COUNCIL Work Session Minutes

Monday, September 12, 2022

Roll Call

William Snavelly Mayor	Chantel Raghu Vice Mayor
Jason Bracken	Amber Franklin
Alex French	Glenn Ellerbe
David Prytherch	

A work session meeting of the Oxford City Council was called to order by Mayor William Snavelly on Monday, September 12, 2022, at 6:31 p.m. Members in attendance were Glenn Ellerbe, Amber Franklin, Jason Bracken, David Prytherch, Chantel Raghu, and Alex French.

Staff Members in Attendance

Mr. Doug Elliott, City Manager; Ms. Jessica Greene, Assistant City Manager; Mr. Joe Newlin, Finance Director; Ms. Heidi Hill, Assistant Finance Director; Mr. Sam Perry, Community Development Director; Mr. John Jones, Police Chief; Mr. John Detherage, Fire Chief; Mr. Geoff Robinson, Police Lieutenant; Mr. Casey Wooddell, Parks and Recreation Director; and Ms. Heather Barbour, Clerk of Council.

Presentation- Capital Improvement Plan.

Mr. Elliott presented the proposed five-year Capital Improvement Program, which included information on the following:

- Budgeting Made Simple – Budget Organization
- Object Classification
- Plan of Action for Purchasing Capital Equipment and Constructing Capital Projects
- Expenditure Detail

Mr. Elliott addressed questions and comments from Council members. Mayor Snavelly thanked Mr. Elliott and City Staff for the presentation.

(Slides included)

Adjournment

Motion to Adjourn Meeting at 8:21 p.m.

(Voice Vote) 1st Ms. Raghu 2nd Mr. Ellerbe

AYE #7

NAY #0

ABS # 0

CITY OF OXFORD
2023-2027
CAPITAL IMPROVEMENT PROGRAM
WORK SESSION
September 12, 2022



Douglas R. Elliott, Jr.
City Manager

CAPITAL IMPROVEMENT PROGRAM

2023-2027

- Budgeting Made Simple-Budget Organization
 - Fund
 - Organizational Unit or Program
 - Object Classification
 - Expenditure Detail
- Object Classifications
 - Personnel Services (49.80% of GF in FY2022 Budget)
 - Operating Expenses (19.87%)
 - **Capital Outlays**
 - Debt Service
 - Interfund Transfers (8.59%)
 - Advances (21.74%)

CAPITAL IMPROVEMENT PROGRAM

2023-2027

- Plan of Action for Purchasing Capital Equipment and Constructing Capital Projects
- A Capital Asset is property that has an useful life longer than one year and is of significant value (for City of Oxford over \$5,000). Capital assets include land, infrastructure, buildings, renovations to buildings that increase their value, equipment, vehicles, and other tangible and intangible assets that have useful lives longer than one year.
- A capital expenditure is an outlay that results in or contributes to the acquisition or construction of a capital asset.

CAPITAL IMPROVEMENT PROGRAM

2023-2027

- Proposed Capital Improvement Program continues to be less than recent years as a result of income tax revenue reductions due to the COVID-19 Pandemic and its effect on the economy. General Fund income tax revenue was \$9.4 million in 2019, \$8.6 million in 2020, and \$8.9 million in 2021
- This proposal is a balanced, essential, and sustainable Capital Improvement Plan for the next five years.
- After reviewing this plan with City Council, I will incorporate the 2023 CIP plan into the City Manager's Proposed Budget for 2023.

CAPITAL IMPROVEMENT PROGRAM

FY 2023 SUMMARY

- Construction Projects total \$5,430,250 of which \$1,641,750 is General Fund projects, \$1,100,000 is for the Oxford Area Trail, and \$1,323,500 is for Wastewater Projects.
- Of the General Fund amount \$450,000 is for Street Resurfacing & Repairs, \$443,000 for Electric Vehicle Charging Stations, \$250,000 for Kehr Road Culvert Replacement, and \$160,000 for Uptown Public Restroom (w/ the last three requiring grant funding to move forward).
- Capital Equipment total is \$1,216,928 with \$416,900 from the General Fund and \$300,750 from the Wastewater Fund.

Capital Improvement Projects FY 2023

- Aquatic Center Maintenance \$10,000 (R)
- Uptown Public Restroom \$160,000* (I)
- College @ Elm Office Buildout \$53,750 (ED)
- Transportation Safety Action Plan \$25,000 (T)
- Consultant- Solar Evaluation of City Facilities \$30,000 Total (CS)
- Kehr Road Culvert Replacement \$250,000* (I)
- Courtroom/Council Chamber Improvements \$37,500 (I)
- Black Covered Bridge \$50,000 (R)
- Oxford Area Trail System-Phase V East- West Connector \$1,050,000* (R)

Capital Improvement Projects

FY 2023

- Municipal Buildings/Courthouse Improvements \$47,000 (I)
- Parking Garage Improvements \$120,000 (T)
- ADA Transition Plan- Facility Improvements \$24,000 Total (E&H)
- Storm Sewer Infrastructure \$10,000 (I)
- Uptown Water Sprinkler Display \$10,000 (R)
- Street Name Signs \$10,000 (I)

Capital Improvement Projects

FY 2023

- Street Resurfacing and Repairs \$450,000 (T)
- Bicycle and Pedestrian Safety \$50,000 (T)
- Maintenance Crack Sealing City Streets \$50,000 (T)
- Sidewalk Curb and Gutter Improvements \$25,000 (T)
- Emerald Ash Borer Response \$30,000 (I)

Capital Improvement Projects FY 2023

- Landfill Ground Water Monitoring Wells \$50,000 (CS)
- Closed Landfill Methane Emissions Reduction \$10,000 (CS)
- Electric Vehicle Charging Stations \$443,000* (CS)

Capital Improvement Projects

FY 2023

- Water System Improvements \$100,000 (I)
- Lead Service Line Replacements \$20,000 (E&H)
- Water Main Relocation Springwood \$160,000 (I)
- West Booster Station Maintenance \$20,000 (I)
- Raw Water Main Flushing Point \$50,000 (I)
- Elevated Storage Tank Exterior Coating System \$500,000 (I)
- WTP & Distribution Bldg. Repair and Painting \$20,000 (I)
- Clean and Redevelop Vertical Water Well \$50,000 (I)
- Meters New Development \$29,500 (I)

Capital Improvement Projects

FY 2023

- Disc Aeration Rehabilitation \$256,000 (I)
- Biotower Media Replacement \$900,000 (I)
- Meters New Development \$29,500 (I)
- Sanitary Sewer System Improvements \$100,000 (I)
- Sanitary Sewer Relining \$20,000 (I)

Capital Improvement Projects

FY 2023

- Storm Sewer Improvements \$20,000 (I)
- Storm Water Catch Basin Maintenance \$10,000 (I)
- Sidewalk Improvements \$150,000 (I)
- GRAND TOTAL ALL CAPITAL IMPROVEMENT PROJECTS \$5,430,250

Capital Equipment Plan FY 2023

- SCBA Replacement \$135,000 (PS)
- Intox DMT \$15,000 (PS)
- Parking Garage Video Equipment \$25,000 (PS)
- Interview Room Camera System \$32,000 (PS)
- Parking Meters \$59,628 (PS)
- Police Administrative Vehicle Replacement \$49,600 (PS)
- Parking Vehicle Replacement (2) \$48,000 (PS)
- Automatic License Plate Reader (ALPR) \$40,000 (PS)
- Police Tablet Replacement (10) \$15,000 (PS)
- Cruiser Replacement \$55,000 (PS)

Capital Equipment Plan

FY 2023

- HVAC System for Pool Restroom & Chemical Room \$25,000 (R)
- Playground and Facility Repairs \$125,000 (R)
- MIS Technology Replacement \$16,500 total (SE)

Capital Equipment Plan FY 2023

- Replacement 2015 Dodge Durango Hybrid \$39,000 total (I)
- Grass Cutting Flail Head for Boom Mower \$25,000 (I)
- Replacement of 2012 Mower #895 \$15,000 (I)
- Replacement of Rubber Tire Loader \$240,000 Total (I)

Capital Equipment Plan FY 2023

- Vulnerability Assessment Mitigation Items \$20,000 (I)
- Split Tilt Trailer \$30,000 (I)
- Camera Truck Equipment Upgrades \$55,000 (I)
- Discharge Conveyor \$90,000 (I)
- Disc Aeration VFD Replacement Project \$46,000 (I)
- UV Lamp Replacement Project \$16,200 (I)
- GRAND TOTAL FOR CAPITAL EQUIPMENT \$1,216,928

Capital Improvement Plan FY 2023

TOTAL FOR CAPITAL IMPROVEMENT PROJECTS \$5,430,250

TOTAL FOR CAPITAL EQUIPMENT \$1,216,928

GRAND TOTAL FOR FY 2022 CAPITAL IMPROVEMENT PLAN \$6,647,178

Other Major (Over \$1 Million) Capital Outlays FY'S 2024-2027

- OAT Phase V East-West Connector in 2025 \$4.6 million
- Municipal Bldg./Courthouse Improvements in 2026 \$2.5 million
- RR Over/Underpass Design Plan in 2024 \$2 million
- OAT Phase VI in 2026 & 2027 \$8 million total
- WTP Improvements (Softening) in 2024 \$17.9 million
- Replace 2005 Fire/EMS Div. Aerial Ladder in 2025 \$1.7 million

Capital Improvement Plan FY 2023

QUESTIONS?



OXFORD CITY COUNCIL Meeting Minutes

Tuesday, September 6, 2022

[Link for website video here](#)

Full Transcript available upon request.

Roll Call [TIME 00:14](#) I've been using these for our timestamps with YouTube links

William Snavelly Mayor	Chantel Raghu Vice Mayor
Jason Bracken	Amber Franklin
Alex French	Glenn Ellerbe
David Prytherch	

A regular meeting of the Oxford City Council was called to order by Mayor William Snavelly on Tuesday, September 6, 2022, at 7:30 p.m. Members in attendance were Amber Franklin, Jason Bracken, Glenn Ellerbe, Alex French, David Prytherch, and Chantel Raghu.

Staff Members in Attendance

Mr. Doug Elliott, City Manager; Ms. Jessica Greene, Assistant City Manager; Mr. Joe Newlin, Finance Director; Mr. Mike Dreisbach, Service Director; Mr. Sam Perry, Community Development Director; Mr. John Detherage, Fire Chief; Mr. John Jones, Police Chief; Mr. Casey Wooddell, Parks and Recreation Director; Mr. Geoff Robinson, Police Lieutenant; Mr. Ben Mazer, Law Director, and Ms. Heather Barbour, Clerk of Council.

Pledge of Allegiance [TIME 00:33](#)

Approval of the Agenda [TIME 00:58](#)

Motion – To Adopt

(Voice Vote) 1st Ms. Raghu 2nd Ms. Franklin

AYE #7

NAY #0

ABS #0

Public Participation [TIME 01:12](#)

Presentation- Police Community Relations & Review Commission Page 5 of the Agenda Packet

Mr. Nadler thanked the outgoing members of the PCRRC and welcomed new members. Mr. Nadler reviewed the purpose and objectives of the commission. Mr. Nadler shared information from the PCRRC annual report that can be found on page 5 of the agenda packet.

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.

Resident Name Address/ Resident Comment / Request

Consent Agenda [TIME 09:42](#)

All matters under the Consent Agenda are considered by the City Council to be routine and will be enacted by one motion. Any City Council member may, however, remove an item from consent by request. Items removed for separate discussion will be considered after the motion to approve the Consent Agenda.

- A. Minutes of the August 16, 2022, City Council Meeting (Heather Barbour, Clerk of Council) **Page 9 of the Agenda Packet**
- B. Report regarding the August 11, 2022, Recreation Board Meeting (Casey Wooddell, Parks and Recreation Director) **Page 31 of the Agenda Packet**
- C. Approving use of the Uptown Park for “Girl Scouts Clothing Swap” event (Jessica Greene, Assistant City Manager) **Page 32 of the Agenda Packet**
- D. Approving use of the Uptown Park for “Faith & Fitness Workout” event (Jessica Greene, Assistant City Manager) **Page 37 of the Agenda Packet**
- E. A Resolution approving Then and Now Certificates for purchase orders issued above \$3000 where an invoice was received prior to the purchase order date, as a requirement of Ohio Revised Code 5705.41(d). (Joe Newlin, Finance Director) **Page 43 of the Agenda Packet**

Motion – To Adopt

(Voice Vote) 1st Ms. Raghu 2nd Ms. Franklin

AYE #7

NAY #0

ABS #0

Resolutions

Resolution No. 7426 [TIME 10:05](#)

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1. A Resolution repealing Resolution No. 6051 adopted February 6, 2018, and adopting new rules of order for the Oxford Recreation Board. (Casey Wooddell, Parks and Recreation Director)

Comments from the Public – None

Motion – To Adopt Resolution No. 7426

(Voice Vote) 1st Ms. Raghu 2nd Ms. French

AYE #7

NAY #0

ABS #0

Resolution No. 7427 [TIME 11:30](#)

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2. A Resolution authorizing the City Manager to enter into the Butler County Mutual Police Aid Agreement. (John Jones, Police Chief)

Comments from the Public – None

Motion – To Adopt Resolution No. 7427

(Voice Vote) 1st Ms. Franklin 2nd Ms. Raghu

AYE #7

NAY #0

ABS #0

Resolution No. 7428 [TIME 18:44](#)

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3. A Resolution authorizing the release of American Rescue Plan Act funding up to the maximum of one hundred thirty-two thousand dollars (\$132,000.00) for payment of the College@Elm Project. (Mike Dreisbach, Service Director)

Comments from the Public – None

Motion – To Adopt Resolution No. 7428

(Voice Vote) 1st Ms. Raghu 2nd Mr. Ellerbe

AYE #7

NAY #0

ABS #0

Ordinances

Ordinances are adopted using a two-step procedure. First reading introduces the Ordinance and

provides an opportunity for public input on the subject as well as allowing Council to request more information as needed. Second reading is to provide Council with the opportunity to consider new information and to deliberate.

First Reading [None TIME 21:22](#)

1. An Ordinance granting the request of Gerald and Linda Dingleline to connect to an existing City water main for a single-family residence located on a 1.5-acre parcel on Trenton-Oxford Road outside the Oxford Corporate Limits. (Mike Dreisbach, Service Director)

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Comments from the Public – None

2. An Ordinance amending Ordinance No. 3654 Supplemental Budget Ordinance Number 7 to make supplemental appropriations for fiscal year 2022. (Joe Newlin, Finance Director)

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Comments from the Public – None

Second Reading

Ordinance No. 3689[TIME 26:29](#)

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1. An Ordinance to regulate the rates and charges to be charged and collected and the services to be rendered by Glenwood Energy of Oxford, Inc., its successors and assigns, for gas and gas service furnished to all of its customers within the corporate limits of the City of Oxford during the period ending October 31, 2025, and repealing and superseding Ordinance No. 3483, which, together previously regulated such rates, charges, and services. (Doug Elliott, City Manager)

Motion – To Adopt Ordinance No. 3689

(Roll Call Vote) 1st Ms. Raghu 2nd Ms. French

AYE #7

Ms. Franklin, Ms. French, Mr. Prytherch, Ms. Raghu, Mr. Bracken, Mr. Ellerbe, and Mayor Snively

NAY #0

Names Here

ABS #0

Names Here

Announcements & Communications

Remarks from City Council and City Staff [TIME 29:36](#)

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.

Adjournment

Motion to Adjourn Meeting at 8:16 p.m. [TIME 47:45](#)

(Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherch

AYE #7

NAY #0

ABS #0



OXFORD CITY COUNCIL Work Session Minutes

Tuesday, September 6, 2022

Roll Call

William Snavelly Mayor	Chantel Raghu Vice Mayor
Jason Bracken	Amber Franklin
Alex French	Glenn Ellerbe
David Prytherch	

A work session meeting of the Oxford City Council was called to order by Mayor William Snavelly on Tuesday, September 6, 2022 at 7:00 p.m. Members in attendance were Amber Franklin, Jason Bracken, Glenn Ellerbe, Alex French, David Prytherch, and Chantel Raghu arrived at 7:20 pm.

Staff Members in Attendance

Mr. Doug Elliott, City Manager; Ms. Jessica Greene, Assistant City Manager; Mr. Joe Newlin, Finance Director; Mr. Mike Dreisbach, Service Director; Mr. Sam Perry, Community Development Director; Mr. John Jones, Police Chief; Mr. John Detherage, Fire Chief; Mr. Casey Wooddell, Parks and Recreation Director; and Ms. Heather Barbour, Clerk of Council.

Approval of the Agenda

Motion – To Adopt

(Voice Vote) 1st Mr. Prytherch 2nd Ms. French

AYE #6

NAY #0

ABS #0

Presentation- General Fund Five-Year Forecast

Mr. Newlin shared the attached slides entitled Budgeting Made Simple. Mr. Newlin noted that a balanced budget is revenue – expenditures = 0. Mr. Newlin compared building the General Fund Budget to building a seven-layer salad. Mr. Newlin mentioned there's no magic formula. It's all going in the new budget format that has been in the works for the past year. Mr. Newlin mentioned the three possible types of expenditures for each department. Mr. Newlin noted personnel costs, operating expenditures, and transfers to other funds for operations, debt, or capital expenditures. Mr. Newlin described the next layer to include various fees within a specific division. Mr. Newlin gave the example of Security of Persons & Property Division and the fees set in the annual Fee Ordinance, which is adopted at the same time as the City's budget is passed by City Council. Mr. Newlin noted that the next layer includes accounts like auction sales, miscellaneous, and reimbursements that are not division-specific sources of revenue but rather multiple divisions throughout the year. Mr. Newlin added that the third layer includes investment revenue, hotel taxes, and local government receipts. These three sources of revenue are divided among the divisions by the simple formula (Divisions total operational cost divided by total general fund operational costs) times the revenue source. Mr. Newlin addressed the fourth layer, the income tax receipts, the largest source of income for general fund operation, is first assigned to security of persons & property, public health & welfare, leisure time activities, and Community Environment, so they break even for the reporting period. Leftover income tax revenue is applied to the general government division. Mr. Newlin shared slides forecasting the next five years for the general fund, street fund, parking fund, water fund, wastewater fund, solid waste fund and fire/EMS fund. Mr. Newlin offered to answer any questions. Mayor Snively thanked Mr. Newlin for the presentation.

Adjournment

Motion to Adjourn Meeting at 7:24 p.m.

(Voice Vote) 1st Ms. Raghu 2nd Ms. Franklin

AYE #7

NAY #0

ABS # 0

Budgeting Made Simple

Think Botany 101

Balanced Budget: Revenue - Expenditures = 0

Building the General Fund Budget is like building a seven layer salad.

Each department within the Division has three possible type of expenditures or layers

Personnel cost are generally the largest

Followed by operating expenditures

Finally transfers to other Funds for operations, debt or capital expenditures.

Layer One – this includes various fees within a specific Division, for instance Parking Violations and Administrative Citations belong in the Security of Persons & Property Division. These fees are set in the annual Fee Ordinance which is adopted at the same time as the City's budget is passed by City Council.

Layer Two – this includes accounts like Auctions Sales, Miscellaneous and Reimbursements which are not Division specific sources of revenue, rather multiple Divisions may receive them throughout the year.

Layer Three – this includes Investment Revenue, Hotel Taxes and Local Government Receipts. These three sources of revenue are divided among the Divisions by the simple formula (Divisions total operational cost divided by total General Fund operational costs) times the revenue source. Next Property Tax Revenue is divided by first subtracting any General Obligation Debt, in the City's case the transfer to the Aquatic Center Debt Service Fund, then the remainder is divided by the simple formula (Divisions total operational cost divided by total General Fund operational costs) times the remaining Property Tax Revenue. The portion of the Property Tax for the transfer to the Aquatic Center Debt Service Fund is then assigned to the General Government Division.

Fourth - finally the Income Tax Receipts, the largest source of income for General Fund operations, is first assigned to Security of Persons & Property, Public Health & Welfare, Leisure Time Activities and Community Environment so they break even for the reporting period. Last but not least, the left over Income Tax Revenue is applied to the General Government Division. This is the source of funding for transfers to other Funds for operations, debt or capital expenditures.

City of Oxford General Fund Five Year Forecast

	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Forecast	2023 Budget	2024 Budget	2025 Budget	2026 Budget	2027 Budget	Total
Property Tax	1,001,412	1,146,967	1,049,273	1,096,095	1,065,999	1,074,342	1,085,084	1,070,489	1,085,208	1,099,059	1,171,892	1,203,549	1,194,207	1,443,100	1,400,000	1,400,000	1,414,000	1,428,140	1,442,421	1,456,845	24,328,082
Income Tax	7,100,077	7,063,680	6,717,935	6,712,608	6,813,679	7,284,301	7,788,102	8,213,624	8,420,652	8,783,372	9,058,621	9,351,198	8,612,160	8,939,028	8,800,000	8,900,000	9,078,000	9,259,560	9,444,751	9,633,646	165,974,994
	8.57%	-0.51%	-4.89%	-0.08%	1.51%	6.91%	6.92%	5.46%	2.52%	4.31%	3.13%	3.23%	-7.90%	3.80%	-1.56%	1.14%	2.00%	2.00%	2.00%	2.00%	
Hotel Tax	174,303	170,727	163,648	178,385	178,476	213,770	220,484	226,117	241,855	261,642	271,952	268,954	121,811	219,722	240,000	255,000	255,000	255,000	255,000	255,000	4,426,846
State Levied Shared Taxes	1,550,272	1,026,825	943,588	1,069,073	851,150	643,862	440,303	395,689	380,996	366,300	376,233	428,201	445,343	531,307	590,102	535,800	535,800	535,800	535,800	535,800	12,718,244
Intergovernmental Receipts	137,051	104,389	218,277	75,559	83,420	68,562	87,417	75,295	64,749	110,768	128,686	117,957	104,857	135,533	175,638	198,684	198,684	198,684	198,684	198,684	2,681,578
Charges for Public Services	664,880	769,441	775,485	396,177	422,552	473,209	439,469	530,789	481,301	486,265	458,705	677,965	385,228	825,838	728,726	735,055	735,055	735,055	735,055	735,055	12,191,305
Permits & Fees	375,620	385,870	417,812	401,991	397,943	424,152	445,731	445,071	572,643	640,360	557,884	493,266	438,726	434,480	429,800	438,800	438,800	438,800	438,800	438,800	9,055,349
Fines, Cost & Forfeitures	264,224	232,653	323,168	241,358	195,627	202,153	210,524	176,996	145,879	189,079	181,858	200,666	162,546	226,140	176,008	186,400	186,400	186,400	186,400	186,400	4,060,879
Interest Income	620,492	308,204	111,817	67,059	88,542	60,087	3,843	90,009	127,653	151,227	170,001	264,731	173,793	102,219	60,273	150,110	151,611	153,127	154,658	156,205	3,165,662
																149.05%	1.00%	1.00%	1.00%	1.00%	
Miscellaneous	306,042	173,667	129,788	111,484	179,770	196,755	269,697	176,699	204,119	217,160	247,250	245,656	528,319	271,902	193,500	193,500	193,500	193,500	193,500	193,500	4,419,308
Total Operating Revenue	12,194,373	11,382,423	10,850,791	10,349,789	10,277,158	10,641,193	10,990,654	11,400,778	11,725,055	12,305,232	12,623,082	13,252,143	12,166,990	13,129,269	12,794,047	12,993,349	13,186,850	13,384,066	13,585,069	13,789,935	243,022,247
Security of Persons & Property	4,807,100	5,135,359	5,274,442	4,175,411	4,184,461	4,276,918	4,493,510	4,549,053	4,466,057	4,824,197	4,888,443	5,246,990	5,042,806	5,406,177	5,847,749	6,208,154	6,301,276	6,395,795	6,491,732	6,589,108	104,604,738
Public Health & Welfare	292,817	191,009	125,408	124,204	127,693	133,080	122,530	122,331	123,304	127,344	127,993	128,356	216,233	133,417	178,474	183,474	183,474	183,474	183,474	183,474	3,191,563
Leisure Time Activities	1,243,275	1,311,532	1,284,084	1,254,244	1,328,629	1,318,378	1,367,609	1,369,685	1,340,489	1,404,758	1,408,327	1,569,270	1,449,993	1,664,949	1,754,134	1,958,375	2,056,294	2,159,109	2,267,064	2,380,417	31,890,615
Community Environment	727,000	804,151	806,600	811,878	774,335	785,042	855,751	852,309	942,940	1,118,617	1,051,868	955,841	901,252	1,006,982	1,058,388	939,538	953,631	967,935	982,454	997,191	18,293,703
General Government	3,467,094	2,265,065	2,325,082	1,726,323	1,632,311	1,768,180	1,648,073	1,720,337	1,791,330	1,925,644	2,041,832	1,889,302	1,919,479	2,362,965	2,070,124	2,295,965	2,330,404	2,365,360	2,400,840	2,436,853	42,382,563
Total Operating Expenses	10,537,286	9,707,116	9,815,616	8,092,060	8,047,429	8,281,598	8,487,473	8,613,715	8,664,120	9,400,560	9,518,463	9,789,759	9,529,763	10,574,490	10,908,869	11,585,506	11,825,079	12,071,673	12,325,564	12,587,043	200,363,182
Revenue - Operating Expenses	1,657,087	1,675,307	1,035,175	2,257,729	2,229,729	2,359,595	2,503,181	2,787,063	3,060,935	2,904,672	3,104,619	3,462,384	2,637,227	2,554,779	1,885,178	1,407,843	1,361,771	1,312,393	1,259,505	1,202,892	42,659,065
Park Debt Transfer	328,060	286,004	311,252	312,150	307,450	313,050	306,800	306,800	310,850	307,075	311,763	311,250									3,712,504
Aquatic Center Debt													-	269,791	305,250	311,050	306,550	307,050	307,400	308,400	2,115,491
Streets Transfer	441,900	400,000	448,523	413,000	433,000	433,000	492,038	521,664	530,604	544,613	582,045	578,085	452,425	447,665	511,960	552,621	560,910	569,324	577,864	586,532	10,077,773
																	1.50%	1.50%	1.50%	1.50%	
Discretionary Spending	887,127	989,303	275,400	1,532,579	1,489,279	1,613,545	1,704,343	1,958,599	2,219,481	2,052,984	2,210,811	2,573,049	2,184,802	1,837,323	1,067,968	544,172	494,311	436,019	374,241	307,960	26,753,297
Transfer from Capital Improvement	1,500,000	567,097	590,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2,657,097
Adjusted Discretionary Spending	2,387,127	1,556,400	865,400	1,532,579	1,489,279	1,613,545	1,704,343	1,958,599	2,219,481	2,052,984	2,210,811	2,573,049	2,184,802	1,837,323	1,067,968	544,172	494,311	436,019	374,241	307,960	29,410,394
*** Property taxes increase 1% in 2024 - 2027 based on 2023 Budget																					
*** Income taxes increase 2.6% 2023 Budget, 2.0% 2024 - 2027 based on 2023 Budget													Oxford Cemetery Association (net revenue - expenses)				35,000	35,000	35,000	35,000	
*** Hotel taxes increase back to pre-COVID levels in 2023																					
*** Interest Income increase 1% 2024 - 2027																					
*** Local Government Funds budgeted increase 4.3% 2023																					
*** 2022 Forcasted Revenue & Expenditures																					
*** Expenditure increase 1.5% in 2024 - 2027 except Public Health & Welfare (mostly agency funding) based on 2023 Budget																					
*** Ramp up of Fire/EMS to 24 hour coverage																					
*** Transfer from Capital Improvement offsets payments made from the General Fund for Western Knolls settlement																					
*** Transfer to Streets increases 1.5% 2024 - 2027																					

City of Oxford Street Fund Five Year Forecast

	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Forecast	2023 Budget	2024 Budget	2025 Budget	2026 Budget	2027 Budget	Total
Motor Vehicle License Fees	47,776	45,386	43,798	45,180	45,531	43,594	41,516	42,970	45,103	45,701	47,054	45,230	37,303	40,257	41,000	47,000	47,000	47,000	47,000	47,000	938,633
Gasoline Tax	228,216	221,922	226,488	209,925	203,488	205,731	214,988	217,407	219,132	230,717	240,620	298,113	357,635	345,467	335,000	396,613	396,613	396,613	396,613	396,613	5,949,221
Local License Fees	46,460	45,366	43,518	44,772	46,118	48,409	47,603	50,310	52,180	53,909	55,769	54,491	49,229	53,015	53,000	55,800	55,800	55,800	55,800	55,800	1,078,138
Auction Sales	2,200	-	-	-	-	-	-	-	-	-	-	-	-	-	31,500	-	-	-	-	-	33,700
Miscellaneous	5,051	5,130	5,392	9,273	3,702	7,136	5,352	12,462	5,300	12,612	7,856	6,218	3,970	10,134	10,500	6,000	6,000	6,000	6,000	6,000	147,284
Street Cuts	12,638	20,502	14,828	7,475	15,713	5,923	10,687	6,559	11,342	19,092	20,755	13,046	14,871	21,269	18,000	10,000	10,000	10,000	10,000	10,000	286,099
Street Cuts / Water	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest	7,044	4,641	2,140	1,373	1,881	1,254	(124)	1,786	3,311	4,457	5,597	12,566	11,034	7,475	4,140	6,894	6,963	7,033	7,033	7,103	113,665
																66.52%	1.00%	1.00%	1.00%	1.00%	
Reimbursements	-	3,013	7,109	5,109	4,250	18,379	27,595	15,238	10,539	14,211	22,275	27,879	41,056	39,986	20,000	5,000	5,000	5,000	5,000	5,000	282,178
Total Operating Revenue	349,385	345,960	343,273	323,107	320,683	330,426	347,617	346,732	346,907	380,699	399,926	457,543	515,098	517,603	513,140	527,308	527,376	527,446	527,446	527,516	8,828,918
Transfer from General	441,900	400,000	448,523	413,000	433,000	433,000	492,038	521,664	530,604	544,613	582,045	578,085	452,425	447,665	511,960	552,621	560,910	569,324	577,864	586,532	10,461,773
Transfer from FEMA	-	93,137	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	93,137
Transfer from Parking	22,784	23,581	23,581	23,581	23,581	22,625	23,005	23,947	24,599	25,280	27,394	28,343	28,686	29,409	30,134	31,185	31,653	32,128	32,610	33,099	563,325
Total Transfers	464,684	516,718	472,104	436,581	456,581	455,625	515,043	545,611	555,203	569,893	609,439	606,428	481,111	477,074	542,094	583,806	592,563	601,452	610,474	619,631	11,118,235
Total Revenue	814,069	862,678	815,377	759,688	777,264	786,051	862,660	892,343	902,110	950,592	1,009,365	1,063,971	996,209	994,677	1,055,234	1,111,114	1,119,939	1,128,898	1,137,920	1,147,147	19,947,154
Personnel	626,157	624,966	579,997	572,602	596,204	599,645	614,191	634,586	640,232	686,393	702,534	688,578	708,214	740,260	789,659	801,504	813,527	825,730	838,116	850,688	14,522,497
Operating	237,065	189,670	222,019	182,672	160,746	198,556	252,424	205,244	161,168	184,472	196,142	180,961	143,640	252,188	276,727	280,878	285,091	289,367	293,708	298,114	4,631,154
Capital	-	-	-	-	-	-	-	-	-	-	-	-	-	79,974	295,000	-	-	-	-	-	374,974
Total Operating Expenses	863,222	814,636	802,016	755,274	756,950	798,201	866,615	839,830	801,400	870,865	898,676	869,539	851,854	1,072,422	1,361,386	1,082,382	1,098,618	1,115,097	1,131,824	1,148,802	19,528,625
Revenue - Operating Expenses	(49,153)	48,042	13,361	4,414	20,314	(12,150)	(3,955)	52,513	100,710	79,727	110,689	194,432	144,355	(77,745)	(306,152)	28,732	21,321	13,801	6,096	(1,655)	418,529
Transfer to Internal Service	5,096	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	5,096
Transfer to Parking	-	-	-	-	-	-	-	-	-	-	-	-	24,097	-	-	-	-	-	-	-	24,097
	5,096	-	-	-	-	-	-	-	-	-	-	-	24,097	-	-	-	-	-	-	-	29,193
Discretionary Spending	(54,249)	48,042	13,361	4,414	20,314	(12,150)	(3,955)	52,513	100,710	79,727	110,689	194,432	120,258	(77,745)	(306,152)	28,732	21,321	13,801	6,096	(1,655)	53,290
*** 2022 Forecasted Revenue & Expenditures																					
*** Interest Income increase 1% 2024 - 2027																					
*** Transfer from General & Parking increases 1.5% 2024 - 2027																					
*** Expenditure increase 1.5% in 2024 - 2027																					

City of Oxford Parking Fund Five Year Forecast

	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Forecast	2023 Budget	2024 Budget	2025 Budget	2025 Budget	2026 Budget	Total
Parking Garage Rent	86,560	99,995	109,553	121,777	101,842	145,318	146,239	150,154	162,533	146,685	156,073	167,067	125,560	170,013	165,000	164,000	164,000	164,000	164,000	164,000	2,874,369
Residential Parking Permits	-	-	-	735	1,357	1,540	1,800	2,087	2,738	3,127	2,626	2,812	2,665	3,450	3,000	2,500	2,500	2,500	2,500	2,500	40,437
Miscellaneous	-	-	-	-	-	-	-	-	10	-	-	226	175	50	-	-	-	-	-	-	461
Meter Collection	289,539	284,461	266,999	346,659	340,345	349,611	340,855	335,300	343,328	338,940	355,026	327,067	186,520	433,564	450,000	450,000	450,000	450,000	450,000	450,000	7,238,214
Garage Collections	27,136	29,755	25,876	30,565	18,601	18,369	23,953	20,105	22,530	20,413	19,708	15,448	7,066	1,936	800	800	800	800	800	800	286,261
Recovery of Write Offs	17,403	6,887	4,932	5,432	4,837	2,973	4,182	2,805	1,918	2,509	3,069	1,173	8,299	4,335	4,000	8,000	8,000	8,000	8,000	8,000	114,754
Collection Fee	3,991	4,617	4,040	4,281	4,149	3,562	3,448	3,039	2,908	3,776	4,600	634	4,562	4,854	6,000	5,000	5,000	5,000	5,000	5,000	83,461
Fines	217,186	181,081	207,854	192,432	165,115	124,312	117,501	108,515	127,520	104,459	102,939	126,801	96,276	142,981	135,000	140,000	140,000	140,000	140,000	140,000	2,849,972
Recovery Fee	6,121	3,628	3,378	2,650	2,501	2,092	1,860	1,716	1,676	1,706	1,465	107	1,604	5,797	6,000	5,000	5,000	5,000	5,000	5,000	67,301
Interest Income	49,333	28,061	12,140	8,226	9,225	4,986	133	5,397	8,363	9,613	9,381	15,508	9,268	5,257	2,441	6,869	6,938	7,007	7,007	7,077	212,230
Reimbursements	278	6,069	8,813	5,642	3,533	3,840	5,895	2,865	1,477	2,955	2,852	3,943	17,621	4,708	3,500	4,200	4,200	4,200	4,200	4,200	94,991
Total Operating Revenue	691,426	640,926	640,207	715,749	649,004	654,511	644,006	630,267	673,325	632,477	656,274	660,679	458,012	771,148	769,741	781,369	781,438	781,507	781,507	781,577	13,795,150
Parking	410,796	444,606	463,283	437,434	395,221	397,776	415,192	387,934	380,800	450,706	422,570	493,363	470,001	541,263	624,956	660,718	670,629	680,688	690,898	701,261	10,140,095
Total Operating Expenses	410,796	444,606	463,283	437,434	395,221	397,776	415,192	387,934	380,800	450,706	422,570	493,363	470,001	541,263	624,956	660,718	670,629	680,688	690,898	701,261	10,140,095
Revenue - Operating Expenses	280,630	196,320	176,924	278,315	253,783	256,735	228,814	242,333	292,525	181,771	233,704	167,316	(11,989)	229,885	144,785	120,651	110,809	100,819	90,609	80,316	3,655,055
Transfer to Street	22,784	23,581	23,581	23,581	23,581	22,625	23,005	23,947	24,599	25,280	27,394	28,343	28,686	29,409	35,351	35,889	36,427	36,973	36,973	37,528	569,537
Transfer to General	23,664	24,500	24,500	24,500	24,500	26,574	27,333	28,588	29,015	29,711	29,241	30,120	33,364	33,302	30,134	31,185	31,653	32,128	32,128	32,610	578,750
Transfer to Capital Improvement	100,000	100,000	100,000	100,000	115,312	110,000	110,000	110,000	110,000	110,000	110,000	110,000	110,000	-	-	110,000	110,000	110,000	110,000	110,000	1,945,312
Discretionary Spending	134,182	48,239	28,843	130,234	90,390	97,536	68,476	79,798	128,911	16,780	67,069	(1,147)	(184,039)	167,174	79,300	(56,423)	(67,271)	(78,282)	(88,492)	(99,822)	561,456

*** 2022 Forecasted Revenue & Expenditures

*** Interest Income increase 1% 2024 - 2027

*** Expenditure increase 1.5% in 2024 - 2027

*** Transfer to Street & General increases 1.5% 2024 - 2027

City of Oxford Water Fund Five Year Forecast

	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Forecast	2023 Budget	2024 Budget	2025 Budget	2026 Budget	2027 Budget	Total
Auction Sales	900	-	-	-	-	190	-	1,650	-	3,550	-	1,988	-	4,050	-	-	-	-	-	-	12,328
Water	2,502,791	2,447,790	2,514,951	2,461,358	2,555,272	2,418,259	2,314,748	2,492,611	2,454,570	2,412,694	2,545,642	2,659,337	2,458,092	2,518,023	2,500,000	2,597,175	2,645,223	2,694,160	2,744,002	2,794,766	50,731,464
Water Taps	62,318	12,000	65,735	58,185	32,215	79,810	71,875	108,745	88,380	90,415	48,000	23,170	47,496	58,324	40,000	40,000	40,000	40,000	40,000	40,000	1,086,668
Water Meters	24,967	10,168	18,230	2,649	16,454	26,700	18,900	41,849	29,976	28,745	52,883	18,422	6,456	4,135	10,000	14,000	14,000	14,000	14,000	14,000	380,534
Miscellaneous	5,660	4,506	5,731	12,395	7,260	8,711	16,681	4,773	9,573	6,959	14,447	3,600	4,084	5,734	15,000	4,000	4,000	4,000	4,000	4,000	145,114
Over/Under Payment	49,684	(46,745)	(9,739)	(2,557)	3,265	(2,165)	7,433	19,475	(16,188)	18,435	(9,881)	11,363	10,135	(7,611)	(453)	-	-	-	-	-	24,450
Account Initiation Fee	33,786	30,435	29,622	30,757	32,343	36,238	34,750	38,223	35,152	36,851	36,984	40,327	42,850	43,335	35,000	35,000	35,000	35,000	35,000	35,000	711,653
Recovery of Fees for Collection	1,194	2,600	126	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	3,920
Recovery of Write-Offs	6,129	6,783	4,573	8,110	6,422	4,560	3,637	4,249	1,773	2,688	1,408	1,259	1,920	911	900	5,000	5,000	5,000	5,000	5,000	80,322
Back Flow Permits	13,650	14,200	17,350	19,800	18,050	18,725	16,375	22,125	23,025	24,850	21,050	23,700	22,825	23,850	22,000	22,000					
Interest Income	251,983	137,298	55,365	35,383	36,112	22,706	(343)	28,818	43,368	53,713	59,152	115,678	85,391	59,161	34,527	74,581	75,327 1.00%	76,080 1.00%	76,080 1.00%	76,841 1.00%	1,397,221
Reimbursements	340	6,842	12,668	14,552	852	10,734	17,895	9,045	9,461	13,699	24,591	12,589	58,624	15,764	33,155	-	-	-	-	-	240,811
Total Operating Revenue	2,953,402	2,625,877	2,714,612	2,640,632	2,708,245	2,624,468	2,501,951	2,771,563	2,679,090	2,692,599	2,794,276	2,911,433	2,737,873	2,725,676	2,690,129	2,791,756	2,818,550	2,868,240	2,918,082	2,969,607	55,138,060
Water	1,613,736	1,648,771	1,664,577	1,610,551	1,684,801	1,635,264	1,720,370	1,768,193	1,776,182	1,807,666	1,835,960	1,822,864	1,848,844	1,816,296	2,367,652	2,403,167	2,439,214	2,475,802	2,512,940	2,550,634	39,003,484
Total Operating Expenses	1,613,736	1,648,771	1,664,577	1,610,551	1,684,801	1,635,264	1,720,370	1,768,193	1,776,182	1,807,666	1,835,960	1,822,864	1,848,844	1,816,296	2,367,652	2,403,167	2,439,214	2,475,802	2,512,940	2,550,634	39,003,484
Revenue - Operating Expenses	1,339,666	977,106	1,050,035	1,030,081	1,023,444	989,204	781,581	1,003,370	902,908	884,933	958,316	1,088,569	889,029	909,380	322,477	388,589	379,336	392,438	405,143	418,973	16,134,577
Transfer to Water Bond Debt Service	931,250	929,350	923,100	880,690	890,350	889,500	887,400	-	-	-	-	-	-	-	-	-	-	-	-	-	6,331,640
Transfer to General	-	10,000	36,976	36,976	38,295	38,672	39,282	39,769	40,001	42,095	34,004	39,343	46,852	37,784	42,690	43,330 1.50%	43,980 1.50%	44,640 1.50%	44,640 1.50%	45,310 1.50%	744,639
Discretionary Spending	408,416	37,756	89,959	112,415	94,799	61,032	(145,101)	963,601	862,907	842,838	924,312	1,049,226	842,177	871,596	279,787	345,259	335,356	347,798	360,503	373,663	9,058,298

*** Water Sales increase 2.0% 2024 - 2027

*** 2022 Forcasted Revenue & Expenditures

*** Interest Income increase 1% 2024 - 2027

*** Expenditure increase 1.5% in 2024 - 2027

*** Transfer to General increases 1.5% 2024 - 2027

City of Oxford Wastewater Five Year Forecast

	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Forecast	2023 Budget	2024 Budget	2025 Budget	2026 Budget	2027 Budget	Total
Auction Sales	-	-	-	-	-	190	-	3,550	-	1,700	-	2,110	-	1,875	-	-	-	-	-	-	9,425
Wastewater Collection Charges	3,007,070	2,844,989	2,923,333	2,859,493	2,925,805	2,750,939	2,669,488	2,766,698	2,730,491	2,660,219	2,837,772	2,948,707	2,642,708	2,749,126	2,800,000	2,960,780	3,015,554	3,071,342	3,128,162	3,186,033	57,478,709
Wastewater Taps	4,350	1,250	2,525	5,450	1,875	4,150	7,175	8,140	58,629	-	-	-	50	-	-	-	-	-	-	-	93,594
Miscellaneous	3,874	2,626	2,370	265	620	1,951	2,604	1,651	950	700	1,256	800	795	750	2,000	800	800	800	800	800	27,212
Recovery of Write-Offs	6,129	6,783	4,573	8,110	6,422	4,560	3,637	4,288	2,104	2,596	1,531	1,288	2,474	899	1,000	5,000	5,000	5,000	5,000	5,000	81,394
Account Initiation Fee	33,732	30,376	29,640	30,751	32,327	36,202	34,768	38,147	35,126	36,852	36,842	39,675	42,515	42,924	35,000	35,000	35,000	35,000	35,000	35,000	709,877
Recovery of Fees for Collection	1,194	2,600	126	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	3,920
Interest Income	303,190	166,851	72,729	49,764	54,122	29,879	(337)	28,618	36,457	40,434	40,978	74,534	54,869	38,306	22,212	48,637	49,123	49,615	49,615	50,111	1,259,706
																	1.00%	1.00%	1.00%	1.00%	
Reimbursements	-	150	-	-	645	11,635	20,615	9,553	3,665	13,676	13,661	14,795	68,228	18,363	2,000	1,000	1,000	1,000	1,000	1,000	181,986
Total Operating Revenue	3,359,539	3,055,625	3,035,296	2,953,833	3,021,816	2,839,506	2,737,950	2,860,645	2,867,422	2,756,177	2,932,040	3,081,909	2,811,639	2,852,243	2,862,212	3,051,217	3,106,477	3,162,757	3,219,577	3,277,944	59,845,823
Wastewater	1,881,873	1,911,252	1,814,038	1,785,979	1,879,979	1,952,782	2,011,198	1,996,481	2,036,864	2,079,470	2,145,647	2,203,614	2,220,236	2,256,774	2,435,307	2,834,734	2,877,255	2,920,414	2,964,220	3,008,683	45,216,800
Total Operating Expenses	1,881,873	1,911,252	1,814,038	1,785,979	1,879,979	1,952,782	2,011,198	1,996,481	2,036,864	2,079,470	2,145,647	2,203,614	2,220,236	2,256,774	2,435,307	2,834,734	2,877,255	2,920,414	2,964,220	3,008,683	45,216,800
Revenue - Operating Expenses	1,477,666	1,144,373	1,221,258	1,167,854	1,141,837	886,724	726,752	864,164	830,558	676,707	786,393	878,295	591,403	595,469	426,905	216,483	229,222	242,343	255,357	269,260	14,629,023
Debt Service	949,787	561,221	561,221	561,221	561,221	561,221	561,221	561,221	536,174	526,406	506,727	-	-	-	-	-	-	-	-	-	6,447,641
Transfer to General	-	10,000	36,976	36,976	38,295	38,672	39,282	39,769	40,001	42,095	34,004	39,343	46,852	37,784	43,851	44,509	45,177	45,855	45,855	46,543	751,839
																1.50%	1.50%	1.50%	1.50%	1.50%	
Discretionary Spending	527,879	573,152	623,061	569,657	542,321	286,831	126,249	263,174	254,383	108,206	245,662	838,952	544,551	557,685	383,054	171,974	184,045	196,488	209,502	222,717	7,429,543

*** Wastewater Collection Charges increase 2.0% 2024 - 2027

*** 2022 Forcasted Revenue & Expenditures

*** Interest Income increase 1% 2024 - 2027

*** Expenditure increase 1.5% in 2024 - 2027

*** Transfer to General increases 1.5% 2024 - 2027

City of Oxford Solid Waste Fund Five Year Forecast

	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Forecast	2023 Budget	2024 Budget	2025 Budget	2026 Budget	2027 Budget	Total
Grants	-	1,391	2,499	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	3,890
Collection Charges	1,314,322	1,328,687	1,341,992	1,351,159	1,400,210	1,448,661	1,470,885	1,345,686	1,278,247	1,200,076	1,168,743	1,124,141	1,130,822	1,158,527	1,200,000	1,412,268	1,447,575	1,483,764	1,520,858	1,558,880	26,685,503
Compactor Use	24,100	22,379	18,083	24,131	20,740	22,395	23,973	26,905	32,580	30,195	26,955	28,080	21,285	24,525	21,000	30,000	30,000	30,000	30,000	30,000	517,326
Dumpster Rentals	116,731	115,066	111,020	121,319	138,200	144,962	151,595	159,266	169,277	173,282	181,995	182,461	187,113	193,728	199,000	184,620	184,620	184,620	184,620	184,620	3,268,115
One Time Permit	508	347	280	369	284	740	290	680	340	265	580	720	350	225	500	300	300	300	300	300	7,978
Recycling Charges	126,329	124,331	137,708	143,525	154,381	162,094	163,835	174,563	168,754	185,394	194,367	208,834	219,887	220,938	223,000	218,566	218,566	218,566	218,566	218,566	3,700,770
Yard Waste Permits	79	321	240	300	429	210	144	24	12	-	-	-	-	150	100	350	350	350	350	350	3,759
Recovery of Write-offs	1,370	1,510	1,016	1,802	1,427	1,013	811	829	1,037	2,571	1,079	1,385	1,742	783	700	1,200	1,200	1,200	1,200	1,200	25,075
Butler County Recycling Incentive	3,417	25,460	21,051	19,613	14,179	15,971	12,861	15,337	-	-	-	-	-	-	-	-	-	-	-	-	127,889
Recovery of Fees for Collections	262	578	28	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	868
Interest	52,748	33,162	16,497	11,289	13,549	9,645	99	12,661	18,763	21,472	22,055	37,640	22,376	13,042	7,495	13,292	13,425 1.00%	13,559 1.00%	13,695 1.00%	13,832 1.00%	360,296
Reimbursements	-	-	-	-	50	1,291	1,921	958	366	1,552	1,756	1,658	9,493	2,759	-	-	-	-	-	-	21,804
Total Operating Revenue	1,639,866	1,653,232	1,650,414	1,673,507	1,743,449	1,806,982	1,826,414	1,736,909	1,669,376	1,614,807	1,597,530	1,584,919	1,593,068	1,614,677	1,651,795	1,860,596	1,896,036	1,932,359	1,969,589	2,007,747	34,723,272
Transfer from Landfill Post Closure	195,000	195,000	195,000	195,000	195,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	975,000
Total Revenue	1,834,866	1,848,232	1,845,414	1,868,507	1,938,449	1,806,982	1,826,414	1,736,909	1,669,376	1,614,807	1,597,530	1,584,919	1,593,068	1,614,677	1,651,795	1,860,596	1,896,036	1,932,359	1,969,589	2,007,747	35,698,272
Solid Waste	1,284,089	1,290,829	1,311,884	1,315,216	1,329,355	1,407,897	1,454,790	1,489,096	1,391,834	1,429,332	1,461,894	1,531,151	1,636,416	1,843,867	1,683,721	1,741,409	1,784,944	1,829,568	1,875,307	1,922,190	31,014,789
Postclosure Costs	58,230	71,220	71,072	45,785	51,146	47,821	49,278	50,678	51,417	48,667	43,169	55,712	51,143	60,657	84,500	105,000	105,000	105,000	105,000	105,000	1,365,495
Debt Service	299,843	299,843	299,843	299,843	299,843	299,844	299,844	149,922	-	-	-	-	-	-	-	-	-	-	-	-	2,248,825
Total Operating Expenses	1,642,162	1,661,892	1,682,799	1,660,844	1,680,344	1,755,562	1,803,912	1,689,696	1,443,251	1,477,999	1,505,063	1,586,863	1,687,559	1,904,524	1,768,221	1,846,409	1,889,944	1,934,568	1,980,307	2,027,190	34,629,109
Revenue - Operating Expenses	192,704	186,340	162,615	207,663	258,105	51,420	22,502	47,213	226,125	136,808	92,467	(1,944)	(94,491)	(289,847)	(116,426)	14,187	6,092	(2,209)	(10,718)	(19,443)	1,069,163
Transfer to Internal Service	74	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	74
Transfer to General	-	-	26,976	26,976	28,295	28,672	29,282	29,769	30,001	32,095	24,004	29,343	36,852	27,784	33,851	32,690	33,180	33,678	34,183	34,696	552,327
Total	74	-	26,976	26,976	28,295	28,672	29,282	29,769	30,001	32,095	24,004	29,343	36,852	27,784	33,851	32,690	33,180	33,678	34,183	34,696	552,401
Discretionary Spending	192,630	186,340	135,639	180,687	229,810	22,748	(6,780)	17,444	196,124	104,713	68,463	(31,287)	(131,343)	(317,631)	(150,277)	(18,503)	(27,088)	(35,887)	(44,901)	(54,139)	516,762

*** Collection Charges increase 2.5% 2024 - 2027

*** 2022 Forcasted Revenue & Expenditures

*** Interest Income increase 1% 2024 - 2027

*** Expenditure increase 2.5% except Postclosure Costs in 2024 - 2027

*** Transfer to General increases 1.5% 2023 - 2026

City of Oxford Fire/EMS Fund Five Year Forecast																		
	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Forecast	2023 Budget	2024 Budget	2025 Budget	2026 Budget	2027 Budget	Total
Income Tax	771,027	1,005,486	1,052,903	1,122,892	1,175,239	1,214,194	1,261,948	1,295,543	1,324,871	1,230,675	1,292,355	1,255,100	1,290,000	1,315,800 2.00%	1,342,116 2.00%	1,368,958 2.00%	1,396,337 2.00%	20,715,444
Fire & Life Squad Grants	1,215	-	-	-	-	-	4,750	-	-	-	3,985	3,961	-	-	-	-	-	13,911
EMAC Reimbursement	-	-	-	-	-	-	-	-	-	4,703	-	-	-	-	-	-	-	4,703
Oxford Township Contribution	54,000	54,000	60,000	60,000	60,000	60,000	170,000	170,000	90,000	126,000	126,000	126,000	126,000	126,000	126,000	126,000	126,000	1,786,000
Milford Township Contribution	6,300	9,200	5,100	18,300	12,200	12,200	16,200	26,300	20,200	20,200	12,000	24,000	24,000	24,000	24,000	24,000	24,000	302,200
M.U. Contribution	-	-	-	-	-	61,110	-	124,802	76,486	-	-	217,660	-	-	-	-	-	480,058
M.U. Reimbursement Labor Athletic Events	-	-	-	-	-	27,068	60,380	49,972	47,329	29,227	35,201	60,000	62,000	62,000	62,000	62,000	62,000	619,177
M.U. Reimbursement Equipment Athletic Events	-	-	-	-	-	12,200	22,400	20,800	21,600	15,200	22,400	22,000	22,000	22,000	22,000	22,000	22,000	246,600
Local Government Safety Capital Grant	-	-	-	-	-	-	-	200,000	-	-	-	-	-	-	-	-	-	200,000
US HHS Stimulas	-	-	-	-	-	-	-	-	-	22,730	-	-	-	-	-	-	-	22,730
Auction Sales	-	-	2,630	-	-	1,012	-	5,454	35,000	-	141	15,000	-	-	-	-	-	59,237
Miscellaneous	-	-	-	-	-	1,325	900	420	715	591	285	1,010	-	-	-	-	-	5,246
EMS Billing	385,580	445,885	397,239	470,885	534,566	484,961	590,480	540,765	599,511	482,376	457,768	600,000	600,000	600,000	600,000	600,000	600,000	8,990,016
EMS Billing - Collections	-	-	-	-	-	19,458	15,885	28,069	44,017	55,095	41,632	28,000	25,000	25,000	25,000	25,000	25,000	357,156
Building Permits	-	-	-	-	-	-	-	-	-	3,175	7,250	4,000	3,000	3,000	3,000	3,000	3,000	29,425
Civil Citations	5,138	21,500	10,471	23,000	30,500	39,000	34,352	33,000	41,750	28,000	48,150	35,000	25,000	25,000	25,000	25,000	25,000	474,861
Interest	1,914	4,629	5,545	837	14,308	20,999	26,413	28,245	48,434	32,432	23,969	14,135	21,762	21,980 1.00%	22,200 1.00%	22,422 1.00%	22,646 1.00%	332,870
Contributions	-	-	-	-	-	-	-	2,100	50	100	1,700	-	-	-	-	-	-	3,950
Grants - Other	-	-	-	23,378	2,500	16,622	-	-	-	8,385	-	810	-	-	-	-	-	51,695
Reimbursements	2,057	16,970	41,243	49,137	40,588	40,543	35,399	48,912	56,334	162,233	60,238	35,000	35,000	35,000	35,000	35,000	35,000	763,654
Total Operating Revenue	1,227,231	1,557,670	1,575,131	1,768,429	1,869,901	2,010,692	2,239,107	2,574,382	2,406,297	2,221,122	2,133,074	2,441,676	2,233,762	2,259,780	2,286,316	2,313,380	2,340,983	35,458,933
Advance from General	245,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	245,000
Transfer from General	126,899	18,150	418,150	18,150	18,150	18,150	18,150	18,150	18,150	18,150	20,000	20,000	20,000	20,000	20,000	20,000	20,000	830,249
Transfer from FEMA	-	66,860	258	-	7	-	-	-	-	-	-	-	-	-	-	-	-	67,125
Total Revenue	1,599,130	1,642,680	1,993,539	1,786,579	1,888,058	2,028,842	2,257,257	2,592,532	2,424,447	2,239,272	2,153,074	2,461,676	2,253,762	2,279,780	2,306,316	2,333,380	2,360,983	36,601,307
Personnel	800,004	803,823	847,521	871,298	989,118	1,144,489	1,442,858	1,627,749	1,755,765	1,661,937	1,841,593	2,180,454	2,208,704	2,241,835	2,275,463	2,309,595	2,344,239	27,346,445
Operating	243,911	309,515	326,785	332,097	331,896	342,358	395,836	344,442	374,699	352,792	410,124	504,403	601,799	610,826	619,988	629,288	638,727	7,369,486
Capital	-	-	39,466	83,356	695,774	184,492	156,275	633,144	251,113	40,294	2,419	652,980	136,100	-	-	-	-	2,875,413
Total Operating Expenditures	1,043,915	1,113,338	1,213,772	1,286,751	2,016,788	1,671,339	1,994,969	2,605,335	2,381,577	2,055,023	2,254,136	3,337,837	2,946,603	2,852,661	2,895,451	2,938,883	2,982,966	37,591,344
Discretionary Spending	555,215	529,342	779,767	499,828	(128,730)	357,503	262,288	(12,803)	42,870	184,249	(101,062)	(876,161)	(692,841)	(572,881)	(589,135)	(605,503)	(621,983)	(990,037)

*** 2022 Forcasted Revenue & Expenditures

***Income taxes increase 4.3% 2023, 2.0% 2024 - 2027 based on 2023 Budget

***Interest Income increase 1% 2024 - 2027

***Expenditure increase 1.5% in 2024 - 2027 except Capital based on 2023 Budget



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

STAFF REPORT

ORIGINATING DEPARTMENT:	City Manager
PREPARED BY:	Heather Barbour
DATE PREPARED:	9.12.22
COUNCIL MEETING DATE:	9.20.22
AGENDA TITLE:	Notice to Legislative Authority
COUNCIL GOAL AREA:	Economic Development
BUDGETED AMOUNT:	N/A
ACCOUNT CODE:	N/A
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	<i>DRC</i> 9.12.22

DISCUSSION:

NEW C1 & C2 PERMITS FOR SNAGIT INC 17 SOUTH BEECH STREET OXFORD, OHIO
45056

NOTICE TO LEGISLATIVE
AUTHORITY

OHIO DIVISION OF LIQUOR CONTROL
6606 TUSSING ROAD, P.O. BOX 4005
REYNOLDSBURG, OHIO 43068-9005
(614)644-2360 FAX(614)644-3166

TO

8317727		NEW		SNAGIT INC	
PERMIT NUMBER		TYPE		17 S BEECH ST	
ISSUE DATE				OXFORD OH 45056	
09 01 2022					
FILING DATE					
C1 C2					
PERMIT CLASSES					
09 088 A		D53763			
TAX DISTRICT		RECEIPT NO.			

FROM 09/09/2022

PERMIT NUMBER		TYPE	
ISSUE DATE			
FILING DATE			
PERMIT CLASSES			
TAX DISTRICT		RECEIPT NO.	

RECEIVED
RECEIVED SEP 12 2022
City of Oxford



MAILED 09/09/2022

RESPONSES MUST BE POSTMARKED NO LATER THAN. 10/11/2022

IMPORTANT NOTICE

PLEASE COMPLETE AND RETURN THIS FORM TO THE DIVISION OF LIQUOR CONTROL
WHETHER OR NOT THERE IS A REQUEST FOR A HEARING.
REFER TO THIS NUMBER IN ALL INQUIRIES

A NEW 8317727

(TRANSACTION & NUMBER)

(MUST MARK ONE OF THE FOLLOWING)

WE REQUEST A HEARING ON THE ADVISABILITY OF ISSUING THE PERMIT AND REQUEST THAT
THE HEARING BE HELD ☐ IN OUR COUNTY SEAT. ☐ IN COLUMBUS.

WE DO NOT REQUEST A HEARING. ☐

DID YOU MARK A BOX? IF NOT, THIS WILL BE CONSIDERED A LATE RESPONSE.

PLEASE SIGN BELOW AND MARK THE APPROPRIATE BOX INDICATING YOUR TITLE:

(Signature)

(Title)- ☐ Clerk of County Commissioner

(Date)

☐ Clerk of City Council

☐ Township Fiscal Officer

CLERK OF OXFORD CITY COUNCIL
15 SOUTH COLLEGE AVE
OXFORD OHIO 45056



Office of the Mayor

Proclamation

Whereas:

Oxford has always embraced the many cultures and peoples that make our country so diverse and Hispanic/Latino Americans are one of the fastest growing groups in the country; and

WHEREAS, as a result of their determination, intelligence, hard work and perseverance, Hispanic/Latino Americans have contributed immensely to the growth of our country, helping to shape the character and future of this state; and

WHEREAS, the cultural, educational, and political influences of Hispanic/Latino Americans can be seen and appreciated in all aspects of our life, from farm-worker struggles for housing and equal wages, to incredible and gifted artists, vibrant businesses, music and community festivals; and

WHEREAS, the Hispanic/Latino American community has a long and important history of commitment to our Nation's core values and the contributions of this community have advanced the City of Oxford and our country's expansion of intercultural relations of diverse-minded individuals civically engaged towards building inclusive, just, and sustainable civil societies. During National Hispanic Heritage Month we celebrate the many achievements of Hispanic/Latino Americans and recognize their contributions to our country; and

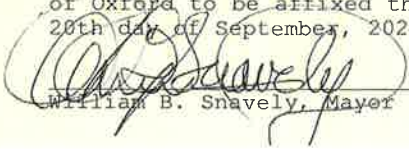
WHEREAS, National Hispanic Heritage Month is an opportunity to celebrate the spirit and accomplishments of Hispanic/Latino Americans everywhere. To honor those achievements, the Congress, by Public Law 100-402, as amended, has authorized and requested the President to issue annually a proclamation designating September 15 through October 15 as 'National Hispanic Heritage Month'.

NOW, THEREFORE, I, William B. Snaveley, Mayor of the City of Oxford, Ohio, do hereby proclaim September 15 thru October 15, 2022 as:

'NATIONAL HISPANIC LATINO AMERICAN HERITAGE MONTH'

in the City of Oxford and urge all citizens to join me in celebrating the significant contributions of Hispanic/Latino Americans in our country by participating in the activities and events planned for this important occasion.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Oxford to be affixed this 20th day of September, 2022.


William B. Snaveley, Mayor





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

STAFF REPORT

ORIGINATING DEPARTMENT:	Fire Division
PREPARED BY:	John Detherage
DATE PREPARED:	09-06-2022
COUNCIL MEETING DATE:	09-20-2022
AGENDA TITLE:	Sale of 2000 Ferrara Fire Engine
COUNCIL GOAL AREA:	Public Safety
BUDGETED AMOUNT:	N/A
ACCOUNT CODE:	
RECOMMENDATION:	Approve
CITY MANAGER/DEPT HEAD APPROVAL:	JD 09-06-2022 <i>DRC</i> 9.9.22

DISCUSSION:

Prior to placing the surplus fire engine up for auction on Govdeals as previously approved, we were approached by the Seven Mile Fire Chief about a direct purchase. Seven Mile currently has a much older engine with mechanical problems that is not worth repairing. After a discussion with the City Manager we were able to agree on a purchase price of \$25,000.00. In 2018 we sold a nearly identical 1995 Ferrara engine with the assistance of a broker for \$25,000.00 and a brokerage fee of 10% to net \$23,500.00. I believe this is a fair deal at \$25,000.00 for both sides as they are in need of this vehicle, we get a fair price, and they will be better equipped should we need their assistance in the future.

RESOLUTION NO.

A RESOLUTION DECLARING CERTAIN CITY PROPERTY NO LONGER NEEDED FOR ANY MUNICIPAL PURPOSE AS SURPLUS AND AUTHORIZING ITS SALE FOR TWENTY-FIVE THOUSAND DOLLARS (25,000.00) TO THE VILLAGE OF SEVEN MILE, OHIO.

WHEREAS, the 2000 Ferrara Fire Engine is no longer needed for Fire Division operations; and

WHEREAS, the City Manager and the Fire Chief recommend that the 2000 Ferrara Fire Engine be declared surplus and sold for \$25,000.00 to the Village of Seven Mile, Ohio.

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

SECTION 1: Council accepts the recommendation of the City Manager and the Fire Chief and hereby declares the 2000 Ferrara Fire Engine as surplus.

SECTION 2: Council further authorizes the sale of the 2000 Ferrara Fire Engine for \$25,000.00 to the Village of Seven Mile, Ohio, with proceeds thereof deposited in the Fire/EMS 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: WILLIAM SNAVELY

PREPARED BY: LAW (STAFF)



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

STAFF REPORT

ORIGINATING DEPARTMENT:	City Manager's Office
PREPARED BY:	John Buchholz
DATE PREPARED:	September 7, 2022
COUNCIL MEETING DATE:	September 20, 2022.
AGENDA TITLE:	Cub Scouts Popcorn Sales
RECOMMENDATION:	Approve
CITY MANAGER/DEPT HEAD APPROVAL:	Jessica Greene <i>DRC</i> 9.8.22

DISCUSSION:

Cub Scout Pack 961 Wishes to sell popcorn in MLK Park at the flagpole. They will set up a sales table to sell. They would be selling from 8:00 AM to Noon for 5 consecutive Saturdays beginning Sept. 10, 2022 and ending on October 8, 2022

EVENT WILL NOT CONFLICT WITH YOGA IN THE PARK OR THE FARMERS MARKET.

ROW 00332



APPROVED

MIT



See stipulations below

WAY PERMIT

Date(s) of Event: 9 / 10 / 22 through 10 / 8 / 22 From: 08:00 AM To: 12:00 PM

Today's Date: 9 / 6 / 22 ☐ Emergency Utility Repair (check box, if applicable)

--- Applicant shall allow a minimum of 3 business days for processing ---

Responsible Adult:
(18 years of age or older)*

Molly Farler

Organization: Cub Scout Pack 961

Address:

4635 Retreat Ln

Advisor:

Emily Greenburg

Oxford, OH 45056

Telephone:

513-523-9485

Cellular:

513-490-1975

Fax:

Email:

mollyfarler@gmail.com

Multiple Dates:
Sept 10, 17, 24
Oct 1, 9

* Person in charge - Primary contact

PARK REQUESTED

- ☐ Merry Day Park (adjacent to the Miami Mobile Home Park, Reagh Way Drive)
- ☐ Leonard Howell Park (Bonham Road)
- ☐ Oxford Community Park (Fairfield Road) – Contact 523-6314 to confirm date(s)
- ☐ Memorial Park (E. Park Place & N. Main Street – has pavilion)
- ☒ Martin Luther King Jr. Park (W. Park Place & N. Main Street – animal sculptures & fountain)
- ☐ Other: _____

TITLE OF EVENT (be specific and include projected attendance)

2022 Cub Scout Popcorn sales booth at the Saturday uptown Farmer's Market. Saturdays only.

Projected Attendance: 6 Has this event been held previously? ☒ Yes ☐ No If "YES", when? 2020, 2021

Will food, goods, services or merchandise be sold at the event? ☐ Yes ☐ No

If "YES", please see Section 729.05, Sales on Certain Municipal Property Prohibited (attached to last page of application.)

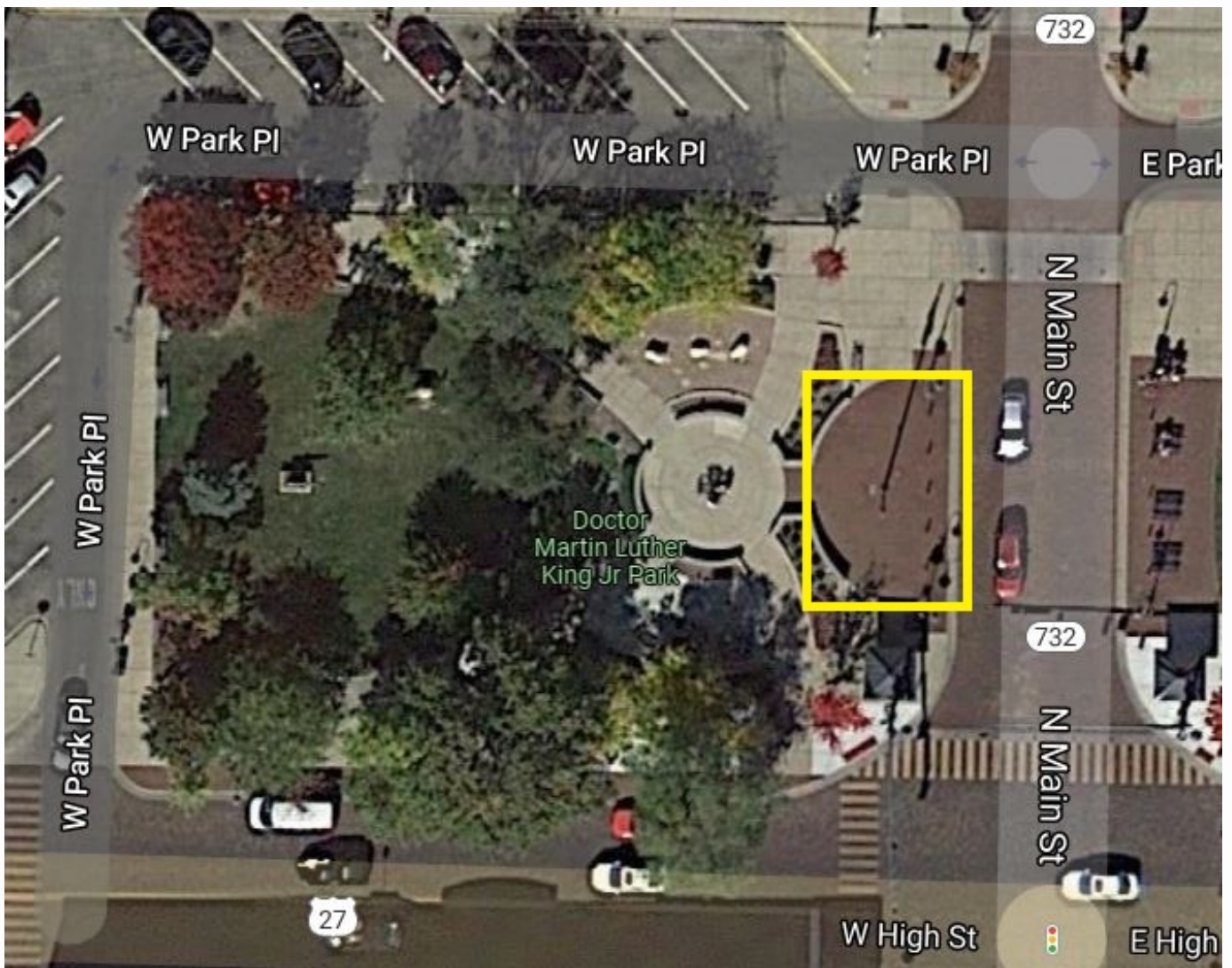
Note: If you or your organization are handing out information on the public sidewalk, no permit is required.

DESCRIPTION OF EVENT

Place a description of the event, along with additional requests, on the appropriate attachment. If request is only for use of a right-of-way, use the attachment labeled City of Oxford / Right-of-Way Request Details.

Applicant's Signature: Molly C Farler, Treasurer, Cub Scouts Pack 961 Date: 9 / 6 / 22

I have read and understand the rules, guidelines and conditions. Furthermore, I understand that acceptance of them is a condition of approval; and, if approval is granted, it is only for the event specified above. I also understand that the request will be reviewed by various City of Oxford officials and additional conditions may be required before final approval is granted. If additional conditions are required, I agree to meet with the appropriate officials.



Request to set up sales table near the flag pole in MLK Park.

Additional Requests:
(Include details in narrative)

- ☐ No Parking Signs*
- ☐ Detour(s)
- ☐ Police Assistance

**Generally the responsibility of the applicant.*

Time Details		
	Start	End
Setup		
Event		
Breakdown		



Stipulations and Fees

Note: FULL PAYMENT REQUIRED BEFORE THE EVENT

RIGHT-OF-WAY

Applicants should allow a minimum of **three (3) business days** for the request to be processed from the time it is submitted to city officials. *(Please provide the City with as much lead time as possible. Events requiring road closures and staffing will require additional processing time. Large event requests shall be submitted no less than fourteen (14) days in advance of the event.)*

Area shall be cleaned at the end of each day

It is PROHIBITED to insert anything into the ground within any park due to the irrigation system

The City of Oxford reserves the right to modify, suspend, or revoke this permit at the sole discretion of the City of Oxford.

3. No signs are permitted.
4. The applicant is responsible for damage to grass, shrubs or trees as a result of the event and agrees to compensate the City of Oxford the cost of repairs and/or replacement.
5. No structure shall be defaced and no structure shall be erected within four (4) feet of the base of a tree or shrub.
6. NO nails, spikes, tacks or adhesive material may be driven into or affixed to trees or into the ground within any park.
7. The applicant will be required to provide the City with a certificate of insurance naming the City as an additional insured for events with live animals or inflated play structures with a minimum of \$1M coverage. Insurance for other events may be required and reviewed on a case by case basis.

FEE INFORMATION

No Parking Signs \$1.00/ea.
Metered Parking \$10.00/ea
Trash Boxes \$5.00/ea.

Personnel

Police Officer(s) Contact OPD
Street Dept. Personnel \$25.00/hr
Electrician \$100.00
Park & Rec Personnel Contact OPRD

Road Closures

Main Street \$135.00**
US 27 Detour \$135.00**

**Includes labor

Sports Fields/Gazebo

Contact OPRD – 523-6314

APPLICANT'S ASSURANCE

I have reviewed the estimated cost for the event and agree to compensate the City for services rendered as specified above. If the event runs past the stated end time, I understand that additional charges will accrue and agree to compensate the City accordingly.

Applicant's Signature Date: ____ / ____ / ____

CITY USE ONLY

	Service	Hours	Rate	Estimate	Final
1			\$	\$	\$
2			\$	\$	\$
3			\$	\$	\$
4			\$	\$	\$
5			\$	\$	\$
	Total		\$	\$	\$

	Applicant's Initials	Review Date
Police Department		
1		
2		
3		
4		
Fire Department		
1		
2		
3		
4		
Service Department		
1		
2		
3		
4		
Recreation Department (if applicable)		
1		
2		
3		
4		
City Manager		
1		
2		
3		
4		

Pre-Meeting (if applicable): Reviewed with _____ on _____.

Reviewer(s): _____

APPROVAL SECTION (with conditions)

Police Chief:	☐ Approved	☐ Not Approved	____/____
Fire Chief:	☐ Approved	☐ Not Approved	____/____
Service Director:	☒ Approved	☐ Not Approved	____/____
Recreation Director:	☐ Approved	☐ Not Approved	____/____
City Manager:	☒ Approved	☐ Not Approved	

Jessica Greene, Asst. City Manager

City Manager's Signature

Date: **Sept 8, 2022 jfb148**

Reason(s) event not approved:

729.05 SALES ON CERTAIN MUNICIPAL PROPERTY PROHIBITED.

No person shall sell, offer to sell or solicit orders for goods, wares or merchandise for immediate or future delivery, or services to be furnished, performed or provided in the present or in the future, within parking meter zones or upon any municipally-owned or controlled property other than streets. This law shall not be applicable to nonprofit or charitable community organizations operating with the express consent of the Office of the City Manager and shall not apply to the lawful use of sidewalk space where such use is expressly authorized by the Codified Ordinances of Oxford, nor shall this section be applicable to the selling at a Farmers' Market of farm produce when such produce has been raised and grown by the vendors and provided that such selling has been specifically authorized and regulated by the Council. Any sale or use of alcohol upon any municipally-owned or controlled property shall be approved by City Council.

(Ord. 3211. Passed 3-19-13.)



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

STAFF REPORT

ORIGINATING DEPARTMENT:	Service Department
PREPARED BY:	Michael Dreisbach
DATE PREPARED:	August 30, 2022
COUNCIL MEETING DATE:	September 20, 2022
AGENDA TITLE:	Resolution Authorizing Staff to Submit an Application for Financial Assistance to Ohio Public Works Commission
BUDGETED AMOUNT:	N/A
ACCOUNT CODE:	N/A
RECOMMENDATION:	Approve
CITY MANAGER/DEPT HEAD APPROVAL:	<i>DRE</i> 8.30.22

Discussion:

The City has identified a stormwater culvert under Kehr Road that is in need of reconstruction. This culvert's toewall and conduit have deteriorated causing damage to the roadway's shoulder. The estimate to remove and replace this culvert and repair the roadway is \$250,000.

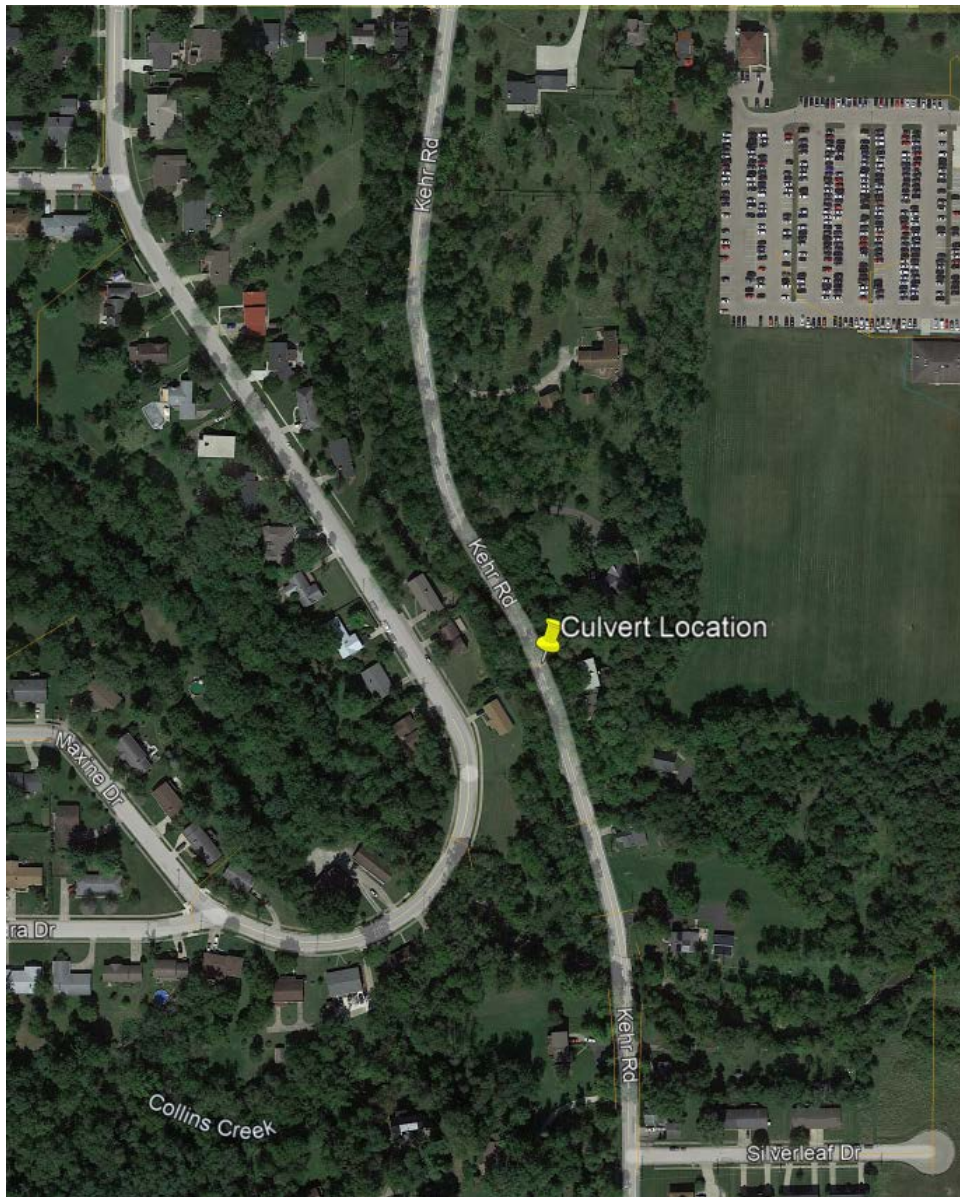
Ohio Public Works Commission - Issue One funds, administered by the Butler County Engineer's Office, are available to local governments for projects that improve infrastructure and safety. The City of Oxford, through an application process, has the opportunity to apply for Issue One funds to be used for the removal and reconstruction of this culvert and roadway. Total project costs are estimated to be approximately \$250,000. The City may be eligible to receive approximately \$147,500 from the Commission (59%). The City would be required to provide approximately \$102,500 as the local match to completely fund the project (41%). The local funding would be required in 2Q FY 2023, as we would contract for the work in June or July 2023 for construction in the summer of 2023. Staff will prepare an application to the Butler County Commission and Butler County Engineer's Office to request funding of the City's local share be paid with Motor Vehicle Permissive Taxes (license plate fees) that have been collected for our jurisdiction. Construction would be timed to minimize impact on area residents, BCRTA operations, and school bus transportation for Talawanda School District. Construction should only take 1-2 weeks to complete the project.

The City's application for funding, should Council approve the project, will include the following project schedule with **construction in 2022**:

Project Engineering	October 2022 – May 2023
Bid Advertising and Award	May 2023 – July 2023
Construction	July 2023 – August 7, 2023



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



It is Staff's recommendation that Council authorize the City Manager to apply for and sign all documents necessary to receive a grant from the Ohio Public Works Commission for the design and reconstruction of the Kehr Road culvert and drainage structures.

RESOLUTION NO.

A RESOLUTION OF COUNCIL SUPPORTING THE SUBMISSION OF A GRANT APPLICATION FOR OHIO PUBLIC WORKS COMMISSION ISSUE 1 FUNDS TO BE USED FOR THE DESIGN AND RECONSTRUCTION OF THE STORM CONDUIT ON KEHR ROAD.

WHEREAS, Ohio Public Works Commission Issue One Funds, administered by the Butler County Engineer's Office, are available to local governments for safety improvement projects; and

WHEREAS, the City Manager and the Service Director recommend Council authorize the City Manager to apply for and sign all documents necessary to receive a grant from the Ohio Public Works Commission for the design and reconstruction of the storm conduit on Kehr Road.

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

SECTION 1: Council, having determined the reconstruction of the storm conduit on Kehr Road to be beneficial to the City, hereby supports the use of grant funds to assist with the cost.

SECTION 2: Council hereby authorizes the City Manager to submit a grant application to the Ohio Public Works Commission requesting Issue 1 funds for the design and reconstruction of the storm conduit on Kehr Road.

SECTION 3: The City Manager is further authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance.

SECTION 4: This resolution shall take effect at the earliest date allowed by law.

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: WILLIAM SNAVELY

PREPARED BY: LAW (STAFF)



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

STAFF REPORT

ORIGINATING DEPARTMENT:	Service Department
PREPARED BY:	Michael Dreisbach
DATE PREPARED:	September 6, 2022
COUNCIL MEETING DATE:	September 20, 2022
AGENDA TITLE:	Resolution of Support for Ohio DOT Bridge Inspection Program – PID 117554
BUDGETED AMOUNT:	N/A
ACCOUNT CODE:	N/A
RECOMMENDATION:	Approve
CITY MANAGER/DEPT HEAD APPROVAL:	<i>DRC</i> 9.8.22 MBD 9/6/22

Discussion:

The Ohio Dept. of Transportation (ODOT) is in the process of renewing the Municipal Bridge Inspection Program through the end of 2023 for municipalities with a population less than 50,000 people. The current authorization expires Dec. 31, 2022.

In order for the City to participate in this program, a Resolution of support is required by ODOT. The agreement requires ODOT to bear 100% of all costs associated with the inspection of bridges and applicable culverts within the corporate limits of Oxford. The City will be responsible for costs associated with signage and repairs identified by the inspections including scouring remediation.

This is a beneficial program for the City; in the past, we have had to contract with bridge inspection engineers at the sole cost to the City. Staff recommends the City Council approve this Resolution of support for ODOT PID 117554 and authorize the City Manager to sign all agreements necessary for this program.

LEGISLATION CONSENT

Rev. 8/5/2022

Ordinance/Resolution #: _____

ODOT Project Title: Municipal Bridge Inspection Program

The following is a/an _____ enacted by the _____ of _____
(Ordinance/Resolution) (Local Public Agency)
County, Ohio, hereinafter referred to as the Local Public Agency (LPA).

SECTION I – Project Description

WHEREAS the (LPA) has determined the need for the described project:

Bridge Inspection Program Services, including, but not limited to routine inspections, element level inspections, critical findings report, fracture critical member inspections, load rating calculations and reports, weight limits posting sign recommendations, scour assessments, scour plan of actions, development of fracture critical plans, and underwater dive inspection reports if needed.

NOW THEREFORE, be it ordained by the _____ of _____ County, Ohio.
(LPA)

SECTION II – Consent Statement

Being in the public interest, the LPA gives consent to the Director of Transportation to complete the above described project.

SECTION III – Cooperation Statement

The LPA shall cooperate with the Director of Transportation in the above-described project as follows:

The State shall assume and bear 100% of all the cost for Bridge Inspection Program Services requested by the City and agreed to by the State. Eligible Bridge Inspection Services are described in the Consultant's Scope of Services Task Order Contract (Exhibit A).

The LPA agrees to pay 100% of the cost of those features which are not included in Exhibit A. Those features may include but not limited to the purchasing and erecting the recommended weight limits postings signs, the implementation of critical findings reports such as partial or total bridge closures, the implementation of the scour plan of actions. When recommendations affect public safety, ODOT expects full implementation by the municipality. As of October 2019, FHWA requires installing weight limits posting signs within 30 days from the official date of the approved recommendations. Timely implementation is essential to the success of this program.

SECTION IV – Utilities and Right-of-Way Statement

The LPA agrees that all right-of-way required for the described project will be made available in accordance with current State and Federal regulations.

SECTION V – Project Duration and Consent Applicability

The Project is based on the available funds provided by ODOT aimed at assisting the LPA in reaching compliance with State and Federal laws and policies for bridge inspection. The Project specifics (program duration, PID number, and consultant scope of services (Exhibit A)) shall be provided to the designated LPA Contractual Agent via email sent by ODOT Office of Structural Engineering (OSE).

ODOT will seek additional funds to renew the project in future years. If such funds are allocated, ODOT will send an email with the Project specifics to the designated LPA Contractual Agent seeking approval for the new Project. ODOT will not proceed with any Project that does not have written authorization via email from the designated LPA Contractual Agent.

SECTION VI – Authorization of Project

_____ of _____ is hereby empowered on behalf of the
(Contractual Agent – Designated Position) (LPA)
_____ to provide written authorization via email to the Director of Transportation to
(LPA)
complete the above-described project and any renewals.

Passed: _____, 2_____.
(Date)

Attested: _____
(Clerk)

(Contractual Agent of LPA – title)

Attested: _____
(Title)

(President of Council)

The _____ is hereby declared to be an emergency measure to expedite the highway project and
(Ordinance/Resolution)
to promote highway safety. Following appropriate legislative action, it shall take effect and be in force immediately upon its passage and approval, otherwise it shall take effect and be in force from and after the earliest period allowed by law.

**CERTIFICATE OF COPY
STATE OF OHIO**

_____ of _____ County, Ohio
(LPA)

I, _____, as Clerk of the _____
(LPA)
of _____ County, Ohio, do hereby certify that the foregoing is a true and correct copy of
_____ adopted by the legislative Authority of the said
(Ordinance/Resolution)

_____ on the _____ day of _____, 2_____.
(LPA)

That the publication of such _____ has been made and certified of record according to
(Ordinance/Resolution)

Law; that no proceedings looking to a referendum upon such _____ have been taken;
(Ordinance/Resolution)

and that such _____ and certificate of publication thereof are of record in _____,
Page _____.
(Record No.) (Ordinance/Resolution)

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my official seal, if applicable,
this _____ day of _____ 2_____.

(Clerk)

(CITY SEAL)

_____ of _____ County, Ohio
(LPA)

(If the LPA is designated as a City then the "City Seal" is required. If no Seal, then a letter stating "No Seal is required to accompany the executed legislation.")

The foregoing is accepted as a basis for proceeding with the project herein described.

For the _____ of _____ County, Ohio.
(LPA)

Attested: _____ Date _____
(Contractual Agent)

For the State of Ohio

Attested: _____ Date _____
(Director, Ohio Department of Transportation)

RESOLUTION NO.

A RESOLUTION IN SUPPORT OF THE OHIO DEPARTMENT OF TRANSPORTATION'S BRIDGE INSPECTION PROGRAM (PID#117554) AND AUTHORIZING THE CITY MANAGER TO SIGN ALL AGREEMENTS NECESSARY FOR THE CITY TO PARTICIPATE IN THE PROGRAM.

WHEREAS, the Ohio Department of Transportation (ODOT) is renewing the Municipal Bridge Inspection Program through the end of 2023 for municipalities with a population of less than 50,000; and

WHEREAS, in order for the City to participate in this program, a Resolution of support is required by ODOT. The agreement requires ODOT to bear 100% of all costs associated with the inspection of bridges and applicable culverts within the corporate limits of Oxford. The City will be responsible for costs associated with signage and repairs identified by the inspections; and

WHEREAS, the City Manager and the Service Director recommend Council adopt the Resolution of support for the ODOT Bridge Inspection Program (PID#117554) as set forth in Exhibit "A" attached hereto and authorize the City Manager to sign all agreements necessary for the City to participate in the program.

THE COUNCIL OF THE CITY OF OXFORD HEREBY RESOLVES THAT:

SECTION 1: Council accepts the recommendation of the City Manager and the Service Director and adopts the Resolution of support for the ODOT Bridge Inspection Program (PID#117554) as set forth in Exhibit "A" attached hereto.

SECTION 2: Council further authorizes the City Manager to sign all agreements necessary for the City to participate in the program.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: WILLIAM SNAVELY

PREPARED BY: LAW (STAFF)



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

STAFF REPORT

ORIGINATING DEPARTMENT:	Finance
PREPARED BY:	Joe Newlin
DATE PREPARED:	9/09/2022
COUNCIL MEETING DATE:	9/20/2022
AGENDA TITLE:	A Resolution Establishing the Amounts and Rates as determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying them to the County Auditor.
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	JN 9/09/2022 <i>DRC</i> 9.12.22

DISCUSSION:

Staff recommends Council approve the resolution as it is the annual standard resolution sent to us from the Butler County Auditor.

The purpose is to legally adopt the Oxford property tax rate for next year as approved by the Auditor's office.

Exhibit A

RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE
BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES
AND CERTIFYING THEM TO THE COUNTY AUDITOR
(VILLAGE COUNCIL)

Rev. Code, Secs. 5705.34, 5705.35

The Council of the CITY of **OXFORD**, Butler County, Ohio, met in

_____ session on the _____ day of _____, 20_____, at the
(regular or special)

office of _____ with the following members present:

_____ moved the adoption of the following Resolution:

WHEREAS, This Council in accordance with the provisions of law has previously adopted a Tax
Budget for the next succeeding fiscal year commencing January 1, 2023; and

WHEREAS, the Budget Commission of Butler County, Ohio has certified its action thereon to this
Council together with an estimate by the County Auditor of the rate of each tax necessary to be
levied by this Council, and what part thereof is without, and what part within the ten mill tax
limitation; therefore be it

RESOLVED, By the Council of the **CITY OF OXFORD** Butler County, Ohio, that the
amounts and rates, as determined by the Budget Commission in its certification, be and the same are
hereby accepted; and be it further

RESOLVED, That there be and is hereby levied on the tax duplicate of said Village the rate of
each tax necessary to be levied within and without the ten mill limitation as follows:

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

FUND	AMOUNT APPROVED BY BUDGET COMMISSION INSIDE 10 MILL LIMITATION	AMOUNT TO BE DERIVED FROM LEVIES OUTSIDE 10 MILL LIMITATION	COUNTY AUDITOR'S ESTIMATE OF TAX RATE TO BE LEVIED	
			===== INSIDE 10 MILL LIMIT	===== OUTSIDE 10 MILL LIMIT
GENERAL FUND	1,420,000.00		3.65	
GENERAL BOND RETIREMENT FUND				
PARK FUND		1,100,000.00		3.25
RECREATION FUND				
FIRE LEVY				
POLICE LEVY				
TOTAL	1,420,000.00	1,100,000.00	3.65	3.25

LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES

[illegible]

and be it further

RESOLVED, That the Clerk of this Council be, and he/she is hereby directed to certify a copy of
this Resolution to the County Auditor of said County.

_____ seconded the Resolution and the roll being called upon its
adoption the vote resulted as follows:

_____, _____
_____, _____
_____, _____
_____, _____
_____, _____
_____, _____
_____, _____

Adopted the _____ day of _____, 20____.

PRESIDENT OF COUNCIL

CLERK OF COUNCIL

=====

CERTIFICATE OF COPY

ORIGINAL ON FILE

The State of Ohio, Butler County, ss.

I, _____, Clerk of the Council of the Village of _____,

within and for said County, and in whose custody the Files and Records of said Council are required

by the Laws of the State of Ohio to be kept, do hereby certify that the foregoing is taken and

copied from the original _____

now on file, that the foregoing has been compared by me with said original document, and that the

the same is a true and correct copy thereof.

WITNESS my signature, this _____ day of _____, 20_____

CLERK OF COUNCIL

NOTE: A copy of this Resolution must be certified to the County Auditor before the first day of
October in each year, or at such later date as may be approved by the Board of Tax appeals.

=====

RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION
AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR.
(VILLAGE COUNCIL)

ADOPTED _____, 20_____

FILED _____, 20_____

CLERK OF COUNCIL

COUNTY AUDITOR

DEPUTY AUDITOR

=====

RESOLUTION NO.

RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION OF BUTLER COUNTY, OHIO, AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR.

WHEREAS, Council in accordance with Ohio Revised Code, and having previously adopted a Tax Budget for the next succeeding fiscal year commencing January 1, 2023; and

WHEREAS, the Budget Commission of Butler County, Ohio has certified its action thereon to this Council together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Council, and what part thereof is without, and what part is within the ten mill tax limitation.

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

SECTION 1: The amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted.

SECTION: 2: There is hereby levied on the tax duplicate of said City the rate of each tax necessary to be levied within and without the ten mill limitation, as set forth on Schedule A attached hereto and incorporated herein by reference:

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: WILLIAM SNAVELY

PREPARED BY: LAW (STAFF)



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:	September 13, 2022
COUNCIL MEETING DATE:	September 20, 2022
AGENDA TITLE:	2023-2025 Butler County CDBG Cooperation Agreement
CITY MANAGER/DEPT HEAD APPROVAL:	<i>Sam Perry</i> <i>DRC</i> 9.14.22

Butler County recently notified the City of Oxford that the sub-recipient agreement approved by Council on June 21, 2022 was not acceptable according to the U.S. Department of Housing and Urban Development (HUD). Butler County has been asked to remove the reference to the minimum 10% allocation in paragraph 5 because the County Commissioners are required by to vote on the allocation amount each year. The attached agreement reflects the requested revision.

The City of Oxford typically receives \$100,000 to \$130,000 each year through this sub-recipient agreement. The City has recently completed the curb ramp improvement program with these funds. Moving forward, these funds will be directed to other community needs; therefore it is important to revise and re-approve the agreement to facilitate funding.

The usage of the funds will be coordinated with departments by the City Manager's office, under Council's direction. The attached Resolution allows the City Manager to renew/correct the Cooperation Agreement with Butler County for participation in the Community Development Block Grant and HOME programs for the years 2023, 2024 and 2025. The agreement can automatically renew every three years unless terminated in advance.

The City of Oxford has been a sub-recipient under Butler County's Urban County status since 1998.

COOPERATION AGREEMENT
for the
BUTLER COUNTY ENTITLEMENT PROGRAM
Program Years 2023-2025

This Agreement between the County of Butler, Ohio, hereinafter referred to as “County” and the City of Oxford, Ohio, hereinafter referred to as “City”.

WITNESSETH:

WHEREAS, the Congress of the United States has enacted the Housing and Community Development Act of 1974, as amended, (hereinafter called the “Act”), which has as its primary objective, the development of viable urban communities, and whereby federal assistance will be provided for the support of community development activities which are directed toward the following specific objectives:

- 1) The elimination of slums and blight and the prevention of blighting influences and the deterioration of property and neighborhood and community facilities of importance to the welfare of the community, principally persons of low and moderate income;
- 2) The elimination of conditions which are detrimental to health, safety, and public welfare, through code enforcement, demolition, interim rehabilitation assistance, and related activities;
- 3) The conservation and expansion of the Nation’s housing stock in order to provide a decent home and suitable living environment for all persons, but principally those of low and moderate income;
- 4) The expansion and improvement of the quantity and quality of community services, principally for persons of low and moderate income, which are essential for sound community development and for the development of viable urban communities;
- 5) A more rational utilization of land and other natural resources and the better arrangement of residential, commercial, industrial, recreation, and other needed activity centers;
- 6) The reduction of the isolation of income groups within communities and geographical areas and the promotion of an increase in the diversity and vitality of neighborhoods through the spatial deconcentration of housing opportunities for

persons of lower income and the revitalization of deteriorating or deteriorated neighborhoods to attract persons of higher income;

- 7) The restoration and preservation of properties of special value for historic, architectural, or esthetic reasons;
- 8) The alleviation of physical and economic distress through the stimulation of private investment and downtown revitalization in Neighborhood Business Districts.

WHEREAS, both the City and the County are desirous of entering into community development activities within Butler County, which are directed toward the above and specific objectives, and for that reason, desirous of seeking such federal funding as may be available to them pursuant to the Act; and

WHEREAS, the City and the County each have the authority under Ohio law to carry out the kinds of activities which are the objectives of the Act; and

WHEREAS, the Act contemplates and encourages the joining together, by agreement, of counties with cities having populations less than 50,000 for the purpose of carrying out the objectives of the Act; and

WHEREAS, cities and counties in Ohio have authority under Section 307.15 of the Ohio Revised Code (ORC) to enter into agreements whereby a Board of County Commissioners undertakes, and is authorized by the contracting City, to exercise any power, perform any function, or render any service, on behalf of the City which such City may exercise, perform or render; and

WHEREAS, the County has authority under Section 307.85(A) of the Ohio Revised Code to cooperate with other governmental agencies in operating any federal program enacted by the United States Congress; and

WHEREAS, the City and the County have agreed that it is in the best interest of carrying out the objectives of the Act within Butler County that the City and the County should join together by agreement in both the CDBG and HOME Investment Partnership Programs.

IT IS AGREED BETWEEN PARTIES THAT:

1. This Agreement covers Program Years 2023, 2024, and 2025 (May 1, 2023 through April 30, 2025) of both the Community Development Block Grant (CDBG) Program and the HOME Investment Partnership Program. By executing this Agreement and participating

in the Butler County Programs, the City understands that it may not apply for grants under the Small Cities or State CDBG Program, and that it may receive a formula allocation under the HOME Program only through the County. Even if the County does not receive a HOME formula allocation, the City cannot form a HOME consortium with other local governments.

2. The County shall prepare and submit an application to the Secretary of Housing and Urban Development for grants under the terms of the Housing and Community Development Act of 1974, as amended. These applications shall set forth a summary of a community development plan which identifies community development needs, demonstrates a comprehensive strategy for meeting those needs, and specifies both short and long term community development objectives, which have been developed in accordance with area wide development planning and national urban growth policies, and otherwise conforms with Section 104 of the Act. The community development plan described above shall hereinafter be called the “Plan”.
3. The City may prepare applications of recommended projects and activities for community development within its boundaries, of which the activities and objectives must be in accordance with the objectives of the Act. These applications shall be submitted to the Butler County Department of Development, which will be the reviewing agency for all proposed activities and objectives to be included in the Plan. The Butler County Department of Development shall make recommendations to the Board of County Commissioners for the contents of the plan and for recommended priorities among these various projects and activities which may be submitted. Final approval of projects and activities to be included in the plan is the responsibility of the Board of County Commissioners. It is also understood between the parties that the County has the authority and responsibility to make decisions concerning the contents of the applications, and that the projects and activities for which approval and urban county formula funding is sought under these applications shall be in conformance with the purposes of the Act and the Plan.
4. If projects or activities with the City are approved and funded, pursuant to the applications, the County will have the responsibility and authority for the overall implementation of the programs and for the proper use of the urban county formula funds and any and all program income generated from the expenditure of these funds in accordance with the requirements of the Act.
5. The County shall develop and maintain a uniform administrative procedure for the development of applications and the distribution of urban county formula funds. These procedures will of necessity reflect the requirements of the Secretary of Housing and Urban Development and the regulations which the secretary may develop for the distribution and expenditure of urban county formula funds.

6. The City authorizes the County to do on behalf of the City, in accordance with the conditions of this agreement, all things which the City could do for itself in the making of the application for, and the expenditure of, urban county formula funds.
7. The City and the County agree to cooperate to undertake, or assist in undertaking, community renewal and lower income housing assistance activities, specifically urban renewal and publicly assisted housing.
8. Pursuant to 24 CFR 570.501 (b), the City shall be subject to the same requirements as subrecipients, including the requirement of a written agreement, where applicable in accordance with 24 CFR 570.503.
9. If a City is a subrecipient, it must inform the County of any income generated by the expenditure of CDBG funds and return such income to the County within thirty (30) days of its receipt, unless other specific arrangements have been negotiated and agreed to by the City and the County. The City shall maintain and supply such records and supporting documentation to the County to assure program income is being accurately reported and correctly expended. Any program income that is on hand or received subsequent to close out of the activity shall be paid to the County within thirty (30) days.
10. For any real property acquired or improved in whole or in part using CDBG funds, the City agrees:
 - a) To notify the County within thirty (30) days of any proposed modification or change in the use of real property from that planned at the time of acquisition or improvement including disposition.
 - b) To reimburse the County in an amount equal to the current Fair Market Value (less any portion thereof attributable to expenditures of non-CDBG funds) of the property acquired or improved with CDBG funds that is sold or transferred for a use which does not qualify under CDBG regulations.
 - c) To return to the County (as provided in Section 8 and Section 9 above) all program income generated from the disposition, transfer, or rent of property acquired or improved with CDBG funds.
11. Both the County and City agree to take all actions necessary to assure compliance with the urban county's certification under section 104(b) of Title I of the Housing and Community Development Act of 1974, as amended, regarding Title VI of the Civil Rights Act of 1964, the Fair Housing Act, and will affirmatively further fair housing per 24 CFR 91.225(a) and Affirmatively Furthering Fair Housing Definitions and Certifications (86 FR 30779, June 10, 2021).

Both the County and City agree to take all actions necessary to assure compliance with the urban county's certification under section 109 of Title I of the Housing and Community Development Act of 1974, which incorporates Section 504 of the Rehabilitation Act of 1973 and the Age discrimination Act of 1975, and Section 3 of the Housing and Urban Development Act of 1968, and to affirmatively further fair housing. Further, no funding shall be made for activities in, or in support of, any cooperating unit of general local government that does not affirmatively further fair housing within its own jurisdiction or that impedes the County's actions to comply with the county's fair housing certification.

12. The City has adopted and is enforcing:
 - a) a policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
 - b) a policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.
13. This agreement shall remain in effect for Program Years 2023, 2024, and 2025, and cannot be terminated, until CDBG and HOME funds, as well as any program income received are expended, and the funded activities are completed, and that the county and participating unit of local government cannot terminate or withdraw from the cooperation agreement while it remains in effect.
14. Any amendments to the Housing and Community Development Act of 1974, as currently amended, necessitating a change to this agreement, shall be incorporated by a formal amendment to this agreement. Failure by either party to adopt an amendment incorporating all changes necessary to meet the requirements set forth in the Urban County Qualification Notice applicable for the year in which the next qualification is scheduled, shall automatically terminate the agreement following the expenditure of all CDBG funds allocated for use in the City's jurisdiction, and that such failure to comply will void the automatic renewal of such qualification period.
15. This agreement shall be automatically renewed in successive three-year qualification periods unless either party exercised the option to terminate the agreement at the end of the urban county qualification period. If the City fails to exercise that option before the end of the urban county qualification period it will not have the opportunity to exercise that option until the end of the subsequent urban county qualification period. Such termination will be accepted only if it is submitted in writing before the end of each qualification period. Butler County will notify the City by the date specified in HUD's Urban County Qualification Notice, of its right to terminate the Agreement.

16. The City may not sell, trade, or otherwise transfer all or any portion of such funds to another such metropolitan city, urban county, unit of general local government, or Indian tribe, or insular area that directly or indirectly receives CDBG funds in exchange for any other funds, credits or non-Federal considerations, but must use such funds for activities eligible under title I of the Act.

BUTLER COUNTY:

President

Witness

Vice-President

Member

CITY OF OXFORD:

City Manager

Witness

LEGAL OPINION ATTACHED and made part of this Agreement.

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT OF COOPERATION WITH BUTLER COUNTY, OHIO, PURSUANT TO THE PROVISIONS OF THE HOUSING AND COMMUNITY DEVELOPMENT ACT OF 1974, AS REVISED.

WHEREAS, Council hereby acknowledges the enactment by the Congress of the United States of the Housing and Community Development Act of 1974, which has as its primary objective the development of viable communities; and

WHEREAS, Council supports the Act in that it provides for and encourages units of local government to enter into agreements of cooperation with urban counties for the purposes of undertaking central community development and housing assistance activities; and

WHEREAS, the City of Oxford has been a sub-recipient of Butler County since 1998; and

WHEREAS, the Department of Housing and Urban Development (HUD) did not approve of the June 21, 2022, Council Resolution 7415 and associated agreement; and

WHEREAS, the reference to the 10% allocation has been removed as requested by Butler County and HUD.

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

SECTION I: Council desires to enter into a renewable cooperative agreement with Butler County, Ohio, for the 3-year qualification period of 2023-2025.

SECTION II: Council authorizes the City Manager to sign said agreement.

SECTION III: This resolution shall take effect at the earliest date and time allowed by law.

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY:

PREPARED BY: LAW (STAFF)



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

STAFF REPORT

ORIGINATING DEPARTMENT:	City Manager
PREPARED BY:	Councilors Franklin and French
DATE PREPARED:	9.12.22
COUNCIL MEETING DATE:	9.20.22
AGENDA TITLE:	A Resolution of dissent against the U.S. Supreme Court decision to overturn Roe v. Wade and of support for reproductive freedom.
COUNCIL GOAL AREA:	Health & Equity
BUDGETED AMOUNT:	N/A
ACCOUNT CODE:	N/A
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	<i>DRC</i> 9.14.22

DISCUSSION:

Requested by Councilors Amber Franklin and Alex French.

RESOLUTION NO.

A RESOLUTION OF DISSENT AGAINST THE U.S. SUPREME COURT DECISION TO OVERTURN ROE v. WADE AND OF SUPPORT FOR REPRODUCTIVE FREEDOM

WHEREAS, in 1973, the Supreme Court ruled by a vote of seven to two that a woman's right to terminate her pregnancy was protected by the US constitution with the landmark Roe v. Wade decision; and

WHEREAS, the 1973 Roe v. Wade decision established the constitutional right to make informed, private medical decisions; and

WHEREAS, in a historic decision by the U.S. Supreme Court on June 24, 2022, the Court ruled to overturn the 50 year right for women to seek a legal abortion; and

WHEREAS, since the overturning of Roe V. Wade, pregnant people have faced increasing hardships in accessing abortion care—such as in the documented case of a 10-year-old Ohio girl who was raped, became pregnant, and had to cross state lines to access an abortion; and

WHEREAS, the June 24, 2022 decision by the Supreme Court to overturn Roe v. Wade is a contradiction of the values and beliefs of many in the City of Oxford; and

WHEREAS, the City Council affirms that the ability of women and all people who can become pregnant to make personal decisions about if, when, and how to establish a family—including decisions about abortion care—is fundamental to our Reproductive Freedom; and

WHEREAS, City Council calls for the Ohio state legislature to listen to the majority of our state's residents and make abortion legal, safe, and accessible for all who seek it in Ohio.

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

SECTION 1. City Council asks our state and federal governments to protect and uphold Reproductive Freedom in spite of the U.S. Supreme Court's decision to overturn Roe v. Wade.

SECTION 2. We affirm that abortion care is part of reproductive healthcare and fundamental to Reproductive Freedom; and

SECTION 3. City Council encourages Oxford residents and Ohio residents to express their opinions by contacting their local, state, and federal representatives—and by exercising the power of the ballot.

SECTION 4: This resolution shall take effect at the earliest date allowed by law.

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: FRANKLIN/FRENCH

PREPARED BY: LAW (STAFF)



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

STAFF REPORT

ORIGINATING DEPARTMENT:	Service Department
PREPARED BY:	Michael Dreisbach
DATE PREPARED:	August 17, 2022
COUNCIL MEETING DATE:	September 6 and 20, 2022
AGENDA TITLE:	Ordinance Approving Water Utility Service Outside the Corporate Limits of Oxford – Parcel No. H3610027000006
BUDGETED AMOUNT:	N/A
ACCOUNT CODE:	N/A
RECOMMENDATION:	Approve
CITY MANAGER/DEPT HEAD APPROVAL:	<i>DRC</i> 8.18.22 MBD 8/19/22

Discussion: Staff received a request from Gerald & Linda Dingledine to connect to and/or extend the City water utility to serve a single-family residence on a 1.5-acre parcel at 4560 Trenton-Oxford Rd (aka SR73) just west of Oxford-Milford Rd. The request for service includes a maximum of one domestic water tap. The City's water utility serves this area, and the proposed demand will not have a noticeable effect on the City's utilities for reliability, acceptable flow, pressure and volume.

In reviewing the request, staff considered the following issues: 1) Extension Policy; 2) Location; 3) Owner's Obligation.

Extension Policy – Any extension of utility lines or service outside the City limits is reserved to the exclusive control and jurisdiction of City Council. The City may grant such a request provided the City has a supply of surplus capacity sufficient to grant the request and that such a request be beneficial and in the interest of the City. City Council amended the policy for extension of water service outside the corporate limits in December 2013. This policy, for properties abutting the corporate limits of Oxford, permits the extension of water and sewer utilities with the condition that the owner annexes into the corporate limits.

Location – Connections to the City's utilities shall be conditional upon final approval by the Service Department assuring that all technical aspects of the services meet City standards and specifications.

Owner's Obligation – The owner must pay for the total cost of any required utility extensions, all necessary water taps, water capacity benefit charges, and any surcharges for the use of the City utilities outside the corporate limits. The owner must also meet City of Oxford standards for utility construction and begin the annexation process with the City and Butler County.

Exhibit A

[Home](#) [Property Records](#) [Dogs](#) [Homestead](#) [Departments](#) [About the Office](#) [Contact Us](#)

Profile

Levy

Transfers

Board of Revision

Residential

Manufactured Homes

Commercial

Out Buildings

Permits

Land

Photos

Tax Distribution

Tax Detail 2021

Tax Detail 2020

Tax Detail 2019

Tax Detail 2018

Tax Detail 2017

Tax Detail 2016

Tax Detail 2015

Tax Detail 2014

Tax Detail 2013

Tax Detail 2012

Tax Detail 2011

Sketch

Value History

Maps

Special Assessments

PARID: H3610027000006

DINGLEDINE GERALD E & LINDA C

4560 TRENTON OXFORD RD

Parcel

Parcel Id	H3610027000006
Address	4560 TRENTON OXFORD RD
Building/Unit #	
Class	RESIDENTIAL
Land Use Code**	511 R - SINGLE FAMILY, O-9.999 AC
Neighborhood	00001013
Total Acres	1.5000
Taxing District	H36
District Name	OXFORD TWP-TALAWANDA CSD-D L
Gross Tax Rate	79.07
Effective Tax Rate	43.519354
Non Business Credit	.092057
Owner Occupied Credit	N/A

****Land Use Code is for Auditor assessment purposes only. It is not a true representation of legal zoning designation. For more information on zoning and legal property usage, please contact the local zoning department.**

Dwelling

Year Built	1953
Stories	1
Construction	FRAME
Basement	PART
Bedrooms	3
Full Baths	2
Half Baths	0
Above Grade Living Area (Sq. Ft.)	3,501
Finished Basement (Sq. Ft.)**	0
Total Living Area (Sq. Ft.)	3,501

****Finished Basement may be an estimate.**

Current Value

Land (100%)		\$44,000
Building (100%)		\$181,900
Total Value (100%)		\$225,900
CAUV		\$0
Assessed Tax Year	2021	
Land (35%)		\$15,400
Building (35%)		\$63,670
Assessed Total (35%)		\$79,070

Incentive District Parcels [What is this?](#)

Parcel identifier	Value Type	value
H3610027000006	Base Parcel	225,900
	Total Value	225,900

Homestead Credits [How do I qualify?](#)

Owner Occupied Credit	NO
Veteran Exemption	NO
Homestead Exemption	NO

CAUV & Agricultural District [What is this?](#)

1 of 1

[Return to Search Results](#)

Actions

- [Printable Summary](#)
- [Printable Version](#)

Reports

- [Mailing List Export](#)
- [Csv/Buffer Export](#)
- [Property Report Card](#)

Go

Links

- [\\$ Pay My Tax Bill](#)
- [Tax Code Definitions](#)
- [Special Assessment Project Codes](#)
- [Pending Specials](#)
- [Land Use/Land Type/Sketch Code](#)
- [Commercial Structure Codes](#)
- [Tax Calculator](#)
- [Transfer & Conveyance Fee Calculator](#)

CAUV NO
Agricultural District NO

Current Year Real Estate Taxes

TAX TYPE	Prior Year	First Half Tax	Second Half Tax	Total
Real Estate	0.00	1,562.15	1,562.15	3,124.30
Tot Payments	0.00	-1,562.15	-1,562.15	-3,124.30
Total:	0.00	0.00	0.00	0.00

Owner and Legal *Future ?*

Owner 1 DINGLEDINE GERALD E &
Owner 2 LINDA C
Legal 1 1 S 24 S PT LOT 1
Legal 2
Legal 3
Future

Taxbill Mailing Address [Can I change my mailing address?](#)

Mailing Name 1 GERALD E & LINDA C DINGLEDINE
Mailing Name 2
Address 1 6825 WAYNE TRACE RD
Address 2
Address 3 SOMERVILLE OH 45064 9405

Transfers *(Date represents time of transfer)*

Date	Sale Amount
06-DEC-17	
31-JAN-05	
31-JAN-05	



Butler County Auditor
130 High Street
Hamilton, OH 45011
Map Location

Board of Commissioners

Office Hours
8 AM-4:30 PM Mon-Fri

Conveyance Desk
closes daily at 3:30 PM

Phone: 513-887-3100

See Page
014.00
OXFORD TWP

OXFORD TOWNSHIP

Section 24, Town 5, Range 1

See Page
013.00
OXFORD TWP

027.000 .00
U.S.D
HOUSE NUMBERS

N

See Page
026.00
OXFORD TWP

See Page
026.00
OXFORD TWP

See Page
009.00
OXFORD CORP

See
Page 046.00
OXFORD TWP

See Page 019.00
MILFORD TWP
Scale: 1"=400'
Revised Date: 9/13/2021
Taxing District(s): H3610

See Page
038.00
OXFORD CORP

HIGH STREET (PRVT)

See Page
040.00
OXFORD CORP

See Page
030.00
MILFORD TWP

WESTERN
COLLEGE
DRIVE (PRVT)

See Page
138.00
OXFORD CORP

See Page 028.00
OXFORD TWP

See Page 048.00
OXFORD TWP
SPRINGWOOD SUBDIVISION

ORDINANCE NO.

AN ORDINANCE GRANTING THE REQUEST OF GERALD AND LINDA DINGLEDINE, TO CONNECT TO AN EXISTING CITY WATER MAIN FOR A SINGLE-FAMILY RESIDENCE LOCATED ON A 1.5-ACRE PARCEL ON TRENTON-OXFORD ROAD OUTSIDE THE OXFORD CORPORATE LIMITS.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF OXFORD, BUTLER COUNTY, STATE OF OHIO, THAT:

SECTION 1: Gerald and Linda Dingledine have requested a connection to water services for the property located on Trenton-Oxford Road more particularly described in Exhibit "A" attached hereto.

SECTION 2: Council has determined that the City has surplus water and that the grant of this request will not be detrimental to the City's water supply or its residents. Further the granting of such request will be beneficial to the City and is in the best interest of the City.

SECTION 3: The applicant shall pay for the total cost of the connections, all necessary water taps, water capacity benefit charges, and any surcharges for the use of the City utilities outside the corporate limits. The owner shall also meet the Oxford standards for utility construction.

SECTION 4: The costs associated with any necessary permits and the acquisition of any easements shall be the sole responsibility of the applicant.

SECTION 5: No additional water taps into this water line shall be allowed without prior approval of Council.

SECTION 6: This grant is further conditioned upon the applicants, Thad and Renee Van Winkle, signing a water service agreement requiring the owners, successors, and assigns, to annex the property into the City of Oxford at the City's sole request.

SECTION 7: 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)



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

STAFF REPORT

ORIGINATING DEPARTMENT:	Finance
PREPARED BY:	J Newlin
DATE PREPARED:	9/14/2022
COUNCIL MEETING DATE:	9/20/2022
AGENDA TITLE:	Supplemental Budget Ordinance
COUNCIL GOAL AREA:	Fiscal Responsibility
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	JN 9/14/2022 <i>DRC</i> 9.15.22

DISCUSSION:

Issue 1

To make adjustment to budgeted expenditures for Civic Clerk Agenda & Minutes Tool \$18,175.00 paid for Granicus earlier this year and for 3-year Meraki License for three years instead of one year \$13,574

Action Needed:

Revenue Side

Expense Side

General Fund (110)	20,866.50
Water Fund (321)	5,441.25
Wastewater Fund (331)	5,441.25

Net Effect on Fund Balance/(s)	(31,749.00)
Increase/(Decrease)	



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Issue 3

To make adjustment to for budgeted expenditures Overtime in the
Fire & EMS Fund \$110,000 and Fringes \$51,670

Action Needed:

Revenue Side

Expense Side

Fire & EMS Fund (418)	161,670.00
Net Effect on Fund Balance/(s) Increase/(Decrease)	(161,670.00)

Issue 4

To make adjustment to for budgeted expenditures for Income
Tax Refunds

Action Needed:

Revenue Side

Expense Side

General Fund (110)	200,000.00
Net Effect on Fund Balance/(s) Increase/(Decrease)	(200,000.00)



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Issue 5

**To make adjustment to budgeted revenue Reimbursements
and expenditures for the Employee Benefits Fund**

Action Needed:

Revenue Side

Employee Benefits Fund (230)	237,803.26
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Expense Side

Employee Benefits Fund (230)	237,803.26
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Net Effect on Fund Balance/(s) Increase/(Decrease)	-
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Total Net Effect on Fund Balance/(s) Increase/(Decrease)	(393,419.00)
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Breakdown by Fund

General Fund (110)	(220,866.50)
Employee Benefits Fund (230)	-
Water Fund (321)	(5,441.25)
Wastewater Fund (331)	(5,441.25)
Fire & EMS Fund (418)	(161,670.00)

Net Effect on Fund Balance/(s) Increase/(Decrease)	(393,419.00)
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ORDINANCE NO.

AN ORDINANCE AMENDING ORDINANCE NO. 3654 SUPPLEMENTAL BUDGET ORDINANCE NUMBER 7 TO MAKE SUPPLEMENTAL APPROPRIATIONS FOR FISCAL YEAR 2022.

WHEREAS, additional appropriations are needed for the current fiscal year and monies are available for appropriation in those funds, and changes to estimated revenues.

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

SECTION 1: Additional appropriations are needed for the current fiscal year and monies are available for appropriation in those funds, and changes to estimated revenues;

SECTION 2: The following increase/(decrease) in revenues be made:

Employee Benefits Fund 230	237,803.26
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SECTION 3: The following increase/(decrease) in expenditures be made:

General Fund 110	20,866.50
High S. Pedestrian Safety (MU) Capital Improvement Fund 147)	400,000.00
Water Fund 321	5,441.25
Wastewater Fund 331	5,441.25
Fire & EMS Fund 418	161,670.00
General Fund 110	200,000.00
Employee Benefits Fund 230	237,803.26

SECTION 4: following advance(s) be executed:

Transfer from:

High S. Pedestrian Safety (MU) Capital Improvement Fund 147)	400,000.00
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Transfer to:

General Fund 110	400,000.00
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SECTION 5: The following increase/(decrease) in revenues be made:

General Fund 110	400,000.00
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SECTION 6: In all other respects, Ordinance No. 3654 shall remain in full force and effect.

SECTION 7: This ordinance shall take effect immediately upon its adoption.

MAYOR

ADOPTED: _____

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: WILLIAM SNAVELY

PREPARED BY: LAW (STAFF)