

# 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:

Department Head:

Initial

Date

*[Signature]*

3/8/12

City Manager:

*[Signature]*

3/14/12

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?<br>(5 voting members, 135.05(c)) | # excused | Vacancies |
|------------------------------------------------------------------------------------------------|-------------|-----------------|------------------------------------------|-----------|-----------|
| <u>2012</u> (3 meetings, 2 quorums)                                                            |             |                 |                                          |           |           |
| <b>Jan 4</b>                                                                                   | 7           | 6               | <b>YES</b>                               | 1         | none      |
| Feb 1                                                                                          | 7           | 4               | no                                       | 3         | none      |
| <b>Feb 29</b>                                                                                  | 7           | 7               | <b>YES</b>                               | 0         | none      |
| <u>2011</u> (11 meetings, 10 quorums)                                                          |             |                 |                                          |           |           |
| <b>Jan 5</b>                                                                                   | 7           | 6               | <b>YES</b>                               | 0         | none      |
| <b>Feb 2</b>                                                                                   | 7           | 5               | <b>YES</b>                               | 2         | none      |
| <b>Mar 2</b>                                                                                   | 7           | 5               | <b>YES</b>                               | 1         | none      |
| <b>Apr 6</b>                                                                                   | 7           | 6               | <b>YES</b>                               | 1         | none      |
| <b>May 4</b>                                                                                   | 7           | 5               | <b>YES</b>                               | 1         | none      |
| July 6                                                                                         | 7           | 4               | no                                       | 3         | none      |
| <b>Aug 3</b>                                                                                   | 7           | 6               | <b>YES</b>                               | 1         | none      |
| <b>Sept 7</b>                                                                                  | 7           | 6               | <b>YES</b>                               | 1         | none      |
| <b>Oct 5</b>                                                                                   | 7           | 6               | <b>YES</b>                               | 1         | none      |
| <b>Nov 2</b>                                                                                   | 7           | 5               | <b>YES</b>                               | 2         | none      |
| <b>Dec 7</b>                                                                                   | 7           | 7               | <b>YES</b>                               | 0         | none      |
| <u>2010</u> (13 meetings/work sessions, 10 w/ quorums)                                         |             |                 |                                          |           |           |
| <b>Jan 27</b>                                                                                  | 7           | 5               | <b>YES</b>                               | 2         | none      |
| Feb 24                                                                                         | 7           | 4               | no                                       | 2         | none      |
| <b>Mar 24</b>                                                                                  | 7           | 6               | <b>YES</b>                               | 0         | none      |
| <b>Apr 13</b>                                                                                  | 7           | 6               | <b>YES</b>                               | 1         | none      |
| (4-13-10 was a work session with the Planning Commission)                                      |             |                 |                                          |           |           |
| <b>Apr 28</b>                                                                                  | 7           | 5               | <b>YES</b>                               | 1         | none      |
| May 5                                                                                          | 7           | 4               | no                                       | 3         | none      |
| <b>June 2</b>                                                                                  | 7           | 5               | <b>YES</b>                               | 2         | none      |
| <b>July 14</b>                                                                                 | 7           | 6               | <b>YES</b>                               | 1         | none      |
| <b>Aug 4</b>                                                                                   | 7           | 5               | <b>YES</b>                               | 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      |
| <b>Oct 6</b>                                                                                   | 7           | 7               | <b>YES</b>                               | 0         | none      |
| <b>Nov 3</b>                                                                                   | 7           | 5               | <b>YES</b>                               | 1         | none      |
| <b>Dec 1</b>                                                                                   | 7           | 6               | <b>YES</b>                               | 0         | none      |
| <u>2009</u> (11 meetings total, 9 w/ quorums)                                                  |             |                 |                                          |           |           |
| <b>Feb 25</b>                                                                                  | 5           | 5               | <b>YES</b>                               | 0         | 2 members |
| <b>Mar 25</b>                                                                                  | 5           | 5               | <b>YES</b>                               | 0         | 2 members |
| <b>Apr 22</b>                                                                                  | 7           | 5               | <b>YES</b>                               | 0         | none      |
| <b>May 27</b>                                                                                  | 7           | 6               | <b>YES</b>                               | 0         | none      |
| <b>June 24</b>                                                                                 | 7           | 6               | <b>YES</b>                               | 0         | none      |
| July 22                                                                                        | 7           | 4               | no                                       | 1         | none      |
| <b>Aug 26</b>                                                                                  | 7           | 6               | <b>YES</b>                               | 1         | none      |
| <b>Sept 9</b>                                                                                  | 7           | 6               | <b>YES</b>                               | 1         | none      |

Environmental Commission Attendance Numbers from 2004 to date

|                                                | # on roster | # in attendance | Quorum?<br>(5 voting members, 135.05(c)) | # excused | Vacancies           |
|------------------------------------------------|-------------|-----------------|------------------------------------------|-----------|---------------------|
| <b>Sept 23, '09</b>                            | 7           | 6               | <b>YES</b>                               | 1         | none                |
| <b>Oct 28</b>                                  | 7           | 6               | <b>YES</b>                               | 1         | none                |
| <b>Dec 2</b>                                   | 7           | 4               | no                                       | 1         | none                |
| <u>2008</u> (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           |
| <u>2007</u> (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              |
| <b>Nov</b>                                     | 6           | 5               | <b>YES</b>                               | 1         | PC rep              |
| <u>2006</u> (8 meetings total, 4 w/ quorum)    |             |                 |                                          |           |                     |
| Jan                                            | 6           | 4               | no                                       | 0         | 1 member            |
| <b>Feb</b>                                     | 6           | 5               | <b>YES</b>                               | 0         | PC rep              |
| <b>Mar</b>                                     | 6           | 5               | <b>YES</b>                               | 0         | PC rep              |
| <b>Apr</b>                                     | 6           | 6               | <b>YES</b>                               | 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   |
| <b>Dec</b>                                     | 5           | 5               | <b>YES</b>                               | 0         | PC rep + 1 member   |
| <u>2005</u> (6 meetings total, 3 w/ quorum)    |             |                 |                                          |           |                     |
| <b>Feb</b>                                     | 7           | 6               | <b>YES</b>                               | 0         | 0                   |
| Mar                                            | 7           | 4               | no                                       | 0         | 0                   |
| <b>Apr</b>                                     | 7           | 5               | <b>YES</b>                               | 0         | 0                   |
| <b>Jun</b>                                     | 6           | 5               | <b>YES</b>                               | 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?<br>(5 voting members, 135.05(c)) | # excused | Vacancies |
|---------------------------------------------|-------------|-----------------|------------------------------------------|-----------|-----------|
| <u>2004</u> (6 meetings total, 4 w/ quorum) |             |                 |                                          |           |           |
| <b>Jan</b>                                  | 6           | 5               | <b>YES</b>                               | 0         | 1 member  |
| Feb                                         | 6           | 3               | no                                       | 0         | 1 member  |
| Mar                                         | 6           | 3               | no                                       | 0         | 1 member  |
| <b>Apr</b>                                  | 7           | 5               | <b>YES</b>                               | 0         | 0         |
| <b>Jul</b>                                  | 7           | 5               | <b>YES</b>                               | 1         | 0         |
| <b>Oct</b>                                  | 7           | 5               | <b>YES</b>                               | 1         | 0         |

# 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

**Account Code No. #:** N/A

**Prepared By**

**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:**

                      
                      
MAE 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.

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MAYOR

ADOPTED:

ATTEST:

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CLERK OF OXFORD CITY COUNCIL

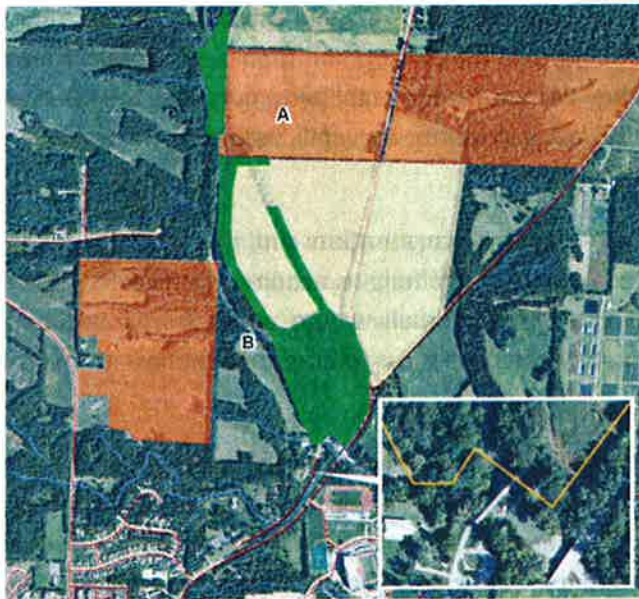
INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: LAW (STAFF)



**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 stream 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.



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

*Right: Black Covered Bridge spanning Four Mile Creek*

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.





This project is fully supported by Three Valley Conservation Trust

Daryl Baldwin  
Mark Boardman  
Greg Buthker  
Calvin Conrad  
Susan Cornett  
Adolph Greenberg  
Sandra Woy-Hazleton  
Marlene Hoffman  
Amy Leedy  
Roger Millar  
Graham Mitchell  
Peg Schear  
Marcia Schlichter  
Robert Thurston  
Thomas Welch  
Larry Frimerman  
Marv Glasmeier

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.

21

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

**Account Code No. #:** \_\_\_\_\_

Heidi Hill  
**Prepared By**

**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 2<sup>nd</sup> additional 1 year term (2<sup>nd</sup> of 2).

**Approved By:**

**Department Head:**  
**City Attorney:**  
**City Manager:**

**Initial Date**

3/15/12

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<sup>nd</sup> 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<sup>th</sup> day of April 2008, and extending to and including the 25<sup>th</sup> 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<sup>nd</sup> 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<sup>nd</sup> 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 the City Manager**

Community Development  
**Originating Department**

**Council Meeting Of:** March 20, 2012

Jung-Han Chen  
**Prepared By**

**Account Code No. #:**

**Budgeted Amount:**

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:**  
**City Attorney:**  
**City Manager:**

*JHC* 3/15/12  
*JHC* 3/16/12

# CITY OF OXFORD STAFF SUMMARY REPORT

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

|                      |                                    |
|----------------------|------------------------------------|
| <b>Agenda Title:</b> | <b>2012 Supplemental Budget #1</b> |
|----------------------|------------------------------------|

|                        |                |
|------------------------|----------------|
| <b>Recommendation:</b> | <b>Approve</b> |
|------------------------|----------------|

## 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)                      (20,000.00)  
 Increase/(Decrease)

**Issue 3**

Additional smoke detectors through 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) (15,550.75)  
Increase/(Decrease)Total Net Effect on Fund Balance/(s) (35,550.75)  
Increase/(Decrease)

## Breakdown by Fund

General 110 -  
Capital Improvement 141 (20,000.00)  
FEMA 416 (15,550.75)Net Effect on Fund Balance/(s) (35,550.75)  
Increase/(Decrease)

Approved By:

Department Head:

City Manager:

Initials

Date

3/15/12

DRE 3/14/12

## 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)