

CITY OF OXFORD STAFF SUMMARY REPORT

Report to the City Manager

Community Development
Originating Department

Council Meeting Of: February 7, 2012

Jung-Han Chen

Account Code No. #:

Prepared By

Budgeted Amount:

January 27, 2012

Date Prepared

Agenda Title:	Board of Zoning Appeals Meeting Report – January 18, 2012
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Recommendation:	N/A
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Election of 2012 Officers:

The election of BZA officers was postponed until all members were present.

DISCUSSION:

Adjudication Hearing:

BZA-01-2012 38 Christopher Drive, Variance to Section 1143.02(c)(2)(B) to allow a covered porch encroach into the rear yard setback, **Sheila Croucher, Applicant**

The Appellant proposed to construct a 12' by 16' screen porch over an existing wood deck at the rear of her home.

It is a predicament for the property owner that adding to the rear yard existing deck would need a variance, since there is approximately a 35 foot setback from the building to the rear property line. Hence, there was no other way to obviate the issue without obtaining a variance.

After considering and weighing facts, circumstances and Decision Standards, the Board found that practical difficulty was shown sufficient to warrant granting the variance requested, and voted to **APPROVE** the application with the following condition:

- That the screen porch addition be built as submitted in the drawings.

Old Business:

None.

New Business:

The 2011 BZA Case Summary was submitted to the BZA for their review.

The February 15, 2011 BZA meeting has been cancelled. The next regular meeting will take place on March 21, 2012.

Approved By:

Department Head:

City Attorney:

City Manager:

Initial

Date

<i>JHC</i>	<i>1/27/12</i>
<i>DHC</i>	<i>2/3/12</i>

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

Law

Originating Department

Council Meeting Of: February 7, 2012

Steve McHugh

Account Code No. #: N/A

Prepared By

Budgeted Amount: N/A

February 2, 2012

Date Prepared

Agenda Title: A Resolution by the Oxford City Council extending the moratorium for an additional period of six (6) months (180 days) on the granting of any permits allowing the operation of sweepstakes/internet cafes within the City of Oxford.

Recommendation: Adopt the Resolution.

Discussion:

Based on Council's discussion at the January 17, 2012 meeting, the attached legislation will extend the moratorium on the granting of any permits allowing the operation of sweepstakes/internet cafes within the City of Oxford for an additional six (6) month period.

Extending the moratorium will allow Council time to review proposed regulations on the operation of sweepstakes/internet cafes within defined areas of the City.

Approved By:

Initial Date

Department Head:

City Attorney:

City Manager:

SMV/mak 2/2/12
DAE 2/3/12

RESOLUTION NO.

A RESOLUTION BY THE OXFORD CITY COUNCIL EXTENDING THE MORATORIUM FOR AN ADDITIONAL PERIOD OF SIX (6) MONTHS (180 DAYS) ON THE GRANTING OF ANY PERMITS ALLOWING THE OPERATION OF SWEEPSTAKES/INTERNET CAFES WITHIN THE CITY OF OXFORD.

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

SECTION I. On March 15, 2011 Council adopted Resolution No. 4597 imposing a six (6) month (180 days) moratorium on the granting of any permits allowing the operation of sweepstakes/internet cafes within the City of Oxford. On August 2, 2011 Council adopted Resolution No. 4619 extending the moratorium on the granting of any permits allowing the operation of sweepstakes/internet cafes within the City of Oxford for an additional period of six (6) months (180 days). Council recognizes the acute nature of the problem faced by the City in the operation of Sweepstakes/Internet Cafés which may disrupt the orderly growth and development of the City, and seeks to extend the moratorium on permits for the operation of Sweepstakes/Internet Cafés to preserve the public peace, health, safety, and welfare of the citizens of Oxford. "Sweepstakes/Internet Café" is defined as any premises upon which any "Computerized Sweepstakes Device" is located for the use or entertainment of the public, whether or not such premises has other business purposes of any nature whatsoever. "Computerized Sweepstakes Device" is defined as any computer, machine, game or apparatus which, upon the insertion of a coin, token, access number, magnetic card, or similar object, or upon the payment of anything of value, and which may be operated by the public generally for use as a contest of skill, entertainment or amusement, whether or not registering a score, and which provides the user with a chance to win anything of value. Machines designated for use by the State Lottery Commission are not Computerized Sweepstakes Devices for purposes of this Resolution.

SECTION II. The City Manager has recommended extending within the City for a period of six (6) months (180 days) the moratorium on the processing of new applications for permits for the operation of Sweepstakes/Internet Cafés. The purpose of this recommendation is so the City may prepare new regulations, if necessary, which will guide the location and operation of Sweepstakes/Internet Cafés.

SECTION III. Council hereby instructs the Oxford Planning Commission, City Manager, and Community Development Director to continue their investigation, review and recommend comprehensive regulations for Council's adoption on the location and operation of Sweepstakes/Internet Cafés within the six (6) month (180 days) extension of the moratorium.

SECTION IV. Council hereby accepts the recommendation of the City Manager and hereby extends the moratorium on permits for the operation of Sweepstakes/Internet Cafés for a period of six (6) months (180 days).

SECTION V. Council further finds that the extension of the moratorium for six (6) months (180 days) is reasonable and will allow the Oxford Planning Commission, City Manager, and Community Development Director time to complete their review and propose and initiate actions to address the issues outlined herein.

SECTION VI. Council hereby directs and orders that no permits for the operation of Sweepstakes/Internet Cafés be accepted or allowed during the six (6) month (180 days) extension of this moratorium and legislation is to be submitted to Council within this time.

SECTION VII. This Resolution shall take effect at the earliest time allowed by law.

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: KEN BOGARD

PREPARED BY: LAW (STAFF)

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

Parks and Recreation

Originating Department

Council Meeting Of: 2/7/12

Gail S. Brahier

Account Code No. #: N/A

Prepared By

Budgeted Amount: N/A

2/3/12

Date Prepared

Agenda Title: Recreation Advisory Board Meeting, 1/19/12

Recommendation: N/A

Discussion:

Members present: Ken Bogard, Council Rep, Shaunna Tafelski, Chair, Chris Weaver, Hannah Ruby, Mary Glasmeier, and Brandy Darby.
Staff: Deanna Barbour and Gail Brahier

Ms. Brahier distributed and reviewed the 2011 Annual Report, noting areas where revenue was down and reasons which affected such. She advised the Department anticipates generating an additional 13k for 2012.

Discussion continued re: change of venue for the July 3rd event from the uptown parks to the Community Park. Ms. Glasmeier asked if the fireworks would be moved and will there be booths? Ms. Brahier said the entire event would be moved to the park, 7 pm -11 pm, and that MU airport, the fireworks contractor and Oxford Fire Chief have approved the site.

Ms. Tafelski asked about Arts/Crafts vendors. Ms. Brahier said the Dept. will encourage community groups to participate in the non-motorized parade or host a game booth. The Board discussed non-profits or school groups could host a booth at no charge, and those selling for profit pay a nominal fee. Ms. Darby suggested the Swim Team, Band Boosters and Athletic Boosters may want to host a booth. Mr. Bogard encouraged discussions with the Police Dept. re: parking issues. Ms. Brahier said the TRI parking lot also has 100 spaces and is within walking distance of the OCP.

Ms. Glasmeier discussed the Dog Park, noting the OxDog Board has decided to be more educational in their goals. The OxDog group will continue to monitor the park and host fundraisers, but want to use some of the funds to educate pet owners about animal sterilization. ~ cont.

Approved By:

Department Head:

City Attorney:

City Manager:

Initial Date

GB / 2/3/12

DB / 2/3/12

Ms. Glasmeier said the bulletin board has been successful for information exchange and to post lost/found items. Ms. Brahier said during the winter months she is closing the Dog Park when there is a frost or rain to help protect the turf when the grass is dormant.

Mr. Bogard mentioned Council's discussion regarding term limits for Boards and Commissions, adding it will be on the Feb. Council Agenda. He updated the Board on the transportation issues with 27 South, and advised the City was partnering with MU to apply for a grant to enhance pedestrian safety at the University.

Mr. Bogard asked Mr. Weaver if the HS turf field might be available for the Adidas showcase in the event of rain this April. Mr. Weaver mentioned the new school site does not have occupancy approval yet, so there will be no usage of the turf field for sports until that occurs. He said fall football practice will probably be the earliest use. Ms. Tafelski said occupancy approval may also affect the Recreation Board's tour of the new high school which is scheduled in March.

Next Meeting -

Feb. 16, 4 pm - Oxford Senior Center and Community Building

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

City Manager

Originating Department

Council Meeting Of: February 7, 2012

Mary Ann Eaton

Account Code No. #: N/A

Prepared By

Budgeted Amount: N/A

January 30, 2012

Date Prepared

Agenda Title: An Ordinance Adopting New Section 141.05 Of The Codified Ordinances Of The City Of Oxford, *Term Limits For Boards And Commissions*, Establishing Term Limits For Members Serving On Boards And Commissions.

Recommendation: n/a

Discussion:

The proposed legislation is a result of Council's discussion at the January 3, 2012 Work Session regarding the establishment of Term Limits for members of the City's Boards and Commissions.

Approved By:

Department Head:

City Attorney:

City Manager:

Initial Date

 1/31/12

ORDINANCE NO. _____

AN ORDINANCE ADOPTING NEW SECTION 141.05 OF THE CODIFIED ORDINANCES OF THE CITY OF OXFORD, *TERM LIMITS FOR BOARDS AND COMMISSIONS*, ESTABLISHING TERM LIMITS FOR MEMBERS SERVING ON BOARDS AND COMMISSIONS.

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

SECTION 1: The City Council hereby adopts new Section 141.05, *Term Limits for Boards and Commissions*, to read as follows:

(a) Appointments by City Council to Boards or Commissions of the City shall be subject to the following term limits:

- (1) Boards or Commissions with two (2) year terms shall be limited to four (4) consecutive terms
- (2) Boards or Commissions with three (3) year terms shall be limited to three (3) consecutive terms
- (3) Boards or Commissions with four (4) year terms or five (5) year terms shall be limited to two (2) consecutive terms

(b) In the event that a member of a Board or Commission is not eligible for re-appointment due to term limits, that member may still be considered for re-appointment thirty (30) days after the expiration of his or her term if there are no other qualified applicants for the position. Such a re-appointment, in excess of the term limits set forth herein, shall be restricted to one (1) additional term.

(c) After a member of a Board or Commission has served the number of terms allowed per this ordinance, he or she may be considered for appointment again to the Board or Commission on which he or she previously served after one (1) year of non-service on that particular Board or Commission.

SECTION 2: It is hereby found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council, and that any and all deliberations of this council and any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including, but not limited to Section 121.22 of the Ohio Revised Code.

SECTION 3: This ordinance shall take effect at the earliest time allowed by law.

MAYOR

ADOPTED: _____

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: LAW (STAFF)

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

City Council Meeting of: February 7, 2012

Account Code #: Not Applicable

Budgeted Amount: Not Applicable

Service Department
Originating Department

Michael B. Dreisbach
Prepared By

January 26, 2012
Date Prepared

Agenda Title: Notice to Property Owners Declaring the Necessity to Improve Property.

Recommendation: Approve

Discussion: As part of the City's capital improvement program to improve US 27 (High St. from Main St. to Poplar St.), Tallawanda Road, and Foxfire Drive, Staff has identified property with defective or sub-standard curb, gutter, and/or sidewalks. Many of these deficiencies were identified as trip hazards and areas that contribute to lowering the expected lifespan of street improvements. Properties on High Street and Foxfire Drive have already received courtesy notices that this work would have to be performed in the near future. Staff also informed the owners that if the deficiencies were not corrected, the City would proceed to have the work done and charge the cost against the property. The City will follow the assessment process as defined in Ohio Revised Code section 729.

Exhibit "A", attached to this report, shows a complete listing of the properties involved for these projects, the types of repairs that are necessary, and an estimate of probable cost for the improvements. A copy of plans and specifications for necessary repairs has been filed with the Clerk of Council's office, and are available for inspection. The total costs for each project as well as the estimated costs to property owners are as follows:

<u>Project</u>	<u>Total Project Cost (Public)</u>	<u>Total Costs to Property Owners</u>
High Street Rehabilitation	\$ 613,000	\$ 29,075
Tallawanda Road Resurfacing	\$ 46,500	\$ 35,101
Foxfire Drive Resurfacing	\$ 34,000	\$ 37,629

By addressing the repairs at this time, the public investment in street and alley rehabilitation may be expected to retain its value for several additional years, eliminate significant hazards to pedestrians and cyclists, and improve the aesthetics of the community. It is Staff's recommendation that the City Council approve this Resolution so that the process to complete necessary repairs and improvements may begin. The City will serve notice to all property owners involved and they will have 30 days to make repairs from the date of service. Should a property owner disagree with the City's order, they may appeal to the City Council for a hearing on their property and the required improvements. A Resolution would then be required for the City to contract for the improvements. Once work is completed, a Resolution would need to be approved stating the total actual cost to each parcel owner, followed by an Ordinance levying special assessments to the parcels for the improvements.

Currently, \$50,000 has been appropriated for the City to contract for repairs should the property owners choose not to have the work done. Should the City have to contract for repairs in excess of this amount, a transfer from other appropriations will be necessary.

Approved By:

Department Head: Initial MBD Date 2/2/12

City Manager: DRE 2/3/12

RESOLUTION NO.

A RESOLUTION DECLARING THAT IT IS NECESSARY TO IMPROVE THOSE PORTIONS OF CERTAIN PROPERTIES ON HIGH STREET FROM MAIN STREET TO POPLAR STREET; TALLAWANDA ROAD; AND FOXFIRE DRIVE IN THE CITY OF OXFORD, OHIO BY RE-PAVING, RE-CURBING, AND REPAIRING THE SIDEWALKS, CURBS, AND GUTTERS.

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

SECTION I: It is necessary to improve certain properties listed on Exhibit "A", a copy of which is attached hereto and incorporated herein by reference, by re-paving, re-curbng and repairing the sidewalks, curbs, and gutters.

SECTION II: The plans, specifications and estimate of the cost of the improvements have been filed in the accordance with Ohio Revised Code Section 729.02 with the Clerk of Council.

SECTION III: It is hereby determined and declared that said improvements are conducive to the public health, convenience, safety and welfare of said City and the inhabitant thereof.

SECTION IV: Council hereby approves the plans, specifications and estimate of cost of repair on file.

SECTION V: Notice of the passage of this resolution of necessity, in accordance with Section 729.03 of the Ohio Revised Code, shall be served by the Clerk of Council upon the owners of the lots or lands abutting upon the sidewalks, curbs, and gutters to be constructed or repaired in the same manner as service of summons in civil cases, or by certified mail addressed to such owner at his or her last known address or to the address to which tax bills are sent, or by a combination of the foregoing methods.

SECTION VI: Those sidewalks, curbs, and gutters located on the properties described in Exhibit "A" shall be repaired by the owners of the lots or lands abutting thereon in accordance with the specifications on file in the office of the Clerk of Council no later than thirty (30) days after receipt of the notice described in Section V.

SECTION VII: In the event such owner does not construct or repair such sidewalks, curbs, and gutters in accordance with such specifications and within thirty (30) days after receipt of the notice described in Section V, the City will repair such sidewalks, curbs, and gutters, and assess the costs thereof against the owner of the lots or lands abutting thereon.

SECTION VIII: The costs of the sidewalks, curbs, and gutters improvements shall be assessed by the foot front of the property bounding and abutting on the improvement, upon the following described lots of land, to-wit: All lots and land bounding and abutting upon the proposed improvement between the termini aforesaid, which said lots and lands are hereby determined to be specifically benefited by said improvement; and the cost of said improvement shall not include the costs of preliminary and other surveys, plans, specifications, profiles and estimates of printing, serving, and publishing notices, resolutions and ordinances, the amount of damages resulting from the improvement assessed in favor of any owner of land affected by the improvement and the interest thereon, the costs incurred in connection with the preparation, levy and collection of the special assessments, but the cost of said improvement to be assessed shall include the expenses of legal services including obtaining an approving legal opinion, cost of labor and material and interest on bonds and notes issued in anticipation of the levy and collection of the special assessments together with all other necessary expenditures relative to expenses of financing, and relative to re-paving, re-curbings, or repairing the sidewalks, curbs, and gutters.

SECTION IX: The City Engineer is hereby authorized and directed to prepare and file in the office of the Clerk of Council the estimated assessments of the cost of the improvements described in this resolution. Such estimated assessments shall be based upon the estimate of cost of said improvement now on file in the office of the Clerk of Council, and shall be prepared pursuant to the provisions of this resolution.

SECTION X: The assessments to be levied shall be paid in five (5) annual installments, with interest on deferred payments at rate of five percent (5%); provided, that the owner of any property assessed may, at his or her option, pay such assessment in cash within thirty (30) days after passage of the assessing ordinance.

SECTION XI: The entire cost of said improvements, after application of the assessments herein provided for, shall be paid by the City of Oxford from funds available for this purpose in the Capital Improvement Fund.

SECTION XII: This resolution shall take effect at the earliest time allowed by law.

MAYOR

ADOPTED:
ATTEST

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER
PREPARED BY: LAW (STAFF)

Curb, Gutter, Sidewalk, for Foxfire Drive 2011-2012

EXHIBIT "A"

Address	Direction	Street Name	Property Owner	Parcel #	Linear Ft Curb	Square Feet Sidewalk	Square Ft Drive Apron	Estimated Cost	
601	S	Locust	McDonalds Real Estate Co.	H4100104000062	310	25		\$9,165.00	McDonalds
330		Foxfire	Young, William Edward & Deborah L	H4100104000061	40			\$1,160.00	
10		Day-Cir.	Gail J. Young & Douglas A Day Succ Co-Tr	H4100104000060	40			\$0.00	Completed by Property Owner
9		Day-Cir.	Gail J. Young & Douglas A Day Succ Co-Tr	H4100104000055	25			\$0.00	Completed by Property Owner
300		Foxfire	Day, Douglas Allen & Virginia	H4100104000054	30	25		\$0.00	Completed by Property Owner
220		Foxfire	Gail J. Young & Douglas A Day Succ Co-Tr	H4100104000067	60		95	\$0.00	Completed by Property Owner
210		Foxfire	4-D Investments Inc.	H4100104000068	80	120		\$3,160.00	
200		Foxfire	4-D Investments Inc.	H4100104000069	40	160		\$2,280.00	
190		Foxfire	TD Limited LLC	H4100104000077	10	60		\$710.00	
514	S	College	Dudley, Terry M & Kathy S	H4100104000076	30	20	68	\$1,554.00	
520	S	College	Claunch, Jerry & Stahr, Michael L	H4100104000066	21	125	44	\$1,836.00	
215-325		Foxfire	Aldair Fox & Hounds LLC Etal	H4100104000053	521			\$15,109.00	Fox & Hounds Apartments
335		Foxfire	D & B Family Ltd. Prt.	H4100105000108	58	75	56	\$2,655.00	
339		Foxfire	Zipko, David P & Diane B	H4100105000116	188	745	140	\$0.00	Completed by Property Owner
(PUBLIC) Total project estimate: \$34,000					(PRIVATE) <u>\$37,629.00</u>				

Curb, Gutter, Sidewalk, for Tallawanda Road 2012

Address	Direction	Street Name	Property Owner	Parcel #	Linear Ft Curb	Square Feet Sidewalk	Square Ft Drive Apron	Estimated Cost	
102		Tallawanda	Ohio Alpha Phi Delta Theta	H4100006000173	125			\$3,625.00	Phi Delta Theta Fraternity
112		Tallawanda	Kacachos Thomas A Etal	H4100006000158	10	50		\$640.00	Bored of Education
114		Tallawanda	Kacachos Thomas A Etal	H4100006000157	30	100		\$1,570.00	
116		Tallawanda	Kacachos Thomas A Etal	H4100006000156	25	175		\$1,950.00	
404	E	Withrow	Theta Upsilon Housing Co Inc	H4000006000155	40	150	35	\$2,490.00	Kappa Sigma Fraternity
210		Tallawanda	Redskin Ltd.	H4100006000154	80	250	50	\$4,470.00	
220		Tallawanda	Gamma Upsilon House	H4000006000186	105	325		\$5,320.00	Delta Tau Delta Fraternity
300		Tallawanda	Epsilon Nu of Sigma Nu Corp	H4000006000143	93	400	70	\$6,057.00	Sigma Nu
310		Tallawanda	Sigma Alpha Epsilon Charter House	H4000006000140	41	275	65	\$3,634.00	Sigma Alpha Epsilon Fraternity
320		Tallawanda	Phi Kappa Tau Charter House Assn.	H4100006000139	130	225		\$5,345.00	Phi Kappa Tau Fraternity
(PUBLIC) Total project estimate:					(PRIVATE) <u>\$35,101.00</u>				

Curb, Gutter, Sidewalk, for High Street Rehabilitation Main St. to Poplar St. 2011-2012

Address	Direction	Street Name	Property Owner	Parcel #	Linear Ft Curb	Square Feet Sidewalk	Square Ft Drive Apron	Estimated Cost	
1	E	High	Masonic Temple	H4000003000085	8	472		\$ 3,536.00	Skyline
11	E	High	Minnis Rentals LLC	H4100003000240	28	66		\$ 1,274.00	Subway
20	E	High	Sigma Chi Foundation	H4100003000164	11	648		\$ 4,855.00	Bill's Art Store
21	E	High	Uptown Investments LTD	H4100003000088	0	64		\$ 448.00	Starbucks
23	E	High	Oxford Real Estate	H4100003000157	15	170		\$ 1,625.00	Jimmy John's
26-28	E	High	Redskin LTD & Gracie Holdings LTD	H4100003000231	20	656		\$ 5,172.00	Appletree
31	E	High	Goldner-High Street East LTD	H4000003000158	0	0		\$ -	Bruno's
32	E	High	Star Bank N/A TR	H4100003000163	0	154		\$ 1,078.00	Karisma
36	E	High	36 East High Street LLC	H4100003000162	22	784		\$ 6,126.00	Brick Street
37	E	High	Uptown Real Estate LLC	H4100003000159	0	48		\$ 336.00	Wild Bistro
41	E	High	43 East High St. LLC	H4100003000160	9	88		\$ 877.00	Salon Signature
43	E	High	43 East High St. LLC	H4000003000161	5	320		\$ 2,385.00	45 East
(PUBLIC) Total project estimate:					83	124	(PRIVATE) \$ <u>27,712.00</u>		
Estimate: Lin. Ft. curb.....\$29									
Based on: Sq. Ft. sidewalk.....\$7									
Sq. Ft. apron.....\$8									
					Total <u>\$100,442.00</u>				

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

City Council Meeting of: Feb. 7, 2012

Account Code #: 320.810.50504

Budgeted Amount: \$22,000.00

Service Department

Originating Department

Michael B. Dreisbach

Prepared By

Jan. 26, 2012

Date Prepared

Agenda Title: Purchase of Replacement Truck for Water Production Division

Recommendation: Approve

Discussion:

The 2012 Capital Equipment Budget includes \$22,000 for the purchase of a replacement pickup truck for use by the Water Production Division of the Service Department. The current vehicle, # 25, is a 1993 model that has reached its planned replacement date. This vehicle is used on a daily basis by utility technicians to maintain water services to customers in the Oxford Water Service Area. When selecting a replacement vehicle, staff not only considered price, but also strived to obtain the smallest vehicle that could still meet service requirements; could burn alternative fuels; and obtain good fuel economy.

The State of Ohio contract for the purchase of trucks and vans (Index No. GDC-093) includes item #14BT, a 2012 F150 regular cab two wheel drive pickup truck. The unit price for this vehicle, sold through Middletown Ford is \$17,189.00. Staff is requesting the following additional equipment for the vehicle:

Base vehicle price:	\$17,189.00
Backing alarm	85.00
Temporary tag	18.50

Total price under State contract with Middletown Ford \$17,292.50

This Resolution will authorize the City Manager to enter into an agreement with Middletown Ford, Inc. for the purchase of a 2012 Ford F150 truck and specified options with 30-day tag at a cost not to exceed **\$17,292.50**. Staff further recommends Council authorize the sale of a 1993 Ford Ranger by public auction at the earliest convenience of the City.

Approved By:

Department Head:

Initial

Date

MB 2/3/12

City Manager:

DRE 2/3/12

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH MIDDLETOWN FORD, INC., FOR THE PURCHASE OF A 2012 FORD F150 TRUCK AND SPECIFIED OPTIONS WITH A 30-DAY TAG AT STATE CONTRACT PRICING AT A COST NOT TO EXCEED \$17,292.50.

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

SECTION 1: Council hereby authorizes the Service Department to purchase a 2012 Ford F150 truck and specified options with a 30-day tag at State Contract pricing at a cost not to exceed \$17,292.50.

SECTION 2: The City Manager is hereby authorized to enter into a contract with Middletown Ford, Inc., for the purchase a 2012 Ford F150 truck and specified options with a 30-day tag at State Contract pricing at a cost not to exceed \$17,292.50. Council further authorizes the City Manager to dispose of a 1993 Ford Ranger through public auction.

SECTION 3: Funds have been appropriated in an amount in excess of the purchase price authorized.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: LAW (STAFF)

Pickup – 6,400 lbs., 2WD, Reg Cab, 8' Bed – FFV
Item Number 14BT

Standard Specification Items	Minimum Requirements	Standard Specification Items	Minimum Requirements
FY2012			
Powertrain:		Exterior:	
Engine Type (Cylinder/Liter)	8 / 4.7	Body Side Moldings	Mfg. Std.
Horsepower (Net HP)	302	Rear Door Type	Locking Tailgate
Automatic Transmission	Automatic	Bed Length (ft)	8
Locking Differential	Locking Differential	Rear Step Bumper	Mfg Std
Drivetrain	2WD		
Chassis:		Seating:	
Alternative Fuel (Type)	E-85	Seating Capacity	3
Fuel Capacity (gals.)	32	Front Seat Type	Split Bench
Tires	All Season	Seat Covering	Vinyl
Spare Tire	Full Size	Floor Covering	Vinyl
Cooling System	h.d.a.		
Safety:		Accessories:	
Restraint System (Driver and Passenger)	Required	Air Conditioning	Required
Supplemental Restraint System (Driver and Passenger)	Required	Tilt Wheel & Cruise Control	Required
Power Antilock Brakes (Front and Rear)	Required	Power Windows & Door Locks	Required
Dimensions:		Keyed Door Locks	Required
Wheelbase (in)	133	2 Sets of Keys with FOBS	Required
Head Room (Front)	40	Intermittent Windshield Wipers	Required
Leg Room (Front)	41	Rear Window Wiper	NA
Shoulder Room (Front)	65	Rear Window Defroster	Required
Hip Room (Front)	62	Floor Mats	Front
Cargo Volume (cu.ft.)	75	Radio	Std. (less SAT)
Base Curb Weight (lbs.)	4,750	Exterior Rear View Mirror	Dual
Payload (lbs.)	1,650	Cargo Dome Lighting	Required
Gross Vehicle Weight Rating(GVWR)	6,400		
Electrical:		Warranty:	
Alternator (amps)	Mfg. Std.	Mfg. Standard Warranty (Min.)	3yr / 36,000 Mile
Battery (CCA)	Mfg. Std.		

Minority Business Enterprise Award In Accordance with ORC CH. 125.081

ITEM – 14BT – Pickup – 6,400 lbs., 2WD, Reg Cab, 8' Bed – FFV

DELIVERY: 60-120 DAYS A.R.O. (See IV.A.) INDICATE CITY/STATE OF MANUFACTURER: Wixom, MI

CONTRACTOR: Middletown Ford	MFG: Ford	MODEL: F150	MODEL NUMBER: F1C
Item ID No.: 21047	BUILD OUT DATE: TBD	UNIT PRICE:	\$17,189.00

List any exceptions to the specifications: None

<u>ITEM ID NO.</u>		<u>UNIT COST</u>
20178	Delivery charge per mile, per vehicle round trip map mileage for delivery by the contractor:	\$.34
20179	Minimum Delivery Charge:	\$ 50.00

<u>ITEM ID NO.</u>	<u>CONTRACTOR'S ORDER NO.</u>	<u>OPTIONS</u>	<u>UNIT COST</u>
20180	TEMP	30 Day Tag	\$ 18.50
20181	P B	Parts Manual	\$ 295.00
20182	S M	Shop Manual	\$ 295.00
20183	KEY	Additional Set of Keys	\$ 194.00
-	C	Cloth Seat Covering (Specify on PO)	\$ 0.00
20185	96P	Bed Liner	\$ 235.00
20186	535/67T	Tow Hitch / 7-Pin Plug / Brake Controller	\$ 585.00
Included	-	All-Terrain Tires	\$ 0.00
20188	54T	Trailer Tow Mirrors	\$ 124.00
20189	B/A	Backup Alarm	\$ 85.00
-	99M	3.7 V6 FFV, 302 HP, 278 ft.lb.tq. (Specify on PO)	\$ (550.00)

List standard paint colors: Dark Blue Pearl, Vermillion Red, Tuxedo Black Metal, Sterling Gray Metal, Ingot Silver Metal

INSTRUCTIONS TO STATE AGENCIES REQUESTING UNSPECIFIED OPTIONS: State agencies that requires additional equipment that is not listed in the option table above will need to provide the following to the contract analyst, David Colopy, for approval;

1. Quote: Lists the unit price and the contents of the option(s). Manufacturer's invoice should be included.
2. Justification: Specific reasoning why the unlisted option is needed to perform job duties.

UNSPECIFIED OPTION PRICE: 3% above manufacturer invoice.

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

Parks and Recreation

Originating Department

Council Meeting Of: 2/7/12

Gail S. Brahier

Account Code No. #: 140.620.50901

Prepared By

Budgeted Amount: \$23,000

1/24/12

Date Prepared

Agenda Title: Resolution authorizing the City Manager to enter into a contract with Bob Ross Buick, Inc., Centerville, OH, for the purchase of one (1) 12 passenger flex fuel vehicle at a price listed on state contract of \$22,406.

Recommendation: Approve

Discussion:

This purchase is off the 2012 State of Ohio Purchasing contract, and will replace the 1996 passenger van utilized by Parks and Recreation. The vehicle listing and specs are attached.

Van (white) \$21,364

Options* 1,042
\$22,406

*Options include minimal delivery fee \$50, vinyl seats, sliding side door, 30 day tags, parts manuals and second set of keys.

Prices were also confirmed with the dealer on 1/24/12.

Approved By:

Department Head:

City Attorney:

City Manager:

Initial Date

GB 1/24/12

DRE 2/3/12

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH BOB ROSS BUICK, INC., FOR THE PURCHASE OF A 2012 GMC FULL-SIZE TWELVE (12) PASSENGER FLEX-FUEL VAN AND SPECIFIED OPTIONS WITH A 30-DAY TAG AT STATE CONTRACT PRICING AT A COST NOT TO EXCEED \$22,406.00.

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

SECTION 1: Council hereby authorizes the Parks and Recreation Department to purchase a 2012 GMC full-size twelve (12) passenger flex-fuel van and specified options with a 30-day tag at State Contract pricing at a cost not to exceed \$22,406.00.

SECTION 2: The City Manager is hereby authorized to enter into a contract with Bob Ross Buick, Inc., for the purchase of a 2012 GMC full-size twelve (12) passenger flex-fuel van and specified options with a 30-day tag at State Contract pricing at a cost not to exceed \$22,406.00. Council further authorizes the City Manager to dispose of a 1996 van through public auction.

SECTION 3: Funds have been appropriated in an amount in excess of the purchase price authorized.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: LAW(STAFF)

Van – Full Size, 12 Passenger – FFV
Item Number 5B

Standard Specification Items	Minimum Requirements	Standard Specification Items	Minimum Requirements
FY2012			
Powertrain:		Exterior:	
Engine Type (Cylinder/Liter)	8 / 4.8	Body Side Moldings	Mfg. Std.
Horsepower (Net HP)	280	Rear Door Type	Swing Out
Automatic Transmission	Automatic	Side Door Type	Swing Out
Locking Differential	3.42	Dark Tint Windows All Around	Required
Chassis:		Seating:	
Alternative Fuel (Type)	E-85	Seating Capacity	12
Fuel Capacity (gals.)	31	Front Seat Type	Bucket
Tires	All Season	Seat Covering	Cloth
Spare Tire	Full	Floor Covering	Carpet
Cooling System	h.d.a.		
Safety:		Accessories:	
Restraint System (Driver and Passenger)	Required	Air Conditioning	Front and Rear
Supplemental Restraint System (Driver and Passenger)	Required	Tilt Wheel & Cruise Control	Required
Power Antilock Brakes (Front and Rear)	Required	Power Windows & Door Locks	Required
Dimensions:		Keyed Door Locks	Required
Wheelbase (in)	135	2 Sets of Keys with FOBS	Required
Head Room (1 st , 2 nd , 3 rd , 4 th Row)	39 / 38 / 38 / 37	Intermittent Windshield Wipers	Required
Leg Room (1 st , 2 nd , 3 rd , 4 th Row)	41 / 36 / 36 / 36	Rear Window Defroster	Required
Shoulder Room (1 st , 2 nd , 3 rd , 4 th Row)	68 / 68 / 65 / 69	Floor Mats	Front
Hip Room (1 st , 2 nd , 3 rd , 4 th Row)	65 / 65 / 63 / 65	Radio	Std. (No SAT)
Passenger Volume (cu.ft.)	216	Exterior Rear View Mirror	Dual
Base Curb Weight (lbs.)	5,800	Trunk/Cargo Light	Automatic
Electrical:		Warranty:	
Alternator (amps)	Mfg. Std.	Mfg. Standard Warranty (Min.)	3yr / 36,000 Mile
Battery (CCA)	Mfg. Std.		
		Optional Equipment Items:	
		30-Day Tag	
		Parts Manual(s)	
		Service Manual(s)	
		Additional Set of Keys	
		Sliding Side Door	
		Rear Step Bumper	
		Vinyl Seat Covering	

*ITEM – 5B – VAN – Full Size, 12 Passenger – Flex Fuel

DELIVERY: 120 DAYS A.R.O. (See IV.A.) INDICATE CITY/STATE OF MANUFACTURER: Wentzville, MO
 CONTRACTOR: Bob Ross Buick MFG: GMC MODEL: 2500 ^{Savanna} MODEL NUMBER: TG23406
 Item ID No.: 20054 UNIT PRICE: \$21,364.00

List any exceptions to the specifications: NONE

<u>ITEM ID NO.</u>		<u>UNIT COST</u>
<u>20055</u>	Delivery charge per mile, per vehicle round trip map mileage for delivery by the contractor:	<u>\$.60</u>
<u>20056</u>	Minimum Delivery Charge	<u>✓ \$ 50.00</u>

<u>ITEM ID NO.</u>	<u>CONTRACTOR'S ORDER NO.</u>	<u>OPTIONS</u>	<u>UNIT COST</u>
<u>20057</u>	<u>STATE</u>	30 Day Tag	<u>\$ 18.50</u>
<u>20058</u>	<u>PARTS</u>	Parts Manual (Electronic)	<u>\$ 200.00</u>
<u>20059</u>	<u>SHOP</u>	Service Manual (Paper)	<u>\$ 200.00</u>
<u>20060</u>	<u>5H1</u>	Additional Set of Keys	<u>\$ 44.00</u>
<u>20061</u>	<u>YA2</u>	Side Sliding Door	<u>\$ 149.00</u>
<u>20062</u>	<u>BUMBER</u>	Rear Step Bumper	<u>\$.00</u>
<u>20063</u>	<u>1LS</u>	Vinyl Seat Covering	<u>\$ 380.00</u>

List standard paint colors: ✓ White, Red, Black

*Indicates the reaward of Item 5B.

CONTRACTOR'S INDEX

CONTRACTOR AND TERMS:



*82177
Bob Ross Buick, Inc.
85 Loop Road
Centerville, OH 45459

CONTRACTOR'S CONTACT: Dick Knipp

Preferred Method of receiving Purchase Orders

CONTRACT NO.: RS900712 – 4 (11/23/11)

DELIVERY: 120 Days A.R.O.

TERMS: Net 30 Days

Telephone: (937) 433-0990
FAX: (937) 428-4083

E-mail: richard_knipp@bobrossauto.com

E-mail: richard_knipp@bobrossauto.com



51472
Charlie's Dodge, Inc.
P.O. Box 370
725 Illinois Ave.
Maumee, OH 43537

CONTRACTOR'S CONTACT: Scott Weiss

Preferred Method of receiving Purchase Orders:

CONTRACT NO.: RS900712 – 1 (10/15/11)

DELIVERY: 90-120 Days A.R.O.

TERMS: Net 30 Days

Telephone: (419) 893-0241
FAX: (419) 887-6045

E-mail: fleetman10@hotmail.com

FAX: (419) 887-6045



148862
Coughlin Automotive, LLC
9000 E. Broad Street
Pataskala, OH 43062

CONTRACTOR'S CONTACT: Jeff Haller

Preferred Method of receiving Purchase Orders:

CONTRACT NO.: RS900712 – 2 (10/15/11)

DELIVERY: 90 Days A.R.O.

TERMS: Net 30 Days

Telephone: (740) 964-9191
FAX: (740) 964-3352

E-mail: jeffihaller@aol.com

E-mail: jeffihaller@aol.com

** CONTRACT RS900712-3 HAS BEEN REMOVED

* Indicates the addition of Bob Ross Buick, Inc.

** Indicates the removal of Taylor Chevrolet.

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

City Council Meeting of: Feb. 7, 2012

Account Code #: 320.812.51002 \$13,750.00
330.832.50702 \$13,750.00

Budgeted Amount: \$27,500.00

Service Department

Originating Department

Michael B. Dreisbach

Prepared By

Jan. 26, 2012

Date Prepared

Agenda Title: Purchase of Replacement Truck for the Service Department

Recommendation: Approve

Discussion:

The 2012 Capital Equipment Budget includes \$27,500 for the purchase of a replacement pickup truck for use by the Service Department. The current vehicle, #23, is a 1993 model that has reached the end of its useful service life for the City. When selecting a replacement vehicle, staff not only considered price, but also strived to obtain the smallest vehicle that could still meet service requirements; could burn alternative fuels; and obtain good fuel economy.

The State of Ohio contract for the purchase of trucks and vans (Index No. GDC-093) includes item #25AT, a 2012 Dodge Ram 2500 crew cab four wheel drive pickup truck. The unit price for this vehicle, sold through Charlie's Dodge is \$22,391.00. Staff is requesting the following additional equipment for the vehicle:

Base vehicle price:	\$22,391.00
Equipment console / cloth cover	482.00
Spray in bed protective liner	439.00
Trailer tow mirrors	157.00
Tow hitch w/ brake controller	201.00
Extended truck bed	206.00
Addition keys	289.00
Temporary tag	18.50
Delivery to Oxford, OH	150.00

Total price under State contract with Charlie's Dodge \$24,333.50

This Resolution will authorize the City Manager to enter into an agreement with Charlie's Dodge, Inc. for the purchase of a 2012 Dodge Ram truck and specified options with 30-day tag at a cost not to exceed **\$24,333.50**. Staff further recommends Council authorize the sale of a 1993 Ford Ranger by public auction at the earliest convenience of the City.

Approved By:

Department Head:

City Manager:

Initial Date

MB 2/3/12

MB 2/3/12

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH CHARLIE'S DODGE, INC., FOR THE PURCHASE OF A 2012 DODGE RAM PICKUP TRUCK AND SPECIFIED OPTIONS WITH A 30-DAY TAG AT STATE CONTRACT PRICING AT A COST NOT TO EXCEED \$24,333.50.

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

SECTION 1: Council hereby authorizes the Service Department to purchase a 2012 Dodge Ram pickup truck and specified options with a 30-day tag at State Contract pricing at a cost not to exceed \$24,333.50.

SECTION 2: The City Manager is hereby authorized to enter into a contract with Charlie's Dodge, Inc., for the purchase a 2012 Dodge Ram pickup truck and specified options with a 30-day tag at State Contract pricing at a cost not to exceed \$24,333.50. Council further authorizes the City Manager to dispose of a 1993 Ford Ranger through public auction.

SECTION 3: Funds have been appropriated in an amount in excess of the purchase price authorized.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: LAW(STAFF)

Pickup – 8,500 lbs., 4WD, Crew Cab, 5.5' Bed – Gasoline
Item Number 25AT

Standard Specification Items	Minimum Requirements	Standard Specification Items	Minimum Requirements
FY2012			
Powertrain:		Exterior:	
Engine Type (Cylinder/Liter)	8 / 5.7	Body Side Moldings	Mfg. Std.
Horsepower (Net HP)	355	Rear Door Type	Locking Tailgate
Automatic Transmission	Automatic	Bed Length (ft)	5.5
Locking Differential	Locking Differential	Rear Step Bumper	Mfg Std
Drivetrain	4WD		
Chassis:		Seating:	
Alternative Fuel (Type)	NA	Seating Capacity	6
Fuel Capacity (gals.)	34	Front Seat Type	Split Bench
Tires	All Season	Seat Covering	Vinyl
Spare Tire	Full Size	Floor Covering	Vinyl
Cooling System	h.d.a.		
Safety:		Accessories:	
Restraint System (Driver and Passenger)	Required	Air Conditioning	Required
Supplemental Restraint System (Driver and Passenger)	Required	Tilt Wheel & Cruise Control	Required
Power Antilock Brakes (Front and Rear)	Required	Power Windows & Door Locks	Required
Dimensions:		Keyed Door Locks	Required
Wheelbase (in)	160	2 Sets of Keys with FOBS	Required
Head Room (Front / Rear)	40 / 39	Intermittent Windshield Wipers	Required
Leg Room (Front / Rear)	41 / 34	Rear Window Wiper	NA
Shoulder Room (Front / Rear)	65 / 65	Rear Window Defroster	Required
Hip Room (Front / Rear)	60 / 61	Floor Mats	Front
Cargo Volume (cu.ft.)	60	Radio	Std. (less SAT)
Base Curb Weight (lbs.)	NA	Exterior Rear View Mirror	Dual
Payload (lbs.)	NA	Cargo Dome Lighting	Required
Gross Vehicle Weight Rating(GVWR)	8,800	Skid Plate(s)	Required
Electrical:		Warranty:	
Alternator (amps)	Mfg. Std.	Mfg. Standard Warranty (Min.)	3yr / 36,000 Mile
Battery (CCA)	Mfg. Std.		

ITEM – 25AT – Pickup – 8,500 lbs., 4WD, Crew Cab, 5.5' Bed – Gasoline

DELIVERY: 90-150 DAYS A.R.O. (See IV.A.)		INDICATE CITY/STATE OF MANUFACTURER: Saltillo, Mexico	
CONTRACTOR: Charlies Dodge	MFG: Dodge	MODEL: RAM 2500	MODEL NUMBER: OJ7L91
Item ID No.: 20462	BUILD OUT DATE: TBD		UNIT PRICE: \$22,391.00
List any exceptions to the specifications: None			

<u>ITEM ID NO.</u>		<u>UNIT COST</u>
20463	Delivery charge per mile, per vehicle round trip map mileage for delivery by the contractor:	\$.34
20464	Minimum Delivery Charge:	\$ 50.00

<u>ITEM ID NO.</u>	<u>CONTRACTOR'S ORDER NO.</u>	<u>OPTIONS</u>	<u>UNIT COST</u>
20465	3DT	30 Day Tag	\$ 18.50
20466	PME	Parts Manual (Electronic)	\$ 374.00
20467	SME	Shop Manual (Electronic)	\$ 374.00
20468	ASK	Additional Set of Keys	\$ 289.00
20469	AJY	Cloth Seat Covering	\$ 482.00
20470	XME	Bed Liner	\$ 214.00
20471	XHC	Tow Hitch / 7-Pin Plug / Brake Controller	\$ 201.00
20742	TWE	All-Terrain Tires	\$ 87.00
20473	GPG	Trailer Tow Mirrors	\$ 157.00
20474	BUA	Backup Alarm	\$ 179.00
20475	6DB	6- Door Utility Body	\$ 4,250.00
20476	MRT	Step Rails / Running Boards	\$ 573.00
20477	AHD	*Manufacturer Snow Plow Prep Package	\$ 161.00
20478	PLW	Snow Plow Package (order w/ Snow Plow Prep Package)	\$ 3,095.00
20479	7L92	6 ½' Bed in lieu of 5 ½' Bed	\$ 206.00

List standard paint colors: Black, Silver, White, Red, Cherry Red, Gray, Blue, Brown, Sagebrush

INSTRUCTIONS TO STATE AGENCIES REQUESTING UNSPECIFIED OPTIONS: State agencies that requires additional equipment that is not listed in the option table above will need to provide the following to the contract analyst, David Colopy, for approval;

1. Quote: Lists the unit price and the contents of the option(s). Manufacturer's invoice should be included.
2. Justification: Specific reasoning why the unlisted option is needed to perform job duties.

UNSPECIFIED OPTION PRICE: 3% above manufacturer invoice.

* Includes; HD Suspension, HD Alternator, HD Transmission Cooling, Skid Plates, Etc. Does Not Include Snow Plow.