City of Oxford OHIO
HOME OF MIAMI UNIVERSITY

OXFORD CITY COUNCIL

Work Session Meeting Minutes

Tuesday, June 7, 2022

Roll Call TIME 00:00

William Snavely 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 Snavely on Tuesday, June 7, 2022 at 5:30 p.m. Members in attendance were, Amber Franklin, Alex French, Glenn Ellerbe, Jason Bracken, David Prytherch, and Chantel Raghu.

Staff Members in Attendance

Mr. Doug Elliott, City Manager; Ms. Jessica Greene, Assistant City Manager; Mr. Sam Perry, Community Development Director; Mr. Casey Wooddell, Parks and Recreation Director; Mr. Dreisbach, Service Director; Mr. John Detherage, Fire Chief; Ms. Heather Barbour, Clerk of Council; and Mr. Ben Mazer, Law Director at 6:30 p.m.

Approval of the Agenda TIME 00:00

Motion – To Adopt

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

AYE #7

NAY #0

ABS #0

American Rescue Plan Act Discussion

Ms. Greene shared the following slides and offered to answer questions. Councilors were instructed to vote using stickers for their top two choices. Followed by another round of voting to determine the options with the most interest. Ms. Greene will compile the results and bring forward legislation soon.

Council indicated to staff that they want to vote on the following:

- Plan for Western Knolls
- $25K to FRC for case management hoping that STR tax will support in the future.
- $900K to purchase housing and work with nonprofit to manage
    - Need to develop RFQ to find housing nonprofit partner
- $900K to purchase commercial space and work with nonprofit to manage.
    - Plan to work with CIC as this partner.

Adjournment

Motion to Adjourn Meeting at 6:45 p.m. **TIME** 00:00

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

AYE #7

NAY #0

ABS #0

American Rescue Plan Act

Review of allowable uses and adjusted staff recommendations.

Funds Available: $2,420,796

Distributed in two payments, a year apart.

How it can be used:

- Respond to public health emergency and negative economic impacts.
  - Includes affordable housing
- Revenue loss for the City.
- Premium Pay.
- Water, sewer, and broadband infrastructure.

Of special consideration…

- This is a once in a generation opportunity.
  - How are you investing for the future of your community?
- What is the harm or disparity caused/exacerbated by COVID that you are trying to address?
  - How are the proposed projects addressing that need?
- Is your proposed project self-sustainable without future aid?

We can take our time

- We have until 2024 to decide how to use funds
- They need to be utilized by 2026

Already spent

Project Title	Project description	Category	Amount	Status
Vaccine Incentive program	Gift cards for staff to encourage them to get a covid vaccine.	Public Health	$ 6,444.90	Project complete
Personal Protective Equipment	Digital thermometers for each city department.	Public Health	$ 56.77	Project complete
Long Term Housing Security-Affordable Housing	Purchase of land for cottage community project with Community Development Professionals.	Housing	$ 150,000.00	Project complete
Public Wi-Fi	Ran new electric lines at Oxford Community Park for Public Wi-Fi.	Broadband	$ 13,595.77	Project complete
ADA accessible curbs	Finish ADA curb installation city wide.	Infrastructure	$ 200,000.00	Allocated
College@Elm	Assist with infrastructure needs at College@Elm a workforce development and innovation center partnership with MU.	Ec Dev	$ 113,000.00	Allocated
Spent to Date			**$ 483,097.44**	

Review of Top 3 Council Priorities

- Climate Sustainability
- Economic Development
- Housing for All

Housing:

Objective: Address affordable housing needs in our community.

Not ARPA but I think we should still do…

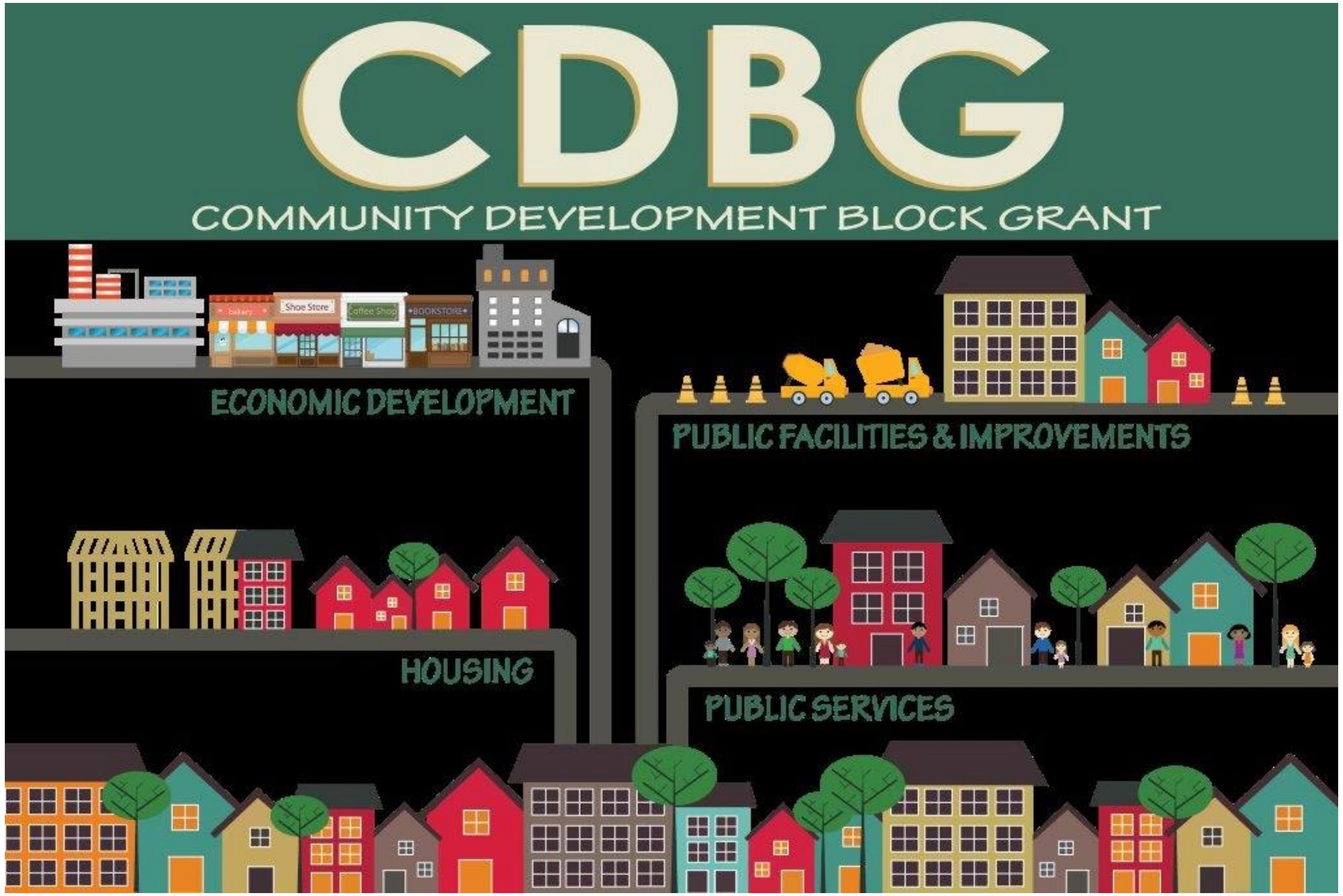
Establish Nonprofit Partner and CLT

- Manage proposed Community Land Trust (CLT)
- Manage future sales of homes owned on CLT land
- With City Assistance, apply for CDBG, Home Funds and other grants
    - Administer funds in partnership with City
- Develop protocols for CLT and educate public about options.
- Build capacity for future CLT investments
- Longer term- build infrastructure to assist with more affordable housing.

Nonprofit cost:
% of home sale fees.
Similar to a realtor.

CDBG Funds

- Apply annually for CDBG funds ($100 to $150K on average) and use them toward supporting affordable housing projects.



Housing:

ARPA ideas

Transitional Housing

Already invested $150K of ARPA

Purchase the land for the Cottage Home Community.

CDP will build 12 cottage homes.

Status: In process

Local Nonprofit

$25K ARPA Funds.

$20K/yr. from Short Term Rental (STR) Lodging Tax ongoing.

Give Family Resource Center (FRC) $25K of ARPA funds this year, to give time for the STR fund to build a balance for future years.

Annual contribution of our STR funds (estimated $20K) to local non profit, FRC, to hire social worker to assist with housing needs.

This is in addition to the $48,600 annual contribution that we give to them.

In 2020, we gave $21K additional funds to FRC for a .6 FTE case manager. Their program was able to find 13 families permanent housing after using their cold shelter.

Design for City Owned Land at Western Knolls area

$50K of ARPA

‘Schematic Design’ Plan for use of 47 acres of City Owned Land

Explore use of a portion of the land in this area to be established as Community Land Trust and Deed restricted “pay it forward” area.

$900K remaining in housing

Option 1: Western Knolls Infrastructure
(City-Owned Land Infrastructure Assistance)

$900K toward road/utilities infrastructure on City Owned Land

RFP to invite private or nonprofit developer to build homes.
City keeps ownership of land and builds infrastructure.
Developer focuses resources on buildings
Future sales will be kept affordable with “pay it forward” deed restriction model in certain areas.
Future sales managed by nonprofit partner.

Pros:

- City owned-city led. We can strongly influence the “end product”
- New housing (maybe several units)
- Catalyst for private construction

Cons:

- Does not address *loss* of affordable homes/apartments occurring now.
- Will be slow to build new homes. (2 year process at least)
- Strong community concerns

Future sales:

- Need organization to manage the deed restricted sales. (Who and how much?)
- % of home sales in theory will help pay the nonprofit to manage home sales.

Option 2: Rent Control - Existing Development

$900K to help existing naturally occurring affordable housing (NOAH) continue

Assist private owner with infrastructure upgrades.

In exchange for keeping prices affordable and/or growing new units of affordable housing.

Pros:

- May help keep current NOAH homes and *possibly* encourage expansion of more.
- Fewer displaced families
- Limited long term city/non-profit staff time involvement

Cons:

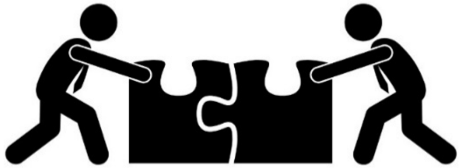
- How to guarantee owner/s keep prices affordable for current locations
- Enforcement challenge: If they don't hold up their end of bargain, likely unable to get funds back.
- # of new affordable units may not be guaranteed.

Option 3: Purchase rental housing. Nonprofit manages.

$900K to purchase property.

RFP

Nonprofits respond with their proposals of how they will support affordable housing in our community



Anticipated Result: City will purchase apartment complexes or homes.

Management and upkeep property is turned over to selected nonprofit partner.

Rents go to nonprofit who uses the funds toward future maintenance expenses and/or future investments in housing.

Pros:

- Rental housing to new customers.
- Existing construction, quick start.
- Distributed location vs. clustered density.
- Can grow over time (Council can commit funds each year to build a balance. Or staff/nonprofit can seek grants.) Every few years, acquire new property for this program.

Cons:

- Small start. Rental properties for purchase are $500K+ for 3 or so units.
- Doesn't help keep current affordable units.

Staff Housing Recommendation

Option 1: Western Knolls Infrastructure

Option 3: Purchase Rental Housing

Economic Development & Infrastructure

Objective: Encourage high quality job growth in our community .
As measured by 100 new jobs making $20+/hr.

Infrastructure

Already Invested
$113K in College @ Elm

Parking lot for work force development center- College@Elm that will result in 50 new FT Jobs making $18/Hr +

$200K ADA Curbs

Finishes curb ADA compliance and frees up CDBG funds to support a future housing nonprofit.

$900K remaining in Economic Development

Option 1:
Work Force Development

Possible Investment $900K

Goal: Residents learn skills/knowledge that allow them to enter workforce at higher rates of pay but with little or no debt. These are needed jobs skills our area employers have identified.

Objective: 100 new job placements at rates $18/hr or higher.

Funds to assist with the start up of an Industrial Arts Educational Center partnership with TSD, Butler Tech, Cincinnati State and Miami University.

- High School Students learn skills in carpentry, welding, electrical work, etc. on location at TSD. Can intern at local companies and/or have an associates upon HS graduation.

- Adult Education and workforce re-development can occur in the evenings.

Time and credit can be applied toward admission at Miami University or roll into WorkPlus program providing PT work and free tuition.

Pros:
- New skills for residents=better jobs
- Partnership with TSD
- May attract employers to this area
- Resident population retention

Cons:
- Residents may take their skills elsewhere
- Operations funding needs to be worked out.

Option 2: Ownership of Commercial space

Possible Investment $900K

Purchase 1st floor property of commercial districts to attract/control occupancy.

Donate property to nonprofit to attract/manage new tenants.

Pros:

- You control it, you can rent it to who you want.
- Strong model in other communities (3CDC in OTR and CORE in Hamilton)

Cons:

- Expensive! Unsure of what is for sale in our price range.
- Coordination required with condo style ownership (utility access etc)
- Takes a non profit to manage

Option 3: College@Elm Partnership

Possible Investment $900K

- Build out and establish an economic development presence in College@Elm.
- Place Ec Dev staff there to support business start ups and help navigate City operations.
- Synergy and cooperation with MU on business growth.

Pros:

- College@Elm tied directly to Council goals of new jobs.
- 50 new jobs = income tax
- Staff to help with business startup and growth opportunities.
- Manage improvement districts
- Manage and promote RLF
- Apply for Ec Dev grants.
- Housed at College@Elm to build synergy with MU

Cons:

- Risk of sustainability after start up funds expired.
- Mission and objectives of Ec Dev are broad-centralizing will be difficult.

City of Oxford OHIO
HOME OF MIAMI UNIVERSITY

Staff Ec Dev Recommendation

Option 3: Support College@Elm Development to encourage new high quality jobs.

ARPA Amount			**$ 2,420,796.00**	
Project Title	**Project description**	**Category**	**Amount**	**Status**
Vaccine Incentive program	Gift cards for staff to encourage them to get a covid vaccine.	Public Health	$ 6,444.90	Project complete
Personal Protective Equipment	Digital thermometers for each city department.	Public Health	$ 56.77	Project complete
Long Term Housing Security-Affordable Housing	Purchase of land for cottage community project with Community Development Professionals.	Housing	$ 150,000.00	Project complete
Public Wi-Fi	Ran new electric lines at Oxford Community Park for Public Wi-Fi.	Broadband	$ 13,595.77	Project complete
ADA accessible curbs	Finish ADA curb installation city wide.	Infrastructure	$ 200,000.00	Allocated
College@Elm	Assist with infrastructure needs at College@Elm a workforce development and innovation center partnership with MU.	Ec Dev	$ 113,000.00	Allocated
Spent to Date			**$ 483,097.44**	
Family Resource Center Case Manager		Housing	$ 25,000.00	Proposed
Master Plan for Western Knolls		Housing	$ 50,000.00	Proposed
Housing Project		Housing	$ 900,000.00	Proposed
Ec Dev Project		Ec Dev	$ 900,000.00	Proposed
Total			**$ 2,358,097.44**	

$62,699 remaining.

Discussion