



OXFORD CITY COUNCIL

Meeting Minutes

Tuesday, July 20, 2021

TUESDAY, JULY 20, 2021

Roll Call.

A Regular meeting of the Oxford City Council was called to Order by Mayor Mike Smith at 7:30 p.m. Members present were: Jason Bracken, David Prytherch, Chantel Raghu, William Snavelly and Edna Southard. Glenn Ellerbe was excused.

Staff members present were: Doug Elliott, City Manager, Jessica Greene, Assistant City Manager, Mike Dreisbach, Service Director, Joe Newlin, Finance Director, John Jones, Police Chief, Geoff Robinson, Police Lieutenant, John Detherage, Fire Chief, Casey Wooddell, Parks and Recreation Director, Chris Conard, Law Director and Mary Ann Eaton, Clerk of Council.

Approval of Agenda.

Ms. Southard moved to approve the agenda. Mr. Snavelly seconded. The motion passed 6-0-0.

Public Participation.

Proclamation – "Chief John McCandless Day"

Proclamation

Mayor Smith read the Proclamation and presented it to MUPD Police Chief John McCandless who is retiring from the Miami University Police Department effective July 31, 2021.

Chief Jones noted he was excited that Council was recognizing Chief McCandless and advised Chief McCandless has been a mentor to him since he took over as Police Chief for OPD. Chief Jones noted Chief McCandless has been a great partner to work with and he was sad to see him go although he was excited for him to begin his retirement which he deserved. Chief Jones noted he appreciated everything Chief McCandless has done for the City in general.

Chief McCandless thanked Mayor Smith for the Proclamation noting when Chief Jones told him he was getting something he was secretly hoping it would be a big "Key to the City". Chief McCandless thanked Mr. Elliott and his staff noting 17 years of dealing with university and City issues has been a pleasure because Mr. Elliott and his staff are so professional. Chief McCandless noted he had the honor of working with Chief Schwein, Chief Holzworth and Chief Jones and advised he felt all of them are outstanding human beings and great Police Chiefs. Chief McCandless noted when he arrived 17 years ago the Memo of Understanding between the two departments talked more about not going into each others jurisdiction and today, the two

police departments are nearly interchangeable in what they do and how they work together and advised a lot of that is attributable to Chief Jones. Chief McCandless noted one of the hardest things about leaving Oxford was leaving his friendship with Chief Jones and Chief Detherage and advised he would miss them both dearly. Chief McCandless introduced Captain Steve VanWinkle and advised he would soon be the new Police Chief of the Miami University Police Department. Chief McCandless noted his hope Chief Jones and Captain VanWinkle would continue the outstanding legacy of providing outstanding police services to the Oxford community. Chief McCandless thanked everyone for allowing him to be part of such a wonderful place for 17 years noting he felt there were very few places that can rival the City of Oxford and the quality and character of the people who work here.

Public Comments.

Ms. Ann Fuehrer, Executive Director of TOPSS (Talawanda Oxford Pantry & Social Services) advised she attended the Work Session this evening and applauded the work of the City Manager's office. Ms. Fuehrer noted Ms. Greene has done a wonderful job of consulting with local non-profits. Ms. Fuehrer advised she wanted to speak to the importance of prioritizing the investment in affordable, transitional and emergency shelter housing in the community. Ms. Fuehrer noted she echoed personally and in her professional role the need for emergency, cold tornado shelter in the community. Ms. Fuehrer advised this has to be done carefully because those are different kinds of shelter that could require very different specifications. Ms. Fuehrer noted she felt it was possible to think creatively to work towards combining them in some way in a new facility.

Ms. Fuehrer advised she and a Council member working at TOPSS over the last week have had three separate encounters with a person who is living on the streets, has addiction related issues, mental health issues, has been evicted from residency at Parkview Arms and has challenges with family members and a dog. Ms. Fuehrer noted during the three encounters the person was tremendously distraught.

Ms. Fuehrer advised TOPSS would gladly be a partner (possibly fundraising) in such an endeavor to establish a commercial kitchen in a new facility. Ms. Fuehrer provided an update on the use of the CARES Act funding TOPSS received from the City last fall noting they purchased a van in collaboration with the Oxford Farmers Market. Ms. Fuehrer advised TOPSS finally began the operation of a mobile food pantry last Thursday serving residents at Parkview Arms two days a week.

Consent Agenda.

Minutes of the June 15, 2021 City Council Meeting. (Mary Ann Eaton, Clerk of Council)

Minutes

Minutes of the July 6, 2021 City Council Meeting. (Mary Ann Eaton, Clerk of Council)

Minutes

Report regarding the July 7, 2021 Environmental Commission Meeting. (Mike Dreisbach, Service Director)

Report

A Resolution authorizing the City Manager to enter into an agreement with Canon Solutions America for a 60-month lease of a Canon imagePRESS C165 color copier through state contract pricing. (Kim Newton, Human Resources Manager)

Staff Report/Resolution

A Resolution authorizing the City Manager to enter into an agreement with Pitney Bowes for a 60-month lease for new postage equipment and meter rental through state contract pricing. (Kim Newton, Human Resources Manager)

Staff Report/Resolution

A Resolution authorizing the Oxford Division of Police to retain for use by the municipality certain unclaimed property in its possession. (John Jones, Police Chief)

Staff Report/Resolution

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

Staff Report/Resolution

Mr. Snavely moved to approve the Consent Agenda. Ms. Southard seconded. The motion passed 7-0-0.

Resolutions.

A Resolution No. 7322 establishing 1021 to 1040 Arrowhead Drive as a Residential Permitted Parking Zone, twenty-four (24) hours a day, seven (7) days a week. (John Jones, Police Chief)

Staff Report/Resolution

Chief Jones advised citizens petitioned for a Residential Permitted Parking (RPP) area noting the conversation started when Acorn Circle became a RPP area and pushed some student parking into the Arrowhead Drive area. Chief Jones advised the petitioner Shana Rosenberg obtained the required signatures in the neighborhood and OPD conducted the required studies and found the area was well above the occupancy threshold for the area. Chief Jones noted the Oxford Parking & Transportation Advisory Board held a Public Hearing, reviewed the petition, and recommended approval.

Ms. Shana Rosenberg, 1036 Arrowhead Drive, thanked Angela Schatzle of the Oxford Parking Unit noting she did an amazing of researching whether the requirements were fulfilled for establishing a RPP area. Ms. Rosenberg advised she felt Ms. Schatzle's presentation at the Public Hearing was amazing and noted she was in the neighborhood several times to collect the required data. Ms. Rosenberg thanked Council for considering the petition.

Mr. Snavely moved to adopt Resolution No. 7322. Ms. Southard seconded. The motion passed 7-0-0.

Ordinances.

First Reading.

An Ordinance Repealing Oxford Codified Ordinance Chapter 183, Entitled "Hotel and Convention Tax," And Adopting New Oxford Codified Ordinance Chapter 183 Entitled "Hotel, Short-Term Rental And Convention Tax". (Doug Elliott, City Manager)

Staff Report/Ordinance

Mr. Elliott read his staff report into the record as follows: "City Council has discussed the need to expand the City's Convention and Hotel Tax Tax to include Short-Term Rentals or Transient Lodging. The City began a registration requirement in 2019 for Short-Term Rentals. The Business Regulation Code was updated in 2020 to account for Short-Term Rentals or Transient Lodging. A Short-Term Rental or Transient Lodging is defined as a dwelling unit or portion thereof where sleeping accommodations are offered for compensation to transient users occupying a room or rooms for a period of less than thirty (30) days duration. The attached Ordinance expands the city's Hotel and Convention Tax to include Short-Term Rentals or

Transient Lodging. The amount of excise tax is 6% which includes a 3% Convention Tax and a 3% Hotel Tax. The proposed disposition of the Convention Tax at 3% will go to Enjoy Oxford (Oxford's Visitors and Convention Bureau) and the Hotel Tax at 3% to the City's Housing Trust Fund. The tax will be effective January 1, 2022 in order to provide sufficient time to publicize this new tax requirement." Mr. Elliott noted the business school provided a summary showing a tax revenue estimate of \$411,000 for 2019 which would generate approximately \$25,000 half of which would go to Enjoy Oxford and half of which would go the the Housing Trust Fund. Mr. Elliott recommended approval of the proposed Ordinance at the next meeting.

There were no comments from the public.

Mr. Snavely advised he felt this was long overdue noting short term rental owners should play by the same rules as hotel and motel owners. Mr. Snavely advised he felt it was appropriate and he was glad to see Council considering it.

Ms. Southard noted she was glad to see the proposed Ordinance before Council and noted she felt Council should be very much in favor of it.

Mr. Prytherch inquired about the mechanics of collecting the taxes. Ms. Greene advised Airbnb has a feature for the property owners to enter the tax although it will be up to the property owner to collect it and send it to the City. Ms. Greene noted staff will need to monitor the Airbnb property owners and let them know of the new rule. Ms. Greene advised eventually the City's proposed non-profit housing group would have an interest in watching this revenue stream.

Mr. Snavely inquired if the City was going to monitor whether short term rentals are really registered. Ms. Greene advised staff planned to do some spot checks. Mr. Elliott noted a penalty for not registering was built into the Ordinance although it would take some policing. Mr. Elliott encouraged neighbors to help with the policing.

Mr. Prytherch inquired how this changes things for the Business and Convention Bureau. Mr. Elliott advised approximately 4 years ago they did not get 100% of the 3% convention tax noting they received approximately 87% of the 3%. Mr. Elliott advised staff introduced legislation to give them the full 3%. Mr. Conard advised there was a hotel tax and a short term lodging tax and they are both 3%.

Ms. Southard noted no money from the tax will support the inspection of the short term rental properties that will have to be done. Mr. Newlin advised there was a rental inspection fee per unit.

An Ordinance Accepting The Annexation Petition From Douglas R. Elliott, Jr. For 22.014 Acres Of Land In The Township Of Oxford, Butler County, Ohio, And Accepting Said Territory To Be Annexed. (Doug Elliott, City Manager)

Staff Report/Ordinance

Mr. Elliott advised this was the final legislation necessary to annex 22.014 acres of land (3 parcels) off of Brookville Road bordering the Oxford Community Park and Autumn Drive. Mr. Elliott noted the annexation petition was filed with the Butler County Commissioners on March 12, 2021 and an expedited Type II process was utilized for the annexation. Mr. Elliott advised he served as the statutory agent for the petitioners. Mr. Elliott noted after the property is annexed to the City, the current Township zoning will continue (A-1 Agricultural) until it is rezoned by the City. Mr. Elliott advised the next item on Council's agenda this evening addresses the rezoning. Mr. recommended Council's adoption of the proposed Ordinance at the next meeting.

There were no comments from the public or from Council.

An Ordinance Accepting The Planning Commission's Recommendation And Granting A Zoning Map Amendment for 22.014 Acres Of Land Located at 6600 Brookville Road, Oxford, Ohio, And Rezoning The Property From Oxford Township A-1 (Agricultural) District to City Of Oxford R-1B

(Single-Family Medium Density Residential) District. (Sam Perry, Community Development Director)

Staff Report/Ordinance

Mr. Perry advised the Planning Commission reviewed the proposed map amendment at their last meeting which was a request of his on behalf of the property owners who propose to sell the property to a developer. Mr. Perry noted the Planning Commission reviewed the Decision Standards for a zoning map amendment and made several findings to recommend approval of the zoning to R-1B. Mr. Perry referred to page 61 of Council's packet and recommended the removal and addition of certain text in the proposed Ordinance for the second reading.

Ms. Southard advised the rezoning could allow the opportunity for Council to reduce the speed limit on Brookville Road noting the speed limit has been an issue with Oxford citizens.

Mr. Prytherch noted he felt one of the consequential things the City can do is annex land and zone it which sets the template for development. Mr. Prytherch advised he felt the Planning Commission's findings reflect the fact that what is being proposed here in terms of the annexation and the zoning conform to a variety of Council goals. Mr. Prytherch noted he felt the proposed zoning was appropriate and advised he appreciated the staff findings. Mr. Prytherch advised he felt the Comprehensive Plan should guide annexations and Council should have input on where land should be annexed. Mr. Prytherch noted he felt the proposed Ordinance conforms to Council's goals.

An Ordinance Amending Ordinance No. 3600. Supplemental Budget Ordinance Number 5 To Make Supplemental Appropriations For Fiscal Year 2021. (Joe Newlin, Finance Director)

Staff Report/Ordinance

Mr. Newlin addressed his staff report as presented on pages 71-72 of Council's packet and offered to answer any questions.

There were no comments from the public.

Mr. Prytherch expressed his appreciation noting there was so much detail related to the City's finances.

Second Reading.

An Ordinance No. 3625 Accepting The Recommendation Of The Planning Commission And Approving A Conditional Use Permit Application To Allow A Single Level Hotel Use Within A New Four Story Building And Granting The Requested Additional 2,500 Square Feet Of Floor Area In The UP (Uptown) District To Be Located At 22 South Beech Street With One Condition. (Sam Perry, Community Development Director)

Staff Report/Ordinance

Mr. Perry advised there was no new information to share since the first reading of the proposed Ordinance. Mr. Perry noted Conditional Uses handle special zoning situations such as hotels, religious institutions, schools and drive-thru restaurants that could potentially cause an impact to the surrounding area. Mr. Perry offered to answer any questions.

Mr. Scott Webb, Architect, advised he had no new information and thanked Council for their patience over the last couple of years as he and his client have worked to get this project off the ground.

There were no comments from the public.

Mayor Smith inquired if the issues were resolved with the proposed dumpster area which Mr. Perry and Mr. Webb addressed.

Mr. Snavelly moved to adopt Ordinance No. 3625. Ms. Southard seconded. The Ordinance was adopted by the following roll call:

AYE: Ms. Raghu, Mr. Snavelly, Ms. Southard, Mr. Bracken, Mr. Prytherch, Mayor Smith (6)

NAY: None (0)

ABS: None (0)

A. Announcements & Communications.

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.

Future Meetings.

Mr. Elliott advised the Government Finance Officers Association (GFOA) recognizes governments that have received GFOA's Certificate of Achievement for Excellence in Financial Reporting, Popular Annual Financial Reporting Award, and the Distinguished Budget Presentation Award. Mr. Elliott noted the City of Oxford has received this Triple Crown Award for Fiscal Year 2019. Mr. Elliott advised the City is one of seven other cities (out of a total of 253 cities in Ohio) to receive this award.

Mr. Elliott advised he participated in the Leadership Meeting on Monday and noted Mike Everett of McCullough Hyde Memorial Hospital/TriHealth reported the hospital has not had any Covid-19 patients although things were changing rapidly. Mr. Elliott shared some of the trends by state including Ohio. Mr. Elliott encouraged everyone who has not to be vaccinated.

Mr. Perry advised a Virtual Public Meeting would take place on August 11 at noon regarding the northwestern arc of the Oxford Area Trail for public input.

Ms. Greene advised the City continues to plan mobile vaccine clinics noting staff was working with the Residents Council at Parkview Arms to help them help staff to figure out the best way to do the clinics in partnership with McCullough-Hyde.

Ms. Greene noted staff was planning a Red Brick Friday Streets & Eat Welcome Back Miami Students event on Friday, August 27 and advised it will be similar to the Red Brick Friday event except the DORA will be turned off.

Ms. Raghu advised this past week she talked with the Ohio Emergency Management Agency in Columbus noting she asked the director what he felt municipalities needed to pay attention to and he advised cybersecurity and gun violence needed to be focused on.

Ms. Raghu referred to Ms. Fuehrer's comments this evening and noted there was a woman in desperate need walking around the Mile Square. Ms. Raghu advised she offered to take the woman to a shelter and take care of her dog while she was there noting a lot of the City's non-profits are not open on the weekends. Ms. Raghu advised she called OPD to see what else might be able to be done and Detective Hatfield assisted her showing a lot of patience and compassion for the woman in need. Ms. Raghu noted the key issue was they could not persuade her to go to the shelter. Ms. Raghu advised she spent all last week reading up about intervention. Ms. Raghu advised she looked forward to Council being as creative as possible to help people in need noting it was not fair to put all of the responsibility on the Police Division.

Mr. Snavelly thanked Ms. Raghu for bringing up the subject noting it underscores the kind of things Council talked about earlier at their Work Session. Ms. Snavelly thanked Ms. Raghu for being a compassionate person.

Mr. Snavelly advised being vaccinated was not a political issue and urged everyone who can be vaccinated to do so for everyone's health and safety.

Mr. Snavelly noted he would like to hear from Miami University what they are going to do and advised he felt they should give students an option to be vaccinated or to be tested on a weekly basis. Mr. Snavelly reiterated he would like to know what their plan is. Mr. Elliott advised he would discuss the issue with Ted Pickerill at Miami University and provide an update to Council at their next meeting.

Mr. Snavelly wished his colleagues good luck with the 2021 Campaign.

Ms. Southard noted she was proud of Indiana University (where she got her PHD) for requiring students living on campus to be vaccinated. Ms. Southard advised she wished it were possible for Miami University to do something similar. Ms. Southard noted her hope Miami University will come up with a solution.

Ms. Southard noted one of the things about being on City Council is helping residents when they have complaints or questions. Ms. Southard advised she appreciated City staff for being so quick in responding to any such complaints. Ms. Southard noted she appreciated Chief Jones for responding to the height of new parking meters currently being installed noting it was a work in progress.

Ms. Southard advised the Unidiversity Festival which is a Latin American/Hispanic Festival will take place August 17 noting it was always a fantastic event Uptown.

Ms. Southard encouraged everyone to stay safe, help protect each other and observe everything needed to prevent the spread of Covid-19.

Mr. Bracken advised he supported everything Councilor Raghu said in terms of addressing homelessness issues.

Mr. Bracken echoed all the sentiments on vaccinating noting greater than 99% of those who pass away from Covid-19 are not vaccinated.

Mr. Bracken requested the vacancy on the Housing Advisory Commission be filled soon noting there were a lot of good applicants.

Mr. Prytherch advised he hoped Council could ask Miami University for an update on their Covid-19 program noting he works for Miami University and really does not know what the plan is.

Mr. Prytherch thanked City staff who participated in the process of moving towards the strategic plan model that provides the transparency on progress toward Council's goals.

Mr. Prytherch gave a shout out to the City's parking staff who does a job that is really hard and thankless at times. Mr. Prytherch complimented the work Angela Schatzle has done and all the other staff including people from the Street Department, installing meters and cutting down poles to move to the new Smart Meter program within the City.

Mayor Smith noted he felt the parking change-over is going as well as it could go.

Mayor Smith made a plea for everyone not vaccinated to do so.

Mayor Smith advised Council would continue to work on the homelessness issue.

July 21 Board of Zoning Appeals Meeting 6:30 p.m.

TUES – Aug 3 City Council Meeting 7:30 p.m.

WED – Aug 4 Environmental Commission Meeting 7:00 p.m.

TUES – Aug 10 Planning Commission Meeting 7:00 p.m.

WED – Aug 11 Historic and Architectural Preservation Commission Meeting 6:15 p.m.

MON – Aug 16 Housing Advisory Commission Meeting 1:30 p.m.

TUES – Aug 17 City Council Meeting 7:3 p.m.

THUR – Aug 19 Recreation Board Meeting 11:30 a.m.

THUR –Aug 19 Police Community Relations & Review Commission Meeting 7:00 p.m.

Adjourn.

Mr. Snavelly moved to adjourn at 8:39 p.m. Ms. Southard seconded. The motion passed 6-0-0.

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