

MEMORANDUM

TO: Mayor Snavelly and Members of Council
FROM: Doug Elliott, City Manager
RE: Monthly Letter
DATE: July 12, 2024

FIRE AND EMS SERVICE AGREEMENT

The City of Oxford and Miami University have reached an historic agreement on the shared funding of needed additional revenue in the Division of Fire and EMS. After several months of discussion about the need for additional staff and revenue to sustain additional staff, an agreement was reached. Miami University will contribute \$1.27 million annually to the City's Fire and EMS Fund (Fund 418). Miami's contribution is contingent upon the successful adoption of a \$2.6 mill 10-year Fire/EMS real property tax levy in the General Election of November 5, 2024. This additional funding will address the projected 12-year average annual deficit in the fund of \$2.54 million. It will permit and sustain the hiring of additional staff and needed capital equipment over the ten year period.

On the legislative agenda is a resolution authorizing the City Manager to sign the agreement. I recommend adoption of this resolution.

ECONOMIC DEVELOPMENT AGREEMENT

In our initial meeting, Miami University and City staff agreed to split the projected 12-year average annual Fire/EMS Fund deficit 50-50 (at \$1.27 million each). When Miami University staff brought this proposal to the Board of Trustees Finance and Audit Committee, there was concern about the City's economic development and the future of the City's income tax base, given Miami University's increasingly remote workforce and its negative impact on our income tax base.

The City and Miami University discussed at length the issue of economic development. Miami University proposed setting aside \$270,000 annually of its 1.27 million annual Fire and EMS contribution for economic development. This proposal would leave only \$1 million for Fire/EMS operations and would not adequately address the average annual deficit.

After providing information on our recent and future economic development activity and investments, Miami University officials expressed a desire to formalize a partnership to work toward economic development growth. As a compromise, the City recommended an agreement to formalize our commitment to economic development and ensure that the City maintains a stated level of investment.

On the legislative agenda is a resolution authorizing the City Manager to sign the proposed Economic Development Agreement with Miami University. The Miami University Board of Trustees approved the signing of the agreement at the June 28, 2024 meeting. I recommend adoption of this resolution.

OXFORD FIRE/EMS PROPOSED FIRE/EMS LEVY

In order to address the need for additional staffing and the ongoing fiscal deficit in the Fire/EMS Fund, the City will need to raise additional revenue. After several meetings with Miami University officials, the City

and Miami University reached an agreement to provide additional funding. Both parties have agreed to contribute \$1,270,000 for 10 years to the Fire/EMS fund (Fund 418) to provide additional staffing and capital equipment. This proposed funding addresses the 12-year estimated average annual fund deficit of \$2,540,000. The agreement is contingent upon the City's passage in the General Election of November 5, 2024 of a 2.6 mill 10-year Fire/EMS real property tax levy.

The City adopted two resolutions to place the property tax levy issue on the November 5, 2024 General Election ballot. The first resolution declared the necessity of levying an additional tax in excess of the ten-mill limit for Fire and Emergency Medical Service and requested that the Butler County Auditor certify the amount of revenue that a 2.6 mill levy would generate each year. This first resolution was adopted by the City Council at the May 21, 2024 meeting. The City received from the County Auditor the certified amount of revenue at \$1,284,681. The last resolution of necessity would place the proposed additional levy on the ballot for the November 5, 2024 General Election. This final resolution of necessity was adopted at the June 4, 2024 Council meeting. **This local tax levy issue was certified and filed with the Butler County Board of Elections on June 5, 2024.**

The City of Oxford Fire/EMS Division has responded to over 3,000 Fire/EMS calls for the last three years. In 2023, the Division responded to 1,075 Fire calls and 2,095 EMS calls for a total of 3,170 combined calls. Miami University facilities accounted for 720 combined calls (or 22.7%), 360 EMS calls (or 17.2%), and 360 Fire calls (or 33.5%). These figures do not include off campus students and their rental units. The Miami University officials have a top priority of the health and safety of their students and recognize that the present funding structure of the Oxford Fire/EMS Division is not adequate or sustainable.

OXFORD COTTAGE COMMUNITY

The City purchased 2.1 acres of land located at 5234 Hester Rd. and leased the land for one dollar per year to the Center for Community Revitalization (CCR-an Ohio nonprofit corporation).

The ground lease for the Oxford Cottage Community Project was signed on January 10, 2022. The CCR has requested to place a lien on the improvements to be constructed (excluding the land) to facilitate the financing of this project. CCR is also requesting to extend the date for completion of improvements from December 31, 2023 to December 31, 2025. The ground lease states that any amendments must be in writing and approved by both parties. An ordinance authorizing the City Manager to sign an amendment to the lease was adopted by Council at the November 21st meeting. **The project is for a pocket community of 12 residential cottage units of 396 sq. ft. each and managed by a Community Manager as a representative of the CCR. The amendment was signed on January 4, 2024.**

Community Development Professionals (CDP) is facing obstacles in financing the project since CDP does not own the land and will not benefit from the infrastructure improvements. Thus, to move this project forward, city staff will propose that the City sell CDP the land for a minimal fee with deed restrictions that the units will be rented to those with Average Monthly Income (AMI) of 80% in perpetuity. Also, the City will have right of first refusal to repurchase the land at the same price it was sold if CDP ever chooses to sell the land. A purchase agreement with these provisions will be drafted for Council consideration

OXFORD TOWNSHIP AGREEMENT

Fire Chief Detherage and I met with Gary Salmon, Oxford Township Trustee, on Tuesday, June 4, 2024 to discuss a new agreement for the provision of Fire/EMS services in the unincorporated portion of Oxford Township. The current two-year agreement expires on December 31, 2024. Under

the current agreement Oxford Township contributes \$158,000 per year. Both parties reached a tentative agreement for a new four-year agreement at \$200,000 per year (a 26.6% increase). The calculation of a new agreement begins with the current 2024 Operating Budget for the Fire/EMS Fund, subtracting EMS billing revenue, and then multiplying the resultant net amount by the percentage of Fire/EMS calls for Oxford Township (6.5% in 2023). I will draft a new agreement for Township Trustees and City Council consideration. The new agreement will also include completing annual Fire Inspections for all commercial establishments in the unincorporated portion of Oxford Township (less than 12). This was currently done by the Oxford Division of Fire/EMS. But it was not in the agreement.

SISTER CITY VISIT

The Mayor and I had the privilege of attending a Twin Cities Celebration in Differdange, Luxembourg on June 21-23, 2024. The event included representatives from Differdange's other Twin Cities including Ahlen and Penzberg, Germany; Longwy, France; and Mira, Portugal. The schedule of events included a tour of the new building complex for Differdange's Technical Department, inauguration of the Town Twinning Square with the planting of a tree from each Twin City, a visit to the blast furnances at Belval where the area has been repurposed to several new mixed uses, and enjoying the Differdange Saturday evening festivities and Sunday National Day military parade in the capital city of Luxembourg. It was a great opportunity to renew friendships and continue to learn & share information about each other country and government.

STATE PREEMPTION OF LOCAL TOBACCO REGULATION

The City of Oxford in April joined with the City of Columbus and 12 other home rule cities in filing a lawsuit challenging the state ban on local tobacco laws. A temporary restraining order was granted. A hearing for a preliminary injunction was held on May 17, 2024 in Franklin County Common Pleas Court. The judge granted a Permanent Injunction and issued a Declaratory Judgement that O.R.C. Section 9.681 violates the City's constitutional right to home rule.

This decision has been appealed.

The City of Oxford has decided not to enforce licensing and other local requirements (e.g. density and proximity) since the decision is under appeal. The City hired a new PT code enforcement officer (with a grant from Interact for Health) to enforce the state age restriction and other local building codes.

The City of Oxford adopted legislation last summer which required tobacco retailers to obtain a license from the City by March 1, 2024. It also limited the number of licenses to 1 per 1,500 inhabitants (or 16 licenses) and prohibited retailers from operating within 500 feet of a youth-oriented facility.

The state ban was originally added to HB 513 adopted by the legislature. The provision was vetoed by Governor DeWine. It was later added as an amendment to the state budget bill. This amendment was vetoed by the Governor. But the legislature was able to override the Governor's veto. This is another example of preemptive laws that have aborted or invalidated policies in Oxford and other Ohio's cities.

The basis of the complaint is that these 14 cities are home rule charter municipalities and under the Ohio Constitution have the "authority to exercise all powers of local self-government and to adopt and enforce within [their limits] such local police, sanitary and other similar regulations, as are not in conflict with general laws" (Article XVIII, Section 3, Ohio Constitution).

MORATORIUM ON ALLEY DEVELOPMENT

City Council adopted a six-month moratorium on alley housing development at the meeting of April 2, 2024. Staff and I met on Wednesday, April 10, 2024 to further discuss issues and potential recommendations for Alley Development in the Mile Square. A summary of this initial meeting will be provided to Council.

CHESTNUT STREET HOUSING PROPOSALS

The City received three proposals for the Chestnut Street parcels (YWCA Hamilton, Habitat for Humanity Greater Cincinnati, and Cristo Homes). A Work Session was held to discuss the proposals, as well as, the use of the additional \$1 million received from Butler County for the “disparate populations within the respective community and to mitigate the needs of the underserved.” The City Council adopted a resolution at the January 16, 2024 meeting authorizing the City Manager to enter into an agreement with Habitat for Humanity of Greater Cincinnati. **City staff and I are working on a proposed agreement.**

WATER TREATMENT PLANT SOFTENING IMPROVEMENTS

The City has been notified by the Ohio EPA that our request for principal loan forgiveness has been denied for the Water Supply Revolving Loan Account Program for the design phase (Council authorization at \$1.8 million). The City may be able to take advantage of a 0% interest loan for this phase. The design cost may be included in any future construction award (including Principal Forgiveness). The Water Infrastructure Improvements for the Nation Act recently announced by the U.S. EPA may increase the City’s potential for loan forgiveness for construction costs since it addresses emerging contaminants in drinking water, such as PFAS. **The total estimated cost for this project is \$15.9 million.**

SOLAR PROJECT

A Lease Option Agreement has been signed between the City of Oxford and BQ Energy Development, LLC for approximately 20 acres of the city-owned closed municipal sanitary landfill. The option agreement shall remain in effect for a period of three years. BQ Energy Development, LLC has made a payment of \$10,000 to the City for this option. Upon exercising this option, BQ Energy Development, LLC will pay an annual lease rate of \$519.39 per acre. Once a firm price is established for the power, the City may elect to exercise a Power Purchase Agreement (PPA) to meet the City’s own needs or for the City’s Electric Aggregation Program. Whether or not this PPA comes to fruition will depend on the timing for availability of the power and pricing, as the City is already under contract for both programs.

BQ Energy was bought by CleanCapital last year and operated under the previous name during the integration with CleanCapital. There were no staff changes on the Oxford project. CleanCapital has been completing the permitting process. The most recent permit obtained is the Ohio EPA 513 Permit. The proposed facility is for a 1.75 MW AC solar energy facility on the closed City of Oxford Sanitary Landfill.

Other permits submitted and approved include the state and local endangered species, state historic preservation, and the FAA. Besides the Ohio EPA 513 permit, other permits to be submitted include the NPDES permit, which is done right before construction, and the solar panels construction permit with the City.

Although, CleanCapital is planning to construct a 1.75 MW AC solar energy facility (due to interconnection cost with Duke Energy), adding tracking devices will enable the solar farm to produce more electric energy (kWh). [Note that MW is a measure of power and kWh is a measure of energy.] A 1.75 MW project with trackers will not occupy all of the site. Also, CleanCapital is agreeable to expanding the project if the City can get a grant for the Point of Interconnection Duke Energy required upgrades. One possible grant is the Grid Resilience Innovative Partnership (GRIP) which is part of the Bipartisan

Infrastructure Law. Staff has obtained information on this grant opportunity. If the City is able to secure the grant, CleanCapital would simply send in a revised application and get an updated approval.

HIGHLIGHTS:

- **Development Code Update:** Following the adoption of the 2023 Comprehensive Plan, City Council targeted an update to Zoning Code, Subdivision Code and Historic District Guidelines. A seven-member committee recently completed the review of 6 proposals, with the top-ranking proposal being McKenna + Preservation Forward. A resolution will be presented to Council on July 16 to begin this 12+ month project.
- **Oxford Area Trail Funding and Uptown Restroom Funding:** On June 28, we received word from Ohio District 47 Representative Sara Carruthers' office that two "One-Time Capital Investment Requests" had been approved by the Ohio Senate. \$800,000 for the OATS Phase 5 Railroad crossing near Talawanda High School and \$175,000 for the Uptown Restroom and Fountain/Splash Pad.
- **Vacant Follett's Bookstore Site – 110 East High Street –** An architect has submitted an updated rendering for review by the Historic and Architectural Preservation Commission. Rendering depicted below:



MORATORIUMS:

- **New Short Term Rentals –** On March 5, City Council passed a 6-month moratorium, [temporarily prohibiting](#) any new short term rentals from being licensed/permited.

During the moratorium period, the City is researching and considering adjustments to policies. Existing licensed STR's are allowed to continue. On July 9, the Planning Commission discussed potential [zoning code amendments](#) to prohibit new STR's outside of the Mile Square unless they are primary residences only. The Commission voted to forward the code amendment recommendation on to City Council for first reading on August 6 and second reading on August 20.

- **Alley Development** – On April 2, City Council passed a 6-month moratorium, [temporarily prohibiting](#) new single-family buildings and plats from being approved for alley land parcels that do not have street frontage. There are 49 such land parcels. During the moratorium period, the City is researching and considering adjustments to policies. Issues of concern related to visibility, utility infrastructure and service vehicle access have been raised thus far.

INSPECTIONS AND PERMITS:

There were **36 construction permits** issued from June 14 – July 11, spanning a range of trades. The majority were curb/gutter/sidewalk permits ahead of summer paving.

There were **512 inspections** from June 14 – July 11, including: **462 Residential rental** inspections and 50 building/zoning/engineering inspections. 'Tis the season for summer rental inspections! One change we have made this spring was to provide a 4 month notice for rental permit expiration, which gives more time for owners and agents to schedule an inspection before their rental permit expires.

Static Reports: 3 new types of data reports have recently been made available -- check them out by visiting our [Reports webpage](#). These reports are updated and reuploaded on a monthly or bi-monthly basis, usually within the first week of a month. Summaries of all available static report types are below:

- **Building Permit Reports:** Separate reports for issued and finalized building permits are available for download. Additional details not shown in PDF versions are included in Excel files.
- **Parcel Transfers:** These reports identify properties that have recently undergone a change in ownership. The scope includes properties falling inside the city limits, as well as within a quarter mile of the city limits.
- **Monthly Rental Inspection Reports:** This publication explains the inspection status of residential rental properties during a rolling 24-month period.
- **Bi-Monthly Rental Property Report:** This publication lists every rental property since 2010 and its status, including maximum occupancy. Since our 2020 software conversion we have not had a regularly updated [residential rental property report](#). This resource was frequently used by rental property management companies, tenants and city staff. We are excited to bring back this public resource with even more features than was provided in 2020. This report is a complement to our GIS-based Rentals Dashboard.

Interactive Dashboards: Several interactive maps and online dashboards are available for exploring data, including:

- **Permits Dashboard:** Displays the geographic distribution of construction-related permits. The data can be filtered by permit type, address, applicant, and status.
- **Rentals Dashboard:** Displays the geographic distribution and attributes of rental inspections. Filter inspections by type (full vs. exterior only), result (passed vs. failed), unit maximum occupancy, and a variety of other attributes.
- **(*New) Planning & Zoning Case Viewer:** Displays the location and details of Planning Commission, BZA and HAPC Cases

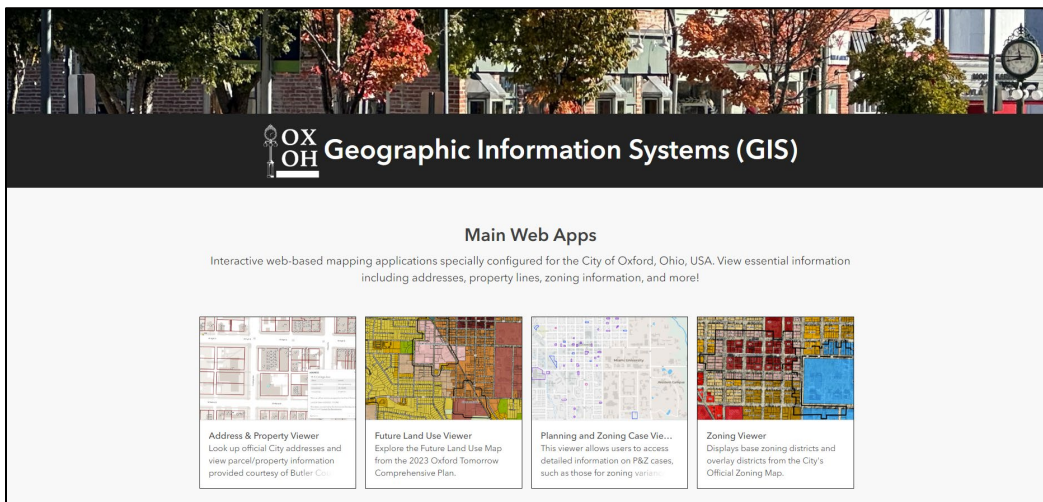
BOARDS AND COMMISSIONS:

- **Planning Commission (PC):** The July 9 Planning Commission [agenda](#) included a hefty agenda: South Farm – New Revised Residential Subdivision off Roberts Drive, Short Term Rental Code Amendment, Dog Training Conditional Use at 5500 College Corner Pike (vacant/former Daycare). All three cases were recommended to move on to City Council on August 6.
- **Historic and Architectural Preservation Commission (HAPC):** On [July 15](#), the HAPC will hear two cases – a pre-application for a new residence near the intersection of S. College and W. Walnut. As noted in highlights, the Commission will also review a Certificate of Appropriateness Request for the long vacant Follett’s bookstore site, addressed as 110 East High Street. There is one vacancy on this Commission. Note the meeting date and location was changed for July only due to lack of quorum. The meetings are typically on the 2nd Wednesday of each month. The July meeting location will have limited space for attendance.
- **Board of Zoning Appeals (BZA):** The 207–209 West Collins St. variance case was requested to be **postponed a 3rd time**, next regular meeting dates are July 23 and August 27. Two new members have been appointed to the BZA: Baljinnyam Dashdorj and Steve Chaffin.
- **Parking and Transportation Advisory Board (OPTAB):** A recent meeting was on June 11. A quorum was not present. Attendees discussed the results of an Advanced Planning class study on pedestrian safety in the Mile Square. Tentative next meeting scheduled for August 13, likely to be rescheduled. This Board is looking for additional applicants for the future.
- **Building/Housing Board of Appeals (BBOA):** No upcoming cases are scheduled at this time.

LONG TERM PROJECTS AND OTHER UPDATES:

- **Holiday Inn** plans to begin construction soon of an [83-room hotel](#) to be completed by the end of 2025. The location is 5470 College Corner Pike, directly across from Wild Berry.
- **Waffle House:** The building permit for a new [Waffle House](#) restaurant at 5000 College Corner Pike is approved and construction is underway.

- Cottage Community:** The site construction drawings have been approved for this 12-unit affordable housing project by Community Development Professionals, of Hamilton, Ohio. The project will be located at 5234 Hester Road between Fuller Way and College Corner Pike.
- Habitat for Humanity:** The Butler County Land Bank is working to assist the City of Oxford in demolishing the two homes at 603 and 607 West Chestnut Street for this future project. The Planned Development application has yet to be submitted for review.
- Two Duke Energy Projects:** Duke Energy is now expanding the electrical substation on South Locust Street to the east as part of a redundancy improvement for the service area. **Duke is planning to add a perimeter aesthetic screening to the substation in the form of a 10-foot high faux brick fence, which would replace the existing chain-link fence topped with barbed wire.** This project will also include pole replacements. South Locust Street will also be getting a new sidewalk at this property (A City project). On the 2nd project, Duke is actively working with Glenwood Energy to upgrade the natural gas metering station at 4210 Millville Oxford Road. This will include perimeter fencing for a sound barrier.
- Geographic Information Systems (GIS): Oxford GIS has a new home on ArcGIS Online! You can access the City's new GIS homepage (screenshot below) by [clicking here](#).** Other GIS-related resources may still be accessed by going to the GIS subpage of the City of Oxford website, located conveniently at cityofoxford.org/gis. Our ongoing GIS work includes maintaining our existing data layers, managing street addresses, and the periodic land parcel transfer report (attached).



- Oxford Tomorrow Comprehensive Plan:** In January 2023, City Council adopted the [Oxford Tomorrow Comprehensive Plan](#). This is a 10+ year plan that contains 162 recommended actions for the community to work toward. A limited number of hard copies are now available for \$35.00 each. Please call first to ensure availability.

- **Tobacco Retail Licensing Update:** An ordinance was adopted by Oxford City Council on August 1, 2023 to prepare for implementation in 2024. The moratorium preventing new or expanded smoke and vape retailers from opening was in effect through 2023, with the new regulatory program intended to take effect in 2024. A [map of establishments](#) was recently created based on a Police Division special project. Funding was awarded by Interact for Health to fund additional staff for licensing enforcement. The City Manager's office, Community Development and the Police Department are planning to partner on the implementation. **Latest Update: Due to ongoing litigation between several Ohio cities and the state of Ohio, city staff are currently only enforcing the age restriction, but not the local licensing requirement. New hire Chad Minnix was employed for this position for a short time, and has since resigned to due to travel distance from home. City staff have made an offer to a new candidate and hope to make an announcement soon.**

Please contact our office for any questions or additional info about this report.

July 12, 2024
Community Development Department
15 S. College Ave.
Oxford, Ohio 45056
commdev@cityofoxford.org
513-524-5204



Finance Department
Monthly Report
June 14th through July 12, 2024

Accounting

- Lots of data extractions and training are taking place for transitioning all financial management software to BS&A cloud. Go live is set for August 18th.
- NeoGov training and implementation for onboarding of employees is in progress.
- Submission to the GFOA for the Certificate of Achievement for Excellence in Financial Reporting is complete. The Federal Single Audit has also been submitted to the Federal Audit Clearinghouse.
- CIP meetings with department heads will begin the week of July 29th.
- Budget 2025 template was sent out to departments on July 8th. Budget requests are due back to Finance on August 2nd. Budget meetings with department heads are scheduled to begin August 19th.
- Tax Budget for 2025 has been filed with Butler County.

Utilities

- July billing was sent out on July 1st.
- Staff is preparing for August move in while in conjunction with being offline for the conversion to BSA cloud.
- Installation of radios that read from the tower continues. There are currently 4535 accounts reading from the towers.

Meetings Attended

- City Council Budget work session/City Council meeting
- Staff meetings



OXFORD FIRE DEPARTMENT
Monthly Staff Report
June 2024

Activities & Projects:

- Orientation for new full-time FF/P
- Portable radios placed in service.
- EMS Billing company change over
- Captain process/assessment center development
- CIP preparation.

Summary of Fire and EMS Runs:

<u>Total # of Runs for:</u>	<u>Month</u>	<u>Year</u>
Fire Runs	45	463
EMS Pt. Runs	159	1,030
Drug/Alcohol Related	16	170
Narcan Administration	1	3

Total Runs as of June 2024 – 1,493

Total Runs as of June 2023 – 1,294

Total Runs as of June 2022 – 1,325

	Fire	EMS
Oxford Twp. Runs –	4	13
Milford Twp.		26
Miami	7	10

Inspections:

- 29 fire inspections
- XXX re-inspections

Plans Reviewed:

- Reviewed 4 remodel, new construction, demolition, tent and/or fire suppression plans.

Training:

Online CE on various fire and EMS subjects was completed.

Maintenance: Data entry behind due to vacations.

Community Events:

- Station tour for several students from Austria.
- Freedom Fest Parade

Some information is limited due to a change in our reporting software that we are working through.

June/July 2024

Facilities, Programs & Special Events

- **Great Ohio Bicycle Adventure:** June 17-19, 2024 at TRI Community Center. Partnered with Enjoy Oxford to provide entertainment, food, and activities to an estimated 1200 riders while they were in Oxford for 2 days. Most tent camped at the TRI. Some stayed indoors at the Rec Center.
- **Masons Car Show & Freedom Festival Parade:** Event was Sunday, June 30 in the Uptown Parks. Car show 10am-4pm; Parade 5-6pm. Estimated 200+ cars, vendors, food trucks, live music and more. This was the first year of the parade being connected to the Car Show. There was more parade participants than in years past; looking to coordinate 2025 date with Masons club.
- **Freedom Festival:** was held Wednesday, July 3rd at Oxford Community Park from 5-10pm. American Fireworks at 10pm. Food trucks, games, inflatables, face painting, carriage rides, ice cream, rides, vendors, beer vendors, and live music! Weather was an issue early in the evening, but cleared out by 6pm. Crowd/attendance was lower than 2023 event but still eventually filled all parking spots at OCP.
- An [interactive map of the Oxford Community Park](#) can be found here.
- Preschool Program full for the current year, and is already full for Fall 2024 year.
- [Camp POP!](#) – This program is for k-5th grade students, available all summer long.
- [Little Poppers!](#) – this program is for ages 3-5, available all summer long.
- Upcoming Events: Back to School Bash (Aug. 11); Community Yard Sale (Aug. 17) and Doggie Dip at the Pool (Sept. 2nd)

Sports Activities

- Ready Set Run program has over 30 participants this year. This running program for ages 8-13 also teaches character building, respecting others, work ethic and more.
- New Program; Ultimate Frisbee Camp; June 17-21 at Leonard Howell Park. 12 participants.
- Archery Lessons: full program; June 13-17 at Oxford Community Park
- [Flag football](#) 159 registered as of 7/10/24 (largest amount ever)
- Fall [SAY Soccer](#) : 221 registered as of 7/10/24

Aquatic Center

- Oxford Swim and Dive Team will be finished later in July
- Oxford Fire Department performed water rescue training for 3 days in the lap pool
- Free lifeguard course was offered in June; added 3 new lifeguards to the team
- Private party dates for 2024 are completely booked. These are every Friday, Saturday, Sunday night.
- 2024 Visits (as of 7/10/24): Daily Visits: 13,200 Season Pass Holders: 4,718 check ins
 - Total 2024 Visits (not counting swim team or summer camp): 17,918
 - Same time in 2023: 16,145 visits
- Monthly required training for Lifeguards held Friday, June 14th. Next training scheduled for Friday, July 12th.

Miscellaneous

- Merry Day Playground Replacement Project: vendor selected; agreement signed. CDBG funding officially released. Equipment has been ordered; 10-12 week timeline.
- Met with contractor to discuss new dog park project; also met with Zach Moore to map out the location of the new facility. Scheduled to meet with a Miami group in June to discuss tree plantings for the new dog park.
 - Dog Park RFP expected to be advertised in July, with bids due in August.
- Outdoor camp shelter RFP was posted in June. Submissions due July 12. Project timeline to be completed Fall 2024.
- Follow OPRD on [Twitter](#), [Instagram](#) and [Facebook](#) pages.



Oxford Division of Police Monthly Report June 2024

Patrol

Follow the weekly media reports for patrol logs of incident reports. To be added, contact Amy Gabbard at agabbard@cityofoxford.org.

Special events security and logistical support is a common function of our patrol officers and public safety assistants. The month of June started off with the Oxford Wine and Craft Beer Festival which we are happy to report no major issues. June ended with the Masonic Lodge Car Show and Freedom Fest parade which took several officers to support for traffic and security. We always strive to provide a safe environment for these community events to take place and they allow us the opportunity to speak to our residents and engage in community outreach.

Community Outreach / Public Affairs

Officer Hartwig was a platoon leader at this year's Butler County Chiefs of Police Respect For Law Camp. This was her first year as a leader and she loved working with the kids. Butler County Chiefs of Police Association created this camp over 25 years ago with a desire to show children the many positive aspects of Law Enforcement and to teach them about respect, spirit, leadership, teamwork and kindness. For three days and two nights, Respect For Law Camp provides the campers with an experience unlike any other. The camp counselors are passionate public safety personnel who choose to spend a weekend teaching and mentoring the youth. This opportunity is invaluable, both for the officers and campers. Campers get to rappel from a fire tower, engage in a mock traffic stop, target shoot in an FBI pellet gun course, watch a K-9 demonstration, clear a building in a simulated SWAT exercise, participate in a high ropes challenge course, and many, many other exciting events. respectforlawcamp.org/

Facility / Equipment

The city parking garage at 6 W. Walnut St. is CLOSED to public parking while repairs are being conducted. Parking is still available for Elms Hotel guests (level 2) and summer leaseholders (level 1). There will be no leases issued for fall semester as repairs will continue into the fall.

Training

Continuing Professional Training - For calendar year 2024, peace officers and troopers must receive a total of 24 hours of CPT. Eight of the twenty-four hours must be completed on the three topics mandated

by the Ohio Peace Officer Training Commission (OPOTC). The topics, and minimum hour requirement for each topic, are as follows:

- Responding to Mental Health Issues (2 hours)
- Legal Updates (2 hours)
- Crisis Mitigation De-Escalation (2 hours)
- Marsy's Law/Victim Rights (1 hour)
- NIBIN (1 hour)
- The remaining 16 hours of CPT can on any topic that meets the requirements of OAC 109:2-18-03, is approved by the agency and the OPOTC.

Chief Jones attended FBINAA - Ohio Chapter training. The training focused on Officer-Involved Critical Incidents and topics included: Video Evidence (and its limitations), Officer Interviews, Garrity Implications/Case Examples, and Crime Scene Reconstruction Case Study.

Officers began driving instruction training in cooperation with the Butler County Sheriff's office in the month of June. Each officer was encouraged to bring their currently assigned vehicle and utilize it to go through a refresher of cone courses that are in line with OPOTA standards. The basic police academy that each officer has completed at the beginning of their careers introduced several types of maneuvers around cone obstacles to better prepare them for real-life situations. The courses are graded and timed according to how well the officer performs without going off course or striking any cones. At the end of the training, a refresher on proper Stop Stick deployment was also taught and demonstrated by each officer. This training is part of the continuing professional training required by the State of Ohio for sworn law enforcement. A big thank you to Talawanda High School for the use of their parking lot this summer!

Officers attended firearms training and qualified with their patrol rifles.

Sgt. Price and Sgt. Hatfield attended FBI LEEDA CLI training. The Command Leadership Institute (CLI) training covered topics such as: credibility, command discipline, liability, problem employees, and leading change within an organization.

Officer Hellwarth attended FTO training. The class emphasizes the FTO's role in assisting new officers in applying the knowledge and skills acquired during basic training. The course highlights instructional techniques, leadership, ethics and role modeling to include discussion of adult learning principles.

Sgt. Jenkins attended Peer Support training.

Det. Ledermeier attended GLOCK Armorer training. The course focuses on how to properly service and maintain GLOCK Gen5 and previous generations.

Officer Reihls attended Taser Instructor training. Students learned how to develop and safely implement scenarios, isolation drills, and conduct teach-backs to hone their instructor skills.

Administration / Human Resources

Officer South and Officer Staat are in the FTO program and are doing well.

Police Officer hiring process has continued. Two candidates received a conditional offer and have been working their way through the pre-employment screenings. We expect one to start in July for the Butler Tech Police Academy and another to start at the end of August for the Ohio State Highway Patrol Police Academy.

Sgt. Jenkins resigned/retired from SWAT. As a result, we will need to fill his position by an OPD officer. Selection is expected in early fall. **Lt. Robinson requested that letters of interest be submitted no later than July 31, 2024.**

Chief Jones participated in the second interview panel for the position of Inspector in the Community Development Department.

Lt. Fening, Sgt. Sikora, and Zach Alcorn interviewed three candidates for the position of part-time Public Safety Assistant.

Meetings

- **Chief Jones**

- PCRRC Meeting – Annual Data Report
- Ohio FBINAA Executive Board Meeting
- Chief VanWinkle – MUPD/OPD Mutual Aid Agreement
- Mental Health Workgroup meeting
- Casey Wooddell and Lt. Robinson – Freedom Fest Parade planning
- Lt. Robinson and Amy Gabbard – CIP Budget preparation
- Ribbon Cutting Ceremony - OATS

- **Lt. Robinson**

- City of Oxford/NextStep Bi-Weekly Status meeting
- Oxford City Council meeting
- Butler County Incident Management Team C&G/Oversite Committee meeting
- Butler County Incident Management Team quarterly meeting
- Monthly Drone Responders DFR Working Group meeting
- SWAT Leadership meeting
- National WebCheck Training
- Andy Rosenberger, MUPD – Football planning

- **Lt. Fening**

- Passport Weekly Sync Call with Angela Schatzle
- Coalition For a Healthy Community End of Year Celebration
- Sgt. Sikora and Chris Warren – LEADS TAC requirements/timeline discussion

Chief's Recurring Meetings

- Monday Staff Meeting
- Oxford City Council meeting
- City Manager/Department Heads meeting
- Monthly meeting with City Manager
- Command/General Staff meeting
- Butler County Chiefs of Police Association meeting

- Fairfield PD – Junior Police Academy with OPD Cadets
- Tiffany Peebles, Passport

Lt. Fening and PSA Schatzle met with Richmond city officials about our experience with metered parking, adopting smart meter technology, management, etc. They are starting with no metered parking and want to develop a plan moving forward.



Social Services Liaison Weddle

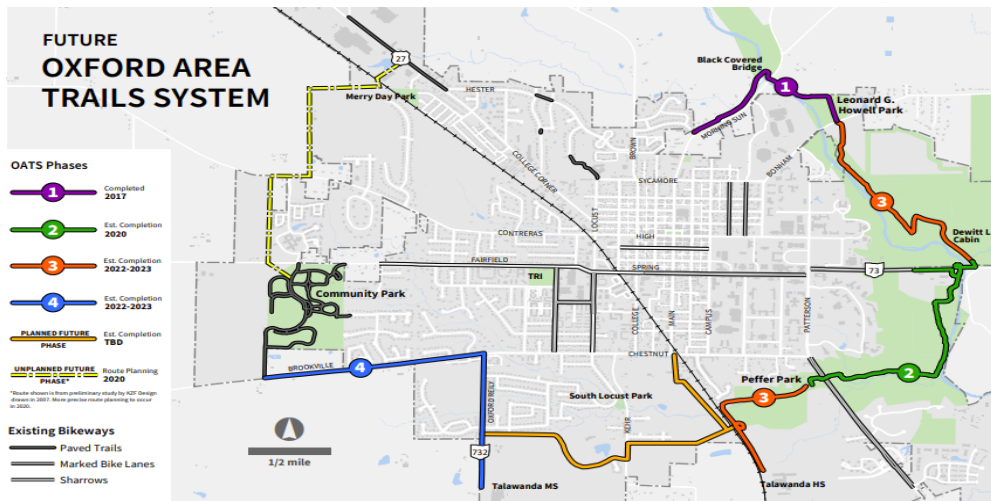
- Referral to CPS.
- Meeting with various clients.
- Referral to the Senior Center.
- Coordination of services with Family Resource Center.
- Referrals to Adult Protective Services.
- Completed Child PS referral.
- Coordinated services with APS.
- Assisted two individuals in securing housing in another city.
- Ongoing communication with the Senior Center regarding mutual clients.
- Ongoing communication with Family Resource Center.
- Assistance with hospitalization of two clients at Beckett Springs.
- Coordination of services with the Senior Center.
- Various meetings with clients.

By The Numbers			June-24		
Arrests and Citations	June	YTD	Incidents Reported	June	YTD
Minor Misdemeanor	0	37	Traffic Crashes	18	113
Misdemeanor	18	123	Sexual Assault	0	10
Felony	8	30	Robbery	0	1
Moving Traffic	46	167	Assault	0	21
Non-Moving Traffic	21	51	Burglary	3	25
Driver's License Law Violations	11	44	Theft	11	111
Civil Offense Citation	3	123	Motor Vehicle Theft	4	4
Underage Alcohol Violation	0	35	Drug Offense	3	12
OVI	2	14	Aggravated Menacing/Menacing	0	19
Disorderly Conduct	0	21	Domestic Violence	4	17
			Property Damage	0	42
			Criminal Trespass	1	4

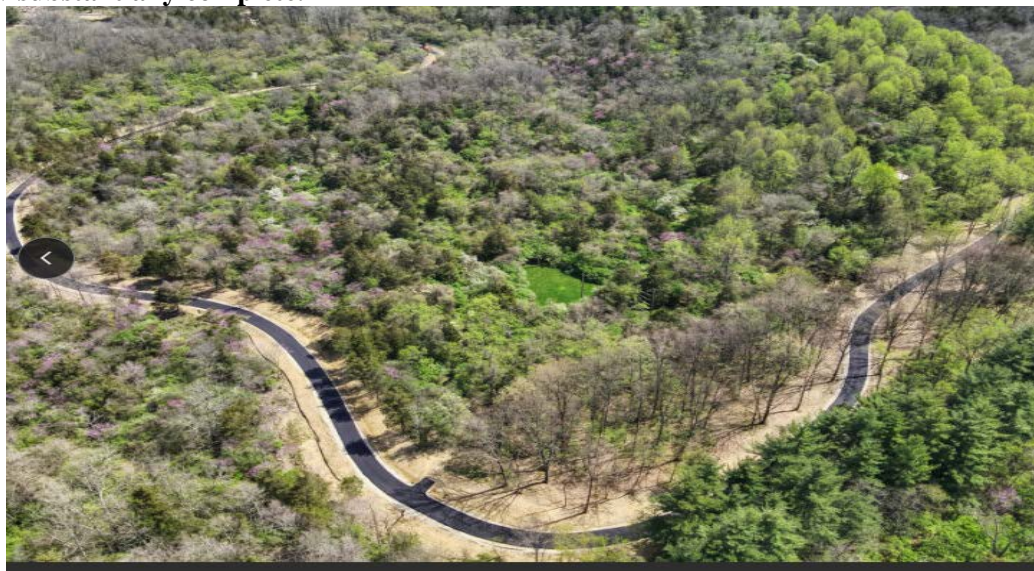
Parking and Administrative Citation Summary June 2024	
Description	Amount
Block Drive or Parked Within 3 Ft of Driveway	0
Abandoned Vehicle on Private Residential	0
Dogs and Other Animals at Large	1
Expired Meter	469
Expired Plates	2
Fireworks Possession Sale Discharge Prohibited	0
Open Container Prohibited	1
Littering or Allowing Litter	0
Multi-Space Expired Meter	123
Multi-Space Meter Violation	0
Noise Restrictions	0
Nuisance Party	0
Parked >12 In From Curb	0
Parked Across Marked Lines	5
Parked at Wrong Angle	0
Parked Facing Wrong Direction	10
Parked in Alley/Narrow Street	0
Parked in Excess of 72 hours	2
Parked in Fire Lane	0
Parked in Front or Side Yard	1
Parked in Handicapped Space	2
Parked Within 20 Ft of Crosswalk	0
Parked on Crosswalk	0
Scavenging on Private Premises	0
Pedestrian Control Signal	0
Parked on Private Property	0
Parked on Sidewalk or Lawn	3
Parked Within 10 Ft of Hydrant	0
Parked Within 1 Ft of Other Vehicle	0
Parked Over Time Limit at Meter	3
Residential Permit Required	2
Signs Prohibited Parking	26
Signs on Public Property	0
Unattended Vehicle	0
U-turns Restricted	0
Yellow Zone	15
Total	665

This report highlights major projects and does not detail daily department / division operations. Please let me know if you need any additional information. MBD

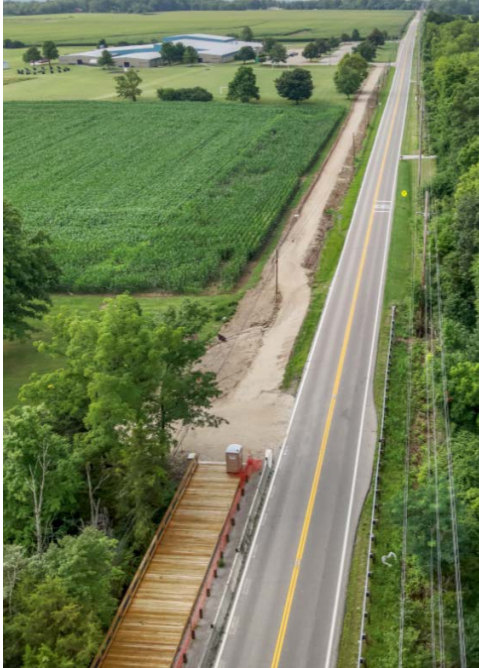
Special Projects and Items of Interest:



- OATS Multi Use Trail – Phase III PID 108112** - Phase 3 has been awarded a grant of \$1.5M for this segment of the OATS trail. This grant will require a 25% local match. Phase 3 will construct a new segment from US27 to the RR tracks and Talawanda High School and will pave existing gravel / ash segments between Bonham Rd and SR73. Estimate for Phase III as of August 2022 is now \$1.731M. Miami has agreed to pay the grant match on Phase III for trail segment on their property (78%)... \$303,922 of the required \$390,000. City Council awarded a contract to Sunesis Construction on March 7, 2023. Work on Phase III – Segment A is complete. Work on Phase III –Segment B is 75% complete. Grading, culvert, and stabilization work is complete. **Asphalt paving is complete for this segment. Work continues for soil topdressing and seeding, as well as sign / kiosk installations. Work on this segment is now substantially complete.**



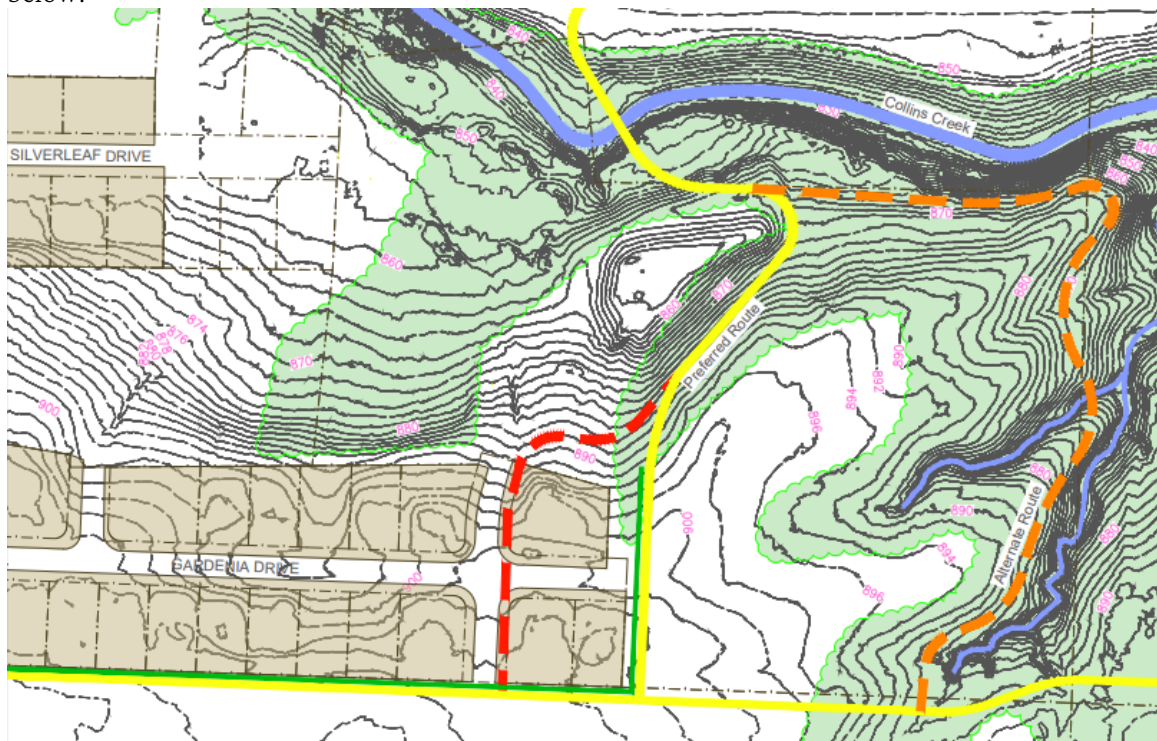
- **OATS Multi Use Trail — Phase IV – Talawanda Middle School to Oxford Community Park – PID 109427** – the City was successful in obtaining grant funding for the OATS trail, this time \$750,000 for a segment from the Talawanda Middle School on SR732 to the Oxford Community Park. This segment will be approximately 11,590 feet long and began construction 4Q 2023. Funding comes from OKI and the Transportation Alternatives program. The estimate for this segment, as of August 2022, is \$2.45M. **Work began in December with tree removal and construction of some features such as stormwater headwalls, retaining walls and boardwalk foundations. This segment of the OATS trail will be completed prior to December 31, 2024. Additional safety improvements include the installation of a new traffic control signal at the intersection of SR732 and Dana Dr. This segment is tentatively scheduled to be completed by August 2024.**



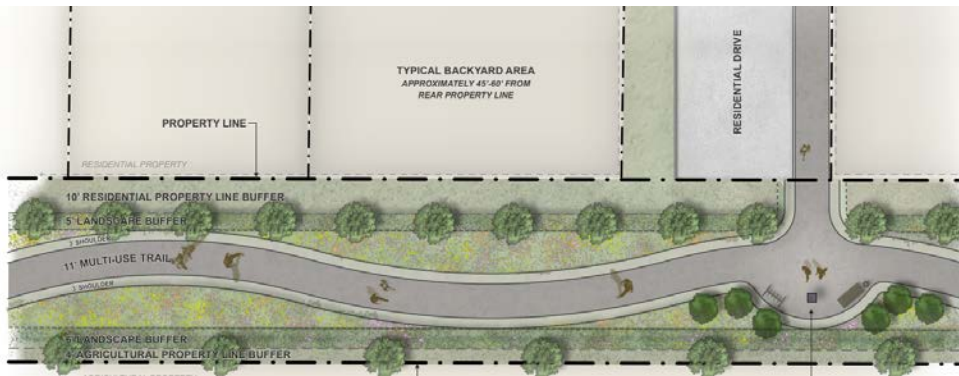
- **OATS Connector from Phase IV to Oxford Community Park** – This project is substantially complete connecting the Owl’s Landing development to the Aquatic Center and OCP.



- **OATS Multi Use Trail – Phase V – THS to TMS – PID 117001** - Staff is beginning to identify possible alignments and impacts on ROW acquisition and construction costs. Enjoy Oxford has identified a significant private contribution that could possibly be utilized for this phase of the project. The ACM is coordinating an application to OKI for Surface Transportation Block Grant funding for \$3.3M to pair with \$1.55M in local levy funds for this segment of the OATS trail. \$2.76M has been awarded by OKI for this phase of the OATS trail. Staff is working with ODOT to develop a Scope of Services Form to program the project into ODOT’s project management system (ELLIS). Staff has received a design proposal (30% preliminary design) for this future phase of the trail system. Staff is also discussing ROW acquisition for some private property in the Phase V path alignment. Phase V **preliminary** alignment is shown below:

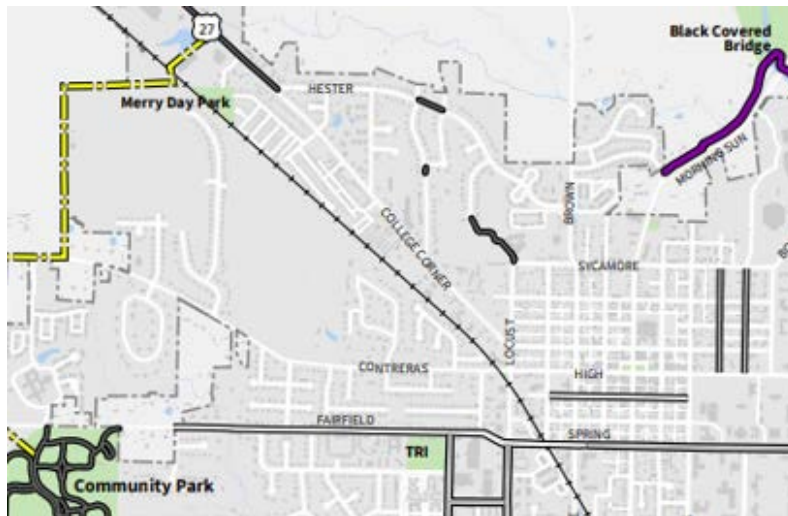


Preferred Phase V route as of April 2024. Bayer Becker estimate of probable costs for this segment is \$5.045M (Nov 2023). This preferred alignment was shared with the City Council. Council has approved funding for design changes to develop the preferred route (yellow line). Changes in construction limits will impact the schedule for mitigation plans and environmental clearance to proceed.



Possible design concept to minimize trail impact on property owner rear yards with landscaping and meandering path.

- **OATS Multi-Use Trail – Phase VI – Oxford Community Park to Black Covered Bride –** Staff is preparing legal documents for recording an easement from Fairfield Rd to Contreras Road through the east side of the Knolls of Oxford property.



- **Black Covered Bridge –** Staff is evaluating options for maintenance on the bridge’s roof and siding. Various materials are being studied to provide longevity to the bridge, improve fire safety of the bridge, and reduce future long-term maintenance costs for the structure. Currently, many of the roof’s shingles and siding planks have deterioration or are missing. The City has hired structural engineers to assist with this project (Kurdziel Barker Eng.)



Staff expects to advertise a project for bids in September/October 2024. Work will likely be performed during the summer of 2025 to take advantage of typically lower water levels in Four Mile Creek.

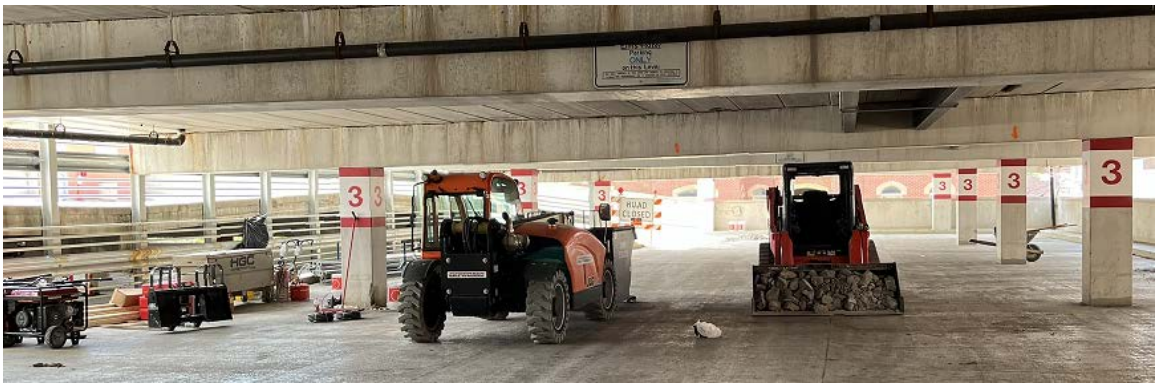
- Utility Wide Water Quality Testing for Lead - Update** -The City sampled 30 different homes throughout the City, with a focus in the Mile Square, to analyze for the presence of lead. The results showed many samples where no lead was detected by the laboratory. **The average of the samples was 0.7 ug/L; this value is down from 2022's average of 1.5 ug/L.** The Action Level established by the EPA is fifteen ug/L. This result is lower than the average from 2021 that was 1.6 ug/L. **Staff continues working on a lead service line inventory to be completed by October 2024. Staff will present a plan to City Council at the March 19th meeting to mitigate all lead service lines in the City (both public and private sides of the lines) through a construction project and OEPA water supply revolving loan account financing. The City intends to apply for principal forgiveness and low interest (possibly 0%) financing for the replacement of lead service lines to copper service lines.**
- Railroad Passenger Platform – PID 118586** - Project kickoff meeting with CSX, Amtrak, and the City was conducted June 18, 2021. Site review meeting conducted July 15th. CSX has signed the Preliminary Engineering agreement with the City (Oct. 28, 2021); we await additional guidance from AMTRAK on operation parameters for the project. Project coordination meeting with BCRTA is ongoing. Survey and soil boring work is complete on the rail site. The RTA project will host a passenger waiting area, public accessible restrooms, bike storage, real-time information, passenger kiosks/customer service, and intermodal transfer bays. Preliminary designs for the RTA facility may be viewed at [Oxford Multimodal Facility - Butler County RTA](#). Preliminary layout for two rail station alternatives was completed in December 2021. Staff continues to work with RTA and Miami on design issues, schematic plan development, and ingress / egress easements through City owned parcels. Phase I environmental investigation for the property has been authorized. Staff is discussing requirements for the Passenger Information Display System (PIDS) as required by AMTRAK. **ACM Greene has secured \$2.1M in funding from OKI for the railroad platform project (with a 20% local match). The City continues planning functions with CSX, Amtrak, and BCRTA. The City continues to work with property owners to acquire easements for the project.**
- Railroad Grade Crossing Elimination Program** – The City applied for funding for a study to evaluate options for a grade separation project in the area of Locust St. and Contreras Road. On March 19, 2024, the City received notice our application has been approved by the Ohio Rail Development Commission (ORDC). The ORDC will administer the study through one of their pre-qualified consulting engineers and will pay 100% of the costs for the study. Expected benefits from the study include identifying multiple approach alternatives that best address the needs of the City and collection of necessary information needed to develop a potential grade separation project and federal funding application. Work is expected to begin in summer of 2024. **The Ohio Rail Development Commission has selected Gannett Fleming as the consultant for our project.**



- **WWTP Biotower and Influent Wet Well Improvements** – Staff is working on technical specifications for new influent wet well 75 hp pumps (two) as well as an RFP for technical analysis of the biotowers for structural and piping repairs as well as internal media replacement. Tank 1 has been emptied and cleaned in advance of inspection by structural engineers. Staff has nominated future improvements for OEPA low interest loan and/or principal forgiveness financing for an application in late 2024. Staff is also developing a grant request through the Ohio Dept. of Development.
- **WWTP NPDES 5-Year Permit Renewal** – Staff has been working with OEPA for renewal of this discharge permit. The City has been notified by OEPA that they will begin regulating phosphorus discharges into Four Mile Creek; the City will have three years to obtain compliance with the new standard.
- **Kehr Road Culvert Replacement** – This project was approved by the District 10 Coordinating Committee on Nov. 16, 2022. The City will receive a maximum of \$147,500 from OPWC to assist in funding this project scheduled for 3Q 2023. Preliminary Plans have been filed with the BCEO; the City has petitioned Butler County Commissioners for our local share of costs from the Motor Vehicle Permissive Tax fund (\$112,500). The County approved this project funding on April 3, 2023. Council has approved the construction contract with W G Stang; work began in June 2024. Kehr Road will be closed with a posted detour. This project is substantially complete; we expect Kehr Rd. to reopen on or about July 17, 2024.



- **Parking Garage Repairs and Improvements** – work has begun replacing deteriorated stair treads in the southwest tower this winter. Staff will be working with THP Structural Engineers to publish standards and specifications for beam and membrane replacements on Deck 4 later in 2024. Council has awarded a contract to CPS Construction for work to begin summer 2024. Work has begun on the project and will last approximately four months through November 2024.



- **2024 Special Assessments for Curb / Gutter / Sidewalk** – Engineering is marking defective concrete sections in advance of the annual street resurfacing program. City Council approved a Resolution of Necessity at the first Council meeting in February. The City Council has awarded a contract to Hendy, Inc. for this project. Work will begin in June and will be completed by late July.

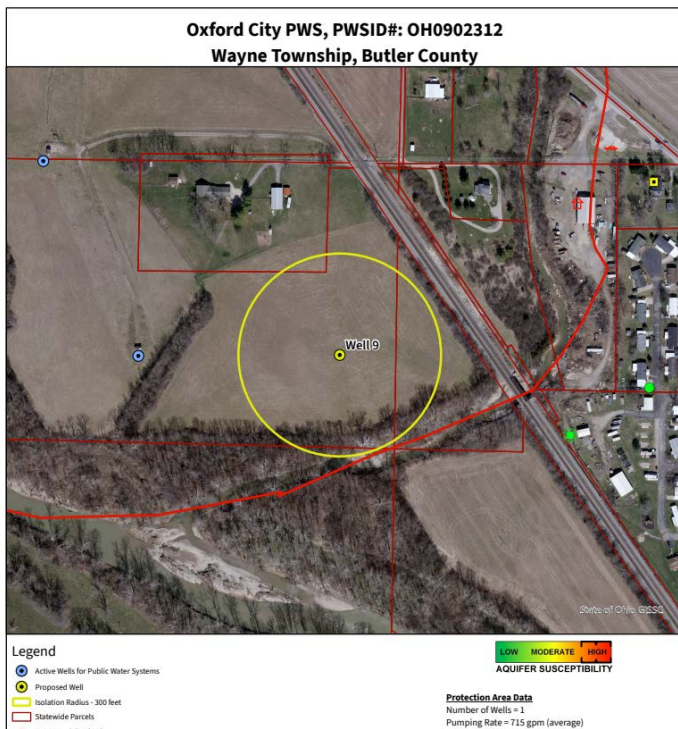


- **Butler County RTA Multimodal Station at Chestnut Fields** – The RTA Board has authorized a \$24M contract with Graybach, LLC for the construction of their multi-modal facility. **Work** continues with demolition of existing structures and removal of underground petroleum storage tanks. City Council has approved a waiver of Water and Wastewater Capacity Benefit Charges for this project.

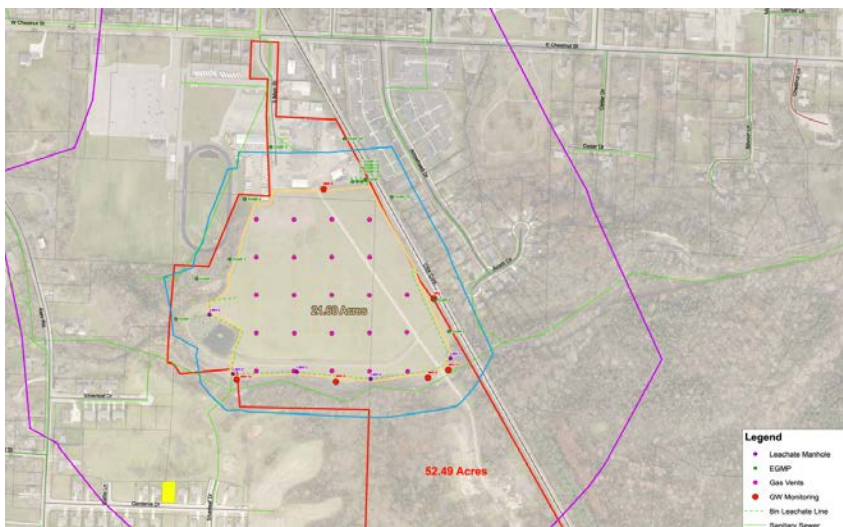


Current site progress as of May 14, 2024. The City Garage facility is on the left of the photo, Chestnut Fields parking is on the right.

- **Water Softening Evaluation and other WTP Improvements** – Council has approved a contract with Strand Associates for this project. The City has selected the highest scoring firm and has begun contract negotiations for the improvements. The City Council approved an engineering contract with Strand Associates on December 6, 2022. Design work will take approximately twelve to fourteen months to complete. **General plans and other documentation for the project have been submitted to the OEPA for review; this is another step necessary to qualify for low interest loans and/or principal forgiveness.** OEPA plans an award date in June 27, 2024 for this project – OEPA # 9574. The pilot plant to evaluate membrane characteristics on local water sources has been configured and placed into production for its 2,000 hour trial. Design and bidding should be completed by the end of 4Q2024. The City is hopeful of obtaining approximately \$2M in principal forgiveness for design & engineering costs for the project.
- **New Raw Water Production Well** – In conjunction with engineering activities for a new water softening plant, the Utility is investigating the construction of an additional vertical turbine well for the Seven Mile Wellfield. A test well has been installed and the data looks promising to support another well with capacity to support an additional 0.75-1.1 million gallons per day in raw water production. We are developing a formal application with Ohio EPA for this potential project.



- Solar Array Potential for Closed Sanitary Landfill** – Staff is working with the City Manager to evaluate technologies and options for a potential project. Ultimately, Staff will develop a Request for Proposals to determine the most advantageous technology and financing for this type of project. The City will need to interface with Ohio EPA to stay in compliance with post-closure rules, and with Duke Energy to receive solar generated power from the facility. Miami University has released an RFP, for a study, to determine the feasibility of a solar array at either the Hamilton or Oxford campus. Five proposals were received by the June 30th deadline; the proposals are now under review by Staff. The CM and SD have interviewed two firms. Permitting with OEPA, power transmission agreement with Duke Energy, and facility construction could take up to two years for completion. On September 7th, City Council passed a resolution authorizing the City Manager to enter into a lease option agreement with BQ Energy Development LLC. Bayer Becker has completed site survey work; schematic design will commence using survey data. The City has provided the Landfill Closure Certification Documents to BQ Energy to assist with plan development. Civil & Environmental Consultants (CEC) had a crew performing field work on March 17th. On June 29th, BQ Energy announced they have been acquired by CleanCapital. All of the current staff will remain, and they do not foresee any changes in the project. BQ Energy is working with Duke Energy to reduce interconnection costs for the facility; once the Duke report is received, they will move forward with engineering and permitting. **BQ has submitted plans to OEPA for project approval on the surface of the closed sanitary landfill. The OEPA approved our 513 Application for the solar project on December 19, 2023. We await the construction schedule from Clean Capital for this project.**



- **ODOT Systemic Safety Grants** – Staff is evaluating applying for this grant to complete missing sidewalk segments in the City; priority projects would include Locust St. between Spring St. and the Goodwill Retail Store drive apron. ODOT will require only a 10% local match for this grant. Application deadline was January 6, 2023. The City has been awarded funding for this project. Next steps include a request for a supplemental appropriation and/or 2024 budget line item for engineering services followed by construction contracts; a LPA scope of services document with ODOT; and LPA scope meeting and field review. ODOT has approved the City’s local engineer (Bayer Becker) to design the new improvements. ODOT is paying 90%; the City is paying 10%. **Stage I drawings are complete and under review. Next steps include generation of a construction estimate and refinement of plans following the comment period. New project cost estimate is \$372,000.**
- **Courthouse / Council Meeting Room** – Staff is preparing plans for a project to refresh the public meeting space in the Courthouse. The project would include new LED lighting, ceiling tiles, wall paint, and carpet, tentatively planned for late October. Work is complete on the buildings chimney that had significantly deteriorated mortar and loose bricks.
- **PFAS Settlement with DuPont and 3M** – The City Manager, Law Director, Service Director, and Water Treatment Plant Manager met with attorneys regarding a class action lawsuit to recover past, present, and future costs from possible PFAS contamination of raw water production wells. The City will be in Phase I of the settlement and will be in the first group eligible to receive settlement funds. The City will continue individual testing of all production wells and submit flow data from the past ten years of production history to our settlement attorneys. The City will continue to sample and analyze production wells for PFAS class chemicals. The City will receive reimbursement for all costs related to PFAS and will have some financial protections for the future. The USEPA is finalizing rules related to PFAS thresholds requiring action levels and treatment; it is expected to be very stringent, with limits in the very low parts per trillion.
- **2024 Street Maintenance Project** – Council has approved a contract with Barrett Paving for street maintenance and resurfacing. Impacted streets are published on the City’s website; this season’s focus is the northern Mile Square. Work is expected to be completed by August 7, 2024.
- **Electric Vehicle Fast Chargers** – The City has applied for grant funding from OKI for Level 3 fast charges at the City’s surface lot at Church St. and Main St. as well as at the Municipal Building parking lot. We are working with EV United and Duke Energy to develop our application for OKI. If awarded, the grant does not require a local match as Toll Revenue Credits are being used for the local match. The grant request is approximately \$900,000.
- **2023 Water Utility Consumer Confidence Report** - This report is now available on line. A link is provided to the report through the City’s website. We are advertising the report’s availability with notices on the consumers’ utility bills.



Drinking Water Consumer Confidence Report for 2023

