

MEMORANDUM

TO: Mayor Snavelly and Members of Council
FROM: Doug Elliott, City Manager
RE: Friday Letter
DATE: April 8, 2022

MEETINGS

- I hosted the Oxford Leadership meeting on Tuesday, April 5th at City Hall.
- I had my monthly meetings with Police Chief Jones and Fire/EMS Chief Detherage.
- I attended a Community Roundtable meeting presented by McCullough Hyde Memorial Hospital (MHMH) Foundation and TriHealth MHMH.
- I attended the Butler County 911 Planning Committee quarterly meeting in Hamilton.

EXPANDED POLYSTYRENE BAN

The City of Oxford's Ban on Expanded Polystyrene adopted in 2020 was scheduled to go back into effect on January 15, 2022. However, the Ohio Legislature included in the 2,438 page Biennium Budget Bill (Am. Sub. H.B. No. 110) a permanent preemption on the City's ability to ban expanded polystyrene. Therefore, the City's ban will no longer be in effect. Regardless of the state's permanent preemption of this ban, the City encourages our business's to explore other environmentally friendly containers and thanks the many businesses that have already made the change.

This is yet another example of the state legislature's assault on municipal Home Rule. It also represents an affront to the constitutional rule that limits legislative bills to a single subject since this action was buried in the Biennium Budget Bill. By placing this action in the Biennium Budget Bill, the legislature avoided any debate on the merits or demerits of such a one size fits all policy for the entire state. Instead of allowing local governments to be the laboratories of social experimentation and exercising local control for their own communities, we have 132 state legislators making a blanket decision for over 900 Ohio cities and villages.

SHORT TERM RENTALS

HB 563 would preempt local governments from regulating or prohibiting the use of short-term rental (STR) properties. The City of Oxford has adopted reasonable and common sense regulations of STR's to protect and preserve the quiet enjoyment of our residential neighborhoods. Like the example above, this is a clear assault on the Home Rule authority granted by the Ohio Constitution. The City of Oxford requires STR's to register by completing an application and a property inspection. STR's are also required to pay the City's hotel and lodging tax at 6% total.

DORA

Jessica, JJ, Mike, Seth, and I met recently to discuss the City's Designated Outdoor Refreshment Area (DORA). This item has been discussed at several council meetings and was a goal at our recent retreat. The purpose was to review extending the DORA boundaries to Elm Street (4 block extension) and year round operation. Currently, the DORA western boundary is the east side of Beech Street. If the western boundary were extended to the east side of Elm Street, this would add 4 city blocks to the Oxford DORA. It would include the Oxford Community Art Center, Phan Shin, and the Caroline Harrison building (under construction). This extension will require the City

Manager to submit a new (or revised) DORA application to City Council, advertise it, and hold a public hearing before adopting legislation amending the DORA.

The second item of year round operation would eliminate the closing of the DORA from August 16 to May 19 each year. This would require more permanent signage, addressing increased trash and litter pick up, and assessing the effect on the Wine Festival and other potential community event F permit holders.

A revised application will be submitted to City Council this summer for implementation this fall.

UPDATE ON CITY'S ELECTRIC AGGREGATION PROGRAM IN COMPARISON TO OTHER OFFERS

Electric rates are expected to increase given the current price of crude oil and natural gas plus the uncertainty in the global market. The City's Electric Aggregation Program provides a fixed rate at 5.71 cents per kWh for renewable energy from Energy Harbor. PUCO provides rate offerings from other suppliers through the Apples to Apples comparison for Duke Energy customers. Currently (as of 3-16-22) there are 133 different offers from various companies. If you apply the different filters so that you have a program comparable to ours (i.e., no termination or monthly fee, fixed rate, and renewable), there are only 12 companies offering electric energy in the Duke Service Area. The rates for those 12 companies range from 7.39 cents per kWh to 10.9 cents per kWh. Therefore, our program provides a significant savings for our residents and small businesses.

ONE OHIO OPIOID SETTLEMENT

The City received information from the State Auditor dated March 10, 2022 regarding the One Ohio Opioid Settlement. It states that "Ohio reached an \$808 million agreement with the three largest distributors of opioids. The state developed the OneOhio plan, a mechanism to ensure that any money from a negotiated settlement is distributed fairly to the communities hit hardest by the opioid crisis. The settlement agreement allocates 30% to local governments, 55% to a foundation that will distribute funds to projects, and 15% to the Office of the Ohio Attorney General as Counsel for the State of Ohio."

The City Council adopted legislation authorizing the City Manager to accept the settlements and sign the Settlement Forms with Janssen (J&J), Opioid Distributors (Amerisourcebergen, McKesson, & Cardinal Health), and Purdue Pharma. Last year estimates were published regarding what the City may receive from each company. (One estimate was \$722,458.) I have not received any recent estimates at the 30% share going to local governments. I would hope that distribution amounts would be forthcoming and the City would receive our share of funds this year.

COVID-19 UPDATE

In Ohio the average number of new COVID-19 cases per day for this week dropped to 620 from a high nine weeks ago of 27,840.

The Butler County Board of Health (BCBOH) updated information regarding COVID-19 reported cases from the 45056 ZIP Code. The new figure is 5,994 as of March 5, 2022 and includes Miami University student confirmed cases. This represents 6.5% (down from a high of 13.0% in late December 2020) of all reported cases in Butler County. The total reported cases for Butler County is 91,892. The total verified deaths for Butler County is 1,099.

The Ohio COVID-19 Vaccine Dashboard provides vaccination numbers for the state and for each county. It provides information on how many individuals have been vaccinated (started) as a percent of the total population. **For example, as of March 10, 2022 in Butler County, 229,905 individuals or 60.01% of the population have received a first dose. For older age groups in Butler County, 83.00% of the 80 plus, 87.70% of the 75-79, 92.95% of the 70-74, 87.05% of the 65-69, and 81.39% of the 60-64 age groups have been vaccinated.** You can also view the data by sex, race, and ethnicity.

The state vaccination rate as of March 2, 2022 is 63.0% (percentage of total population with at least one dose). The vaccination rate for those aged 65+ is 87.1% and 67.4% for those aged 18+. The percentage of the population fully vaccinated is 57.8%. Ohio ranks 34th in the percentage of the total population fully vaccinated by state. Ohio is the seventh most populous state.

In the State of Ohio as of March 10, 2022, there have been 2,661,557 (22.5% of the population or approximately nearly 1 in 4.4 residents) cases of COVID 19 since January 2020. There have been 37,212 Ohio resident deaths (approximately 1 in 321 residents).

According to Miami University, the vaccination rate for Oxford students is nearly 92%%.

MEDICAL MARIJUANA DISPENSARY

There were 28 applications ranked for our district. Of the top three applications, two had an Oxford address (one on College Corner Pike and the other on Southpointe Parkway). Now that the applications have been ranked, the state will confirm that the winning applications meet all the state requirements to get a provisional dispensary license, which would allow the companies to start building their facilities.

On January 5, 2022 the State of Ohio Board of Pharmacy announced that the drawings for all eligible applications submitted during the second request for dispensary applications were to be held on Thursday, January 27, 2022. The drawings were completed by the Ohio Lottery Commission using a Random Number Generator (RNG), with each application assigned a unique draw identification number. The drawings resulted in ranked order lists for each district and were published on the Ohio Medical Marijuana Control Program (MMCP) website. **There will be three more dispensaries allocated for our district which includes Darke, Preble, and Butler Counties.**

The Ohio Board of Pharmacy received 1,463 applications for new medical marijuana dispensary licenses. Twenty applications were filed with a City of Oxford location. Fourteen (14) applications were submitted for the new building at Southpointe Parkway. Four (4) applications were submitted for different locations on College Corner Pike. One (1) application was submitted for a Spring Street location and one (1) for a Fairfield Road location.

On April 19, 2021, the State of Ohio Board of Pharmacy approved increasing the number of dispensary licenses in Ohio by 73. The City has received several inquiries regarding possible locations. A retail dispensary is prohibited by state law from locating within 500 feet of a school, church, public library, public playground, or public park.

There are currently 57 dispensaries in Ohio. The state may issue up to 73 additional provisional medical marijuana dispensary licenses. This would bring the total to 130 if all 73 are approved. The application window begins November 4, 2021 and ends November 18, 2021. The application fee is \$5,000. Applications are site-specific which means they must have eligible property secured prior to application. The additional 73 provisional dispensary licenses will be issued through a lottery process.

The state is divided into 31 geographic dispensary districts. The drawing will occur according to available professional dispensary licenses in each district. Oxford is located in the SW District 2. This district includes Butler, Darke, and Preble Counties. Three additional provisional dispensary licenses are available in this district which would bring the total to five. Presently, there are two dispensaries located in our district and both are in Butler County- Bloom Medicinals in Seven Mile and Cannascend Alternative, LLC in Monroe.

Drive-through windows will be permitted. No owner may possess more than five dispensaries in Ohio. Applications must specify the districts in which they are applying, include site-specific plan, professionally prepared survey, and form from local zoning officials.

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 (an Ohio nonprofit corporation).

COMMUNITY SOLAR PROJECT

The City of Oxford desires to provide an economically viable reuse for the closed municipal landfill. In order to advance the City's environmental sustainability goals, the City developed a Request for Proposals (RFP) to lease the closed Municipal Sanitary Landfill for development of a Community Solar Energy Array. The RFP required the development company to design, obtain approval from the Ohio EPA, receive approval for a Point of Interconnection (POI) with Duke Energy, finance, construct, operate, and maintain the solar energy system. The City received five responses to our RFP. Four companies were selected to interview. Two companies responded to our request for interviews. After interviewing both companies and gathering additional information including references, BQ Energy Development, LLC was selected as the proposal which best meets the City's needs. BQ Energy Development, LLC has developed many solar energy array projects on closed municipal landfills and brownfield sites over the last seven years. The company is currently under contract with the Solid Waste Authority of Central Ohio (SWACO) to construct a 50 MW solar energy array project on a 173 acre closed municipal landfill south of Columbus, Ohio. The Service Director and I recommended that Council authorize the City Manager to enter into a Lease Option Agreement between the City of Oxford and BQ Energy Development, LLC for approximately 20 acres of the city-owned close municipal sanitary landfill. Council approved the authorization resolution. The option agreement shall remain in effect for a period of three years. BQ Energy Development, LLC shall make a payment of \$10,000 to the City for this option. Upon exercising the 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.

This community solar project could provide up to 6 megawatts of power. (A megawatt is equal to 1 million watts) The current national average (through 2018) of homes powered by a MW of solar is 190 according to the Solar Energy Industries Association (SEIA). Thus, 6 MW of solar could power 1,140 homes or 18% of Oxford's occupied housing units (1,140/6,322).

The option to lease agreement has been signed by both parties. The Memorandum of the Option to Lease has been recorded. The City has received the non-refundable payment for signing the option agreement.



Assistant City Manager
Weekly Report: April 4-8, 2022
Submitted by: Jessica Greene

Highlight for Newsletter:

This week started off with disappointment with the inability of our Differdange guests to make it to Oxford. However, the rest of the week flew by with several Amtrak meetings and Human Resources topics.

Special Projects and Meetings:

- Amtrak:
 - Rail funding discussion and timeline with Service Department. We hope to apply for a June OKI Grant. I will be bringing this recommendation to Council soon.
 - Meeting with Miami, City of Hamilton, City of Cincinnati and Amtrak staff on our regional efforts.
- Meeting with Miami University about possible congressional funding applications. We may pursue the cost of the bridge over the railroad for phase 5 of the Oxford Area Trail.
- City Council Meeting
- Comp Plan Steering Committee Meeting
- Assistant City Manager staff team meeting
- Preparing for a class presentation on the impacts of community advocacy.
- Met with Kate Rousmaniere to review proposed housing next steps with our American Rescue Plan Funds.

Communications:

- Drafted article on the website about City Council priorities, vision & values, and measurable goals.
- Working on a climate communications campaign to encourage climate-friendly practices. Reena is also creating flyers for Earth Fest to share with the general public.

Economic Development

- Meeting with a concerned resident regarding the perceived high vacancy in the Uptown district and how to make Oxford a “great” community.

Human Resources:

- Significant time spent on HR this week.
- We needed to finalize how to interpret a few clauses in the fire union contract and determine a goal deadline for calculating all of the changes that are required with this new contract.
- Finalized MOU with police unions regarding parental leave policy.
- Addressed a few salary review/position change requests
- Posted preschool position and took down the police advertisement position.

Communications-Ashley:

- Weekly Staff Reports Emailed 4/4
- City E-News emailed 4/4
- Created posts and/or scheduled posts – specifically for: Egg scramble, boards and commissions vacancies, national student employment day. Boosted the Oxford Tomorrow post on Monday.
- Changed out the graphics for April on the tv downstairs.
- Worked on updating the Boards and Commissions pages on the website and started writing the article to post on the website next week to promote the vacancies.
- Started a document with old articles from the previous City of Oxford website
- Made some edits and additions to the website, including Spring fire safety from the Fire Dept. weekly report, edits on boards and commissions page, etc.... I also did some minor edits on the OATs page. I also asked Revize to make a change to the Form Submission screen per a request from Jenny – they were quick in completing the request!

Clerk of Council-Heather

- Crafted Action minutes for the 4.5.22 City Council Meeting
- Cleaned up the full transcription for the 4.5.22 City Council Meeting
- Setup a user account on Scribie for Eni and worked on a few Granicus issues we've been having
- Worked on a tracking sheet for Boards & Commissions Agenda and Minutes Strategy
- Zoom meeting with Granicus Customer Support (Erin Gonzalez) to address an ongoing issue (Agenda times)
- Prepared for Records Commission Meeting (Agenda creation, collecting records disposal requests from all City Departments, and sent a reminder to staff.)

Community Outreach-John

- Completed 6 ROW's
- Process Banner Application
- Billed additional signs to Messer Const.
- Scheduled alley pickup and delivered supplies
- Scheduled 3 for community service
- 1 Property update
- Delivered facemasks to CAC

- 2 Trash complaints
- Continuously updating business contacts

Comprehensive Plan Input #2:

The next public input event, a Visioning Workshop is scheduled for **April 18 at 6:00 p.m. at Oxford Bible Fellowship** church at 800 Maple Ave. Catch up on the process here:

www.oxfordtomorrow.org.



This week the Steering Committee met to prepare for the workshop on the 18th. Three members of the general public also attended this week's meeting to learn more about the process leading up to the workshop on the 18th.

Board and Commission Highlights:

- **Planning Commission:** The agenda for **April 12 is a work session** only due to no new cases for April. This will be an open discussion of potential future code amendments by the Commission only, with no public input being held. It will be 6:00 p.m. at LCNB Bank instead of the courthouse. The next regular meeting for the public review of two Conditional Use cases will be on **May 10**. The City is **now accepting applications** for an upcoming vacancy on this [commission](#). Training is provided in land use planning and parliamentary procedure.
- **Historic and Architectural Preservation Commission:** HAPC future vacancy recruitment: Design professionals or general public encouraged to apply [here](#). Additional info [here](#). Next regular meeting **April 13, 6:15 p.m.** to go over status of old business items as well as any guidance to/from Council and Planning.
- **Housing Advisory Commission:** This commission met on March 21 to review the status of several housing access/affordability topics. The Commission was joined by two citizens. **April meeting date TBD** due to potential conflict with staffing April 18 Visioning Workshop later that evening.
- **Board of Zoning Appeals:** A meeting was held on March 22 with one case involving sign variances for the new Kettering Health facility along US 27 South/University Park Boulevard. The case was approved. The approval rate percentage of cases from this board does not fully represent the review criteria and overall process leading to the case and the final decision. Many potential cases do not make it to the agenda of this board. The City is now accepting applications for an upcoming vacancy on this [board](#). Training is provided in zoning laws and parliamentary procedure. The next regular meeting will be held on **Tuesday, April 26 at 6:30 p.m.** to review one old business case for Brick Street Bar, 36 East High Street.

- **Building Board of Appeals:** Board training was held on Tuesday this week. Appeals hearing for five cases from the same property owner is scheduled for **Wednesday, April 20 at 6:00 p.m.** As of this publication date (April 1, 2022), a sufficient number of [members](#) have been appointed by City Council. However, additional names are always encouraged in order to maintain an adequate supply of members available to City Council to select from for future vacancies. [Application link.](#)

Other Department Highlights

- **33 scheduled inspections** were completed in the past week, half of which were residential rental and code enforcement follow-up. **22 of the 33 inspections** resulted in documented violations for follow-up. Spring Semester Fraternity inspections are underway, in partnership with the Fire Department. Post-pandemic and post-new Code Enforcement Officer hiring, this is the first semester of dual-inspector simultaneous inspections in coordination with the Miami Greek Affairs office. **Thanks to Miami University staff** Adam Dralle for assisting the City with this process change. All but one of the 25 Fraternity buildings are scheduled for inspection.
- **122 Residential Rental** License Certificates were issued in the past week. This process involves several steps of mailed renewal notification, application completeness, scheduling of inspection (if required), payment of fees, processing of results and mailing of issued certificates (to be displayed in the actual unit). Administrative Assistant Becky Kolb is the primary lead for these tasks.
- **8 construction/alterations** permits were issued in the past week. This process involves several steps including: inquiry, application completeness, review and processing, payment and issuance of permit (to be displayed at the project site). Administrative Assistant Eunike Miller is the primary lead for these tasks.
- Sam and Jessica kicked off the annual spring Institute for Learning In Retirement class last week (April 1) with the first of four presentations on **“Oxford Planning for Climate Change.”** Several citizens and community leaders are involved in this class series.

Long Term Projects Status:

- **Western Knolls Development:** Staff are reviewing consultant options for creating a master plan for the remainder of the City’s 47 Acre Western Knolls property on Oxford Reily Road. With City Council’s approval of the Episcopal Retirement Preliminary Plan, a plan for the remainder of the property would assist City Council in determining how best to move forward. **Authorization for release of this potential RFP will first be presented to City Council.**
- **Cottage Community:** Planner Zachary Moore met last month with the design team for the 12-unit cottage community. This project is to be located on Hester Road and will be reviewed as a Planned Development at the Planning Commission.
- **Code Enforcement Enhancement:** In addition to regular weekly duties of rental inspection, staff are conducting enforcement on vacant and deteriorating properties, specifically in the northern dead-end street sections of the Mile Square. One building has been demolished, two others are in process. The Building Board of Appeals is fully appointed with hearings on the schedule. Staff departments are considering changes to the codes regarding enforcement mechanisms.

- **Geographic Information Systems (GIS) Expansion:** The City continues to contract with LJB of Miamisburg, Ohio to maintain computer mapping software basic services. See the [interactive map](#) of the Community Park. Other work includes maintaining our [existing maps](#), data integrity and the weekly land parcel transfer report (attached). LJB is also assisting the City in acquiring more recent aerial base map imagery. Our current basemap imagery is from 2018. Recently we learned that we will soon finally be able to add the Butler County December 2020 imagery to our basemap. **The imagery is now on our servers and being processed for usage!**
- **Permit Tracking Software Enhancement:** We are continually working to improve/correct internal and external processes following our 2020 software launch of BS&A Community Development. Additional technologies are being considered. The BS&A online permit application submittal portal has been turned off. Staff are now directing applicants to email permits/plans (commdev@cityofoxford) which has improved efficiency. The residential rental certificate search function remains active for the public to search to confirm compliance status of individual addresses.

sperry@cityofoxford.org

Community Development Department
15 South College Ave
Oxford, Ohio 45056
April 8, 2022

City of Oxford
Finance Department
Weekly Report
April 4th through April 8, 2022

Accounting Activities

- Accounts payable checks were processed this week.
- Working on cleaning up internal transfer and posting issues with Paylocity.
- Staff continues to work on Audit/Annual Comprehensive Financial Report for 2021. The auditors have been on site all week this week. Thank you to everyone who helped provide documentation promptly.
- Resolution for the City's Property and Casualty Insurance Coverage for 2022 passed at the April 5th Council meeting.
- Went on a road trip with members of the Police Department to witness the destruction of confiscated drugs this week. One of the duties of the Finance Director is to witness destruction of City property.
- City received notice from the GFOA that it's been awarded the "Certificate of Achievement for Excellence in Financial Reporting" (see attached).

Utilities Activities

- Readings for May billing has begun.
- Staff is working with service technicians to get additional radios installed that will read from the tower. We currently have 3965 accounts reading from the tower.
- Training continues within the Finance and Utilities areas.



Government Finance Officers Association
203 North LaSalle Street, Suite 2700
Chicago, Illinois 60601-1210
312.977.9700 fax: 312.977.4806

4/7/2022

Joseph Newlin
Finance Director
City of Oxford, Ohio

Dear Mr. Newlin:

Congratulations!

We are pleased to notify you that your annual comprehensive financial report for the fiscal year ended December 31, 2020 has met the requirements to be awarded GFOA's Certificate of Achievement for Excellence in Financial Reporting. The GFOA established the Certificate of Achievement for Excellence in Financial Reporting Program (Certificate Program) in 1945 to encourage and assist state and local governments to go beyond the minimum requirements of generally accepted accounting principles to prepare annual comprehensive financial reports that evidence the spirit of transparency and full disclosure and then to recognize individual governments that succeed in achieving that goal. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting. Congratulations, again, for having satisfied the high standards of the program.

Your electronic award packet contains the following:

- **A "Summary of Grading" form and a confidential list of comments and suggestions for possible improvements.** We strongly encourage you to implement the recommended improvements in your next report. Certificate of Achievement Program policy requires that written responses to these comments and suggestions for improvement be included with your 2021 fiscal year end submission. If a comment is unclear or there appears to be a discrepancy, please contact the Technical Services Center at (312) 977-9700 and ask to speak with a Certificate of Achievement Program in-house reviewer.
- **Certificate of Achievement.** A Certificate of Achievement is valid for a period of one year. A current holder of a Certificate of Achievement may reproduce the Certificate in its immediately subsequent annual comprehensive financial report. Please refer to the instructions for reproducing your Certificate in your next report.
- **Award of Financial Reporting Achievement.** When GFOA awards a government the Certificate of Achievement for Excellence in Financial Reporting, we also present an Award of Financial Reporting Achievement (AFRA) to the department identified in the application as primarily responsible for achievement of the Certificate.
- **Sample press release.** Attaining this award is a significant accomplishment. Attached is a sample news release that you may use to give appropriate publicity to this notable achievement.

In addition, award recipients will receive via mail either a plaque (if first-time recipients or if the government has received the Certificate ten times since it received its last plaque) or a brass medallion to affix to the plaque (if the government currently has a plaque with space to affix the medallion). Plaques and medallions will be mailed separately.

As an award-winning government, we would like to invite one or more appropriate members of the team that put together your annual comprehensive financial report to apply to join the Special Review Committee. As members of the Special Review Committee, peer reviewers get exposure to a variety of reports from around the country; gain insight into how to improve their own reports; achieve professional recognition; and provide valuable input that helps other local governments improve their reports. Please see our website for [eligibility requirements](#) and [information on completing an application](#).

Thank you for participating in and supporting the Certificate of Achievement Program. If we may be of any further assistance, please contact the Technical Services Center at (312) 977-9700.

Sincerely,

A handwritten signature in black ink, reading "Michele Mark Levine". The signature is written in a cursive, flowing style.

Michele Mark Levine
Director, Technical Services

Week ending 4/8/2022

Facilities & Programs

- **Egg Hunts!** OPRD is hosting three egg events this year: Adult Egg Hunt, Teen Night Egg Hunt, and Daytime Egg Scramble. See pg 2 of the [Activity Guide](#) for more information.
- **New dugouts** and out of play fencing are complete on Field #6; Homerun fencing coming soon.
- Continued meetings with Miami Senior Design class to design and engineer a potential dirt track for bikes or a bike playground at Oxford Community Park.
- Coordinating minor maintenance projects with Parks Maintenance crew at dog park and aquatic center locations.
- An [interactive map of the Oxford Community Park](#) can be found here.
- First OPRD select level summer baseball tournament for June 11-12 at OCP (ages 9-12)
- [Preschool registration](#) is open for 2022-23 School Year. 10 of 14 spots are filled already.
- **OPRD is Hiring an [Asst. Preschool Teacher](#) to complete the 2021-22 school year.**
- [Camp POP! registration](#) is open. Several weeks have 20+ kids registered already.
- Want to make a difference? Give your feedback at www.oxfordtomorrow.org

Sports Activities

- [Epic Cup soccer tournament](#) is coming soon! April 30-May 1 and May 7-8 at Oxford Community Park, Leonard Howell Park and Cook Field. Over 300 total teams.
- Registration is now open for spring/summer sports programs; this includes [Adult Softball](#), Baseball Tournament, [Tennis](#) and [Golf Lessons](#), [Archery](#), and [Ready Set Run!](#)

Aquatic Center

- Recruiting and hiring of summer staff is under way. [Summer Job Opportunities](#).
- Director updated Lifeguard Certification for 2022/2023, and completed a new Certified Pool Operator course, as well as updated his American Red Cross First Aid / CPR / AED Instructor certifications. Still needs to update Food Safety certification for 2022.
- [Season Passes](#) & Private Reservations are available now. Swim Lessons registrations will open on May 1st.
- Working with Oxford Swim & Dive Team on scheduling, meet dates, practice times, etc.
- Interviewed two individuals for potential Aquatic Center Manager position.

Miscellaneous

- **Water has been turned on, and restrooms are now open at Oxford Community Park.**
- Staff are conducting interviews for Concessions, Lifeguards, Camp Leaders and Aquatics Manager positions. Jobs have been posted using numerous avenues.
- American Fireworks company will once again be providing the fireworks display for Freedom Festival. Entertainment will be provided by A&S Party Rental.
- Unfortunately, OPRD was not selected as a recipient for the Proctor & Gamble Grant. OPRD will look at applying for the Nature Works Grant, which is due June 1st.
- TRI Board, Recreation Board and Senior Center are all in discussions about potential future indoor recreation center on the TRI property. 2022 is intended to be a year of studying and researching options.
- Met with MSA Architects to discuss TRI concept plans, feasibility studies, and planning.

Oxford
PARKS & RECREATION
EGG SCRAMBLES

Thursday, April 14 ~ "Adult" Egg Hunt 7:00 p.m.
(18 years +)

Why not include the adults in this annual tradition! Any adult 18 yrs. + can join the fun and search the trails for eggs filled with coupons, prizes and other surprises. Hunt will begin at 7:00 p.m. SHARP at the basketball courts in Oxford Community Park!

**Rain date Friday, April 15, 7:00 p.m.*



Thursday, April 14 ~ "Night" Egg Scramble 9:30 p.m.
(4th-8th Grade)

It is dark outside, so bring your bag and a flashlight!

Eggs will be filled with candy and other surprises as we turn you loose at OPRD for a nighttime scramble. Our scramble takes place at OPRD located at 6025 Fairfield Road and will begin at 9:30 p.m. SHARP!

**Rain date Friday, April 15, 9:30 p.m.*



Saturday, April 16 ~ "Daytime" Egg Scramble 11:00 a.m.
(0 yr. - 3rd Grade)

Thousands of eggs filled with candy and other surprises will be scattered on the fields for the little ones to grab. Age groups will be separated to allow for a fun and safe scramble.

The Easter Bunny will be in attendance for photo opportunities. Make sure you grab your favorite basket to fill up with sweet treats. Scramble will begin at 11:00 a.m. SHARP!

**Rain date Monday, April 18, 5:30 p.m.*



Weekly Report Oxford Division of Police March 28, 2022 – April 3, 2022

1. **Chief Jones, Lt. Robinson, Lt. Fening, Sgt. King, and Officer Butler** interviewed 11 candidates for the Social Services Liaison position. This first set of interviews were held virtually and helped determine the final list of candidates to interview in person.
2. **Lt. Fening** gave a presentation on Elder Fraud at the Oxford Senior Citizens Center on Monday.
3. **Lt. Fening, Dispatcher/Clerk Kingsley, and Dispatcher/Clerk Garnett** interviewed two candidates for the open position of PT Dispatcher/Clerk.
4. **Officer Reihs and Officer Jones** attended the Wright State Career Fair on Friday as part of our continued recruitment efforts.
5. **Elana Jones** started her new role as a PT Public Safety Assistant last week.
6. The seventh session of the 2022 Citizen Police Academy was held on Monday at the Butler County Communications Center. Dispatch Supervisor Miranda Sheppard spoke about dispatching responsibilities and Butler County EMA Director Matt Haverkos spoke about emergency management.

Meetings

- **Chief Jones**
 - Monday staff meeting
 - Citizens Police Academy
 - Seth Copenbaker – DORA expansion
 - Seth Copenbaker and Lt. Fening – Red Brick Fridays events
 - Ann Fuehrer, Oxford Citizens for Peace and Justice – homelessness issues
 - Alcohol Coordinating Committee meeting
 - Sam Perry and Law Director – Updates to civil citation and code enforcement processes
 - City Manager staff meeting
- **Lt. Fening**
 - Kenn Jones, Oxford Observer – missing person and other stories
 - Abby Minyono of ParkMobile and PSA Schatzle – discuss issues and the contract
- **Lt. Robinson**
 - Butler County All Hazard Incident Management Team OPS Section meeting/training
 - Butler County All Hazard Incident Management Team Command Staff meeting

SRO News

A 4th grader was found to be in possession of 3 vaping devices. Mr. Merz and SRO Hayes advised the student on the dangers of using the vape. Amy Macechko will be following up with the student and discipline was handled by the school.

Weekly Report: By the Numbers					
Arrests and Citations	Mar 28 - Apr 3	YTD	Incidents Reported	Mar 28 - Apr 3	YTD
Minor Misdemeanor	4	46	Traffic Crashes	7	84
Misdemeanor	14	137	Sexual Assault	1	9
Felony	1	17	Robbery	0	1
Moving Traffic	18	175	Assault	0	13
Non-Moving Traffic	2	40	Burglary	2	16
Drivers License Law Violations	2	26	Theft	3	57
Civil Offense Citation	1	72	Motor Vehicle Theft	0	4
Underage Alcohol Violation	4	51	Drug Offense	0	7
OVI	2	14	Aggravated Menacing/Menacing	0	5
Disorderly Conduct	3	37	Domestic Violence	0	2
			Property Damage	1	9
			Criminal Trespass	1	5

Parking and Administrative Citation Summary March 2022	
Description	Amount
Block Drive or Parked Within 3 Ft of Driveway	7
Crossing Roadway outside of Crosswalk	0
Dogs and Other Animals at Large	1
Expired Meter	1051
Expired Plates	0
Opening Vehicle Door on Traffic Side	1
Open Container Prohibited	3
Littering or Allowing Litter	23
Multi-Space Expired Meter	410
Multi-Space Meter Violation	0
Noise Restrictions	33
Nuisance Party	4
Parked >12 In From Curb	3
Parked Across Marked Lines	4
Parked at Wrong Angle	1
Parked Facing Wrong Direction	5
Parked in Alley/Narrow Street	13
Parked in Excess of 72 hours	2
Parked in Fire Lane	1
Parked in Front or Side Yard	16
Parked in Handicapped Space	10
Parked in Roadway	1
Parked in Safety Zone	0
Scavenging on Private Premises	0
Parked on Crosswalk	0
Parked on Private Property	33
Parked on Sidewalk or Lawn	20
Parked on Snow Emergency Route	0
Parked Within 10 Ft of Hydrant	1
Parked Over Time Limit at Meter	16
Residential Permit Required	49
Signs Prohibited Parking	68
Right of Way in Crosswalk	0
U-turns Restricted	1
Yellow Zone	103
Total	1880



City of Oxford - Division of Police

Weekly Media Incident Summary

Report Span: 3/28/2022 12:00:00 AM to 4/4/2022 10:00:04 AM

For Public/Media Release

<u>Case Number</u>	<u>Date Reported</u>	<u>Location</u>	<u>Offense</u>
22-OPD-0155	4/1/2022 4:00:00 PM	101 E. High St.	2907.05A4 Gross Sexual Imposition _ victim < 13, statutory
	On 04/01/2022 I responded to the area of the 700 block of S. College Ave. concerning a report of a sexual assault.		
22-OPD-0363	3/28/2022 1:56:00 PM	101 E HIGH ST	2913.02A1 Theft _ without consent
	Victim reported sometime during the overnight hours someone entered his vehicle taking items from inside while parked in the parking lot near his apartment building at 804 S. Elm Street, Victoria Square Apartments.		
22-OPD-0365	3/28/2022 10:04:00 PM	101 E HIGH STREET	128 WARRANT ARREST
	A male turned himself in on an active warrant through the Butler County Sheriff's Office.		
22-OPD-0366	3/29/2022 11:42:07 AM	300 S LOCUST ST	2911.21 Criminal Trespass
	Known female subject was captured on store video inside of Oxford Kroger after being trespassed on 02/08/22 from all Kroger properties.		
22-OPD-0367	3/29/2022 2:25:00 PM	TALAWANDA HS, 5301 UNIVERSITY PARK BLVD.	2151.022 Unruly Juvenile Offenses
	A student walked out of school and left with an unknown individual in a van.		
22-OPD-0369	3/30/2022 10:56:28 AM	712 David Dr	

4/4/2022 10:00:04 AM



City of Oxford - Division of Police

Weekly Media Incident Summary

Report Span: 3/28/2022 12:00:00 AM to 4/4/2022 10:00:04 AM

22-OPD-0371	3/30/2022 11:00:00 AM	101 E. High St.	2911.12A2 Burglary _ trespass in occupied structure, separately secured structure, or separately occupied portion of an occupied structure that is a permanent or temporary habitation of any person when any person is present or likely to be present, w/ purpose to co
	On 03/30/2022 I responded to the area of Jeffery Dr. concerning a report of a burglary with approximately \$3000.00 worth of power tools taken.		
22-OPD-0373	3/30/2022 6:00:00 PM	5032 COLLEGE CORNER PIKE	
	An unconscious and non-breathing male was discovered at Park View Arms Apartments behind apartment #55. Residents administered Narcan and the male regained consciousness. OFD responded, but the male refused transport to the hospital.		
22-OPD-0374	3/30/2022 6:41:35 PM	4985 COLLEGE CORNER PIKE	2913.02A1 Theft _ without consent
	On 3/30/22, officers responded to KDS Express for a report of a fuel theft. A report was taken, but there are no suspects at this time.		
22-OPD-0375	3/31/2022 12:32:26 AM	716 S College Ave	
	Officers responded for a dispute, however after arriving on scene, it was discovered that the male party had just injected himself with narcotics. The male was transported to McCullough-Hyde Memorial Hospital.		
22-OPD-0380	3/31/2022 1:08:00 AM	36 E High St	2917.11A1 Disorderly Conduct _ fighting or threatening
			4507.30 Prohibitions
			4301.69E1 Offenses Involving Underage Persons _ underage consume beer intoxicating liquor

4/4/2022 10:00:04 AM



City of Oxford - Division of Police

Weekly Media Incident Summary

Report Span: 3/28/2022 12:00:00 AM to 4/4/2022 10:00:04 AM

	Officers were dispatched to Brick Street for a male with wounds from an assault. After a brief investigation, it was determined that two underage, intoxicated males were fighting inside of the bar. Both underage males were issued summons for Disorderly Conduct and Underage Liquor Violations.		
22-OPD-0383	4/1/2022 6:10:00 PM	104 MARTI CT	2913.02A1 Theft _ without consent
			2913.51 Receiving Stolen Property
	Victim reported that someone stole his Diamondback men's road bike overnight.		
22-OPD-0384	4/2/2022 12:00:38 AM	E Sycamore St / N Main St	2917.11B2 Disorderly Conduct _ intoxicated create risk of harm
			4301.69E1 Offenses Involving Underage Persons _ underage consume beer intoxicating liquor
	On 4/2/22, officers located an intoxicated male subject that was passed out on the sidewalk. The male was charged with underage liquor violations and was released on his own recognizance.		
22-OPD-0385	4/2/2022 12:19:00 AM	101 E CHURCH ST	4301.69E1 Offenses Involving Underage Persons _ underage consume beer intoxicating liquor
			2917.11B1 Disorderly Conduct _ intoxicated annoy or alarm
	A female was found on her knees hanging over a chain fence vomiting in the 100 block of E. Church Street. The female was intoxicated and under the age of 21. She was issued summons for her violations.		
22-OPD-0386	4/2/2022 2:03:12 AM	101 E High St	4507.30 Prohibitions
			4301.69E1 Offenses Involving Underage Persons _ underage consume beer intoxicating liquor
	A male was observed jaywalking in front of the police station. He was found to be intoxicated, underage, and in possession of a fictitious license. He was cited and released.		

4/4/2022 10:00:04 AM



City of Oxford - Division of Police

Weekly Media Incident Summary

Report Span: 3/28/2022 12:00:00 AM to 4/4/2022 10:00:04 AM

22-OPD-0390	4/2/2022 11:33:45 PM	S Main St / E Rose Ave	4511.19 Driving While Under the Influence of Alcohol/Drugs
			4301.69E1 Offenses Involving Underage Persons _ underage consume beer intoxicating liquor
			4507.30 Prohibitions
	On 4/2/22, officers conducted a traffic stop on a vehicle with no headlights. Further investigation lead to the arrest of the driver for OVI and underage liquor violations. He was released on his own recognizance.		
22-OPD-0391	4/2/2022 11:25:30 PM	101 E High St	4511.194B2 Having Physical Control of Vehicle While Under the Influence _ whole blood, blood serum or plasma, breath, or urine contains at least the concentration of alcohol specified in (A)(1)(b), (c), (d), or (e) of 4511.19
			An Officer received a report of a male who was intoxicated who had gotten into a vehicle in front of the police department. Officers were able to locate the male who was slumped over the wheel. After further investigation the male was placed under arrest for Physical Control.
22-OPD-0394	4/3/2022 2:18:54 AM	S Main St / E Collins St	4511.19A1A Driving While Under the Influence of Alcohol and/or Drugs
			I was on patrol when I observed a vehicle with no headlights on in the zero block of South Poplar St. I initiated a traffic stop and observed the male to be under the influence of alcohol. After further investigation the male arrested for OVI.
22-OPD-0395	4/3/2022 1:38:18 PM	6099 Fairfield Rd	2913.02 Theft
			2911.13 Breaking and Entering
	Officers responded to 6099 Fairfield Rd., Oxford Health Care Center, after the care taker discovered a radio on inside and believed someone to have broken in. Officer searched the building and located a male inside. The male was identified and later taken to the Butler County Jail.		

4/4/2022 10:00:04 AM



City of Oxford - Division of Police

Weekly Media Incident Summary

Report Span: 3/28/2022 12:00:00 AM to 4/4/2022 10:00:04 AM

22-OPD-0396	4/3/2022 5:30:00 PM	115 WOOSTER PL	2909.06A1 Criminal Damaging/Endangering _ knowingly any means
	An unknown person(s) caused damage to the mirror of a 2014 Honda Accord.		
22-OPD-0399	4/2/2022 2:00:06 AM	15 S. Poplar St.	2917.11B2 Disorderly Conduct _ intoxicated create risk of harm
	I was on patrol when I observed a female face down on a lawn in the zero block of South Poplar Street. Upon further investigation the female was found to be under the influence of alcohol and cited for Disorderly Conduct.		

4/4/2022 10:00:04 AM



SERVICE DEPARTMENT

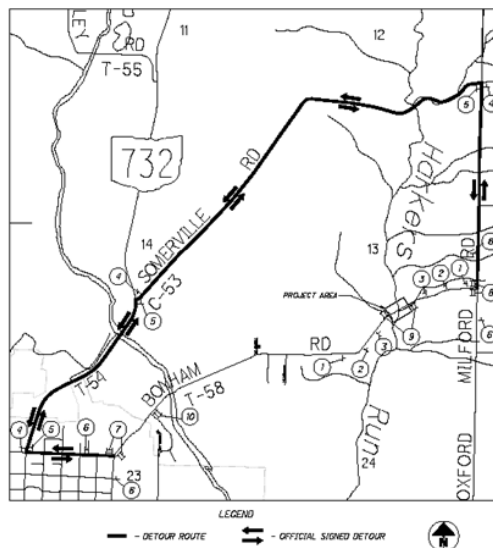
Weekly Report # 14

April 4 – April 8, 2022

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:

- **Bonham Rd. CLOSURE for Bridge Replacement:** The Butler County Engineer's Office will be closing Bonham Road for a bridge replacement (north of Oxford) at Harker's Run beginning March 7, 2022. The detour will use Sycamore St. and Morning Sun Rd. in the City and Somerville Rd. outside of the City. **Work should be completed by mid-July. The City's work to relocate a water main within the project limits is complete.**



- **Additional Bike Parking in the Uptown** – Staff has ordered an additional bicycle parking structure to be placed on East Park Place in the parking stall currently reserved for electric scooters. Delivery of the new unit should take approximately 90 days. Staff will install the unit upon delivery.
- **2021 CDBG Funds** – HUD has released approvals for the utilization of 2021 project funds. The City will go out to bid on March 11, 2022 for the installation of additional sidewalk handicap ramps in conjunction with the 2022 street resurfacing project. **Bids were opened on March 25th; Council awarded a contract to Jackson Construction on April 5th.**
- **2022 CDBG Funds** – these funds are committed to the College @ Elm project for the extension of Walnut St. and construction of a new parking facility. The funds will likely not be released from HUD until Q3 or Q4.
- **Railroad Passenger Platform / BCRTA Facility** - 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 were 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. The City is reviewing a proposed Term Sheet from AMTRAK to continue the project. The terms basically state the City is responsible for any and all costs associated with the project, both for CSX and AMTRAK.**

- **Water Softening Evaluation and other WTP Improvements** – Council has approved a contract with Strand Associates for this project. Kickoff meeting with our consultant was conducted January 21, 2020. Staff is meeting with the Engineers on a biweekly basis to review progress. Technical memorandum #1 has been received evaluating four softening solutions. This will be pared down to three for further evaluation. We have received a draft of the report and are reviewing the data and recommendations. Staff met with Strand Assoc. the week of Jan 18th to obtain more data for the report, particularly softening's impact on process control and raw water consumption, as well as potential impact to water quality in Four Mile Creek and the City's wastewater treatment plant; Alternatives presented to the City Council on June 15, 2021. The City will investigate the feasibility of purchasing wholesale water from the Hamilton system and build a new pipeline from their North Plant to our existing pipeline at the Seven Mile Well Field. Staff is also discussing an interconnection with Southwest Regional Water District for emergency water transmission between the utilities. **Staff has received the final draft report from Strand Assoc. and is preparing a RFQ for design firms to begin the process of design/engineering/permitting of a new softening plant to work in conjunction with our water treatment plant.**
- **Seven Mile Well Field Water Main Improvements** – Staff is developing a project to install new valves / discharge ports on the raw water main at Seven Mile. This will allow for the removal of iron and manganese deposits at the source rather than at the water treatment plant where the material can cause fouling of our sand filters.
- **Backflow and Cross Connection Control Program** – As required by the OEPA, the City continues to implement this water quality program. Staff is evaluating new software that will minimize paperwork, postage expenses, and staff time administering the program. The agreement has been signed and program migration has begun. **Migration should be completed in April.**
- **Annual Water System Testing for Lead** – In 2021, the Utility sampled a representative cross section of residential users (30 samples from different locations). The 90th percentile result of all the samples was 1.6 ug/L. The OEPA action level for lead in drinking water is 15.0 ug/L. Sampling and analysis will be performed again in summer 2022.
- **Elevated Storage Tank Exterior Coating** – Staff is developing specifications for replacement of the tank's exterior coating. We expect to have a contract completed by 4Q 2021 for work to be performed summer 2022. The City has been notified by the County Engineer that this project ranked #9 for funding of all projects submitted for Butler County for federal water and wastewater infrastructure improvement funding. We do not know at this time what the cut off will be for funding of the ranked projects. Bids were opened Nov. 12; staff is investigating bidding firms' references, histories, and grant opportunities. **The Council approved a contract for this project on January 18, 2022. Work should be complete by the end of August.**
- **Main St. (SR732) Reconstruction between High St. and Park Place** - The Ohio Public Work Comm. – District 10 Integrating Committee approved funding for our project to reconstruct the bricked portion of Main St. (SR732) between High St. and Park Pl. in the Uptown Parks. We should receive written approval from the OPWC this summer for

construction in summer 2022. Our project scored 13th highest out of 25 projects that were recommended for funding. Twenty-one additional projects were not selected for funding in this round. Written confirmation of our project funding was received July 2, 2021. Funding will be via supplemental budget in 2022 for work to be performed in summer 2022. **Council awarded a contract to Prus Construction for the project. Work will begin in late May and be completed by August 12, 2022.**

- **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.**
- **2022 Street Resurfacing & Special Assessment Project** – approximately 100 notices have been sent to property owners with defective curb / gutter on streets that are planned to be resurfaced in 2022. Owners have until the end of March to complete improvements. Staff will ask the City Council for a Resolution to begin the official process per Ohio Revised Code. The project has a budget of \$350k for resurfacing and \$150k for any needed Special Assessments for City performed curb / gutter / sidewalk improvements. **Advertisements for bids will begin March 11, 2022. Bids were opened on March 25th; Council awarded contracts to Barrett Paving and Jackson Construction on April 5th.**
- **OATS Multi Use Trail – Phase III-** The City has received a letter from OKI informing us that 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. The City is working with ODOT, MU, and TSD to develop the scope and alignment for this project. City Council approved a design contract with Environmental Design Group on Feb. 4th. Kickoff meeting for the projects was held March 4th. Contract documents have been signed and consultant is proceeding with work. Feasibility Study / Alignment documents were received from the consultant May 29, 2020. The City has received Stage 2 plans for this phase in conjunction with preliminary cost estimates and Geotech reports. The coal ash segments will require cement stabilization to function during high water events. Preliminary cost for segment “A” (Bonham Rd. to SR 73) is \$840,000. Preliminary cost for segment “B” (Peffer Park to Talawanda High School) is \$720,000. Total estimate for Phase III is \$1.56M. Now proceeding with ROW / easement acquisition as needed. ODOT comments for this Phase were received on Feb. 8 and are being incorporated into design plans. **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. Tree clearing must be completed by March 31, 2022 to comply with threatened species regulations followed by a survey to ensure Indiana Bats are not displaced (or a mitigation plan enacted). Stage III plans have been submitted to ODOT for review. Bidding expected in 1Q 2022 with construction beginning in spring. All ROW / easement acquisition is complete as of March 24, 2022.**
- **OATS Multi Use Trail — Phase IV – Talawanda Middle School to Oxford Community Park** – 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 is proposed for

construction in 2022. Funding comes from OKI and the Transportation Alternatives program. The City is working with ODOT, MU, and TSD to develop the scope and alignment for this project. City Council approved a design contract with Environmental Design Group on Feb. 4th. Kickoff meeting for the projects was held March 4th. Contract documents have been signed and consultant is proceeding with work. Feasibility Study / Alignment documents were received from the consultant May 29, 2020. **Preliminary cost estimates for this segment of the OATS system is \$2.7M. All ROW / easement acquisition is complete as of March 24, 2022. ODOT has been slow to deliver review comments for Stage 3 plans, and that will impact our schedule to proceed. Below is the new schedule for Phases III & IV:**

Milestone	ODOT Commit Date	Local Preferred Date
Stage 3 Plans Comments (from ODOT to EDG)	12/13/2021	12/13/2021
EDG Disposition of Comments from Stage 3 Plans to ODOT	2/11/2022	2/11/2022
R/W Acquisition Complete (all easements signed & recorded by ORC & City; assuming February 4, 2022 green light to proceed from City)	n/a	2/18/2022
Final R/W Plans Submitted to ODOT	3/25/2022	3/4/2022
Final R/W Plans Approved by ODOT	5/4/2022	4/13/2022
In-Field Bat Survey (anytime starting June 1, 2022 through season)	6/15/2022	6/15/2022
Bat Survey Report Completed and Uploaded to Environet	6/21/2022	6/21/2022
CE Document Submitted	6/22/2022	6/22/2022
Environmental Document Approved	9/23/2022	8/5/2022
Final CDs/PS & E Submitted (to Oxford and ODOT from EDG)	12/2/2022	4/15/2022
Final CD Review Comments Due to EDG (from ODOT & City)	1/20/2023	5/25/2022
Tracings Complete	2/20/2023	6/15/2022
Local Let PS & E Package to District	3/20/2023	7/15/2022
District R/W Certification	3/22/2023	8/10/2022
Final Tracings Approved	3/23/2023	8/11/2022
Plan Package Received in C.O.	3/24/2023	8/12/2022
Bidding Process Starts	3/27/2023	8/15/2022

Congratulations to Jessica for winning another \$500,000 grant for this project from ODNR / Clean Ohio Trails Fund.

- **OATS Multi Use Trail – Phase V – THS to TMS** - 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.**
- **Glenwood Energy Rate Request** – The City regulates natural gas prices (General Service Rate) for Glenwood Energy of Oxford, Inc through Ordinance # 3483. The Ohio Public Utilities Commission reviews and approves Gas Cost Recovery rates. Unfortunately, the City's previous utility attorney, Barth Royer, is deceased. The City has had preliminary discussions with another firm to review and advise on the rate request by Glenwood Energy.
- **Lake Forest Drive Sanitary Sewer** – The street developer has plans for the construction of a new sanitary sewer to service this area. In order to allow construction, a series of five easements will be required from 4-Leaf Development and Rams Holdings. The easements were accepted by Ordinance. The City awaits copies of the recorded easements from the Developer.
- **Special Assessment Program** – City Council approved a Resolution of Necessity at the Feb. 15th City Council meeting. This is the first of four separate pieces of legislation required for a special assessment program to improve curb, gutter, and sidewalk where property owners

have not performed the work. Advertisements for bids began March 11, 2022. Bids were opened March 25th; Council awarded a contract to Jackson Construction for this project to be completed by July 2022.

- **Seven Mile Creek Well Field – Staff is addressing significant stream bank erosion at a bend in Seven Mile Creek that is threatening a raw water main that carries raw water from Seven Mile back to the Water Treatment Plant in Oxford. The streambank is being armored with natural materials including broken concrete pieces from past construction projects.**

