



AGENDA
OXFORD CITY COUNCIL REGULAR MEETING
COURTHOUSE

TUESDAY, MAY 16, 2023 AT 7:30 PM

William Snavelly, Mayor

Chantel Raghu, Vice-Mayor
Jason Bracken
Glenn Ellerbe

Amber Franklin
Alex French
David Prytherch

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. Proclamation - "Police Week"
 - B. Introduction - Ms. Nancy Nix, Butler County Auditor
 - C. Public Comments

The purpose of the public comments section is for members of the public to speak to the City Council on any subject not scheduled on the Agenda, except consent agenda items. 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 of the May 2, 2023, City Council Meeting. (Heather Barbour, Clerk of Council)
- B. Report regarding the May 3, 2023, Environmental Commission Meeting. (Michael Dreisbach, Service Director)

6. Resolutions.

- A. A Resolution authorizing the City Manager to apply for \$1,500,000.00 for a new Talawanda Oxford Pantry and Social Services (TOPSS) Facility from the Butler County American Rescue Plan Act (ARPA) Funds. (Jessica Greene, Assistant City Manager)
- B. A Resolution accepting the bid and authorizing the City Manager to enter into a contract with Jackson Construction Co. Inc for the installation of new curb, gutter, and sidewalk in conjunction with the 2023 Special Assessment program at a cost of \$195,134.50 with a contingency amount of \$4,856.50 for a total cost not to exceed \$200,00.00 (Michael Dreisbach, Service Director)
- C. A Resolution authorizing the City Manager to enter into a \$250,000.00 grant agreement with the Ohio Department of Public Safety to engage in and coordinate as lead agency for the countywide OVI task force. (John Jones, Police Chief)
- D. A Resolution authorizing the City Manager to enter into an agreement with Peter M. Reising to perform consulting services and to function as the Butler County OVI Task Force Coordinator for the 2024 grant funded through the Ohio Department of Public Safety. (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
- B. Second Reading
 - 1. An Ordinance amending Ordinance No. 3697 Supplemental Budget Ordinance Number 3 to make supplemental appropriations for fiscal year 2023. (Heidi Hill, Acting Finance Director)

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.	Date Meeting	Location	Time
	May 16 City Council	Courthouse	7:30 p.m.
	May 18 Climate Action Steering Committee	Municipal Building	8:30 a.m.
	May 18 Police Community Relations & Review Commission	Courthouse	7:00 p.m.
	May 23 CANCELED- Board of Zoning Appeals	Courthouse	6:30 p.m.
	June 6 City Council	Courthouse	7:30 p.m.
	June 12 Oxford Parking & Transportation Advisory Board	Municipal Building	9:30 a.m.
	June 14 Historic & Architectural Preservation Commission	Courthouse	6:15 p.m.
	June 19 Housing Advisory Commission	LCNB Community Room	3:30 p.m.
	June 20 City Council	Courthouse	7:30 p.m.
9.	Adjourn.		

Office of the Mayor

Proclamation

Whereas:

the Congress and the President of the United States have designated May 15 as Peace Officers Memorial Day, and the week in which it falls as Police Week; and

WHEREAS, the members of the Oxford Police Division, Miami University Police Department, Oxford Township Police Department, and the Butler County Sheriff's Office play an essential role in safeguarding the rights and freedoms of the citizens of Oxford, Oxford Township, and this region of Butler County; and

WHEREAS, it is important that all citizens know and understand the problems, duties, and responsibilities of their law enforcement Officers and that members of our law enforcement agencies recognize their duty to serve the people by safeguarding life and property, by protecting them against violence or disorder, and by protecting the innocent against deception and the weak against oppression or intimidation; and

WHEREAS, our police departments provide a public service role in an ever-increasingly vital changing world.

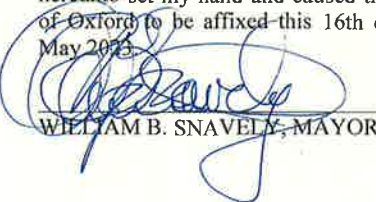
NOW, THEREFORE, I, William B. Snavely, Mayor of the City of Oxford, Ohio, do hereby proclaim the week of May 14 - May 20th, 2023 as

“Police Week”

In the City of Oxford, and call upon all citizens of the City of Oxford to observe Monday, May 15, 2023, as Peace Officers Memorial Day in honor of those peace officers who, through their courageous deeds, have lost their lives or have become disabled in the performance of duty.



IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of Oxford to be affixed this 16th day of May 2023.


WILLIAM B. SNAVELY, MAYOR



MINUTES
OXFORD CITY COUNCIL REGULAR MEETING
COURTHOUSE
TUESDAY, MAY 2, 2023 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 William Snively on Tuesday, May 2, 2023, at 7:30 p.m. Members in attendance were Jason Bracken, David Prytherch, Alex French, Glenn Ellerbe, Amber Franklin, and Chantel Raghu.

Staff Members in Attendance

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

2. Pledge of Allegiance.

3. Approval of Agenda.

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

4. Public Participation.

A. Proclamation - "National Gun Violence Awareness Day"

On behalf of Students Demand Action, Venus Harvey attended to receive the Proclamation.

B. Public Comments

The purpose of the public comments section is for members of the public to speak to the City Council on any subject not scheduled on the Agenda, except consent agenda items. 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.

Motion – To Adopt the Consent Agenda
(Voice Vote) 1st Ms. Raghu 2nd Ms. French
AYE # 7
NAY # 0
ABS # 0

A. Minutes of the April 18, 2023, City Council Meeting. (Heather Barbour, Clerk of Council)

6. Resolutions.

- A. A Resolution authorizing alcoholic beverages to be sold and consumed at the Freedom Festival event on Monday, July 3, 2023 (rain date July 4, 2023) from 5:00 p.m. - 9:00 p.m. at the Oxford Community Park located at 6801 Fairfield Road, Oxford, Ohio 45056. (Casey Wooddell, Parks and Recreation Director)

Motion – To Adopt Resolution No. 7495
(Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherch
AYE # 7
NAY # 0
ABS # 0

Public Comment -None

Mr. Wooddell addressed questions from the Council.

- B. A Resolution authorizing the City Manager to apply for up to \$1,000,000.00 from the U.S. Department of Transportation (DOT), Federal Highway Administration, Charging and Infrastructure Grant with a required 20% match. (Jessica Greene, Assistant City Manager)

Motion – To Adopt Resolution No. 7496
(Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherch
AYE # 7
NAY # 0
ABS # 0

Public Comment - None.

Ms. Greene addressed questions from the Council.

- C. A Resolution authorizing the City Manager to apply for \$1,500,000.00 for a new Talawanda Oxford Pantry and Social Services (TOPSS) Facility from the Butler County American Rescue Plan Act (ARPA) Funds. (Jessica Greene, Assistant City Manager)

Motion – To Adopt Resolution No. 7497
(Voice Vote) 1st Ms. Raghu 2nd Ms. Franklin
AYE # 7
NAY # 0
ABS # 0

Ms. Greene made the recommendation to table this Resolution until the May 16, 2023, meeting. TOPSS staff wanted time to meet with City Staff next week.

Public Comment - Ms. Kathy Brinkman 404 Emerald Woods Drive - Ms. Brinkman mentioned attending the Butler County Commissioners' meeting and listening to what their priorities are. Ms. Brinkman was hoping for a vote tonight to continue all the good that TOPSS and FRC do.

Motion – To Table Resolution No. 7497 to the May 16, 2023, City Council Meeting.

(Voice Vote) 1st Mr. Prytherch 2nd Mr. Ellerbe

AYE # 7

NAY # 0

ABS # 0

D. A Resolution affirming the value of diversity and academic freedom to the City of Oxford, Home of Miami University, and opposing Ohio Senate Bill 83. (Councilors French and Prytherch)

Motion – To Adopt Resolution No. 7498.

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

AYE # 7

NAY # 0

ABS # 0

Public Comment - None.

Councilors French and Prytherch led the discussion on opposing Senate Bill 83.

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. 3697 Supplemental Budget Ordinance Number 3 to make supplemental appropriations for fiscal year 2023. (Heidi Hill, Acting Finance Director)

Public Comment - None.

Ms. Hill addressed questions from the Council.

B. Second Reading

1. An Ordinance repealing noxious vegetation Oxford code Sections 935.19, 935.21, 935.22, and 935.99 due to redundant code sections in Oxford property maintenance 1305.02, subsection 302.4. (Sam Perry, Community Development Director)

Motion – To Adopt Ordinance No. 3724.

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

AYE # 7

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

NAY # 0

ABS # 0

Public Comment - None.

Mr. Perry addressed questions from the Council.

2. An Ordinance amending the Oxford property maintenance code section 1305.02 to allow for managed natural lawns to exceed the 10-inch height limitation by creating a definition and height exceptions. (Sam Perry, Community Development Director)

Motion – To Adopt Ordinance No. 3725.

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

AYE # 7

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

NAY # 0

ABS # 0

Public Comment - Mr. Jon Ralinovsky, 3 Peabody Drive - Mr. Ralinovsky thanked City Staff and Councilors for the clarification of the Ordinance.

Mr. Perry addressed questions from the Council.

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.

Date	Meeting	Location	Time
May 3	Environmental Commission	Municipal Building	7:00 p.m.
May 8	Oxford Recreation Board	Municipal Building	11:30 a.m.
May 9	Public Arts Commission of Oxford	Municipal Building	4:30 p.m.
May 9	Planning Commission	Courthouse	7:00 p.m.
May 10	Historic & Architectural Preservation Commission	Municipal Building	6:15 p.m.
May 15	Housing Advisory Commission	LCNB Community Room	3:30 p.m.
May 16	City Council	Courthouse	7:30 p.m.
May 18	Police Community Relations & Review Commission	Courthouse	7:00 p.m.
May 23	CANCELED- Board of Zoning Appeals	Courthouse	6:30 p.m.
June 6	City Council	Courthouse	7:30 p.m.

9. Adjourn.

Motion – To Adjourn at 8:24 p.m.
(Voice Vote) 1st Ms. Raghu 2nd Ms. French
AYE # 7
NAY # 0
ABS # 0



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

STAFF REPORT

ORIGINATING DEPARTMENT:	Service
PREPARED BY:	David Treleaven
DATE PREPARED:	5/8/2023
COUNCIL MEETING DATE:	May 16, 2023
AGENDA TITLE:	Report regarding the May 3, 2023, Environmental Commission Meeting. (Michael Dreisbach, Service Director)
COUNCIL GOAL AREA:	
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	
CITY MANAGER/DEPT HEAD APPROVAL:	

DISCUSSION:

Environmental Commission members in attendance at the Wednesday, May 3, 2023 meeting were: Chair, Mr. Jon Ralinovsky; Vice-Chair and City Council Representative, Ms. Chantel Raghu; Ms. Heather Barrett, and Ms. Peggy Branstrator. A quorum was present. Mr. Steven Elliott had previously informed the Commission that he would not attend the May meeting. Also attending was Mr. Jared Nally from the Miami University Institute for the Environment and Sustainability (IES).

Approval of Agenda

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

Approval of Minutes for the April 5, 2023 Meeting

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

Discussion:

Mr. Nally provided a status update on the IES professional service project (PSP) entitled “Recycling Program Recommendations for Commercial Housing Properties in the City of Oxford.” The PSP student team had made its final presentation regarding the project on April 17, 2023. Mr. Ralinovsky and Mr. Treleven were in attendance at the presentation. Mr. Nally indicated that the PSP team was still finishing the final report detailing the PSP. At the latest, the Environmental Commission should receive the final report by May 15, 2023. Mr. Nally indicated that a municipal ordinance mandating apartment complex recycling appeared to be the primary mechanism that needed to be in place, based upon the case studies conducted by the PSP team. Education was a major component for the case study communities with successful apartment recycling programs, as were periodic waste audits, and public services by the communities to assist the property management. In addition to a mandating ordinance, the PSP is recommending Oxford increase public education and combine its public education with MU’s on-campus recycling education, to create a continuity of the educational messages the students are receiving regarding recycling while on-campus.

Oxford’s existing electrical aggregation contract expires at the end of 2023. The contract (currently with Energy Harbor) allows citizens to purchase electricity from green, renewable sources, or opt out of the electrical aggregation program, and receive electricity generated from conventional methods. Commissioners were curious if there were other criteria other than pricing that were considered when Oxford selects a provider of renewable electricity. Mr. Ralinovsky indicated that he would contact the City Manager, Mr. Doug Elliott, and offer the Commission’s assistance in the aggregation selection process, as well as inquire about the selection criteria utilized. Ms. Raghu indicated she would first contact Mr. Elliott as a member of City Council, and alert him to the Environmental Commission’s questions and offer of assistance.

Ms. Branstrator had previously requested that the Commission consider the United Nations Climate Neutral Now Program (the Program). Specifically, Ms. Branstrator was interested in the Program’s component that allows individuals to voluntarily participate in personal efforts to assist in the development of a more sustainable world. Following additional research, Ms. Branstrator did not believe the Program (or any of the current UN climate-related programs) would be appropriate for the commission to recommend. Ms. Branstrator had subsequently utilized other climate and/or carbon pledges that she believed would be a better approach for individuals to consider to create an Individual Climate Pledge. Most recently, Ms. Branstrator revised her pledge based upon Commissioners’ comments at the April Commission meeting. Ms. Branstrator believes the pledge can also be utilized to help educate the public with relatively simple efforts that could help reduce an individual’s or family’s carbon footprint. It was suggested that perhaps the Climate Action Steering Committee be brought into the discussion of utilizing the pledge into a public education program.

During this year’s EarthFest celebrating Earth Day on Saturday, April 22, 2023, Staff was approached by a citizen who asked that the Environmental Commission consider action(s) associated with Ohio House Bill 507, which was signed into law this past January. House Bill 507 initially concerned agricultural issues, but had amendments added to it, one of which regarded extraction of oil and natural gas from Ohio-owned lands. In 2011, the Ohio General Assembly initially established the policy of leasing mineral rights from Ohio-owned lands. However, rules guiding this process have never been written. The leasing requirement contained within House Bill 507 was reportedly an effort to force the Ohio Department of Natural Resources’ Oil and Gas Management Commission to finalize rules governing the leasing of these mineral rights. The citizen’s concern was apparently related to the potential of fracking to recover the oil and gas reserves. Ms. Branstrator informed the Commission that several environmental groups were presently suing Ohio to prevent any extraction activities. Ms. Raghu indicated she would discuss this with other City Councilors to determine if they wished the

Environmental Commission to make a formal Motion to City Council regarding House Bill 507.

Staff provided updates regarding the pilot pollinator garden and naturalized/prairie grass plots at the Oxford Community Park (OCP). Mr. Steve Ohl, the OCP Supervisor, had informed Staff that there are some grasses growing through the mulch at the prairie grass plot which would be sprayed with an herbicide later this week. Ms. Branstrator stated that the year-old plants were tentatively scheduled for delivery on May 15th, and that she has started other plants for the plots. Ms. Branstrator indicated the tentative planting schedule would be the week of May 15th, after the year-old plants had been delivered and after the end of the on-going soccer tournament at the OCP.

At past meetings, Commissioners had indicated that they would like to present the opportunity for the collection of food scraps and recyclables at public events. Staff presented a list of six scheduled, upcoming public events (through October 2023) where food trucks were anticipated. Ms. Raghu indicated she could assist in guiding the public in appropriate disposal at three of the events, and Ms. Branstrator and Ms. Barrett at one event each. Commissioners are also working on coordinating volunteers (presently, predominately from local Boy and Girl Scouts troops) to help provide public guidance for recycling and food scrap collection efforts. Given the recent (and historic) volume of food scraps at the residential drop-off program, Staff estimates that two of the six food scrap totes could be provided at these events without impacting available volume capacity for the residential food scraps drop-off. Commissioners discussed the preparation of some sort of a collection table or cabinet to hold trash, recycling, and food scrap containers. Ms. Raghu indicated she would contact Mr. John Buchholz, Oxford's Community Outreach Specialist, to get his input on such a feature and potential sources to obtain at least one.

Staff informed the Commissioners that the annual local Tree City USA awards ceremony was held in Fairfield, Ohio on Thursday, April 20, 2023. This was Oxford's 27th consecutive year as a Tree City USA community. The Memorial Tree Program's recognition ceremony occurred Friday, April 28, 2023 at the OCP. This past year, three trees (Swamp White Oak, Japanese Silk Lilac Tree, and Donald Wyman Crabapple) were planted in the OCP as part of the Memorial Tree Program. There was a good turnout for the event. Also on Friday, April 28th, the Arbor Day celebratory tree planting of a Burr Oak by the OCP Gazebo occurred.

Staff updated the Commission on the monthly emission monitoring event of the landfill's 23 passive gas vents. April's monitoring was the 31st monthly event. The estimated total carbon dioxide equivalent (CO₂e) for April was approximately 75 metric tons (MT). This was the fifth lowest monthly total observed during the 31 monthly monitoring events. In the last four months, the monthly CO₂e have been markedly lower than the average monthly emissions on three occasions. The monthly total CO₂e values average is currently approximately 144 MT, down by 4 MT in the last month alone. The estimated total CO₂e emissions for 2023 are projected to be approximately half of the average annual emissions (954 MT for 2023 versus an annual average of 1,887 MT since 2020).

Since April, 2019, the residential food scrap drop-off program has collected approximately 156,666 pounds (78.3 tons) of material, averaging approximately 740 pounds per week. Thus far in 2023, approximately 11,000 pounds (5.5 tons) of food scraps have been collected, averaging approximately 650 pounds per week.

Approval of Adjournment:

Motion: Ms. Barrett

2nd. Ms. Raghu
Vote: Unanimous

Commissioners concluded discussions at 8:10 p.m. The next monthly Environmental Commission meeting is scheduled for 7:00 p.m. on June 7, 2023, in the Municipal Building's first floor conference room.



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:	4/24/2023
COUNCIL MEETING DATE:	May 16, 2023
AGENDA TITLE:	A Resolution authorizing the City Manager to apply for \$1,500,000.00 for a new Talawanda Oxford Pantry and Social Services (TOPSS) Facility from the Butler County American Rescue Plan Act (ARPA) Funds. (Jessica Greene, Assistant City Manager)
COUNCIL GOAL AREA:	A Connected, Livable, and Equitable Community for All
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	JG

DISCUSSION:

The Butler County Commissioners requested that the City of Oxford Council review a 5 year operating budget provided by the TOPSS board and then confirm again that the City is requesting \$1.5M for the construction of a new TOPSS facility.

The City staff requested a five-year budget projection from the TOPSS organization and is actively working with their director to prepare this information to share with Councilors during the Council Meeting.

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO APPLY FOR \$1,500,000.00 FOR A NEW TALAWANDA OXFORD PANTRY AND SOCIAL SERVICES (TOPSS) FACILITY FROM THE BUTLER COUNTY AMERICAN RESCUE PLAN ACT (ARPA) FUNDS.

WHEREAS, Butler County has received \$74.4 million in America Rescue Plan funds and has invited local municipalities to apply for project funding; and

WHEREAS, the new Comprehensive Plan identifies an objective to expand and improve access to community and social services; and

WHEREAS, The Butler County Commissioners requested that the City of Oxford Council review a 5-year operating budget provided by the TOPSS board and then confirm again that the City is requesting \$1,500,000.00 for the construction of a new TOPSS facility; and

WHEREAS, the City Manager and Assistant City Manager recommend the City Manager apply for the \$1,500,000.00 of the Butler County American Rescue Plan Act funding to allow the construction of a new TOPSS facility.

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

SECTION 1: Council hereby accepts the recommendation of the City Manager and further authorizes the City Manager to apply for \$1,500,000.00 of the Butler County American Rescue Plan Act to help fund the construction of a new TOPSS Facility.

SECTION 2: This resolution shall take effect at the earliest date allowed by law.

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL
INTRODUCED BY: WILLIAM SNAVELY
PREPARED BY: LAW (STAFF)



Talawanda Oxford Pantry & Social Services

5445 College Corner Pike, Oxford, Ohio 45056

Phone No: 513-523-3851

www.topss.org

TO: The City of Oxford City Council & Butler County Board of Commissioners

FROM: TOPSS/FRC Finance Committee

DATE: May 12, 2023

SUBJECT: Financial Projections

In response to a request from the Butler County Board of Commissioners, Talawanda Oxford Pantry & Social Services (TOPSS) and the Family Resource Center (FRC) have prepared a joint five-year budget projection, year one being the first year in our new facility. Both TOPSS and FRC Boards have voted and started the process of merging into one agency. TOPSS and FRC are currently two organizations operating separately and maintaining three different buildings. Combining resources, staff, and facilities will make us efficient and sustainable. We expect to be fully merged and in our new facility by 2026. We will rent the three buildings we currently use to provide income which you can see in our projections.

Our predecessors did not prioritize fundraising or annual appeals because Oxford is a generous community, and both organizations have been well taken care of for years without any effort. Going forward, we have formed a joint committee with members committed to fundraising, and we expect to raise even more funds in the next several years.

Please contact Sherry Martin at director@topss.org if you need any further information.

Income	Inflation Index	2027	2028	2029	2030	2031
Donations	5.00%	\$ 235,000.00	\$ 246,750.00	\$ 259,087.50	\$ 272,041.88	\$ 285,643.97
Grants	5.00%	\$ 50,000.00	\$ 52,500.00	\$ 55,125.00	\$ 57,881.25	\$ 60,775.31
City Support	0.00%	\$ 57,000.00	\$ 57,000.00	\$ 57,000.00	\$ 57,000.00	\$ 57,000.00
Rent	8.10%	\$ 36,000.00	\$ 38,916.00	\$ 42,068.20	\$ 45,475.72	\$ 49,159.25
Miscellaneous	5.00%	\$ 15,000.00	\$ 15,750.00	\$ 16,537.50	\$ 17,364.38	\$ 18,232.59
Total		\$ 393,000.00	\$ 410,916.00	\$ 429,818.20	\$ 449,763.22	\$ 470,811.13

Expenses	Inflation Index	2027	2028	2029	2030	2031
Payroll	2.50%	\$ 200,000.00	\$ 205,000.00	\$ 210,125.00	\$ 215,378.13	\$ 220,762.58
Food Cost	7.70%	\$ 75,000.00	\$ 80,775.00	\$ 86,994.68	\$ 93,693.26	\$ 100,907.65
Programatic Cost	2.50%	\$ 75,000.00	\$ 76,875.00	\$ 78,796.88	\$ 80,766.80	\$ 82,785.97
Shelter Cost	5.00%	\$ 8,000.00	\$ 8,400.00	\$ 8,820.00	\$ 9,261.00	\$ 9,724.05
Utilities	4.65%	\$ 12,000.00	\$ 12,558.00	\$ 13,141.95	\$ 13,753.05	\$ 14,392.56
Supplies	4.90%	\$ 5,000.00	\$ 5,245.00	\$ 5,502.01	\$ 5,771.60	\$ 6,054.41
Professional Fees	5.00%	\$ 6,000.00	\$ 6,300.00	\$ 6,615.00	\$ 6,945.75	\$ 7,293.04
Miscellaneous	4.90%	\$ 5,000.00	\$ 5,245.00	\$ 5,502.01	\$ 5,771.60	\$ 6,054.41
Total		\$ 386,000.00	\$ 400,398.00	\$ 415,497.51	\$ 431,341.19	\$ 447,974.67

Net	\$7,000.00	\$10,518.00	\$14,320.69	\$18,422.03	\$22,836.46
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The City of Oxford
(513) 524-5200
15 S. College Ave.
Oxford, OH 45056

STAFF REPORT

ORIGINATING DEPARTMENT:	Service
PREPARED BY:	Mike Dreisbach
DATE PREPARED:	5/8/2023
COUNCIL MEETING DATE:	May 16, 2023
AGENDA TITLE:	A Resolution accepting the bid and authorizing the City Manager to enter into a contract with Jackson Construction Co. Inc for the installation of new curb, gutter, and sidewalk in conjunction with the 2023 Special Assessment program at a cost of \$195,134.50 with a contingency amount of \$4,856.50 for a total cost not to exceed \$200,00.00 (Michael Dreisbach, Service Director)
COUNCIL GOAL AREA:	Accessible, High-Quality Infrastructure
BUDGETED AMOUNT:	\$200,000
ACCOUNT CODE:	417.750.54340; 351.861.52340;141.720.63180
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	MBD 5/11/23

DISCUSSION:

The 2023 capital improvement plan includes \$200,000 in funding for the repair of defective curb, gutter, and sidewalk in advance of street pavement resurfacing. On March 7, 2023, the City Council approved **Resolution No. 7483** authorizing Staff to move forward with a special assessment project to repair defective curb, gutter, and sidewalk as defined in Exhibit "A" in the Resolution.

Staff prepared and filed plans with the City Clerk as required by ORC 729.03 and the Clerk served notice to the properties involved. The City advertised this project for bids on May 5 and May 12, 2023 in the *Journal News* as well as multiple plan clearinghouses. Bids were opened on May 18, 2023, with three bidders submitting the following results:

Jackson Construction Co., Inc.	\$ 195,134.50
R A Miller Construction Co	273,130.00
Hendy, Inc.	282,850.00

The City has worked with Jackson Construction on numerous contracts in the past; all with good results. It is important that this work, particularly the curb & gutter, be completed prior to street resurfacing operations in July. Once work has been completed by the contractor, Staff will request the City Council authorize an Ordinance assessing improvement costs in accordance with Ohio Revised Code. Owners will have the opportunity to pay for the improvements in cash within 30 days of the assessing Ordinance. Should an owner choose not to pay in cash, levied amounts will be paid in five annual installments with an interest rate on deferred payments at 5% (final rate to be determined by the City Council with passage of the special assessment Ordinance).

Staff recommends the City Council authorize the City Manager to enter into an agreement with Jackson Construction Co., Inc. for the construction and replacement of designated curb, gutter, and sidewalk per project specifications at a cost of \$195,134.50. Staff is also requesting a 2.4% contingency in the amount of \$4,865.50, therefore the contract amount not to exceed shall be **\$200,000.00**. Contingency funds will maximize the use of these line items to correct additional deficiencies not being addressed by property owners using this favorable bid pricing.

RESOLUTION NO.

A RESOLUTION ACCEPTING THE BID AND AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH JACKSON CONSTRUCTION CO. INC FOR THE INSTALLATION OF NEW CURB, GUTTER, AND SIDEWALK IN CONJUNCTION WITH THE 2023 SPECIAL ASSESSMENT PROGRAM AT A COST OF \$195,134.50 WITH A CONTINGENCY AMOUNT OF \$4,856.50 FOR A TOTAL COST NOT TO EXCEED \$200,000.00.

WHEREAS: the City advertised for bids in the *Journal News* and with multiple plan clearinghouses on May 5, 2023, and on May 12, 2023. Bids were opened and read on May 18, 2023. The lowest and best bid was provided by Jackson Construction Co. Inc, in the amount of \$195,134.50; and

WHEREAS: the City Manager and the Service Director recommend Council accept the bid of Jackson Construction Co. for the construction and replacement of designated curb, gutter, and sidewalk per project specifications at a cost of \$195,134.50 plus a contingency in the amount of \$4,856.50 for a total cost not to exceed \$200,000.00.

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

SECTION 1: Council accepts the recommendation of the City Manager and the Service Director and accepts the bid of Jackson Construction, Co. for the construction and replacement of designated curb, gutter, and sidewalk per project specifications at a cost of \$195,134.50 plus a contingency in the amount of \$4,856.50 for a total cost not to exceed \$200,000.00.

SECTION 2: Council further authorizes the City Manager to enter into a contract with Jackson Construction Co. for the construction and replacement of designated curb, gutter, and sidewalk per project specifications at a cost of \$195,134.50 plus a contingency in the amount of \$4,856.20 for a total cost not to exceed \$200,000.00.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL
INTRODUCED BY: WILLIAM SNAVELY
PREPARED BY: LAW (STAFF)



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

STAFF REPORT

ORIGINATING DEPARTMENT:	Police Division
PREPARED BY:	John Jones
DATE PREPARED:	5/9/2023
COUNCIL MEETING DATE:	May 16, 2023
AGENDA TITLE:	A Resolution authorizing the City Manager to enter into a \$250,000.00 grant agreement with the Ohio Department of Public Safety to engage in and coordinate as lead agency for the countywide OVI task force. (John Jones, Police Chief)
COUNCIL GOAL AREA:	Safe and Efficient Travel for All Modes of Transportation
BUDGETED AMOUNT:	\$250,000
ACCOUNT CODE:	
RECOMMENDATION:	Approve the Resolution
CITY MANAGER/DEPT HEAD APPROVAL:	JAJ

DISCUSSION:

The Oxford Division of Police is the lead agency for a grant from the Ohio Department of Public Safety for the Butler County OVI Task Force for FY2024. In order to continue this program, Oxford must apply for a grant from the Ohio Department of Public Safety's Ohio Traffic Safety Office (OTSO) for the Butler County OVI Task Force for FY2024.

The administration of the grant involves both police and finance personnel. Oxford would serve as the lead agency for FY2024. There are 13 police agencies within Butler County that participate in the grant program and we are eligible for \$250,000 for FY2024 (\$25,000 increase over previous years). This amount would be awarded to Oxford for distribution to participating agencies according to the terms of memorandums of understanding executed by officials of those 13 agencies. Funding through the program is essentially completed on a reimbursement basis. Participating agencies pay their officers and then submit reimbursement from Oxford. Reimbursements are on a monthly basis.

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A \$250,000.00 GRANT AGREEMENT WITH THE OHIO DEPARTMENT OF PUBLIC SAFETY TO ENGAGE IN AND COORDINATE AS LEAD AGENCY FOR THE COUNTYWIDE OVI TASK FORCE.

WHEREAS, the City Manager and the Police Chief recommend Council authorize the City Manager to enter into a \$250,000.00 grant agreement with the Ohio Department of Public Safety to engage in and coordinate as Lead Agency for the countywide OVI Taskforce.

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

SECTION 1: Council, having determined that it would be beneficial to the City of Oxford to serve as Lead Agency of the OVI Taskforce by providing funding for multiple sobriety checkpoints at various locations in Butler County; Council hereby accepts the recommendation of the City Manager and the Police Chief to enter into a grant agreement.

SECTION 2: The City Manager is hereby authorized to enter into a \$250,000.00 grant agreement with the Ohio Department of Public Safety to engage in and coordinate as Lead Agency for the County-wide OVI Taskforce.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: WILLIAM SNAVELY

PREPARED BY: LAW (STAFF)



Oxford Division of Police (Butler County)

FFY2024 Ohio Traffic Safety Office Grant Funding Eligibility Notification

Your agency is eligible to apply for a FFY2024 OVI Task Force Grant.

Program Description

The OVI Task Force Program is an initiative to conduct sobriety checkpoints, impaired driving saturation patrols, public awareness and education. To qualify for FFY2024 OVI Task Force grant funding, an agency must be in the top alcohol-related crash counties. The top alcohol-related fatal crash counties must have an average of at least 6.0 alcohol-related motor vehicle related fatal crashes during 2020, 2021, and 2022 (total of eighteen or more alcohol-related fatal crashes during those three years). A minimum of 16 checkpoints must be conducted (two during Drive Sober or Get Pulled Over). When an existing OVI Task Force no longer meets the above requirements, they will be eligible for one more year at the existing funding level. The following year will be at 75 percent of that funding level and the following year at 50 percent.

Grant Maximum

\$250,000.00

For full requirements of each grant see the Traffic Safety Proposal Package online at <http://otso.intelligrants.com>

The Traffic Safety Proposal Package and GRANTS Plus FFY2024 grant proposals are tentatively scheduled to go live April 25, 2023 with an online submission deadline of May 30, 2023. Questions can be directed to your OTSO Planner and/or your Law Enforcement Liaison (LEL).

FFY2024 OVI Task Force Grant Updates

Grant Program Changes

- Maximum amount increased to \$250,000



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

STAFF REPORT

ORIGINATING DEPARTMENT:	Police Division
PREPARED BY:	John Jones
DATE PREPARED:	5/9/2023
COUNCIL MEETING DATE:	May 16, 2023
AGENDA TITLE:	A Resolution authorizing the City Manager to enter into an agreement with Peter M. Reising to perform consulting services and to function as the Butler County OVI Task Force Coordinator for the 2024 grant funded through the Ohio Department of Public Safety. (John Jones, Police Chief)
COUNCIL GOAL AREA:	Safe and Efficient Travel for All Modes of Transportation
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approve the Resolution
CITY MANAGER/DEPT HEAD APPROVAL:	JAJ

DISCUSSION:

The Oxford Division of Police is the lead agency for a grant from the Ohio Department of Public Safety for the Butler County OVI Task Force for FY2024. Peter M. Reising has been the OVI Coordinator since 2015 and has been coordinating the grant as a contractual employee of the City since his retirement in March 2016. The Police Chief would like to continue this arrangement for the FY2024 grant cycle.

This contract does include an hourly rate increase from \$60.00 to \$70.00 per hour. The maximum hours has been reduced from 500 to 430 and thus the total maximum compensation from the contract is \$30,100. The compensation is funded by the grant which has increased by \$25,000 to a total of \$250,000.

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH PETER M. REISING TO PERFORM CONSULTING SERVICES AND TO FUNCTION AS THE BUTLER COUNTY OVI TASK FORCE COORDINATOR FOR THE 2023 GRANT FUNDED THROUGH THE OHIO DEPARTMENT OF PUBLIC SAFETY.

WHEREAS, the City has been designated as lead agency responsible for the administration of a grant received from the Ohio Department of Public Safety to operate the Butler County OVI Task Force; and

WHEREAS, Peter M. Reising has been the OVI Coordinator since 2015 and has been coordinating the grant as a contractual employee of the City since his retirement in March of 2016. The Police Chief recommends this arrangement continue for the Federal Fiscal Year (FFY) 2024 grant cycle.

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF OXFORD, OHIO, THAT:

SECTION 1: Council accepts the recommendation of the Police Chief and hereby authorizes the City Manager to enter into an agreement with Peter M. Reising as a contractual employee acting as the OVI Task Force Coordinator for the FFY2024 grant cycle.

SECTION 2: A copy of the proposed agreement with Peter M. Reising is attached hereto and incorporated herein as Exhibit "A".

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: WILLIAM SNAVELY

PREPARED BY: LAW (STAFF)

AGREEMENT

THIS AGREEMENT entered into this 1st day of October, 2023 by and between the CITY OF OXFORD, OHIO, a municipal corporation of the State of Ohio (hereinafter referred to as the "City") and **PETER M. REISING**, 4071 California Road, Okeana, Ohio 45053 (hereinafter referred to as the "Coordinator").

I. RECITALS

The City, in association with a number of Butler County law enforcement agencies has received a FFY 2024 OVI grant funded through the Ohio Department of Public Safety. This grant will be used to fund the Butler County OVI Task Force activities related to enforcement of laws related to operating a motor vehicle while under the influence. The Oxford Police Department has been selected as the lead agency responsible for administration of the grant.

Pursuant to this end, a Management Coordinator is to be hired, and Peter M. Reising has agreed to act as the Management Coordinator (hereinafter referred to as the "Coordinator") to perform the consulting services under the following agreement:

II. TERMS OF THE AGREEMENT

- A. Services to be performed. City agrees to hire the Coordinator to provide all necessary labor, materials and record keeping in order to perform the Coordination Services for the FFY 2024 OVI grant. The Scope of Services to be performed includes compliance with all Terms and Conditions for Ohio Traffic Safety Office (OTSO) Grants as described in the FFY 2024 Competitive Grants Proposal and Award of Grant documents, compliance with any Special Conditions for OVI Task Forces as in the FFY 2024 Competitive Grants Proposal and Award of Grant documents, and submission of all required data and reports as required by this grant.
- B. Term. The Agreement shall become effective **October 1, 2023** and shall continue to be in effective until **September 30, 2024** unless terminated as set forth below.
- C. Compensation. As compensation for the services performed by the Coordinator to City will be at the following schedule.
 - a. All activities and work performed by Coordinator shall be compensated at a rate of **Seventy Dollars and .00 cents (\$70.00) per hour**. The entire amount of compensation shall not exceed the total of **Thirty Thousand Dollars (\$30,100)** dollars for a maximum 430 hours of work to be spread throughout the term of this Agreement.
 - b. Additional Obligations and Covenants of the Coordinator. As part of this agreement, the Coordinator agrees to the following items.
- D. In performing the services under this Agreement, the Coordinator shall comply with, and bear the cost of compliance with all applicable local, state, and federal requirements.
- E. Coordinator shall be responsible for and pay all federal, state and local taxes, including but not limited to all income and withholding taxes.
- F. Except with respect to payment for services, in order to receive the compensation listed above, the Coordinator must submit invoices to the City detailing the amount due, either on a bi-weekly or monthly basis, as may be determined by the City. In no event, shall billing be for a period in excess of 31 days.
- G. Obligations of the City. In the performance of this Agreement, the City agrees to be accessible to the Coordinator, to comply with all reasonable requests of the Coordinator and to provide the Coordinator reasonable access to documents that may be necessary to perform the services

under this agreement.

- H. Status of the Coordinator. It is understood and intended by both parties that the Coordinator, in performing the Services herein and receiving the compensation for such services, shall be acting as an independent contractor for the City and not as an employee or agent of the City. In that regard, no taxes or benefits shall be withheld from the compensation to be paid to the Coordinator, nor shall any such benefits, including, but not limited to unemployment compensation premiums or Workers' Compensation premium accrue to the Coordinator or be paid by the City on behalf of the Coordinator.
- I. Indemnifications. Notwithstanding any provision in this Agreement or any attachment or exhibit hereto, Coordinator shall indemnify and hold harmless against any and all liability imposed or claimed, including reasonable attorney fees and other legal expenses by and person or entity arising directly or indirectly from an act or failure to act by the Coordinator, its employees, agents or subcontractors and in which injury or death to any person or damage to property is caused.
- J. Termination
- a. This Agreement may be terminated upon the delivery of a written notice of termination to the other party at least fifteen (15) days before the effective date of the termination.
 - b. The City may terminate the Agreement effective immediately upon the material breach of this Agreement, including but not limited to, falsification of documents, dishonesty, theft or other intentional breach. In such an event, no further compensation will be due.
- K. Equal Employment Opportunity
- a. The Coordinator will not discriminate against any employee or applicant for employment because of race, color, religion, sex or national origin. The Coordinator will take affirmative action to ensure that applicants are employed and the employees are treated during employment without regard to their race, color religion, sex or national origin. Such action shall include, but not be limited to, the following employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation and selection for training including apprenticeship. The Coordinator agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this nondiscrimination clause.
 - b. The Coordinator will, in all solicitations for advertisement for employees place by or on behalf of the Coordinator, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex or national origin.
 - c. The Coordinator will comply will all provisions of Executive Order No. 11246 of September 24, 1965 and be the rules regulations and relevant orders of the Secretary of Labor.
 - d. The Coordinator will furnish all information and reports required by Executive Order No. 12246 of September 24, 1965 and by the rules, regulations and relevant orders of the Secretary of Labor, or pursuant thereto and will permit access to books, record and accounts by the contracting agency and Secretary of Labor for purposes of investigation ascertain compliance with such rules, regulation and orders.
 - e. In the event of the Coordinator's non-compliance with the nondiscrimination clauses of this contract or with any of such rules, regulations or orders this agreement may be cancelled, terminated or suspended in whole or in part, and the Coordinator may be declared ineligible for further Government Contracts in accordance with procedures authorized in Executive Order No' 11246 of September 24, 1965 and such other sanctions may be imposed and remedies invoked as provided in Executive Order No.

11246 of September 25, 1965 or by rules, regulations or order of the Secretary of Labor or as otherwise provided by law.

- f. The Coordinator will include the provisions of subparagraphs (a) through (f) in every subcontract or purchase order unless exempted by rules, regulations or order of the Secretary of Labor issue pursuant to Section 204 of Executive Order No. 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor vendor. The Coordinator will take such action with respect to any subcontractor or purchase order as the Contract Agency may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, however, that in the event the Coordinator becomes involved in, or is threatened with litigation with a sub- contract or Coordinator or vendor as a result of such direction by the Contracting Agency, the Coordinator may request the United States to enter into such litigation to protect the interest of the United States.
- L. Segregated Facilities. The Coordinator will not maintain any facility which is provided for their employees in a segregated manner or permit their employees to perform their services at any location under control where segregated facilities are maintained except that separate or single-user toilet and necessary changing facilities shall be provided to assure privacy between the sexes.
- M. Conflict of Interest. The Coordinator will abide by the provision that no member, officer or employees of the grantee, or its designees or agents, no member of the governing body of the locality or localities, who exercises any functions or responsibilities with respect to the program during the tenure or for one year thereafter, shall have any direct or indirect interest in any contractor, subcontractor or the proceeds thereof, financed in whole or in part with Title I grants.
- N. Copeland "Anti-Kick Back Act." The Coordinator agrees to comply with the Copeland "Anti-Kick Back Act" (18 U.S.C. 874) as supplemented in Department of Labor Regulations (29 CFR, Part 3). The Coordinator shall not induce, by any means, any person employed in the construction, completion or in repair of public work, to give up any part of the compensation to which is otherwise entitled.
- O. Termination of Agreement for Cause. If, through any cause, the Coordinator shall fail to fulfill in a timely and proper manner her obligations under this contract, or if the Coordinator shall violate any of the covenants, agreements or stipulations of this contract, the City shall there upon have the right to terminate this agreement by giving written notice to the Coordinator of such termination and specifying the effective date thereof, at least five (5) days before the effective date of such termination. In such event, all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs and reports prepared by the Coordinator under this agreement shall, at the option of the City, become its property and the Coordinator shall be entitled to received just and equitable compensation for any work satisfactorily completed hereunder. Notwithstanding the above, the Coordinator shall not be relieved of liability to the Agency for damages sustained by the City, by virtue of any breach of the agreement by the Coordinator, and the City may withhold any payments to the Coordinator for purpose of set off until such time as the exact amount of damages due the City from the Coordinator is determined.
- P. Termination of Contract for Convenience. Either party may terminate this Agreement at any time by giving written notice of such termination and specifying the effective date thereof, at least fifteen (15) days before the effective date such termination. If the Agreement is terminated by the City as provided herein, the Coordinator will be paid an amount based on the time and expenses incurred by the Coordinator prior to the effective date of such termination.
- Q. Miscellaneous Terms.
 - a. This agreement shall comprise the entire agreement and shall supersede any and all other agreements between the parties, whether verbal and written.

- b. The laws of the State of Ohio shall control the validity, effect and interpretation of the Agreement.
- c. If any part, clause, provision or condition of this Agreement is held to be void, invalid or inoperative, such voidness, invalidity or inoperativeness shall not affect any other clause, provision or condition hereof; but the remainder of this Agreement shall be effective as though such clause, provision or condition had not been contained herein.
- d. Any notices of any communication required or permitted by this Agreement to be delivered to or served on either shall be deemed properly delivered to, served on, and received by other party when personally delivered to the party or in lieu of such personal service, when deposited in the United States mail, certified with postage prepaid, addressed to the party. Unless notified in writing otherwise, the following shall be used for notices.

City of Oxford

Chief John A. Jones
Oxford Police Department
101 E. High St.
Oxford, OH 45056

Coordinator

Peter M. Reising
4071 California Road
Okeana, OH 45056

With a Second Copy to:

Amy Gabbard
Oxford Police Department
101 E. High St.
Oxford, OH 45056

- e. The parties agree that the approval and acceptance of this Agreement may be executed in any number of counterpart signature pages, all of which taken together shall constitute one and the same instrument, and any party or signatory hereto may execute its approval and acceptance of the Agreement by signing any such counterpart.

R. Prohibition Against Assignment. The duties and obligations under this Agreement may not be assigned by the Coordinator without the prior written consent of the City.

Now therefore, the parties by and through their authorized officers have executed this Agreement on the _____ day of _____, 2023.

Witness:

Peter M. Reising:

Witness:

City of Oxford:

Douglas R. Elliott, Jr.
City Manager

Approved as to form:

Approved as to content:

Christopher R. Conrad
Law Director

John A. Jones
Chief of Police

CERTIFICATE

The undersigned Finance Director for the City of Oxford, Ohio, hereby certifies that funds to cover payment for services or supplies embodied in this contract are presently available or in the process of collection and that Council has appropriated money for this purpose, and it remains unencumbered.

Heidi Hill
Finance Director



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

STAFF REPORT

ORIGINATING DEPARTMENT:	Finance
PREPARED BY:	Heidi Hill
DATE PREPARED:	4/25/2023
COUNCIL MEETING DATE:	May 16, 2023
AGENDA TITLE:	An Ordinance amending Ordinance No. 3697 Supplemental Budget Ordinance Number 3 to make supplemental appropriations for fiscal year 2023. (Heidi Hill, Acting Finance Director)
COUNCIL GOAL AREA:	Essential Operations
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	HH

DISCUSSION:

Issue 1

To make adjustment to budget revenue for grant money awarded by Oxford Community Foundation and budgeted expenditures for twinkle lights.

Action Needed:

Revenue Side

Street Fund (122)	11,000.00
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Expense Side

Street Fund (122)	11,000.00
-------------------	-----------

Net Effect on Fund Balance/(s) Increase/(Decrease)	-
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Issue 2

To make adjustment to budgeted revenue for increased parking ticket writing and budgeted expenditures for tier 2 elevation through parking software.

Action Needed:

Revenue Side

Parking Fund (130)	11,251.00
--------------------	-----------

Expense Side

Parking Fund (130)	11,251.00
--------------------	-----------

Net Effect on Fund Balance/(s) Increase/(Decrease)	-
---	---

Breakdown by Fund

Street Fund (122)	-
-------------------	---

Parking Fund (130)	-
--------------------	---

Net Effect on Fund Balance/(s) Increase/(Decrease)	-
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ORDINANCE NO.

AN ORDINANCE AMENDING ORDINANCE NO. 3697 SUPPLEMENTAL BUDGET ORDINANCE NUMBER 3 TO MAKE SUPPLEMENTAL APPROPRIATIONS FOR FISCAL YEAR 2023.

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

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

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

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

Street Fund 122	11,000.00
Parking Fund 130	11,251.00

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

Street Fund 122	11,000.00
Parking Fund 130	11,251.00

SECTION 4: In all other respects, Ordinance No. 3697 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: WILLIAM SNAVELY
PREPARED BY: LAW (STAFF)