

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager: Douglas Elliott, Jr.

Fire
Originating Department

Council Meeting Of: March 2, 2010

Account Code No. #: 110.160.52340

John Detherage
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")

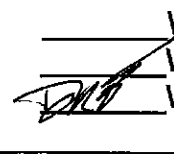
Recommendation: Adopt the Resolution to enter into the agreement with the Butler County EMA to pay our share of the Communicator operating expenses.

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

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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

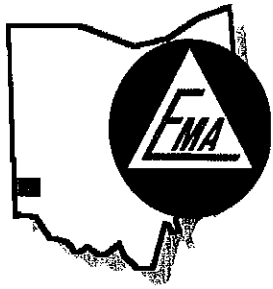
Adopted: February 9, 2010

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
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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 1st year
Total \$12,842.00 2nd 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

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

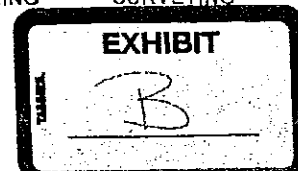
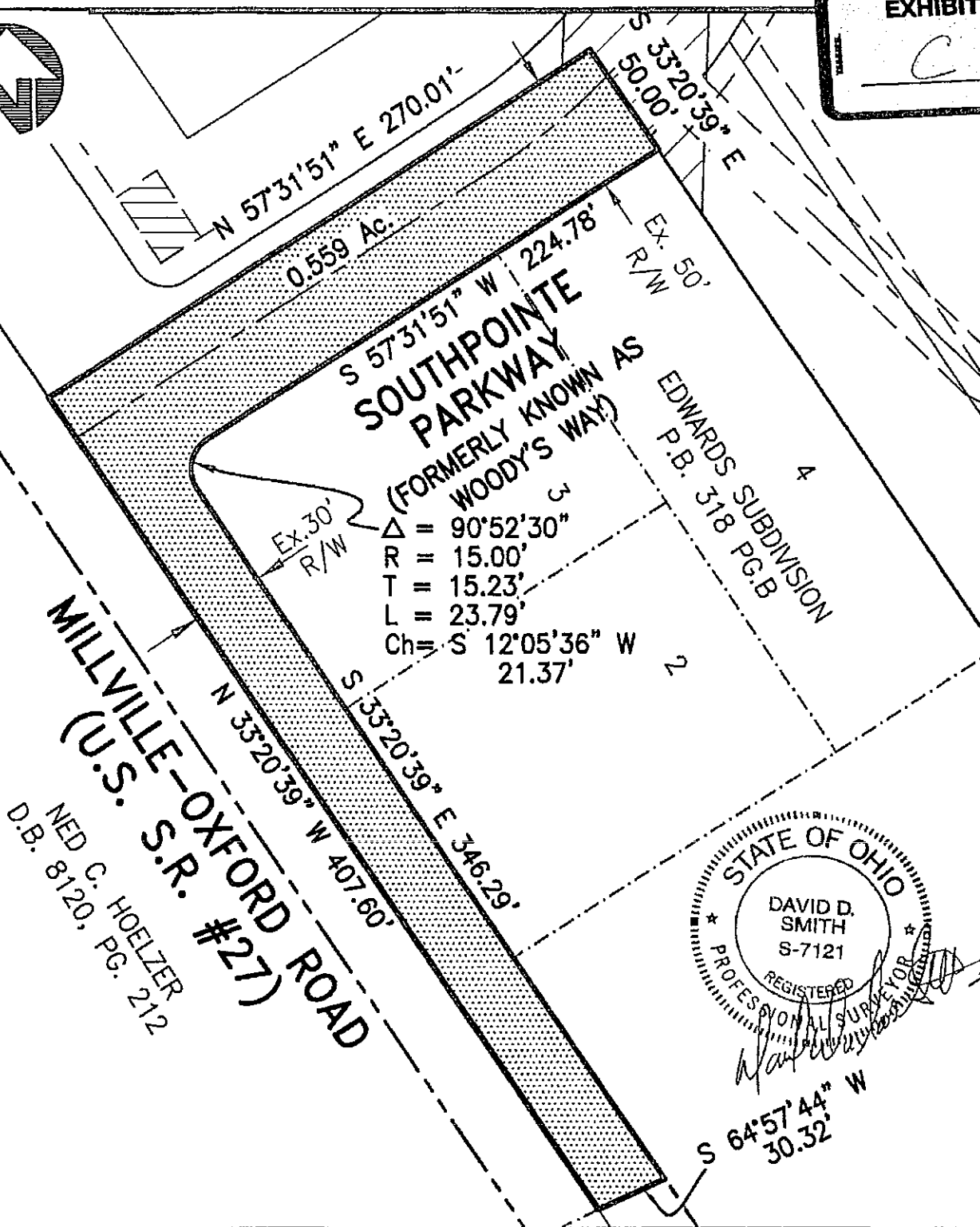


EXHIBIT
C



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
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Recommendation:	Approval
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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:



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**

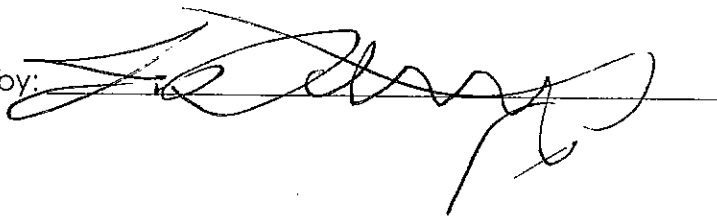
☒ Review ☐ Revisions ☐ Other

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 @ 4³⁰ 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

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Description:

PC-03-2010 FINAL SUBDIVISION, Phase 2, Reckford Woods, Hester Road, 3.178 acres,
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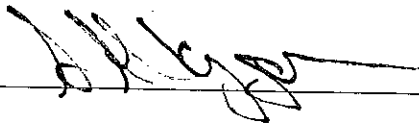
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.....

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
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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

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Applicant

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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.

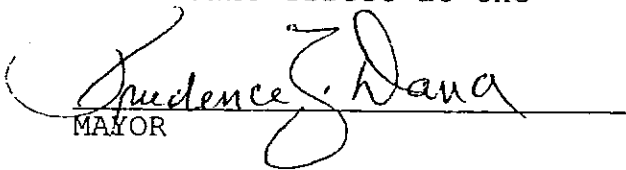
BE IT ORDAINED BY THE COUNCIL OF THE CITY OF OXFORD, BUTLER COUNTY, STATE OF OHIO, THAT:

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:

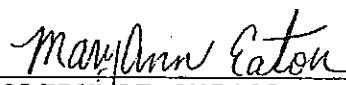
- a. Engineering comments regarding the sanitary and storm sewer must be addressed prior to submitting the final Subdivision Application.
- b. The ownership determination of a strip of land located on the south side of the first cul-de-sac must be determined. The City will not be the owner of that strip 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

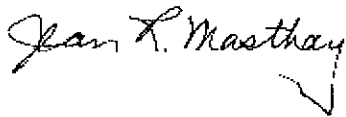
PREPARED BY: LAW(STAFF)

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

Final Subdivision Application
City of Oxford, Ohio

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

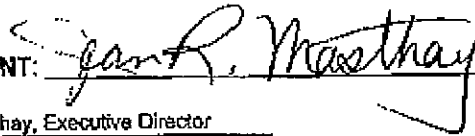
- o) The name of the proposed subdivision and the name of the surveyor, engineer and owner at the time of subdivision.
- p) The names and record owners of all adjoining subdivisions and the names of recorded owners of adjoining parcels of un-subdivided land.
- q) North arrow, scale and date.
- r) The 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,

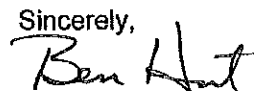
We are requesting approval for the Reckford Woods Final Subdivision Plat - Phase Two. It is a residential community consisting of 10 single family lots and two open space lots on 3.178 acres located north of College Corner Pike, East of Hester Road and south and west of the Northridge Subdivision. The 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.

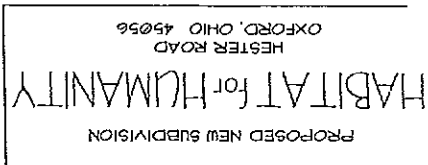
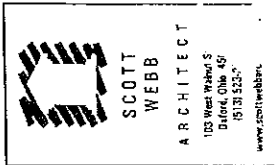
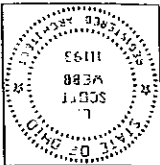
Below is a summary of the attachments per the requirements and requests of the City of Oxford:

- 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.

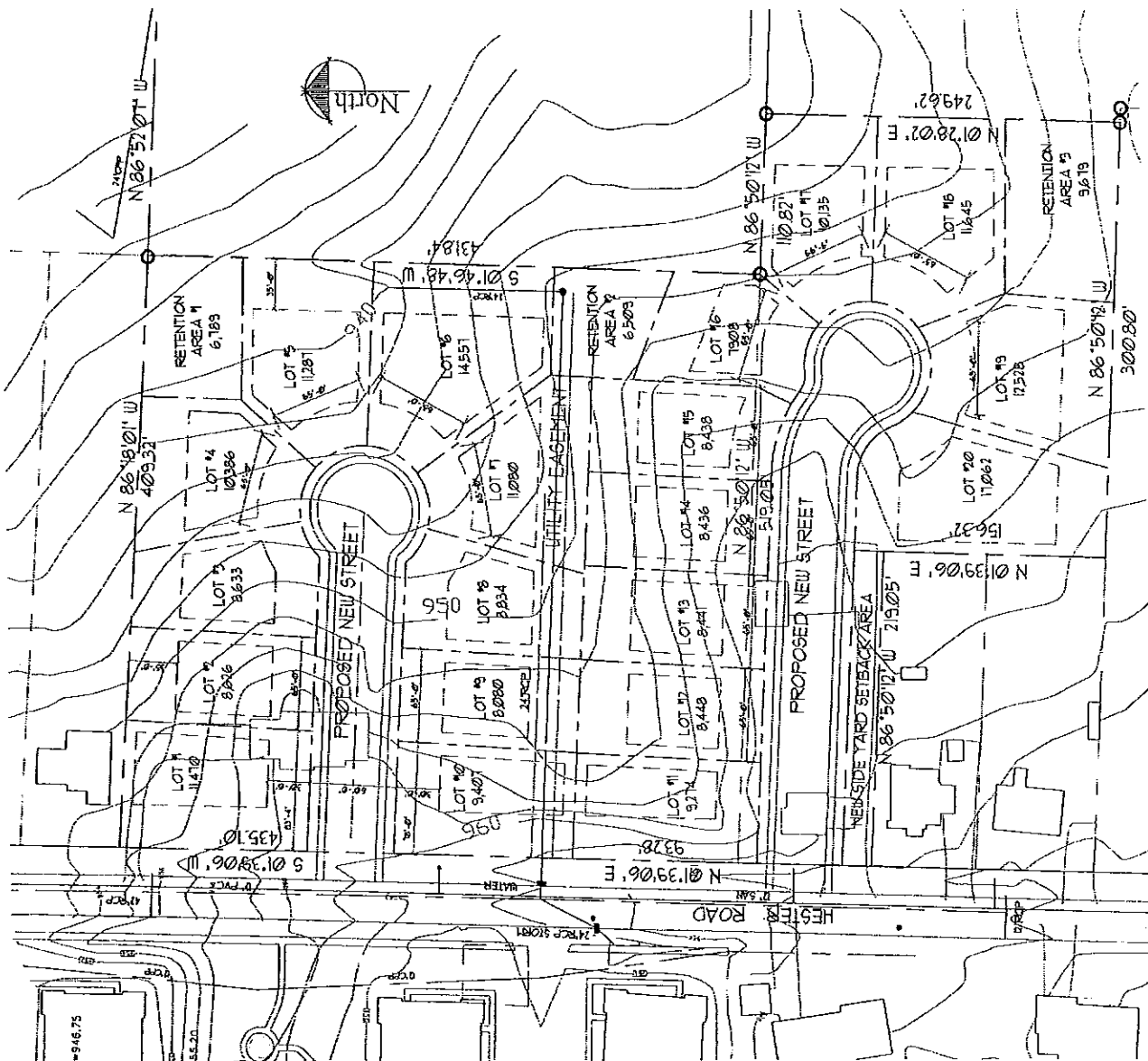
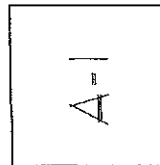
If you should have any additional questions or comments, please do not hesitate to call.

Sincerely,

Ben Hurst, P.E.

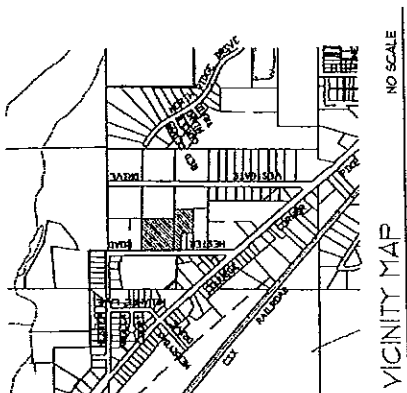
Enclosure
cc: Tristate Habitat for Humanity



DATE	January 1, 2008
REVISIONS	August 16, 2008



PRELIMINARY SUBDIVISION PLAN
SHOWING 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:
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

1/2 318 S. College Avenue Oxford, OH 45056-5133		RECKFORD WOODS PHASE TWO BEING A REPLAT OF PART OF LOT #1303 AND LOT 1304 CITY OF OXFORD, BUTLER COUNTY, OHIO		<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;">Item</th> <th style="width: 50%;">Item Description</th> <th style="width: 10%;">Units</th> <th style="width: 10%;">Price</th> <th style="width: 10%;">Total</th> </tr> </thead> <tbody> <tr><td>1</td><td></td><td></td><td></td><td></td></tr> <tr><td>2</td><td></td><td></td><td></td><td></td></tr> <tr><td>3</td><td></td><td></td><td></td><td></td></tr> <tr><td>4</td><td></td><td></td><td></td><td></td></tr> <tr><td>5</td><td></td><td></td><td></td><td></td></tr> <tr><td>6</td><td></td><td></td><td></td><td></td></tr> <tr><td>7</td><td></td><td></td><td></td><td></td></tr> <tr><td>8</td><td></td><td></td><td></td><td></td></tr> <tr><td>9</td><td></td><td></td><td></td><td></td></tr> <tr><td>10</td><td></td><td></td><td></td><td></td></tr> 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1. Basis of Bearings: Ohio State Plane Coordinate System Ohio South Zone 3402

2. References: North Ridge Section Three, P.E. 3714, Pg. A-B
North Ridge Section Two, P.E. 3158, Pg. A-B
North Ridge Section One, P.E. 3159, Pg. A-B
Reardon Woods Section One, P.E. 3160, Pg. A-B

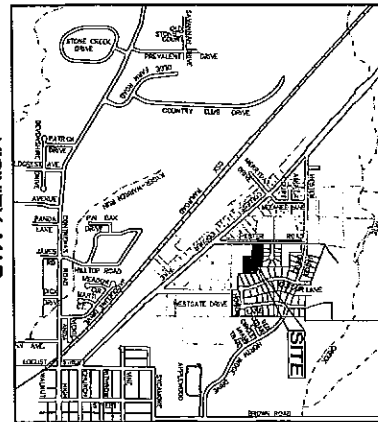
3. Lines of occupation where they exist generally agree with boundary lines unless otherwise shown on plat.

NOTES:

TOTAL DEDICATED CENTERLINE LENGTH FOR FULLER WAY = 330.9 L.F.

TOTAL RIGHT-OF-WAY TO BE DEDICATED = 0.643 ACRES

VICINITY MAP
1"=1000'



LEGEND

- ◆ Proposed Stike
- ◆ Proposed May Natl
- Proposed 1" Iron Pin
- Existing 1/2" Iron Pin
- E. Basement
- B-E. Driveway Easement
- B-L. Building line
- U-E. Utility Easement
- S-E. Sanitary Sewer Easement
- R.M.O. Rear Midway Opening Elevation
- P.F. Finish Floor

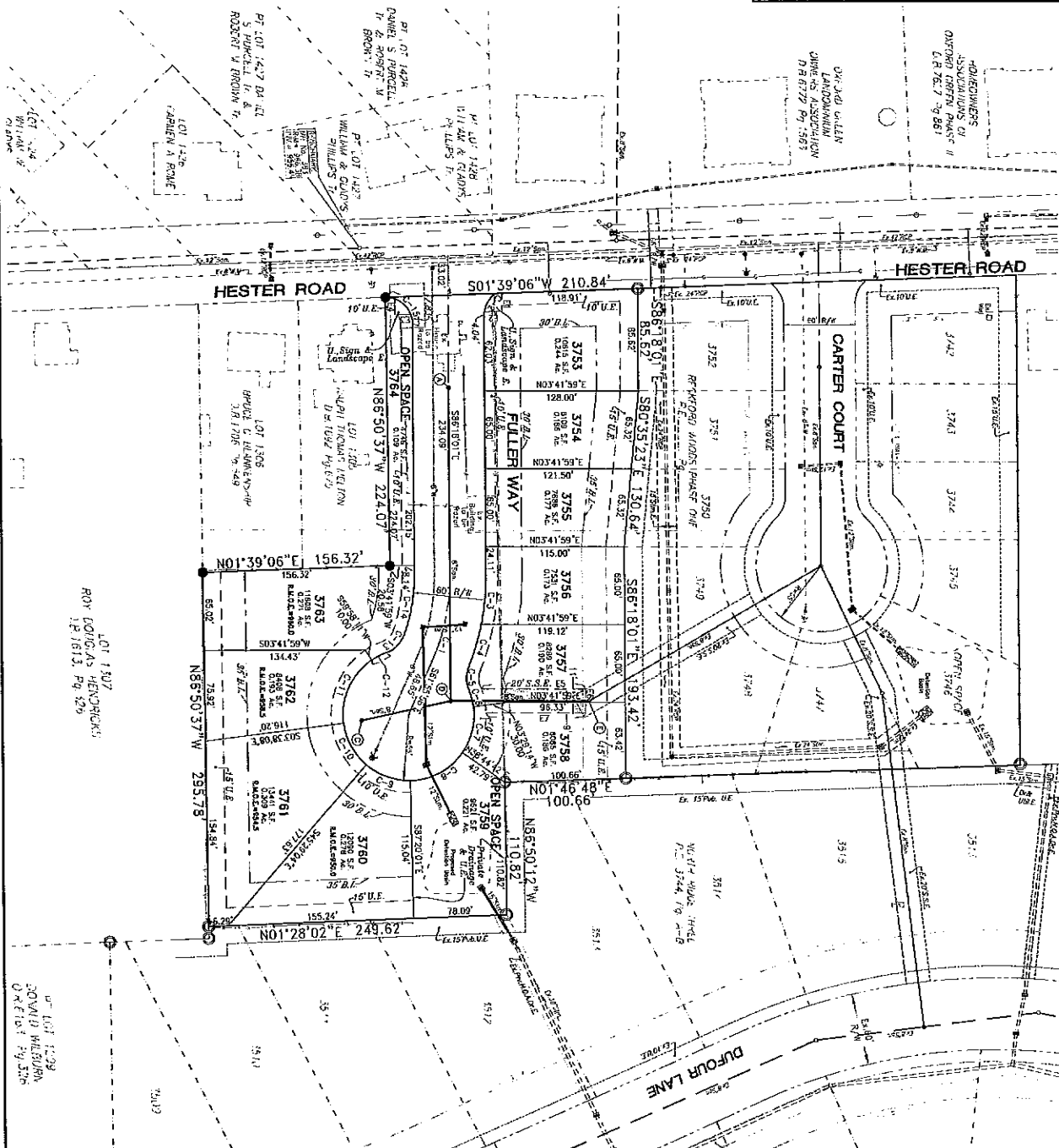
CURVE TABLE

[illegible]

EASEMENT LINE TABLE

NUMBER	DIRECTION	DISTANCE
C1	566°18'01"E	15.01'
C2	510°39'06"W	14.65'
C3	501°32'06"W	13.63'
C4	N66°18'01"W	13.53'
C5	S02°41'59"W	86.43'
C6	S85°18'01"E	20.80'
C7	S02°41'59"W	82.74'

BENCHMARK
Top Rim Sanitary Manhole #383
ELEVATION = 966.38



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

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

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

 3/24/10

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

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)

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
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Recommendation:	For Review and Consideration
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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 <u>[Signature]</u> \ <u>3/2/10</u>
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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