



Agenda

Oxford City Council

Court House

TUESDAY, MARCH 16, 2010

EXECUTIVE SESSION

7:00 P.M.

1. Roll Call. Richard Keebler, Mayor; Ken Bogard, Vice-Mayor; John Harman; Bob Blackburn; Kevin McKeehan; Kate Currie; Greig Rutherford

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. Appointments to Boards and Commissions
- 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 March 3, 2010 City Council Meeting. (Mary Ann Eaton, Clerk of Council)



Minutes

- B. Report regarding the February 24, 2010 Civil Service Commission Meeting. (Donna Heck, Human Resources Director)



Report

- C. Report regarding the February 24, 2010 Environmental Commission Meeting. (Mike Dreisbach, Service Director)



Report

- D. Report regarding the February 25, 2010 Recreation Board Meeting. (Gail Brahier, Parks and Recreation Director)



Report

- E. A Resolution authorizing the City Manager to enter into a cost sharing agreement with the Butler County Emergency Management Agency for the use and maintenance of the Butler County Emergency Notification System ("The Communicator") at a cost not to exceed \$2,640.00. (John Detherage, Fire Chief)



Staff Report/Resolution

- F. A Resolution accepting the insurance renewal of Insurance Specialist Group, Inc., DBA Love Insurance Partners for the City's property and casualty insurance coverage for 2010. (Joe Newlin, Finance Director)



Staff Report/Resolution

5. Resolutions

- A. A Resolution approving the contract between the City of Oxford, Ohio and the Non-Sworn Classified Police Department Employees Fraternal Order of Police, Lodge 164

and authorizing the City Manager and City Law Director to sign the contract on behalf of the City. (Steve Schwein, Police Chief).



Staff Report/Resolution

6. Ordinances. Ordinances are adopted using a two-step procedure. First reading introduces the Ordinance and provides an opportunity for public input on the subject as well as allowing Council to request more information as needed. Second reading is to provide Council with the opportunity to consider new information and to deliberate.

A. First Reading.

1. An Ordinance Accepting The Annexation Petition From The City Of Oxford, Butler County, Ohio For 0.559 Acres Of Land In The Township Of Oxford, Butler County, Ohio And Accepting Said Territory To Be Annexed. (Mike Dreisbach, Service Director)



Staff Report/Ordinance

B. Second Reading.

1. An Ordinance Approving The Final Subdivision Application For Reckford Woods Subdivision, Phase Two With One Condition. (Jung-Han Chen, Community Development Director)



Staff Report/Ordinance

7. Announcements and Communications. The comments expressed by individual members of Council or City staff during the ‘Announcements’ 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.

A. Announcements.

1. Remarks from City Council and City staff. B . Future Meetings (Note: Meetings will be held at the Court House unless otherwise indicated.)

WED - Mar 17 Board of Zoning Appeals Meeting 7:30 p.m.

THUR - Mar 18 Recreation Board Meeting 12:00 p.m. Senior Citizens Center

FRI - Mar 19 Community Improvement Corporation Meeting 12:00 p.m. LCNB

WED - Mar 24 Civil Service Commission Meeting 7:00 p.m.

WED - Mar 24 Environmental Commission Meeting 7:00 p.m. Municipal Building

TUES - Mar 30 City Council Work Session 6:00 p.m.

TUES - Apr 6 City Council Meeting 7:30 p.m.

WED - Apr 7 Historic and Architectural Preservation Commission Meeting 7:30 p.m.

TUES - Apr 13 Planning Commission Meeting

THUR - Apr 15	Police Advisory Board Meeting 7:00 p.m. Senior Citizens Center
FRI - Apr 16	Community Improvement Corporation Meeting 12:00 p.m. LCNB
MON - Apr 19	Housing Advisory Commission Meeting 7:00 p.m. Municipal Building
TUES - Apr 20	City Council Meeting 7:30 p.m.
WED - Apr 21	Board of Zoning Appeals Meeting 7:30 p.m.
THUR -Apr 22	Recreation Board Meeting 12:00 p.m. Senior Citizens Center
WED - Apr 28	Civil Service Commission Meeting 7:00 p.m.
WED - Apr 28	Environmental Commission Meeting 7:00 p.m. Municipal Building

8. Adjourn

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

Human Resources

Originating Department

Council Meeting Of: March 16, 2010

Mary Ann Eaton

Account Code No. #: N/A

Prepared By

Budgeted Amount: N/A

March 11, 2010

Date Prepared

Agenda Title: Resolution approving the Contract between the City of Oxford, Ohio and the Non-Sworn Classified Police Department Employees Fraternal Order of Police, Lodge 164 and authorizing the City Manager and City Law Director to sign the contract on behalf of the City.

Recommendation: Approval

Discussion:

The existing contract between the City and Non-Sworn Classified Police Department Employees Fraternal Order of Police, Lodge 164 expired on January 1, 2010.

Negotiations are complete and approval of this Resolution will authorize the City Manager and Law Director to sign a new three year contract.

The contract covers full-time employees in the following classifications: Police Records Specialist, Public Safety Assistant (PSA) and Public Safety Communications Officers (PSCO).

Approved By:

Department Head:

City Attorney:

City Manager:

Initial Date

 3/12/10

RESOLUTION NO.

A RESOLUTION APPROVING THE CONTRACT BETWEEN THE CITY OF OXFORD, OHIO AND THE NON-SWORN CLASSIFIED POLICE DEPARTMENT EMPLOYEES - FRATERNAL ORDER OF POLICE, LODGE 164 AND AUTHORIZING THE CITY MANAGER AND CITY LAW DIRECTOR TO SIGN THE CONTRACT ON BEHALF OF THE CITY.

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

SECTION 1: The City Manager and the Chief of Police recommend Council authorize the City Manager and City Law Director to sign on behalf of the City, the Contract attached hereto and incorporated herein by reference as Exhibit 'A' with the Non-Sworn Police Department Employees for the City of Oxford, Fraternal Order of Police, Lodge 164, for the purpose of achieving a mutual agreement and understanding between the aforementioned parties and to establish a written protocol for harmonious relations between the parties. The term of this contract is for three (3) years from January 1, 2010 through December 31, 2012.

SECTION 2: Council hereby accepts the recommendation of the City Manager and the Police Chief and approves the contract finding that the contract will benefit the community and it is in the best interest of the City to authorize the City Manager and City Law Director to sign the contract in substantially the same form as Exhibit 'A' attached hereto and incorporated herein by reference on behalf of the City.

SECTION 3: This resolution shall take effect at the earliest date allowed by law.

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: LAW(STAFF)

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

Clerk of Council
Originating Department

Council Meeting Of: March 16, 2010

Mary Ann Eaton

Account Code No. #: N/A

Prepared By

Budgeted Amount: N/A

March 11, 2010

Date Prepared

Agenda Title: An Ordinance Accepting the Annexation Petition From The City Of Oxford, Butler County, Ohio For 0.559 Acres Of Land In The Township Of Oxford, Butler County, Ohio And Accepting Said Territory To Be Annexed.

Recommendation: Adopt the Ordinance

Discussion:

The City supports the construction of a traffic control signal at the intersection of US-27 and Southpointe Parkway and to have that signal located in the City of Oxford so it can be accepted, operated and maintained by the City.

City Council adopted Ordinance No. 3086 on November 17, 2009 authorizing the annexation of 0.559 acres of contiguous territory owned by the County and directed the City Attorney to prosecute the proceedings necessary to effect said annexation.

The Board of County Commissioners of Butler County, Ohio adopted Resolution No. 10-02-0276 on February 25, 2010 approving said annexation in the interest of improved traffic safety at the intersection of US-27 and Southpointe Parkway.

It is necessary for the City to accept the annexation by adopting the proposed Ordinance.

Approved By:

Department Head:
City Attorney:
City Manager:

Initial Date

 3/14/10

ORDINANCE NO.

AN ORDINANCE ACCEPTING THE ANNEXATION PETITION FROM THE CITY OF OXFORD, BUTLER COUNTY, OHIO FOR 0.559 ACRES OF LAND IN THE TOWNSHIP OF OXFORD, BUTLER COUNTY, OHIO AND ACCEPTING SAID TERRITORY TO BE ANNEXED.

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

SECTION 1: On February 8, 2010, Stephen M. McHugh, Law Director, of the City of Oxford, Butler County, Ohio filed a petition with the Board of County Commissioners of Butler County, Ohio to obtain annexation to the City of Oxford, Butler County, Ohio territories consisting of 0.559 acres of land contiguous to territory owned by the City of Oxford, Ohio, which is owned by the County, and is located entirely within the same county as the City of Oxford, Butler County, Ohio.

SECTION 2: The Board of County Commissioners did, by Resolution No.10-02-0276 adopted on February 25, 2010, approve the annexation of the proposed territory to the City of Oxford, Butler County, Ohio as hereinafter described.

SECTION 3: The Board of County Commissioners did, through the Clerk of the Board of County Commissioners, Butler County, Ohio, certify a transcript of the proceedings in connection with the map and petition required herein to the Clerk of Oxford City Council who received the same on March 1, 2010 and which documents are on file with the Clerk of Oxford City Council.

SECTION 4: The proposed annexation, as applied for in the petition of the City of Oxford, Butler County, Ohio, owners of the real estate in the territory sought to be annexed and filed with the Board of County Commissioners, Butler County, Ohio, in which the petition prayed for annexation to the City of Oxford, Butler County, Ohio of certain territory adjacent thereto as hereinafter described, and which petition was approved for annexation to the City of Oxford, Butler County, Ohio by the Board of County Commissioners is hereby accepted and deemed annexed to the City of Oxford, Butler County, Ohio. The territory to be annexed is more particularly described in Exhibits "B" and "C", attached hereto and incorporated herein.

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

ADOPTED:

MAYOR

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: LAW (STAFF)



318. S. College Avenue
Oxford, Ohio 45056
P 513.523.4270
F 513.523.3785
www.bayerbecker.com

October 18, 2009

DESCRIPTION:

Right of way to be annexed
0.559 acres

LOCATION:

Southpointe Parkway and U.S. 27
Oxford Township
Butler County, Ohio

Situated in Section 36, Town 5, Range 1 Oxford Township, Butler County, Ohio and being parts of Millville Oxford Road (U.S. 27) and Southpointe Parkway formerly known as Woody's Way as recorded in P.B 318 Pg. "B" of the Butler County Recorder's Office containing 0.559 acres of land being further described as follows:

Beginning at the northeast corner of Lot 4 of Edwards Subdivision as recorded in said P.B. 318 Pg. "B", said point also being on the east right of way of said Southpointe Parkway formerly known as Woody's Way;

Thence with said east right of way of Southpointe Parkway formerly known as Woody's Way S 57°31'51"W for 224.78 feet to a point;

Thence continuing with said east right of way of Southpointe Parkway formerly known as Woody's Way, on a curve to the left, having a radius of 15.00 feet, an arc distance of 23.79 feet, chord bearing S 12°05'36" W for a distance of 21.37 feet to a point, said point being on the east right of way of said Millville Oxford Road (U.S. 27);

Thence with said the east right of way of said Millville Oxford Road (U.S. 27) S 33°20'39" E for 346.29 feet to a point;

Thence S 64°57'44" W for 30.32 feet to a point, said point being on the centerline of said Millville Oxford Road (U.S. 27);

Thence with said centerline of said Millville Oxford Road (U.S. 27) N 33°20'39"W for 407.60 feet to a point, said point being the intersection of said centerline of said Millville Oxford Road (U.S. 27) and the extension of the west right of way of Woody's Way;

Thence with said extension of the west right of way of Woody's Way and continuing with said right of way N 57°31'51" E for 270.01 feet to a point, said point being on the northwest corner of said right of way of Woody's Way;

Thence S 33°20'39" E for 50.00 feet to the point of beginning, containing 0.559 acres of existing right of way, more or less and being subject to all legal highways, easements, restrictions and agreements of record.

COMMISSIONERS
BUTLER COUNTY

CIVIL & TRANSPORTATION ENGINEERING

LANDSCAPE ARCHITECTURE

PLANNING

SURVEYING

RECEIVED

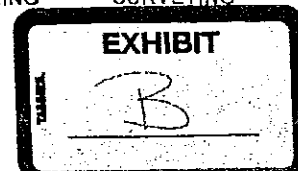
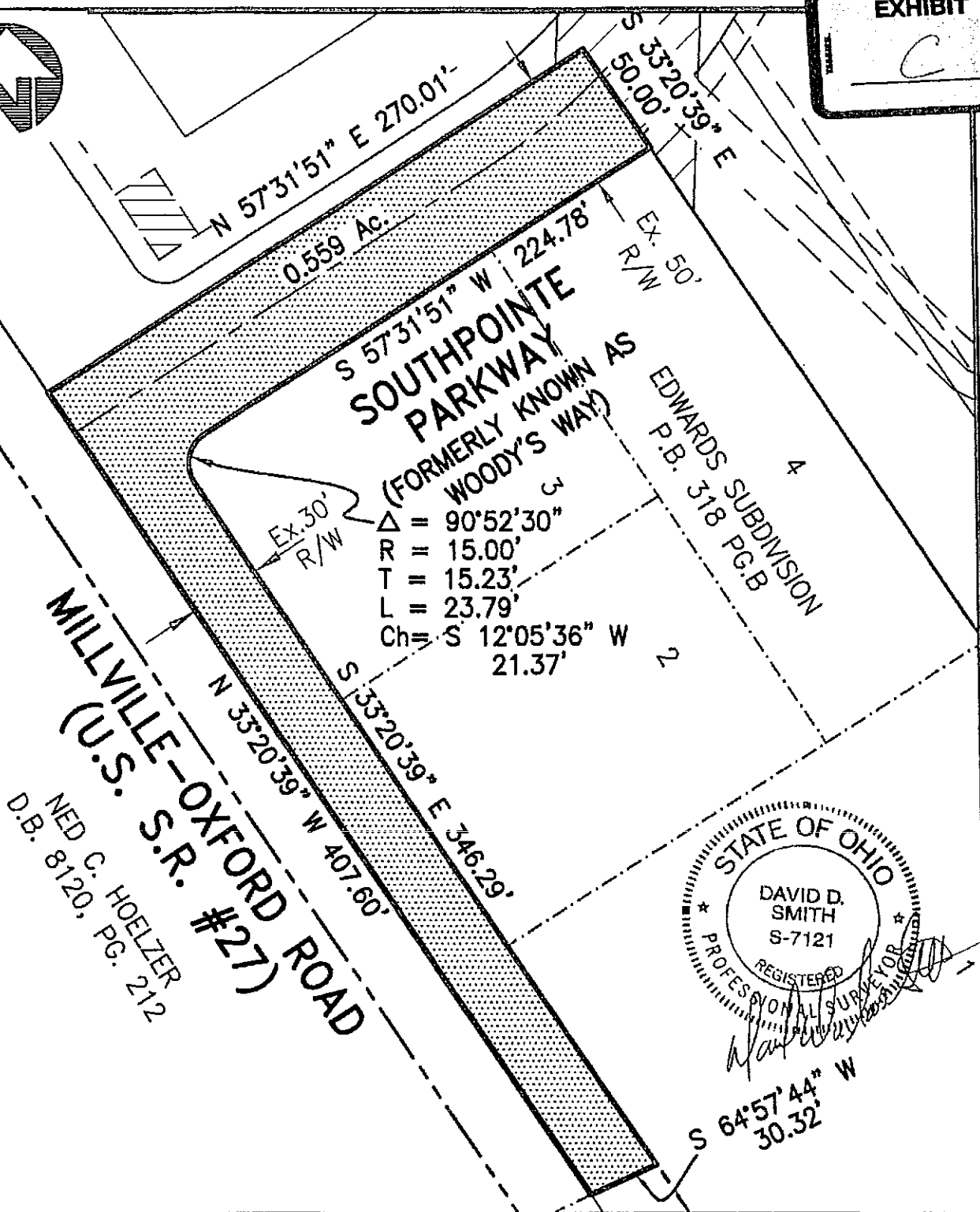


EXHIBIT
C



Drawing:
03104.000 AX 091016
Scale
1"=60'
Drawn by:
bdh
Checked By:
DDS
Issue Date:
10-16-09

SOUTHPOINTE CROSSING
SECTION 36
TOWN 5, RANGE 1
OXFORD TOWNSHIP
BUTLER COUNTY, OHIO
ANNEXATION PLAT

bayer becker
318 S. College Avenue
Oxford, OH 45056 - 513.523.4270

**CITY OF OXFORD
STAFF SUMMARY REPORT**

Report to the City Manager

Community Development Department
Originating Department

Council Meeting Of: March 2, 2010

Jung-Han Chen

Account Code No. #:

Prepared By:

Budgeted Amount:

February 18, 2010

Date Prepared:

Agenda Title:	PC-03-2010 Final Subdivision, Phase II, Reckford Woods, Hester Road, 3.178 acres, Tri-State Habitat for Humanity, Applicant
----------------------	--

Recommendation:	Approval
------------------------	-----------------

Discussion:

The Planning Commission held a Public Hearing for this Final Subdivision application to subdivide the second phase of the Reckford Woods Subdivision on Hester Road located in a R1B (Single-Family Medium Density Residential) District. The Preliminary Subdivision was approved in August 2008. Phase I Final Subdivision was approved in 2009.

City Staff, Legal Counsel and the Applicant are continuing to work on the final approvals for the Homeowner's Association Declaration and are very close to having the record plat of the first phase approved for recording.

The Planning Commission members reviewed the subdivision request and voted 5-0-0 to recommend **APPROVAL** to City Council with the following conditions:

1. That, all property recordings including the Homeowner's Association declarations shall be filed and recorded at the Butler County Recorder's office within one (1) year or the approval shall be considered null and void.

Approved By:	Department Head:	Initial	Date
	City Attorney:	<u>JHC</u>	<u>12/22/10</u>
	City Manager:	<u>[Signature]</u>	<u>3/24/10</u>

ORDINANCE NO.

ORDINANCE APPROVING THE FINAL SUBDIVISION APPLICATION FOR RECKFORD WOODS SUBDIVISION, PHASE TWO WITH ONE CONDITION.

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

SECTION 1: In accordance with Oxford Code Section 1101.03, the Oxford Planning Commission held a public hearing on February 17, 2010 on the application of Tri-State Habitat for Humanity Ohio-Kentucky-Indiana for approval of the final subdivision for Reckford Woods, Phase Two.

SECTION 2: After due deliberation, the Planning Commission recommended the approval of the Final Subdivision application for Reckford Woods Subdivision, Phase Two with the following condition:

- a) All proper recordings including, but not limited to, the Home Owners Association Declarations shall be filed and recorded at the Butler County Recorder's Office within one (1) year of the approval of the Final Subdivision application for Reckford Woods Subdivision, Phase Two or this approval shall be considered null and void.

SECTION 3: Council hereby accepts the recommendation of the Planning Commission and further approves the Final Subdivision application for Reckford Woods Subdivision, Phase Two with the following condition:

- a) All proper recordings including, but not limited to, the Home Owners Association Declarations shall be filed and recorded at the Butler County Recorder's Office within one (1) year of the approval of the Final Subdivision application for Reckford Woods Subdivision, Phase Two or this approval shall be considered null and void.

SECTION 4: This Ordinance shall take effect at the earliest time allowed by law.

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: LAW (STAFF)

**Certification of Action
Oxford Planning Commission
Recommendation to City Council**

<u>Report Date</u>	February 22, 2010
<u>Case Number</u>	PC-03-2010
<u>Applicant Information</u>	Tri-State Habitat for Humanity Bayer & Becker Engineers
<u>Requested Action</u>	Final Subdivision Phase II
<u>Summary of Request</u>	Final Subdivision Approval for Phase II of Reckford Woods
<u>Public Hearing Information</u>	On February 17, 2010 a Public Hearing took place at 118 W. High Street. A Public Hearing notice was published in the Oxford Press on January 8, 2010. 64 courtesy notices were mailed to adjacent property owners on December 30, 2009.
<u>Commission Action</u>	The Planning Commission voted 5-0-0 recommending approval of the Final Subdivision at the February 17, 2010 meeting.
<u>Commission Findings and Conclusions</u>	At the February 17, 2010 Planning Commission meeting, the Commission after hearing the Applicant and Staff findings, voted to approve the Final Subdivision with the following conditions: That, all proper recordings including the Homeowner's Association Declarations shall be filed and recorded at the Butler County Recorder's Office within one (1) year or the approval shall be considered null and void.
<u>Exhibits Submitted to the Commission</u>	1. Staff Report dated January 20, 2009 2. Interoffice Review Transmittal Sheets 3. Adjoining Neighbor Comments 4. Ordinance No. 3022 Preliminary Subdivision Approval 5. Letter of Agency Dated January 7, 2010 6. Final Subdivision Application Dated December 17, 2009 7. Description of Use and Site/Narrative Statement 8. Approved Preliminary Drawing 9. Final Development Phase II Drawings

City of Oxford
Community Development Department
STAFF REPORT

Planning Commission

Case # PC-03-2010

Date – February 9, 2010

APPLICATION

Applicant:	Tri-State Habitat for Humanity and Bayer & Becker Engineers
Location:	Hester Road
Owner:	Tri-State Habitat for Humanity
Action Request:	Final Subdivision Phase II
Current Use:	Single Family Residence
Current Zoning	R1-B
Surrounding Existing Land Uses:	Single-Family/Multi-Family

GENERAL DESCRIPTION

The Applicants seek approval of a Final Subdivision Plat to subdivide the second phase of the Reckford Woods Subdivision on Hester Road. Phase II includes 10 buildable lots and two open space lots.

(PC #15-2008)

Approved Preliminary:

6.25 acre tract
20 single-family residential lots
4 open space lots

(PC #11-2009; Ord. 3074)

Phase I:

3.063 acres
10 SF lots
1 open space lot

Phase II:

3.178 acres
10 SF lots
2 open space lots

The Planning Commission first heard this case in August 2008 and continued the meeting to September. City Council approved Planning Commission's recommendation, in October, with conditions as outlined in Ordinance #3022.

1. That, Engineering comments regarding the sanitary sewer and storm sewer must be addressed prior to submitting the final subdivision application.
2. That, the ownership determination of a strip of land located on the south side of the first cul-de-sac must be determined. The City will not be the owner of that strip of land. (This condition pertains to Phase II)
3. That, a Homeowners Association needs to be formed to own and maintain those potential detention areas.
4. Potential soil contamination issues must be addressed and satisfactory to appropriate public agencies.

The original preliminary plat showed three open space lots in this phase; however, when engineered drawings were completed, it was determined that the necessary detention area was able to be enlarged to consolidate two detention areas. It also allowed for the detention areas to have street access, thus no longer requiring an easement across a lot for maintenance purposes. The extra land area from the eliminated detention area was incorporated into a buildable lot and some lot lines were slightly adjusted as a result. Despite the adjustment to the lot lines, the general spirit and intent of the layout and the number of lots approved in the Preliminary are the same.

As previously stated, one open space lot contains the detention for the site while the other open space lot was created to serve as a buffer between an existing property and this developments' proposed street so as not to create a hardship on the existing lot by making it a corner lot. Both open space lots will be maintained by the Homeowners Association.

The property is zoned "R1B" Single-Family Medium Density Residential and is required to have 7,500 sq. ft. lots with 65 foot lot widths. All of the lots as presented in this Final Subdivision application satisfy the zoning requirements.

SURROUNDING NEIGHBORHOOD

The surrounding neighborhood of the subject site consists of single family, along with a planned development multi-family retirement community (to the west). Directly to the south and north of subject property is an established residential neighborhood. To the east of the subject site is the Northridge Subdivision.

COMPREHENSIVE PLAN

Participants during the Comprehensive Plan update mentioned more affordable housing options be provided. They explained that designated affordable housing (in the traditional deed-restricted sense) was not necessary but that more affordable market rate options should be available. Additionally, residents noted a desire to have a range of housing options in size and style that are mixed within neighborhoods to promote socioeconomic integration.

Housing Goal:	<i>Livable, attractive, and affordable housing for a diverse population.</i>
Objective 2:	Expand Housing Options
Strategies:	H 2.1 Update development regulations to allow for a variety of housing types in new developments.
	H 2.2 Create incentives to make it desirable for developers to construct moderately priced housing developments.
	H 2.3 Establish incentives and/or requirements to include a number of new units for low to moderate income residents.
	H 2.4 Provide financial assistance to increase homeownership opportunities for low to moderate income residents (CDBG funds for first time homeowner grants).

SUBDIVISION REGULATIONS

This Final Subdivision application is complete and substantially reflects the design and layout of the approved preliminary plan. Subdivision is an administrative review to evaluate the proposed subdivision based on the City's regulations, specifically, the division of parcels, and utility service to the proposed divided lots. The issue centered on any proposed subdivision is whether there would be sufficient municipal services to support the development and whether the development will meet the minimum standards stipulated in the City's regulations.

AGENCY COMMENTS

Requests for Agency Review were sent to the Police, Economic Development, Engineering and Fire Departments. The returned comments are attached for your consideration.

Police Department:	Returned with no comments.
Engineering:	Returned with no comments.
Fire:	Returned with no comments.
Econ. Dev.:	Returned with no comments.

PUBLIC COMMENT FORMS

Comment forms were sent December 30, 2009 to 65 owners of record. A legal notice was published January 1, 2010 in the Oxford Press. Citizen comment forms have been received and are attached for your review.

STAFF ANALYSIS

It appears that all the proposed lots have met or exceeded the minimum dimensional standards of the R1B Medium Density Single Family Residential District. Conditions of Ordinance #3022 are primarily satisfied at this time. Staff, legal counsel and the Applicant are still working on the final approvals of the Homeowner's Association's Covenants and Restrictions and are very close to having the record plat of the first phase approved for recording. One of the structures on the property was torn down and the other

structure has been used for Fire Training purposes. A condition that was placed on the first phase final and should be considered again for this second phase stated, "All proper recordings including the Home Owner's Association Declarations, shall be filed and recorded at the Butler County Recorder's Office within one (1) year or the approval shall be considered null and void." Again, this Final Subdivision application substantially reflects the design and layout of the approved preliminary plan.

RECOMMENDATION

Not Applicable.

SUBMITTED

BY:

A handwritten signature in cursive script that reads "Kathryn A. Dale". The signature is written in dark ink and is positioned over the printed name and title.

Kathryn A. Dale, AICP, Planner
Community Development Department

DATE: January 20, 2010

City of Oxford
Inter-Office Review Transmittal Sheet

Date: 12/23/2009

To: Fire Department Engineering Division Police Department Economic Development

From: Community Development

Drawings are being submitted to you for the following:

Case #: PC-03-2010

Description:

**PC-03-2010 FINAL SUBDIVISION, Phase 2, Reckford Woods, Hester Road, 3.178 acres,
Jean Masthay, Tri-State Habitat for Humanity, Applicant**

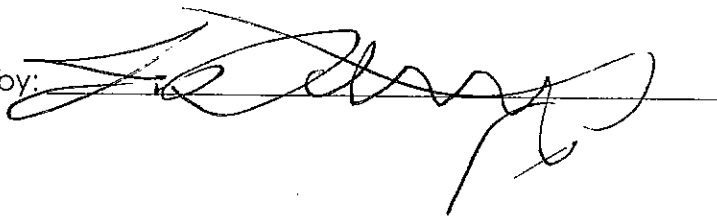
☒ Review ☐ Revisions ☐ Other

Comments or status update requested by: Lynn Taylor

Please return no later than: **2/02/10** Note: If no comments are received, we will assume the project meets your department's standards.

Drawings are returned: w/comments without/comments

Drawings reviewed by:



12/28

City of Oxford
Inter-Office Review Transmittal Sheet

Date: 12/23/2009

To: Fire Department Engineering Division Police Department Economic Development

From: Community Development

Drawings are being submitted to you for the following:

Case #: PC-03-2010

Description:

PC-03-2010 FINAL SUBDIVISION, Phase 2, Reckford Woods, Hester Road, 3.178 acres,
Jean Masthay, Tri-State Habitat for Humanity, Applicant

☒ Review ☐ Revisions ☐ Other

Comments or status update requested by: Lynn Taylor

Please return no later than: **2/02/10** Note: If no comments are received, we will assume the project meets your department's standards.

.....
Drawings are returned: w/comments without/comments

Drawings reviewed by:

A. P. [Signature] 1-7-10

dist 12/23/09 4:30 pm

City of Oxford
Inter-Office Review Transmittal Sheet

Date: 12/23/2009

To: Fire Department Engineering Division Police Department Economic Development

From: Community Development

Drawings are being submitted to you for the following:

Case #: PC-03-2010

Description:

**PC-03-2010 FINAL SUBDIVISION, Phase 2, Reckford Woods, Hester Road, 3.178 acres,
Jean Masthay, Tri-State Habitat for Humanity, Applicant**

☒ Review ☐ Revisions ☐ Other

Comments or status update requested by: Lynn Taylor

Please return no later than: **2/02/10** Note: If no comments are received, we will assume the project meets your department's standards.

Drawings are returned: w/comments without/comments

Drawings reviewed by: _____

S. Schwan 12/30/09

City of Oxford
Inter-Office Review Transmittal Sheet

Date: 12/23/2009

To: Fire Department Engineering Division Police Department Economic Development

From: Community Development

Drawings are being submitted to you for the following:

Case #: PC-03-2010

Description:

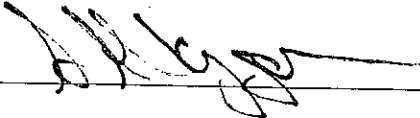
PC-03-2010 FINAL SUBDIVISION, Phase 2, Reckford Woods, Hester Road, 3.178 acres,
Jean Masthay, Tri-State Habitat for Humanity, Applicant

☒ Review ☐ Revisions ☐ Other

Comments or status update requested by: Lynn Taylor

Please return no later than: **2/02/10** Note: If no comments are received, we will assume the project meets your department's standards.

.....
Drawings are returned: w/comments without/comments

Drawings reviewed by: 



**CITY OF OXFORD
PLANNING COMMISSION
REVIEW AND COMMENT FORM**

Case No.: PC-03-2010

Date of Hearing: February 9, 2010

PC-03-2010 **FINAL SUBDIVISION** Phase 2, Reckford Woods, Hester Road,
3.178 acres, Jean Masthay, Tri-State Habitat for Humanity,
Applicant

If you cannot attend the public hearing on this planned development being held before the City of Oxford Planning Commission, but would like to comment on this matter, please complete this form and return it by **February 2, 2010** to Lynn Taylor, 101 East High Street, Oxford, OH 45056.

Name: Bill Levenson

Address: 6066 Cantrevas Rd. # 5425 + 5427 Hester Rd.
Oxford, OH 45056

Telephone: Home: 513-524-0800 Work: 937-847-7106

COMMENTS: Unacceptable
See Attached

Bill Levenson
Signature

1/31/2010
Date

This is unacceptable and will be a big mistake on the part of the commission if you let this pass. There is no solid plan for this project. Phase 1 hasn't even started construction and passing that was a mistake.

I am in disgust with the elimination of green space in lieu of a muddy construction site that will remain "in progress" for many years. Again, there is no timeline and plan on this subdivision and having a permanent construction site in the neighborhood will not be tolerated.

If the purpose of this hearing is only to determine if it meets the requirements of subdivision, then that can be determined internally. Since this is a public hearing, I have full right to share my thoughts and give comment to any aspect of this PUD. If we are censored, then don't waste the citizen's time by making it a "public hearing."

Finally, keep in mind the purpose of Habitat for Humanity: It constructs individual houses to integrate into neighborhoods, not build entire neighborhoods or subdivisions. I am a full supporter of Habitat for Humanity and its mission. Reckford Woods is not what Habitat for Humanity is about it should not be welcomed in the City of Oxford.



**CITY OF OXFORD
PLANNING COMMISSION
REVIEW AND COMMENT FORM**

Case No.: PC-03-2010

Date of Hearing: February 9, 2010

PC-03-2010 **FINAL SUBDIVISION** Phase 2, Reckford Woods, Hester Road,
3.178 acres, Jean Masthay, Tri-State Habitat for Humanity,
Applicant

If you cannot attend the public hearing on this planned development being held before the City of Oxford Planning Commission, but would like to comment on this matter, please complete this form and return it by **February 2, 2010** to Lynn Taylor, 101 East High Street, Oxford, OH 45056.

Name: Bonita Riddle

Address: 5344 Hester Rd.

Telephone: Home: 513-461-1519 Work: _____

COMMENTS: *I have built a privacy fence, but I still wish this wasn't happening. So, I'll have a dump on one side ~~and~~ subdivision on the other!! (including chickens)*

Bonita Riddle
Signature

01-05-10
Date



**CITY OF OXFORD
PLANNING COMMISSION
REVIEW AND COMMENT FORM**

Case No.: PC-03-2010

Date of Hearing: February 9, 2010

PC-03-2010 **FINAL SUBDIVISION** Phase 2, Reckford Woods, Hester Road,
3.178 acres, Jean Masthay, Tri-State Habitat for Humanity,
Applicant

If you cannot attend the public hearing on this planned development being held before the City of Oxford Planning Commission, but would like to comment on this matter, please complete this form and return it by **February 2, 2010** to Lynn Taylor, 101 East High Street, Oxford, OH 45056.

Name: Bruce C Blankenship

Address: 5280 Hester Rd
Oxford, OH 45056

Telephone: Home: 523-4962 Work: _____

COMMENTS: Over three acres of wildlife habitat and watershed for this area will be destroyed by this project. There are many empty and available houses in Oxford now that could be rehabilitated instead. Hundreds of thousands of dollars will be spent on this.

Bruce C Blankenship
Signature

Jan 25, 2010
Date

ORDINANCE NO. 3022

ORDINANCE APPROVING THE PLANNING COMMISSION'S RECOMMENDATION FOR PRELIMINARY APPROVAL OF A HESTER ROAD RESIDENTIAL SUBDIVISION.

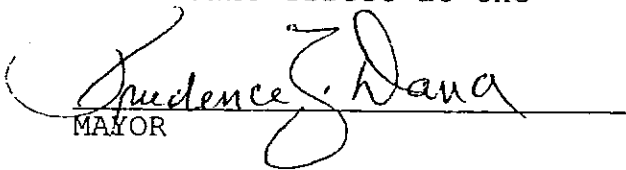
BE IT ORDAINED BY THE COUNCIL OF THE CITY OF OXFORD, BUTLER COUNTY, STATE OF OHIO, THAT:

SECTION 1: Council finds that the Planning Commission held a public hearing on August 12, 2008 the purpose of which was to accept public comment on the proposed Hester Road Preliminary Subdivision Application. Council further finds that the Planning Commission after accepting public comment at the public hearing did continue the matter until September 9, 2008 to allow for additional adjoining property owner notification and for the applicant to amend the application based on concerns from the public.

SECTION 2: Council hereby accepts the action of the Planning Commission and accepts the recommendation report submitted by the Planning Commission and applicant's application and all documents filed by applicant and incorporates the same herein and hereby approves the amended application of the applicant for the preliminary Hester Road Subdivision, subject to the following conditions:

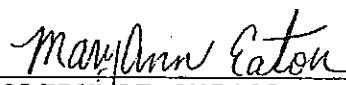
- a. Engineering comments regarding the sanitary and storm sewer must be addressed prior to submitting the final Subdivision Application.
- b. The ownership determination of a strip of land located on the south side of the first cul-de-sac must be determined. The City will not be the owner of that strip of land.
- c. A Homeowners Association needs to be formed to own and maintain those potential detention areas.
- d. Potential soil contamination issues must be addressed and satisfactory to appropriate public agencies.

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


MAYOR

ADOPTED: October 21, 2008

ATTEST:


DEPUTY CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: PRUE DANA

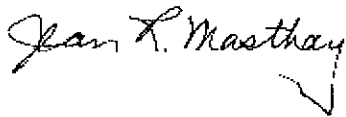
PREPARED BY: LAW(STAFF)

Letter of Agency

1/7/2010

To Whom It May Concern:

Please be advised that TriState Habitat for Humanity grants permission for Etta Reed and Ben Hurst of Bayer and Becker to represent our interest with the City of Oxford, Ohio regarding the property we own at 5306 and 5336 Hester Road, Oxford, Ohio 45056

A handwritten signature in cursive script that reads "Jean R. Masthay". The signature is written in dark ink and includes a small checkmark-like flourish at the end.

Executive Director
TriState Habitat for Humanity

Case No.: PC-03-2010
Date filed: 12/17/09

Final Subdivision Application
City of Oxford, Ohio

2/9/10 mtg

REQUIRED INFORMATION

Name of Applicant: Jean Masthay, Tri-State Habitat for Humanity Ohio-Kentucky-Indiana
Mailing Address: 9900 Princeton Glendale Road, Suite 216
Cincinnati, Ohio 45246
Telephone Number(s): (513) 942-9211

Name of Subdivision: Reckford Woods
Date of Planning Commission preliminary approval: 09 / 09 / 08
Zoning District: R-1B
Number of Lots: 11
Total Acreage: 3.178 Acres
Surveyor/Engineer: Bayer Becker, Inc.
Address: 318 S. College Avenue, Oxford, OH 45056
Phone Number: (513) 523-4270

DRAWING REQUIREMENTS

Please submit one copy of the plat on mylar and twelve copies of the plat on bond. Drawing size must be at least 18" x 24" and should never exceed 24" x 36 ". The plat must be prepared in accordance with Chapter 1101, Subdivision Regulations and Chapters 1121-1137, Zoning Code of the City of Oxford. Scale should not exceed 1" = 100'. The following information must appear on the plat:

- a) Boundary lines of the area being subdivided with accurate distances and bearings.
- b) The accurate outline of any portions of the property to be dedicated for public use.
- c) A statement dedicating all proposed public streets and alleys with their names.
- d) The lines of adjoining streets and alleys with their widths and names.
- e) All lot lines together with an identification system for all lots and blocks. Lot numbers shall be secured from the County Auditor's office.
- f) All dimensions, both linear and angular, necessary for locating the boundaries of the subdivision, lots, streets and alleys, easements and any other areas for public or private use. Linear dimensions are to be given to the nearest one hundredth of a foot.
- g) The radii, arcs, lengths, points of tangency and central angles for all curvilinear streets and the radii and lengths for rounded corners.
- h) The location of all survey monuments and bench marks together with their descriptions. There shall be a minimum of four permanent markers in each subdivision section located at or near the outer corners.
- i) The certificate of the surveyor attesting to the accuracy of the survey and to the correct locations of all monuments shown.
- j) A vicinity map, drawn to scale, showing the general location within the City.
- k) The location of all present property lines, streets, alleys, rights-of-way, buildings, easements, lakes, watercourses and drainage ways.
- l) Size of the tract in acres and lots in square feet and the boundary lines along with the linear measurement thereof.
- m) Any existing water mains, culverts, water or sewer lines, easements, buildings and streets within the tract or immediately adjacent thereto.
- n) The proposed location and width of streets, alleys lots and easements.

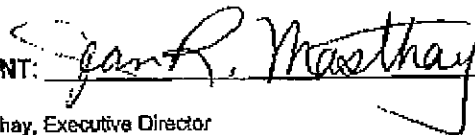
- o) The name of the proposed subdivision and the name of the surveyor, engineer and owner at the time of subdivision.
- p) The names and record owners of all adjoining subdivisions and the names of recorded owners of adjoining parcels of un-subdivided land.
- q) North arrow, scale and date.
- r) The seal, registry number and signature of the public surveyor who prepared the plat.
- s) Any portion of the floodplain as delineated by the Flood Insurance Rate Map (FIRM) Community Panel Number 390731 0001- 0003, revised January 3, 1997, must be clearly illustrated and labeled on the plat.

A list of the names, mailing addresses and parcel numbers of all property owners within 200 feet of the site, including those across streets, roads, alleys and highways. NOTE: The Butler County website (www.butlercountyohio.org/auditor) is very helpful when searching for the mailing address of adjoining property owners. Once the site is up, click on online searches, then click on real estate. It will allow you to search by owner, address or parcel number.

Submit this application, required copies of the preliminary plan containing all required information and the required fee (\$400.00 PLUS \$10.00 PER LOT), made payable to the City of Oxford, to the office of the Planning Director, Municipal Building, 101 East High Street, Oxford, Ohio 45056. Any questions should be directed to the Planning Department at (513) 524-5204. All required information must be submitted at least fourteen (14) days in advance of the Planning Commission meeting at which action is requested.

NOTE: Incomplete applications will not be processed.

SIGNATURE OF APPLICANT:



Date: 12/11/09

PRINTED NAME: Jean Masthay, Executive Director

FEE / RECEIPT

\$400.00 PLUS \$10.00 PER LOT Fee Paid / Receipt Number: 15185.85



318 South College Avenue
Oxford, Ohio 45056
P 513.523.4270
F 513.523.3785
www.bayerbecker.com

January 6, 2010

Ms. Kathy Dale
City of Oxford
101 East High Street
Oxford, Ohio 45056-1887

Re: Reckford Woods-Final Subdivision Plat-Phase Two

Dear Ms. Dale,

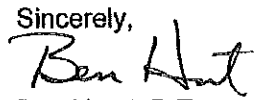
We are requesting approval for the Reckford Woods Final Subdivision Plat - Phase Two. It is a residential community consisting of 10 single family lots and two open space lots on 3.178 acres located north of College Corner Pike, East of Hester Road and south and west of the Northridge Subdivision. The property is zoned R-1B and in this medium density residential district provides a transition from the higher density condominiums to the west to the lower density single family Subdivision mentioned above.

The typical City of Oxford local street section shall be used with curb & gutter and shall be served with public utilities including gravity sanitary sewer. The minimum lot size shall be 7,500 S.F. (65 feet wide) with minimum setback distances of 30 feet for front yards, 35 feet for rear yards and 8 feet for side yards.

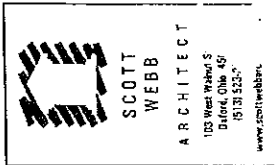
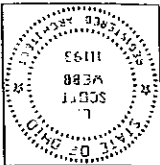
Below is a summary of the attachments per the requirements and requests of the City of Oxford:

- 1) Letter of Agency
- 2) This narrative statement.
- 3) An electronic version of the plans in PDF format has been sent.
- 4) Receipt from the Butler County Auditor's website showing that all legally due taxes have been paid.
- 5) Deed covenants & restrictions and HOA documents shall be submitted at a later date.

If you should have any additional questions or comments, please do not hesitate to call.

Sincerely,

Ben Hurst, P.E.

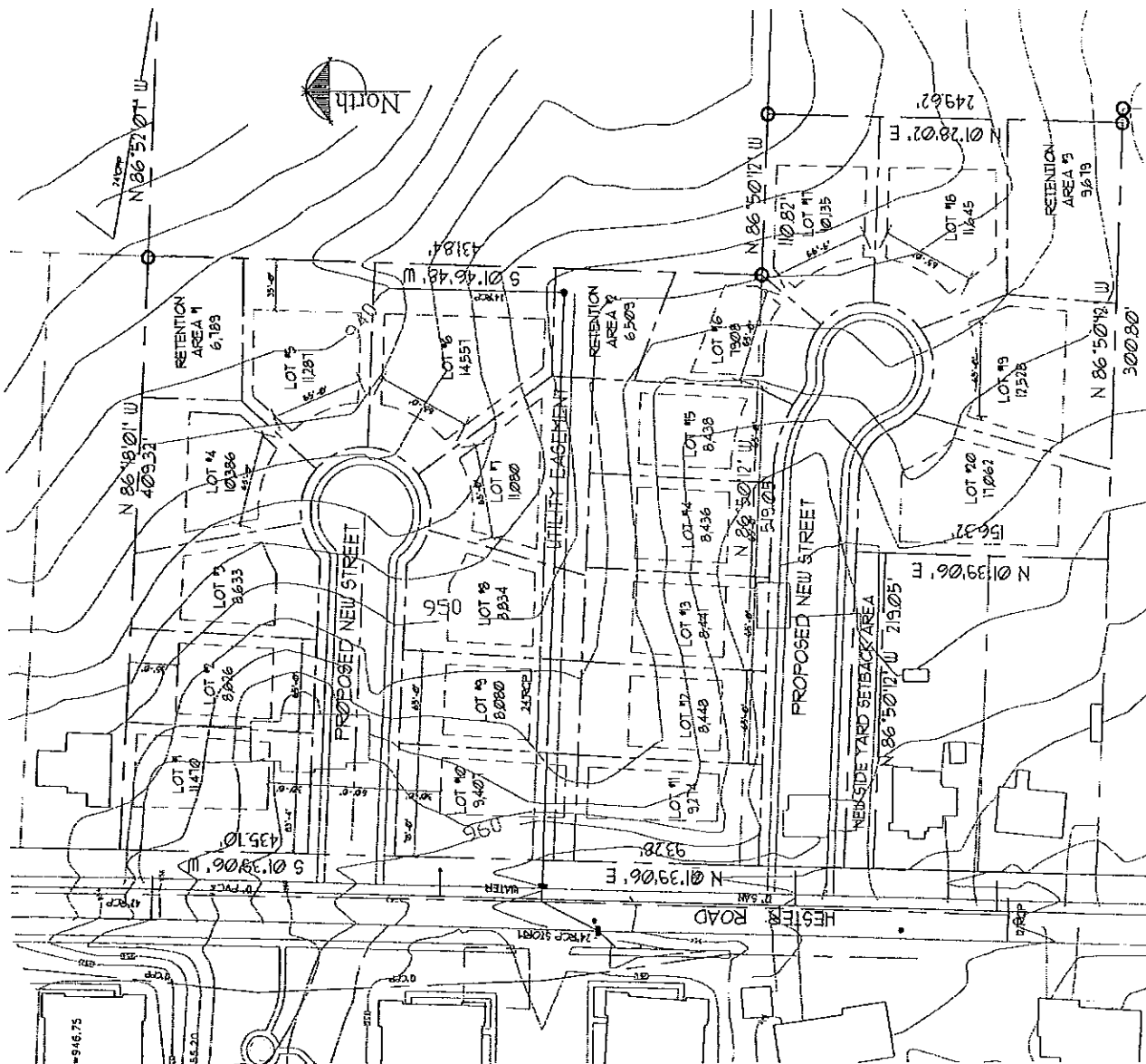
Enclosure
cc: Tristate Habitat for Humanity



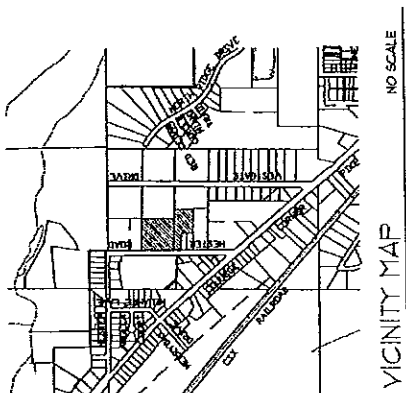
HABITAT for HUMANITY
PROPOSED NEW SUBDIVISION
HESTER ROAD
OXFORD, OHIO 45056

DATE	January 1, 2008
REVISIONS	
	August 16, 2008

A-1



PRELIMINARY SUBDIVISION PLAN
SACQUING 20 NEW SINGLE FAMILY RESIDENTIAL LOTS



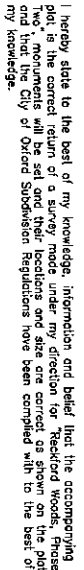
VICINITY MAP
NO SCALE

ZONING CODE REVIEW:
R18 SINGLE-FAMILY MEDIUM DENSITY RESIDENTIAL DISTRICT
SITE DEVELOPMENT REGULATIONS:
LOT REQUIREMENTS:
MINIMUM LOT AREA: 15,000 SF.
MINIMUM LOT WIDTH: 65'-0"
YARD REQUIREMENTS:
MIN. FRONT YARD: 30'-0"
MIN. REAR YARD: 35'-0"
MIN. SIDE YARD: 5'-0"
LOT COVERAGE:
LOT TOTAL: 35% OF LOT
ALL ENCLOSED BUDG: 25% OF LOT
FRONT YARD: 25% OF FRONT YARD

PRELIMINARY SURVEY DATA PROVIDED BY:
DDS Surveying Inc.
318 South College
P.O. Box 150
Oxford, Ohio 45056
(513) 523-4270

Approved Preliminary

8.26.08 Revised Plan

[illegible]

OWNER & DEVELOPER

110101 for Turnarity
3800 Princeton Cheshire Road
Cincinnati, Ohio 45246
(513) 542-9771

ENGINEER & SURVEYOR

ENGINEER & SURVEYOR

3-8 S. College Avenue
Oxford, Ohio 45056
(513) 523 4270

In witness whereof, we have unto set our hand on this _____ day of _____ A.D., 20____.

Director
Resident for Humanity, LLC

Sara Haddad
Executive Director

STATE OF OHIO S.S.

_____ of the foregoing instrument was acknowledged before me this 20th day of January, 2014, by John Kearney, Executive Director of Heald for Humanity, LLC, an Ohio limited liability company on its behalf.

Chair of Council _____

DEWYNWICE / _____

Community Development Director _____

Date _____

Service Director/City Engineer _____

Date _____

Entered for Transfer _____ \$0.20
 Transferred _____ \$0.20
 Auditor, Butler County, Ohio By _____ Deputy _____
 File for Record _____ \$0.20 At _____
 Post Envelope _____ Pages _____
 Recorder, Butler County, Ohio By _____ Deputy _____
 Fee _____

OWNER & DEVELOPER

1001 Princeton Glendale Road
Cincinnati, Ohio 45245
(513) 547-9211

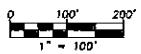
ENGINEER & SURVEYOR

3-8 S. College Avenue
Oxford, Ohio 45056
(513) 523 4270

**RECKFORD WOODS
PHASE TWO**
BEING A REPLAT OF PART OF LOT #1303
AND LOT 1304
CITY OF OXFORD, BUTLER COUNTY, OHIO
DEVELOPMENT PLAN

**bayer
becker**
www.bayerbecker.com
318 E. College Avenue
Oxford, OH 45056 • 513.523.1276

1/2



NUMBER	DIRECTION	DISTANCE
C1	S66°18'01"E	15.01'
E2	S01°39'06"W	14.66'
C3	S01°39'06"W	13.63'
E4	N66°18'01"W	13.63'
C5	S03°41'59"W	86.43'
E6	S86°18'01"E	20.00'
E7	S03°41'59"W	83.74'

[illegible]

CURVE TABLE

S.S.E. Sanitary Sewer Assessment
R.M.O.E. Rear Minimum Opening Elevation
F.F. Finish Floor

LEGEND

- Proposed 1" Iron Pin
- Existing 1/2" Iron Pin

TOTAL DEDICATED CENTERLINE LENGTH FOR FULLER WAY = 390.19 LF.
TOTAL RIGHT-OF-WAY TO BE DEDICATED = 0.643 ACRES

NOTES

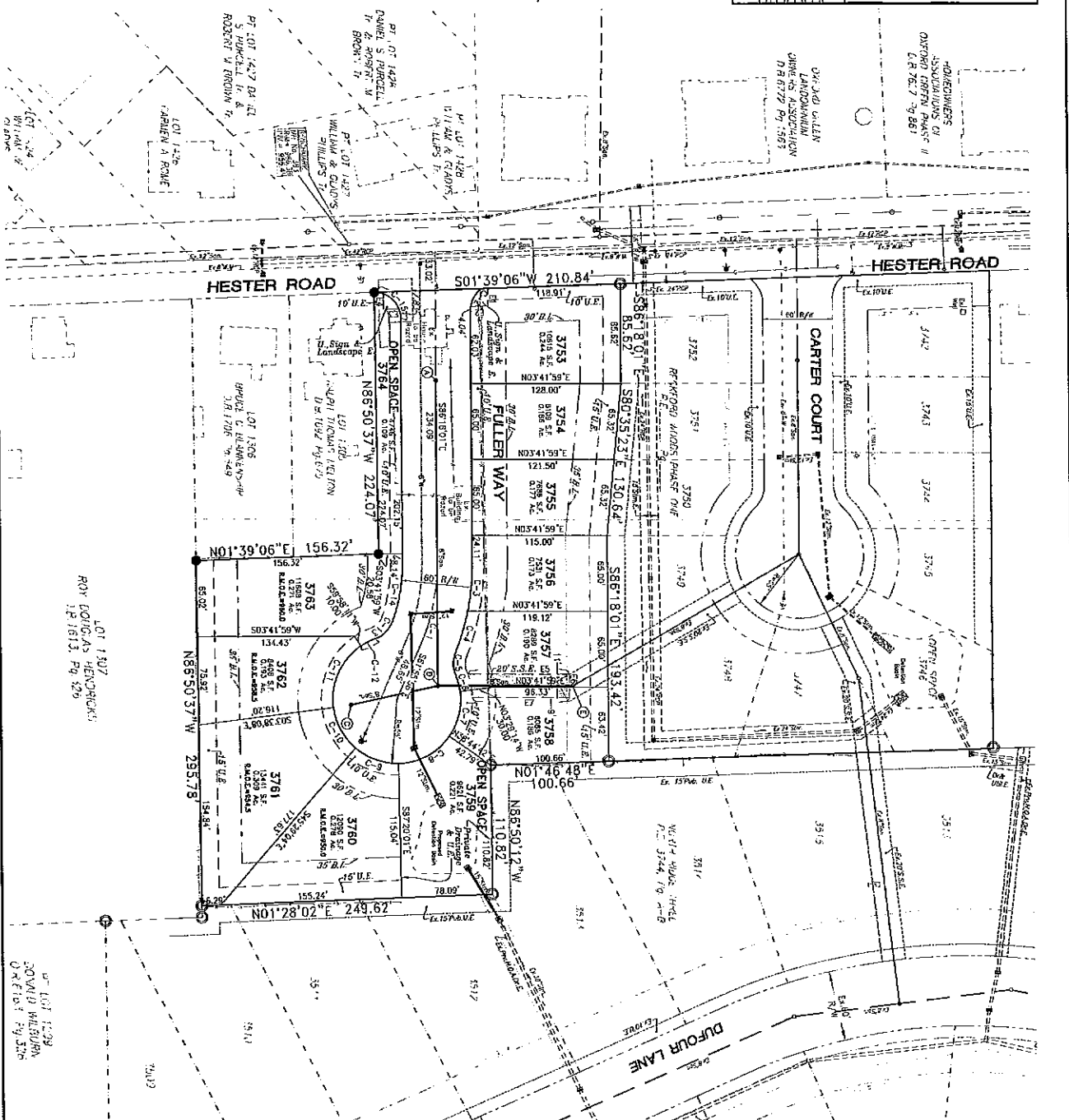
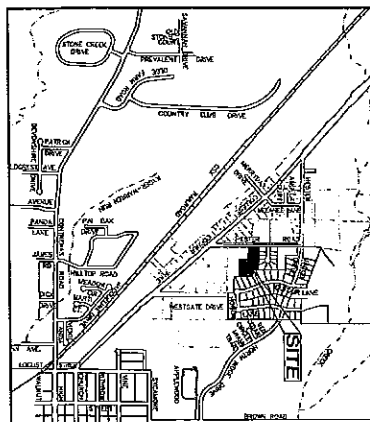
3. Lines of occupation where they exist generally agree with boundary lines unless otherwise shown on plat.

1. Basis of Bearings: Ohio State Plane Coordinate System, Ohio South Zone 3402

2. References: North Ridge Section Three, P.E. 3744. Pg. A-B
North Ridge Section Two, P.E. 3759. Pg. A-B

3. Lines of occupation where they exist generally agree with boundary lines unless otherwise shown on plat.

VICINITY MAP

 $1000 = 1000$ 

**LARGER PRINTS FOR CASE PC-03-2010 ARE AVAILABLE
FOR REVIEW IN THE COMMUNITY DEVELOPMENT
DEPARTMENT DURING NORMAL BUSINESS HOURS.**

A Regular meeting of the Oxford City Council was called to order by Mayor Richard Keebler on Tuesday, March 2, 2010 at 7:30 p.m. Those members present were Ken Bogard, Kate Currie, Greig Rutherford, Bob Blackburn, John Harman and Kevin McKeehan.

Staff members present: Mr. Doug Elliott, City Manager; Mr. Mike Dreisbach, Service Director; Mr. Steve Schwein, Police Chief; Mr Joe Newlin, Finance Director; Mr. Jung-Han Chen, Community Development Director; Ms. Gail Brahier, Parks and Recreation Director; Mr. Alan Kyger, Economic Development Director; Mr. Steve McHugh, Law Director and Ms. Mary Ann Eaton, Clerk of Council.

PLEDGE OF ALLEGIANCE

Mayor Keebler called for the Pledge of Allegiance.

APPROVAL OF AGENDA

Ms. Currie moved approval of the agenda. Mr. Blackburn seconded. The motion passed 7-0-0.

PUBLIC PARTICIPATION

RECGONITION

CASEY WOODDELL AND WILL REED

Ms. Gail Brahier, Parks and Recreation Director advised she wanted to share with Council an Outstanding Award her department received from the Ohio Parks and Recreation Association for an After School Bowling Program. Ms. Brahier noted Will Reed and Casey Wooddell were the backbones of the program which had been in place for 1 ½ years with 50-80 middle school children attending each week. Ms. Brahier introduced Will Reed and advised Casey Wooddell could not attend tonight's meeting as he was officiating the last basketball game of the season.

Mr. Will Reed, Program Coordinator, advised this was a community award due to the assistance the City received from local organizations including SDS Pizza, Skippers, LaRosa's, the Oxford Community Foundation and OYES.

Ms. Brahier advised the department had enjoyed working with Will who was resigning at the end of April to pursue missionary work in Nigeria. Ms. Brahier noted the department would miss Will and was very pleased that he and his wife would make a positive impact on the world. Mr. Reed thanked the City and the Parks and Recreation Department for the career opportunity and noted it had been a unique experience.

Mayor Keebler congratulated Mr. Reed for his efforts regarding the Ohio Parks and Recreation Association award and wished him good luck in his new endeavor. Mayor Keebler thanked Ms. Brahier for her leadership.

PUBLIC COMMENTS

Mr. Matt Ciccone, Secretary, Off Campus Affairs, advised Walkabouts were conducted last weekend by himself, 35 members of the Associated Student Government and 72 members of the Navy ROTC regarding the 2010 Census. Mr. Ciccone noted they visited between 1,100 and 1,300 student and community residents to provide Census information and answer questions regarding the Census. Mr. Ciccone thanked Mr. Chen and Dr. Susan Mosley Howard for providing information to be passed along to make sure everyone in Oxford was counted in the 2010 Census.

Mr. Ciccone referred to the Noise Abatement requests on the consent agenda noting the Student Community Relations Commission heard the requests at their last meeting and approved them unanimously. Mr. Ciccone advised these requests had been granted by Council for the last several years and were beneficial to the students and to the Community.

Ms. Kathleen Zien, 6060 Joseph Drive, referred to the City's Request for Proposals regarding a Demographics and Marketing Study and inquired if it was possible that some City money could be freed up for this payout or indicated on the bid specifications that the free Census would supply significant information that would not have to be obtained by an independent contractor. Ms. Zien inquired why an external study was needed coupled with the 2010 Census at an additional cost to the City. Ms. Zien inquired if the determination of marketing strategies were part of the Economic Development Director job description.

Ms. Zien discussed her concerns with regard to the Board of Zoning Appeals noting her feeling the board appeared to be untouchable and unapproachable since citizens were not permitted to speak at a meeting unless they had 'standing' in the matter. Ms. Zien advised her feeling it was inappropriate to note any requirement of standing when a citizen was contesting the accuracy and competency of a decision. Ms. Zien noted it should not be necessary to show special harm when the harm or variance requested was condoning a violation of the zoning code which should be enforced uniformly to benefit the entire community. Ms. Zien advised her review of the December 16, 2009 minutes indicated legal counsel was excused and inquired if the City was reimbursed when legal counsel did not attend a scheduled meeting. Ms. Zien noted her feeling the Board of Zoning Appeals should be replaced by a Zoning Hearing Officer who had professional training to conduct hearings on land use matters and who understood planning and land use regulations and who made findings of fact based on record and legal precedent. Ms. Zien respectfully advised Council to be more selective in their appointments and reappointments to the BZA. Ms. Zien noted her feeling the current zoning code conflicted with the Charter. Ms. Zien advised the zoning code allowed all appeals to be heard by the BZA yet the Charter only dealt with appeals regarding the refusal of a permit. Ms. Zien asked Mr. McHugh to offer a statement to confirm the contradiction to Council and where the process failed.

Mr. McHugh noted he would research the issue although he did not believe there was a conflict.

Mayor Keebler asked Ms. Zien to provide her letter to the Clerk and Ms. Zien noted she would forward a copy.

CONSENT AGENDA

Mayor Keebler requested removal of item B. Minutes and Mr. Bogard requested removal of item E. Resolution.

MINUTES

Minutes of the February 16, 2010 City Council Work Session. (Mary Ann Eaton, Clerk of Council)

REPORTS

Report regarding the February 17, 2010 Planning Commission Meeting. (Jung-Han Chen, Community Development Director)

RESOLUTIONS

RESOLUTION
NOISE ABATEMENT

A Resolution No. 4515 authorizing a temporary abatement of the Noise Ordinance No. 2550, Section 509.09, on Friday, April 9, 2010 starting at 6:00 p.m. to Saturday, April 10, 2010 at 3:00 a.m. at Cook Field on Miami's Campus for the American Cancer Society's Relay for Life. (Mary Ann Eaton, Clerk of Council)

RESOLUTION
NOISE ABATEMENT

A Resolution No. 4517 authorizing a temporary abatement of the Noise Ordinance No. 2550, Section 509.09, on Friday, May 7, 2010 from 7:00 p.m. to 2:30 a.m. in the Uptown Parks for the Red Brick Rally event sponsored by the Campus Activities Council. (Mary Ann Eaton, Clerk of Council)

RESOLUTION
SANITARY SEWER
IMPROVEMENTS

A Resolution No. 4518 authorizing the City Manager to enter into a contract with United Infrastructure, L.L.C. for improvements to two (2) sanitary sewer mains within the City of Oxford at a cost of \$21,914.00 plus a 10% contingency fee in the amount of \$2,191.00 for a total cost not to exceed \$24,105.00. (Mike Dreisbach, Service Director)

RESOLUTION
WATER MAIN
IMPROVEMENTS

A Resolution No. 4519 authorizing the City Manager to enter into a contract with Mainline Supply of Atlanta L.L.C. (D/B/A/ MSC Waterworks) for the purchase of materials to replace an existing ten inch water main under High Street between Beech Street and College Avenue at a cost not to exceed \$91,130.14. (Mike Dreisbach, Service Director)

Mr. Bogard moved to approve the Consent Agenda. Ms. Currie seconded. The motion passed 7-0-0.

MINUTES

Minutes of the February 16, 2010 City Council Meeting. (Mary Ann Eaton, Clerk of Council)

Mayor Keebler requested an amendment to page 9 of the minutes.

Ms. Currie moved to approve the Minutes as amended. Mr. McKeehan seconded. The motion passed 7-0-0.

RESOLUTION
NOISE ABATEMENT

A Resolution No. 4516 authorizing a temporary abatement of the Noise Ordinance No. 2550, Section 509.09, on Friday, April 23, 2010 from 10:00 p.m. to 2:00 a.m. on the back patio at the Shriver Center for a CAC/Program Board/AfterDark concert. (Mary Ann Eaton, Clerk of Council)

Mr. Bogard requested clarification with regard to the timeframe of the event which Mr. Ciccone addressed.

Ms. Currie moved to adopt Resolution No. 4516. Mr. Harman seconded. The motion passed 7-0-0.

RESOLUTIONS

RESOLUTION
'BEER & BRATS' EVENT

A Resolution No. 4520 authorizing the City Manager to permit the Oxford Visitors and Convention Bureau in conjunction with the Oxford Lions Club to hold a 'Beer and Brats' event on July 30, 2010 from 6:00 p.m. to 9:00 p.m. in the Oxford Memorial Park. (Doug Elliott, City Manager)

Mr. Elliott advised at the last meeting Council discussed the Porsches2Oxford event and the possibility of having a 'Beer & Brats' event to go along with it. Mr. Elliott noted Council requested legislation for this meeting to discuss the issue further and Ms. Durr was in attendance to answer any questions.

Ms. Diana Durr, Executive Director, Oxford Visitors and Convention Bureau, advised at the last meeting Council noted concerns with the event being private and how local restaurants would be supported. Ms. Durr advised the request was rewritten to be open to the public and the Lions Club would work with local restaurants to supply the food and allow Uptown businesses to participate if they wished.

Mr. Scott Webb, addressed Council as a member of the Oxford Chamber of Commerce. Mr. Webb congratulated the Visitors and Convention Bureau on the success of the Porsches2Oxford event and encouraged the City to work with the VCB to make sure the event stayed in Oxford and continued to grow. Mr. Webb noted the Chamber initially had the same concerns as Council and they wanted to make sure the utilization of local businesses was a priority. Mr. Webb advised with the revisions to the request the Chamber would support the proposed event.

Ms. Kathleen Zien, 6060 Joseph Drive, noted her feeling the Wine Festival should not set precedence for requests such as this and the Wine Festival being held in the Uptown Park may have been a poor decision. Ms. Zien noted the Wine Festival could still be relocated to Oxford College. Ms. Zien noted her hope Council had the opportunity to reconsider the request and would not feel they had been labeled unfriendly to the VCB if the request was denied. Ms. Zien advised whether an event was sponsored by the Lions Club, the Miami University Performing Arts Series or any other private or social organization Council should think of it as the next National Fraternity Headquarters asking for use of a public park for private functions even without liquor. Ms. Zien noted the car show was expanded this year to include 600-800 participants instead of the mid 400 count. Ms. Zien asked if Ms. Durr could explain the logistics of staging 600-800 cars with the added complication of a Beer & Brats Festival. Ms. Zien noted the 185 available parking spaces Uptown was far short of the spaces needed. Ms. Zien noted a Beer & Brats Festival would do little for Uptown restaurants that needed business in the summer months and the wealth should be spread. Ms. Zien noted if Council denied the use of the Uptown park it would make no difference on the financial front because if the Porsche participants enjoyed the event in Oxford in previous years it would not be a make or break decision for them.

Mr. Bogard advised he still had concerns regarding the request from the standpoint of sponsorship under an 'umbrella'. Mr. Bogard inquired who would check the ID's of the attendees. Mr. Bogard noted his feeling Council needed to develop guidelines for the use of the Uptown Parks. Mr. Bogard inquired if Mr. McHugh could relate other cities experiences in restricting public land from this type of use. Mr. Bogard advised the event could be held at the Community Arts Center or the Oxford Community Park and the Uptown Park should not be used for events that might not be acceptable to the general public.

Mr. Blackburn advised a lot of preliminary work would have to be done by the Lions Club including alcohol training and obtaining a one day liquor permit and insurance. Mr. Blackburn advised members of the Lions Club would check ID's and wristband the attendees and tickets would be used for the sale of alcohol. Mr. Blackburn advised the request was initiated by the Porsche Club in an effort to bring their club together in one location and there was not an inside venue that would accommodate the group. Mr. Blackburn noted bringing people into town the night before the event would benefit the City.

Ms. Currie noted hosting the event at the Community Arts Center would take away the conflicts and problems associated with hosting it at the Uptown Park. Ms. Currie noted everyone was delighted that the club was meeting in Oxford and wanted to support them. Ms. Currie advised her feeling Council needed to establish a standard set of guidelines for the use of the park.

Mr. Harman noted Council was not deciding on guidelines this evening. Mr. Harman noted his feeling this was an opportunity to share Oxford's beautiful park with the Porsche Club for three hours as a 'get acquainted' time and from there the participants would most likely visit other venues. Mr. Harman noted his feeling this was a way for Oxford to be showcased and other locations could be looked at for the future.

Mr. Rutherford advised he would like to see this as a community festival with local restaurants and merchants using the sidewalks to sell their food and wares which would attract the wider community. Mr. Rutherford noted he was not opposed to the event but would like to see it opened up to local businesses. Mr. Rutherford advised he would like to see a two drink limit for attendees. Mr. Rutherford noted Council needed to work on guidelines for use of the park so events would not be problematic to citizens of Oxford.

Mr. McKeehan noted his support of the event and added his feeling this was a real asset for Oxford and many communities showcased events in the heart of where things happened.

Mayor Keebler advised he was not ready to open the park for this type of event as it became a question of who Council allowed and did not allow to host such an event. Mayor Keebler noted concern with permanent guidelines as the requests would always be different. Mayor Keebler noted concern that opening the event to the public did not make it a public event. Mayor Keebler advised he felt the Community Arts Center was a good venue for this type of event and he did not see High Street construction as being problematic. Mayor Keebler advised the Porsche show was a great event for Oxford but he could not support this request.

Mr. McHugh advised Council could consider criteria for events in the park going forward to avoid an ad-hoc sort of arrangement. Mr. McHugh suggested these types of events may only be appropriate during certain months of the year or only for economic development projects. Mr. McHugh noted having guidelines in place did not mean Council could not vary from them.

Mr. Harman moved to adopt Resolution No. 4520. Mr. Blackburn seconded. The Resolution was adopted by the following roll call:

AYE: Mr. Harman, Mr. McKeehan, Mr. Rutherford, Mr. Blackburn (4)

NAY: Ms. Currie, Mr. Bogard, Mr. Keebler (3)

ABS: None (0)

RESOLUTION
WAIVE FEES

A Resolution No. 4521 authorizing the City Manager to waive the fees adopted in the fee Ordinance for the street closings for the Visitors and Convention Bureau for the 2010 Annual Summer Music Festival. (Doug Elliott, City Manager)

Mr. Elliott advised the proposed Resolution was a repeat of what Council had approved in the past for the summer music festival and Ms. Durr could answer any questions.

Ms. Diana Durr, Executive Director, Visitors and Convention Bureau, noted the request was the same as in past years. Ms. Durr noted the fee waiver would be for closing Main Street and E. Park Place on Thursdays from June 17 through August 26, 2010 for the Summer Music Festival.

Ms. Currie noted the Summer Music Festival was wonderful and she loved being able to support it.

Mr. Rutherford suggested the use of traffic calming measures for people crossing High Street to attend the Music Festival.

Ms. Currie moved to adopt Resolution No. 4521. Mr. McKeehan seconded. The motion passed 7-0-0.

ORDINANCES
FIRST READING

ORDINANCE
SUPPLEMENTAL BUDGET

An Ordinance No. 3106 Amending Ordinance No. 3089. Supplemental Budget Ordinance Number 2 To Make Supplemental Appropriations For Fiscal Year 2010 And Declaring An Emergency. (Joe Newlin, Finance Director)

Mr. Newlin discussed his staff report as presented on page 46 of the agenda noting the City would save \$89,342.47 in interest payments by paying off the full balance due on the Western Knolls property.

Ms. Currie advised Council tried to avoid emergency Ordinances but noted the City would see a significant savings by adopting the proposed Ordinance as an emergency measure.

Mr. Blackburn moved to adopt Ordinance No. 3106 as an emergency. Mr. Rutherford seconded. The Ordinance was adopted by the following roll call:

AYE: Mr. Harman, Mr. McKeehan, Mr. Rutherford, Mr. Blackburn, Mr. Bogard, Ms. Currie,
Mr. Keebler (7)

NAY: None (0)

ABS: None (0)

ORDINANCE
RECKFORD WOODS
SUBDIVISION

An Ordinance Approving The Final Subdivision Application For Reckford Woods Subdivision, Phase Two With One Condition. (Jung-Han Chen, Community Development Director)

Mr. Chen discussed his staff report as presented on page 48 of the agenda noting the elimination of one lot was the only difference from the preliminary plan which was approved in August of 2008.

Mr. Jim Lipnickey, Tri-State Habitat for Humanity, advised the Home Owners Association declarations were in the process of being recorded.

Mr. Harman advised the Planning commission voted unanimously to recommend approval of the Final Subdivision by Council. Mr. Harman noted it was a good thing for Oxford anytime affordable housing could be made available.

Mr. Rutherford thanked Mr. Webb and Bayer Becker for their efforts to ensure this was a successful project.

ORDINANCES
SECOND READING

None.

**ANNOUNCEMENTS AND
COMMUNICATIONS**

Mr. Elliott noted he appreciated Ms. Zien's comments regarding the proposed marketing study for the City of Oxford and noted it would provide unique data to improve economic development initiatives that would not be obtained from the 2010 Census data.

Mr. Elliott advised the City submitted several projects to OKI for possible funding under the jobs bill and noted he would keep Council posted on the progress of this effort.

Mr. Elliott updated Council with regard to the status of the new High School project.

Mr. Elliott advised the Governor approved a Biomedicine Center of Excellence at Miami University and congratulated them for receiving the designation.

Ms. Eaton noted she left a questionnaire from the company performing the City's audit at each Council member's desk and asked that they return them to her this evening if possible.

Mr. McHugh noted for the record that the Board of Zoning Appeals underwent training last year and their standards were updated to include the issue of 'standing' which was a court directed procedure. Mr. McHugh noted Mr. Jacques was specifically excused from the December 2009 meeting due to the nature of the BZA agenda.

Mr. Blackburn advised he and Mr. Harman were attending a training session this weekend for newly elected public officials.

Mr. McKeehan welcomed his in-laws to the Oxford area noting they recently moved to a neighboring township.

Mr. Rutherford noted Will's Pizza and the Maid-Rite Sandwich Shoppe were now open in Uptown Oxford as well as a new yogurt shop.

Mr. Rutherford reminded everyone that Earth Day was April 22, 2010.

Mr. Rutherford advised the Environmental Commission received a presentation from Miami's IES Department who were reviewing the City's zoning and subdivision codes and would make a presentation to the Planning Commission and Council with their findings.

Mr. Rutherford discussed his concerns regarding the removal of snow and ice from sidewalks in Oxford. Mr. Rutherford noted his feeling the City's Ordinances should be enforced or taken off of the books.

Mr. Bogard advised some members of Council attended the Grand Re-opening of the Kroger store which was a very festive event with a lot of Kroger executives and managers in attendance.

Mayor Keebler advised he was impressed by how well attended the Kroger Grand Re-opening was this morning and noted it was a beautiful facility. Mayor Keebler advised he had the opportunity to speak with the President of Kroger and thanked him for the re-use and expansion of the current location instead of moving to another lot on the fringe of Oxford. Mayor Keebler advised he felt the project was a service to the community.

Mayor Keebler noted the Grand Opening of the Maid-Rite Sandwich Shoppe would take place Saturday at 11:30 a.m.

ADJOURNMENT

Ms. Currie moved to adjourn at 8:50 p.m. Mr. Blackburn seconded. The motion passed 7-0-0.

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

Human Resources

Originating Department

Council Meeting Of: March 16, 2010

Mary Ann Eaton

Account Code No. #: N/A

Prepared By

Budgeted Amount: N/A

March 9, 2010

Date Prepared

Agenda Title: Report regarding the February 24, 2010 Civil Service Commission Meeting.

Recommendation:

Discussion: The Civil Service Commission held a regular meeting on Wednesday, February 24, 2010. Those members present were: Phil Russo, Chair; Susan Lipnickey; Karen Martino and Charles Crain.

Donna Heck, Human Resources Director; Bob Holzworth, Police Lieutenant and Mary Ann Eaton, Recording Secretary were in attendance for the City.

Also present were Don Gabbard and Shaunna Tafelski from the Talawanda School District.

Due to a resignation, the Commission approved a Temporary Appointment for the position of Police Officer for a period of six months.

The Commission reviewed and tabled two Civil Service examinations for the Talawanda School district pending changes requested by the Commission.

The Commission reviewed and approved the Eligibility List for the Public Safety Communications Officer positions.

The Commission reviewed and tabled a Civil Service examination for the Oxford Police Department pending additional study of the process at the request of Lt. Holzworth.

The next meeting is scheduled for March 24, 2010.

Approved By:

Department Head:

City Attorney:

City Manager:

Initial Date

[Signature] 3/9/10

[Signature] 3/12/10

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

Council Meeting of: March 16, 2010

Service Department
Originating Department

Account Code #: N/A

David Treleaven
Prepared By

Budgeted Amount: N/A

February 25, 2010
Date Prepared

Agenda Title: Environmental Commission Meeting of February 24, 2010

Recommendation: For Review and Consideration

Discussion:

Environmental Commission members present at the Wednesday, February 24, 2010 meeting were: Chair, Mr. Charlie Ford; Vice-Chair, Mr. Wright Gwyn; City Council Representative, Mr. Greig Rutherford; and Planning Commission Representative, Mr. Ted Wong. A quorum was not present. Secretary, Ms. Heidi Schran and Mr. Kevin Armitage had notified the Commission that they would be unable to attend the meeting. Oxford residents Dr. Vincent Hand and Dr. Sandra Woy-Hazleton were in attendance, as were graduate students from Miami University's Institute of Environmental Sciences (IES) Mr. Bryan Hoffmann, Mr. Chris Lawson, and Mr. Prakash Swarnakar.

The IES students made a presentation to the Commissioners regarding their public service project investigating low impact development (LID) in Oxford. This public service project is sponsored by Oxford's Community Development Department and is investigating LID techniques as a component of storm water discharge management. The students encountered existing construction standards (sidewalks, cul-de-sacs, etc.) and language in Oxford's codified ordinances that were considered impediments to LID in the community and would require revision to allow for the full effect and benefits of LID. A more detailed presentation by the IES graduate students is scheduled for March 25, 2010 to Oxford's League of Women Voters, with the final project presentation scheduled for April 22, 2010 at the IES Department.

Proclamations for Earth Day, April 22, 2010, and Arbor Day, April 23, 2010 were reviewed. Staff is to submit them to the Clerk of Council.

Commissioners discussed establishing a listing of residents concerned with environmental issues who may wish to be updated on Environmental Commission activities. Vice-Chair Mr. Wright Gwyn was to create solicitation text to be distributed to Commissioners to assist in the database creation.

Chair Mr. Charlie Ford updated Commissioners on the status of meeting with the Planning Commission regarding open space cluster developments. Councilor Mr. Greig Rutherford stated that he intended to request City Council instruct the two Commissions to meet.

The Commission adjourned at 8:40 p.m. The next Commission meeting is tentatively scheduled for Wednesday, March 24, 2010 at 7:00 p.m. in the Municipal Building's Second Floor Conference Room.

Approved By:

Department Head:
City Manager:

Initial \ Date
WGD \ 3/2/10
[Signature] \ 3/2/10

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

Parks and Recreation
Original Department

Council Meeting Of: 3/16/10

Account Code No. #: N/A

Gail Brahier
Prepared By

Budgeted Amount: N/A

3/9/10
Date Prepared

Agenda Title:

Recreation Advisory Board – 2/25/10

Recommendation: N/A

Discussion:

The Recreation Advisory Board met on 2/25/10 at the Oxford Senior Center and Community Building. Members present were Shaunna Tafelski, Chair, Brandy Darby, Holli Morrish, Mary Glassmeier and Ken Bogard, Council Representative. Staff Members present were Gail Brahier and Deanna Barbour.

Ms. Brahier advised the Board full time employee Will Reed, Recreation Program Coordinator, will be resigning the end of April; that he and his wife have committed to 3 years missionary work in Nigeria. Ms. Brahier noted the Department has been authorized to fill his position with a part time employee until 2011 budget discussions. Ms. Brahier noted Will Reed and Casey Wooddell would be recognized at the March 2 City Council meeting for winning the Ohio Parks and Recreation 'Outstanding Award' for teen programs; due to filling a community need, activation of resources, and sustainability of the program. Mr. Bogard mentioned he was pleased the Oxford Community Foundation awarded a grant to help fund this program.

~ continue ~

Approved By:

Department Head:
City Attorney:
City Manager:

Initial \ Date
gsb \ 3/9/10

[Signature]
3/12/10

Ms. Morrish update the board about the Miami Little League hosting the State Juniors (13-15) Tournament in July. She said no date has been selected yet. Ms. Brahier said the Department is covering the dugouts on Field One, which is a requirement for the tournament. Ms. Morrish said the MLL would also like to see some improvements regarding fly balls. Ms. Brahier said the current fields are up to standards, but additional fencing may need to wait until 2011. Ms. Morrish suggested there may be an opportunity to cost share for this.

Mary Glassmeier informed the Board the dog park group has raised \$9,000 so far for the fencing. She noted they did not get the grant they hoped for, but were invited to re-submit. Ms. Glassmeier asked about hosting an end of the year pool event for dogs after the pool was closed for the season. Ms. Brahier said she was open to this, but the pool would need to sit for a week to let the chemicals dissipate, and the dog park group would have to be certain all dogs were immunized. Ms. Glassmeier noted they would research other similar events and bring an update back to the Board.

Mr. Bogard updated the board on future transportation projects impacting the City, the City owned land on St. Rt. 732, and the new high school. Ms. Morrish mentioned the TSD has been very cost conscious the last 3 years, saving 1.7 mil by re-negotiating goods, services, and personnel. Ms. Morrish mentioned the TSD website has been updated to educate the public about the new high school and general progress the district is making.

Next Meeting – March 18, Noon, Senior Citizen Building

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager: Douglas Elliott, Jr.

Fire

Originating Department

Council Meeting Of: March 2, 2010

John Detherage

Account Code No. #: 110.160.52340

Prepared By

Budgeted Amount: \$2,640.00

February 24, 2010

Date Prepared

Agenda Title: A Resolution authorizing the City Manager to enter into a cost sharing agreement with the Butler County Emergency Management Agency for the use and maintenance of the Butler County Emergency Notification System (The "Communicator")

Recommendation: Adopt the Resolution to enter into the agreement with the Butler County EMA to pay our share of the Communicator operating expenses.

Discussion: The "Communicator" is a system that allows each of the participating agencies the ability to contact first responders and the general public in case of a potentially life threatening emergency. The system also provides automated notification between the emergency service agencies in the County. This system functions as a "Reverse 911" System so that citizens may be notified of boil advisories, chemical spills, and other issues or emergencies that may affect them or their neighborhood.

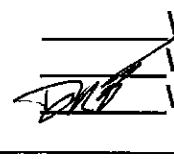
Approved By:

Department Head:

City Attorney:

City Manager:

Initial Date

 **3/2/10**

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A COST SHARING AGREEMENT WITH THE BUTLER COUNTY EMERGENCY MANAGEMENT AGENCY FOR THE USE AND MAINTENANCE OF THE BUTLER COUNTY EMERGENCY NOTIFICATION SYSTEM ("THE COMMUNICATOR") AT A COST NOT TO EXCEED \$2,640.00.

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

SECTION 1: The City Manager and the Fire Chief recommend the City enter into a cost sharing agreement with the Butler County Emergency Management Agency for the use and maintenance of the Butler County Emergency Notification System ("The Communicator") at a cost not to exceed \$2,640.00 effective March 19, 2010 through March 19, 2011.

SECTION 2: Council accepts the recommendation of the City Manager and the Fire Chief and hereby authorizes the City Manager to enter into the cost sharing agreement with the Butler County Emergency Management Agency for the use and maintenance of the Butler County Emergency Notification System ("The Communicator") at a cost not to exceed \$2,640.00 effective March 19, 2010 through March 19, 2011.

SECTION 3: This resolution shall take effect at the earliest date allowed by law.

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: LAW(STAFF)



BUTLER COUNTY EMERGENCY MANAGEMENT AGENCY

315 HIGH STREET, SUITE 670 • HAMILTON, OHIO 45011 • PHONE: (513) 785-5810 • FAX: (513) 785-5811
Email: gallowayjl@butlercountyohio.org

www.butlercountyohio.org/ema

ADMINISTRATIVE STAFF

JEFF GALLOWAY
DIRECTOR

EXECUTIVE BOARD

MEMBERS

MARK SUTTON
CHAIRMAN
TRUSTEE
FAIRFIELD TOWNSHIP

STEVEN BOTTS
VICE-CHAIRMAN
FIRE CHIEF
CITY OF MIDDLETOWN

CHARLES FURMON
BUTLER COUNTY
COMMISSIONER

RONALD D'EPIFANIO
MAYOR
CITY OF FAIRFIELD

LEN ENDRESS
CITIZEN
MEMBER AT LARGE

PAUL GILLESPIE
TRUSTEE
MILFORD TOWNSHIP

TIM MILLER
TRUSTEE
REILY TOWNSHIP

GARY SALMON
TRUSTEE
OXFORD TOWNSHIP

CATHERINE STOKER
TRUSTEE
WEST CHESTER TOWNSHIP

RAY WURZELBACHER
TRUSTEE
ROSS TOWNSHIP

ALAN DANIEL
TRUSTEE
MADISON TOWNSHIP

PATRICK HILTMAN
TRUSTEE
LIBERTY TOWNSHIP

NEIL FERDELMAN
POLICE CHIEF
CITY OF HAMILTON

To: Communicator Administrator's Board
From: Jeff Galloway, Director
Date: February 10, 2010
Subject: Communicator Resolution Adoption

On February 9, 2010, the Butler County EMA Executive Committee adopted Resolution No. 10-02-01 for each agency sharing "The Communicator" contribution annually. Please see attached Resolution No. 10-02-01 and Exhibit A. The resolution is effective from March 19, 2010 through March 19, 2011.

Please sign the agreement and return to Butler County EMA by March 19, 2010.

If you have any questions, please feel free to contact me at (513) 785-5810.

"Coordinating people and resources to protect the lives and property within Butler County by working together to achieve one goal for Mitigation, Preparedness, Response, and Recovery for Disasters and Emergencies"

Resolution No. 10-02-01

Resolved By the EMA Executive Committee of Butler County, Ohio, That

WHEREAS, there are six (6) participating agencies in Butler County; i.e., Butler County Emergency Management Agency, West Chester Township, Butler County Sheriff's Office, Butler County Water & Sewer, City of Hamilton and City of Oxford; and

WHEREAS, Butler County Emergency Management Agency owns and operates the Butler County Emergency Notification System ("The Communicator") and hosts these six (6) participating agencies and must communicate in order to effectively address the emergency situation; and

WHEREAS, the Board finds that the enabling of communication between the six (6) participating agencies advances a valid and substantial health and safety public purpose; and

WHEREAS, since the system was designed for notifying first responders or communities-at-risk during potentially life-threatening situations or automating communications between departments or agencies it has been assumed that each of the six (6) participating agencies would equally pay a reasonable non-refundable amount for sharing cost, use and maintenance per year in order to utilize The Communicator; and

WHEREAS, the fee structure being proposed takes into consideration annual cost for yearly maintenance to Dialogic Communications Corporation (DCC), county-wide database back-up and Cincinnati Bell for PRI circuit phone line; and

WHEREAS, Butler County Information Services is moving to a database back-up within the county to save additional monies; and

WHEREAS, there is a value of communication between agencies in an emergency and attempts to make The Communicator available at a reasonable charge for just such an event;

NOW, THEREFORE, BE IT RESOLVED THAT the Board does hereby approve Exhibit A attached to this Resolution entitled "2010 Expenditures" in order to establish yearly fees for Communicator users within Butler County.

BE IT FURTHER RESOLVED THAT Exhibit A shall take effect on March 19, 2010.

Resolution No. 10-02-01

Requestor: Jeff Galloway
Requestor Date: February 9, 2010

Neil Ferdelman moved for the adoption of the foregoing resolution.
Steve Botts seconded the motion

The vote resulted as follows:

Mark Sutton	Yea
Steven Botts	Yea
Charles Furmon	Yea
Ronald D'Epifanio	Yea
Len Endress	Yea
Paul Gillespie	Yea
Tim Miller	Yea
Gary Salmon	Yea
Catherine Stoker	Yea
Raymond Wurzelbacher	Yea
Alan Daniel	Yea
Patrick Hiltman	Yea
Neil Ferdelman	Yea

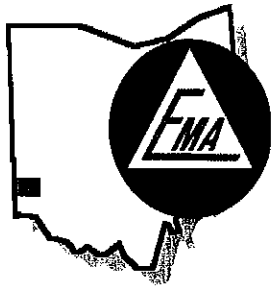
Adopted: February 9, 2010

Jeff Galloway, Director
Butler County EMA

Date

Douglas Elliott, City Manager
City of Oxford

Date



BUTLER COUNTY EMERGENCY MANAGEMENT AGENCY

315 HIGH STREET, SUITE 670 • HAMILTON, OHIO 45011 • PHONE: (513) 785-5810 • FAX: (513) 785-5811
Email: gallowayjl@butlercountyohio.org

"Exhibit A"

www.butlercountyohio.org/ema

10/28/2009

ADMINISTRATIVE STAFF

JEFF GALLOWAY
DIRECTOR

To: Communicator Administration Board

Reference: 2010 Expenditures

EXECUTIVE BOARD MEMBERS

MARK SUTTON
CHAIRMAN
TRUSTEE
FAIRFIELD TOWNSHIP

STEVEN BOTTS
VICE-CHAIRMAN
FIRE CHIEF
CITY OF MIDDLETOWN

CHARLES FURMON
BUTLER COUNTY
COMMISSIONER

RONALD D'EPIFANIO
MAYOR
CITY OF FAIRFIELD

LEN ENDRESS
CITIZEN
MEMBER AT LARGE

PAUL GILLESPIE
TRUSTEE
MILFORD TOWNSHIP

TIM MILLER
TRUSTEE
REILY TOWNSHIP

LAWRENCE MULLIGAN
MAYOR
CITY OF MIDDLETOWN

GARY SALMON
TRUSTEE
OXFORD TOWNSHIP

RAY WURZELBACHER
TRUSTEE
ROSS TOWNSHIP

ALAN DANIEL
TRUSTEE
MADISON TOWNSHIP

PATRICK HILTMAN
TRUSTEE
LIBERTY TOWNSHIP

NEIL FERDELMAN
POLICE CHIEF
CITY OF HAMILTON

The Butler County Budget Director has advised Emergency Management that starting January 2010 we will be responsible for payment of the Cincinnati Bell phone bill which covers the main T-1 line for all communicator transmissions performed in the County. Additionally, in our last meeting we discussed having each user of the system pay an equal share of the overall operating expenses to operate the system. I have attached the breakdown cost per user for one year.

DCC yearly maintenance fee		\$5,042.00 yearly
Cincinnati Bill / T-1 line	\$650.00 per month	\$7,800.00 yearly
1 time hosting fee	\$2,000.00 - \$3,000.00	\$3,000.00 one time
		Total \$15,842.00 1 st year
		Total \$12,842.00 2 nd year

(The hosting fee is a data base back-up / DCC is \$12,000.00 per year / The one time fee will be for Butler County IT Dept. to have our own back-up in the County)

2010 Communicator breakdown

Emergency Management	\$2640.00
West Chester	\$2640.00
Butler County Sheriff's Office	\$2640.00
Water & Sewer	\$2640.00
City of Hamilton	\$2640.00
City of Oxford	\$2640.00

2nd year breakdown will be \$2140.00 per user

If you have any questions, please contact myself or Tonya Dutze at 513-785-5810.

Jeff Galloway

CITY OF OXFORD STAFF SUMMARY REPORT

Report to the City Manager

Finance Department
Originating Department

Council Meeting Of: March 16, 2010

Account Code No. #: Various

Heidi Hill
Prepared By

Budgeted Amount: \$126,166.00

March 11, 2010
Date Prepared

Agenda Title: 2010 Property and Casualty Insurance

Recommendation: Approve

Discussion:

Staff is requesting Council to approve the property and casualty insurance renewal of \$130,593 for 2010. This represents a 13.6% increase over last year's cost of \$114,900. The increase is due to reporting accurate property values after the City underwent a property appraisal this winter. Insurance premiums will be paid on a semiannual basis.

Approved By:

Department Head:

City Attorney:

City Manager:

Initial Date

9/2 3/11/10
DR 3/12/10

RESOLUTION NO.

RESOLUTION ACCEPTING THE INSURANCE RENEWAL OF INSURANCE SPECIALIST GROUP, INC., DBA LOVE INSURANCE PARTNERS FOR THE CITY'S PROPERTY AND CASUALTY INSURANCE COVERAGE FOR 2010.

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

SECTION 1: Insurance Specialist Group, Inc., dba Love Insurance Partners (hereinafter 'Love Insurance Partners') submitted an insurance renewal of \$130,593 for the City's property and casualty insurance coverage for 2010, a 13.6% increase over last year's cost of \$114,900.

SECTION 2: Council hereby accepts the insurance renewal of Love Insurance Partners for \$130,593 for the City's property and casualty insurance coverage for 2010.

SECTION 3: This resolution shall take effect at the earliest date allowed by law.

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: LAW (STAFF)