City of Oxford OHIO
HOME OF MIAMI UNIVERSITY

Agenda

Oxford City Council

Court House

TUESDAY, JUNE 15, 2010

EXECUTIVE SESSION
None

1. Roll Call. Richard Keebler, Mayor; Ken Bogard, Vice-Mayor; John Harman; Bob Blackburn; Kevin McKeehan; Kate Currie; Greig Rutherford

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

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 Hearing - 2011 Tax Budget (Joe Newlin, Finance Director)

   B. Notice to Legislative Authority - Transfer permit from Rohan Inc DBA Johnnys Campus Deli 209 E. Sycamore Street Unit A Oxford, Ohio 45056 to Oxford Johnnys Inc 209 E. Sycamore Street Unit A Oxford, Ohio 45056.

Notice

   C. 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 June 1, 2010 City Council Work Session. (Mary Ann Eaton, Clerk of Council)

Minutes

   B. Minutes of the June 1, 2010 City Council Meeting. (Mary Ann Eaton, Clerk of Council)

Minutes

   C. Report regarding the June 2, 2010 Environmental Commission Meeting. (Mike Dreisbach, Service Director)

Report

   D. Report regarding the June 2, 2010 Historic and Architectural Preservation Commission Meeting. (Jung-Han Chen, Community Development Director)

Report

   E. A Resolution accepting the bid submitted by Cox Paving, Inc. and authorizing the City Manager to enter into a contract with Cox Paving, Inc. for the construction of a temporary sidewalk on US-27 South from Chestnut Street to Southpointe Parkway at a cost of $103,859.82 plus a contingency amount of ten percent (10%) of the contract price or $10,386.00 for a total cost not to exceed $114,245.82. (Mike Dreisbach, Service Director)

Staff Report/Resolution

5. Resolutions

A. A Resolution authorizing a temporary abatement of the Traffic Code, Section 335.09, Display of License Plates (front plate requirement only), on Thursday, July 29, 2010 through Monday, August 2, 2010. (Steve Schwein, Police Chief) (TABLED)

Staff Report/Resolution

B. A Resolution approving the Oxford Community Improvement Corporation's recommendation to loan $20,000 to Arabian Nights Authentic Lebanese Cuisine, Inc. (Alan Kyger, Economic Development Director)

Staff Report/Resolution

C. A Resolution approving a $94,889.00 Revolving Loan Fund loan to One Fourth Oxford, Inc. DBA Quarter Gastropub & Brewery pending final approval from the Oxford Community Improvement Corporation. (Alan Kyger, Economic Development Director)

Staff Report/Resolution

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

A. First Reading

1.An Ordinance To Approve Current Replacement Pages To The Oxford Codified Ordinances. (Mary Ann Eaton, Clerk of Council)

Staff Report/Ordinance

B. Second Reading

1.An Ordinance Authorizing The Tax Budget For The Year 2011 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. 3089. Supplemental Budget Ordinance Number 5 To Make Supplemental Appropriations For Fiscal Year 2010. (Joe Newlin, Finance Director)

Staff Report/Ordinance

7. General Discussion, Announcements and 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.

A. Announcements

1.Remarks from City Council and City Staff

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

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

WED - June 23 Civil Service Commission Meeting 7:00 p.m.

MON - July 5 Holiday - City Offices Closed

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

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

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

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

FRI - July 16 Community Improvement Corporation Meeting 12:00 p.m. LCNB

MON - July 19 Housing Advisory Commission Meeting 7:00 p.m. Municipal Building

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

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

WED - July 28 Civil Service Commission Meeting 7:00 p.m.

8. Adjourn

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to City Manager

Finance
Originating Department

Council Meeting Of : 6/1/2010

Account Code No. : see below

Joe Newlin
Prepared By

Budgeted Amount :

5/20/2010
Date Prepared

Agenda Title: **2010 Supplemental Budget #5**

Recommendation: **Approve**

Issue 1

Inheritance Tax reimbursement to Oxford Township revenue sharing for Knolls.
Correction of transposition on ordinance 3115
Action Needed:

Revenue Side

General 110	25,926.51	Receipt from County
General 110	(578.40)	Increase in appropriation to pay Oxford Township
General 110	(329.90)	Increase in appropriation to pay Auditor/Treasurer Fees
General 110	(1,857.74)	Increase in appropriation for prior year's reimbursement

Expense Side

General 110	578.40	Increase in appropriation to pay Oxford Township
General 110	329.90	Increase in appropriation to pay Auditor/Treasurer Fees
General 110	1,857.74	Increase in appropriation for prior year's reimbursement
General 110	(25,926.51)	Receipt from County

Net Effect on Fund Balance/(s) Increase/(Decrease) -

Issue 2

2010 Budget Amounts

2,000.00 Unemployment Benefits
8,000.00 Police Education Reimbursement

Action Needed:

Revenue Side

- N/A

Expense Side

General 110	12,000.00	Increase in appropriation to pay Unemployment Insurance
General 110	4,500.00	Increase in appropriation to pay Police Education Reimbursement
Net Effect on Fund Balance/(s) Increase/(Decrease)	(16,500.00)	

Issue 3

$3,363.71 balance carry over from 2009 in Hotel Tax Fund suggesting to use part of it to Audit Hotels.

Action Needed:

Revenue Side

- N/A

Expense Side

Hotel Tax 120	2,000.00	Increase in appropriation to pay for Audit Expense
Net Effect on Fund Balance/(s) Increase/(Decrease)	(2,000.00)	

Total Net Effect on Fund Balance/(s) Increase/(Decrease)	(18,500.00)

Breakdown by Fund

General 110	(16,500.00)
Hotel Tax 120	(2,000.00)
Net Effect on Fund Balance/(s) Increase/(Decrease)	(18,500.00)

Approved By:		Initials	Date
	Department Head:		1/5/2010
	City Manager:		1/5/2010

ORDINANCE NO.

AN ORDINANCE AMENDING ORDINANCE NO. 3089. SUPPLEMENTAL BUDGET ORDINANCE NUMBER 5 TO MAKE SUPPLEMENTAL APPROPRIATIONS FOR FISCAL YEAR 2010.

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

SECTION 1: The following increase/(decrease)in estimated revenues be made:

GENERAL FUND 110	(578.40)
GENERAL FUND 110	(329.90)
GENERAL FUND 110	(1,857.74)
GENERAL FUND 110	25,926.51

SECTION 2: The following increase/(decrease)in appropriations from unencumbered balances be made:

GENERAL FUND 110	(25,926.51)
GENERAL FUND 110	578.40
GENERAL FUND 110	329.90
GENERAL FUND 110	1,857.74
GENERAL FUND 110	12,000.00
GENERAL FUND 110	4,500.00
HOTEL & CONVENTION TAX FUND 120	2,000.00

SECTION 3: In all other respects, Ordinance No. 3089 shall remain in full force and effect.

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

_____
MAYOR

ADOPTED: _____

ATTEST:

_____
CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: LAW (STAFF)

CITY OF OXFORD
STAFF SUMMARY REPORT

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

Council Meeting Of: 6/1 & 6/15

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

Budgeted Amount: _____ — **5/27/10** (Date Prepared)

Agenda Title: Year 2011 Tax Budget submitted to the County

Recommendation: Approve

Discussion:

This is the annual Tax Budget for the General Fund 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 2011's budget. We have prepared this budget with a 0% change from the 2010 Budget except for a few items. General Fund was prepared as follows:

1) **Property Tax Revenue:** Decreased to match Auditor's revised figure

2) **Intergovernmental Revenue:** Included $54,000 Oxford Township EMS payment

3) **Transfer/Advance Revenues:** Reduced transfers by $590,000 (Western Knolls) and advances to only match $150,000 Advance to CDBG Fund

4) **Western Knolls Payment:** Reduced by $590,000

5) **Insurance Premium:** Reduced by $3,325

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 4th.

Approved By: — **Initial/Date**

Department Head: 5/27/10

City Manager: 5/28/10

ORDINANCE NO._____

ORDINANCE AUTHORIZING THE TAX BUDGET FOR THE YEAR 2011 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 2011 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: RICHARD KEEBLER

PREPARED BY: LAW (STAFF)

City or
Village of **Oxford**

Butler County, Ohio

(Date) **June 15**, **2010**
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, 2011, 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	1,093,639				
SPECIAL REVENUE FUNDS					
DEBT SERVICE FUNDS					
CAPITAL PROJECTS FUNDS					
PROPRIETARY FUNDS					
FIDUCIARY FUNDS					
AGENCY FUNDS					
TOTAL OF ALL FUNDS	**1,093,639**	**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.		
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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
FUND TYPE/CLASSIFICATION : GOVERNMENTAL - GENERAL

EXHIBIT I

DESCRIPTION (1)	For 2008 Actual (2)	For 2009 Actual (3)	Current Year Estimated for 2010 (4)	Budget Year Estimated for 2011 (5)
REVENUES				
Local Taxes				
General Property Tax - Real Estate	963,256.00	1,100,125.00	1,178,033.00	1,093,639.00
Tangible Personal Property Tax	38,156.00	46,842.00	-	-
Municipal Income Tax	7,100,077.00	7,063,680.00	6,944,190.51	6,944,190.00
Other Local Taxes	174,303.00	170,727.00	168,000.00	168,000.00
Total Local Taxes	8,275,792.00	8,381,374.00	8,290,223.51	8,205,829.00
Intergovernmental Revenues				
State Shared Taxes and Permits	91,305.00	80,609.00	76,239.00	76,239.00
Local Government	739,711.00	634,318.00	621,486.00	621,486.00
Estate Tax	658,541.00	271,443.00	25,927.00	25,927.00
Cigarette Tax	563.00	711.00	600.00	600.00
License Tax	-	-	-	-
Liquor and Beer Permits	60,152.00	39,743.00	30,000.00	30,000.00
Gasoline Tax	-	-	-	-
Library and Local Government Support Fund	-	-	-	-
Property Tax Allocation	-	-	-	-
Other State Shared Taxes and Permits	-	-	-	-
Total State Shared Taxes and Permits	1,550,272.00	1,026,824.00	754,252.00	754,252.00
Federal Grants or Aid	-	20,231.00	8,000.00	8,000.00
State Grants or Aid	27,940.00	24,844.00	19,167.00	19,167.00
Other Grants or Aid	109,111.00	59,315.00	83,200.00	83,200.00
Total Intergovernmental Revenues	1,687,323.00	1,131,214.00	864,619.00	864,619.00
Special Assessments	-	-	-	-
Charges for Services	664,880.00	769,441.00	706,720.00	706,720.00
Fines, Licenses, and Permits	639,844.00	618,523.00	618,100.00	618,100.00
Miscellaneous	926,534.00	481,871.00	231,963.00	231,963.00
Other Financing Sources:				
Proceeds from Sale of Debt	-	-	-	-
Transfers	1,662,812.00	788,271.00	725,928.00	135,928.00
Advances	22,476.00	327,448.00	943,494.00	150,000.00
Other Sources				
TOTAL REVENUES	13,879,661.00	12,498,142.00	12,381,047.51	10,913,159.00

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

EXHIBIT I

DESCRIPTION (1)	For 2008 Actual (2)	For 2009 Actual (3)	Current Year Estimated for 2010 (4)	Budget Year Estimated for 2011 (5)
EXPENDITURES				
Security of Persons and Property				
Personal Services	4,209,145.00	4,417,154.00	5,093,546.00	5,093,546.00
Travel Transportation	-	-	-	-
Contractual Services	597,684.00	710,987.00	781,758.00	781,758.00
Supplies and Materials	-	-	-	-
Capital Outlay	268.00	7,218.00	-	-
Total Security of Persons and Property	4,807,097.00	5,135,359.00	5,875,304.00	5,875,304.00
Public Health Services				
Personal Services	-	-	-	-
Travel Transportation	-	-	-	-
Contractual Services	288,470.00	191,009.00	123,958.00	123,379.00
Supplies and Materials	-	-	-	-
Capital Outlay	4,348.00	-	-	-
Total Public Health Services	292,818.00	191,009.00	123,958.00	123,379.00
Leisure Time Activities				
Personal Services	852,023.00	917,017.00	936,936.00	936,936.00
Travel Transportation	-	-	-	-
Contractual Services	391,254.00	394,515.00	392,731.00	392,731.00
Supplies and Materials	-	-	-	-
Capital Outlay	-	-	-	-
Total Leisure Time Activities	1,243,277.00	1,311,532.00	1,329,667.00	1,329,667.00
Community Environment				
Personal Services	402,536.00	460,071.00	474,794.00	474,794.00
Travel Transportation	-	-	-	-
Contractual Services	324,465.00	344,080.00	368,263.00	368,263.00
Supplies and Materials	-	-	-	-
Capital Outlay	-	-	-	-
Total Community Environment	727,001.00	804,151.00	843,057.00	843,057.00
Basic Utility Services				
Personal Services				
Travel Transportation				
Contractual Services				
Supplies and Materials				
Capital Outlay				
Total Basic Utility Services	-	-	-	-

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

DESCRIPTION (1)	For 2008 Actual (2)	For 2009 Actual (3)	Current Year Estimated for 2010 (4)	Budget Year Estimated for 2011 (5)
EXPENDITURES				
Transportation				
Personal Services	-	-	-	-
Travel Transportation	-	-	-	-
Contractual Services	-	-	-	-
Supplies and Materials	-	-	-	-
Capital Outlay	-	-	-	-
Total Transportation	-	-	-	-
General Government				
Personal Services	851,732.00	875,037.00	820,787.00	820,787.00
Travel Transportation	-	-	-	-
Contractual Services	2,596,679.00	1,390,028.00	1,497,040.00	888,352.00
Supplies and Materials	-	-	-	-
Capital Outlay	3,000.00	-	-	-
Total General Government	3,451,411.00	2,265,065.00	2,317,827.00	1,709,139.00
Debt Service				
Redemption of Principal	-	-	-	-
Interest	-	-	-	-
Other Debt Service	-	-	-	-
Total Debt Service	-	-	-	-
Other Uses of Funds				
Transfers	3,554,456.00	1,736,768.00	1,320,430.00	1,320,830.00
Advances	646,280.00	112,670.00	942,996.00	150,000.00
Contingencies	15,682.00	-	78,000.00	78,000.00
Other Uses of Funds				
Total Other Uses of Funds	4,216,418.00	1,849,438.00	2,341,426.00	1,548,830.00
TOTAL EXPENDITURES	14,738,022.00	11,556,554.00	12,831,239.00	11,429,376.00
Revenues over/(under) Expenditures	(858,361.00)	941,588.00	(450,191.49)	(516,217.00)
Beginning Cash Balance	5,855,274.96	4,996,913.96	6,348,291.12	5,898,099.63
Ending Cash Fund Balance	4,996,913.96	5,938,501.96	5,898,099.63	5,381,882.63
Rounding	(0.01)	(3.28)		
Outstanding Advances to be repaid	773,803.98	559,026.00	-	-
Estimated Encumbrances (outstanding at year end)	274,055.25	149,233.56	-	-
Estimated Ending Unencumbered Fund Balance	5,496,662.68	6,348,291.12	5,898,099.63	5,381,882.63

EXHIBIT II -A

FUND List All Funds Individually Unless Reported on Exhibit I or II	Estimated Unencumbered Fund Balance 1/1/2011	Budget Year Estimated Receipt	Total Available For Expenditures	Personal Services	Other	Total	Estimated Unencumbered Fund Balance 12/31/2011
GOVERNMENTAL:							
SPECIAL SERVICE:							
Street	157,247.67	756,469.00	913,716.67	600,851.00	167,000.00	767,851.00	145,865.67
State Highway Improvement	19,108.93	21,545.00	40,653.93		25,000.00	25,000.00	15,653.93
Community Development Block Grant	0.00	150,000.00	150,000.00		150,000.00	150,000.00	0.00
Community Development Block Loan	89,073.80	50,000.00	139,073.80		89,073.80	89,073.80	50,000.00
Parking Meter	984,533.97	685,152.00	1,669,685.97	391,305.00	293,531.00	684,836.00	984,849.97
Life Squad	13,405.29	8,124.00	21,529.29		6,000.00	6,000.00	15,529.29
Affordable Housing Trust	476.89		476.89			0.00	476.89
Law Enforcement Trust	91,172.36	59,422.00	150,594.36	79,000.00	15,500.00	94,500.00	56,094.36
Enforcement & Education	56,381.59	22,714.00	79,095.59		13,800.00	13,800.00	65,295.59
FEMA Grant	1,840.63		1,840.63			0.00	1,840.63
TOTAL SPECIAL REVENUE FUNDS	1,413,241.13	1,753,426.00	3,166,667.13	1,071,156.00	759,904.80	1,831,060.80	1,335,606.33

EXHIBIT II - B

FUND List All Funds Individually Unless Reported on Exhibit I or II	Estimated Unencumbered Fund Balance 1/1/2011	Budget Year Estimated Receipt	Total Available For Expenditures	Personal Services	Other	Total	Estimated Unencumbered Fund Balance 12/31/2011
DEBT SERVICE FUNDS							
1999 Parks Imp.Bond Debt Service	0.00	312,150.00	312,150.00		312,150.00	312,150.00	0.00
TOTAL DEBIT SERVICE FUNDS	0.00	312,150.00	312,150.00	0.00	312,150.00	312,150.00	0.00
CAPITAL PROJECT FUNDS							
Capital Equipment	307,419.79	71,023.00	378,442.79		71,023.00	71,023.00	307,419.79
Capital Improvement	531,430.96	617,657.00	1,149,087.96		617,657.00	617,657.00	531,430.96
Parking Lot Improvement	6,654.99	37,500.00	44,154.99		37,500.00	37,500.00	6,654.99
TOTAL CAPITAL PROJECTS	845,505.74	726,180.00	1,571,685.74		726,180.00	726,180.00	845,505.74
Special Assessment	34,187.68		34,187.68		34,187.68	34,187.68	0.00
TOTAL SPECIAL ASSESSMENT	34,187.68	0.00	34,187.68	0.00	34,187.68	34,187.68	0.00

EXHIBIT II - C

FUND List All Funds Individually Unless Reported on Exhibit I or II	Estimated Unencumbered Fund Balance 1/1/2011	Budget Year Estimated Receipt	Total Available For Expenditures	Personal Services	Other	Total	Estimated Unencumbered Fund Balance 12/31/2011
PROPRIETARY:							
ENTERPRISE FUNDS							
Water Bond Debt Service Fund	0.00	921,150.00	921,150.00		921,150.00	921,150.00	0.00
Water Capital Equipment Fund	104,648.64	85,000.00	189,648.64		85,000.00	85,000.00	104,648.64
Water Operating Fund	2,138,584.47	2,708,705.00	4,847,289.47	1,148,714.00	1,745,520.00	2,894,234.00	1,953,055.47
Water Improvement Fund	2,002,882.00	100,000.00	2,102,882.00		100,000.00	100,000.00	2,002,882.00
Water Capital Benefit Fund NE	161,895.87		161,895.87			0.00	161,895.87
Water Capital Benefit Fund NW	211,273.87		211,273.87			0.00	211,273.87
Water Capital Benefit Fund SE	254,883.81		254,883.81			0.00	254,883.81
Water Capital Benefit Fund SW	125,794.56		125,794.56			0.00	125,794.56
Sewer Capital Equipment Fund	593,037.02	170,000.00	763,037.02		170,000.00	170,000.00	593,037.02
Sewer Operating Fund	1,917,351.41	3,057,476.00	4,974,827.41	1,334,976.00	1,718,005.00	3,052,981.00	1,921,846.41
Sewer Improvement Fund	3,388,054.69	200,000.00	3,588,054.69		200,000.00	200,000.00	3,388,054.69
Sewer Capital Benefit Fund NE	151,956.60		151,956.60			0.00	151,956.60
Sewer Capital Benefit Fund NW	218,020.26		218,020.26			0.00	218,020.26
Sewer Capital Benefit Fund SE	149,632.78		149,632.78			0.00	149,632.78
Sewer Capital Benefit Fund SW	146,520.05		146,520.05			0.00	146,520.05
Refuse Fund	1,338,280.82	1,875,405.00	3,213,685.82	124,747.00	1,704,623.00	1,829,370.00	1,384,315.82
Stormwater Utility Fund	2,521.19	20,000.00	22,521.19		20,000.00	20,000.00	2,521.19
Landfill Post-Closure Fund	1,461,777.30	30,000.00	1,491,777.30		198,500.00	198,500.00	1,293,277.30
TOTAL ENTERPRISE FUNDS	14,367,115.34	9,167,736.00	23,534,851.34	2,608,437.00	6,862,798.00	9,471,235.00	14,063,616.34

EXHIBIT II - D

FUND List All Funds Individually Unless Reported on Exhibit I or II	Estimated Unencumbered Fund Balance 1/1/2011	Budget Year Estimated Receipt	Total Available For Expenditures	Personal Services	Other	Total	Estimated Unencumbered Fund Balance 12/31/2011
INTERNAL SERVICE FUNDS							
Internal Service Fund	46,895.88	269,636.00	316,531.88		269,011.00	269,011.00	47,520.88
Employee Benefits Fund	435,436.15	1,451,015.00	1,886,451.15		1,453,700.00	1,453,700.00	432,751.15
TOTAL INTERNAL SERVICE FUNDS	482,332.03	1,720,651.00	2,202,983.03	0.00	1,722,711.00	1,722,711.00	480,272.03
FIDUCIARY:							
TRUST AND AGENCY FUNDS							
Board of Building Standards Fund	153.55	3,000.00	3,153.55		3,000.00	3,000.00	153.55
Hotel Tax Agency Fund	1,363.71	168,000.00	169,363.71		168,000.00	168,000.00	1,363.71
Oxford Natural Gas Refund Agency Fund	2,806.80	35.00	2,841.80		150.00	150.00	2,691.80
TOTAL TRUST AND AGENCY FUNDS	4,324.06	171,035.00	175,359.06	0.00	171,150.00	171,150.00	4,209.06
TOTAL FOR MEMORANDUM ONLY	**17,146,705.98**	**13,851,178.00**	**30,997,883.98**	**3,679,593.00**	**10,589,081.48**	**14,268,674.48**	**16,729,209.50**

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 1/1/2011	Amount Required for Principal and Interest 1/1/2011 to 12/31/2011	Amount Receivable from Other Sources to Meet Debt Payments 1/1/2011 to 12/31/2011
Payable from Bond Retirement Funds:	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX
INSIDE 10 MILL LIMIT:	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX
Park Improvement Refunding Bonds	N/A	6/23/2009	12/1/2019	Ordinance	Serial	2.00 - 3.75%	2,595,000.00	312,150.00	0.00
2002 Refunding Water Bonds	N/A	11/15/2002	12/1/2014	Ordinance	Serial	1.75 - 3.90%	3,360,000.00	921,150.00	921,150.00
TOTAL							5,955,000.00	1,233,300.00	921,150.00
OUTSIDE 10 MILL LIMIT:	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX
TOTAL									

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager

Clerk of Council
Originating Department

Council Meeting Of: June 15, 2010

Mary Ann Eaton
Prepared By

Account Code No. #: N/A

Budgeted Amount: N/A

June 7, 2010
Date Prepared

Agenda Title: Ordinance To Approve Current Replacement Pages To The Oxford Codified Ordinances.

Recommendation:

Discussion:

The Oxford Codified Ordinances are updated once each year to incorporate all legislation passed by City Council as well as any changes in State laws. This Ordinance is to approve the update.

The update includes legislation adopted through June 1, 2010.

*** Copies of the replacement pages (Exhibit "A") are available at City Hall during normal business hours ***

Approved By:

	Initial	Date
Department Head:		
City Attorney:		
City Manager:	DLE	6/11/10

ORDINANCE NO.

AN ORDINANCE TO APPROVE CURRENT REPLACEMENT PAGES TO THE OXFORD CODIFIED ORDINANCES.

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

SECTION 1: Council has determined that certain provisions within the Codified Ordinances should be amended to conform with current State law as required by the Ohio Constitution. Various ordinances of a general and permanent nature have been passed by Council which should be included in the Codified Ordinances. The City has heretofore entered into a contract with Walter H. Drane Co. to prepare and publish revisions which are before Council.

SECTION 2: The Ordinances of the City of Oxford, Ohio, of a general and permanent nature, as revised, recodified, rearranged and consolidated into component codes, titles, chapters and sections within the 2010 Replacement Pages so the Codified Ordinances are hereby approved and adopted.

SECTION 3: The following sections and chapters are hereby added, amended or appealed and respectfully indicated in order to comply with the current State law:

Traffic Code

301.04	Definition of a Bicycle. (Amended)
301.321	Definition of a Road Service Vehicle. (Added)
303.082	Private Tow-Away Zones. (Amended)
331.38	Stopping for School Bus. (Amended)
333.01	Driving or Physical Control While Under the Influence. (Amended)
333.031	Approaching a Public Safety, Emergency or Road Service Vehicle. (Amended)
335.01	Driver's License or Commercial Driver's License Required. (Amended)
335.02	Permitting Operation Without a Valid License. (Amended)
335.07	Driving Under License Suspension or Restriction. (Amended)
335.072	Driving Under Financial Responsibility Law Suspension or Cancellation. (Amended)
335.10	Expired or Unlawful License Plates. (Amended)
337.02	Lighted Lights Required. (Amended)
337.03	Headlights on Motor Vehicles and Motorcycles. (Amended)
337.04	Tail Light; Illumination of Rear License Plate. (Amended)
337.05	Rear Red Reflectors. (Amended)
337.06	Safety Lighting on Commercial Vehicles. (Amended)
337.08	Red Light or Red Flag on Extended Load. (Amended)
337.10	Lights on Slow Moving Vehicles. (Amended)
337.11	Spotlight and Auxiliary Lights. (Amended)
337.12	Cowl, Fender and Back-Up Lights. (Amended)
337.13	Display of Lighted Lights. (Amended)
337.14	Use of Headlight Beams. (Amended)
337.15	Lights of Less Intensity on Slow-Moving Vehicles. (Amended)
337.16	Number of Lights. (Amended)
337.17	Focus and Aim of Headlights. (Amended)
337.19	Horn, Siren and Theft Alarm Signal. (Amended)
337.20	Muffler; Excessive Smoke, Gas or Noise. (Amended)
337.21	Rear-View Mirror; Clear View to All Sides. (Amended)

Traffic Code (Cont.)

337.22	Windshield and Windshield Wiper. (Amended)
337.24	Motor Vehicle Stop Lights. (Amended)
337.26	Child Restraint System Usage. (Amended)
337.27	Drivers and Passengers Required to Wear Seat Belts. (Amended)
341.03	Prerequisites to Operation of a Commercial Vehicle. (Amended)
351.04	Parking Near Curb; Angle Parking. (Amended)
375.05	Licensing Requirements of Operator. (Amended)

General Offenses Code

525.02	Falsification. (Amended)
525.03	Impersonation of Peace Officer. (Amended)
537.14	Domestic Violence. (Amended)
537.15	Temporary Protection Order. (Amended)
541.05	Criminal Trespass. (Amended)
549.04	Improperly Handling Firearms in a Motor Vehicle. (Amended)

SECTION 4: The complete text of the Traffic and General Offenses Code sections listed above are set forth in full in the current replacement pages to the Codified Ordinances which are attached hereto and incorporated herein by reference as Exhibit A. Any summary publication of this Ordinance shall include a complete listing of these sections. Notice of adoption of each new section by reference to its title shall constitute sufficient publication of new matter contained therein.

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

_____
MAYOR

ADOPTED:

ATTEST:

_____
CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: LAW (STAFF)

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager

Economic Development
Originating Department

Council Meeting Of: June 15, 2010

Alan Kyger
Prepared By

Account Code No. #: N/A

Budgeted Amount: N/A

June 10, 2010
Date Prepared

Agenda Title: Resolution approving the Revolving Loan Fund application ratification for One Fourth Oxford Inc.

Recommendation: Approval, with conditions

Discussion: One Fourth Oxford Inc. is seeking to open a new Coffee House, Restaurant, Micro-brewery at 107 East Church Street. This establishment will be called "Quarter Gastropub and Brewery". Quarter is owned by three local Oxford individuals, Brandon Ney, Christopher Hensey and Janet Holmes. One Fourth Oxford Inc. has requested a Revolving Loan Fund (RLF) loan of $94,889. The RLF request represents 32% of the total project funding of $294,889.

The RLF application will allow the build-out and equipping of the unfinished first floor 107 E Church St. into a Coffee-House, Micro-brewery and Restaurant. This site has approximately 3,000 sq. ft. of commercial space, and when finished it will have seating for an estimated 60 guests. This new business will have an estimated 10 to 15 employees, creating 6 to 8 FTE (Full Time Equivalents).

The proceeds from this loan will be used to purchase, kitchen equipment, chairs & booths, exhaust hood, brewing equipment, cabinets, computer menu system, and architectural & engineering designs.

The Oxford Community Improvement Corporation Loan Review Committee approved this loan on June 10,2010 with the following condition:

*Financing commitment letters are provided from all financing sources before the loan can be closed and funded.

Staff has requested the following condition:

*Butler County Community Development ratifies this loan.

The following documents are attached for your review:

*Quarter Gastropub & Brewery RLF Project Summary.

Approved By:	Initial\ Date
Department Head:	\
City Attorney:	\
City Manager:	DKE \ 6/14/10

RESOLUTION NO.

A RESOLUTION APPROVING A $94,889.00 REVOLVING LOAN FUND LOAN TO ONE FOURTH OXFORD INC. DBA QUARTER GASTROPUB & BREWERY PENDING FINAL APPROVAL FROM THE OXFORD COMMUNITY IMPROVEMENT CORPORATION.

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

SECTION 1: Council finds that the Oxford Community Improvement Corporation Revolving Loan Fund Loan Review Committee met on June 10, 2010, to consider the loan request of One Fourth Oxford Inc. dba Quarter Gastropub & Brewery for a loan from the Oxford Revolving Loan Fund ("RLF") to assist with the build-out and development of 107 East Church Street into a Micro-Brewery and Restaurant.

SECTION 2: The Oxford Community Improvement Corporation RLF Loan Review Committee, after due deliberation, is recommending a loan of $94,889.00 at three percent (3%) interest for five (5) years. The loan proceeds will be used to purchase a Computer Menu system, an exhaust hood, kitchen equipment, dining room supplies & accessories and other equipment.

SECTION 3: The Oxford Community Improvement Corporation RLF Loan Review Committee found the applicant will create job opportunities as required under the RLF guidelines.

SECTION 4: Council of the City of Oxford hereby accepts and approves the recommendation of the Oxford Community Improvement Corporation RLF Loan Review Committee and approves the loan of $94,889.00 at three percent (3%) interest for five (5) years.

SECTION 5: Council hereby authorizes the City Manager, Finance Director and Law Director to prepare and execute loan documents as necessary with the following conditions being met prior to closing:

a. The full Community Improvement Corporation Board approves this application as presented.
b. Butler County Community Development ratifies this loan.
c. Financing commitment letters are provided from all the sources of financing.
d. A signed lease for 107 East Church Street is secured.

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

_____
MAYOR

ADOPTED:

ATTEST:

_____
CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: KATE CURRIE

PREPARED BY: LAW (STAFF)

Quarter Gastropub & Brewery
One Fourth Oxford Inc.
PROJECT SUMMARY
Revolving Loan Fund (RLF) **June 9, 2010**

Borrower:	One Fourth Oxford Inc.
Business Name:	Quarter Gastropub & Brewery
Principals & Guarantors:	Brandon Ney Christopher Hensey Janet Holmes
Business Address:	107 East Church Street Oxford, Ohio 45056
Project Address:	107 East Church Street Oxford, Ohio 45056
Company Description:	Quarter Gastropub and Brewery will be a locally owned establishment operated by four local professionals who are pooling their skill sets together to create a completely new and sophisticated business. Quarter offers a bookstore, coffeehouse, and brewpub serving quick, hot lunches and affordable dinners to the Oxford, Ohio community. At nearly fifteen hundred square feet of public interior space, as well as a sizable outdoor terrace for three season use, Quarter is an amazing home away from home for daytime studying or used-book browsing. Then in the evenings, Quarter extends the day by offering it's clientèle some of the best food and wine in Oxford, and the area's only site brewed craft beer. Quarter completes these aspects with live music, movies, and games in a way which will become a destination spot for anyone living in Southwest Ohio.
Proposed Project:	Quarter Gastropub and Brewery will be located at 107 East Church St. This is a new "mixed use" building with 2,800 sq. ft. commercial space on the first floor and residential units above. This site is located in the Uptown Business District and is correctly zoned for the proposed use. The project will create a new business offering the combined services of a coffeehouse, restaurant and brew-pub. The total amount needed for this project is $294,994 Quarter is requesting $94,889 in RLF financing. The RLF funding is to purchase kitchen equipment, computerized menu system, appliances and additional micro brewing equipment.

Proposed Cost: **$ 294,889**

Proposed Financing:

$ 55,000	19% - Owner Equity	
$ 120,105	41% - Owner Investment Loan	
$ 94,889	32% - RLF	
$ 25,000	8% - Bank Financing	

Annual Debt Service:

$ 13,332	Investment	$ 120,105	5.9%	10 yrs.
$ 20,460	RLF	$ 94,889	3.0%	5 yrs.
$ 6,082	Bank	$ 25,000	8.0%	5 yrs.
$ 39,874	Total	$ 239,994		

Proposed Funding Detail:

$ 94,889 Revolving Loan Fund
Flatware & Glasses
Coffee & Tea Equipment
Kitchen Equipment & Supplies
Chairs & Booths
Computer / Menu System Software
Exhaust Hood
Micro-Brewing Equipment
Engineering & Architectural
Legal Services & Permits
Safe
Ice Maker
Convection Oven
Cabinetry & Shelving

$ 25,000 Bank Financing
Interior Build-Out

$ 120,105 Investor Loan
Interior Build-Out
Brewing System
Beer Brewing & Dispensing Equip.
Digital Dining POS System

$ 55,000 Owner Equity
Interior Build-Out
Working Capital
Location & Administration
Inventory
Shipping/Delivery/Misc.
Tables & Chairs
Signage & Advertizing
Prep-Tables
A/V Equipment
Kitchen Equipment
Restaurant Small Wares
Display Case

Collateral:

Personal Guarantees
Brandon Ney
Janet Holmes
Christopher Hensey

Property Liens
319 W. Withrow St. Oxford, OH

UCC Filings on the Equipment

New Employment:

10 - 15 new jobs created
6 FTE (Full Time Equivalent)

$15,814 per job created

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager

Economic Development
Originating Department

Council Meeting Of: June 15, 2010

Alan Kyger
Prepared By

Account Code No. #: N/A

Budgeted Amount: N/A

June 9, 2010
Date Prepared

Agenda Title: Resolution, Arabian Nights Authentic Lebanese Cuisine Inc. Revolving Loan Fund application ratification.

Recommendation: Approval w/conditions

Discussion: Arabian Nights Authentic Lebanese Cuisine Inc, is seeking to open a new restaurant at 19 W. High Street. Arabian Nights is owned by Farrah Akkoub. Arabian Nights has requested a Revolving Loan Fund (RLF) loan of $20,000 to open a new restaurant. The RLF request represents 24% of the total project funding of $46,000.

The RLF application will allow Arabian Nights to redevelop the location formally used by Fiesta Charra. Employment will be 9 total employees or 4 FTE's.

The proceeds from this loan will be used to purchase, kitchen equipment, tables & chairs and other kitchen supplies.

The Oxford Community Improvement Corporation approved this loan on May 21, 2010, providing Arabian Nights satisfies all concerns and conditions of the CIC RLF Review Committee.

The CIC Loan Review Committee is requesting the following conditions:

*Financing commitment letter is provided from the other financing source before the loan can be closed and funded.

*A signed lease is provided before the loan is closed and funded.

Staff has requested the following conditions.

*Butler County Community Development ratifies this loan.

The following documents are attached for your review:

*Arabian Nights RLF Project Summary.

*CIC Loan review committee recommendations.

Approved By:

	Initial	Date
Department Head:		
City Attorney:		
City Manager:	DAE	6/10/10

RESOLUTION NO.

A RESOLUTION APPROVING THE OXFORD COMMUNITY IMPROVEMENT CORPORATION'S RECOMMENDATION TO LOAN $20,000.00 TO ARABIAN NIGHTS AUTHENTIC LEBANESE CUISINE, INC.

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

SECTION 1: Council finds that the Oxford Community Improvement Corporation met on May 21, 2010, to consider the loan request of Arabian Nights Authentic Lebanese Cuisine, Inc. for a loan from the Oxford Revolving Loan Fund ("RLF") to assist with the redevelopment of 19 W. High Street into a new restaurant.

SECTION 2: The Oxford Community Improvement Corporation, after due deliberation, did recommend a loan of $20,000.00 at three percent (3%) interest for seven (7) years. The loan proceeds will be used to purchase kitchen equipment, tables, chairs and other necessary items.

SECTION 3: The Oxford Community Improvement Corporation found the applicant will create job opportunities as required in the RLF guidelines.

SECTION 4: Council of the City of Oxford hereby accepts and approves the recommendation of the Oxford Community Improvement Corporation and approves the loan of $20,000.00 at three percent (3%) interest for seven (7) years.

SECTION 5: Council hereby authorizes the City Manager, Finance Director and Law Director to prepare and execute loan documents as necessary with the following conditions being met prior to closing:

(a) Butler County Community Development ratifies this loan.
(b) Financing commitment letters are provided from all the sources of financing.
(c) A signed leased for 19 W. High Street has been secured.

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

_____
MAYOR

ADOPTED:

ATTEST:

_____
CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: KATE CURRIE

PREPARED BY: LAW (STAFF)

Arabian Nights Authentic Lebanese Cuisine
PROJECT SUMMARY
Revolving Loan Fund (RLF)

Borrower:	Arabian Nights Authentic Lebanese Cuisine Inc. Farrah Akkoub
Small Business Concern:	Arabian Nights Authentic Lebanese Cuisine
Principals & Guarantors:	Farrah Akkoub – Principal Michael Tyee - Guarantor
Business Address:	26 Vickie Anda Ct. #2 Oxford, Ohio 45056
Project Address:	19 West High Street Oxford, Ohio 45056
Company Description:	The Arabian Nights Authentic Lebanese Cuisine will be a full service, family oriented, Middle Eastern Restaurant. The planned opening will be in August 2010. The focus of the restaurant will be on customer service and quality food products at a value price. All food products will be prepared fresh on site using authentic recipes. This will be a new flavor experience for this city, since there are no Middle Eastern restaurants in the area. Arabian Nights started business at the Oxford Uptown Farmers Market starting in mid-September 2009. Response for products increased for 10 consecutive weeks. Each week all products produced were sold out. Arabian Nights increased production for each session and realized a steady increase in sales. Arabian Nights also currently caters private parties.
Proposed Project:	The Arabian Nights has negotiated a lease for 19 West High Street. This site is the current facility for the successful restaurant Fiesta Charra. Fiesta Charra is moving to a new, larger location right next door. Because the site is a current restaurant, the start-up costs are expected to be low. The funds for this project are to re-equip an existing restaurant.
Proposed Cost:	**$ 46,000**
Proposed Financing:	$ 20,000 43.5% - RLF $ 20,000 43.5% - Commercial Loan $ 6,000 13.0% - Equity

Annual Debt Service:	**RLF**	$ 3,181	3.0%	7 yrs
	C. Loan	$ 4,822	7.5%	5 yrs.

Proposed Funding Detail:

$ 20,000 RLF Funds

Freezer
Ice Cube Maker
Gas Range
Char-Broiler
Convection Oven
Cold Table (salad unit)
Fryer
Food Warmers
Shawermath Machine
Food Warmers
Rice Cooker
Food Processor
Food Blender
Coffee Maker
Mixer
Pan Rack
Work Tables
Shelving
Dining Tables
Dining Chairs
High Chairs
Booster Seats
Mops & Buckets

$ 20,000 Commercial Loan

Re-modeling / Construction
Signage & Decorations
Flatware & Tableware
Cookware
Employee Training
Permits & Licensing
Storage Containers
Cash Register
Trash Cans

$ 6,000 Equity Funds

Working Capital
Start Up Inventory

$ 46,000 Total Project Cost

Collateral:

Farrah Akkoub - Personal Guarantee
Michael Tyree - Personal Guarantee

UCC Filings on Equipment

New Employment:

9 new jobs to be created, 4 full time equivalents
$5,000 per job created

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager

Clerk of Council
Originating Department

Council Meeting Of: June 1, 2010

Mary Ann Eaton
Prepared By

Account Code No. #: N/A

Budgeted Amount: N/A

May 26, 2010
Date Prepared

Agenda Title: A Resolution authorizing a temporary abatement of the Traffic Code, Section 335.09, Display of License Plates (front plate requirement only), on Thursday, July 29, 2010 through Monday, August 2, 2010.

Recommendation: N/A

Discussion:

As requested by Council Member Harman.

Approved By:

	Initial	Date
Department Head:		
City Attorney:		
City Manager:		

RESOLUTION NO.

A RESOLUTION AUTHORIZING A TEMPORARY ABATEMENT OF THE TRAFFIC CODE, SECTION 335.09, DISPLAY OF LICENSE PLATES (FRONT PLATE REQUIREMENT ONLY), ON THURSDAY, JULY 29, 2010 THROUGH MONDAY, AUGUST 2, 2010.

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

SECTION 1: The Police Chief recommends a temporary abatement of the Traffic Code, Section 335.09, Display of License Plates (front plate requirement only), for the duration of the Porsches2Oxford event from Thursday, July 29, 2010 through Monday, August 2, 2010.

SECTION 2: Council having reviewed the recommendation and finding this to be a community event hereby authorizes the City Manager to issue a temporary abatement of the Traffic Code, Section 335.09, Display of License Plates (front plate requirement only).

SECTION 3: The City Manager is hereby authorized to approve a temporary abatement of the Traffic Code, Section 335.09, Display of License Plates (front plate requirement only) for the duration of the Porsches2Oxford event from Thursday, July 29, 2010 through Monday, August 2, 2010.

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

_____
MAYOR

ADOPTED:

ATTEST:

_____
CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: JOHN HARMAN

PREPARED BY: LAW (STAFF)

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager

Community Development
Originating Department

Council Meeting Of: June 15, 2010

Account Code No. #:

Kathryn A. Dale
Prepared By

Budgeted Amount:

June 4, 2010
Date Prepared

Agenda Title:	**HAPC Meeting Report – June 2, 2010**

DISCUSSION:

Requests for Review:

HAPC-08-2010 ***22 W. Park Place,*** *(former Ball of Oxford) installation of signage,* ***Scott Webb, Applicant/Agent***

The Applicant was seeking a COA to install a 1.5' x 18' wall sign for the temporary location of DuBois Bookstore. The sign will be ¼" thick Alumacore with a red vinyl applied and Dubois' signature white, script lettering. The Applicant is also proposing to install five black gooseneck lights.

Staff shared with the Applicant that the building owner has received a peeling paint violation from the Property Maintenance Code Enforcement Officer and that the HAPC is in the process of working with the owner on an approved color scheme. Staff asked that the Applicant coordinate the installation of the sign with the paint schedule.

There was no further discussion. The HAPC voted 5-0-0 to ***APPROVE*** the COA for the sign and lights as presented.

HAPC-09-2010 ***118 E. High Street DuBois Book Store,*** *demolition of an existing building and construction of a new four-story mixed use building,* ***Scott Webb, Applicant/Agent***

The Applicant sought a COA for approval to demolish the existing DuBois Bookstore and build a new mixed-use building. The structure will be one building with two façades. Part of the building is proposed as a four-story structure, while another portion steps down to three stories. The structure will have two-tone bricks, very similar in style as the building constructed at 25 W. High Street in 2008-2009 and proposed for 116 E. High Street.

The window and door framing for the ground floor appears to be a dark bronze or brown metal. The upper story windows appear to have a cream frame. The proposed building would be flat-roofed, with full brick façades on all sides of the building. The three story building has a slightly different style to the façade with a bay window, red awning, and center peak at the top. The Applicant presented that the awning would be of a canvas material. No other details regarding the signage materials, final brick and exterior materials, lighting or streetscape were physically presented.

Staff shared their concern that three new buildings Uptown (two next to each other) would consist of the exact same materials. The Applicant shared that what appears in the drawings as a yellow brick was actually a stucco material/granite composite mix that would look like tile.

Much of the discussion between the Commission and the Applicant was in regards to the four story building height. Some of the Commission voiced they liked the extra details of the building, but were initially not sure if the fourth story looked appropriate/was appropriate for this specific block of the Uptown District, in relation to the surrounding building heights.

The Applicant explained that the fourth story allowed them to offer insets and other features that make the building attractive and interesting.

The HAPC voted 5-0-0 to ***APPROVE*** the COA demolition and re-use plan for 118 E. High Street with the following conditions:

1. That, any modifications to the structure as a result of any other City Board or Commission; or permit review decisions are re-presented to the HAPC.
2. That, 30 days after demolition, if construction has not commenced, the site shall be properly filled in and covered with seed and sod.
3. That, final details of the building, including but not limited to brick color, window frame selections, cornice and band finishes and color, signage, lighting, and streetscape are presented to the HAPC.

HAPC-10-2010 ***1 E. High Street****, replacement of current logo awnings with new logo awnings, Skyline Chili,* ***Chris Jones, Applicant***

The Applicant was seeking a COA to replace all six of the blue awnings at the Skyline Chili restaurant. Currently, there are three awnings with the Skyline logo and three awnings that say "Skyline". The new awnings would all be yellow with the Skyline logo and Skyline blue checkers across the bottom. The Applicant also proposed to permanently remove the awnings along the backside of the restaurant.

According to the zoning code, businesses in the Uptown "UP" Zoning District that are located on a corner lot are permitted to have a maximum of three wall signs. The logo on the awning constitutes as the businesses' sign. There was discussion on which awnings should have the logo applied.

The HAPC voted 5-0-0 to ***APPROVE*** the COA for the replacement awnings with the following conditions:

1. That, the awnings and signage are limited to three as stipulated in Section 1151.05(a)(2) of the Planning & Zoning Code and that the logos are applied to every other awning starting with the most eastern awning facing High Street.
2. That, to maintain consistency, the remaining 3 awnings may maintain the blue checkers at the bottom of the awnings.
3. That, any modifications to the awning and signage as a result of any other City permit or Board review are re-presented to the HAPC.

Correspondence and Announcements:
Mr. Smith shared that the Township House Dedication would be held June 18, 2010 at 10:00a.m. He also shared an article in the paper on the Sheri Corbett memorial.

Other Business:
Ms. Dale shared that she thought Matt Rodbro would be present to share his concerns regarding the use of siding in the Mile Square and Historic Districts, but shared that she had forwarded to them his email correspondence stating his concerns.

Ms. Dale shared that Mr. Webb delivered photos of the Pita Pit/Bruno's building and asked if HAPC would be opposed to painting the crosses at the top of the building red. The Commission expressed that they would prefer to see them painted hunter green instead since there is no other red on the upper portion of the building.

Michael Tyree & Farrah Akkoub, owners of a new restaurant called Arabian Nights Lebanese Cuisine, were present to share concepts for proposed signage they would like to install at 19 W. High Street once Fiesta Charra moved. The HAPC said they were overall on the right path with their concepts and offered some suggestions. They were asked that the final proposal be presented to HAPC.

Old Business:
Walking Tours:
Ms. Henderson stated that all of the tours were well attended, and was very thankful for the coverage in the newspaper and thought that the Open House was a success also.

Pillar Restoration Guide:
Mr. Smith shared that he had been busy with all the Preservation Month activities and that he hadn't time to work on, but hoped to have more for the Commission next month.

Historic Marker Concept:
Mr. Smith shared another rendition of the proposed Historic District signs. The HAPC agreed that they liked this version and said quotes could be sought.

Other Updates:
Ms. Dale shared that 26 & 28 W. High have been marked for where the Historic Plaque and Marker would be installed and that she was still waiting to hear back from Dave DeWitt regarding the Bouden Lane installation.

New Business:
Ms. Dale shared the paint selections for the properties that were in peeling paint violation and asked if the Commission would approve the selections made by the Paint Committee. The HAPC voted unanimously to approve all of the color options as presented. Ms. Dale shared that she would forward this information onto the property owners.

Administrative Findings / Approvals:
HAPC-ADM-03-2010 20 West High Street, removal of windows and door at Chase Bank, **Buck Run Doors and Hardware, Applicant/Agent**

HAPC-ADM-04-2010 14 N. Poplar Oxford United Methodist Church, replacement of existing concrete steps with new limestone treads and risers, **Scott Webb, Applicant/Agent**

Mr. Smith shared that he also Administratively approved a sign face change for the former Radius commercial space for the Oxford Vineyard Church and the information would formally be included in the next HAPC packet.

The next regular HAPC meeting is scheduled for July 7, 2010.

Approved By:		**Initials**	**Date**
	Department Head:		6/8/10
	City Attorney:		
	City Manager:		6/10/10

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager

City Council Meeting of: June 15, 2010

Account Code #: 141.720.51001

Budgeted Amount: $190,000.00

Service Department
Originating Department

Michael B. Dreisbach, Service Director
Prepared By

June 3, 2010
Date Prepared

Agenda Title: Construction of Temporary Sidewalk on US 27 South

Recommendation: Approve

Discussion: The City's FY2010 Capital Improvement Budget includes $190,000 for the construction of a temporary sidewalk that will connect with the current sidewalk system at Chestnut St. and Patterson Ave. and extend to Southpointe Parkway. This sidewalk will provide a safer means of pedestrian travel to several areas including Indian Trace Apartments, the Miami-Western Drive neighborhood, Campus Suites apartment complex, University Park Blvd., and the new Talawanda High School (now under construction).

The City's Engineering Division prepared plans and specifications for this project including approximately 5,000 feet of new asphaltic concrete sidewalk. Miami University officials were extremely helpful in minimizing costs for the project by allowing the use of an existing pedestrian bridge at Peffer Park (saving the City approximately $45,000 on this project). The City advertised for bids in the *Hamilton Journal* on May 21 and May 28, 2010. Plans were also advertised by several clearinghouses and on the City's website. Two sealed bids were opened and publicly read on June 3, 2010 with the following results:

Cox Paving, Inc.	**$ 103,859.82**
Hendy, Inc.	$ 148,384.00

As noted, this is a temporary sidewalk that will be replaced when ODOT commences a planned road widening project in 2013. The lowest and best bid was provided by Cox Paving, Inc. in the amount of $103,859.82 (this is the same contractor currently installing approximately one mile of new multi-use path at the Oxford Community Park). It is Staff's recommendation that Council authorize the City Manager to enter into an agreement with Cox Paving, Inc. for the construction of a temporary sidewalk on US 27 South at a cost of $103,859.82. Staff is also requesting a ten percent contingency authorization in the amount of $ 10,386.00; therefore the construction contract would be authorized at a cost **not to exceed $114,245.82.**

Approved By:

	Initial	Date
Department Head:	MBD	6/3/10
City Manager:	DBE	6/11/10

RESOLUTION NO.

A RESOLUTION ACCEPTING THE BID SUBMITTED BY **COX PAVING, INC.** AND AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH COX PAVING, INC. FOR THE CONSTRUCTION OF A TEMPORARY SIDEWALK ON US-27 SOUTH FROM CHESTNUT STREET TO SOUTHPOINTE PARKWAY AT A COST OF $103,859.82 PLUS A CONTINGENCY AMOUNT OF TEN PERCENT (10%) OF THE CONTRACT PRICE OR $10,386.00 FOR A TOTAL COST NOT TO EXCEED $114,245.82.

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* on May 21, 2010 and May 28, 2010. Plans were also advertised by several clearinghouses and on the City's website. Two (2) sealed bids were opened and publicly read on June 3, 2010. The lowest bid was provided by Cox Paving, Inc. in the amount of $103,859.82.

SECTION 2: The City Manager and Service Director recommend Council accept the bid of Cox Paving, Inc. as the lowest and best bid for the construction of a temporary sidewalk on US-27 South from Chestnut Street to Southpointe Parkway and authorize the City Manager to enter into a contract with Cox Paving, Inc. for the construction of a temporary sidewalk on US-27 South from Chestnut Street to Southpointe Parkway at a cost of $103,859.82 plus a contingency amount of ten percent (10%) of the contract price or $10,386.00 for a total cost not to exceed $114,245.82.

SECTION 3: Council hereby accepts the recommendation of the City Manager and Service Director and finds Cox Paving, Inc. to be the lowest and best bidder and accepts the bid of $103,859.82 for the construction of a temporary sidewalk on US-27 South from Chestnut Street to Southpointe Parkway

SECTION 4: Council hereby authorizes the City Manager to enter into a contract with Cox Paving, Inc., at a cost of $103,859.82 plus a contingency amount of ten percent (10%) of the contract price or $10,386.00 for a total cost not to exceed $114,245.82 for the construction of a temporary sidewalk on US-27 South from Chestnut Street to Southpointe Parkway.

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

_____
MAYOR

ADOPTED:
ATTEST:

_____
CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: LAW(STAFF)

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager

Council Meeting of: June 15, 2010

Service Department
Originating Department

Account Code #: N/A

David Treleaven
Prepared By

Budgeted Amount: N/A

June 3, 2010
Date Prepared

Agenda Title:	Environmental Commission Meeting of June 2, 2010

Recommendation:	For Review and Consideration

Discussion:

Environmental Commission members present at the Wednesday, June 2, 2010 meeting were: Chair, Mr. Charlie Ford; Vice-Chair, Mr. Wright Gwyn; Planning Commission Representative, Mr. Ted Wong, Ms. Kelly Church, and Mr. Vince Hand. A quorum was present. Minutes from the May 5, 2010 meeting were unanimously approved as presented.

Commission officer elections were held with Chair Charlie Ford and Vice-Chair Wright Gwyn being unanimously re-elected.

Chair Charlie Ford had prepared a spread sheet matrix addressing five pertinent conservation development subjects that the Planning Commission had requested that the Environmental Commission research; these being: 1) locations where conservation development had worked; 2) what type of development incentives were utilized; 3) the open-space set-aside area requirements utilized; 4) codes and/or ordinances for these conservation developments; and 5) visual depictions of the conservation developments. Chair Charlie Ford also had prepared a draft PowerPoint slide presentation providing a visual depiction of the information contained within the matrix spread sheet. The Commissioners reviewed the matrix and PowerPoint slides, with format and content edits suggested. Commissioners were requested to provide their research information regarding conservation developments to Chair Charlie Ford by June 16, 2010 so a final draft of the matrix spread sheet and PowerPoint presentation could be completed for review/approval at the July 2010 Commission meeting.

Vice-Chair Wright Gwyn provided the Commissioners some background regarding energy aggregation. The de-regulation of the energy industry in the 1990's gave rise to energy brokers who will leverage for lower electrical and natural gas rates for interested communities. With the current depressed economical situation, energy brokers are offering contracts at low rates, which may serve to assist the Oxford community financially should it be interested in participating with an energy aggregation program.

The Commission adjourned at 8:35 p.m. The next Commission meeting is tentatively scheduled for Wednesday, July 14, 2010 at 7:00 p.m. in the Municipal Building's Second Floor Conference Room. The July meeting was moved back by one week; a quorum would not be present at a July 7th meeting.

Approved By:		Initial \ Date
	Department Head:	DT \ 6/4/10
	City Manager:	TAE \ 6/14/10

A Regular meeting of the Oxford City Council was called to order by Mayor Richard Keebler on Tuesday, June 1, 2010 at 7:15 p.m. Those members present were Ken Bogard, Kate Currie, Greig Rutherford, Bob Blackburn, John Harman and Kevin McKeehan.

Staff members present: Mr. Doug Elliott, City Manager; Mr. Mike Dreisbach, Service Director; Mr. Steve Schwein, 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. Blackburn moved to adjourn to Executive Session immediately in accordance with Ohio Revised Code Section 121.22 (G)(1) for the purpose of discussing Appointments to Boards and Commissions. Mr. McKeehan seconded. The motion passed by the following roll call:

AYE: Mr. Blackburn, Mr. Bogard, Ms. Currie, Mr. Harman, Mr. McKeehan, Mr. Rutherford, Mr. Keebler (7)

NAY: None (0)

ABS: None (0)

RETURN FROM EXECUTIVE SESSION

Mr. Bogard moved to return from Executive Session at 7:38 p.m. Mr. Blackburn seconded. The motion passed by the following roll call:

AYE: Mr. Bogard, Ms. Currie, Mr. Harman Mr. McKeehan, Mr. Rutherford, Mr. Blackburn, Mr. Keebler (7)

NAY: None (0)

ABS: None (0)

PLEDGE OF ALLEGIANCE

Mayor Keebler called for the Pledge of Allegiance.

APPROVAL OF AGENDA

Mr. McKeehan moved to approve the agenda. Mr. Bogard seconded. The motion passed 7-0-0.

PUBLIC PARTICIPATION

APPOINTMENTS TO BOARDS AND COMMISSIONS

Ms. Currie moved to appoint Susan Lipnickey and Phil Russo to the Civil Service Commission for terms expiring in 2013, Todd Hollenbaugh, John Barnhart and Prue Dana to the Board of Zoning Appeals for terms expiring in 2013, Susan Ann Kay and Richard Daniels to the Planning Commission for terms expiring in 2015, Mike Smith to the HAPC for a term expiring in 2014, Vincent Hand and Wright Gwyn to the Environmental Commission for terms expiring in 2014, Alysia Fischer to the SCRC for a term expiring in 2013 and Kathleen Abowitz to the Community Relations Commission for a term expiring in 2013. Mr. Bogard seconded. The motion passed 7-0-0.

Mayor Keebler noted the vacancies on other Boards and Commissions and encouraged interested parties to download an application from the City's website and submit it to the Clerk of Council.

NOTICE TO LEGISLATIVE AUTHORITY

Notice to Legislative Authority – New permit for Bappas Inc DBA Westgate C-Store Plus 5182 College Corner Pike Oxford, Ohio 45056.

Chief Schwein advised the Police Department endorsed Mr. Desai's permit application and his ability to handle a good operation.

Mr. Hiren Desai, Applicant, advised there were problems with the permit transfer he applied for previously so he applied for a new permit.

Ms. Currie moved to accept the notice without comment. Mr. Harman seconded. The motion passed 7-0-0.

PUBLIC COMMENTS

Mr. Larry Slocum, Oxford Farmers Market Uptown, suggested the creation of a 'Friends of the Market' parking pass that would allow market goers to purchase a pass that would be good throughout the Market season on Saturdays from 9:00 a.m. to 12:00 p.m.

Mr. Rutherford advised this concept was presented to the Parking and Transportation Advisory Board who would make a recommendation to Council regarding it.

Mr. Alan Kyger, 6164 Contreras Road, addressed Council on behalf of the Chamber of Commerce with regard to the Wine and Art Affair which was held Uptown last Saturday noting it was a wonderful event. Mr. Kyger thanked Council for their support and the Service Department for their assistance during the event.

Ms. Kathleen Zien, 6060 Joseph Drive, noted tomorrow night the DuBois Bookstore was on the HAPC agenda to review the store's plan to demolish and rebuild another 4 story mixed use building at 118 E. High Street. Ms. Zien noted the end result would be student rentals which were what carried retail vacancies in all of the tear-down and re-builds. Ms. Zien recounted the vacant commercial space Uptown, on Spring Street, Tollgate Shopping Center and on US-27. Ms. Zien noted the Planning Forum building on US-27 was for sale or lease and the City's Economic Development office should be able to fill the space with all of the cries for square footage. Ms. Zien advised when Mr. Clawson appeared at the last Council meeting he felt his new hotel plan could accommodate fire truck access and he could live with Council's recommendation and he should, since he had made a total turn about over what he promised for the Stewart Square site five years ago. Ms. Zien noted Council, Planning, BZA and HAPC should keep in mind that despite tall buildings going up very little was promised and developers, owners and landlords counted on high student rentals to carry their overhead and probably didn't much care whether there were retail tenants on the first floor as long as mortgage and taxes were covered. Ms. Zien requested that Council and the Boards and Commissions started asking the right questions before permits were issued because as a City we weren't getting much in return. Ms. Zien noted off campus student rentals had not vacated the mile square homes nor were they affordable or maintained in condition for the return of owner occupied residents. Ms. Zien noted she counted 42 restaurants in the Uptown District either active or coming and an additional 19 restaurants outside the mile square and Oxford had few destination or specialty shops. Ms. Zien noted if applicants could make promises without committing any gain to the City, the City might suggest that building permits were issued only when given commitments or a signed contract indicating rental tenants before demolition or groundbreaking occurred. Ms. Zien noted no rental permits should be issued for any building unless first floor retail space was 100% rented, occupied and doing business as retail. Ms. Zien noted given the current composition of Council and some of the Boards and Commissions she hoped the City would not be run by a few local major property owners, one architect and those in the 'Atta-boy' and buddy system. Ms. Zien advised she hoped the Comprehensive Plan would have been useful rather than open to many interpretations that best suited a select group of applicants.

CONSENT AGENDA

MINUTES

Minutes of the May 18, 2010 City Council Meeting. (Mary Ann Eaton, Clerk of Council)

RESOLUTIONS

RESOLUTION
ACCEPTANCE OF GRANT

A Resolution No. 4541 authorizing the City Manager to accept the Justice Assistance Grant in the amount of $15,103.00 on behalf of the Oxford Police Department for the purchase of equipment to maintain public safety. (Steve Schwein, Police Chief)

RESOLUTION
CDGB PROJECT

A Resolution No. 4542 accepting the bid submitted by Hendy, Inc. and authorizing the City Manager to enter into a contract with Hendy, Inc. for the Community Development Block Grant ("CDBG") sidewalk and handicap ramp improvements project at a cost not to exceed $41,243.00 to fully utilize the budgeted CDBG funds. (Mike Dreisbach, Service Director)

RESOLUTION
SELF BOARD

A Resolution No. 4543 appointing Kevin McKeehan as Council representative to the Supports to Encourage Low-Income Families (SELF) Board. (Doug Elliott, City Manager)

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

RESOLUTION
AD-HOC COMMITTEE

A Resolution by the Council of the City of Oxford, Ohio creating the Ad-Hoc Home Occupation/Professional Services Committee for the purpose of reviewing the Home Occupation component of Section 1141.01(C)(2) of the City's Zoning Code and advising both City Council and the Planning Commission on the issue of expanding professional service uses permitted within specific areas of Residential Districts. (Jung-Han Chen, Community Development Director)

Mr. Rutherford advised there was a recent case that brought to light some difficulties within the Planning and Zoning Code. Mr. Rutherford noted the idea behind the proposed Resolution was to create a citizen committee that everyone was invited to participate in and attend to look at the Planning and Zoning Code and specifically with regard to the Home Occupation component. Mr. Rutherford noted the Zoning Code recognized that every residential district was different and should we as a City look at strategies to aid in the preservation of significant historic structures or significant properties within the City by allowing those properties to remain within their current zoning designation but possibly having expanded professional use. Mr. Rutherford noted the proposed committee would develop criteria for expanded professional use, study the problem and make recommendations to the Planning Commission who would make recommendations to Council. Mr. Rutherford noted nothing could be more open than using that process and encouraged people to participate to find out if there was an adjustment that needed to be made to the Zoning Code.

Mr. Chen advised the proposed committee would consist of a member of Council, a member of the Planning Commission, a member of the Chamber of Commerce and four citizens at large. Mr. Chen noted the proposed committee would look at whether or not the Home Occupation section of the Zoning Code needed to be adjusted.

Mr. Bill Houk, 6 Bull Run, respectfully requested that Mr. Rutherford removed the proposed Resolution from consideration. Mr. Houk noted the proposed Resolution was wrong in so many ways and it was bad governance. Mr. Houk advised Council had a commission of citizens whose charge was to oversee the Zoning Code, to administer it and consider changes that should be made to it based on responses to Council and public desire and to oversee the Comprehensive Plan. Mr. Houk advised that body and Council had addressed the issue which motivated the proposed Resolution which Mr. Rutherford admitted. Mr. Houk noted the appointment of an Ad-Hoc Committee was an obvious desire to try to influence the outcome of the previous activities by hoping the Ad-Hoc Committee would reach a conclusion more amenable to Mr. Rutherford and others who were in favor of the issue. Mr. Houk advised those on Council who supported this action and the hope for results cared little about those living in the community who might be affected by ensconcing spot zoning into the Zoning Code as an allowed or approved practice. Mr. Houk advised no certified planner or land use expert would support this kind of spot zoning and the codification of this practice in the Zoning Code would be catastrophic. Mr. Houk encouraged Council to hold with its expectations and its faith in the Planning Commission.

Ms. Kathy Ellison, 37 Meadow Circle, noted she felt the proposed Resolution was an effort to do an end-around the Planning Commission and Council decision which seemed rude to the Planning Commission and people who actively participated in articulating their views on the issue. Ms. Ellison noted it was the Planning Commission who was empowered by Ordinance and by state law to review planning issues. Ms. Ellison noted she felt an Ad-Hoc Committee would not feel comfortable coming to a conclusion they should come to which was that nothing was wrong with the existing Home Occupation provisions which mirrored those of many other jurisdictions.

Mr. Ed Jackson, 4891 James Road, advised he was opposed to the dangers of single spot rezoning. Mr. Jackson noted he did not know how one would go about defining a 'Professional Office'. Mr. Jackson inquired if the proposed Resolution passed would it mean every applicant whose request had been denied have three bites at the same apple? Mr. Jackson noted he was under the impression once the Planning Commission and Council denied a request there was no further action and now he was learning it was possible to obtain an Ad-Hoc Committee to recommend or decide if the current zoning needed changed. Mr. Jackson noted if this was to be the policy he felt the residents should be made aware they now had three bites at the same apple not just two.

Ms. Bobbe Burke, 722 David Drive, advised she was asked to read a message to Council from Mr. Stuart Meck. (The message is attached to the last page of the minutes as Attachment 'A').

Ms. Kathleen Zien, 6060 Joseph Drive, noted the proposed Resolution was clearly on the heels of the recent rezoning denial of 5990 Contreras Road. Ms. Zien advised those who focused on the McCarthy case knew the proposed Resolution was targeted to and ultimately focused on one property with a customized scenario for a particular owner. Ms. Zien noted an Ad-Hoc Committee was not the proper route for code review; it was an attempt to work the system in reverse. Ms. Zien advised the Planning Commission had already done the work and some Councilors did not like the outcome.

Ms. Zien noted if one looked at the zoning map as a whole the Planning Commission and previous Councils were selective as to where the RO district should go and that was in the Mile Square to allow for adaptive-reuse. Ms. Zien noted it was never intended to be spot used on a case by case basis outside the area. Ms. Zien advised unintended consequences of spot zoning could lead to 7,000 square foot homes in Stone Creek as perfect Bed and Breakfasts. Ms. Zien inquired how many buildings and residences would fall into the category that would require reconsideration. Ms. Zien inquired if it was to become the norm when Councilors could not please an applicant, disagreed with, or were in the minority on a decision that they requested a committee be formed to reinvent Ordinances and change zoning on a case by case basis. Ms. Zien inquired how a citizen who did not have a personal relationship with a Councilor went about getting an Ad-Hoc Committee formed for their pet project. Ms. Zien encouraged Council to deny the proposed Resolution and noted it did not serve the public interest.

Ms. Vanessa Cummings, 125 Marti Court, advised Council was elected to represent the City and to recommend the creation of a committee of any kind for special interests was out of order and a misuse of Council's office. Ms. Cummings noted disagreeing with the Law Director and contriving legislation to manipulate the code was a misuse of City time and money and was misleading the citizenry and insulting them by thinking Council could get around a vote by forming a citizen committee. Ms. Cummings noted it was not the City's responsibility to change a code due to a property owner's financial hardship. Ms. Cummings advised the actions of this Council were headed for a law suit filed by the citizens against their own government and inquired if this was the legacy Council wanted to leave. Ms. Cummings advised she served on Council for six years and she knew there were tough decisions to be made. Ms. Cummings encouraged Council not to make decisions based on personal preferences and to support the vote of the majority of Council. Ms. Cummings asked Council to listen to the Law Director who was a respectful man who had served the City for many years and gave wise, solid law and legislative information. Ms. Cummings noted Council needed to respect those who were paid to support them and give them advice and recommendations. Ms. Cummings advised Council needed to abide by the law or tax dollars would be spent on law suits filed by citizens against them because of the things they were trying to do to change the laws because a vote did not go a certain way. Ms. Cummings asked if the legislation that failed had passed would this committee be proposed, and if the answer was no, Council did not need to support the proposed legislation.

Mr. Bogard noted last year during budget consideration Council recommended against spending $75,000 to set up a complete review of the Zoning Code. Mr. Bogard advised Council seemed to piece meal the Zoning Code and suggested Council looked at the entire code and set aside time for that examination. Mr. Bogard noted it was the Planning Commission and Council's responsibility to look at the code not a citizen's committee. Mr. Bogard noted a citizen committee was a staff time investment and that staff time was important in terms of supporting the Planning Commission, BZA and Council. Mr. Bogard encouraged Council to vote no on the proposed Resolution.

Ms. Currie advised she agreed with Mr. Bogard. Ms. Currie noted she was not forever against interspersing businesses in good and useful ways within residential areas but that needed to be looked at in the whole content of the Zoning Code. Ms. Currie noted that was why there was a Planning Commission and Council appointed people who they felt would do a good job looking into planning issues.

Mr. Harman noted he did not feel this was piece meal and Council should not wait for money appropriated from the budget since the City was already in a $500,000 deficit. Mr. Harman advised Mr. Rutherford was trying to address through a committee some sincere questions in the Zoning Code. Mr. Harman advised he felt the issue should be looked at.

Mr. Blackburn noted he was thinking about people who had businesses in their homes and Council had no way of regulating that or issuing conditional use permits. Mr. Blackburn noted he felt there were other possibilities for houses in Oxford that could be used for businesses but there needed to be something in the code to make it work. Mr. Blackburn noted if a citizen committee came up with one good idea it might help the code.

Mr. Rutherford noted the presumption that this was an end around was insulting. Mr. Rutherford advised when the discussion occurred regarding the McCarthy property there was a great deal of discussion about home occupation among Council, Council and staff, and himself and citizens. Mr. Rutherford noted it was not about one piece of property. Mr. Rutherford advised there were more people working out of their homes than ever before and Oxford's code did not properly address it. Mr. Rutherford noted this was a matter of looking at the home occupation section of the code and what sort of adjustments could be made to benefit the citizens of Oxford. Mr. Rutherford encouraged everyone to look at the big picture and contemporary planning practices that were sweeping across the country not necessarily the planning and zoning model currently in place to see whether adjustments could be made to benefit the citizens of Oxford. Mr. Rutherford advised he prayed people would have the capacity to have an open mind to look at the problem of home occupation and whether this City needed to modify its code.

Mr. McKeehan noted his feeling the correct process was in place.

Mr. Bogard advised the code review could be accomplished by the Planning Commission who invited members of the public and professionals to their meetings to discuss ideas and forming a committee was not necessary.

Mayor Keebler advised he saw no problem looking at the issue and discussing it. Mayor Keebler noted a committee was formed to look at fraternities which worked very well. Mayor Keebler advised there was nothing wrong with sending the issue to the Planning Commission to look at and make recommendations.

Mr. Rutherford moved to adopt the proposed Resolution. Mr. Harman seconded. The motion failed by the following roll call:

AYE: Mr. Harman, Mr. Rutherford, Mr. Blackburn (3)

NAY: Mr. McKeehan, Mr. Bogard, Ms. Currie, Mr. Keebler (4)

ABS: None (0)

RESOLUTION
TEMPORARY ABATEMENT

A Resolution authorizing a temporary abatement of the Traffic Code, Section 335.09, Display of License Plates (front plate requirement only), on Thursday, July 29, 2010 through Monday, August 2, 2010. (Steve Schwein, Police Chief)

Mr. Bill Houk, 6 Bull Run, asked for clarification as to what would be abated which Chief Schwein addressed.

Mr. Harman advised Oxford's traffic citations were issued under City Ordinance which mirrored state law and Council was permitted to abate an Ordinance such as the Noise Ordinance for events in the Uptown Parks. Mr. Harman noted some might think this sent the wrong message but he disagreed. Mr. Harman advised the economic impact last year of the Porsche event was estimated to be $350,000 and already this year reservations were running 10% higher which could result in a $385,000 economic impact to the area. Mr. Harman advised Council discussed a property tax or income tax levy in their Work Session this evening and noted rather than talking about taxing the citizens of Oxford, Council's thoughts should be concentrated on how to bring in more money to the City without additional taxes. Mr. Harman advised the international Porsche event brought in an enormous amount of much needed revenue to the City. Mr. Harman noted his hope the publicity generated from the proposed abatement would serve to educate not only Oxford citizens but anyone who did not have a front license plate. Mr. Harman advised a yes vote on the proposed Resolution sent a very positive message of 'Welcome to Oxford. Whether you are an attendee, local resident or someone passing through town, we appreciate you very much.' Mr. Harman advised his hope was to draw other national and international events to Oxford so Council never had to increase taxes on the Oxford residents.

Mayor Keebler advised he did not support the proposed Resolution and Mr. Harman was aware of that. Mayor Keebler noted he felt the proposed Resolution singled out a specific group for special treatment and local residents who had a significant financial impact in the City had already paid fines for the offense. Mayor Keebler inquired what about the thousands of families who visited here with significant economic impact on graduation weekend where a large number of citations were written. Mayor Keebler advised Council's intent in allowing this to come under the local civil citation mirroring the state law regarding non-display of front license plates was to provide a more friendly, less expensive way to ensure compliance with the law. Mayor Keebler noted his feeling this attempt had done just the opposite and Oxford's enforcement of this law gave the City the reputation similar to 'speed trap' towns. Mayor Keebler noted the City was made out to be an unfriendly place to visit by enforcing unimportant laws that weren't enforced in the visitors home towns. Mayor Keebler advised he saw the identification value of having front license plates but our surrounding states did not issue or require them and actual enforcement in most areas of the state appeared very lax. Mayor Keebler noted he felt Council should repeal the section of the local code that classified non-display of front license plates as a civil citation unless there was a concentrated, publicized state-wide effort by Ohio Highway Patrol, County Sheriffs, local townships, villages and cities to enforce the state law regarding the display of front license plates.

Mayor Keebler advised he felt Council should ask the Police Chief and officers to cite front license plate violations under motor vehicle laws and only as a secondary offense to other motor vehicle violations. Mayor Keebler noted if the Police Department felt they needed to cite the offense as a primary violation a warning should be issued first.

Ms. Currie advised she was against the proposed Resolution and noted she felt it was terrible to single out owners of certain vehicles. Ms. Currie noted she would be in favor of repealing the civil citation and was certainly not in favor of the temporary abatement.

Mr. Bogard noted Mayor Keebler did an eloquent job of laying out what the practice had been, what the neighboring states required and what the practice in other areas of the state had been. Mr. Bogard noted concern with granting abatements for certain events and advised it would become a busy exercise. Mr. Bogard advised Council wanted Oxford to be a friendly and inviting community and it should not be overzealous in administering tickets especially for not displaying front license plates.

Mr. Rutherford advised the Porsche event would take place July 29, 2010 and it was possible to make amendments to the current legislation prior to that. Mr. Rutherford suggested officers issued a zero fine ticket for a first offense which could be escalated upon a second offense.

Mr. McKeehan advised he supported the Porsche event which meant a lot to the local economy and he wanted to see it come back year after year. Mr. McKeehan noted the Mayor made some good points so maybe there was another way around the problem.

Mr. Blackburn advised he supported the temporary abatement but also liked what the Mayor proposed and suggested doing both. Mr. Blackburn noted new legislation could be brought forward at the next meeting.

Mayor Keebler suggested tabling the proposed Resolution until the meeting immediately prior to the Porsche event and asking the City Manager to come forward with a plan.

Chief Schwein offered to confer with Mr. Harman and provide a couple of alternatives for Council's next meeting.

Mr. Harman moved to table the proposed Resolution until the next meeting. Mr. Rutherford seconded. The motion passed 5-2-0 with Mr. Bogard and Ms. Currie voting nay.

RESOLUTION
GRANT APPLICATION

A Resolution No. 4544 supporting the Miami Heritage Technology Park in their application for an Ohio Department of Development Job Ready Sites grant application and stating that the City of Oxford has the capacity to provide water and sanitary sewer services to the site with conditions. (Alan Kyger, Economic Development Director)

Mr. Kyger discussed his staff report as presented on page 29 of the agenda and noted he provided Council with a map depicting the Oxford area and where the Miami Heritage Technology Park site was as well as where the City's water and sewer service areas were. Mr. Kyger noted the applicant was in attendance to answer any questions.

Mr. Todd Dockum, thanked the Oxford Community Improvement Corporation and Mr. Kyger for their assistance in sponsoring the Job Ready Sites grant application.

Mr. Bogard noted the previous application came close to being approved two years ago and Mr. Kyger advised 57 projects were submitted last time and this proposal came in 15th in the state with 13 of those proposals being funded.

Mr. Rutherford inquired if the applicant intended to use municipal water service. Mr. Dockum advised it was their dream to use some green development strategies but if the Ohio Department of Development did not certify that under their program he needed a back-up plan.

Mr. Bogard moved to adopt Resolution No. 4544. Ms. Currie seconded. The motion passed 7-0-0.

ORDINANCES
FIRST READING

TAX BUDGET

An Ordinance Authorizing The Tax Budget For The Year 2011 And Directing That The Same Be Transmitted To The Butler County Auditor. (Joe Newlin, Finance Director)

Mr. Newlin discussed his staff report as presented on page 34 of the agenda.

SUPPLEMENTAL BUDGET

An Ordinance Amending Ordinance No. 3089. Supplemental Budget Ordinance Number 5 To Make Supplemental Appropriations For Fiscal Year 2010. (Joe Newlin, Finance Director)

Mr. Newlin discussed his staff report as presented on page 46 of the agenda.

ANNOUNCEMENTS

Mr. Elliott thanked Council for their participation in the Work Session this evening with regard to Fire/EMS Level of Service and Funding Options and advised the discussion would be continued at another Work Session on June 15, 2010.

Mr. Elliott advised he and Mr. Bogard attended a meeting at the high school with regard to the concept of a 'One Stop' facility to provide individuals and families with social services.

Mr. Elliott updated Council with regard to Senate Bill 110 which had to do with septic systems and an anti-annexation provision.

Mr. McKeehan noted from his time spent on the Family Resource Board the concept of a 'One Stop' facility had been percolating out for a while. Mr. McKeehan noted the concept was interesting and it attended to more needs than by the different agencies working independently with little communication.

Ms. Currie asked Chief Schwein to explain the new Feral Cat Program which Chief Schwein addressed noting it was a pilot program which may be expanded to include raccoons.

Ms. Currie advised the Bicentennial sculpture would be installed later this month at the Community Park and thanked Council and the Ohio Arts Council for funding the project.

Mr. Rutherford noted the recent passing of Linda Strauss and expressed condolences on behalf of Council to her family.

Mr. Rutherford encouraged everyone to attend the Uptown Farmers Market and the Talawanda Farmers Market noting they were both wonderful markets.

Mr. Rutherford thanked the citizens who participated in the discussion this evening regarding the Home Occupation component of the Zoning Code.

Mr. Rutherford moved that the Planning Commission specifically review the Oxford Zoning Code Section 1141.01(C)(2) for the purpose of advising City Council on the issue of desirable modifications to the regulations controlling Professional Services/Offices within each of the City's residential districts. Mr. Harman seconded. The motion passed 6-1-0 with Mr. Bogard voting nay.

Mr. Rutherford encouraged citizen participation at the Planning Commission discussion regarding Section 1141.01(C)(2).

Mr. Harman thanked Mr. Kyger and the Chamber of Commerce members who hosted the Wine and Art Affair noting it really showcased Oxford and he was very pleased with the turnout. Mayor Keebler noted volunteering at the event was fun and encouraged those interested to volunteer next year.

Mr. Blackburn thanked Ms. Eaton for compiling the list of Appointments to Boards and Commissions for Council's consideration and thanked those who stepped forward to continue serving or become a new member of a Board or Commission.

Mr. Bogard advised he and Mr. Elliott attended the OKI annual luncheon on May 24, 2010 and noted Senator Voinovich was the key speaker who was entertaining and forthright in his comments with regard to the national debt and need to move forward in areas of transportation.

Mr. Bogard advised deer within the City were out in full force and noted the need to expand the Deer Management Program this year.

Mayor Keebler referred to the suggestion made this evening for issuing parking passes for Friends of the Farmers Market and advised the issue would be considered by the Parking and Transportation Advisory Board who would provide Council with a recommendation.

Mayor Keebler encouraged everyone to attend the Music Festival on Thursday evenings which would begin on June 10, 2010 and noted this was a great event in the Uptown Park.

ADJOURNMENT

Ms. Currie moved to adjourn at 9:26 p.m. Mr. Rutherford seconded. The motion passed 7-0-0.

This is a message to this Council from Stuart Meck

Attachment "A"
(for anyone....) who can help out.

To Oxford Council, June 1, 2010 re: Rutherford resolution

I am speaking this evening in opposition to the resolution, sponsored by Councilor Rutherford to establish a seven-person ad hoc study committee to review the home occupation provisions in Section 1141.01(c)(2) of the Oxford Code with the aim of broadening the uses permitted as of right in residential districts in order allow professional offices.

I am opposed to this resolution for the following reasons:

(1) This is clearly an attempt to overturn in some way the recent denial of RO zoning requested by Peter and Connie McCarthy at 5990 Contreras. Despite its wording, it is not a generic proposal to "save" assorted older properties in the city. That might be believable if this was proposed in some other context, but not here.

(2) It is inappropriate to use an "ad hoc" committee to carry out what is plainly the responsibility of the Planning Commission, which is composed of individuals who by virtue of their service and experience can advise the Council. It is clear that Council Member Rutherford is worried about what the Planning Commission might recommend. The Planning Commission has clearly served this City Council well, and has provided independent, nonpolitical advice. It should be involved at the outset with any type of text or map amendment proposal, not on the back end, as suggested.

(3) What in fact is wrong with the home occupations section of our code? My understanding is that it is similar to home occupations provisions elsewhere. It allows the conduct of a home occupation by residents of a home, in a manner that doesn't impact the neighborhood, or if it does, the impact is minimal. Has there been an uptick in demand for professional offices so substantial that our existing properly zoned and appropriately located commercial districts cannot handle? Mr. Chen gives no hint of a problem. If there were problems with the home occupation provisions, we would have seen an onslaught of petitions to the Board of Zoning Appeals! That hasn't happened.

(4) Rutherford's proposal is an attempt to pressure the Planning Commission by presenting them with a customized, politicized scenario to benefit a particular property owner.

For these reasons, I ask you to vote against Council Member Rutherford's resolution and end the discussion this evening.

The Work Session of the Oxford City Council was called to order by Mayor Richard Keebler on Tuesday, June 1, 2010 at 6:00 p.m. Those Council members present were: Ken Bogard, Kate Currie, Bob Blackburn and John Harman. Kevin McKeehan arrived at 6:02 p.m. and Greig Rutherford arrived at 6:07 p.m.

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

APPROVAL OF AGENDA

Mr. Harman moved approval of the Agenda. Ms. Currie seconded. The motion carried 5-0-0.

PURPOSE

The purpose of the Work Session was for Council to receive and discuss information regarding Fire/EMS Level of Service and Funding Options.

FIRE DIVISION LEVEL OF SERVICE AND FUNDING OPTIONS

Mr. Elliott provided a handout to Council members and discussed what the City had done since 2007 with regard to upgrading the level of Fire/EMS service and Fire/EMS expenditures as well as EMS billing revenues from 2006 through 2010. Mr. Elliott discussed the types of incidents which were responded to over the last few years including ones that occurred on Miami University property. Mr. Elliott discussed the positive effect on response time since the addition of Part-Time Firefighters and EMT's. Mr. Elliott discussed various staffing options, additional revenue requirements and options for methods of funding the Fire Department by means of a property or income tax increase.

Mayor Keebler noted the Ad-Hoc Fire/EMS Committee recommended the addition of 1 Full-Time and 4 Part-Time employees and that option was not presented.

Mr. Harman noted he emailed Council members and staff suggestions for increasing revenues and advised his feeling a levy would not pass without a significant amount of public education.

Mr. Bogard noted his feeling Council needed to come to an agreement on the funding options and adopt a Resolution to that effect.

Ms. Currie noted she favored Option B as presented on page 5 of the handout with additional staffing.

Mr. McKeehan suggested charging a 'safety fee' for students.

Mayor Keebler requested that staff research the feasibility of Mr. Harman's suggestions. Mayor Keebler advised Council needed to fund a significant improvement if a levy was to be placed on the November ballot.

Council decided to hold another Work Session on June 15, 2010 to discuss the Fire/EMS funding matter further.

AJOURNMENT

Mr. Blackburn moved to adjourn at 7:11 p.m. Ms. Currie seconded. The motion carried 7-0-0.

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager

Clerk of Council
Originating Department

Council Meeting Of: June 15, 2010

Mary Ann Eaton
Prepared By

Account Code No. #: N/A

Budgeted Amount: N/A

June 7, 2010
Date Prepared

Agenda Title: Legislative Authority Notice - Transfer from Rohan Inc DBA Johnnys Campus Deli 209 E. Sycamore Street Unit A Oxford, Ohio 45056 to Oxford Johnnys Inc 209 E. Sycamore Street Unit A Oxford, Ohio 45056.

Recommendation:

Discussion:

The permit is for:

C1 - Beer only in original sealed container for carry out only.

C2 - Wine and certain prepackaged mixed drinks in sealed containers for carry out.

This transfer will go through the normal process with all required inspections being conducted by the Ohio Liquor Commission.

Approved By:

	Initial	Date
Department Head:		
City Attorney:		
City Manager:	DRE	6/11/10

City of Oxford, Ohio
Division of Police

Criminal Investigations Unit

Oxford Police Department

Lt. Dan Umbstead Det. Dennis Barter
Det. Adam Price Det. Geoff Robinson

City of Oxford, Ohio
Division of Police

6-4-10

Chief Schwein-

A Notice to Legislative Authority was received by this office on June 3, 2010. The purpose of the Notice is a transfer of the Johnny's Campus Deli permit to a new owner. A search of all calls for service since January 2008 indicates no liquor violations or nuisance type calls to Johnny's Campus Deli.

It should also be noted that 2 permit checks have been conducted at that establishment in the past year. Johnny's passed both checks (Oct. 20, 2009 and April 16, 2010) in which an underage agent was sent into the store and attempted to purchase alcoholic beverage.

Det. Geoff Robinson #43
Criminal Investigations Unit

Oxford Police Department
101 E. High St. Oxford, OH 45056
Dispatch 513.524.5240
Fax 513.524.9111

CONFIDENTIALITY NOTICE: This information transmitted is intended only for the person or entity to which it is addressed and may contain personal information which is privileged and confidential. If you receive this material/information in error, please contact the sender and delete or destroy the material/information immediately.

NOTICE TO LEGISLATIVE AUTHORITY

OHIO DIVISION OF LIQUOR CONTROL
6606 TUSSING ROAD, P.O. BOX 4005
REYNOLDSBURG, OHIO 43068-9005
(614)644-2360 FAX(614)644-3166

TO

6616712 PERMIT NUMBER	TRFO TYPE	OXFORD JOHNNYS INC 209 E SYCAMORE ST UNIT A OXFORD OHIO 45056
06 01 2010 ISSUE DATE		
05 27 2010 FILING DATE		
C1 C2 D6 PERMIT CLASSES		
09 TAX DISTRICT	088 A F03058 RECEIPT NO.	

FROM 06/01/2010

7490282 PERMIT NUMBER	TYPE	ROHAN INC DBA JOHNNYS CAMPUS DELI 209 E SYCAMORE ST UNIT A OXFORD OHIO 45056
06 01 2010 ISSUE DATE		
05 27 2010 FILING DATE		
C1 C2 D6 PERMIT CLASSES		
09 TAX DISTRICT	088 RECEIPT NO.	

RECEIVED
JUN 03 2010
City of Oxford

MAILED 06/01/2010 RESPONSES MUST BE POSTMARKED NO LATER THAN. 07/02/2010

IMPORTANT NOTICE

PLEASE COMPLETE AND RETURN THIS FORM TO THE DIVISION OF LIQUOR CONTROL WHETHER OR NOT THERE IS A REQUEST FOR A HEARING.

REFER TO THIS NUMBER IN ALL INQUIRIES A TRFO 6616712
(TRANSACTION & NUMBER)

(MUST MARK ONE OF THE FOLLOWING)

WE REQUEST A HEARING ON THE ADVISABILITY OF ISSUING THE PERMIT AND REQUEST THAT THE HEARING BE HELD ☐ IN OUR COUNTY SEAT. ☐ IN COLUMBUS.

WE DO NOT REQUEST A HEARING. ☐
DID YOU MARK A BOX? IF NOT, THIS WILL BE CONSIDERED A LATE RESPONSE.

PLEASE SIGN BELOW AND MARK THE APPROPRIATE BOX INDICATING YOUR TITLE:

(Signature) (Title)- ☐ Clerk of County Commissioner (Date)
☐ Clerk of City Council
☐ Township Fiscal Officer

CLERK OF OXFORD MUNICIPAL COUNCIL
101 E HIGH ST
OXFORD OHIO 45056

FOR OFFICE USE ONLY	
NEW	TRANSFER
PERMIT #	6616712

OHIO DEPARTMENT OF COMMERCE
DIVISION OF LIQUOR CONTROL
6606 Tussing Road, P.O. Box 4005, Reynoldsburg, Ohio 43068-9005
Telephone: (614) 644-2431 http://www.com.ohio.gov/liqr

OFFICER/ SHAREHOLDERS DISCLOSURE FORM

SECTION A. **(This form must accompany all applications of a corporate business entity)**

Name of Corporation OXFORD JOHNNY'S INC.	DBA Name	
Permit Premises Address 209 E. SYCAMORE ST	City, State OXFORD, OH	Zip Code 45056
Township, if in Unincorporated Area	Tax Identification No. (TIN) 27-2378878	

SECTION B.

1. Is stock publicly traded? ☐ YES ☒ NO
   If "YES", indicate exchange _____ & Do NOT complete SECTION D.
2. Does any stockholder own 5% or more shares? If YES, complete SECTION D. ☒ YES ☐ NO
3. Total Number of shares issued 1000.

Please be advised that any social security numbers provided to the Division of Liquor Control in this application may be released to the Ohio Department of Public Safety, the Ohio Department of Taxation, the Ohio Attorney General, or to any other state or local law enforcement agency if the agency requests the social security number to conduct an investigation, implement enforcement action, or collect taxes.

SECTION C. List the top five (5) officers of the captioned corporation. **If an office is NOT held please indicate by writing NONE.**

⇨ **THE INDIVIDUALS LISTED BELOW MUST HAVE A BACKGROUND CHECK PERFORMED BY BCI&I AND SUBMIT A PERSONAL HISTORY BACKGROUND FORM. PLEASE READ "BACKGROUND CHECK INFORMATION" DLC4191**

NAME OF OFFICER	SOCIAL SECURITY NUMBER	DATE OF BIRTH
1) CEO KESHAV REDDY	[redacted]	01/21/1970
2) President KESHAV REDDY	[redacted]	01/21/1970
3) Vice-President NONE		
4) Secretary NONE		
5) Treasurer NONE		

SECTION D. Stockholders holding 5% or more outstanding shares. **Note: If you answered Question 1 YES, do not complete this section**

⇨ **THE INDIVIDUALS LISTED BELOW MUST HAVE A BACKGROUND CHECK PERFORMED BY BCI&I AND SUBMIT A PERSONAL HISTORY BACKGROUND FORM. PLEASE READ "BACKGROUND CHECK INFORMATION" DLC4191. If none, please indicate by writing "NONE".**

1) Stockholder's Name KESHAV REDDY	Social Securi	NUMBER OF SHARES HELD (NOT PERCENTAGE)
Residence Address 6522 Greenoak Dr	Tax Identification No. (if applicable) [redacted]	
City and State Cincinnati, OH	Zip Code 45248	1000
Telephone No. 513 237 7800	Date of Birth 01/21/1970	
2) Stockholder's Name	Social Security No. (if Individual)	NUMBER OF SHARES HELD (NOT PERCENTAGE)
Residence Address	Tax Identification No. (if applicable)	
City and State	Zip Code	
Telephone No.	Date of Birth	

(PLEASE SEE REVERSE SIDE SHOULD YOU NEED ADDITIONAL SPACE TO LIST STOCKHOLDERS)

STATE OF OHIO, COUNTY, ss:

I, KESHAV REDDY being first duly sworn according to law, deposes and says that he/she is (Title) PRESIDENT of the OXFORD JOHNNY'S, INC. a corporation duly authorized by law to do business in the State of Ohio, and that the statements made in the foregoing affidavit are true.

(Signature) [signature] (Print Name and Corporate Title) KESHAV REDDY, PRESIDENT

Sworn to and subscribed in my presence this 14 day of May 2010

Mary E Andrews (Notary Public) June 30, 2011 (Notary Expiration)

notary number 333755

MARY E. ANDREWS NOTARY PUBLIC COMMONWEALTH OF VIRGINIA MY COMMISSION EXPIRES 06/30/2011

OHIO DIV. LIQUOR CONTROL LICENSING SCAN RM. 1-B
2010 MAY 21 AM 11:48

DLC4030 EOE/ADA SERVICE PROVIDER FOR TTY USERS DIAL 1-800-750-0750 Rev. 6-08

09 BUTLER 088 OXFORD POPULATION 22,887

CLASS	RATIO	PERMIT QUOTA	PERMITS ISSUED	PERMITS AVAILABLE	APPLICATIONS ON FILE
C1	1,000	23	18	5	1
C2	1,000	23	19	4	1
D1	2,000	12	12	0	3
D2	2,000	12	12	0	4
D3	2,000	12	12	0	3
D3A	0	0	7	7	0
D4	2,000	12	1	11	0
D5	2,000	12	11	1	4