City of Oxford OHIO
HOME OF MIAMI UNIVERSITY

# Agenda

## Oxford City Council

## Court House

## TUESDAY, APRIL 15, 2008

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## EXECUTIVE SESSION

1. Roll Call. Prudence Z. Dana, Mayor; Ken Bogard, Vice-Mayor; Doug Ross; Kate Currie; Alysia Fischer; Richard Keebler; Greig Rutherford.

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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.**

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## 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. Proclamation - ‘Earth Day’

Earth Day Proclamation

B. Proclamation - ‘Arbor Day’

Arbor Day Proclamation

C. Proclamation - ‘National Volunteer Week’

National Volunteer Week Proclamation

D. Proclamation - ‘Kiwanis Pancake Day’

Kiwanis Pancake Day Proclamation

E. 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 April 1, 2008 City Council Work Session. Mary Ann Eaton, Deputy Clerk of Council)

Work Session Minutes

B. Minutes of the April 1, 2008 City Council Meeting. (Mary Ann Eaton, Deputy Clerk of Council and Janice Grill)

Meeting Minutes

C. Report regarding the March 26, 2008 Environmental Commission Meeting (Mike Dreisbach, Service Director)

Report

D. Report regarding the April 3, 2008 Civil Service Commission Meeting. (Donna Heck, Human Resources Director)

Report

E. A Resolution by the Oxford City Council appointing ___________, as Finance Director for the City of Oxford, and approving an employment agreement with ___________, as Finance Director. (Prue Dana, Mayor)

Staff Report

Resolution

5. Resolutions.

A. A Resolution authorizing the City Manager and Acting Finance Director to contract with PFM Asset Management LLC Investment Management Services for the management of the City's investable funds. (Heidi Hill, Acting Finance Director)

Staff Report

Resolution

B. A Resolution amending Resolution No. 4215 by creating the Public Transportation Feasibility subcommittee. (Doug Elliott, City Manager)

Staff Report w/attachments

Resolution

C. A Resolution authorizing the City Manager to apply for the 2008 Assistance to Firefighter Grant Program with a 10% match. (Len Endress, Fire Chief)

Staff Report

Resolution

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

A. First Reading.

1.An Ordinance Amending Ordinance No. 2990. Supplemental Budget Ordinance Number 1 To Make Supplemental Appropriations For Fiscal Year 2008. (Heidi Hill, Acting Finance Director)

Staff Report

Ordinance

2.An Ordinance Repealing Ordinance No. 2502 And Changing The Student/Community Relations Committee To The Student/Community Relations Commission. (Jung-Han Chen, Community Development Director)

Staff Report w/attachments

Ordinance

B. Second Reading.

1. An Ordinance Accepting The Planning Commission's Recommendation And Granting A Zoning Map Amendment For 3.26 Acres Of Land Located On The Northeast Corner Of U.S. 27 S. And Southpointe Parkway Oxford, Ohio And Rezoning The Property From R-3 (Multi-Family Residential) To GB (General Business) District. (Jung-Han Chen, Community Development Director)

Staff Report w/attachments

Ordinance

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

A. Announcements.

1. Remarks from City Council and City staff.

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

WED - Apr 16 Board of Zoning Appeals Meeting 7:30 p.m.

THUR - Apr 17 Recreation Board Meeting 4:00 p.m. Senior Citizens Center 12:00 p.m. LCNB 2nd Floor Community Room

MON - Apr 21 Housing Advisory Commission 7:00 p.m.

TUES - Apr 22 Comprehensive Plan Steering Committee 6:00 p.m.

WED - Apr 23 Environmental Commission Meeting 7:00 p.m. Municipal Building 2nd Floor Conference Room

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

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

WED - May 7 Historical and Architectural Preservation Commission 7:30 p.m.

THUR - May 8 Police Advisory Board 7:00 p.m. Senior Citizens Center

TUES - May 13 Planning Commission Meeting 7:30 p.m.

THUR - May 15 Recreation Board Meeting 4:00 p.m.

FRI - May 16 Community Improvement Corporation 12:00 p.m. LCNB 2nd Floor Community Room

MON - May 19 Housing Advisory Board 7:00 p.m. Municipal Building 2nd Floor Conference Room

TUES - May 20 City Council Meeting 7:30 p.m.

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

MON - May 26 Holiday - City Offices Closed

WED - May 28 Environmental Commission Meeting 7:00 p.m. Municipal Building 2nd Floor Conference Room

WED - May 28 Civil Service Commission Meeting 7:30 p.m.

8. Adjourn

On April 22, 1970, United States Senator Gaylord Nelson of Wisconsin and Denis Hayes organized the first nation-wide day devoted to environmental awareness and education that was celebrated by an estimated 20 million Americans; and

WHEREAS, this day of environmental awareness and education is now celebrated in some 168 countries with the participation of over 4,000 separate organizations; and

WHEREAS, individuals and institutions have a mutual responsibility to seek ecological, economical and ethical choices that enable the world, as well as our individual communities, to establish and maintain sustainable societies.

NOW, THEREFORE, I, Prudence Z. Dana, Mayor of the City of Oxford, Ohio, do hereby proclaim that on April 22, 2008, the City of Oxford will recognize and participate in the national and international celebration of:

**'EARTH DAY'**

and urge all citizens to celebrate Earth Day and to remind each person of their right and responsibility to the wise use of this global home, to heal, preserve and improve the Earth and the quality of life for this and future generations, and to approach every day as an Earth Day.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Oxford to be affixed this 11th day of April, 2008.

PRUDENCE Z. DANA, MAYOR

in 1872 J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than one million trees in Nebraska; and

WHEREAS, trees can produce oxygen, provide habitat for wildlife, reduce the erosion of our precious top-soil by wind and water, cut heating and cooling costs, moderate the temperatures, and clean the air; and

WHEREAS, trees are a resource providing us with wood for our homes, fuel for our fires, paper, and countless other wood products; and

WHEREAS, associated with the management of the approximately 3,110 street and public trees in the community, the City of Oxford has fulfilled the requirements for "Tree City USA" for twelve consecutive years.

NOW, THEREFORE, I, Prudence Z. Dana, Mayor of the City of Oxford, Ohio, Tree City USA, do hereby proclaim that on the last Friday in April, April 25, 2008, the City of Oxford will recognize and participate in the national and international celebration of:

**"ARBOR DAY"**

I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Oxford to be affixed this 11th day of April, 2008.

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PRUDENCE Z. DANA, MAYOR

National Volunteer Week began in 1974 when President Richard Nixon signed an executive order establishing the Week as an annual celebration of volunteering; and

WHEREAS, National Volunteer Week is a time to recognize and celebrate the efforts of volunteers at the local, state and national levels; and

WHEREAS, National Volunteer Week provides a special opportunity to encourage men, women, and children of all ages to get connected to their communities by volunteering; and

WHEREAS, Volunteering isn't just nice, it is necessary for the health of our society as it bridges the gaps between people and communities; and

WHEREAS, Volunteers strengthen America by strengthening our local communities; and

WHEREAS, Volunteering is an investment in our local community; and

WHEREAS, Volunteering provides a variety of personal benefits and satisfaction.

NOW, THEREFORE, I, Prudence Z. Dana, Mayor of the City of Oxford, Ohio, do hereby proclaim April 27, through May 3rd, 2008 as:

**"NATIONAL VOLUNTEER WEEK"**

in Oxford and urge all citizens to thank a volunteer during National Volunteer Week and find out how you can share your time and talents.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Oxford to be affixed this 11th day of April, 2008.

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PRUDENCE Z. DANA, MAYOR

the Kiwanis Club of Oxford was chartered on March 2, 1926 as part of Kiwanis International; and

WHEREAS, the Kiwanis Club has endeavored to provide service and support to the Oxford community and the Talawanda School District; and

WHEREAS, the Kiwanis Club’s principle fund raiser is, and has been, its annual Pancake Day, including its first Pancake Day, which raised money for band uniforms for the Talawanda High School; and

WHEREAS, Kiwanis Pancake Day is a well-recognized community event that brings together residents of Oxford and Miami University students in fun and fellowship; and

WHEREAS, the Kiwanis Club of Oxford continues to support youth in our community through its sponsorship of Miami University Circle K, Talawanda High School Key Club, Talawanda Middle School Builders Club, Kramer Elementary School K-Kids, Boy Scout Troop 930, Cub Scout Pack 961, and the Indian Creek Girl Scout District, and

WHEREAS, the Kiwanis Club of Oxford is hosting its 51st Pancake Day on April 26, 2008 at Talawanda High School.

NOW, THEREFORE, I, Prudence Z. Dana, Mayor of the City of Oxford, Ohio, do hereby proclaim April 26, 2008:

**’KIWANIS CLUB OF OXFORD PANCAKE DAY’**

in the City of Oxford and encourage all citizens to participate in this worthwhile community event.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Oxford to be affixed this 4th day of April, 2008.

PRUDENCE Z. DANA, MAYOR

A work session of the Oxford City Council was called to order by Mayor Prue Dana on Tuesday, April 1, 2008 at 6:02 P.M. Those Council members present were, Ken Bogard, Doug Ross, Richard Keebler, and Greig Rutherford.

Staff members present: Doug Elliott, City Manager; Mike Dreisbach, Service Director; Kathy Dale, Planner; Steve McHugh, Law Director and Mary Ann Eaton, Deputy Clerk of Council.

Also present were Oxford Township Trustees Jim McDonough, Gary Salmon and Larry Frimerman.

**APPROVAL OF AGENDA**

Mr. Keebler moved approval of the Agenda. Mr. Ross seconded. The motion carried 5-0-0.

Ms. Fischer and Ms. Currie arrived at 6:06 p.m.

The purpose of the Work Session was to clarify annexation processes.

Mr. McHugh outlined the process for the most common types of annexation noting in all cases a petition was filed by an agent for the owner/owners with the Board of the County Commissioners. Mr. McHugh advised notice of the annexation petition would be sent by the Commissioners office to the municipal clerk and township clerk and a hearing date would be set. Mr. McHugh noted after the appropriate date the municipal corporation would adopt a statement of services resolution describing the services it would provide to the territory being annexed. Mr. McHugh noted the statement of services resolution was not considered an approval of annexation as that would be considered at a later date by a ordinance.

Mr. Bogard noted early notification would be beneficial and Mr. McDonough advised in the past land was annexed without the township being notified at all.

Ms. Fischer inquired when annexation agreements should be negotiated and Mr. McHugh advised as soon as the annexation was requested.

Mr. Keebler requested a written outline of typical annexation processes from the Law Director which included timelines. Mr. Keebler noted the outline could be provided to developers as well.

Mr. Elliott advised he and Mr. McHugh would work together to provide the requested information.

Mr. McDonough noted the township was facing some real financial difficulties and encouraged Council to work with them on any and all annexation agreements.

Mr. Bogard noted the county was in favor of joint planning ventures.

Mr. Frimerman encouraged the city and township to look at mutual goals and inquired how the annexation on the table should be handled. Mr. Rutherford suggested the township could look at the pros and cons of the Colwell annexation and report back to Council.

**ADJOURNMENT** Mr. Ross moved to adjourn at 7:03 P.M. Mr. Rutherford seconded. The motion carried 7-0-0.

A regular meeting of the Oxford City Council was called to order by Mayor Prue Dana on Tuesday, April 1, 2008 at 7:30 p.m. Those members present were Ken Bogard, Doug Ross, Kate Currie, Richard Keebler, Alysia Fischer, and Greig Rutherford.

Staff members present: Mr. Doug Elliott, City Manager; Mr. Mike Dreisbach, Service Director; Mr. Steve Schwein, Police Chief; Ms. Kathy Dale, City Planner; Ms. Kim Newton, Assistant to the City Manager; Mr. Steve McHugh, Law Director and Ms. Mary Ann Eaton, Deputy Clerk of Council.

**ADJOURN TO
EXECUTIVE SESSION**

Mr. Keebler moved to adjourn to Executive Session at 7:05 p.m. in accordance with Ohio Revised Code section 121.22 (G) for the purpose of discussing (1) Appointments to Boards and Commissions and (3) Pending litigation. Ms. Fischer seconded. The motion passed by the following roll call:

AYE: Ms. Currie, Ms. Fischer, Mr. Keebler, Mr. Bogard, Mr. Rutherford, Mr. Ross
Ms. Dana (7)

NAY: None (0)

ABS: None (0)

**RETURN FROM
EXECUTIVE SESSION**

Mr. Bogard moved to return from Executive Session at 7:28 p.m. Ms. Currie seconded. The motion passed by the following roll call:

AYE: Ms. Fischer, Mr. Ross, Mr. Rutherford, Mr. Keebler, Ms. Currie, Mr. Bogard
Ms. Dana (7)

NAY: None (0)

ABS: None (0)

**PLEDGE OF ALLEGIENCE**

Mayor Dana requested the Pledge of Allegiance.

**APPROVAL OF AGENDA**

Mr. Keebler moved to reorder the agenda to place items 3B, C, and D ahead of item 3A. Mr. Ross seconded. The motion passed 7-0-0.

Mr. Bogard moved to reorder the agenda to place item 3E ahead of items 3B, C, and D. Ms. Fischer seconded. The motion passed 7-0-0.

Mr. Bogard moved to approve the agenda as amended. Ms. Fischer seconded. The motion passed 7-0-0.

**SWEARING IN**
**POLICE SERGEANT**

Chief Schwein introduced Pete Reising and noted his 22 years of service with the Oxford Police Department. Chief Schwein outlined the many positions Officer Reising has held with the Oxford Police Department, including his service as the first K-9 officer. Chief Schwein commended Officer Reising on his recent work in the mobile home park. Chief Schwein explained Council allowed the Police Department to promote in advance of retirements to negate any gap in supervision. Chief Schwein congratulated Officer Reising and invited his family to join him during the swearing in.

Mr. McHugh performed the swearing in of Peter Reising and members of Council congratulated Sergeant Reising on his promotion.

**PRESENTATION**
**STUDENT COMMUNITY**
**RELATIONS COMMITTEE**

**Ms. Carole Katz**, 214, W. Withrow, Mile Square Representative, Student Community Relations Committee Co-Chair. Ms. Katz thanked Council for allowing SCRC to make a presentation. Ms. Katz stated the purposes in coming before Council were to outline the history of SCRC and to request certain changes reflecting the structure and scope of work performed by SCRC.

**Ms. Jen House**, stated Council had received documents concerning the history of the SCRC in their Friday packet. Ms. House explained the SCRC was formed in 1985 in order to deal with concerns regarding such things as noise, vandalism or alcohol. Ms. House noted in conversations with Ms. Bobbe Burke, she learned the committee started to grow. Ms. House commented on the cohesive working relationship between the University and community. Ms. House outlined valid input the SCRC had in previous legislative issues. Ms. House noted the desire of the SCRC to ensure the present relationship with Council continues. Ms. House then invited Ms. Katz to explain the proposed changes to the committee.

Ms. Katz stated the SCRC is the only organization where community members, business owners, students, University administrators, police officers and City representatives meet on a regular basis on equal footing to discuss relevant issues. Ms. Katz noted the biweekly interaction is useful in building relationships, problem solving and creates various groups to work together. Ms. Katz noted SCRC works very closely with Ms. Bobbe Burke and the Office of Off-Campus Affairs as well as the Associated Student Government. Ms. Katz noted the importance of information sharing that takes place within SCRC. Ms. Katz stated while SCRC functions in a fairly casual manner, the results have been favorable. Ms. Katz noted the desire to formalize and strengthen the advisory capacity and better represent various parts of the community. Ms. Katz referred to the information contained in Council's packet regarding the proposed changes to City of Oxford Ordinance 2502. Ms. Katz noted there are four changes recommended: changing the name to the Student Community Relations Commission; change the membership structure as outlined in the information provided; require biweekly meetings during the academic year; and amend the purpose of the commission to include in part, "the purpose of the commission shall be to identify and explore any and all matters that the commission determines are related to student community relations and serve in an advisory capacity to City Council. The commission shall report and recommend to City Council as the commission or City Council deems necessary." Ms. Katz commended Ms. Fischer as an exceptional Council liaison. Ms. Katz noted she hoped the presentation would serve to make the general public aware of the existence of the Student Community Relations Committee. Ms. Katz offered to address any questions or comments.

Mr. Bogard noted the list of proposed ex officio members includes a representative from the Oxford Police Department. Mr. Bogard asked if the University Police Department is represented through Ms. Bobbe Burke's office.

Ms. Katz noted members of MUPD are often present at meetings. Ms. Katz stated they are one of many groups that could be added.

Ms. House suggested certain city or university staff may have possible conflicts of interest when voting, thereby explaining the proposed positions as ex officio members.

Mr. Bogard stated as long as the lines of communication and advice is open, it should be satisfactory.

Mayor Dana asked about attendance, and who attends, and if there is usually a quorum.

Ms. House noted there was a day where there was inclement weather, but there was still a quorum. Ms. House stated most of the business is reporting and communicating.

Mayor Dana asked about meeting times and location.

Ms. Katz noted the meetings are held on Fridays at noon in the LCNB Community Room. Ms. Katz stated meetings generally last 60 to 90 minutes.

Ms. House stated there are usually community members as well as students who attend the meetings.

Ms. Katz added representatives from NIC attended the meetings and staff from the University depending on what issues are on the agenda.

Mr. Keebler moved that legislation be brought forward regarding the Student Community Relations Committee at the next Council meeting. Ms. Fischer seconded. The motion passed 7-0-0.

Mr. McHugh noted the legislation would be presented in the form of an ordinance.

**PROCLAMATION
'GREEN TEA DAY'**

Mayor Dana read the Proclamation and advised it would be presented at a later date.

**PROCLAMATION
'NATIONAL OCCUPATIONAL
THERAPY DAY'**

Mayor Dana read the Proclamation and advised it would be presented at a later date.

**PUBLIC COMMENTS**

**Ms. Jen House**, 209 Homestead, noted the person who would be elected to serve in her position next year would be selected at the next student government meeting, next Tuesday at six p.m. in Harrison 204. Ms. House noted next week would include Spectrum Awareness Week, Progressive Week and Conservative Week at Miami University. Ms. House noted the following week is Get Together Week. Ms. House noted several other dates of interest. Ms. House addressed upcoming elections for off-campus senators on April 24th. Ms. House noted Kids Fest this coming weekend and described the event known as Kid Fair where children in the community are paired up with a Miami University student to participate in playing games and other various activities.

**Ms. Kristin Conatti,** 108 S. Beech St., stated she is representing the student organization On Campus for Cancer Awareness who is sponsoring the Miami Relay for Life, scheduled for this coming weekend. Ms. Conatti extended an invitation to anyone wishing to participate. Ms. Conatti noted the event begins at six p.m. at Cook Field on Friday and ends at noon on Saturday. Ms. Conatti outlined the various activities anticipated. Ms. Conatti stated a letter informing neighboring residents of the activities was sent, and offered a copy to Council.

**Mr. Matt Forest**, 208 Scott Hall, noted he is the newly elected Secretary for On-Campus Affairs for next year. Mr. Forest explained a new event known as the Red Hawk Hunt. Mr. Forest stated the event is a 24-hour scavenger hunt.

Mr. Forest noted there are currently 43 teams ranging from eight to 12 students per team. Mr. Forest stated the teams would be supplied clues based significantly on Miami and Oxford history. Mr. Forest explained each team would be taking various photographs. Mr. Forest explained the students have signed a waiver acknowledging they would not drink alcohol, vandalize property or consume illegal drugs and are expected to obey all laws during the event. Mr. Forest thanked those involved in providing clues for the teams.

Mr. Ross asked if the teams would be using automobiles during the event.

Mr. Forest stated students are not allowed in cars during the event.

Ms. Currie noted her enthusiasm for the event.

Ms. Fischer stated each team would be wearing clear and visible t-shirts during the event.

Mr. Rutherford asked if all 24 hours were needed to complete the hunt.

Mr. Forest stated the teams should not be able to complete the hunt; however, the team with the most points at the end would win. Mr. Forest noted he was introduced to the idea at a conference he attended during the summer. Mr. Forest stated students spent the night at the ASG office in anticipation of signing up for the event.

Mr. Rutherford asked for the list of items following the event.

Mr. Forest stated there are currently 500 clues.

**Ms. Connie Elliott**, 5201 College Corner Pike, stated they have received approval for a $1500 grant. Ms. Elliott noted a gift card donated by the Oxford Wal-Mart had been stolen this past weekend.

Mr. Bogard noted the $1500 grant was granted by the Oxford Community Foundation through a petition submitted by the Family Resource Center in support of Ms. Elliott's project.

Ms. Elliott noted the six dollars left on the gift card could have purchased batteries, a smoke alarm or perhaps a first aid kit. Ms. Elliott expressed her distress with the theft of the gift card.

Mayor Dana thanked Ms. Elliott for her participation in this project.

Ms. Elliott noted she is scheduled to make a presentation on May 7th.

**CONSENT AGENDA**

**MINUTES**

Minutes of the March 17, 2008 City Council Special Meeting. (Mary Ann Eaton, Deputy Clerk of Council)

Minutes of the March 18, 2008 City Council Work Session. (Mary Ann Eaton, Deputy Clerk of Council)

Minutes of the March 18, 2008 City Council Meeting. (Mary Ann Eaton, Deputy Clerk of Council and Janice Grill)

Minutes of the March 18, 2008 City Council Work Session. (Mary Ann Eaton, Deputy Clerk of Council)

Minutes of the March 19, 2008 City Council Special Meeting. (Mary Ann Eaton, Deputy Clerk of Council)

Minutes of the March 19, 2008 City Council Special Meeting. (Mary Ann Eaton, Deputy Clerk of Council)

Minutes of the March 20, 2008 City Council Special Meeting. (Mary Ann Eaton, Deputy Clerk of Council)

**REPORTS**

Report regarding the March 11, 2008 Planning Commission Meeting. (Jung-Han Chen, Community Development Director)

Report regarding the March 12, 2008 Board of Zoning Appeals Meeting. (Jung-Han Chen, Community Development Director)

**RESOLUTIONS**

**RESOLUTION**
**SALVAGED VEHICLES**

A Resolution No. 4339 authorizing the sale of salvaged motor vehicles. (Steve Schwein, Police Chief)

**RESOLUTION**
**AGREEMENT WITH**
**32 FORD INC.**

A Resolution No. 4340 authorizing the City Manager to enter into an agreement with 32 Ford Inc. for the purchase of a 2008 F350 and specified options with 30 day tag at a price below state contract pricing at a cost not to exceed $44,484.00. (Mike Dreisbach, Service Director)

Mr. Bogard moved to approve the consent agenda. Ms. Fischer seconded. The motion passed 7-0-0.

**RESOLUTIONS**

**RESOLUTION**
**FARMERS MARKET**

A Resolution No. 4341 authorizing the City Manager to close Lot 52 on Saturdays, from 5:00 a.m. to 12:30 p.m., from May 3, 2008 through November 1, 2008, to permit the operation of the Farmers Market within Lot 52 during said time. (Doug Elliott, City Manager)

Mr. Rutherford asked what was necessary to secure a spot in the Farmers Market and Mr. Bogard suggested anyone interested in participating in the Farmers Market should contact Larry Slocum.

Ms. Fischer stated representatives of the Farmers Market usually present a check to Council at the end of the season. Ms. Fischer noted the Farmers Market is a wonderful event in Oxford and she would like to see them use those funds to further their efforts.

Mayor Dana noted her support, and recognized the good faith effort on the part of the Farmers Market.

Mr. Rutherford asked if the construction of Bella Place would have any impact on the Farmers Market.

Mr. Elliott stated nothing had been brought to his attention, although he would expect any construction site to be secure and proper safety measures taken. Mr. Elliott stated the City receives an occasional request from the contractor to utilize Lot 52.

Mr. Ross asked if the closure time is later than it has been in years past.

Mayor Dana noted it is a later time. Mayor Dana stated it is her understanding they would close at 12:00, but need a half hour for clean up.

Mr. Ross asked if the area businesses and Chamber of Commerce had been advised of the change in time.

Mr. Ross moved to table the Resolution until the next Council meeting.  Mr. Keebler seconded. The motion failed by the following roll call:

AYE:  Mr. Ross, Mr. Keebler (2)

NAY:  Mr. Bogard, Ms. Fischer, Ms. Currie, Mr. Rutherford, Ms. Dana (5)

ABS:  None (0)

Mayor Dana invited comments from Mr. Alan Kyger as a representative of the Chamber of Commerce.

**Mr. Alan Kyger**, 6164 Contreras Road, noted the general philosophy of the Chamber of Commerce is in favor of commerce Uptown.  Mr. Kyger stated the Farmers Market tends to bring people uptown, who then shop in the Uptown.  Mr. Kyger noted that while the Chamber has not taken an official view on the issue, it would not be opposed to a half hour extension.

Ms. Fischer noted on a personal level, the extra half hour could possibly mean more visits to the Farmers Market for her family.

Mr. Keebler moved to amend the Resolution  to read from 5:00 a.m. to 12:00 noon. Mr. Rutherford seconded.  The motion failed by the following roll call:

AYE:  Mr. Keebler, Mr. Rutherford, Mr. Ross (3)

NAY:  Ms. Dana, Ms. Currie, Ms. Fischer, Mr. Bogard (4)

ABS:  None (0)

Mr. Bogard moved to adopt Resolution No. 4341.  Ms. Fischer seconded.  The Resolution was adopted by the following roll call:

AYE:  Mr. Bogard, Ms. Fischer, Ms. Currie, Mr. Rutherford, Mr. Keebler, Ms. Dana (6)

NAY:  Mr. Ross (1)

ABS:  None (0)

**RESOLUTION**
**BUS FEASIBILITY**
**WORK GROUP**

A Resolution establishing the Oxford Bus Feasibility Work Group to assess the need for public transportation within the City of Oxford. (Doug Elliott, City Manager)

Mr. Elliott stated due to the fact this issue was brought forward at the last Council meeting, the resolution was prepared.

Mayor Dana stated in her review of the parking proposals and presentations, in May of 2007, when the proposal for the Department of Parking Services was made, one of the bullet points of the current missed opportunities had to do with development of programs and policies to help mitigate the demand for parking by creating greater utilization of alternative systems and approaches.

Mayor Dana invited public comments.

**Mr. Don Pestana**, 6313 Big Wood Circle, commended Council for addressing public transportation and thanked them for their efforts.

**Ms. Joan Potter-Sommer**, Executive Director, Oxford Senior Center, noted the Senior Center supports the formation of the work group. Ms. Summer stated among other services, the Senior Center does provide senior transportation, which operates Monday through Friday on limited daytime hours. Ms. Summer stated in 2007, the Senior Center provided 5400 trips to 222 un-duplicated clients.

**Ms. Alice Laatsch**, 407 Sandra, stated her youngest son is 31 years old and handicapped. Ms. Laatsch noted he would never be capable of driving an automobile which limits where he can live. Ms. Laatsch stated that while he lives close to his employment, he has difficulty getting to the grocery store and other locations. Ms. Laatsch noted the lack of transportation even for hire in the community.

**Ms. Diane Ruther-Vierling**, Executive Director, Family Resource Center, College Corner Pike, stated many of their clients don't have transportation. Ms. Ruther-Vierling stated she has seen one of their handicapped clients traveling along the road in a wheelchair. Ms. Ruther-Vierling encouraged providing some form of transportation for those clients.

**Ms. Connie Elliott**, 5201 College Corner Pike, stated many in the mobile home park have difficulty getting around due to a lack of transportation. Ms. Elliott encouraged Council to pass the resolution.

**Mr. Ed Devillez**, 5166 Westgate Drive, noted there had been an informal committee for over four months that has consisted of diverse community representation. Mr. Devillez encouraged Council to formalize the committee.

**Mr. Tim McGowan**, 616 Winding Brook Drive, noted as the Executive Director of the Knolls of Oxford, it was pointed out to him by a resident who had temporarily lost her license that if Oxford is the fourth greatest place in the country to retire, you can't go anywhere unless you have a car. Mr. McGowan stated the Knolls provided some limited transportation.
Mr. McGowan urged from both a professional and personal standpoint the formalization of the work group.

Mayor Dana pointed out the resolution read to assess the need for public transportation within the City, listen to concerns of business owners and property owners, as well as investigate funding options.

Mr. Rutherford noted were a representative of Peterman, Ltd. to participate in the group, under law, they would not be allowed to participate or be a vendor for the transportation system.

Mr. Bogard suggested for their protection, they should be removed from the group.

Mr. McHugh explained service on a panel in an advisory capacity only would not be deemed to be a conflict.

Ms. Fischer referred to section two, addressing the purpose of the group. Ms. Fischer stated that while she understands many members of the community stress there is a need for more public transportation, budgetary concerns have not been addressed. Ms. Fischer noted even were the study to determine there was a need for public transportation, the cost would be prohibitive. Ms. Fischer stated she would like to see the group form similar to the OATS group. Ms. Fischer stated she could not support the use of City resources for the study group.

Mr. Keebler noted the committee appears to be a group of people who already feel there is a need for public transportation. Mr. Keebler stated the City of Hamilton tried to run a public transportation system for several years, but had to cease due to budgetary concerns.
Mr. Keebler outlined the creation of the Miami bus system and his involvement.

Mr. Rutherford stated he realizes there is a need within the community for some form of public transportation. Mr. Rutherford stated he feels what is presently before Council suggests the need for bus transportation. Mr. Rutherford suggested the Transportation and Parking Advisory Board that is presently in place could perform the study. Mr. Rutherford stated he would like further justification from the Parking and Transportation Advisory Board requiring the formation of this work group. Mr. Rutherford stated he fully supports both public and alternative forms of transportation, but he would like to see the necessary prerequisite work completed.

Mr. Ross noted his support of the resolution. Mr. Ross discouraged utilizing a representative of Peterman, Ltd.

Mr. Bogard noted his service on the Butler County Regional Transit Authority. Mr. Bogard stated there had been at least two referendums that have been turned down by Butler County to provide public transportation.

Mr. Bogard stated Middletown continues a bus service, while Hamilton ceased their bus service several years ago. Mr. Bogard outlined the Transportation Alliance and their purpose in coordinating services for those in need. Mr. Bogard noted his agreement with Ms. Fischer that the committee might best be formed similar to the Oxford Area Trails System.

Ms. Currie acknowledged the deep need expressed through several of the public comments for some form of transportation system. Ms. Currie encouraged creativity in addressing the need. Ms. Currie expressed concern in disbanding a committee that has been meeting for several months.

Ms. Fischer suggested instead of using funds toward a survey to assess transportation needs, the funds might be better spent improving what transportation currently exists.

Mayor Dana noted the whole idea arose out of the Parking and Transportation meeting. Mayor Dana stated the group has recognized that they could not move forward without survey work to assess need. Mayor Dana noted the group has been in contact with the Transportation Alliance. Mayor Dana stated the work group could function as a wing of the Parking and Transportation Advisory Board. Mayor Dana noted the high cost of fuel. Mayor Dana stated the group is made up of people who are anxious to serve and explore the many options open and available to the City.

Mr. Rutherford expressed concern with the title of the resolution, and suggested it read, "A resolution establishing the Oxford Public Transportation Feasibility Work Group."
Mr. Rutherford suggested a rewritten resolution be brought forward at the next Council meeting.

Mr. Keebler concurred with Mr. Rutherford. Mr. Keebler suggested exploring alternative forms of public transportation as opposed to just bus transportation. Mr. Keebler proposed the work group operate as a subcommittee of the Parking and Transportation Advisory Board.

Mr. McHugh advised the legislation would have to be revised to fold this subcommittee into the Parking Advisory Board. Mr. McHugh suggested the legislation as presented would not work based on Council's discussion.

Mr. Ross stated he did not see any harm in moving forward with the study group as presented.

<u>Mr. Bogard moved to adopt the resolution. Ms. Currie seconded. The motion failed by the following roll call:</u>

AYE: Ms. Dana, Mr. Ross (2)

NAY: Mr. Bogard, Ms. Fischer, Ms. Currie, Mr. Rutherford, Mr. Keebler (5)

ABS: None (0)

**RESOLUTION**
**PAVING CONTRACT**

A Resolution No. 4342 accepting the bid and authorizing the City Manager to enter into a contract with John R. Jurgenson Co. for resurfacing and maintenance work at a cost of $316,604.00 plus a contingency amount of 2.65% of the contract or $8,396.00 for a total cost not to exceed $325,000.00. (Mike Dreisbach, Service Director)

Mr. Dreisbach noted the operating budget allocation of $325,000 for street and alley improvement. Mr. Dreisbach referred to Exhibit A included in the agenda, which outlines the list of proposed streets. Mr. Dreisbach stated the City received four bids in response to their advertisement. Mr. Dreisbach noted this work is in addition to several other ongoing projects. Mr. Dreisbach offered to address any questions or comments.

Mr. Keebler noted the amount of work performed on High Street between Patterson and Campus every five years due to the sinking of the right-hand lane.

Mr. Dreisbach stated Miami is going to replace approximately 3,000 feet of curb and gutter to try to manage the drainage issue. Mr. Dreisbach described the amount of work necessary to totally address the problem and the costs.

Mr. Keebler expressed concern with how frequently Contreras Road has to be repaired and paved.

Mr. Dreisbach stated 100 tons of berm aggregate was included in the contract for sections of Contreras Road to attempt to stabilize the edge of the pavement.

Mr. Bogard moved to adopt Resolution No. 4342. Ms. Fischer seconded. The Resolution was adopted by the following roll call:

AYE: Mr. Bogard, Ms. Fischer, Mr. Ross, Ms. Currie, Mr. Rutherford, Ms. Dana, Mr. Keebler (7)

NAY: None (0)

ABS: None (0)

**RESOLUTION**
**PROPERTY & CASUALTY**
**INSURANCE FOR 2008**

A Resolution No. 4343 accepting the insurance bid of Insurance Specialist Group, Inc. DBA Love Insurance Partners for the City's property and casualty insurance coverage for 2008. (Heidi Hill, Acting Finance Director)

Ms. Hill stated the City retained a consultant to assist in analyzing bids for property and casualty insurance. Ms. Hill stated the recommendation of the consultant was to continue to use Love Insurance based on the bid. Ms. Hill stated the consultant had high regard for Love Insurance. Ms. Hill explained the insurance expired March 31, with binders in place pending review.

<u>Mr. Bogard moved to substitute language which read "for a cost of $125,098." Ms. Fischer seconded. The motion passed 7-0-0.</u>

Mr. Ross asked the location of Love Insurance.

Ms. Hill stated it is located in northern Ohio.

Mr. Keebler commended the City for utilizing a consultant in the bid process.

Ms. Hill noted the consultant recommended appraisals be performed on City property.

<u>Ms. Currie moved to adopt Resolution No. 4343. Ms. Fischer seconded. The Resolution was adopted by the following roll call:</u>

AYE: Ms. Dana, Mr. Keebler, Mr. Rutherford, Ms. Currie, Mr. Bogard, Ms. Fischer
Mr. Ross (7)

NAY: None (0)

ABS: None (0)

**<u>ORDINANCE</u>**
**<u>FIRST READING</u>**

**<u>ORDINANCE</u>**
**<u>ZONING MAP</u>**
**<u>AMENDMENT</u>**

An Ordinance Accepting The Planning Commission's Recommendation And Granting A Zoning Map Amendment For 3.26 Acres Of Land Located On The Northeast Corner Of U.S. 27 S. And Southpointe Parkway Oxford, Ohio And Rezoning The Property From R-3 (Multi-Family Residential) To GB (General Business) District. (Jung-Han Chen, Community Development Director)

Ms. Dale noted the Southpointe development was approved through the Butler County Planning Commission and subsequently annexed into the City, and finalized last year. Ms. Dale stated based on the development with the City, the zoning classifications would be changed to the most equivalent City zoning classifications. Ms. Dale noted the corner out lot of the site was inadvertently overlooked in the process. Ms. Dale noted the previous designation of B-PUD.

Ms. Dale stated in order to honor the development agreement; the appropriate zoning classification of General Business should be assigned.

Mr. Keebler noted this was previously reviewed at the Planning Commission and was merely an oversight. Mr. Keebler stated he visited the site earlier and it has no access to US 27 and it is 3.26 acres.

Ms. Fischer addressed the development agreement. Ms. Fischer pointed out that actions of Council are not in agreement with the development agreement. Ms. Fischer referred to the sidewalk that was supposed to have been installed last summer, which is now slated for 2012. Ms. Fischer referred to the General Business district designation and noted permitted uses include restaurants, but conditional uses include bars. Ms. Fischer stated there is no definition of a bar in the Code. Ms. Fischer asked either the police chief or law director if there were any bars in Oxford or if everything was classified as a restaurant.

Mr. McHugh stated most establishments are restaurants that serve alcohol.

**Mr. Scott Webb**, stated there are various kinds of liquor licenses based on percentages of alcohol served versus percentage of food served.

Ms. Fischer noted her concern regarding the development agreement and its presentation. Ms. Fischer stated the exhibits were not attached for review.

Mr. Ross discussed his participation with the Comprehensive Plan and the opposition to a commercial zoning designation in that area.

Mr. Rutherford agreed with Mr. Ross that opposition was voiced to commercial growth in that area. Mr. Rutherford stated the City has a development agreement in place and should honor it.

**Mr. Alan Kyger**, asked if the Planning Commission reviewed the original agreement with the County to see if any restrictions were transferred.

**Mr. Scott Webb** noted the restrictions were a 50-foot perimeter buffer around the entire development. Mr. Webb stated the 50-foot perimeter buffer has been deeded and recorded.

Ms. Fischer requested a copy of the agreement for review.

**ORDINANCE**
**SECOND READING**

None.

**ANNOUNCMENTS**

Mr. Elliott noted the institution of the Granicus system. Mr. Elliott noted Council, Planning Commission and Board of Zoning Appeals meetings would all be available via webcast. Mr. Elliott thanked his assistant, Kim, as well as all those involved in bringing the system forward.

Mr. Elliott stated he attended the Southwest Ohio Leadership Briefing meeting. Mr. Elliott noted Governor Strickland has put forth a Building Ohio Jobs proposal. Mr. Elliott stated upon passage, it could be a source of funding for the community.

Ms. Hill noted RITA would be available at the courthouse April 7th from four p.m. to eight p.m. and April 8th from nine a.m. to one p.m. to offer assistance with filing tax forms for anyone who might need it.

Ms. Dale stated there was an excellent Comprehensive Plan public session on March 10th. Ms. Dale noted the desire to schedule a joint elected officials work session. Ms. Dale stated there are plans for an open house sometime in the middle of June.

Mr. McHugh noted a report on snow, which was provided, and offered to address any questions or concerns.

Mr. Ross commended the police department concerning a recent personal situation.

Mr. Rutherford noted he recently met with the Senior Citizens Board of Trustees and stated they are very interested in undertaking various fundraising activities.

Mr. Bogard stated Oxford Township is seeking public input for their comprehensive plan draft on April 3rd from seven to nine p.m. at the middle school.

Mr. Bogard stated there would be a public information session regarding the Oxford connector project on April 10th from four to seven p.m. at Marshall Elementary School.

Ms. Fischer suggested asking the Planning Commission to review a possible agricultural zoning designation.

<u>Ms. Fischer moved to request the Planning Commission to investigate agricultural and/or conservation zoning for the City of Oxford. Ms. Currie seconded. The motion passed 7-0-0.</u>

Mr. Keebler noted the Uptown Revitalization Committee has had two very productive meetings with another one scheduled next Monday. Mr. Keebler stated the Committee is a good representation of people with good ideas. Mr. Keebler advised the Committee should have a presentation ready for Council in May.

Ms. Currie suggested not all community meetings be held at the newest and nicest school so that the community members might appreciate the needs of the school system.  Ms. Currie noted Miami's baseball team is starting its home game season.  Ms. Currie stated the City's bicentennial would be celebrated in 2010 and invited any suggestions or comments concerning events.
Ms. Currie described the grade school contest to design the logo for the bicentennial celebration.

Mayor Dana noted she handed out information regarding "Recycle to Win" which describes the recycling contest.  Mayor Dana noted the yard waste pick up from one to four p.m. this coming Saturday.  Mayor Dana referred to the meetings noted in the agenda.  Mayor Dana offered condolences on the passing of Phil Macklin and Sue Summers.

Ms. Fischer noted Mr. Macklin's work with proportional voting.

**ADJOURN**

Mr. Fischer moved to adjourn at 10:04 p.m.  Mr. Bogard seconded.  The motion passed 7-0-0.

# CITY OF OXFORD
# STAFF SUMMARY REPORT

**Report to the City Manager**

Service Department
**Originating Department**

**Council Meeting of:** April 15, 2008

David Treleaven
**Prepared By**

**Account Code #:** N/A

**Budgeted Amount:** N/A

March 28, 2008
**Date Prepared**

| | |
|---|---|
| **Agenda Title:** | Environmental Commission Meeting of March 26, 2008 |

| | |
|---|---|
| **Recommendation**: | For Review and Consideration |

**Discussion:**

Environmental Commission members present at the March 26, 2008 meeting were: Secretary, Ms. Heidi Schran; Planning Commission Representative; Mr. Marvin Hurston; and Mr. Charlie Ford. Oxford resident, Mr. Vincent Hand, was also in attendance. Vice-Chair, Ms. Gisela Bahr and Mr. John Obrycki were excused.

As a quorum (five voting members) was not present for this Commission meeting, the 2008 officer elections were not held. Staff was instructed by the Commission to investigate other possible locations for the April, May, and possibly June, 2008 meetings that may be more readily accessible for a Commission member who is recovering from surgery.

Staff briefed the Commission on the March 10, 2008 public meeting regarding the revised Comprehensive Plan and potential incorporation of an environmental review statement into the revised Plan. Public comments appear to support green space/greenbelt retention and/or development, alternative transportation and bike path and multi-use trail developments, and the Plan's conceptual land use plan. Discussion with the City Community Development Department personnel indicated that the purpose of the revised Comprehensive Plan was likely too broad to be an appropriate avenue for incorporation of an environmental review statement.

Staff informed the Commission that the annual Earth Day "EarthFest" celebration is scheduled for Saturday, April 19, 2008 in the Uptown Memorial Park, tentatively running from 10:00 a.m. to 4:00 p.m. Staff has reserved a table for the Commission for the event, to display and distribute environmental information to the public.

The Commission adjourned at 7:55 p.m. The next Commission meeting is tentatively scheduled for Wednesday, April 23, 2008 at 7:00 p.m. The location of the meeting will be determined and forwarded to the Commission members and posted on the City web site.

**Approved By:**

| | Initial \ Date |
|---|---|
| Department Head: | \ |
| City Attorney: | \ |
| City Manager: | \ |

# CITY OF OXFORD
# STAFF SUMMARY REPORT

**Report to the City Manager**

Human Resources
**Originating Department**

**Council Meeting Of:** April 15, 2008

Donna Heck
**Prepared By**

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

**Budgeted Amount:** N/A

April 9, 2008
**Date Prepared**

**Agenda Title:** Report regarding the April 3, 2008 Civil Service Commission Special Meeting.

**Recommendation:**

**Discussion:** The Civil Service Commission held a Special Meeting on Thursday, April 3, 2008. Those members present were: Phil Russo, Chair; Susan Cross Lipnickey; Charles Crain; Sue Morris; and Fred Russell. Donna Heck, Human Resources Director; and Gail Brahier Parks and Recreation Director, were in attendance for the City.

The Commission reviewed and approved the Recreation Programs Coordinator Eligibility List and the Sports Coordinator Eligibility List.

**Approved By:**

| | Initial | Date |
|---|---|---|
| **Department Head:** | djh | \ |
| **City Attorney:** | | \ |
| **City Manager:** | | \ |

# CITY OF OXFORD
# STAFF SUMMARY REPORT

**Report to the City Manager**

**Council Meeting Of:** April 15, 2008

**Account Code No. #:**

**Budgeted Amount:**

City Manager
**Originating Department**

Mary Ann Eaton
**Prepared By**

April 10, 2008
**Date Prepared**

**Agenda Title:** **Resolution by the Oxford City Council appointing the Finance Director for the City of Oxford, and approving an Employment Agreement for the Finance Director.**

**Recommendation:** **Approve**

**Discussion:**

This Resolution authorizes the appointment and Employment Agreement for the new Finance Director.

| **Approved By:** | | **Initial Date** |
|---|---|---|
| | **Department Head:** | ____\ |
| | **City Attorney:** | ____\ |
| | **City Manager:** | ____\ |

**RESOLUTION NO.**

A RESOLUTION BY THE OXFORD CITY COUNCIL APPOINTING __________, AS FINANCE DIRECTOR FOR THE CITY OF OXFORD, AND APPROVING AN EMPLOYMENT AGREEMENT WITH ___________, AS FINANCE DIRECTOR.

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

SECTION 1: Council having undertaken an extensive search for an individual to fill the Finance Director vacancy has after interviewing a number of applicants, offered the Finance Director's position to _____________.

SECTION 2: _________ has informed Council of his intention to accept the offer of employment.

SECTION 3: Council in accordance with Section 5.05 of the Charter of the City of Oxford, hereby appoints ____________ as Finance Director for the City of Oxford vesting him with all authority granted the Finance Director, and further approves his employment as Finance Director pursuant to the terms of the contract incorporated herein by this reference, effective on the 19th day of May, 2008.

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

______________________________
MAYOR

ADOPTED: _______________

ATTEST:

__________________________________________
DEPUTY CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: PRUE DANA

PREPARED BY: LAW(STAFF)

# CITY OF OXFORD
# STAFF SUMMARY REPORT

**Report to the City Manager**

Finance Department
**Originating Department**

**Council Meeting Of:** April 15, 2008

Heidi Hill
**Prepared By**

**Account Code No. #: Various**

**Budgeted Amount: $54,700**

April 11, 2008
**Date Prepared**

**Agenda Title:** 2008 Investment Management Contract

**Recommendation:** Approve

**Discussion:**

Staff sent out a Request for Qualification on February 13, 2008. The City received proposals from six candidates. The Investment Committee met and reviewed all six proposals. Interviews were scheduled for the top three candidates deemed by the Committee. After review of the pricing and services each candidate provided, staff hereby recommends that the City Council approve a contract with PFM Asset Management Company for a period of three years. PFM has provided investment management services for the City of Oxford for the last five years and has proven to be an asset to the City in regards to active asset management.

The budget for investment fees in the Finance Dept within the General, Water, Sewer, Refuse, and Landfill funds totals $50,900 (this also includes costs for bank checking account fees and for Visa/MasterCard fees).

**Approved By:**

| | Initial Date |
|---|---|
| **Department Head:** | **HH \ 04/09** |
| **City Manager:** | **DE \ 04/09** |

**RESOLUTION NO.**

A RESOLUTION AUTHORIZING THE CITY MANAGER AND ACTING FINANCE DIRECTOR TO CONTRACT WITH PFM ASSET MANAGEMENT LLC INVESTMENT MANAGEMENT SERVICES FOR THE MANAGEMENT OF THE CITY'S INVESTABLE FUNDS.

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

SECTION 1: Council hereby finds that the Investment Committee solicited Requests for Qualifications (RFQs) for the management of City investable funds and the Investment Committee reviewed the proposals submitted and interviewed three investment firms.

SECTION 2: Council hereby accepts the Investment Committee's recommendation that the City utilize the services of PFM Asset Management LLC for the management of the City's investable funds.

SECTION 3: The City Manager and Acting Finance Director are hereby authorized to contract with PFM Asset Management LLC for the management of the City's investable funds for a period of three years.

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

MAYOR

ADOPTED:

ATTEST:

DEPUTY CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: PRUE DANA

PREPARED BY: LAW(STAFF)

# CITY OF OXFORD
# STAFF SUMMARY REPORT

**Report to the City Manager**

**Council Meeting Of:** April 15, 2008

**Account Code No. #:**

**Budgeted Amount:**

City Manager
**Originating Department**

Mary Ann Eaton
**Prepared By**

March 4, 2008
**Date Prepared**

**Agenda Title:** **A Resolution amending Resolution No. 4215 by creating the Public Transportation Feasibility Subcommittee.**

**Recommendation:** **Approve**

**Discussion:**

As requested at the April 1, 2008 City Council Meeting.

| **Approved By:** | | **Initial Date** |
|---|---|---|
| | **Department Head:** | _____\ |
| | **City Attorney:** | _____\ |
| | **City Manager:** | _____\ |

**RESOLUTION NO. 4176**

A RESOLUTION AUTHORIZING THE FORMATION OF AN ADVISORY BOARD FOR THE PURPOSE OF ASSISTING TO CREATE A PARKING AUTHORITY.

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

SECTION 1: Council having determined the need for additional control and oversight of the parking function hereby authorizes the formation of an Advisory Board for the purposes of bringing recommendations to Council with the assistance of the City Manager regarding the Parking Authority.

SECTION 2: This resolution shall take effect at the earliest date allowed by law.

VICE MAYOR

ADOPTED: May 16, 2006

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: PRUE DANA

PREPARED BY: LAW(STAFF)

# RESOLUTION NO. 4215

A RESOLUTION ESTABLISHING THE PARKING ADVISORY BOARD PER RESOLUTION NO. 4176.

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

SECTION 1: In accordance with Resolution No. 4176, Council herewith establishes the Parking Advisory Board. The Board shall be made up of nine (9) voting members, appointed by Council, representing the following: City (Council) representative; Chamber representative; Landlord representative; Mile Square resident; year round Oxford resident; Miami University representative; Associated Student Government representative; Talawanda representative; Hospital representative. Staff support shall be provided by a City Police Department representative.

SECTION 2: The purpose of the Parking Advisory Board shall be as follows: 'Act as an independent agency working toward incorporation of a Parking Authority and to develop policies and strategies for the operations of the parking fund subject to City Council approval.

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

________________________________
MAYOR

ADOPTED: December 5, 2006

ATTEST:

________________________________
CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: JEROME CONLEY

PREPARED BY: LAW(STAFF)

**RESOLUTION NO. _____**

**A RESOLUTION AMENDING RESOLUTION NO. 4215 BY CREATING THE PUBLIC TRANSPORTATION FEASIBILITY SUBCOMMITTEE.**

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

SECTION I: On December 5, 2006, Council for the City of Oxford, Ohio adopted Resolution No. 4215 establishing the Parking Advisory Board.

SECTION II: Council hereby amends Resolution No. 4215 by adding a new Section 3 and Section 4 which shall read as follows:

Section 3. Council hereby establishes the Public Transportation Feasibility Subcommittee to assess the need for public transportation within the City of Oxford. The Subcommittee shall consist of the following seven (7) members, each of whom shall be appointed by City Council: (A) representative of Oxford's Senior Center; (B) representative of The Family Resource Center; (C) representative of The Knolls of Oxford; (D) representative of Miami University; (E) representative of the City Council; (F) representative of First Student (the Miami University transit system); and (G) a Citizen at large.

Section 4. The purpose of the Public Transportation Feasibility Committee shall be to assess the need for public transportation to serve the residents of the City of Oxford and to present findings to City Council and the Parking Advisory Board.

SECTION III: Section 3 of Resolution No. 4215 shall be renumbered Section 5.

SECTION IV: All other Sections of Resolution No. 4215, not previously or herein amended or corrected, shall remain in full force and effect.

SECTION V: This resolution shall take effect at the earliest time allowed by law.

________________________________
MAYOR

ADOPTED: ______________

ATTEST:

__________________________________________
DEPUTY CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: PRUE DANA

PREPARED BY: LAW (STAFF)

# CITY OF OXFORD
# STAFF SUMMARY REPORT

**Report to the City Manager**

Fire Department
**Originating Department**

**Council Meeting Of:** April 15, 2008

Len Endress, Fire Chief
**Prepared By**

**Account Code No. #:**__________________

**Budgeted Amount:** None

April 10, 2008
**Date Prepared**

**Agenda Title:** Resolution authorizing the City Manager to apply for the 2008 Assistance to Firefighter Grant Program, with a 10% match.

**Recommendation:** Approve

**Discussion:** The Fire Department has made application for the 2008 Assistance to Firefighter Grant Program. This is a program that provides assistance to Fire Departments for the purchase of equipment, vehicles, and training to better their ability to respond to emergencies. Due to the City population, we are required to provide a 10% match of funds. We have applied for a total of $353,144 for the 2008 period. The City match would be $35,314 if all items were approved. The application was for three 12 lead cardiac monitors/defibrillators, 2 thermal imaging cameras, a diesel exhaust filtration system, and an ambulance. The first three items total $194,144 with the ambulance being $159,000. These will be awarded over the next twelve months. If the grant is awarded, staff will request Council approval to accept the grant and the budget adjustment to cover the 10% match as well as the approval to purchase.

The City received this grant in 2001 and 2002 for personal protective equipment and miscellaneous firefighter equipment.

**Approved By:**

| | Initial | Date |
|---|---|---|
| **Department Head:** | __________ | \ |
| **City Attorney:** | __________ | \ |
| **City Manager:** | __________ | \ |

**RESOLUTION NO. _______**

**A RESOLUTION AUTHORIZING THE CITY MANAGER TO APPLY FOR THE 2008 ASSISTANCE TO FIREFIGHTER GRANT PROGRAM WITH A TEN PERCENT MATCH.**

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

SECTION I: The City Manager does report that the City Fire Department may apply for funding from the Firefighter Grant Program to enable the Fire Department to purchase equipment including, but not limited to, three 12 lead cardiac monitors/defibrillators, 2 thermal imaging cameras, a diesel exhaust filtration system, and an ambulance. To cover the cost of said equipment, the Fire Department will apply for a grant totaling $353,144.

SECTION II: Due to the population size of the City, the Assistance to Firefighter Grant Program requires the City to provide a ten percent match of funds. If the Firefighter Grant Program grants the Fire Department the full amount asked for, the City match would be $35,314.

SECTION III: Council hereby authorizes the City Manager to apply on behalf of the City Fire Department for a grant, in the amount of $353,144, from the Firefighter Grant Program. Further, the City Manager is authorized to take all actions necessary to receive said grant funds if awarded.

SECTION IV: Council authorizes a ten percent match of funds in an amount up to $35,314.

SECTION V: This resolution shall take effect at the earliest time allowed by law.

________________________________
MAYOR

ADOPTED: ______________

ATTEST:

______________________________________
DEPUTY CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: PRUE DANA

PREPARED BY: LAW (STAFF)

# CITY OF OXFORD
# STAFF SUMMARY REPORT

**Report to the City Manager**

**Finance**
**Originating Department**

**Council Meeting Of: 04/15/08**

**Heidi Hill**
**Prepared By**

**Account Code No. #: see below**

**Budgeted Amount:__________________**

**04/07/08**
**Date Prepared**

**Agenda Title:** **2008 SUPPLEMENTAL BUDGET #1**

**Recommendation: Approve**

**Discussion:**

## Supplements to the 2008 Budget

## General Fund

**Transfer to Capital Improvement**

From fund balance **2,000,000.00**

Additional appropriation needed to transfer to Capital Improvement fund to cover the set asides for projects scheduled in the Capital Improvement Plan. Set aside money has been spent from the fund balance in prior years for capital projects.

## Capital Improvement Fund

**US 27 North** **571,000.00**

From fund balance

Additional appropriation needed for right of way acquisition for Phase III of project. Federal funding will pay for the project, however, the City must pay for costs upfront, and we will then be reimbursed for our expenditures.

**Approved By:**

| | Initial Date |
|---|---|
| **Department Head:** | **HH \ 04/09** |
| **City Manager:** | **DE \ 04/09** |

## Street Fund

**Salaries & Benefits** **9,851.00**
From fund balance
Additional appropriation needed to cover cost of promotional advancement.

**Overtime** **22,000.00**
From fund balance
Additional appropriation needed to replenish overtime line item from snow event #16 (March 7-10 blizzard 12”+ accumulation).

**Materials** **27,750.00**
From fund balance
Re-stock road salt storage facility under our current contract (600 tons at $46.50/ton). 2008-2009 pricing is expected to be higher.

## Water Fund

**Salaries & Benefits** **10,010.00**
From fund balance
Additional appropriation needed to cover cost of promotion advancement.

## Sewer Fund

**Salaries & Benefits** **7,020.00**
From fund balance
Additional appropriation needed to cover cost of promotion advancement.

# Modifications to the 2008 Budget

**The following budget modifications are transfers and are a net zero balance. However, the transfers must be approved by Council as required by Ohio Revised Codes Section 5705.38.**

| Transfer Appropriation From | Transfer Appropriation To | Amount |
|---|---|---|
| 210.151.52520 Capital Outlay | 210.151.52330 Instruction | 2,500.00 |
| 210.151.52520 Capital Outlay | 210.151.52420 Operating Supplies | 380.00 |
| 110.335.52495 Housing Trust | 212.310.52495 Housing Trust | 5,000.00 |

**ORDINANCE NO.**

AN ORDINANCE AMENDING ORDINANCE NO. 2990. SUPPLEMENTAL BUDGET ORDINANCE NUMBER 1 TO MAKE SUPPLEMENTAL APPROPRIATIONS FOR FISCAL YEAR 2008.

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;

SECTION 2: The following additional appropriations are hereby made:

| | |
|---|---|
| GENERAL FUND<br>From fund balance | 2,000,000.00 |
| WATER FUND<br>From fund balance | 10,010.00 |
| SEWER FUND<br>From fund balance | 7,020.00 |
| CAPITAL IMPROVEMENT FUND<br>From fund balance | 571,000.00 |
| STREET FUND<br>From fund balance | 59,601.00 |

SECTION 3: In all other respects, Ordinance No. 2990 shall remain in full force and effect.

SECTION 4: This ordinance shall take effect immediately upon its adoption.

MAYOR

ADOPTED: ________________

ATTEST:

DEPUTY CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: PRUE DANA

PREPARED BY: LAW (STAFF)

# CITY OF OXFORD
# STAFF SUMMARY REPORT

**Report to the City Manager**

Community Development
**Originating Department**

**Council Meeting Of:** April 15, 2008

Jung-Han Chen
**Prepared By**

**Account Code No. #:**

**Budgeted Amount:**

April 10, 2008
**Date Prepared**

**Agenda Title:** **Ordinance Repealing Ordinance No 2502 and Changing the Student/Community Relations Committee to the Student/Community Relations Commission**

**Recommendation: Approval**

**Discussion:**
Per Council's request and based on the discussion and direction from the last council meeting, this legislation is to modify the existing Student Community Relations Committee (SCRC) to a Commission. This legislation also outlines the membership of this recommended Commission, as well as the purposes and functions of the Commission

**Approved By:**

| | Initial | Date |
|---|---|---|
| **Department Head:** | | |
| **City Attorney:** | | |
| **City Manager:** | | |

City of Oxford Ordinance 2502
Proposed Revised Text: Student-Community Relations Committee
April 1, 2008
**Revisions are in bold**
BE IT ORDAINED BY THE COUNCIL OF THE CITY OF OXFORD, BUTLER COUNTY, STATE OF OHIO, THAT:

SECTION 1: There is hereby created a Student/Community Relations ~~Committee~~ **Commission** consisting of ~~ten members~~ **nine voting members and six ex-officio members.**

~~SECTION 2: The composition of the Committee and method of appointment thereto shall be as follows: One member chosen by the Oxford City Council; one resident of the City of Oxford appointed by the Mayor; one member of the Mile Square Neighborhood Association appointed by the Mile Square Neighborhood Association; the City Manager or the city Manager's designee; one Miami University administrative person appointed by the President of Miami University; one member appointed by the Oxford Chamber of Commerce, which members heretofore defined shall be appointed to serve a three (3) year term; four (4) students of Miami University who are members of University recognized organizations, to be appointed by the Vice-President for Student Affairs of Miami University for a one (1) year term.~~

**SECTION 2: The composition of the Commission and method of appointment thereto shall be as follows: One member of the Oxford City Council; three residents of the City of Oxford, at least one of whom shall reside in the Mile Square, to be appointed by the Oxford City Council to serve a three (3) year term; one Miami University graduate student, appointed by the Miami University Graduate Student Association to serve a one (1) year term; four undergraduate students of Miami University who are members of university-recognized organizations, one of whom shall be the Associated Student Government Secretary for Off-Campus Affairs, to be appointed by the Miami University Coordinator of Off-Campus Affairs for a one (1) year term.**

**The Commission shall also have six (6) ex-officio members as follows: the City Manager or the City Manager's designee; the Miami University Dean of Students or the Dean's designee; the Miami University Coordinator of Off-Campus Affairs; one representative of the Oxford Chamber of Commerce; one member of the Oxford Police Department; and one representative of the Talawanda School District; each of whom shall be appointed to serve a one (1) year term.**

SECTION 3: The **Commission** shall elect its own chairperson, secretary, and such other officers as it deems advisable. The **Commission** shall have full power to organize itself and to determine its own rules, regulations and bylaws. The **Commission** will meet ~~monthly~~ **biweekly during the academic year** at a regularly scheduled time, date and place.

SECTION 4: The purpose of the **Commission** shall be to ~~meet, investigate, explore and discuss~~ **identify and explore** any and all matters that the **Commission** determines are related to student/community relations, **and serve in an advisory capacity to the City Council.** The **Commission** shall report and recommend to City Council as the **Commission or City Council** deems necessary. The **Commission** is expressly authorized and directed to make such recommendation to Council relative to legislation or policy matters as the **Commission** determines to be in the interest of student/community relations.

**ORDINANCE NO.**

**ORDINANCE REPEALING ORDINANCE NO. 2502 AND CHANGING THE STUDENT/COMMUNITY RELATIONS COMMITTEE TO THE STUDENT/ COMMUNITY RELATIONS COMMISSION.**

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

SECTION 1: There is hereby created a Student/Community Relations Commission consisting of nine voting members and six ex-officio members.

SECTION 2: The composition of the Commission and method of appointment thereto shall be as follows: (a) one member of the Oxford City Council; (b) three residents of the City of Oxford, at least one of whom shall reside in the Mile Square, to be appointed by the Oxford City Council to serve a three (3) year term; (c) one Miami University graduate student, appointed by the Miami University Graduate Student Association to serve a one (1) year term; (d) four undergraduate students of Miami University who are members of university-recognized organizations, one of whom shall be the Associated Student Government Secretary for Off-Campus Affairs, to be appointed by the Miami University Coordinator of Off-Campus Affairs for a one (1) year term.

The Commission shall also have six (6) ex-officio members as follows: (a) the City Manager or the City Manager's designee; (b) the Miami University Dean of Students or the Dean's designee; (c) the Miami University Coordinator of Off-Campus Affairs; (d) one representative of the Oxford Chamber of Commerce; (e) one member of the Oxford Police Department; (f) and one representative of the Talawanda School District. Each of the above ex-officio members shall be appointed to serve a one (1) year term.

SECTION 3: The Commission shall elect its own chairperson, secretary, and such other officers as it deems advisable. The Commission shall have full power to organize itself and to determine its own rules, regulations and bylaws. The Commission will meet bi-weekly during the academic year at a regularly scheduled time, date and place.

SECTION 4: The purpose of the Commission shall be to identify and explore any and all matters that the Commission determines are related to student/community relations, and serve in an advisory capacity to the City Council. The Commission shall report and recommend to City Council as the Commission or City Council deems necessary. The Commission is expressly authorized and directed to make such recommendation to Council relative to legislation or policy matters as the Commission determines to be in the interest of student/community relations.

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

MAYOR

ADOPTED:

ATTEST:

DEPUTY 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:** April 1, 2008

**Account Code No. #:**

**Budgeted Amount:**

Community Development Department
**Originating Department**

Jung-Han Chen
**Prepared By**

March 17, 2008
**Date Prepared**

**Agenda Title: PC-05-2008 ZONING MAP AMENDMENT Southpointe Crossings,** 3.26 acres located on the northeast corner of US 27 South and Southpointe Parkway, from R3 (Multi-Family Residential) to GB (General Business) District, **City of Oxford, Applicant**

**Recommendation:** **Approve**

**Discussion:**
The initial zoning of the entire Southpointe development was approved by the Butler County Planning Commission and then subsequently annexed into the City. Based on the executed Development Agreement, the zoning of these 3.26 acres of land needed changed to the most equivalent City zoning classification through the rezoning process. Unfortunately, Butler County's commercial zoning classification of this corner was inadvertently not carried over to the City of Oxford's classification. This request is to rectify this oversight and honor the Agreement by correctly providing the appropriate zoning.

For the past few decades this corner has been a commercial use, and a commercial establishment for this general vicinity would be an appropriate land use practice. The design features and aesthetic element would be critical in the development of this site due to the location of this corner being the gateway to the City and future Tech Park.

The Planning Commission voted 7-0-0 to recommend approval of this zoning change request.

**Approved By:**

| | Initial | Date |
|---|---|---|
| **Department Head:** | JHC | 3/17/08 |
| **City Attorney:** | | |
| **City Manager:** | | |

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

| | |
|---|---|
| **Report Date** | March 17, 2008 |
| **Case Number** | PC-05-2008 |
| **Applicant Information** | City of Oxford, Applicant |
| **Requested Action** | Zoning Map Amendment |
| **Summary of Request** | Request for a Zoning Map Amendment from R3 (Multi-Family Residential) to GB (General Business District). |
| **Public Hearing Information** | On March 11, 2008, a public hearing was held at 118 West High Street. A legal notice of the hearing was published in the Oxford Press on February 8, 2008. Courtesy notices were mailed to adjacent property owners on February 15, 2008. |
| **Commission Action** | The Planning Commission voted 7-0-0 recommending approval of the Zoning Map Amendment. |
| **Commission Findings and Conclusions** | After public hearing and discussion, the Planning Commission voted to recommend approval of the Zoning Map Amendment to honor the executed Development Agreement and correct the error in zoning. |
| **Exhibits Submitted to the Commission** | 1. Community Development Staff Report dated February 27, 2008<br>2. Inter-Office Review Transmittal Sheets dated February 14, 2008<br>3. Zoning Map Amendment Application dated January 25, 2008<br>4. Zoning Map |

# City of Oxford

*Community Development Department*

## STAFF REPORT

## Planning Commission

**Case # PC-05-2008** **Date – March 11, 2007**

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**APPLICATION**

| | |
|---|---|
| Applicant: | City of Oxford |
| Location: | U.S. 27 South (Southpointe Blvd.) |
| Owner: | 4-Leaf Development LLC |
| Action Request: | Zoning Map Amendment from "R3" to "GB" |
| Current Use: | Multi-Family Residence and Vacant Land |
| Current Zoning | "R3" Multi-family Residential **(City of Oxford Zoning)** |
| Surrounding Existing Land Uses: | Single-Family\Agricultural and Vacant |

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**GENERAL DESCRIPTION**

The subject property is part of a Development Agreement and annexation acceptance that was recently finalized in August 2007. City Council Ordinance No. 2966 adopted the zoning classifications of the property while Ordinance No. 2965 accepted the annexation of the land into the City of Oxford. A Development Agreement was made with the property owner May 23, 2006.

As a part of the Ordinances, Development Agreement and annexation process, the City agreed to zone the property that was the most equivalent to the preliminary development plan and County zoning classifications for the property.

During these hearings, much of the discussion focused on the southern portion of the property and residential densities. While recently reviewing the zoning map and data collection for the Comprehensive Plan, staff noticed that the 3.26 acres on the northeast corner of US 27 South and Southpointe Parkway was illustrated as "R3" Multi-Family Residential. Upon further review of the file and plans submitted with the annexation, Staff realized that this corner should have been rezoned to "GB" General Business from the beginning, in accordance with the Ordinances and Agreements mentioned above. The accepted Preliminary development plan lists this corner as B-PUD for commercial development.

The City has initiated this map amendment solely to correct an error and honor the Development Agreement.

**SURROUNDING NEIGHBORHOOD**

The site is 3.26 acres on the northeast corner of US 27 South and Southpointe Parkway. The area directly north of the site is a single-family residential subdivision. The area south of the site is mainly agricultural landscape and zoned "OI". The site is bordered by Four-Mile Creek to the east and U.S. 27 to the west. Directly across U.S.27 is multi-family and vacant land that is inside the City limits.

## AGENCY COMMENTS

Requests for agency review were sent to the Police, Engineering and Fire Departments. The following Comments were returned:

| | |
|---|---|
| Police Department: | No comments on this request. |
| Engineering: | Support the proposed map amendment. |
| Fire: | No comments received to date. |

## PUBLIC COMMENT FORMS

No comments have been received to date.

## RECOMMENDATION

Staff recommends Approval of Case # 05-2008, a zone map amendment for 3.26 acres on the northeast corner of US 27 South and Southpointe Parkway, from "R3" Multi-Family Residential to "GB" General Business District.

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SUBMITTED
BY: Kathryn A Dale

Kathryn A. Dale, AICP
City Planner
Community Development Department

DATE: February 27, 2008

City of Oxford
Inter-Office Review Transmittal Sheet

Date: 2/14/2008

To: Fire Department Engineering Division Police Department

From: Community Development

Drawings are being submitted to you for the following:

Case #: PC-05-2008

Description:

**PC-05-2008** **ZONING MAP AMENDMENT Southpointe Crossings,** 3.26 acres on the northeast corner of US 27 South and Southpointe Parkway, from R3 (Multi-Family Residential) to GB (General Business) District **City of Oxford, Applicant**

____X______ Review __________ Revisions ____________Other

Comments or status update requested by: Lynn Taylor

Please return no later than: **3/5/08** Note: If no comments are received, we will assume the project meets your department's standards.

Drawings are returned: w/comments without/comments

When developed, will driveway enter and exit on Southpointe, and not US 27

Drawings reviewed by: Ben Endress, Fire Chief

RECEIVED
FEB 15 2008
City of Oxford
Engineering Division

City of Oxford
Inter-Office Review Transmittal Sheet

Date: 2/14/2008

To: Fire Department Engineering Division Police Department

From: Community Development

Drawings are being submitted to you for the following:

Case #: PC-05-2008

Description:

**PC-05-2008** **ZONING MAP AMENDMENT Southpointe Crossings,** 3.26 acres on the northeast corner of US 27 South and Southpointe Parkway, from R3 (Multi-Family Residential) to GB (General Business) District **City of Oxford, Applicant**

____X______ Review __________ Revisions ____________Other

Comments or status update requested by: Lynn Taylor

Please return no later than: **3/5/08** Note: If no comments are received, we will assume the project meets your department's standards.

Drawings are returned: w/comments without/comments

SEE MEMO DATED 2-19-2008

Drawings reviewed by: [signature] 2-19-2008

CITY OF
OXFORD
HOME OF MIAMI UNIVERSITY

# Memo

Service Department
Engineering Division
513/524-5208 fax 513/524-5267

TO: Community Development Department

FROM: Victor Popescu, P.E.
City Engineer

RE: Case #: PC-05-2008

DATE: February 19, 2008

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We agree with the proposed Zoning Map Amendment that corrects a previous omission.

City of Oxford
Inter-Office Review Transmittal Sheet

Date: 2/14/2008

To: Fire Department Engineering Division Police Department

From: Community Development

Drawings are being submitted to you for the following:

Case #: PC-05-2008

Description:

**PC-05-2008** **ZONING MAP AMENDMENT Southpointe Crossings,** 3.26 acres on the northeast corner of US 27 South and Southpointe Parkway, from R3 (Multi-Family Residential) to GB (General Business) District **City of Oxford, Applicant**

____X______ Review __________ Revisions ____________Other

Comments or status update requested by: Lynn Taylor

Please return no later than: **3/5/08** Note: If <u>no</u> comments are received, we will assume the project meets your department's standards.

Drawings are returned: w/comments without/comments

Drawings reviewed by: ______________________________

Case No.: PC-5-2008
Date filed: 1/25/08

## Zoning Map Amendment Application

City of Oxford, Ohio

**REQUIRED INFORMATION**

Name of Applicant: City of Oxford
(Attach a letter of agency if the applicant is not the property owner.)

Mailing Address: 101 East High

Telephone Number(s) (513) 524-5204

Location of Property: 3900 Southpointe Parkway
(Indicate address if there is an existing structure or subdivision name and lot number if subdivided.)

Legal Description:

Total Area: 3.26 Acres / Square Feet (circle one)

Existing Use of Property:

Current Zoning: R-3

Proposed Zone(s): GB

Proposed Use:

**SUBMISSION REQUIREMENTS**

Please submit a vicinity map, at a scale and a metes and bounds description of the property, the statement described below and the required fee of $150.00, made payable to the City of Oxford. The entire submission must be prepared in accordance with Chapter 1135, Zoning Code Amendments, of the City of Oxford Zoning Code.

On a separate sheet of paper, provide the names and addresses of all adjoining property owners within 200 feet of every parcel proposed to be rezoning, including those across streets, roads, alleys and highways.

Attach a statement which responds to the following questions:

1) What is the relationship of the proposed zone change to the City of Oxford's Comprehensive Plan?
2) How will the zone change affect the neighborhood in which the property is located? Briefly describe any impacts of the change as proposed.
3) How will the zone change affect public facilities such as sewer and water service, drainage, schools and roads, if applicable?
4) What mitigating actions might be suggested to offset problems resulting from adverse impacts on private property and public facilities (e.g., landscape screening, drainage improvements, changes in traffic signalization, provision of additional turn lanes).
5) Why is the current zoning classification of the property no longer appropriate?

All materials and application fee must be delivered to the office of the Planning Director, Municipal Building, 101 East High Street, Oxford, Ohio 45056. **Incomplete applications will not be processed.** Any questions should be directed to the Planning Department at (513) 524-5204. The issue will be placed on the next possible agenda.

**NOTE:** **Notification and publication requirements must be adhered to. Submit materials 45 days prior to the proposed meeting date.**

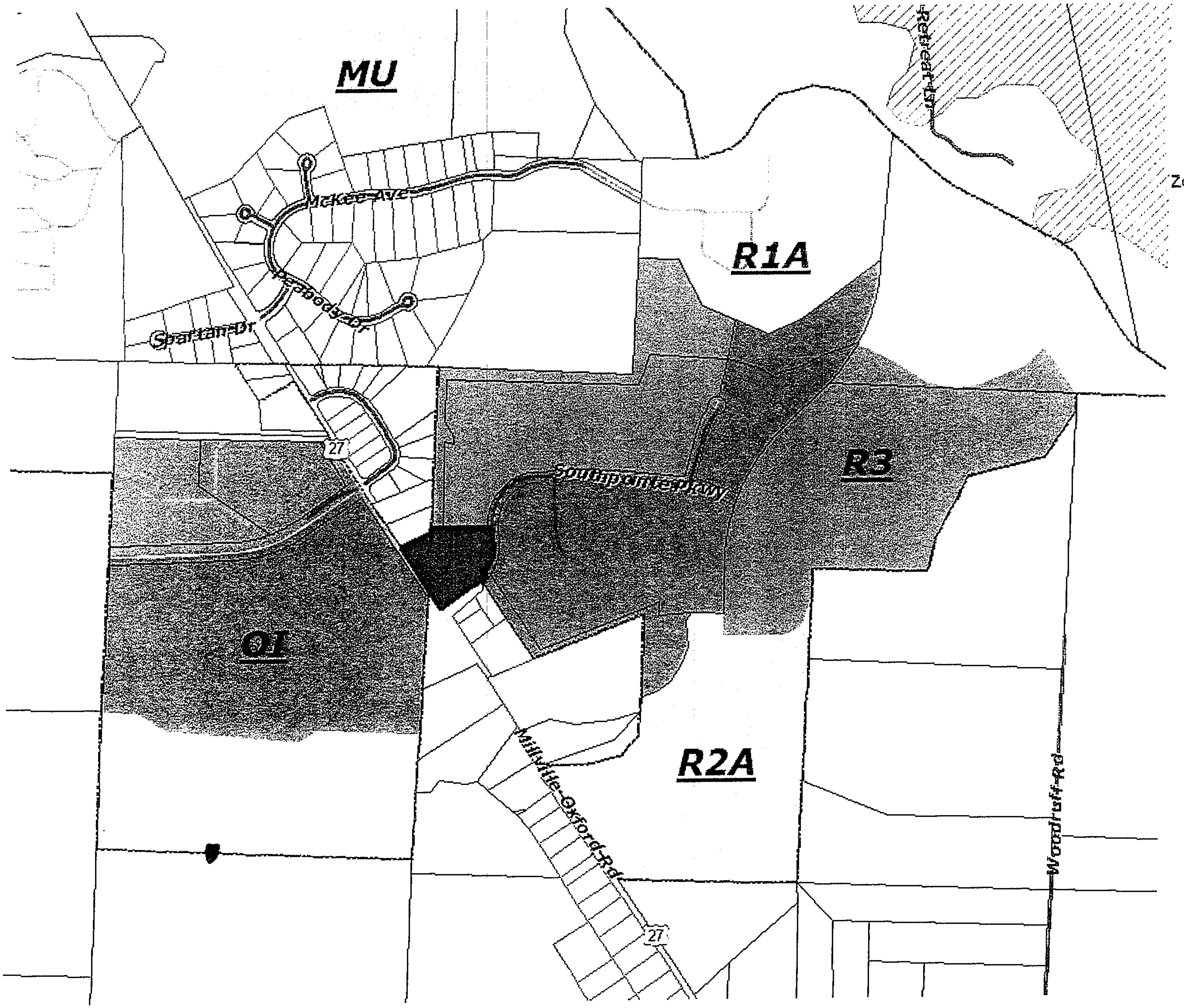
**SIGNATURE OF APPLICANT:** Jung Han Chen **Date:** 1/25/08

**PRINTED NAME:** Jung Han Chen

**FEE / RECEIPT**

$150 Fee Paid / Receipt Number: NA

S:\forms\zoningmapamendmentapp. Revised 3/07

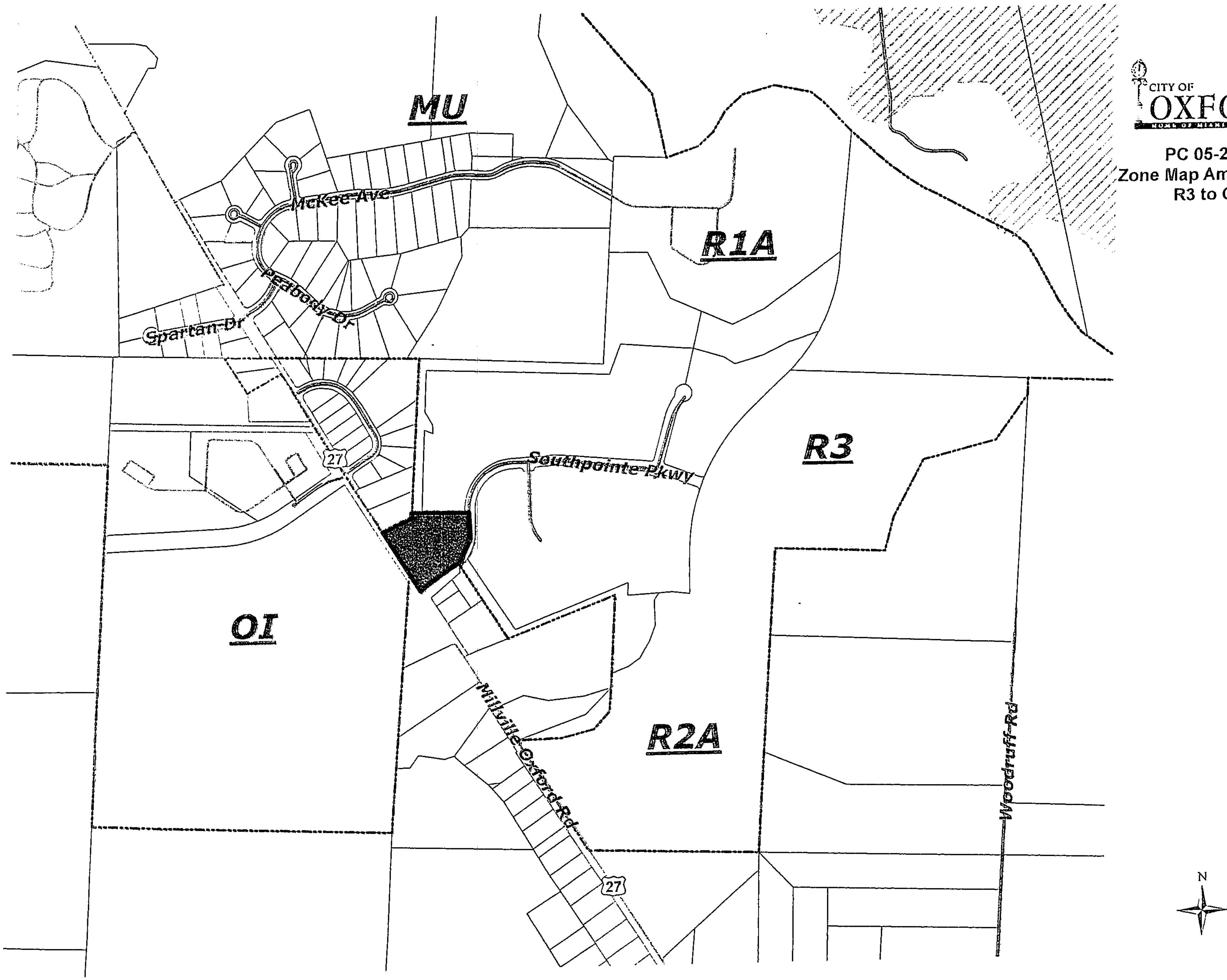



CITY OF OXFORD

PC 05-2008
Zone Map Amendment
R3 to GB

CITY OF
OXFORD
HOME OF MIAMI UNIVERSITY

PC 05-2008
Zone Map Amendment
R3 to GB



**ORDINANCE NO.**

AN ORDINANCE ACCEPTING THE PLANNING COMMISSION'S RECOMMENDATION AND GRANTING A ZONING MAP AMENDMENT FOR 3.26 ACRES OF LAND LOCATED ON THE NORTHEAST CORNER OF U.S. 27 S. AND SOUTHPOINTE PARKWAY OXFORD, OHIO AND REZONING THE PROPERTY FROM R-3 (MULTI-FAMILY RESIDENTIAL) TO GB (GENERAL BUSINESS) ZONING DISTRICT.

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

SECTION 1: Council finds in accordance with Section 1125.01 of the Codified Ordinances of the City of Oxford, the Oxford Planning Commission held a public hearing on March 11, 2008, at 7:30 p.m., on the applicant's, City of Oxford, application for a Zoning Map Amendment for 3.26 acres of land located on the northeast corner of U.S. 27 S. and Southpointe Parkway Oxford, Ohio requesting the rezoning of the property from R-3 (Multi-Family Residential) to GB (General Business) Zoning District.

SECTION 2: The Oxford Planning Commission, after due deliberation, recommended granting the Zoning Map Amendment, and found that the proposed rezoning request was in keeping with the intended characteristics of the general vicinity of the property and was the most appropriate use of the property in question.

SECTION 3: The Planning Commission found the request does comply with the intent of the Oxford Zoning Ordinances and the Oxford Comprehensive Plan

SECTION 4: Council hereby accepts the recommendation of the Oxford Planning Commission, and after due deliberation, finds for the granting of the Zoning Map Amendment, rezoning 3.26 acres of land located on the northeast corner of U.S. 27 S. and Southpointe Parkway Oxford, Ohio and rezoning the property from R-3 (Multi-Family Residential) to GB (General Business) Zoning District.

SECTION 5: Council hereby grants the rezoning request to the City of Oxford for the property as requested by the applicant, incorporating the application and documents submitted by the applicant as a term and condition of the granting of this rezoning request and orders that the official zoning map be amended.

SECTION 6: This Ordinance shall take effect at the earliest time allowed by law.

________________________________
MAYOR

ADOPTED: __________________________

ATTEST:

___________________________________________
DEPUTY CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: LAW (STAFF)