Agenda

Oxford City Council

Court House

TUESDAY, MAY 20, 2014

EXECUTIVE SESSION
7:15 P.M.

1. Roll Call. Kevin McKeehan, Mayor; Kate Rousmaniere, Vice-Mayor; Mike Smith; Bob Blackburn; Steve Snyder; Richard Keebler; Edna Southard

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

REGULAR MEETING
7:00 P.M.

PLEDGE OF ALLEGIANCE

2. <u>Approval of Agenda.</u>

This facility is wheelchair accessible. If you plan to attend this meeting and you have a disability that requires special arrangements, please notify the City Manager's office 48 hours in advance so that reasonable accommodations can be made.

3. Public Participation.

   A. Recognition - K-9 Unit "Dover".

   B. Public Comments.

   The purpose of the Public Comments Section is for members of the Public to speak to the City Council on any subject not scheduled on the Agenda, except Consent Agenda items. City Council values your comments, and Council rules limit public comments to five minutes for each person. Presentations are not to be in the form of public debate, personal attacks on Council, City staff or other members of the public and Council shall not act except to direct the City Manager to take action or schedule the matter for discussion at a later date.

4. Consent Agenda.

   A. Minutes of the May 6, 2014 City Council Meeting. (Mary Ann Eaton, Clerk of Council)

   Minutes

   B. Report regarding the May 7, 2014 Historic and Architectural Preservation Commission Meeting (Jung Han Chen, Community Development Director)

   Report

   C. Report regarding the May 7, 2014 Environmental Commission Meeting. (Mike Dreisbach, Service Director)

   Report

5. Resolutions.

   1. A Resolution authorizing the City Manager to permit the Miami University Alumni Association to hold an Alumni Weekend 2014 event to include the sale of beer and wine from 6:00 p.m. to 10:00 p.m. on Friday, June 20, 2014 in the Uptown Parks. (Doug Elliott, City Manager)

   Staff Report/Resolution

   2. A Resolution authorizing the City Manager to enter into an agreement with Bill D. Colwell and Nancy S. Colwell for the City of Oxford to take title to the property located at 18 Gardenia Drive; Oxford, Ohio. (Mike Dreisbach, Service Director)

   Staff Report/Resolution

   3. A Resolution accepting the bid submitted by Brackney, Inc. and authorizing the City Manager to enter into a contract with Brackney, Inc. for the Chestnut Street sanitary sewer and water main upgrade project at a cost of $271,720.00 plus a contingency amount of ten percent (10%) of the contract price or $27,172.00 for a total cost not to exceed $298,892.00. (Mike Dreisbach, Service Director)

   Staff Report/Resolution

4. A Resolution approving the contract between the City of Oxford, Ohio and the Oxford Police Officers, Fraternal Order of Police, Lodge 38 and authorizing the City Manager and the City Law Director to sign the contract on behalf of the City. (Doug Elliott, City Manager)

Staff Report/Resolution

5. A Resolution approving the contract between the City of Oxford, Ohio and the Oxford Police Sergeants and Lieutenants, Fraternal Order of Police, Lodge 38 and authorizing the City Manager and the City Law Director to sign the contract on behalf of the City. (Doug Elliott, City Manager)

Staff Report/Resolution

6. Ordinances.

A. First Reading.

1. An Ordinance Amending Ordinance No. 3249. Supplemental Budget Ordinance Number 4 To Make Supplemental Appropriations For Fiscal Year 2014. (Joe Newlin, Finance Director)

Staff Report/Ordinance

B. Second Reading - None.

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

1. Remarks from City Council and City Staff.

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

WED - May 21 Civil Service Commission Meeting 7:00 p.m. (rescheduled from 5/28/14)

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

MON - May 26 Holiday - City Offices Closed

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

WED - June 4 Historical and Architectural Preservation Commission Meeting 6:00 p.m.

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

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

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

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

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

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

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

8. Adjourn.

A Regular meeting of the Oxford City Council was called to order by Mayor Kevin McKeehan on Tuesday, May 6, 2014 at 7:15 p.m. Those members present were Bob Blackburn, Richard Keebler, Mike Smith, Steve Snyder and Edna Southard. Kate Rousmaniere was excused.

Staff members present: Mr. Doug Elliott, City Manager; Mr. Mike Dreisbach, Service Director; Mr. Bob Holzworth, Police Chief; Mr. Joe Newlin, Finance Director; Mr. Jung-Han Chen, Community Development Director; Mr. Alan Kyger, Economic Development Director; Mr. John Detherage, Fire Chief; Mr. Steve McHugh, Law Director and Ms. Mary Ann Eaton, Clerk of Council.

ADJOURN TO EXECUTIVE SESSION

Mr. Snyder moved to adjourn to Executive Session immediately in accordance with Ohio Revised Code Section 121.22 (G) (3) and (4) for the purpose of discussing pending litigation and collective bargaining. Ms. Southard seconded. The motion was approved by the following roll call:

AYE: Mr. Keebler, Mr. Smith, Mr. Snyder, Ms. Southard, Mr. Blackburn, Mayor McKeehan (6)

NAY: None (0)

ABS: None (0)

RETURN FROM EXECUTIVE SESSION

Mr. Snyder moved to return from Executive Session at 7:30 p.m. Mr. Blackburn seconded. The motion passed 6-0-0.

PLEDGE OF ALLEGIANCE

Mayor McKeehan requested the Pledge of Allegiance.

APPROVAL OF AGENDA

Mr. Keebler moved to approve the agenda. Mr. Smith seconded. The motion passed 6-0-0.

PUBLIC PARTICIPATION

PROCLAMATION 'NALC FOOD DRIVE DAY'

Mayor McKeehan read the Proclamation and presented it to Councilor Southard, Board President of the Oxford Community Choice Pantry (OCCP).

Ms. Southard thanked the City for supporting the food drive and noted the support of the community was crucial for the food pantry's survival.

Ms. Southard noted as President of the Board, she wanted to remind everyone that May 10th was 'Stamp Out Hunger' day and all proceeds from this event would go directly to the OCCP. Ms. Southard advised the food helped friends and neighbors in Oxford who were experiencing food insecurities. Ms. Southard noted some of the donations would be used for the Summer Harvest Bags which were given to families with children. Ms. Southard advised when school was out of session and the children couldn't get the school lunches, some families relied on the Summer Harvest Bags. Ms. Southard encouraged everyone to place nonperishable canned or boxed goods next to their mailboxes for collection on Saturday, May 10th. Ms. Southard noted this was the 20th year that the National Association of Letter Carriers would conduct the food drive throughout the country and the OCCP had served Oxford since 2007. Ms. Southard thanked the letter carriers for their service and the citizens for contributing generously. Ms. Southard wished Bob Ratterman a speedy recovery from surgery noting as Director of the OCCP he would have normally accepted the Proclamation this evening.

PROCLAMATION
'JEROME U. CONLEY DAY'

Mayor McKeehan read the Proclamation and presented it to Mr. Jerome Conley.

Mr. Jerome Conley, noted one thing he shared with people all the time was that he hated surprises and advised some of his students got him today. Mr. Conley wished Service Director, Mike Dreisbach, a happy birthday and noted we were honored to have his service to the City and his dedication and commitment to doing a great job. Mr. Conley commended Mr. Dreisbach and his staff for making the City a better place given the extreme winter we had. Mr. Conley noted a lot of wonderful memories took place in this chamber and he literally did not know about the Proclamation until 2 hours ago so he had no prepared remarks. Mr. Conley advised as we reflect on the purpose and the meaning of educating people each of us are committed to ensuring that the lives of the people we encounter is a richer and more wonderful experience than what we were greeted with when they first came into our lives. Mr. Conley noted the young men who stood behind him had truly made their lasting impression as they graduated next Saturday in terms of contributions they've made to make this place a better place to live, work and play. Mr. Conley advised as the Oxford United Way Student Foundation was started one of the things that one of them shared was 'Mr. Conley, we could raise all the money in the world for the United Way but we should never forget the people for whom we have the pleasure of raising this money on their behalf.' Mr. Conley noted when you think about the essence and ethics of those individuals and all of the students who are about to embark on the next chapter of their lives post Miami University we should stand proud and the City should stand proud of the character, the virtues and the contributions of the young men and women who are going to leave us and when they come back our prayer is that they were better people because they lived here. Mr. Conley noted his hope the hospitality extended to students had enriched their lives and when they go into their community they will seek to be engaged and they will understand what it means to be part of a City Council and more importantly part of the human race. Mr. Conley introduced several students as follows: Ryan Karbula from Galion, Ohio who was going to be a consultant in Connecticut, Stephen Hostelley from the Cleveland area who was going to be a staff assistant in Washington D.C., Greg Bieler from Middleburg Heights, who was accepted into the Peace Corps and was going to Samoa, David Mulford from Winnetka, Il, who was going into the design field in California, Nick Miller who was an education major and would go to New York City this summer to teach, and Ari Frum from University Heights who was going to work for a consulting firm in Columbus, Ohio. Mr. Conley noted he felt the community was better off because these young men and others were part of it. Mr. Conley thanked Mayor McKeehan, Council, and staff for the recognition this evening.

PUBLIC COMMENTS

Mr. Ari Frum, 11 W. Church Street, noted after two years of serving as Secretary for Off Campus Affairs, Associated Student Government, his term was up as he graduated. Mr. Frum thanked everyone he had worked with noting it was a pleasure. Mr. Frum introduced the new Secretary for Off Campus Affairs, Kevin Krumpak, and advised he knew Kevin would do a great job.

Mr. Kevin Krumpak, advised he looked forward to working with everyone as the new Secretary for Off Campus Affairs and encouraged Council members to reach out to him if they had anything to ask of him. Mr. Krumpak noted he was sure he would reach out to Council members throughout his year or more as secretary.

Mayor McKeehan welcomed Mr. Krumpak as the new Secretary for Off Campus Affairs.

CONSENT AGENDA

MINUTES

Minutes of the April 15, 2014 City Council Meeting. (Mary Ann Eaton, Clerk of Council)

REPORT

Report regarding the April 16, 2014 Board of Zoning Appeals Meeting. (Jung-Han Chen, Community Development Director)

RESOLUTIONS

RESOLUTION
NEW COPIER

A Resolution No. 4828 authorizing the City Manager to enter into a contract with Woodhull for a 60-month lease of a Ricoh Aficio MP C3503 color copier. (Bob Holzworth, Police Chief)

RESOLUTION
CLERK DESIGNEE

A Resolution No. 4829 appointing the Clerk of Council as designee for the City of Oxford's elected officials relative to the mandatory public records training as required by the Ohio Public Records Act. (Mary Ann Eaton, Clerk of Council)

Mr. Snyder moved to approve the consent agenda. Mr. Blackburn seconded. The motion passed 6-0-0.

RESOLUTION
AMEND LOAN AGREEMENT

A Resolution No. 4830 authorizing the City manager to amend the loan agreement between the City of Oxford and Moon Cooperative Services, Inc. with conditions. (Alan Kyger, Economic Development Director)

Mr. Kyger advised representatives of Moon Coop had been before Council twice to modify their loan. Mr. Kyger noted in 2011 they secured a 5 year Revolving Loan Fund loan from the City and two years ago the payment was changed to an interest only payment for a one year period and that was extended for another year. Mr. Kyger advised the proposed Resolution this evening was a request for a third year of interest only payments. Mr. Kyger noted the CIC Loan Review Committee met with the owners and one of the goals was to get some of the principle paid back in addition to the interest. Mr. Kyger advised in looking at their numbers the CIC Loan Review Committee saw that Moon Coop's gross sales were up, their memberships were up, and they supported 80 local vendors but they weren't to the point where paying principle and interest would be good for them. Mr. Kyger noted Moon Coop had a staff of 11 or 6 full-time equivalents and the CIC and the City wanted them to succeed. Mr. Kyger advised the CIC Loan Review Committee recommended one more year of interest only payments with the condition that sometime later in the year the loan would be re-negotiated by extending the term or adjusting the interest rate so they could afford to make a complete payment. Mr. Kyger noted Moon Coop had paid back $56,000 over the last several years. Mr. Kyger advised the owners were out of town this evening otherwise they would be in attendance.

Mayor McKeehan inquired if there were any comments from the public or from Council and there were none.

Mr. Keebler moved to adopt Resolution No. 4830. Ms. Southard seconded. The motion passed 6-0-0.

ORDINANCES
SECOND READING

ORDINANCE
ELECTRIC AGGREGRATION

An Ordinance No. 3271 To Facilitate Competitive Retail Electric Service To Promote Electrical Savings, Lower Cost Electricity Supplies And Other Benefits For Certain Electricity Consumers, Authorizing All Actions Necessary To Effect An Electric Aggregation Program Pursuant To Section 4928.20 Of The Ohio Revised Code And Article XVIII Section 4 Of The Ohio Constitution; Directing The Butler County Board Of Elections To Submit A Ballot Question To The Electors; And Authorizing An Agreement With An Agent For Such Purposes. (Doug Elliott, City Manager)

Mr. Elliott advised if Council adopted the proposed Ordinance this evening it would become a ballot issue in November. Mr. Elliott noted if the voters adopted the issue there would be at least two public hearings to present the program. Mr. Elliott advised this would provide the residents of Oxford a third choice and noted currently residents could use Duke Energy's standard rate or they could use the Electric Choice Program. Mr. Elliott noted a municipal aggregation program took the load of the entire City and obtained the best price possible. Mr. Elliott recommended that Council adopt the proposed Ordinance this evening.

Mayor McKeehan inquired if there were any comments from the public and there were none.

Ms. Southard advised the League of Women Voters did a study and proposed that the City of Oxford looked into an aggregation program. Ms. Southard noted many other communities were doing this and she felt it would be great for Oxford to aggregate the electricity utility. Ms. Southard noted aggregation was a cost savings, it raised ecological awareness and it would help reduce emissions and make our energy more ecologically sound.

Mr. Snyder moved to adopt Ordinance No. 3271. Mr. Smith seconded. The Ordinance was adopted by the following roll call:

AYE: Ms. Southard, Mr. Blackburn, Mr. Keebler, Mr. Smith, Mr. Snyder, Mayor McKeehan (6)

NAY: None (0)

ABS: None (0)

ORDINANCE
FINAL ANNEXATION

An Ordinance No. 3272 Accepting The Annexation Petition From Douglas R. Elliott, Jr. For 33.550 Acres Of Land In The Township Of Oxford, Butler County Ohio, And Accepting Said Territory To Be Annexed. (Doug Elliott, City Manager)

Mr. Elliott advised this was the final step in the annexation process and if Council adopted the proposed Ordinance tonight the Koenig and Gillman properties as well as a vacant lot across from Wal-Mart would be within the City's boundary. Mr. Elliott noted this was brought about when the owner of the vacant lot wished to obtain city utilities and staff recognized that the owners of Koenig Equipment and Gillman's previously signed annexation agreements stating they would annex into the City when asked in return for receiving city water and sewer services. Mr. Elliott recommended passage of the legislation this evening.

Mayor McKeehan inquired if there were any comments from the public or from Council and there were none.

Mr. Snyder moved to adopt Ordinance No. 3272. Mr. Smith seconded. The Ordinance was adopted by the following roll call:

AYE: Mr. Blackburn, Mr. Keebler, Mr. Smith, Mr. Snyder, Ms. Southard, Mayor McKeehan (6)

NAY: None (0)

ABS: None (0)

ORDINANCE
SURPLUS PROPERTY

An Ordinance No. 3273 Declaring Parcel Number H4100110000010 Located Along Millville-Oxford Road In Oxford To Be Surplus Property And No Longer Needed For Municipal Purposes; And Authorizing The City Manager To Enter Into An Agreement With Miami University For The Sale Of The Property. (Mike Dreisbach, Service Director)

Mr. Dreisbach advised he had nothing further since the first reading of the proposed Ordinance.

Mayor McKeehan inquired if there were any comments from the public or from Council and there were none.

Mr. Smith moved to adopt Ordinance No. 3273. Mr. Blackburn seconded. The Ordinance was adopted by the following roll call:

AYE: Mr. Smith, Mr. Snyder, Ms. Southard, Mr. Blackburn, Mr. Keebler, Mayor McKeehan (6)

NAY: None (0)

ABS: None (0)

ANNOUNCEMENTS

Mr. Elliott thanked Ari Frum for his work in the Associated Student Government's Off Campus Affairs office noting he had the opportunity to meet with Ari several times. Mr. Elliott advised he and Ari participated in the Walk About together last year and he got to know Ari on a personal level. Mr. Elliott thanked Ari for his leadership in his position of Secretary for Off Campus Affairs. Mr. Elliott welcomed Kevin Krumpak to the position of Secretary and noted he looked forward to working with him. Mr. Elliott advised he felt the town/gown relationship between the City and Miami University was very strong because of student leadership which Mr. Frum had provided and Mr. Krumpak would provide.

Mr. Elliott noted he enjoyed working with Mr. Conley when Mr. Conley was the Mayor and when they worked together on the United Way campaign.

Mr. Elliott advised Council received notification from the Butler County Recycling and Solid Waste District that Oxford once again was the lead community in the 'Recycle to Win' challenge.

Mr. Elliott noted Oxford came in first place with 17.85% of the waste being recycled which he felt was good but he also felt Oxford could do better. Mr. Elliott challenged the community to think of ways to improve the recycling percentage. Mr. Elliott advised with the amount recycled 4,516 tons went to the landfill which averaged 1,558 pounds per household last year. Mr. Elliott noted recycling resulted in saving energy and resources and provided statistics from the US EPA website as follows:
10 magazines = .10 hours of air conditioning
10 aluminum cans = 1.7 hours of air conditioning
10 glass bottles = .7 hours of air conditioning
10 plastic bottles = .8 hours of air conditioning
Mr. Elliott congratulated the citizens of Oxford for their recycling efforts.

Mr. Elliott advised he participated in a community forum which addressed high risk alcohol behaviors noting this was a very serious topic that every college and university dealt with. Mr. Elliott advised it was an interesting meeting and the speakers included Pete Reising from OPD, Jerry Yates from MUPD, Katrina Wyche of the Coalition for a Drug Free Greater Cincinnati, and Dr. Rose Marie Ward of Miami University. Mr. Elliott noted Dr. Ward provided statistics on Miami University student's drinking behavior and discussed environmental prevention strategies. Mr. Elliott advised this was one of a series of meetings dealing with community alcohol and drug issues over a two week time span.

Chief Holzworth welcomed Councilor Southard to the rank of alumni of the Citizens Police Academy noting he was glad she chose to participate in the program.

Chief Holzworth noted there were only a few days left in the academic year and the Police Department sincerely hoped and would be working diligently to make sure there were no human tragedies between now and the time people departed from Oxford.

Mr. Chen echoed Mr. Elliott's comments regarding Ari Frum noting it was a pleasure to work with him on the Student Community Relations Commission. Mr. Chen advised Ari had been instrumental in a lot of initiatives and those outcomes would be obvious when Mr. Krumpak stepped into those shoes.

Mr. Chen advised Share Fest would take place May 15th through 20th and noted if citizens had useable items to donate this was the perfect opportunity. Mr. Chen encouraged citizens to go to the City's website to schedule a pickup of items that would be distributed to needy families.

Mr. Smith advised 22 people participated in the Historic District Tour on Saturday which was a good turnout. Mr. Smith noted two tours would take place this Saturday at Lewis Place, one at 10:30 a.m., and one at 12:15 p.m. Mr. Smith advised at 6:00 p.m. this Friday there would be a dedication of the Ohio State Historical Marker for Caroline Scott Harrison in front of the Oxford Community Arts Center.

Ms. Southard thanked Chief Holzworth and John Buchholz for organizing the Citizens Police Academy noting it was an amazing experience and recommended that citizens took the opportunity to participate in the program. Ms. Southard advised the program was very interesting and very important.

Ms. Southard noted she read a book entitled Fixing Broken Windows that Chief Holzworth recommended which was about Police work. Ms. Southard recommended the book to everyone.

Mr. Blackburn thanked Ari Frum for all the work he had done on the Student Community Relations Commission and noted Kevin Krumpak had big shoes to fill.

Mr. Blackburn noted when Mr. Conley introduced the graduating students this evening it showed that Miami University students gave back. Mr. Blackburn advised over the weekend men and women from various fraternities and sororities were uptown picking up trash and they gave back to the community all year long.

Mr. Blackburn noted the City received over $12,000 for the 'Recycle to Win' challenge and suggested the red recycling containers uptown be replaced with the larger green ones. Mr. Blackburn advised that would raise the city's percentage of recycling collection without much effort.

Mr. Blackburn encouraged people to participate in the Great Strides Walk for cystic fibrosis on Saturday at 9:00 a.m. which would begin in the Uptown Parks.

Mayor McKeehan noted the upcoming vacancies on Boards and Commissions including the Board of Appeals (Building & Housing), the Board of Zoning Appeals, the Civil Service Commission, the Community Relations Commission, the Environmental Commission, the Historic and Architectural Preservation Commission, the Housing Advisory Commission, the Income Tax Board of Review, the Records Commission and the Recreation Board. Mayor McKeehan encouraged citizens to contact City Hall for more information noting Council would love to have their participation.

Mayor McKeehan advised everyone had Jerome Conley to thank or blame for him sitting in the Mayor's chair this evening. Mayor McKeehan noted 10-11 years ago after a failed run for City Council, Jerome Conley encouraged him to apply for a position on a Board or Commission to get involved with the community which he did, and was appointed to the Advisory Utilities Commission (AUC).

Mayor McKeehan noted two weeks ago he attended a town hall meeting on opiate abuse in this area and speakers included Chief Holzworth, Chief McCandless, a pharmacist from Kroger, a local psychologist and a number of others. Mayor McKeehan noted it was an interesting conversation and the problem was not getting any better. Mayor McKeehan noted two deaths had occurred in Oxford this year due to opiate abuse. Mayor McKeehan encouraged everyone to be cognizant of the problem.

Mayor McKeehan inquired if there would be an electronics recycling collection in Oxford this year. Mr. Dreisbach advised he was working with Goodwill Industries and hopefully that would occur in late summer or early fall.

Mr. Elliott advised the City was purchasing two metal recycling containers for use in the Uptown business district after a report was done about recycling by a student organization. Mr. Elliott noted the student organization would be asked to help police the containers as any contamination would result in the contents being taken to the landfill.

ADJOURN

Mr. Smith moved to adjourn at 8:11 p.m. Mr. Blackburn seconded. The motion passed 6-0-0.

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager

Council Meeting Of: May 20, 2014

Account Code No. #:

Budgeted Amount:

Community Development
Originating Department

Sam Perry
Prepared By

May 15, 2014
Date Prepared

HAPC MEETING REPORT – MAY 7, 2014

Requests for Review (Certificate of Appropriateness):

HAPC-2014-08 -- 20-24 E. High Street Addition, **48-56 East Park Place** demolition, **Scott Webb, Applicant, Agent**

The applicant presented a proposal to demolish approximately 70% of the building(s) owned by Sigma Chi Foundation along East Park Place; what is currently Nail Depot, Varsity Barber Shop, various other offices and the rear of Bill's Art Store. The land area owned by Sigma Chi Foundation is roughly 6,200 square feet. The demolished building(s) area would be roughly 4,300 square feet. Sigma Chi's re-use proposal of the newly vacant land would be to construct a new rear addition of approximately 900 square feet. The addition would serve as a much-needed modernization to their cherished historic founding site, which fronts on High Street (circa 1818). It would include egress stairs/elevator and restrooms. Significant restoration and remodeling of the historic founding site has been done within the past decade.

Mr. Ashley Woods, Chief Operating Officer of Sigma Chi Foundation, was present to explain their situation, their plans and their commitment to the historic founding site. Mr. Webb presented a detailed powerpoint presentation comparing the revenue generated by the real estate to the costs of modernizing the existing building(s). Three-dimensional views of the buildings' interior were provided to assist the HAPC in understanding the various additions and alterations which had joined the building(s) over the years. Mr. Webb's analysis was that the current situation was unsafe because of non-compliance with building and safety codes.

The HAPC members were generally interested in conserving the building(s) because of their characteristic age and the fact that there were few left of this size and shape, in the district. This block is the oldest in Oxford. Additionally, the HAPC could not determine yet that the applicant presented adequate information to meet the requirements of the demolition decision criteria. Particularly, the re-use plan only comprised 20% of the vacant land. There was interest from the Commission to tour the interior to better grasp the situation presented by the applicant. The applicant was willing to have the HAPC table the discussion until a walk-through could be held followed by a special meeting to continue the discussion. Staff was to set up the walk through and special meeting with the applicant. The HAPC has until July 7th to make a final decision.

HAPC-2014-07 -- 2 & 4 W. Church Street replacement of exterior door and trim, **Jackie Hunt, Applicant**

The owner/applicant had replaced a door and transom window without applying for a Certificate of Appropriateness. The request was to keep the door and transom as installed but to follow up by painting the door and trim to match existing colors. The HAPC found that the installed transom window was not consistent with the design guidelines or the existing transom. The request was unanimously denied. The HAPC suggested to have an appropriate transom unit installed.

Old Business
Staff updated HAPC on the CLG grant for the Community Arts Center portico (10 S. College Ave.). There was a possibility that the grant money would not be used because of material requirements, schedule and the complexity of integration with the overall exterior project.

Staff updated the HAPC on minor roof line modifications requested to the Phi Gamma Delta restoration project at 130 East High Street, which would amend the COA approved in January.

Discussion Items
Three historic marker applications had been submitted for review at a future work session/meeting:

- Bethel A.M.E. Church – 14 S. Beech St
- Rice Residence – 508 S. College Ave
- Campus Ministry Center (Historic Stoddard House) – 16 S. Campus Ave

Staff presented a powerpoint presentation from a sign company of draft exterior signs for the Uptown Parking Garage. The HAPC provided comments.

A variety of preservation month activities were discussed, included the walking tours held each Saturday in May at 10:30 a.m. The tour locations are posted on www.enjoyoxford.org as well as on posters around the community.

The "Colors for Oxford" paint scheme assistance program was added to the 2014 Goals and Objectives.

Upcoming Dates
May worksession/special meeting not yet scheduled
June regular meeting on June 4, 2014 at 6 p.m.
September 10-13, 2014 – International Preservation Trades Conference, Belmont College, St. Clairsville, Ohio

Department Head:	Ahc / 5/15/14
City Attorney:	/
City Manager:	[signature] / 5/16/14

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager

Council Meeting of: May 20, 2014

Service Department
Originating Department

Account Code #: N/A

David Treleaven
Prepared By

Budgeted Amount: N/A

May 12, 2014
Date Prepared

Agenda Title: Environmental Commission Meeting of May 7, 2014

Recommendation: For Review and Consideration

Discussion:

Environmental Commission members present at the Wednesday, May 7, 2014 meeting were: Chair, Mr. Wright Gwyn; Vice-Chair, Mr. Vince Hand; Planning Commission Representative, Mr. Robert Bell, and Mr. Kevin Armitage. A quorum was present. City Council Representative, Ms. Kate Rousmaniere; and Mr. Ted Wong had previously notified the Commission that they would be unable to attend the May meeting.

Minutes from the April 2, 2014 Commission meeting were unanimously accepted as presented.

The final presentation by the Miami University Institute for the Environment and Sustainability graduate students' professional service project (PSP) regarding Oxford's storm water management and public education/outreach was made on Tuesday morning, May 6, 2014. Members of the Commission in attendance included Misters Gwyn and Hand. Planning Commission Chair Mr. David Prytherch and Oxford City Planner, Mr. Sam Perry were also in attendance. The PSP identified approximately 94 residential and commercial structural storm water best management practices (BMP) in the community (including Miami University - MU). The structures ranged in complexity from residential rain barrels to permeable pavements and commercial detention-retention basins. The PSP included a map of BMP locations. The students did not have time to thoroughly research a portion of the northern half of the City; one of the PSP recommendations was to contact MU's GIS Coordinator and have additional student projects complete mapping of structural BMP utilizing various remote sensing techniques. The PSP reviewed the public outreach and education programs of 23 Ohio communities with population ranges of 20,000 to 26,500 (similar to Oxford's 23,371 from the 2010 census). It was reported that the Cities of Alliance, Green, and Oregon were good examples of community outreach programs, utilizing community-based social marketing, including themed logo and/or slogans for their programs, city-based storm water websites, brochures provided to the public, and collaborative efforts with other nearby political subdivisions. It was noted that Oxford has distributed informational brochures in the past (with annual drinking water Consumer Confidence Reports), and is currently involved and participating in the Regional Storm Water Collaborative, which utilizes the community-based social marketing education and outreach approach. The PSP's final report is due to the Commission by Friday, May 16, 2014.

(Continued)

Approved By:

	Initial	Date
Department Head:	MBT	5/14/14
City Manager:	[illegible]	5/16/14

Mr. Gwyn asked the Commission to consider requesting modification to Oxford's Open Space Residential Development regulations. In reviewing Chapter 1101, Section 505 of Oxford's Codified Ordinance, Mr. Gwyn thought it would be appropriate to include the Mandatory Open Space Requirements (Chapter 1101, Section 505 A-2) of wetlands, steep slopes, and sensitive development areas (defined in Chapter 1101, Section 402) to the list of areas that shall not count towards the minimum open space requirement (Section 505 A-4(a) through A-4(g) of Chapter 1101). Commissioners discussed whether the modification was appropriate and/or necessary, as land containing features consistent with the Mandatory Open Space Requirements were already specified to be preserved. In a three to one vote, the Commissioners recommended that the Planning Commission consider the following:

The Environmental Commission recommends and strongly encourages the acreage of natural and sensitive areas referenced in 505 A-2 of Oxford's Codified Ordinance Chapter 1101 should be preserved, as well as included with other areas specified in 505 A-4 of Chapter 1101 that are not to count toward the minimum open space requirement.

Mr. Gwyn indicated that he would review Oxford's Comprehensive Plan (revised in 2008) and compile documentation and specific references supporting the Commission's above-referenced recommendation.

Commissioners provided a summary of their research into how other Ohio communities similar to Oxford handle their solid waste and recycling collection contracts. The City of Athens reported their collections program was currently in flux and under review. Bowling Green and Delaware collects residential solid waste and utilizes their county's Recycling and Solid Waste District for recycling services. Businesses in both communities are responsible for arranging their own refuse services. Wooster and Gambier had provided copies of their contracts, but each contract had not yet been reviewed. Regarding Oxford's upcoming solid waste and recycling contract specifications (existing contract expires on December 31, 2014), Commissioners suggested that tiered residential services be required. For solid waste, an example of three levels (based upon volume) of service be offered to citizens, with the minimum level consisting of up to three trash cans (or one waste wheeler tote), the maximum level of up to 10 trash cans (the current level for all Oxford residents), and an intermediate level in between these volumes. Regarding recycling, Mr. Gwyn stated that the City of Forest Park had been able to secure three sizes of recycling containers in their recent contract with Rumpke: a 23-gallon red bin, a 35-gallon wheeled tote with a lid, and a 96-gallon wheeled tote with a lid. It was suggested that the upcoming contract specifications include the intermediate, 35-gallon recycling container. As to whether solid waste and recycling collections from commercial businesses should be included in the contract specifications, no clear consensus was reached. Mr. Gwyn stated that in the City of Forest Park, the commercial businesses were responsible for their own refuse services. The possibility of stipulating apartment complexes offer recycling was discussed, but it was concluded that while such a requirement may be desirable, it was not necessarily applicable to the development of the pending contract specifications.

Staff provided the application form to register for the upcoming Ohio Department of Natural Resources' "Tree Commission Academy" two-day training course, being hosted by the City of Hamilton on Monday and Tuesday, October 6 and 7, 2014. The registration fee is $35 per individual. Staff was requested to inquire if the Urban Forestry Appropriation could be utilized to cover Commissioners' registration fee(s).

The Commission adjourned at 8:40 p.m. The next scheduled meeting of the Environmental Commission is on Wednesday, June 4, 2014 at 7:00 p.m., in the Municipal Building's Second Floor Conference Room.

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager

City Manager
Originating Department

Council Meeting Of: May 20, 2014

Mary Ann Eaton
Prepared By

Account Code No. #: N/A

Budgeted Amount: N/A

May 7, 2014
Date Prepared

Agenda Title: Resolution authorizing the City Manager to permit the Miami University Alumni Association to hold an Alumni Weekend 2014 event to include the sale of beer and wine from 6:00 p.m. to 10:00 p.m. on Friday, June 20, 2014 in the Uptown Parks.

Recommendation: N/A

Discussion:

This request is to allow the sale of alcoholic beverages from 6:00 p.m. to 10:00 p.m. on Friday, June 20, 2014 in the Uptown Parks area.

City Council unanimously approved the request in 2011, 2012 and 2013.

Approved By:

	Initial	Date
Department Head:		
City Manager:	DAB	5/12/14

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO PERMIT THE MIAMI UNIVERSITY ALUMNI ASSOCIATION TO HOLD AN ALUMNI WEEKEND 2014 EVENT TO INCLUDE THE SALE OF BEER AND WINE FROM 6:00 P.M. TO 10:00 P.M. ON FRIDAY, JUNE 20, 2014 IN THE UPTOWN PARKS.

Be it resolved by the Council of the City of Oxford, Butler County, State of Ohio, that:

SECTION 1: The Miami University Alumni Association wishes to open Alumni Weekend 2014 with an event in the Uptown Park which will be open to the public and will give everyone the opportunity to welcome Miamians and their families back to Oxford.

SECTION 2: The Miami University Alumni Association will obtain an F-2 State of Ohio Liquor Permit, which will allow the sale of beer and wine to those of legal age for on premises consumption only.

SECTION 3: The Miami University Alumni Association will be required to carry a liability insurance policy and an additional liquor liability policy.

SECTION 4: The Miami University Alumni Association will rope off the designated area and each attendee wishing to enter the roped off area will be required to be at least 21 years of age and be required to wear a wrist band.

SECTION 5: The City Manager is hereby authorized to take all steps necessary to permit the Miami University Alumni Association to hold an event in the Uptown Park to include the sale of beer and wine on Friday, June 20, 2014 from 6:00 p.m. to 10:00 p.m. in the Uptown Parks.

SECTION 6: This Resolution shall take effect at the earliest date allowed by law.

____

MAYOR

ADOPTED:

ATTEST:

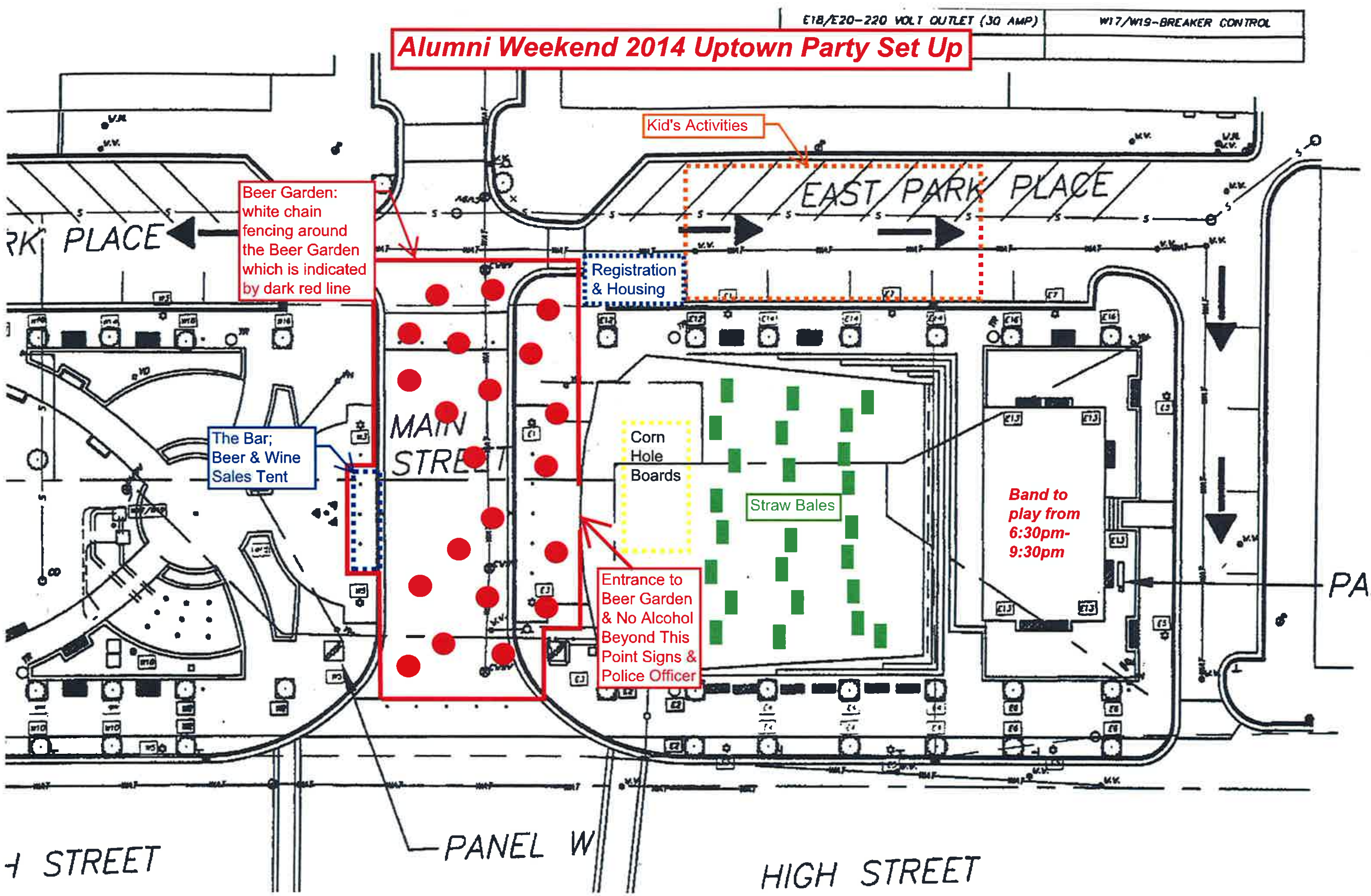
____

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: KEVIN MCKEEHAN

PREPARED BY: LAW(STAFF)

Alumni Weekend 2014 Uptown Party Set Up



APPROVED

Rev. 12/06

CITY OF OXFORD
HOME OF MIAMI UNIVERSITY

☑ REQUEST FOR PUBLIC PARK PERMIT

☑ REQUEST FOR PUBLIC RIGHT-OF-WAY PERMIT

815.00 Due

Date(s) of Event: 6 / 20 / 14 through 6 / 20 / 14 **From:** 3:00 a.m. p.m. **To:** 12:00 a.m. /p.m.

Today's Date: 2 / 25 / 14 ☐ Emergency Utility Repair *(check box, if applicable)*

--- Applicant shall allow a minimum of 5 business days for processing ---

Responsible Adult: (18 years of age or older)*	Mark D. Macechko	Organization:	Miami University Alumni Association
Address:	Murstein Alumni Center	Advisor:	Ray Mock
	725 E Chestnut St, Oxford, OH 45056	Address:	Murstein Alumni Center
Telephone:	513-529-5219		725 E Chestnut St, Oxford, OH 45056
Cellular:		Telephone:	513-529-5957
Fax:	513-529-1466	Cellular:	
Email:	macechm1@MiamiOH.edu	Fax:	513-529-1466
		Email:	macechm1@MiamiOH.edu
** Person in charge - Primary contact*		Non-Profit:	☑ Yes ☐ No

RECEIVED
FEB 2 2014
City of Oxford

PARK REQUESTED

- ☐ Merry Day Park (adjacent to the Miami Mobile Home Park, Reagh Way Drive)
- ☐ Leonard Howell Park (Bonham Road)
- ☐ Oxford Community Park (Fairfield Road) – *Contact 523-6314 to confirm date(s)*
- ☑ Memorial Park (E. Park Place & N. Main Street – has pavilion)
- ☑ Martin Luther King Jr. Park (W. Park Place & N. Main Street – animal sculptures & fountain)
- ☐ Other: ______________________

TITLE OF EVENT (be specific and include projected attendance)

Alumni Weekend 2014 / Uptown Party

Projected Attendance: ________ Has this event been held previously? ☑ Yes ☐ No If "YES", when? 6/21/13
6/15/12
6/17/11

DESCRIPTION OF EVENT

Place a description of the event, along with additional requests, on the appropriate attachment. If request is **only** for use of a right-of-way, use the attachment labeled City of Oxford / Right-of-Way Request Details.

Applicant's Signature: Mark D Macechko Date: 2 / 25 / 14

I have read and understand the rules, guidelines and conditions. Furthermore, I understand that acceptance of them is a condition of approval; and, if approval is granted, it is only for the event specified above. I also understand that the request will be reviewed by various City of Oxford officials and additional conditions may be required before final approval is granted. If additional conditions are required, I agree to meet with the appropriate officials and/or the Oxford Community Event Coordinating Committee.

M.U. Use Only

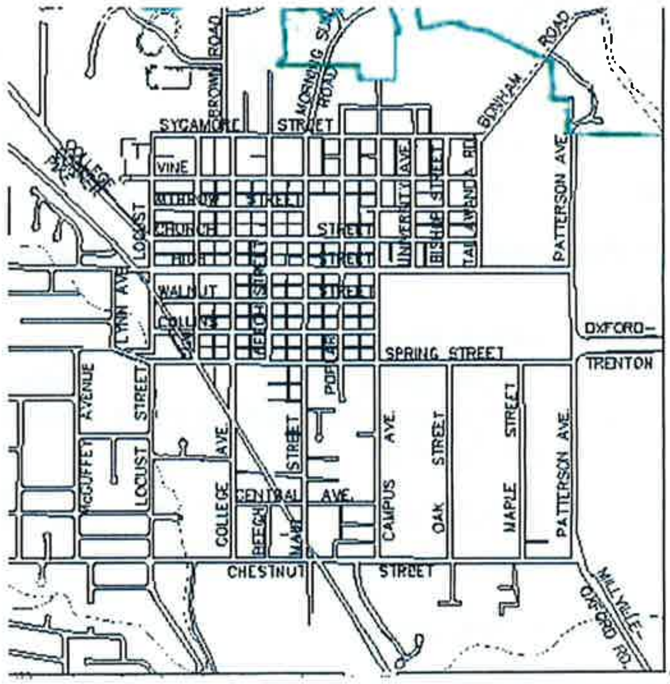
The organization listed above is a registered student organization in good standing with Miami University.

Signature: ______________________ Date: ____ / ____ / ____

City Use Only

On-Site Contact Person: ______________________ Cell: (____) ____-________

Distribution Checklist: ☐ O.P.D. ☐ O.F.D. ☐ Service Director ☐ Street Department ☐ O.P.R.D.
☐ O.V.C.B. ☐ QuickBase Entry ☐ M.U. Student Activities Office ☐ M.U.P.D.



Note
If your event is outside the boundaries of this map, either attach a separate map or contact the City for assistance.

CITY OF OXFORD / RIGHT-OF-WAY REQUEST DETAILS

Instructions for Applicant: Please clearly denote the parade route, streets and/or sidewalk areas being requested. Place a concise narrative explanation on the following lines. Attach additional pages if necessary.

We would like to request East Park Place and West Park Place around both Memorial Park and Martin Luther King Jr. Park. We would also like to request Main Street between High Street and Church Street (between the two parks).

Additional Requests:
(Include details in narrative)

- ☑ No Parking Signs*
- ☑ Detour(s)
- ☐ Police Assistance

**Generally the responsibility of the applicant.*

Time Details

	Start	End
Setup	3:00 PM	6:00 PM
Event	6:00 PM	10:00 PM
Breakdown	10:00 PM	12:00 AM

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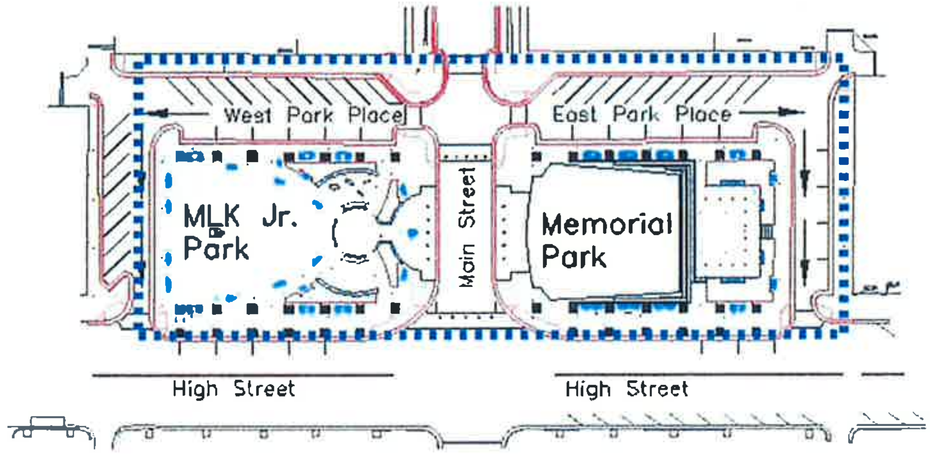

OXFORD MEMORIAL PARK & MARTIN LUTHER KING JR. PARK

Instructions for Applicant: Please clearly denote (1) the sections of the parks that you are requesting, (2) parking spots needed and (3) proposed street closures. Place a concise narrative explanation on the following lines. Attach additional pages if necessary.

We would like to request Memorial Park, Martin Luther King Jr. Park, ALL parking places on East Park Place, ALL parking places on West Park Place NORTH of MLK Jr. Park (NO parking spaces West of MLK Jr. Park, closure of East and West Park Place (entire street) and closure of Main Street from High Street to Church Street.

For music and activities for all ages. We are again requesting sale of alcohol like we have done the past 3 years. We are going to encourage our guests to go to uptown restaurants for dinner so we won't have food vendors this year.

We understand that the sale of alcohol will require us to purchase an F-2 permit which will will do and will require us to go before City Council to ask for permission.

Additional Requests:
(Include details in narrative)

- ☑ Pavilion
- ☑ Extra trash cans*
- ☐ Sound system (with operator)*
- ☐ Stage lighting*
- ☐ Special power requirements (explain in narrative)*
- ☐ Other: ______

**See fee sheet*

Time Details

	Start	End
Setup	3:00 PM	6:00 PM
Event	6:00 PM	10:00 PM
Breakdown	10:00 PM	12:00 AM

NOTE: Street closures will be at the discretion of the Oxford Police Department

CITY OF OXFORD

Rev. 12/06

Stipulations and Fees

Note: FULL PAYMENT REQUIRED **BEFORE** THE EVENT

RIGHT-OF-WAY

Applicants should allow a minimum of **five (5) business days** for the request to be processed from the time it is submitted to city officials. *(Please provide the City with as much lead time as possible. Events requiring road closures and staffing will require additional processing time. Large event requests shall be submitted no less than fourteen (14) days in advance of the event.)*

1. **Applicant shall manage all work zones in the Right-of-Way in compliance with the Ohio Manual of Uniform Traffic Control.**
2. Large events (estimated at over 500 people, including all concerts and performances, will require a pre-meeting with the Police (524-5247) and Service Department (524-5206) prior to approval. *Note: Requests **WILL NOT** be approved prior to the pre-meeting.*
3. The period of use may not exceed two (2) days without city council approval.
4. At least one legally responsible adult must sign the request.
5. The usage may not discriminate for or against a given class of people.
6. All ordinances that regulate noise **shall** be observed.
7. NO nails, spikes, tacks or adhesive material may be driven into or affixed to trees or into the ground within the public right-of-way.
8. The requestor is responsible for cleanup. Failure to cleanup may result in subsequent requests being denied or a deposit being required. In addition, a cleaning charge may be assessed.
9. Safety staffing levels will be determined by the Oxford Police Division and the requestor may be required to hire police officers.
10. All special conditions specified by department heads must be complied with. Fees may be assessed for special services – see below.
11. Miami University approval is required for student events.
12. NO markings may be made on streets or sidewalks within the public right-of-way.

USE OF PARKS (ALL THOSE ABOVE, PLUS)

1. No motor vehicles may be parked within the area of the park or on any sidewalk.
2. Banners are only permitted on the stage area during the function and must be removed immediately after the event. Tying is the only acceptable way of affixing a banner to the stage area.
3. No signs are permitted.
4. The requestor is responsible for damage to grass, shrubs or trees as a result of the event and agrees to compensate the City of Oxford the cost of repairs and/or replacement.
5. No structure shall be defaced and no structure shall be erected within four (4) feet of the base of a tree or shrub.
6. NO nails, spikes, tacks or adhesive material may be driven into or affixed to trees or into the ground within the public right-of-way.

FEE INFORMATION

No Parking Signs	$.25 ea.
Trash Cans	$5.00/ea.**
**When required*	
*** For Additional cans*	
Personnel	
Police Officer(s)	Contact OPD
Sound Technician	$25.00/hr
Street Dept. Personnel	$25.00/hr
Electrician	$100.00
Park & Rec Personnel	Contact OPRD
Road Closures	
Main Street	$135.00**
US 27 Detour	$135.00**
***Includes labor*	
Sports Fields/Gazebo	
Contact OPRD – 523-6314	

APPLICANT'S ASSURANCE

I have reviewed the estimated cost for the event and agree to compensate the City for services rendered as specified above. If the event runs past the stated end time, I understand that additional charges will accrue and agree to compensate the City accordingly.

Mark P Maceda

Applicant's Signature

Date: 2 / 25 / 14

CITY USE ONLY

	Service	Hours	Rate	Estimate	Final
1	48 spaces parking		$ 480.00	$	$ 480.00
2	Detour		$ 135	$	$ 135.00
3	Boxes	10	$ 5	$	$ 50.00
4	Street Div. Personnel	6	$ 25	$	$ 150.00
5			$	$	$
			Total	$	$ 815.00

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	Applicant's Initials	Review Date
Police Department		
1 CONTACT CPD TO REVIEW STAFFING REQUIREMENTS		
2 NO LESS THAN 30 DAYS BEFORE EVENT		
3		
4		
Fire Department		
1		
2		
3		
4		
Service Department		
1		
2		
3		
4		
Recreation Department (if applicable)		
1		
2		
3		
4		
City Manager		
1		
2		
3		
4		

Pre-Meeting (if applicable): Reviewed with ____________ on ____________.

Reviewer(s): ____________ ____________

APPROVAL SECTION (with conditions)

Police Chief:	☒ Approved	☐ Not Approved	2/27/14
Fire Chief:	☐ Approved	☐ Not Approved	/
Service Director:	☒ Approved	☐ Not Approved	2/27/14
Recreation Director:	☐ Approved	☐ Not Approved	/
City Manager:	☒ Approved	☐ Not Approved	

City Manager's Signature

Date: 2/25/14

Reason(s) event not approved:

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager

City Council Meeting of: May 20, 2014

Account Code #: N/A

Budgeted Amount: $ N/A

Service Department
Originating Department

Michael B. Dreisbach
Prepared By

May 14, 2014
Date Prepared

Agenda Title: Agreement with Bill D. and Nancy S. Colwell to Accept Lot 3664

Recommendation: Approval

Discussion:

Silverleaf Meadows Subdivision, Section One, was approved by the Oxford City Council at their March 2, 2004 meeting. The neighborhood of approximately 7.5 acres was developed by Bill Colwell (Developer). The plat for the subdivision, including 23 parcels, was recorded with Butler County in June 2006. Utility infrastructure was installed for the subdivision including the base layer of asphalt for the streets running through the subdivision. However, the Developer has not installed the surface layer of asphalt to complete the street construction.

The City has notified the Developer to install the surface layer of asphalt throughout this subdivision, but the Developer has stated he is not in a position to pay to have the work completed. In order to move forward, the City and Developer have drafted an Agreement whereby the Developer will transfer free and clear title to Lot 3664 to the City to pay for the street improvements. This lot sits on the northeast corner of the intersection of Gardenia Dr. (formerly known as Silverleaf Meadows Drive) and Apricot Lane and is valued at $26,550 by the Butler County Auditor. Staff estimates street improvements will cost approximately $25,000.

With Council approval, the City intends to sell Lot 3664 to pay for the City constructed street improvements. Should there be a residual amount after City expenses, the balance will be refunded to the Developer. Of the lots still owned by the Developer, this lot is the most desirable for resale by the City.

The City has contracted with Barrett Paving Co. to install the surface layer of asphalt in the subdivision. The street improvements will be constructed between July 21st and August 8th, 2014.

Staff recommends the City Council authorize the City Manager to sign the Agreement between the owners of Lot 3664, Bill D. and Nancy S. Colwell, and proceed with street improvements in the Silverleaf Meadows Subdivision.

Approved By:

	Initial	Date
Department Head:	MBD	5/16/14
City Manager:	DAE	5/16/14

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH BILL D. COLWELL AND NANCY S. COLWELL FOR THE CITY OF OXFORD TO TAKE TITLE TO THE PROPERTY LOCATED AT 18 GARDENIA DRIVE; OXFORD, OHIO.

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

SECTION 1: The City has reached an Agreement with Bill D. Colwell and Nancy S. Colwell wherein the Colwells will transfer title to the property located at 18 Gardenia Drive; Oxford, Ohio to the City in exchange for the City providing the last course of asphalt to the Silverleaf Subdivision. The Agreement is attached hereto and incorporated herein as Exhibit "A".

SECTION 2: Council approves the Agreement with Bill D. Colwell and Nancy S. Colwell, and authorizes the City Manager to take all steps necessary to enter into said Agreement.

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"

AGREEMENT

This AGREEMENT is entered into at Oxford, Ohio this ____ day of _________, 2014 by and between the City of Oxford, Ohio an Ohio municipal corporation, 101 E. High Street, Oxford, Ohio, Oxford, Ohio (hereinafter "City") and Bill D. and Nancy S. Colwell, (hereinafter "Owners").

WITNESSETH:

WHEREAS, Owners seek to have the City provide the last course of asphalt to the Silverleaf subdivision; and

WHEREAS, in exchange for the City providing the last course of asphalt, Owners will transfer title, free and clear, title to lot 3664 located at 18 Gardenia Drive to the City; and

WHEREAS, the City will market and sell lot 3664 and withhold from the proceeds of the sale the cost to provide the last course of asphalt to the Silverleaf subdivision, real estate taxes paid by the City, as well as the cost to market and sell lot 3664; and

WHEREAS, the City will give the remainder of the proceeds of the sale of lot 3664 to the Owners.

NOW, THEREFORE, in consideration of the foregoing recitations and the benefits to them mutually accruing, the parties hereto agree as follows:

Section 1. Owners will transfer title of lot 3664, free and clear of any encumbrances, to City.

Section 2. City will pay for the installation of the last course of asphalt to the Silverleaf subdivision.

Section 3. Upon the sale of lot 3664, City will apply the proceeds of the sale to the cost of the last course of asphalt, real estate taxes and the cost to market and sell lot 3664. City has full authority to sell lot 3664 at any price it solely deems sufficient. If there are any additional proceeds remaining from the net proceeds after the City's costs of sale and ownership are deducted, the City will return that amount to Owners. If the proceeds of the sale of lot 3664 are not sufficient to reimburse City for the cost of the last course of asphalt, Owners are not to be held responsible for any additional amount.

Section 4. This Agreement represents the entire understanding of the parties with respect to the subject matter covered and supersedes any prior oral or written agreement. The terms of this Agreement shall be governed by the laws of the State of Ohio.

IN WITNESS WHEREOF, the parties hereto, acting by and through their duly authorized representatives, have executed this Agreement on the date first above written.

WITNESS:

CITY OF OXFORD, OHIO

____

By:___________________________
Douglas R. Elliott, Jr. City Manager

____

Bill D. Colwell

By:___________________________

Nancy S. Colwell

By:___________________________

Approved as to Form:

____

Stephen M. McHugh, Esq.
Law Director for the City of Oxford, Ohio
Coolidge Wall, L.P.A.
33 West First Street
Dayton, Ohio 45402
(937) 223-8177 telephone
(937) 223-6705 facsimile

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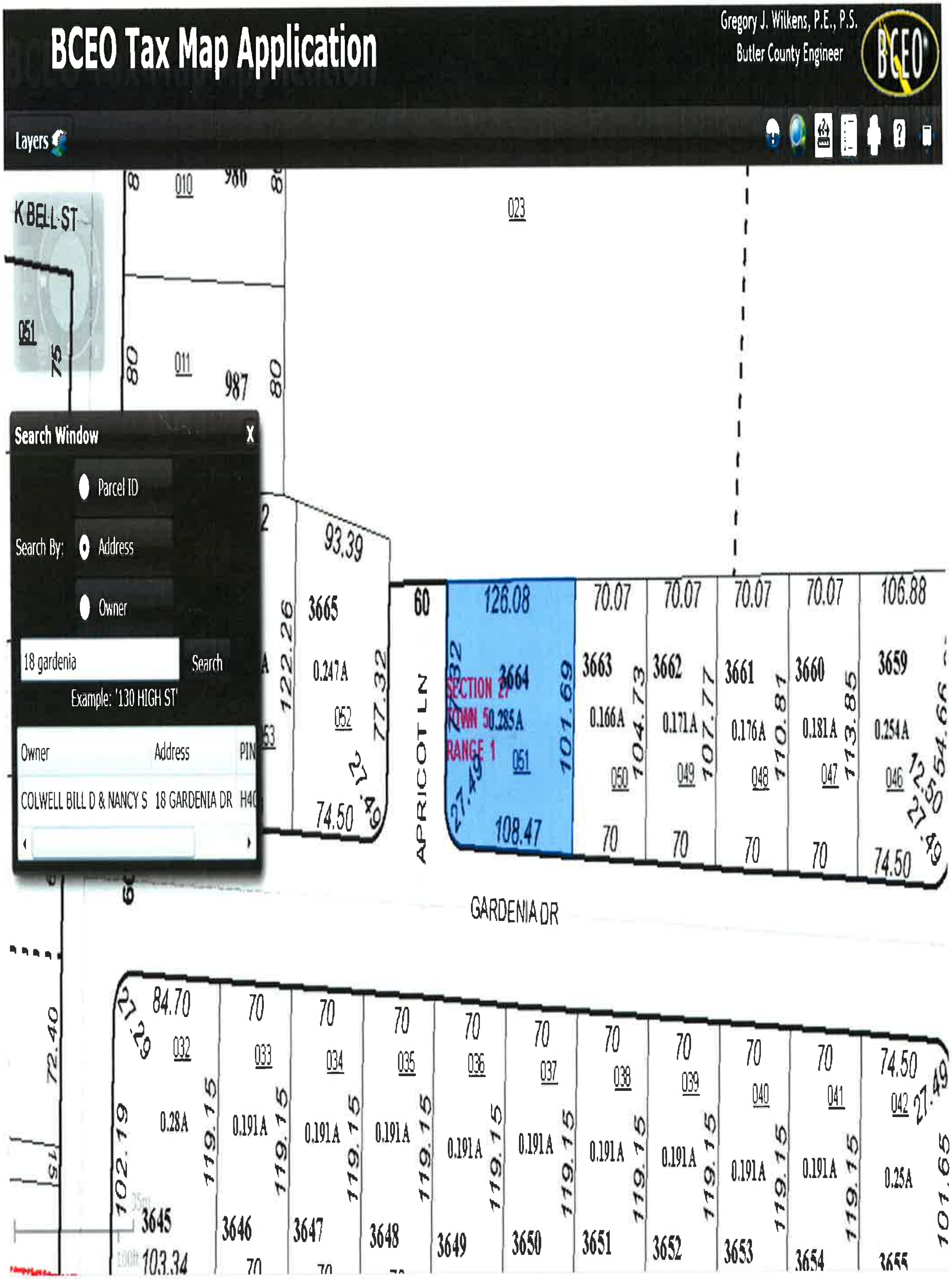
BCEO Tax Map Application
Gregory J. Wilkens, P.E., P.S.
Butler County Engineer
Layers
Search Window
Search By:
Parcel ID
Address
Owner
18 gardenia
Search
Example: '130 HIGH ST'
Owner
Address
COLWELL BILL D & NANCY S
18 GARDENIA DR
APRICOT LN
GARDENIA DR
SECTION 27
TOWN 5
RANGE 1
126.08
108.47
101.69
3664
0.285A
051

PARID: H4000116000051
COLWELL BILL D & **18 GARDENIA DR**

Parcel

Parcel Id	H4000116000051
Address	18 GARDENIA DR
Class	RESIDENTIAL
Land Use Code	500, R - RESIDENTIAL, VACANT LAND, LOT
Neighborhood	00008016
Total Acres	
Taxing District	H40
District Name	OXFORD CORP TAL CSD
Gross Tax Rate	72.59
Effective Tax Rate	44.843854

Owner and Legal

Owner 1	COLWELL BILL D &
Owner 2	NANCY S
Legal 1	3664 ENT
Legal 2	SILVERLEAF MEADOWS SUB SEC 1
Legal 3	

Tax Mailing Name and Address

Mailing Name 1	BILL D AND NANCY S COLWELL
Mailing Name 2	
Address 1	2530 REGINA PL
Address 2	
Address 3	HAMILTON OH 45013 4813

Sales

Sale Date	Sale Amount
08-DEC-10	
02-JUN-06	

Dwelling

Stories
Gross Living Area
Construction
Total Rooms
Bedrooms
Year Built
Finished Basement

Current Value

Land (100%)		$26,550
Building (100%)		$0
Total Value (100%)		$26,550
CAUV		$0
Assessed Tax Year	2013	
Land (35%)		$9,290
Building (35%)		$0
Assessed Total (35%)		$9,290

Incentive District Parcels What is this?

Parcel identifier	Value Type	value
H4000116000051	Base Parcel	26,550
	Total Value	26,550

Current Year Real Estate Taxes

TAX TYPE	Prior Year	First Half Tax	Second Half Tax	Total
Real Estate	0.00	206.23	187.48	393.71
Total:	0.00	206.23	187.48	393.71

Homestead Credits

Homestead Exemption	NO
Owner Occupied Credit	NO

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager

City Council Meeting of: May 20, 2014

Account Code #: 332.831.50903 $250,000
331.831.52020 $ 18,942
322.810.50101 $ 29,950

Budgeted Amount: $250,000 (Sanitary work only)

Service Department
Originating Department

Michael B. Dreisbach
Prepared By

May 7, 2014
Date Prepared

Agenda Title: Chestnut St. Sanitary Sewer and Water Main Upgrade in Conjunction with Redevelopment of 419 South Locust St. (aka previous Wal-Mart site).

Recommendation: Approval

Discussion: On September 17, 2013, the Oxford City Council adopted Resolution No. 4770 authorizing an Agreement with RE NVC Oxford Residential, LLC to cost share in utility infrastructure costs made necessary by the redevelopment of approximately 12 acres at 419 S. Locust St. (aka "the former Wal-Mart site"). This agreement dictates the developer shall contribute $125,000 towards utility improvements, payable after all permits for the site have been issued.

This project will effectively upgrade Chestnut Street's existing 6" (under the RR) and 8" sanitary sewer pipe to an 18" main able to accommodate the additional loading for the proposed development. The project will also install a new 12" water main under the railroad tracks to accommodate future improvements to the water utility. The Developer will still be responsible to pay all other associated costs with connections to the sanitary sewer system including but not limited to tap fees, inspections charges, and Capacity Benefit Charges.

The City developed plans and specifications for the project that were approved by both CSX (the railroad owner) and the Ohio EPA. These plans were then advertised for bids in the Hamilton Journal and Dayton Daily News on April 18 and 25, 2014. Bids were publically opened and read on May 2, 2014 with the following results:

Brackney, Inc.	**$271,720**
Larry Smith, Inc.	$305,792

Brackney, Inc. submitted the lowest and best bid for the project. This company has performed similar work for the City, and we have been very pleased with their services. It is Staff's recommendation that the City Council authorize the City Manager to enter into an agreement with Brackney, Inc. for the specified work at a cost of $271,720. Staff is requesting a 10% contingency in the amount of $27,172; therefore, **the total contract amount not to exceed shall be $298,892**. With Council's approval, funding will be as identified at the top of this report between three authorized appropriations.

Chestnut St. will be closed for approximately four weeks to safely allow for construction of these improvements. Traffic will be maintained to businesses in the vicinity of the improvements.

Approved By:

	Initial	Date
Department Head:	MBD	5/14/14
City Manager:	[signature]	5/16/14

RESOLUTION NO.

A RESOLUTION ACCEPTING THE BID SUBMITTED BY BRACKNEY, INC. AND AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH BRACKNEY, INC. FOR THE CHESTNUT STREET SANITARY SEWER AND WATER MAIN UPGRADE PROJECT AT A COST OF $271,720.00 PLUS A CONTINGENCY AMOUNT OF TEN PERCENT (10%) OF THE CONTRACT PRICE OR $27,172.00 FOR A TOTAL COST NOT TO EXCEED $298,892.00.

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

SECTION 1: The City advertised for bids in the *Hamilton Journal* and the *Dayton Daily News* on April 18, 2014 and April 25, 2014. Two (2) sealed bids were opened and publicly read on May 2, 2014. The lowest and best bid was provided by Brackney, Inc. in the amount of $271,720.00.

SECTION 2: The City Manager and the Service Director recommend City Council accept the bid of Brackney, Inc. as the lowest and best bid for the Chestnut Street sanitary sewer and water main upgrade project at a cost of $271,720.00 and authorize the City Manager to enter into a contract with Brackney, Inc. for the Chestnut Street sanitary sewer and water main upgrade project at a cost of $271,720.00 plus a contingency amount of ten percent (10%) of the contract price or $27,172.00 for a total cost not to exceed $298,892.00.

SECTION 3: City Council hereby accepts the recommendation of the City Manager and the Service Director and finds Brackney, Inc. to be the lowest and best bidder and accepts the bid of $271,720.00 for the Chestnut Street sanitary sewer and water main upgrade project.

SECTION 4: City Council hereby authorizes the City Manager to enter into a contract with Brackney, Inc. for the Chestnut Street sanitary sewer and water main upgrade project at a cost of $271,720.00 plus a contingency amount of ten percent (10%) of the contract price or $27,172.00 for a total cost not to exceed $298,892.00.

SECTION 5: This resolution 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)

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager

City Manager
Originating Department

Council Meeting Of: May 20, 2014

Mary Ann Eaton
Prepared By

Account Code No. #: N/A

Budgeted Amount: N/A

May 13, 2014
Date Prepared

Agenda Title: Resolution approving the contract between the City of Oxford, Ohio and the Oxford Police Officers, Fraternal Order of Police, Lodge 38 and authorizing the City Manager and City Law Director to sign the contract on behalf of the City.

Recommendation: Approval.

Discussion:

December 31, 2013 marked the end of the existing contract between the City and the Oxford Police Officers, Fraternal Order of Police, Lodge 38.

Negotiations are complete and approval of this Resolution will authorize the City Manager and the City Law Director to sign the recommended contract, the term of which is three years.

Approved By:

	Initial	Date
Department Head:		
City Manager:	DRB	5/16/14

RESOLUTION NO.

A RESOLUTION APPROVING THE CONTRACT BETWEEN THE CITY OF OXFORD, OHIO AND THE OXFORD POLICE OFFICERS, FRATERNAL ORDER OF POLICE, LODGE 38 AND AUTHORIZING THE CITY MANAGER AND THE CITY LAW DIRECTOR TO SIGN THE CONTRACT ON BEHALF OF THE CITY.

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

SECTION 1: The City Manager and the Police Chief recommend Council authorize the City Manager and the City Law Director to sign on behalf of the City the Contract referred to in substantially the same form as Exhibit "A" ("Contract") with the Oxford Police Officers, Fraternal Order of Police, Lodge 38. The purpose of this Contract is to achieve a mutual agreement and understanding between the aforementioned parties and to establish written protocol for harmonious relations between the parties. The term of this Contract is for three (3) years from January 1, 2014 through December 31, 2016.

SECTION 2: Council hereby accepts the recommendation and approves the contract finding that the contract will benefit the community and it is in the best interest of the City to authorize the City Manager and the City Law Director to sign the contract on behalf of the City.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: KEVIN MCKEEHAN

PREPARED BY: LAW(STAFF)

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager

City Manager
Originating Department

Council Meeting Of: May 20, 2014

Mary Ann Eaton
Prepared By

Account Code No. #: N/A

Budgeted Amount: N/A

May 13, 2014
Date Prepared

Agenda Title: Resolution approving the contract between the City of Oxford, Ohio and the Oxford Police Sergeants and Lieutenants, Fraternal Order of Police, Lodge 38 and authorizing the City Manager and City Law Director to sign the contract on behalf of the City.

Recommendation: Approval.

Discussion:

December 31, 2013 marked the end of the existing contract between the City and the Oxford Police Sergeants and Lieutenants, Fraternal Order of Police, Lodge 38.

Negotiations are complete and approval of this Resolution will authorize the City Manager and the City Law Director to sign the recommended contract, the term of which is three years.

Approved By:

	Initial	Date
Department Head:		
City Manager:	[signature]	5/16/14

RESOLUTION NO.

A RESOLUTION APPROVING THE CONTRACT BETWEEN THE CITY OF OXFORD, OHIO AND THE OXFORD POLICE SERGEANTS AND LIEUTENANTS, FRATERNAL ORDER OF POLICE, LODGE 38 AND AUTHORIZING THE CITY MANAGER AND THE CITY LAW DIRECTOR TO SIGN THE CONTRACT ON BEHALF OF THE CITY.

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

SECTION 1: The City Manager and the Police Chief recommend Council authorize the City Manager and the City Law Director to sign on behalf of the City the Contract referred to in substantially the same form as Exhibit "A" ("Contract") with the Oxford Police Sergeants and Lieutenants, Fraternal Order of Police, Lodge 38. The purpose of this Contract is to achieve a mutual agreement and understanding between the aforementioned parties and to establish written protocol for harmonious relations between the parties. The term of this Contract is for three (3) years from January 1, 2014 through December 31, 2016.

SECTION 2: Council hereby accepts the recommendation and approves the contract finding that the contract will benefit the community and it is in the best interest of the City to authorize the City Manager and the City Law Director to sign the contract on behalf of the City.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: KEVIN MCKEEHAN

PREPARED BY: LAW(STAFF)

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to City Manager

Finance
Originating Department

Council Meeting Of : 5/20/2014

Joe Newlin
Prepared By

Account Code No. : see below

Budgeted Amount :

5/12/2014
Date Prepared

Agenda Title: **2014 Supplemental Budget #4**

Recommendation: **Approve**

Issue 1
- Reflect unbudgeted Estate Taxes in General Fund and increased reimbursements in Street Fund

Action Needed:

Revenue Side

General Fund 110	44,614.40	Unbudgeted Estate Taxes
Street Fund 122	12,130.00	Increased Reimbursements
Street Fund 122	44,600.00	Transfer from General Fund

Expense Side

General Fund 110	44,600.00	Transfer to Street Fund
Street Fund 122	56,730.00	Increase in appropriation from unencumbered balance

Net Effect on Fund Balance/(s) Increase/(Decrease)	14.40
Total Net Effect on Fund Balance/(s) Increase/(Decrease)	14.40

Breakdown by Fund

General Fund 110	14.40
Street Fund 122	-
Net Effect on Fund Balance/(s) Increase/(Decrease)	14.40

Approved By:

	Initials	Date
Department Head:	JN	5/13/14
City Manager:	[illegible]	5/16/14

F:\General Accounting\2014\Ordinances\Supplementals\Staff Report SB 4

ORDINANCE NO.

AN ORDINANCE AMENDING ORDINANCE NO. 3249. SUPPLEMENTAL BUDGET ORDINANCE NUMBER 4 TO MAKE SUPPLEMENTAL APPROPRIATIONS FOR FISCAL YEAR 2014.

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:

General Fund 110	44,614.40
Street Fund 122	12,130.00

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

General Fund 110	44,600.00

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

Transfer from:	
General Fund 110	44,600.00
Transfer to:	
Street Fund 122	44,600.00

SECTION 5: The following increase/(decrease)in revenues be made:

Street Fund 122	44,600.00

SECTION 6: The following increase/(decrease)in appropriations from unencumbered balances be made:

Street Fund 122 (Other Services & Charges)	44,600.00

SECTION 7: In all other respects, Ordinance No. 3249 shall remain in full force and effect.

SECTION 8: This ordinance shall take effect immediately upon its adoption.

MAYOR

ADOPTED:

ATTEST:

CLERK OF CITY COUNCIL

INTRODUCED BY: KEVIN MCKEEHAN

PREPARED BY: LAW (STAFF)