



Agenda

Oxford City Council

Court House

TUESDAY, MARCH 7, 2017

EXECUTIVE SESSION

None.

1. Roll call. Kate Rousmaniere, Mayor; Mike Smith, Vice-Mayor; Glenn Ellerbe; Bob Blackburn; Kevin McKeehan; Steve Dana; Edna Southard

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

REGULAR MEETING

7:30 P.M.

PLEDGE OF ALLEGIANCE

2. Approval of Agenda.

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

3. Public Participation.

- A. Notice to Legislative Authority - Trex for - 1028 Inc. DBA Pixxo Karioke & Bar 17 Beech St. Oxford, Ohio 45056.



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.

- A. Minutes of the February 21, 2017 City Council Work Session. (Kim Newton, Acting Clerk of Council)



Minutes

- B. Minutes of the February 21, 2017 City Council Meeting (Kim Newton, Acting Clerk of Council)



Minutes

- C. Report regarding the February 16, 2017 Recreation Board Meeting (Casey Wooddell, Parks and Recreation Director)



Report

- D. Report regarding the February 22, 2017 Civil Service Commission Meeting. (Candi Fyffe, Human Resources Director)



Report

5. Resolutions.

1. A Resolution strongly opposing the State of Ohio Governor's proposed 2017-2018 Budget, which proposes centralized collection of net profit tax returns and other provisions related to the Municipal Income Tax which will cause a substantial loss of revenue needed to support the health, safety, welfare and economic development efforts of Ohio Municipalities. (Doug Elliott, City Manager).



Staff Report/Resolution

2. A Resolution authorizing the City Manager and the Finance Director to contract with RedTree Investment Group Services for the management of the City's investable funds. (Joe Newlin, Finance Director).



Staff Report/Resolution

3. A Resolution by Oxford City Council accepting the proposal and authorizing the City Manager to enter into a contract with ViewPoint Government Solutions for cloud-based online permitting and plan review services for a total cost not to exceed \$25,000.00. (Jung-Han Chen Community Development Director)



Staff Report/Resolution

6. Ordinances.

A. First Reading.

1. An Ordinance Amending Ordinance No. 3381. Supplemental Budget Ordinance Number 2 To Make Supplemental Appropriations For Fiscal Year 2017. (Joe Newlin, Finance Director)



Staff Report/Ordinance

B. Second Reading.

2. An Ordinance Repealing Oxford Codified Ordinance Section 931.13 Entitled Charges, And Adopting New Oxford Codified Ordinance Section 931.13 Entitled Charges. (Mike Dreisbach, Service Director)



Staff Report/Ordinance

7. A. Announcements & Communications.

1. Remarks from City Council and City Staff.

B. Future Meetings.

THUR - Mar 9 Community Relations Commission Meeting 4:00 p.m. Municipal Building

FRI - Mar 10 Student Community Relations Commission Meeting 2:30 p.m. LCNB

TUES - Mar 14 Planning Commission Meeting 7:30 p.m.

WED - Mar 15 Board of Zoning Appeals Meeting 7:30 p.m.

THUR - Mar 16 Recreation Board Meeting 4:00 p.m. Senior Center

MON - Mar 20 Housing Advisory Commission Meeting 7:00 p.m. Municipal Building

TUES - Mar 21 City Council Meeting 7:30 p.m.

WED - Mar 22 Civil Service Commission Meeting 5: 30 p.m. Municipal Building

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

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

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

FRI - Apr 7 Student Community Relations Commission Meeting 2:30 p.m. LCNB

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

THUR - Apr 13 Community Relations Commission Meeting 4:00 p.m. Municipal Building

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

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

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

THUR - Apr 20 Recreation Board Meeting 4:00 p.m. Senior Center

FRI - Apr 21 Student Community Relations Commission Meeting 2:30 p.m. LCNB

WED - Apr 26 Civil Service Commission Meeting 5:30 p.m.

THUR - Apr 27 Police Community Relations Commission Meeting 7:00 p.m.

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

8. Adjourn.

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

Economic Development Department

For the: March 7, 2017
City Council Meeting

Prepared by: G. Alan Kyger
Date Prepared: March 1, 2017

Agenda Title: Notice of Legislative Authority.
D1, D2, D3, D3A Liquor Permits for 1028 Inc.
dba: Pixxo Karaoke & Bar, 17 South Beech Street.

Recommendation: Informational

On March 1st 2016, the Oxford City Council passed Resolution 4970 which supported 1028 LLC to TREX or "Transfer for Economic Development" to Pixxo Karaoke a non-quota liquor permit.

On May 17th 2016, the City Council acted upon a Notice of Legislation Authority for the TREX transfer of a liquor permit from TDFD Inc. LaRosa's Cincinnati OH to Pixxo Karaoke.

Due to the unreasonable length of time it took for Pixxo Karaoke to be in a position to actually accept the transfer of this permit, the LaRosa's permit was lost to another TREX applicant.

Before City Council today is a second TREX Transfer for Pixxo Karaoke.

From: Markou Enterprises Inc.
4343 Colorado Ave.
Sheffield Village, OH

To: 1028 Inc dba Pixxo Karaoke
17 South Beech Street
Oxford, OH

Permits being transferred are:

- D1 – Beer for on site consumption.
- D2 – Wine for on site consumption.
- D3 – Liquor for on site consumption.
- D3A – Sales until 2:30 am

Reviewed By:

Department Head:

City Attorney:

City Manager:

Initial Date

GA / 3-1-17

DRE

3-3-17

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

88404200005		TREX		1028 INC	
PERMIT NUMBER		TYPE		DBA PIXXO KARIOKE & BAR	
10	01	2015		17 BEECH ST	
ISSUE DATE				OXFORD OH 45068	
02	15	2017			
FILING DATE					
D1	D2	D3	D3A		
PERMIT CLASSES					
09	088	A	F17862		
TAX DISTRICT		RECEIPT NO.			

FROM 02/17/2017 SAFEKEEPING

55508790005				MARKOU ENTERPRISES INC	
PERMIT NUMBER		TYPE		DBA GUS SHEFFIELD INN	
10	01	2015		4343 COLORADO AV	
ISSUE DATE				SHEFFIELD VILLAGE OH 44054	
02	15	2017			
FILING DATE					
D1	D2	D3	D3A		
PERMIT CLASSES					
47	132				
TAX DISTRICT		RECEIPT NO.			

RECEIVED

2-21-17



MAILED 02/17/2017

RESPONSES MUST BE POSTMARKED NO LATER THAN. 03/20/2017

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 TREX 8840420-0005

(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

PERMIT NUMBER (CORPORATION) 88404200005
1028 INC
DBA PIXXO KARIOKE & BAR
17 BEECH ST
OXFORD OH 45068

F.T.I. NUMBER 67-6211360
STATUS (ACTIVE OR INACTIVE) ACTIVE
SHARES OUTSTANDING 1000.00
ACTIVE DATE 02/15/17
INACTIVE DATE
EXCEPTION CODE TEXT
STOCK TRANSFER CODE TEXT AND DATE
SICONG NI

16.00 02/15/17 ACTIVE PRESIDENT

A Work Session of the Oxford City Council was called to order by Mayor, Kate Rousmaniere on Tuesday, February 21, 2017 at 6:50 p.m. Council members present were, Bob Blackburn, Steve Dana, Glenn Ellerbe, Kevin McKeehan, Mike Smith and Edna Southard.

Staff members present: Doug Elliott, City Manager; Steve McHugh, Law Director, Joe Newlin, Finance Director; Jung-Han Chen, Community Development Director; John Jones, Police Chief; John Detherage, Fire Chief and Kim Newton, Acting Clerk of Council.

Mr. Nate Rarick and Mr. Chris Graham were present of behalf of CR Architects.

APPROVAL OF AGENDA

Mr. Dana moved approval of the Agenda. Mr. McKeehan seconded. The motion passed unanimously.

PURPOSE

The purpose of the Work Session was to review and discuss renovations of the Police Station and New Municipal Building at the former Lane Library.

RENOVATIONS REVIEW AND DISCUSSION

Mr. Rarick and Mr. Graham provided an overview of the renovations of the old Lane Library site which will be the new municipal building as well as the renovations of the current municipal building which will become the new Police Department.

General discussion ensued with the architects and staff.

ADJOURNMENT

Mr. McKeehan moved to adjourn at 7:27 p.m. Mr. Blackburn seconded. The motion passed unanimously.

A regular meeting of the Oxford City Council was called to order by Mayor Kate Rousmaniere on Tuesday, February 21, 2017 at 7:30 p.m. Those members present were Bob Blackburn, Steve Dana, Glenn Ellerbe, Kevin McKeehan, Mike Smith and Edna Southard.

Staff members present: Mr. Doug Elliott, City Manager; Mr. Mike Dreisbach, Service Director; Mr. John Jones, Police Chief; Mr. Joe Newlin, Finance Director; Mr. Jung-Han Chen, Community Development Director; Mr. John Detherage, Fire Chief; Mr. Steve McHugh, Law Director and Ms. Kim Newton, Acting Clerk of Council. Mr. Alan Kyger, Economic Development Director and Mr. Casey Wooddell, Parks and Recreation Director were excused.

PLEDGE OF ALLEGIANCE

Mayor Rousmaniere requested the Pledge of Allegiance.

APPROVAL OF AGENDA

Ms. Southard moved to approve the agenda. Mr. Dana seconded. The motion passed 7-0-0.

PUBLIC PARTICIPATION

NOTICE TO LEGISLATIVE AUTHORITY

New D2 Wine Permit for Miami University DBA Goggin Ice Center 610 Oak Street, Oxford, Ohio 45056. (Alan Kyger, Economic Development Director)

Mr. Elliott referred to Mr. Kyger's staff report on page 5 of the agenda and advised Miami's D2 Wine permit application has been on file with the State of Ohio since July of 2015 while waiting for an available permit and noted Miami received a D1 Beer permit in August of 2015 for the Goggin Ice Arena which is being used in the Club seating area and for special events. Mr. Elliott advised in the fall of 2016, two (2) D2 Wine permits became available when the Stadium Bar cancelled their permit and the State of Ohio raised the City's population based liquor license based quota. Mr. Elliott noted there has been no issues with the current beer permit at this location.

Mr. Ted Pickerill, Executive Assistant to the President of Miami University advised the wine permit will be restricted to the club area in the upper level of the ice arena which has restricted access seating for ticket holders only and noted beer and wine will not be sold on the lower level in the general seating area where the students sit. Mr. Pickerill also advised the wine permit will also be used for special and catered events.

Mayor Rousmaniere inquired if I.D.'s will be checked and Mr. Pickerill advised, yes noting wristbands will be used to identify under-aged persons.

Mr. Dana moved to accept the notice without comment. Mr. Blackburn seconded. The motion passed 7-0-0.

PUBLIC COMMENTS

Mr. David Brown, Butler County Auditor's Office, noted he was in attendance as part of Butler County Auditor, Roger Reynolds outreach to local governments program. Mr. Brown advised the Board of Revision deadline will be coming up on March 31st and noted it is an opportunity to file with the Board to get a review of your property if you feel the Auditor's office has placed a value on your property that is not appropriate. Mr. Brown also advised taxes are due to the Treasurer's office by March 9th noting the City and the Talawanda School District take advantage of the opportunity to get the tax advances. Mr. Brown advised funds are released to the entities that request it one week prior to the due date and one week after the due date and noted those are their two advances in the balance of the funds that are paid into the treasury that are released by the deadline of April 10th.

Mr. Brown advised the Auditor's office has a brand new website as of February 6th and expressed his hope that it is easier to navigate to the areas you want to go to. Mr. Brown advised the website address, butlercountyauditor.org is still the same and noted if you have bookmarked the website address before the update you may need to update the bookmark as it could take you to a bad link.

Mr. Brown noted his update to Council on December 6, 2016, and advised within ten (10) days of that meeting three (3) skimmers were found at gas stations along Rt. 4 in Hamilton on December 17th and two (2) skimmers were found at one gas station in Monroe on February 10, 2017.

Ms. Jessica Greene, Enjoy Oxford, invited Council the public to the Oxford Area Trails groundbreaking event at the Oxford Community Park on March 1st at 8:45 a.m.

CONSENT AGENDA

MINUTES

Minutes of the February 7, 2017 City Council Meeting. (Kim Newton, Acting Clerk of Council)

REPORTS

Report regarding the February 1, 2017 Environmental Commission Meeting. (Mike Dreisbach, Service Director)

RESOLUTION **PURCHASE OF** **2017GMC SIERRA**

A Resolution No. 5044 authorizing the City Manager to enter into an a contract with Bob Ross Buick/GMC for the purchase of a 2017 GMC Sierra and specified options with 30-day tags at State Contract pricing at a cost not to exceed \$31,573.00 and to dispose of a 2003 Ford Expedition, as a surplus vehicle through electronic auction. (John Detherage, Fire Chief)

RESOLUTION
PURCHASE OF
2017 CHEVROLET TAHOE

A Resolution No. 5045 authorizing the City Manager to enter into a contract with Byers Chevrolet for the purchase of one (1) 2017 Chevrolet Tahoe and specified options at State Contract pricing at a cost not to exceed \$35,679.50. (John Jones, Police Chief)

Mr. McKeehan moved to approve the Consent Agenda. Mr. Dana seconded. The motion passed 7-0-0.

RESOLUTIONS

RESOLUTION
NOISE ABATEMENT

A Resolution No. 5046 authorizing a temporary abatement of the Noise Ordinance No. 2550, Section 509.09, on Thursday, April 20, 2017 from 8:00 a.m. until 9:00 p.m. and on Friday, April 21, 2017 from 8:00 a.m. until 9:00 p.m. at Millett Hall and in surrounding parking areas on Miami University's campus for the WGI Sport of the Arts Percussion Performance Competition. (Jung-Han Chen, Community Development Director)

Mr. Chen referred to his staff report and page 28 of the agenda and advised the application for the noise abatement was filed by the Oxford Visitors Bureau (Enjoy Oxford) on behalf of Winter Guard International (WGI) noting they also received a noise abatement last year for their performance. Mr. Chen advised this year's performance will take place on April 20th and 21st between 8 a.m. and 9 p.m. and noted the Miami and Oxford Police Departments as well as the Intercollegiate Athletic Department will monitor the sound levels during the event. Mr. Chen advised the percussion performance is the second of two events that WGI is bringing to Oxford with the first event being held April 6th through April 8th with a Color Guard performance. Mr. Chen noted the application for abatement went before the Student Community Relations Commission on February 10th with the Commission recommending approval by City Council for their request.

Mayor Rousmaniere inquired if there were any comments from the public and there were none.

Ms. Jessica Greene, Enjoy Oxford, requested Council extend the invitation for the WGI to come back to the community especially with the loss of the Adidas Soccer Tournament in April this year. Ms. Greene advised having this size group come in during the month of April is economically beneficial to the community noting they bring in about 1000 performers each weekend including over 1000 guests per weekend.

Mayor Rousmaniere inquired if the performers were high school students and Ms. Greene advised, yes noting the percussion bands perform inside Millett Hall and warmup outside which is the reason they need a noise abatement. Mr. Blackburn inquired if the parking lot at Millett will be staged like last year and Ms. Greene advised, yes. Mayor Rousmaniere noted last year the Oxford Police monitored the noise levels and inquired if there were issues. Chief Jones advised last year's testing of noise levels were taken in the area with decibel readings in the mid

80's and low 90's in the Bishop, University and Sycamore Street area. Chief Jones advised one (1) noise complaint was received by a mother with an infant child who lived on North Campus Avenue and noted he did not believe they lived there this year. Ms. Greene offered to put door hangers on doors in the neighborhood advising the dates of the events and make them aware they will be hearing drums. City Council agreed noting it was a good idea to inform the neighborhood ahead of the event.

Mr. McKeehan move to adopt Resolution No. 5046. Mr. Dana seconded. The motion passed 7-0-0.

RESOLUTION
SAFE ROUTES
TO SCHOOL GRANT

A Resolution No. 5047 of Council authorizing the City Manager to submit an Ohio Department of Transportation grant application requesting funding through the Safe Routes to School Program in an amount not to exceed \$240,000.00 with a 20% local match for the installation of traffic signalization at the intersection of Sycamore Street and Brown Road and for the installation of sidewalk on the west side of Brown Road and for other improvements as deemed necessary. (Jung-Han Chen, Community Development Director)

Mr. Chen referred to his staff report on page 32 of the agenda and advised staff is preparing a Safe Routes to School grant application to the Ohio Department of Transportation (ODOT) as part of the effort to encourage and enable students in grades K-8 to walk or ride their bikes to school. Mr. Chen advised the program is an 80/20 split between the State and the City and noted if the City were to receive the grant, a local match would need to be appropriated. Mr. Chen advised the City applied for this grant in 2015 from ODOT noting it was very competitive and funding was not granted to the City.

Mayor Rousmaniere inquired if there were any comments from the public and there were none.

Mayor Rousmaniere inquired if the City had a better chance this time around now that there is a new school and Mr. Chen advised he spoke to the ODOT representative last year about what wasn't done well on the application in 2015 and noted he received some pointers for this round of the application. Mr. Dana expressed he is very much in favor of this application noting the signalization at Sycamore and Brown Road would be a great improvement to the difficult intersection.

Mr. Dana moved to adopt Resolution No. 5047. Mr. Ellerbe seconded. The motion passed 7-0-0.

RESOLUTION
PURCHASE OF TWO
2017 FORD INTERCEPTORS

A Resolution No. 5048 authorizing the City Manager to enter into a contract with Lebanon Ford for the purchase of two (2) 2017 Ford Interceptor Utility vehicles and specified options at State Contract pricing at a cost not to exceed \$55,700.00. (John Jones, Police Chief)

Chief Jones referred to his staff report on page 34 of the agenda and advised the 2017 budget includes \$66,000 in the Capitol Equipment Fund for replacement of police cruisers. Chief Jones advised they would like to purchase two (2) Ford Interceptor utility vehicles noting the Police Department currently owns two (2). Chief Jones noted since they initially purchased the Interceptors they have not had any problems or issues with the vehicles and advised the officers who drive them have reported there is adequate prisoner space, storage space and operating space. Chief Jones advised the Interceptors have become the preferred law enforcement vehicle.

Mayor Rousmaniere inquired if there were any comments from the public and there were none.

Mr. Blackburn inquired if two (2) police vehicles would be taken out of service and Chief Jones advised, yes noting a 2003 Ford Expedition and a 2003 Crown Victoria will be taken out of service. Ms. Southard inquired if the \$55,700 is the total cost for both vehicles or each individual vehicle and Chief Jones advised it is the total cost for both vehicles. Mr. Ellerbe inquired if the Police Department will be moving completely away from the Taurus, Crown Vic type vehicles and more towards the utility vehicles and Chief Jones advised it would be his preference to move away from the sedans but noted the department still has the Chargers, the Taurus type sedans and the old Crown Vic's in service. Mr. Ellerbe noted he had heard from other officers that they prefer the Explorer based vehicle versus the Charger based vehicles.

Mr. Dana moved to adopt Resolution No. 5048. Mr. Smith seconded. The motion passed 7-0-0.

ORDINANCES

FIRST READING

ORDINANCE

REPEAL AND REPLACE

SECTION 931.13

An Ordinance Repealing Oxford Codified Ordinance Section 931.13 Entitled Charges, And Adopting New Oxford Codified Ordinance Section 931.13 Entitled Charges. (Mike Dreisbach, Service Director)

Mr. Dreisbach referred to his staff report on page 37 of the agenda and advised this was a "housekeeping" item to have the Ordinance match what is in practice in our existing contract with Rumpke. Mr. Dreisbach advised when the refuse contract was rebid, Rumpke was going to decline to bid if the City kept the current language that "each residential customer may dispose of an unlimited amount of refuse once per week." Mr. Dreisbach noted the language of "unlimited" was unrealistic due to planning and accommodating four thousand (4000) different accounts if everyone chose to put out unlimited amounts of waste each week. Mr. Dreisbach advised the new language will allow each residential customer to dispose of up to ten (10) properly prepared containers of solid waste once per week.

Mayor Rousmaniere inquired if there were any comments from the public and there were none.

Mayor Rousmaniere inquired if the number of ten (10) containers per week was suggested by Rumpke and Mr. Dreisbach advised City staff found the number to be adequate for most people's needs.

ORDINANCES
SECOND READING

ORDINANCE
PRELIMINARY AND FINAL PUD

An Ordinance No. 3395 Accepting The Planning Commission's Recommendation For Preliminary And Final Plan Approval For Redevelopment Of The Miami Village Apartment Complex Located On Arrowhead Drive And E. Chestnut Street With Conditions. (Jung-Han Chen, Community Development Director)

Mr. Chen advised he had nothing new to add since the first reading of the Ordinance.

Mayor Rousmaniere inquired if there were any comments from the public and there were none.

Mayor Rousmaniere noted she asked a question during the first reading of the Ordinance regarding landlord issues and advised she was told that neither the City nor the developer can deal with the landlord issues. Mayor Rousmaniere noted she wanted it on the record there are landlord issues with some of the fulltime residents in the old development and advised the residents' lease contradicts with the construction plans. Mayor Rousmaniere also advised there are two (2) permanent residents on Arrowhead Drive and Acorn Circle who are very worried about the maintenance of sidewalks and road access during construction as well as continuity of water and electricity. Mayor Rousmaniere inquired how the City and the developer will keep Arrowhead Drive open during construction. Mr. Mark Conzelman noted he was one of the property owners and advised they would adhere to all City requirements during construction. Mr. Conzelman advised the roadway will remain open during construction and all construction activity will be separated off the sidewalks noting they do not have any intention of shutting down any sidewalks or streets during construction. Mayor Rousmaniere inquired what the general estimate of time will be for construction to be complete and Mr. Conzelman advised one (1) year. Mayor Rousmaniere inquired if Chief Jones would discuss the way the street will be maintained during construction to ensure the people who live at the end of the street that everything will be accessible to them. Mr. Conzelman advised they have met with City staff multiple times and will continue to coordinate with the City during construction to keep the roadway and sidewalks open. Mr. Chen noted there may be times when traffic slows down due to equipment coming in and out and advised the developer will work with the Police and Service departments to make sure traffic does not stop during those times. Mr. Elliott noted right-of-way permits will be required to be obtained from the City by the developer and advised the City will have control over the flow of traffic and is well aware that this is the only way in and out and traffic will be maintained.

Mr. Dana inquired what the issue is with the landlord and the tenants in regards to the construction schedule and if it can be resolved so the fulltime renter will not be greatly inconvenienced. Mr. McHugh advised the landlord will have to deal with the lease and noted what he generally sees with other developments of this nature is the landlords worked out arrangements with the tenants to get them to move sooner. Mr. McHugh noted if the tenant is currently paying the rent there are a lot of notices that have to be provided to the tenants by the landlord. Mr. Dana inquired if it is the Law Director's assumption that the landlord will work something out with the tenants and Mr. McHugh advised if they don't, under Ohio Law, the

landlord will pay triple damages and attorney fees. Mr. Conzelman advised the landlord is in the process of working things out with the tenants and noted the current landlord owns multiple properties in Oxford so they will have an opportunity to move people to their different properties if necessary. Mr. Ellerbe noted his surprise no one from the public was here to speak during public comments based on the amount of traffic he saw on social media regarding this issue.

Mr. Dana moved to adopt Ordinance No. 3395. Ms. Southard seconded. The Ordinance was adopted by the following roll call:

AYE: Mr. Smith, Ms. Southard, Mr. Blackburn, Mr. Dana, Mr. Ellerbe, Mr. McKeehan, Mayor Rousmaniere (7)

NAY: None (0)

ABS: None (0)

ORDINANCE
SALE OF SURPLUS
PROPERTY

An Ordinance By Oxford City Council Authorizing The City Manager To Take All Steps Necessary To Complete The Sale Of City Owned Property Located At 4134 Millville Oxford Road (Butler County Parcel Number H4100145000001) At A Purchase Price Of Fifty Thousand Dollars (\$50,000.00) To Mr. John Pellegrini. (Mike Dreisbach, Service Director)

Mr. Dreisbach advised he had nothing new to add since the first reading of the Ordinance.

Mayor Rousmaniere inquired if there were any comments from the public and there were none.

Mr. McKeehan moved to adopt Ordinance No. 3396. Mr. Dana seconded. The Ordinance was adopted by the following roll call:

AYE: Ms. Southard, Mr. Blackburn, Mr. Dana, Mr. Ellerbe, Mr. McKeehan, Mr. Smith, Mayor Rousmaniere (7)

NAY: None (0)

ABS: None (0)

ANNOUNCEMENTS

Mr. Elliott advised Edlin Maldonado-Fuller has been hired as the new Executive Director for the United Way of the Greater Oxford Area.

Mr. Elliott advised the Police Community Relations and Review Commission met last week on February 16th and discussed a number of reports provided by Police Chief Jones showing arrests and citations by age and minority status with comparisons to the overall Oxford population for 2016. Mr. Elliott noted some of the board members had suggestions for collecting other data

such as traffic stops which would include warnings and noted it may require manual tabulation and additional work for the Police division. Mr. Elliott advised the next regular meeting will be Thursday, April 27th at 7 p.m. at the Court House noting the topic of discussion will be the Oxford Police Division's Use and/or Display of Force policies and statistics relating to the Use and/or Display of Force by the Oxford Police Officers for the last year.

Mr. Elliott advised the Sister City Agreement between the City of Oxford and the City of Differdange, Luxembourg was signed over the weekend. Mr. Elliott noted three (3) guests from Differdange were in town and advised it was a really good visit.

Mr. Elliott reiterated his concern's from the last Council meeting regarding the Governor's proposed budget, HB 49, which is proposing centralized collection of municipal income tax for businesses. Mr. Elliott advised a Resolution will be brought before Council for consideration at the next meeting opposing the Governor's proposed budget.

Mr. Dreisbach thanked Council for the Work Session to go over the renovations of the Municipal Building and Police Department and expressed his hope the construction drawings will be ready to go out to bid in four (4) to six (6) weeks.

Mayor Rousmaniere advised she had asked Chief Jones to speak to the issue regarding Sanctuary Cities noting it is a topic many communities are talking about. Mayor Rousmaniere also advised she would like to talk about Sanctuary Cities at the end of the meeting as well. Chief Jones advised the Oxford Division of Police enforces state law as well as local ordinances and do not enforce Federal immigration laws. Chief Jones advised they do not profile individuals or ask about immigration status and only look for people who violate state or local laws. Chief Jones noted if the federal government or Immigration and Customs Enforcement (ICE) request their assistance in serving a lawful warrant, they will assist. Chief Jones also noted if they encounter an undocumented person who does not have a detainer or a warrant from ICE they would be treated the same as other citizens. Chief Jones advised if an undocumented person has a minor traffic violation, they receive a traffic ticket; if they commit a crime that warrants a trip to the county jail, they go to jail and noted what happens at the county jail is beyond their control. Chief Jones advised the International Chiefs of Police Association (ICPA) recently issued a statement on immigration related executive orders and noted the statement dated January 30th explains the executive order by President Trump on January 25th only directs the Secretary of Homeland Security to use his existing authority under Section 287(g) of the Immigration and Nationality Act to enter into voluntary agreements with state and local agencies to perform immigration enforcement duties. Chief Jones advised the ICPA strongly opposes any initiative that would mandate that state and local law enforcement play a role in enforcing federal immigration law and noted the Oxford Police Division does not have an agreement under Section 287 nor do they desire to enter into any such agreement. Chief Jones noted they strive hard to be supportive and inclusive to all community members regardless of their nationality to promote a safer environment for all. Chief Jones also noted they do a lot of community outreach to reach any marginalized group and advised he has challenged the Police Community Relations and Review Commission that if they learn of an issue where someone in a marginalized group feels unsafe or uncomfortable that they help facilitate or direct them to the police department and challenged Council to do the same to help him facilitate outreach to those groups.

Mr. Chen advised there would be a Town Hall meeting on Friday, February 24th from 4 to 5 p.m. at room 104 in the Shriver Center to discuss high-risk alcohol consumption and noted the title of the forum is "Building a Better Community by Confronting High-Risk Alcohol Consumption". Mr. Chen advised the forum will be presented by Dr. Curme, Dean of Students at Miami University.

Mayor Rousmaniere thanked Ms. Newton for writing a wonderful Proclamation for the "It Gets Better Group" that Vice-Mayor Smith read earlier in the week.

Mr. McKeehan encouraged everyone to attend Friday's Town Hall meeting on high-risk alcohol consumption noting the current environment of high-risk drinking needs to be repaired.

Mr. Ellerbe expressed his happiness to see the OAT's Trail beginning.

Mr. Dana reiterated Mr. Elliott's concerns with the Governor's proposed budget and expressed his hope the proposed Resolution to oppose it is in the spirit of strengthening and supporting the concerns raised by the City Manager. Mr. Dana advised many of the issues raised regarding the Governor's budget came from the Ohio Municipal League which studies these issues in great depth and urged Council to pass the Resolution. Mr. Dana expressed his opinion the Resolution will call upon Governor Kasich to reverse his proposal to institute a state operated central collection program for Ohio's municipal income tax for three reasons: 1: such action will only increase the financial burdens shouldered by municipalities by further reducing revenue by practically severing municipalities from their financial life blood and; 2: quarterly distributions would severely damage cities and villages abilities to meet the daily challenges of both typical and unforeseen financial obligations and; 3: local communities inability to audit and enforce accurate filings and correct returns. Mr. Dana expressed his feeling centralized collection offers zero accountability in ensuring the State returns the correct amount of revenue back to the municipality and urged Council to support the Resolution that the City Manager will be bringing before Council.

Mr. Smith thanked Mr. Dreisbach for spearheading and coordinating the building and renovation plans for the old library and City building and expressed his feeling they are good plans.

Ms. Southard thanked Mr. Elliott and everyone involved in the Sister City Agreement with Differdange noting it is very exciting to have a Sister City and Luxemburg is a perfect country for Oxford to have a connection with not only because of the connection with Miami University but because it is such an international country drawing in people from all over the world. Ms. Southard advised the officials they met from the City of Differdange were very impressed by Oxford and very enthusiastic by what they saw and expressed her feelings the City will learn a lot from them.

Mayor Rousmaniere advised she wanted to discuss Sanctuary Cities noting the reason she wanted to talk about Sanctuary Cities is a number of citizens have asked her about it in part because it has been in the news a lot because of initiatives at the federal and state level. Mayor Rousmaniere advised she has done quite a lot of research on Sanctuary Cities and expressed her feelings after extensive research on this topic is that the legal parameters of the term are so vague as to be confusing, ineffective and possibly harmful to the City and the people we hope to protect. Mayor Rousmaniere noted she has had some informal correspondence with State

Representative, Candace Keller who has proposed a bill about Sanctuary Cities and expressed her feelings she is not quite sure if Ms. Keller understands the legal aspects of Sanctuary Cities. Mayor Rousmaniere advised one of the issues is the definition of Sanctuary Cities noting it is unclear when you see this in multiple news stories that come out that nobody at the state, local or federal level has a consistent definition of Sanctuary Cities. Mayor Rousmaniere noted the Butler County Sheriff was debating the meaning and legality of holding undocumented immigrants in prison without a warrant. Mayor Rousmaniere advised the general definition of a Sanctuary City is a city or jurisdiction where officials choose not to enforce federal immigration laws or where people are given access to government services regardless of their immigration status. Mayor Rousmaniere noted some cities have given themselves that label and have not adopted those policies and some have adopted those policies but have not used the label. Mayor Rousmaniere advised the un-clarity of the definition comes out in one anti-immigration website which declares that Ohio has eight (8) Sanctuary Cities noting the Sanctuary City advocacy group says Ohio has ten (10) Sanctuary Cities noting there is no way to know how many Sanctuary Cities we have in the State because people can't clarify the definition. Mayor Rousmaniere echoed Chief Jones by noting immigration is the job of the Federal government and not the local police department which only deal with local and state laws. Mayor Rousmaniere advised given such confusion of the status of Sanctuary Cities if Oxford declared the City as a Sanctuary City it could lead to trouble legally expressing her opinion the City could become a "bullseye" for our local Sheriff and State Representatives who seem to have no knowledge of the law, protocol or sensitivity to the issue. Mayor Rousmaniere also advised the City has a Civil Rights Code that covers immigrant status noting Chapter 143 of the Oxford Codified Ordinances prohibits discrimination in employment, housing and public accommodation and advised the definition of discriminate and discrimination includes, "to segregate or separate in any difference in treatment based on race, color, religion, ancestry, national origin, sexual orientation, sex, gender identity, disability, age, pregnancy, height, weight or veterans status." Mayor Rousmaniere noted the City's Civil Rights code is more encompassing than the State's Civil Rights law.

Mayor Rousmaniere noted this was her opinion on Sanctuary Cities and inquired if anyone else had any thoughts on the issue. Mr. Ellerbe advised he had a small statement to make, which he stated, "actions speak far louder than words" noting the statement which Chief Jones made is, in his opinion, the best thing we could possibly do. Mr. Ellerbe expressed his feelings Sanctuary City or not, it is a social construct and there is no legal definition of it, so it is whatever people believe it to be. Mr. Ellerbe advised the actions of the Police department really dictate what the City is doing, noting we now know based on what Chief Jones said how the City operates regarding immigration. Ms. Southard expressed her belief the City must be welcoming to everybody and expressed her hope the City will continue to do so. Mayor Rousmaniere thanked the Police department and City staff for all the work they do.

ADJOURN

Mr. Dana moved to adjourn at 8:30 p.m. Mr. Blackburn seconded. The motion passed 7-0-0.

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

Parks and Recreation

Originating Department

Council Meeting Of: March 7, 2017

Account Code No. #: N/A

Prepared By: Casey D. Wooddell

Budgeted Amount: N/A

Date Prepared: Feb. 22, 2017

Agenda Title: Recreation Advisory Board Meeting, 2/16/17

Recommendation: Approve

Discussion:

Attendance: Ken Bogard, Edna Southard, Craig Bennett, Shaunna Tafelski, Kevin Ackley

Staff: Casey Wooddell, Deanna Barbour

Unable to attend: Wes Cole

Recreation Advisory Board (RAB) met Thursday, Feb. 16, 2017 at the Oxford Seniors Center. RAB members began the meeting by discussing recreational activities happening around Oxford, including City, Talawanda and Miami events. Mr. Wooddell and Mr. Bennett provided updates for each of their respective organizations.

Mr. Wooddell informed the RAB about a Community Work Day event scheduled at Merry Day Park on 4/8/17. This is a collaborative effort between City, Talawanda and Miami organizations to clean up and repair that park to create a safe place for residents to enjoy the outdoors. Mr. Wooddell also discussed the new Community Clash event coming this summer on August 5, 2017. This is an event geared specifically towards Talawanda School District families. More information to come on this new event.

Mr. Bennett discussed the new Miami turf baseball field, as well as the newer tennis courts near Yager Stadium. The entire baseball field is now turf at Miami. The RAB has been in discussions in regards to public tennis courts here in Oxford, and it seems the only ones open to community members are here on the TRICommunity Center Grounds. There are two courts here, but they are not in great condition. The new Miami courts, Talawanda high school courts, and Oxford Country Club courts are locked and only available to the members or teams of those organizations. RAB members have begun discussions about the importance of new community courts here in Oxford, where to potentially place courts at the Oxford Community Park, and how they could be funded.

On Thursday, February 16, 2017 the RAB members officially voted and unanimously passed a suggested location for the new Oxford Aquatic Park. The RAB recommends the facility be located in the southern area of the park, east of the football field near the wooded natural areas. This location was agreed upon for several reasons, including the ability to keep most of our current soccer fields, reduce congestion and traffic, create easy access from nearby neighborhoods, and provide other necessary amenities in that area of the park.

Mr. Wooddell informed members that he has now met with two aquatic construction companies (Astro Pool and Patterson Pool) and both initially believe our 2006 cost estimates may still be relevant. Both companies specialize in commercial aquatic centers and have Design-Build experience.

Mr. Wooddell shared with the RAB the potential timeline of starting construction in Fall 2017 and opening the new aquatic center in 2018. RAB members were excited about this opportunity, but are looking for a commitment to 2018 or 2019 so they know how to proceed accordingly. The RAB still has a lot of work to do in regards to facility amenities and design, educating the public, and coordinating with Oxford Community Foundation to raise funds. The RAB is ready for this challenge if it is approved, but has many questions to be considered moving forward.

RAB members briefly discussed some potential steering committee members to reach out and invite into the design and fundraising process. Names for the new facility were also briefly discussed. These two aspects will be on the agenda for the next RAB meeting.

Meeting adjourned 5:20pm.

Approved By:

Department Head:

City Manager:

Initial Date

CDW \ 2/22/17

DRE \ 3/3/17

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

Human Resources

Originating Department

Council Meeting Of: March 7, 2017

Candi Fyffe

Account Code No. #: N/A

Prepared By

Budgeted Amount: N/A

February 27, 2017

Date Prepared

Agenda Title:

Report regarding the February 22, 2017 Civil Service Commission Regular Meeting.

Recommendation:

Discussion: The Civil Service Commission held a regular meeting on Wednesday, February 22, 2017. Those members present were: Karen Martino, Chair; James Burchyett, Vice-Chair, and Brian Martin. Excused: Greg Smith, Bill Brewer, and Kim Newton, Recording Secretary.

Candi Fyffe, Human Resources Director was in attendance for the City of Oxford. Dennis Malone was in attendance for Talawanda School District.

The Commission approved the State Personnel Board of Review annual report and were notified of the appointment of a police officer.

The Commission reviewed and approved the eligibility lists for the following positions: Food Service Worker, Head Secretary, and Assistant Secretary for Talawanda School District.

The next Civil Service Commission meeting is scheduled for Wednesday, March 22, 2017 at 5:30 p.m.

Approved By:

Initial Date

Department Head:

City Manager:

C.F. 2/27/17
DRF 3/3/17

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

City Manager
Original Department

Council Meeting Of: March 7, 2017

Doug Elliott, Jr.
Prepared By

Account Code No. #: _____

Budgeted Amount: _____

March 3, 2017
Date Prepared

Agenda Title: Ohio House Bill 49

Recommendation: Approve

Discussion:

House Bill 49 (H. B. 49), the State of Ohio's biennium budget bill was introduced in the Ohio House of Representatives on February 8, 2017. With respect to the municipal income tax, H. B. 49 aims to accomplish two major items:

1. Remove the administration of municipal income tax on business net profits from municipalities, and place that administrative authority in the hands of the Ohio Department of taxation and the Ohio tax Commissioner, for tax years beginning on or after January 1, 2018; and
2. Eliminate the sales throwback rule for business net profit tax payers.

Both of these items will have a negative impact on the City of Oxford's municipal income tax revenues and cash flow. The City of Oxford is opposed to this proposal which will eliminate local control over matters of income tax administration as it relates to the business net profit tax. The local income tax is the major source of revenue for the General and Fire/EMS Funds. It also provides funding for the City's Capital Improvement and Equipment Funds. This proposal is bad for the residents and businesses of Oxford because it will negatively affect our ability to provide services. It is an unnecessary intrusion into the affairs of local government and a further dismantling of the Home Rule provisions of the Ohio Constitution. I am recommending that City Council adopt the attached resolution in opposition to this proposal.

Approved By:

Initial Date

Department Head:
City Manager

DRE / 3/3/17

RESOLUTION NO.

A RESOLUTION OF OXFORD CITY COUNCIL STRONGLY OPPOSING THE STATE OF OHIO GOVERNOR'S PROPOSED 2017-2018 BUDGET, WHICH PROPOSES CENTRALIZED COLLECTION OF NET PROFIT TAX RETURNS AND OTHER PROVISIONS RELATED TO THE MUNICIPAL INCOME TAX WHICH WILL CAUSE A SUBSTANTIAL LOSS OF REVENUE NEEDED TO SUPPORT THE HEALTH, SAFETY, WELFARE AND ECONOMIC DEVELOPMENT EFFORTS OF OHIO MUNICIPALITIES.

WHEREAS, the Mayor and Council have been advised of a proposal by Ohio Governor Kasich and his administration to institute a state-operated program for the centralized collection of Ohio Municipal Income Tax; and

WHEREAS, the proposal for a state takeover of collection of the municipal income taxes of municipal corporations, such as the City of Oxford, is a clear attack on the home rule powers granted to municipal corporations by the Ohio Constitution; and

WHEREAS, this proposed language also includes a provision that would eliminate a portion of the sales factor, known as "throwback", substantially reducing reportable tax revenue to municipalities with warehouses, distribution centers, and any business providing online sales; and

WHEREAS, the City of Oxford strenuously objects to this latest attack on municipal home rule under consideration by the State of Ohio and urges all municipal corporations to make it clear to the Governor and General Assembly that this proposed usurpation of constitutionally-granted local municipal power shall not take place without a vigorous legal challenge by affected municipal corporations; and

WHEREAS, the recent reduction in the Local Government Fund, elimination of Estate Tax, and accelerated phase-out of promised reimbursement for loss of revenues due to the repeal of the Tangible Personal Property Tax have all resulted in a loss of revenue over \$700,000 per year; and

WHEREAS, municipalities can and will provide the personal service and assistance to its taxpayers in the preparation and filing of their tax reports and returns; and

WHEREAS, only municipalities can ensure the prompt and proper auditing of local tax returns to ensure all applicable deductions and declarations are reported, thus also ensuring that all taxpayers pay their fair share without causing higher costs of compliance for all, and must be able to do so without burdensome and costly restrictions included in the Governor's budget proposal created with the only purpose of restricting municipalities from correcting / auditing business return filings or making assessments; and

WHEREAS, provisions in this proposal will hamper municipalities' ability to audit and correct municipal income tax business returns, to equitably enforce the municipal income tax laws and has been crafted as a vehicle to control the administrative process of municipal income tax to the benefit of specific taxpayer interests; and

WHEREAS, the municipal income tax is the single largest revenue source, which provides essential municipal services, promoting a positive quality of life that residents and businesses alike rely upon, and any forced reduction in this revenue will have a negative impact on residents and businesses, creating an environment detrimental to retaining and attracting business in Ohio.

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

Section 1. The Ohio General Assembly should request the immediate removal of all language pertaining to municipal income tax collection and administration, and should promote upcoming changes to the Ohio Business Gateway as a solution for businesses to file municipal income tax returns in a more simple and efficient manner, with the Ohio Business Gateway continuing to act only as a portal to remit payments and filing information directly to municipalities, and not to the Ohio Department of Taxation for processing.

Section 2. This Resolution shall take effect upon adoption.

MAYOR

ADOPTED:

ATTEST:

ACTING CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: KATE ROUSMANIERE

PREPARED BY: LAW (STAFF)

CITY OF OXFORD STAFF SUMMARY REPORT

Report to the City Manager

Finance Department

Originating Department

Council Meeting Of: March 7, 2017

Joe Newlin

Account Code No. #: _____

Prepared By

Budgeted Amount: _____ February 24, 2017

Date Prepared

Agenda Title: 2017 Investment Management Contract

Recommendation: Approve

Discussion:

RedTree Investment Group has provided investment management services for the City of Oxford for the last four years and has proven to be an asset to the City in regards to active asset management. Current contract expires April 24, 2017, however, allows for an additional (1) year contract extension. At this time, staff would like to extend the contract for the additional 1 year term.

RedTree Investment Group monthly fee is computed based on 8 basis points. They will continue to pay our custodial fee to US bank which is a savings of approximately \$4,000.00 annually.

Approved By:

Department Head:

City Attorney:

City Manager:

Initial Date

10/27/17
DRE 3/3/17

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER AND THE FINANCE DIRECTOR TO CONTRACT WITH REDTREE INVESTMENT GROUP SERVICES FOR THE MANAGEMENT OF THE CITY'S INVESTABLE FUNDS.

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

SECTION 1: Council hereby finds that the Investment Committee solicited Requests for Qualifications (RFQs) for the management of City investable funds in 2013 for an initial period of three years. The contract included two 1 year contract extensions.

SECTION 2: Council hereby accepts the Investment Committee's recommendation that the City utilize the services of RedTree Investment Group for the management of the City's investable funds for an additional one year extension.

SECTION 3: The City Manager and the Finance Director are hereby authorized to contract with RedTree Investment Group for the management of the City's investable funds for a period of one year.

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

MAYOR

ADOPTED:

ATTEST:

ACTING CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: KATE ROUSMANIERE

PREPARED BY: LAW(STAFF)

**CITY OF OXFORD
STAFF SUMMARY REPORT**

Report to the City Manager

Community Development
Originating Department

Council Meeting Of: March 7 2017

Account Code No. #: 140.310.61177

Jung-Han Chen
Prepared By

Budgeted Amount: \$25,000

February 28, 2017
Date Prepared

Agenda Title: **Authorization to Approve Contract with ViewPoint Government Solutions for Cloud-Based Online Permitting and Review Services, for a cost not to exceed \$25,000.**

Discussion:

In an effort to streamline the permit application submittal and review process, staff began looking for a solution to allow businesses and citizens to apply for permits online. Staff is looking for a system that allows the public to track progress as projects move through the review process. Staff sought a single system for the public and staff to reduce redundancy and increase efficiency. City Council appropriated funds during fiscal year 2017 for securing a cloud-based online application solution.

A request for proposal was published in the Hamilton Journal News on January 27, 2017 and February 3, 2017 to solicit qualified vendors for the project. Three (3) vendors submitted proposals as follows:

1. ViewPoint Government Solutions, for \$25,700
2. SeamlessDocs for \$ 78,375
3. General Code, CMS, LLC (Municipality 5) for 44,400

Staff reviewed the proposals and determined that ViewPoint Cloud provided the best approach, as it offers a user-friendly solution and it meets our needs. It also has the most affordable pricing among the three vendors, meeting budgetary requirements. Additionally, staff contacted clients of all three vendors and learned that the clients who have used ViewPoint Cloud have been very satisfied with the product, services and technical support from the vendor. Implementing this solution would also enable external customers to view the project status, and the plan review comments in a real time. And they are willing to reduce the cost to \$ 25,000.

Staff recommends the approval of the ViewPoint Cloud contract in order to begin improving the permit application review process.

Approved by:

	Initial	Date
Department Head:	<u>JHC</u>	<u>3/2/17</u>
City Attorney:	<u>DBE</u>	<u>3/3/17</u>
City Manager:	<u>DBE</u>	<u>3/3/17</u>

RESOLUTION NO.

A RESOLUTION BY OXFORD CITY COUNCIL ACCEPTING THE PROPOSAL AND AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH VIEWPOINT GOVERNMENT SOLUTIONS FOR CLOUD-BASED ONLINE PERMITTING AND PLAN REVIEW SERVICES FOR A TOTAL COST NOT TO EXCEED \$25,000.00.

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

SECTION 1: The City advertised for proposals on January 27, 2017 and February 3, 2017. Three vendors submitted proposals.

SECTION 2: The City Manager and the Community Development Director recommend Council accept the proposal of ViewPoint Government Solutions and authorize the City Manager to enter into a contract with ViewPoint Government Solutions for cloud-based online permitting and plan review services for a total cost not to exceed \$25,000.00.

SECTION 3: Council accepts the recommendation of the City Manager and the Community Development Director and accepts the proposal of ViewPoint Government Solutions for cloud-based online permitting and plan review services for a total cost not to exceed \$25,000.00.

SECTION 4: Council further authorizes the City Manager to enter into a contract with ViewPoint Government Solutions for cloud-based online permitting and plan review services for a total cost not to exceed \$25,000.00.

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

MAYOR

ADOPTED:

ATTEST:

ACTING CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: KATE ROUSMANIERE

PREPARED BY: LAW (STAFF)

**CITY OF OXFORD
STAFF SUMMARY REPORT**

Report to City Manager

Finance

Originating Department

Council Meeting Of : 3/7/2017

Joe Newlin

Prepared By

Account Code No. : see below

Budgeted Amount : _____

2/28/2017

Date Prepared

Agenda Title: **2017 Supplemental Budget #2**

Recommendation: **Approve**

Issue 1

To make adjustment to amended budget for transfer from the General Fund to the Municipal Facilities Improvement Fund
\$3,400,000

Action Needed:

Revenue Side

Municipal Facilities Improvement (143) 3,400,000.00 Transfer from General Fund

Expense Side

General Fund (110) 3,400,000.00 Transfer to Municipal Facilities Improvement Fund

Municipal Facilities Improvement (143) 3,400,000.00 Increase of Appropriations for Municipal Facilities Improvements

Net Effect on Fund Balance/(s) (3,400,000.00)
Increase/(Decrease)

Total Net Effect on Fund Balance/(s) (3,400,000.00)
Increase/(Decrease)

Breakdown by Fund

General (110) (3,400,000.00)
Municipal Facilities Improvement (143) -

Net Effect on Fund Balance/(s) (3,400,000.00)
Increase/(Decrease)

Approved By:

Department Head:

City Manager:

Initials

Date

PRE / 2/28/17
PRE / 3/3/17

ORDINANCE NO.

AN ORDINANCE AMENDING ORDINANCE NO. 3381. SUPPLEMENTAL BUDGET ORDINANCE NUMBER 2 TO MAKE SUPPLEMENTAL APPROPRIATIONS FOR FISCAL YEAR 2017.

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

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

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

General Fund 110	3,400,000.00
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SECTION 3: The following transfer(s) be executed:

Transfer from:	
General Fund 110	3,400,000.00

Transfer to:	
Municipal Facilities Improvement Fund 143	3,400,000.00

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

Municipal Facilities Improvement Fund 143	3,400,000.00
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SECTION 5: The following increase/(decrease) in revenues be made:

Municipal Facilities Improvement Fund 143	3,400,000.00
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SECTION 6: In all other respects, Ordinance No. 3381 shall remain in full force and effect.

SECTION 7: This ordinance shall take effect immediately upon its adoption.

MAYOR

ADOPTED: _____

ATTEST:

ACTING CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: KATE ROUSMANIERE

PREPARED BY: LAW (STAFF)

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

City Council Meeting of: February 21, 2017

Account Code #: Not Applicable

Budgeted Amount: \$ N/A

Service Department

Originating Department

Michael B. Dreisbach, Service Director

Prepared By

February 14, 2017

Date Prepared

Agenda Title: Text Amending Ordinance 931.13 (b)

Recommendation: Approve

Discussion:

Ordinance 931.13 (b) currently reads as follows:

“Each residential customer may dispose of an unlimited amount of refuse once per week.”

This language should be amended to reflect the current conditions of our solid waste / recycling contract with Rumpke. The current contract allows for up to 10 properly managed containers to be collected each week.

Staff proposes this section be replaced with the following:

“Each residential customer may dispose of up to 10 properly prepared containers of solid waste once per week.”

Approving this change to section 931.13(b) of the Oxford Codified Ordinances will keep the section aligned with the conditions of the current contract.

Approved By:

Department Head:

Initial

Date

MBD

2/14/17

City Manager:

DRE

2-16-17

931.13 CHARGES.

(a) Refuse Service. Refuse Service rates and charges are located in the current City of Oxford Fee Ordinance.

(b) Each residential customer may dispose of an unlimited amount of refuse once per week.

(c) Commercial customers requiring additional garbage or refuse to be picked up which is not otherwise in the regular container shall be required to purchase a tag, which tag shall be clearly placed upon the item or bundled items which is (are) to be picked up. Tags shall cost ten dollars (\$10.00) per tag. One tag shall be placed on each non-container or bundled items to be picked up. The waste contractor shall not be required to pick up multiple items unless each item or bundled item has a tag attached. It shall be a violation of Section 931.99 to remove, deface, destroy, or damage a tag.

(d) Compactor users who contract directly with the refuse service provider are required to pay the landfill charge of \$1.2246 per cubic yard disposed, (which will be charged as \$5.30 per cubic yard per month) measured after compaction.

(e) Any commercial customer requiring more than one scheduled refuse or recycling pickup per week will be billed by the City for each additional pickup requested at the contract cost to the City. Unscheduled special pickups will also be billed at the contract cost to the City.

(f) All customers shall be charged a fee for the collection of recyclable materials which is included in the base rates. The fee is listed in the current City of Oxford Fee Ordinance.

(1) For residential customers, recyclable materials shall be placed in a designated 14-gallon bin unless said customer wishes to use a larger container which the customer shall provide. The customer may purchase or rent a larger container through the City, as provided by the contractor. The City will bill customers for additional recyclable pickups and containers requested by the customer at the contract cost to the City. Recyclable materials shall be placed for curbside pickup as is garbage or refuse. Each customer shall be responsible for maintenance and care of the recyclable material container, and each customer shall be charged for the cost to the City of said container should the same be lost, damaged or destroyed. Each customer will affix the service address to the recyclable materials container.

(2) Commercial customers will be permitted to set at curbside up to three thirty-gallon containers for recyclable materials. Each container must be clearly marked recycling. Customers may use a recycling waste wheeler or dumpster (rental or purchase). If a waste wheeler is used, the container should be placed by the customer's refuse waste wheeler or dumpster.

(g) A customer may have special refuse service needs, due to physical space or similar limitations, preventing them from using normal containers (example - in an alley.) The City Manager with the assistance of the Finance Director is authorized to establish rates appropriate for the volume disposed using the same volume-cost basis used for pricing standard containers. (Ord. 3212. Passed 3-19-13.)

BIDDER PROPOSAL SHEET

(Page 1 of 18)

OPTION A

A two (2) year contract (2015-2016), with up to three (3) one-year extensions (2017, 2018, and 2019)

ITEM I Collection/disposal of refuse and recyclable materials for up to 10 (ten) containers (with up to 40/45 gallon capacity, or three 90-gallon waste wheeler totes (or equivalent volume), recycling 18-gallon bins, 35-gallon, or 65-gallon recycling totes (or equivalent).

Assume: 3,191 single-family, multi-family, duplex, and other residential, non-dumpster customers. Of these, 1,583 residential accounts s utilize 90-gallon waste wheeler totes for solid waste.

I.A For the figures and sum shown at the right, the contractor agrees to provide once-a-week **RESIDENTIAL "CURB-SIDE"** collection for refuse and/or recycling service per calendar month for a period of at least 2 (two) years, per specifications:

Collection/Disposal* \$ _____

Recycling (18-gallon or equivalent bin)* \$ _____

Total **I.A \$** _____

For the additional figure shown at the right, the contractor agrees to perform the above-described service in I.A. utilizing a larger, 35- or 65-gallon capacity lidded, wheeled tote (or equivalent volume container) for residential recycling:

Recycling (35-gal. wheeled tote or equivalent)* \$ _____

Recycling (65-gal. wheeled tote or equivalent)* \$ _____

I.B For the figures and sum shown at the right, the contractor agrees to provide once-a-week **SPECIAL, REAR and/or SIDE-OF-PROPERTY** collection for residential refuse and/or recycling service per calendar month for a period of 2 (two) years, per specifications:

Collection/Disposal* \$ _____

Recycling (18-gallon or equivalent bin)* \$ _____

Total **I.B \$** _____

ORDINANCE NO.

AN ORDINANCE REPEALING OXFORD CODIFIED ORDINANCE SECTION 931.13 ENTITLED CHARGES, AND ADOPTING NEW OXFORD CODIFIED ORDINANCE SECTION 931.13 ENTITLED CHARGES.

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

SECTION 1: Council hereby finds that it is necessary to repeal Oxford Codified Ordinance Section 931.13 entitled Charges, and adopting new Oxford Codified Ordinance Section 931.13 entitled Charges to reflect the current conditions of the City's solid waste/recycling contract with Rumpke.

SECTION 2: Council hereby repeals Oxford Codified Ordinance Section 931.13 entitled Charges, and adopts new Oxford Codified Ordinance Section 931.13 entitled Charges as follows (additions are bolded and deletions are struck through):

931.13 CHARGES.

(a) Refuse Service. Refuse Service rates and charges are located in the current City of Oxford Fee Ordinance.

(b) Each residential customer may dispose of ~~an unlimited amount of refuse~~ **up to ten (10) properly prepared containers of solid waste** once per week.

(c) Commercial customers requiring additional garbage or refuse to be picked up which is not otherwise in the regular container shall be required to purchase a tag, which tag shall be clearly placed upon the item or bundled items which is (are) to be picked up. Tags shall cost ten dollars (\$10.00) per tag. One tag shall be placed on each non-container or bundled items to be picked up. The waste contractor shall not be required to pick up multiple items unless each item or bundled item has a tag attached. It shall be a violation of Section 931.99 to remove, deface, destroy, or damage a tag.

(d) Compactor users who contract directly with the refuse service provider are required to pay the landfill charge of \$1.2246 per cubic yard disposed, (which will be charged as \$5.30 per cubic yard per month) measured after compaction.

(e) Any commercial customer requiring more than one scheduled refuse or recycling pickup per week will be billed by the City for each additional pickup requested at the contract cost to the City. Unscheduled special pickups will also be billed at the contract cost to the City.

(f) All customers shall be charged a fee for the collection of recyclable materials which is included in the base rates. The fee is listed in the current City of Oxford Fee Ordinance.

(1) For residential customers, recyclable materials shall be placed in a designated 14-gallon bin unless said customer wishes to use a larger container which the customer shall provide. The customer may purchase or rent a larger container through the City, as provided by the contractor. The City will bill customers for additional recyclable pickups and containers requested by the customer at the contract cost to the City. Recyclable materials shall be placed for curbside pickup as is garbage or refuse. Each customer shall be responsible for maintenance and care of the recyclable material container, and each customer shall be charged for the cost to the City of said

container should the same be lost, damaged or destroyed. Each customer will affix the service address to the recyclable materials container.

(2) Commercial customers will be permitted to set at curbside up to three thirty-gallon containers for recyclable materials. Each container must be clearly marked recycling. Customers may use a recycling waste wheeler or dumpster (rental or purchase). If a waste wheeler is used, the container should be placed by the customer's refuse waste wheeler or dumpster.

(g) A customer may have special refuse service needs, due to physical space or similar limitations, preventing them from using normal containers (example - in an alley.) The City Manager with the assistance of the Finance Director is authorized to establish rates appropriate for the volume disposed using the same volume-cost basis used for pricing standard containers.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: KATE ROUSMANIERE

PREPARED BY: LAW (STAFF)