# Agenda

## Oxford City Council

### Court House

## TUESDAY, JANUARY 15, 2013

## EXECUTIVE SESSION
## 6:30 P.M.

1. Roll Call. Richard Keebler, Mayor; Ken Bogard, Vice-Mayor; Kevin McKeehan; Bob Blackburn; Kate Rousmaniere; John Harman; Steve Snyder

**MEETING PROCEDURE: Comments from the Public are welcome at two different times during the course of the meeting: (1) Comments on items not on the Agenda, and Consent Agenda items, will be heard under Public Comments – and (2) Comments on all Resolutions and Ordinances will be heard during Council consideration of said item. Please wait until you are recognized by the Mayor, proceed to the podium, state your name and address so that your comments may be properly recorded and limit your remarks to a period of five minutes or less.**

## REGULAR MEETING
## 7:30 P.M.

## PLEDGE OF ALLEGIANCE

2. Approval of Agenda.

**This facility is wheelchair accessible. If you plan to attend this meeting and you have a disability that requires special arrangements, please notify the City Manager's office 48 hours in advance so that reasonable accommodations can be made.**

3. Public Participation.

A. Public Comments.

**The purpose of the Public Comments Section is for members of the Public to speak to the City Council on any subject not scheduled on the Agenda, except Consent Agenda items. City Council values your comments, and Council rules limit public comments to five minutes for each person. Presentations are not to be in the form of public debate, personal attacks on Council, City staff or other members of the public and Council shall not act except to direct the City Manager to take action or schedule the matter for discussion at a later date.**

B. Presentation - US-27 S. Safety Improvement Project.

4. Consent Agenda.

A. Minutes of the December 18, 2012 City Council Work Session. (Mary Ann Eaton, Clerk of Council)

Minutes

B. Minutes of the December 18, 2012 City Council Meeting. (Mary Ann Eaton, Clerk of Council)

Minutes

C. Report regarding the December 5, 2012 Environmental Commission Meeting. (Mike Dreisbach, Service Director)

Report

5. Resolutions.

1. A Resolution authorizing the City Manager to submit an application to the Ohio Historical Preservation Office for a Certified Local Government Grant. (Jung-Han Chen, Community Development Director)

Staff Report/Resolution

6. Ordinances.

A. First Reading.

1.An Ordinance Amending Ordinance No. 3190. Supplemental Budget Ordinance Number 1 To Make Supplemental Appropriations For Fiscal Year 2013. (Joe Newlin, Finance Director)

Staff Report/Ordinance

B. Second Reading - None.

7. A. Announcements & Communications. The comments expressed by individual members of Council or City staff during this portion of a City Council meeting do not necessarily reflect

the views of the City of Oxford, the Oxford City Council, or the City staff.

1. Remarks from City Council and City Staff.

B. Future Meetings.

WED - Jan 16 Board of Zoning Appeals Meeting 7:30 p.m.

THUR - Jan 17 Recreation Board Meeting 4:00 p.m. Senior Citizens Center

MON - Jan 21 Holiday - City Offices Closed

MON - Jan 21 Housing Advisory Board Meeting Cancelled

WED - Jan 23 Civil Service Commission Meeting 7:30 p.m.

FRI - Jan 25 Community Improvement Corporation Meeting 12:00 p.m. LCNB

FRI - Jan 25 Student Community Relations Commission Meeting 3:45 p.m. LCNB

TUES - Feb 5 City Council Meeting 7:30 p.m.

WED - Feb 6 Historic and Architectural Preservation Commission Meeting 6:00 p.m.

WED - Feb 6 Environmental Commission Meeting 7:00 p.m. Municipal Building

FRI - Feb 8 Student Community Relations Commission Meeting 3:45 p.m. LCNB

TUES - Feb 12 Planning Commission Meeting 7:30 p.m.

THUR - Feb 14 Police Advisory Board 7:00 p.m. Senior Citizens Center

MON - Feb 18 Holiday - City Offices Closed

MON - Feb 18 Housing Advisory Board Meeting 7:00 p.m. Cancelled

TUES - Feb 19 City Council Meeting 7:30 p.m.

WED - Feb 20 Community Relations Commission Meeting 4:30 p.m. Municipal Building

WED - Feb 20 Board of Zoning Appeals Meeting 7:30 p.m.

THUR - Feb 21 Recreation Board Meeting 4:00 p.m. Senior Citizens Center

FRI - Feb 22 Community Improvement Corporation Meeting 12:00 p.m. LCNB

FRI - Feb 22 Student Community Relations Commission Meeting 3:45 p.m. LCNB

WED - Feb 26 Civil Service Commission Meeting 7:00 p.m.

8. Adjourn.

A Work Session of the Oxford City Council was called to order by Mayor Richard Keebler on Tuesday, December 18, 2012 at 7:03 P.M. The Council members present were, Ken Bogard, Bob Blackburn, Kevin McKeehan, Kate Rousmaniere and Steve Snyder. John Harman was excused.

Staff members present: Doug Elliott, City Manager; Mike Dreisbach, Service Director; Jung-Han Chen, Community Development Director; Alan Kyger, Economic Development Director; John Detherage, Fire Chief; Steve McHugh, Law Director and Mary Ann Eaton, Clerk of Council.

**APPROVAL OF AGENDA**

Mr. Blackburn moved approval of the Agenda. Mr. McKeehan seconded. The motion carried 6-0-0.

**PURPOSE**

The purpose of the Work Session was for Council to discuss issues related to the closing of the Princess Theatre in Oxford.

**DISCUSSION**

Mayor Keebler advised the City Manager had attempted to persuade the owner of the Princess Theatre to donate the facility to the City rather than to ask the City to pay $200,000 for equipment, furniture and fixtures. Mayor Keebler noted the City Manager expected to receive an answer by Friday when the agenda was published; however the answer as of today had not been received. Mayor Keebler advised City Council was doing their best to facilitate saving the Princess Theatre and he did not feel it was in Council's best interest to discuss the issue of paying for the equipment, furniture and fixtures as it would not give the owner any incentive to donate the facility.

Mr. Bogard noted he felt there was no need for Council to discuss the matter until further information was received.

Mr. Snyder inquired when the City Manager last spoke to the theater owner. Mr. Elliott advised today, and he was not at a point to recommend spending $200,000 from the General Fund to acquire the theater.

Mr. McHugh advised the owner wanted to close a deal by the end of the year. Mr. Snyder inquired what would have to occur on Council's part. Mr. McHugh advised a Special Meeting of Council would have to take place.

**Mr. David Prytherch**, 6195 Contreras Road, thanked Council for their efforts in saving the theater noting they were in an awkward position. Mr. Prytherch advised a citizen group called 'Friends of the Princess Theatre' met last week and were willing to step forward and offer their professional experience to try to help save the theater.

**ADJOURNMENT**

Mr. Snyder moved to adjourn at 7:16 p.m. Ms. Rousmaniere seconded. The motion carried 6-0-0.

A Regular meeting of the Oxford City Council was called to order by Mayor Richard Keebler on Tuesday, December 18, 2012 at 7:30 p.m. Those members present were Ken Bogard, Bob Blackburn, Kevin McKeehan, Kate Rousmaniere and Steve Snyder. John Harman was excused.

Staff members present: Mr. Doug Elliott, City Manager; Mr. Mike Dreisbach, Service Director; Mr. Bob Holzworth, Police Chief; Mr. Jung-Han Chen, Community Development Director; Mr. Alan Kyger, Economic Development Director; Mr. Steve McHugh, Law Director and Ms. Mary Ann Eaton, Clerk of Council.

Mayor Keebler asked for a moment of silence in memory of the victims and families in Newtown, Connecticut.

## PLEDGE OF ALLEGIANCE

Mayor Keebler requested the Pledge of Allegiance.

## APPROVAL OF AGENDA

Mr. Bogard moved to approve the agenda. Mr. Snyder seconded. The motion passed 6-0-0.

## PUBLIC PARTICIPATION

## NOTICE TO LEGISLATIVE AUTHORITY

New permit for One T Inc. 10 W. Park Place First Floor Oxford, Ohio 45056.

Mr. Bogard moved to accept the notice without comment. Mr. Blackburn seconded. The motion passed 6-0-0.

## PUBLIC COMMENTS

**Ms. Bobbe Burke**, 722 David Drive, noted Council received a copy of the new information guide for fraternity and sorority recruitment which would occur when Miami's second semester began. Ms. Burke advised this year the process would be different in transition to the new calendar which Council heard about at the last meeting. Ms. Burke noted the month of January would dramatically change in 2014 with the addition of a winter term. Ms. Burke advised in 2013 the sorority recruitment process would begin around January 18$^{th}$ instead of before classes resumed for the second semester. Ms. Burke noted this was part of the transition to the new calendar. Ms. Burke advised it would be January 14, 2013 before a large contingent of Miami students were back on campus from winter break.

Ms. Burke advised this was the last time she would come before Council as the Coordinator of Off Campus Affairs and noted her job responsibilities at Miami would dramatically change in January.

Ms. Burke advised the Student Affairs Division at Miami was very committed to continuing the work her office had been doing over the last several years including educating students with regard to local laws and letting them know what the expectations were for being a responsible and respectful person in this community. Ms. Burke introduced Megan Donahue who would take on the responsibilities of the Off Campus Affairs office.

**Ms. Megan Donahue**, 712 S. Poplar Street, advised she was a 2011 graduate of Miami University and had been working for the Office of Community Engagement and Service since August. Ms. Donahue noted her current position coordinating volunteer and outreach programs would also be responsible for duties of the Off Campus Affairs office. Ms. Donahue advised she had the opportunity to meet a few Councilors and staff members and she was excited to work with everyone to educate Miami University students on how to be good neighbors and give back to the community.

Mayor Keebler welcomed Ms. Donahue and noted Council would miss Ms. Burke and all the work she had done with the City over the last several years. Ms. Burke noted she was sure that Council would provide equal support to Ms. Donahue to continue the work of the Off Campus Affairs office.

**Ms. Liz Mullenix**, advised she was a resident of Oxford and the Chair of the Theater Department at Miami University. Ms. Mullenix noted she supported the efforts to keep the Princess Theatre in Oxford as it had been important to her family and to herself. Ms. Mullenix advised as someone in the arts she felt the theater was great for students to stay current and not have to travel outside of town to see good acting. Ms. Mullenix noted as someone who often tried to recruit faculty to Miami, anything that made Oxford a town that kept people here, and not cause them to go to Cincinnati was a huge asset for the community. Ms. Mullenix advised as a mother she wished her 17 year old son did not have to travel to Hamilton on two lane roads at nighttime to see a movie. Ms. Mullenix noted both personally and professionally the Princess Theatre had been an important place in this community for her.

**Ms. Devra Levy**, 214 W. Withrow Street, advised she was at the last Council meeting and presented Council with the petition from Talawanda High School, members of the community and the Talawanda Middle School asking City Council to try to keep a movie theater in Oxford. Ms. Levy noted she was before Council again to say that the Princess Theatre was a deeply rooted part of her memories of growing up in Oxford and the longer it was gone the more its loss had been felt for her as well as many other people she knew. Ms. Levy asked on behalf of herself and her peers that City Council did whatever they could to keep this important part of the community alive.

**Ms. Carole Katz**, 214 W. Withrow Street, advised she appreciated Council looking into the Princess Theatre issue and noted it was wonderful that Council was not just thinking about the bottom line. Ms. Katz applauded Council for their commitment to community and advised she respected what a difficult decision they had before them. Ms. Katz noted she attended the last Council meeting and the Work Session this evening and noticed that so many parts of the Oxford community came to the podium to speak including high school students, college students, professors and people who enjoyed going to the movies. Ms. Katz advised that said a lot about the place this theater had in the community.

Ms. Katz noted when she was the co-chair of the Student Community Relations Commission and when she was involved with the Northwest Mile Square Neighborhood Association they spent a lot of time talking about how to get students and non-students to live side by side in a good way and a movie theater was a perfect place for that. Ms. Katz advised at a movie theater you see a mix of people with regard to age, politics, income and religion and it was important to keep that in the community and she knew Council recognized that and was working towards that. Ms. Katz noted she was at the meeting for 'Friends of the Princess' and all of the people there and people she had spoken to since then were happy to work with Council to form a partnership, advisory council or whatever they could do to help Council in their commitment to support the theater. Ms. Katz advised $200,000 was a lot of money and she looked at it like buying time and investing in possibilities to make the community a greater place to go. Ms. Katz noted her hope for a positive outcome.

**Mr. Jack Gillespie**, 1328 Dana Drive, advised he would be lying if he said he didn't love the Princess Theatre and noted for nearly a decade it had been a source of fun and entertainment for himself, his family and friends. Mr. Gillespie advised he did not support the Resolution to donate money to save the theater and noted subsidizing a private business was not a core function of government. Mr. Gillespie advised we lived in a country that was already overextended by subsidizing and bailing out private banks, auto companies and insurance companies while the nation was still feeling the effects of a horrific economic downturn. Mr. Gillespie noted it was not fair to focus time energy and money into subsidizing a private business that not everyone in town used. Mr. Gillespie advised in a market economy the best businesses succeeded and the bad ones failed and he felt it said something when consumers were not able to support a private business by itself.

**Mr. David Prytherch**, 6195 Contreras Road, advised after researching the issue, in small towns like Oxford, the common model was a hybrid between a not for profit and a profit organization. Mr. Prytherch noted the market was tough for small town movie theaters and the communities that had saved them had done so with some degree of community support. Mr. Prytherch agreed with the last speaker that the City was not in the movie operating business and it should not be operating or subsidizing a movie theater. Mr. Prytherch noted as someone who took part in organizing the 'Friends of the Princess Theatre' group they imagined some kind of not for profit to support the theater in any way it could. Mr. Prytherch advised the assumption was that this needed to sustain itself as a community not as a municipal enterprise. Mr. Prytherch noted he felt the future of the Princess was that it would succeed or fail based on the community, private enterprise, a hybrid of private enterprise and community, philanthropic support and grant dollars. Mr. Prytherch reiterated that this would not be a municipal business and he didn't think anyone expected the City to go down that road.

Mr. Snyder inquired if it would be prudent for Mayor Keebler to summarize the Work Session discussion and the status of the theater for the public and for the citizens who arrived after the Work Session.

Mayor Keebler advised the City originally had a verbal offer from the owner of the Princess Theatre to donate it to the City.

Mayor Keebler noted after the agenda was set for the last meeting which included a Resolution to accept the donation; the City was informed that the owner wanted $200,000 for furniture, fixtures and equipment. Mayor Keebler advised Council adopted the Resolution which reflected the original offer to donate the theater to the City. Mayor Keebler noted the City Manager had made overtures to the owner of the theater to proceed with their first verbal offer and donate the theater to the City. Mayor Keebler advised he was not sure if a majority of Council would be in favor of spending $200,000 to purchase the theater at a reduced value. Mayor Keebler noted the owner indicated she would have an answer to the City by last Friday which was why a Work Session was scheduled for this evening. Mayor Keebler advised the City did not receive an answer from the owner as of today so there was nothing to discuss at the Work Session. Mayor Keebler noted Council could have taken a 'straw poll' at the Work Session to get a feeling of how many Council members were in favor of spending $200,000 of the City's money and how many were not. Mayor Keebler advised if a majority of Council members were in favor there would be no incentive for the owner to donate the theater to the City. Mayor Keebler noted Council had to go public to adopt a Resolution to accept the donation based on the original offer. Mayor Keebler advised based on informal discussions he did not know if a majority of Council was in favor of spending $200,000 and it was something Council would have to discuss in detail if they had the opportunity.

**CONSENT AGENDA**

**MINUTES**

Minutes of the December 4, 2012 City Council Meeting. (Mary Ann Eaton, Clerk of Council)

Mr. Snyder moved to approve the consent agenda. Mr. McKeehan seconded. The motion passed 6-0-0.

**ORDINANCE**
**SECOND READING**

**ORDINANCE**
**NEW SECTION 353.05**

An Ordinance No. 3196 Repealing Traffic Code Section 353.05 Of The Codified Ordinances Of The City Of Oxford, Ohio, Entitled "Payment; Amounts And Time Limitations" And Adopting New Traffic Code Section 353.05 Of The Codified Ordinances Of The City Of Oxford, Ohio, Entitled "Payment; Amounts And Time Limitations". (Bob Holzworth, Police Chief)

Mayor Keebler referred to the Ordinance on page 27 of the agenda and noted at the last meeting there was discussion regarding the need to leave provisions for multi-space meters in the Ordinance since the City did not currently have any multi-space meters.

Chief Holzworth advised he discussed the matter internally with his staff and the City may not utilize multi-space meters in the near future but it was an option they were exploring. Chief Holzworth recommended that the language remained intact to allow for that option.

Mr. Bogard inquired if multi-space meters would be similar to ones that used to be in Lot 52 and Chief Holzworth advised yes.

Mr. Bogard expressed concern that 30 minute meters at the Campus Avenue Building may not allow sufficient time for visitors to the offices housed there. Chief Holzworth advised his staff would survey that area and he was not opposed to increasing the time limit if it would be beneficial.

Mr. McKeehan moved to adopt Ordinance No. 3196. Mr. Snyder seconded. The Ordinance was adopted by the following roll call:

AYE: Mr. McKeehan, Ms. Rousmaniere, Mr. Snyder, Mr. Blackburn, Mr. Bogard, Mr. Keebler (6)

NAY: None (0)

ABS: None (0)

## ANNOUNCEMENTS

Mr. Elliott personally and publically thanked Ms. Burke for her assistance noting they had worked together since he was appointed City Manager in 2007. Mr. Elliott wished Ms. Burke well in her new role and noted he looked forward to working with Ms. Donahue.

Mr. Elliott advised at the December 10, 2012 meeting of the Lane Library Board of Directors a motion was approved to sign a letter of intent to negotiate with New Village Communities on the proposed development of the former Wal-Mart site. Mr. Elliott noted he expected the developer to move forward with the project and seek approval of the final development plan from the Planning Commission and City Council early next year. Mr. Elliott advised the proposed development would include 68 residential units and 40,000 square feet of retail space.

Mr. Elliott updated Council and the public on the status of House Bill 601 which was the Municipal Income Tax Uniformity Bill noting as it was currently written it would have an approximate $50,000 negative impact on the City. Mr. Elliott advised the bill would not move out of committee this year and would be reintroduced during the next session. Mr. Elliott noted staff would follow the progress of the bill closely.

Mr. Elliott wished everyone a happy holiday.

Mr. Dreisbach wished everyone happy holidays.

Mayor Keebler noted the Police Department and the City lost a valuable volunteer last week and asked Chief Holzworth to comment so the public would realize.

Chief Holzworth advised the leader of the Citizens on Patrol (COP) Unit, Bart Young, passed away very suddenly and unexpectedly last Saturday. Chief Holzworth noted he had the occasion to meet with his wife and attend the funeral.

Chief Holzworth advised Mr. Young was a dynamic leader who received no pay and no acknowledgement although he gave hours and hours of his time to the City of Oxford. Chief Holzworth noted Mr. Young was less than 50 years of age. Chief Holzworth advised the City would stand by the family, as Bart had stood by the City, and offer any assistance it could. Chief Holzworth asked everyone to remember the Young family.

Chief Holzworth advised OPD increased patrols in the evening hours and substantially scaled up on the number of vacant house checks and would continue that for the duration of the winter break. Chief Holzworth encouraged everyone to report anything slightly unusual they saw to OPD so it could be investigated with the assistance of MUPD and the COP Unit.

Chief Holzworth wished everyone a Merry Christmas and a Happy New Year.

Mr. Chen wished everyone a happy holiday.

Mr. Kyger noted for those who celebrated Christmas that they had 7 days left to shop and encouraged everyone to shop locally. Mr. Kyger advised there were a lot of great shops in Oxford and urged everyone to take advantage of the free parking Uptown.

Ms. Eaton wished everyone happy holidays.

Mr. McHugh wished everyone happy holidays.

Mr. Bogard wished everyone happy holidays and encouraged those leaving town to get a vacant house card so the OPD could check on their houses. Mr. Bogard encouraged everyone to travel safely wherever they went.

Mr. Snyder echoed Mr. Elliott's comments and thanked Ms. Burke for her assistance to the City over the past several years. Mr. Snyder wished Ms. Burke well in her new position. Mr. Snyder wished everyone a happy holiday.

Mr. McKeehan commended Mr. Dreisbach for coordinating the hazardous waste pickup event in Oxford noting a number of citizens applauded the effort and asked if it could be done more frequently. Mr. McKeehan noted he would like to see the event occur in Oxford on a more regular basis. Mr. Dreisbach advised the goal was to schedule the event in Oxford twice a year, once in the fall, and once in the spring. Mr. Dreisbach noted the City was at the mercy of the Butler County Solid Waste District who paid for the program. Mayor Keebler noted the amount of effort on the part of the solid waste district was substantial.

Mr. McKeehan wished everyone a Merry Christmas and a happy holiday.

Ms. Rousmaniere inquired if staff could give a presentation on the US-27 South renovation project in early January. Ms. Rousmaniere noted the project was scheduled to begin in 2014 and citizens had asked her about the project which included the widening of US27 from Chestnut Street to just beyond the new high school and the installation of sidewalks. Ms. Rousmaniere advised this was an important project as US27 was a major gateway to Oxford. Ms. Rousmaniere noted she felt the public needed to be brought up to speed on the status of the project and be able to review design plans if they were available.

Mr. Elliott noted he discussed the matter briefly with Ms. Rousmaniere before the meeting this evening. Mr. Elliott advised the City had the Right-of-Way plans but did not have the plans for Phase II of the project. Mr. Elliott suggested that staff provide a presentation after the Phase II plans were available. Mr. Elliott noted the widening project would include turn lanes, curbing and gutters, and the installation of sidewalks on both sides of the road. Mr. Elliott advised the project was originally intended to go as far south as Stillwell Beckett Road but was reduced to within the City Limits due to funding issues. Mr. Elliott noted he would discuss the matter with Mayor Keebler and schedule a presentation for the community. Mr. Elliott encouraged citizens to contact his office or the Service Department with any questions.

Mr. Blackburn thanked Ms. Burke for her service noting it was greatly appreciated. Mr. Blackburn advised the town-gown relationship between the City and the university was fantastic compared to what it used to be.

Mr. Blackburn noted in light of the tragedies over the past week outside of Oxford, everyone should hug their children and families and tell them they were loved. Mr. Blackburn noted he felt the citizens in Oxford were fortunate.

Mr. Blackburn wished everyone a Merry Christmas, Happy New Year, safe travels and to have fun.

Mayor Keebler asked everyone to keep the people of Newtown, Connecticut in their thoughts and prayers over this holiday season. Mayor Keebler noted despite the best efforts of all of our educators and school systems to do what they could to protect, the incident in Newtown could have happened anywhere. Mayor Keebler noted by the grace of God it didn't happen here.

Mayor Keebler wished everyone a Merry Christmas, Happy New Year, and happy holidays.

Mayor Keebler advised the January 1, 2013 City Council meeting was cancelled and the next scheduled meeting was January 15, 2013.

**ADJOURN**

Mr. Bogard moved to adjourn at 8:06 p.m. Mr. Snyder seconded. The motion passed 6-0-0.

# CITY OF OXFORD
# STAFF SUMMARY REPORT

**Report to the City Manager**

**Council Meeting of:** January 15, 2013

Service Department
**Originating Department**

**Account Code #:** N/A

David Treleaven
**Prepared By**

**Budgeted Amount:** N/A

December 19, 2012
**Date Prepared**

| **Agenda Title:** | Environmental Commission Meeting of December 5, 2012 |
|---|---|

| **Recommendation:** | For Review and Consideration |
|---|---|

**Discussion:**

Environmental Commission members present at the Wednesday, December 5, 2012 meeting were: Chair, Mr. Vince Hand; City Council Representative, Ms. Kate Rousmaniere; Planning Commission Representative, Mr. Ted Wong, Mr. Charlie Ford, and Ms. Kelly Church. A quorum was present. Vice-Chair, Mr. Kevin Armitage and Mr. Wright Gwyn had previously notified the Commission that they would be unable to attend the December meeting.

Minutes from the November 7, 2012 Commission meeting was unanimously accepted as presented.

The Planning Commission is discussing revisions of the General Business District zoning regulations. Issues affecting Environmental Commission concerns (as Oxford's Tree Authority) included tree lawn widths or their presence at all, and landscaping requirements for parking lots.

Councilor Rousmaniere informed the Commission that the pedestrian and bicycle plan prepared by Miami University Institute for the Environment and Sustainability graduate student Ms. Anna Dragovich was formally accepted by the City Council.

Commissioners reviewed the storm water ordinance development example provided by the Chagrin River Watershed Partners. Commissioners concluded that their development of a storm water management ordinance for Oxford would be a daunting task, and could yield regulations that might be cumbersome to utilize. The thought that City staff may be more aware of particular issues that a storm water ordinance should address, was raised. Commissioners intend to develop a policy or vision statement regarding storm water management outlining standards and goals for Oxford. To this end, Commissioners asked Staff to assemble existing codified ordinances, manuals, and guidance documents that Oxford currently utilizes in its storm water management. Research by Ms. Kelly Church indicates that references to storm water management are included in several reference documents, including: Ohio Department of Natural Resources (ODNR) Rainwater and Land Development manual, Butler County's Storm Water Management Plan, Oxford's Codified Ordinances, manuals, and plans (Storm Water Management Design Manual; Storm Water Drainage Plan; Curb, Gutter, Sidewalk & Driveway Apron Specifications Manual;

(Continued)

**Approved By:**

| | Initial | Date |
|---|---|---|
| Department Head: | MBD | 12/20/12 |
| City Manager: | DKE | 1/11/13 |

Water System's Master Plan; Water and Sanitary Sewer Improvement Specification Plan; and Sanitary Sewer Pump Station Requirements). Staff has already provided copies of some of these to the Commission's Storm Water Sub-Committee. Staff was instructed to locate copies of the others and review them to determine their applicability and pertinence to storm water management issues. Commissioners shall then conduct a comprehensive review of Oxford's existing storm water management requirements with the intent of identifying contradictions, gaps or short-comings, etc. Information gained from the comprehensive review as well as the policy statement developed by the Commission) will be provided to City Staff (particularly the Community Development and the Service Departments) for review and comment. Suggestions from City Staff will be incorporated into the policy statement and the comprehensive review information of Oxford's existing storm water management practices, which is intended to be provided to City Council for their consideration if a specific storm water management ordinance is necessary and appropriate.

Staff informed the Commissioners that the application for Oxford's re-certification as a Tree City USA had been completed, with the City successfully meeting the requirements for the program. A total of approximately \$63,000 had been spent in 2012 on urban forestry and wood/leaf collection and processing (as part of Oxford's yard waste collection program). Fifty trees had been planted, and 38 dead or declining trees removed, including 12 Ash trees as part of an ODNR reimbursement grant program. Oxford's per capita expenditures for its urban forest came to \$2.95 for 2012. The Commissioners unanimously approved the submittal of the re-certification application to the ODNR.

The Commission adjourned at 9:10 p.m. The next scheduled meeting of the Environmental Commission is on Wednesday, January 9, 2013 at 7:00 p.m. in the Municipal Building's Second Floor Conference Room. The meeting was postponed by one week from the regularly scheduled meeting on the first Wednesday (January 2, 2013) of the month due to the proximity to the New Year's Day holiday.

# CITY OF OXFORD
# STAFF SUMMARY REPORT

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| **Report to the City Manager** | Community Development<br>**Originating Department** |
| **Council Meeting Of:** January 15, 2013 | Jung-Han Chen |
| **Account Code No. #:** | **Prepared By** |
| **Budgeted Amount:** | January 10, 2013<br>**Date Prepared** |

**Agenda Title:** **Resolution To Submit Applications to the Ohio Historic Preservation Office for a Certificated Local Government Grant**

**Recommendation:** **Approval**

**Discussion:**
As a Certified Local Government (CLG), the City of Oxford is eligible to apply for historic preservation-related grant funds via the Ohio Historic Preservation Office. This Resolution will provide authorization by City Council to apply for these funds for the grant year 2013 funding cycle.

Two project applications are being developed: (1) Façade improvements for the Oxford Community Arts Center (OCAC) at 10 S. College Avenue. The estimated total amount would be $42,000.00 and the State grant portion would be $25,000.00. The OCAC has indicated they would provide the required matching portion. (2) Education/Outreach of "How-To" seminars. These seminars will allow experts in various building elements to come to Oxford to share with property owners/contractors on how to properly repair properties not only in historic districts, but properties that have some historical significance. The estimated total amount would be approximately $10,000.00. The State grant portion would be $5,000.00 with the City providing the majority in the form of an in kind contribution.

The grant program has a matching requirement of 60%/40%. Please note this Resolution is not requesting approval of any expenditure of City funds. It is a request to submit the grant application only. A subsequent request for funds will be forthcoming should the grant be awarded to the City.

**Approved By:**

| | Initial | Date |
|---|---|---|
| **Department Head:** | JHC | 1-10-13 |
| **City Attorney:** | | |
| **City Manager:** | DRE | 1-11-13 |

**RESOLUTION NO.**

A RESOLUTION AUTHORIZING THE CITY MANAGER TO SUBMIT AN APPLICATION TO THE OHIO HISTORICAL PRESERVATION OFFICE FOR A CERTIFIED LOCAL GOVERNMENT GRANT.

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

SECTION 1: The City Manager and the Community Development Director recommend Council approve and authorize the City Manager to submit an application for a Certified Local Government Grant.

SECTION 2: The 2013 grant application will request funds for façade improvements at the Oxford Community Arts Center. The remaining grant request will provide funds to develop an Education/Outreach Program for owners and contractors regarding the proper repair and maintenance of historic properties within the City of Oxford.

SECTION 3: Council hereby approves the submission of the application for a Certified Local Government Grant.

SECTION 4: This resolution shall take effect at the earliest date allowed by law.

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: JOHN HARMAN

PREPARED BY: LAW (STAFF)

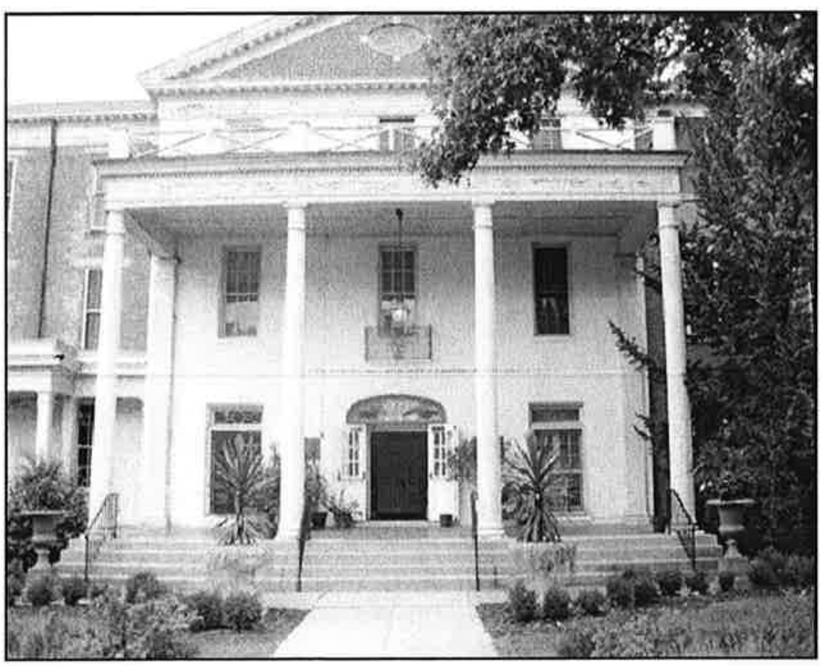
PROJECT INFORMATION: #1

| | |
|---|---|
| Project Title: | Façade Improvements to the Oxford Community Arts Center<br>10 S. College Avenue |
| Total Project Cost: | $ 42,000.00 |
| CLG Funds Requests: | $ 25,000.00 |
| Local Match: | $ 17,000.00 |
| | (The Oxford Community Arts Center has made a commitment to fulfill the local match should the project be selected for grant funding) |
| Project Type: | Development/Rehabilitation |

Project Description:

Problem Statement/ Needs Assessment

The City of Oxford is a unique place; a university town with distinct architectural character and rich history. The Oxford Community Arts Center (formerly Oxford College for Women) was built in 1850. Several additions/modifications have subsequently taken place. It has become an iconic representation of Oxford's history. Due to its age, many improvements are needed to sustain its legacy. The front façade (see picture below) needs some much-needed work, including masonry repair tuck point, replacement of the Portico panel ceiling, replacement of railing structures, fascia/frieze boards and an integral gutter system.



1. Project Objectives
    a. Extend the life of this historic building
    b. Improve the appearance and usefulness of this structure
    c. Allow larger public usage of this building
    d. Support the OCAC efforts of historic preservation

2. Methods
    a. A detailed architectural design; repair/restore analysis
    b. Detailed architectural drawings prepared
    c. Seek consent of the Historic Architectural and Preservation Commission
    d. Architect to prepare needed documents for bidding purposes
    e. Project contractor selection and project commencement
    f. Project monitoring and reporting

3. Schedule

| | |
|---|---|
| May- August, 2013 | Architectural drawings being finalized |
| August, 2013 | Contractors' bids selection |
| August- December, 2013 | Construction commences |
| January-March, 2014 | Final out of construction work |

PROJECT INFORMATION: #2

Project Title: Education/Outreach of "How-To" Seminars

Total Project Cost: $10,000.00

CLG Funds Requests: $ 5,000.00

Local Match: $ 5,000.00

Project Type: Education

Project Description:

1. Problem Statement / Needs Assessment

   The City of Oxford is a unique place; a university town with distinct architectural character and rich history. This community includes many individuals and groups who are committed to preserving Oxford's past while planning for its future. Public institutions, such as Miami University, Smith Library of Regional History, individual property owners, and organizations such as the Oxford Museum Association and the City of Oxford, are involved in historic preservation.

   Many properties in the City have various historical features that are cherished by owners and visitors alike. Unfortunately, the knowledge of how to properly maintain these structural building elements is not readily available to owners/contractors. Often times wrong treatment causes significant damage to the building thus incurring substantial costs to repair. This could be prevented if proper treatment was utilized initially. In order to minimize long-term costly repairs, the HAPC would like to put together a series of public "How-To" seminars to provide expert advice in various building elements, so that future unnecessary repairs by the property owner could be limited, if not eliminated.

2. Project Objectives:
   a. Provide useful knowledge to properly repair and care for historic properties
   b. Increase public awareness of available resources
   c. Enhance historic preservation efforts
   d. Provide more public resource availability
   e. Provide a networking opportunity for property owners and contractors
   f. Provide video recordings of sessions and produce online videos and DVDS for attendees

3. Methods:

   The City of Oxford Community Development Department will oversee this project in close coordination and cooperation with the City's Historic and Architectural Preservation Commission.

a. The first step is to identify restoration experts in various building elements. Experts include masonry, window, doors, stone foundations and other exterior elements.
b. Plan seminar locations, venue and other event-related issues
c. Public information dissemination
d. Seminars
e. Evaluations

4. Draft Schedule

| | |
|---|---|
| May-July, 2013 | Project initiation |
| July-August, 2013 | Project finalization |
| August- October, 2013 | Public information |
| October- December, 2013 | Seminars |
| January- March, 2014 | Seminars |
| April, 2014 | Evaluation |

**CERTIFIED LOCAL GOVERNMENT GRANT APPLICATION**
**Federal Fiscal Year 2013**

**I. CLG Community Name:**________________ **County** ____________

**Project Administrator:** ☐ **CLG** ☐ **Third-party Administrator**

**CLG Chief Administrative Official:**

Name:__________________________

Title: __________________________

Address:__________________________

______________________________

Telephone:________________________

Fax: ____________________________

Email Address:____________________

**Signature** ______________________

Date:__________________________

**Community's CLG Contact:**

Name:__________________________

Title: __________________________

Address:__________________________

______________________________

Telephone:________________________

Fax:____________________________

Email Address:____________________

**Signature**______________________

Date:__________________________

**Commission/Design Review Board Chair:**

Name:__________________________

Organization: ____________________

Address:__________________________

______________________________

Telephone:________________________

Fax: ____________________________

Email Address:____________________

**Signature**______________________

Date: __________________________

**Project Coordinator:** (if different from CLG contact)

Name:__________________________

Title: __________________________

Address:__________________________

______________________________

Telephone:________________________

Fax:____________________________

Email Address:____________________

**Signature**______________________

Date:__________________________

## II. LOCAL GOVERNMENT INFORMATION

### A. Representation:

| Political District | Number | Name |
|---|---|---|
| Ohio Senate District | _______ | ______________________________ |
| Ohio House District | _______ | ______________________________ |
| | _______ | ______________________________ |
| Congressional District(s) | _______ | ______________________________ |
| | _______ | ______________________________ |

### B. Local Authorization: [Check as appropriate.]

_____ Applicant community requires council approval to apply for and accept federal funds. Enclosed is evidence of such approval.

_____ Applicant community requires council approval only to accept federal funds. Enclosed is a letter to this effect, stating that the ordinance will be submitted if application successful. [Passage of ordinance is required prior to execution of grant agreement.]

_____ Applicant community does not require local ordinance to apply for or accept federal funds.

### C. Designated Third-Party Administrator: [Circle as appropriate.]

Yes / No Applicant community requests the following third party to administer the CLG project and recognizes its continued responsibility during the administration of the grant project to review draft products and monitor schedule adherence and progress.

Authorized Representative:

Name: ______________________________ Telephone: ______________________

Title: ______________________________ Fax: ______________________

Organization: ______________________ Email Address: ______________________

Address: ______________________________

______________________________

## D. Financial Management

### 1. Financial Administrator

Identify the person responsible for financial administration of this grant.

Name: ______________________________ Title: ______________________________

Organization: ______________________________________________________________

Address: __________________________________________________________________

__________________________________________________________________

Telephone: ____________________________ Fax: ______________________________

Email Address: ______________________________________________________________

Federal Tax Identification Number: _______________ DUNS Number: __________

### 2. Audit Requirement

Check statement appropriate to the community's federal funding position and type of audit materials submitted with application.

______ Community receives more than $500,000 in federal funds per fiscal year, is subject to single audit reporting requirements, and files the required SF-SAC form and audit report. One copy of most recent audit report and SF-SAC are enclosed.
Audit Report Year: _______

______ Community does not meet the $500,000 federal funds threshold for the federal single audit requirement. Enclosed is a certification to this effect from the community auditor and one copy of the most recent audit report.
Audit Report Year: ________

______ The application requests that a designated third-party administer the grant. The organization has enclosed its most recent audit report or a *compilation statement,* which is an independent examination of the organization's financial statements.
Audit Report Year: ______ or Date of Compilation Statement: ___________

### 3. Financial Management Certification

The Financial Administrator certifies for the project that he/she will provide or have access to appropriate technical and financial management assistance to meet or maintain the following standards:

- Adequate financial resources for performance, the necessary experience, organization, technical qualifications, and facilities; or a firm commitment, arrangement, or ability to obtain such;
- Adequate accounting system and auditing procedures to provide effective accountability and control of property, funds, and assets sufficient to meet the needs and audit requirements of the project;
- Comply with federal procurement standards;
- Comply with the debarment requirements;

- Comply with the civil rights, equal employment opportunity, and labor law requirements of Federal grants; and
- Be otherwise qualified and eligible to receive a grant award under applicable laws and regulations.

______________________________________________

Signature of Person Responsible for Financial Administration

______________________________________________

Name Date

## III. PROJECT SUMMARY

### A. Financial Summary:

CLG Funds Requested: $__________

Matching Share: $__________

Total Project Cost: $__________

### B. Project Type:

Identify the project type and associated Secretary of the Interior's Standards with which the project must comply:

_____Survey / Standards for Identification and Evaluation
_____Registration / Standards for Evaluation and Registration
_____Planning / Standards for Historic Preservation Planning
_____Acquisition
_____Pre-Development / Standards for Rehabilitation or Historic Properties
_____Development / Standards for Rehabilitation
_____Education/Other / Standards for Rehabilitation, as applicable

### C. Project Abstract:

Summarize briefly the purpose and results/products expected from the proposed project.

## IV. PROJECT DESCRIPTION

Insert the description of your project in Section IV. Follow the CLG Grant Application Instructions for format and specific information required for your project category. Limit your response to three pages.

## V. SCHEDULE FOR PROJECT COMPLETION

List each task needed to complete the project. See CLG Grant Application Instructions for required OHPO reviews. Project work must be started within 30 days of execution of the subgrant agreement.

| Work to be Accomplished | Start Date | Completion Date |
|---|---|---|
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## VI. PROJECT BUDGET

| Expenditure Categories | Rate/Hr. | # Hrs. | CLG Grant Share | Matching Share | Total |
|---|---|---|---|---|---|
| **Personnel – In-kind** | | | | | |
| **Administrator's Staff Salaries** [List each position.] | | | | | |
| ______ | ______ | ______ | $______ | $______ | $______ |
| ______ | ______ | ______ | $______ | $______ | $______ |
| ______ | ______ | ______ | $______ | $______ | $______ |
| ______ | ______ | ______ | $______ | $______ | $______ |
| **Fringe Benefits** | ______% | | $ | $ | $ |
| | **Subtotal** | | **$** | **$** | **$** |
| **Personnel --Cash** | | | | | |
| **Consultant/Contractor Fees:** [List type of consultant/contractor to be paid & amount budgeted for each.] | | | | | |
| ______ | | | $______ | $______ | $______ |
| ______ | | | $______ | $______ | $______ |
| ______ | | | $______ | $______ | $______ |
| | **Subtotal** | | **$** | **$** | **$** |
| **Personnel --Volunteers**: [For allowable hourly rates for volunteer labor, see CLG Grant Application Instructions.] | | | | | |
| ______ | ______ | ______ | $ 0 | $______ | $______ |
| ______ | ______ | ______ | $ 0 | $______ | $______ |
| ______ | ______ | ______ | $ 0 | $______ | $______ |
| | **Subtotal** | | **$** 0 | **$** | **$** |
| **Materials/Supplies/Other:** | | | | | |
| **Printing** | | | $______ | $______ | $______ |
| **Photocopy** | | | $______ | $______ | $______ |
| **Supplies** [itemize major items] | | | $______ | $______ | $______ |
| ______ | | | $______ | $______ | $______ |
| ______ | | | $______ | $______ | $______ |
| **Photography** | | | $______ | $______ | $______ |
| **Travel** | | | $______ | $______ | $______ |
| **Postage** | | | $______ | $______ | $______ |
| **Other:**______ | | | $______ | $______ | $______ |
| | **Subtotal** | | **$** | **$** | **$** |
| **Non-Construction Budget Subtotal** | | | $______ | $______ | $______ |
| **Construction Budget Subtotal** [For development projects-see following page] Provide estimate for each appropriate construction Expenditure Category | | | **$** | **$** | **$** |
| **TOTAL PROJECT COSTS:** | | | **$**______ | **$**______ | **$**______ |

## Construction Budget Format

| **Expenditure Categories** | **CLG Grant Share** | **Matching Share** | **Total** |
|---|---|---|---|
| **Pre-Construction Expenses:** | | | |
| Bid Process | $ | $ | $ |
| Project Sign | $ | $ | $ |
| | $ | $ | $ |
| **Pre-Construction Subtotal** | **$** | **$** | **$** |
| **Construction Expenses:** | | | |
| General Conditions | $ | $ | $ |
| Site Work | $ | $ | $ |
| Concrete | $ | $ | $ |
| Masonry | $ | $ | $ |
| Metals | $ | $ | $ |
| Wood & Plastics | $ | $ | $ |
| Thermal/Moisture | $ | $ | $ |
| Doors & Windows | $ | $ | $ |
| Specialties | $ | $ | $ |
| Equipment | $ | $ | $ |
| Furnishing | $ | $ | $ |
| Special Construction | $ | $ | $ |
| Conveying Systems | $ | $ | $ |
| Mechanical/Electrical | $ | $ | $ |
| Other | $ | $ | $ |
| | $ | $ | $ |
| **Construction Subtotal** | **$** | **$** | **$** |

## VII. MATCHING SHARE: [Itemize each source of match.]

***Donor*** identifies who or what is providing the matching funds [e.g., City, Foundation]
***Source*** means origin of donation, such as general operating funds, grants, contributions
***Kind*** describes specific type of donation, such as cash, volunteer labor, or donated materials
***Amount*** is dollar value of the matching contribution
***Status*** is whether the match is firm [known] or pending [applying for funding/awaiting decision].

---

Donor:____________________ Donor:______________________

Source:___________________ Source:_____________________

Kind: ___________________ Kind:_______________________

Amount___________________ Amount_____________________

Status___________________ Status______________________

---

Donor:____________________ Donor:______________________

Source:___________________ Source:_____________________

Kind: ___________________ Kind:_______________________

Amount___________________ Amount_____________________

Status___________________ Status______________________

---

**TOTAL MATCHING SHARE: $____________________**
[Be sure this amount agrees with the total matching share in Section VI and the matching share stated in Section III.]

**PROJECT INCOME:** Circle appropriate answer:

**<u>Yes / No</u>** Income is anticipated from the project during the project period.
If yes, provide explanation. See CLG Grant Application Instructions for guidance on how to address project income.

CLG APPLICATION **COMPLETENESS** CHECKLIST

Only complete applications will be submitted to the Grants Selection Committee for review.
To be complete, the application must include ALL items in A. below:

## A. Administrative Requirements

- Signatures
  **Section I.** --CLG's Chief Administrative Official, CLG Program Contact, Commission or Design Review Board Chairperson, Project Coordinator (if different from the CLG program contact)
  **Section II. C** -- Designated Third Party Administrator representative (if applicable)
  **Section II .D** – Grant Financial Administrator
- Original and seven [a total of 8] copies of the completed application form
- Application received by OHPO by 5 p.m. on March 1st
- Copy of local ordinance granting community authority to apply for and accept federal grant funding, if required by local ordinance or regulations. If local ordinance is only needed to accept federal funds, provide a statement to this effect. Even if a third party is administering the grant, the CLG applicant community must obtain the ordinance to apply for and/or accept the grant, as required, as the CLG remains the applicant.
- If third party is to administer grant, signature of authorized representative of administering organization required.
- One copy of most recent appropriate audit report, SF-SAC, non-threshold letter, or compilation statement of project administrator [See Section II]

## B. Project specific requirements, dependent on program area of the proposed project

Survey:

- Identification of type of survey [reconnaissance or intensive]
- Number of historic properties in the survey area
- Map delineating the area to be surveyed
- Estimated acreage of survey area
- Statement of the number of inventory forms to be prepared [new and updated]

Registration:

- Type of nomination [individual, district, thematic, or multiple resource]
- Type of registration [National Register of Historic Places or local designation]
- Estimated number of properties if nominating a district
- State whether property has been identified in a survey, if so provide name and date
- Copy of the OHPO response letter to the required CLG registration questionnaire if a National Register nomination project
- Copy of local criteria if project is for a local designation
- State whether the property is locally listed

Planning:

- Explanation of how the community will be involved with and participate in product development
- Objective of the project
- Anticipated benefits of the project
- State whether this is new or an update to an existing planning document
- Description of format and number of copies of final product
- Planned distribution plan of product

Pre-Development:

- Identification of property by historic name and address
- Owner's name and address
- State whether open to the public
- Describe current and intended use
- Provide National Register listing date or OHPO eligibility determination date
- State whether property locally designated
- Identify how project contributes effectively to long term preservation
- State how the Americans with Disabilities Act standards have or will be met
- Provide 2 sets of printed and labeled color photos (maximum of 2 per 8.5"x 11" page) and 1 electronic version of high resolution images on CD. Photo labels should include property name, description of view, orientation (e.g. 'looking west'), and photographer (optional).
- State whether the property is locally listed

Development:

- Identification of property by historic name and address
- Current owner's name and address
- Provide National Register listing date
- State whether property locally designated
- State whether open to the public or will be
- Describe current and intended use
- State whether property has ever received a state or federal tax credit
- Identify how project contributes effectively to long term preservation
- State how the Americans with Disabilities Act standards have or will be met
- Provide 2 sets of printed and labeled color photos (maximum of 2 per 8.5"x 11" page) and 1 electronic version of high resolution images on CD. Photo labels should include property name, description of view, orientation (e.g. 'looking west'), and photographer (optional).
- Provide a contractor's estimate
- Include a signed Acquisition or Development Certification Form [request form from OHPO Grants Manager prior to submission date]
- Include flood plain assurance certification or proof of flood insurance

Acquisition:

- Identification of property by historic name and address
- Current owner's name and address
- Provide National Register listing date
- State whether property locally designated
- State whether open to the public or will be
- Describe current and intended use
- Statement of current market value and basis for estimating this value

Acquisition (continued):

- Explanation of the nature of threat to property
- Identify how project contributes effectively to long term preservation
- State how the Americans with Disabilities Act standards have or will be met
- Provide 2 sets of printed and labeled color photos (maximum of 2 per 8.5"x 11" page) and 1 electronic version of high resolution images on CD. Photo labels should include property name, description of view, orientation (e.g. 'looking west'), and photographer (optional).
- Include a signed Acquisition or Development Certification Form
- Include flood plain assurance certification or proof of flood insurance

Education & Other:

- Identify targeted audience for project
- Explain how widest possible audience addressed
- Describe product or outcome's lasting value
- Describe alternatives considered
- Enumerate why the proposed approach is appropriate and cost effective
- Identify product of project [number, distribution plan, public involvement process]
- Identify benefits of project

# CITY OF OXFORD
# STAFF SUMMARY REPORT

| | | |
|---|---|---|
| Report to City Manager | | Finance<br>Originating Department |
| Council Meeting Of : | 1/15/2013 | |
| Account Code No. : | see below | Joe Newlin<br>Prepared By |
| Budgeted Amount : | | 1/7/2013<br>Date Prepared |

| **Agenda Title:** | **2013 Supplemental Budget #1** |
|---|---|
| **Recommendation:** | **Approve** |

**Issue 1**
To correct 2013 budget by increasing revenue to cover prior year spending - $15,000 (not included in expected 2012 spending)

**Action Needed:**

Revenue Side

| | | |
|---|---|---|
| Parking Lot Improvement 142 | 15,000.00 | Transfer from Parking Fund |

Expense Side

| | | |
|---|---|---|
| Parking 130 | 15,000.00 | Transfer to Parking Improvement Fund |
| Net Effect on Fund Balance/(s)<br>Increase/(Decrease) | - | |

**Issue 2**
Funds left over from smoke detector project in 2012

**Action Needed:**

Revenue Side

| | | |
|---|---|---|
| Fire/EMS 418 | 257.70 | Transfer from FEMA Fund |

Expense Side

| | | |
|---|---|---|
| FEMA 416 | 257.70 | Transfer to Fire/EMS Fund |
| Net Effect on Fund Balance/(s)<br>Increase/(Decrease) | - | |
| Total Net Effect on Fund Balance/(s)<br>Increase/(Decrease) | - | |

Breakdown by Fund

| | |
|---|---|
| Parking 130 | (15,000.00) |

F:\General Accounting\2013\Ordinances\Supplementals\Staff Report SB 1

| | |
|---|---|
| Parking Lot Improvement 142 | 15,000.00 |
| FEMA 416 | (257.70) |
| Fire/EMS 418 | 257.70 |
| Net Effect on Fund Balance/(s) Increase/(Decrease) | - |

| Approved By: | | Initials | Date |
|---|---|---|---|
| | Department Head: | DW | 1/7/13 |
| | City Manager: | DRE | 1/11/13 |

F:\General Accounting\2013\Ordinances\Supplementals\Staff Report SB 1

**ORDINANCE NO.**

AN ORDINANCE AMENDING ORDINANCE NO. 3190. SUPPLEMENTAL BUDGET ORDINANCE NUMBER 1 TO MAKE SUPPLEMENTAL APPROPRIATIONS FOR FISCAL YEAR 2013.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF OXFORD, BUTLER COUNTY, STATE OF OHIO, THAT:

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

SECTION 2: The following increase/(decrease)in appropriations from unencumbered balances be made:

| | |
|---|---|
| Parking Fund 130 | 15,000.00 |
| FEMA Fund 416 | 257.70 |

SECTION 3: The following transfers(s) be executed:

| | |
|---|---|
| Transfer from: | |
| Parking Fund 130 | 15,000.00 |
| FEMA Fund 416 | 257.70 |

| | |
|---|---|
| Transfer to: | |
| Parking Improvement Fund 142 | 15,000.00 |
| Fire/EMS Fund 418 | 257.70 |

SECTION 4: The following increase/(decrease)in revenues be made:

| | |
|---|---|
| Parking Improvement Fund 142 | 15,000.00 |
| Fire/EMS Fund 418 | 257.70 |

SECTION 5: In all other respects, Ordinance No. 3190 shall remain in full force and effect.

SECTION 6: This ordinance shall take effect immediately upon its adoption.

_______________________
MAYOR

ADOPTED: _______________

ATTEST:

_______________________
CLERK OF CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: LAW (STAFF)