City of Oxford OHIO
HOME OF MIAMI UNIVERSITY

Agenda

Oxford City Council

Court House

TUESDAY, JUNE 2, 2015

EXECUTIVE SESSION
None.

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

REGULAR MEETING
7:30 P.M.

PLEDGE OF ALLEGIANCE

2. Approval of Agenda.

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

3. Public Participation.

   A. 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 19, 2015 City Council Work Session. (Mary Ann Eaton, Clerk of Council)

      Minutes

   B. Minutes of the May 19, 2015 City Council Meeting. (Mary Ann Eaton, Clerk of Council)

      Minutes

   C. Report regarding the May 13, 2015 Environmental Commission Meeting. (Mike Dreisbach, Service Director)

      Report

   D. Report regarding the May 20, 2015 Civil Service Commission Meeting. (Donna Heck, Human Resources Director)

      Report

   E. Report regarding the May 20, 2015 Board of Zoning Appeals Meeting. (Jung-Han Chen, Community Development Director)

      Report

5. Resolutions.

   1. A Resolution authorizing the City Manager to enter into a contract with Statewide Ford Lincoln for the purchase of one (1) 2015 Ford Interceptor Utility vehicle and one (1) 2015 Ford Interceptor Sedan and specified options at state contract pricing at a cost not to exceed $65,520.00. (Bob Holzworth, Police Chief)

      Staff Report/Resolution

6. Ordinances.

   A. First Reading.

1.An Ordinance Authorizing The Tax Budget For The Year 2016 And Directing That The Same Be Transmitted To The Butler County Auditor. (Joe Newlin, Finance Director)

Staff Report/Ordinance

2.An Ordinance Amending Ordinance No. 3286. Supplemental Budget Ordinance Number 4 To Make Supplemental Appropriations For Fiscal Year 2015. (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.

WED - June 3 Historic and Architectural Preservation Commission Meeting 6:00 p.m.

WED - June 3 Environmental Commission Meeting 7:00 p.m. Municipal Building

TUES - June 9 Planning Commission Meeting 7:30 p.m.

MON - June 15 Housing Advisory Commission Meeting 7:00 p.m.

TUES - June 16 City Council Meeting 7:30 p.m.

WED - June 17 Board of Zoning Appeals Meeting Cancelled

WED - June 24 Civil Service Commission Meeting 6:00 p.m.

8. Adjourn.

CITY OF OXFORD
STAFF SUMMARY REPORT

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

Police
Originating Department

Council Meeting Of: June 2, 2015

Account Code #: **140.110.61104**
412.110.52520

Robert Holzworth
Prepared By

Budgeted Amount: **$65,546**

May 27, 2015
Date Prepared

Agenda Title: **Purchase of two vehicles for Division of Police**

Recommendation: Approve

The 2015 budget includes $32,773 in the Capital Equipment Fund and $32,773 in the Enforcement and Education Fund for the purchase of two police vehicles and equipment necessary to maintain the operating integrity of the Police Department.

This resolution will authorize the City Manager to enter into a contract with Statewide Ford Lincoln for the purchase of one Ford Interceptor Utility Vehicle and one Ford Interceptor Sedan at State Contract pricing for an amount not to exceed $65,546.

State Contract: RS901214-3

Approved By:		**Initial Date**
	Department Head:	\ 5/28/2015
	City Attorney:	
	City Manager:	\ 5/29/15

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH STATEWIDE FORD LINCOLN FOR THE PURCHASE OF ONE (1) 2015 FORD INTERCEPTOR UTILITY VEHICLE AND ONE (1) 2015 FORD INTERCEPTOR SEDAN AND SPECIFIED OPTIONS AT STATE CONTRACT PRICING AT A COST NOT TO EXCEED $65,520.00.

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

SECTION 1: Council hereby authorizes the Division of Police to purchase one (1) 2015 Ford Interceptor Utility vehicle and one (1) 2015 Ford Interceptor Sedan and specified options at State Contract pricing at a cost not to exceed $65,520.00.

SECTION 2: The City Manager is hereby authorized to enter into a contract with Statewide Ford Lincoln for the purchase of one (1) 2015 Ford Interceptor Utility vehicle and one (1) Ford Interceptor Sedan and specified options at State Contract pricing at a cost not to exceed $65,520.00.

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

SECTION 4: 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)

Statewide Ford Lincoln
1108 W. Main St.
Van Wert, Ohio 45891

Reference Number	Rev1 Q0218NM

Date	Vehicle	Status
5/28/2015	Utility	Quote

Shipping

☑	Ship to Shop	☑	Build	☑	Deliver
☐	Pull From Inventory				
☐	Manufacturer Ship Direct				

Customer Information

Purchaser Name	Oxford Police Dept.
Contact Name	Lt. Tom Horvath
Mailing Address	101 E. High St.
City, State & Zip	Oxford, Ohio 45056

Contact Information

Email	thorvath@cityofoxford.org
Phone	(513) 524-5254
Fax	(513) 524-9111
Alt. Contact	

Supporting Information

Sales Rep Name	Natasha Moon
Customer PO #	
Delivery Address	
City, State & Zip	

Notes Section:

Does not include install of Radios, Radar, Computer, or Camera
no Delivery

QTY	Manufacturer	Part Number	Part Description	Unit Price	Extended Price	Cost of Options
1	Ford	K8A	Utility PI	$24,729.00	$ 24,729.00	
1	Ford	549	Heated Mirrors	$ 69.00	$ 69.00	
1	Ford		Keyed Alike (code TBD)	$ 75.00	$ 75.00	
1	Ford	43D	Courtesy Lamps Inoperative	$ 50.00	$ 50.00	
1	Ford	18W	Rear Window Switches Deleted	$ 24.00	$ 24.00	
1	Ford	686	Rear Door Handles & Locks Inop	$ 35.00	$ 35.00	
1	Ford	86P	LED Head Light Ready	$ 135.00	$ 135.00	
1	Ford	17T	Rear R/C Dome Lamp in Cargo Area	$ 60.00	$ 60.00	
1	Ford	FAK	first aid	$ 69.00	$ 69.00	
1	Ford	FE5	Fire Ext	$ 79.00	$ 79.00	
					$ -	
1	Whelen	SLU	Spot Light Upgrade	$ 235.00	$ 235.00	
				$ -	$ -	
					$ -	
				$ -	$ -	
1	Setina	10SUVRP	Recessed Partition (required w/ Weapon mount)	$ 725.00	$ 725.00	
1	Setina	SVW	Single Weapon Mount	$ 310.00	$ 310.00	
1	Setina	SWG	Window Guards	$ 245.00	$ 245.00	
1	Setina	12VS	Rear Partition	$ 429.00	$ 429.00	
1	Setina	FPBLED	Front Push Bumper W/ LEDs	$ 799.00	$ 799.00	

Natasha Moon
Natasha@StatewideFord.com
P:
F: 866.832.4430

						$ -
						$ -
					$ -	$ -
1	Ford	MJ3	Marked Vehicle Package includes		$ 4,399.00	$ 4,399.00
			Whelen Justice Light Bar		$ -	$ -
			295 Siren & Switch Controll		$ -	$ -
			100 Watt Speaker		$ -	$ -
			4 Corner LED System		$ -	$ -
			2 Grill LEDs		$ -	$ -
			Console		$ -	$ -
					$ -	$ -
1	Truck Vault		Cargo Storage Box		$ 1,250.00	$ 1,250.00
			T-FDEXRN1-11N-PS-SA-Z3		$ -	$ -
					$ -	$ -
			No Delivery		$ -	$ -
					$ -	$ -
					$ -	$ -
					$ -	$ -
					$ -	$ -
					$ -	$ -
					$ -	$ -
					$ -	$ -
					$ -	$ -
					$ -	$ -
					$ -	$ -
					$ -	$ -
					$ -	$ -
					$ -	$ -
					SubTotal	$ 33,717.00
					Shipping	$ -
					Installation	$ 200.00
				Tax Rate	0.00%	$ -
					Total	$ 33,917.00

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Statewide Ford Lincoln
1108 W. Main St.
Van Wert, Ohio 45891

Reference Number	Q0217NM

Date	Vehicle	Status
5/28/2015	Sedan	Quote

Shipping

☑	Ship to Shop	☑	Build	☑	Deliver
☐	Pull From Inventory				
☐	Manufacturer Ship Direct				

Customer Information

Purchaser Name	Oxford Police Dept.
Contact Name	Lt. Tom Horvath
Mailing Address	101 E. High St.
City, State & Zip	Oxford, Ohio 45056

Contact Information

Email	thorvath@cityofoxford.org
Phone	(513) 524-5254
Fax	(513) 524-9111
Alt. Contact	

Supporting Information

Sales Rep Name	Natasha Moon
Customer PO #	
Delivery Address	
City, State & Zip	

Notes Section:
Does not include install of Radios, Radar, Computer, or Camera
no Delivery

QTY	Manufacturer	Part Number	Part Description	Unit Price	Extended Price	Cost of Options
1	Ford	P2L	Ford Sedan	$22,177.00	$ 22,177.00	
1	Ford	P2M	All Wheel Drive 3.7L V6	$ 800.00	$ 800.00	
1	Ford		Keyed Alike (code TBD)	$ 75.00	$ 75.00	
1	Ford	13C	Courtesy Lamps Inoperative	$ 65.00	$ 65.00	
1	Ford	67D	Rear Window Switches Deleted	$ 25.00	$ 25.00	
1	Ford	186	Rear Door Handles & Locks Inop	$ 35.00	$ 35.00	
1	Ford	13P	LED Head Light Ready	$ 150.00	$ 150.00	
1	Ford	76R	Reverse Sensing	$ 295.00	$ 295.00	
				$ -	$ -	
1	Secure Idle	SI	Secure Idle	$ 285.00	$ 285.00	
					$ -	
1	Whelen	SLU	Spot Light Upgrade	$ 235.00	$ 235.00	
				$ -	$ -	
1	Ford	HLF	Head Light Flasher	$ 399.00	$ 399.00	
				$ -	$ -	
1	Setina	10SRP	Recessed Partition (required w/ Weapon mount)	$ 725.00	$ 725.00	
1	Setina	EXT2	Lower Ext. Panels		$ -	
1	Setina	SVW	Single Weapon Mount	$ 310.00	$ 310.00	
1	Setina	SWG	Window Guards	$ 225.00	$ 225.00	
1	Setina	FPBLED		$ 799.00	$ 799.00	

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1	Cruisers	CPS	Prisoner Seat	$ 525.00	$ 525.00
1	Van Wert Fire Equipment	FE5	Fire Extinguisher	$ 79.00	$ 79.00
				$ -	$ -
1	Ford	MJ3	Marked Vehicle Package includes	$ 4,399.00	$ 4,399.00
			Whelen Justice Light Bar	$ -	$ -
			295 Siren & Switch Controll	$ -	$ -
			100 Watt Speaker	$ -	$ -
			4 Corner LED System	$ -	$ -
			2 Grill LEDs	$ -	$ -
			Alternating Trunk Lights	$ -	$ -
			Console	$ -	$ -
				$ -	$ -
				$ -	$ -
				$ -	$ -
			No Delivery	$ -	$ -
				$ -	$ -
				$ -	$ -
				$ -	$ -
				$ -	$ -
				$ -	$ -
				$ -	$ -
				$ -	$ -
				$ -	$ -
				$ -	$ -
				$ -	$ -
				$ -	$ -
				SubTotal	$ 31,603.00
				Shipping	$ -
				Installation	
			Tax Rate	0.00%	$ -
				Total	$ 31,603.00

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CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager — **Finance** (Originating Department)

Council Meeting Of: 6/2 & 6/16

Account Code No. _____ — **Joe Newlin** (Prepared By)

Budgeted Amount: _____ — **5/18/15** (Date Prepared)

Agenda Title: **Year 2016 Tax Budget submitted to the County**

Recommendation: **Approve**

Discussion:

This is the annual Tax Budget to be submitted for the coming year to the Butler County Tax Commission, in accordance with requirements stipulated by Ohio Revised Code. Approval by the legislative body is required by July 15th and it is due to the County by July 20th.

The tax budget required for the County is essentially a preliminary budget estimate for next year. Beginning in August we will undertake our normal detailed line-item budget analysis and preparation. We will spend approximately 3 months of intensive preparation on our detailed budget, and the final approved budget will then be submitted to the County Budget Commission to replace this preliminary estimate.

This tax budget provides our first glimpse at 2016's General Fund budget. We have prepared this budget with an approximately 0% change from the 2015 Budget except for a few items. It was prepared as follows:

General Fund Budget Analysis

	2015	2016	Delta
Total Revenue	12,300,209	10,493,515	(1,806,694)
Income Tax Receipts	8,511,872	8,620,131	108,259
Return of Advance from Capital Improvement Fund	944,941	-	(944,941)
Return of Advance from Oxford Area Trails	970,000	-	(970,000)
Transfer from Oxford Natural Gas Fund	12	-	(12)
Total Revenue Delta			(1,806,694)

Total Expenditures	13,466,073	10,443,515	(3,022,558)

Income Tax Collections	289,752	294,098	4,346
Personnel Expenses	6,742,159	6,371,908	(370,251)
Transfer to Capital Equipment	174,000	462,503	288,503
Transfer to Park Debt Service	309,300	310,850	1,550
Transfer to Street	521,664	489,899	(31,765)
Transfer to Municipal Facilities	1,000,000	-	(1,000,000)
Advance to Capital Improvement	944,941	-	(944,941)
Advance to Oxford Area Trails	970,000	-	(970,000)
Total Expenditure Delta			(3,022,558)

All other revenues and expenditures remained constant.

Please keep in mind this is just a preliminary estimate.

Ohio Revised Code requires one public hearing be held, advertised at least 10 days in advance. We have advertised the public hearing for the Council meeting of June 16th.

Approved By:

	Initial	**Date**
Department Head:		5/27/15
City Manager:		5/29/15

All Other Funds

Street: Decreased transfer from General Fund by $31,765, decreased personnel cost by $31,765 from 2015

State Highway Improvement: No changes from 2015

Community Development Block Grant: No changes from 2015

Community Development Block Loan: No changes from 2015

Parking Meter: No changes in revenue, decreased personnel cost by $55,566 from 2015.

Life Squad: No changes from 2015

Affordable Housing Trust: No changes from 2015

Law Enforcement Trust: No changes from 2015

Enforcement & Education: No changes from 2015

FEMA Grant: No changes from 2015

Fire/EMS: 1.5% Income Tax Revenue increase over 2015 budgeted figure an increase of $15,459. Expenditures decreased by $198,741 tied to 2015 capital expenditures ($298,741 in 2015 compared to $100,000 for 2016)

1999 Parks Improvement Bond Debt Service: Increase in revenue and expenditures of $1,550 to match 2016 debt service

Capital Equipment: Increase in revenue to match transfer from the General Fund of $462,503. Expenditures increased to $462,503 to match total transfer from the General Fund totaling in 2016

Capital Improvement: Decrease in revenue $1,899,685 mostly attributed to decrease in advances from the General Fund and intergovernmental reimbursements. Decrease in expenditures to match total of $445,688 transferred in for 2016

Parking Lot Improvement: No changes from 2015

Municipal Facilities Capital Improvement: Both revenue and expenditures decreased by $1,000,000 (budgeted transfer from the General Fund for 2015)

Special Assessment: Decrease in both revenue and expenditures to match transfer from the General Fund of $30,000

Water Bond Debt Service: No changes from 2015

Water Capital Equipment: No change in revenue. Decrease in expenditures to match transfer from the Water Fund of $85,000

Water Operating: No change in revenue. Personnel expenditures decreased $184,053

Water Improvement: Decrease in revenue of $485,000 which was OPWC funding in 2015. Decrease in expenditures to match transfer from the Water Fund of $100,000

Water Capacity Benefit NE: No change in revenue. Expenditures decreased $133,333 which was the amount transferred in 2014 to the Water Improvement Fund

Water Capacity Benefit NW: No changes from 2015

Water Capacity Benefit SE: No changes from 2015

Water Capacity Benefit SW: No changes from 2015

Sewer Capital Equipment: No changes from 2015

Waste Water Operating: No change in revenue. Personnel expenditures decreased $118,994

Sewer Improvement: Decrease in revenues and expenditures to match transfer from the Sewer Fund of $200,000 and $453 in special assessment revenue

Sewer Capacity Benefit NE: No changes from 2015

Sewer Capacity Benefit NW: No changes from 2015

Sewer Capacity Benefit SE: No changes from 2015

Sewer Capacity Benefit SW: No changes from 2015

Refuse: No change in revenue. Personnel expenditures decreased $3,234 and debt payments decreased $149,922 (debt paid off in 2015)

Storm Water Utility: No changes from 2015

Landfill Post-Closure: No changes from 2015

Internal Service: No changes from 2014

Employee Benefits: No changes from 2015

Board of Building Standards: No changes from 2015

Hotel Tax Agency: No changes from 2015

Oxford Natural Gas Refund Agency: This fund will no longer be budgeted for. Zero balance

ORDINANCE NO.

ORDINANCE AUTHORIZING THE TAX BUDGET FOR THE YEAR 2016 AND DIRECTING THAT THE SAME BE TRANSMITTED TO THE BUTLER COUNTY AUDITOR.

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

SECTION 1: The year 2016 tax budget, attached hereto as Attachment A for the City of Oxford is hereby adopted and the Finance Director is directed to transmit a copy of said budget to the Butler County Auditor.

SECTION 2: 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)

City or
Village of **Oxford**

Butler County, Ohio

(Date) **June 16** , **2015**
Year

This Budget must be adopted by the Council or other legislative body on or before July 15th, and two copies must be submitted to the County Auditor on or before July 20th. **FAILURE TO COMPLY WITH SEC. 5705.28 R.C. SHALL RESULT IN LOSS OF LOCAL GOVERNMENT FUND ALLOCATION.**

To the auditor of said County:

The following Budget year beginning January 1, 2016, has been adopted by Council and is herewith submitted for the consideration of the County Budget Commission.

Signed _____

Title Finance Director

SCHEDULE A

SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET COMMISSION AND COUNTY AUDITOR'S ESTIMATED RATES

For Municipal Use		For Budget Commission Use		For County Auditor Use	
FUND (Include only those funds which are requesting general property tax revenue)	Budget Year Amount Requested of Budget Commission Inside/Outside	Budget Year Amount Approved by Budget Commission Inside 10 Mill Limitation	Budget Year Amount to be Derived From Levies Outside 10 Mill Limitation	County Auditor's estimate of Tax Rate to be Levied	
				Inside 10 Mill Limit Budget Year	**Outside 10 Mill Limit Budget Year**
	Column 1	Column 2	Column 3	Column 4	Column 5
GOVERNMENT FUNDS					
GENERAL FUND	979,823				
SPECIAL REVENUE FUNDS					
DEBT SERVICE FUNDS					
CAPITAL PROJECTS FUNDS					
PROPRIETARY FUNDS					
FIDUCIARY FUNDS					
AGENCY FUNDS					
TOTAL OF ALL FUNDS	**979,823**	**0**	**0**	**0**	**0**

SCHEDULE B

LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES

FUND	Maximum Rate Authorized to be Levied	Tax Year County Auditor's Estimate of Yield of Levy (Carry to Schedule A, Column 3)
GENERAL FUND: Current Expense Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Current Expense Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Current Expense Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Current Expense Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Current Expense Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Current Expense Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Current Expense Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. **TOTAL GENERAL FUND OUTSIDE 10 MILL LIMITATION**		
SPECIAL LEVY FUNDS: Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C.		

FUND NAME: GENERAL FUND

EXHIBIT I - A

FUND TYPE/CLASSIFICATION : GOVERNMENTAL - GENERAL

DESCRIPTION (1)	For 2013 Actual (2)	For 2014 Actual (3)	Current Year Estimated for 2015 (4)	Budget Year Estimated for 2016 (5)
REVENUES				
Local Taxes				
General Property Tax - Real Estate	979,862.00	991,772.00	979,823.00	979,823.00
10% Rollback & Homestead	94,258.00	93,307.00	96,777.00	96,777.00
Tangible Personal Property Tax	222.00	5.00	-	-
Municipal Income Tax	7,284,301.00	7,788,100.00	7,217,272.00	7,325,531.00
Other Local Taxes	213,770.00	220,484.00	218,000.00	218,000.00
Total Local Taxes	8,572,413.00	9,093,668.00	8,511,872.00	8,620,131.00
Intergovernmental Revenues				
State Shared Taxes and Permits	44,539.00	43,999.00	39,896.00	39,896.00
Local Government	304,828.00	298,011.00	306,799.00	306,799.00
Estate Tax	255,570.00	58,723.00	-	-
Cigarette Tax	715.00	764.00	750.00	750.00
License Tax	-	-	-	-
Liquor and Beer Permits	38,210.00	38,806.00	37,000.00	37,000.00
Gasoline Tax	-	-	-	-
Library and Local Government Support Fund	-	-	-	-
Property Tax Allocation	-	-	-	-
Other State Shared Taxes and Permits	-	-	-	-
Total State Shared Taxes and Permits	643,862.00	440,303.00	384,445.00	384,445.00
Federal Grants or Aid	17,572.00	30,375.00	12,000.00	12,000.00
State Grants or Aid	16,627.00	17,307.00	17,307.00	17,307.00
Other Grants or Aid	34,363.00	39,735.00	33,050.00	33,050.00
Total Intergovernmental Revenues	712,424.00	527,720.00	446,802.00	446,802.00
Special Assessments	-	-	-	-
Charges for Services	473,209.00	439,471.00	416,700.00	416,700.00
Fines, Licenses, and Permits	626,305.00	656,255.00	659,305.00	659,305.00
Miscellaneous	256,842.00	273,540.00	199,602.00	199,602.00
Other Financing Sources:				
Proceeds from Sale of Debt	-	-	-	-
Transfers	142,287.00	157,957.00	150,987.00	150,975.00
Advances	2,372,500.00	2,541,200.00	1,914,941.00	-
Other Sources				
TOTAL REVENUES	13,155,980.00	13,689,811.00	12,300,209.00	10,493,515.00

FUND NAME: GENERAL FUND EXHIBIT I - B
FUND TYPE/CLASSIFICATION : GOVERNMENTAL - GENERAL

DESCRIPTION (1)	For 2013 Actual (2)	For 2014 Actual (3)	Current Year Estimated for 2015 (4)	Budget Year Estimated for 2016 (5)
EXPENDITURES				
Security of Persons and Property				
Personal Services	3,777,163.00	3,932,535.00	4,284,041.00	4,011,185.00
Travel Transportation	-	-	-	-
Contractual Services	499,755.00	560,972.00	605,739.00	605,739.00
Supplies and Materials	-	-	-	-
Capital Outlay	-	-	-	-
Total Security of Persons and Property	4,276,918.00	4,493,507.00	4,889,780.00	4,616,924.00
Public Health Services				
Personal Services	-	-	-	-
Travel Transportation	-	-	-	-
Contractual Services	133,080.00	122,530.00	122,664.00	122,664.00
Supplies and Materials	-	-	-	-
Capital Outlay	-	-	-	-
Total Public Health Services	133,080.00	122,530.00	122,664.00	122,664.00
Leisure Time Activities				
Personal Services	938,073.00	960,435.00	1,016,926.00	979,644.00
Travel Transportation	-	-	-	-
Contractual Services	380,305.00	407,174.00	420,964.00	420,964.00
Supplies and Materials	-	-	-	-
Capital Outlay	-	-	-	-
Total Leisure Time Activities	1,318,378.00	1,367,609.00	1,437,890.00	1,400,608.00
Community Environment				
Personal Services	485,427.00	495,454.00	533,195.00	505,364.00
Travel Transportation	-	-	-	-
Contractual Services	299,615.00	360,298.00	346,428.00	346,428.00
Supplies and Materials	-	-	-	-
Capital Outlay	-	-	-	-
Total Community Environment	785,042.00	855,752.00	879,623.00	851,792.00
Basic Utility Services				
Personal Services				
Travel Transportation				
Contractual Services				
Supplies and Materials				
Capital Outlay				
Total Basic Utility Services	-	-	-	-

FUND NAME: GENERAL FUND
FUND TYPE/CLASSIFICATION : GOVERNMENTAL - GENERAL

EXHIBIT I - C

DESCRIPTION (1)	For 2013 Actual (2)	For 2014 Actual (3)	Current Year Estimated for 2015 (4)	Budget Year Estimated for 2016 (5)
EXPENDITURES				
Transportation				
Personal Services	-	-	-	-
Travel Transportation	-	-	-	-
Contractual Services	-	-	-	-
Supplies and Materials	-	-	-	-
Capital Outlay	-	-	-	-
Total Transportation	-	-	-	-
General Government				
Personal Services	862,605.00	858,543.00	907,997.00	875,715.00
Travel Transportation	-	-	-	-
Contractual Services	905,576.00	789,532.00	801,376.00	805,722.00
Supplies and Materials	-	-	-	-
Capital Outlay	-	-	-	-
Total General Government	1,768,181.00	1,648,075.00	1,709,373.00	1,681,437.00
Debt Service				
Redemption of Principal	-	-	-	-
Interest	-	-	-	-
Other Debt Service	-	-	-	-
Total Debt Service	-	-	-	-
Other Uses of Funds				
Transfers	3,839,288.00	2,057,003.00	2,428,802.00	1,687,090.00
Advances	1,972,500.00	2,541,200.00	1,914,941.00	-
Contingencies	-	-	83,000.00	83,000.00
Other Uses of Funds				
Total Other Uses of Funds	5,811,788.00	4,598,203.00	4,426,743.00	1,770,090.00
TOTAL EXPENDITURES	14,093,387.00	13,085,676.00	13,466,073.00	10,443,515.00
Revenues over/(under) Expenditures	(937,407.00)	604,135.00	(1,165,864.00)	50,000.00
Beginning Cash Balance	7,796,147.00	6,858,740.00	7,395,797.52	6,229,933.30
Ending Cash Fund Balance	6,858,740.00	7,462,875.00	6,229,933.52	6,279,933.30
Rounding	0.45	(0.33)	(0.22)	
Outstanding Advances to be repaid	-	-	-	-
Estimated Encumbrances (outstanding at year end)	145,069.00	67,077.15	-	-
Estimated Ending Unencumbered Fund Balance	6,713,671.45	7,395,797.52	6,229,933.30	6,279,933.30

EXHIBIT II -A

FUND List All Funds Individually Unless Reported on Exhibit I or II	Estimated Unencumbered Fund Balance 1/1/2016	Budget Year Estimated Receipt	Total Available For Expenditures	Personal Services	Other	Total	Estimated Unencumbered Fund Balance 12/31/2016
GOVERNMENTAL:							
SPECIAL SERVICE:							
Street	211,159.50	830,424.00	1,041,583.50	626,475.00	203,949.00	830,424.00	211,159.50
State Highway Improvement	13,110.49	20,255.00	33,365.49		20,255.00	20,255.00	13,110.49
Community Development Block Grant	51,907.80	119,000.00	170,907.80		119,000.00	119,000.00	51,907.80
Community Development Block Loan	269,030.31	77,995.00	347,025.31		160,000.00	160,000.00	187,025.31
Parking Meter	651,079.88	671,510.00	1,322,589.88	330,360.00	307,800.00	638,160.00	684,429.88
Life Squad	26,383.01	186.00	26,569.01			0.00	26,569.01
Affordable Housing Trust	5,560.25	31.00	5,591.25			0.00	5,591.25
Law Enforcement Trust	152,454.16	16,804.00	169,258.16		12,000.00	12,000.00	157,258.16
Enforcement & Education	281,928.24	109,462.00	391,390.24	45,190.00	106,043.00	151,233.00	240,157.24
FEMA Grant	0.00		0.00			0.00	0.00
Fire/EMS	1,181,255.24	1,642,297.00	2,823,552.24	1,109,362.00	486,677.00	1,596,039.00	1,227,513.24
TOTAL SPECIAL REVENUE FUNDS	2,843,868.88	3,487,964.00	6,331,832.88	2,111,387.00	1,415,724.00	3,527,111.00	2,804,721.88

EXHIBIT II - B

FUND List All Funds Individually Unless Reported on Exhibit I or II	Estimated Unencumbered Fund Balance 1/1/2016	Budget Year Estimated Receipt	Total Available For Expenditures	Personal Services	Other	Total	Estimated Unencumbered Fund Balance 12/31/2016
DEBT SERVICE FUNDS							
1999 Parks Imp.Bond Debt Service	0.00	310,850.00	310,850.00		310,850.00	310,850.00	0.00
TOTAL DEBIT SERVICE FUNDS	0.00	310,850.00	310,850.00	0.00	310,850.00	310,850.00	0.00
CAPITAL PROJECT FUNDS							
Capital Equipment	614,968.28	462,503.00	1,077,471.28		462,503.00	462,503.00	614,968.28
Capital Improvement	1,079,025.73	445,688.00	1,524,713.73		445,688.00	445,688.00	1,079,025.73
Parking Lot Improvement	63,042.15	41,553.00	104,595.15		41,553.00	41,553.00	63,042.15
Municipal Facilities Capital Improvement	0.00	0.00	0.00		0.00	0.00	0.00
Oxford Area Trails Capital Improvement Fund	0.00	0.00	0.00		0.00	0.00	0.00
TOTAL CAPITAL PROJECTS	1,757,036.16	949,744.00	2,706,780.16		949,744.00	949,744.00	1,757,036.16
Special Assessment	43,127.98	30,000.00	73,127.98		30,000.00	30,000.00	43,127.98
TOTAL SPECIAL ASSESSMENT	43,127.98	30,000.00	73,127.98	0.00	30,000.00	30,000.00	43,127.98

EXHIBIT II - C

FUND List All Funds Individually Unless Reported on Exhibit I or II	Estimated Unencumbered Fund Balance 1/1/2016	Budget Year Estimated Receipt	Total Available For Expenditures	Personal Services	Other	Total	Estimated Unencumbered Fund Balance 12/31/2016
PROPRIETARY:							
ENTERPRISE FUNDS							
Water Bond Debt Service	0.00		0.00			0.00	0.00
Water Capital Equipment	70,843.85	85,000.00	155,843.85		85,000.00	85,000.00	70,843.85
Water Operating	2,037,654.49	2,640,550.00	4,678,204.49	1,190,247.00	861,076.00	2,051,323.00	2,626,881.49
Water Improvement	1,104,384.23	100,000.00	1,204,384.23		100,000.00	100,000.00	1,104,384.23
Water Capacity Benefit Fund NE	149,668.82	647.00	150,315.82			0.00	150,315.82
Water Capacity Benefit Fund NW	119,179.44	661.00	119,840.44			0.00	119,840.44
Water Capacity Benefit Fund SE	246,805.37	1,395.00	248,200.37			0.00	248,200.37
Water Capacity Benefit Fund SW	158,734.07	879.00	159,613.07			0.00	159,613.07
Sewer Capital Equipment	144,111.92	170,000.00	314,111.92		170,000.00	170,000.00	144,111.92
Sewer Operating	1,848,261.74	2,914,265.00	4,762,526.74	1,395,612.00	1,764,966.00	3,160,578.00	1,601,948.74
Sewer Improvement	834,420.14	200,453.00	1,034,873.14		200,453.00	200,453.00	834,420.14
Sewer Capacity Benefit Fund NE	214,449.83	1,013.00	215,462.83			0.00	215,462.83
Sewer Capacity Benefit Fund NW	114,069.16	632.00	114,701.16			0.00	114,701.16
Sewer Capacity Benefit Fund SE	369,051.74	2,086.00	371,137.74			0.00	371,137.74
Sewer Capacity Benefit Fund SW	106,752.32	586.00	107,338.32			0.00	107,338.32
Refuse	1,686,977.14	1,654,252.00	3,341,229.14	151,864.00	1,362,170.00	1,514,034.00	1,827,195.14
Stormwater Utility	18,863.59	40,000.00	58,863.59		40,000.00	40,000.00	18,863.59
Landfill Post-Closure	1,107,932.30	7,500.00	1,115,432.30		1,020.00	1,020.00	1,114,412.30
TOTAL ENTERPRISE FUNDS	10,332,160.15	7,819,919.00	18,152,079.15	2,737,723.00	4,584,685.00	7,322,408.00	10,829,671.15

EXHIBIT II - D

FUND List All Funds Individually Unless Reported on Exhibit I or II	Estimated Unencumbered Fund Balance 1/1/2016	Budget Year Estimated Receipt	Total Available For Expenditures	Personal Services	Other	Total	Estimated Unencumbered Fund Balance 12/31/2016
INTERNAL SERVICE FUNDS							
Internal Service Fund	49,963.80	278,303.00	328,266.80		276,009.00	276,009.00	52,257.80
Employee Benefits Fund	220,505.45	1,643,456.00	1,863,961.45		1,641,335.00	1,641,335.00	222,626.45
TOTAL INTERNAL SERVICE FUNDS	270,469.25	1,921,759.00	2,192,228.25	0.00	1,917,344.00	1,917,344.00	274,884.25
FIDUCIARY:							
TRUST AND AGENCY FUNDS							
Board of Building Standards Fund	0.00	2,850.00	2,850.00		2,850.00	2,850.00	0.00
Hotel Tax Agency Fund	0.00	218,000.00	218,000.00		218,000.00	218,000.00	0.00
Oxford Natural Gas Refund Agency Fund	(0.00)	0.00	(0.00)		0.00	0.00	(0.00)
TOTAL TRUST AND AGENCY FUNDS	(0.00)	220,850.00	220,850.00	0.00	220,850.00	220,850.00	(0.00)
TOTAL FOR MEMORANDUM ONLY	**15,246,662.42**	**14,741,086.00**	**29,987,748.42**	**4,849,110.00**	**9,429,197.00**	**14,278,307.00**	**15,709,441.42**

EXHIBIT III

BUDGET YEAR

PURPOSE OF BONDS AND NOTES	Authority for Levy Outside 10 Mill Limit*	Date of Issue	Date Due	Ordinance or Resolution	Serial or Term	Rate of Interest	Amount of Bonds and Notes Outstanding at Beginning of Budgeted Year 1/1/2016	Amount Required for Principal and Interest 1/1/2016 to 12/31/2016	Amount Receivable from Other Sources to Meet Debt Payments 1/1/2016 to 12/31/2016
Payable from Bond Retirement Funds:	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX
INSIDE 10 MILL LIMIT:	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX
Park Improvement Refunding Bonds	N/A	6/23/2009	12/1/2019	Ordinance	Serial	2.00 - 3.75%	1,135,000.00	310,850.00	0.00
TOTAL							1,135,000.00	310,850.00	0.00
OUTSIDE 10 MILL LIMIT:	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX
TOTAL									

FUND NAME: GENERAL FUND
FUND TYPE/CLASSIFICATION: GOVERNMENTAL - GENERAL
REVENUES PG 1 OF 1

DESCRIPTION	For 2013 Actual	For 2014 Actual	Adjusted Budget Year 2015	Estimate for Budget 2016	Explanation for Changes from prior year % increase over prior year budget	
REVENUES						
Local Taxes						
General Property Tax - Real Estate	979,862	991,772	979,823	979,823	**0.00%**	
10% Rollback & Homestead, Trailor	94,258	93,307	96,777	96,777	**0.00%**	
Tangible Personal Property Tax	222	5	0	0	**0.00%**	
Municipal Income Tax	7,284,301	7,788,100	7,217,272	7,325,531	**1.50%**	
Other Local Taxes (Hotel tax)	213,770	220,484	218,000	218,000	**0.00%**	
Total Local Taxes	8,572,413	9,093,668	8,511,872	8,620,131	**1.27%**	**108,259**
Intergovernmental Revenues						
State Shared Taxes and Permits	44,539	43,999	39,896	39,896	**0.00%**	
Local Government	304,828	298,011	306,799	306,799	**0.00%**	
Estate Tax	255,570	58,723			**0.00%**	
Cigarette Tax	715	764	750	750	**0.00%**	
License Tax						
Liquor and Beer Permits	38,210	38,806	37,000	37,000	**0.00%**	
Gasoline Tax						
Library and Local Government Support Fund						
Property Tax Allocation						
Other State Shared Taxes and Permits						
Total State Shared Taxes and Permits	643,862	440,303	384,445	384,445	**0.00%**	**0**
Federal Grants or Aid	17,572	30,375	12,000	12,000	**0.00%**	
State Grants or Aid	16,627	17,307	17,307	17,307	**0.00%**	
Other Grants or Aid	34,363	39,735	33,050	33,050	**0.00%**	
Total Intergovernmental Revenues	68,562	87,417	62,357	62,357	**0.00%**	**0**
Special Assessments						
Charges for Services	473,209	439,471	416,700	416,700	**0.00%**	**0**
Fines, Licenses, and Permits	626,305	656,255	659,305	659,305	**0.00%**	**0**
Miscellaneous	256,842	273,540	199,602	199,602	**0.00%**	**0**
Other Financing Sources:						
Proceeds from Sale of Debt						
Transfers	**142,287**	**157,957**	**150,987**	**150,975**	**-0.01%**	**(12)**
Advances	**2,372,500**	**2,541,200**	**1,914,941**	**0**	**-100.00%**	**(1,914,941)**
Other Sources						
TOTAL REVENUE	**13,155,980**	**13,689,811**	**12,300,209**	**10,493,515**	**-14.69%**	**(1,806,694)**
			4,889,780	**4,616,924**	**Security of Persons & Property**	
			122,664	**122,664**	**Public Health & Welfare**	
			1,437,890	**1,400,608**	**Leisure Time Activities**	
			879,623	**851,792**	**Community Environment**	
			1,709,373	**1,681,437**	**General Government**	
			2,428,802	**1,687,090**	**Transfers**	
			1,914,941	**0**	**Advances**	
			83,000	**83,000**	**Contingency**	
TOTAL EXPENSES			**13,466,073**	**10,443,515**		
NET GAIN/(LOSS)			**(1,165,864)**	**50,000**		

FUND NAME: GENERAL FUND
FUND TYPE/CLASSIFICATION: GOVERNMENTAL - GENERAL

revision to the % increase

EXPENDITURES

Increase over PRIOR YR: 0.00% 0.000

Dept	2013 Actual Personal Services	Operating	Capital Outlay	total		2014 Actual Personal Services	Operating	Capital Outlay	total		2015 Estimate Personal Services	Operating	Capital Outlay	total		2016 Tax Budget Personal Services	Operating	Capital Outlay	total	
Security of Persons & Property																				
110	2,979,793	274,996	0	**3,254,789**		3,104,798	328,488	0	**3,433,286**		3,383,892	330,080	0	**3,713,972**		3,166,894	330,080	0	**3,496,974**	
120	34,894	32,691	0	**67,585**		35,512	32,491	0	**68,003**		37,557	38,750	0	**76,307**		36,222	38,750	0	**74,972**	
130	39,830	12,599	0	**52,429**		41,018	9,048	0	**50,066**		49,644	14,471	0	**64,115**		41,838	14,471	0	**56,309**	
140	722,646	102,261	0	**824,907**		751,207	107,107	0	**858,314**		812,948	140,538	0	**953,486**		766,231	140,538	0	**906,769**	
150	0	0	0	**0**		0	0	0	**0**		0	0	0	**0**		0	0	0	**0**	
151	0	0	0	**0**		0	0	0	**0**		0	0	0	**0**		0	0	0	**0**	
160	0	0	0	**0**		0	0	0	**0**		0	0	0	**0**		0	0	0	**0**	
170	0	77,208	0	**77,208**	4,276,918	0	83,838	0	**83,838**	4,493,507	0	81,900	0	**81,900**	4,889,780	0	81,900	0	**81,900**	4,616,924
Total	**3,777,163**	**499,755**	**0**	**4,276,918**		**3,932,535**	**560,972**	**0**	**4,493,507**		**4,284,041**	**605,739**	**0**	**4,889,780**		**4,011,185**	**605,739**	**0**	**4,616,924**	
Public Health & Welfare																				
210	0	9,530	0	**9,530**		0	10,057	0	**10,057**		0	10,200	0	**10,200**		0	10,200	0	**10,200**	
220	0	6,634	0	**6,634**		0	6,609	0	**6,609**		0	6,600	0	**6,600**		0	6,600	0	**6,600**	
221	0	116,916	0	**116,916**	133,080	0	105,864	0	**105,864**	122,530	0	105,864	0	**105,864**	122,664	0	105,864	0	**105,864**	122,664
Total	**0**	**133,080**	**0**	**133,080**		**0**	**122,530**	**0**	**122,530**		**0**	**122,664**	**0**	**122,664**		**0**	**122,664**	**0**	**122,664**	
Leisure Time Activities																				
290	26,130	17,151	0	**43,281**		21,996	22,514	0	**44,510**		18,992	22,400	0	**41,392**		22,436	22,400	0	**44,836**	
291	0	0	0	**0**		0	0	0	**0**		0	0	0	**0**		0	0	0	**0**	
610	57,457	47,877	0	**105,334**		55,092	45,134	0	**100,226**		60,292	47,500	0	**107,792**		56,194	47,500	0	**103,694**	
620	440,032	189,337	0	**629,369**		460,489	207,040	0	**667,529**		499,745	213,318	0	**713,063**		469,699	213,318	0	**683,017**	
630	257,800	119,148	0	**376,948**		261,353	127,005	0	**388,358**		271,628	129,396	0	**401,024**		266,580	129,396	0	**395,976**	
680	156,654	6,792	0	**163,446**	1,318,378	161,505	5,481	0	**166,986**	1,367,609	166,269	8,350	0	**174,619**	1,437,890	164,735	8,350	0	**173,085**	1,400,608
Total	**938,073**	**380,305**	**0**	**1,318,378**		**960,435**	**407,174**	**0**	**1,367,609**		**1,016,926**	**420,964**	**0**	**1,437,890**		**979,644**	**420,964**	**0**	**1,400,608**	
Community Environment																				
310	324,769	19,327	0	**344,096**		331,446	22,030	0	**353,476**		361,476	25,694	0	**387,170**		338,075	25,694	0	**363,769**	
320	63,346	235,262	0	**298,608**		64,825	288,550	0	**353,375**		68,298	269,053	0	**337,351**		66,122	269,053	0	**335,175**	
330	0	0	0	**0**		0	0	0	**0**		0	0	0	**0**		0	0	0	**0**	
335	0	14,000	0	**14,000**		0	12,600	0	**12,600**		0	12,600	0	**12,600**		0	12,600	0	**12,600**	
345	0	29,105	0	**29,105**		0	33,133	0	**33,133**		0	32,500	0	**32,500**		0	32,500	0	**32,500**	
360	97,312	1,921	0	**99,233**	785,042	99,183	3,985	0	**103,168**	855,752	103,421	6,581	0	**110,002**	879,623	101,167	6,581	0	**107,748**	851,792
Total	**485,427**	**299,615**	**0**	**785,042**		**495,454**	**360,298**	**0**	**855,752**		**533,195**	**346,428**	**0**	**879,623**		**505,364**	**346,428**	**0**	**851,792**	
General Government																				
408	0	94,549	0	**94,549**		0	90,833	0	**90,833**		0	99,643	0	**99,643**		0	99,643	0	**99,643**	
410	191,829	7,456	0	**199,285**		196,637	7,962	0	**204,599**		205,969	9,606	0	**215,575**		200,570	9,606	0	**210,176**	
411	0	0	0	**0**		0	0	0	**0**		0	0	0	**0**		0	0	0	**0**	
420	180,936	212,485	0	**393,421**		166,422	167,066	0	**333,488**		173,997	119,933	0	**293,930**		169,750	119,933	0	**289,683**	
421	0	286,038	0	**286,038**		0	302,416	0	**302,416**		0	289,752	0	**289,752**		0	294,098	0	**294,098**	
430	102,382	36,048	0	**138,430**		105,063	27,342	0	**132,405**		109,772	40,769	0	**150,541**		107,164	40,769	0	**147,933**	
450	41,309	20,155	0	**61,464**		43,876	24,962	0	**68,838**		44,657	23,450	0	**68,107**		44,754	23,450	0	**68,204**	
465	77,465	9,340	0	**86,805**		73,107	7,619	0	**80,726**		77,368	11,350	0	**88,718**		74,569	11,350	0	**85,919**	
470	18,770	7,132	0	**25,902**		18,683	7,343	0	**26,026**		18,597	8,682	0	**27,279**		19,057	8,682	0	**27,739**	
480	56,173	66,611	0	**122,784**		57,004	77,504	0	**134,508**		60,251	88,595	0	**148,846**		58,144	88,595	0	**146,739**	
481	86,996	23,931	0	**110,927**		89,626	27,925	0	**117,551**		91,827	33,331	0	**125,158**		91,419	33,331	0	**124,750**	
483	0	25,558	0	**25,558**		0	22,386	0	**22,386**		0	41,225	0	**41,225**		0	41,225	0	**41,225**	
490	106,745	39,562	0	**146,307**		108,125	26,174	0	**134,299**		125,559	35,040	0	**160,599**		110,288	35,040	0	**145,328**	
500	0	76,711	0	**76,711**	1,768,181	0	0	0	**0**	1,648,075	0	0	0	**0**	1,709,373	0	0	0	**0**	1,681,437
Total	**862,605**	**905,576**	**0**	**1,768,181**		**858,543**	**789,532**	**0**	**1,648,075**		**907,997**	**801,376**	**0**	**1,709,373**		**875,715**	**805,722**	**0**	**1,681,437**	
Transfers		**3,839,288**		**3,839,288**			**2,057,003**		**2,057,003**			**2,428,802**		**2,428,802**			**1,687,090**		**1,687,090**	
Advances	0	**1,972,500**		**1,972,500**		0	**2,541,200**		**2,541,200**			**1,914,941**		**1,914,941**			**0**		**0**	
Contingency		0		**0**			0		**0**			83,000		**83,000**			83,000		**83,000**	
tot gen fund	**6,063,268**	**8,030,119**	**0**	**14,093,387**		**6,246,967**	**6,838,709**	**0**	**13,085,676**		**6,742,159**	**6,723,914**	**0**	**13,466,073**		**6,371,908**	**4,071,607**	**0**	**10,443,515**	

FUND NAME: GENERAL FUND
FUND TYPE/CLASSIFICATION: GOVERNMENTAL - GENERAL
TRANSFERS/ADVANCES PG 1 OF 1

DESCRIPTION	For 2013 Actual	For 2014 Actual	Adjusted Budget Year 2015	Estimate for Budget 2016
REVENUES TRANSFERS-IN				
From Hotel Tax Fund	9,697	22,778	13,080	13,080
From Parking Fund	26,574	27,333	28,588	28,588
From Oxford Natural Gas Fund	-	-	12	-
From Water Fund	38,672	39,282	39,769	39,769
From Sewer Fund	38,672	39,282	39,769	39,769
From Capital Improvement Fund	-	-	-	-
From FEMA Fund	-	-	-	-
From Storm Water Fund	-	-	-	-
From Refuse Fund	28,672	29,282	29,769	29,769
Total Transfers In	**142,287**	**157,957**	**150,987**	**150,975**
REVENUES ADVANCES-IN				
Return of Advance from FEMA Fund	-	-	-	-
Return of Advance from Internal Service Fund	-	-	-	-
Return of Advance from Oxford Area Trails	-	-	970,000	-
Return of Advance from Capital Improvement Fund	2,372,500	2,541,200	944,941	-
Return of Advance from CDBG Fund	-	-	-	-
Total Advances In	**2,372,500**	**2,541,200**	**1,914,941**	**-**
EXPENDITURES TRANSFERS-OUT				
To FEMA Fund	-	-	-	-
To Street Fund	433,000	492,038	521,664	489,899
To Capital Improvement Fund	335,688	1,006,015	335,688	335,688
To Capital Equipment Fund	269,400	174,000	174,000	462,503
To Municipal Facilities Fund	2,000,000	-	1,000,000	-
To Park Debt Service Fund	313,050	306,800	309,300	310,850
To Fire/EMS Fund	418,150	18,150	18,150	18,150
To Storm Water Fund	40,000	30,000	40,000	40,000
To Special Assessment Fund	30,000	30,000	30,000	30,000
To Law Enforcement Trust Fund	-	-	-	-
Total Transfers Out	**3,839,288**	**2,057,003**	**2,428,802**	**1,687,090**
EXPENDITURES ADVANCES-OUT				
To FEMA Fund	-	-	-	-
To CDBG Fund	-	-	-	-
To Capital Improvement Fund	1,972,500	2,541,200	944,941	-
To Oxford Area Trails Fund	-	-	970,000	-
Total Advances Out	**1,972,500**	**2,541,200**	**1,914,941**	**-**

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to City Manager

Finance
Originating Department

Council Meeting Of : 6/2/2015

Account Code No. : see below

Joe Newlin
Prepared By

Budgeted Amount :

5/27/2015
Date Prepared

Agenda Title: **2015 Supplemental Budget #4**

Recommendation: **Approve**

Issue 1
To reflect proceeds from reimbursements over budgeted amount of $75,000 and the payments for medical expenses incurred over our stop loss of $55,000

Action Needed:

Revenue Side

Employee Benefit (230)	744,700.00	Reimbursements in excess of budgeted amount ($75,000)

Expense Side

Employee Benefit (230)	744,700.00	Appropriation from unencumbered balance for the medical expenses incurred
Net Effect on Fund Balance/(s) Increase/(Decrease)	-	

Issue 2
To reflect additional expense associated with hiring a Police Officer for 1/2 year for training purposes due to unbudgeted retirement. Officer will then be available early in 2016 to replace vacant spot due to an advancement to cover for the retiring officer.

Action Needed:

Revenue Side

N/A

Expense Side

General (110)	53,570.00	Appropriation from unencumbered balance for personnel expenses
Net Effect on Fund Balance/(s) Increase/(Decrease)	(53,570.00)	

Issue 3
To reflect additional expense associated with hiring an additional Captain in the Fire & EMS Fund (8 months). Original budget had 2 Captians for the full year.

Action Needed:

Revenue Side

N/A

Expense Side

Fire & EMS (418)	29,029.00	Appropriation from unencumbered balance for personnel expenses
Net Effect on Fund Balance/(s) Increase/(Decrease)	(29,029.00)	
Total Net Effect on Fund Balance/(s) Increase/(Decrease)	(82,599.00)	
Breakdown by Fund		
Employee Benefit (230)	-	
General (110)	(53,570.00)	
Fire & EMS (418)	(29,029.00)	
Net Effect on Fund Balance/(s) Increase/(Decrease)	(82,599.00)	

Approved By:		Initials	Date
	Department Head:		5/27/15
	City Manager:		5/29/15

ORDINANCE NO.

AN ORDINANCE AMENDING ORDINANCE NO. 3286. SUPPLEMENTAL BUDGET ORDINANCE NUMBER 4 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:

Employee Benefit Fund 230	744,700.00

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

General Fund 110	53,570.00
Employee Benefit Fund 230	744,700.00
Fire & EMS Fund 418	29,029.00

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)

A Joint Work Session of the Oxford City Council and the Oxford Board of Zoning Appeals was called to order by Mayor, Kevin McKeehan on Tuesday, May 19, 2015 at 6:35 p.m. Council members present were, Bob Blackburn, Richard Keebler, Kate Rousmaniere, Mike Smith, Steve Snyder and Edna Southard. Chairman Brady called the BZA Work Session to order. Board of Zoning Appeals members present were Prue Dana, John Barnhart, Jack Cohen and Mike Schnipper.

Staff members present: Doug Elliott, City Manager; Jung-Han Chen, Community Development Director; Alan Kyger, Economic Development Director; John Detherage, Fire Chief; Steve McHugh, Law Director and Mary Ann Eaton, Clerk of Council.

APPROVAL OF AGENDA

Mr. Blackburn moved to approve the Agenda. Ms. Rousmaniere seconded. The motion carried 12-0-0.

PURPOSE

The purpose of the Work Session was for Council and the BZA to discuss possible changes to the composition of the BZA.

DISCUSSION

Mr. Brady advised some absences and recusals at BZA meetings raised concern with some BZA members and others as it took 3 votes to grant a variance. Mr. Brady noted the board had been able to reach decisions and he did not think changing the composition of the board from 5 electors of the City was appropriate at this time.

After discussing the options, the way in which the board was currently operating, the issue of fairness, and the composition of other boards in Ohio, the consensus was to place the matter on the agenda for the Charter Review Committee to consider in 2016.

ADJOURNMENT

Mr. Smith moved to adjourn at 7:12 p.m. Ms. Rousmaniere seconded. The motion carried 12-0-0.

A Regular meeting of the Oxford City Council was called to order by Mayor Kevin McKeehan on Tuesday, May 19, 2015 at 7:15 p.m. Those members present were Bob Blackburn, Richard Keebler, Kate Rousmaniere, Mike Smith, Steve Snyder and Edna Southard.

Staff members present: Mr. Doug Elliott, City Manager; Mr. Mike Dreisbach, Service Director; Mr. Bob Holzworth, Police Chief; 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 in accordance with Ohio Revised Code Section 121.22(G)(1) for the purpose of discussing personnel evaluations. Ms. Southard seconded. The motion passed by the following roll call:

AYE: Ms. Rousmaniere, Mr. Smith, Mr. Snyder, Ms. Southard, Mr. Blackburn, Mr. Keebler, Mayor McKeehan (7)

NAY: None (0)

ABS: None (0)

RETURN FROM EXECUTIVE SESSION

Ms. Southard moved to return from Executive Session at 7:40 p.m. Mr. Blackburn seconded. The motion passed 7-0-0.

PLEDGE OF ALLEGIANCE

Mayor McKeehan requested the Pledge of Allegiance.

APPROVAL OF AGENDA

Mr. Smith moved to approve the agenda. Mr. Snyder seconded. The motion passed 7-0-0.

PUBLIC PARTICIPATION

PROCLAMATION
'HISTORIC PRESERVATION MONTH'

Mayor McKeehan read the Proclamation and presented it to Ms. Kim Peterka, Chair, Oxford Historic and Architectural Preservation Commission.

Ms. Kim Peterka, Chair, Oxford Historic and Architectural Preservation Commission, (HAPC) thanked Council for their support and diligence with cases they assisted the HAPC with and the processes they went through. Ms. Peterka noted historic preservation was an important part of Oxford and the HAPC looked forward to continuing that important work.

PRESENTATION AND REQUEST FOR USE OF THE UPTOWN PARKS

Ms. Amy Macechko, Health and Wellness Coordinator, Talawanda School District, and Project Coordinator, Coalition for a Healthy Community, thanked Council for the opportunity to address them. Ms. Macechko reminded everyone the Coalition's primary mission was to raise awareness, develop strategies, support initiatives and influence policies that promoted a healthy community for everyone who lived, worked and played in the greater Oxford community. Ms. Macechko noted based on the community needs assessment conducted by the coalition and one conducted by McCullough-Hyde 2 years ago the coalition identified 3 primary areas they wanted to focus on which included alcohol and other drug use, mental health and obesity prevention. Ms. Macechko advised three volunteer work groups were formed and they were committing their time and energy to move this work forward. Ms. Macechko noted the mental health work group spent their time this year focusing on raising awareness about the resources available to help with mental health concerns in the community. Ms. Macecho advised the group compiled a listing of all mental health professionals, and they partnered with United Way of Oxford and Vicinity to help promote and market the 211 resource. Ms. Macechko noted the 211 resource could help link individuals to health and human services agencies to assist them in getting basic needs met before addressing other mental health issues. Ms. Macechko advised the alcohol and other drug use work group spent the last year looking at local data and conditions that were leading to the problem and decided to take a strong look at prescription drug abuse in the community. Ms. Macechko noted the group looked at the factors of access and un-monitored supply of prescription drugs. Ms. Macechko advised the coalition had great success over the years partnering with the Oxford Police Department the and Miami University Police Department to host 'Take Back' days and they had received a lot of pounds of medication. Ms. Macechko noted last April 70 pounds of medication was collected. Ms. Macechko advised removing un-needed medications from of your home was a really good thing because un-monitored supply was where some people were accessing these drugs. Ms. Macechko noted the group was looking at a campus/community initiative which might involve the availability of lock boxes for residents and Miami students and working with physicians to teach people the importance of securing and monitoring prescription drugs.

Ms. Sharon Kline, Director of Wellness, McCullough-Hyde Memorial Hospital, and Chair, Community Obesity Prevention Work Group, advised the Community Obesity Prevention Work Group had been very productive over the last year. Ms. Kline noted the group hosted a Healthy Living Kick-Off in the fall that included a community walk and signing a pledge for living healthier lives. Ms. Kline noted the group developed and introduced a mascot named "Rocs" designed by Autumn Taylor, a Talawanda Middle School student. Ms. Kline advised the mascot would be used in their social marketing campaigns as a symbol throughout the community to remind people to make healthy choices. Ms. Kline noted at this year's Fresh Air Fair, the annual Education, Health and Safety Youth Fair, jump ropes and hula hoops were given to all of the children to encourage active play and activity. Ms. Kline advised the group started coordinating as a community instead of as an organization for healthy activities and noted for National Walk Day, the Talawanda School District, the City of Oxford, Miami University and McCullough-Hyde had a week long walk and the participants walked 14 million steps in that week. Ms. Kline advised Miami University opened their Team Miami training program up to the entire community. Ms. Kline noted a Healthy Fun Hunt for the community would be held in Oxford this spring.

Ms. Kline advised the group applied for and received a Thriving Community Grant for Active Living in Oxford which was a 5 year grant providing funds and technical assistance to the community. Ms. Kline noted to obtain the grant, the group evaluated the community's current status as an active living community using a marketing tool provided by Interact for Health, they developed 1st year goals, and looked at events and programs to encourage healthy living. Ms. Kline advised the group would like to use the grant funds to sponsor a 'Yoga in the Park' program and asked for permission from Council to use the Uptown Park for more than the allowable 3 days. Ms. Kline noted the concept of free yoga in a community park had been successfully used across the United States. Ms. Kline advised the program would be sponsored by McCullough-Hyde or by the Thriving Community grant at no cost to the City or to the participants. Ms. Kline noted the group was requesting use of the Uptown Park due to the high visibility and community members could drop by on Saturdays from 9-10 a.m. where qualified yoga instructors would lead the class. Ms. Kline noted her hope Council would recognize the positive impact of such a program in the community and grant permission of the request.

Mr. Snyder inquired which park the group wished to use and what time of the year the event would take place. Ms. Kline advised they would like to use the pavilion every Saturday in June, July and August for their first year with a goal of holding the event from spring to fall. Mr. Snyder noted the group would have to be flexible if events were already scheduled in the Memorial Park.

Mr. Keebler advised he appreciated the initiative but expressed his concern with monopolizing the stage for 3 months. Mr. Keebler noted a lot of events occurred there and sometimes they set up prior to 9:00 a.m. Mr. Keebler suggested approving the request on an ongoing basis but if another group asked to use the pavilion area the Yoga group would have to move elsewhere. Mr. Keebler again expressed concern with monopolizing the pavilion and what trend it might set.

Mr. Snyder moved to grant the request with the provision the applicant works with the City Manager's Office and the Visitors Bureau to insure flexibility and scheduling that will not prevent other groups from using the Memorial Park and pavilion from 9-10 a.m. on Saturdays in June, July and August of 2015. Ms. Rousmaniere seconded. The motion passed 7-0-0.

Mayor McKeehan thanked Ms. Macechko and Ms. Kline for their efforts.

PUBLIC COMMENTS

Ms. Caroline Croswell, Executive Director, Oxford Community Arts Center, 10 S. College Avenue, advised historic preservation initiatives would occur soon at the OCAC including roof renovations, brick repairs and the rebuilding and replacement of windows on the 2nd and 3rd floors.

Ms. Croswell distributed the OCAC's 2013-14 Annual Report and the 2014-15 Case Statement for Historic Preservation to members of Council and staff. Ms. Croswell discussed the OCAC's income and operating expenses and noted it took $254,728 to get 18,000 people through their building last year. Ms. Croswell advised the building was rented frequently for weddings and other events which helped sustain them and the community especially when visitors from out of town were spending at least one night in Oxford. Ms. Croswell noted the OCAC could only do what they did because of their many citizen and Miami University volunteers.

Ms. Rousmaniere inquired if the number of weddings at the OCAC were increasing each year and Ms. Croswell advised yes, and noted until recently they had done no advertising. Ms. Southard advised the Visitors Bureau had a link to potential wedding sites including the OCAC and the Black Bridge. Ms. Croswell noted there was very little competition between the non-profits in Oxford and they referred clients to each other to meet the client's specific needs.

CONSENT AGENDA

MINUTES

Minutes of the May 5, 2015 City Council Work Session. (Mary Ann Eaton, Clerk of Council)

Minutes of the May 5, 2015 City Council Meeting. (Mary Ann Eaton, Clerk of Council)

RESOLUTION
SALVAGE VEHICLES

A Resolution No. 4917 rescinding Resolution No. 4910 adopted May 5, 2015 and adopting a revised Resolution authorizing the sale of salvaged motor vehicles. (Bob Holzworth, Police Chief)

Mr. Snyder moved to approve the consent agenda. Mr. Blackburn seconded. The motion passed 7-0-0.

RESOLUTION
AGREEMENT WITH
BAYER & BECKER, INC.

A Resolution No. 4918 accepting the proposal and authorizing the City Manager to enter into a professional services agreement with Bayer & Becker, Inc. for the design, surveying and contract management of the Oxford Recreational Trail Phase I project at a cost of $52,570.00 plus a contingency amount of ten percent (10%) of the professional services agreement price or $5,257.00 for a total cost not to exceed $57,827.00. (Jung-Han Chen, Community Development Director)

Mr. Chen advised early in the year the Oxford Visitors Bureau received on behalf of the City a $500,000 grant from the Ohio Department of Natural Resources to construct Phase I of the Oxford Recreational Trail. Mr. Chen noted to move the project forward an engineering firm was needed to conduct a survey, do the design work and help manage the construction. Mr. Chen advised a Request for Qualifications was published on April 29, 2015 with 4 firms responding. Mr. Chen noted staff determined Bayer Becker was most qualified and negotiated a proposal from them for the project. Mr. Chen added staff determined Bayer Becker could meet the expectation for the constriction, survey and design work to be completed by June of 2016. Mr. Chen advised the proposed trail would be a 10 foot wide paved trail from the intersection of Kelly Drive and SR732 to Bonham Road, then unpaved to SR73.

Ms. Rousmaniere inquired if a survey was done 10 or 15 years ago. Mr. Chen advised a schematic alignment was done to determine which connections were the most feasible and now an accurate survey needed to be done.

Ms. Southard inquired what the next step of the process was. Chen advised the survey would be done to determine the alignment of the trail and then the design work would begin. Mr. Chen noted his hope by August the design would be sent to the Ohio Department of Natural Resources, the Ohio Department of Transportation, the Butler County Engineer's Office, Butler County Metro Parks and Miami University for their comments to make sure any of their concerns were addressed. Mr. Chen noted once the final design was complete the bidding process for the construction would occur. Mr. Chen advised he hoped construction would begin this year although it could be next spring.

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

Mr. Snyder moved to adopt Resolution No. 4918. Mr. Blackburn seconded. The motion passed 7-0-0.

ORDINANCE
SECOND READING

ORDINANCE
SUPPLEMENTAL BUDGET

An Ordinance No. 3314 Amending Ordinance No. 3286. Supplemental Budget Ordinance Number 3 To Make Supplemental Appropriations For Fiscal Year 2015. (Joe Newlin, Finance Director)

Mr. Elliott advised the proposed Ordinance would permit the City to purchase salt under the contract that expires May 31, 2015. Mr. Elliott noted effective June 1st the price would increase 11.15%. Mr. Elliott advised this would allow staff to fill the salt shed in preparation for next winter.

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

Mr. Keebler moved to adopt Ordinance No. 3314. Mr. Blackburn seconded. The motion passed by the following roll call:

AYE: Mr. Smith, Mr. Snyder, Ms. Southard, Mr. Blackburn, Mr. Keebler, Ms. Rousmaniere, Mayor McKeehan (7)

NAY: None (0)

ABS: None (0)

ANNOUNCEMENTS

Mr. Elliott advised Ms. Brahier asked him to report on the municipal pool schedule. Mr. Elliott note the pool would open Saturday, May 23 at 11:00 a.m. and a pool party with a DJ would begin at noon. Mr. Elliott advised the hours would be 11 a.m. to 8:30 p.m. the rest of the weekend and 3:30 p.m. to 8:00 p.m. during the school week. Mr. Elliott noted beginning May 30th normal summer hours would be noon until 8:30 p.m.

Mr. Elliott advised the budget and CIP calendars were circulated to staff and to Council for fiscal year 2016 with the CIP Work Session scheduled for Thursday, August 20th and the Budget Work Session scheduled for Thursday, October 8th. Mr. Elliott asked Council members to let him know if they had conflicts with those dates as he would like for all of them to be present.

Chief Holzworth referred to a serious offense that occurred on Sunday and advised the investigative team was working hard to develop information and he would keep the City Manager informed of the progress and the Manager would inform Council.

Mr. Chen advised ShareFest ended today and there were a total of 299 scheduled pick-ups and noted last year there were 274 pick-ups.

Ms. Rousmaniere inquired if Rumpke was making extra pick-ups due to the students moving out and Mr. Elliott advised yes.

Mr. Smith noted there were still two historic tours this month and advised Saturday's tour would be on North College Avenue and May 30th would be a Town/Gown tour on Tallawanda Road. Mr. Smith advised approximately 40 people had participated in each tour.

Ms. Rousmaniere acknowledged Ms. Haiyan Chen and Ms. Hongying Qin who were in attendance and visiting from China.

Ms. Rousmaniere advised the Alternative Transportation Sub-Committee of the Planning Commission met today. Ms. Rousmaniere noted Mr. Dreisbach was at the meeting and informed them that Spring Street would be repaved and repainted this summer from Main Street to Elm Street. Ms. Rousmaniere inquired if Council wanted to consider extending the bike lane on Spring Street since the repaving was already going to take place. After a lengthy discussion of Council and staff including parking issues, the cost of special paint, the difficulty of the intersection of College and Spring, the opening of a new housing development with added traffic and the Street Department's summer construction schedule, Ms. Rousmaniere withdrew the question.

Ms. Southard noted in June Council would get a full report of what was achieved during ShareFest this year. Ms. Southard noted she volunteered on Friday and it was an amazing event. Ms. Southard advised it was an important event for the community as it helped people who really needed the donated items.

Mayor McKeehan advised there would be vacancies on Boards and Commissions effective June 30, 2015. Mayor McKeehan noted the upcoming vacancies as follows:
Planning Commission – 5 year term – 2 vacancies

Board of Zoning Appeals – 3 year term 2 vacancies
Civil Service Commission – 3 year term – 2 vacancies
Recreation Board – 3 year term – 1 vacancy
Student Community Relations Commission – 3 year term – 2 vacancies
Board of Appeals (Building/Housing) 4 year term – 3 vacancies
Community Relations Commission – 3 year term – 2 vacancies
Income Tax Board of Review – 3 year term – 2 vacancies

ADJOURN

Mr. Snyder moved to adjourn at 8:44 p.m. Mr. Blackburn seconded. The motion passed 7-0-0.

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager

Council Meeting of: June 2, 2015

Service Department
Originating Department

Account Code #: N/A

David Treleaven
Prepared By

Budgeted Amount: N/A

May 14, 2015
Date Prepared

Agenda Title:	Environmental Commission Meeting of May 13, 2015

Recommendation:	For Review and Consideration

Discussion:
Environmental Commission members present at the Wednesday, May 13, 2015 meeting were: Chair, Mr. Wright Gwyn; Vice-Chair, Mr. Vince Hand; and City Council Representative, Ms. Kate Rousmaniere. A quorum was not present. Planning Commission Representative, Mr. Robert Bell, and Mr. Kevin Armitage had previously informed the Commission that they were unable to attend the May 13th meeting. The May Commission meeting was postponed a week due to a scheduling conflict for Mr. Gwyn.

Ms. Rousmaniere informed the Commission that City Council had declined to accept the proposed residential development (The Fields at Southpointe) along Southpointe Parkway.

Commissioners discussed revisions to the refuse and recycling residential services from the current refuse large volume to a two tiered, volume-based level of services. One level of service would stay essentially equivalent to the existing volume of refuse (300 – 350 gallons weekly). The second level of service is proposed to be refuse volume of 35-gallon or 65-gallon (customer choice), at lower monthly service charges. The potential of adjusting the monthly refuse fees to help cover the cost of increased property management enforcement (litter and vegetation maintenance were cited as examples) was also discussed. Mr. Gwyn offered to prepare a summary of this approach. The summary is intended to be provided to City Administration to gauge interest in the volume-based residential refuse service, and the potential in assisting the funding of additional property management oversight.

Staff outlined proposed revisions to the City of Oxford's Codified Ordinance Chapter 935 (Trees, Shrubs and Other Plants). During the February 2015 Environmental Commission meeting, revisions to the spacing requirements for the planting of new trees at new residential developments (Section 935.12 New Developments.) were made to conform with the specifications of Section 935.06 (Spacing.). Staff requested considering the addition of three varieties of Dutch Elm Disease-resistant Elm trees (Princeton Elm, Valley Forge Elm, and Accolade Elm) to the official Street Tree species list for large trees (Section 935.05 Street Tree Species to be Planted.). The Commissioners present indicated that these additions would be acceptable. Staff also sought direction on increasing the required distance for planting a tree by a driveway or alley (currently at 5 feet in Section 935.07 Distance and Clearances.). The Commissioners requested Staff research other municipalities to determine if there was a consensus and/or determine the range of distances other municipalities utilize.

The Commission adjourned at 8:15 p.m. The next scheduled meeting of the Environmental Commission is on Wednesday, June 3, 2015 at 7:00 p.m., in the Municipal Building's Second Floor Conference Room.

Approved By:		Initial	Date
	Department Head:	MPD	5/20/15
	City Manager:	DRE	5/29/15

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager

Human Resources
Originating Department

Council Meeting Of: June 2, 2015

Account Code No. #: N/A

Budgeted Amount: N/A

Kim Newton
Prepared By

May 21, 2015
Date Prepared

Agenda Title:
Report regarding the May 20, 2015 Civil Service Commission Regular Meeting.

Recommendation:

Discussion: The Civil Service Commission held a regular meeting on Wednesday, May 20, 2015. Those members present were: James Burchyett, Vice-Chair; Greg Smith; Brian Martin and Bill Brewer. Excused: Karen Martino, Chair

Donna Heck, Human Resources Director; Kim Newton, Recording Secretary and Heidi Hill, Assistant Finance Director were in attendance for the City of Oxford.

The Commission reviewed and approved merging of Finance Department Job Descriptions - Utility Collection Specialist I and II into one Utility Collections Specialist job description as well as the assessment and protocol for the Utility Collections Specialist.

The Commission also reviewed and approved the Finance Specialist job description including the assessment and protocol for the Finance Specialist position. This position will revise the title of one (1) of the two (2) current Accounting Specialist positions to better match their actual duties.

The Commission also reviewed and discussed draft revisions of their Rules and Regulations.

The next Civil Service Commission meeting is tentatively scheduled for Thursday, June 18, 2015 at 5:00 p.m.

Approved By: **Initial Date**

Department Head: DJH 5/21/15
City Attorney:
City Manager: JRE 5/29/15

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager

Community Development
Originating Department

Council Meeting Of: June 2, 2015

Account Code No. #:

Sam Perry
Prepared By

Budgeted Amount:

May 26, 2015
Date Prepared

Agenda Title: **Board of Zoning Appeals Meeting Report – May 20, 2015**

Variance Requests (2)

BZA-2015-08: 5000 College Corner Pike, Variance Request 1141.03(b) principal entrance on a street; 1143.12(d)(4)A, glazing requirement, **Scott Webb, Applicant/Agent**

One variance request was related to the façade design requirements of the General Business District and one related to the orientation of the building entrance to the street. The property is currently vacant, being the last lot of a three-lot subdivision originally approved in 1981. The General Business District requires 60% glazing (windows) on the ground floor. This is intended to promote an inviting street presence for customers in this business district. The proposal was 40% glazing, which is 33% less than the required amount. The second variance was required because the zoning code requires that the principal entrance be oriented toward the street. The proposed building principal entrance is oriented internally, to the shared driveway, rather than to College Corner Pike (US 27N). The Board heard staff and applicant reports and deliberated on the case using the eight decision criteria. The Board found that a practical difficulty warranted the granting of the variances and therefore approved the requests with a vote of 5-0-0.

BZA-2015-09: 102 S. Locust Street El Burrito Loco, variance to Section 1143.12(c)(2)A, front yard setback, **Scott Webb, Applicant/Agent**

The proposal was to install a 14' x 40' unenclosed deck for outdoor dining which encroaches into the front yard setback of South Locust Street, a distance of fourteen feet. The existing building already encroaches by five feet, which was granted in 2003 by BZA. The proposed outdoor eating area would encroach an additional 14' resulting in a 16' front yard setback. A similar request was denied by BZA in 2010. The Board heard staff and applicant reports and deliberated on the case using the eight decision criteria. The Board found that a practical difficulty warranted the granting of the variance and therefore approved the request with a vote of 3-2-0.

Administrative Appeal (1)

BZA-2015-07: 28 W. Walnut Street, Appeal of Administrator's Decision, Floor Area Ratio, **Robert Treadon, Gregory Meyer, Treadon and Associates, Petitioners**

This case came about as a result of a proposed new building to be located at 28 West Walnut Street. The property owner's architect submitted a building permit application with revised plans for a new building. The application was denied by Community Development Department staff based upon non-compliance with the maximum floor area ratios for the Uptown Zoning District. This was based upon the determination that stairs are included in the buildings Floor Area Ratio (F.A.R.) calculation. The applicant chose to appeal the staff's decision based upon their interpretation of what should be included in the FAR. This deliberation was different than a variance request in that the appellant was not requesting dimensional/numerical relief from the zoning code requirements. The appellant was requesting a different interpretation of the zoning code which exempted the stairs from the FAR calculation. Their belief was that the zoning code language excluded stairs from part of the building being calculated with minimum and maximum regulations for F.A.R. The BZA heard a staff report as well as the appellant's attorney and architect's reports. The BZA considered the reports and ultimately decided that the appellant was correct. Therefore, the BZA voted 3-2 to overturn the staff's determination that the stairs should be included in the F.A.R. calculation.

Next Meeting

The next regular meeting is June 17, 2015 at 7:30 p.m.

Approved By:

	Initial	Date
Department Head:	JBC	5/26/15
City Attorney:		
City Manager:	DRE	5/29/15