City of Oxford OHIO
HOME OF MIAMI UNIVERSITY

Agenda

Oxford City Council

Court House

TUESDAY, MARCH 20, 2012

EXECUTIVE SESSION
None.

1. Roll Call. Richard Keebler, Mayor; Ken Bogard, Vice-Mayor; Kevin McKeehan; Bob Blackburn; Kate Rousmaniere; John Harman; Steve Snyder

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

REGULAR MEETING
7:30 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. Request for use of Uptown Parks - Diana Durr.

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 6, 2012 City Council Meeting. (Mary Ann Eaton, Clerk of Council)

Minutes

B. Report regarding the February 29, 2012 Environmental Commission Meeting. (Mike Dreisbach, Service Director)

Report

C. Report regarding the March 7, 2012 Historic and Architectural Preservation Commission Meeting. (Jung-Han Chen, Community Development Director)

Report

5. Resolutions.

1. A Resolution of support for the Three Valley Conservation Trust's ?Fryman Project' in the greater Oxford area. (Doug Elliott, City Manager)

Staff Report/Resolution

2. A Resolution authorizing the City Manager to exercise the option to extend the contract with PFM Asset Management LLC Investment Management Services for the management of the City's investable funds for a period of one (1) year. (2nd of 2 option years) (Joe Newlin, Finance Director)

Staff Report/Resolution

6. Ordinances.

A. First Reading

1.An Ordinance Amending Ordinance No. 3159. Supplemental Budget Ordinance Number 1 To Make Supplemental Appropriations For Fiscal Year 2012. (Joe Newlin, Finance Director)

Staff Report/Ordinance

B. Second Reading - None.

7. A. Announcements & Communications. The comments expressed by individual members of Council or City staff during this portion of a City Council meeting do not necessarily reflect the views of the City of Oxford, the Oxford City Council, or the City staff.

1. Remarks from City Council and City Staff.

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

WED - Mar 21 Board of Zoning Appeals Meeting 7:30 p.m.

FRI - Mar 23 Community Improvement Corporation Meeting 12:00 p.m. LCNB

WED - Mar 28 Civil Service Commission Meeting 7:00 p.m.

FRI - Mar 30 Student Community Relations Commission Meeting 3:00 p.m. LCNB

TUES - Apr 3 Investment Committee Meeting 4:00 p.m. Municipal Building

TUES - Apr 3 City Council Meeting 7:30 p.m.

WED - Apr 4 Historic and Architectural Preservation Commission Meeting 6:00 p.m.

WED - Apr 4 Environmental Commission Meeting 7:00 p.m. Municipal Building

THUR -Apr 5 Community Relations Commission Meeting 5:00 p.m. Municipal Building

TUES - Apr 10 Planning Commission Meeting 7:30 p.m.

THUR - Apr 12 Police Advisory Board Meeting 7:00 p.m. Senior Citizens Center

FRI - Apr 13 Student Community Relations Commission Meeting 3:30 p.m. LCNB

MON - Apr 16 Housing Advisory Commission Meeting 7:00 p.m. Municipal Building

TUES - Apr 17 City Council Meeting 7:30 p.m.

WED - Apr 18 Board of Zoning Appeals Meeting 7:30 p.m.

THUR - Apr 19 Recreation Board Meeting 4:00 p.m. Senior Citizens Center

WED - Apr 25 Civil Service Commission Meeting 7:00 p.m.

FRI - Apr 27 Community Improvement Corporation Meeting 12:00 p.m. LCNB

FRI - Apr 27 Student Community Relations Commission Meeting 3:30 p.m. LCNB

8. Adjourn.

A Regular meeting of the Oxford City Council was called to order by Mayor Richard Keebler on Tuesday, March 6, 2012 at 7:30 p.m. Those members present were Ken Bogard, Bob Blackburn John Harman and Kevin McKeehan. Kate Rousmaniere and Steve Snyder were excused.

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

PLEDGE OF ALLEGIANCE

Mayor Keebler requested the Pledge of Allegiance.

APPROVAL OF AGENDA

Mr. McKeehan moved to approve the agenda. Mr. Blackburn seconded. The motion passed 5-0-0.

PUBLIC PARTICIPATION

PUBLIC COMMENTS

Mr. Cal Conrad, Board Member, Three Valley Conservation Trust, noted board members Roger Millar and Adolph Greenberg were also in attendance. Mr. Conrad advised Three Valley Conservation Trust recently became an accredited land trust, one of two in the State of Ohio, which they were very proud of. Mr. Conrad noted Three Valley Conservation Trust was founded 17 years ago and its initial purpose was to preserve the Four Mile Valley. Mr. Conrad advised the land trust was expanded to incorporate Indian Creek, Seven Mile Creek and Twin Creek and they were a land trust for the western half of Montgomery County, Preble County and Butler County. Mr. Conrad noted in 17 years the land trust created 110 easements that preserved land from development which covered 14,000 acres (21 square miles) and included 55 miles of stream corridor. Mr. Conrad advised he was excited to announce that Three Valley Conservation Trust entered into an agreement with the Fryman family to purchase 170 acres of land west of Somerville Road and extending across SR 732. Mr. Conrad noted the north end of the covered bridge was located on the property. Mr. Conrad noted 125 acres of the land was agricultural and the balance was a riparian area and the land trust had an easement that would preserve the property for all time. Mr. Conrad advised a farmer would purchase the agricultural portion and Butler Metro Parks was enthusiastic about creating a metro park on the 45 acres that contained green areas, trees, floodplain and stream. Mr. Conrad noted his hope Council would adopt a Resolution in support of the initiative and advised if the City could help financially it would be very much appreciated. Mr. Conrad noted Three Valley Conservation Trust had a large bill to pay to acquire the land and they were planning major fund raising events.

Mayor Keebler noted it would be nice to see the covered bridge used in a venture such as this and advised if there was a way to get connected to Buckley Road along Four Mile Creek and across the bridge it would do a lot to enhance bicycling and other activities in the City. Mayor Keebler noted he felt this was a much more do-able project than trying to get a bike loop around the City and he hoped it was something Council could get behind.

Mr. Conrad noted it was Metro Park's vision that the north end of the covered bridge would be opened up and a ramp would be built to the ground level to accommodate foot and bike traffic for a path going up mill race to the Beck property and then out to SR 732 to Buckley Road. Mr. Conrad advised a project like this had been talked about for a very long time and Three Valley Conservation Trust was pleased that through the purchase of this land and their relationship with Metro Parks and the Beck family that they might actually be able to have Metro Parks create the trail. Mr. Conrad reiterated that Metro Parks was very enthusiastic about the project and were talking about seeking funds to finalize the deal.

Mayor Keebler advised he felt Council should support the initiative but noted like any government entity the City had financial difficulties. Mayor Keebler advised he felt a Resolution of support was in order and that this was a good project for the community at large.

Mr. Bogard advised he felt Council should not lose the vision of a bike trail around the City of Oxford which would connect with the project just presented. Mr. Bogard noted going south a bike trail would connect with the Great Miami River bike trail between Middletown and Hamilton and south of there. Mr. Bogard advised it might take 10, 20 or 30 years and reiterated that Council should not lose the vision of having recreational trails in northwest Butler County.

Ms. Bobbe Burke, 722 David Drive, advised an annual meeting was held at Miami last week which brought together student organizations that commonly hosted events that rolled into late night hours or were held at off-campus venues. Ms. Burke noted Miami had been doing this for a long time to help students understand some difficulties that occurred in the past and to present strategies to avoid difficulties in the future such as noise complaints or other neighborhood problems. Ms. Burke advised that Diana Durr of the Oxford Visitors and Convention Bureau played a very significant role by serving as the point person for every activity that moved to an off-campus arena and helped students figure out the logistics for their event to avoid problems and make their event successful. Ms. Burke noted she wanted to bring this to Council's attention so they could thank Ms. Durr for providing this service to the students.

Ms. Burke advised she sent messages to landlords and property managers encouraging them to meet with all tenants regarding a tornado safety plan. Ms. Burke noted everyone had heartfelt sympathy for the communities very close to us that suffered heavy destruction and loss of life last week. Ms. Burke noted it would behoove everyone to know what their plan of action should be in case a tornado was headed directly towards Oxford. Ms. Burke advised she would work with Mr. Elliott and others in the City to help landlords who were not sure how to advise their tenants.

Ms. Burke advised former Mayor Jerome Conley asked her to remind Council that the Mystery Dinner Theater was coming up on Sunday, March 18, 2012 which was a new event sponsored by a student organization in the Department of Theater and another student organization advised by Mr. Conley who were committed to raising money for the Oxford United Way. Ms. Burke noted part of the cost for the Mystery Dinner Theater ticket would go to the Oxford United Way and tickets were on sale at the Shriver Center Box Office.

CONSENT AGENDA

MINUTES

Minutes of the March 21, 2012 City Council Meeting. (Mary Ann Eaton, Clerk of Council)

REPORTS

Report regarding the February 2, 2012 Civil Service Commission Special Meeting. (Donna Heck, Human Resources Director)

Report regarding the February 14, 2012 Planning Commission Meeting. (Jung-Han Chen, Community Development Director)

Report regarding the February 16, 2012 Recreation Board Meeting. (Gail Brahier, Parks and Recreation Director)

Report regarding the February 22, 2012 Civil Service Commission Meeting. (Donna Heck, Human Resources Director)

RESOLUTIONS

RESOLUTION
PROPERTY & CASUALTY INS.

A Resolution No. 4666 accepting the insurance bid of Insurance Specialist Group, Inc., DBA Love Insurance Partners for the City's property and casualty insurance coverage for 2012. (Joe Newlin, Finance Director)

RESOLUTION
NOISE ABATEMENT

A Resolution No. 4667 authorizing a temporary abatement of the Noise Ordinance No. 2550, Section 509.09, on Friday, April 13, 2012 starting at 6:00 p.m. to Saturday, April 14, 2012 at 3:00 a.m. at the Rider Track & Field Complex on Miami's campus for the American Cancer Society's Relay for Life. (Mary Ann Eaton, Clerk of Council)

Mr. Bogard moved to approve the consent agenda. Mr. Blackburn seconded. The motion passed 5-0-0.

ORDINANCE
SECOND READING

ORDINANCE
ANNEXATION

An Ordinance No. 3170 Accepting The Annexation Petition From Douglas R. Elliott, Jr. For 304.704 Acres Of Land In The Township Of Oxford, Ohio And Accepting Said Territory To Be Annexed. (Doug Elliott, City Manager)

Mr. Elliott advised this was the second reading of the Ordinance accepting the annexation of 304.704 acres which included the Jobs Ready Site owned by the Joanne Pelley Means Trust and three parcels owned by Miami University. Mr. Elliott noted 30 days after the Ordinance was adopted the land would be annexed into the City. Mr. Elliott advised the City sought annexation so water and sewer services could be provided to the Miami Heritage Tech Park and the City would receive any future income tax revenue from the developer of the site. Mr. Elliott asked Council to adopt the Ordinance.

Mayor Keebler advised the proposed annexation had been thoroughly discussed by Council and this was the last step of the process.

Mr. Harman moved to adopt Ordinance No. 3170. Mr. McKeehan seconded. The Ordinance was adopted by the following roll call:

AYE: Mr. McKeehan, Mr. Blackburn, Mr. Bogard, Mr. Harman, Mr. Keebler (5)

NAY: None (0)

ABS: None (0)

ANNOUNCEMENTS

Mr. Elliott advised staff met with ODOT District 8 officials for a second time regarding the US-27 South improvement project. Mr. Elliott noted Councilor Bogard also attended as he had been very instrumental in the projects from the Northwest Butler County Transportation Study. Mr. Elliott advised the City would receive toll revenue credits for the project so the City would not have to provide a local match for the ear marked funds. Mr. Elliott noted the project was reduced in scope and would begin at Chestnut Street and go to the southern boundary of the City. Mr. Elliott advised the City would have sufficient funds from the ear mark to complete the project which would be awarded January 1, 2013 with construction beginning in April of 2013 and ending in July of 2015. Mr. Elliott noted he would keep Council and the public abreast of this very important project.

Mr. Elliott advised he, Mr. Kyger, Mr. Dreisbach and Councilor Rousmaniere attended a League of Women Voters meeting on governmental energy aggregation. Mr. Elliott noted there was a panel of experts for the program including Mr. Dreisbach.

Mr. Elliott advised the City had been following aggregation for the community for some time and the City had taken care of its needs by accepting competitive bids for the City's electric needs. Mr. Elliott noted Council may want to hold a Work Session on the matter at some point in the future.

Mr. Elliott advised staff met again with members of the Three Valley Conservation Trust regarding the proposed Bonham Road bridge replacement annexation and noted his hope they would sign the annexation petition. Mr. Elliott advised the City was anxious to move the project forward so the County Engineer would have an idea as to what type of bridge to design. Mr. Elliott noted if the land was within the City the speed limit could be reduced which would save money for the bridge replacement. Mr. Elliott advised he, Mayor Keebler, Vice Mayor Bogard and the County Engineer would meet with the Oxford Township Trustees next week regarding the project.

Mr. Harman welcomed John Kinne, Oxford Township Trustee, who was in attendance.

Mr. Bogard encouraged everyone to contact their local congress representative to initiate legislation to eliminate 'Robo calls' at election times.

Mr. McKeehan advised a Porsche owner approached him and was upset that the Porsches to Oxford event would not be held in Oxford this year. Mr. McKeehan encouraged the City and the Visitors and Convention Bureau to do what they could to try to return the event to Oxford.

ADJOURN

Mr. Bogard moved to adjourn at 7:54 p.m. Mr. Blackburn seconded. The motion passed 5-0-0.

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager

Council Meeting of: March 20, 2012 — Service Department, **Originating Department**

Account Code #: N/A — David Treleaven, **Prepared By**

Budgeted Amount: N/A — March 5, 2012, **Date Prepared**

Agenda Title:	Environmental Commission Meeting of February 29, 2012

Recommendation:	For Review and Consideration

Discussion:

Environmental Commission members present at the Wednesday, February 29, 2012 meeting were: Chair, Mr. Charlie Ford; Vice-Chair, Mr. Wright Gwyn; City Council Representative, Ms. Kate Rousmaniere; Planning Commission Representative, Mr. Ted Wong; Ms. Kelly Church, Mr. Kevin Armitage, and Mr. Vince Hand. A quorum was present. Also in attendance were Ms. Melissa Benoit, Mr. Steve Dana, and Mr. Chad Toussant. The Commission meeting was moved up by one week from its regularly scheduled monthly meeting due to availability of the Municipal Building's second floor conference room.

Minutes from the January 4 and February 1, 2012 Commission meetings were unanimously accepted as presented.

Mr. Ted Wong apprised Commissioners of a presentation to the Planning Commission regarding the installation of a solar panel array for electrical power generation at the Knolls of Oxford. Action on approval of the solar panel array was tabled to allow the applicant an opportunity to address concerns expressed by the Planning Commission.

Interviews with the storm water management stakeholders are largely completed. Stakeholders' response rate for participating in the interviews is approximately 80%. Commissioners and citizens present volunteered for four action groups: a) compilation of the stakeholders' interviews and responses; b) review of ordinances and existing storm water management requirements; c) investigation of practical best management practices for various methods of storm water control; and d) preparation of public education materials for the upcoming Earth Day celebration (Saturday, April 21, 2012).

Proclamations for Earth and Arbor Days (April 22 and 27, 2012, respectively) were unanimously accepted. Staff was instructed to provide the proclamations to the Clerk of Council.

Commissioners discussed requesting City Council change the number of voting Commissioners necessary for a quorum at a meeting. With the Commission meeting once a month, it was felt that the lack of a

(continued)

Approved By:

	Initial	Date
Department Head:	MBD	3/8/12
City Manager:	DSE	3/12/12

quorum has hampered progress on several issues in the past. (Side note: since 2009, the Environmental Commission has had quorums at 31 of 38 meetings, 82% of the time. From 2004 to the present, quorums were present at 43 of 73 meetings, 59% of the time).

Commissioners passed the following motion:

Motion: The Environmental Commission respectfully requests City Council to revise the City of Oxford Codified Ordinance Chapter 135.05(c), changing the stated number of Environmental Commissioners constituting a quorum for the transaction of business from five voting members to four voting members.

The vote was four in favor, two opposed (requesting more time to investigate and evaluate), and one abstaining.

The Commission adjourned at 8:25 p.m. The next regularly scheduled meeting of the Environmental Commission is on Wednesday, April 4, 2012 at 7:00 p.m. in the Municipal Building's Second Floor Conference Room.

135.05 MEETINGS.

(a) The Environmental Commission shall meet at least once per month. The Commission may hold such additional meetings as required to conduct its business or as requested by Council. Special meetings may be called by the chairperson or by any two members of the Commission.

(b) The Commission shall designate the time and place of the meetings and shall notify the Clerk of Council, City Manager and ex-officio Planning Commission member at least twenty-four hours in advance.

(c) Five voting members shall constitute a quorum for the transaction of business.

(d) All meetings of the Environmental Commission other than authorized executive sessions shall be open to public attendance. The Commission will fully comply with both the letter and spirit of Ohio R.C. 121.22.
(Ord. 2232. Passed 6-2-92.)

Environmental Commission Attendance Numbers from 2004 to date

SUMMARY: Total quorums: 43 out of the last 73 meetings (58.9%, last: 2/29/12).

	# on roster	# in attendance	Quorum? (5 voting members, 135.05(c)	# excused	Vacancies
2012 (3 meetings, 2 quorums)					
Jan 4	7	6	**YES**	1	none
Feb 1	7	4	no	3	none
Feb 29	7	7	**YES**	0	none
2011 (11 meetings, 10 quorums)					
Jan 5	7	6	**YES**	0	none
Feb 2	7	5	**YES**	2	none
Mar 2	7	5	**YES**	1	none
Apr 6	7	6	**YES**	1	none
May 4	7	5	**YES**	1	none
July 6	7	4	no	3	none
Aug 3	7	6	**YES**	1	none
Sept 7	7	6	**YES**	1	none
Oct 5	7	6	**YES**	1	none
Nov 2	7	5	**YES**	2	none
Dec 7	7	7	**YES**	0	none
2010 (13 meetings/work sessions, 10 w/ quorums)					
Jan 27	7	5	**YES**	2	none
Feb 24	7	4	no	2	none
Mar 24	7	6	**YES**	0	none
Apr 13	7	6	**YES**	1	none
(4-13-10 was a work session with the Planning Commission)					
Apr 28	7	5	**YES**	1	none
May 5	7	4	no	3	none
June 2	7	5	**YES**	2	none
July 14	7	6	**YES**	1	none
Aug 4	7	5	**YES**	1	none
8-10: no meeting, a presentation to Planning Comm. w/ no voting expected; 3 EC members present					
Sept 1	7	4	no	2	none
Oct 6	7	7	**YES**	0	none
Nov 3	7	5	**YES**	1	none
Dec 1	7	6	**YES**	0	none
2009 (11 meetings total, 9 w/ quorums)					
Feb 25	5	5	**YES**	0	2 members
Mar 25	5	5	**YES**	0	2 members
Apr 22	7	5	**YES**	0	none
May 27	7	6	**YES**	0	none
June 24	7	6	**YES**	0	none
July 22	7	4	no	1	none
Aug 26	7	6	**YES**	1	none
Sept 9	7	6	**YES**	1	none

Environmental Commission Attendance Numbers from 2004 to date

	# on roster	# in attendance	Quorum? (5 voting members, 135.05(c)	# excused	Vacancies
Sept 23, '09	7	6	**YES**	1	none
Oct 28	7	6	**YES**	1	none
Dec 2	7	4	no	1	none
2008 (8 meetings total, none w/ quorum)					
Jan	6	4	no	2	Plan. Com. (PC) rep
Feb	6	3	no	2	1 member
Mar	6	3	no	2	1 member
Apr	6	3	no	0	1 member
Sept	5	2	no	2	2 members
Oct	5	4	no	1	2 members
Nov	5	4	no	1	2 members
Dec	5	4	no	1	2 members
2007 (7 meetings total, 1 w/ quorum)					
Jan	5	3	no	1	PC rep + 1 member
Feb	5	4	no	1	PC rep + 1 member
Mar	5	4	no	0	PC rep + 1 member
Apr	5	3	no	0	PC rep + 1 member
Aug	6	4	no	2	PC rep
Sept	6	3	no	2	PC rep
Nov	6	5	**YES**	1	PC rep
2006 (8 meetings total, 4 w/ quorum)					
Jan	6	4	no	0	1 member
Feb	6	5	**YES**	0	PC rep
Mar	6	5	**YES**	0	PC rep
Apr	6	6	**YES**	0	PC rep
May	5	4	no	1	PC rep + 1 member
Sept	5	4	no	1	PC rep + 1 member
Oct	5	3	no	2	PC rep + 1 member
Dec	5	5	**YES**	0	PC rep + 1 member
2005 (6 meetings total, 3 w/ quorum)					
Feb	7	6	**YES**	0	0
Mar	7	4	no	0	0
Apr	7	5	**YES**	0	0
Jun	6	5	**YES**	0	1 member
Aug	6	2	no	2	1 member
Sept	6	3	no	0	1 member

Environmental Commission Attendance Numbers from 2004 to date

	# on roster	# in attendance	Quorum? (5 voting members, 135.05(c)	# excused	Vacancies
2004 (6 meetings total, 4 w/ quorum)					
Jan	6	5	**YES**	0	1 member
Feb	6	3	no	0	1 member
Mar	6	3	no	0	1 member
Apr	7	5	**YES**	0	0
Jul	7	5	**YES**	1	0
Oct	7	5	**YES**	1	0

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager

Council Meeting Of: March 20, 2012

Account Code No. #:

Budgeted Amount:

Community Development
Originating Department

Jung-Han Chen
Prepared By

March 15, 2012
Date Prepared

HAPC MEETING REPORT – March 7, 2012

Requests for Review:
HAPC-02-2012 108 S. Beech St. Demolition of an existing detached garage, **Rile Inc, Applicant/ Agent**
A request for review to demolish a deteriorated garage and allow the existing foundation remain and used for off-street parking was presented and discussed.

The Commission felt that the existing garage was not an integral part of the main house, built in 1908, a Georgian Revival style. The Commission voted 4-0-1 to approve the request as submitted, subject to any changes to the approval reviewed by the Commission.

HAPC-03-2012 15 S. Beech St. Demolition and reuse plan for the Oxford Press Building, **Scott Webb, Applicant/Agent**
The Applicant presented a reuse plan for the existing building and elaborated in detail all components of the new building. It is similar in style to buildings that the Applicant has designed in the past. There may be issues that will require other Boards and Commissions to review which may trigger a re-review of the proposed project. The Commission also felt that the detailed features, such as lighting, signage, windows and other elements, of the proposed building will, as general practices of the Commission, come back for review.

The Commission discussed the corner entrance design of the proposed building and expressed uncertainty as to the purpose of this element. Concerns also were raised about the rooftop gathering place for the "renter" and the safety impact of the general public. Overall, the Commission was receptive to this style. Concerns were also raised that the specific style of architectural design could become problematic in the general appearance of the community. The Commission voted 4-0-1 to approve the request subject to the conditions staff recommended in the staff report.

Historic District Signage
Chairman Smith shared with the Commission the sign design he developed last year and asked for any input. Mr. Smith will take those comments, make changes and send to all members for consideration.

2012 Historic Marker Program/Workshop
Mr. Smith reported the Workshop held on February 23, 2012 went well and anticipated several applications for consideration.

The next HAPC meeting is scheduled for April 4, 2012 at 6:00 p.m.

Department Head: JHC / 3/15/12
City Attorney: /
City Manager: DRE / 3/16/12

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager

Clerk of Council
Originating Department

Council Meeting Of: March 20, 2012

Mary Ann Eaton
Prepared By

Account Code No. #: N/A

Budgeted Amount: N/A

March 12, 2012
Date Prepared

Agenda Title: A Resolution of support for the Three Valley Conservation Trust's 'Fryman Project' in the greater Oxford area.

Recommendation:

Discussion:

As requested on March 6, 2012 by Cal Conrad, Board Member, Three Valley Conservation Trust.

The project is further described on Exhibit "A" attached.

Approved By:

	Initial	Date
Department Head:		
City Attorney:		
City Manager:	DCE	3/16/12

RESOLUTION NO.

A RESOLUTION OF SUPPORT FOR THE THREE VALLEY CONSERVATION TRUST'S 'FRYMAN PROJECT' IN THE GREATER OXFORD AREA.

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

SECTION 1: The City Manager recommends that Oxford City Council support the Three Valley Conservation Trust's 'Fryman Project' in the greater Oxford area, which would support objectives of preserving farmland, protecting green space, and providing recreational trail linkage between Oxford and Hueston Woods.

SECTION 2: Council finds that supporting the Three Valley Conservation Trust's 'Fryman Project', which encourages alternative modes of transportation such as biking and walking, is in the best interest of the City and will serve to protect the health, safety and welfare of the citizens of Oxford.

SECTION 3: Council hereby supports the Three Valley Conservation Trust's 'Fryman Project' for the significant recreational opportunities it will provide.

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

MAYOR

ADOPTED:

ATTEST:

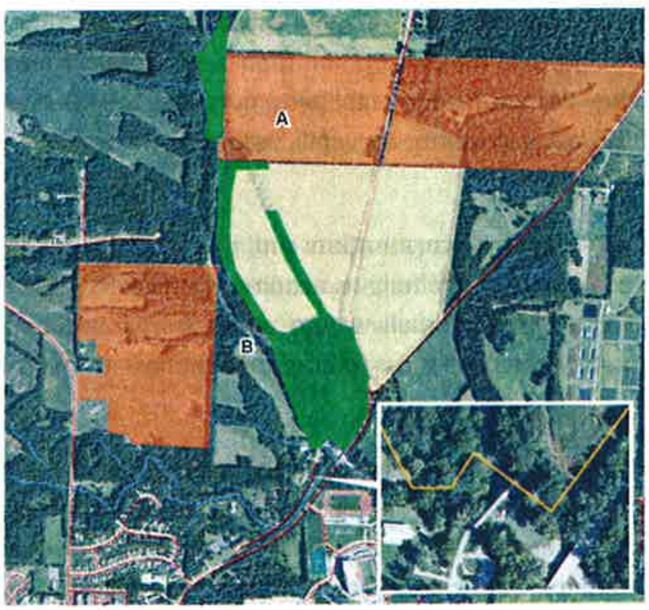
CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: LAW (STAFF)

Exhibit "A"

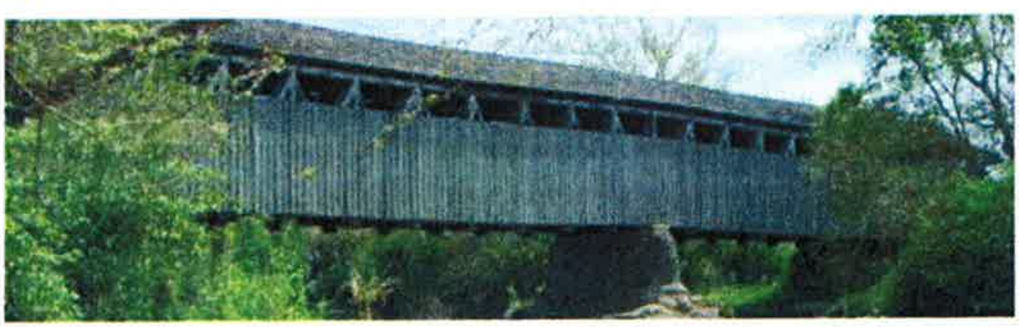
Three Valley Conservation Trust is a nationally accredited land trust, one of two in the State of Ohio. We currently protect 110 properties through easements encompassing some 14,000 acres or 21 square miles, including 56 miles of steam corridor. We have been in existence for 17 years and serve an area that includes primarily Butler, Preble, and Montgomery Counties. The land we hold easements on is protected from development into perpetuity. We ensure this by partnering with our easement donors in the annual monitoring of their properties to assure compliance with the easement stipulations. Our success is the result of the efforts of dedicated volunteers, a very capable and professional staff, and the generosity of folks committed to the protection of green space.



We would like you to know that we have entered into an option with the members of the Fryman family to purchase the 170-acre portion of their farm that lies to the west of Somerville Road and extends across State Route 732 to and often including the Four Mile Creek. Contained within this farm are approximately 125 acres of tillable land. We have obtained approval for agricultural and conservation easements on the property which will cause it to be maintained for all time in its present form. We have an agreement with a farmer to purchase the tillable portion of the land. There are about 45 acres of riparian land and it is our vision that this be maintained in present form to protect the stream and associated wooded area from development.

Above: Fryman tillable acres (tan); Fryman riparian area (green); Easement-protected properties (orange)

Right: Black Covered Bridge spanning Four Mile Creek



We anticipate the opening of the north side of the Black Covered Bridge with a bike/hiking trail following the mill race created in 1814/1815 to furnish water to run the grist and flour mills that were built near the present intersection of State Route 732 and Somerville Road in 1815. This trail would extend across the Fryman property and continue on across the Beck property and eventually join with Buckley Road and continue on to Hueston Woods State Park. After more than twenty years of talking, we may finally have found a way to create a bike trail linkage between Oxford and Hueston Woods.

We are in discussion with MetroParks of Butler County about creating a park out of the 45-acre riparian parcels to include a trail and foot path along the Four Mile for hikers and fishermen. At this time they must have their Board approve the concept and then seek a grant from the State of Ohio. At earliest they will not have the ability to purchase the 45-acre parcel from Three Valley until late summer or early fall, assuming the money is even granted.

We are asking local governments, corporations and most particularly the citizens of the greater Oxford area to help us acquire this property, the only undeveloped approach to Oxford. Initially we are asking for pledges to assure we will have sufficient money when we must finalize the purchase of the property in midsummer.

Should MetroParks be successful in raising all of the money needed to acquire the property we will not expect you to honor the pledge you have made; however, we do have two additional properties for which we will also need monies to assist in obtaining easements. One of these is a group of several contiguous farms of 500 acres that span the Indian Creek while the other is a wooded area on the lower Four Mile Creek of 185 acres that is home to more than 50 Great Blue Heron nesting pairs. Should you be willing, your pledged monies that may not be needed for the Fryman properties could be redirected into one of these other projects.

We believe these projects will have an historic and wonderful impact on our community. Your generous support is appreciated.

THREE VALLEY CONSERVATION TRUST

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager

Finance Department
Originating Department

Council Meeting Of: March 20, 2012

Heidi Hill
Prepared By

Account Code No. #:_______________

Budgeted Amount:_______________

March 15, 2012
Date Prepared

Agenda Title: 2012 Investment Management Contract

Recommendation: Approve

Discussion:

PFM has provided investment management services for the City of Oxford for the last nine years and has proven to be an asset to the City in regards to active asset management. Current contract expired April 25, 2011, and allowed for two (2) one (1) year contract extensions. At this time, staff would like to extend the contract for the 2nd additional 1 year term (2nd of 2).

Approved By:

	Initial	Date
Department Head:		3/15/12
City Attorney:		
City Manager:	DRE	3/16/12

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXERCISE THE OPTION TO EXTEND THE CONTRACT WITH PFM ASSET MANAGEMENT LLC INVESTMENT MANAGEMENT SERVICES FOR THE MANAGEMENT OF THE CITY'S INVESTABLE FUNDS FOR A PERIOD OF ONE (1) YEAR (2^{nd} OF 2 OPTION YEARS).

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

SECTION 1: The City of Oxford entered into an agreement with PFM Asset Management LLC Investment Management Services for the management of the City's investable funds beginning on the 26^{th} day of April 2008, and extending to and including the 25^{th} day of April, 2011, unless extended. This Agreement contains an extension option and may be extended by the client under the same terms and conditions for two (2) one (1) year periods.

SECTION 2: The City Manager and Finance Director recommend that the City Manager be authorized to exercise the option to extend the contract with PFM Asset Management LLC Investment Management Services for the management of the City's investable funds for a period of one (1)year(2^{nd} of 2 option years).

SECTION 3: Council hereby accepts the recommendation of the City Manager and Finance Director and further authorizes the City Manager to exercise the option to extend the contract with PFM Asset Management LLC Investment Management Services for the management of the City's investable funds for a period of one (1) year (2^{nd} of 2 option years).

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: LAW(STAFF)

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to City Manager		Finance
		Originating Department
Council Meeting Of :	3/20/2012	
		Joe Newlin
Account Code No. :	see below	Prepared By
Budgeted Amount :		3/15/2012
		Date Prepared

Agenda Title:	**2012 Supplemental Budget #1**
Recommendation:	**Approve**

Issue 1
ODOT estimate for purchase of right-a-way US27 South - 1,500,000
Estimate for right-a-way purchases assistance - 300,000

Action Needed:

Revenue Side

Capital Improvement 141	1,800,000.00	Advance from General Fund
Capital Improvement 141	1,800,000.00	Reimbursement from ODOT
General 110	1,800,000.00	Repayment of advance from Capital Improvement Fund

Expense Side

General 110	1,800,000.00	Advance to Capital Improvement Fund
Capital Improvement 141	1,800,000.00	Right-a-way acquisitions
Capital Improvement 141	1,800,000.00	Repayment of advance to General Fund

Net Effect on Fund Balance/(s) Increase/(Decrease) -

Issue 2
Repairs to municipal building's roof and gutters

Action Needed:

Revenue Side

NA

Expense Side

Capital Improvement 141	20,000.00	from unencumbered balance

Net Effect on Fund Balance/(s) Increase/(Decrease) (20,000.00)

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Issue 3
Additional smoke detectors though FEMA Grant for single family residences

Action Needed:

Revenue Side

	74.00	NA

Expense Side

FEMA 416	15,624.75	from unencumbered balance
Net Effect on Fund Balance/(s) Increase/(Decrease)	(15,550.75)	
Total Net Effect on Fund Balance/(s) Increase/(Decrease)	(35,550.75)	
Breakdown by Fund		
General 110	-	
Capital Improvement 141	(20,000.00)	
FEMA 416	(15,550.75)	
Net Effect on Fund Balance/(s) Increase/(Decrease)	(35,550.75)	

Approved By:		Initials	Date
	Department Head:	[illegible]	3/15/12
	City Manager:	DRE	3/16/12

ORDINANCE NO.

AN ORDINANCE AMENDING ORDINANCE NO. 3159. SUPPLEMENTAL BUDGET ORDINANCE NUMBER 1 TO MAKE SUPPLEMENTAL APPROPRIATIONS FOR FISCAL YEAR 2012.

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

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

SECTION 2: The following increase/(decrease)in revenues be made:

Capital Improvement Fund 141	1,800,000.00
Capital Improvement Fund 141	1,800,000.00
General Fund 110	1,800,000.00
FEMA Fund 416	74.00

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

Capital Improvement Fund 141	1,800,000.00
General Fund 110	1,800,000.00
Capital Improvement Fund 141	1,800,000.00
Capital Improvement Fund 141	20,000.00
FEMA Fund 416	15,624.75

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

Advance from:

General Fund 110	1,800,000.00
Capital Improvement Fund 141	1,800,000.00

Advance to:

Capital Improvement Fund 141	1,800,000.00
General Fund 110	1,800,000.00

SECTION 5: In all other respects, Ordinance No. 3159 shall remain in full force and effect.

SECTION 6: This ordinance shall take effect immediately upon its adoption.

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: LAW (STAFF)