



## AGENDA

### OXFORD CITY COUNCIL

TUESDAY, JANUARY 19, 2021

**THIS MEETING IS BEING CONDUCTED IN ACCORDANCE WITH  
H.B. 404 AND THE GUIDELINES SET FORTH BY THE OHIO  
DEPARTMENT OF HEALTH**

### WORK SESSION

**7:00 P.M.**

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**THE PURPOSE OF A WORKSESSION IS TO PROVIDE COUNCIL MEMBERS WITH AN OPPORTUNITY TO DISCUSS A PARTICULAR ISSUE. THE PUBLIC IS WELCOME TO OBSERVE, HOWEVER, NO ACCOMMODATION IS MADE FOR PUBLIC PARTICIPATION.**

1. Roll Call.

William Snavely, Vice-Mayor  
Jason Bracken  
Glenn Ellerbe

Mike Smith, Mayor

David Prytherch  
Chantel Raghu  
Edna Southard

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2. Approval of Agenda.
  3. Discussion – Commitment to Governance Guided by Strategic Planning. (David Prytherch, City Councilor)
  4. Adjournment.

**Drafted by David Prytherch. For reference in Council and staff discussion.**

**A RESOLUTION COMMITTING THE CITY OF OXFORD TO A STRATEGIC PLANNING MODEL OF GOVERNANCE PROMOTING TRANSPARENCY AND ACCOUNTABILITY IN PROGRESS TOWARDS LONG-RANGE COMMUNITY GOALS AND STRATEGIC PRIORITIES**

WHEREAS, Oxford is a forward-thinking community committed to confronting challenges and securing future opportunities related to the health, safety, and general welfare of its residents; and

WHEREAS, the City of Oxford is guided by long-range goals articulated in its Comprehensive Plan and other plans (transportation, capital improvement, etc.); and

WHEREAS, the City of Oxford is prepared to invest significant community time and resources in updating its Comprehensive Plan through a process of research, public engagement, goal setting, and development of implementation strategies; and

WHEREAS, implementation and realization of long-range plans and goals requires a strategic decision-making process by which City Council and staff collaborate to develop annual strategic priorities to guide decision-making in key areas like budgeting, policy, and management; and

WHEREAS, transparency and accountability in strategic planning and decision-making requires regular and open engagement with the public in communicating goals and progress; and

WHEREAS, the Charter of the City of Oxford specifies distinct yet complementary roles for Council and City Manager in setting and implementing policy priorities. Council has authority is to adopt and modify the master plan, adopt ordinances within the scope of its powers, and adopt an annual appropriation ordinance based on the annual budget, among others. The City Manager has duty to observe and enforce the Charter, ordinances, and resolutions; prepare an annual report on finances and administrative activities of the municipality; prepare budgets for Council and administer appropriations; and perform such other duties required by Council not inconsistent with the Charter; among others. And

WHEREAS, Council, the Manager, and staff have made good strides towards a strategic planning model of governance, continued progress would benefit from a firm joint commitment to a well-defined process.

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

**SECTION 1: City Council publicly and formally affirms its commitment to a strategic planning model that include the following elements over an annual process:**

- 1) Preparation and distribution of an annual report highlighting the accomplishments and measurable progress of the past year in core municipal responsibilities, long-**

range goals (i.e. Comprehensive Plan) and strategic priorities, and other achievements.

- 2) Collaborative identification of key strategic priorities, building on past year's accomplishments and guided by long-range goals, for the upcoming 1-2 year period. This process will include opportunities for public input and adopted priorities will be published;
- 3) Coordination and collaboration with boards and commissions to establish annual policy agendas aligned with strategic priorities informed by long-range goals;
- 4) A budgeting model designed to align capital and operational budgeting with strategic priorities guided by long-range goals, developed through formative engagement of Council, staff, and the public throughout the process;
- 5) Regular review and reporting of progress towards strategic priorities (and long-range goals) throughout the year.

SECTION 2: Council makes this commitment understanding the responsibility it shares with the City Manager and staff, which requires public engagement and support. The success of this process in translating goals into measurable outcomes will require close collaboration as well as respect for distinct yet complementary roles of elected and appointed officials, management and staff, and our community partners. But we believe formalizing this commitment and process can promote accountability, and transparency in the governance of the City of Oxford towards our shared goals.

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