

MEMORANDUM

TO: Mayor Smith and Members of Council
FROM: Doug Elliott, City Manager
RE: Friday Letter
DATE: September 24, 2021

MUNICIPAL RECORDS COMMISSION MEETING

As City Manager, I serve as the Chair of the City of Oxford's Municipal Records Commission. The Commission also consists of the Finance Director, Law Director, and one citizen appointed by the City Manager (Jacqueline Johnson). Brad Spurlock of the Smith Historical Library also serves as an ex-officio member. The City Clerk serves as the Secretary for the Commission. The Commission shall meet at least once every six months (ORC 149.39).

Under Ohio Records Law (149. 351 ORC) "All records are the property of the public office concerned and shall not be removed, destroyed, mutilated, transferred, or otherwise damaged or disposed of, in whole or in part, except as provided by law or under the rules adopted by the records commission." The Municipal Records Commission is charged with reviewing applications for one time disposals [RC-1], reviewing retention schedules [RC-3], revising retention schedules at any time, and providing rules for the retention and disposition of records

The Oxford Municipal Records Commission met Tuesday, September 21, 2021 in the Municipal Building. At the meeting, several Certificates of Records Disposal were approved for the Police Division, Community Development and Finance Departments.

FY 2022 PROPOSED OPERATING BUDGET

A copy of the City Manager's Proposed Budget for FY2022 was provided to City Council on Friday, September 24, 2021. A Budget work session with Council is scheduled for Thursday, October 15, 2020 at 7:00 PM.

The 2022 Proposed Budget is an essential and sustainable budget. It does not eliminate any programs or services presently provided by the City. It includes the contracted pay adjustments for the three Police Unions and a 3% pay adjustment for all other employees excluding the nine Fire Fighter/Paramedic positions since the City is negotiating a first time labor agreement with the union. Also, there are no major changes proposed in the employer provided health insurance program for 2022.

In the General Fund, proposed operating expenditures at \$11,304,408 are up from the 2021 Budget by \$228,740 (2.1%). The increase in expenditures of the 2022 Proposed Budget from the 2021 Budget is due primarily to overall increases in salaries, wages, and related costs plus the addition of a Social/Case Worker for the Police Division at an annual cost of \$70,000 (\$55,000 salary plus \$15,000 fringe benefits).

General Fund Revenues (excluding advances and transfers) for FY2022 are estimated overall to increase from the FY 2021 Budget estimate by \$392,931 (or 5.6%). This is due primarily to an estimated 16.7% (or \$200,000) increase in property and 62.5% (or \$84,600) increase in hotel tax

revenues. The income tax which provides 69% of General Fund revenues is estimated to remain essentially the same as last year. The local property tax provides 11.2% of General Fund revenues.

Security of persons and property (Police, Traffic Control, and Street Lighting) which comprises 53.3% of General Fund Operating Expenditures (excludes Transfers and Advances) has been increased by \$171,094 or 2.9%. Leisure time activities has increased by 3.3% and General Government by 7.8%.

Given the challenges and opportunities our local government faces, I believe this is a fiscally responsible and sustainable Proposed Budget for 2022.

The plan is to have a first reading of the Budget Ordinance on Nov 2nd and a second reading on Nov. 16th.

COVID-19 UPDATE

The Butler County Board of Health (BCBOH) updated information regarding COVID-19 reported cases from the 45056 ZIP Code. The new figure is **3,909 as of September 18, 2021 and includes Miami University student confirmed cases. This represents 8.2% (down from a high of 13.0% in late December 2020 and declining over the last two weeks) of all reported cases in Butler County. The total reported cases for Butler County is 47,584.**

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 September 23, 2021 in Butler County, 198,466 individuals or 51.80% of the population have received a first dose. For older age groups in Butler County, 79.07% of the 80 plus, 82.62% of the 75-79, 87.89% of the 70-74, 82.37% of the 65-69, and 76.53% 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 September 23, 2021 is 53.8% (percentage of total population with at least one dose). The vaccination rate for those aged 65+ is 82.9% and 60.5% for those aged 18+. The percentage of the population fully vaccinated is 49.8%. Ohio ranks 33rd (continues to fall behind other states) 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 September 19, 2021, there have been 1,373,275 (or 11.6% of the population) cases of Covid 19 since January 2020. There have been 21,596 deaths ranging in age from less than 1 year old to 111 years old with an average age of 40. This equates to 1 death per 63 cases of Covid-19.

According to Miami University, the on-campus vaccination rate for students is above 74%.

2021-2022 DEER MANAGEMENT PROGRAM

Resolution No. 4482 was adopted by City Council on September 15, 2009. It authorized the City Manager to establish and implement a Deer Management Program, create rules and regulations for obtaining a deer hunting permit, and issue written permits to those individuals who meet the necessary qualifications. The program permits hunting with bow and arrow from tree stands on large tracts of land within the City. **The program requires application to and permission from the City Manager. David Treleven, Environmental Specialist in the Service Department, administers the program for the City. The City follows State of Ohio hunting laws and a proficiency test is administered to the hunters. Each**

approved hunter receives an assigned hunting area and a specified time period in which to hunt. All harvested deer are reported to the City. As always, the emphasis is on safety. This year (2021-2022), 22 individuals have been certified and issued permits to hunt on six tracts of land (four city owned and two others – the Oxford Cemetery and Oxford Country Club).

The Ohio white-tailed deer opening hunting date with bow and arrow in our region is from September 25, 2021 to February 6, 2022. The total permitted bag limit in our County is three either sex deer. This is the thirteenth year for the program. Last year nine deer were harvested and eight were donated to the Community Meal Center (CMC) in Hamilton, Ohio (an estimated grand total of 3,184 pounds [or 1.6 tons] of venison over 12 years). CMC provides meals to the needy each week on Tuesday and Friday. The processing cost for the donated deer is paid for by the CMC with grant funding from the State of Ohio. The goal of our program is to restore a natural balance in our ecosystem and not to eliminate white tailed deer. In order to be successful this program must be continued each year.

MASK MANDATE

City Council was provided an updated and revised face covering ordinance for the August 17, 2021 Council meeting. The expiration date is December 13, 2021. This date can be extended or shortened by City Council depending on a review of the local Covid-19 number of cases and the vaccination rate or other public health information.

It was adopted by Council at a special meeting on August 30, 2021 at 6:30 PM.

Miami University has an indoor face covering requirement for all of its buildings.

PROPOSED FY 2022 OPERATING BUDGET

The Finance Director, Assistant Finance Director, Assistant City Manager, and I reviewed Department Heads' budget submittals. The City Manager's Proposed FY2022 Budget will be finalized and submitted to City Council on Friday, September 24, 2021. A Council work session will be scheduled in mid October 2021 to review the City Manager's Budget Proposal with City Council.

2020 POPULATION

The U.S. Census Bureau released Redistricting Results yesterday which included local population counts. The City of Oxford 2020 Census of Population is 23,035 residents. This is an increase of 7.8% or 1,664 residents from the 2010 Census. Although I have not seen the results by age breakdown. I would expect that much of the population growth is due to Miami's increasing enrollment. For example, Miami's total Fall enrollment on the Oxford Campus was 16,359 in 2010 and 18,656 in 2020.

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 are recommending that Council authorize the City Manager to enter into a Lease Option Agreement as set forth in substantially the same form as Exhibit "A" attached hereto between the City of Oxford and BQ Energy Development, LLC for approximately 20 acres of the city-owned close municipal sanitary landfill. 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 to meet the City's own needs or for the City's Electric Aggregation Program. Whether or not this 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 which could power about 300 homes).

David Treleaven and I met with representatives of BQ Energy Development on Wednesday, September 15, 2021 to tour the landfill site, discuss the development of the project, as well as, finalizing the option to lease agreement.

OXFORD DIVISION OF FIRE & EMS- LABOR NEGOTIATIONS

The City has received a Notice to Negotiate from the City of Oxford Professional Firefighters IAFF 5272 bargaining unit and an Assignment Letter from the State Employment Relations Board. A date will be set to adopt rules of negotiation and bargaining so that negotiations may begin. This will be a time consuming process for the administrative and legal staff of the City as this is the initial agreement between both parties. There are six IAFF Locals in Butler County with labor agreements. They vary in membership size from the City of Hamilton with 103 members to Liberty Township with 33 members. The City of Oxford's will be the smallest with 9 members (including one vacancy).

An executive session with City Council was held to discuss this. Staff and I have met to begin management planning for the negotiations. **The parties are in the process of negotiating a contract**
An executive session with City Council was held before the July 6th regular meeting to provide an update on negotiations.



Assistant City Manager
Weekly Report: September 20 to September 24, 2021
Submitted by: Jessica Greene

Highlights for E-Newsletter:

Seth and I have been actively researching how to establish a [Community Land Trust](#) to allow for the construction of affordable homes for working families. We are seeking information from several successful organizations to review their models of operations. We feel that the CLT model has great promise in addressing housing affordability in our community. This has been exciting to research.

Communications:

- City weekly staff reports sent 9/20.
- City E-News was sent 9/20
- Website: Our new go live date is November 1, 2021. A resident testing group will be invited to share feedback the week of October 11th.
- Reporters:
 - Student journalist regarding trail planning.

Special Projects and Meetings:

- Records Retention Meeting
- Student Community Relations Commission Meeting
- Meeting with future Councilor Alex French regarding next steps of Comprehensive Plan.
- Meeting with Sam and Doug to discuss master plan of City owned land.
- Trail work- We are now exploring a revision to our contract with our consultant to explore a pause in this work.
- Climate:
 - Climate Action Steering Committee Meeting
 - Review meeting with staff of CDP in which handles Global Covenant of Mayors reporting. Reviewed possible steps. I have shared the feedback comments with Miami University staff who are helping us determine possible future action steps.

Economic Development:

- College@Elm
 - Met with Miami University to discuss grant applications for the funding of this location.

Human Resources:

- Conducted phone interviews for the Clerk position.
- Review covid testing protocols that we may be able to use with our new policy. This will require Council approval because of the expense. A model is being reviewed by our attorney and then will be shared with our bargaining units soon for feedback. We hope to bring this to City Council in October.
- Firefighter/EMT position review with city attorney to discuss classified position hiring strategies.

City of Oxford

Finance Department

Weekly Report

September 20th through September 24, 2021

Accounting Activities

- Accounts payable checks were processed this week.
- Staff is working on records retention and destruction, including old electronic files for Records Commission meeting on September 21st.
- Finalizing the 2022 City Manager's Proposed Budget. City Manager's Proposed Budget has been sent to Council this week and posted to the City's website. Budget work session is scheduled for October 21st.
[2022 City Manager's Proposed Budget](#)
[2022 City Manager's Proposed Budget Notes](#)
- We've provided several documents to Paylocity for implementation. Implementation will begin within a couple of weeks with a go live date of January 1, 2022.
- Heidi will be meeting weekly with 2 groups of interns for the Woodside Cemetery project. The goal is to organize records, create software and mapping, and allow for citizens to view information online.
- Attended Ohio GFOA Annual Conference virtually on Wednesday and Thursday killing two birds with one stone by fulling my CPIM (The Ohio Treasurer's Center for Public Investment Management) required training for 2021.
- Glad to report that in yesterday's check run we officially spent all of the CARES Act funding we received last year.

Utilities Activities

- Readings for October billing continues.
- Processed 456 ACH direct payments for a total of \$51,388.91. Processed 431 automatic credit card payments for a total of \$33,620.77.
- Staff received a very nice note from management of a property company thanking them for their kindness and help during the busy time of year! Kudos to the ladies in Utilities!
- Staff is working with service technicians to get additional radios installed that will read from the tower. We currently have 3,641 accounts reading from the tower.
- Training continues within the Finance and Utilities areas.



Weekly Report
Oxford Division of Police
September 13, 2021 – September 19, 2021

1. **Chief Jones and Lt. Fening** met with representatives of O'Reilly's Auto Parts, Speedway, and Dairy Queen as part of our community outreach (crime prevention, traffic/pedestrian safety concerns, checking in with management, etc.) efforts.
2. **Officer Campbell** brought a police cruiser and a patrol bicycle to the library to participate in the Touch-a-Truck event that was held in the parking lot on Saturday.
3. **Lt. Robinson and Matt Stitzel** attended the Central Square RMS Administrator and Configuration workshop last week. BCSO is upgrading the Records Management System we utilize under our dispatch contract. This upgrade will migrate existing records databases to new technology, allowing users to access data and complete incident reports via a web browser instead of a legacy client installed application. This project will last thru February, at which time OPD reports will likely take on a new appearance. Staff time dedicated to this project will be considerable as 2 weeks a month thru February are needed to complete the buildout and configuration of the new system.

Meetings

- **Chief Jones**
 - Monday staff meeting
 - Butler County EMA Executive Board meeting
 - Alcohol Coordinating Committee meeting
 - Ted Woods, bar owner
 - BRICS radio maintenance
 - City Manager – department head meeting
- **Lt. Robinson**
 - Miami University football gameday operations meeting
- **Lt. Fening**
 - Coalition Leadership Team meeting
 - Mia Rivera, Journalism student – General overview of OPD operations/staffing

SRO News

Due to a viral Tiktok trend, THS has faced large amounts of vandalism and theft, centering on the boys bathrooms. One student was charged with theft when it was discovered he had stolen a teacher's personal

plant and vase and another student was charged with criminal mischief when it was discovered he destroyed a chair/desk combo.

SRO Durkin assisted Mr. Malone in addressing behavior issues with a few students.

Weekly Report: By the Numbers					
Arrests and Citations	Sep 13 - Sep 19	YTD	Incidents Reported	Sep 13 - Sep 19	YTD
Minor Misdemeanor	2	124	Traffic Crashes	2	155
Misdemeanor	15	363	Sexual Assault	0	13
Felony	0	33	Robbery	0	4
Moving Traffic	11	505	Assault	0	29
Non-Moving Traffic	1	75	Burglary	0	48
Drivers License Law Violations	1	101	Theft	10	224
Civil Offense Citation	7	388	Motor Vehicle Theft	0	20
Underage Alcohol Violation	3	132	Drug Offense	0	41
OVI	0	63	Aggravated Menacing/Menacing	0	27
Disorderly Conduct	4	80	Domestic Violence	1	16
			Property Damage	6	69
			Criminal Trespass	0	9



City of Oxford - Division of Police

Weekly Media Incident Summary

Report span: 9/13/2021 7:00:43AM to 9/20/2021 7:00:43AM

Oxford Division of Police

101 E. High St.

Oxford, OH 45056

FOR PUBLIC / MEDIA RELEASE

Date Reported	Incident Number	Address	Reporting Officer	Offense Type
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9/13/2021 9:07:00AM	21-OPD-1259	18 E Walnut St	Morgan David	Criminal Mischief _ move, deface, tamper,
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MEDIA

The window of an unoccupied apartment in the 0 block of E. Walnut St. was damaged sometime between September 10 and September 13. The damage was a result of a padlock being thrown through the window. There were no witnesses, and there is no suspect at this time.

9/13/2021 12:12:00PM	21-OPD-1261	5262 Brown Rd	Campbell Jeffrey S	Theft _ without consent
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MEDIA

Victim reported sometime between Friday night and this morning someone entered her parked car taking items from inside while parked in the parking lot near her building at Hawks Landing, 5262 Brown Road.

There are no suspects at this time.

FOR PUBLIC / MEDIA RELEASE

Date Reported	Incident Number	Address	Reporting Officer	Offense Type
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9/13/2021 1:18:00PM 21-OPD-1262 943 S Main St Morgan David

MEDIA

A dying opossum was humanely euthanized at the Oxford City Landfill.

9/13/2021 4:16:00PM 21-OPD-1263 216 W High St Morgan David Theft _ without consent

MEDIA

A bike was stolen from 216 W. High St. during the nighttime hours between September 3 and September 4, 2021. The bike may now be listed on Craigslist.

9/14/2021 4:54:00AM 21-OPD-1264 323 W Church St Hellwarth Paul Criminal Damaging/Endangering _

MEDIA

Officers responded to 323 W Church St. where a vehicle window was damaged.

FOR PUBLIC / MEDIA RELEASE

Date Reported	Incident Number	Address	Reporting Officer	Offense Type
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9/14/2021 1:27:00PM 21-OPD-1265 5301 University Park Blvd Butler Richard J Theft

MEDIA

A student stole a teacher's property as part of a TikTok Challenge. Evidence was discovered in the students backpack by another teacher. The student admitted to a principal that he had taken the item.

9/14/2021 3:22:00PM 21-OPD-1268 5301 University Park Blvd Butler Richard J Criminal Mischief_ move, deface, tamper,

MEDIA

A student damaged a desk beyond repair. He was cited and faces school discipline.

9/14/2021 3:51:00PM 21-OPD-1269 325 Foxfire Dr Jones Anthony Theft_ without consent

MEDIA

Victim reported that her packages were stolen from the front porch of a residence.

FOR PUBLIC / MEDIA RELEASE

Date Reported	Incident Number	Address	Reporting Officer	Offense Type
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9/14/2021 6:20:00PM 21-OPD-1270 330 W Church St Hatfield Matthew R

MEDIA

Resident reported that they found a note written on cardboard at their backdoor.

9/15/2021 10:50:00AM 21-OPD-1271 305 S Locust St Jones Anthony Theft _ without consent

MEDIA

Victim reported she lost the keys to her vehicle. She discovered the vehicle was stolen a few days later. There are no suspects at this time.

9/15/2021 11:40:00AM 21-OPD-1272 30 Park Pl W. Jones Anthony

MEDIA

LCNB reported that they received a fraudulent check.

FOR PUBLIC / MEDIA RELEASE

Date Reported	Incident Number	Address	Reporting Officer	Offense Type
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9/16/2021 6:04:00PM 21-OPD-1273 N Campus Ave Thissen William J SUICIDAL PERSON

MEDIA

On 9/16/21, officers responded to N. Campus Ave. for a suicidal person. One female subject was taken to McCullough-Hyde and an information report was completed.

9/16/2021 11:37:00PM 21-OPD-1274 5032 College Corner Pike Thissen William J

MEDIA

On 9/16/21, officers responded to 5032 College Corner Pike for a medical emergency. The emergency is a suspected drug overdose. Suspected narcotics and paraphernalia were recovered from the scene. An information report was completed.

9/17/2021 1:02:00PM 21-OPD-1275 115 University Ave Morgan David Criminal Mischief_ move, deface, tamper,

MEDIA

The residents of a house in the 100 block of University Ave. discovered that the front of their house had been defaced between 2355 hrs. on 09/16/2021 and 1000 Hrs. on 09/17/2021. There are no suspects at this time.

FOR PUBLIC / MEDIA RELEASE

Date Reported	Incident Number	Address	Reporting Officer	Offense Type
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9/17/2021 4:55:00PM 21-OPD-1277 36 W High St Thrasher John R Theft _ without consent

MEDIA

Two males were stopped carrying a banner from Doughby's. It was later discovered that the two males had removed the banner from Doughby's property. Both males were charged with theft.

9/17/2021 11:27:00PM 21-OPD-1278 110 N Poplar St Gilbert Anthony Offenses Involving Underage Persons _

MEDIA

Female was found to be unconscious, intoxicated and presented a risk of physical harm to herself. Female issued a summons for Disorderly Conduct and Underage Persons, and transported to McCullough Hyde for treatment by Oxford Fire.

9/18/2021 3:20:00AM 21-OPD-1280 804 S Elm St Hardin Matthew W Domestic Violence _ knowingly cause

MEDIA

Officers responded to 804 S. Elm St. Apt.#1 for a reported emotionally disturbed person that had barricaded himself in a bathroom with a knife. After attempts made to contact the male were unsuccessful, and the complainant was interviewed. It was determined that a domestic violence incident occurred. After numerous requests for a peaceful surrender were made with no response, the Butler County Swat team was activated and responded to the scene. After a several hour standoff the suspect was taken into custody without incident.

FOR PUBLIC / MEDIA RELEASE

Date Reported	Incident Number	Address	Reporting Officer	Offense Type
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9/18/2021 10:02:00AM 21-OPD-1281 5032 COLLEGE CORNER PIKE Campbell Jeffrey S Obstructing Official Business

MEDIA

After a theft occurred at the Comfort Inn, 5056 College Corner Pike, Officers attempted to detain the suspect. The suspect resisted arrest and managed to get away fleeing on foot.

The suspect has been Identified and charges will follow accordingly.

9/18/2021 1:08:00PM 21-OPD-1282 300 Blk E. Vine St Morgan David Theft _ without consent

MEDIA

The license plate was stolen from a vehicle while the owner was visiting a friend in the 300 block of E. Vine St. The theft occurred between 2200 hrs. on 9/17/2021 and 1100 hrs. om 09/18/2021. No suspects at this time.

9/18/2021 7:29:00PM 21-OPD-1283 200 Bishop St Gilbert Anthony Theft

MEDIA

Victim reported that his Michigan license plate was stolen from the rear of his vehicle during the overnight hours on 09/17/2021 and 09/18/2021.

FOR PUBLIC / MEDIA RELEASE

Date Reported	Incident Number	Address	Reporting Officer	Offense Type
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9/19/2021 12:04:00AM

21-OPD-1284

36 E High St

Butler, Richard J

Disorderly Conduct _ intoxicated annoy or

MEDIA

A subject was denied entry to a local bar due to his level on intoxication. While speaking to the officer he inappropriately touched the officer, then resisted when being taken into custody.

9/19/2021 12:12:00AM

21-OPD-1285

925 S. Main St.

Hool Benjamin T

Offenses Involving Underage Persons _

MEDIA

I observed a subject attempting to make his way into a restricted area of the City of Oxford Street Department. It is controlled access by an electronic gate and chain link fencing. I stopped the subject and found him to be highly intoxicated and lost. He was found to be in possession of a fictitious ID as well. He was issued summons and released at his dorm on Western Campus at Miami U.

9/19/2021 1:34:00AM

21-OPD-1286

110 N Poplar St

Gilbert Anthony

MEDIA

SANE Kit was retrieved from McCullough Hyde and placed into evidence.

FOR PUBLIC / MEDIA RELEASE

Date Reported	Incident Number	Address	Reporting Officer	Offense Type
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9/19/2021 10:33:00AM 21-OPD-1287 17 W Vine St Sikora Thomas R Criminal Mischief

MEDIA

Victim reported that sometime overnight her residence was hit with raw eggs and two potted plants were taken from the front porch. There are no suspects at this time.

9/19/2021 12:49:00PM 21-OPD-1288 320 E Vine St Sikora Thomas R Theft

MEDIA

Victim reported his license plate was stolen while his vehicle was parked in front of his house. No suspects at this time.

9/19/2021 5:51:00PM 21-OPD-1289 36 E High St Hool Benjamin T Misuse of Credit Card

MEDIA

The complainant's debit card was lost or stolen at a bar in the uptown Oxford area. It was used at several locations uptown throughout the evening without the owner's consent.

FOR PUBLIC / MEDIA RELEASE

Date Reported	Incident Number	Address	Reporting Officer	Offense Type
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9/19/2021 10:30:00PM 21-OPD-1290 Wells Mill Dr Hellwarth Paul

MEDIA

Officers were called for a suicidal male. Subject was transported to McCullough Hyde Memorial Hospital.

9/19/2021 10:59:00PM 21-OPD-1291 716 S College Ave Gilbert Anthony

MEDIA

Male was located in the parking lot of 716 S. College Ave and found to have warrants out of the City of Hamilton Police Department. Male was recited and released.

9/20/2021 12:50:00AM 21-OPD-1292 S College Ave Hardin Matthew W

MEDIA

Police were dispatched to 606 S. College Ave for a male that made a suicide attempt. The male was transported to McCullough-Hyde by OFD where he was signed in on a 72 hour hold.

FOR PUBLIC / MEDIA RELEASE

Date Reported	Incident Number	Address	Reporting Officer	Offense Type
9/20/2021 3:36:00AM	21-OPD-1293	10 N Beech St	Hardin Matthew W	Criminal Damaging/Endangering _

MEDIA

Oxford Police and Fire Personnel were dispatched to 10 N. Beech St. for a fire alarm. Upon officer arrival, it was determined by OFD that an individual had discharged a fire extinguisher on the third floor causing the building alarm to go off. After a brief investigation a suspect was identified by residents and returned to the scene where he was issued a civil citation by OFD and released. Additional criminal charges are pending.



SERVICE DEPARTMENT

Weekly Report # 38

Sep. 20 – Sept. 24, 2021

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:



- **Pedestrian Safety Improvements – High St. and Patterson Ave.** - The City is working with MU to design landscaped pedestrian refuge islands on Patterson Ave, SR73, and High St. between Patterson Ave. and Campus Ave. Council approved a construction contract on Jan 19, 2021 with Sunesis Construction (builders of Phase II of the OATS trail segment). Miami has paid \$2.079M for their portion of the work. ODOT will be funding the other \$1M for the project. Work is complete on this project, including the ODOT Urban Paving Project, and the new traffic & transit preemption equipment. **Once final invoices have been received, a reconciliation will be calculated for possible refund of pre-paid contingency funds fronted by Miami University.**
- **Ohio Dept. of Development Grants for Water and Wastewater Projects – Per House Bill 168, the City has submitted a listing of potential water and wastewater utility projects that might qualify for prioritization and funding through the State.** \$250M will be made available on a competitive basis with priority to economically disadvantaged areas, areas without utility services, failing systems, public health concerns, and time frame for construction. Our list of potential projects was submitted to the BCEO by the August 16th deadline. Potential projects include water storage tank coatings, water main replacements and extensions, water system interconnections with Hamilton and/or SWRWD (planning), and WWTP Biotower media AGU replacements. The BCEO will score and rank all Butler County projects and make recommendations to the State for funding. **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.**





- **Electric Vehicle (EV) Charging Stations** – Staff met with Miami U. to discuss a joint application for grant funding (VW settlement with OEPA) to install electric vehicle charging stations on campus and in the City. The City has budgeted for at least two stations to be installed in 2020. Site assessments have been conducted at three locations for possible funding applications. Locations include the City surface lot at the Uptown Parks (Main and Church), the parking garage structure, and the Municipal Building parking lot. OEPA has accepted the City's grant applications for Level 2 AC chargers (slow chargers typically taking 8-10 hours for a full vehicle charge) which was due Sept. 30. Applications for “fast chargers” – Level 3 DC chargers, are anticipated to be accepted in early 2021. **The OEPA**


has awarded the City \$15,000 for a 2 port charger at the Parking Garage. Signed agreements with the agency were submitted April 21st. An agreement for installation of the PG charger was approved at the June 15th Council meeting. Electrical plans have been submitted to NIC for review and permit approval. Installation is ~ 50% complete.






- **Railroad Passenger Platform / BCRTA Facility** - Staff is working on joint design professional RFP's for development of a Rail Platform in conjunction with Butler County RTA's multi model maintenance facility to be developed near the City Garage. A pre submittal meeting was conducted Sept. 15 for potential firms to ask questions regarding the projects. Submittals were due October 19, 2020; seven proposals were received and were reviewed by the Assistant City Manager, Community Development Director, and Service Director. Rankings of proposals was submitted to BCRTA on October 29th. Three finalists were identified and have been interviewed and ranked. The City has begun contract negotiations with AECOM for architectural / engineering services for the City's Rail Platform project. BCRTA has signed their contract with Bowen Architects, and they conducted their first site visit at the end of March. RTA also announced that their \$4.5M in CMAQ funding will likely be moved up from 2024 to 2022. Staff attended the design kickoff meeting held at the Shriver Center. Representatives from the City, Ox. Township, MU, TSD, and BCRTA were in attendance. City Council approved a \$250k contract with AECOM for architectural and engineering services on April 20, 2021. Council would also like to move forward with a purchase of the Nelson Morrow Building from TSD. The law director is reviewing the agreement currently in advance of signatures. The contract has been signed by all parties. BCRTA's initial estimate for their project exceeds \$20M as of June 3, 2021. Project kickoff meeting with CSX, Amtrak, and the City was conducted June 18, 2021. Site review meeting conducted July 15th. **Work on preliminary engineering agreement with CSX continues; we await additional guidance from AMTRAK on operation parameters for the project. Project coordination meeting with BCRTA was conducted Sept. 2nd. Survey field work has been completed by Bayer Becker.**


-  **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.**


-  **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.**

-  **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.

-  **Electrical Improvements for West Booster Station** – Staff is developing specifications and quantities for improvements including the installation of variable speed drives that synchronize with water level transducers. This will allow for automated pumping to the service area when the elevated tank is taken off line for maintenance.
-  **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.**
-  **Fire Hydrant Flushing and Inspection** – All City owned and maintained fire hydrants will be flushed and inspected beginning August 2nd. Work will take approximately 4-6 weeks to complete.

-  **ADA Transition Plan** – Federally funded projects will require to have an approved ADA Transition Plan on file with ODOT. Jessica and Seth have identified a Miami group that will assist Engineering in writing this plan during the Spring 2021 semester. **The City Council approved the City's Transition Plan at their June 1st meeting. Staff will continue to enhance the plan where necessary and begin planning and budgeting for improvements.**

-  **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. 21 additional projects were not selected for funding in this round. **Written confirmation of our project funding was received July 2, 2021.**



- **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.**
- **2021 Special Assessments for Curb, Gutter & Sidewalk** – The Engineering Division is marking defective curb, gutter, and sidewalk on streets slated for resurfacing later in 2021. Certified notices will be sent following a Resolution of Necessity to be approved by the City Council at a future meeting. It is important to have defects resolved prior to repaving later this summer to increase the longevity of the improved street. 171 properties were sent notices to repair at a total estimated cost of \$482,701. **Bids were opened March 25th. Council awarded a contract to Adleta Construction for this project on April 6th. Contractor began work May 10th and is complete. A Resolution noting specific parcel**

costs was introduced at the Sept. 7 Council meeting. The resolution was approved by City Council and letters to affected parcels have been mailed.



- **Conversion of Conventional Streetlights to LED Technology** – Staff has budgetary estimates from Duke Energy on this PUCO regulated project. City Council has awarded a contract to Duke Energy for this project. Field conditions are now being inventoried and verified. **Duke has ordered all of the equipment necessary for the conversion and will begin installation in early September.**



- **OPWC Culvert Improvements for US27 North** – City has signed the agreement with OPWC; The City has advertised plans and specifications for the project and opened bids on December 4th. Staff anticipates a recommendation to the City Manager and City Council in early January 2021. City Council approved a contract award to Larry Smith, Inc. Documents have been signed and a preconstruction meeting was held. This project is to be completed by mid-August 2021. **Work began on this project on July 16th and is approximately 50% complete.**



- **Foxfire Culvert Improvements** – Recent inspections noted scouring at the inlet and outlet of this culvert. Work has begun on this project (W.G. Stang Co.) to reinforce areas around the culvert piping near McDonald's.





- **OATS Phase I – Black Covered Bridge Maintenance – Staff is developing specifications and quantities for a maintenance project for the bridge. Work will include the removal of unwanted vegetation around the bridge’s siding and roof and well as minor wood replacements.**



- **OATS Multi Use Trail – Phase II-** This project will construct a new 1.4 mile segment of OATS trail from SR73 to US27. Latest project estimate is \$2,281,700. Punch list walk through conducted Sept. 15 with ODOT and contractor. **This project is substantially complete. Staff is adding addition mile markers to the unimproved portion of this trail between Bonham Rd. and SR73. Benches have been ordered to provide seating along the trail along with a plaque recognizing Howard & Gwyn DuBois for their generous donation to the OATS projects. We have installed a water bottle filling station / bike repair station near the restroom building at Peffer Park.**




- **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.**



- **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 constuction 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. **The City has received Stage 2 plans for this phase in conjunction with preliminary cost estimates and Geotech reports. Preliminary cost estimates for this segment of the OATS system is \$2.7M. Now proceeding with ROW / easement acquisition as needed. Stage III plans for this project are 95% complete and will be submitted to ODOT in a few weeks. The City has secured an easement with Talawanda School District for the path to the High School; this will be an agenda item for City Council beginning September 7, 2021. 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.**



- **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.**
-  **OATS Multi Use Trail – Phase VI – OCP to US27 North –** Staff evaluating timelines and funding opportunities for this section of the OATS trail. Engineering reviewing sanitary sewer trunk main for this area designed in the late 1980's to see if this could dovetail into the OATS project. Community Development is promulgating an RFP for this phase to determine initial alignment possibilities and rough cost estimates for grant writing purposes. **A contract for alignment and cost estimates was awarded to Bayer Becker at the April 6th Council meeting. Staff is beginning to review potential route segments.**
- **Hazard Tree Pruning and Removal – Work will begin in approximately two weeks to prune or remove hazard trees from the ROW. The City will plant new trees later this autumn when planting conditions are favorable. A major downed limb in the 300 block of S. Main St. was removed after a severe thunderstorm on August 27th. Duke Energy and Spectrum had several repair trucks in Oxford repairing downed lines. Duke Energy and Wright Tree Service is scheduled to be on site this week.**