

# CITY OF OXFORD

## STAFF SUMMARY REPORT

**Report to the City Manager**

Human Resources

**Originating Department**

**Council Meeting Of:** May 5, 2015

Kim Newton

**Prepared By**

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

**Budgeted Amount:** N/A

April 23, 2015

**Date Prepared**

**Agenda Title:**

Report regarding the April 22, 2015 Civil Service Commission Regular Meeting.

**Recommendation:**

**Discussion:** The Civil Service Commission held a regular meeting on Wednesday, April 22, 2015. Those members present were: Karen Martino, Chair; James Burchyett, Vice-Chair; Greg Smith; Brian Martin and Bill Brewer.

Donna Heck, Human Resources Director; Kim Newton, Recording Secretary; Gail Brahier, Parks & Recreation Director and Mike Dreisbach, Service Director were in attendance for the City. Dennis Malone, Human Resources Director was in attendance for the Talawanda School District.

The Commission reviewed and approved the Recreation Programs Supervisor Protocol.

The Commission also reviewed and approved the following three (3) eligibility lists: Water Distribution Manager for the City of Oxford and the District Custodial Personnel and Cafeteria Worker for the Talawanda School District.

The Commission will hold their next regular meeting on Wednesday, May 27, 2015 at 6:00 p.m.

**Approved By:**

**Initial Date**

**Department Head:**

**City Attorney:**

**City Manager:**

[Signature] 4/23/15  
[Signature]  
[Signature] 4/23/15

# CITY OF OXFORD

## STAFF SUMMARY REPORT

Report to the City Manager

City Council Meeting of: May 5, 2015

Account Code #: 320.811.65127

Budgeted Amount: \$68,000.00

Service Department  
**Originating Department**

Michael B. Dreisbach  
**Prepared By**

April 24, 2015  
**Date Prepared**

**Agenda Title: Purchase of Replacement Truck for Water Distribution Division of the Service Department**

**Recommendation: Approve**

### Discussion:

The 2015 Capital Equipment Budget includes \$68,000 for the purchase of a replacement utility service truck for use by the Water Distribution Division of the Service Department. The existing vehicle is in fair condition, but is nearing the end of its useful service life and have been budgeted for replacement:

# 05-36      10 years old      Ford F350 two wheel drive truck

This truck is used on a daily basis for utility service operations and is critical in the performance of duties.

The State of Ohio – Department of Transportation contract for the purchase of trucks, contract # 023-14, includes Freightliner item M2 106 – conventional chassis (exhibits attached), for a 2015 light duty chassis. The unit price for this vehicle, sold through FYDA Freightliner is as follows:

|                      | <u>Contract Price</u> | <u>Options</u> | <u>Total Contract Price</u> |
|----------------------|-----------------------|----------------|-----------------------------|
| Contract Item M2 106 | \$56,581.00           | \$ None        | \$56,581.00                 |

A utility service body will be added to the chassis after acceptance of the vehicle under a separate contract and vendor.

This Resolution will authorize the City Manager to enter into an agreement with FYDA Freightliner Cincinnati, LLC for the purchase of a 2015 M2 106 cab and chassis at a cost not to exceed \$56,581.00. Staff further recommends Council authorize the sale of a surplus truck identified as #05-36 by public or electronic auction at the earliest convenience of the City.

**Approved By:**

Department Head:

City Manager:

Initial      Date  
MBD      \ 4/27/15

DRB      \ 5/1/15

## RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH FYDA FREIGHTLINER CINCINNATI, LLC FOR THE PURCHASE OF A 2015 M2 106 CAB AND CHASSIS AT STATE CONTRACT PRICING AT A COST NOT TO EXCEED \$56,581.00.

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

SECTION 1: Council hereby authorizes the Service Department to purchase a 2015 M2 106 cab and chassis at state contract pricing at a cost not to exceed \$56,581.00.

SECTION 2: The City Manager is hereby authorized to enter into an agreement with FYDA Freightliner Cincinnati, LLC for the purchase of a 2015 M2 106 cab and chassis at state contract pricing at a cost not to exceed \$56,581.00.

SECTION 3: Funds have been appropriated for the authorized purchase price.

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: KEVIN MCKEEHAN

PREPARED BY: LAW(STAFF)



## Memo

Service Department  
Streets and Maintenance Division  
Phone 513/523-8412 fax 513/524-1146

TO: Mike Dreisbach, Service Director

FROM: Eric Keebler, Streets & Maintenance Manager

CC:

RE : Replacement of #05-36

DATE: 4/23/15

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Mike,

I would like to recommend replacing truck #05-36 with Item #5 from the ODOT Contract # 023-14. A quote from Fyda Freightliner is attached to this Memo. This is a Multi-Vendor contract. Attached is a copy of the approved list of vendors and also beginning pricing list for the different models.

This truck will be used by Water Distribution for a Maintenance truck. It will be equipped with an 11 foot utility body with ladder racks and a 16,000 lb. tow hitch.

The total purchase price of the cab and chassis will be \$56,581.00 from the Water Capital Equipment Fund - 320.811.65127.

Thank you,  
Eric

Prepared for:  
Eric Keebler  
ODOT-City of Oxford  
101 East High Street  
Oxford, OH 45056  
Phone: 135238412

Prepared by:  
Mike Bailey  
FYDA FREIGHTLINER  
CINCINNATI  
1 FREIGHTLINER DRIVE  
CINCINNATI, OH 45241  
Phone: 513-772-7171

## Q U O T A T I O N

### M2 106 CONVENTIONAL CHASSIS

SET BACK AXLE - TRUCK  
CUM ISB 6.7-220 220 HP @ 2300 RPM, 2600 GOV, 520  
LB/FT @ 1600 RPM  
ALLISON 2500 HS AUTOMATIC TRANSMISSION, NO PTO  
PROVISION  
DETROIT DA-RS-17.5-2 17,500# R-SERIES SINGLE REAR  
AXLE  
16,000# 52 INCH VARIABLE RATE MULTI-LEAF SPRING  
REAR SUSPENSION

DETROIT DA-F-8.0-3 8,000# FF1 71.5 KPI/3.74 DROP  
SINGLE FRONT AXLE  
8,000# TAPERLEAF FRONT SUSPENSION  
106 INCH BBC FLAT ROOF ALUMINUM CONVENTIONAL  
CAB  
3825MM (151 INCH) WHEELBASE  
9/32X3-7/16X10-1/16 INCH STEEL FRAME  
(7.14MMX255.6MM/0.281X10.06 INCH) 120KSI  
1900MM (75 INCH) REAR FRAME OVERHANG

|                           |                      |    | PER UNIT |    | TOTAL  |
|---------------------------|----------------------|----|----------|----|--------|
| VEHICLE PRICE             | TOTAL # OF UNITS (1) | \$ | 56,591   | \$ | 56,591 |
| EXTENDED WARRANTY         |                      | \$ | 0        | \$ | 0      |
| DEALER INSTALLED OPTIONS  |                      | \$ | 0        | \$ | 0      |
| CUSTOMER PRICE BEFORE TAX |                      | \$ | 56,591   | \$ | 56,591 |

### TAXES AND FEES

|                          |    |        |    |        |
|--------------------------|----|--------|----|--------|
| FEDERAL EXCISE TAX (FET) | \$ | (10.0) | \$ | (10.0) |
| TAXES AND FEES           | \$ | 0      | \$ | 0      |
| OTHER CHARGES            | \$ | 0      | \$ | 0      |

### TRADE-IN

|                    |    |     |    |     |
|--------------------|----|-----|----|-----|
| TRADE-IN ALLOWANCE | \$ | (0) | \$ | (0) |
|--------------------|----|-----|----|-----|

|             |                  |    |        |    |        |
|-------------|------------------|----|--------|----|--------|
| BALANCE DUE | (LOCAL CURRENCY) | \$ | 56,581 | \$ | 56,581 |
|-------------|------------------|----|--------|----|--------|

#### COMMENTS:

Projected delivery on \_\_\_ / \_\_\_ / \_\_\_ provided the order is received before \_\_\_ / \_\_\_ / \_\_\_.

#### APPROVAL:

Please indicate your acceptance of this quotation by signing below:

Customer: X \_\_\_\_\_ Date: \_\_\_ / \_\_\_ / \_\_\_.

### Daimler Truck Financial

Financing that works for you.

See your local dealer for a competitive quote from Daimler Truck Financial, or contact us at [Information@dtfoffers.com](mailto:Information@dtfoffers.com).

Daimler Truck Financial offers a variety of finance, lease and insurance solutions to fit your business needs. For more information about our products and services, visit our website at [www.daimler-truckfinancial.com](http://www.daimler-truckfinancial.com).



| STATE OF OHIO |  | Director of Transportation |                                                             |             |  | Award Date |
|---------------|--|----------------------------|-------------------------------------------------------------|-------------|--|------------|
|               |  | Invitation                 | 023-14                                                      | Multiple    |  |            |
|               |  | Opened                     | 6/5/2014                                                    |             |  |            |
|               |  | Location                   | All Districts                                               |             |  |            |
|               |  | Commodity                  | Single & Tandem Axle Cab and Chassis and Light Duty Chassis |             |  |            |
|               |  | Threshold                  |                                                             |             |  |            |
|               |  | Vendor Information         | Effective 7/1/14 through 4/30/15                            |             |  |            |
|               |  |                            | Remit to Address                                            | Link to Bid |  |            |
|               |  |                            | Columbus Truck Center, LLC                                  |             |  |            |
|               |  |                            | 1688 E. 5th Ave.                                            |             |  |            |
|               |  |                            | Columbus, OH 43219                                          |             |  |            |
|               |  |                            | Dave Silor                                                  |             |  |            |
|               |  |                            | 800-288-0839                                                |             |  |            |
|               |  |                            | OAKS ID: 0000217682                                         |             |  |            |
|               |  |                            | jfarley@columbus-truck.com                                  |             |  |            |
|               |  |                            |                                                             |             |  |            |
|               |  |                            | Fyda Freightliner (Columbus)                                |             |  |            |
|               |  |                            | 1250 Walcutt Rd.                                            |             |  |            |
|               |  |                            | Columbus, OH 43228                                          |             |  |            |
|               |  |                            | Patricia DePaola                                            |             |  |            |
|               |  |                            | 800-589-3932                                                |             |  |            |
|               |  |                            | OAKS ID: 0000042867                                         |             |  |            |
|               |  |                            | stancos@fydafreightliner.com                                |             |  |            |
|               |  |                            |                                                             |             |  |            |
|               |  |                            | Fyda Freightliner Cincinnati, Inc                           |             |  |            |
|               |  |                            | 1 Freightliner Dr.                                          |             |  |            |
|               |  |                            | Cincinnati, OH 45241                                        |             |  |            |
|               |  |                            | Dan Ruhe                                                    |             |  |            |
|               |  |                            | 800-582-5807                                                |             |  |            |
|               |  |                            | OAKS ID: 0000201056                                         |             |  |            |
|               |  |                            | mbailey@fydafreightliner.com                                |             |  |            |

# CITY OF OXFORD

## STAFF SUMMARY REPORT

Report to the City Manager

Service Department  
**Originating Department**

City Council Meeting of: May 5, 2015

Michael B. Dreisbach  
**Prepared By**

Account Code #: 320.810.65128 - \$22,000  
140.720.61164 - \$30,000  
140.720.61165 - \$30,000

Budgeted Amount: \$82,000.00

April 24, 2015  
**Date Prepared**

**Agenda Title: Purchase of Replacement Trucks for Water Production Division and Streets & Maintenance Division of the Service Department**

**Recommendation: Approve**

### Discussion:

The 2015 Capital Equipment Budget includes \$82,000 for the purchase of three replacement pickup trucks for use by the Water Production Division (1) and the Streets & Maintenance Division (2) of the Service Department. The following vehicles are in fair to poor condition and have been budgeted for replacement:

|         |                  |             |                              |
|---------|------------------|-------------|------------------------------|
| # 02-24 | Water Production | 13 year old | Chev 1500 pickup 4 wh. drive |
| # 02-53 | Streets & Maint. | 13 year old | Dodge Ram 2500 4 wh. drive   |
| # 95-34 | Streets & Maint. | 20 year old | Ford F150 4 wh. drive        |

The State of Ohio contract for the purchase of trucks and vans (Index No. GDC-093) includes items #15AT and # 28AT(exhibits attached), for a 2015 F150 regular cab four wheel drive pickup truck and a 2015 F350 regular cab four wheel drive pickup truck respectively. The unit price for these vehicles, all sold through Middletown Ford is as follows:

|                           | <u>Contract Price</u> | <u>Options</u> | <u>Total Contract Price</u> |
|---------------------------|-----------------------|----------------|-----------------------------|
| Contract Item #15AT       | \$22,702.28           | \$975.32       | \$23,677.60                 |
| Contract Item #18AT       | \$27,004.92           | \$944.11       | \$27,949.03                 |
| Contract Item #18AT       | \$27,004.92           | \$944.11       | <u>\$27,949.03</u>          |
| Total Contract Value..... |                       |                | <b>\$79,575.66</b>          |

This Resolution will authorize the City Manager to enter into an agreement with Middletown Ford, Inc. for the purchase of three 2015 Ford trucks and specified options with 30-day tags at a cost not to exceed **\$79,575.66**. Staff further recommends Council authorize the sale of three surplus pickup trucks identified as #02-24, #02-53, and #95-34 by public or electronic auction at the earliest convenience of the City.

**Approved By:**

Department Head: Initial Date  
MBD 4/27/15  
City Manager: MBD 5/1/15

## RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH MIDDLETOWN FORD, INC. FOR THE PURCHASE OF THREE (3) 2015 FORD TRUCKS AND SPECIFIED OPTIONS WITH 30-DAY TAGS AT STATE CONTRACT PRICING AT A TOTAL COST NOT TO EXCEED \$79,575.66.

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

SECTION 1: Council hereby authorizes the Service Department to purchase three (3) 2015 Ford trucks and specified options with 30-day tags at state contract pricing at a total cost not to exceed \$79,575.66.

SECTION 2: The City Manager is hereby authorized to enter into an agreement with Middletown Ford, Inc. for the purchase of three (3) 2015 Ford trucks and specified options with 30-day tags at state contract pricing at a total cost not to exceed \$79,575.66.

SECTION 3: Funds have been appropriated for the authorized purchase price.

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: KEVIN MCKEEHAN

PREPARED BY: LAW(STAFF)





## Memo

Service Department  
Streets and Maintenance Division  
Phone 513/523-8412 fax 513/524-1146

TO: Mike Dreisbach, Service Director

FROM: Eric Keebler, Streets & Maintenance Manager

CC:

RE : Replacement of #02-24

DATE: 4/23/15

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Mike,

I would like to recommend replacing truck #02-24 with Item #15AT from State Contract, Index # - GDC093. The original form, printed from the Ohio DAS website, is attached to this memo, as well as a quote, with options, from the contract holder, Middletown Ford.

This truck will be used by the Water plant employees.

The total purchase price will be \$23,677.60 from the Water Capital Equipment Fund - 320.810.65128.

Thank you,  
Eric

Middletown Ford Fleet Department  
 1750 N. Verity Parkway  
 Middletown, OH 45042  
 (513) 420-8700  
[david.spencer@middletownford.com](mailto:david.spencer@middletownford.com)

To whom it may concern,

Thank you for allowing Middletown Ford to bid on your:

| Vehicle Information |      |      |       |      |             |              |              |
|---------------------|------|------|-------|------|-------------|--------------|--------------|
| Item #              | Year | Make | Model | Trim | Body Style  | Color        | No. of Units |
| 15AT                | 2015 | Ford | F-150 | XL   | Regular Cab | Oxford White | 1            |

| Buyer Information |                      |        |       |          |                |  |
|-------------------|----------------------|--------|-------|----------|----------------|--|
| Name              | Address              | City   | State | Zip Code | Phone Number   |  |
| City of Oxford    | 101 East High Street | Oxford | OH    | 45056    | (513) 523-8412 |  |

| Vehicle Bid (Per Unit)                |             |  | Amount Due At Inception: |        |
|---------------------------------------|-------------|--|--------------------------|--------|
| Selling Price                         | \$22,702.28 |  | Down Payment:            |        |
| Extra Key                             | \$185.35    |  | Cash Deposit:            | \$0.00 |
| Tow Hitch/7-Pin Plug/Brake Controller | \$241.02    |  | Cash Down Payment:       | \$0.00 |
| All Terrain Tires                     | Standard    |  |                          |        |
| Trailer Tow Mirrors                   | \$420.24    |  | Rebate(s):               |        |
| Backup Alarm                          | \$110.21    |  | N/A                      | \$0.00 |
| N/A                                   | \$0.00      |  |                          |        |
| N/A                                   | \$0.00      |  | Trade(s):                |        |
| N/A                                   | \$0.00      |  | Trade 1                  | \$0.00 |
| Delivery                              | \$0.00      |  | Trade 2                  | \$0.00 |
| Title Fee                             | \$0.00      |  | Trade 3                  | \$0.00 |
| Registration Fee (30-Day Tag)         | \$18.50     |  | Total Net Trade(s)       |        |
| Other Fees                            | \$0.00      |  |                          |        |
| Total Due                             | \$23,677.60 |  | Total Credits            | \$0.00 |

We would also like to announce that we participate in the state's Minority Business Enterprise (MBE) Program. Please see attached documents for further details. We greatly appreciate you giving Middletown Ford the opportunity to earn your business.

Sincerely,  
 David Spencer  
 Fleet/Commercial Sales Manager

Minority Business Enterprise Award In Accordance with ORC CH. 125.081

ITEM – 15AT – PICKUP – 6,400 LB. – 4WD – Regular Cab – Long Bed – Flex Fuel

DELIVERY: 112-126 DAYS A.R.O. (See IV.A.) INDICATE CITY/STATE OF MANUFACTURER: Dearborn, MI

|                             |           |              |                         |
|-----------------------------|-----------|--------------|-------------------------|
| CONTRACTOR: Middletown Ford | MFG: Ford | MODEL: F-150 | MODEL NUMBER: F1E       |
| Item ID No.: 26917          |           |              | UNIT PRICE: \$22,702.28 |

List any exceptions to the specifications:

| <u>ITEM ID NO.</u> |                                                                                              | <u>UNIT COST</u> |
|--------------------|----------------------------------------------------------------------------------------------|------------------|
| 26871              | Delivery charge per mile, per vehicle round trip map mileage for delivery by the contractor: | \$ .40           |
| 26872              | Minimum Delivery Charge                                                                      | \$ 75.00         |

| <u>ITEM ID NO.</u> | <u>CONTRACTOR'S<br/>ORDER NO.</u> | <u>OPTIONS</u>                                                    | <u>UNIT COST</u> |
|--------------------|-----------------------------------|-------------------------------------------------------------------|------------------|
| 26873              | 17600994                          | 30 Day Tag                                                        | \$ 18.50         |
| 26874              | PM                                | Parts Manual (Electronic)                                         | \$ 154.50        |
| 26875              | SM                                | Service Manual (Electronic)                                       | \$ 252.35        |
| 26876              | KEY                               | Additional Set of Keys with FOB Enabling Electronic Keyless Entry | \$ 185.35        |
| Specify on PO      | CG                                | Cloth Seat Covering                                               | \$ 0.00          |
| 26918              | 96P                               | Bed Liner                                                         | \$ 307.97        |
| 26919              | 67T                               | Tow Hitch / 7-Pin Plug / Brake Controller                         | \$ 241.02        |
| Included           | Standard                          | All-Terrain Tires                                                 | \$ 0.00          |
| 26920              | KOI                               | Trailer Tow Mirrors                                               | \$ 420.24        |
| 26921              | 85H                               | Backup Alarm                                                      | \$ 110.21        |
| Specify on PO      | SBE                               | Seat Belt Extender (1 Unit)                                       | \$ 0.00          |

List standard paint colors: Oxford White, Green Gem, Blue Flame, Blue Jeans, Ingot Silver, Tuxedo Black

INSTRUCTIONS TO STATE AGENCIES REQUESTING UNSPECIFIED OPTIONS: State agencies that require additional equipment that is not listed in the option table above will need to provide the following to the contract analyst, Alice Ewing, for approval;

1. Quote: Lists the unit price and the contents of the option(s). Manufacturer's invoice should be included.
2. Justification: Specific reasoning why the unlisted option is needed to perform job duties.

UNSPECIFIED OPTION PRICE: EQUAL to manufacturer invoice.



## Memo

Service Department  
Streets and Maintenance Division  
Phone 513/523-8412 fax 513/524-1146

TO: Mike Dreisbach, Service Director

FROM: Eric Keebler, Streets & Maintenance Manager

CC:

RE : Replacement of #02-53

DATE: 4/23/15

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Mike,

I would like to recommend replacing truck #02-53 with Item #28AT from State Contract, Index # - GDC093. The original form, printed from the Ohio DAS website, is attached to this memo, as well as a quote, with options, from the contract holder, Middletown Ford.

This truck will be equipped with a snow plow, used for snow removal during the winter months. It will also be used for normal Streets & Maintenance duties, pulling trailers, etc., during the summer months.

The total purchase price will be \$27,949.03 from the Capital Equipment Fund - 140.720.61164.

Thank you,  
Eric

Middletown Ford Fleet Department  
 1750 N. Verity Parkway  
 Middletown, OH 45042  
 (513) 420-8700  
[david.spencer@middletownford.com](mailto:david.spencer@middletownford.com)

To whom it may concern,

Thank you for allowing Middletown Ford to bid on your:

| Vehicle Information |      |      |       |      |             |              |              |
|---------------------|------|------|-------|------|-------------|--------------|--------------|
| Item #              | Year | Make | Model | Trim | Body Style  | Color        | No. of Units |
| 28AT                | 2015 | Ford | F-350 | XL   | Regular Cab | Oxford White | 1            |

| Buyer Information |                      |        |       |          |                |  |
|-------------------|----------------------|--------|-------|----------|----------------|--|
| Name              | Address              | City   | State | Zip Code | Phone Number   |  |
| City of Oxford    | 101 East High Street | Oxford | OH    | 45056    | (513) 523-8412 |  |

| Vehicle Bid (Per Unit)                       |             |  | Amount Due At Inception: |        |
|----------------------------------------------|-------------|--|--------------------------|--------|
| Selling Price                                | \$27,004.92 |  | Down Payment:            |        |
| Single Rear Wheel, Extended Cab Delete + 4X4 | \$519.84    |  | Cash Deposit:            | \$0.00 |
| Extra Key                                    | \$185.35    |  | Cash Down Payment:       | \$0.00 |
| Tow Hitch/7-Pin Plug/Brake Controller        | Standard    |  |                          |        |
| All Terrain Tires                            | \$110.21    |  | Rebate(s):               |        |
| Trailer Tow Mirrors                          | Standard    |  | N/A                      | \$0.00 |
| Backup Alarm                                 | \$110.21    |  |                          |        |
| Step Rails/Running Boards                    | Standard    |  | Trade(s):                |        |
| N/A                                          | \$0.00      |  | Trade 1                  | \$0.00 |
| Delivery                                     | \$0.00      |  | Trade 2                  | \$0.00 |
| Title Fee                                    | \$0.00      |  | Trade 3                  | \$0.00 |
| Registration Fee (30-Day Tag)                | \$18.50     |  | Total Net Trade(s)       |        |
| Other Fees                                   | \$0.00      |  |                          |        |
| Total Due                                    | \$27,949.03 |  | Total Credits            | \$0.00 |

We would also like to announce that we participate in the state's Minority Business Enterprise (MBE) Program. Please see attached documents for further details. We greatly appreciate you giving Middletown Ford the opportunity to earn your business.

Sincerely,  
 David Spencer

## Minority Business Enterprise Award In Accordance with ORC CH. 125.081

**ITEM – 28AT – PICKUP – 12,800 LB.– DRW - 2WD – Extended Cab – Long Bed - Flex Fuel**

DELIVERY: 70-84 DAYS A.R.O. (See IV.A.) INDICATE CITY/STATE OF MANUFACTURER: Louisville, KY

CONTRACTOR: Middletown Ford MFG: Ford MODEL: F-350 MODEL NUMBER: X3C

Item ID No.: 26961

UNIT PRICE: \$27,004.92

List any exceptions to the specifications:

| <u>ITEM ID NO.</u>   |                               |                                                                                              | <u>UNIT COST</u>     |
|----------------------|-------------------------------|----------------------------------------------------------------------------------------------|----------------------|
| <u>26871</u>         |                               | Delivery charge per mile, per vehicle round trip map mileage for delivery by the contractor: | <u>\$ .40</u>        |
| <u>26872</u>         |                               | Minimum Delivery Charge                                                                      | <u>\$ 75.00</u>      |
| <u>ITEM ID NO.</u>   | <u>CONTRACTOR'S ORDER NO.</u> | <u>OPTIONS</u>                                                                               | <u>UNIT COST</u>     |
| <u>26873</u>         | <u>17600994</u>               | 30 Day Tag                                                                                   | <u>\$ 18.50</u>      |
| <u>26874</u>         | <u>PM</u>                     | Parts Manual (Electronic)                                                                    | <u>\$ 154.50</u>     |
| <u>26875</u>         | <u>SM</u>                     | Service Manual (Electronic)                                                                  | <u>\$ 252.35</u>     |
| <u>26876</u>         | <u>KEY</u>                    | Additional Set of Keys with FOB Enabling Electronic Keyless Entry                            | <u>\$ 185.35</u>     |
| <u>26936</u>         | <u>1S</u>                     | Cloth Seat Covering                                                                          | <u>\$ 87.55</u>      |
| <u>26937</u>         | <u>85L</u>                    | Bed Liner                                                                                    | <u>\$ 250.29</u>     |
| <u>Included</u>      | <u>Standard</u>               | Tow Hitch / 7-Pin Plug / Brake Controller                                                    | <u>\$ 0.00</u>       |
| <u>26962</u>         | <u>TBM</u>                    | All-Terrain Tires                                                                            | <u>\$ 110.21</u>     |
| <u>Included</u>      | <u>Standard</u>               | Trailer Tow Mirrors                                                                          | <u>\$ 0.00</u>       |
| <u>26939</u>         | <u>76C</u>                    | Backup Alarm                                                                                 | <u>\$ 110.21</u>     |
| <u>Specify on PO</u> | <u>SBE</u>                    | Seat Belt Extender (1 Unit)                                                                  | <u>\$ 0.00</u>       |
| <u>Included</u>      | <u>Standard</u>               | Step Rails / Running Boards                                                                  | <u>\$ 0.00</u>       |
| <u>Specify on PO</u> | <u>X3A</u>                    | Single Rear Wheel (SRW)                                                                      | <u>\$ (1,016.00)</u> |

List standard paint colors: Oxford White, Green Gem, Blue Jeans, Ingot Silver, Tuxedo Black

INSTRUCTIONS TO STATE AGENCIES REQUESTING UNSPECIFIED OPTIONS: State agencies that require additional equipment that is not listed in the option table above will need to provide the following to the contract analyst, Alice Ewing, for approval;

1. Quote: Lists the unit price and the contents of the option(s). Manufacturer's invoice should be included.
2. Justification: Specific reasoning why the unlisted option is needed to perform job duties.

UNSPECIFIED OPTION PRICE: EQUAL to manufacturer invoice.



## Memo

Service Department  
Streets and Maintenance Division  
Phone 513/523-8412 fax 513/524-1146

TO: Mike Dreisbach, Service Director

FROM: Eric Keebler, Streets & Maintenance Manager

CC:

RE : Replacement of #95-34

DATE: 4/23/15

---

Mike,

I would like to recommend replacing truck #95-34 with Item #28AT from State Contract, Index # - GDC093. The original form, printed from the Ohio DAS website, is attached to this memo, as well as a quote, with options, from the contract holder, Middletown Ford.

This truck will be used by Grounds Maintenance to pull mower trailers, during the summer months. It will also be equipped with a 1300lb capacity lift gate for loading and unloading heavy items. The sidewalk snow removal crew will use this truck in the winter months to load and unload salt spreaders while applying ice melt at City Facilities.

The total purchase price will be \$27,949.03 from the Capital Equipment Fund - 140.720.61165.

Thank you,  
Eric

Middletown Ford Fleet Department  
 1750 N. Verity Parkway  
 Middletown, OH 45042  
 (513) 420-8700  
[david.spencer@middletownford.com](mailto:david.spencer@middletownford.com)

To whom it may concern,

Thank you for allowing Middletown Ford to bid on your:

| Vehicle Information |      |      |       |      |             |              |              |
|---------------------|------|------|-------|------|-------------|--------------|--------------|
| Item #              | Year | Make | Model | Trim | Body Style  | Color        | No. of Units |
| 28AT                | 2015 | Ford | F-350 | XL   | Regular Cab | Oxford White | 1            |

| Buyer Information |                      |        |       |          |                |  |
|-------------------|----------------------|--------|-------|----------|----------------|--|
| Name              | Address              | City   | State | Zip Code | Phone Number   |  |
| City of Oxford    | 101 East High Street | Oxford | OH    | 45056    | (513) 523-8412 |  |

| Vehicle Bid (Per Unit)                             |             | Amount Due At Inception: |        |
|----------------------------------------------------|-------------|--------------------------|--------|
| Selling Price                                      | \$27,004.92 | Down Payment:            |        |
| Single Rear Wheel,<br>Extended Cab<br>Delete + 4X4 | \$519.84    | Cash Deposit:            | \$0.00 |
| Extra Key                                          | \$185.35    | Cash Down Payment:       | \$0.00 |
| Tow Hitch/7-Pin<br>Plug/Brake<br>Controller        | Standard    |                          |        |
| All Terrain Tires                                  | \$110.21    | Rebate(s):               |        |
| Trailer Tow Mirrors                                | Standard    | N/A                      | \$0.00 |
| Backup Alarm                                       | \$110.21    |                          |        |
| Step Rails/Running<br>Boards                       | Standard    | Trade(s):                |        |
| N/A                                                | \$0.00      | Trade 1                  | \$0.00 |
| Delivery                                           | \$0.00      | Trade 2                  | \$0.00 |
| Title Fee                                          | \$0.00      | Trade 3                  | \$0.00 |
| Registration Fee<br>(30-Day Tag)                   | \$18.50     | Total Net Trade(s)       |        |
| Other Fees                                         | \$0.00      |                          |        |
| Total Due                                          | \$27,949.03 | Total Credits            | \$0.00 |

We would also like to announce that we participate in the state's Minority Business Enterprise (MBE) Program. Please see attached documents for further details. We greatly appreciate you giving Middletown Ford the opportunity to earn your business.

Sincerely,  
 David Spencer



## Minority Business Enterprise Award In Accordance with ORC CH. 125.081

**ITEM – 28AT – PICKUP – 12,800 LB.– DRW - 2WD – Extended Cab – Long Bed - Flex Fuel**

DELIVERY: 70-84 DAYS A.R.O. (See IV.A.) INDICATE CITY/STATE OF MANUFACTURER: Louisville, KY

CONTRACTOR: **Middletown Ford** MFG: **Ford** MODEL: **F-350** MODEL NUMBER: X3C

Item ID No.: 26961

UNIT PRICE: \$27,004.92

List any exceptions to the specifications:

| ITEM ID NO. |                                                                                              | UNIT COST |
|-------------|----------------------------------------------------------------------------------------------|-----------|
| 26871       | Delivery charge per mile, per vehicle round trip map mileage for delivery by the contractor: | \$ .40    |
| 26872       | Minimum Delivery Charge                                                                      | \$ 75.00  |

| ITEM ID NO.   | CONTRACTOR'S ORDER NO. | OPTIONS                                                           | UNIT COST     |
|---------------|------------------------|-------------------------------------------------------------------|---------------|
| 26873         | 17600994               | 30 Day Tag                                                        | \$ 18.50      |
| 26874         | PM                     | Parts Manual (Electronic)                                         | \$ 154.50     |
| 26875         | SM                     | Service Manual (Electronic)                                       | \$ 252.35     |
| 26876         | KEY                    | Additional Set of Keys with FOB Enabling Electronic Keyless Entry | \$ 185.35     |
| 26936         | 1S                     | Cloth Seat Covering                                               | \$ 87.55      |
| 26937         | 85L                    | Bed Liner                                                         | \$ 250.29     |
| Included      | Standard               | Tow Hitch / 7-Pin Plug / Brake Controller                         | \$ 0.00       |
| 26962         | TBM                    | All-Terrain Tires                                                 | \$ 110.21     |
| Included      | Standard               | Trailer Tow Mirrors                                               | \$ 0.00       |
| 26939         | 76C                    | Backup Alarm                                                      | \$ 110.21     |
| Specify on PO | SBE                    | Seat Belt Extender (1 Unit)                                       | \$ 0.00       |
| Included      | Standard               | Step Rails / Running Boards                                       | \$ 0.00       |
| Specify on PO | X3A                    | Single Rear Wheel (SRW)                                           | \$ (1,016.00) |

List standard paint colors: Oxford White, Green Gem, Blue Jeans, Ingot Silver, Tuxedo Black

INSTRUCTIONS TO STATE AGENCIES REQUESTING UNSPECIFIED OPTIONS: State agencies that require additional equipment that is not listed in the option table above will need to provide the following to the contract analyst, Alice Ewing, for approval;

1. Quote: Lists the unit price and the contents of the option(s). Manufacturer's invoice should be included.
2. Justification: Specific reasoning why the unlisted option is needed to perform job duties.

UNSPECIFIED OPTION PRICE: EQUAL to manufacturer invoice.

# STAFF SUMMARY REPORT

**Report to the City Manager**

City Manager

**Originating Department**

**Council Meeting Of:** May 5, 2015

Mary Ann Eaton

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

**Prepared By**

**Budgeted Amount:** N/A

April 29, 2015

**Date Prepared**

**Agenda Title:** A Resolution in support of abolishing corporate constitutional rights and creating a truly representative democracy.

**Recommendation:** N/A

**Discussion:**

As requested by Oxford citizens and sponsored by Councilor Snyder and Vice Mayor Rousmaniere. Please see the attached information and proposed Resolution of Oxford City Council.

**Approved By:**

**Initial Date**

**Department Head:**

**City Manager:**

 5/1/15

## RESOLUTION NO.

### A RESOLUTION IN SUPPORT OF ABOLISHING CORPORATE CONSTITUTIONAL RIGHTS AND CREATING A TRULY REPRESENTATIVE DEMOCRACY.

WHEREAS, free and fair elections are essential to democracy and effective self-governance; and

WHEREAS, corporations are not and have never been human beings, but instead are legal constructs created by the People through our representative government and are therefore subject to our interests; and

WHEREAS, money is property, not speech, and people with the most property do not have more rights to speech than the average person; and

WHEREAS, in a 2010 decision by the U.S. Supreme Court, *Citizens United v. the Federal Election Commission*, the Supreme Court overturned key provisions of the federal Campaign Reform Act enacted in 2002, and ruled that corporate entities, and labor unions, have the same rights as individuals to unrestricted spending on political speech, restricting the ability of federal, state and local governments to enact reasonable campaign finance reforms and regulations protecting the health, safety, and welfare of people and small businesses; and

WHEREAS, corporations can make important contributions to our society, but granting corporate constitutional rights benefit only large corporations, disadvantaging local interests and the small and family-owned businesses that governments most closely work with and support; and

WHEREAS, the people of the United States have previously used the constitutional amendment process to correct decisions of the U.S. Supreme Court that are widely deemed to be egregious or wrongly decided or significantly out-of-step with the prevailing values of the populace; and

WHEREAS, more than 300 cities, towns, and states have already passed similar calls for a constitutional amendment protecting the sovereignty of the People; and

WHEREAS, local governments have always played an essential role in protecting the integrity of our political processes.

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

SECTION 1: The City of Oxford joins the growing number of communities across the country in calling for an Amendment to the Constitution of the United States to declare that only human beings, not corporations, are endowed with constitutional rights, and further to ensure that the judiciary shall not construe the spending of money to be protected speech under the First Amendment.

SECTION 2: The City of Oxford supports education to increase public awareness of the threats to our democracy posed by corporate personhood and the doctrine of money as speech.

SECTION 3: The City of Oxford calls on our township, county, state and federal representatives to enact similar resolutions and legislation to advance this effort and directs the City Manager to send copies of this resolution to our elected representatives in these jurisdictions.

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

---

MAYOR

ADOPTED:

ATTEST:

---

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: STEVE SNYDER/KATE ROUSMANIERE

PREPARED BY: LAW (STAFF)

# **Why Oxford City Council should pass a resolution calling for a Constitutional amendment that says corporations are not people, and money is not speech.**

## **Because these concepts have direct local impact and there is a growing multi-partisan national movement to address them**

Corporations come in all sizes and shapes and serve an important function in our social and economic systems. They are legal constructs created by the People through our representative government. They are not people.

People across the political spectrum took notice when--based on the assumption that corporations are people with the same Constitutional rights as living, breathing human beings--the U.S. Supreme Court in *Citizens United v. the Federal Election Commission* (2010) overturned key provisions of the federal Campaign Reform Act enacted in 2002. The Court ruled that corporate entities, and labor unions, have the same rights as individual people to nearly unrestricted spending on political speech.

A 2010 Washington Post-ABC News poll revealed relatively little difference of opinion across party lines on the issue among those opposed to the ruling: **Democrats (85%), Republicans (76%) and independents (81%)**.

A 2014 Public Citizen poll showed that the impact of special interest lobbying and election spending on our political system is still viewed unfavorably by: **Republicans (79%), Democrats (76%), and independents (74%)**.

Since *Citizens United* more than 300 communities and states from a variety of regions and political climates have passed resolutions or initiatives calling for an amendment, including Montana, where voters approved a statewide resolution by 75%.

### **Ohio resolutions**

|                        |                           |
|------------------------|---------------------------|
| <b>Akron, 2012</b>     | <b>Lakewood, 2014</b>     |
| <b>Athens 2012</b>     | <b>South Euclid, 2014</b> |
| <b>Oberlin, 2012</b>   | <b>Dayton, 2015</b>       |
| <b>Barberton, 2012</b> | <b>Canton, 2015</b>       |
| <b>Fremont, 2012</b>   |                           |

### **Ohio Initiatives**

|                                     |
|-------------------------------------|
| <b>Brecksville, 2012 (52%)</b>      |
| <b>Newburgh Heights 2012 (73%)</b>  |
| <b>Defiance 2013 (67%)</b>          |
| <b>Cleveland Heights 2013 (78%)</b> |
| <b>Chagrin Falls, 2014 (66%)</b>    |
| <b>Mentor, 2014 (70%)</b>           |

## **Because it is good for business and the local economy**

According to the American Independent Business Alliance (that filed a Friend of the Court Brief with the Supreme Court against *Citizens United*), each dollar spent at independent businesses returns three times more money to the local economy than one spent at a chain (hundreds of times more than buying from an online mega-retailer), helping to create local jobs and local wealth.

In a 2012 poll sponsored by the American Sustainable Business Council, Main Street Alliance, and Small Business Majority:

**66% of small business owner respondents viewed the Citizens United decision as bad for small business.**

**88% of respondents view the role money plays in politics negatively; 68% view it very negatively.**

A 2014 survey conducted on behalf of the Small Business Majority showed that “small business owners believe big businesses have an unfair influence on government decisions and the political process—which gives them a competitive advantage over small firms...and that they want government to [adopt] policies that level the playing field with big business and bring fairness to our campaign finance laws.”

**72% of small business owners say major changes are needed to our campaign finance system**

**48% of respondents identified as Republican, 32 percent as Democrat and 11 percent as independent or other.**

## **Because we, the people, decide the way Oxford should be**

*We, the people of the City of Oxford, Butler County, Ohio, in order to secure for ourselves the benefits of local self-government under the constitution of the State of Ohio, do ordain and establish this Charter for the government of the Municipality of Oxford. [Preamble to Oxford Charter 1960]*

Oxford is a special place in which to live, attend school, and visit, in part due to the number of small, locally owned businesses and franchises that line High Street and other areas, and very much due to the people who own those businesses and the people who live and work here. Local government plays an important role in preserving the character of Oxford, in protecting the local economy, and in protecting the rights of the people.

Residents, including local owners of businesses, with roots in our community should be the ones involved in key decisions that shape our lives and local economic and physical environment, not corporate executives living in Arkansas, New York, France or China.

Efforts to expand and protect our freedom have always been ushered in by the actions of grassroots people and the local governments closest to them. Almost all constitutional amendments began with local citizens, and rarely has action to amend the constitution started at the national level. Ohio Secretary of State Jon Husted ruled in 2012 that a similar call by citizens of Brecksville, Ohio for a constitutional amendment to address corporate constitutional rights and money in politics was a legitimate interest of city government. The Ohio Supreme Court upheld his decision.

The United States Conference of Mayors passed a resolution in 2012 stating that the *Citizens United* decision “contributes to the undermining impacts that ‘corporate personhood’ has on free and fair elections and effective self- governance.” They also called for other communities and jurisdictions to join them in passing their own resolutions.

**GRANTING CORPORATIONS THE SAME CONSTITUTIONAL RIGHTS AS “WE THE PEOPLE” THREATENS DEMOCRACY, AND LIMITS THE RIGHTS OF THE CITIZENS OF OXFORD TO DECIDE FOR OURSELVES THE OXFORD WE WANT.**

*This handout was prepared by Take Back Democracy – Oxford, a coalition of people and groups from the community and university, and a program of Oxford Citizens for Peace and Justice.*



## **ESTABLISH AS A POSITION OF THE UNITED STATES CONFERENCE OF MAYORS THAT CORPORATIONS SHOULD NOT RECEIVE THE SAME LEGAL RIGHTS AS NATURAL PERSONS DO, THAT MONEY IS NOT SPEECH AND THAT INDEPENDENT EXPENDITURES SHOULD BE REGULATED**

**WHEREAS**, the United States Constitution and the Bill of Rights are intended to protect the rights of individual human beings also known as "natural persons"; and

**WHEREAS**, corporations can and do make important contributions to our society, but the United States Conference of Mayors does not consider them natural persons; and

**WHEREAS**, the right to free speech is a fundamental freedom and unalienable right and free and fair elections are essential to democracy and effective self-governance; and

**WHEREAS**, United States Supreme Court Justice Hugo Black in a 1938 opinion stated, "I do not believe the word 'person' in the Fourteenth Amendment includes corporations"; and

**WHEREAS**, the United States Supreme Court held in *Buckley v. Valeo* (1976) that the appearance of corruption justified limits on contribution to candidates, but rejected other fundamental interests that the United States Conference of Mayors finds compelling such as creating a level playing field and ensuring that all citizens, regardless of wealth, have an opportunity to have their political views heard; and

**WHEREAS**, the United States Supreme Court in *Buckley* overturned limits on independent expenditures because it found that the corruption or perception of corruption rationale was only applicable to direct contributions to candidates; and,

**WHEREAS**, United States Supreme Court Justice John Paul Stevens observed in *Nixon v. Shrink Missouri Government PAC* (2000) that "money is property, it is not speech,"; and

**WHEREAS**, the United States Supreme Court recognized in *Austin v. Michigan Chamber of Commerce* (1990) the threat to a republican form of government posed by "the corrosive and distorting effects of immense aggregations of wealth that are accumulated with the help of the corporate form and that have little or no correlation to the public's support for the corporations political ideas" and upheld limits on independent expenditures by corporations; and

**WHEREAS**, the United States Supreme Court in *Citizens United v. The Federal Election Commission* (2010) reversed the decision in *Austin*, allowing unlimited corporate spending to influence elections, candidate selection, policy decisions and sway votes; and

**WHEREAS**, prior to *Citizens United* decision unlimited independent campaign expenditures could be made by individuals and associations, though such committees operated under federal contribution limits; and,

**WHEREAS**, given that the *Citizens United* decision "rejected the argument that political speech of corporations or other associations should be treated differently" because the First Amendment "generally prohibits the suppression of political speech based on the speaker's identity," there is a need to broaden the corruption rationale for campaign finance reform to facilitate regulation of independent expenditures regardless of the source of the money for this spending, for or against a candidate; and

**WHEREAS**, a February 2010 Washington Post-ABC News poll found that 80 percent of Americans oppose the U.S. Supreme Court *Citizens United* ruling; and,

**WHEREAS**, the opinion of the four dissenting justices in *Citizens United* noted that corporations have special advantages not enjoyed by natural persons, such as limited liability, perpetual life, and favorable treatment of the accumulation and distribution of assets; and

**WHEREAS**, corporations are legally required to put profits for shareholders ahead of concerns for the greatest good of society while individual shareholders as natural persons balance their narrow self-interest and broader public interest when making political decisions; and

**WHEREAS**, addressing both the *Citizens United* decision, and corporate personhood is necessary; and **WHEREAS**, the City Councils of Missoula, Montana; Boulder, Colorado; and Madison, Wisconsin have referred the issue of corporate personhood to their communities for advisory vote.

**NOW, THEREFORE, BE IT RESOLVED** that it is the position of the United States Conference of Mayors that corporations should not receive the same legal rights as individual human beings (also known as "natural persons") do; and

**BE IT FURTHER RESOLVED** that the United States Conference of Mayors also determines that the most urgent action needed is to reverse the impacts of United States Supreme Court *Citizens United* (2010) decision and the door it opens for unlimited independent campaign expenditures by corporations that contributes to the undermining impacts that "corporate personhood" has on free and fair elections and effective self- governance; and

**BE IT FURTHER RESOLVED** that the United States Conference of Mayors calls on other communities and jurisdictions and organizations like National League of Cities to join with us in this action by passing similar Resolutions.

# WE THE PEOPLE AMENDMENT



WWW.WETHEPEOPLEAMENDMENT.ORG

## **Section 1. *[Artificial Entities Such as Corporations Do Not Have Constitutional Rights]***

The rights protected by the Constitution of the United States are the rights of natural persons only.

Artificial entities established by the laws of any State, the United States, or any foreign state shall have no rights under this Constitution and are subject to regulation by the People, through Federal, State, or local law.

The privileges of artificial entities shall be determined by the People, through Federal, State, or local law, and shall not be construed to be inherent or inalienable.

## **Section 2. *[Money is Not Free Speech]***

Federal, State, and local government shall regulate, limit, or prohibit contributions and expenditures, including a candidate's own contributions and expenditures, to ensure that all citizens, regardless of their economic status, have access to the political process, and that no person gains, as a result of their money, substantially more access or ability to influence in any way the election of any candidate for public office or any ballot measure.

Federal, State, and local government shall require that any permissible contributions and expenditures be publicly disclosed.

The judiciary shall not construe the spending of money to influence elections to be speech under the First Amendment.

*Introduced in Congress February 11, 2013 + April 29, 2015*



# CITY OF OXFORD

## STAFF SUMMARY REPORT

**Report to the City Manager**

**City Council Meeting of: May 5, 2015**

**Account Code #: 331.830.52340**

**Budgeted Amount: \$82,000.00**

Service Department

**Originating Department**

Michael B. Dreisbach

**Prepared By**

April 24, 2015

**Date Prepared**

**Agenda Title: Land Application of Biosolids from the Wastewater Treatment Plant**

**Recommendation: Approve**

### Discussion:

The 2015 Operating Budget includes \$82,000 for various contracted services including the beneficial land application of biosolids from the City's wastewater treatment plant.

The City advertised for bids in multiple document clearinghouses as well as the *Hamilton Journal* on April 10 and April 17, 2015. Bids were opened on April 24, 2015 with the following results:

**Synagro-WWT, Inc.                      \$ 19.02 per wet ton**

**Burch-Hydro, Inc.                      26.21 per wet ton**

The City expects to produce up to approximately 1500 wet tons of biosolids in 2015. At the bid rate of \$19.02, our expected cost for this service will be \$28,530. Synagro has provided this service for at least the last 15 years, with only modest price increases over time. In 2005, the City's rate from Synagro was \$17.95. Given today's bid, the price has increased only 5.9% in the past 10 years.

The contract will be for a period of two years, with optional two-year extensions available with concurrence from the City and the Contractor.

Staff has evaluated other disposal options available to the City including "alternate daily cover" at the Rumpke Sanitary Landfill and thermal oxidation in conjunction with Butler County Department of Environmental Services. At this time, beneficial land application is by far the most economical option for permitted disposal.

This Resolution will authorize the City Manager to enter into an agreement with Synagro-Central, LLC for the loading, hauling, and land application of biosolids for an amount not to exceed \$28,530. Staff is not requesting a contingency amount at this time for this contract.

**Approved By:**

Department Head:

Initial      Date  
MBD      4/27/15

City Manager:

MBD      5/1/15

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE ACCEPTANCE OF THE BID OF SYNAGRO-CENTRAL, LLC FOR THE LAND APPLICATION OF BIO-SOLIDS IN AN AMOUNT NOT TO EXCEED \$28,530.00.

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

SECTION 1: The City solicited bids for the land application of bio-solids in the *Hamilton Journal* as well as other document clearinghouses on April 10, 2015 and April 17, 2015. Bids were opened on April 24, 2015.

SECTION 2: The Service Director, having reviewed the bids for the loading, hauling and land application of anaerobically digested cake bio-solids from the City of Oxford's Waste Water Treatment Plant, recommends Council accept the bid of Synagro-Central, LLC.

SECTION 3: Council finds the bid of Synagro-Central LLC of \$19.02 per wet ton to be the lowest and best bid and accepts the same.

SECTION 4: Council hereby authorizes the City Manager to enter into a contract with Synagro-Central, LLC at a cost of \$19.02 per wet ton, not to exceed \$28,530.00.

SECTION 5: This resolution shall take effect at the earliest date allowed by law.

---

MAYOR

ADOPTED:

ATTEST:

---

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: KEVIN MCKEEHAN

PREPARED BY: LAW (STAFF)

# CITY OF OXFORD STAFF SUMMARY REPORT

Report to City Manager

Council Meeting Of : 5/5/2015

Account Code No. : see below

Budgeted Amount :                     

Finance  
Originating Department

Joe Newlin  
Prepared By

4/29/2015  
Date Prepared

|                      |                                    |
|----------------------|------------------------------------|
| <b>Agenda Title:</b> | <b>2015 Supplemental Budget #3</b> |
|----------------------|------------------------------------|

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

**Issue 1**

To reflect proceeds from reimbursements over budgeted amount and appropriations for the purchase of 300 additional tons of salt  
**2014-2015 Salt - \$66.71/ton, 2015-2016 - \$74.10/ton an 11.15 increase, option to purchase at 2014-2015 price ends May 31, 2015**

**Action Needed:**

Revenue Side

|              |          |                                                                     |
|--------------|----------|---------------------------------------------------------------------|
| Street (122) | 7,084.63 | Reimbursements in excess of budgeted amount (\$5,000) as of 4/29/15 |
|--------------|----------|---------------------------------------------------------------------|

Expense Side

|              |           |                                                       |
|--------------|-----------|-------------------------------------------------------|
| Street (122) | 20,013.00 | Advance to Oxford Area Trail Capital Improvement Fund |
|--------------|-----------|-------------------------------------------------------|

|                                                       |             |  |
|-------------------------------------------------------|-------------|--|
| Net Effect on Fund Balance/(s)<br>Increase/(Decrease) | (12,928.37) |  |
|-------------------------------------------------------|-------------|--|

|                                                             |             |  |
|-------------------------------------------------------------|-------------|--|
| Total Net Effect on Fund Balance/(s)<br>Increase/(Decrease) | (12,928.37) |  |
|-------------------------------------------------------------|-------------|--|

Breakdown by Fund

|              |             |  |
|--------------|-------------|--|
| Street (122) | (12,928.37) |  |
|--------------|-------------|--|

|                                                       |             |  |
|-------------------------------------------------------|-------------|--|
| Net Effect on Fund Balance/(s)<br>Increase/(Decrease) | (12,928.37) |  |
|-------------------------------------------------------|-------------|--|

|              |                  |                                                                                                                                                        |
|--------------|------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------|
| Approved By: | Department Head: | <div style="display: flex; justify-content: space-between;"> <div>Initials</div> <div>Date</div> </div> <div style="text-align: center;"> <br/> </div> |
|--------------|------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------|

ORDINANCE NO.

AN ORDINANCE AMENDING ORDINANCE NO. 3286. SUPPLEMENTAL BUDGET ORDINANCE NUMBER 3 TO MAKE SUPPLEMENTAL APPROPRIATIONS FOR FISCAL YEAR 2015.

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:

|                 |          |
|-----------------|----------|
| Street Fund 122 | 7,084.63 |
|-----------------|----------|

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

|                 |           |
|-----------------|-----------|
| Street Fund 122 | 20,013.00 |
|-----------------|-----------|

SECTION 4: In all other respects, Ordinance No. 3286 shall remain in full force and effect.

SECTION 5: This ordinance shall take effect immediately upon its adoption.

\_\_\_\_\_  
MAYOR

ADOPTED:

ATTEST:

\_\_\_\_\_  
CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: KEVIN MCKEEHAN

PREPARED BY: LAW (STAFF)

# CITY OF OXFORD

## STAFF SUMMARY REPORT

Report to the City Manager

Community Development  
**Originating Department**

Council Meeting Of: May 5, 2015

Sam Perry  
**Prepared By**

Account Code No. #:

April 28, 2015  
**Date Prepared**

Budgeted Amount:

**Agenda Title: Board of Zoning Appeals Meeting Report – April 15, 2015**

**BZA-2015-04 215 S. Main Street, variance to Section 1143.05(c)(2)C minimum side yard setback David Kellems, Applicant**

This existing building does not have a front porch; only a stoop. The building is built 4 feet from the side lot line (alley) which is 3.5 feet closer than current zoning code requires (7.5 minimum side yard setback). The owner's desire was to construct a new front porch the same distance from the alley as the existing building. If a new front porch location were to be compliant the front door would also have to be re-located, since it is not centered. After deliberation of the case the BZA found that a practical difficulty had been demonstrated, sufficient to warrant the granting of the variance requested. Adopting the staff analysis along with their deliberation, the BZA voted 5-0-0 approving the side yard reduction variance of 3.5 feet.

**BZA-2015-05 110 N. Poplar Street, McCullough Hyde Memorial Hospital, variance to Sections 1151.05(a)(2)A wall signs only; 1151.03(b) permitted signs; 1151.05(c)(4)A, C&D directional sign size, location and message; 1151.05(a)(2)B1 indirect illumination only, Andrew English, Innocom Corporation, Applicant/Agent**

A consultant for McCullough Hyde proposed sign replacements as part of a way-finding improvement and hospital name change. Ground-mounted signs are not permitted in the Uptown zoning district, therefore, replacements required variances. The directional signs for the employee parking were larger than permitted, closer to the right of way than permitted and contained company logo. The wall sign proposed to face North Main Street was proposed to be lighted internally, which is not permitted in the Uptown District. The consultant explained the rationale for the improvements based on his experience with improving campus way-finding. There was not significant discussion regarding the new ground-mounted signs. There was discussion regarding the lighting of the wall sign and whether or not it was necessary and if there was a practical difficulty demonstrated. The BZA voted 5-1-0 to approve the variances as requested. The BZA adopted the staff conditions suggested, which were primarily related to the lighting controls of the proposed signage.

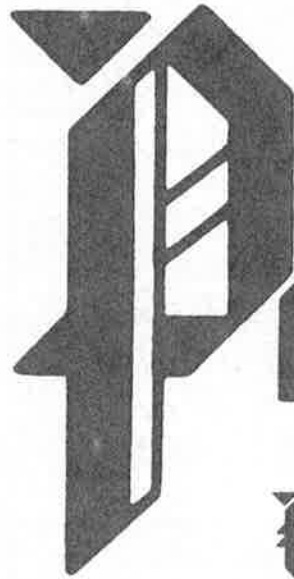
Next Meeting

The next regular meeting is May 20, 2015 at 7:30 p.m.

Approved By:

Department Head:  
City Attorney:  
City Manager:

| Initial    | Date           |
|------------|----------------|
| <u>Jnc</u> | <u>4/28/15</u> |
| <u>DRE</u> | <u>5/1/15</u>  |



Office of the Mayor

# Proclamation

**Whereas:**

the National Association of Letter Carriers have designated the day of May 9, 2015 as the twenty-first annual "Stamp Out Hunger Food Drive" day; and

WHEREAS, the NALC Food Drive collected a record of 73 million pounds of food nationally and 37,912 pounds of food in Butler County in 2014 and over 1.167 million pounds since 1995; and

WHEREAS, thousands of families caught in the slow economic recovery will have access to this needed and nourishing food through Shared Harvest Foodbank's network of food pantries; and

WHEREAS, the AFL-CIO, Shared Harvest Foodbank, Feeding America and countless community volunteers will lend assistance to this charitable endeavor with the United States Postal Service encouraging and supporting this one day drive.

NOW, THEREFORE, I, Kevin D. McKeegan, Mayor of the City of Oxford, Ohio, to assist public awareness of this nationwide endeavor to care for our own, do hereby proclaim Saturday, May 9, 2015 as:

**"THE NATIONAL ASSOCIATION OF LETTER CARRIERS  
FOOD DRIVE DAY"**

FURTHER, on behalf of all Municipal Officials and Administration, do request all citizens of our community to support the efforts of this national annual drive by placing non perishable food by their mailboxes on May 9, 2015 to help meet the needs of our neighbors locally.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Oxford to be affixed this 1st day of May, 2015.



\_\_\_\_\_  
KEVIN D. MCKEEHAN, MAYOR

# **CITY OF OXFORD**

## **STAFF SUMMARY REPORT**

**Report to the City Manager: Douglas Elliott, Jr.**

*Fire*

**Originating Department**

**Council Meeting Of: April 21, 2015**

*John Detherage*

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

**Prepared By**

**Budgeted Amount: N/A**

**March 24, 2015**

**Date Prepared**

**Agenda Title: A Resolution authorizing EMS billing collections to be handled by the Ohio Attorney General**

**Recommendation: Adopt the Resolution.**

**Discussion: The fire department currently uses a third party vendor (McKesson) to operate our "soft billing" for EMS calls. This company makes three attempts to contact the user of our service to obtain their insurance information for billing purposes. We have found in recent years that there are a significant number of patients who take advantage of our program by not providing their insurance information to the billing company. This practice results in the loss of significant revenue to the fire department.**

**Recently the Ohio Attorney General's office (AGO) has expanded their collections program to include local governments for the purpose of collecting this revenue. With this program we would provide billing information of non-payers from the billing company to the AGO. They would then contact the debtor and work to collect the payment in-house for 150 days or longer if the debtor sets up a payment plan and remains in compliance. The AGO will confirm contact information, send out a series of automated collection letters, and make a series of collections calls. As payment, the AGO assesses a 10% fee that is passed on to the debtor. Should this program not yield the desired results, the City will have the option of allowing the AGO to turn the information over to an external collections agency that would attempt for an additional 180 days to gain compliance. This additional cost would also be borne by the debtor. The last step that could be taken would be turning the account over to external private attorneys (Special Counsel) that would attempt to gain compliance for an additional two years. The cost of this step would also be added to the debtor account. This plan also allows for the AGO to capture any Ohio tax refund or lottery winnings due the debtor, if the debtors social security number is on file.**

If it is determined that the debtor does not have the ability to pay, the City still has the right to relieve the debt and cancel the collections activities by the OAG.

Approved By:

Department Head:

City Manager:

Initial Date

JPD 4-27-15 MAC

BRK 5/1/15



RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANGER TO ENTER INTO AN AGREEMENT WITH THE OHIO ATTORNEY GENERAL'S OFFICE FOR DEBT COLLECTION SERVICES.

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

SECTION 1: The City Manager and the Fire Chief recommend the City Manager be authorized to enter into an agreement with the Ohio Attorney General's Office for debt collection services in a form substantially similar to Exhibit "A" attached hereto.

SECTION 2: City Council hereby accepts the recommendation of the City Manger and the Fire Chief and authorizes the City Manager to enter into an agreement with the Ohio Attorney General's Office for debt collection services in a form substantially similar to Exhibit "A" attached hereto.

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

---

MAYOR

ADOPTED:

ATTEST:

---

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: KEVIN MCKEEHAN

PREPARED BY: LAW(STAFF)



**MIKE DeWINE**

★ OHIO ATTORNEY GENERAL ★

150 East Gay Street, 21<sup>st</sup> Floor  
Columbus, OH 43215  
[www.Ohio.AttorneyGeneral.gov](http://www.Ohio.AttorneyGeneral.gov)

**DELINQUENT DEBT COLLECTION AGREEMENT  
BETWEEN THE  
OHIO ATTORNEY GENERAL  
AND**

**I. PARTIES**

1.1. THIS DELINQUENT DEBT COLLECTION AGREEMENT (this "Agreement") is between the Ohio Attorney General (hereinafter "Attorney General") and  
  
("Political Subdivision"), collectively referenced herein as the "Parties."

**II. PURPOSE**

2.1. The Political Subdivision has requested that the Attorney General undertake, and the Attorney General agrees to undertake, the collection of delinquent debt owed to the Political Subdivision, pursuant to Ohio Revised Code ("O.R.C.") § 131.02. This Agreement sets forth the rights, duties and obligations of the Parties and the amounts to be charged, collected and allocated between the Political Subdivision and Attorney General. This Agreement will become effective in ten business days once fully executed ("Effective Date").

**III. CERTIFICATION OF DEBT**

3.1. The Parties agree that this Agreement shall apply to amounts owed to Political Subdivision that meet the criteria specified on the attached Exhibit "A" (hereinafter the "Debt"). The Parties may, from time to time, change the categories of debt to be certified to the Attorney General by amending Exhibit "A" pursuant to the discretion of the Section Chief of the Collections Enforcement Section of the Attorney General and of the Political Subdivision. Such changes to the categories of debt identified on Exhibit "A" shall not be construed as an amendment or termination of this Agreement.

3.2. Political Subdivision hereby warrants that all Debts certified to the Attorney General for collection pursuant to this Agreement are or will be legally due and owing to Political Subdivision at the time of certification.

3.3. Political Subdivision hereby warrants that it has complied or will comply with all conditions precedent to the legality of certifying the Debt for collection prior to certifying the Debt to Attorney General pursuant to this Agreement.

3.4. Political Subdivision hereby warrants that it has obtained the approval of any person or entity whose approval is required as a condition to entering into this Agreement. True and correct copies of any such approvals shall be attached hereto as Exhibit "B."

3.5. Political Subdivision shall identify and itemize the amounts owed in any bills or mailings issued to the debtors prior to certifying the Debt pursuant to this Agreement. Such itemization shall separately identify penalties, fees, costs and interest, if any, added to the principal balance of the amounts owed. For all Debt certified under this Agreement, Political Subdivision shall maintain account records documenting the principal balance of the amounts owed, as well as any penalties, fees, costs and interest, from the date such debt becomes due and owing to Political Subdivision until the debt is paid in full, resolved or written off as specified herein.

3.6. Political Subdivision shall make all account records related to the Debt fully available to specified Attorney General personnel in order for the Attorney General to actively identify and pursue collection activities. Political Subdivision shall retain account records related to the Debt so long as the Debt remains outstanding, or until the Debt is resolved or written off as specified herein.

3.7. Political Subdivision agrees and shall forward all payments received on certified Debt to the Attorney General. In the event that Political Subdivision accepts a debtor's payment on Debt certified to the Attorney General, Political Subdivision agrees to promptly notify the Attorney General of the details of the payment, including date, amount, remitter, check or instrument number and forward the payment to the Attorney General.

3.8. In the event that any debtor owing Debt certified to the Attorney General files bankruptcy or other insolvency proceeding, Political Subdivision shall immediately notify the Attorney General of such filing. The Attorney General shall cease all collection efforts with regard to such Debt. Political Subdivision remains exclusively and solely responsible for protecting its interest in bankruptcy & other insolvency proceedings. Upon notice that Debt certified to the Attorney General is subject to bankruptcy or other insolvency proceeding, the Attorney General shall close the affected accounts and such accounts shall no longer be considered to be certified to the Attorney General. Other insolvency proceeding may include but is not limited to receivership or foreclosure.

#### **IV. ALLOCATION OF FEES AND COLLECTION COSTS**

4.1 The client may choose for each account certified to the Attorney General to bear interest (hereinafter "AGI") at the annual rate established by the Tax Commissioner under O.R.C. § 5703.47. Upon recovery AGI is paid to Political Subdivision, not to Attorney General. AGI may be waived, either by Political Subdivision or the Attorney General. Political Subdivision also has discretion to request that AGI not be assessed as an additional obligation of debtors. If this request is indicated, the cost of AGI will not be added to the Debt. Political Subdivision may execute the Service Level Agreement attached hereto as Exhibit "C" to designate the preference of Political Subdivision as to AGI. If no preference is indicated, Attorney General may waive AGI at its discretion, and the addition of AGI to the Debt will increase the debtors' obligation. The AGI is in place of any separate accruing interest of the Political Subdivision on the Debt once certified to the Attorney General.

4.2 Pursuant to O.R.C. § 131.02, the Attorney General is authorized to deduct the Attorney General's collection cost from all amounts collected, calculated upon all certified amounts recovered, plus interest and fees accruing from the date of certification to Attorney General. Attorney General collection costs may be waived, either by the Attorney General or jointly by the Political Subdivision and the Attorney General. The Parties agree that the Attorney General will pass all Attorney General collection costs on to the debtor as an additional obligation of debtor. The Attorney General collection cost is 10% pursuant to O.R.C. § 109.08.

4.3 Upon agreement, the Attorney General may also hire third party vendors to collect claims for Political Subdivision and to pay such third party vendors for their services ("TPV Fees") from funds collected by them. Political Subdivision may execute the Service Level Agreement attached hereto as Exhibit "C" to designate the preference of Political Subdivision with respect to the assignment of Debt to TPVs. If no preference is indicated the Attorney General will assign Debt to TPVs in accordance with an established assignment strategy. TPV fees shall be paid at rates set by the Attorney General. The Parties agree that the Attorney General will pass all TPV Fees on to debtors as an additional obligation of the debtors.

4.4 Upon agreement the Attorney General may appoint special counsel to collect claims for Political Subdivision and to pay such special counsel for their services ("Special Counsel Fees") from funds collected by them. Political Subdivision may execute the Service Level Agreement attached hereto as Exhibit "C" to designate the preference of Political Subdivision with respect to the assignment of Debt to Special Counsel. If no preference is indicated the Attorney General will assign Debt to Special Counsel in accordance with an established assignment strategy. Special Counsel Fees shall be paid at rates set by the Attorney General. The Parties agree that the Attorney General will pass all Special Counsel Fees on to debtors as an additional obligation of the debtors.

4.5 Political Subdivision may execute a different Service Level Agreement for each category of debt certified pursuant to this Agreement, and each Service Level Agreement shall be attached as additional pages of Exhibit "C."

4.6 Political Subdivision may change or terminate the Service Level Agreement(s) attached hereto as Exhibit "C" upon appropriate written notice as specified therein, and any change or termination of the Service Level Agreement(s) shall not be construed as an amendment or termination of this Agreement.

## **V. DISBURSEMENT PROCESS/PAYMENT OF COLLECTION COSTS**

5.1 On a weekly basis the Attorney General shall disburse to the Political Subdivision the full amounts collected on the Debt minus any applicable collection costs or fees as outlined herein. The Political Subdivision and Attorney General shall have the authority to settle or compromise any account in the Debt which is agreed upon by the Political Subdivision and Attorney General as payment in full based on the best interests of the Parties. At the time of the Attorney General's disbursement to the Political Subdivision, the Political Subdivision will receive the amount collected minus the Attorney General's collection costs and any applicable TPV Fees or Special Counsel Fees pursuant to this Agreement.

5.2 The Parties agree that court cases and judgment liens shall not be dismissed or deemed satisfied without the Political Subdivision's consent that all the fees have been paid by the debtor liable for costs under the court case and/or judgment lien.

5.3 Disbursements to the Political Subdivision of amounts due hereunder may be made via state check or by Automated Clearing House ("ACH") deposit, at the Attorney General's discretion. Political Subdivision acknowledges that the Attorney General prefers to remit all payments by ACH deposit, and Political Subdivision agrees to execute an ACH payment authorization in accordance with the form attached hereto as Exhibit "D" within thirty (30) days after the Effective Date of this Agreement.

## **VI. CERTIFICATION AND CANCELLATION OF DEBT**

6.1. Political Subdivision will certify only Debt to the Attorney General which is past due and final, in accordance with O.R.C. § 131.02(A). O.R.C. § 131.02 provides that the Attorney General and Political Subdivision may determine an appropriate time beyond the regular 45-day requirement to certify delinquent debt. Such exceptions may be made as the Attorney General and the Political Subdivision mutually agree are appropriate.

6.2. The Parties acknowledge and agree that O.R.C. §131.02 empowers the Attorney General to, with the consent of the chief officer of an entity reporting a debt, cancel the debt or cause the same to be canceled. O.R.C. § 131.02(F)(2) provides a general statute of limitations of forty (40) years from the date of certification to collect claims. O.R.C. § 131.02(F)(1) allows the Attorney General to cancel uncollectible claims earlier, with the approval of the Political Subdivision. Political Subdivision may execute the Service Level Agreement attached hereto as Exhibit "C" to designate the preference of Political Subdivision. If no preference is indicated, the write off period will be fifteen (15) years after the date of certification. Exceptions revising the write off period for specified claims or categories of debt may be agreed to by the Attorney General and the Political Subdivision as amendments to the Service Level Agreement, and such amendments shall not be construed as an amendment or termination of this Agreement.

## **VII. CONFIDENTIALITY**

7.1. Any confidential debtor information made available to Attorney General in the course of performance of this Agreement shall be used only for the purpose of carrying out the provisions of this Agreement pursuant to the Attorney General's statutory obligations. Additionally, the Attorney General shall not sell any debtor information to any third parties.

## **VIII. LIABILITY**

8.1. Each Party shall be responsible for its own acts and omissions and those of its officers, employees and agents.

## **IX. CHOICE OF LAW**

9.1. This Agreement is made and entered into in the State of Ohio and shall be governed and construed in accordance with the laws of Ohio. Any legal action or proceeding related to this Agreement shall be brought in Franklin County, Ohio, and the Parties irrevocably consent to jurisdiction and venue in Franklin County, Ohio.

## **X. COMPLIANCE WITH LAW**

10.1. The Parties, in the execution of their respective duties and obligations under this Agreement, agree to comply with all applicable federal, Ohio and local laws, rules, regulations and ordinances.

## **XI. RELATIONSHIP OF THE PARTIES**

11.1. It is fully understood and agreed that a Party's personnel shall not at any time, or for any purpose, be considered as agents, servants, or employees of the other Party.

11.2. Except as expressly provided herein, neither Party shall have the right to bind or obligate the other Party in any manner without the other Party's prior written consent.

## **XII. MODIFICATION**

12.1. This Agreement constitutes the entire agreement between the Parties, and any changes or modifications to this Agreement shall be made and agreed to by the Parties in writing.

## **XIII. TERMINATION/EXPIRATION**

13.1. Either party may terminate this Agreement for any reason by giving written notice, at least forty-five (45) days in advance of the date of termination, to the other Party via e-mail, facsimile transmission, mail, certified mail or personal delivery to the other Party's signatory to this Agreement.

13.2. If there is pending litigation in connection with any Debt, termination shall not be effective until the Attorney General terminates the legal representation in the litigation matter. The Attorney General shall be compensated for Debt collected and received prior to termination. The Parties agree to cooperate so as to effectuate a speedy and efficient transfer of the work to Political Subdivision.

#### **XIV. SIGNATURES**

14.1. The Parties may submit their signatures to the Agreement in counterparts, which taken together will constitute a valid enforceable Agreement. Facsimile or copied signatures shall be considered valid and enforceable.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed, as of the day and year last written below.

ACCEPTED AND APPROVED:

\_\_\_\_\_

\_\_\_\_\_  
Date

OHIO ATTORNEY GENERAL  
MICHAEL DEWINE

By: \_\_\_\_\_

Lisa J. Iannotta  
Section Chief

\_\_\_\_\_  
Date

**DELINQUENT DEBT COLLECTION AGREEMENT  
BETWEEN THE  
OHIO ATTORNEY GENERAL  
AND**

**EXHIBIT "A"**

The Parties agree that the following categories of debt may be certified to the Attorney General. All debt must be final with a minimum principal amount of \$100.00.

**Examples of Categories of Debt to be certified:**

- (a) Statutory fees as assessed by a Political Subdivision;
- (b) Civil court costs; and
- (c) Criminal court costs so long as the defendant is not incarcerated on the date the debt is certified.
- (d) Debt must be declared final with no chance of appeal or no future changes to the amount of the debt sent to the Attorney General for collection purposes.
- (e) Debt from a school system must be as a result of a contractual agreement.

**Examples of Categories of Debt NOT to be certified:**

- (a) Debt that is against a juvenile.
- (b) Debt against a presently incarcerated individual.
- (c) Debt that is involved in a bankruptcy, rental or foreclosure action.
- (d) Debt from any type of utility.
- (e) Debt resulting from code enforcement violations.

**PLEASE NOTE: THE ATTORNEY GENERAL'S OFFICE RESERVES THE RIGHT TO  
DECLINE ACCEPTANCE OF ACCOUNTS BASED ON QUANTITY, VALUE, OR DEBT TYPE**



**PLEASE LIST THE TYPE OF DEBTS YOU WILL BE CERTIFYING TO THE  
ATTORNEY GENERAL'S OFFICE:**

**DELINQUENT DEBT COLLECTION AGREEMENT  
BETWEEN THE  
OHIO ATTORNEY GENERAL  
AND**

**EXHIBIT "B"**

The Delinquent Debt Collection Agreement Between the Ohio Attorney General and

, executed by \_\_\_\_\_,

, on \_\_\_\_\_, is hereby ratified and approved.

POLITICAL SUBDIVISION AUTHORITY (I.E. COUNTY COMMISSIONERS, COUNCIL)

\_\_\_\_\_  
Date \_\_\_\_\_

\_\_\_\_\_  
Date \_\_\_\_\_

\_\_\_\_\_  
Date \_\_\_\_\_

POLITICAL SUBDIVISION LEGAL AUTHORITY (I.E. PROSECUTOR, LAW DIRECTOR)

\_\_\_\_\_  
Date \_\_\_\_\_

**DELINQUENT DEBT COLLECTION AGREEMENT  
BETWEEN THE  
OHIO ATTORNEY GENERAL  
AND**

**EXHIBIT "C"  
SERVICE LEVEL AGREEMENT**

The following Service Level Agreement is made between the Attorney General of Ohio, Collections Enforcement Section ("AGO") and ("CLIENT"), collectively referenced herein as the "Parties". CLIENT authorizes and the Parties to this Service Level Agreement agree to the following (if no line is checked, the Parties' agreement is indicated by asterisk, which is the default agreement):

**Attorney General Interest (AGI)** ☐ AGO is granted the authority to add AGI to the amount owed by the debtor to be paid to the client (see section IV (4.1) of the Debt Collection Agreement.

**AGI** ☐ AGO is NOT granted the authority to add AGI to the amount owed by the debtor to be paid to the client.

**If AGI is to be added** ☐ AGO is granted the authority to waive AGI\*  
☐ CLIENT and AGO jointly waive AG Interest

**Write Off Period:** ☐ 15 years\*  
☐ Years (insert number of years)

**Third Party Vendor:** ☐ AGO will forward uncollected Debt.\*  
☐ AGO will not forward uncollected Debt.

**Special Counsel:** ☐ AGO will forward uncollected Debt.\*  
☐ AGO will not forward uncollected Debt.

Either Party may terminate this Service Level Agreement for any reason by giving written notice, at least forty-five (45) days in advance of the date of termination to the other Party, via e-mail, facsimile transmission, regular U.S. mail, certified mail or personal delivery to the other Party's signatory to this Agreement. Regardless of the termination of this agreement, CLIENT is still legally obligated to certify its outstanding Debt pursuant to the Delinquent Debt Collection Agreement between the Parties, until that Agreement is separately terminated. This Service Level Agreement shall remain and continue in full force and effect unless modified or terminated in writing.

IN WITNESS WHEREOF, the Parties hereto have caused this Service Level Agreement to be executed, as of the day and year last written below.

ACCEPTED AND APPROVED:

\_\_\_\_\_

\_\_\_\_\_

Date

OHIO ATTORNEY GENERAL  
MICHAEL DEWINE

By: \_\_\_\_\_  
Lisa J. Iannotta  
Section Chief

\_\_\_\_\_

Date

# CITY OF OXFORD

## STAFF SUMMARY REPORT

**Report to the City Manager**

**City Council Meeting of:** May 5, 2015

**Account Code #:** Not applicable

**Budgeted Amount:** Not applicable

Service Department

**Originating Department**

Michael B. Dreisbach

**Prepared By**

April 29, 2015

**Date Prepared**

**Agenda Title:** Authorization to Dispose of Surplus Property

**Recommendation:** Approve

### **Discussion:**

The 2015 Capital Equipment budget allows for the replacement of five vehicles in the Service Department. The trucks being replaced have reached the end of their useful service to the City. Staff requests authorization to declare the following vehicles as surplus so they may be taken out of service and auctioned to the highest bidder:

|        |                                        |
|--------|----------------------------------------|
| #02-24 | 2002 Chevrolet 1500 pickup truck       |
| #02-53 | 2002 Dodge Ram 2500 pickup truck       |
| #95-34 | 1995 Ford F150 pickup truck            |
| #05-36 | 2005 Ford F350 truck with service body |
| #01-01 | 2001 Dodge utility vehicle             |

This Resolution will authorize the City Manager to dispose of the above referenced vehicles by public auction, including Internet electronic auction, at the earliest convenience of the City.

**Approved By:**

Department Head:

City Manager:

Initial

Date

MB 4/29/15

[Signature] 5/1/15

RESOLUTION NO.

A RESOLUTION DECLARING CERTAIN CITY PROPERTY NO LONGER NEEDED FOR MUNICIPAL PURPOSES AS SURPLUS AND AUTHORIZING ITS ADVERTISEMENT AND SALE TO THE HIGHEST BIDDER AT PUBLIC AUCTION OR INTERNET AUCTION.

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

SECTION 1: The vehicles set forth in Exhibit 'A' attached hereto and incorporated herein, are hereby declared surplus for City purposes and no longer needed for municipal purposes, and that said property is hereby declared to be surplus.

SECTION 2: Council hereby authorizes the sale of said vehicles at public auction or internet auction to the highest bidder with proceeds thereof deposited in the General Fund.

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

---

MAYOR

ADOPTED:

ATTEST:

---

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: KEVIN MCKEEHAN

PREPARED BY: LAW (STAFF)

EXHIBIT 'A'

|                 |                                        |
|-----------------|----------------------------------------|
| Vehicle # 02-24 | 2002 Chevrolet 1500 pickup truck       |
| Vehicle # 02-53 | 2002 Dodge Ram 2500 pickup truck       |
| Vehicle # 95-34 | 1995 Ford F150 pickup truck            |
| Vehicle # 05-36 | 2005 Ford F350 truck with service body |
| Vehicle # 01-01 | 2001 Dodge utility vehicle             |

# CITY OF OXFORD

## STAFF SUMMARY REPORT

**Report to the City Manager**

Community Development

**Council Meeting Of:** April 21, 2015

**Originating Department**

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

Jung-Han Chen

**Prepared By**

**Budgeted Amount:** N/A

April 17, 2015

**Date Prepared**

**Agenda Title:** PC-2015-06 PRELIMINARY SUBDIVISION The Fields of Southpointe, intersection of Southpointe Parkway and 27 South, Proposed residential subdivision consisting of 37.014 acres of land into 85 residential lots, Trinitas Development, LLC, Applicant/Agent

**Recommendation:** See below

**Discussion:**

Based on the comments during Oxford City Council meeting, the applicant provided a revised preliminary plat on April 13, 2015. The following changes were made to the original preliminary plat:

- (1) The mid-block pedestrian path has been re-aligned to create a direct alignment.
- (2) Alley D has been eliminated.
- (3) The lots in the cul-de-sac of street D have been reconfigured to keep the buildable areas of the lots out of the proposed conservation easement.
- (4) Lots 82 and 83 have been reconfigured to keep the buildable areas of the lots out of the proposed conservation easement.

The City Manager, City Law Director, Service Director and Community Development Director reviewed the changes and created a set of conditions for Council to consider for the Preliminary Subdivision application approval:

1. Given the ROW standard the applicant has designed to, a note shall be added to the plans indicating parking will be restricted on one side of the streets to allow for two way traffic.
2. Turning radii shall be shown on all street curves and cul-de-sacs with a note that all turning movement design criteria have been met.



3. Alleys shall be private and shall be maintained by the HOA governing the development. Plans shall note signage to be installed describing such.
4. Given that alleys are only paved to a 12' width, the alleys shall be "one way". Plans shall show the restriction and be consistent throughout the development.
5. A Home Owners Association shall be created for the maintenance of open space, multi paths, private alleys and other common areas.
6. The developer shall provide for the HOA to hold title to the land noted on the site plan time stamped April 13, 2015, as conservation land, to be held by the HOA in perpetuity subject to a conservation easement; in the name of Three Valley Conservation Trust or another eligible entity as "green Space". Lots number 1, 5, 6, 7, 8, and 9 shall be redrawn to remove the conservation easement land from the area included in those lots. Lots number 81,82 and 83 shall also be redrawn to remove the land noted as conservation easement from these lots. The conservation easement shall provide that the care and upkeep of the green space within the conservation easement shall be the responsibility of the HOA subject to the easement terms.
7. Prior to any Final Subdivision application being submitted, the applicant shall submit the findings of the analysis performed by the firms prequalified by ODOT, of the following areas: (a) habitats of endangered species listed on federal and state list; (b) historical and cultural significant structures or sites as stipulated in Section 1101.402 (B) (5); (c) tree growth areas containing native mature trees. (The report titled "Phase I Environmental Site Assessment of Vacant Property in Oxford, Ohio, Southpointe Parkway and Corporate Woods Lane" dated April 29, 2014 submitted by the applicant was solely focused on environmental contaminant issues on and off-site, no analysis on historical or cultural significant structures or sites has been conducted. No native mature trees have been identified.)

Approved By:

Department Head:  
City Manager

Initial Date

JHC \ 4-17-15  
DRE \ 4-17-15 / MAE

## ORDINANCE NO.

AN ORDINANCE APPROVING THE PROPOSED PRELIMINARY SUBDIVISION APPLICATION FOR THE FIELDS AT SOUTHPOINTE WITH CONDITIONS.

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

SECTION 1: Council hereby finds that the Planning Commission held a public hearing on March 10, 2015, the purpose of which was to accept public comment on PC-2015-06 the proposed Preliminary Subdivision application for The Fields at Southpointe.

SECTION 2: The Planning Commission, after a public hearing and discussion, voted to deny a motion recommending approval of the proposed Preliminary Subdivision application for the Fields at Southpointe.

SECTION 3: Council hereby accepts the action of the Planning Commission and accepts the recommendation report submitted by the Planning Commission and the applicant's application and all documents filed by the applicant and incorporates the same herein and hereby approves the application for the Preliminary Subdivision for The Fields at Southpointe, dated April 13, 2015, with the following conditions:

1. The subdivision plans, dated April 13, 2015, (hereinafter referred to as "Subdivision Plans") shall be revised to reflect that parking will be restricted on one side of all streets of the subdivision to allow for two way traffic.
2. The Subdivision Plans shall reflect turning radii on all street curves and cul-de-sacs to demonstrate that all turning movement design criteria have been satisfied.
3. The Subdivision Plans shall reflect that the alleys shall be private and shall be maintained permanently by the Homeowner's Association governing the development. The subdivision plans shall note signage to be installed describing all alleys as private.
4. The alleys shall be "one-way". The subdivision plans shall show the "one-way" restriction and be consistent in direction throughout the development.

5. A Homeowner's Association ("HOA") shall be created and remain active into perpetuity for the maintenance of the subdivision, including but not limited to open space, multi-path, private alleys and other common areas.
6. Developer shall provide for the HOA to hold title to the land noted on the Subdivision Plans as conservation land, to be held by the HOA in perpetuity subject to a conservation easement; in the name of Three Valley Conservation Trust or another eligible entity, as "green space". Lots number 1,5,6,7,8 and 9 shall be redrawn to remove the conservation easement land from those lots. Lots number 81, 82 and 83 shall also be redrawn to remove the land noted as conservation easement from those lots. The conservation easement shall provide that the care and upkeep of the green space within the conservation easement shall be the responsibility of the HOA subject to the easement terms.
7. Prior to any Final Subdivision application being submitted, the applicant shall submit the findings of the analysis, performed by firms prequalified by ODOT, of the following areas: (a) habitats of endangered species listed on federal and state list; (b) historical and cultural significant structures or sites as stipulated in Section 1101.402(B)(5); (c) tree growth areas containing native mature trees.<sup>1</sup>
8. The Subdivision Plans shall reflect a temporary access drive on the eastern portion of the Subdivision Plans extending from Southpoint Parkway as shown on the site plan analysis performed by Bayer Becker dated January 23, 2015.
9. A landscaping plan that provides for screening, shall be submitted for review and consideration by the Planning Commission and City Council, during the Final

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<sup>1</sup> The report titled "Phase I Environmental Site Assessment of Vacant Property in Oxford, Ohio, Southpointe Parkway and Corporate Woods Lane" dated April 29, 2014 submitted by the applicant was solely focused on environmental contaminant issues on and off-site, no analysis on historically or culturally significant structures or sites has been conducted. No native mature trees have been identified.

Subdivision Plan submission, specifically for the lots along street "G" and the extension of Southpointe Blvd to the eastern boundary of this subdivision, more specifically for lots numbers 68 to 74 of the Subdivision Plans, to shield the rear of the those structures from the public right-of-way.

10. A landscaping plan shall be submitted for review and consideration by the Planning Commission and City Council, during the Final Subdivision Plan submission, that provides for the HOA to maintain landscape screening along the property boundary adjacent to alley "E" and alley "F" if and when any future roadway is constructed adjacent to the eastern boundary of the subdivision.

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

---

MAYOR

ADOPTED:

ATTEST:

---

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: KEVIN MCKEEHAN

PREPARED BY: LAW(STAFF)



*Where Creativity  
Meets Functionality*

**Civil Engineers | Transportation Engineers | Landscape Architects | Planners | Land Surveyors**

April 13, 2015

Mr. Sam Perry  
Planner  
City of Oxford  
101 East High Street  
Oxford, Ohio 45056

Re: The Fields at Southpointe  
Preliminary Plat Re-Submittal

Dear Mr. Perry:

As a follow up to the City Council meeting of April 7, 2015, enclosed please find the following items:

- 1) Twenty (20) packets containing one copy of each of the following:
  - a. Revised Preliminary Plat.
  - b. Revised Site Analysis.
  - c. Revised Landscape Plan.
- 2) A CD containing an electronic copy of the above items.

In response to City Council's comments, the following revisions have been made to the Preliminary Plat:

- 1) The mid-block sidewalk from Street A to Southpointe Parkway has been re-aligned to create a more direct alignment.
- 2) Alley D has been eliminated.
- 3) The lots in the cul-de-sac of Street D have been reconfigured to keep the buildable areas of the lots out of the proposed conservation easement.
- 4) Lots 82 and 83 have been reconfigured to keep the buildable area of the lots out of the proposed conservation easement.

Per the Staff Report to Planning Commission dated March 10, 2015 and to City Council dated March 30, 2015, you had indicated a lack of complete information regarding Sensitive Development Areas, Section 1101.402(B)(1-8). The following is a list of each item and its relevance to the project:

- 1) Unique and/or fragile areas, including wetlands, as may be defined in Section 404 Federal Water Pollution Act, as amended and in Ohio Environmental Protection Agency Standards.  
*As indicated on the maps contained in the Phase 1 Environmental Site Assessment Report of Vacant Property in Oxford Ohio, Southpointe Parkway and Corporate Woods Lane, dated April 29, 2014 and submitted to staff on March 4, 2015, no wetlands are located within the project limits.*
- 2) Land in the floodway as identified and mapped using the Federal Emergency Management Flood Hazard Boundary Maps. Federal Emergency Management Agency in scientific and engineering reports entitled "Flood Insurance Rate Maps for Butler County, Ohio and Incorporated areas effective 12/17/2010 and any revisions thereto are hereby adopted by reference and declared to be part of this chapter.

6900 Tylersville Road, Suite A  
Mason, OH 45040  
513-336-6600

318 South College Avenue  
Oxford, OH 45056  
513-523-4270

1404 Race Street, Suite 204  
Cincinnati, OH 45202  
513-834-6151

209 Grandview Drive  
Fort Mitchell, KY 41017  
859-261-1113

<http://www.bayerbecker.com>

*According to Panels 39017C0151E and 39017C0152E of the Flood Insurance Rate Maps, dated 12/17/2010, a small portion of the property, located in the north conservation easement is located within the FEMA mapped floodplain. Said area has been located on the Site Analysis Plan.*

- 3) Steep slope (15%) percent or more, unless appropriate engineering measures concerning slope stability, erosion, and resident safety are taken into account.

*All areas of slopes 15% or greater were shown as a dot hatched area on the Site Analysis Plan submitted on January 23, 2015. As indicated in our submittal letter of January 23, 2015, in order to minimize the impact to the existing topography and vegetation the homes to be constructed in these areas will be constructed with either walkout basements or extended foundations,*

- 4) Habitats of endangered wildlife, as identified on federal and state lists.

*The Phase 1 Environmental Site Assessment Report of Vacant Property in Oxford Ohio, Southpointe Parkway and Corporate Woods Lane, dated April 29, 2014 and submitted to staff on March 4, 2015, did not indicate the presence of endangered wildlife within the project limits.*

- 5) Historically and culturally significant structures and sites as listed on, but not limited to, the National Register of Historical Places or on the local inventory of historic places maintained by the City of Oxford's Historic Architectural Preservation Commission.

*The Phase 1 Environmental Site Assessment Report of Vacant Property in Oxford Ohio, Southpointe Parkway and Corporate Woods Lane, dated April 29, 2014 and submitted to staff on March 4, 2015, did not indicate the presence of historically or culturally significant structures and sites. Rather the Assessment indicates that according to historical resources reviewed, the subject property was used as agriculture lands as shown on a 1950 aerial photograph.*

- 6) Aquifers and tributary drainage systems.

*As indicated in the Phase 1 Environmental Site Assessment Report of Vacant Property in Oxford Ohio, Southpointe Parkway and Corporate Woods Lane, dated April 29, 2014 and submitted to staff on March 4, 2015, an ephemeral stream is located in the southern portion of the property. Said stream will be avoided or properly taken care of with the development of the property.*

- 7) Tree growth or urban forested areas containing native mature trees.

*As part of the field topographic survey, the location of areas of tree growth were located. Said areas were shown on the Site Analysis Plan submitted on January 23, 2015.*

- 8) Any area as identified on Map 3.3 of the Comprehensive Plan.

*The Comprehensive Plan was adopted in 2008. Based upon review of historic aerial photos, the outline of the natural areas depicted in the Comprehensive Report did not accurately reflect the vegetated areas of the site at that time. Per the attached aerial photo from 2006, only the northeastern portion along Corporate Woods Lane and the southwest corner of the development contained vegetation.*

Lastly, Article VI B of the Development Agreement between the City of Oxford and 4-Leaf Development LLC, indicates that at the request of the City, 4-Leaf shall grant to Three Valley Conservation Trust, or another agreed upon eligible entity, a conservation easement over a portion of the property located at both the north and south ends of The Fields at Southpointe development. As aforementioned, the lots in the cul-de-sac of Street D and along the north side of Corporate Woods Lane have been reconfigured so that the proposed Conservation Easements will not be reduced from that shown in the Development Agreement and will not be contained within the buildable areas of the lots. It should be noted that the amount of Conservation Easement to be granted by this development will actually exceed the amount outlined in the Development Agreement. The revised limits of the Conservation Easement have been shown on the enclosed Site Analysis Plan.

Page 3  
Mr. Sam Perry  
The Fields at Southpointe  
April 13, 2015

Since the conservation easements will be contained on lots owned by both the HOA and private individuals, Trinitas Development LLC proposes to include the following verbiage on the Record Plat for the protection of said easements:

*The conservation easements shown on Lots XXX have been established to preserve existing trees. No living and healthy deciduous or evergreen trees located within this easement shall be removed without the approval of (agency holding the easement) and the City of Oxford. The owners of lots XXX ("Owners") may cut and remove any dead standing trees, fallen trees, diseased trees and undergrowth within the easement. The Owners shall not conduct or permit to be conducted any type of activity within the easement which will cause the existing trees to be harmed or killed, including but not limited to mass filling or removal or soil or the spraying of dangerous herbicides. The owner may supplement the exiting plants in the easement with additional trees or vegetation of a species native to the Oxford Ohio area.*

Please forward the enclosed information and this letter to City Council for the April 21, 2015 meeting.

Should you have any questions, or need any additional information, please do not hesitate to contact us.

Sincerely,



Etta M. Reed, PE

Cc: Travis Vencel, Trinitas Development LLC  
Jay Bennett

**Civil Engineers | Transportation Engineers | Landscape Architects | Planners | Land Surveyors**

<http://www.bayerbecker.com>



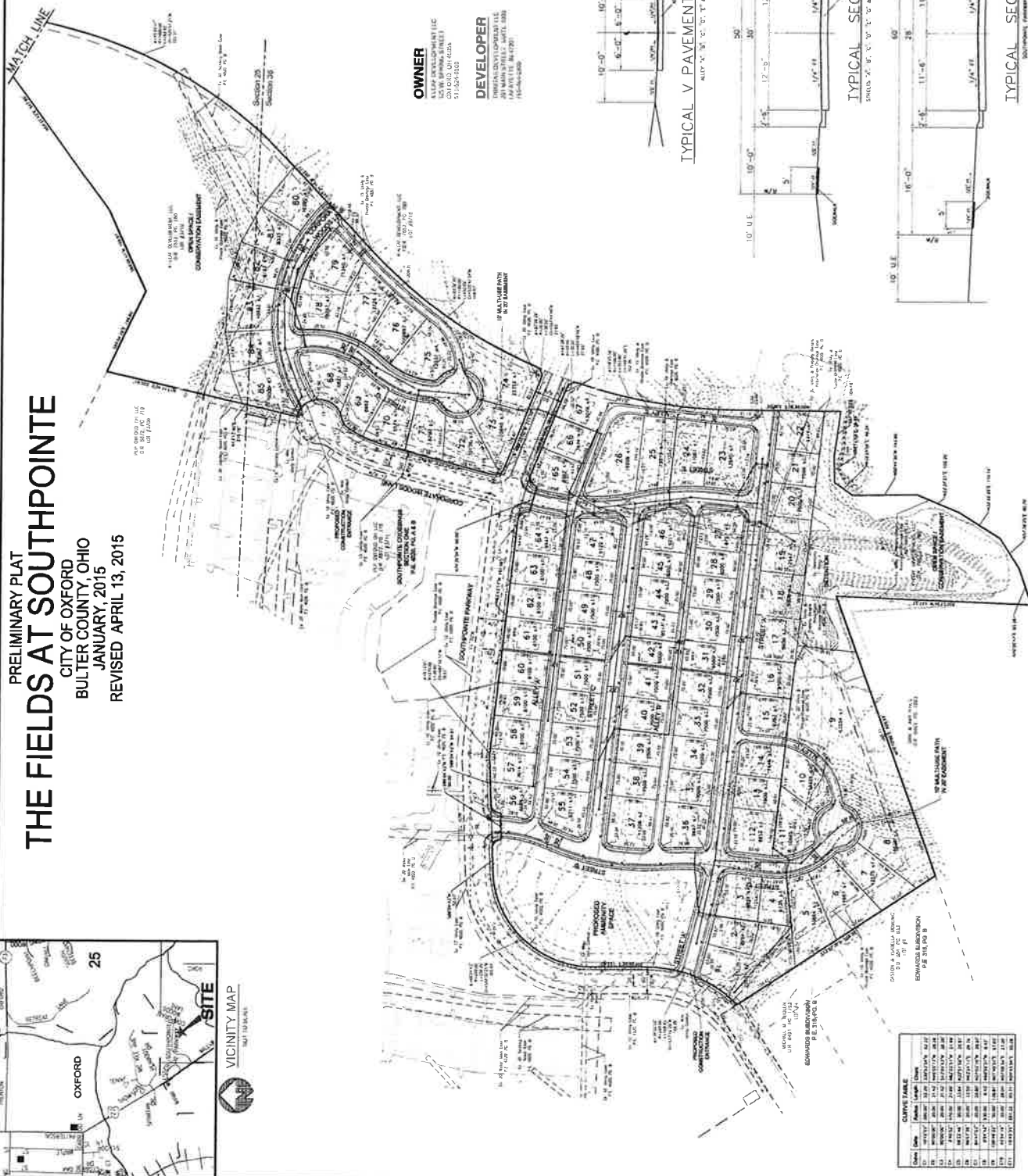
Google earth

Imagery Date: 7/26/2006 39°29'27.54" N 84°43'04.27" W elev. 838 ft eye alt. 5937 ft



A map of the study area showing the location of the Oxford site. The map includes the town of Oxford, the River Thames, and the proposed site location marked with a black square and labeled 'SITE'.

CITY OF OXFORD  
BULTER COUNTY, OHIO  
JANUARY, 2015  
REVISED APRIL 13, 2015



PROJECT DATA

|                      |       |
|----------------------|-------|
| LOT FRONTAGE (MIN)   | 60'   |
| SQUARE FOOTAGE (MIN) | 6,000 |
| FRONT SETBACK (MIN)  | 30'   |
| SIDE SETBACK         | 7.5'  |
| REAR SETBACK         | 30'   |

Total Residential Lots = 85  
Total Average Spots/Lot = 1  
Total Open Spots = 8,749 Acres  
Total Acreage = 37,013 Acres  
Over-All Density = 2.30 Units/Ac

## GENERAL NOTES

1. Sanitary sewer, storm sewer, and water main shall be connected to the existing City of Olatov wastewater and waterlines.
2. Electric to be supplied by Duke Energy
3. All public streets to be constructed according to City of Olatov standards and specifications.
4. Contours furnished from aerial photography based on a U.S.G.S. datum
5. Concrete Walk to be installed along public roadway
6. Total Acreage 37.013 Acres
7. Easement Zoning R-2A Single & Two Family

**OWNER**

ALLIANCE DEVELOPMENT (AD)  
125 W. 57th St., 5th Fl.  
NEW YORK, NY 10019

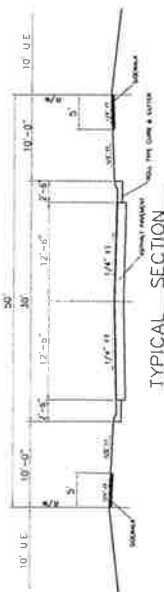
## DEVELOPER

INQUIRIES ONLY (COLUMBIA) LTD.  
201 MAIN STREET, SUITE 200  
LAKEVILLE, MA 01703

## TYPICAL V PAVEMENT SECTION



## TYPICAL SECTION

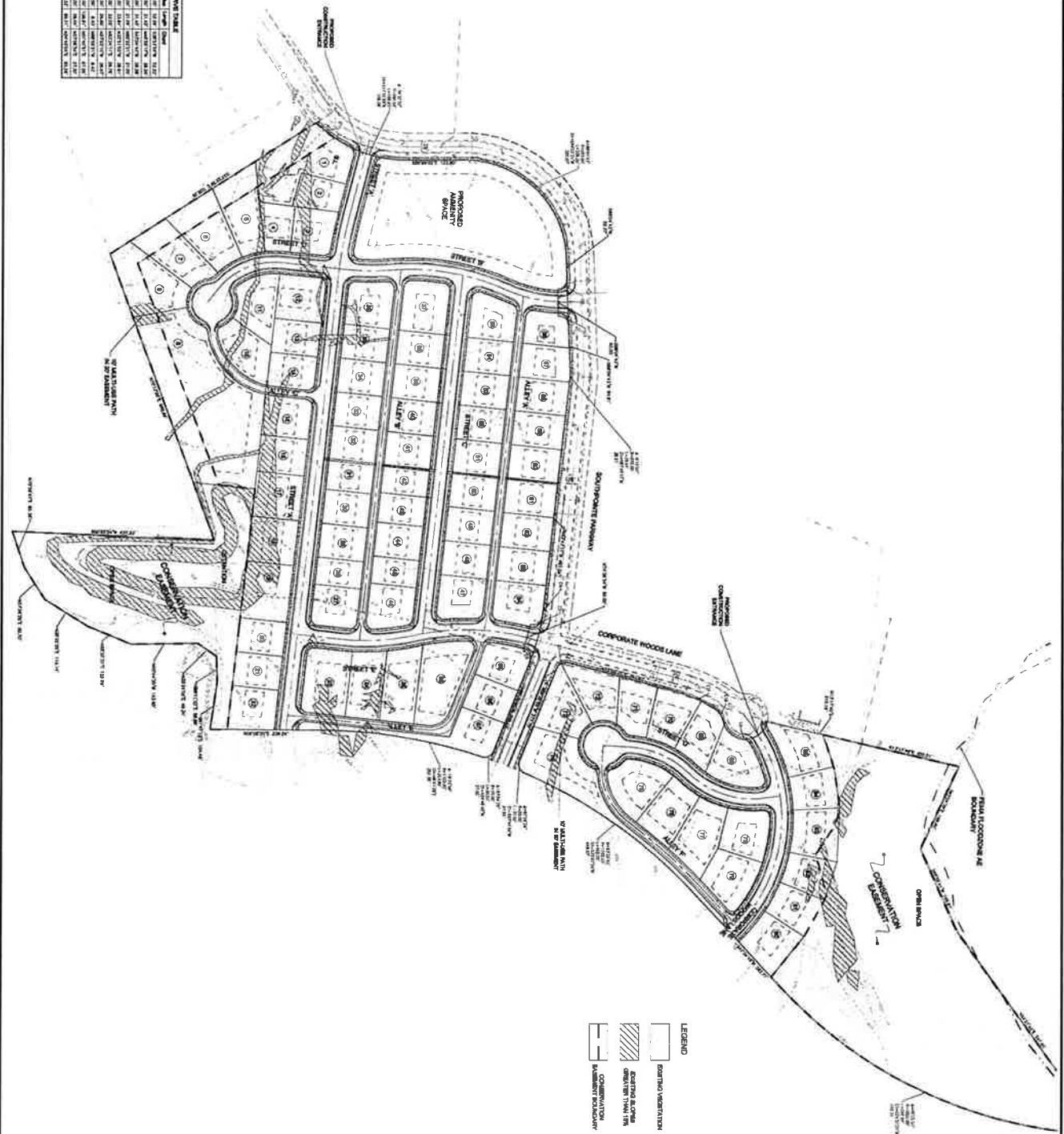


## TYPICAL SECTION



| Date | Time | Temp | Wind | Humid | Cloud | Wind |
|------|------|------|------|-------|-------|------|
| 1900 | 0000 | 60.0 | 0.0  | 80.0  | 0.0   | 0.0  |
| 1900 | 0100 | 60.0 | 0.0  | 80.0  | 0.0   | 0.0  |
| 1900 | 0200 | 60.0 | 0.0  | 80.0  | 0.0   | 0.0  |
| 1900 | 0300 | 60.0 | 0.0  | 80.0  | 0.0   | 0.0  |
| 1900 | 0400 | 60.0 | 0.0  | 80.0  | 0.0   | 0.0  |
| 1900 | 0500 | 60.0 | 0.0  | 80.0  | 0.0   | 0.0  |
| 1900 | 0600 | 60.0 | 0.0  | 80.0  | 0.0   | 0.0  |
| 1900 | 0700 | 60.0 | 0.0  | 80.0  | 0.0   | 0.0  |
| 1900 | 0800 | 60.0 | 0.0  | 80.0  | 0.0   | 0.0  |
| 1900 | 0900 | 60.0 | 0.0  | 80.0  | 0.0   | 0.0  |
| 1900 | 1000 | 60.0 | 0.0  | 80.0  | 0.0   | 0.0  |
| 1900 | 1100 | 60.0 | 0.0  | 80.0  | 0.0   | 0.0  |
| 1900 | 1200 | 60.0 | 0.0  | 80.0  | 0.0   | 0.0  |
| 1900 | 1300 | 60.0 | 0.0  | 80.0  | 0.0   | 0.0  |
| 1900 | 1400 | 60.0 | 0.0  | 80.0  | 0.0   | 0.0  |
| 1900 | 1500 | 60.0 | 0.0  | 80.0  | 0.0   | 0.0  |
| 1900 | 1600 | 60.0 | 0.0  | 80.0  | 0.0   | 0.0  |
| 1900 | 1700 | 60.0 | 0.0  | 80.0  | 0.0   | 0.0  |
| 1900 | 1800 | 60.0 | 0.0  | 80.0  | 0.0   | 0.0  |
| 1900 | 1900 | 60.0 | 0.0  | 80.0  | 0.0   | 0.0  |
| 1900 | 2000 | 60.0 | 0.0  | 80.0  | 0.0   | 0.0  |
| 1900 | 2100 | 60.0 | 0.0  | 80.0  | 0.0   | 0.0  |
| 1900 | 2200 | 60.0 | 0.0  | 80.0  | 0.0   | 0.0  |
| 1900 | 2300 | 60.0 | 0.0  | 80.0  | 0.0   | 0.0  |
| 1900 | 2400 | 60.0 | 0.0  | 80.0  | 0.0   | 0.0  |

| Item | Area   | Volume | Notes  |
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| 5    | 5.00   | 5.00   | 5.00   |
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| 7    | 7.00   | 7.00   | 7.00   |
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| 97   | 97.00  | 97.00  | 97.00  |
| 98   | 98.00  | 98.00  | 98.00  |
| 99   | 99.00  | 99.00  | 99.00  |
| 100  | 100.00 | 100.00 | 100.00 |





**CITY OF OXFORD  
STAFF SUMMARY REPORT**

**Report to the City Manager**

Community Development  
**Originating Department**

**Council Meeting Of:** April 7, 2015

Sam Perry  
**Prepared By:**

**Account Code No. #:**

**Budgeted Amount:**

March 30, 2015  
**Date Prepared:**

**PC-2015-06 PRELIMINARY SUBDIVISION The Fields at Southpointe, intersection of Southpointe Parkway and 27 South, Proposed residential subdivision consisting of 37.014 acres of land into 85 residential lots, Trinitas Development, LLC, Applicant/Agent**

**Recommendation by the Planning Commission: Denial**

**Discussion:**

The subject property is 37 acres of R2A-zoned land fronting on Southpointe Parkway and Corporate Woods Lane. The property has been mostly vacant other than agricultural use. There are 86 lots proposed for development, one of which is proposed for amenities for the residents of the subdivision, such as a clubhouse, pool and recreational courts. Much of the natural areas have been previously cleared but significant remnants of natural areas remain at the north and south ends of the site.

The applicant and consulting engineer (Bayer Becker) followed the provisions of the subdivision code and participated in a concept review at the staff level. The determination was that a Preliminary Plat application should be submitted for Planning Commission review.

The Preliminary Plat stage is the first formal step in the subdivision process. It offers the opportunity for the Commission, Staff and Applicant to work together to identify any issues prior to the development team commencing with construction plans. Per City of Oxford Code Section 1101.201(A), the Planning Commission reviewed the plat and did not recommend approval to City Council. After a lengthy discussion, the following items were identified as outstanding items:

1. Re-alignment of the mid-block pedestrian path
2. The lack of a vegetative/mature tree survey with a potential re-design of plat
3. Potential for lot line adjustments near sensitive lands
4. The creation of a home owner association for common areas such as narrow strips of land
5. The legality of the adjustment of the previously determined open space boundary
6. Lack of complete information regarding Sensitive lands per Section 1101.402(B)(1-8)
7. Different standard of measurement for traffic impact analysis
8. Restriction of parking to one side of street based upon street width and land use intensity

The Planning Commission voted 2-5-0 not recommending approval of the plat. City Council can discuss the outstanding items identified by the Planning Commission and categorize them based upon which ones can be addressed administratively and which ones may need additional information presented. If the plat is approved by City Council, the Preliminary Plat is valid for 3 years.

**Approved By:**

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

*Jack* 4/2/15  
*DRE* 4/2/15

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

|                                                    |                                                                                                                                                                                                                                                                                                                                               |
|----------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b><u>Report Date</u></b>                          | April 7, 2015                                                                                                                                                                                                                                                                                                                                 |
| <b><u>Case Number</u></b>                          | PC-2015-06                                                                                                                                                                                                                                                                                                                                    |
| <b><u>Applicant Information</u></b>                | Trinitas Development, LLC<br>4-Leaf Development                                                                                                                                                                                                                                                                                               |
| <b><u>Requested Action</u></b>                     | Preliminary Subdivision<br>The Fields at Southpointe                                                                                                                                                                                                                                                                                          |
| <b><u>Summary of Request</u></b>                   | To allow for a residential subdivision be developed upon 37.014 acres of land into 85 residential lots.                                                                                                                                                                                                                                       |
| <b><u>Public Hearing Information</u></b>           | On March 10, 2015 a Public Hearing took place at 118 W. High Street. A Public Hearing notice was published in the Oxford Press on February 8, 2015. Courtesy notices were mailed to adjacent property owners on February 19, 2015.                                                                                                            |
| <b><u>Commission Action</u></b>                    | The Planning Commission voted 2-5-0 recommending denial of the Preliminary Subdivision.                                                                                                                                                                                                                                                       |
| <b><u>Commission Findings and Conclusions</u></b>  | The Planning Commission discussed at length this application. Several items were identified as outstanding issues.                                                                                                                                                                                                                            |
| <b><u>Exhibits Submitted to the Commission</u></b> | <ol style="list-style-type: none"><li>1. Staff Report Dated March 4, 2015</li><li>2. Interoffice Review Transmittal Sheets</li><li>3. Property Notification Map</li><li>4. Letter of Agency</li><li>5. Preliminary Subdivision Application Dated January 23, 2015</li><li>6. Supporting Documents from Applicant</li><li>7. Drawing</li></ol> |



**City of Oxford**  
*Community Development Department*  
**STAFF REVIEW & COMMENTS**

**Planning Commission**

Case # PC-2015-06

Date – March 10, 2015

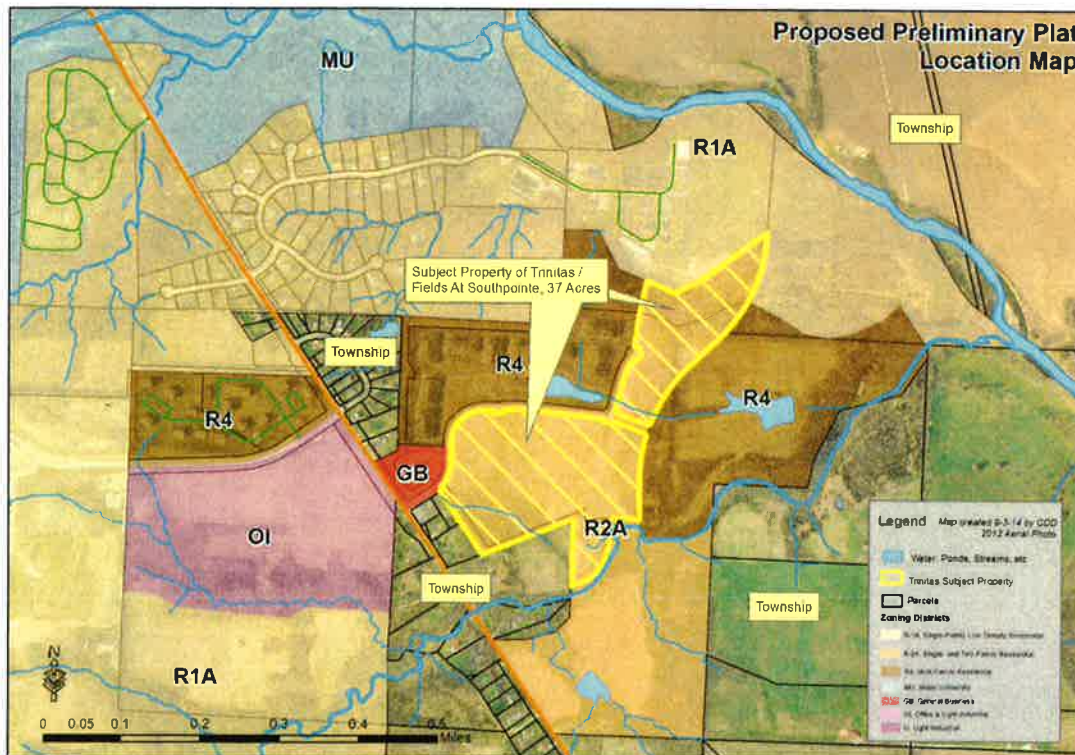
**APPLICATION**

Applicant: Trinitas Development LLC (Travis Vencel)  
Location: Southpointe Parkway, Corporate Woods Lane  
Owner: 4-Leaf Development

Action Request: **Recommendation to City Council for a Preliminary Plat of a Subdivision** (The Fields at Southpointe)  
Current Zoning: R2A, Single and Two Family Residential  
Current Use: Vacant Agricultural and Wooded Land  
Surrounding Existing Land Uses: Multi-Family and Vacant

**DESCRIPTION**

The subject property is 37 acres of R2A-zoned land fronting on Southpointe Parkway and Corporate Woods Lane. The property has been mostly vacant other than agricultural use. There are 86 lots proposed for development, one of which is proposed for amenities for the residents of the subdivision, such as a clubhouse, pool and recreational courts. Much of the natural areas have been previously cleared but significant remnants of natural areas remain at the north and south ends of the site.



The applicant and consulting engineer (Bayer Becker) followed the provisions of the subdivision code and participated in a concept review at the staff level. The determination was that a Preliminary Plat application should be submitted for Planning Commission review.

The Preliminary Plat stage is the first formal step in the subdivision process. It offers the opportunity for the Commission, Staff and Applicant to work together to identify any issues prior to the development team commencing with construction plans. Per City of Oxford Code Section 1101.201(A), the Commission's role is to forward a recommendation of approval or disapproval to City Council. If approved by Council, the Preliminary Plat is valid for 3 years. No construction can occur until Final Plats are filed, approved and recorded.

#### **COMMENT FORMS (Public Comments)**

Some phone calls have been received about the proposed plat but no written public comments have been received in response to the public notice invitation.

#### **SITE HISTORY**

- A planned unit development was approved in 2004 by the Butler County Planning Commission
  - The subject property portion was labeled as a Business Planned Unit Development (B-PUD)
- A final Residential PUD, College Suites, 29 acres, was approved in 2005 for a portion of the area
  - "Level 27" Apartment buildings were built 2006-07
- The overall development (172 acres) was annexed/zoned into the City of Oxford in 2007
  - The zoning class for the subject property was set as "OI" in August 2007
- A condominium planned unit development was approved by the City of Oxford in 2007 on land east of the subject property.
  - Adjacent vacant portion currently zoned R-4 (re-labeled from R-3)
  - Did not move forward, therefore plan expired after 5 years per plan ordinance
- The subject property was rezoned from OI to R2A by Ordinance 3270 in April 2014
- A Planned Development was reviewed by the Planning Commission for this site in September and October 2014
- The Planned Development request was withdrawn from City Council agenda prior to 2<sup>nd</sup> reading

#### **AGENCY REVIEWS**

Requests for review were made to the Police, Fire, Engineering and Economic Development Departments. The following comments have been received:

|              |                                 |
|--------------|---------------------------------|
| Police:      | Returned with no comment.       |
| Fire:        | Returned with comment attached. |
| Engineering: | Returned with comment attached. |
| Econ. Dev.:  | Returned with no comment.       |

#### **SUBDIVISION CODE REVIEW**

##### **Section 1101.400 General Statement**

In laying out a subdivision, the subdivider shall comply with the following design standards and requirements. The regulations contained herein, the Zoning Ordinance, Comprehensive Plan, Stormwater Drainage Plan, Water System Master Plan, and the City of Oxford Thoroughfare Plan shall control the manner in which streets, lots, and other elements of a subdivision are arranged on the land. These design controls shall help ensure

- convenient and safe streets;
- creation of useable lots;
- provision of space for public utilities;
- reservation of land for recreation uses;
- to minimize the impact on natural resources and the environment, and

- to ensure the planning of attractive, connected and functional neighborhoods shall be promoted, minimizing the undesirable features of unplanned, unconnected, undirected, haphazard growth.

The Planning Commission has the responsibility for reviewing the layout of each future subdivision early in its design development. The development shall be laid out

- to minimize
  - the effect on ground water and aquifer recharge;
  - excavation and embankment;
  - unnecessary impervious cover;
- to provide adequate access to lots and sites; and
- to mitigate adverse effects of noise, odor, traffic, drainage, utilities and increased storm water runoff on neighboring properties.

#### **1141.401 SUITABILITY OF LAND**

If the Planning Commission finds that land proposed to be subdivided is unsuitable for subdivision development due to poor drainage, flood hazard, topography, inadequate water or sewer supply, slippage potential, unstable subsurface conditions due to poor soils or other reasons and other such conditions which may endanger health, life, safety, or property and, if by any public agencies concerned it is determined that in the best interest of the public the land should not be developed for the purpose proposed, the Planning Commission shall not approve the subdivision unless adequate methods for solving the problems are advanced by the subdivider. For major subdivisions a written statement may be required by the Planning Commission describing characteristics of the development site, such as bedrock geology and soils, topography, flood prone areas, existing vegetation, structures and road networks, visual features, and past and present use of the site.

#### **1101.402 SENSITIVE DEVELOPMENT AREAS**

(B)“Design of the subdivision shall be based on a site analysis provided by the applicant. To the maximum extent practicable, development shall be located to preserve the natural features of the site, to avoid areas of environmental sensitivity, and to minimize negative impacts and alterations of natural features.”

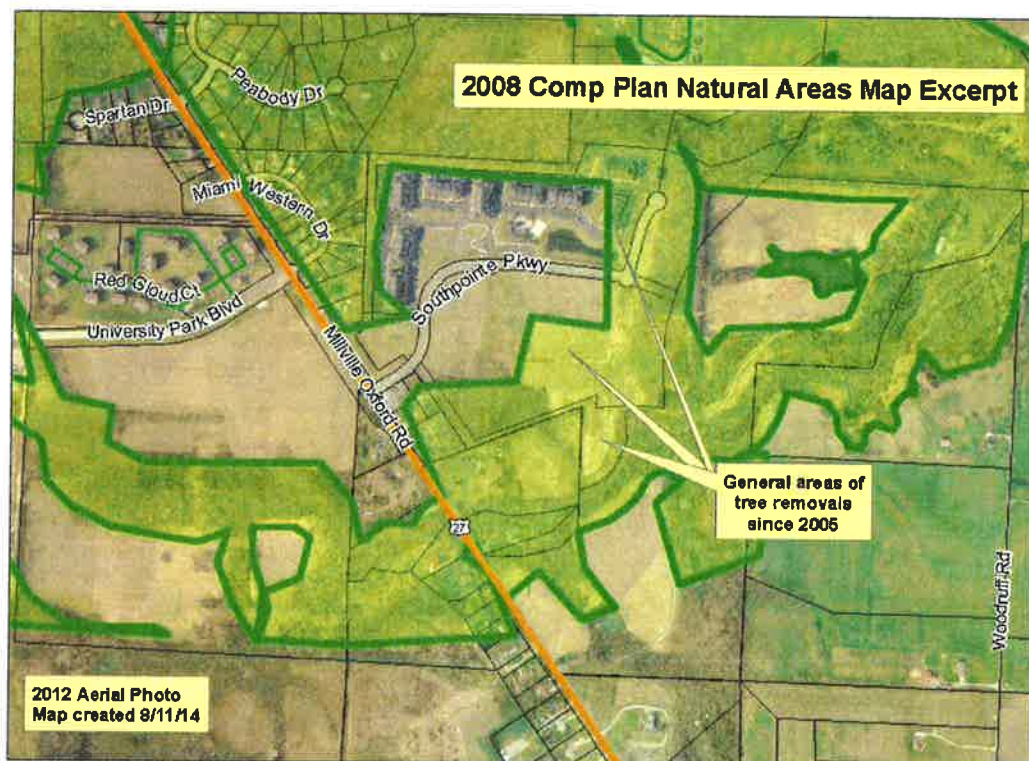
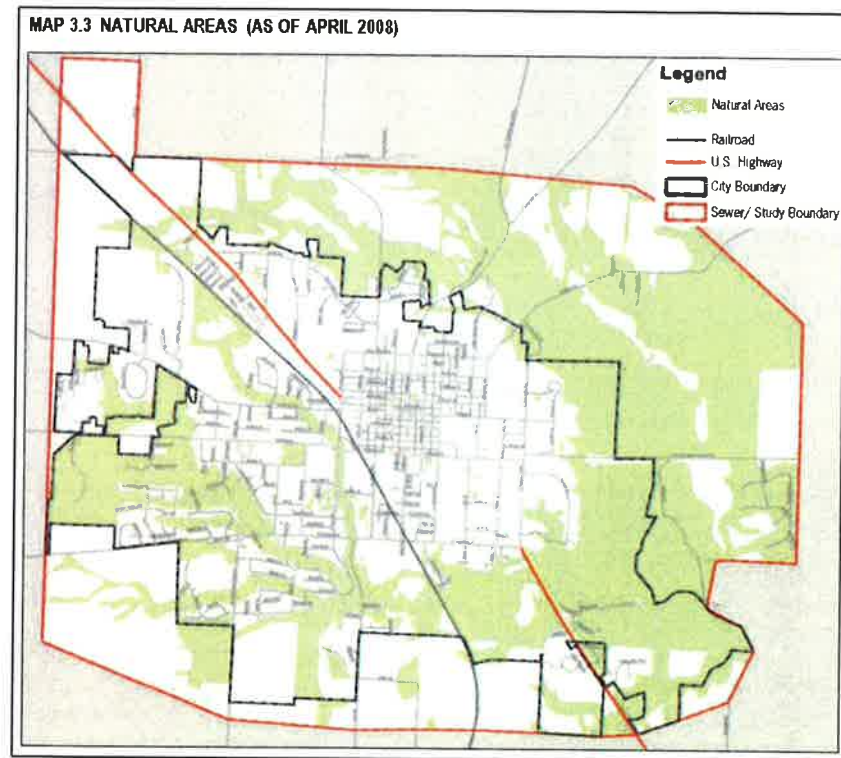
Based upon the code section above, and the examples given in the code, below are some observations made about the proposed subdivision submittal. The applicant has submitted a 169 page Phase 1 Environmental Assessment report which covers some of these questions but focuses mainly upon environmental contamination research.

- (1) The Phase 1 Environmental report shows maps of state and national wetlands with none shown on the subject property.
- (2) Only a small portion of the northernmost open space lot is designated as a flood hazard area on the 2010 FEMA Flood Insurance Rate Map. No building lots are affected.
- (3) Steep slopes are identified on the plans by cross hatching. 26 of the proposed building lots are impacted by steep slopes. The letter from Bayer Becker states that those steep slopes will be addressed by using walk out basements or extended foundations. Detailed grading plans have not been developed.
- (4) No information has been submitted regarding any endangered species surveys of the subject property.
- (5) No information has been submitted regarding any historically and culturally significant structures or sites. The Phase 1 report indicates vacant land in recent history.
- (6) The Phase 1 report shows no aquifers on the subject property. There are existing ephemeral streams indicated in the report with photographs.
- (7) **Existing vegetation is shown on the plans. No detailed information has been submitted regarding a vegetation survey, however historical aerials in the Phase 1 report indicate that the most mature vegetation is in the north segment of the site on lots 66-85. A survey of that area should be conducted to determine what mature vegetation should be**



conserved while still retaining some reasonable use of the land based upon the zoning designation. If some conservation is justified, a redesigned street layout of that area may be needed.

- (8) Map 3.3 of the Comprehensive Plan is included below. Approximately 35 of the proposed building lots are impacted by the remaining natural areas shown on this map, lots 1-15 and 66-85.



#### **1101.403 TYPICAL SECTIONS**

The typical street sections have been reviewed and commented on by the Engineering Division. The intent of the applicant is public rights of way dedication.

#### **1101.404 STREETS**

The street network has been reviewed and commented upon by the Engineering Division regarding parking demand and traffic flow. The proposed layout and connectivity generally follows the block grid design within the confines of the existing land configuration. Three potential future connections to adjacent land are provided along the east boundary of the property.

#### **1101.405 PEDESTRIAN/MULTI-USE PATHS**

Sidewalks are proposed on both sides of the proposed streets, per City of Oxford requirements. Multi-use paths are shown at the end of cul-de-sacs per Section 1101.405(B)(4). **The path between lots 8 and 9 may be challenging due to grade. At this time it does not connect to another public access.**

#### **1101.406 INFRASTRUCTURE**

Water, sewer and storm water utilities have been shown on the plans and reviewed by the Engineering Division. Water and sewer service is readily available to the property but grades will still need to be verified for gravity sewer. Street light plans have not been submitted.

#### **1101.407 DRIVEWAYS**

Details for driveway locations have not yet been decided which is typical of the Preliminary Plat stage of development review. The applicant's engineer has confirmed that the driveways will comply with the maximum grade limit of 8%.

**The applicant's engineer has classified Southpointe Parkway as a Minor Collector which allows driveway curb cuts. If the road were to eventually continue for future development and urban growth beyond the property, the road classification could change to Major Collector, which does not permit driveway curb cuts. If it is a concern of the City, the detailed lot layouts for lots 56-67 could be discussed further before plat approvals.**

#### **1101.408 BLOCKS**

The plans meet the block dimensional requirements. The applicant has shown a public walkway through the east-west blocks that are over 600 feet in length. The City may require the walkway. **If it is required, more direct alignment between lots 31-32 and 41-42 should be required as the walkway transitions across Street 'C'.**

#### **1101.409 LOTS**

The lots meet the arrangement and design requirements of the code and the R2A zoning district. The corner lots could be reduced in size as the front yard setback requirement is not required along the alley. Some lots are unusual shape due to the existing land boundary configuration and buffering of alleys D, E and F. **The maintenance of those narrow strips of land will need to be clarified as the development moves forward because it would be an atypical portion of lot for upkeep.**

#### **1101.410 LANDSCAPE PLAN**

The tree planting plan has been submitted and has been reviewed by the Service Department Environmental Specialist. The Fire Chief has commented about the tree spacing.

#### **1101.411 MAINTENANCE OF THE IMPROVEMENTS**

City of Oxford Code requires that there be a maintenance plan for the common areas such as parks areas for the subdivision residents and drainage systems. **The plan should contain the necessary deed restrictions and requirements for financial support of the maintenance of the common areas.**

#### **1101.412 DEED RESTRICTIONS AND COVENANTS**

“Deed restrictions or covenants running with the land may be included to provide for the creation of a Home Owner's Association, Condominium Association, or Board of Trustees in which individual owners share common responsibilities for the cost and upkeep of common open space, private driveways or streets, park areas, sewage treatment plants, water systems, drainage facilities or other facilities and the enforcement of the covenants and restrictions relating to the development. Any restrictions or easements; declaration of covenants, bylaws of a Home Owner's Association and its incorporation; Declaration of Condominium Ownership or other covenants, if any, shall be reviewed and approved by the City of Oxford Law Director and shall be recorded with the Record Plat. Enforcement of said Restrictions and Covenants is not the responsibility of the City.”

#### **PREVIOUSLY DETERMINED REQUIREMENTS**

The Butler County Planned Unit Development (PUD) Resolutions as well as the 2006 Development Agreement between 4Leaf Development and the City of Oxford prescribed several responsibilities upon both parties. Those previous agreements run with the land and should be reviewed and updated each time a development within those lands is reviewed. This will ensure that any remaining responsibilities are not left uncompleted when the last parcel holder seeks development approval.

One previous requirement that is altered by this plan is the boundaries of the open space lots. The lot lines are being altered along lots 7-9 and 81-83. This reduces the width of the open space to benefit the lot arrangement for more buildable area. The amount of acreage of open space is increasing, but the width is decreasing in key areas along steep slopes and remnant natural areas. This may be feasible with a more detailed description or survey by an environmental specialist. However, the spirit and intent of the original open space area should be preserved. **If the boundaries of the open space are allowed to be altered, the development agreement should also be updated to reflect any new supporting information.**

The 2006 Agreement also indicated that a traffic signal would be installed at Southpointe Parkway, which has not been done. Some justification for the lack of a signal should be forwarded to the City for review. **If the traffic signal is not required to be installed, the development agreement should be updated to reflect any new supporting information.**

The PUD Resolutions and Development Agreement prescribe the subject property as Business PUD, i.e. an office park. Since the subject property has been rezoned to residential, the overall allowable dwelling unit density should be updated to reflect the recent zoning decisions and long range plan for the remaining vacant land.

Planning staff is not aware of the status of the other requirements and conditions of the previous agreements.

### **CONCLUSION**

The proposed preliminary plat is consistent with the requirements of City of Oxford Section 1101.400 with the exception of the items bolded above, for additional review and discussion between the applicant and the Planning Commission.

### **RECOMMENDATION**

Staff recommends that the Planning Commission discuss and determine a resolution to the bolded items above prior to forwarding a recommendation to the City Council. Alternatively, the Commission could forward a recommendation with conditions of approval. However any significant changes in the proposed layout should be reviewed again by the Planning Commission. Staff has discussed many of these items with the applicant in advance to prepare for the discussion.

---

SUBMITTED BY:



---

Sam Perry, AICP  
Planner

DATE: March 4, 2015

City of Oxford  
Inter-Office Review Transmittal Sheet

Date: February 9, 2015

To: Fire Department Engineering Division Police Department Econ Dev Department

From: Community Development Department

**PC-2015-06 PRELIMINARY SUBDIVISION The Fields at Southpointe, intersection of Southpointe Parkway and 27 South,** Proposed residential subdivision consisting of 37.014 acres of land into 85 residential lots, **Trinitas Development, LLC, Applicant/Agent**

  X   Review            Revisions            Other

Please return no later than: **3/2/2015** Note: If no comments are received, we will assume the project meets your department's standards.

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

*Tree spacing seems very dense and could likely hamper fire fighting operations.*

Drawings reviewed by:

  
John Detherage  
PRINTED NAME

Date: 2-19-15

City of Oxford  
Inter-Office Review Transmittal Sheet

Date: February 9, 2015

To: Fire Department Engineering Division Police Department Econ Dev Department

From: Community Development Department

PC-2015-06 PRELIMINARY SUBDIVISION The Fields at Southpointe, intersection of Southpointe Parkway and 27 South, Proposed residential subdivision consisting of 37.014 acres of land into 85 residential lots, Trinitas Development, LLC, Applicant/Agent

  X   Review            Revisions            Other

Please return no later than: 3/2/2015 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 3/2/15

Drawings reviewed by: Scott Otto Date: 3/2/15

Scott Otto  
PRINTED NAME



## Memo

Service Department  
Engineering Division

513/524-5208 fax 513/524-5267

TO: Community Development Department

FROM: Scott Otto, P.E.  
Engineering Division

RE: PC-2015-06  
Preliminary Subdivision

DATE: March 2, 2015

---

The following are our comments;

- The potential density of the development could result in a significant amount of on-street parking. The proposed roadway width shown in the Typical Section for streets "A", "B", "C", "D", "E", "G", and Corporate Woods Lane will not allow for opposing two-way traffic if parking is allowed and present on both sides of the street.
- The City of Oxford Standard Drawing #3, Local Road Typical Section, has a 60' right-of-way width option also. This option would provide more roadway width for parking on both sides of the street and opposing two-way traffic. 12' wide vehicular travel lanes are ideal.
- Existing utilities within the proposed subdivision will need to be relocated or removed as needed to avoid proposed construction.
- Existing utility and drainage easements will need to be revised to meet proposed utility and drainage construction.
- Existing utilities that will interfere with proposed structures are to be removed, and not abandoned in place.

- The review and acceptance of proposed utilities will be completed upon submission and approval of construction drawings. Feasibility of gravity flow sanitary sewer shall be verified.

If there are questions, please contact the Engineering Division.



City of Oxford  
Inter-Office Review Transmittal Sheet

**Date:** February 9, 2015

**To:** Fire Department Engineering Division Police Department Econ Dev Department

**From:** Community Development Department

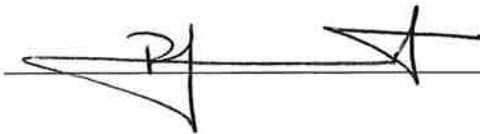
**PC-2015-06 PRELIMINARY SUBDIVISION The Fields at Southpointe, intersection of Southpointe Parkway and 27 South,** Proposed residential subdivision consisting of 37.014 acres of land into 85 residential lots, **Trinitas Development, LLC, Applicant/Agent**

  X   Review                                 Revisions                                 Other

Please return no later than: **3/2/2015** Note: If no comments are received, we will assume the project meets your department's standards.

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

Drawings reviewed by:



Date: 3/2/2015

ROBERT B. HOLZWORTH  
PRINTED NAME

City of Oxford  
Inter-Office Review Transmittal Sheet

Date: February 9, 2015

To: Fire Department Engineering Division Police Department Econ Dev Department

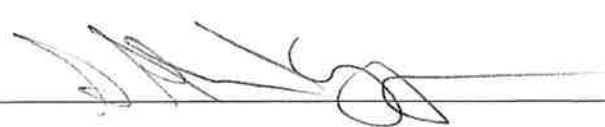
From: Community Development Department

**PC-2015-06 PRELIMINARY SUBDIVISION The Fields at Southpointe, intersection of Southpointe Parkway and 27 South**, Proposed residential subdivision consisting of 37.014 acres of land into 85 residential lots, **Trinitas Development, LLC, Applicant/Agent**

  X   Review            Revisions            Other

Please return no later than: **3/2/2015** Note: If no comments are received, we will assume the project meets your department's standards.

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

Drawings reviewed by: 

Date: FEB-26-15

G. Allen Kychik  
PRINTED NAME

The City of Oxford does not guarantee the dimensional accuracy of this map. Precise dimensional accuracy should be based upon recorded deeds, plats or a professional survey.

***4-Leaf Development, LLC***  
125 West Spring Street --- Oxford, OH 45056  
**(513) 524-9500 / FAX (513) 523-9415**

January 2, 2015

To Whom it may Concern:

Please be advised that Trinitas Development LLC has our permission to submit applications for the approval of a Residential Subdivision on Lots 3710, 3712, 3714 and 3715 within the Southpointe Crossings development.

Should you have any questions or concerns, please do not hesitate to contact our office.

Sincerely,

A handwritten signature in cursive script, reading "James M. Clawson". The signature is written in dark ink and is positioned above the printed name.

James M. Clawson  
4-Leaf Development, LLC



Internal Use Only:

Case No.

PC-2015-06

Date Filed

1/23/15

## Preliminary Subdivision Application

### Applicant Information

Attach a Letter of Agency if the Applicant is not the property owner.

Name \* Trinitas Development LLC

Mailing Address \* 201 Main Street, Suite 1000

City, State & Zip Code \* Lafayette, IN 47901

Telephone Number(s) \* 765-464-2800

Email Address dvanmatre@trinitas.ventures

### Engineer/Surveyor Information

Name \* Bayer Becker

Mailing Address \* 318 South College Avenue

City, State & Zip Code \* Oxford, Ohio 45056

Telephone Number(s) \* 513-523-4270

Email Address EttaReed@BayerBecker.com

### Location and Lot Information

Location of Property \* Parcels H4100-109-000-010, H4100-000-002, 004, 005

Legal Description \* Entire Lot #3710, 3712, 3714 and 3715

Zoning District \* R-2A Proposed Lots \* 85 Total Area \* 37.013 Acres

### Requirements and Documentation

#### Plat

**Twenty (20) copies of the plat on bond.** Drawing size must be at least 17x22" and should never exceed 24x36." The plat must be prepared in accordance with Chapter 1101, Subdivision Regulations and Chapters 1121-1137, Zoning Code of the City of Oxford<sup>1</sup>. Scale should not exceed 1" = 100.' Plats containing less than three lots are exempted from the provisions of this section. The preliminary plat shall show:

| No. | Required Item Description                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Have                                | Need                     |
|-----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|--------------------------|
| 1   | 20 sets (17" x 22" minimum)                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 2   | Electronic version of all documentation submitted (PDF preferred)                                                                                                                                                                                                                                                                                                                                                                                                            | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 3   | Digital copy in Auto CAD format submitted on a CD. Shall utilize the NAD-83 Ohio South State Plane Coordinate System for horizontal control and the NAVD-1988 for vertical control. All subdivision boundary corners shall also be tied to the NAD-83 Ohio South State Plane Coordinate System and labeled with a north-south and easting, as well as centerline intersections, temporary turn-around center points and easement centerline that does not follow a lot line. | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 4   | The name, mailing address, and telephone number of the applicant and owner.                                                                                                                                                                                                                                                                                                                                                                                                  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

| No. | Required Item Description                                                                                                                                                                                                                                                                          | Have                                | Need                     |
|-----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|--------------------------|
| 5   | Letter of Agency. (A statement from the owner that the applicant is entitled to apply on his or her behalf.)                                                                                                                                                                                       | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 6   | Attach a written, detailed description of the request.                                                                                                                                                                                                                                             | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 7   | Metes and bounds description of the property (Legal Description).                                                                                                                                                                                                                                  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 8   | Vicinity Map                                                                                                                                                                                                                                                                                       | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 9   | The zoning district in which the site is located.                                                                                                                                                                                                                                                  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 10  | Required Fee.                                                                                                                                                                                                                                                                                      | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 11  | Number of proposed lots.                                                                                                                                                                                                                                                                           | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 12  | Preliminary Plat shall show the following:                                                                                                                                                                                                                                                         |                                     |                          |
| 12  | A. The location of present property and section lines, streets, buildings, lakes and watercourses.                                                                                                                                                                                                 | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 12  | B. Boundary lines, size and tract of whole site and each individual lot in square feet and/or acres.                                                                                                                                                                                               | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 12  | C. Any existing water mains, culverts, sewer lines, railroads, easements, parks, permanent buildings, power poles, other underground structures and streets within the tract or immediately adjacent thereto, including the location, dimension and size of the nearest water main and sewer line. | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 12  | D. The proposed location and width of streets, alleys, lots, parking areas, pedestrian walks, ingress/egress, setback lines and easements.                                                                                                                                                         | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 12  | E. The title under which the proposed subdivision is to be recorded and the name of the subdivider and owner if other than the subdivider platting the tract.                                                                                                                                      | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 12  | F. The names and boundaries of all adjoining subdivisions and the names of recorded owners of adjoining parcels including mailing addresses and parcel numbers within 200 feet of the site.                                                                                                        | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 12  | G. North point, scale and date.                                                                                                                                                                                                                                                                    | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 12  | H. Existing contours with intervals of five feet or less referred to U.S.G.S. datum and obtained from a field survey.                                                                                                                                                                              | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 12  | I. The seal, registry number and signature of the registered surveyor and professional engineer who prepared the plat.                                                                                                                                                                             | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 12  | J. The plan should evaluate existing watercourses, channels, storm sewers, culverts and proposed improvements pertaining to drainage and flood control in regard to their ability to handle the anticipated greater volume of run-off and peak flows.                                              | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 12  | K. Any existing building(s) to remain or to be razed. N/A                                                                                                                                                                                                                                          | <input type="checkbox"/>            | <input type="checkbox"/> |
| 12  | L. Location of any wooded areas, topographic and natural features that are within and adjacent to the proposed project area to be preserved.                                                                                                                                                       | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 12  | M. If and how the proposed subdivision will be subdivided in Phases.                                                                                                                                                                                                                               | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 12  | N. Site Analysis as stipulated in Section 402(b).                                                                                                                                                                                                                                                  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 12  | O. Landscaping Plan                                                                                                                                                                                                                                                                                | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 12  | P. Building Concepts, as applicable.                                                                                                                                                                                                                                                               | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 12  | R. Any other information that may be necessary as determined by Staff.                                                                                                                                                                                                                             | <input type="checkbox"/>            | <input type="checkbox"/> |

## Surrounding Property Owners

On a separate sheet, provide the parcel numbers, names, and mailing addresses of all property owners within 200 feet of all boundaries of the property in question. The [Butler County Auditor Real Estate Search](#)<sup>2</sup> is helpful when searching for the mailing address of adjoining property owners. It allows you to search by owner, address, or parcel number.

## Fees & Receipt

The required fee for preliminary plan is \$400.00 plus \$10.00 per lot, plus postage charge.

To calculate the postage charge, multiply the number of adjoining properties by current postage rate<sup>3</sup> (e.g. \$0.46).

## Sign and Date

Applicant Signature \*

Date \*

  
1-23-15

## Submit Application, Plans and Documentation, and Fees

***We will not accept incomplete applications and/or plans and documentation.***

Send or drop off this application with required copies of the preliminary plans containing all required information as attachments and a check for fee and postage charges made payable to **City of Oxford**, to Community Development Director, 101 East High Street, Oxford, OH 45056.

Direct questions to the Community Development Department at (513) 524-5204. The application will be placed on the next possible agenda.

Note: You must adhere to notification and publication requirements. Submit materials 45 days prior to the proposed Planning Commission meeting on which the action is requested. City Staff will place a public hearing sign on the subject property. **The Applicant is responsible for removing the signage at the completion of the hearing(s).**

### For Staff Use Only

Fee Paid Date \*

1/23/15

Receipt Number \*

27745

<sup>1</sup> City of Oxford Codified Ordinances: <http://www.cityofoxford.org/fees-ordinances-and-charter/>

<sup>2</sup> Butler County Auditor Real Estate Search: <http://www.butlercountyauditor.org/>

<sup>3</sup> The United States Postal Service: <http://www.usps.com/>



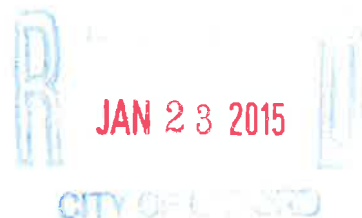


*Where Creativity  
Meets Functionality*

**Civil Engineers | Transportation Engineers | Landscape Architects | Planners | Land Surveyors**

January 23, 2015

Mr. Sam Perry  
Planner  
City of Oxford  
101 East High Street  
Oxford, Ohio 45056



Re: The Fields at Southpointe  
Preliminary Plat Submittal

Dear Mr. Perry:

Trinitas Development LLC is interested in developing lots 3710, 3712, 3714 and 3715 of the Southpointe Crossings development as a Residential Subdivision in accordance with the regulations of the City of Oxford. The aforementioned lots are zoned R-2A (Single and Two-Family Residential) which allows for the development of single and two-family residential units. The Fields at Southpointe Subdivision is proposed to contain 85 residential lots to be developed along public dedicated streets and alleys. Furthermore, the development will include the extension of public sanitary sewer, storm sewer and water mains to serve the subdivision.

Amenities will be provided in a lot on the western end of the development, labeled "Amenity Space" on the enclosed Preliminary Plat. The exact amenities to be constructed have yet to be defined, however potential items include a clubhouse, swimming pool, volley ball court and basketball courts.

The residential development at The Fields at Southpointe will consist of a mix of single and duplex cottage units designed in the craftsman style. The exterior materials of the cottages include painted cementitious board siding in a variety of colors and white accent trim, along with dual-glazed vinyl windows and sliding glass doors. Entry doors will be painted with accent colors. The gabled roofs are covered with composition shingles and the lower accent roofs are metal standing seam. The cottages also feature covered private patio areas.

The existing topography of the development south of Southpointe Parkway, slopes from the west to the east/southeast. The proposed streets have been aligned to run perpendicular to the grade so to minimize the amount of grading needed to create the lots for development. In order to accommodate the grade difference from the front to the rear of several of the lots along the south side of Street A, residential buildings with walkout basements or extended foundations will be utilized.

The property located on the north side of Southpointe Parkway drains both to the north and south. Again, the proposed streets have been laid out to run perpendicular to the slope so to minimize the amount of grading that will be necessary. Several of the lots on the north side of Corporate Woods Lane may be constructed with either walkout basements or extended foundations, in order to minimize the impact to the existing topography and vegetation.

Article VI B of the Development Agreement between the City of Oxford and 4-Leaf Development LLC, indicates that at the request of the City, 4-Leaf shall grant to Three Valley Conservation Trust, or another agreed upon eligible entity, a conservation easement over a portion of the property located at both the north and south ends of The Fields at Southpointe development. Trinitas Development LLC will work with City staff to dedicate a conservation easement, as shown on the Site Analysis, over the undisturbed areas at the north and south ends of the development.

6900 Tylersville Road, Suite A  
Mason, OH 45040  
513-336-6600

318 South College Avenue  
Oxford, OH 45056  
513-523-4270

1404 Race Street, Suite 204  
Cincinnati, OH 45202  
513-834-6151

209 Grandview Drive  
Fort Mitchell, KY 41017  
859-261-1113

<http://www.bayerbecker.com>



Page 2  
Mr. Sam Perry  
The Fields at Southpointe  
January 23, 2015

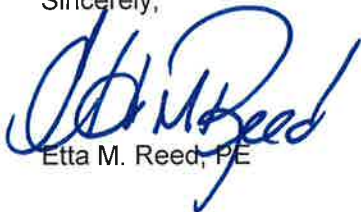
Enclosed please find the following items in support of Trinitas Development LLC's request for approval of the Preliminary Plat for The Fields at Southpointe residential subdivision:

- 1) Twenty (20) packets containing one copy of each of the following:
  - a. Executed Preliminary Plat Application.
  - b. An Affidavit from 4 Leaf Development LLC granting Trinitas Development LLC permission to submit applications for the approval of a Residential Subdivision.
  - c. Preliminary Plat.
  - d. Metes and bounds legal description of the property.
  - e. Site Analysis.
  - f. Landscape Plan.
  - g. List of all property owners within 200 feet of the subject parcel.
- 2) A CD containing an electronic copy of the above items.
- 3) A check in the amount of \$1,254.41 made payable to *City of Oxford* to cover the review and application fee.
- 4) Applicant:  
*Trinitas Development LLC  
201 Main Street, Suite 1000  
Lafayette, IN 47901  
765-464-2800*  
  
Owner:  
*4 Leaf Development LLC  
125 W. Spring Street  
Oxford, OH 45056  
513-524-9500*
- 5) Design Professionals:
  - a. Architect:  
*KJG Architecture, Inc.  
527 Sagamore Pkwy. W, Suite 101,  
West Lafayette, IN 47906  
765-497-4598*
  - b. Engineer, Surveyor & Landscape Architect:  
*Bayer Becker  
318 S. College Ave  
Oxford, OH 45056  
513-336-6600*

Please place this item on the March 10<sup>th</sup> Planning Commission Agenda.

Should you have any questions, or need any additional information, please do not hesitate to contact us.

Sincerely,



Etta M. Reed, PE

**Civil Engineers | Transportation Engineers | Landscape Architects | Planners | Land Surveyors**

<http://www.bayerbecker.com>

Date: July 23, 2014

Description: Southpointe Crossings, Section One  
Lots #3710 & #3712

Location: City of Oxford  
Butler County, Ohio



Situated in the City of Oxford, Butler County, Ohio, being all of Lot #3710 and Lot #3712 of Southpointe Crossing, Section One as recorded in Plat Book 4020, Pages A & B of the Butler County Recorder's Office and being further described as follows:

Beginning found steel fence post at northeast corner of said Lot #3710 and being the **True Point of Beginning**:

thence, with the easterly boundary of said Southpointe Crossings, Section One for the following four courses: South 02° 08' 25" West, 5.02 feet;

thence, with a curve to the right, having a central angle of 45° 25' 51", a radius of 1000.00 feet, an arc length of 792.92 feet and a chord bearing and distance of, South 24° 51' 21" West, 772.31 feet;

thence, South 47° 34' 16" West, 282.77 feet;

thence, with a curve to the left, having a central angle of 23° 32' 45", a radius of 1100.00 feet, an arc length of 452.05 feet and a chord bearing and distance of, South 35° 47' 54" West, 448.87 feet to the northerly right of way of Southpointe Parkway;

thence, leaving said easterly boundary of Southpointe Crossings, Section One and with said northerly right of way of Southpointe Parkway, with a curve to the right, having a central angle of 87° 26' 29", a radius of 20.00 feet, an arc length of 30.52 feet, and a chord bearing and distance of, South 67° 44' 46" West, 27.65 feet to the northerly right of way of Southpointe Parkway;

thence, with said northerly right of way of Southpointe Parkway, North 68° 32' 00" West, 211.10 feet;

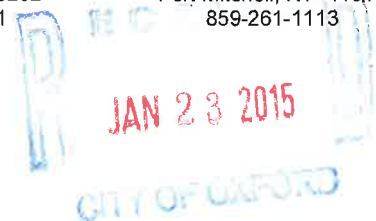
thence, with a curve to the left, having a central angle of 00° 54' 42", a radius of 530.00 feet, an arc length of 8.43 feet and a chord bearing and distance of, North 68° 59' 21" West, 8.43 feet to the easterly right of way of Corporate Woods Lane;

thence, with said easterly right of way of Corporation Woods Lane for the following five courses: with a curve to the right, having a central angle of 84° 47' 03", a radius of 20.00 feet, an arc length of 29.60 feet and a chord bearing and distance of, North 27° 03' 10" West, 26.97 feet;

thence, North 15° 20' 21" East, 241.92 feet;

thence, with a curve to the right, having a central angle of 18° 49' 25", a radius of 291.32 feet, an arc length of 95.71 feet and a chord bearing and distance of, North 24° 45' 04" East, 95.28 feet;

thence, with a curve to the right, having a central angle of 45° 54' 16", a radius of 35.00 feet, an arc length of 28.04 feet and a chord bearing and distance of, North 57° 06' 54" East, 27.30 feet;



thence, with a curve to the left, having a central angle of  $156^{\circ} 46' 22''$ , a radius of 50.00 feet, an arc length of 136.81 feet, and a chord bearing and distance of, North  $01^{\circ} 40' 51''$  East, 97.95 feet to the easterly line of Lot #3711 of said Southpointe Crossings, Section One;

thence, leaving said right of way of Corporate Woods Lane and with said easterly line of Lot #3711, North  $13^{\circ} 17' 40''$  East, 430.67 feet to the northeast corner of Lot #3709 of said Southpointe Crossings, Section One, being the northerly boundary of said Southpointe Crossings, Section One and the southerly line of Lot #2022 of said City of Oxford;

thence, with said northerly boundary of Southpointe Crossings, Section One and the southerly line of said Lot #2022 for the following three courses: South  $65^{\circ} 04' 39''$  East, 199.80 feet;

thence, North  $66^{\circ} 05' 41''$  East, 199.87 feet;

thence, North  $54^{\circ} 27' 42''$  East, 547.65 feet to the **True Point of Beginning** containing 11.883 acres of land more or less of which 5.093 acres are in Lot #3710 and 6.790 acres are in Lot #3712 and being subject to all easements, legal highways, restrictions and agreements of record.

Date: July 23, 2014  
Description: Southpointe Crossings, Section One  
Lots #3714 & #3715  
Location: City of Oxford  
Butler County, Ohio



Situated in the City of Oxford, Butler County, Ohio, being all of Lot #3714 and Lot #3715 of Southpointe Crossing, Section One as recorded in Plat Book 4020, Pages A & B of the Butler County Recorder's Office and being further described as follows:

Beginning at a found concrete monument at the southwest corner of said Lot #3715 and being the southeast corner of Edwards Subdivision as recorded in Plat Envelope 318, Page B, being on the westerly corporation line of the City of Oxford and being the **True Point of Beginning**;

thence, with the easterly boundary of said Edwards Subdivision and said westerly corporation line of the City of Oxford, North 33° 20' 39" West, 528.35 feet to the southerly right of way of Southpointe Parkway;

thence, leaving said easterly boundary of said Edwards Subdivision and said westerly corporation line of the City of Oxford and with and through said southerly right of way of Southpointe Parkway for the following nine courses: with a curve to the left, having a central angle of 45° 14' 55", a radius of 280.00 feet, an arc length of 221.13 feet, and a chord bearing and distance of, North 22° 37' 27" East, 215.42 feet;

thence, North 00° 00' 00" East, 123.60 feet;

thence, with a curve to the right, having a central angle of 88° 04' 43", a radius of 220.00 feet, an arc length of 338.20 feet and a chord bearing and distance of, North 44° 02' 21" East, 305.87 feet;

thence, North 88° 04' 43" East, 52.07 feet;

thence, with a curve to the right, having a central angle of 90° 00' 00", a radius of 20.00 feet, an arc length of 31.42 feet and a chord bearing and distance of South 46° 55' 17" East, 28.28 feet;

thence, North 88° 04' 43" East, 60.00 feet;

thence, with a curve to the right, having a central angle of 90° 00' 00", a radius of 20.00 feet, an arc length of 31.42 feet and a chord bearing and distance of North 43° 04' 43" East, 28.28 feet;

thence, North 88° 04' 43" East, 94.91 feet;

thence, with a curve to the right, having a central angle of 08° 12' 01", a radius of 270.00 feet, an arc length of 38.64 feet and a chord bearing and distance of South 87° 49' 17" East, 38.61 feet;

thence, South 83° 43' 17" East, 491.06 feet;

JAN 23 2015

CITY OF OXFORD

thence, with a compound curve to the right, having a central angle of 02° 40' 52", a radius of 470.00 feet, an arc length of 21.99 feet and a chord bearing and distance of South 82° 22' 51" East, 21.99 feet;

thence, with a curve to the right, having a central angle of 96° 22' 46", a radius of 20.00 feet, an arc length of 33.64 feet and a chord bearing and distance of South 32° 51' 02" East, 29.81 feet;

thence, South 74° 39' 53" East, 60.00 feet;

thence, with a curve to the right, having a central angle of 96° 07' 39", a radius of 20.00 feet, an arc length of 33.55 feet and a chord bearing and distance of South 63° 24' 11" East, 29.76 feet;

thence, South 68° 32' 00" East, 209.12 feet;

thence, with a curve to the right, having a central angle of 87° 26' 29", a radius of 20.00 feet, an arc length of 30.52 feet, and a chord bearing and distance of, South 24° 48' 46" East, 27.65 feet; to the easterly boundary of said Southpointe Crossing, Section One;

thence, leaving said southerly right of way of Southpointe Parkway and with said easterly boundary of Southpointe Crossing, Section One for the following ten courses: with a curve to the left, having a central angle of 18° 25' 58", a radius of 1100.00 feet, an arc length of 353.89 feet, and a chord bearing and distance of South 09° 41' 29" West, 352.36 feet;

thence, South 00° 28' 30" West, 238.26 feet;

thence, North 81° 47' 13" West, 104.46 feet;

thence, South 88° 11' 02" West, 56.88 feet;

thence, South 35° 24' 04" West, 49.34 feet;

thence, South 00° 44' 30" East, 143.90 feet;

thence, South 22° 37' 31" West, 102.20 feet;

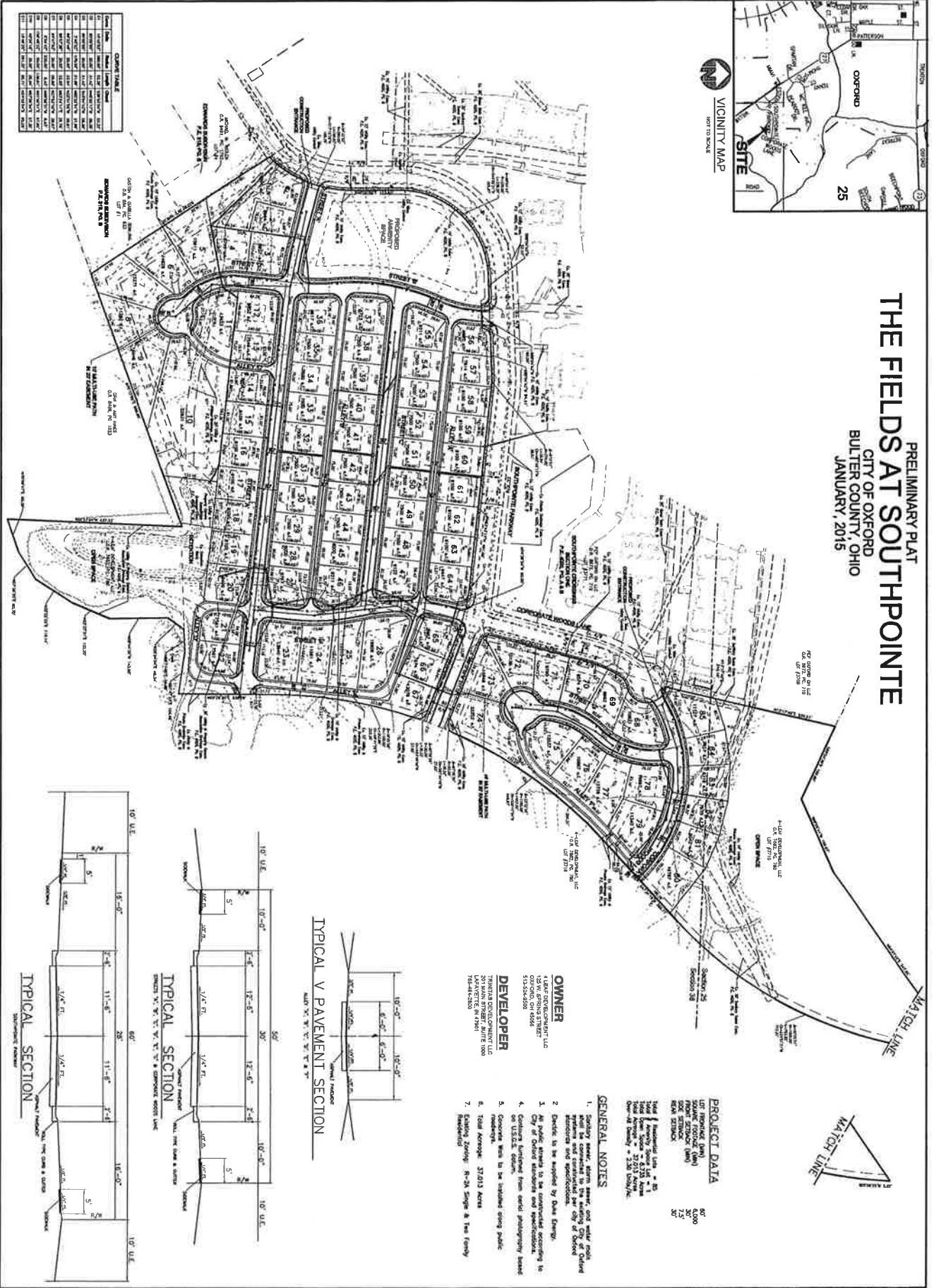
thence, South 32° 22' 25" West, 110.14 feet;

thence, South 57° 36' 25" West, 80.70 feet;

thence, South 70° 59' 47" West, 85.38 feet to said westerly corporation line of the City of Oxford, being the westerly boundary of said Southpointe Crossings, Section One;

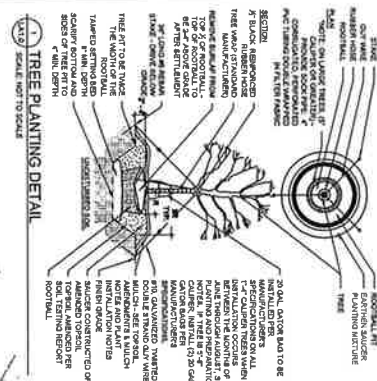
thence, with said westerly corporation line of the City of Oxford, and said westerly boundary of Southpointe Crossings, Section One, North 02° 23' 54" East, 437.33 feet;

thence, continuing with said westerly corporation line of the City of Oxford and the southerly boundary of said Southpointe Crossings, Section One, South 70° 13' 00" West, 669.69 to the **True Point of Beginning** containing 25.1308 acres of land more or less of which 21.7573 acres are in Lot #3714 and 3.3735 Acres are in Lot #3715 and being subject to all easements, legal highways, restrictions and agreements of record.

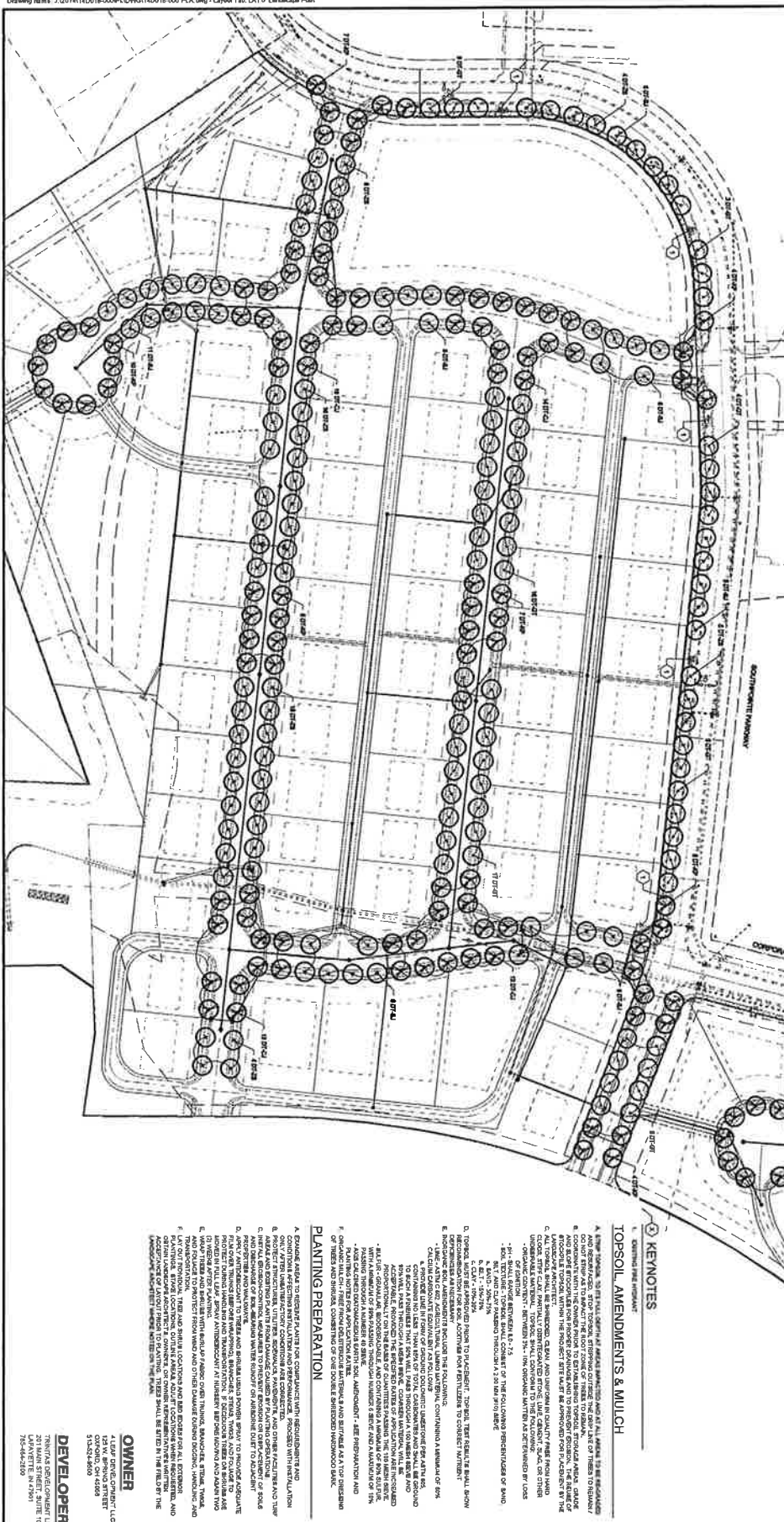






[illegible]

1. TREE SPECIES WERE SELECTED FROM THE APPROVED LIST OF MEDIUM TREES WHICH ARE PERMITTED IN A TREE LAWN THAT IS AT LEAST 5' WIDE.
2. STREET FRONTAGE WAS CALCULATED FROM CORNER TO CORNER.
3. TREE LOCATIONS THAT CONFLICT WITH EXISTING FIRE HYDRANT LOCATIONS ALONG SOUTH/POINTE PARKWAY WERE SUBTRACTED FROM THE REQUIRED STREET TREE TOTAL IN THE ZONING MATRIX (4 TREES).



## KEYNOTES

- [illegible]

## PLANTING PREPARATION

- [illegible]

**OWNER**  
4 LEAF DEVELOPMENT LLC  
125 W. SPRING STREET  
OXFORD, OH 45068  
513-527-8600



# CITY OF OXFORD

## STAFF SUMMARY REPORT

Report to the City Manager: Douglas R. Elliott, Jr.

*Police*

Originating Department

Council Meeting Of: May 5, 2015

Robert Holzworth

Account Code No. #: N/A

Prepared By

Budgeted Amount: N/A

April 24, 2015

Date Prepared

Agenda Title: Resolution to sell police vehicles that have been retired from the fleet to the highest bidder.

Recommendation: Adopt the Resolution

Discussion: Pursuant to Oxford City Code, the Division of Police requests that City Council approve the sale of vehicles described in the attached memorandum as scrap or junk to the highest bidder on a per pound basis with a minimum of two bids. Proceeds from such sale shall be placed in the General Fund.

Six (6) of the vehicles are retired police fleet vehicles, one (1) vehicle is a vehicle that was converted to city use as an unmarked vehicle, and one (1) vehicle is a retired armored SRT vehicle. All vehicles are no longer in use due to their age, inoperability, or poor condition.

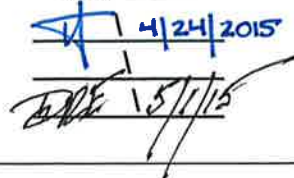
Approved By:

Department Head:

City Attorney:

City Manager:

Initial Date

 4/24/2015

**RESOLUTION NO.**

A RESOLUTION DECLARING CERTAIN CITY PROPERTY NO LONGER NEEDED FOR MUNICIPAL PURPOSES AS SURPLUS AND AUTHORIZING ITS ADVERTISEMENT AND SALE TO THE HIGHEST BIDDER AT PUBLIC AUCTION.

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

SECTION 1: The vehicles set forth in Exhibit 'A' attached hereto and incorporated herein, are hereby declared surplus for City purposes and no longer needed for municipal purposes, and that said property is hereby declared to be surplus.

SECTION 2: Council hereby authorizes the sale of said vehicles at public auction to the highest bidder with proceeds thereof deposited in the General Fund.

SECTION 3: 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: KEVIN MCKEEHAN

PREPARED BY: LAW (STAFF)

EXHIBIT "A"



Make: 1999 Ford Armored Truck  
Vin: 3FEWF8013XMA16742



Make: 1998 Chevrolet Malibu  
Vin: 1G1ND52M4W6137898



Make: 2003 Ford Crown Vic  
Vin: 2FAFP71W43X119439



Make: 2001 Ford Crown Vic  
Vin: 2FAFP71W21X175439



Make: 2001 Ford Crown Vic  
Vin: 2FAFP71W01X175438



Make: 2003 Ford Crown Vic  
Vin: 2FAFP71W23X119438



Make: 2003 Ford Crown Vic  
Vin: 2FAFP71W03X119440



Make: 2004 Ford Crown Vic  
Vin: 2FAFP71W54X167288