



**AGENDA
OXFORD CITY COUNCIL REGULAR MEETING**

COURTHOUSE

TUESDAY, JUNE 16, 2026 AT 7:30 PM

Michael Smith, Mayor

Alex French, Vice-Mayor
Jason Bracken
William Snavely

Amber Franklin
Roxanne Ornelas
Jim Vinch

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

1. Roll Call.
2. Pledge of Allegiance.
3. Approval of Agenda.
4. Public Participation.
 - A. Appointments to Boards & Commissions
 - B. Public Hearing — 2027 Tax Budget (Heidi Ridenour, Finance Director)
 - C. Notice to Legislative Authority - DMP Express LLC, Oxford Pit Stop, 5182 College Corner Pike, Oxford, Ohio 45056. (Douglas R. Elliott, Jr., City Manager)
 - D. Proclamation - "Pride Month"

E. 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. To speak, you may approach the podium and wait to be addressed by the Mayor. You will need to state your name and address for the public record. 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.

5. Consent Agenda.

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 from the June 2, 2026, City Council Meeting. (Heather Barbour, Clerk of Council)
- B. Uptown Parks Permit — Redlife Coffee ROW 01148 (Jessica Greene, Assistant City Manager)

6. Resolutions.

- A. A Resolution Authorizing The City Manager To Apply For, Accept, And Enter Into A Water Supply Revolving Loan Account (WSRLA) Agreement On Behalf Of The City Of Oxford For The Construction Of Water Facilities; And Designating A Dedicated Repayment Source For The Loan. (Douglas R. Elliott, Jr., City Manager)
- B. A Resolution Authorizing The City Manager To Enter Into An Agreement With YellowLite Inc. For A Solar PV System At The Senior Center. (Douglas R. Elliott, Jr., City Manager)
- C. A Resolution Authorizing The City Manager To Enter Into An Agreement With StateWide Ford For The Purchase Of Two (2) 2026 Ford Interceptor Utility Vehicles With Specified Manufacturer Installed Options At A Cost Not To Exceed \$87,364.00. (John Jones, Police Chief)

7. 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.

A. First Reading

1. An Ordinance Approving The Final Subdivision Application And Plat For An Area Referred To As “Lake Forest” Consisting Of 4 Lots Situated On 97.292 Acres Currently Addressed As 1701, 1983, & 1986 Lake Forest Drive, Oxford, Ohio 45056, With Conditions (Sam Perry, Community Development Director)
2. An Ordinance Approving The Final Subdivision Application And Plat For Lake Forest Cove Section 1 Consisting Of 36 Lots Situated On 17.462 Acres Currently Addressed As 1701 Lake Forest Drive, Oxford, Ohio 45056, With Conditions. (Sam Perry, Community Development Director)

B. Second Reading

1. An Ordinance Amending Ordinance No. 3844 Supplemental Budget Ordinance Number 3 To Make Supplemental Appropriations For Fiscal Year 2026. (Heidi Ridenour, Finance Director)
2. An Ordinance Authorizing The Tax Budget For The Year 2027 And Directing That The Same Be Transmitted To The Butler County Auditor. (Heidi Ridenour, Finance Director)

8. Discussion Item

A. Flock Cameras

9. Announcements & Communications.

A. Remarks from City Council and City staff.

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

B. Future Meetings.

(Note: Meetings are held at the Court House unless otherwise indicated.)

DATE Meeting

- | | | | | |
|----|--------|--|--------------------|------------|
| 1. | Jun 17 | Board of Building Appeals - CANCELED | Courthouse | 5:30 p.m. |
| | Jun 23 | Board of Zoning Appeals - CANCELED | Courthouse | 6:30 p.m. |
| | Jun 29 | Oxford Parking & Transportation Advisory Board | Municipal Building | 9:00 a.m. |
| | Jul 1 | Environmental Commission | Municipal Building | 6:00 p.m. |
| | Jul 2 | Housing Advisory Commission - CANCELED | Courthouse | 5:00 p.m. |
| | Jul 3 | City Offices - CLOSED | | |
| | Jul 7 | City Council | Courthouse | 7:30 p.m. |
| | Jul 13 | Oxford Recreation Board | Municipal Building | 12:30 p.m. |
| | Jul 13 | Public Arts Commission of Oxford | Courthouse | 5:30 p.m. |
| | Jul 14 | Planning Commission | Courthouse | 5:30 p.m. |

10. Adjourn.



OXFORD CITY COUNCIL
ATTN CLERK
15 S COLLEGE AVE
OXFORD OH 45056

RECEIVED

RECEIVED JUN 11 2026

City of Oxford

NOTICE TO LEGISLATIVE AUTHORITY

TO

Table with permit details for 10017368-1, including permit number, type (TRFO), issue date, filing date (6/5/2026), permit classes (C-2, C-1), tax district (09088), and receipt number (JUN).

FROM 6/8/2026

Table with permit details for 10006317-1, including permit number, type, issue date, filing date, permit classes, tax district (09088), and receipt number (JUN).

MAILED 6/8/2026

RESPONSES MUST BE POSTMARKED NO LATER THAN 07/09/2026

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: JUN TRFO 10017368-1 (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 and Title fields with checkboxes for Clerk of City Council and Township Fiscal Officer, and Date, Printed Name, Email Address, and Telephone No. fields.

Office of the Mayor

P Proclamation

Whereas:

June is recognized as Pride Month in commemoration of the 1969 Stonewall Riots, a pivotal moment in the movement for LGBTQ+ civil rights led by queer people, including many people of color, whose advocacy advanced the pursuit of equality, dignity, and justice; and

WHEREAS, Pride Month celebrates the significant cultural, economic, civic, and social contributions of LGBTQ+ individuals and communities throughout history and across the world, nation, and local communities, including the City of Oxford; and

WHEREAS, Oxford is home to a vibrant and diverse LGBTQ+ community that enriches the city through its leadership, service, entrepreneurship, faith communities, scholarship, and civic engagement, and recognition of these contributions supports City Council's goals of celebrating the people and places that make Oxford unique and fostering a connected, livable, and equitable community for all; and

WHEREAS, Pride Month serves as an opportunity to raise awareness of the ongoing efforts to secure equal rights, dignity, and freedom from discrimination for LGBTQ+ individuals, while affirming that all residents and visitors should feel valued, safe, empowered, and supported within our community; and

WHEREAS, LGBTQ+ youth continue to face disproportionate risks of bullying, homelessness, substance misuse, and suicide, and research demonstrates that acceptance, inclusion, and visibility improve outcomes, underscoring the City of Oxford's commitment to supporting the rights of every person to experience equality, belonging, and opportunity regardless of sexual orientation or gender identity.

NOW, THEREFORE, I, Michael Smith, Mayor of the City of Oxford, Ohio, do hereby proclaim June 2026 as PRIDE MONTH in the City of Oxford and encourage all residents to recognize and celebrate the contributions of the LGBTQ+ community, to promote understanding and inclusion, and to reaffirm our shared commitment to dignity, equality, and respect for all people.

'PRIDE MONTH'



IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Oxford to be affixed this 16th day of June, 2026.

Michael Smith
MICHAEL SMITH, MAYOR



MINUTES
OXFORD CITY COUNCIL REGULAR MEETING
COURTHOUSE
TUESDAY, JUNE 2, 2026 AT 7:30 PM

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

1. Roll Call.

A regular meeting of the Oxford City Council was called to order by Mayor Smith on Tuesday, June 2, 2026, at 7:30 p.m. Members in attendance were Amber Franklin, Alex French, Roxanne Ornelas, Jason Bracken, William Snavelly, and Jim Vinch.

Staff Members in Attendance

Mr. Douglas R. Elliott, Jr., City Manager; Ms. Jessica Greene, Assistant City Manager; Mr. Michael Dreisbach, Service Director; Mr. John Detherage, Fire Chief; Mr. John Jones, Police Chief; Ms. Heidi Ridenour, Finance Director; Mr. Sam Perry, Community Development Director; Mr. TJ Scanlon, Assistant Law Director; and Ms. Heather Barbour, Clerk of Council.

2. Pledge of Allegiance.

3. Approval of Agenda.

Motion – To Approve the Agenda.
(Voice Vote) 1st Mr. Snavelly 2nd Ms. French
AYE # 0
NAY # 0
ABS # 0

Motion – To Replace Pages 50 & 84 in the Council Packet with the Pages in Hand.
(Pages 50& 84 are included in the minutes)

(Voice Vote) 1st Ms. French 2nd Mr. Snavelly
AYE # 7
NAY # 0
ABS # 0

Motion – To Approve the Agenda as Amended.
(Voice Vote) 1st Ms. French 2nd Mr. Snavelly
AYE # 7
NAY # 0
ABS # 0

4. Public Participation.

A. 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. To speak, you may approach the podium and wait to be addressed by the Mayor. You will need to state your name and address for the public record. 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.

Public Comment - Ms. Ann Fuehrer, Dana Drive - Ms. Fuehrer speaking as a member of the [OASH](#) Board. Ms. Fuehrer wished to highlight an upcoming event that was included in the City Newsletter. Ms. Fuehrer shared that all OASH meetings are open to the public and that the June 15th meeting from 5 pm - 7 pm at the Oxford Presbyterian Church Seminary Building (104 East Church St.) will be a two-hour training on housing rights provided by [Home Cincinnati](#). Ms. Fuehrer noted the meeting would begin with LaRosa's pizza and salad, and general announcements, followed by the training program. Ms. Fuehrer thanked Ms. Greene for taking the initiative and planning. Ms. Fuehrer invited everyone to learn more about fair housing laws and protections, understanding rights as a tenant or as a property owner/manager, recognizing housing discrimination, and getting direct support. Ms. Fuehrer mentioned that this training is enabled by support from a grant the City received from Interact for Health, which provides resources for eviction diversion. Ms. Fuehrer reported that OASH advocates for resources to meet the needs of people who are unhoused in our community, and that can happen through emergency shelter, increased affordable housing stock, permanent supportive housing, or other influences on market conditions. Ms. Fuehrer stated that this can also happen if evictions are prevented, and in order for that to happen, there needs to be partnering among funders like Interact for Health, the City, service providers like TOPSS, educators, and advocacy groups. Ms. Fuehrer thanked the City for their support of these kinds of partnerships as well as this specific initiative. Ms. Fuehrer announced that HAC will continue the process of linking goals for 2027,

including the priority for housing for all, to the budgeting of City funds and staff resources.

Public Comment - Ms. Deb Wells, Bellbrook, OH - Ms. Wells is a social worker in Butler County and is happy to be here tonight to read a statement that was issued by OASH regarding the need to continue to support the unsheltered and very low-income residents. Ms. Wells read the following statement into the record. Oxford Area Solutions for Housing (OASH) is a nonprofit advocacy group. We envision the Oxford area as a loving, compassionate, accepting community where no one wants for safe, secure housing. Our mission is to respond to and prevent homelessness in the Oxford area. We've been meeting monthly for nearly three years to discuss and advocate for low-income housing in Oxford. On April 13th, the monthly OASH meeting was an open community forum on low and very low-income housing needs in Oxford. Approximately 40 people engaged in a group prioritization and consensus-building process where participants were asked to select the top three most critical needs for Oxford's low and very-low-income housing. The results of this hour-long process identified the following priorities for Oxford. They're presented here as an official recommendation from OASH to the HAC. The first one is emergency shelter, which is 24/7 365 days, with social services offered, including transportation and provision for individuals as well as families. The second is permanent supportive housing, and the third is transitional housing. This is based on experience with the Oxford Winterhouse and engaging the unsheltered and low-income population in Oxford. Ms. Wells finished by stating her appreciation for the opportunity to present this statement and would like to commend the City of Oxford for its political will and openness to hearing about this issue and being a partner with the community. Ms. Wells mentioned that she works across the county and doesn't have a similar experience in many other areas. Ms. Wells noted that it is hopeful and inspiring to know that the City is on board with and in support of helping this population, and she appreciates that very much.

5. Consent Agenda.

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.

Motion – To Approve the Consent Agenda.

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

AYE # 7

NAY # 0

ABS # 0

- A. Minutes from the May 19, 2026, City Council Work Session Meeting. (Heather Barbour, Clerk of Council)

- B. Minutes from the May 19, 2026, City Council Meeting. (Heather Barbour, Clerk of Council)

- C. A Resolution Authorizing The School Resource Officer Program Memorandum Of Understanding Between The Talawanda School District And The City Of Oxford And Authorizing The City Manager To Sign The Memorandum Of Understanding On Behalf Of The City. (John Jones, Police Chief)

6. Resolutions.

- A. A Resolution Accepting The Bid And Authorizing The City Manager To Enter Into An Agreement With XXX For The Construction Of A New Water Treatment Facility For Water Softening At A Cost Of \$ XX With A Contingency In The Amount Of \$ XX For A Total Cost Not To Exceed \$ XX. (Michael Dreisbach, Service Director)

Motion – To Adopt Resolution No. 7831
(Voice Vote) 1st Ms. French 2nd Ms. Ornelas
AYE # 7
NAY # 0
ABS # 0

Mr. Dreisbach presented his staff report and addressed questions and comments from the Council. Mr. Dreisbach introduced Mr. Matt Smith from Strand Associates to review bid information. Mr. Smith presented slides and addressed questions and comments from the Council (slides included in minutes).

Public Comment - None.

- B. A Resolution Authorizing The City Manager To Enter Into An Agreement With Amano McGann For The Purchase Of A New Entry And Exit Lane Gate System For The City Parking Garage At A Cost Of \$26,449.00. (John Jones, Police Chief)

Motion – To Adopt Resolution No. 7832
(Voice Vote) 1st Ms. French 2nd Ms. Franklin

AYE # 7
NAY # 0
ABS # 0

Chief Jones presented his staff report and addressed questions and comments from the Council.

Public Comment - None.

7. 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.

A. First Reading

1. An Ordinance Amending Ordinance No. 3844 Supplemental Budget Ordinance Number 3 To Make Supplemental Appropriations For Fiscal Year 2026. (Heidi Ridenour, Finance Director)

Ms. Ridenour presented her staff report and addressed questions and comments from the Council.

Public Comment - None.

2. An Ordinance Authorizing The Tax Budget For The Year 2027 And Directing That The Same Be Transmitted To The Butler County Auditor. (Heidi Ridenour, Finance Director)

Ms. Ridenour presented her staff report and addressed questions and comments from the Council.

Public Comment - None.

B. Second Reading

1. An Ordinance To Approve Current Replacement Pages To The Oxford Codified Ordinances. (Douglas R. Elliott, Jr., City Manager)

Motion – To Adopt Ordinance No. 3865
 (Roll Call Vote) 1st Ms. French 2nd Mr. Snavelly

AYE # 7

Ms. Franklin, Ms. French, Ms. Ornelas, Mr. Snavelly, Mr. Vinch, Mr. Bracken, and Mayor Smith

NAY # 0

ABS # 0

Mr. Elliott reported no changes since the first reading and offered to answer any questions.

Public Comment - None.

8. Announcements & Communications.

A. Remarks from City Council and City staff.

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

B. Future Meetings.

(Note: Meetings are held at the Court House unless otherwise indicated.)

DATE	Meeting		
1. Jun 3	Environmental Commission	Municipal Building	7:00 p.m.
Jun 4	Housing Advisory Commission	Courthouse	5:00 p.m.
Jun 8	Oxford Recreation Board	Municipal Building	12:30 p.m.

Jun 8	Public Arts Commission of Oxford	Courthouse	5:30 p.m.
Jun 9	Planning Commission	Courthouse	7:00 p.m.
Jun 11	Civil Rights Commission	Municipal Building	4:00 p.m.
Jun 15	Oxford Parking & Transportation Advisory Board	Municipal Building	9:00 a.m.
Jun 16	City Council Executive Session	Courthouse	6:45 p.m.
Jun 16	City Council Work Session	Courthouse	7:00 p.m.
Jun 16	City Council	Courthouse	7:30 p.m.
Jun 17	Board of Building Appeals	Courthouse	5:30 p.m.
Jun 23	Board of Zoning Appeals	Courthouse	6:30 p.m.

9. Adjourn.

Motion – To Adjourn at 8:06 p.m.
 (Voice Vote) 1st Ms. French 2nd Mr. Snaveley
 AYE # 7
 NAY # 0
 ABS # 0

RESOLUTION NO.

A RESOLUTION ACCEPTING THE BID AND AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH BUILDING CRAFTS, INC. FOR THE CONSTRUCTION OF A NEW WATER TREATMENT FACILITY FOR WATER SOFTENING AT A COST OF \$23,632,340.00 WITH A CONTINGENCY IN THE AMOUNT OF \$1,167,660.00 (~ 4.9%) FOR A TOTAL COST NOT TO EXCEED \$24,800,000.

WHEREAS, a request for bids was published in the *Journal News* and with multiple plan clearinghouses from May 18th through May 31st, 2026. Sealed proposals were opened and read aloud on June 1, 2026, with three firms submitting bids; and

WHEREAS, the City Manager and the Service Director recommend that Council accept the bid and authorize the City Manager to enter into an agreement with Building Crafts, Inc. for the construction of a new water treatment facility for water softening at a cost of \$23,632,340.00 with a contingency in the amount of \$1,167,660.00 (~ 4.9%) for a total cost not to exceed \$24,800,000.

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

SECTION 1: Council finds Building Crafts, Inc. to be the lowest and best bidder and accepts the bid of \$23,632,340.00 for the construction of a new water treatment facility for water softening.

SECTION 2: The City Manager is hereby authorized to enter into an agreement with Building Crafts, Inc. at a cost of \$23,632,340.00 with a contingency in the amount of \$1,167,660.00 (~ 4.9%) for a total cost not to exceed \$24,800,000.00 for the construction of a new water treatment facility for water softening

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

MAYOR

ADOPTED:
ATTEST:

CLERK OF OXFORD CITY COUNCIL
INTRODUCED BY: MICHAEL SMITH
PREPARED BY: LAW (STAFF)

ORDINANCE NO.

AN ORDINANCE AMENDING ORDINANCE NO. 3844 SUPPLEMENTAL BUDGET ORDINANCE NUMBER 3 TO MAKE SUPPLEMENTAL APPROPRIATIONS FOR FISCAL YEAR 2026.

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

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;

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

Water Improvement Fund 321	25,800,000.00
----------------------------	---------------

SECTION 3: The following increase/(decrease)in expenditures be made:

Water Improvement Fund 321	25,800,000.00
----------------------------	---------------

SECTION 4: In all other respects, Ordinance No. 3844 shall remain in full force and effect.

SECTION 5: This ordinance shall take effect immediately upon its adoption.

MAYOR

ADOPTED: _____

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: MICHAEL SMITH

PREPARED BY: LAW (STAFF)



STRAND

ASSOCIATES[®]

Excellence in EngineeringSM

Membrane Softening Project Update

City of Oxford

June 2, 2026



Today's Agenda

- Project Timeline – Bidding and Award
- Construction Bid Summary
- Funding Source
- Questions

Project Timeline – Bidding and Award

Project Milestone	Date
Project Advertisement	April 6, 2026
OEPA Detailed Plan Review Approval	May 18, 2026
Bid Opening	June 1, 2026
<i>OWDA Board Meeting</i>	<i>June 25, 2026</i>
<i>Notice to Proceed</i>	<i>July 2026</i>
<i>Substantial Completion</i>	<i>November 2028</i>
<i>Final Completion</i>	<i>January 2029</i>

Construction Bid Summary

- Engineer's Estimate
 - \$23,797,000
- Engineer's Recommendation
 - Building Crafts, Inc.

Contractor	Base Bid
Building Crafts Inc.	\$23,632,340
Pace	\$23,924,000
Thieneman	\$25,995,000



Funding Source

- WTP design loan
 - Received \$2.4 million in principal forgiveness
 - Design Loan Payoff Amount: \$0
- WTP construction loan
 - Building Crafts Inc, Bid: \$23,632,340
 - Construction Phase Services: \$1,000,000
 - Special Inspections: \$150,000
 - Contingency (5%): \$1,239,117
 - Application Fee (1.35%): \$351,290
 - **Total Estimated Costs: \$26,372,747**

Questions?



Source: © marish – vectorstock.com



STRAND

ASSOCIATES[®]

Excellence in EngineeringSM



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

STAFF REPORT

ORIGINATING DEPARTMENT:	City Manager
PREPARED BY:	Jessica Greene
DATE PREPARED:	6/10/2026
COUNCIL MEETING DATE:	June 16, 2026
AGENDA TITLE:	Uptown Parks Permit — Redlife Coffee ROW 01148 (Jessica Greene, Assistant City Manager)
COUNCIL GOAL AREA:	Celebration of the People and Places that Make Oxford Unique
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	DRE JG

DISCUSSION:

Saturdays Free Coffee
Uptown Memorial
Park 2026

Jun 20
July 11
Aug 1



City of
Oxford

APPROVED

ROW 01148

Uptown See stipulations below

Memorial Park & Martin Luther King Jr. Park

* Organization Name

Redlife Coffee

Organization Phone

[REDACTED]

* Organization Mailing Address

22 N College Ave Oxford

Are you a non-profit?

. . .

* Applicant's First Name

Ethan

* Applicant's Last Name

Jean-Louis

Applicant's Phone

[REDACTED]

* Email

[REDACTED]

* Applicant's Mailing Address

4054 Autumn Hill Lane

*If you are a student group, please include your advisor's name.

*If you are a student group, please include your advisor's contact number.

Day Of Contact's First & Last Name

Ethan Jean-Louis

Day Of Contact's Cell Phone

[REDACTED]

. . .

Which park(s) are you requesting? Select all that apply.

- Memorial Park (East Park Place & North Main Street - Pavilion)
- Martin Luther King Jr. Park (West Park Place & North Main Street - Fountain)
- Oxford Area Trail System

*** Name of the Event**

Free Coffee

*** Date Requested**

04/11/2026

Format: MM/DD/YYYY

*** Day of Event**

Saturday

Monday, Tuesday, Wednesday, etc...

Please check this box if your event exceeds 2 consecutive days or repeats for 2 or more sessions. This will require City Council approval.

Yes

Projected Attendance

Unknown

Has this event been held previously?

Event Start Time

8:30AM

Event End Time

12:30PM

Set Up Time Range

8:00AM

Tear Down Time Range

1PM

Event Description

Giving out free coffee to the community to promote the launch of the Calvary Church Oxford

. . .

Do you need reserved parking?

No

Are you requesting a road closure for this event?

No

Will there be portable heaters/fire pits?

No

Will tents, tables and/or chairs be used?

Yes - 1 tent and table

Will you need police officers for this event? Depending on the event, this may be required.

No

Will you be renting portable restrooms for this event? (if yes, we recommend renting ADA compliant portable restrooms)

No

Will you need electricity?

No

Will you be bringing a sound system and/or technician?

No

Will alcohol, food, services and/or other items be sold?

No - Free coffee

If yes to alcohol, food or service, please explain briefly.

Coffee from Redlife

Will you be exiting the park during the event? (i.e. for a race/run)

No

Any other information that you would like to share?

. . .

Please attach a site map sketch for this event, if possible.

Choose File No file chosen

Please attach the route map, if applicable (for parades, runs, etc...)

Choose File No file chosen

* Event Details Accuracy Acknowledgement

By checking this box, I acknowledge that all of the event details, as listed above, are accurate.

[Click here to read the Stipulations & Fees and then acknowledge below.](#)

Fee Waiver Stipulations:

- **Parking Meter Rental Fee:** Non-profit organizations may be eligible for a 50% discount on parking meter rental rates for community events. The City Manager or designee may grant approval (Please check the appropriate box below if you are requesting this fee waiver).
- **Any Fee:** Events operating for more than two consecutive weeks may request a waiver of fees from City Council (Please check the appropriate box below if you are requesting this fee waiver)..

* Event Stipulations & Fees Acknowledgement

By checking this box, I acknowledge that I have reviewed the stipulations and estimated cost for the event and agree to compensate the City for services rendered as specified in the final invoice. If the event runs past the stated end time and/or the stipulations are not adhered to, I understand that additional charges will accrue and agree to compensate the City accordingly.

Check yes, if you would like to request a waiver of your parking meter fees.

- Yes, this event is hosted by a 501 C3 nonprofit organization and documentation will be provided below.
 N/A

Attach a 501 C3 documentation proving nonprofit status here.

Choose File No file chosen

Check yes, if you would like to request a waiver of fees due to this event running for more than two consecutive weeks.

- Yes, this event will run for two consecutive weeks or more.
 N/A

Indemnification Clause: The Permittee hereby agrees to indemnify, defend, save and hold harmless the City of Oxford its officers and employees from and against all suits or claims that may be based on damage or injury or death to any person or property that may occur while the City of Oxford property is being used by Permittee. Permittee further agrees to the payment of the City's attorneys' fees for all claims and damages arising directly or indirectly from or related to the use, occupancy or possession of the City of property. Damages includes all liabilities, costs, losses, fines, penalties, claims suits, actions, costs and expenses.

* Indemnification Clause Acknowledgement

By checking this box, I acknowledge that I have reviewed the indemnification clause above.

* Today's Date

04/01/2026

Format: MM/DD/YYYY

* Electronic Signature

Ethan Jean-Louis

If approved, you will receive an approved permit. If an invoice is required, it will also be sent with the approved permit. Invoice payment is due prior to the event.

		Applicant's Initials	Review Date
Area shall be cleaned at the end of each day			
The City of Oxford reserves the right to modify, suspend, or revoke this permit at the sole discretion of the City of Oxford.			
2	Management of all work zones in the Right-of-Way must comply with the Ohio Manual of Uniform Traffic Control.		
3			
4			
R			
1			
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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: **Apr 1, 2026 jfb148**

Reason(s) event not approved:

Uptown Parks Stipulation & Fees

Memorial Park & Martin Luther King Jr. Park

Applicants should allow a minimum of five 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 ninety (90) days in advance of the event.*

1. Large events (estimated at over 500 people), including all concerts and performances, will require additional approval by City Departments.
2. Events exceeding 2 consecutive days or repeat events of 2 or more sessions will require City Council approval.
3. At least one legally responsible adult must sign the request.
4. The usage may not discriminate against a given class of people.
5. All ordinances that regulate noise shall be observed, unless a variance is requested and approved.
6. The applicant is responsible for cleanup and removal of litter & trash immediately after the event. Failure to clean up may result in subsequent requests being denied or a deposit being required. In addition, a cleaning charge may be assessed.
7. Safety staffing levels will be determined by the Oxford Police Department and the applicant may be required to hire police officers.
8. All special conditions specified by department heads must be complied with. Fees will be assessed for special services.
9. No markings may be made on streets or sidewalks within the public right-of-way.
10. No motor vehicles may be parked within the area of the park or on any sidewalk.
11. Banners are only permitted on the stage area during the function and must be removed immediately after the event. Tying is the only acceptable way of affixing a banner to the stage area.
12. 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.
13. No structure shall be defaced and no structure shall be erected within four feet of the base of a tree or shrub.
14. No nails, spikes, tacks or adhesive material may be driven into or affixed to trees or into the ground within any park. This includes sign or flag frames, posts, spikes, etc... Applicant is financially responsible for damages to parks and infrastructure.
15. If alcohol will be sold at the event, you must obtain F2 permit from the Ohio Department of Commerce, Division of Liquor Control and obtain approval from either City Council or the City Manager.
 - a. Note: Event participants may use Oxford's year-round Designated Outdoor Refreshment Area (DORA). No permit is required for DORA usage, but please follow DORA rules.

16. Food for sale is allowed at events hosted by a nonprofit or charitable community organization. Food trucks or tents must have a mobile food unit license or a temporary food license through the Butler County Board of Health.
17. The applicant will be required to provide the City with a certificate of insurance naming the City as an additional insured for events with banner installation, 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.
18. The Permittee hereby agrees to indemnify, defend, save and hold harmless the City of Oxford its officers and employees from and against all suits or claims that may be based on damage or injury or death to any person or property that may occur while the City of Oxford property is being used by Permittee. Permittee further agrees to the payment of the City's attorneys' fees for all claims and damages arising directly or indirectly from or related to the use, occupancy or possession of the City of property. Damages includes all liabilities, costs, losses, fines, penalties, claims suits, actions, costs and expenses.

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.)

<u>Parking</u>	
No Parking Sign	\$1/each
Metered Parking (less than 4 hours)	\$6/each
Metered Parking (4 or more hours)	\$12/each
<u>Personnel</u>	
First Police Officer	\$65 per hour
Additional Officer (s)	\$65 per hour
Police Supervisor (required for each 4 Police Officers)	\$75 per hour
Police Command Officer (required for two squads of five Officers)	\$85 per hour
Street Department Personnel	\$30/hour
Electrician	\$120 plus materials
Event Trash cans	\$6

<p><u>Road Closure</u> Main Street US 27 Detour **includes labor</p> <p><u>Sports Fields/Gazebo</u> Contact Oxford Parks & Recreation Department at 513-523-6314</p>	<p>\$150** \$150**</p>
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The City of Oxford
 (513) 524-5200
 15 S. College Ave.
 Oxford, OH 45056

STAFF REPORT

ORIGINATING DEPARTMENT:	City Manager
PREPARED BY:	Douglas Elliott
DATE PREPARED:	6/2/2026
COUNCIL MEETING DATE:	June 16, 2026
AGENDA TITLE:	A Resolution Authorizing The City Manager To Apply For, Accept, And Enter Into A Water Supply Revolving Loan Account (WSRLA) Agreement On Behalf Of The City Of Oxford For The Construction Of Water Facilities; And Designating A Dedicated Repayment Source For The Loan. (Douglas R. Elliott, Jr., City Manager)
COUNCIL GOAL AREA:	Essential Operations
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	DRE

DISCUSSION:

City Council approved a resolution authorizing an agreement with Building Crafts, Inc. for the construction of a new water softening facility at the water treatment plant at the June 2, 2026, meeting. The amount of the agreement, including contingency, was \$24.8 million. This contract amount will be financed by borrowing \$19,988,616 from the Water Supply Revolving Loan Account (WSRLA) of the Ohio Environmental Protection Agency’s Division of Environmental and Financial Assistance (DEFA). The loan will be repaid with increased water user fees. The total project costs are \$26,083,846, with a loan amount of \$19,988,616; principal forgiveness of \$4,000,000, and the remaining \$2,095,230 paid by Water Capacity Benefit Funds and Water Improvement Funds. This Resolution authorizes the City Manager to apply for the loan from the WSRLA and to sign all necessary documents for the procurement of the financing.

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO APPLY FOR, ACCEPT, AND ENTER INTO A WATER SUPPLY REVOLVING LOAN ACCOUNT (WSRLA) AGREEMENT ON BEHALF OF THE CITY OF OXFORD FOR THE CONSTRUCTION OF WATER FACILITIES; AND DESIGNATING A DEDICATED REPAYMENT SOURCE FOR THE LOAN.

WHEREAS, the City of Oxford seeks to upgrade its existing water facilities;

WHEREAS, the City of Oxford intends to apply for Water Supply Revolving Loan Account (WSRLA) for the construction of the water facilities; and

WHEREAS, the Ohio Water Supply Revolving Loan Account (WSRLA) requires the government authority to pass legislation for the application of a loan and the execution of an agreement as well as designating a dedicated repayment source.

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

SECTION I: The City Manager is hereby authorized to apply for a WSRLA loan, sign all documents for and enter into a Water Supply Revolving Loan Account (WSRLA) with the Ohio Environmental Protection Agency and the Ohio Water Development Authority for the construction of water facilities on behalf of the City of Oxford, Ohio.

SECTION II: That the dedicated source of repayment will be water user fees.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: MICHAEL SMITH

PREPARED BY: LAW (STAFF)

Water Supply Revolving Loan Account

Exhibit 1

Project Name: Water Treatment Plant Membrane Softening Improvements

Borrower: Oxford

Loan Number: FS390732-0011

Address: 15 South College Avenue

City & State: Oxford, OH

Zip Code: 45056

Borrower's Authorized Representative: Douglas R. Elliott Jr.

Phone: (513) 524-5201

Project Description

The purpose of this project is for the construction of membrane softening as an addition to the existing water treatment plant. In addition to the softening, membrane will have the capability of removing emerging contaminants.

Cost Data

Activities	Eligible	Local Funds	Total Project Cost
Construction			
Building Crafts, Inc. - Major	\$23,632,340.00		\$23,632,340.00
Other Costs			
Contingency	\$356,276.00	\$1,811,384.00	\$2,167,660.00
Subtotal	\$23,988,616.00	\$1,811,384.00	\$25,800,000.00
Application Fee		\$283,846.00	\$283,846.00
Total Estimated Cost	\$23,988,616.00	\$2,095,230.00	\$26,083,846.00

WSRLA Loan Information

Interest Rate:	2.51%	Principal Amount:	\$19,988,616.00
Term in Years:	30.0	Interest:	\$8,618,691.60
Number of Payments:	60	Total Cost of Borrowing:	\$28,607,307.60
Participation Rate:	0.023853	Payment:	\$476,788.46
Principal Forgiveness Amount	\$4,000,000.00		

Project Schedule

Application Date:	10/18/2024	Project Completion:	01/01/2028
Resolution Date:	03/01/2025	Date of Initial Payment:	01/01/2029

Pledged Revenues

Section 1452(f)(1)(C) of the Safe Drinking Water Act requires one or more dedicated sources of revenue for repayment of the loan. The following information specifies those sources

Revenue Source

Special Assessments	
General Taxes	
Water Service Charge	\$28,607,307.60
Other:	
Total	\$28,607,307.60

To the best of my knowledge and belief, the information contained on this exhibit represents the actual project costs being requested from the WSRLA. I hereby acknowledge that the non-eligible and not funded costs identified above, if any, will be provided from sources other than the WSRLA as to allow the project to be fully implemented.

Douglas R. Elliott Jr.

Date



Division of Environmental & Financial Assistance (DEFA)
Office of Financial Assistance (OFA)

50 West Town Street, Suite 700, Columbus, Ohio 43215

Ph: 614.644.2798

www.epa.ohio.gov/defa/ofa

This application must be completed in its entirety. Incomplete forms may result in delay of loan approval.

1.0 Program Funding Selection

Please indicate what type of project funding is needed. A selection must be made for the loan application to be reviewed.

- Wastewater Water Pollution Control Loan Fund (WPCLF)
Drinking Water Water Supply Revolving Loan Account (WSRLA)

2.0 Borrower's Information

Borrower (County, City, Village, or District): City of Oxford
Borrower's Population: 22,800 County: Butler Date of Application: June 3, 2026

3.0 Project Name and Description

Project Name: Construction of a new Water Treatment Facility

In the box below, please provide a brief description of the project requesting Ohio EPA funding.

Construction of a new water treatment plant for water softening and removal of emerging contaminants.

** Will land and/or easement acquisitions be required for this project?

- Yes, please indicate acquisition commencement date(s).
No additional land and/or easements are needed for the project.

* Note: If the site title opinion letter is not able to be sent with the loan application, it can be sent at a later date. However, this opinion MUST be submitted with the bid package for review.

** A Site Title Opinion Letter must be submitted and signed by the Borrower's Solicitor/Law Director, to insure legal vested interest in all real property for the project. (Example see ATTACHMENT B)

4.0 Funding Type and Proposed Loan Terms

Estimated Loan Amount: \$24,000,000.00 This field autofills from Tab 4
Estimated Loan Award Date: 6/1/2026
An estimated loan award date must be entered. This date should be the 1st of Month in which the loan would be awarded. This date is dependent on the type of loan that is requested, the estimated loan date will autofill on to TAB 3-Project Schedule.

Please consider my application for the following interest rate discount (construction loans only):

Wastewater Discounts:

- Green Project Reserve
Nutrient Reduction
Septage Facilities
Water Resource Restoration Sponsor Program (WRRSP)
Other: (Specify)

Water Discounts:

- Harmful Algal Bloom / Emerging Contaminants
Lead Service Line Replacement
Regionalization
Other: (Specify)

** Please select only ONE loan type**

The Borrower's interest rate will be determined based on the current year's Program Management Plan requirements. The first payment date must occur no later than 12 months after the project completion date. If you would like the repayment to begin earlier, please indicate a date. Payments are due semiannually: January 1 and July 1.

- Planning Loan Planning loans have a maximum 5-year term. First Payment Date:
Design Loan Design loans have a maximum 5-year term. First Payment Date:

(Previous incurred project costs for Planning may be included in the design loan.)

- Construction Loan Minimum 5-year term. Maximum 30-year term.

(Previous incurred project costs for Planning & Design may be included in the construction loan.)

Requested Term: 30 Years
First Payment Date: 1/1/2030
Loan Number:

- Supplemental Loan

** Please complete the appropriate schedule on Tab 3 "Project Schedule" that correlates with the selected loan type.

5.0 Contact Information

The authorized representative listed in Section 5.0 will be required to electronically sign the following documents after loan approval and prior to loan disbursement: Term Sheet and Payment Instruction Form. Signing these documents will require two factor authentication via SMS text message, which requires an accurate cellular phone number for the authorized representative.

**As a courtesy and if possible, please provide accurate cellular phone numbers for all contacts below.

Authorized Representative to Execute Contracts

Name	Douglas R. Elliott, Jr.	Title	City Manager
Address	15 S. College Ave.		
City	Oxford	,Ohio	Zip 45056
Telephone	513.524.5200	Cell	
Email			

Address to Mail Loan Agreement (If different than Authorized Representative)

Name		Title	
Address			
City		,Ohio	Zip
Telephone		Cell	
Email			

Billing Notices

Name	Heidi Ridenour	Title	Finance Director
Address	15 S. College Ave.		
City	Oxford	,Ohio	Zip 45056
Telephone		Cell	
Email			

Disbursements - Borrower's representative to contact regarding disbursement

Name	Scott Otto, PE	Title	City Engineer
Address	15 S. College Ave.		
City	Oxford	,Ohio	Zip 45056
Telephone	513.524.5208	Cell	
Email			

Consulting Engineer

Name	Matt Smith, PE	Title	Engineer
Firm	Strand & Assoc.		
Address	615 Elsinore Place; Suite 320		
City	Cincinnati	State, Zip	OH, 45202-1455
Telephone	513.861.5600	Cell	
Email	matthew.smith@strand.com		

6.0 Project Schedules for Planning, Design & Construction

PLANNING SCHEDULE

1. **Submit complete Loan Application with dedicated source of repayment and draft engineering agreement with scope of planning activities to be funded through this loan** (no later than 60 days prior to task 3) _____
2. **Sign loan documents and return to DEFA** (no later than 15 days prior to task 3) _____
3. **We request a Planning Loan by** (indicate the 1st of the Month in which Loan is requested)
(*Loan awards can be scheduled for January through October and December – no November scheduled awards*) _____
4. **Project Completion Date** (The date funded planning activities will be completed and submitted to Ohio EPA) _____
5. **Initial Payment due to Ohio EPA program** (January 1 or July 1 - within one year after the Project Completion) _____

DESIGN SCHEDULE

1. **Submit approvable Facilities Planning information, including complete I/I Analysis** (generally 120 days prior to task 4) _____
2. **Submit a complete Loan Application which should include the borrowers financial information, a certified copy of legislation authorizing the borrower to enter into a Loan Agreement with Ohio EPA and OWDA** (Example: see ATTACHMENT A) , a copy of the utility's User Charge System & Use ordinance and the engineering agreements. (90 days prior to task 4) _____
3. **Sign loan documents and return to DEFA** (no later than 15 days prior to task 4) _____
4. **We request a Design Loan by** (1st of Month in which Loan is Awarded) _____
5. **Project Completion Date** (The date funded design will be completed and submitted to Ohio EPA) 1/1/2029
6. **Initial Payment due to Ohio EPA program** (January 1 or July 1 - within one year after Project Completion) _____

CONSTRUCTION SCHEDULE

1. **Submit approvable Facilities Planning information, including complete I/I Analysis** (generally 200 days prior to task 9) 1/1/2023
2. **Submit complete Permit-to-Install application (if applicable) , including application, review fee, detail plans, contract documents, and specifications** (170 days prior to task 9) 11/1/2024
3. **Submit a complete Loan Application which should include the borrowers financial information, a certified copy of legislation authorizing the Borrower to enter into a Loan Agreement with Ohio EPA and OWDA** (Example: see ATTACHMENT A) , a copy of the utility's User Charge System & Use ordinance and the engineering agreements. (150 days prior to task 9) 4/17/2026
4. **Submit Site Title Opinion Letter** signed by Solicitor/Law Director (no later than 60 days prior to task 9) (Example: see ATTACHMENT B) 4/17/2026
5. **Advertise for construction bids** (no later than 60 days prior to task 9) 4/6/2026
6. **Open construction bids** (no later than 30 days prior to task 9) Be sure to allow for a minimum of 60 days to award contracts 6/1/2026
7. **Submit bid information to DEFA** (no later than 21 days prior to task 9) 6/3/2026
8. **Sign loan documents and return to DEFA** (no later than 7 days prior to task 9) _____
9. **We request a Construction Loan by** (1st of Month in which Loan is Awarded) 6/1/2026
10. **Estimated Initiation of Operation date** (The date funded facilities will be in full operation as planned and designed) 12/1/2028
11. **Estimated Initial payment due to the Ohio EPA loan program** (January 1 or July 1 - within one year after the Initiation of Operation) 1/1/2030

7.0 Estimated Cost Data

Select Funding Sources From Dropdown Box Below				
Estimated Costs			OEPA / WSRLA	Total Project Cost
Technical Services				
Administration				
Engineering Services			\$1,000,000.00	\$1,000,000.00
Planning				
Design				
Force Account				
Planning Loan Pay-off				
Design Loan Pay-off				
Construction				
<i>(Please enter number of anticipated contractors below)</i>				
Building Crafts, Inc.			\$23,632,340.00	\$23,632,340.00
Equipment				
Other Costs				
Contingency			\$1,167,660.00	\$1,167,660.00
City Funds to be used to reduce loan principal			(\$2,119,684.00)	(\$2,119,684.00)
Subtotal			\$23,680,316.00	\$23,680,316.00
Application Fee	<i>There is a 0.35% OWDA fee on WPLCF loans and a 1.35% fee on WSRLA loans (0.35% OWDA and 1.00% Ohio EPA/WSRLA). Fees are based on total loan amount. Both program have a minimum fee of \$400. Please see application instructions for more information.</i>		\$319,684.00	
Total Estimated Costs			\$24,000,000.00	\$23,680,316.00

For construction loan request, please indicate below if the project has an *Ohio EPA or **OWDA planning/design loan affiliated with the project. The planning/design loans will be closed once the construction loan is approved. If funds have been disbursed from the planning/design loans, the payoff balance will be rolled into the construction loan. If no funds have been disbursed and planning funds are needed, please include a line item for planning and/or design in the construction loan.

*Ohio EPA Planning Loan # _____	Planning Loan Payoff Amount _____
*Ohio EPA Design Loan # _____	Design Loan Payoff Amount _____
**OWDA Planning Loan # _____	Planning Loan Payoff Amount _____

8.0 Contractor Payment

Please indicate below if the Borrower would like the contractors paid directly. Reimbursement requests for Technical Services line items will be made directly to the Borrower.

Pay contractors directly

9.0 Source of Pledged Revenues

To obtain a loan from Ohio EPA, the Borrower is required to pledge the user revenues derived from the ownership and operation of their system as a security instrument (i.e. collateral) for the repayment of the loan. It can also be used as the dedicated source of repayment. The user revenues, after deductions for the operating and maintenance and previous debt obligations, must be able to support the repayment of the loan. However, unless prohibited by law, the Borrower can also choose any of the following as a dedicated source of loan repayment, with the user rates remaining the collateral. (Reference Article IV in the WPCLF and the WSRLA Standard Loan Agreement).

Please indicate the intended source of loan repayment below. More than one source can be used.

Revenue from:

- User Charges
- Assessments - Provide authorizing legislation
- General Taxes
- Other: Indicate source _____
- Other: Indicate source _____

10.0 Revenue Analysis

Current Revenues (Last Audit Year):

YEAR:

2025

User Classes	Total Revenue	Total Number of Users	Annual Revenue Per User
Residential	\$1,328,990.00	4,484	\$296.38
Commercial	\$1,589,118.00	568	\$2,797.74
Industry / Gov.			
Other			
TOTAL	\$2,918,108.00	5,052	

Total Revenue should reconcile to the "Revenues to System" column on the Projection of Revenues (TAB 7) for the associated year.

Current Average Monthly Residential User Rate

\$24.70

Projected Revenues for first year following project completion

YEAR:

2029

User Classes	Projected Total Revenue	Projected Total Number of Users	Projected Annual Revenue Per User
Residential	\$1,968,885.00	4,500	\$437.53
Commercial	\$2,305,653.00	575	\$4,009.83
Industry / Gov.			
Other			
TOTAL	\$4,274,538.00	5,075	

Total Revenue should reconcile to the "Revenues to System" column on the Projection of Revenues (TAB 7) for the associated year.

Projected Average Monthly Residential User Rate

\$36.46

Ten Largest Users

Customer	% of Revenue
Miami-North Chiller Plant	2.22%
Miami-PowerPlant/Steam	1.55%
Miami-South Chiller Plant Meter #1	1.41%
Knolls of Oxford	1.33%
Schneider Electric	1.19%
Miami-South Refrigeration Plant Meter #2	1.08%
McCullough-Hyde Hospital	1.03%
Miami-Psychology Building	0.89%
Miami-Scott Hall Irrigation	0.79%
Miami-Ice Arena	0.75%

11.0 Revenue Analysis Continued

3-Year Revenue Allocation

Please provide the revenue allocation for 3 years ending with most recent audit.

Year autofills from TAB 5	2023	2024	2025
Revenue	\$2,785,467.00	\$2,933,980.00	\$2,918,108.00
Expenditures			
Operating Expenses	\$2,353,584.00	\$2,415,495.00	\$2,567,584.00
Debt Service Payments			
Other:			
Total Expenditures	\$2,353,584.00	\$2,415,495.00	\$2,567,584.00
Surplus or Loss	\$431,883.00	\$518,485.00	\$350,524.00

Outstanding System Debt (do not include loan being applied for):

Debt Type	Debt Balance	Annual Payment	Final Payment Date
Ohio EPA Loans			
OWDA			
OPWC			
GO bonds			
Revenue Bonds			
USDA-RD Loans			
Other			ZERO DEBT AT THIS TIME
TOTAL			

The annual payment total will autofill in the current year debt service column on TAB 7 "Projection of Revenues" sheet.

12.0 Borrowers Credit Rating (if applicable)

	Moody's	S&P
General Obligation	Aa2	
Water and Sewer Revenues		

13.0 Rate Schedule

Indicate the year of the last rate increase: 2026
 What was the % of the last rate increase? 6.00%

Please describe the planned rate increases for the next 2 years:

10% increase planned for 2027, 2028, and 2029

14.0 Capital Improvement Plan

Brief Description of Major Projects:

Lead Service Line removals (only about 50 left to accomplish); Fire Hydrant restorations; Replace obsolete 4" water mains; SCADA upgrades at Plant; Additional raw water production well; Meter system upgrades and AMI; Redevelopment of existing vertical turbine wells; replace high service pump and motor (#4); interconnection with Southwestern Regional Water District

Ten Year Capital Improvement Plan:

Years	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036
\$ in 000's	207	550	447	472	500	450	500	450	500	500

15.0 Projection of Revenues and Expenses of the System

Borrower: City of Oxford

Project Name: Construction of a new Water Treatment Facility

Year	Revenues to System Only	Operations, Maintenance & Replacement (O,M & R) Expenses	DEBT SERVICE paid from Revenue to the System (i.e. OPWC, USDA, etc.)	NEW Ohio EPA Loan Repayment	Total Expense to the System	Annual Surplus	Cumulative Surplus
The first Year and Current User Revenues autofills from Section 10.0 on Tab 5. The first year of O, M & R and debt service will autofill from Section 11.0 on Tab 6.				***Indicate previous year carryover surplus in the yellow Cumulative Surplus box***			\$127,878.00
2025	\$2,918,108.00	\$2,567,584.00			\$2,567,584.00	\$350,524.00	\$478,402.00
2026	\$3,211,524.00	\$3,019,413.00			\$3,019,413.00	\$192,111.00	\$670,513.00
2027	\$3,532,676.40	\$3,079,801.26			\$3,079,801.26	\$452,875.14	\$1,123,388.14
2028	\$3,885,944.04	\$3,141,397.29			\$3,141,397.29	\$744,546.75	\$1,867,934.89
2029	\$4,274,538.44	\$3,204,225.23			\$3,204,225.23	\$1,070,313.21	\$2,938,248.11
2030	\$4,360,029.21	\$3,268,309.74			\$3,268,309.74	\$1,091,719.48	\$4,029,967.59
2031	\$4,447,229.80	\$3,333,675.93			\$3,333,675.93	\$1,113,553.87	\$5,143,521.45
2032	\$4,536,174.39	\$3,400,349.45			\$3,400,349.45	\$1,135,824.94	\$6,279,346.40
2033	\$4,626,897.88	\$3,468,356.44			\$3,468,356.44	\$1,158,541.44	\$7,437,887.84
2034	\$4,719,435.84	\$3,537,723.57			\$3,537,723.57	\$1,181,712.27	\$8,619,600.11
2035	\$4,813,824.56	\$3,608,478.04			\$3,608,478.04	\$1,205,346.52	\$9,824,946.63
2036	\$4,910,101.05	\$3,680,847.60			\$3,680,847.60	\$1,229,453.45	\$11,054,400.08
2037	\$5,008,303.07	\$3,754,260.55			\$3,754,260.55	\$1,254,042.52	\$12,308,442.59
2038	\$5,108,469.13	\$3,829,345.76			\$3,829,345.76	\$1,279,123.37	\$13,587,565.96
2039	\$5,210,638.51	\$3,905,932.68			\$3,905,932.68	\$1,304,705.83	\$14,892,271.79
2040	\$5,314,851.28	\$3,984,051.33			\$3,984,051.33	\$1,330,799.95	\$16,223,071.75
2041	\$5,421,148.31	\$4,063,732.36			\$4,063,732.36	\$1,357,415.95	\$17,580,487.70
2042	\$5,529,571.27	\$4,145,007.00			\$4,145,007.00	\$1,384,564.27	\$18,965,051.97
2043	\$5,640,162.70	\$4,227,907.14			\$4,227,907.14	\$1,412,255.55	\$20,377,307.52
2044	\$5,752,965.95	\$4,312,465.29			\$4,312,465.29	\$1,440,500.67	\$21,817,808.19
2045	\$5,868,025.27	\$4,398,714.59			\$4,398,714.59	\$1,469,310.68	\$23,287,118.86
2046	\$5,985,385.78	\$4,486,688.88			\$4,486,688.88	\$1,498,696.89	\$24,785,815.76
2047	\$6,105,093.49	\$4,576,422.66			\$4,576,422.66	\$1,528,670.83	\$26,314,486.59
2048	\$6,227,195.36	\$4,667,951.12			\$4,667,951.12	\$1,559,244.25	\$27,873,730.83
2049	\$6,351,739.27	\$4,761,310.14			\$4,761,310.14	\$1,590,429.13	\$29,464,159.97
2050	\$6,478,774.06	\$4,856,536.34			\$4,856,536.34	\$1,622,237.71	\$31,086,397.68
2051	\$6,608,349.54	\$4,953,667.07			\$4,953,667.07	\$1,654,682.47	\$32,741,080.15
2052	\$6,740,516.53	\$5,052,740.41			\$5,052,740.41	\$1,687,776.12	\$34,428,856.27
2053	\$6,875,326.86	\$5,153,795.22			\$5,153,795.22	\$1,721,531.64	\$36,150,387.91
2054	\$7,012,833.39	\$5,256,871.12			\$5,256,871.12	\$1,755,962.27	\$37,906,350.18
2055	\$7,153,090.06	\$5,362,008.54			\$5,362,008.54	\$1,791,081.52	\$39,697,431.70
2056	\$7,296,151.86	\$5,469,248.71			\$5,469,248.71	\$1,826,903.15	\$41,524,334.85
2057	\$7,442,074.90	\$5,578,633.69			\$5,578,633.69	\$1,863,441.21	\$43,387,776.06
2058	\$7,590,916.40	\$5,690,206.36			\$5,690,206.36	\$1,900,710.04	\$45,288,486.10
2059	\$7,742,734.73	\$5,804,010.49			\$5,804,010.49	\$1,938,724.24	\$47,227,210.34
2060	\$7,897,589.42	\$5,920,090.70			\$5,920,090.70	\$1,977,498.72	\$49,204,709.06
2061	\$8,055,541.21	\$6,038,492.51			\$6,038,492.51	\$2,017,048.70	\$51,221,757.75
2062	\$8,216,652.03	\$6,159,262.36			\$6,159,262.36	\$2,057,389.67	\$53,279,147.42
2063	\$8,380,985.08	\$6,282,447.61			\$6,282,447.61	\$2,098,537.46	\$55,377,684.89
2064	\$8,548,604.78	\$6,408,096.56			\$6,408,096.56	\$2,140,508.21	\$57,518,193.10
2065	\$8,719,576.87	\$6,536,258.49			\$6,536,258.49	\$2,183,318.38	\$59,701,511.48

Preparer Signature: Heidi Ridenour

Date: 5-Jun-26

Authorized Representative Signature: Douglas P. [Signature]

Date: 5-Jun-26

Assumes 10% rate increases in 2027, 2028, and 2029. Assumes 2% rate increases thereafter.

NOTES:



EPA Project Control Number _____

United States Environmental Protection Agency
Washington, DC 20460

**Certification Regarding
Debarment, Suspension, and Other Responsibility Matters**

The prospective participant certifies to the best of its knowledge and belief that it and its principals:

- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
- (b) Have not within a three year period preceding this proposal been convicted of or had a civil judgement rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- (c) Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
- (d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.

I understand that a false statement on this certification may be grounds for rejection of this proposal or termination of the award. In addition, under 18 USC Sec. 1001, a false statement may result in a fine of up to \$10,000 or imprisonment for up to 5 years, or both.

Douglas R. Elliott, Jr. City Manager

Typed Name & Title of Authorized Representative

Signature of Authorized Representative

5-Jun-26

Date

I am unable to certify to the above statements. My explanation is attached.

EPA Form 5700-49 (11-88)



Environmental Protection Agency

Division of Environmental & Financial Assistance

50 West Town Street, Suite 700, Columbus, Ohio 43215

Ph: (614) 644-2798 Fx: (614) 644-3687

www.epa.ohio.gov/defa

OHIO WATER SUPPLY REVOLVING LOAN ACCOUNT COMPLIANCE CERTIFICATION

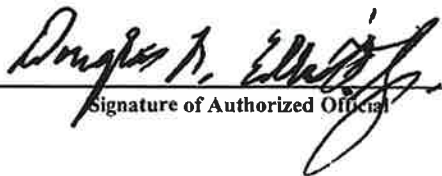
BORROWER City of Oxford

PROJECT NAME Construction of a new Water Treatment Facility

I certify that I am the duly authorized representative of the above-named legal entity (Borrower) and that the Borrower agrees to comply with all Federal and State laws, executive orders, regulations, policies and conditions relating to WSRLA assistance. I also certify that the Borrower:

1. Has the legal, institutional, managerial and financial capability to ensure adequate construction, operation, maintenance and replacement of the project facilities.
2. Will, if the project includes a new wastewater collection system, require all planned users to connect to the said system no later than one-year after the initiation of operation of the project facilities.
3. Does assure that the mitigative measures stated in the environmental assessment and detailed plans and specifications will be implemented in the construction of the project facilities.
4. Has not and will not violate any Federal, State or local law pertaining to fraud, bribery, graft, collusion or other unlawful or corrupt practices.
5. Will, during the construction of the project facilities, comply with the provisions of:
 - a. Federal Executive Order 11246 relating to Equal Employment Opportunity.
 - b. Federal Executive Orders 12432 relating to the use of Women's and Minority Business Enterprises.
 - c. Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition and Policies Act of 1970 (P.L. 91-646).
 - d. Federal Executive Order 11988 relating to evaluation of potential effects of any actions in a floodplain and Federal Executive Order 11990 relating to minimizing harm to wetlands.
 - e. The National Historic Preservation Act of 1966 (P.L. 89-665 as amended.)
 - f. State Executive Order 90-68 relating to construction impacts on wetland areas.
 - g. The Federal Davis-Bacon Act as codified at 40 U.S.C. 276a-276a-5 unless waived in writing by the State.
6. Will, when disbursements exceed \$500,000 in any year under this agreement, comply with:
 - a. The Single Audit Act of 1984, (SAA), as amended by the Single Audit Act of 1996. The Borrower will also have an audit of its use of Federal Financial Assistance, keep a copy of the SAA for review for the life of the loan.
7. Will comply with Subpart C of 2 CFR Part 180 and will ensure the same compliance from any and all contractors and subcontractors.
8. Will not retain the services of, solicit offers or bids from, or award contracts to any contractor or subcontractor who is presently debarred, suspended or proposed for debarment.
9. Will take steps to ensure that all contractors and subcontractors are not listed on the System for Award Management (SAM) exclusion list, and will have any and all proposed contractors and subcontractors certify they are not presently debarred, suspended, or otherwise excluded.

I certify that I have read and understand these requirements and agree that WSRLA assistance is conditional upon the above-named Borrower maintaining compliance with these requirements. I understand that a false statement on this certificate may be grounds for rejection of this proposal or termination of the award. In addition, under 18 U.S.C. Sec. 1001, a false statement may result in a fine of up to \$10,000.00 or imprisonment for 5 years, or both.


Signature of Authorized Official

JUNE 5, 2026
Date

17.0 Application Check List

- Facilities Plan
- A copy of Legislation authorizing current rates/tap in fees
- A copy of Legislation authorizing the borrower to enter into a Loan Agreement with Ohio EPA & OWDA (Example: see **ATTACHMENT A**)
- Planning & Design Loan Only:** Draft or Executed Copy of Engineering Agreement
- Construction Loan Only:** Engineer's Estimate for project costs. Bid tabs are required to be submitted prior to project approval.
Detailed estimate for Equipment and Force Account
Draft or Executed Copy of the Engineering Agreement if engineering costs are included in the loan.
- If the borrower is using special assessments to cover any portion of the Ohio EPA loan payments, attach a certified statement from a Solicitor/Law Director stating the status of the assessment proceedings, resolutions or ordinances, and notices.
- Site Title Opinion Letter signed by Solicitor/Law Director (Example: see **ATTACHMENT B**)
*** Note:** If the site title opinion letter is not able to be sent with the loan application, it can be sent at a later date. However, this opinion **MUST** be submitted with the bid package for review.
- Intermunicipal Service Agreement (if applicable)
- Documentation of outstanding debt for planning and/or design costs, to be included in the Ohio EPA loan (if applicable)

*****ITEMS LISTED BELOW ARE NOT NEEDED WITH THE LOAN APPLICATION.***
These are required after the Borrower has reviewed and SIGNED the Ohio EPA Loan Agreement and Exhibits.**

- General Certificate (Example: see **ATTACHMENT C**)
- Legal procedural letter signed by the Solicitor/Law Director (Example: see **ATTACHMENT D**)

18.0 Preparer Information

This Application Submitted by (Name & Title) : Michael Dreisbach; Service Director

Signature: 

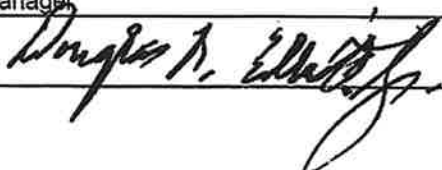
Date: 6/5/26 Telephone Number: 513.524.5271

19.0 Authorized Representative Approval

To the best of my knowledge and belief, the information contained in this application is true and correct. The application has been duly authorized by the governing body of the applicant and the applicant will maintain compliance with all the laws, rules, executive orders and policies pertaining to the Ohio EPA - Water Pollution Control Loan Fund (WPCLF) or the Water Supply Revolving Loan Account (WSRLA) programs.

Authorized Representative Douglas R. Elliott, Jr.

Title City Manager

Signature:  Date: 5-Jun-26



**CYBERSECURITY CONSIDERATIONS
FOR OHIO EPA CRITICAL INFRASTRUCTURE FUNDING**

The State of Ohio seeks to strengthen the security and resilience of Ohio's critical infrastructure against both physical and cyber threats. Ohio EPA encourages each applicant selected for funding under this notice effort to consider and address physical and cyber security, when applicable, risks relevant to the type and scale of the project. An applicant's cybersecurity program should reasonably conform to an industry recognized cybersecurity framework. The cybersecurity program reasonably conforms to the current version of any of the following or any combination of the following:

- (a) The "Framework for Improving Critical Infrastructure Cybersecurity" developed by the "National Institute of Standards and Technology" (NIST);
- (b) "NIST Special Publication 800-171";
- (c) "NIST Special Publications 800-53 and 800-53a";
- (e) "NIST Cybersecurity Framework";
- (f) "Cybersecurity and Infrastructure Security Agency Cybersecurity Performance Goals";
- (g) The "Center for Internet Security Critical Security Control for Effective Cyber Defense";
- The "International Organization for Standardization/International Electrotechnical Commission 27000 family -
- (h) Information Security Management Systems."

Additionally, funding recipients must not use equipment that would otherwise be barred from federal funding under 2 CFR § 200.216 and the prohibition on certain telecommunications and video surveillance services or equipment.

Acknowledgement

I acknowledge that I have read and understand the information above regarding the importance of assessing and addressing cyber security risks and implementing a program which conforms to recognized standards for the protection of critical infrastructure.

Douglas R. Elliott, Jr. City Manager

Print Name and Title



Signature

JUNE 5, 2026
Date



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

STAFF REPORT

ORIGINATING DEPARTMENT:	City Manager
PREPARED BY:	Douglas Elliott
DATE PREPARED:	6/5/2026
COUNCIL MEETING DATE:	June 16, 2026
AGENDA TITLE:	A Resolution Authorizing The City Manager To Enter Into An Agreement With YellowLite Inc. For A Solar PV System At The Senior Center. (Douglas R. Elliott, Jr., City Manager)
COUNCIL GOAL AREA:	A Sustainable Oxford
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	DRE JG

DISCUSSION:

The City released, on May 7, 2026, an RFP for Design-Build Services to install a Roof Top Solar PV System at the Senior Center. The estimated cost was \$150,000. It required a supplemental appropriation which was added to a supplemental appropriation ordinance at the May 19th Council meeting. The bid opening was May 29, 2026. Four proposals were received and scored. The scoring resulted in YellowLite Inc. selected as the lowest and best proposal. This resolution authorizes the City Manager to sign a contract with YellowLite Inc. for the installation of a ~29.9 kW DC Roof Top Solar PV System at the Senior Center at a cost of \$60,306 plus a 10% contingency for a total not to exceed of \$66,336. The City will apply for Investment Tax Credits (Direct Pay) to offset the cost of the project. The system will offset ~ 68% of energy usage and have a payback of approximately 8.3 years (depending on the future cost escalator for electricity). The project will be visible from the street and is one more example of the City’s commitment to carbon neutrality by 2045.

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH YELLOWLITE INC. FOR A SOLAR PV SYSTEM AT THE SENIOR CENTER.

WHEREAS, the City of Oxford's Comprehensive Plan and Climate Action Plan include goals for onsite renewable energy generation and carbon-neutral water systems; and

WHEREAS, onsite renewable energy generation will reduce utility costs and emissions at the Senior Center; and

WHEREAS, a ~29.9 kW DC Rooftop Solar PV System is estimated to cover 68% of the Senior Center's electric usage; and

WHEREAS, the City of Oxford intends to maximize its eligibility for the federal Investment Tax Credit and Domestic Content Bonus to further reduce project net costs; and

WHEREAS, City staff recommend Council accept the bid from and authorize the City Manager to enter into an agreement with YellowLite Inc. for a ~29.9 kW DC Rooftop Solar PV System at the Senior Center.

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

SECTION 1: City staff recommend Council accept the bid from YellowLite Inc. for a ~29.9 kW DC Rooftop Solar PV System at the Senior Center as the lowest and best bid.

SECTION 2: The City Manager is hereby authorized to enter into an agreement with YellowLite Inc. at a cost of \$60,306 with a contingency of \$6,030 for a total cost not to exceed \$66,336 for the installation of a ~29.9 kW DC Rooftop Solar PV System at the Senior Center.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: MICHAEL SMITH

PREPARED BY: STAFF



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

STAFF REPORT

ORIGINATING DEPARTMENT:	Police Division
PREPARED BY:	Geoff Robinson
DATE PREPARED:	6/1/2026
COUNCIL MEETING DATE:	June 16, 2026
AGENDA TITLE:	A Resolution Authorizing The City Manager To Enter Into An Agreement With StateWide Ford For The Purchase Of Two (2) 2026 Ford Interceptor Utility Vehicles With Specified Manufacturer Installed Options At A Cost Not To Exceed \$87,364.00. (John Jones, Police Chief)
COUNCIL GOAL AREA:	Essential Operations
BUDGETED AMOUNT:	\$150,000
ACCOUNT CODE:	410.3110.61104
RECOMMENDATION:	APPROVE
CITY MANAGER/DEPT HEAD APPROVAL:	DRE // JJ

DISCUSSION:

The 2026 Capital Improvement Budget includes appropriations for the purchase of two (2) new police vehicles to replace two (2) 2014 Dodge Chargers in the Police Division's fleet. Both 2014 Dodge Chargers are beyond their useful life as front-line patrol vehicles. OPD Unit #158 currently has 82,094 miles and 344,694 engine miles by hour. OPD Unit #159 currently has 72,689 miles and 287,794 engine miles by hour. These two vehicles were approved for declaration as surplus and authorized for sale during the 03 FEB 2026 Council Meeting.

The Division was able to secure pricing from StateWide Ford at state bid pricing for these vehicles. The vehicles as specified are expected to cost \$43,681.60 each for a total price not to exceed \$87,363.60.

This resolution will authorize the City Manager to enter into a contract with StateWide Ford for the purchase of two (2) 2026 Ford Interceptor Utility Vehicles with specified manufacturer installed options at State Contract (OH RSI031795) pricing for an amount not to exceed \$87,364.00.

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH STATEWIDE FORD FOR THE PURCHASE OF TWO (2) FORD INTERCEPTOR UTILITY VEHICLES WITH SPECIFIED MANUFACTURER-INSTALLED OPTIONS AT A COST NOT TO EXCEED \$87,364.00

WHEREAS, the 2026 Capital Improvement Budget includes two (2) new police vehicles to replace aged-out vehicles (2014 Dodge Chargers) in the Police Division's fleet; and

WHEREAS, StateWide Ford is providing state bid pricing for these vehicles, under the current Ohio Contract (OH RSI031795); and

WHEREAS, the City Manager and the Police Chief recommend City Council authorize the City Manager to enter into a contract with State Wide Ford for the purchase of two (2) Ford Interceptor Utility Vehicles with specified manufacturer-installed options at a cost not to exceed \$87,364.00.

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

SECTION 1: Council accepts the recommendation of the City Manager and the Police Chief and accepts the pricing for the purchase of two (2) Ford Interceptor Utility Vehicles with specified manufacturer-installed options at a cost not to exceed \$87,364.00.

SECTION 2: Council further authorizes the City Manager to enter into a contract with StateWide Ford for the purchase of two (2) Ford Interceptor Utility Vehicles with specified manufacturer-installed options at a cost not to exceed \$87,364.00.

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

MAYOR

ADOPTED:
ATTEST:

CLERK OF OXFORD CITY COUNCIL
INTRODUCED BY: MICHAEL SMITH
PREPARED BY: LAW (STAFF)

STATEWIDE FORD – 2026 Ford Police Interceptor Utility (Fleet Sales)

Purpose built for law enforcement • Quote-ready Excel mailer

State Of Ohio Contract Number RSI031795

QTY	Description	Code	Unit Price	Total
2	Ford Interceptor SUV (Police Special) – Full Size, 4 Door, V6, AWD	K8A	\$43,010.00	\$86,020.00
STANDARD EQUIPMENT:				
MECHANICAL				
<ul style="list-style-type: none"> • AWD Drivetrain – Standard for enhanced handling precision and unsurpassed traction on wet or dry surfaces • Transmission – 10-speed automatic, police calibrated for maximum acceleration and faster closing speeds • Lithium-Ion Battery Pack • Manual Police Pursuit Mode (Steering Wheel Switch Execution) • Brakes – Police calibrated high-performance regenerative braking system • 4-Wheel heavy-duty disc w/ heavy-duty front and rear calipers • Brake Rotors – large mass for high thermal capacity and calipers with large swept area • Electric Power-Assist Steering (EPAS) – Heavy-Duty • DC/DC converter – 220-Amp (in lieu of alternator) • H8 AGM Battery (Standard; 850 CCA/92-amp) • Cooling System – Heavy-duty, large high volume radiator; Engine oil cooler; Transmission oil cooler • Engine Idle Hour Meter; Engine Hour Meter • Powertrain mounts – Heavy-Duty • Class III Trailer Hitch Receiver with 5,000 lbs. towing capacity and (2) recovery hooks (includes Class III Trailer Tow Lighting) • Wheels — Heavy-duty steel, vented with center cap; Full size spare tire w/TPMS 				
INTERIOR FEATURES				
<ul style="list-style-type: none"> • Cargo Area – Spacious area for police equipment; Lithium-Ion Battery Pack does not intrude into the cargo area • Column Shifter • Seats — Front – Police grade cloth – 6-way power-adjustable with power lumbar; seatback foam designed to accommodate a • Built-in steel intrusion plates in both front-seatbacks • 2nd Row – Police grade vinyl for easy cleaning • Flooring – Heavy-Duty vinyl for durability and easy cleaning • Speedometer – Certified Calibration (digital readout + analog gauge) 				
POLICE UPFIT FRIENDLY				
<ul style="list-style-type: none"> • Consistent 11-inch space between driver and passenger seats for aftermarket consoles (9-inch center console mounting plate) • Console mounting plate • Dash pass-thru opening for aftermarket wiring • Headliner – Easy to service • Integrated LED police flashers (available) 				
TECHNOLOGY				
<ul style="list-style-type: none"> • 12.1" Integrated Computer Screen (Available; includes 12.1" touchscreen display in center stack and allows for operation of • Police Perimeter Alert (available; detects and analyzes motion in ~270° radius on sides and back of vehicle) • Rear Camera On-Demand • Rear Auxiliary Liftgate Lights (available; Red/Blue LED lights beneath liftgate glass) • Rear Spoiler Traffic Warning Lights (LED) – Fully integrated; provides red/blue/amber directional lighting – fully programmable • Pre-Collision Assist with Pedestrian Detection (includes Forward Collision Warning & Automatic Emergency Braking; unique • BLIS® – Blind Spot Monitoring with Cross-traffic Alert • Bluetooth® Interface – Hands-free voice command support 				
SAFETY / SECURITY HIGHLIGHTS				
<ul style="list-style-type: none"> • 75-mph Rear-impact Crash Tested (requires full-size spare tire secured in factory location) • AdvanceTrac® w/RSC® (Roll Stability Control®) police-tuned sensors integrated with ABS • Ballistic Door Panels (available; NIJ certified Type III/IV and additional special-threat rounds) • Exterior Key Locks – Driver, passenger and liftgate • Simple Fleet Key (no microchip, easy to replace, 4 keys) • Police Engine Idle feature 				
WARRANTY				
<ul style="list-style-type: none"> • 3 Year / 36,000 Miles Bumper / Bumper • 8 Year / 100,000 Miles Hybrid Unique Components 				

OPTIONAL EQUIPMENT					
Qty	Item	Code	Price Each	Total	
	45-Day Tags	Temp	\$20.00	\$0.00	
	Additional Set of Keys w/ FOB (Electronic Keyless Entry)	KFOB	\$285.00	\$0.00	
	Wheel Covers	65L	\$70.00	\$0.00	
	Engine Upgrade: Hybrid Engine 3.3L V6	99W	\$0.00	\$0.00	
	Engine Upgrade: 3.0L V6 Ecoboost	99C	\$2,850.00	\$0.00	
2	Inside Rear Door Locks, Handles, and Window Switches Disabled	68G	\$80.00	\$160.00	
2	Front Red/White Dome Light Between Driver And Passenger Seat	DOME	\$450.00	\$900.00	
	Carpet Option	16C	\$150.00	\$0.00	
	Perimeter Anti-Theft Alarm w/ Remote Start	RSTART	\$1,000.00	\$0.00	
	Rear Console Plate	85R	\$60.00	\$0.00	
	Grille LED Lights, Siren & Speaker Pre-Wiring	18X	\$350.00	\$0.00	
	Rear Light Solution (Blue/Blue Cargo Area)	66C	\$460.00	\$0.00	
	Street Appearance Package	65U	\$610.00	\$0.00	
408	Roundtrip Delivery Miles Per Vehicle, Measured From Statewide Ford To The Customer And Returning To Statewide Ford. (Enter Total Miles In The "QTY" Line)	Delivery	\$0.45	\$183.60	
	Delayed Delivery / Storage	Daily	\$20.00	\$0.00	
	Ready for the Road	67H	\$4,050.00	\$0.00	
	Ready for Patrol	67Z	\$15,999.00	\$0.00	
	Ultimate Wiring Package	67U	\$640.00	\$0.00	
	Police Wire Harness Connector Kit - Front/Rear	67V	\$200.00	\$0.00	
	Engine Block Heater	41H	\$190.00	\$0.00	
	License Plate Bracket - Front	153	\$10.00	\$0.00	
	Front Warning Auxiliary Light	21L	\$580.00	\$0.00	
	Rear Auxiliary Liftgate Lights	43A	\$400.00	\$0.00	
	Rear Quarter Glass Side Marker Lights	63L	\$580.00	\$0.00	
	Rear Spoiler Traffic Warning Lights	96T	\$1,500.00	\$0.00	
	Side Marker LED - Sideview Mirrors	63B	\$490.00	\$0.00	
	Deflector Plate	76D	\$340.00	\$0.00	
	12.1 in. Integrated Computer Screen	47E	\$3,700.00	\$0.00	
	Hidden Door-Lock Plunger w/Rear-door controls inoperable	52P	\$160.00	\$0.00	
	Global Lock / Unlock feature	18D	\$0.00		
	Keyed Alike –	59E	\$50.00		
	Keyed Alike –	59B	\$50.00		
	Keyed Alike –	59D	\$50.00		
	Keyed Alike –	59F	\$50.00		
	Keyed Alike –	59J	\$50.00		
	Keyed Alike –	59C	\$50.00		
	Keyed Alike –	59G	\$50.00		
	Ballistic Door Panels (LVL III+) – Driver Front Door Only	90D	\$1,590.00	\$0.00	
	Ballistic Door Panels (LVL III+) – Driver & Pass Front Doors	90E	\$3,170.00	\$0.00	
	Ballistic Door Panels (LVL IV+) – Driver Front Door Only	90F	\$2,420.00	\$0.00	
	Ballistic Door Panels (LVL IV+) – Driver & Pass Front Doors	90G	\$4,830.00	\$0.00	
	Rear Bumper Step Pad	16P	\$100.00	\$0.00	
	Badge Delete	16D	\$0.00	\$0.00	
	Noise Suppression Bonds (Ground Straps)	60R	\$100.00	\$0.00	
	18 inch Painted Aluminum Wheels	64E	\$475.00	\$0.00	
	5 Year 100,000 Mile Premium Care Warranty With \$100.00 Deductible	ESP2	\$3,160.00	\$0.00	
	Exterior Colors			\$0.00	
	Oxford White	YZ	\$0.00	\$0.00	



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

STAFF REPORT

ORIGINATING DEPARTMENT:	Community Development
PREPARED BY:	Zachary Moore
DATE PREPARED:	6/6/2026
COUNCIL MEETING DATE:	June 16, 2026
AGENDA TITLE:	An Ordinance Approving The Final Subdivision Application And Plat For An Area Referred To As "Lake Forest" Consisting Of 4 Lots Situated On 97.292 Acres Currently Addressed As 1701, 1983, & 1986 Lake Forest Drive, Oxford, Ohio 45056, With Conditions (Sam Perry, Community Development Director)
COUNCIL GOAL AREA:	A Thriving And Resilient Year-Round Economy
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approve as Presented
CITY MANAGER/DEPT HEAD APPROVAL:	DRE SP

DISCUSSION:

4 Leaf Development LLC currently owns approximately 97 acres of land located due east and south of The Annex housing complex, and accessed most directly from Lake Forest Drive. This acreage is entirely within the City of Oxford corporate limits and presently zoned as follows: approx. 30 acres is R-1A (Single-Family Residential), approx. 47 acres is R-2A (Two-Family Residential), and approx. 20 acres is R-4 (Multi-Family Residential).

On September 16, 2025, City Council approved two Ordinances: (1) Ord. No. 3836, to rezone approx. 18 acres from the R-4 (Multi-Family Residential) District to the R-2A (Two-Family Residential) District; and (2) Ord. No. 3837, to approve a Preliminary Subdivision for a new single-family residential development entitled "Lake Forest Cove" to be situated, in large part, on the acreage rezoned from R-4 to R-2A. The Preliminary Subdivision had been approved subject to 12 conditions, 6 of which dealt with waivers to the Planning & Zoning Code. The rezoning from R-4 to R-2A was necessary in order for Lake

Forest Cove to be approved as an “Open Space Residential Development” pursuant to *Section 1101.5* of the Oxford Subdivision Regulations.

Following Council approvals in September 2025, a Construction Drawings application was submitted to the Community Development office in early January 2026. The purpose of such applications is for City departments – inclusive of engineering and zoning authorities – to review more precise details for planned street- and utility-related infrastructure, in anticipation of an eventual Final Subdivision application. As of March 30, 2026, Construction Drawings for Lake Forest Cove Section 1 have been approved by all pertinent City departments.

Following approval of the Construction Drawings, two Final Plat applications were submitted to the Community Development office in mid-April 2026. The first of these two applications (corresponding to Case No. PC-2026-03) is for a Final Plat that is simply titled as “Lake Forest.” The second application (corresponding to Case No. PC-2026-04) is for a subsequent Final Plat corresponding only to a roughly 18 acre portion of the 97 acres, for which actual construction/development is presently being sought and pursued by 4-Leaf as “Lake Forest Cove Section 1” consisting of 34 single-family residential lots and 2 open space lots.

The approval and recording of the submitted “Lake Forest” Final Plat under Case No. PC-2026-03 would enable the splitting up of the roughly 97 acres owned by 4-Leaf Development LLC into four (4) distinct tracts as follows: (1) Lot 1, to comprise 11.663 acres of land situated west of Lake Forest Drive; (2) Lot 2, to comprise 17.870 acres of land situated east of Lake Forest Drive; (3) Lot 3, to comprise 17.462 acres of land situated east of Lake Forest Drive; and (4) Lot 4, to comprise 49.922 acres of land situated generally to the northeast of Lake Forest Drive. Additionally, this “Lake Forest” Final Plat would also dedicate 0.375 acres of right-of-way for the purpose of extending Lake Forest Drive approximately 250 feet northward to serve a planned clubhouse for the presently proposed development; this street extension may also serve as a potential outlet for additional development further to the north, should it ever come to fruition at a future point in time.

Staff finds that the subject “Lake Forest” Final Plat is a necessary foundational step to enable successful recording of the Lake Forest Cove Section 1 Final Plat. Splitting up the 97 acres into four (4) large tracts helps “set the stage” for future development to come. Of the four (4) tracts proposed, Lot 3 – totaling 17.462 acres in size – would be most immediately re-subdivided as Lake Forest Cove Section 1. If development were to ever be proposed on one or more of the remaining tracts (Lots 1, 2, or 4), new Preliminary Subdivision approval(s) would be required under the current Planning & Zoning Code.

City staff recommends Council **approve** of the “Lake Forest” Final Plat via the corresponding Ordinance.

ORDINANCE NO.

AN ORDINANCE APPROVING THE FINAL SUBDIVISION APPLICATION AND PLAT FOR AN AREA REFERRED TO AS “LAKE FOREST” CONSISTING OF 4 LOTS SITUATED ON 97.292 ACRES CURRENTLY ADDRESSED AS 1701, 1983, & 1986 LAKE FOREST DRIVE, OXFORD, OHIO 45056, WITH CONDITIONS.

WHEREAS, in accordance with Oxford Codified Ordinance Section 1101.203, the City of Oxford Community Development Department received from 4-Leaf Development LLC the Final Subdivision Application for the “Lake Forest” Final Plat consisting of 4 lots situated on 97.292 acres currently identified by three different addresses: 1701, 1983, & 1986 Lake Forest Drive, Oxford Ohio, 45056 (“Exhibit A”); and

WHEREAS, Bayer Becker, the engineering firm working on behalf of 4-Leaf Development LLC to prepare the necessary legal instruments to enable the platting and development of the referenced territory, has convinced City staff that approval and recording of the subject “Lake Forest” Final Plat is a necessary first step in order to enable the approval and recording of the Lake Forest Cove Section 1 Final Plat comprising 17.462 acres which is the subject of a separate but related Ordinance; and

WHEREAS, approval and recording of the subject “Lake Forest” Final Plat will, in effect, result in the splitting of 97.292 acres of land into four (4) distinct lots as follows: (1) Lot 1, to comprise 11.663 acres of land situated west of Lake Forest Drive; (2) Lot 2, to comprise 17.870 acres of land situated east of Lake Forest Drive; (3) Lot 3, to comprise 17.462 acres of land situated east of Lake Forest Drive and planned in the near future to be further subdivided as Lake Forest Cove Section 1; and (4) Lot 4, to comprise 49.922 acres of land situated generally to the northeast of Lake Forest Drive; and

WHEREAS, the “Lake Forest” Final Plat would also dedicate 0.375 acres of right-of-way for the purpose of extending Lake Forest Drive approximately 250 feet further north, for which the responsibility of construction would fall to the developer for Lake Forest Cove Section 1; and

WHEREAS, on September 16, 2025, the Oxford City Council by Ordinance No. 3837 approved a Preliminary Subdivision for Lake Forest Cove consisting of 34 residential lots and 2 open space lots, subject to 12 conditions; and

WHEREAS, the Lake Forest Cove Preliminary Subdivision approved by City Council in September 2025 was only pertinent to the extent of territory now slated to become Lot 3 in the subject “Lake Forest” Final Plat; therefore, any further development or (re)platting of Lots 1, 2, or 4 as depicted on the subject “Lake Forest” Final Plat will first require approval of one or more new and separate Preliminary Subdivision approvals, or other comparable approval(s) as may be required by future pertinent planning & zoning regulations of the City of Oxford; and

WHEREAS, the Community Development Director finds that the proposed “Lake Forest” Final Plat meets the requirements of Oxford Codified Ordinance Section 1101.203 and further finds the proposed Final Plat to be a necessary foundational step for the Lake Forest Cove Section 1 Final Plat which is the subject of a separate but related Ordinance; and

WHEREAS, the City Manager and the Community Development Director recommend Council approve the Final Subdivision Application and Plat attached hereto as “Exhibit A” for the “Lake Forest” Final Plat with the following conditions:

1. The Final Subdivision shall be valid for one year from the City Council Ordinance date. All recordings shall be completed, and construction of the infrastructure improvements started, within this one-year time period.
2. The subject Final Plat shall be revised to address any outstanding City staff comments or concerns – including, but not necessarily limited to, typographical errors – prior to being signed by City officials and returned to the developer for recording.
3. Following developer submission of a plat mylar to the City offices for the purpose of obtaining signatures from City officials, the subject “Lake Forest” Final Plat shall not be released to the developer for recording until it has been shown that all remaining requirements pertinent to the Lake Forest Cove Section 1 Final Plat – including, but not necessarily limited to, the filing of financial security and review of HOA documentation – have been met.

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

SECTION 1: Council hereby accepts the recommendation of the City Manager and the Community Development Director and further approves the Final Subdivision Application and Plat for the “Lake Forest” Final Plat consisting of 97.292 acres with the conditions set forth above.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

PREPARED BY: PLANNING STAFF

INTRODUCED BY: MICHAEL SMITH

CHECKED BY: LAW



FINAL SUBDIVISION APPLICATION

Please print legibly. To apply, email completed form and plans in PDF format to commdev@cityofoxford.org

BOX 1 | APPLICATION DETAILS

Property Address/Location 1701 Lake Forest Cove	
Subdivision Name Lake Forest	
Total Site Acreage 128.3883	Proposed Number of Lots/Parcels 4

BOX 2 | APPLICANT INFORMATION

Is the applicant also the current property owner? <input checked="" type="checkbox"/> Yes (You may skip Box 3) <input type="checkbox"/> No (Do not skip Box 3, and include a <u>Letter of Agency</u> with your submittal)
Applicant Name Jim Clawson
Applicant Company Name 4-Leaf Development LLC
Mailing Address 125 West Spring St. Oxford, OH 45056
Email Address pam@hoteldevelopment.com
Telephone Number 513-524-9500

BOX 3 | PROPERTY OWNER INFORMATION Check if same as Applicant

Property Owner Name
Property Owner Company Name
Mailing Address
Email Address
Telephone Number

BOX 4 | ENGINEER/SURVEYOR INFORMATION Check if same as Applicant

Architect/Engineer Name John Bayer
Company Name Bayer Becker
Mailing Address 6900 Tylersville Rd. Suite A. Mason, OH 45040
Email Address JohnBayer@Bayerbecker.com
Telephone Number 513-366-6600

BOX 5 | ATTACHMENT CHECKLIST Submit all contents in PDF format. No printed copies are necessary.

<input checked="" type="checkbox"/> Cover Letter providing a written description of the request <input checked="" type="checkbox"/> Proposed Record Plat including all pertinent details as required by <u>Attachment E</u> of the Oxford Subdivision Regulations – more information on Page 3. (A printed mylar will later need to be submitted in order to obtain signatures from City officials, following Council approval and prior to recording with Butler County.) Note: Upon checking an application for completeness, staff may require additional information and/or materials above and beyond the items listed above in order to perform a complete evaluation for compliance with relevant Code provisions. You are welcome to contact Community Development at 513-524-5204 ahead of submission to determine whether additional items may be required.

BOX 6 | APPLICANT SIGNATURE

As the owner or owner's agent, I hereby agree all information contained in this application is true, accurate, and complete to the best of my knowledge. I acknowledge the application will first be checked by City staff for consistency with departmental requirements prior to determining a first meeting date with the Oxford City Council.

Applicant Name (Print) **James M Clawson**

Applicant Signature **James M. Clawson** Date **3/20/2024**

Processing Fee

The appropriate processing fee amount will be determined during a completeness check by Community Development staff. It may take 1-2 business days for a completeness check to be performed. The applicant will receive a digital copy of a processing fee invoice via email once it is ready. Fees may be paid in-person by check or credit card in the Community Development Department located on the first floor of the Oxford Municipal Building, 15 S College Avenue, Oxford OH 45056. For credit card payments, the City accepts Visa, MasterCard, or Discover, and such payments may also be taken over the phone by calling Community Development at 513-524-5204.

Record Plat Requirements For source text, see Oxford Subdivision Regulations Attachment E

Record Plat shall show the following: (Cover Sheet showing whole subdivision layout with specific Phase delineated for recording. Second sheet should show specifics required.)

- A. Name of Subdivision and Vol./Bk. _____ Pg. _____ for plat.
- B. The seal, registry number and signature of the registered surveyor and professional engineer who prepared the plat.
- C. North arrow, scale and date.
- D. Boundary lines, size and tract of whole site and each individual lot in square feet and acres along with the linear measurement thereof.
- E. The names and boundaries of all adjoining subdivisions and the names of recorded owners of adjoining parcels including parcel and lot numbers, including Deed Bk. & Pg. numbers within 200 feet of the site.
- F. Locations, dimensions, widths and names of existing streets, alleys, lots, railroads, right-of-ways, easements, and parks.
- G. Location, dimensions, widths and names of proposed streets and alleys.
- H. The radii, arcs, lengths, points of tangency and central angles for all curvilinear streets and the radii and lengths for rounded corners.
- I. All new utility easements shall be shown. Water lines, gas lines, electric lines, telephone lines, sanitary sewer and detention/retention.
- J. The location of all survey monuments and benchmarks together with their descriptions. There shall be a minimum of four permanent markers in each subdivision section located at or near the outer corner.
- K. The zoning district in which the site is located and statement certifying that the subdivision satisfies all applicable requirements of the zoning district governing the use of the land at the time of approval.
- L. Building setback lines and dimensions.
- M. Lot numbers secured from the County Auditor.
- N. Restrictions and covenants included in the deeds to the lots of the subdivision (HOA Documents). Reference to such instrument shall be made on the plat as well as a Bk. _____ Pg. _____ reference to fill-in.
- O. Reference City Ordinance No.'s from Preliminary Subdivision, and any Planned Development, approvals.
- P. Acknowledgment by the owner or owners of the plat restrictions including dedication of public streets, parks, alleys and granting required easements (Requires notarized signatures).
- Q. Approval and acceptance clause for the signatures of City Representatives.

See also the **Standard Record Plat** in Oxford Subdivision Regulations Attachment H. Snapshots below:

The image displays two pages of a 'Standard Record Plat' from the City of Oxford Engineering Division. The left page is the cover sheet, containing a 'RECORD PLAT' title, subdivision name, section, and various legal descriptions and notes. The right page is a detailed site plan showing lot numbers, street names (e.g., 'John Jacobs Future Highway', 'William P. Smith'), and utility easements. Both pages include the City of Oxford Engineering Division logo and the text 'STANDARD RECORD PLAT' and 'STANDARD DRAWING #11-A' or '#11-B'.

DEDICATION STATEMENT:

The undersigned, being the owner of the City of Oxford and part of lots 3716 and 3718 of the City of Oxford as recorded in Official Record 7669, Page 950 and Official Record 7662, Page 780 of the Butler County Recorder's Office and located in Sections 25 & 36, Town 5, Range 1, Congress Lane West of the Miami River, the City of Oxford, Butler County, Ohio, does hereby assert to and adopt the accompanying plan of subdivision to be known as Lake Forest, and does hereby dedicate to the public forever, in accordance with the laws in such case made and provided, the streets and roadways as shown on said plat, and declare the same to be free and unincumbered.

The title was acquired by: Official Record 7669, Page 950 & Official Record 7662, Page 780

Owner: 4-Leaf Development, LLC

Signature: _____

Printed name & title: _____

State of: _____

County of: _____

Be remembered that on this _____ day of _____, 2026, before the undersigned, a notary public and for said county and state, personally called 4-Leaf Development, LLC, as represented by _____ signing and execution of the foregoing instrument to be his voluntary act and deed. In testimony whereof, I have hereunto set my hand and affixed my notarial seal on the day and year last aforesaid.

Notary Public: _____

my commission expires: _____

Lienholder: _____

Signature: _____

Printed name & title: _____

State of: _____

County of: _____

Be remembered that on this _____ day of _____, 2026, before the undersigned, a notary public and for said county and state, personally came _____ signing and execution of the foregoing instrument to be his voluntary act and deed. In testimony whereof, I have hereunto set my hand and affixed my notarial seal on the day and year last aforesaid.

Notary Public: _____

my commission expires: _____

UTILITY EASEMENTS:

Easements on said plat, designated as utility easements, are provided for the construction, maintenance, and operation of poles, wires and conduits, and the necessary accessories in connection therewith, for the transmission of electric, telephone, cable television, and other purposes, for the construction and maintenance of service and underground storm water drains, pipelines for supplying gas, water, heat, and other public or quasi-public utility functions together with the necessary lateral connections, the right of ingress to and egress from said easements, and to cut, trim, or remove trees and undergrowth or overhanging branches within said easement or immediately adjacent thereto. No buildings or other structures may be built within said easements, nor may the easement area be physically altered so as to 1) reduce the clearance of other overhead or underground facilities; 2) impair the land support of said facilities; or 3) impair the ability to maintain the facility or 4) create a hazard.

The above public utility easements are for the benefit of all public utility providers located, but not limited to Duke Energy, Cincinnati Bell, Spectrum and Frontier Communications.

The above easements are also provided for other uses as designated and shall be used for the construction of storm water drains, open channels, public and private sewers, pipelines for the supplying of water, cable television and for any other public or quasi public utility or function, conducted, maintained or performed by ordinary methods beneath and above the surface of the ground together with the right of ingress and egress over and across land to and from easements.

GRANT OF UTILITY EASEMENT:

For valuable consideration, we, the undersigned ("grantor") do hereby permanently grant to Duke Energy Ohio/Kentucky, Inc. and their parent entity for utility connecting both overhead and underground facilities, their respective subsidiaries or affiliate entities, and any other provider of utility services ("grantee") their successors and assigns, forever, non-exclusive easements, as shown on the within plat and designated as designated "Utility Easements" for the construction, operation, maintenance, repair or replacement of any and all necessary facilities for the overhead or underground distribution of gas, electric, telephone, telecommunications or other utilities ("utilities"). The grantor shall have the right of ingress and egress and also the right to cut, trim or remove any trees, undergrowth or overhanging branches within the utility easements or immediately adjacent thereto. No buildings or other structures may be built within the utility easements area, nor may the utility easement area be physically altered so as to 1) reduce the clearance of other overhead or underground facilities; 2) impair the land support of said facilities; 3) impair the ability to maintain the facilities or; 4) create a hazard. To have and to hold the easement forever. We acknowledge having the full power to convey this utility easement and will defend the same against all claims.

Also hereby grant to Duke Energy Ohio/Kentucky, Inc. and its subsidiaries, successors, and assigns is the right to laterally extend, repair, and maintain natural gas services to serve individual lots as constructed by the original builder allowing disturbance only over existing service lines necessary for the repair only on the lot on which the service is located. Reconstruction or relocation is permissible only with the written permission of the parcel owner and said utility provider to a mutually agreeable location. No part of the utility easements shall encumber existing buildings or adjoining lots.

CITY OF OXFORD WATER & SEWER NOTES:

It is understood that the City of Oxford will not be able to issue any connection permits or building permits until the Ohio Environmental Protection Agency (EPA) has approved the plans for the proposed extensions of the public water and sewer systems within this subdivision, unless on-site systems are proposed and approved.

All buildings to be served by the public sewer system shall be constructed so as to provide a minimum of four (4) feet of vertical separation between the public sanitary sewer, at the point of connection, and the lowest building level served by a gravity sewer connection. In addition, said building level shall be at least one foot (1') above the lowest point of free overflow (from stacked manhole cover) upstream of any treatment facility or wastewater pumping facility that receives the discharge from said building. Said minimum service levels shall be recorded on the "as-built" plans for the development which will be kept on file in the office of the City Engineer.

Private driveways, parking lots and other paved areas, earthen berms, or structures should not be constructed over private water or sewer service lines within the public road right-of-way or within easement areas for the public utilities. Should this occur, the property owner shall be held responsible for the protection and repair of and for providing access to any curbs, gages, meter pits, manholes, cleanouts, etc. installed in conjunction with these private service lines and for any damage or destruction of the paved surfaces or structures that may result from the future operation, maintenance, repair or replacement of said service lines and appurtenances.

Easements on said plat, designated as "sanitary sewer easements" or "water main easements" are provided for the right to construct, use, maintain and keep in repair thereon a sanitary sewer pipeline and/or water mains and appurtenances thereto necessary to the installation thereof.

The City Engineer does not accept any responsibility for the relocation, repair or replacement of any other utility installed within five (5) feet of the centerline of any sanitary sewer or water main.

Sanitary sewer laterals, which shall include all pipe and appurtenances from the building to the public sewer main, and the connection to the public sewer main shall be considered private and the responsibility of the property owner to maintain. The connection to the sewer would be any piping that extends out from the main barrel of the sewer main.

All lots shown hereon shall be served by public sanitary sewers and water.

All buildings to be served by the public sewer system shall be constructed as to provide gravity flow to the sanitary sewer main. Roof drains, foundation drains, and other clean water connections to the sanitary sewer system are prohibited.

High water tables are apparent in this area. If basements are constructed, it is the responsibility of the builder to take special precautions to ensure the basement stays dry.

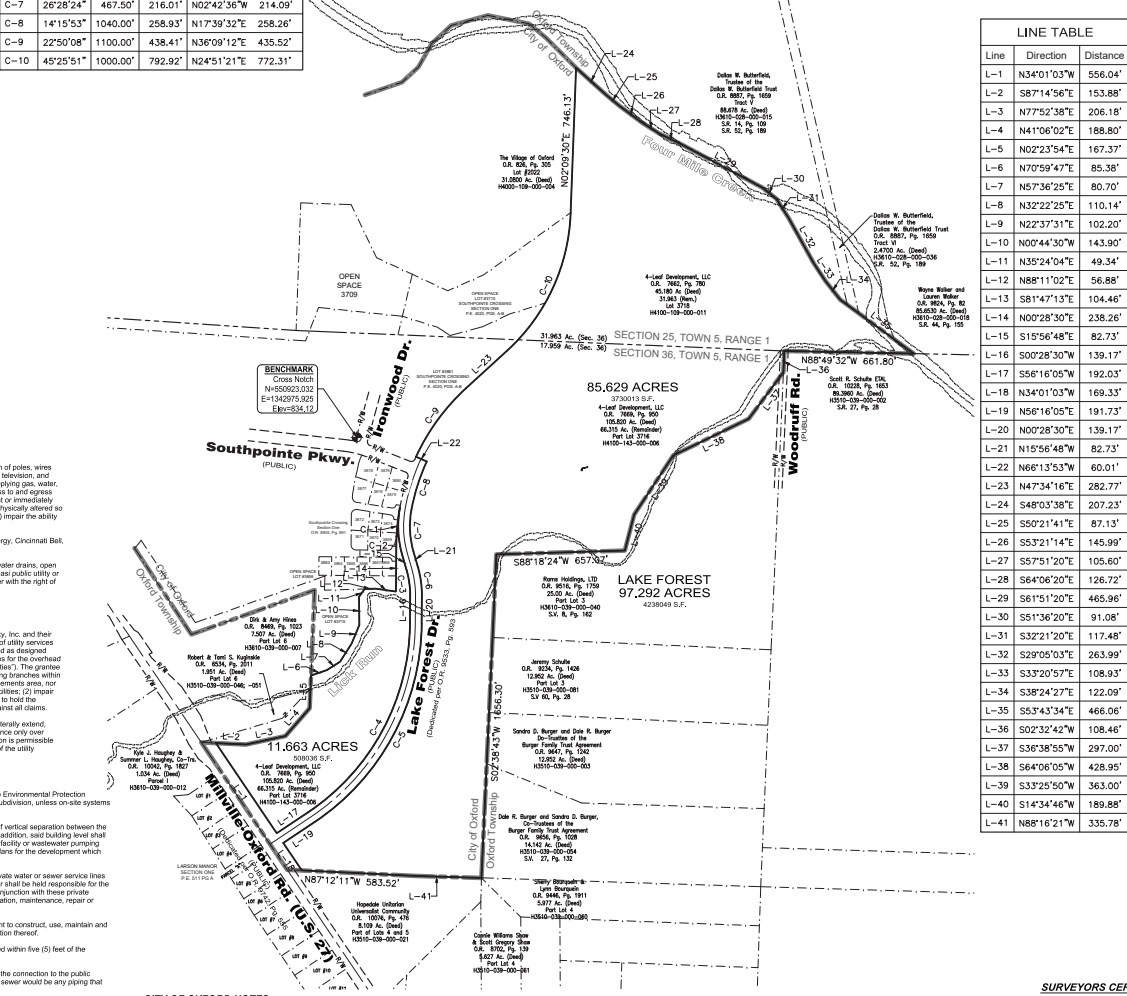
Regardless if located within the utility easement or not, repair or replacement of water service lines from the outside side of the copper setter to the building is the responsibility of the property owner or homeowner's association. The City of Oxford is responsible to maintain the water service line and appurtenances from the water main to the outside side of the copper setter only.

PLAT ALTERATIONS:

Any change to or alteration of this plat, including the splitting of any lot to create a new building site, shall require planning commission approval as a plat.

CURVE TABLE with columns: Curve, Delta, Radius, Length, Chord. Rows C-1 through C-10.

LAKE FOREST
PART OF LOTS 3716 & 3718
SECTIONS 25 & 36, TOWN 5, RANGE 1 CLWOMR
CITY OF OXFORD, BUTLER COUNTY, OHIO



LINE TABLE with columns: Line, Direction, Distance. Rows L-1 through L-41.

SHEET INDEX

- 1) Title Sheet
2-3) Plat

ENGINEER / SURVEYOR

Bayler Becker
110 South College Avenue, Suite 101
Oxford, Ohio 45056
(513) 523-4270

OWNER

4-Leaf Development, LLC
125 West Spring Street
Oxford, Ohio 45056
(513-524-9000)

CITY OF OXFORD

Clerk of Council _____ Date _____

Mayor _____ Date _____

Community Development Director _____ Date _____

City Engineer _____ Date _____

BOARD OF HEALTH

This plat is subject to present and future regulations of the Butler County Board of Health.

BUTLER COUNTY AUDITOR

Entered for transfer _____ s.d., 2026.

Transferred _____ s.d., 2026.

Auditor, Butler County, Ohio _____ by _____ Deputy

BUTLER COUNTY RECORDER

Filed for record _____ at _____

Recorded _____ pages _____

Official Record _____ pages _____

Recorder, Butler County, Ohio _____ by _____ Deputy

File _____ Fee _____

PARCEL NUMBER H4100-109-000-011

Deed Reference: Official Record 7662, Page 780 (Part of Tract IV)

Original Acres (Lot #3718): 31.983 acres (45.180 Deed)

Remaining Acres: 31.983 acres (Section 25)

Remaining Acres: 0.000 acres

PARCEL NUMBER H4100-143-000-006

Deed Reference: Official Record 7669, Page 950 (Part of Parcel II)

Original Acres (Lot #3716): 85.629 acres (105.820 Deed)

Remaining Acres: 85.629 acres (Section 36)

Remaining Acres: 0.000 acres

PARCEL NUMBER H4100-143-000-006

Deed Reference: Official Record 7669, Page 950 (Part of Parcel II)

Original Acres (Lot #3716): 11.663 acres (105.820 Deed)

Remaining Acres: 11.663 acres (Section 36)

Remaining Acres: 0.000 acres

SURVEYORS CERTIFICATION

I hereby state to the best of my knowledge, information and belief that the accompanying plat is the correct return of a survey made under my direction for "Lake Forest" monuments are set and their location and size are correct as shown on the plat and that the City of Oxford Subdivision Regulations have been complied with to the best of my knowledge.

Thomas M. Edwards, P.S. Date _____

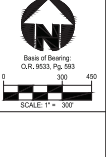
Professional Surveyor #8941 in the State of Ohio

Checked by: BUR

Issue Date: TME

Scale: 3-3-26

Sheet: _____



Revision Description table with columns: Date, Drawn, Check, Issue, Revision Description.

Table with columns: Name, Title, City/County/State.

Table with columns: Name, Title, City/County/State.

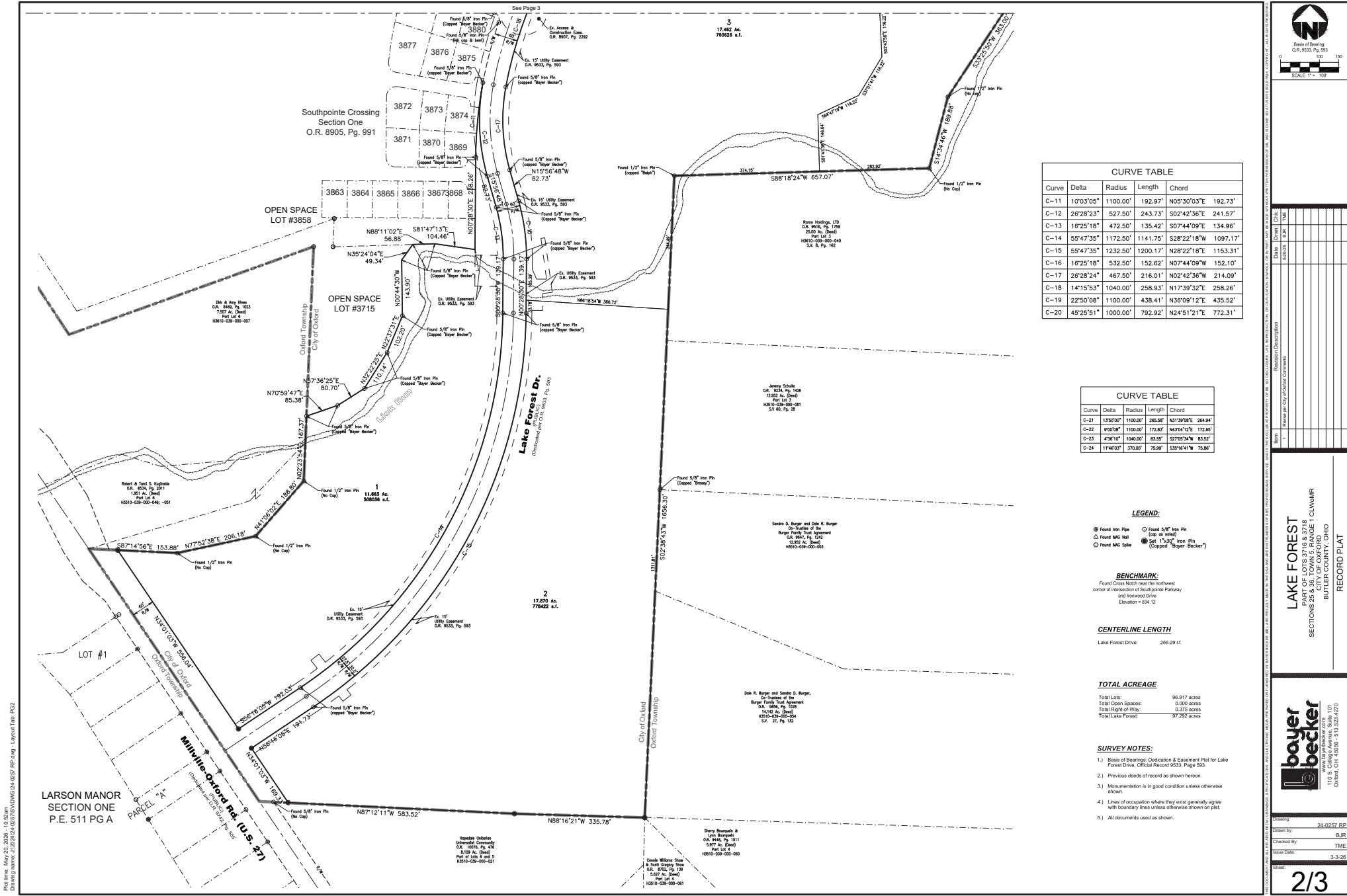
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LAKE FOREST
PART OF LOTS 3716 & 3718
SECTIONS 25 & 36, TOWN 5, RANGE 1, CLWOMR
CITY OF OXFORD, BUTLER COUNTY, OHIO
RECORD PLAT
bayler becker
www.baylerbecker.com
110 S. College Avenue, Suite 101
Oxford, Ohio 45056 - (513) 523-4270



Curve	Delta	Radius	Length	Chord
C-11	10°03'05"	1100.00'	192.97'	N05°30'03"E 192.73'
C-12	26°28'23"	527.50'	243.73'	S02°42'36"E 241.57'
C-13	16°25'18"	472.50'	135.42'	S07°44'09"W 134.96'
C-14	55°47'35"	1172.50'	1141.75'	S28°22'18"W 1097.17'
C-15	55°47'35"	1232.50'	1200.17'	N28°22'18"E 1153.31'
C-16	16°25'18"	532.50'	152.62'	N07°44'09"W 152.10'
C-17	26°28'24"	467.50'	216.01'	N02°42'36"W 214.09'
C-18	14°15'53"	1040.00'	258.93'	N17°39'32"E 258.26'
C-19	22°50'08"	1100.00'	438.41'	N36°09'12"E 435.52'
C-20	49°25'51"	1000.00'	792.92'	N24°51'21"E 772.31'

Curve	Delta	Radius	Length	Chord
C-21	17°50'00"	1100.00'	265.08'	N17°39'06"E 264.94'
C-22	9°00'08"	1100.00'	172.83'	N43°04'10"E 172.65'
C-23	4°36'10"	1040.00'	83.55'	S29°02'54"W 83.55'
C-24	11°46'10"	370.00'	75.99'	S39°16'41"W 75.99'

- LEGEND:**
- Found Iron Pin
 - Found 5/8" Iron Pin (No Cap)
 - Found 5/8" Iron Pin (Capped "Boyer Backer")
 - Found 1/2" Iron Pin (No Cap)
 - Found 1/2" Iron Pin (Capped "Boyer Backer")
 - Found 1" x 1" x 1" Iron Pin (Capped "Boyer Backer")

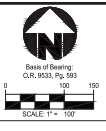
BENCHMARK:
 Found Cross Nails near the northwest corner of intersection of Southpointe Parkway and Ironwood Drive
 Elevation = 834.12

CENTERLINE LENGTH
 Lake Forest Drive: 256.29 ft.

TOTAL ACREAGE

Total Lots:	96.917 acres
Total Open Spaces:	6.000 acres
Total Right-of-Way:	0.375 acres
Total Lake Forest:	97.292 acres

- SURVEY NOTES:**
- 1) Bases of Bearings, Dedication & Easement Plat for Lake Forest Drive, Official Record 9533, Page 563;
 - 2) Previous deeds of record as shown hereon.
 - 3) Monumentation is in good condition unless otherwise shown.
 - 4) Lines of occupation where they exist generally agree with boundary lines unless otherwise shown on plat.
 - 5) All documents used as shown.



Date	Drawn	CHK	TIME	Revision Description

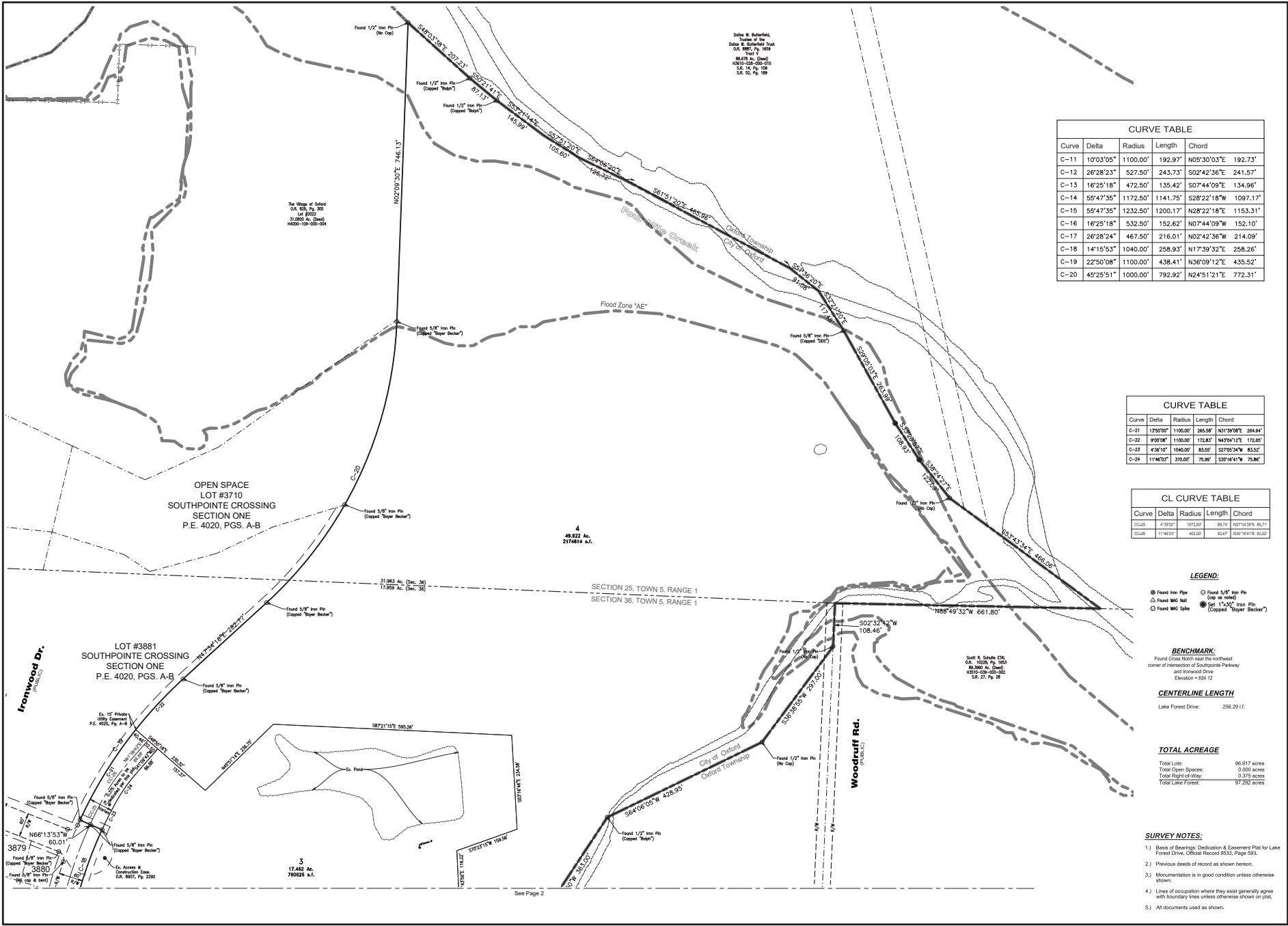
LAKE FOREST
 PART OF LOTS 2, 3, 4, 5, 6, 7, 8
 SECTIONS 22 & 26, TOWN 5, RANGE 1, CLWARR
 CITY OF OXFORD
 BUTLER COUNTY, OHIO



110 S. College Avenue, Suite 101
 Oxford, OH 45056 • 713.222.4274

Drawing: 24-0257-RP
 Drawn by: BUR
 Checked By: TIME
 Issue Date: 3-3-26
 Sheet: 2/3

Plot Name: May 20, 2025 - 10:25am
 Drawing Name: S:\Projects\24-0257 RP\Drawings\24-0257 RP.dwg - Layout Tab: POC



CURVE TABLE

Curve	Delta	Radius	Length	Chord
C-11	10°03'05"	1100.00'	192.97'	N05°30'03"E 192.73'
C-12	26°28'23"	527.50'	243.73'	S02°42'36"E 241.57'
C-13	16°25'18"	472.50'	135.42'	S07°44'09"E 134.96'
C-14	55°47'35"	1172.50'	1141.75'	S28°22'18"W 1097.117'
C-15	55°47'35"	1232.50'	1200.17'	N28°22'18"E 1153.311'
C-16	16°25'18"	532.50'	152.62'	N07°44'09"W 152.10'
C-17	26°28'24"	467.50'	216.01'	N02°42'36"W 214.09'
C-18	14°15'53"	1040.00'	258.93'	N17°39'32"E 258.26'
C-19	22°50'08"	1100.00'	438.41'	N36°09'12"E 435.52'
C-20	45°25'51"	1000.00'	792.92'	N24°51'21"E 772.31'

CURVE TABLE

Curve	Delta	Radius	Length	Chord
C-31	17°57'09"	1100.00'	265.84'	N17°57'09"E 264.94'
C-32	4°02'08"	1100.00'	172.87'	N47°04'31"E 172.60'
C-23	4°36'10"	1040.00'	83.55'	S27°05'34"W 83.32'
C-24	11°48'03"	370.00'	75.99'	S35°14'41"W 75.86'

CL CURVE TABLE

Curve	Delta	Radius	Length	Chord
CL-25	4°38'02"	1075.00'	86.14'	N07°04'31"E 86.11'
CL-26	11°48'03"	432.00'	86.67'	N07°18'41"E 82.62'

LEGEND:

- ⊙ Found Iron Pin
- ⊙ Found 5/8" Iron Pin
- ⊙ Found 1/2" Iron Pin
- ⊙ Found 3/4" Iron Pin
- ⊙ Found 1/2" Iron Pin (Capped "Boyer Becker")
- ⊙ Found 5/8" Iron Pin (Capped "Boyer Becker")
- ⊙ Found 1/2" Iron Pin (Capped "Boyer Becker")

BENCHMARK:

Found Cross Nail near northeast corner of intersection of Southpointe Parkway and Ironwood Drive
 Elevation = 834.12

CENTERLINE LENGTH

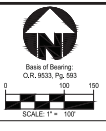
Lake Forest Drive: 256.2911'

TOTAL ACRES

Total Lots: 96.917 acres
 Total Open Spaces: 0.600 acres
 Total Right-of-Way: 0.375 acres
 Total Lake Forest: 97.292 acres

SURVEY NOTES:

- 1.) Basis of Bearings: Dedication & Easement Plat for Lake Forest Drive, Official Record 8533, Page 553.
- 2.) Previous deeds of record as shown hereon.
- 3.) Monumentation is in good condition unless otherwise shown.
- 4.) Lines of occupation where they exist generally agree with boundary lines unless otherwise shown on plat.
- 5.) All documents used as shown.



Date	Drawn	CHK
05/20/25	BJR	TME

Revision	Description
1	Issue per City/Owner Comments

From	To	Reason per City/Owner Comments

LAKE FOREST
 PART OF LOTS 21, 22, 23, 24
 TOWN 5, RANGE 1, CLW&R
 CITY OF OXFORD
 BUTLER COUNTY, OHIO

RECORD PLAT



Drawing: 24-0257 RP
 Drawn by: BJR
 Checked by: TME
 Issue Date: 3-3-26
 Sheet:

3/3



Community Development Department
City Council Action Letter
513-524-5204

September 17, 2025

Jim Clawson
4 Leaf Development LLC
125 W Spring Street
Oxford, OH 45056

VIA EMAIL:
jim@hoteldevelopment.net
ettareed@bayerbecker.com

RE: PC-2025-09, 1701 Lake Forest Drive, ZONING MAP AMENDMENT, 17.95 acres from Multi-Family Residential (R-4) District to Single- and Two-Family Residential (R-2A) District, Jim Clawson, Applicant

PC-2025-10, 1701 Lake Forest Drive, PRELIMINARY SUBDIVISION, 34 single-family lots, Jim Clawson, Applicant

Dear Mr. Clawson:

On September 16, 2025, the Oxford City Council voted 6-0 (1 absent) to approve your Zoning Map Amendment request and Preliminary Subdivision application for the property located at 1701 Lake Forest Drive. The Preliminary Subdivision was approved with the following conditions and waivers:

1. Consistent with recommendations from the Butler County Soil & Water Conservation District, the developer is advised to take precautions for Lots 1-16 by having geotechnical foundation studies performed prior to the submission of Building Permits.
2. The following note shall be affixed to the final record plat: "High water tables are apparent in this area. If basements are constructed, it is the responsibility of the builder to take special precautions to ensure basements stay dry."
3. The final record plat shall establish a conservation easement for the southernmost open space parcel wherein Lick Run is situated. The easement terms shall stipulate that the land remain undeveloped and undisturbed, though the terms shall not preclude the establishment of a walking trail.
4. The final landscaping plan shall be revised to include street trees south of Timber Cove Trail.
5. All driveways for Lots 1-34 shall be accessed from either East Southpointe Parkway or Timber Cove Trail. With the exception of the clubhouse, no new driveways shall be permitted from Lake Forest Drive.
6. HOA documentation shall be reviewed by the City Law Director prior to recording.

<https://cityofoxfordoh.sharepoint.com/sites/Boards-and-Commissions/Shared Documents/Planning Commission/2025/PC-2025-10, 1701 Lake Forest Dr, Preliminary Subdivision, Jim Clawson, Applicant/City Council Approval Letter.docx>

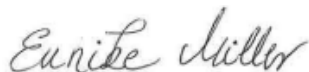
7. A waiver to **Section 1104.04 (403)** hereby granted to allow new public streets (E Southpointe Pkwy and Timber Cove Trl) to be 28 feet wide as opposed to 30 feet wide per the Typical Section in Attachment H.
8. A waiver to **Section 1101.4(404)(D)** is hereby granted to reduce the street network connectivity index from 1.2 to 0.75.
9. A waiver to **Section 1101.5(504)(B)(1)** is hereby granted to reduce the required setback from Lake Forest Drive from 35 feet to 25 feet, thus matching front yard setbacks to be required along the other public streets in the subdivision.
10. A waiver to **Section 1101.5(504)(B)(2)** is hereby granted to permit Lots 14-16 to reduce the rear yard setback required adjacent to the subdivision boundary from 50 feet to 20 feet, thus matching rear yard setbacks for other Lots.
11. Waivers to R-2A district standards as found in **Section 1143.04(c)** are hereby granted as follows:
 - a. Minimum lot width/frontage reduced from 60 feet to 47 feet
 - b. Maximum lot coverage increased from 35% to 60%
 - c. Maximum building coverage increased from 25% to 50%
 - d. Maximum front yard coverage increased from 25% to 40%
 - e. Minimum front yard setback reduced from 30 feet to 25 feet
 - f. Minimum rear yard setback reduced from 30 feet to 20 feet
12. A waiver to **Section 1148.04(b)(2)** is hereby granted to relieve the developer from the tree survey requirement.

The corresponding Ordinances (No. 3836, 3837) are attached to this letter.

The Preliminary Subdivision approval is valid for three (3) years per Oxford Subdivision Regulations **Section 1101.2(201)(D)**.

Should you have any questions related to this action, please contact the Community Development Department at 513-524-5204.

Respectfully,



Eunike Miller
Administrative Assistant
Community Development Department

Cc: File

ORDINANCE NO. 3836

AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF OXFORD OHIO FOR APPROXIMATELY 18 ACRES OF LAND GENERALLY LOCATED AT 1701 LAKE FOREST DRIVE FROM MULTI-FAMILY RESIDENTIAL (R-4) DISTRICT TO SINGLE AND TWO-FAMILY RESIDENTIAL (R-2A) DISTRICT.

WHEREAS, in accordance with Section 1135 of the Codified Ordinances of the City of Oxford, the Oxford Planning Commission held a public hearing on August 12, 2025, on the application of 4 Leaf Development LLC for a Zoning Map Amendment for approximately 18 acres of land generally located at 1701 Lake Forest Drive, Oxford, Ohio, rezoning the land from Multi-Family Residential (R-4) District to Single- and Two-Family Residential (R-2A) District; and

WHEREAS, a Preliminary Subdivision request submitted by 4 Leaf Development LLC is also pending before the Oxford City Council for precisely 17.947 acres of the land presently under consideration for a Zoning Map Amendment, with such request being contingent on approval of the Zoning Map Amendment; and

WHEREAS, the Oxford Planning Commission, after public hearing and due deliberation, recommended approval of the Zoning Map Amendment, finding that the application complies with the Decision Standards of Oxford Codified Ordinance Chapter 1135.

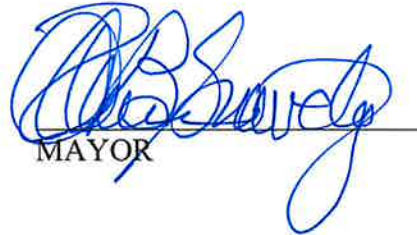
BE IT ORDAINED BY THE COUNCIL OF THE CITY OF OXFORD, BUTLER COUNTY, STATE OF OHIO, THAT:

SECTION 1: Planning Commission held a hearing on August 12, 2025 to consider the amendment. The Commission voted 5-0-0 (2 members absent) to recommend approval of the Zoning Map Amendment to City Council, thus amending the Official Zoning Map.

SECTION 2: Based on the Planning Commission recommendation, the City Manager and Community Development Director also recommend that the Official Zoning Map be amended to R-2A for approximately 18 acres of land generally located at 1701 Lake Forest Drive.

SECTION 3: Council accepts the recommendation of the City Manager and Community Development Director to amend the Official Zoning Map to R-2A.

SECTION 4: This Ordinance shall take effect at the earliest time allowed by law.



MAYOR

ADOPTED: SEPTEMBER 16, 2025

ATTEST: Heather Barber
CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: DAVID PRYTHERCH

PREPARED BY: COMMUNITY DEVELOPMENT STAFF

CHECKED BY: LAW

ORDINANCE NO. 3837

AN ORDINANCE APPROVING A PRELIMINARY SUBDIVISION NAMED “LAKE FOREST COVE,” SUBMITTED BY 4 LEAF DEVELOPMENT LLC FOR 34 SINGLE-FAMILY RESIDENTIAL LOTS TO BE SITUATED ON 17.947 ACRES CURRENTLY ADDRESSED AS 1701 LAKE FOREST DRIVE, OXFORD OHIO 45056, WITH CONDITIONS.

WHEREAS, the Planning Commission met pursuant to Oxford Codified Ordinance Section 1101.2 on August 12, 2025 for the purpose of considering a Preliminary Subdivision submitted by 4 Leaf Development LLC for a development consisting of 34 single-family lots situated on 17.947 acres currently addressed as 1701 Lake Forest Drive, Oxford, Ohio 45056; and

WHEREAS, the Planning Commission, after a public hearing and discussion, voted and approved a motion recommending approval of the Preliminary Subdivision submitted by 4 Leaf Development LLC for a development consisting of 34 single-family lots situated on 17.947 acres currently addressed as 1701 Lake Forest Drive, Oxford, Ohio 45056 with the following conditions:

1. Consistent with recommendations from the Butler County Soil & Water Conservation District, the developer is advised to take precautions for Lots 1-16 by having geotechnical foundation studies performed prior to the submission of Building Permits.
2. The following note shall be affixed to the final record plat: “High water tables are apparent in this area. If basements are constructed, it is the responsibility of the builder to take special precautions to ensure basements stay dry.”
3. The final record plat shall establish a conservation easement for the southernmost open space parcel wherein Lick Run is situated. The easement terms shall stipulate that the land remain undeveloped and undisturbed, though the terms shall not preclude the establishment of a walking trail.
4. The final landscaping plan shall be revised to include street trees south of Timber Cove Trail.
5. All driveways for Lots 1-34 shall be accessed from either East Southpointe Parkway or Timber Cove Trail. With the exception of the clubhouse, no new driveways shall be permitted from Lake Forest Drive.
6. HOA documentation shall be reviewed by the City Law Director prior to recording.
7. A waiver to Section 1104.04 (403) is hereby granted to allow new public streets (E Southpointe Pkwy and Timber Cove Trl) to be 28 feet wide as opposed to 30 feet wide per the Typical Section in Attachment H.
8. A waiver to Section 1101.4(404)(D) is hereby granted to reduce the street network connectivity index from 1.2 to 0.75.
9. A waiver to Section 1101.5(504)(B)(1) is hereby granted to reduce the required setback from Lake Forest Drive from 35 feet to 25 feet, thus matching front yard setbacks to be required along the other public streets in the subdivision.

10. A waiver to Section 1101.5(504)(B)(2) is hereby granted to permit Lots 14-16 to reduce the rear yard setback required adjacent to the subdivision boundary from 50 feet to 20 feet, thus matching rear yard setbacks for other Lots.
11. Waivers to R-2A district standards as found in Section 1143.04(c) are hereby granted as follows:
 - a. Minimum lot width/frontage reduced from 60 feet to 47 feet
 - b. Maximum lot coverage increased from 35% to 60%
 - c. Maximum building coverage increased from 25% to 50%
 - d. Maximum front yard coverage increased from 25% to 40%
 - e. Minimum front yard setback reduced from 30 feet to 25 feet
 - f. Minimum rear yard setback reduced from 30 feet to 20 feet
12. A waiver to Section 1148.04(b)(2) is hereby granted to relieve the developer from the tree survey requirement.

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

SECTION 1: Council hereby accepts the action of the Planning Commission, and further grants the approval of a Preliminary Subdivision submitted by 4 Leaf Development LLC for a development consisting of 34 townhomes situated on 17.947 acres currently addressed as 1701 Lake Forest Drive, Oxford, Ohio 45056 with the following conditions:

1. Consistent with recommendations from the Butler County Soil & Water Conservation District, the developer is advised to take precautions for Lots 1-16 by having geotechnical foundation studies performed prior to the submission of Building Permits.
2. The following note shall be affixed to the final record plat: "High water tables are apparent in this area. If basements are constructed, it is the responsibility of the builder to take special precautions to ensure basements stay dry."
3. The final record plat shall establish a conservation easement for the southernmost open space parcel wherein Lick Run is situated. The easement terms shall stipulate that the land remain undeveloped and undisturbed, though the terms shall not preclude the establishment of a walking trail.
4. The final landscaping plan shall be revised to include street trees south of Timber Cove Trail.
5. All driveways for Lots 1-34 shall be accessed from either East Southpointe Parkway or Timber Cove Trail. With the exception of the clubhouse, no new driveways shall be permitted from Lake Forest Drive.
6. HOA documentation shall be reviewed by the City Law Director prior to recording.
7. A waiver to Section 1104.04 (403) hereby granted to allow new public streets (E Southpointe Pkwy and Timber Cove Trl) to be 28 feet wide as opposed to 30 feet wide per the Typical Section in Attachment H.
8. A waiver to Section 1101.4(404)(D) is hereby granted to reduce the street network

connectivity index from 1.2 to 0.75.

9. A waiver to Section 1101.5(504)(B)(1) is hereby granted to reduce the required setback from Lake Forest Drive from 35 feet to 25 feet, thus matching front yard setbacks to be required along the other public streets in the subdivision.
10. A waiver to Section 1101.5(504)(B)(2) is hereby granted to permit Lots 14-16 to reduce the rear yard setback required adjacent to the subdivision boundary from 50 feet to 20 feet, thus matching rear yard setbacks for other Lots.
11. Waivers to R-2A district standards as found in Section 1143.04(c) are hereby granted as follows:
 - a. Minimum lot width/frontage reduced from 60 feet to 47 feet
 - b. Maximum lot coverage increased from 35% to 60%
 - c. Maximum building coverage increased from 25% to 50%
 - d. Maximum front yard coverage increased from 25% to 40%
 - e. Minimum front yard setback reduced from 30 feet to 25 feet
 - f. Minimum rear yard setback reduced from 30 feet to 20 feet
12. A waiver to Section 1148.04(b)(2) is hereby granted to relieve the developer from the tree survey requirement.

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



MAYOR

ADOPTED: SEPTEMBER 16, 2025

ATTEST:



CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: DAVID PRYTHERCH

PREPARED BY: PLANNING STAFF

CHECKED BY: LAW



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

STAFF REPORT

ORIGINATING DEPARTMENT:	Community Development
PREPARED BY:	Zachary Moore
DATE PREPARED:	6/6/2026
COUNCIL MEETING DATE:	June 16, 2026
AGENDA TITLE:	An Ordinance Approving The Final Subdivision Application And Plat For Lake Forest Cove Section 1 Consisting Of 36 Lots Situated On 17.462 Acres Currently Addressed As 1701 Lake Forest Drive, Oxford, Ohio 45056, With Conditions. (Sam Perry, Community Development Director)
COUNCIL GOAL AREA:	A Thriving And Resilient Year-Round Economy
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approve As Presented
CITY MANAGER/DEPT HEAD APPROVAL:	DRE SP

DISCUSSION:

This Final Subdivision request is related to Case No. PC-2026-03, which involves the splitting of 97 acres owned by 4-Leaf Development LLC into 4 separate tracts/parcels; only 1 of these 4 proposed tracts (Lot 3) currently possesses Preliminary Subdivision authorization to be further subdivided. The remaining tracts (Lots 1, 2, and 4) would require new and separate Preliminary Subdivision approval(s) in order to actually be developed; if the time comes that one or more of these three remaining Lots would be further subdivided, it would need to be prepared as a *replat* of the “Lake Forest” Final Plat approved under Case No. PC-2026-03.

The residential subdivision actively being pursued is to be named “Lake Forest Cove” and entails a total of 34 single-family residential lots together with 2 open space lots to be owned and maintained by a Homeowners Association (HOA). LFC Development LLC is the entity that will serve as developer for Lake Forest Cove. All new lots are to be situated along 2 new public streets, proposed to be named Timber Cove Trail and E Southpointe Parkway (serving as an extension of the existing Southpointe Parkway). Approval and recording of the Lake Forest Cove Section 1 Final Plat would enable the

dedication of 50-foot wide right-of-ways to serve these two new streets. The proposed Final Plat substantially conforms to the Preliminary Subdivision Plat approved by Council on September 16, 2025.

City staff recommends Council **approve** of the Lake Forest Cove Section 1 Final Plat via the corresponding Ordinance.

ORDINANCE NO.

AN ORDINANCE APPROVING THE FINAL SUBDIVISION APPLICATION AND PLAT FOR LAKE FOREST COVE SECTION 1 CONSISTING OF 36 LOTS SITUATED ON 17.462 ACRES CURRENTLY ADDRESSED AS 1701 LAKE FOREST DRIVE, OXFORD, OHIO 45056, WITH CONDITIONS.

WHEREAS, in accordance with Oxford Codified Ordinance Section 1101.203, the City of Oxford Community Development Department received from LFC Development LLC the Final Subdivision Application and Final Plat for the Lake Forest Cove Section 1 subdivision consisting of 36 lots situated on 17.462 acres currently attributed, in part, to the address 1701 Lake Forest Drive, Oxford Ohio, 45056 (“Exhibit A”); and

WHEREAS, on September 16, 2025, the Oxford City Council by Ordinance No. 3837 approved a Preliminary Subdivision for Lake Forest Cove subject to 12 conditions; and

WHEREAS, the submitted Final Plat proposes a total of 34 residential lots together with 2 open space lots, consistent with what the Preliminary Subdivision Plat approved in September 2025 had reflected; and

WHEREAS, the Community Development Director finds that the Final Plat meets the requirements of Oxford Codified Ordinance Section 1101.203 and further finds the Final Plat substantially corresponds to the Preliminary Subdivision for Lake Forest Cove approved by Council in September 2025; and

WHEREAS, the City Manager and the Community Development Director recommend Council approve the Final Subdivision Application and Plat attached hereto as “Exhibit A” for Lake Forest Cove Section 1 with the following conditions:

1. The Final Subdivision shall be valid for one year from the City Council Ordinance date. All recordings shall be completed, and construction of the infrastructure improvements started, within this one-year time period.
2. As necessary, the applicant shall update and/or re-file construction drawings along with any necessary cost estimates for approval by applicable City departments.
3. As necessary, the applicant shall file with the City a suitable form of financial security in order to guarantee the construction of any public improvements. The Record Plat shall not be released to the subdivider for recording until such financial security is accepted by the City.
4. Consistent with Condition #6 of Ordinance No. 3837 approved in September 2025, HOA documentation shall be reviewed by the City Law Director prior to recording.

5. The Final Plat shall be revised to address any outstanding City staff comments or concerns – including, but not necessarily limited to, typographical errors – prior to being signed by City officials and returned to the developer for recording.

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

SECTION 1: Council hereby accepts the recommendation of the City Manager and the Community Development Director and further approves the Final Subdivision Application and Plat for Lake Forest Cove Section 1 consisting of 17.462 acres with the conditions set forth above.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

PREPARED BY: PLANNING STAFF

INTRODUCED BY: MICHAEL SMITH

CHECKED BY: LAW



FINAL SUBDIVISION APPLICATION

Please print legibly. To apply, email completed form and plans in PDF format to commdev@cityofoxford.org

BOX 1 | APPLICATION DETAILS

Property Address/Location 1701 Lake Forest Dr	
Subdivision Name Lake Forest Cove	
Total Site Acreage 17.56	Proposed Number of Lots/Parcels 36

BOX 2 | APPLICANT INFORMATION

Is the applicant also the current property owner? <input type="checkbox"/> Yes (You may skip Box 3) <input checked="" type="checkbox"/> No (Do not skip Box 3, and include a <u>Letter of Agency</u> with your submittal)
Applicant Name Jim Clawson
Applicant Company Name LFC Development, LLC
Mailing Address 125 West Spring St. Oxford, OH 45056
Email Address pam@hoteldevelopment.com
Telephone Number 513-524-9500

BOX 3 | PROPERTY OWNER INFORMATION Check if same as Applicant

Property Owner Name Jim Clawson
Property Owner Company Name 4-Leaf Development LLC
Mailing Address 125 West Spring St. Oxford, OH 45056
Email Address pam@hoteldevelopment.net
Telephone Number

BOX 4 | ENGINEER/SURVEYOR INFORMATION Check if same as Applicant

Architect/Engineer Name John Bayer
Company Name Bayer Becker
Mailing Address 6900 Tylersville Rd. Suite A. Mason, OH 45040
Email Address JohnBayer@Bayerbecker.com
Telephone Number 513-366-6600

BOX 5 | ATTACHMENT CHECKLIST Submit all contents in PDF format. No printed copies are necessary.

<input checked="" type="checkbox"/> Cover Letter providing a written description of the request <input checked="" type="checkbox"/> Proposed Record Plat including all pertinent details as required by <u>Attachment E</u> of the Oxford Subdivision Regulations – more information on Page 3. (A printed mylar will later need to be submitted in order to obtain signatures from City officials, following Council approval and prior to recording with Butler County.) Note: Upon checking an application for completeness, staff may require additional information and/or materials above and beyond the items listed above in order to perform a complete evaluation for compliance with relevant Code provisions. You are welcome to contact Community Development at 513-524-5204 ahead of submission to determine whether additional items may be required.
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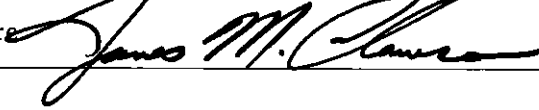
BOX 6 | APPLICANT SIGNATURE

As the owner or owner's agent, I hereby agree all information contained in this application is true, accurate, and complete to the best of my knowledge. I acknowledge the application will first be checked by City staff for consistency with departmental requirements prior to determining a first meeting date with the Oxford City Council.

Applicant Name (Print)

James M. Clawson

Applicant Signature



Date

3/20/26

Processing Fee

The appropriate processing fee amount will be determined during a completeness check by Community Development staff. It may take 1-2 business days for a completeness check to be performed. The applicant will receive a digital copy of a processing fee invoice via email once it is ready. Fees may be paid in-person by check or credit card in the Community Development Department located on the first floor of the Oxford Municipal Building, 15 S College Avenue, Oxford OH 45056. For credit card payments, the City accepts Visa, MasterCard, or Discover, and such payments may also be taken over the phone by calling Community Development at 513-524-5204.

Record Plat Requirements For source text, see Oxford Subdivision Regulations Attachment E

Record Plat shall show the following: (Cover Sheet showing whole subdivision layout with specific Phase delineated for recording. Second sheet should show specifics required.)

- A. Name of Subdivision and Vol./Bk. ____ Pg. ____ for plat.
- B. The seal, registry number and signature of the registered surveyor and professional engineer who prepared the plat.
- C. North arrow, scale and date.
- D. Boundary lines, size and tract of whole site and each individual lot in square feet and acres along with the linear measurement thereof.
- E. The names and boundaries of all adjoining subdivisions and the names of recorded owners of adjoining parcels including parcel and lot numbers, including Deed Bk. & Pg. numbers within 200 feet of the site.
- F. Locations, dimensions, widths and names of existing streets, alleys, lots, railroads, right-of-ways, easements, and parks.
- G. Location, dimensions, widths and names of proposed streets and alleys.
- H. The radii, arcs, lengths, points of tangency and central angles for all curvilinear streets and the radii and lengths for rounded corners.
- I. All new utility easements shall be shown. Water lines, gas lines, electric lines, telephone lines, sanitary sewer and detention/retention.
- J. The location of all survey monuments and benchmarks together with their descriptions. There shall be a minimum of four permanent markers in each subdivision section located at or near the outer corner.
- K. The zoning district in which the site is located and statement certifying that the subdivision satisfies all applicable requirements of the zoning district governing the use of the land at the time of approval.
- L. Building setback lines and dimensions.
- M. Lot numbers secured from the County Auditor.
- N. Restrictions and covenants included in the deeds to the lots of the subdivision (HOA Documents). Reference to such instrument shall be made on the plat as well as a Bk. ____ Pg. ____ reference to fill-in.
- O. Reference City Ordinance No.'s from Preliminary Subdivision, and any Planned Development, approvals.
- P. Acknowledgment by the owner or owners of the plat restrictions including dedication of public streets, parks, alleys and granting required easements (Requires notarized signatures).
- Q. Approval and acceptance clause for the signatures of City Representatives.

See also the **Standard Record Plat** in Oxford Subdivision Regulations Attachment H. Snapshots below:

The image shows two examples of Record Plat forms. The left one is a 'STANDARD RECORD PLAT' with a table of lot data and a drawing of a subdivision. The right one is a 'STANDARD RECORD PLAT' with a table of lot data and a drawing of a subdivision with a 'FUTURE HIGHWAY' and 'HOLLOW TREE SUBD.'.

LOT	AREA	ACRES	FRONT	DEPTH	PERMITS	REMARKS
101	0.12	0.12	100	100		
102	0.12	0.12	100	100		
103	0.12	0.12	100	100		
104	0.12	0.12	100	100		
105	0.12	0.12	100	100		
106	0.12	0.12	100	100		
107	0.12	0.12	100	100		
108	0.12	0.12	100	100		
109	0.12	0.12	100	100		
110	0.12	0.12	100	100		
111	0.12	0.12	100	100		
112	0.12	0.12	100	100		
113	0.12	0.12	100	100		
114	0.12	0.12	100	100		
115	0.12	0.12	100	100		
116	0.12	0.12	100	100		
117	0.12	0.12	100	100		
118	0.12	0.12	100	100		

DEDICATION STATEMENT:

The undersigned, being the owner of Lot 3 of the City of Oxford and located in Sections 36, Town 5, Range 1, Congress Lands West of the Miami River, the City of Oxford, Butler County, Ohio, does hereby assent to and adopt the accompanying plat of subdivision to be known as Lake Forest Cove, Section 1, and does hereby dedicate to the public forever, in accordance with the laws in such cases made and provided, the streets and roadways as shown on said plat, and declare the same to be valid and unannounced.

The title was acquired by: Official Record _____ Page _____

Owner: LFC Development, LLC

Signature: _____

Printed name & title: _____

State of: _____

County of: _____

Be remembered that on this _____ day of _____, 2026, before the undersigned, a notary public and for said county and state, personally came _____, as represented by _____, signing and execution of the foregoing instrument to be his voluntary act and deed. In testimony whereof, I have hereunto set my hand and affixed my notarial seal on the day and year last aforesaid.

Notary Public: _____

my commission expires: _____

Licensor: _____

Signature: _____

Printed name & title: _____

State of: _____

County of: _____

Be remembered that on this _____ day of _____, 2026, before the undersigned, a notary public and for said county and state, personally came _____, as represented by _____, signing and execution of the foregoing instrument to be his voluntary act and deed. In testimony whereof, I have hereunto set my hand and affixed my notarial seal on the day and year last aforesaid.

Notary Public: _____

my commission expires: _____

UTILITY EASEMENTS:

Easements on said plat, designated as utility easements, are provided for the construction, maintenance, and operation of poles, wires and conduits, and the necessary attachments in connection therewith, for the transmission of electric, telephone, cable television, and other purposes, for the construction and maintenance of service and underground storm water drains, pipelines for supplying gas, water, heat, and other public or quasi-public utility functions together with the necessary lateral connections, the right of ingress to and egress from said easements, and to cut, trim, or remove trees and undergrowth or overhanging branches within said easement or immediately adjacent thereto. No buildings or other structures may be built within said easements, nor may the easement areas be physically altered so as to 1) reduce the clearance of other overhead or underground facilities; 2) impair the land support of said facilities; 3) impair the ability to maintain the facility or 4) create a hazard.

The above public utility easements are for the benefit of all public utility providers including, but not limited to Duke Energy, Cincinnati Bell, Spectrum and Frontier Communications.

The above easements are also provided for other uses as designated and shall be used for the construction of storm water drains, open channels, public and private sewers, pipelines for the supplying of water, cable television and for any other public or quasi public utility or function, conducted, maintained or performed by ordinary methods beneath or above the surface of the ground together with the right of ingress and egress over and across the land to and from same.

GRANT OF UTILITY EASEMENT:

For valuable consideration, we, the undersigned ("grantor") do hereby permanently grant to Duke Energy Ohio/Kentucky, Inc. and their parent entity (or entity controlling both entities), their respective subsidiaries or affiliate entities, and any other provider of utility services ("grantee") their successors and assigns, forever, non-exclusive easements, as shown on the within plat and designated as designated "Utility Easements" for the construction, operation, maintenance, repair, or replacement of any and all necessary facilities for the overhead or underground distribution of gas, electric, telephone, telecommunications or other utilities ("grantee facilities" or "facilities"). The grantor shall have the right of ingress and egress and also the right to cut, trim or remove any trees, undergrowth or overhanging branches within the utility easements or immediately adjacent thereto. No buildings or other structures may be built within the utility easements areas, nor may the utility easement areas be physically altered so as to 1) reduce the clearance of other overhead or underground facilities; 2) impair the land support of grantee facilities; 3) impair the ability to maintain the facilities or; 4) create a hazard. To have and to hold the easement forever. We acknowledge we have full power to convey this utility easement and will defend the same against all claims.

Also hereby grant to Duke Energy Ohio/Kentucky, Inc. and its subsidiaries, successors, and assigns is the right to laterally extend, repair, and maintain natural gas services to serve individual lots as constructed by the original builder allowing disturbance only over existing service lines necessary for the repair only on the lot on which the service is located. Reconstruction or relocation is permissible only with the written permission of the parcel owner and said utility provider to a mutually agreeable location. No part of the utility easements shall encumber existing buildings or adjoining lots.

CITY OF OXFORD WATER & SEWER NOTES:

It is understood that the City of Oxford will not be able to issue any connection permits or building permits until the Ohio Environmental Protection Agency (EPA) has approved the plans for the proposed extensions of the public water and sewer systems within this subdivision, unless on-site systems are proposed and approved.

All buildings to be served by the public sewer system shall be constructed so as to provide a minimum of four (4) feet of vertical separation between the public sanitary sewer, at the point of connection, and the lowest building level served by a gravity sewer connection. In addition, said building level shall be at least one foot (1') above the lowest point of free-overflow (non-sealed manhole cover) upstream of any treatment facility or wastewater pumping facility that receives the discharge from said building. Said minimum service levels shall be recorded on the "as-built" plans for the development which will be kept on file in the office of the City Engineer.

Private driveways, parking lots and other paved areas, earthen berms, or structures should not be constructed over private water or sewer service lines within the public road right-of-way or within easement areas for the public utilities. Should this occur, the property owner shall have responsibility for the protection and repair of said water or sewer service lines, manholes, valves, fire hydrants, meter pits, etc., installed in conjunction with these private service lines and for any damage or destruction of the paved surfaces or structures that may result from the water operation, maintenance, repair or replacement of said service lines and appurtenances.

Easements on said plat, designated as "sanitary sewer easements" or "water main easements" are provided for the right to construct, use, maintain and keep in repair there a sanitary sewer pipeline and/or water mains and appurtenances thereto necessary to the installation thereof.

The City Engineer does not accept any responsibility for the relocation, repair or replacement of any other utility installed within five (5) feet of the centerline of any manhole sewer or water main.

Sanitary sewer laterals, which shall include all pipe and appurtenances from the building to the public sewer main, and the connection to the public sewer main shall be considered private and the responsibility of the property owner to maintain. The connection to the sewer should be any piping that extends out from the main lateral line and appurtenances.

All lots shown hereon shall be served by public sanitary sewers and water.

All buildings to be served by the public sewer system shall be constructed as to provide gravity flow to the sanitary sewer main. Roof drains, foundation drains, and other clean water connections to the sanitary sewer system are prohibited.

High water tables are apparent in this area. If easements are constructed, it is the responsibility of the builder to take special precautions to ensure the basement stays dry.

Regardless if located within the utility easement or not, repair or replacement of water service lines from the outside side of the copper setter to the building is the responsibility of the property owner or homeowner's association. The City of Oxford is responsible to maintain the water service and the appurtenances from the water main to the outside side of the copper setter only.

PLAT ALTERATIONS:

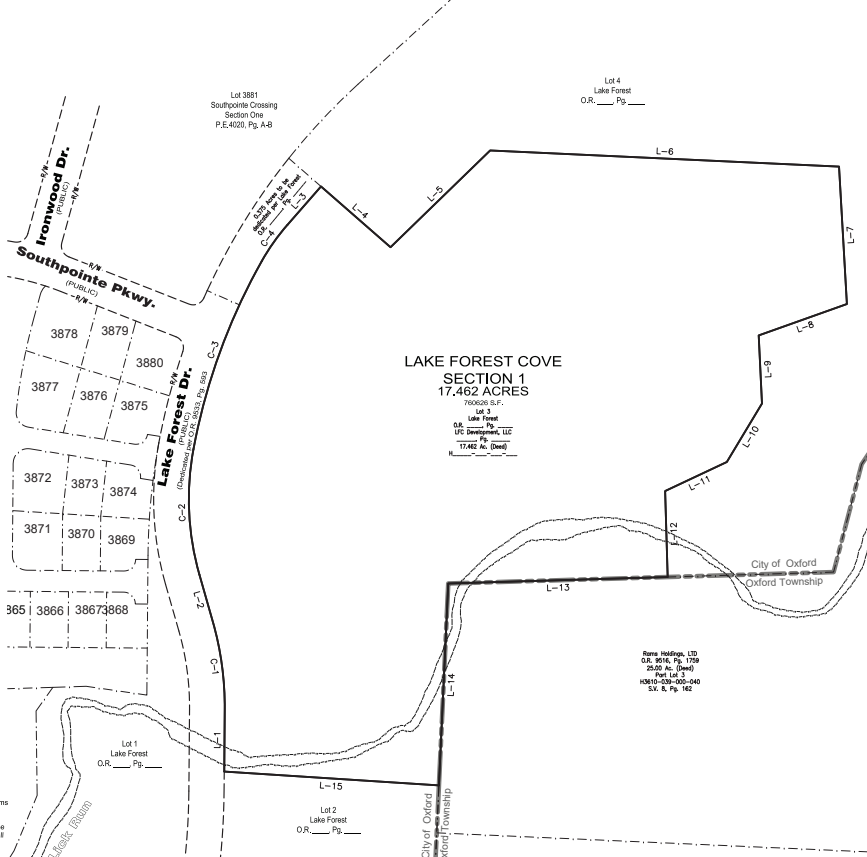
Any change to or alteration of this plat, including the splitting of any lot to create a new building site, shall require planning commission approval as a plat.

CURVE TABLE

Curve	Delta	Radius	Length	Chord
C-1	16'25"18"	532.50'	152.62'	N07°44'09"W 152.10'
C-2	26'28"24"	467.50'	216.01'	N02°42'36"W 214.09'
C-3	18'52"03"	1040.00'	342.47'	N19°57'37"E 340.93'
C-4	11'46"03"	370.00'	75.99'	N35°16'41"E 75.86'

LAKE FOREST COVE SECTION 1

BEING A RE-PLAT OF LOT 3 LAKE FOREST, O.R. _____, PG. _____ SECTION 36, TOWN 5, RANGE 1 CLW6MR BUTLER COUNTY, OHIO



LAKE FOREST COVE SECTION 1 17.462 ACRES

7066666 Lot 3, Lake Forest, O.R. _____, PG. _____ LFC Development, LLC 17462 Ac. (0.46) N 17462 Ac. (0.46)

Home Holdings, LTD O.R. 2016, Pg. 1759 2016 Ac. (0.60) Ref. Lot H810-030-002-040 S. 6, Pg. 142

PARCEL NUMBER

Deed Reference: Official Record _____ Page _____ Original Acres (Lot #3): 17.462 acres (17.462 Deeds) Lake Forest Cove, Section 1: 17.462 acres (Section 36) Remaining Acres: 0.000 acres

SHEET INDEX

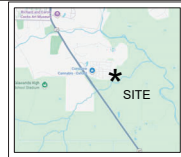
- 1) Title Sheet
- 2) Plat

ENGINEER / SURVEYOR

By: Bayer Becker 110 South College Avenue, Suite 101 Oxford, Ohio 45006 (513) 523-4270

OWNER

LFC Development, LLC 125 West Spring Street Oxford, Ohio 45056 (513-524-9000)



VICINITY MAP N.T.S.

LINE TABLE

Line	Direction	Distance
L-1	N00°28'30"E	105.39'
L-2	N15°56'48"W	82.73'
L-3	N41°09'42"E	86.88'
L-4	S48°50'18"E	157.37'
L-5	N45°51'14"E	236.75'
L-6	S87°21'15"E	595.26'
L-7	S03°16'46"E	234.58'
L-8	S70°23'15"W	159.56'
L-9	S02°43'56"E	116.22'
L-10	S31°01'41"W	116.22'
L-11	S64°47'19"W	116.22'
L-12	S01°41'36"E	146.64'
L-13	S88°18'24"W	374.15'
L-14	S02°38'43"W	344.49'
L-15	N86°18'54"W	366.72'

CITY OF OXFORD

Clerk of Council _____ Date _____

Mayor _____ Date _____

Community Development Director _____ Date _____

City Engineer _____ Date _____

BOARD OF HEALTH

This plat is subject to present and future regulations of the Butler County Board of Health.

BUTLER COUNTY AUDITOR

Entered for transfer _____ s.d., 2026. Transferred _____ s.d., 2026.

BUTLER COUNTY RECORDER

Filed for record _____ at _____ Recorded _____ Pages _____ Official Record _____ Pages _____

Recorder, Butler County, Ohio _____ by _____ Deputy _____ File _____ Fee _____

CONSERVATION AREA

The Conservation Area, being the entirety of Lot 4260, is to be maintained by the owner as perpetual open space for protection and preservation of natural features, inclusive of topography, vegetation, and water resources. Use and maintenance of the area is subject to the following provisions and restrictions:

- 1. No grading, clearing, excavation or development is allowed except as described under note 2 below, including but not limited to: dwellings, storage buildings, fencing, driveways, patios and other paved areas, pools, tile fields, septic systems, wells, and other structures or improvements of any kind.
- 2. Grading, clearing, excavation, paving and development are permitted for construction, installation, repair, maintenance and replacement of a multi-use path generally extending from the Lake Forest Drive right-of-way to the east Southpointe Parkway right-of-way between Lots 4238 & 4239.
- 3. Trimming of trees and shrubs to prevent overgrowth is allowed, but the total clearing of existing vegetation is prohibited.
- 4. Eradication of invasive species of plant vegetation, inclusive of noxious weeds, is allowed.
- 5. Wild flowers, perennial beds, shrubs, ground cover and/or other comparable vegetation not considered a noxious weed or invasive species may be replaced.
- 6. Removal of dead or fallen trees is allowed, including removal of diseased trees or any found infested with insects determined by applicable state or federal authorities as too threatening and detrimental to remain.
- 7. Waste, garbage and unsightly or offensive materials are not permitted and may not be accumulated within the conservation area.

H.O.A. EASEMENTS NOTES AND COVENANTS & RESTRICTIONS:

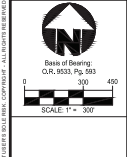
The lots shown hereon shall be subject to the covenants, conditions and restrictions for Lake Forest as originally recorded in Official Record _____ page _____ of the Butler County Recorder's Office and may be further amended from time to time.

The City of Oxford does not accept any H.O.A. (Homeowners Association) Utility Drainage Easements shown on this plat. The City of Oxford is not obligated to maintain, repair or replace any channels or installations in said easements. The easement area of each lot and all improvements in it shall be maintained continuously by the H.O.A. Maintenance of all improvements within H.O.A. Utility Drainage Easements shall be the responsibility of the Lake Forest Cove Homeowners Association, LLC as provided for in the declaration and in accordance with the standards and specifications of the City Engineer. Within the easement areas no structure, planting, or other material shall be placed or permitted to remain which may obstruct, retard, or change the direction of the water flow.

SURVEYORS CERTIFICATION

I hereby state to the best of my knowledge, information and belief that the accompanying plat is the correct return of a survey made under my direction for Lake Forest Cove, Section 1 monuments are set and their location and size are correct as shown on the plat and that the City of Oxford Subdivision Regulations have been complied with to the best of my knowledge.

Thomas M. Edwards, P.S. Date _____ Professional Surveyor #4841 in the State of Ohio



SCALE 1" = 300'

LAKE FOREST COVE SECTION 1

BEING A RE-PLAT OF LOT 3 LAKE FOREST, O.R. _____, PG. _____ SECTIONS 36, TOWN 5, RANGE 1 CLW6MR BUTLER COUNTY, OHIO

RECORD PLAT

Date	Drawn	CHK
02/27/26	ELK	TME

REVISION DESCRIPTION

Revised by	City of Oxford Comments
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REVISION DESCRIPTION

Revised by	City of Oxford Comments
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Revised by	City of Oxford Comments
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Revised by	City of Oxford Comments
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REVISION DESCRIPTION

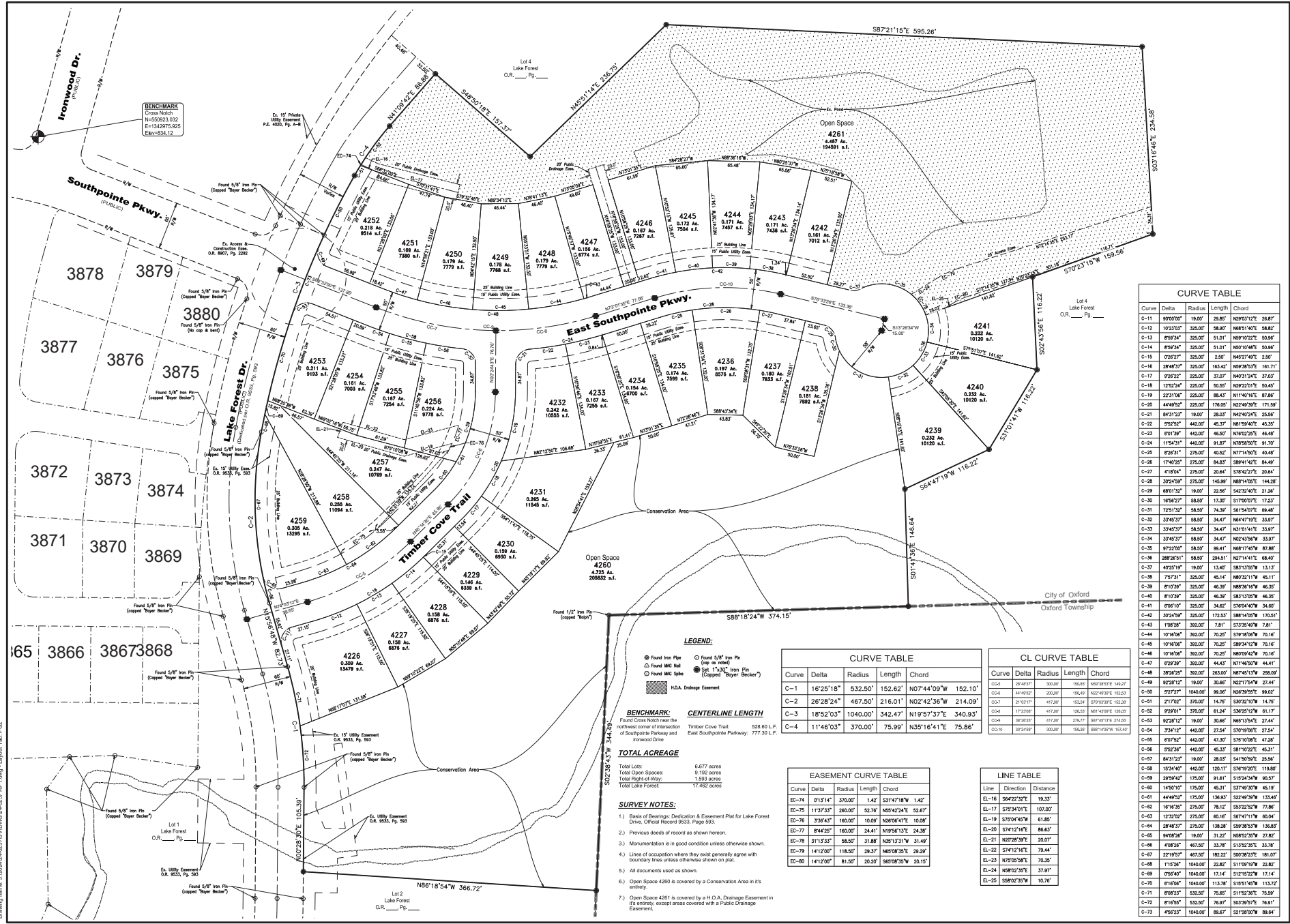
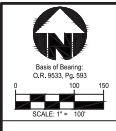
Revised by	City of Oxford Comments
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REVISION DESCRIPTION

Revised by	City of Oxford Comments
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REVISION DESCRIPTION

Revised by	City of Oxford Comments
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CURVE TABLE

Curve	Delta	Radius	Length	Chord
C-11	90°00'00"	19.00	29.82	19.000000 26.87
C-12	102°33'00"	325.00	58.90	16851°00"E 58.82
C-13	8°59'34"	325.00	51.01	169°10'22"E 50.98
C-14	8°59'34"	325.00	51.01	160°10'48"E 50.98
C-15	0°28'27"	325.00	2.50	160°27'49"E 2.50
C-16	28°49'37"	325.00	15.42	162°30'53"E 15.17
C-17	8°02'27"	325.00	51.02	169°10'24"E 50.98
C-18	1°25'24"	325.00	50.50	169°20'10"E 50.47
C-19	22°10'34"	325.00	18.43	161°14'14"E 17.88
C-20	44°49'52"	325.00	176.00	162°49'39"E 171.59
C-21	84°31'23"	19.00	28.03	164°24'24"E 25.56
C-22	9°28'29"	442.00	45.37	161°59'40"E 45.35
C-23	8°01'39"	442.00	45.02	162°02'25"E 45.48
C-24	1°15'43"	442.00	91.87	162°50'50"E 91.20
C-25	3°36'37"	375.00	45.02	162°10'17"E 45.48
C-26	1°25'24"	375.00	84.23	162°14'27"E 84.49
C-27	4°18'04"	375.00	20.64	158°42'27"E 20.64
C-28	3°24'29"	375.00	145.89	168°14'05"E 144.28
C-29	6°01'32"	19.00	22.56	162°32'40"E 21.28
C-30	16°54'21"	58.00	17.30	151°00'00"E 17.23
C-31	7°51'32"	58.00	74.38	161°54'07"E 69.48
C-32	3°34'37"	58.00	34.47	164°47'19"E 33.97
C-33	3°34'37"	58.00	34.47	163°10'14"E 33.97
C-34	3°34'37"	58.00	34.47	162°42'56"E 33.97
C-35	9°22'22"	58.00	34.47	168°11'42"E 33.97
C-36	28°26'51"	58.00	29.51	162°14'14"E 28.40
C-37	40°21'19"	19.00	13.40	163°13'50"E 13.13
C-38	7°51'31"	325.00	45.14	162°32'11"E 45.11
C-39	8°10'39"	325.00	46.38	168°36'16"E 46.35
C-40	8°10'39"	325.00	46.38	168°13'06"E 46.35
C-41	8°08'10"	325.00	34.62	162°59'40"E 34.60
C-42	3°24'29"	325.00	172.53	168°10'29"E 170.87
C-43	1°28'28"	325.00	7.81	152°35'47"E 7.81
C-44	10°16'04"	325.00	30.25	159°18'06"E 30.16
C-45	10°16'04"	325.00	30.25	159°34'12"E 30.16
C-46	10°16'04"	325.00	30.25	160°09'42"E 30.16
C-47	8°29'39"	325.00	44.43	161°46'50"E 44.41
C-48	38°28'25"	325.00	283.02	167°45'13"E 258.09
C-49	8°28'25"	19.00	20.68	162°17'54"E 20.44
C-50	8°28'25"	19.00	19.00	162°49'39"E 18.82
C-51	2°17'02"	370.00	14.26	153°32'10"E 14.26
C-52	1°25'24"	411.00	126.33	161°43'59"E 126.28
C-53	9°28'19"	370.00	61.24	158°25'12"E 61.17
C-54	3°34'12"	442.00	27.54	161°10'16"E 27.54
C-55	8°02'29"	442.00	47.30	159°10'16"E 47.28
C-56	9°28'29"	442.00	45.37	161°10'22"E 45.31
C-57	84°31'23"	19.00	28.03	164°24'24"E 25.56
C-58	1°54'40"	442.00	91.87	162°10'20"E 118.60
C-59	3°24'29"	175.00	91.87	157°54'35"E 90.57
C-60	14°50'10"	175.00	45.31	157°49'30"E 45.19
C-61	44°49'52"	175.00	136.83	162°49'39"E 133.46
C-62	16°16'35"	275.00	78.12	163°32'56"E 77.86
C-63	12°32'02"	275.00	60.16	164°11'16"E 60.04
C-64	28°49'37"	275.00	138.28	159°38'53"E 136.83
C-65	84°31'23"	19.00	28.03	164°24'24"E 25.56
C-66	4°08'28"	442.00	33.71	162°50'25"E 33.76
C-67	22°10'34"	442.00	182.32	162°30'12"E 181.20
C-68	1°12'58"	1040.00	22.82	151°09'19"E 22.82
C-69	0°26'40"	1040.00	17.14	151°12'32"E 17.14
C-70	6°16'06"	1040.00	113.39	151°55'46"E 113.72
C-71	8°08'23"	632.50	75.60	151°52'36"E 75.59
C-72	8°16'59"	632.50	76.97	152°39'57"E 76.81
C-73	4°26'27"	1040.00	89.87	152°28'00"E 89.64

CURVE TABLE

Curve	Delta	Radius	Length	Chord
C-1	16°25'18"	532.50'	152.62'	N07°44'09"W 152.10'
C-2	26°28'24"	467.50'	216.01'	N02°42'36"W 214.09'
C-3	18°52'03"	1040.00'	342.47'	N19°57'37"E 340.93'
C-4	11°46'03"	370.00'	75.99'	S83°16'41"E 75.86'

CL CURVE TABLE

Curve	Delta	Radius	Length	Chord
CC-5	28°49'37"	300.00'	10.81'	N02°31'33"E 146.27'
CC-6	14°49'52"	200.00'	16.49'	N02°49'39"E 150.20'
CC-7	1°25'24"	411.00'	153.11'	S02°03'59"E 153.28'
CC-8	1°25'24"	411.00'	126.33'	S81°43'59"E 126.28'
CC-9	38°28'25"	411.00'	275.71'	S81°43'59"E 274.50'
CC-10	38°28'25"	300.00'	105.85'	S81°43'59"E 105.40'

EASEMENT CURVE TABLE

Curve	Delta	Radius	Length	Chord
EL-74	0°17'14"	370.00'	1.42'	S33°42'18"W 1.42'
EL-75	1°17'33"	260.00'	52.76'	N65°42'47"E 52.67'
EL-76	3°24'29"	160.00'	10.09'	N65°42'47"E 10.08'
EL-77	8°44'28"	160.00'	24.41'	N19°56'13"E 24.38'
EL-78	31°13'37"	58.50'	31.88'	N31°13'31"E 31.49'
EL-79	31°13'37"	118.50'	29.37'	N65°08'35"E 29.29'
EL-80	14°12'00"	81.50'	20.20'	S68°08'35"E 20.15'

LINE TABLE

Line	Direction	Distance
EL-16	S64°22'32"E	19.33'
EL-17	S73°04'10"E	107.60'
EL-18	S79°04'40"W	61.85'
EL-19	S74°12'16"E	86.63'
EL-20	N02°28'39"E	20.07'
EL-21	S74°12'16"E	78.44'
EL-22	N75°05'58"E	70.35'
EL-23	N08°02'35"E	37.97'
EL-24	S88°02'35"E	10.76'

LEGEND:
 Found Iron Pin
 Found MC Rod
 Found MC Stake
 Found 5/8" Iron Pin (Capped "Boyer Becker")
 Set 1/2" x 24" Iron Pin (Capped "Boyer Becker")
 H.O.A. Drainage Easement

BENCHMARK:
 Found Cross Natch near the northwest corner of intersection of Southpointe Parkway and Ironwood Drive
CENTERLINE LENGTH
 528.80 L.P.
 East Southpointe Parkway - 777.30 L.P.

TOTAL ACRESAGE
 Total Lots: 6.877 acres
 Total Open Spaces: 9.192 acres
 Total Right-of-Way: 1.533 acres
 Total Lake Forest: 17.482 acres

- SURVEY NOTES:**
- 1.) Block of Bearings, Distances & Easement Plat for Lake Forest Drive, Official Record 9533, Page 593.
 - 2.) Previous deeds of record as shown hereon.
 - 3.) Monumentation is in good condition unless otherwise shown.
 - 4.) Lines of occupation where they exist generally agree with boundary lines unless otherwise shown on plat.
 - 5.) All documents used as shown.
 - 6.) Open Space 4260 is covered by a Conservation Area in its entirety.
 - 7.) Open Space 4260 is covered by a H.O.A. Drainage Easement in its entirety, except areas covered by a Public Drainage Easement.

Date: 05/20/2024
 Drawn: CHC
 Title: LAKELAND
 Scale: 1" = 100'
 Revision Description:
 1. Revised per City of Oxford Comments
 2. Revised per City of Oxford Comments
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Community Development Department
City Council Action Letter
513-524-5204

September 17, 2025

Jim Clawson
4 Leaf Development LLC
125 W Spring Street
Oxford, OH 45056

VIA EMAIL:
jim@hoteldevelopment.net
ettareed@bayerbecker.com

RE: PC-2025-09, 1701 Lake Forest Drive, ZONING MAP AMENDMENT, 17.95 acres from Multi-Family Residential (R-4) District to Single- and Two-Family Residential (R-2A) District, **Jim Clawson, Applicant**

PC-2025-10, 1701 Lake Forest Drive, PRELIMINARY SUBDIVISION, 34 single-family lots, **Jim Clawson, Applicant**

Dear Mr. Clawson:

On September 16, 2025, the Oxford City Council voted 6-0 (1 absent) to approve your Zoning Map Amendment request and Preliminary Subdivision application for the property located at 1701 Lake Forest Drive. The Preliminary Subdivision was approved with the following conditions and waivers:

1. Consistent with recommendations from the Butler County Soil & Water Conservation District, the developer is advised to take precautions for Lots 1-16 by having geotechnical foundation studies performed prior to the submission of Building Permits.
2. The following note shall be affixed to the final record plat: “High water tables are apparent in this area. If basements are constructed, it is the responsibility of the builder to take special precautions to ensure basements stay dry.”
3. The final record plat shall establish a conservation easement for the southernmost open space parcel wherein Lick Run is situated. The easement terms shall stipulate that the land remain undeveloped and undisturbed, though the terms shall not preclude the establishment of a walking trail.
4. The final landscaping plan shall be revised to include street trees south of Timber Cove Trail.
5. All driveways for Lots 1-34 shall be accessed from either East Southpointe Parkway or Timber Cove Trail. With the exception of the clubhouse, no new driveways shall be permitted from Lake Forest Drive.
6. HOA documentation shall be reviewed by the City Law Director prior to recording.

<https://cityofoxfordoh.sharepoint.com/sites/Boards-and-Commissions/Shared Documents/Planning Commission/2025/PC-2025-10, 1701 Lake Forest Dr, Preliminary Subdivision, Jim Clawson, Applicant/City Council Approval Letter.docx>

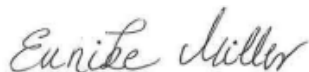
7. A waiver to **Section 1104.04 (403)** hereby granted to allow new public streets (E Southpointe Pkwy and Timber Cove Trl) to be 28 feet wide as opposed to 30 feet wide per the Typical Section in Attachment H.
8. A waiver to **Section 1101.4(404)(D)** is hereby granted to reduce the street network connectivity index from 1.2 to 0.75.
9. A waiver to **Section 1101.5(504)(B)(1)** is hereby granted to reduce the required setback from Lake Forest Drive from 35 feet to 25 feet, thus matching front yard setbacks to be required along the other public streets in the subdivision.
10. A waiver to **Section 1101.5(504)(B)(2)** is hereby granted to permit Lots 14-16 to reduce the rear yard setback required adjacent to the subdivision boundary from 50 feet to 20 feet, thus matching rear yard setbacks for other Lots.
11. Waivers to R-2A district standards as found in **Section 1143.04(c)** are hereby granted as follows:
 - a. Minimum lot width/frontage reduced from 60 feet to 47 feet
 - b. Maximum lot coverage increased from 35% to 60%
 - c. Maximum building coverage increased from 25% to 50%
 - d. Maximum front yard coverage increased from 25% to 40%
 - e. Minimum front yard setback reduced from 30 feet to 25 feet
 - f. Minimum rear yard setback reduced from 30 feet to 20 feet
12. A waiver to **Section 1148.04(b)(2)** is hereby granted to relieve the developer from the tree survey requirement.

The corresponding Ordinances (No. 3836, 3837) are attached to this letter.

The Preliminary Subdivision approval is valid for three (3) years per Oxford Subdivision Regulations **Section 1101.2(201)(D)**.

Should you have any questions related to this action, please contact the Community Development Department at 513-524-5204.

Respectfully,



Eunike Miller
Administrative Assistant
Community Development Department

Cc: File

ORDINANCE NO. 3836

AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF OXFORD OHIO FOR APPROXIMATELY 18 ACRES OF LAND GENERALLY LOCATED AT 1701 LAKE FOREST DRIVE FROM MULTI-FAMILY RESIDENTIAL (R-4) DISTRICT TO SINGLE AND TWO-FAMILY RESIDENTIAL (R-2A) DISTRICT.

WHEREAS, in accordance with Section 1135 of the Codified Ordinances of the City of Oxford, the Oxford Planning Commission held a public hearing on August 12, 2025, on the application of 4 Leaf Development LLC for a Zoning Map Amendment for approximately 18 acres of land generally located at 1701 Lake Forest Drive, Oxford, Ohio, rezoning the land from Multi-Family Residential (R-4) District to Single- and Two-Family Residential (R-2A) District; and

WHEREAS, a Preliminary Subdivision request submitted by 4 Leaf Development LLC is also pending before the Oxford City Council for precisely 17.947 acres of the land presently under consideration for a Zoning Map Amendment, with such request being contingent on approval of the Zoning Map Amendment; and

WHEREAS, the Oxford Planning Commission, after public hearing and due deliberation, recommended approval of the Zoning Map Amendment, finding that the application complies with the Decision Standards of Oxford Codified Ordinance Chapter 1135.

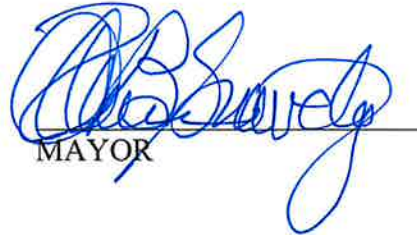
BE IT ORDAINED BY THE COUNCIL OF THE CITY OF OXFORD, BUTLER COUNTY, STATE OF OHIO, THAT:

SECTION 1: Planning Commission held a hearing on August 12, 2025 to consider the amendment. The Commission voted 5-0-0 (2 members absent) to recommend approval of the Zoning Map Amendment to City Council, thus amending the Official Zoning Map.

SECTION 2: Based on the Planning Commission recommendation, the City Manager and Community Development Director also recommend that the Official Zoning Map be amended to R-2A for approximately 18 acres of land generally located at 1701 Lake Forest Drive.

SECTION 3: Council accepts the recommendation of the City Manager and Community Development Director to amend the Official Zoning Map to R-2A.

SECTION 4: This Ordinance shall take effect at the earliest time allowed by law.



MAYOR

ADOPTED: SEPTEMBER 16, 2025

ATTEST: Heather Barber
CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: DAVID PRYTHERCH

PREPARED BY: COMMUNITY DEVELOPMENT STAFF

CHECKED BY: LAW

ORDINANCE NO. 3837

AN ORDINANCE APPROVING A PRELIMINARY SUBDIVISION NAMED “LAKE FOREST COVE,” SUBMITTED BY 4 LEAF DEVELOPMENT LLC FOR 34 SINGLE-FAMILY RESIDENTIAL LOTS TO BE SITUATED ON 17.947 ACRES CURRENTLY ADDRESSED AS 1701 LAKE FOREST DRIVE, OXFORD OHIO 45056, WITH CONDITIONS.

WHEREAS, the Planning Commission met pursuant to Oxford Codified Ordinance Section 1101.2 on August 12, 2025 for the purpose of considering a Preliminary Subdivision submitted by 4 Leaf Development LLC for a development consisting of 34 single-family lots situated on 17.947 acres currently addressed as 1701 Lake Forest Drive, Oxford, Ohio 45056; and

WHEREAS, the Planning Commission, after a public hearing and discussion, voted and approved a motion recommending approval of the Preliminary Subdivision submitted by 4 Leaf Development LLC for a development consisting of 34 single-family lots situated on 17.947 acres currently addressed as 1701 Lake Forest Drive, Oxford, Ohio 45056 with the following conditions:

1. Consistent with recommendations from the Butler County Soil & Water Conservation District, the developer is advised to take precautions for Lots 1-16 by having geotechnical foundation studies performed prior to the submission of Building Permits.
2. The following note shall be affixed to the final record plat: “High water tables are apparent in this area. If basements are constructed, it is the responsibility of the builder to take special precautions to ensure basements stay dry.”
3. The final record plat shall establish a conservation easement for the southernmost open space parcel wherein Lick Run is situated. The easement terms shall stipulate that the land remain undeveloped and undisturbed, though the terms shall not preclude the establishment of a walking trail.
4. The final landscaping plan shall be revised to include street trees south of Timber Cove Trail.
5. All driveways for Lots 1-34 shall be accessed from either East Southpointe Parkway or Timber Cove Trail. With the exception of the clubhouse, no new driveways shall be permitted from Lake Forest Drive.
6. HOA documentation shall be reviewed by the City Law Director prior to recording.
7. A waiver to Section 1104.04 (403) is hereby granted to allow new public streets (E Southpointe Pkwy and Timber Cove Trl) to be 28 feet wide as opposed to 30 feet wide per the Typical Section in Attachment H.
8. A waiver to Section 1101.4(404)(D) is hereby granted to reduce the street network connectivity index from 1.2 to 0.75.
9. A waiver to Section 1101.5(504)(B)(1) is hereby granted to reduce the required setback from Lake Forest Drive from 35 feet to 25 feet, thus matching front yard setbacks to be required along the other public streets in the subdivision.

10. A waiver to Section 1101.5(504)(B)(2) is hereby granted to permit Lots 14-16 to reduce the rear yard setback required adjacent to the subdivision boundary from 50 feet to 20 feet, thus matching rear yard setbacks for other Lots.
11. Waivers to R-2A district standards as found in Section 1143.04(c) are hereby granted as follows:
 - a. Minimum lot width/frontage reduced from 60 feet to 47 feet
 - b. Maximum lot coverage increased from 35% to 60%
 - c. Maximum building coverage increased from 25% to 50%
 - d. Maximum front yard coverage increased from 25% to 40%
 - e. Minimum front yard setback reduced from 30 feet to 25 feet
 - f. Minimum rear yard setback reduced from 30 feet to 20 feet
12. A waiver to Section 1148.04(b)(2) is hereby granted to relieve the developer from the tree survey requirement.

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

SECTION 1: Council hereby accepts the action of the Planning Commission, and further grants the approval of a Preliminary Subdivision submitted by 4 Leaf Development LLC for a development consisting of 34 townhomes situated on 17.947 acres currently addressed as 1701 Lake Forest Drive, Oxford, Ohio 45056 with the following conditions:

1. Consistent with recommendations from the Butler County Soil & Water Conservation District, the developer is advised to take precautions for Lots 1-16 by having geotechnical foundation studies performed prior to the submission of Building Permits.
2. The following note shall be affixed to the final record plat: "High water tables are apparent in this area. If basements are constructed, it is the responsibility of the builder to take special precautions to ensure basements stay dry."
3. The final record plat shall establish a conservation easement for the southernmost open space parcel wherein Lick Run is situated. The easement terms shall stipulate that the land remain undeveloped and undisturbed, though the terms shall not preclude the establishment of a walking trail.
4. The final landscaping plan shall be revised to include street trees south of Timber Cove Trail.
5. All driveways for Lots 1-34 shall be accessed from either East Southpointe Parkway or Timber Cove Trail. With the exception of the clubhouse, no new driveways shall be permitted from Lake Forest Drive.
6. HOA documentation shall be reviewed by the City Law Director prior to recording.
7. A waiver to Section 1104.04 (403) hereby granted to allow new public streets (E Southpointe Pkwy and Timber Cove Trl) to be 28 feet wide as opposed to 30 feet wide per the Typical Section in Attachment H.
8. A waiver to Section 1101.4(404)(D) is hereby granted to reduce the street network

connectivity index from 1.2 to 0.75.

9. A waiver to Section 1101.5(504)(B)(1) is hereby granted to reduce the required setback from Lake Forest Drive from 35 feet to 25 feet, thus matching front yard setbacks to be required along the other public streets in the subdivision.
10. A waiver to Section 1101.5(504)(B)(2) is hereby granted to permit Lots 14-16 to reduce the rear yard setback required adjacent to the subdivision boundary from 50 feet to 20 feet, thus matching rear yard setbacks for other Lots.
11. Waivers to R-2A district standards as found in Section 1143.04(c) are hereby granted as follows:
 - a. Minimum lot width/frontage reduced from 60 feet to 47 feet
 - b. Maximum lot coverage increased from 35% to 60%
 - c. Maximum building coverage increased from 25% to 50%
 - d. Maximum front yard coverage increased from 25% to 40%
 - e. Minimum front yard setback reduced from 30 feet to 25 feet
 - f. Minimum rear yard setback reduced from 30 feet to 20 feet
12. A waiver to Section 1148.04(b)(2) is hereby granted to relieve the developer from the tree survey requirement.

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



MAYOR

ADOPTED: SEPTEMBER 16, 2025

ATTEST:



CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: DAVID PRYTHERCH

PREPARED BY: PLANNING STAFF

CHECKED BY: LAW



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

STAFF REPORT

ORIGINATING DEPARTMENT:	Finance
PREPARED BY:	Heidi Ridenour
DATE PREPARED:	5/26/2026
COUNCIL MEETING DATE:	June 16, 2026
AGENDA TITLE:	An Ordinance Amending Ordinance No. 3844 Supplemental Budget Ordinance Number 3 To Make Supplemental Appropriations For Fiscal Year 2026. (Heidi Ridenour, Finance Director)
COUNCIL GOAL AREA:	Fiscal Responsibility
BUDGETED AMOUNT:	\$26,119,684.00
ACCOUNT CODE:	
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	DRE HR

DISCUSSION:

Issue 1: \$24,000,000.00 – Water Improvement Fund (322)

To make adjustment to budgeted revenue and appropriations for the OWDA loan and Expenditure of the Water Plant Softening Plant.

Issue 2: \$389,379.00 – Water Improvement Fund (322)

To make adjustment to budgeted revenue \$118,698.00 current year (prior year collection of \$270,681.00) from PFAS settlement and appropriation of the Water Softening Plant.

Issue 3: \$1,730,305.00 – Transfer from CBC’s

\$717,375.00 - 381 Capacity Benefits NE

\$268,241.00 – 382 Capacity Benefits NW

\$401,762.00 – 383 Capacity Benefits SE

\$342,927.00- 384 Capacity Benefits SW

To make adjustment to budgeted appropriation of the Wastewater CBC's to transfer to Water Improvement Fund then make appropriation of Wastewater improvement Fund 322.

ORDINANCE NO.

AN ORDINANCE AMENDING ORDINANCE NO. 3844 SUPPLEMENTAL BUDGET ORDINANCE NUMBER 3 TO MAKE SUPPLEMENTAL APPROPRIATIONS FOR FISCAL YEAR 2026.

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

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;

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

Water Improvement Fund 322	24,000,000.00
Water Improvement Fund 322	118,698.00

SECTION 3: The following increase/(decrease) in expenditures be made:

Water Improvement Fund 322	24,000,000.00
Water Improvement Fund 322	389,379.00
Water CBC NE Fund 381	717,375.00
Water CBC NW Fund 382	268,241.00
Water CBC SE Fund 383	401,762.00
Water CBC SW Fund 384	342,927.00

SECTION 4: The following transfers be executed:

Water CBC NE Fund 381	717,375.00
Water CBC NW Fund 382	268,241.00
Water CBC SE Fund 383	401,762.00
Water CBC SW Fund 384	342,927.00

SECTION 5: The following increase/(decrease) in revenue be made:

Water Improvement Fund 322	1,730,305.00
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SECTION 6: The following increase/(decrease) in expenditures be made:

Water Improvement Fund 322	1,730,305.00
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SECTION 7: In all other respects, Ordinance No. 3844 shall remain in full force and effect.

SECTION 8: This ordinance shall take effect immediately upon its adoption.

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: MICHAEL SMITH

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:	Heidi Ridenour
DATE PREPARED:	5/26/2026
COUNCIL MEETING DATE:	June 16, 2026
AGENDA TITLE:	An Ordinance Authorizing The Tax Budget For The Year 2027 And Directing That The Same Be Transmitted To The Butler County Auditor. (Heidi Ridenour, Finance Director)
COUNCIL GOAL AREA:	Fiscal Responsibility
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	DRE HR

DISCUSSION:

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

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

This tax budget provides our first glimpse at 2027's General Fund budget. We have prepared this budget with minimal change from the 2026 budget. See "Exhibit B" for the General Fund and "Exhibit C" for all other Funds.

ORDINANCE NO.

AN ORDINANCE AUTHORIZING THE TAX BUDGET FOR THE YEAR 2027 AND DIRECTING THAT THE SAME BE TRANSMITTED TO THE BUTLER COUNTY AUDITOR.

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

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

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

SECTION 1: The year 2027 tax budget, attached hereto as Exhibit “A” for the City of Oxford is hereby adopted and the Finance Director is directed to transmit a copy of said budget to the Butler County Auditor.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: MICHAEL SMITH

PREPARED BY: LAW (STAFF)

City or Village of Oxford
Butler County, Ohio
 (Date) June 16, 2026
 Year

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

To the auditor of said County:

The following Budget year beginning January 1, 2027, has been adopted by Council and is herewith submitted for the consideration of the County Budget Commission.

Signed _____
 Title Finance Director

SCHEDULE A

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

For Municipal Use		For Budget Commission Use		For County Auditor Use	
FUND <small>(Include only those funds which are requesting general property tax revenue)</small>	Budget Year Amount Requested of Budget Commission Inside/Outside	Budget Year Amount Approved by Budget Commission Inside 10 Mill Limitation	Budget Year Amount to be Derived From Levies Outside 10 Mill Limitation	County Auditor's estimate of Tax Rate to be Levied	
				Inside 10 Mill Limit Budget Year	Outside 10 Mill Limit Budget Year
	Column 1	Column 2	Column 3	Column 4	Column 5
GOVERNMENT FUNDS					
GENERAL FUND	1,800,000				
SPECIAL REVENUE FUNDS	2,703,546				
DEBT SERVICE FUNDS					
CAPITAL PROJECTS FUNDS					
PROPRIETARY FUNDS					
FIDUCIARY FUNDS					
AGENCY FUNDS					
TOTAL OF ALL FUNDS	4,503,546	0	0	0	0

SCHEDULE B

LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES

FUND	Maximum Rate Authorized to be Levied	Tax Year County Auditor's Estimate of Yield of Levy (Carry to Schedule A, Column 3)
GENERAL FUND: Current Expense Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Current Expense Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Current Expense Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Current Expense Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Current Expense Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Current Expense Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Current Expense Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C.		
TOTAL GENERAL FUND OUTSIDE 10 MILL LIMITATION		
SPECIAL LEVY FUNDS: Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C.		

DESCRIPTION (1)	For 2024 Actual (2)	For 2025 Actual (3)	Current Year Estimated for 2026 (4)	Budget Year Estimated for 2027 (5)
REVENUES				
Local Taxes				
General Property Tax - Real Estate	1,677,439.29	1,632,257.23	1,814,000.00	1,800,000.00
10% Rollback & Homestead	134,698.95	128,028.03	136,000.00	128,028.03
Tangible Personal Property Tax	-	-	-	-
Municipal Income Tax	10,230,621.94	10,807,961.36	10,639,850.00	11,240,279.81
Other Local Taxes	327,103.92	347,502.41	430,000.00	360,000.00
Total Local Taxes	12,369,864.10	12,915,749.03	13,019,850.00	13,528,307.84
Intergovernmental Revenues				
State Shared Taxes and Permits	-	-	-	-
Local Government	545,328.20	588,378.75	581,831.00	581,831.00
Estate Tax	-	-	-	-
Cigarette Tax	808.98	700.62	800.00	800.00
License Tax	-	-	-	-
Liquor and Beer Permits	72,154.81	49,236.95	38,000.00	38,000.00
Excise Tax	-	-	-	-
Library and Local Government Support Fund	-	-	-	200,000.00
Property Tax Allocation	-	-	-	-
Other State Shared Taxes and Permits	-	-	-	-
Total State Shared Taxes and Permits	618,291.99	638,316.32	620,631.00	820,631.00
Federal Grants or Aid	91,146.53	15,554.25	-	-
State Grants or Aid	33,000.00	104,586.05	49,883.00	104,586.05
Other Grants or Aid	189,815.36	258,937.98	274,500.00	265,937.98
Total Intergovernmental Revenues	932,253.88	1,017,394.60	945,014.00	1,191,155.03
Special Assessments	-	-	-	-
Charges for Services	931,132.11	858,358.15	910,060.00	884,108.89
Fines, Licenses, and Permits	706,794.16	718,939.77	798,500.00	798,500.00
Miscellaneous	915,573.58	875,910.34	671,779.00	671,779.00
Other Financing Sources:				
Proceeds from Sale of Debt	-	-	-	-
Transfers	152,210.00	161,589.00	173,828.00	173,828.00
Advances	3,905,000.00	2,760,489.00	3,755,000.00	355,000.00
Other Sources				
TOTAL REVENUES	19,912,827.83	19,308,429.89	20,274,031.00	17,602,678.77

DESCRIPTION (1)	For 2024 Actual (2)	For 2025 Actual (3)	Current Year Estimated for 2026 (4)	Budget Year Estimated for 2027 (5)
EXPENDITURES				
Security of Persons and Property				
Personal Services	5,616,514.46	5,675,314.79	6,619,352.00	6,817,932.56
Travel Transportation	-	-	-	-
Contractual Services	1,113,836.52	1,068,085.15	1,259,462.00	1,236,857.00
Supplies and Materials	-	-	-	-
Capital Outlay	-	-	-	-
Total Security of Persons and Property	6,730,350.98	6,743,399.94	7,878,814.00	8,054,789.56
Public Health Services				
Personal Services	52,876.36	92,047.00	147,380.00	151,801.40
Travel Transportation	-	-	-	-
Contractual Services	187,433.57	209,725.54	206,523.00	206,523.00
Supplies and Materials	-	-	-	-
Capital Outlay	-	-	-	-
Total Public Health Services	240,309.93	301,772.54	353,903.00	358,324.40
Leisure Time Activities				
Personal Services	1,490,728.77	1,586,458.27	1,754,522.00	1,807,157.66
Travel Transportation	-	-	-	-
Contractual Services	582,827.05	638,858.28	671,317.00	671,317.00
Supplies and Materials	-	-	-	-
Capital Outlay	-	-	-	-
Total Leisure Time Activities	2,073,555.82	2,225,316.55	2,425,839.00	2,478,474.66
Community Environment				
Personal Services	764,955.40	805,318.68	857,382.00	833,736.33
Travel Transportation	-	-	-	-
Contractual Services	279,307.05	304,181.27	404,787.00	404,787.00
Supplies and Materials	-	-	-	-
Capital Outlay	-	-	-	-
Total Community Environment	1,044,262.45	1,109,499.95	1,262,169.00	1,238,523.33
Basic Utility Services				
Personal Services				
Travel Transportation				
Contractual Services				
Supplies and Materials				
Capital Outlay				
Total Basic Utility Services	-	-	-	-

DESCRIPTION (1)	For 2024 Actual (2)	For 2025 Actual (3)	Current Year Estimated for 2026 (4)	Budget Year Estimated for 2027 (5)
EXPENDITURES				
Transportation				
Personal Services	-	-	-	-
Travel Transportation	-	-	-	-
Contractual Services	-	-	-	-
Supplies and Materials	-	-	-	-
Capital Outlay	-	-	-	-
Total Transportation	-	-	-	-
General Government				
Personal Services	1,169,423.24	1,370,015.58	1,302,766.00	1,341,848.98
Travel Transportation	-	-	-	-
Contractual Services	1,261,969.47	1,019,414.23	1,529,288.00	1,529,288.00
Supplies and Materials	-	-	-	-
Capital Outlay	-	-	-	-
Total General Government	2,431,392.71	2,389,429.81	2,832,054.00	2,871,136.98
Debt Service				
Redemption of Principal	-	-	-	-
Interest	-	-	-	-
Other Debt Service	-	-	-	-
Total Debt Service	-	-	-	-
Other Uses of Funds				
Transfers	3,016,922.58	5,611,995.00	2,027,400.00	2,032,400.00
Advances	3,905,000.00	6,160,489.00	355,000.00	3,455,000.00
Contingencies	-	-	40,000.00	40,000.00
Other Uses of Funds	-	-	-	-
Total Other Uses of Funds	6,921,922.58	11,772,484.00	2,422,400.00	5,527,400.00
TOTAL EXPENDITURES	19,441,794.47	24,541,902.79	17,175,179.00	20,528,648.93
Revenues over/(under) Expenditures	471,033.36	(5,233,472.90)	3,098,852.00	(2,925,970.16)
Beginning Cash Balance	8,764,479.78	9,235,513.14	4,002,040.24	6,986,409.55
Ending Cash Fund Balance	9,235,513.14	4,002,040.24	7,100,892.24	4,060,439.39
Rounding	(0.02)	(1.79)	0.38	-
Outstanding Advances to be repaid				
Estimated Encumbrances (outstanding at year end)	65,508.11	114,483.07	114,483.07	-
Estimated Ending Unencumbered Fund Balance	9,170,005.01	3,887,555.38	6,986,409.55	4,060,439.39

FUND List All Funds Individually Unless Reported on Exhibit I or II	Estimated Unencumbered Fund Balance 1/1/2027	Budget Year Estimated Receipt	Total Available For Expenditures	Personal Services	Other	Total	Estimated Unencumbered Fund Balance 12/31/2027
GOVERNMENTAL: SPECIAL SERVICE:							
Street	657,997.21	1,259,000.00	1,916,997.21	1,048,245.00	293,564.00	1,341,809.00	575,188.21
State Highway Improvement	158,501.95	37,000.00	195,501.95		20,200.00	20,200.00	175,301.95
Community Development Block Grant	39,884.76	131,000.00	170,884.76		131,000.00	131,000.00	39,884.76
Community Development Block Loan	622,330.10	31,900.00	160,000.00		160,000.00	160,000.00	0.00
Parking Meter	541,084.63	961,450.00	1,502,534.63	495,535.00	477,853.00	973,388.00	529,146.63
Life Squad	33,229.45	765.00	33,994.45			0.00	33,994.45
Affordable Housing Trust	131,714.57	123,055.00	254,769.57		71,800.00	71,800.00	182,969.57
Law Enforcement Trust	77,925.71	8,165.00	86,090.71		9,000.00	9,000.00	77,090.71
Enforcement & Education	59,374.41	2,075.00	61,449.41		18,000.00	18,000.00	43,449.41
FEMA	0.00		0.00			0.00	0.00
Fire/EMS	2,303,666.28	5,672,670.00	7,976,336.28	4,108,463.00	1,441,191.00	5,549,654.00	2,426,682.28
OVI Task Force	1,793.20	500,000.00	501,793.20	59,866.00	440,134.00	500,000.00	1,793.20
South Pointe TIF District 1	323,029.23	452,383.04	775,412.27		270,291.00	270,291.00	505,121.27
South Pointe TIF District 2	9,135.52	11,163.00	20,298.52		6,868.00	6,868.00	13,430.52
South Pointe TIF District 3	12,686.83	16,579.00	29,265.83		10,306.00	10,306.00	18,959.83
South Pointe TIF District 4	11,828.09	16,083.00	27,911.09		10,281.00	10,281.00	17,630.09
South Pointe TIF District 5	12,413.16	16,451.00	28,864.16		10,229.00	10,229.00	18,635.16
OAT Property Tax Fund	13,000.00	1,149,000.00	1,162,000.00		1,137,097.00	1,137,097.00	24,903.00
Fire Loss Claims	0.00	0.00	0.00			0.00	0.00
Small Business Loan Fund	2,939.28	0.00	2,939.28		0.00	0.00	2,939.28
Local Coronavirus Relief	0.00	0.00	0.00			0.00	0.00
Coronavirus Local Fiscal Recovery Fund	101,133.32	0.00	101,133.32		100,000.00	100,000.00	1,133.32
Opioid Settlement Fund	169,012.22	30,000.00	199,012.22			0.00	199,012.22
Fire/EMS Property Tax Levy Fund	47,500.00	1,332,500.00	1,380,000.00		1,270,000.00	1,270,000.00	110,000.00
Economic Development Fund	149,267.82	124,000.00	273,267.82		40,000.00	40,000.00	233,267.82
TOTAL SPECIAL REVENUE FUNDS	5,479,447.74	11,875,239.04	16,860,456.68	5,712,109.00	4,607,814.00	10,319,923.00	4,887,265.86

FUND List All Funds Individually Unless Reported on Exhibit I or II	Estimated Unencumbered Fund Balance 1/1/2027	Budget Year Estimated Receipt	Total Available For Expenditures	Personal Services	Other	Total	Estimated Unencumbered Fund Balance 12/31/2027
DEBT SERVICE FUNDS							
Aquatic Center Debt Service Fund	0.00	308,400.00	308,400.00		308,400.00	308,400.00	0.00
Southpointe TIF Debt Service	0.00	303,000.00	303,000.00		303,000.00	303,000.00	0.00
TOTAL DEBIT SERVICE FUNDS	0.00	611,400.00	611,400.00		611,400.00	611,400.00	0.00
CAPITAL PROJECT FUNDS							
Capital Equipment	1,886,551.11	100,000.00	1,986,551.11		705,300.00	705,300.00	1,281,251.11
Capital Improvement	1,066,030.17	2,000,000.00	3,066,030.17		1,800,000.00	1,800,000.00	1,266,030.17
Parking Lot Improvement	64,200.05	15,000.00	79,200.05		15,000.00	15,000.00	64,200.05
Municipal Facilities Capital Improvement	83,146.71		83,146.71		0.00	0.00	83,146.71
Oxford Area Trails Capital Improvement Fund	969,138.66	1,125,000.00	2,094,138.66	42,000.00	1,000,000.00	1,042,000.00	1,052,138.66
Aquatic Center Capital Improvement Fund	500.00		500.00			0.00	500.00
Southpointe Roadway TIF Capital Improvement	0.00		0.00			0.00	0.00
TOTAL CAPITAL PROJECTS	4,069,566.70	3,240,000.00	7,309,566.70		3,520,300.00	3,562,300.00	3,747,266.70
Special Assessment	142,935.82	200,000.00	342,935.82		300,000.00	300,000.00	42,935.82
TOTAL SPECIAL ASSESSMENT	142,935.82	200,000.00	342,935.82	0.00	300,000.00	300,000.00	42,935.82

FUND List All Funds Individually Unless Reported on Exhibit I or II	Estimated Unencumbered Fund Balance 1/1/2027	Budget Year Estimated Receipt	Total Available For Expenditures	Personal Services	Other	Total	Estimated Unencumbered Fund Balance 12/31/2027
PROPRIETARY: ENTERPRISE FUNDS							
Water Capital Equipment	145,875.24	70,000.00	215,875.24		100,000.00	100,000.00	115,875.24
Water Operating	4,162,694.34	3,200,000.00	7,362,694.34	2,052,089.00	1,535,424.00	3,587,513.00	3,775,181.34
Water Improvement	2,698,469.12	0.00	2,698,469.12		600,000.00	600,000.00	2,098,469.12
Water Capacity Benefit Fund NE	760,742.93	16,477.00	777,219.93			0.00	777,219.93
Water Capacity Benefit Fund NW	284,245.56	5,760.00	290,005.56			0.00	290,005.56
Water Capacity Benefit Fund SE	426,049.78	8,646.00	434,695.78			0.00	434,695.78
Water Capacity Benefit Fund SW	326,614.23	6,645.00	333,259.23			0.00	333,259.23
Sewer Capital Equipment	183,575.01	25,000.00	208,575.01		200,000.00	200,000.00	8,575.01
Sewer Operating	2,338,712.54	3,336,491.00	5,675,203.54	2,298,325.00	1,415,290.00	3,713,615.00	1,961,588.54
Sewer Improvement	545,252.38	170,000.00	715,252.38		170,000.00	170,000.00	545,252.38
Sewer Capacity Benefit Fund NE	180,964.89	13,248.00	194,212.89			0.00	194,212.89
Sewer Capacity Benefit Fund NW	76,811.69	5,688.00	82,499.69			0.00	82,499.69
Sewer Capacity Benefit Fund SE	49,237.18	3,715.00	52,952.18			0.00	52,952.18
Sewer Capacity Benefit Fund SW	86,527.72	6,333.00	92,860.72			0.00	92,860.72
Solid Waste	435,502.41	2,270,025.00	2,705,527.41	214,753.00	2,253,868.00	2,468,621.00	236,906.41
Stormwater Utility	64,912.73	31,563.00	96,475.73		30,000.00	30,000.00	66,475.73
Landfill Post-Closure	1,145,070.69	45,000.00	1,190,070.69		151,400.00	151,400.00	1,038,670.69
TOTAL ENTERPRISE FUNDS	13,911,258.44	9,214,591.00	23,125,849.44	4,565,167.00	6,455,982.00	11,021,149.00	12,104,700.44

FUND List All Funds Individually Unless Reported on Exhibit I or II	Estimated Unencumbered Fund Balance 1/1/2027	Budget Year Estimated Receipt	Total Available For Expenditures	Personal Services	Other	Total	Estimated Unencumbered Fund Balance 12/31/2027
INTERNAL SERVICE FUNDS							
Internal Service Fund	92,485.45	355,886.00	448,371.45		355,886.00	355,886.00	92,485.45
Employee Benefits Fund	569,056.07	2,826,273.00	3,395,329.07		2,928,809.00	2,928,809.00	466,520.07
TOTAL INTERNAL SERVICE FUNDS	661,541.52	3,182,159.00	3,843,700.52	0.00	3,284,695.00	3,284,695.00	559,005.52
FIDUCIARY: TRUST AND AGENCY FUNDS							
Board of Building Standards Fund	0.00	5,500.00	5,500.00		5,500.00	5,500.00	0.00
Hotel Tax Agency Fund	0.00	458,000.00	458,000.00		458,000.00	458,000.00	0.00
TOTAL TRUST AND AGENCY FUNDS	0.00	463,500.00	463,500.00	0.00	463,500.00	463,500.00	0.00
TOTAL FOR MEMORANDUM ONLY	24,264,750.21	28,786,889.04	52,557,409.15	10,277,276.00	19,243,691.00	29,562,967.00	21,341,174.33

