Agenda

Oxford City Council

Court House

TUESDAY, FEBRUARY 4, 2014

EXECUTIVE SESSION
7:15 P.M.

1. Roll Call. Kevin McKeehan, Mayor; Kate Rousmaniere, Vice-Mayor; Mike Smith; Bob Blackburn; Steve Snyder; Richard Keebler; Edna Southard

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MEETING PROCEDURE: Comments from the Public are welcome at two different times during the course of the meeting: (1) Comments on items <u>not</u> 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 <u>five</u> minutes or less.

REGULAR MEETING
7:30 P.M.

PLEDGE OF ALLEGIANCE

2. <u>Approval of Agenda.</u>

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.

Public Participation.

Notice to Legislative Authority - Stock transfer for MJ Restaurants LLC DBA Larosas 21 Lynn Avenue Oxford, Ohio 45056.

Staff Report/Notice

B. 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.

4. Consent Agenda.

Minutes of the January 21, 2014 City Council Meeting. (Mary Ann Eaton, Clerk of Council)

Minutes

Report regarding the January 16, 2014 Recreation Board Meeting. (Gail Brahier, Parks and Recreation Director)

Report

5. Resolutions.

A Resolution releasing the mortgage between Michael M. Patterson and Michelle Krause Patterson and the City of Oxford recorded on September 2, 2009 at book 8150 page 1846 of the Butler County Records. (Alan Kyger, Economic Development Director)

Staff Report/Resolution

B. A Resolution appointing Kate Rousmaniere as Council representative to the Supports to Encourage Low-Income Families Board (SELF). (Kevin McKeehan, Mayor)

6. Ordinances.

First Reading - None.

B. Second Reading.

An Ordinance Amending Ordinance No. 3249. Supplemental Budget Ordinance Number 1 To Make Supplemental Appropriations For Fiscal Year 2014. (Joe Newlin, Finance Director)

Staff Report/Ordinance

7. <u>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.</u>

1. Remarks from City Council and City Staff.

B. Future Meetings. (Note: Meetings will be held at the Court House unless otherwise indicated.)

WED - Feb 5 Environmental Commission Meeting 7:00 p.m. Municipal Building

TUES - Feb 11 Planning Commission Meeting 7:30 p.m.

WED - Feb 12 Historic and Architectural Preservation Commission Meeting 6:00 p.m.

MON - Feb 17 Holiday - City Offices Closed

MON - Feb 17 Housing Advisory Commission Meeting Cancelled

TUES - Feb 18 City Council Meeting 7:30 p.m.

WED - Feb 19 Board of Zoning Appeals Meeting 7:30 p.m.

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

FRI - Feb 27 Community Improvement Corporation Meeting 12:00 p.m. LCNB

TUES - Mar 4 City Council Meeting 7:30 p.m.

WED - Mar 5 Historic and Architectural Preservation Commission Meeting 6:00 p.m.

WED - Mar 5 Environmental Commission Meeting 7:00 p.m. Municipal Building

B. A Resolution appointing Kate Rousmaniere as Council representative to the Supports to Encourage Low-Income Families Board (SELF). (Kevin McKeehan, Mayor)

THUR - Mar 6 Community Relations Commission Meeting 6:00 p.m. Municipal Building

TUES - Mar 11 Planning Commission Meeting 7:30 p.m.

THUR - Mar 13 Student Community Relations Commission Meeting 4:00 p.m. LCNB

MON - Mar 17 Housing Advisory Commission Meeting 7:00 p.m. Municipal Building

TUES - Mar 18 City Council Meeting 7:30 p.m.

WED - Mar 19 Board of Zoning Appeals Meeting 7:30 p.m.

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

FRI - Mar 28 Community Improvement Corporation Meeting 12:00 p.m. LCNB

8. Adjourn.

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to City Manager		Finance	Originating Department
Council Meeting Of :	1/21/2014		
Account Code No. :	see below	Joe Newlin	Prepared By
Budgeted Amount :		1/21/2014	Date Prepared

Agenda Title:	**2014 Supplemental Budget #1**
Recommendation:	**Approve**

Issue 1
To correct 2014 budget by increasing revenue - $1,800,000 not yet received for US 27 South Right-A-Way purchases

Action Needed:

Revenue Side

Capital Improvement 141	1,800,000.00	Reimbursement from State

Expense Side

-

Net Effect on Fund Balance/(s) Increase/(Decrease)	1,800,000.00

Issue 2
Data extraction from old software higher than anticipated - $13,700 sole provider increase in appropriation from unencumbered balance

Action Needed:

Revenue Side

- N/A

Expense Side

Capital Equipment 140	4,480.00
Parking Improvement 142	654.00
Water Capital Equipment 320	933.00
Sewer Capital Equipment 330	933.00

Net Effect on Fund Balance/(s) Increase/(Decrease)	(7,000.00)
Total Net Effect on Fund Balance/(s) Increase/(Decrease)	1,793,000.00

F:\General Accounting\2014\Ordinances\Supplementals\Staff Report SB 1

Breakdown by Fund

Capital Equipment 140	(4,480.00)
Capital Improvement 141	1,800,000.00
Parking Improvement 142	(654.00)
Water Capital Equipment 320	(933.00)
Sewer Capital Equipment 330	(933.00)
Net Effect on Fund Balance/(s) Increase/(Decrease)	1,793,000.00

Approved By:		Initials	Date
	Department Head:	DC	1/21/14
	City Manager:	DRE	1/21/14

F:\General Accounting\2014\Ordinances\Supplementals\Staff Report SB 1

Joe Newlin

From: Tom Johnston <johnstont@civicacmi.com>
Sent: Tuesday, January 21, 2014 4:40 PM
To: Joe Newlin
Subject: RE: CMI Data Extraction Quote

Joe,

I was wondering that myself; now you know why I questioned this quote when I received it and asked for another pass. I will pass along your request and let you know the response.

Tom

Tom Johnston | Account Manager | Creative Microsystems, Inc
Tel: 800-686-9313 or 937-836-4499 ext 3118 | Fax: 937-836-1036
E-mail: johnstont@civicacmi.com | Web: www.civicacmi.com

CMI
a Civica Group company

From: Joe Newlin [mailto:jnewlin@cityofoxford.org]
Sent: Tuesday, January 21, 2014 4:15 PM
To: Tom Johnston
Subject: RE: CMI Data Extraction Quote

Tom,

How did they arrive at $13,700? It would be helpful to see how they arrived at is it a $137/hr. for a hundred hours of work?

Thanks

From: Tom Johnston [mailto:johnstont@civicacmi.com]
Sent: Tuesday, January 21, 2014 4:10 PM
To: Joe Newlin
Subject: CMI Data Extraction Quote

Good afternoon, Joe...

Please note the attached file, which contains your quote for CMI's Data Extraction Services for our Finance, Payroll and Utility Billing Client Server Applications, as requested. I apologize for the delay in getting this quote to you.

Please review this quote at your earliest convenience (along with the Special Notes included). When you are ready to proceed, please sign and return the quote to me. You can E-mail it back to me or you can fax it to 937-836-1036, to my attention. Once I receive the signed quote, I will process it right away, so we can get the Data Extraction process set up as soon as possible.

If you have any questions about this quote, or there is any other way I can be of help to you, please give me a call or send me an E-mail. FYI, I have a couple appointments outside the office tomorrow, but I should be back around 2:00-2:30 if you need to get a hold of me then.

Have a nice evening,

Tom

Tom Johnston | Account Manager | Creative Microsystems, Inc
Tel: 800-686-9313 or 937-836-4499 ext 3118 | Fax: 937-836-1036
E-mail: johnstont@civicacmi.com | Web: www.civicacmi.com

CMI
a Civica Group company

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Creative Microsystems, Inc. 52 Hillside Ct, Englewood, Ohio 45322

ORDINANCE NO.

AN ORDINANCE AMENDING ORDINANCE NO. 3249. SUPPLEMENTAL BUDGET ORDINANCE NUMBER 1 TO MAKE SUPPLEMENTAL APPROPRIATIONS FOR FISCAL YEAR 2014.

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 revenues be made:

Capital Improvement Fund 141	1,800,000.00

SECTION 3: The following increase/(decrease)in appropriations from unencumbered balances be made:

Capital Equipment Fund 140	4,480.00
Parking Improvement Fund 142	654.00
Water Capital Equipment Fund 320	933.00
Sewer Capital Equipment Fund 330	933.00

SECTION 4: In all other respects, Ordinance No. 3249 shall remain in full force and effect.

SECTION 5: This ordinance shall take effect immediately upon its adoption.

____
MAYOR

ADOPTED: ________________

ATTEST:

____
CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: KEVIN MCKEEHAN

PREPARED BY: LAW (STAFF)

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager | **Economic Development Department**

For the February 4, 2014
City Council Meeting

Prepared by: G. Alan Kyger
Date Prepared: January 29, 2014

Agenda Title: Resolution releasing an existing residential mortgage with Michael & Michelle Patterson for the Patterson's Café RLF loan.

Recommendation: Approval

Mike & Michelle Patterson are requesting the City of Oxford amend its security position on the Revolving Loan they have with the City of Oxford. The CIC Board met on January 24th to review and discuss this request. The CIC voted unanimously to recommend adjusting the Patterson's Café RLF security position to UUC filings on the restaurant equipment and personal guarantees from the Patterson's, including releasing the mortgage on the Patterson's personal residence. Below is a recap of the original loan, current loan amounts, the current request and the rational for approval.

Original Loan:

Originated: July 2009
Loan Amount: $205,600
Terms : 10 years at 3% Interest,
Monthly payment: $1,985
Security: < UCC filings on the restaurant equipment.
< Personal Guarantees from Mike & Michelle
< Home Mortgage – 3rd position

Current Loan Status:

Loan balance: $124,006
Remaining term: 5.6 years
Loan is current: 52 payments have been made = $103,235

Request:

In 2009 the Patterson's received funding from both the City of Oxford and Somerville National Bank to move and expand Patterson's Café to Stewart Square. At that time, both the Bank and the City placed mortgages on the Patterson's personal residence. The original home mortgage is in the 1st position, Somerville Bank is 2nd and the City of Oxford is 3rd.

The Pattersons are attempting to re-finance the 1st and 2nd mortgages into one loan. This will significantly reduce their monthly payment obligations.

The bank will not combine and refinance mortgages #1 & #2, if the City continues to hold its mortgage, as the 'Loan to Asset Ratio' would be too high.

Requested RLF Security Position:

Security

- UCC filings on the restaurant equipment.
- Personal Guarantees from Mike & Michelle Patterson.

Rational

- The loan amount has been reduced by 40%.
- The length of the loan has been reduced 44%.
- The loan is current and all payments have been made on time.
- The 3rd position on the mortgage does not guarantee a full equity position.
- If the refinancing of the current loans occur, it creates lower monthly obligations for the Pattersons, which in turn increases their cash position to repay all their financial obligations, including the City's RLF loan.

Reviewed By:	Initial	Date
Department Head:	CK	1-29-14
City Attorney:		
City Manager:	DRC	1/31/14

RESOLUTION NO.

A RESOLUTION RELEASING THE MORTGAGE BETWEEN MICHAEL M. PATTERSON AND MICHELLE KRAUSE PATTERSON AND THE CITY OF OXFORD RECORDED ON SEPTEMBER 2, 2009 AT BOOK 8150 PAGE 1846 OF THE BUTLER COUNTY RECORDS.

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

SECTION 1: A Request was made by the borrowers, Michael M. Patterson and Michelle Krause Patterson to release the mortgage with the City of Oxford in the amount of $124,006.06 to allow the borrowers to refinance their mortgage.

SECTION 2: Council finds that the Community Improvement Corporation, the City Manager, and the Economic Development Director have recommended this course of action. The City will continue to hold personal guarantees from the borrowers, and a UCC filing on the restaurant equipment.

SECTION 3: Council hereby accepts and approves the recommendation of the Community Improvement Corporation, the City Manager, and the Economic Development Director, and authorizes the City Manager to sign a release of the mortgage between the City of Oxford and Michael M. Patterson and Michelle Krause Patterson in the amount of $124,006.06.

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

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MAYOR

ADOPTED:

ATTEST:

____
CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: ALAN KYGER

PREPARED BY: LAW(STAFF)

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager

Council Meeting Of:

Account Code No. #: N/A

Budgeted Amount: N/A

Parks and Recreation
Originating Department

Gail S. Brahier
Prepared By

1/29/14
Date Prepared

Agenda Title: Joint TRI-Recreation Board Meeting, 1/16/14

Recommendation: N/A

Discussion: In attendance: Edna Southard, Council Rep., Shaunna Tafelski, John Thomas, Melissa Engelhard. Staff: Gail Brahier, Deanna Barbour. Guest, Jessica Greene, OVB.

Jessica Greene gave a short presentation on applying for a Clean Ohio Grant to pave a portion of the OATS trail, connecting the Black Covered Bridge to the DeWitt Log Cabin. The paved portion would be from the Black Covered Bridge through Leonard Howell Park. Ms. Greene said the funds would pass through the City, with a match of $125,000 to be raised. Ms. Greene said it costs app. 1 million per mile to construct. The Recreation Board will send a letter of support to Ms. Greene. Ms. Brahier inquired about the long term maintenance. Ms. Greene said the OATS trail group agreed to convene 3 times a year to do project work on the trail.

Mr. Thomas said the THS turf field is reserved for the adidas spring event, April 11-13 and 25-27. Ms. Brahier mentioned they are also using Cook Field. Ms. Brahier said the 27S construction will have begun by April, so the adidas participant map will detour users to Stillwell Beckett and St. RT. 73.

Mr. Thomas mentioned hosting the OPRD BB kids at a varsity game. Ms. Brahier said OPRD appreciates his efforts in securing facilities to assist the sports programs.

Ms. Engelhard mentioned selecting a live band for the July 3rd event in the partnership with the OVB.

The Board reviewed questions to be posted online to gauge Parks and Recreation Department Services.

*Next meeting, Apr. 17, 4 pm at the Oxford Senior Center.

Approved By:		**Initial Date**
	Department Head:	gb \ 1/29/14
	City Attorney:	
	City Manager:	DRE \ 1/31/14

A Regular meeting of the Oxford City Council was called to order by Mayor Kevin McKeehan on Tuesday, January 21, 2014 at 7:15 p.m. Those members present were Bob Blackburn, Richard Keebler, Kate Rousmaniere, Mike Smith, Steve Snyder and Edna Southard.

Staff members present: Mr. Doug Elliott, City Manager; Mr. Mike Dreisbach, Service Director; Mr. Joe Newlin, Finance 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. Kim Newton, Assistant to the City Manager.

ADJOURN TO EXECUTIVE SESSION

Mr. Blackburn moved to adjourn to Executive Session immediately in accordance with Ohio Revised Code Section 121.22 (G) (1) and (G) (3) for the purpose of discussing appointments to Boards. Ms. Rousmaniere seconded. The motion passed by the following roll call:

AYE: Mr. Keebler, Ms. Rousmaniere, Mr. Smith, Ms. Southard, Mr. Snyder, Mr. Blackburn, Mayor McKeehan (7)

NAY: None (0)

ABS: None (0)

RETURN FROM EXECUTIVE SESSION

Mr. Keebler moved to adjourn from Executive Session at 7:32 p.m. Mr. Blackburn seconded. The motion passed 7-0-0.

PLEDGE OF ALLEGIANCE

Mayor McKeehan requested the Pledge of Allegiance.

APPROVAL OF AGENDA

Mr. Snyder moved to approve the agenda. Ms. Rousmaniere seconded. The motion passed 7-0-0.

PUBLIC PARTICIPATION

PUBLIC COMMENTS

Mr. David Brown, Butler County Auditor's Office, advised the deadline for purchasing dog tags for $14.00 was January 31st and encouraged citizens to purchase them on line at butlercountyauditor.org. Mr. Brown noted dog tags could also be purchased by mail or locally at the Animal Care Clinic or the Oxford Veterinary Hospital. Mr. Brown advised after January 31st the tags were $28.00.

Mr. Brown advised the 2014 reappraisal process was complete in this area and it was 77% complete in Butler County for residential properties.

Mr. Brown advised tax bills would be mailed on February 7th and the due date was March 6, 2014. Mr. Brown encouraged those 65 years of age or older to apply for a Homestead Exemption if their total income was $30,500 or less. Mr. Brown noted the due date to apply for the Homestead Exemption was June 2, 2014.

Mayor McKeehan thanked Mr. Brown for the updates.

CONSENT AGENDA

MINUTES

Minutes of the January 7, 2014 City Council Meeting. (Mary Ann Eaton, Clerk of Council)

REPORTS

Report regarding the January 8, 2014 Historic and Architectural Preservation Commission Meeting. (Jung-Han Chen, Community Development Director)

Report regarding the January 8, 2014 Environmental Commission Meeting. (Mike Dreisbach, Service Director)

RESOLUTON
CONTRACT WITH VERIZON

A Resolution No. 4808 authorizing the City Manager to enter into a twelve (12) month agreement with Verizon Wireless to provide cellular service for up to seventy five (75) units for the City of Oxford in accordance with General Services Administration (GSA) Federal Supply Schedule number GS-35F-0119P at an estimated cost of thirty five thousand two hundred dollars ($35,200.00). (Bob Holzworth, Police Chief)

Mr. Blackburn moved to approve the consent agenda. Mr. Snyder seconded. The motion passed 7-0-0.

RESOLUTIONS

RESOLUTION
GRANT APPLICATION

A Resolution No. 4809 of Council authorizing the City Manager to submit an Ohio Department of Natural Resources grant application requesting funding through the Recreational Trails Program and the Clean Ohio Trails Fund in the amount of $625,000.00 of which 25%will be the local match ($125,000.00), to be secured through private donations for the construction of a multi-use recreational trail. (Alan Kyger, Economic Development Director)

Mr. Kyger noted the City Manager asked him to prepare the staff report for the proposed legislation as the staff liaison to the Visitors Bureau. Mr. Kyger advised the state allowed municipalities to submit one grant application requesting funds for two grants through the Recreation Trails Program and the Clean Ohio Trails Fund.

Mr. Kyger discussed his staff report as presented on paged 21 and 22 of the agenda noting in the early 2000's a group of Oxford citizens organized themselves as a grassroots organization for the purpose of creating a ten mile multi-use recreation trail around the City of Oxford. Mr. Kyger advised after research, fundraising and a study of the surrounding land the group created the Oxford Area Trails System (OATS). Mr. Kyger noted in 2007 the Oxford City Council officially integrated the OATS Trail into the Oxford Thoroughfare Plan and it was a Policy Objective of the 2008 Oxford Comprehensive Plan. Mr. Kyger displayed a slide of the proposed OATS Trail and noted if successful, the grant funds would be used to construct a section of the trail from the Black Covered Bridge to Bonham Road, install signage on an existing pathway from Bonham Road to Oxford-Trenton Road and to fill in sidewalk connectivity issues from the Black Covered Bridge to the City of Oxford along Morning Sun Road. Mr. Kyger advised in 2013, the Oxford Visitors Bureau began studying the creation of a multi-use trail between Oxford and Hueston Woods in an effort to promote Oxford and Hueston Woods as recreation destinations and it was decided that moving forward with the already designed OATS trail would be a better project at this time. Mr. Kyger noted the local match for the grant was $125,000.00.

Ms. Jessica Greene, Executive Director, Oxford Visitors Bureau, advised the Oxford Visitors Bureau would apply for the grant through the City of Oxford. Ms. Greene noted the OATS Committee had been working hard to get community support for the project and they had the support of Butler County Metro Parks and the Oxford Museum Association. Ms. Greene advised support was pending from Miami University and all of the support had been very positive verbally. Ms. Green noted the maximum funding was $500,000 and the City was required to make a $125,000 match. Ms. Greene advised the OATS Committee already raised $25,000 from residents and another $10,000 was pending. Ms. Greene noted the OATS Committee raised $80,000 in the past for engineering and other studies and she felt they could do it again. Ms. Greene advised In-Kind donations could be used towards the matching funds and she could apply for other grants from smaller foundations to put towards the matching funds.

Ms. Rousmaniere inquired when the deadline for submitting the grant application was and Ms. Greene advised February 1, 2014. Ms. Rousmaniere referred to the map on the slide and inquired if the $625,000 would cover the green flat line and the green dotted line. Ms. Greene advised it would cover the green flat line and signage for the green dotted line. Ms. Greene noted the proposed trail would connect two historic places, the Black Covered Bridge and the DeWitt Cabin.

Mr. Marty Creech, advised he was excited to see the proposed project move forward noting the concept to connect all of the recreation areas, schools, and historic sites in the City with a path used by walkers and bicyclists came about 15 years ago. Mr. Creech advised he felt the multi-use trail would bring people to Oxford from a visitors standpoint and it would also make people see Oxford as a desirable place to live. Mr. Creech noted his hope that Council saw the benefits of the proposal and would approve the Resolution.

Mr. David Prytherch, 6195 Contreras Road, noted this project represented an incredible amount of collaboration between people and there was an incredible wealth of different organizations and jurisdictions working on the project which Ms. Greene had taken the lead of. Mr. Prytherch advised the project was part of a bigger picture and making it happen required a lot of collaboration.

Mr. Prytherch noted he felt the project would be a great asset to the City of Oxford and the planning of the project led by Ms. Greene involved great support from the City of Oxford, Miami University, Oxford Township, input from Hueston Woods State Park, Butler County Metro Parks and the Oxford Museum Association. Mr. Prytherch noted the potential to link two City parks, a new Butler County Metro Park, and Miami University Public Natural Areas all in one segment. Mr. Prytherch noted the recreational and economic benefits of a multi use trail. Mr. Prytherch advised the Planning Commission had been looking at pedestrian and bicycle safety issues along the 732 corridor and the proposed trail addressed some of the public safety issues. Mr. Prytherch noted a grant was a gamble but it was worth the effort. Mr. Prytherch advised he appreciated City staff's effort in preparing research and in being the applicant and noted the community was taking responsibility for raising the local match.

Mr. Snyder and Mayor McKeehan noted their support for the proposed project. Ms. Rousmaniere noted the proposed trail would also link to the American Discovery Trail which was a national trail going through this area.

Ms. Rousmaniere moved to adopt Resolution No. 4809. Mr. Blackburn seconded. The motion passed 7-0-0.

RESOLUTION
AGREEMENTWITH CDW-G

A Resolution No. 4810 authorizing the City Manager to enter into an agreement with CDW-G for the purchase of twenty one (21) Windows 8.1 tablet devices for the Patrol Division's fleet in accordance with the National Joint Powers Alliance contract #111309-CDW at a cost not to exceed $53,550.18. (Bob Holzworth, Police Chief)

Chief Holzworth advised this was a transformational project and in conjunction with another project for a new CAD System it would radically change how the Police Department did their work. Chief Holzworth noted computers had been in police vehicles for a long time and their current cost was $5,000 to $6000. Chief Holzworth recommended replacing the in-car computers with the Windows 8.1 tablet devices and noted a team of people had studied technology for this project for 21 months. Chief Holzworth advised Sergeant Robinson was instrumental in the study and he recommended purchasing the tablets for under $1,000 each. Chief Holzworth noted the beginning piece of this project was the acquisition of the InterAct Mobile server from the Fairfield Police Department which allowed the Oxford Police Department to maintain local control of the Mobile Data Computer software interface. Chief Holzworth advised as the project continued the department learned that the in-car laptops were aging and becoming cost prohibitive to repair. Chief Holzworth noted the tablet device had been vetted in the field and reviewed by the City's IT company with very positive feedback. Chief Holzworth advised as part of the vetting process two software packages were also tested: Columbitech's mobile virtual private network client and Airwatch's Mobile Device Management suite and the tablet maintained a persistent, secure connection with the City network which was very important. Chief Holzworth offered to answer any questions.

Mr. Keebler inquired what the budgeted amount for this project was and Mr. Elliott advised $59,400. Mr. Keebler noted he was glad to see the project was under budget.

Ms. Southard inquired why the cost was $59,400 when the tablets were under $1,000 each. Chief Holzworth referred to page 29 of the agenda and advised what the costs were for keyboards, software, lockable vehicle mounts and professional installation.

Ms. Rousmaniere inquired if other departments in the region were using these devices or if it made a difference.

Sergeant Robinson noted he was not sure what other departments were using. Sergeant Robinson advised after April 2014 Windows XP would no longer be supported by Microsoft which would be a violation of FBI requirements. Sergeant Robinson noted if personal data was transmitted over the City's network it had to be on a secure system and Windows XP would no longer be secure. Sergeant Robinson advised Windows 8.1 was the latest and greatest Microsoft product and it would allow the Police Department to run encrypted networks and to click on data and make sure it was secure and stable and free from any type of intrusion on the network.

Mayor McKeehan noted he felt this was a bold move into the future and much needed.

Mr. Keebler moved to adopt Resolution No. 4810. Mr. Snyder seconded. The motion passed 7-0-0.

RESOLUTION
AGREEMENT WITH ODOT

A Resolution No. 4811 authorizing the City Manager to enter into an agreement with the Ohio Department of Transportation and to deposit funds in an amount not to exceed $37,500.00 with the Ohio Department of Transportation for the U.S.-27 South Improvement Project (PID #81769). Mike Dreisbach, Service Director)

Mr. Dreisbach recapped the major roadway improvement projects that had occurred in Oxford over the past several years. Mr. Dreisbach advised this evening he would discuss the U.S.-27 South improvement project noting the design was complete and the necessary right-of-way had been acquired for the project. Mr. Dreisbach advised the improvements would consist of a new bridge over Collins Run, two 12 foot travel lanes, 2 paved shoulders, curb and gutter on both sides of the street along with sidewalks on both sides of the street. Mr. Dreisbach noted turn lanes would be installed at major intersections and modern upgrades would be made to traffic control signals. Mr. Dreisbach advised the total project cost was ten million dollars with the vast majority being paid by federal funds through earmarks obtained by the City and Miami University several years ago. Mr. Dreisbach noted a small piece of the funding package was a $150,000 contribution from the OKI Regional Council of Governments which required a local match by the City of Oxford of $27,000.00. Mr. Dreisbach advised bids for the project would be opened in a little more than 2 weeks and ODOT would award the project in early March with construction beginning soon after. Mr. Dreisbach noted was would be a difficult project to construct and there would be travel delays during construction. Mr. Dreisbach advised it would be wise for commuters to use alternate routes where possible.

Ms. Rousmaniere inquired why the Resolution was for $37,500 when Mr. Dreisbach advised the City's local match was $27,000.

Mr. Dreisbach advised the budgeted line item was for $37,500 and he was asking Council to use the extra money as a contingency fund. Mr. Dreisbach noted the project would be built and managed by ODOT and the City would not have control over change orders. Mr. Dreisbach advised if change orders were authorized there might be a local share the City would be responsible for.

Ms. Southard inquired how the public would be informed of alternate routes. Mr. Dreisbach advised they would be posted on the City's website and in local newspapers. Mr. Dreisbach noted the County Engineer's Office and ODOT's websites would also post information regarding the project. Mr. Dreisbach advised he would have more information once he knew who the contractor was and they held their pre-construction meeting.

Mayor McKeehan noted Miami University would need to educate students and visitors coming into town about the project and possible travel delays. Mr. Dreisbach noted the City's Parks and Recreation Director was working with the Oxford Visitors Bureau to get the word out to teams that might travel to the City.

Mr. Snyder moved to adopt Resolution No. 4811. Mr. Blackburn seconded. The motion passed 7-0-0.

ORDINANCE
FIRST READING

ORDINANCE
SUPPLEMENTAL BUDGET

An Ordinance Amending Ordinance No. 3249. Supplemental Budget Ordinance Number 1 To Make Supplemental Appropriations For Fiscal Year 2014. (Joe Newlin, Finance Director)

Mr. Newlin noted he distributed an updated staff report to Council prior to the meeting which reflected an item he would discuss in a few minutes. Mr. Newlin referred to page 46 of the agenda and noted the correction to the 2014 budget to increase revenue by $1,800,000 to reflect money not received yet from the state as reimbursement for the US-27 South right-of-way acquisitions. Mr. Newlin advised he just received pricing on data conversion from the City's current financial software provider so it could be uploaded to the new software package. Mr. Newlin noted the price came in at $13,700 and he estimated $6,465 for the 2014 budget. Mr. Newlin advised he would work with the vendor to get that number quantified and reduced but he wanted to include it in the supplemental budget so he could move forward with getting the data to the new software provider.

Mr. Keebler suggested using a third party to do the data conversion and noted the current provider had no incentive to provide a good price for that service. Mr. Keebler advised he was surprised the new software vendor could not extract the data.

Mr. Newlin advised the current software was very proprietary and the new software was a Microsoft product. Mr. Newlin noted he had some ideas on ways to get the pricing lowered.

ORDINANCES
SECOND READING

None.

ANNOUNCEMENTS

Mr. Elliott advised each year, the Ohio EPA completed a survey of residential water and sewer rates calculated on a set amount of consumption. Mr. Elliott noted the 2011 average annual residential sewer rate in Ohio was $557, a 3.0% increase over 2010. Mr. Elliott advised the City of Oxford's annual sewer rate for the same amount of consumption was $506 which was 9.2% less than the statewide average. Mr. Elliott noted in 2011 the average annual residential water rate in Ohio was $529, a 5.2% increase over 2010. Mr. Elliott advised the City of Oxford's annual water rate for the same amount of consumption was $373 which was 29.5% less than the statewide average. Mr. Elliott noted the Southwest Regional Water District rate was $597 for the same amount of consumption and the City of Oxford's water rate was 37.5% less than the Southwest Regional Water District. Mr. Elliott advised the City had not raised water rates since 2009 and sewer rates had not been raised since 1997. Mr. Elliott noted the City of Oxford had some very competitive utility rates and those rates would continue to be competitive as in 2014 the City would make the last debt service payment of $887,000 on a bond issued in 1992 to fund a new water treatment plant, additional wells off of US 127, and a transmission line which added much needed water capacity.

Chief Holzworth advised the City had been under a Level One Snow Emergency twice in the last 3 days. Chief Holzworth encouraged everyone to go online to see if the City was under a snow emergency as 100 parking citations were issued this morning and 10 cars were towed. Chief Holzworth also encouraged everyone to sign up for Nixle to receive alerts in the community.

Mr. Keebler encouraged people signing up for Nixle to choose text message verses email as text messages were received almost immediately. Mr. Keebler noted people could sign up to receive alerts from the Sheriff's Office and Oxford Township as well.

Mr. Kyger congratulated the Bishop Square developers for recycling almost 100% of the former Wal-Mart building and noted the parking lot was now being recycled.

Mr. Kyger advised Furniture 1,2,3 was now Furniture Fair and Furniture Fair was the parent company.

Ms. Rousmaniere noted the Dr. Martin Luther King celebration at the Oxford Community Arts Center yesterday was very successful with over 200 people in attendance. Ms. Rousmaniere advised there was a wonderful service and music provided by the Bethel AME Church. Ms. Rousmaniere noted the great partnership between the City, Miami University, the NAACP, Oxford Citizens for Peace and Justice, the Talawanda School District and the Smith Library. Ms. Rousmaniere stated she looked forward to next year's celebration.

Mr. Blackburn thanked Mr. Dreisbach and his staff for keeping the streets clean and clear.

Mr. Keebler advised Nixle provided more than just snow emergency alerts and noted there was an accident north of town last week that involved an environmental spill and Nixle alerted people to avoid that area. Mr. Keebler advised Nixle was a worthwhile and free service.

Mr. Snyder echoed Mr. Keebler's comments about Nixle.

Mayor McKeehan noted he was also a proponent of Nixle.

Mayor McKeehan advised Rumpke was now accepting cartons for recycling that they did not previously including milk cartons, juice cartons, broth cartons and wine cartons. Mayor McKeehan noted Oxford had led the county in recycling percentages for many years and this addition would further that effort.

ADJOURN

Mr. Keebler moved to adjourn at 8:20 p.m. Mr. Snyder seconded. The motion passed 7-0-0.

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager

Clerk of Council
Originating Department

Council Meeting Of: February 4, 2014

Mary Ann Eaton
Prepared By

Account Code No. #: N/A

Budgeted Amount: N/A

January 27, 2014
Date Prepared

Agenda Title: Legislative Authority Notice - Stock Transfer for MJ Restaurants LLC DBA LaRosa's 21 Lynn Avenue Oxford, Ohio 45056.

Recommendation: N/A

Discussion:

This is a stock transfer as indicated above.

The permit is for:

D5I - Spirituous liquor for on premises consumption only beer, wine and mixed beverages for on premises, or off premises in original sealed containers until 2:30 a.m. (Same as D5). Restaurant meeting certain criteria.

Approved By:

	Initial	Date
Department Head:		
City Manager:	DRE	1/31/14

NOTICE TO LEGISLATIVE AUTHORITY

OHIO DIVISION OF LIQUOR CONTROL
6606 TUSSING ROAD, P.O. BOX 4005
REYNOLDSBURG, OHIO 43068-9005
(614)644-2360 FAX(614)644-3166

TO

5379955 PERMIT NUMBER	STCK TYPE	MJ RESTAURANTS LLC DBA LAROSAS 21 LYNN AVE STE 101 OXFORD OH 45056
ISSUE DATE		
05 16 2013 FILING DATE		
D5I PERMIT CLASSES		
09 088 A TAX DISTRICT	F11273 RECEIPT NO.	

FROM 01/21/2014

PERMIT NUMBER	TYPE	
ISSUE DATE		
FILING DATE		
PERMIT CLASSES		
TAX DISTRICT	RECEIPT NO.	

MAILED 01/21/2014 RESPONSES MUST BE POSTMARKED NO LATER THAN. 02/21/2014

IMPORTANT NOTICE

PLEASE COMPLETE AND RETURN THIS FORM TO THE DIVISION OF LIQUOR CONTROL
WHETHER OR NOT THERE IS A REQUEST FOR A HEARING.
REFER TO THIS NUMBER IN ALL INQUIRIES A STCK 5379955
(TRANSACTION & NUMBER)

(MUST MARK ONE OF THE FOLLOWING)

WE REQUEST A HEARING ON THE ADVISABILITY OF ISSUING THE PERMIT AND REQUEST THAT THE HEARING BE HELD ☐ IN OUR COUNTY SEAT. ☐ IN COLUMBUS.

WE DO NOT REQUEST A HEARING. ☐
DID YOU MARK A BOX? IF NOT, THIS WILL BE CONSIDERED A LATE RESPONSE.

PLEASE SIGN BELOW AND MARK THE APPROPRIATE BOX INDICATING YOUR TITLE:

(Signature) (Title)- ☐ Clerk of County Commissioner (Date)
☐ Clerk of City Council
☐ Township Fiscal Officer

CLERK OF OXFORD CITY COUNCIL
101 E HIGH ST
OXFORD OHIO 45056

Office Hours
8:00 a.m. - 5:00 p.m.
For Questions call
(614) 644-3156

Ohio Department of Commerce - Division of Liquor Control
6606 Tussing Road, Reynoldsburg, Ohio 43068-9005
http://www.com.ohio.gov/liqr

OH. DIV. LIQUOR CONTROL
FRONT DESK
2013 DEC 27 AM 10:59

APPLICATION FOR CHANGE OF LLC MEMBERSHIP INTERESTS
PROCESSING FEE $100.00

CAUTION: ALLOW 10 TO 12 WEEKS FOR PROCESSING

PERMIT HOLDER REQUESTS APPROVAL OF THE DIVISION OF LIQUOR CONTROL OF THE FOLLOWING:

Permit Holder Name: MJ Restaurants LLC	Permit Premises Address: 21 Lynn Ave Oxford, Oh 45056
Liquor Permit Number(s): 5379955/F011273	Federal Tax ID Number: 27-0649090

Email Address: jengelhardelarosas.com

Attorney's Name, Address and Telephone Number (If represented): Nathan Gordon 2485 East Broad St. Columbus, Oh 43209

Please be advised that any social security numbers provided to the Division of Liquor Control in this application may be released to the Ohio Department of Public Safety, the Ohio Department of Taxation, the Ohio Attorney General, or to any other state or local law enforcement agency if the agency requests the social security number to conduct an investigation, implement an enforcement action, or collect taxes.

PLEASE COMPLETE ALL AREAS OF SECTION A & B BELOW

Section A - PREVIOUS List of managing members and all persons with a 5% or greater membership or voting interest in the LLC

NAME	SOCIAL SECURITY # OR FEDERAL TAX ID #	OFFICE HELD	INTEREST	BIRTHDATE
1) David Wespiser		Owner	☒ Managing Member ☐ Voting interest ____% ☐ Membership interest ____%	
2)			☐ Managing Member ☐ Voting interest ____% ☐ Membership interest ____%	
3)			☐ Managing Member ☐ Voting interest ____% ☐ Membership interest ____%	
4)			☐ Managing Member ☐ Voting interest ____% ☐ Membership interest ____%	

ok to key in JY, Send Pd, cc, rept.

Section B - REVISED List of managing members and all persons with a 5% or greater membership or voting interest in the LLC

NAME	SOCIAL SECURITY # OR FEDERAL TAX ID #	OFFICE HELD	INTEREST	BIRTHDATE
1) Joel Engelhard		Owner	☒ Managing Member ☐ Voting interest ____% ☐ Membership interest ____%	
2) Melissa Engelhard		Owner	☒ Managing Member ☐ Voting interest ____% ☐ Membership interest ____%	
3)			☐ Managing Member ☐ Voting interest ____% ☐ Membership interest ____%	
4)			☐ Managing Member ☐ Voting interest ____% ☐ Membership interest ____%	

no viol, June ren. issued, 1 permit issued.