City of Oxford OHIO
HOME OF MIAMI UNIVERSITY

Agenda

Oxford City Council

Court House

TUESDAY, FEBRUARY 18, 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 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
7:00 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.

4. Consent Agenda.

A. Minutes of the February 4, 2014 City Council Meeting. (Mary Ann Eaton, Clerk of Council)

2.4.14 Minutes

B. Report regarding the February 5, 2014 Environmental Commission Meeting. (Mike Dreisbach, Service Director)

Report

5. Resolutions.

1. A Resolution accepting the bid submitted by Winelco, Inc. and authorizing the City Manager to enter into a contract with Winelco, Inc. for the removal and replacement of filter media and filter air scouring equipment at the City's Water Treatment Plant at a cost of $286,900.00 plus a contingency amount of ten percent (10%) of the contract price or $28,690.00 for a total cost not to exceed $315,590.00. (Mike Dreisbach, Service Director)

Report

Resolution

6. Ordinances.

A. First Reading.

1.An Ordinance Amending Ordinance No. 3249. Supplemental Budget Ordinance Number 2 To Make Supplemental Appropriations For Fiscal Year 2014. (Joe Newlin, Finance Director)

Report

Ordinance

B. Second Reading.

1.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. <u>Remarks from City Council and City Staff.</u>

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

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

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.

A Regular meeting of the Oxford City Council was called to order by Mayor Kevin McKeehan on Tuesday, February 4, 2014 at 7:15 p.m. Those members present were Bob Blackburn, Kate Rousmaniere, Mike Smith, Steve Snyder and Edna Southard. Richard Keebler was excused.

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. Mary Ann Eaton, Clerk of Council.

ADJOURN TO EXECUTIVE SESSION

Mr. Blackburn moved to adjourn to Executive Session immediately in accordance with Ohio Revised Code Section 121.22 (G) (3) for the purpose of discussing pending court action and (2) property acquisition. Mr. Snyder seconded. The motion passed by the following roll call:

AYE: Ms. Rousmaniere, Mr. Smith, Ms. Southard, Mr. Snyder, Mr. Blackburn, Mayor McKeehan (6)

NAY: None (0)

ABS: None (0)

RETURN FROM EXECUTIVE SESSION

Mr. Snyder moved to adjourn from Executive Session at 7:43 p.m. Mr. Blackburn seconded. The motion passed 6-0-0.

PLEDGE OF ALLEGIANCE

Mayor McKeehan requested the Pledge of Allegiance.

APPROVAL OF AGENDA

Mr. Snyder moved to amend the agenda to add item 5.2. Resolution regarding an appointment to the SELF Board. Mr. Blackburn seconded. The motion passed 6-0-0.

Ms. Southard moved to approve the agenda as amended. Mr. Snyder seconded. The motion passed 6-0-0.

PUBLIC PARTICIPATION

NOTICE TO LEGISLATIVE AUTHORITY

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

Mr. Kyger explained the reason for the stock transfer with regard to the liquor permit and noted there would be no change in the ownership of the restaurant.

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

PUBLIC COMMENTS

Mr. David Ordway, 3739 Pamajera Dr., advised he was sure Council was aware of an Ordinance that had been on the books for quite a long time stating that property owners were responsible for taking care of the sidewalks in front of their properties. Mr. Ordway noted the demographics within the City had changed significantly with most residents being renters and the sidewalks were largely untaken care of. Mr. Ordway suggested that Council considered creating an area designated as a pedestrian zone in which the City would clear the sidewalks of snow and ice. Mr. Ordway noted a lot of cities took care of snow on sidewalks and he thought Oxford would do itself a favor by encouraging people to walk even in winter months by having sidewalks that were clear. Mr. Ordway advised very little of the sidewalk from the middle school into the City was clear and areas around the Uptown Parks were often not clear. Mr. Ordway noted he felt City employees were confused about what should be done and part of the problem was the Ordinance that stated citizens were responsible for their sidewalks not the City and he thought that should be changed. Mr. Ordway advised the City collected income tax and property tax from citizens and he did not think it was worthwhile to enforce the Ordinance to collect more fees from citizens. Mr. Ordway noted he felt this was something the City could do for people and it would benefit the City as well.

Ms. Rousmaniere advised she attended a City meeting this afternoon where the issue of sidewalks was discussed. Ms. Rousmaniere noted she was not sure the attendees arrived at the solution Mr. Ordway suggested but she seconded the need for further discussion regarding the matter.

Mr. Gary Dean Wilkins, Oxford, advised he was concerned about a property at 521 N. Beech Street owned by his brother, sister and himself. Mr. Wilkins noted there seemed to be encroachment coming from the side of a newly purchased student housing project. Mr. Wilkins advised the encroachment was a seven foot fence constructed in mid August.

Mr. McHugh advised when property owners believed there was an encroachment issue one property owner should obtain a survey of the land and hopefully resolve the issue at that point. Mr. McHugh noted if not, the matter could go before the Common Pleas Court. Mr. McHugh advised this was a civil action between the property owners and Mr. Wilkins may want to retain legal counsel to write a letter to the property owner.

Mr. Wilkins noted the fence was installed without a permit from the City and he approached the City Planner, Sam Perry who wrote a letter to the property owner. Mr. Wilkins advised the property owner apologized for the encroachment but had not removed the fence.

After a lengthy conversation Mr. Elliott advised if there was a permit issue the City would handle it accordingly. Mr. Elliott reiterated that a survey was needed. Mr. Elliott offered to discuss the issue further with Mr. Wilkins at a later date.

CONSENT AGENDA

MINUTES

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

REPORTS

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

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

RESOLUTIONS

RESOLUTION
RELEASE MORTGAGE

A Resolution No. 4812 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)

Mr. Kyger advised this issue was brought before Council in one form in December. Mr. Kyger noted the Pattersons were working with a bank to refinance and consolidate their loans for opening and expanding Patterson's Café. Mr. Kyger advised at that time the bank asked the City to release its mortgage on the Patterson's home until the loan could be restructured and then the City could reapply the mortgage. Mr. Kyger noted the loan underwriters said no to the City reapplying the mortgage. Mr. Kyger advised he took the matter to the CIC Board in January and they felt it was appropriate to release the mortgage on the Patterson's home since they had paid over 4 years of the 10 year loan and this would allow them to refinance and save a considerable amount of money on their monthly payments. Mr. Kyger noted the savings on the monthly payment would allow the Pattersons to be in a better position to re- pay the City as well as their other creditors. Mr. Kyger advised the Revolving Loan Fund rules did not require a mortgage to be placed on property but asked for personal guarantees which the City had as well as collateral on the restaurant equipment. Mr. Kyger offered to answer any questions and noted Michelle Patterson was in attendance.

Ms. Michelle Patterson, 6163 Contreras Road, advised she had been working with Mr. Kyger on the refinancing issue and she was not happy with the loan underwriters. Ms. Patterson reiterated that the Revolving Loan Fund loan with the City was nearly half way paid and the refinancing would free up cash flow for the businesses.

Mayor McKeehan noted that bankers never liked to release liens if they didn't have to; however on a 2^{nd} or 3^{rd} mortgage the recovery was usually zero and sometimes less if legal expenses were incurred. Mayor McKeehan noted the City's position wouldn't be greatly changed.

Mr. Snyder moved to adopt Resolution No. 4812. Mr. Blackburn seconded. The motion passed 6-0-0.

RESOLUTION
APPOINTMENT TO THE
SELF BOARD

A Resolution No. 4813 appointing Kate Rousmaniere as Council representative to the Supports to Encourage Low-Income Families Board (SELF). (Kevin McKeehan, Mayor)

Mayor McKeehan advised SELF was a community action agency utilizing state and federal funds and they required representation on their board from all incorporated areas in Butler County. Mayor McKeehan noted he had been the representative for just over 4 years and asked a fellow Council member to take his place. Mayor McKeehan advised Ms. Rousmaniere volunteered to take his place to represent Oxford's interests on the board.

Ms. Southard thanked Ms. Rousmaniere for volunteering to serve on the board.

Mr. Snyder moved to adopt Resolution No. 4813. Mr. Blackburn seconded. The motion passed 6-0-0.

ORDINANCE
FIRST READING

None.

ORDINANCE
SECOND READING

ORDINANCE
SUPPLEMENTAL BUDGET

An Ordinance No. 3265 Amending Ordinance No. 3249. Supplemental Budget Ordinance Number 1 To Make Supplemental Appropriations For Fiscal Year 2014. (Joe Newlin, Finance Director)

Mr. Newlin advised he had nothing new to report since the first reading of the proposed Ordinance and noted he was still working on obtaining better pricing for the data conversion.

Mayor McKeehan inquired if the pricing issue was looking positive and Mr. Newlin advised yes.

Mr. Snyder moved to adopt Ordinance No. 3265. Mr. Blackburn seconded. The Ordinance was adopted by the following roll call:

AYE: Mr. Smith, Mr. Snyder, Ms. Southard, Mr. Blackburn, Ms. Rousmaniere, Mayor McKeehan (6)

NAY: None (0)

ABS: None (0)

ANNOUNCEMENTS

Mr. Elliott advised the City was notified that the Resolution to approve the US27 North annexation was on the Butler County Commissioner's agenda on January 23, 2014 and Mr. Kyger was in attendance on behalf of the City to answer any questions. Mr. Elliott advised the Commissioners approved the annexation petition for 33.55 acres of land to be annexed into the City of Oxford. Mr. Elliott noted once the statutory time period elapsed (60 days) an Ordinance would be presented to Council to accept the annexation.

Mayor McKeehan asked Mr. Dreisbach to provide a 'snow report'.

Mr. Dreisbach advised he was thankful for City staff noting they did a fantastic job, they were tired, and the equipment was tired. Mr. Dreisbach advised he didn't know of a harder working crew that he could be associated with. Mr. Dreisbach noted compared to last year the City has had almost double the snow events to date and tonight was snow event number 19. Mr. Dreisbach advised the amount of snow to be managed has almost tripled compared to last year. Mr. Dreisbach noted the City housed salt for the township and for the last two years the City has supplied the Talawanda School District with salt. Mr. Dreisbach advised the City has used 80% of the salt that the salt barn will hold and more salt has been ordered although the suppliers can't keep up with the orders. Mr. Dreisbach noted staff was focused on salting high accident intersections, slopes and snow routes and would continue to plow everything and salt what was necessary at the end of this snow event. Mr. Dreisbach advised all divisions of the Service Department stepped up and helped out with the snow events.

Mayor McKeehan thanked Mr. Dreisbach and City staff for their tremendous efforts noting it was very much appreciated.

Mr. Blackburn thanked Mr. Chen for sending a letter to property management companies regarding the new smoke detector requirements.

Mr. Blackburn thanked Mr. Dreisbach and City staff for keeping the streets clear and reminded everyone to look after their neighbors and pets.

Ms. Southard advised at the last meeting everyone was encouraged to sign up for Nixle to receive emergency updates. Ms. Southard noted she signed up for the service and found it to be very useful.

Ms. Southard advised even though it was snow season it was a wonderful season in Oxford for the arts. Ms. Southard encouraged everyone to look at Miami University's Music Department website, the Performing Arts website, and to attend events at the Oxford Community Arts Center, the Fitton Center and the Miami Art Museum. Ms. Southard noted the Center for American and World Cultures at Miami would have special events as well.

ADJOURN

Mr. Blackburn moved to adjourn at 8:16 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:	February 18, 2014	Service Department **Originating Department**
Account Code #:	N/A	David Treleaven **Prepared By**
Budgeted Amount:	N/A	February 11, 2014 **Date Prepared**

Agenda Title: Environmental Commission Meeting of February 5, 2014

Recommendation: For Review and Consideration

Discussion:

Environmental Commission members present at the Wednesday, February 5, 2014 meeting were: Chair, Mr. Wright Gwyn; Vice-Chair, Mr. Vince Hand; City Council Representative, Ms. Kate Rousmaniere; Mr. Kevin Armitage, and Mr. Ted Wong. A quorum was present. Planning Commission Representative, Mr. Robert Bell had previously notified the Commission of his absence for the February meeting. Also in attendance were graduate students Ms. Emma Kirkpatrick and Mr. Alex Del Valle from the Miami University Institute for the Environment and Sustainability (IES), who are part of the student team conducting a Professional Service Project (PSP) regarding stormwater (entitled "Oxford Stormwater Management and Outreach") on behalf of the Environmental Commission.

Minutes from the January 8, 2014 Commission meeting were unanimously accepted as presented.

Ms. Kirkpatrick and Mr. Del Valle updated Commissioners on the status of the PSP. The students continued to work on the PSP during Miami University's semester break, attending meetings of the League of Women Voters, Des Fleurs Garden Club, and at the Oxford Seniors Center. The groups were informed of the PSP and encouraged to complete the questionnaire regarding stormwater best management practice (BMP) structures. They contacted the administrator of the Clermont County Soil and Water Conservation District (an IES graduate) regarding methodologies the County utilized during its inventorying of existing structural stormwater BMPs. The students also have started to contact other Ohio municipalities that they had identified as having effective public outreach and education programs.

Ms. Rousmaniere advised the Commission that the Planning Commission had not held a January meeting. The agenda for the upcoming February meeting includes a decision on recommending the alternative transportation plan to City Council.

The text regarding structural stormwater BMPs for inclusion into Oxford's update and revision of its Storm Water Management Design Manual (Manual) was provided to Staff. The text is to be incorporated into the Manual following its review by the City's Engineering Division and Service Department. The Commissioners requested that they be kept informed of any edits to the text and of the progress of the Manual's revision and update.

(Continued)

Approved By:

	Initial	Date
Department Head:	MBD	2/13/14
City Manager:	DRE	2/14/14

Potential topics for the Environmental Commission to consider undertaking as future projects were suggested. Possible topics included:

Involvement in stormwater public education;
Promotion of citizen utilization of rain barrels and/or rain barrel decoration contest;
Involvement with the alternative transportation plan;
Developing a public environmental awareness campaign;
Investigation into promoting green building and property development (funding, sponsors, incentives for developers, etc.);
Efforts to support and expand land trusts;
Assistance to City staff with the development and preparation of the upcoming solid waste and recycling contract and bid document;
Investigation into gray water utilization;
A public education effort on environmentally-sound practices for lawn care and property maintenance; and
Community beatification program (litter control, property maintenance and upkeep, etc.); and

The Commissioners were asked to review these topics for further discussion at the March meeting.

The Earth Day Proclamation for 2014 was reviewed. The Commissioners believed that inclusion of additional wording suggesting and/or requesting specific actions by Oxford citizens in recognition of Earth Day would be appropriate. Staff was instructed to forward a copy of the Earth Day Proclamation to the Commissioners so that edits and revision could be made prior to the March 2014 meeting.

The Commission adjourned at 8:15 p.m. The next scheduled meeting of the Environmental Commission is on Wednesday, March 5, 2014 at 7:00 p.m. in the Municipal Building's Second Floor Conference Room.

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager

Council Meeting of: February 18, 2014

Account Code #: **322.810.50805**

Budgeted Amount: **$ 400,000.00**

Service Department
Originating Department

Michael Dreisbach, Service Director
Prepared By

Feb. 4, 2014
Date Prepared

Agenda Title: Contract to Replace Filter Media and Air Scour Equipment in Four Filters at the Water Treatment Plant

Recommendation: Approve

Discussion: The 2014 Capital Improvement Budget in the Water Fund includes $400,000 for the removal and replacement of filter media and filter air scouring equipment in four of six filters at the City's water treatment plant (Plant). The other two of six filters were rehabilitated in 2013. Filtration is a process critical to the proper operation of the Plant and is responsible for the removal of suspended particles from potable water including oxidized iron and manganese.

City staff prepared plans and specifications for the improvement project and advertised for bids in the *Hamilton Journal* and *Oxford Press* on January 17 and January 24, 2014. Three bids were received by the City and publicly opened on January 31, 2014 with the following results:

Ulliman Schutte, LLC	$ 267,000.00 *** Bid NOT responsive to specifications
Winelco, Inc.	$ 286,900.00
Layne Christensen Co.	$ 433,167.00

The four original Plant filters have been in continuous service since constructed in the early 1990's. Plant operators have done an excellent job in operating the filters with minimal aggregate loss through countless backwash cycles in twenty years of operation. Only one of the Plant's six filters will be out of service at any given time. This will have no impact on the Plant's ability to provide water to our customers.

While the apparent low bidder was Ulliman Schutte, LLC, their bid was NOT responsive to project specifications. The bidder indicated that Ulliman Schutte, LLC would select the equipment for the filters – not the Owner; obviously, this arrangement would not be acceptable to the City. The bidder provided NO information as to an acceptable equal to the City specified equipment (this violates Specification Section 1.3 (A) requiring certification that products meet or exceed specified requirements). City Specifications require air scour equipment by type 304 stainless steel; no acceptable alternate was suggested by the bidder. General Provision Section 102.06 warns bidders that proposals may be rejected "if there are unauthorized additions, conditional or alternate bids, or irregularities of any kind which may tend to make the proposal incomplete, indefinite, or ambiguous as to its meaning. For the stated reasons, Staff recommends the bid submitted by Ulliman Schutte, LLC be rejected.

Continued

Approved By:

	Initial	Date
Department Head:	MBD	2/5/14
City Manager:	DRE	2/14/14

Winelco, Inc. has performed work previously at the City's wastewater treatment plant and the City was very pleased with the quality of their product. The Winelco, Inc. proposal is complete and complies with City specifications for the project.

The lowest and best bid for the project was submitted by Winelco, Inc. with a bid of $286,900.00. Staff is requesting a 10% contingency for this project in the amount of $28,690. It is Staff's recommendation that the City Council authorize the City Manager to enter into an agreement with **Winelco, Inc.** for an amount not to exceed **$315,590.00.**

RESOLUTION NO.

A RESOLUTION ACCEPTING THE BID SUBMITTED BY WINELCO, INC. AND AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH WINELCO, INC. FOR THE REMOVAL AND REPLACEMENT OF FILTER MEDIA AND FILTER AIR SCOURING EQUIPMENT AT THE CITY'S WATER TREATMENT PLANT AT A COST OF $286,900.00 PLUS A CONTINGENCY AMOUNT OF TEN PERCENT (10%) OF THE CONTRACT PRICE OR $28,690.00 FOR A TOTAL COST NOT TO EXCEED $315,590.00.

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

SECTION 1: The City advertised for bids in the *Hamilton Journal* and the *Oxford Press* on January 17, 2014 and January 24, 2014. Three (3) sealed bids were opened and publicly read on January 31, 2014. One bid was rejected as it was not responsive to the City's specifications. The next lowest bid was provided by Winelco, Inc. in the amount of $286,900.00.

SECTION 2: The City Manager and the Service Director recommend City Council accept the bid of Winelco, Inc. as the lowest and best bid for the removal and replacement of filter media and filter air scouring equipment at the City's Water Treatment Plant at a cost $286,900.00 and authorize the City Manager to enter into a contract with Winelco, Inc. for the removal and replacement of filter media and filter air scouring equipment at the City's Water Treatment Plant at a cost of $286,900.00 plus a contingency amount of ten percent (10%) of the contract price or $28,690.00 for a total cost not to exceed $315,590.00.

SECTION 3: City Council hereby accepts the recommendation of the City Manager and the Service Director and finds Winelco, Inc. to be the lowest and best bidder and accepts the bid of $286,900.00 for the removal and replacement of filter media and filter air scouring equipment at the City's Water Treatment Plant.

SECTION 4: City Council hereby authorizes the City Manager to enter into a contract with Winelco, Inc. for the removal and replacement of filter media and filter air scouring equipment at the City's Water Treatment Plant at a cost of $286,900.00 plus a contingency amount of ten percent (10%) of the contract price or $28,690.00 for a total cost not to exceed $315,590.00.

SECTION 5: This resolution shall take effect at the earliest time allowed by law.

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MAYOR

ADOPTED: ______________________

ATTEST:

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CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: KEVIN MCKEEHAN

PREPARED BY: LAW (STAFF)

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to City Manager		Finance Originating Department
Council Meeting Of :	2/18/2014	
		Joe Newlin Prepared By
Account Code No. :	see below	
Budgeted Amount :		2/12/2014 Date Prepared

Agenda Title:	**2014 Supplemental Budget #2**
Recommendation:	**Approve**

Issue 1

- To reflect ($130,000), ($30,500) & ($5,500) for returned checks not cashed in 2013 for US 27 South Right-A-Way purchases and reissuance of checks for $130,000, $30,500 & $5,500 for US 27 South Right-A-Way purchases in 2014.

- Transfer $670,327 from General Fund to Capital Improvement Fund

Action Needed:

Revenue Side

Capital Improvement 141	670,327.00	Transfer from General Fund
Capital Improvement 141	166,000.00	Returned Checks

Expense Side

General Fund 110	670,327.00	Transfer to Capital Improvement
Capital Improvement 141	166,000.00	Appropriation from unencumbered balance to reissue checks
Capital Improvement 141	700,000.00	Appropriation from unencumbered balance for property acquisition & improvements

Net Effect on Fund Balance/(s) Increase/(Decrease)	(700,000.00)
Total Net Effect on Fund Balance/(s) Increase/(Decrease)	(700,000.00)
Breakdown by Fund	
General Fund 110	(670,327.00)
Capital Improvement 141	(29,673.00)
Net Effect on Fund Balance/(s) Increase/(Decrease)	(700,000.00)

Approved By:

	Initials	Date
Department Head:	JA	2/12/14
City Manager:	DME	2/19/14

F:\General Accounting\2014\Ordinances\Supplementals\Staff Report SB 2

Suggested Transfer for US 27 South Improvements

General Fund

2013 Ending Cash Balance	6,858,740
Encumbered	(145,069)
2013 Ending Unencumbered Balance	6,713,671
2013 Projected Ending Cash Balance	6,043,344
Amount Available to Transfer to Capital Improvement Fund	670,327
Adjusted Ending Balance	6,043,344
2014 Budgeted Expenditures & Transfers	10,131,778
Adjusted Ending Balance as a percent of 2014 Budgeted Expenditures & Transfers	**59.65%**

ORDINANCE NO.________

AN ORDINANCE AMENDING ORDINANCE NO. 3249. SUPPLEMENTAL BUDGET ORDINANCE NUMBER 2 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	166,000.00

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

General Fund 110	670,327.00
Capital Improvement Fund 141	166,000.00

SECTION 4: The following transfer(s) be executed:

Transfer from:	
General Fund 110	670,327.00
Transfer to:	
Capital Improvement Fund 141	670,327.00

SECTION 5: The following increase/(decrease)in revenues be made:

Capital Improvement Fund 141	670,327.00

SECTION 6: The following increase/(decrease)in appropriations from unencumbered balances be made:

Capital Improvement Fund 141	700,000.00

SECTION 7: In all other respects, Ordinance No. 3249 shall remain in full force and effect.

SECTION 8: 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)