City of Oxford OHIO
HOME OF MIAMI UNIVERSITY

Agenda

Oxford City Council

Court House

TUESDAY, JUNE 18, 2019

EXECUTIVE SESSION
7:00 P.M.

1. Roll Call. Kate Rousmaniere, Mayor; Steve Dana, Vice-Mayor; Chantel Raghu; Glenn Ellerbe; Mike Smith; David Prytherch; Edna Southard

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

REGULAR MEETING
7:30 P.M.

PLEDGE OF ALLEGIANCE

2. Approval of Agenda.

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

3. Public Participation.

A. Public Hearing – 2020 Tax Budget.

Staff Report/Tax Budget

B. Appointments to Boards and Commissions.

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 4, 2019 City Council Meeting. (Mary Ann Eaton, Clerk of Council)

Minutes

B. Report regarding the June 5, 2019 Environmental Commission Meeting. (Mike Dreisbach, Service Director)

Report

5. Resolutions - None.

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 Adopting Oxford Codified Ordinance Chapter 1111 Entitled Tree Preservation And Protection. (Sam Perry, Community Development Director) (Tabled until June 18, 2019)

Staff Report/Ordinance

2.An Ordinance Amending Ordinance No. 3493. Supplemental Budget Ordinance Number 6 To Make Supplemental Appropriations For Fiscal Year 2019. (Joe Newlin, Finance Director)

Staff Report/Ordinance

B. Second Reading.

1. An Ordinance Authorizing The Tax Budget For The Year 2020 And Directing That The Same Be Transmitted To The Butler County Auditor. (Joe Newlin, Finance Director)

Staff Report/Ordinance

7. A. Announcements & Communications.

1. Remarks from City Council and City Staff. 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.

B. Future Meetings.

WED - June 19 Board of Zoning Appeals Meeting 6:30 p.m. Cancelled

TUES – July 2 City Council Meeting 7:30 p.m. Cancelled

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

THUR –July 4 Holiday – City Offices Closed

TUES - July 9 Public Arts Commission of Oxford Meeting 4:30 p.m. Municipal Building

TUES – July 9 Planning Commission Meeting 7:00 p.m.

WED - July 10 Historic and Architectural Preservation Commission Meeting

MON – July 15 Housing Advisory Commission Meeting 1:30 p.m. Municipal Building

TUES – July 16 City Council Meeting 7:30 p.m.

WED - July 17 Board of Zoning Appeals Meeting 6:30 p.m.

8. Adjourn.

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager — **Finance**, Originating Department

Council Meeting Of: 6/4 & 6/18

Account Code No. ________

Prepared By: Joe Newlin

Budgeted Amount: ________

Date Prepared: 5/28/19

Agenda Title: Year 2020 Tax Budget submitted to the County

Recommendation: Approve

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

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

This tax budget provides our first glimpse at 2020's General Fund budget. We have prepared this budget with an approximately 0% change from the 2019 amended Budget except for a few items. It was prepared as follows:

General Fund Budget Analysis

	2019 Estimate	2020 Budget	Delta
Total Revenue	15,646,045.00	15,321,345.00	(324,700.00)
Property Tax	1,180,000.00	1,083,300.00	(96,700.00)
Northridge III Subdivision Cash Bond	28,000.00	-	(28,000.00)
Return of Advance from Southpointe TIF Fund	200,000.00	-	(200,000.00)
Total Revenue Delta			(324,700.00)
Total Expenditures	15,742,601.20	15,321,345.00	(421,256.20)
Northridge III Subdivision Bond Release	28,000.00	-	(28,000.00)
Law Department Setlement	232,805.00	182,805.00	(50,000.00)
Transfer to Park Debt Service	311,250.00	-	(311,250.00)
Transfer to Aquatic Center Debt Service	95,605.49	308,500.00	212,894.51

Transfer to Capital Equipment Fund	626,308.00	577,958.00	(48,350.00)
Transfer to Capital Improvement Fund	514,003.00	516,050.56	2,047.56
Advance to Southpointe TIF Fund	200,000.00	-	(200,000.00)
Contingency	38,598.27	40,000.00	1,401.73
Total Expenditure Delta			(421,256.20)

All other revenues and expenditures remained constant.

See exhibit "A" for all other Funds changes.

Please keep in mind this is just a preliminary estimate.

Ohio Revised Code requires one public hearing be held, advertised at least 10 days in advance. We have advertised the public hearing for the Council meeting of June 18th.

Approved By:		**Initial**	**Date**
	Department Head:	[illegible]	5/28/19
	City Manager: ACM	CAK	5-31-19

ORDINANCE NO.

AN ORDINANCE AUTHORIZING THE TAX BUDGET FOR THE YEAR 2020 AND DIRECTING THAT THE SAME BE TRANSMITTED TO THE BUTLER COUNTY AUDITOR.

WHEREAS, the annual Tax Budget for the coming year shall be submitted to the Butler County Auditor pursuant to the Ohio Revised Code Section 5705.30; and

WHEREAS, approval by the legislative body of each political subdivision is required by July 15th of each year and it is due to the county by July 20th of each year.

THE COUNCIL OF THE CITY OF OXFORD, OHIO, HEREBY ORDAINS THAT:

SECTION 1: The year 2020 tax budget, attached hereto as Exhibit "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: KATE ROUSMANIERE

PREPARED BY: LAW (STAFF)

City or Village of **Oxford**

Butler County, Ohio

(Date) **June 18**, **2019**
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. 5705.30 R.C. SHALL RESULT IN LOSS OF LOCAL GOVERNMENT FUND ALLOCATION.**

To the auditor of said County:

The following Budget year beginning January 1, 2020, 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	
				County Auditor's estimate of Tax Rate to be Levied	
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	**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	1,180,000				
SPECIAL REVENUE FUNDS	1,378,128				
DEBT SERVICE FUNDS					
CAPITAL PROJECTS FUNDS					
PROPRIETARY FUNDS					
FIDUCIARY FUNDS					
AGENCY FUNDS					
TOTAL OF ALL FUNDS	**2,558,128**	**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.		
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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 NAME: GENERAL FUND

FUND TYPE/CLASSIFICATION : GOVERNMENTAL - GENERAL

EXHIBIT I - A

DESCRIPTION (1)	For 2017 Actual (2)	For 2018 Actual (3)	Current Year Estimated for 2019 (4)	Budget Year Estimated for 2020 (5)
REVENUES				
Local Taxes				
General Property Tax - Real Estate	1,010,032.00	1,077,688.00	1,180,000.00	1,083,300.00
10% Rollback & Homestead	89,027.00	94,204.00	96,700.00	96,700.00
Tangible Personal Property Tax	-	-	-	-
Municipal Income Tax	8,783,372.00	9,058,621.00	8,850,000.00	8,850,000.00
Other Local Taxes	261,642.00	271,952.00	265,000.00	265,000.00
Total Local Taxes	10,144,073.00	10,502,465.00	10,391,700.00	10,295,000.00
Intergovernmental Revenues				
State Shared Taxes and Permits	5,892.00	-	-	-
Local Government	322,716.00	337,176.00	328,000.00	328,000.00
Estate Tax	-	-	-	-
Cigarette Tax	992.00	848.00	800.00	800.00
License Tax	-	-	-	-
Liquor and Beer Permits	36,700.00	38,209.00	38,000.00	38,000.00
Gasoline Tax	-	-	-	-
Library and Local Government Support Fund	-	-	-	-
Property Tax Allocation	-	-	-	-
Other State Shared Taxes and Permits	-	-	-	-
Total State Shared Taxes and Permits	366,300.00	376,233.00	366,800.00	366,800.00
Federal Grants or Aid	-	19,192.00	-	-
State Grants or Aid	27,075.00	11,949.00	18,543.00	18,543.00
Other Grants or Aid	83,693.00	97,545.00	110,534.00	110,534.00
Total Intergovernmental Revenues	477,068.00	504,919.00	495,877.00	495,877.00
Special Assessments	-	-	-	-
Charges for Services	486,265.00	458,705.00	587,460.00	587,460.00
Fines, Licenses, and Permits	829,439.00	739,742.00	751,300.00	723,300.00
Miscellaneous	368,387.00	417,251.00	360,128.00	360,128.00
Other Financing Sources:				
Proceeds from Sale of Debt	-	-	-	-
Transfers	161,694.00	137,570.00	138,149.00	138,149.00
Advances	1,660,550.00	854,380.00	2,921,431.00	2,721,431.00
Other Sources				
TOTAL REVENUES	14,127,476.00	13,615,032.00	15,646,045.00	15,321,345.00

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

DESCRIPTION (1)	For 2017 Actual (2)	For 2018 Actual (3)	Current Year Estimated for 2019 (4)	Budget Year Estimated for 2020 (5)
EXPENDITURES				
Security of Persons and Property				
Personal Services	4,002,959.00	4,023,197.00	4,563,463.00	4,563,463.00
Travel Transportation	-	-	-	-
Contractual Services	821,238.00	865,246.00	980,519.61	980,519.61
Supplies and Materials	-	-	-	-
Capital Outlay	-	-	-	-
Total Security of Persons and Property	4,824,197.00	4,888,443.00	5,543,982.61	5,543,982.61
Public Health Services				
Personal Services	-	-	-	-
Travel Transportation	-	-	-	-
Contractual Services	127,344.00	127,993.00	132,064.00	132,064.00
Supplies and Materials	-	-	-	-
Capital Outlay	-	-	-	-
Total Public Health Services	127,344.00	127,993.00	132,064.00	132,064.00
Leisure Time Activities				
Personal Services	1,014,371.00	989,912.00	1,151,349.00	1,151,349.00
Travel Transportation	-	-	-	-
Contractual Services	390,387.00	418,415.00	510,034.33	510,034.33
Supplies and Materials	-	-	-	-
Capital Outlay	-	-	-	-
Total Leisure Time Activities	1,404,758.00	1,408,327.00	1,661,383.33	1,661,383.33
Community Environment				
Personal Services	570,377.00	601,105.00	632,208.00	632,208.00
Travel Transportation	-	-	-	-
Contractual Services	548,240.00	450,763.00	472,739.00	472,739.00
Supplies and Materials	-	-	-	-
Capital Outlay	-	-	-	-
Total Community Environment	1,118,617.00	1,051,868.00	1,104,947.00	1,104,947.00
Basic Utility Services				
Personal Services				
Travel Transportation				
Contractual Services				
Supplies and Materials				
Capital Outlay				
Total Basic Utility Services	-	-	-	-

FUND NAME: GENERAL FUND

EXHIBIT I - C

FUND TYPE/CLASSIFICATION : GOVERNMENTAL - GENERAL

DESCRIPTION (1)	For 2017 Actual (2)	For 2018 Actual (3)	Current Year Estimated for 2019 (4)	Budget Year Estimated for 2020 (5)
EXPENDITURES				
Transportation				
Personal Services	-	-	-	-
Travel Transportation	-	-	-	-
Contractual Services	-	-	-	-
Supplies and Materials	-	-	-	-
Capital Outlay	-	-	-	-
Total Transportation	-	-	-	-
General Government				
Personal Services	986,574.00	1,008,313.00	929,648.00	928,246.00
Travel Transportation	-	-	-	-
Contractual Services	939,070.00	1,033,519.00	1,187,145.50	1,110,547.50
Supplies and Materials	-	-	-	-
Capital Outlay	-	-	-	-
Total General Government	1,925,644.00	2,041,832.00	2,116,793.50	2,038,793.50
Debt Service				
Redemption of Principal	-	-	-	-
Interest	-	-	-	-
Other Debt Service	-	-	-	-
Total Debt Service	-	-	-	-
Other Uses of Funds				
Transfers	5,015,033.00	3,544,985.00	2,223,401.49	2,078,743.56
Advances	1,660,550.00	854,380.00	2,921,431.00	2,721,431.00
Contingencies	-	-	38,598.27	40,000.00
Other Uses of Funds				
Total Other Uses of Funds	6,675,583.00	4,399,365.00	5,183,430.76	4,840,174.56
TOTAL EXPENDITURES	16,076,143.00	13,917,828.00	15,742,601.20	15,321,345.00
Revenues over/(under) Expenditures	(1,948,667.00)	(302,796.00)	(96,556.20)	-
Beginning Cash Balance	8,075,401.00	6,126,734.00	5,823,938.00	5,727,381.75
Ending Cash Fund Balance	6,126,734.00	5,823,938.00	5,727,381.80	5,727,381.75
Rounding	0.18	(0.05)	(0.05)	
Outstanding Advances to be repaid	-	-	-	-
Estimated Encumbrances (outstanding at year end)	85,228.00	61,049.44	-	-
Estimated Ending Unencumbered Fund Balance	6,041,506.18	5,762,888.51	5,727,381.75	5,727,381.75

EXHIBIT II -A

FUND List All Funds Individually Unless Reported on Exhibit I or II	Estimated Unencumbered Fund Balance 1/1/2020	Budget Year Estimated Receipt	Total Available For Expenditures	Personal Services	Other	Total	Estimated Unencumbered Fund Balance 12/31/2020
GOVERNMENTAL:							
SPECIAL SERVICE:							
Street	565,790.28	963,340.00	1,529,130.28	754,193.00	209,147.00	963,340.00	565,790.28
State Highway Improvement	29,104.90	22,650.00	51,754.90		20,200.00	20,200.00	31,554.90
Community Development Block Grant	150,000.00	221,000.00	371,000.00		221,000.00	221,000.00	150,000.00
Community Development Block Loan	425,625.36	49,543.00	475,168.36		160,000.00	160,000.00	315,168.36
Parking Meter	646,763.38	672,500.00	1,319,263.38	438,119.00	316,880.00	754,999.00	564,264.38
Life Squad	15,675.61	160.00	15,835.61			0.00	15,835.61
Affordable Housing Trust	5,805.24	61.00	5,866.24			0.00	5,866.24
Law Enforcement Trust	17,796.68	12,029.00	29,825.68		7,000.00	7,000.00	22,825.68
Enforcement & Education	137,376.50	2,174.00	139,550.50		12,800.00	12,800.00	126,750.50
FEMA	0.00		0.00			0.00	0.00
Fire/EMS	1,969,700.04	2,209,515.00	4,179,215.04	1,779,668.00	918,566.00	2,698,234.00	1,480,981.04
OVI Task Force	(221,466.85)	449,695.00	228,228.15	56,975.00	392,720.00	449,695.00	(221,466.85)
South Pointe TIF District 1	118,287.90	287,979.80	406,267.70		267,439.08	267,439.08	138,828.62
South Pointe TIF District 2	3,005.51	7,317.12	10,322.63		6,795.21	6,795.21	3,527.42
South Pointe TIF District 3	4,510.21	10,980.40	15,490.61		10,197.20	10,197.20	5,293.41
South Pointe TIF District 4	4,499.55	10,954.46	15,454.01		10,173.11	10,173.11	5,280.90
South Pointe TIF District 5	4,477.65	10,896.28	15,373.93		10,120.40	10,120.40	5,253.53
OAT Property Tax Fund	0.00	1,050,000.00	1,050,000.00		1,050,000.00	1,050,000.00	0.00
Fire Loss Claims	0.00		0.00			0.00	0.00
TOTAL SPECIAL REVENUE FUNDS	3,876,951.96	5,980,795.06	9,857,747.02	3,028,955.00	3,613,038.00	6,641,993.00	3,215,754.02

FUND List All Funds Individually Unless Reported on Exhibit I or II	Estimated Unencumbered Fund Balance 1/1/2020	Budget Year Estimated Receipt	Total Available For Expenditures	Personal Services	Other	Total	Estimated Unencumbered Fund Balance 12/31/2020
DEBT SERVICE FUNDS							
Aquatic Center Debt Service Fund	3,445.52	311,250.00	314,695.52		311,250.00	311,250.00	3,445.52
Southpointe TIF Debt Service	0.00	304,725.00	304,725.00		304,725.00	304,725.00	0.00
1999 Parks Imp.Bond Debt Service Fund	0.50		0.50			0.00	0.50
TOTAL DEBIT SERVICE FUNDS	3,446.02	615,975.00	619,420.52	0.00	615,975.00	615,975.00	3,445.52
CAPITAL PROJECT FUNDS							
Capital Equipment	711,280.24	626,308.00	1,337,588.24		626,308.00	626,308.00	711,280.24
Capital Improvement	702,900.97	1,280,303.00	1,983,203.97		1,391,150.00	1,391,150.00	592,053.97
Parking Lot Improvement	107,637.95	40,000.00	147,637.95		40,000.00	40,000.00	107,637.95
Municipal Facilities Capital Improvement	145.17	0.00	145.17		0.00	0.00	145.17
Oxford Area Trails Capital Improvement Fund	(1,083,270.37)	3,175,781.00	2,092,510.63		2,125,781.00	2,125,781.00	(33,270.37)
Aquatic Center Capital Improvement Fund	(0.00)	0.00	(0.00)		0.00	0.00	(0.00)
Southpointe Roadway TIF Capital Improvement Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL PROJECTS	438,693.96	5,122,392.00	5,561,085.96		4,183,239.00	4,183,239.00	1,377,846.96
Special Assessment	6,266.69	193,733.31	200,000.00		200,000.00	200,000.00	0.00
TOTAL SPECIAL ASSESSMENT	6,266.69	193,733.31	200,000.00	0.00	200,000.00	200,000.00	0.00

EXHIBIT II - C

FUND List All Funds Individually Unless Reported on Exhibit I or II	Estimated Unencumbered Fund Balance 1/1/2020	Budget Year Estimated Receipt	Total Available For Expenditures	Personal Services	Other	Total	Estimated Unencumbered Fund Balance 12/31/2020
PROPRIETARY:							
ENTERPRISE FUNDS							
Water Capital Equipment	186,314.49	131,850.00	318,164.49		131,850.00	131,850.00	186,314.49
Water Operating	3,149,552.37	2,728,233.00	5,877,785.37	1,397,741.00	1,330,492.00	2,728,233.00	3,149,552.37
Water Improvement	1,853,156.10	844,651.00	2,697,807.10		1,250,000.00	1,250,000.00	1,447,807.10
Water Capacity Benefit Fund NE	495,457.84	4,771.00	500,228.84		18,375.00	18,375.00	481,853.84
Water Capacity Benefit Fund NW	157,168.61	1,796.00	158,964.61		18,375.00	18,375.00	140,589.61
Water Capacity Benefit Fund SE	313,305.15	3,492.00	316,797.15		18,375.00	18,375.00	298,422.15
Water Capacity Benefit Fund SW	179,516.85	1,562.00	181,078.85		18,375.00	18,375.00	162,703.85
Sewer Capital Equipment	154,505.03	233,102.00	387,607.03		315,850.00	315,850.00	71,757.03
Sewer Operating	1,597,759.18	2,988,160.00	4,585,919.18	1,643,044.00	1,345,116.00	2,988,160.00	1,597,759.18
Sewer Improvement	1,217,413.83	251,949.00	1,469,362.83		570,000.00	570,000.00	899,362.83
Sewer Capacity Benefit Fund NE	416,833.38	3,931.00	420,764.38			0.00	420,764.38
Sewer Capacity Benefit Fund NW	153,316.01	1,562.00	154,878.01			0.00	154,878.01
Sewer Capacity Benefit Fund SE	433,938.62	4,568.00	438,506.62			0.00	438,506.62
Sewer Capacity Benefit Fund SW	128,298.24	829.00	129,127.24			0.00	129,127.24
Refuse	1,921,055.34	1,572,177.00	3,493,232.34	212,039.00	1,465,138.00	1,677,177.00	1,816,055.34
Stormwater Utility	69,487.85	40,782.00	110,269.85		40,000.00	40,000.00	70,269.85
Landfill Post-Closure	1,176,203.81	17,000.00	1,193,203.81		1,200.00	1,200.00	1,192,003.81
TOTAL ENTERPRISE FUNDS	13,603,282.70	8,830,415.00	22,433,697.70	3,252,824.00	6,523,146.00	9,775,970.00	12,657,727.70

EXHIBIT II - D

FUND List All Funds Individually Unless Reported on Exhibit I or II	Estimated Unencumbered Fund Balance 1/1/2020	Budget Year Estimated Receipt	Total Available For Expenditures	Personal Services	Other	Total	Estimated Unencumbered Fund Balance 12/31/2020
INTERNAL SERVICE FUNDS							
Internal Service Fund	57,248.63	264,114.00	321,362.63		261,709.00	261,709.00	59,653.63
Employee Benefits Fund	282,875.88	2,190,764.00	2,473,639.88		2,370,792.00	2,370,792.00	102,847.88
TOTAL INTERNAL SERVICE FUNDS	340,124.51	2,454,878.00	2,795,002.51	0.00	2,632,501.00	2,632,501.00	162,501.51
FIDUCIARY:							
TRUST AND AGENCY FUNDS							
Board of Building Standards Fund	0.00	2,850.00	2,850.00		2,850.00	2,850.00	0.00
Hotel Tax Agency Fund	0.00	245,000.00	245,000.00		245,000.00	245,000.00	0.00
TOTAL TRUST AND AGENCY FUNDS	0.00	247,850.00	247,850.00	0.00	247,850.00	247,850.00	0.00
TOTAL FOR MEMORANDUM ONLY	**18,268,765.84**	**23,446,038.37**	**41,714,803.71**	**6,281,779.00**	**18,015,749.00**	**24,297,528.00**	**17,417,275.71**

EXHIBIT III

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 1/1/2020	BUDGET YEAR: Amount Required for Principal and Interest 1/1/2020 to 12/31/2020	BUDGET YEAR: Amount Receivable from Other Sources to Meet Debt Payments 1/1/2020 to 12/31/2020
Payable from Bond Retirement Funds:	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX
INSIDE 10 MILL LIMIT:	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX
Aquatic Center BAN Refunding Bonds	N/A	4/11/2019	12/1/2042	Ordinance	Serial/Term	2.50 - 4.00%	4,615,000.00	308,500.00	0.00
Southpointe TIF Road Project Bonds	N/A	4/11/2019	12/1/2028	Ordinance	Serial	2.50 - 4.00%	3,710,000.00		304,725.00
TOTAL							8,325,000.00	308,500.00	304,725.00
OUTSIDE 10 MILL LIMIT:	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX
TOTAL									

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

DESCRIPTION	For 2017 Actual	For 2018 Actual	Adjusted Budget Year 2019	Estimate for Budget 2020	Explanation for Changes from prior year: % increase over prior year budget	
REVENUES						
Local Taxes						
General Property Tax - Real Estate	1,010,032	1,077,688	1,180,000	1,083,300	-8.19%	
10% Rollback & Homestead, Trailor	89,027	94,204	96,700	96,700	0.00%	
Tangible Personal Property Tax					0.00%	
Municipal Income Tax	8,783,372	9,058,621	8,850,000	8,850,000	0.00%	
Other Local Taxes (Hotel tax)	261,642	271,952	265,000	265,000	0.00%	
Total Local Taxes	10,144,073	10,502,465	10,391,700	10,295,000	-0.93%	(96,700)
Intergovernmental Revenues						
State Shared Taxes and Permits	5,892				100.00%	
Local Government	322,716	337,176	328,000	328,000	0.00%	
Estate Tax					0.00%	
Cigarette Tax	992	848	800	800	0.00%	
License Tax						
Liquor and Beer Permits	36,700	38,209	38,000	38,000	0.00%	
Gasoline Tax						
Library and Local Government Support Fund						
Property Tax Allocation						
Other State Shared Taxes and Permits						
Total State Shared Taxes and Permits	366,300	376,233	366,800	366,800	0.00%	0
Federal Grants or Aid		19,192			0.00%	
State Grants or Aid	27,075	11,949	18,543	18,543	0.00%	
Other Grants or Aid	83,693	97,545	110,534	110,534	0.00%	
Total Intergovernmental Revenues	110,768	128,686	129,077	129,077	0.00%	0
Special Assessments						
Charges for Services	486,265	458,705	587,460	587,460	0.00%	0
Fines, Licenses, and Permits	829,439	739,742	751,300	723,300	-3.73%	(28,000)
Miscellaneous	368,387	417,251	360,128	360,128	0.00%	0
Other Financing Sources:						
Proceeds from Sale of Debt						
Transfers	**161,694**	**137,570**	**138,149**	**138,149**	0.00%	0
Advances	**1,660,550**	**854,380**	**2,921,431**	**2,721,431**	-6.85%	(200,000)
Other Sources						
TOTAL REVENUE	**14,127,476**	**13,615,032**	**15,646,045**	**15,321,345**	**-2.08%**	**(324,700)**
			5,543,983	**5,543,983**	**Security of Persons & Property**	
			132,064	**132,064**	**Public Health & Welfare**	
			1,661,383	**1,661,383**	**Leisure Time Activities**	
			1,104,947	**1,104,947**	**Community Environment**	
			2,116,794	**2,038,794**	**General Government**	
			2,223,401	**2,078,744**	**Transfers**	
			2,921,431	**2,721,431**	**Advances**	
			38,598	**40,000**	**Contingency**	
TOTAL EXPENSES			**15,742,601**	**15,321,345**		
NET GAIN/(LOSS)			**(96,556)**	**0**		

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

revision to the % increase

EXPENDITURES

Increase over PRIOR YR: 0.00% 0.000

	2017 Actual					2018 Actual					2019 Estimate					2020 Tax Budget				
Dept	Personal Services	Operating	Capital Outlay	total		Personal Services	Operating	Capital Outlay	total		Personal Services	Operating	Capital Outlay	total		Personal Services	Operating	Capital Outlay	total	
Security of Persons & Property																				
110	3,968,321	696,733	0	4,665,054		3,990,536	733,741	0	4,724,277		4,521,862	844,720	0	5,366,582		4,521,862	844,720	0	5,366,582	
120	34,638	36,940	0	71,578		32,661	43,172	0	75,833		41,601	43,750	0	85,351		41,601	43,750	0	85,351	
130	0	0	0	0		0	0	0	0		0	0	0	0		0	0	0	0	
140	0	0	0	0		0	0	0	0		0	0	0	0		0	0	0	0	
170	0	87,565	0	87,565	4,824,197	0	88,333	0	88,333	4,888,443	0	92,050	0	92,050	5,543,983	0	92,050	0	92,050	5,543,983
Total	4,002,959	821,238	0	4,824,197		4,023,197	865,246	0	4,888,443		4,563,463	980,520	0	5,543,983		4,563,463	980,520	0	5,543,983	
Public Health & Welfare																				
210	0	10,804	0	10,804		0	9,931	0	9,931		0	15,000	0	15,000		0	15,000	0	15,000	
220	0	6,576	0	6,576		0	6,598	0	6,598		0	6,600	0	6,600		0	6,600	0	6,600	
221	0	109,964	0	109,964	127,344	0	111,464	0	111,464	127,993	0	110,464	0	110,464	132,064	0	110,464	0	110,464	132,064
Total	0	127,344	0	127,344		0	127,993	0	127,993		0	132,064	0	132,064		0	132,064	0	132,064	
Leisure Time Activities																				
290	6,500	16,683	0	23,183		7,357	16,424	0	23,781		11,770	25,924	0	37,694		11,770	25,924	0	37,694	
610	61,423	47,720	0	109,143		43,457	48,063	0	91,520		136,050	69,437	0	205,487		136,050	69,437	0	205,487	
620	649,578	215,445	0	865,023		653,151	239,976	0	893,127		708,313	271,461	0	979,774		708,313	271,461	0	979,774	
630	296,870	110,539	0	407,409		285,947	113,952	0	399,899		295,216	143,211	0	438,427		295,216	143,211	0	438,427	
680	0	0	0	0	1,404,758	0	0	0	0	1,408,327	0	0	0	0	1,661,383	0	0	0	0	1,661,383
Total	1,014,371	390,387	0	1,404,758		989,912	418,415	0	1,408,327		1,151,349	510,034	0	1,661,383		1,151,349	510,034	0	1,661,383	
Community Environment																				
310	375,503	25,643	0	401,146		393,513	28,046	0	421,559		396,001	41,055	0	437,056		396,001	41,055	0	437,056	
320	74,236	478,392	0	552,628		88,458	377,269	0	465,727		112,576	382,653	0	495,229		112,576	382,653	0	495,229	
335	0	10,000	0	10,000		0	8,000	0	8,000		0	8,000	0	8,000		0	8,000	0	8,000	
345	0	31,574	0	31,574		0	29,152	0	29,152		0	33,869	0	33,869		0	33,869	0	33,869	
360	120,638	2,631	0	123,269	1,118,617	119,134	8,296	0	127,430	1,051,868	123,631	7,162	0	130,793	1,104,947	123,631	7,162	0	130,793	1,104,947
Total	570,377	548,240	0	1,118,617		601,105	450,763	0	1,051,868		632,208	472,739	0	1,104,947		632,208	472,739	0	1,104,947	
General Government																				
408	0	100,977	0	100,977		0	109,306	0	109,306		0	123,207	0	123,207		0	123,207	0	123,207	
410	217,929	27,179	0	245,108		236,261	8,377	0	244,638		227,055	9,732	0	236,787		227,055	9,732	0	236,787	
420	170,949	98,012	0	268,961		171,560	103,529	0	275,089		175,182	117,832	0	293,014		175,182	117,832	0	293,014	
421	0	369,357	0	369,357		0	395,487	0	395,487		0	355,145	0	355,145		0	355,145	0	355,145	
430	117,145	92,627	0	209,772		116,957	182,957	0	299,914		1,402	231,403	0	232,805		0	182,805	0	182,805	
450	90,397	39,193	0	129,590		89,950	35,551	0	125,501		92,552	36,504	0	129,056		92,552	36,504	0	129,056	
465	82,754	11,429	0	94,183		83,412	9,851	0	93,263		85,806	13,350	0	99,156		85,806	13,350	0	99,156	
470	21,658	18,659	0	40,317		23,333	7,551	0	30,884		23,413	10,379	0	33,792		23,413	10,379	0	33,792	
480	66,073	73,684	0	139,757		63,842	84,481	0	148,323		96,508	133,553	0	230,061		96,508	133,553	0	230,061	
481	98,507	23,732	0	122,239		99,425	23,987	0	123,412		101,694	33,834	0	135,528		101,694	33,834	0	135,528	
483	0	31,948	0	31,948		0	18,814	0	18,814		0	57,086	0	57,086		0	57,086	0	57,086	
490	121,162	52,273	0	173,435		123,573	53,628	0	177,201		126,036	65,121	0	191,157		126,036	37,121	0	163,157	
500	0	0	0	0	1,925,644	0	0	0	0	2,041,832	0	0	0	0	2,116,794	0	0	0	0	2,038,794
Total	986,574	939,070	0	1,925,644		1,008,313	1,033,519	0	2,041,832		929,648	1,187,146	0	2,116,794		928,246	1,110,548	0	2,038,794	
Transfers		5,015,033		5,015,033			3,544,985		3,544,985			2,223,401		2,223,401			2,078,744		2,078,744	
Advances	0	1,660,550		1,660,550		0	854,380		854,380			2,921,431		2,921,431			2,721,431		2,721,431	
Contingency		0		0			0		0			38,598		38,598			40,000		40,000	
tot gen fund	6,574,281	9,501,862	0	16,076,143		6,622,527	7,295,301	0	13,917,828		7,276,668	8,465,933	0	15,742,601		7,275,266	8,046,079	0	15,321,345	421,256

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

DESCRIPTION	For 2017 Actual	For 2018 Actual	Adjusted Budget Year 2019	Estimate for Budget 2020
REVENUES TRANSFERS-IN				
From Hotel Tax Fund	15,698	16,317	-	-
From Parking Fund	29,711	29,241	30,120	30,120
From Oxford Natural Gas Fund	-	-	-	-
From Water Fund	42,095	34,004	39,343	39,343
From Sewer Fund	42,095	34,004	39,343	39,343
From Capital Improvement Fund	-	-	-	-
From FEMA Fund	-	-	-	-
From Storm Water Fund	-	-	-	-
From Refuse Fund	32,095	24,004	29,343	29,343
Total Transfers In	**161,694**	**137,570**	**138,149**	**138,149**
REVENUES ADVANCES-IN				
Return of Advance from Capital Equipment Fund	16,000	-	-	-
Return of Advance from Capital Improvement Fund	521,550	322,750	265,650	265,650
Return of Advance from Oxford Area Trails	668,000	101,630	2,125,781	2,125,781
Return of Advance from Southpointe TIF Fund	-	200,000	200,000	-
Return of Advance from Employee Benefit Fund	5,000	5,000	5,000	5,000
Return of Advance from Special Assessment Fund	-	-	100,000	100,000
Return of Advance from OVI Task Force Fund	450,000	225,000	225,000	225,000
Total Advances In	**1,660,550**	**854,380**	**2,921,431**	**2,721,431**
EXPENDITURES TRANSFERS-OUT				
To FEMA Fund	-	-	-	-
To Street Fund	544,613	582,045	578,085	578,085
To Capital Equipment Fund	290,195	294,398	626,308	577,958
To Capital Improvement Fund	385,000	341,629	514,003	516,051
To Municipal Facilities Fund	3,400,000	1,700,000	-	-
To Oxford Area Trail Fund	-	227,000	-	-
To Aquatic Center Debt Service Fund	-	-	95,605	308,500
To Park Debt Service Fund	307,075	311,763	311,250	-
To Storm Water Fund	40,000	40,000	40,000	40,000
To Special Assessment Fund	30,000	30,000	40,000	40,000
To Fire/EMS Fund	18,150	18,150	18,150	18,150
Total Transfers Out	**5,015,033**	**3,544,985**	**2,223,401**	**2,078,744**
EXPENDITURES ADVANCES-OUT				
To Capital Equipment Fund	16,000	-	-	-
To Capital Improvement Fund	521,550	322,750	265,650	265,650
To Oxford Area Trails Fund	668,000	101,630	2,125,781	2,125,781
To Southpointe TIF Fund	-	200,000	200,000	-
To Employee Benefit Fund	5,000	5,000	5,000	5,000
To Special Assessment Fund	-	-	100,000	100,000
To OVI Task Force Grant Fund	450,000	225,000	225,000	225,000
Total Advances Out	**1,660,550**	**854,380**	**2,921,431**	**2,721,431**

A regular meeting of the Oxford City Council was called to order by Mayor Kate Rousmaniere on Tuesday, June 4, 2019 at 7:15 p.m. Those members present were Steve Dana, Glenn Ellerbe, Mike Smith and Edna Southard. David Prytherch and Chantel Raghu were excused.

Staff members present: Mr. Doug Elliott, City Manager; Mr. Mike Dreisbach, Service Director; Mr. John Jones, Police Chief; Mr. Joe Newlin, Finance Director; Ms. Jessica Greene, Assistant City Manager, Human Resources Director; Mr. Sam Perry, Community Development Director; Mr. Alan Kyger, Economic Development Director; Mr. John Detherage, Fire Chief; Ms. Amy Blankenship, City Attorney and Ms. Mary Ann Eaton, Clerk of Council.

ADJOURN TO EXECUTIVE SESSION

Mr. Dana 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. Ellerbe seconded. The motion passed by the following roll call:

AYE: Mr. Ellerbe, Mr. Smith, Ms. Southard, Mr. Dana, Mayor Rousmaniere (5)

NAY: None (0)

ABS: None (0)

ADJOURN FROM EXECUTIVE SESSION

Ms. Southard moved to adjourn from Executive Session at 7:30 p.m. Mr. Dana seconded. The motion passed 5-0-0.

PLEDGE OF ALLEGIANCE

Mayor Rousmaniere requested the Pledge of Allegiance.

APPROVAL OF AGENDA

Mr. Dana moved to approve the agenda. Ms. Southard seconded. The motion passed 5-0-0.

PUBLIC PARTICIPATION

**SWEARING-IN
POLICE OFFICERS**

Chief Jones advised two new Police Officers would be sworn-in this evening, John Thrasher and William Thissen noting they had both gone through an extensive hiring process. Chief Jones advised both men were starting their careers in Oxford in a part-time capacity noting his hope at some point they would become full-time employees. Chief Jones advised both men were well qualified, had graduated from the Police Academy, and had started their field training in Oxford. Chief Jones noted John Thrasher was from the Marion, Ohio area and was joined this evening by his wife Amanda and other guests.

Chief Jones advised William Thissen was from the London, Ohio area and was joined this evening by his father Bill, mother Terra and grandmother Kathy.

Ms. Blankenship swore-in both officers. John's wife pinned his badge onto his uniform and William's father pinned his badge onto his uniform.

After the Oaths of Office were signed the two new officers received applause from Council, staff and the audience.

INTRODUCTION ASSISTANT CITY MANAGER HUMAN RESOURCES DIRECTOR

Mr. Elliott advised he was pleased to formally introduce Jessica Greene as the new Assistant City Manager noting he felt everyone knew her well since she has served as Director of Enjoy Oxford (Visitors Bureau) since 2012. Mr. Elliott advised Ms. Greene was a Miami University graduate, was presently pursuing her MPA at Kent State and expects to graduate this summer. Mr. Elliott noted he was pleased to have Ms. Greene join the City's management team.

Ms. Greene thanked everyone for this wonderful opportunity noting she was very happy to 'switch hats' and serve the City in this capacity. Ms. Greene noted she had learned so much over the last several years as to how the City works and how Council works to get things done for the community. Ms. Greene noted she believed it would be an honor to serve in this capacity and help move forward the agenda of Council and the residents of the City of Oxford.

Mr. Elliott recognized Kim Newton noting she serves as the Assistant to the City Manager and advised during this transition she has taken over the duties of Human Resources Director. Mr. Elliott advised Ms. Newton has done an outstanding job and noted he wanted to formally recognize her for the work she has done.

APPOINTMENTS TO BOARDS & COMMISSIONS

Mr. Dana moved to appoint Sibyl Miller to the McCullough-Hyde Memorial Hospital Board of Trustees for a term ending June 30, 2022, Tim McGowan for a term ending June 30, 2024 and to reappoint Steve Snyder for a term ending June 30, 2024. Mr. Ellerbe seconded. The motion passed 5-0-0.

PROCLAMATION "CENSUS 2020 AWARENESS DAY"

Mayor Rousmaniere read the Proclamation and presented it to Ms. Carolyn Tepe, Partnership Specialist for the United States Census Bureau.

Ms. Tepe thanked Council for the Proclamation.

PRESENTATION
2020 CENSUS – CAROLYN TEPE

Ms. Carolyn Tepe, provided Council and staff with an informational packet regarding the 2020 Census. Ms. Tepe advised this evening she would discuss the goal of the 2020 Census, why a decennial Census is conducted, how the decennial Census is changing for 2020 and how communities can help. Ms. Tepe noted the first and main goal of the Census is to count everyone once, only once, and in the right place. Ms. Tepe advised the U.S. Constitution Article 1, Section 2 mandates a headcount of everyone living in the United States every 10 years noting the first Census was done in 1790 under Thomas Jefferson on horseback. Ms. Tepe advised the first Census took 9 months to complete and noted there were 3.9 million people living in the United States at that time. Ms. Tepe noted decades later the Census Bureau moved to doing the mail back feature and then data collection and telephone responses. Ms. Tepe advised in 2010 the long form Census was eliminated and the American Community Survey was initiated. Ms. Tepe noted the American Community Survey was sent to 240,000 people in the United States every month of every year as a rolling data collection base which the Census Bureau updates annually in the fall. Ms. Tepe advised the decennial Census was an actual person count of household and individuals noting this year the Census Bureau was rolling out an online self response option. Ms. Tepe advised the four uses of Census data is apportionment, redistricting, funding and planning. Ms. Tepe noted apportionment is the division of all of the congressional seats in the United States among the states and advised in 2010 Ohio lost 2 seats. Ms. Tepe noted this year the Census Bureau anticipates Ohio might lose an additional seat because Ohio is not growing at the same rate as other states. Ms. Tepe advised redistricting is the drawing of the actual boundaries that define the congressional seats and state legislative districts and in some areas even school districts. Ms. Tepe noted the Census Bureau looks at 675 billion federal funds as the dollars that go straight to the states and then are divided among the communities to support things such as transportation, roads, public pre-school, school lunch programs, healthcare services, Snap, Wick and housing. Ms. Tepe advised it was also used for planning. Ms. Tepe advised the Census Bureau was in the process of establishing where to count noting they were working with counties and cities to determine where new housing is or where housing has been torn down. Ms. Tepe noted the Census Bureau will begin address canvassing in August of this year until October and will be trying to motivate people to respond. Ms. Tepe advised on March 12 everyone will start receiving postcards in the mail and invitations to respond on line noting paper copies will be sent to those who do not respond. Ms. Tepe advised if there is still no response the Census Bureau will start knocking on doors. Ms. Tepe noted the sooner people respond the more money they are saving taxpayers. Ms. Tepe advised the Census data will be released on December 31 to the President and then April 1 to the states for redistricting information. Ms. Tepe noted the 2020 Census operation started in 2018 and the Census Bureau was in the process of opening Census offices and advised the first office in Ohio was open in Columbus. Ms. Tepe noted she was before Council this evening looking for Census Ambassadors, people to help reach the hard to reach populations such as renters, people who are highly mobile, young adults, young children, low income families, non-English speakers, the LGBTQ community, racial and ethnic minorities and the mentally and physically disabled. Ms. Tepe advised Census Ambassadors will help increase participation in the 2020 Census and help inform people that their data is protected and that it is confidential. Ms. Tepe noted the Ambassadors will help communicate that everyone benefits from the Census and how they benefit so they understand the importance of the Census.

Ms. Tepe advised the City of Oxford has begun the process of forming a Compete Count Committee noting it was a voluntary committee that is created by a local government to motivate their residents to respond to the Census. Ms. Tepe noted this increases response rates and it utilizes local knowledge. Ms. Tepe advised the Census Bureau was also looking for people to hire and encouraged those interested to go to 2020census.gov to apply for jobs. Ms. Tepe offered to answer any questions.

Mayor Rousmaniere advised Oxford started a committee with representatives from the university, Sam Perry, representatives from the League of Women Voters and herself.

NOTICE TO
LEGISLATIVE AUTHORITY

New permit for LogCon Enterprises LLC DBA Books & Brews 107 E. Church Street Oxford, Ohio 45056. (Alan Kyger, Economic Development Director)

Mr. Kyger advised the owners of Books and Brews applied for several permits although this one was for beer only in original sealed containers for carryout.

Mr. Dana moved to receive the notice without comment. Ms. Southard seconded. The motion passed 5-0-0.

NOTICE TO
LEGISLATIVE AUTHORITY

New permit for Magatheh Enterprises Inc. DBA Oxford Hookah Lounge 15 N. Beech Street Oxford, Ohio 45056. (Alan Kyger, Economic Development Director)

Mr. Kyger advised this application was for beer only for on premises consumption or in original sealed containers for carryout until 1:00 a.m.

Mr. Ellerbe moved to receive the notice without comment. Mr. Dana seconded. The motion passed 5-0-0.

PUBLIC COMMENTS

Mr. Cal Conrad, Westgate Drive, advised prior to the 1970 Census he was the Mayor of the second largest Village in Ohio and noted following the 1970 Census he became the Mayor of the second smallest City in Ohio.

CONSENT AGENDA

MINUTES

Minutes of the May 21, 2019 City Council Meeting. (Mary Ann Eaton, Clerk of Council)

REPORTS

Report regarding the May 8, 2019 Historic and Architectural Preservation Commission Meeting. (Sam Perry, Community Development Director)

Report regarding the May 14, 2019 Planning Commission Meeting. (Sam Perry, Community Development Director)

Report regarding the May 15, 2019 Board of Zoning Appeals Meeting. (Sam Perry, Community Development Director)

Mr. Dana moved to approve the consent agenda. Ms. Southard seconded. The motion passed 5-0-0.

Mayor Rousmaniere advised the agenda was reorganized so the Second Reading of the Supplemental Budget could occur ahead of the Resolution for which funding was needed.

ORDINANCE
SUPPLEMENTAL BUDGET

An Ordinance No. 3528 Amending Ordinance No. 3493. Supplemental Budget Ordinance Number 5 To Make Supplemental Appropriations For Fiscal Year 2019. (Joe Newlin, Finance Director)

Mr. Newlin referred to page 27 of Council's packet and advised the first item on the Supplemental Budget was a $400,000 appropriation for the Southpointe TIF roadway improvements. Mr. Newlin advised the second item resulted from the contract being let for Phase II of the OATS trail project which came in over budget noting staff was asking for an additional $490,000 in appropriations for that project.

Mr. Dana inquired if there was a way to anticipate higher bid pricing in the future. Mr. Dreisbach advised the budget was set in the summer of 2018 before the plans were finalized for Phase II of the OATS project. Mr. Dreisbach noted since the budget was approved by Council last year staff had to do a significant redesign of the pedestrian bridge crossing Four Mile Creek along SR73 which increased costs to get the safest way possible to move people across the creek and under the SR73 Bridge. Mr. Dreisbach advised a lot had changed since Council set the budget for this project in mid 2018.

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

Ms. Southard moved to adopt Ordinance No. 3528. Mr. Dana seconded. The Ordinance was adopted by the following roll call:

AYE: Mr. Smith, Ms. Southard, Mr. Dana, Mr. Ellerbe, Mayor Rousmaniere (5)

NAY: None (0)

ABS: None (0)

RESOLUTIONS

**RESOLUTION
CONTRACT WITH
SUNESIS CONSTRUCTION CO.**

A Resolution No. 7087 of Oxford City Council accepting the bid and authorizing the City Manager to enter into a contract with Sunesis Construction Co. for the construction of the Oxford Area Trail System (OATS) Phase II at a cost of $2,355,154.70 plus a contingency amount of ten percent (10%) of the contract price or $235,515.00 for a total cost not to exceed $2,590,699.70. (Mike Dreisbach, Service Director)

Mr. Dreisbach provided PowerPoint slides and noted Oxford Area Trails was a planned system of multi-use paths encircling the City. Mr. Dreisbach advised Phase I was complete and Phase II will connect SR73 at the DeWitt Cabin to Peffer Park on US27. Mr. Dreisbach noted the project was advertised for bids for 3 weeks per Federal Highway Rules since the City has some Federal Highway money for this project. Mr. Dreisbach advised 3 bids were received with Sunesis Construction Co. providing the lowest bid.

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

Mayor Rousmaniere noted Miami University contributed $700,000 to this leg of the trail as it was going through almost all university land. Mr. Dreisbach advised the City also had $750,000 from OKI and Federal Highway.

Mr. Smith inquired how soon the project would begin provided Council approved the Resolution. Mr. Dreisbach advised Sunesis would mobilize within 2 months noting it was a 2 year project.

Ms. Southard inquired if Miami University would contribute to the maintenance of the trail once it was built and Mr. Dreisbach advised yes.

Mr. Ellerbe moved to adopt Resolution No. 7087. Mr. Dana seconded. The motion passed 5-0-0.

Mayor Rousmaniere thanked Mr. Dreisbach for his great work on this project.

RESOLUTION
CONTRACT WITH
JACKSON CONSTRUCTION, INC.

A Resolution No.7088 accepting the bid and authorizing the City Manager to enter into a contract with Jackson Construction, Inc. for the construction and replacement of designated curb, gutter, and sidewalk per project specifications at a cost of $115,057.03 plus a contingency amount of ten percent (10%) of the contract price or $11,505.70 for a total cost not to exceed $126,562.73. (Mike Dreisbach, Service Director)

Mr. Dreisbach advised in May Council approved Resolution No. 7080 which authorized the City Clerk to notify property owners of defective curb, gutter or sidewalk that needed to be repaired. Mr. Dreisbach noted the proposed Resolution was phase 2 of this program where the City lets a contract for the City to do the improvements should property owners not act. Mr. Dreisbach advised the work needed to be done prior to the late summer resurfacing program. Mr. Dreisbach noted the only bid received was from Jackson Construction who has done fine work for the City in the past. Mr. Dreisbach advised staff recommends that City Council approve the contract with Jackson Construction, Inc.

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

Ms. Southard moved to adopt Resolution No. 7088. Mr. Dana seconded. The motion passed 5-0-0.

RESOLUTION
CONTRACT WITH
SYNAGRO-CENTRAL, LLC

A Resolution No. 7089 authorizing the City Manager to extend the agreement with Synagro-Central, LLC for the loading, hauling, and land application of biosolids for a period of five (5) years expiring May 13, 2024 at a cost not to exceed $31,800.00 annually for the first three (3) years with the cost of the final two (2) years to be determined. (Mike Dreisbach, Service Director)

Mr. Dreisbach advised the Wastewater Treatment Plant produces 2 beneficial products, methane gas which is captured and utilized on site to make hot water and steam which reduces utility costs for the operation. Mr. Dreisbach noted the second product is a fertilizer known as bio-solids which is land applied to farmer's fields. Mr. Dreisbach advised the City has used Synagro-Central for many years and has been very pleased with their work. Mr. Dreisbach noted staff would like Council's approval to extend the contract with Synagro-Central.

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

Mr. Dana referred to page 35 of Council's packet and inquired how the anaerobic process worked. Mr. Dreisbach advised all of the solids go into a digester noting there is no oxygen in the tank so it is anaerobic by definition at that point.

Mr. Dana moved to adopt Resolution No. 7089. Mr. Smith seconded. The motion passed 5-0-0.

ORDINANCES
FIRST READING

ORDINANCE
NEW CHAPTER 1111

An Ordinance Adopting Oxford Codified Ordinance Chapter 1111 Entitled Tree Preservation And Protection. (Doug Elliott, City Manager) **(Tabled until 6/18/19)**

Mayor Rousmaniere advised the Tree Ordinance was tabled until June 18, 2019 noting it was her understanding the Community Development Director and the Chair of the Environmental Commission are working well together to provide language for Council's next meeting.

ORDINANCE
YEAR 2020 TAX BUDGET

An Ordinance Authorizing The Tax Budget For The Year 2020 And Directing That The Same Be Transmitted To The Butler County Auditor. (Joe Newlin, Finance Director)

Mr. Newlin advised the Tax Budget was the first step in the budgeting process for 2020 noting it was due to the Butler County Tax Commission in accordance with requirements stipulated in the Ohio Revised Code by July 20, 2019. Mr. Newlin advised the Tax Budget required by the County is essentially a preliminary budget estimate for the next year. Mr. Newlin noted in August staff will undertake the normal detailed line-item budget analysis and preparation and advised the final approved budget will then be submitted to the Butler County Budget Commission to replace this preliminary estimate. Mr. Newlin discussed the highlights of the proposed Tax Budget as shown on pages 37-49 of Council's packet.

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

Mr. Newlin addressed a question from Mr. Dana regarding TIF funds.

ORDINANCES
SECOND READING

ORDINANCE
CONDITIONAL USE

An Ordinance Approving A Conditional Use Permit To Allow For The Commercial Development Of Property Located On Southpointe Parkway To Include A Gasoline Station, Convenience Store With A Drive-Up Window And An Additional Commercial Use Building In The GB (General Business) District With Conditions. (Sam Perry, Community Development Director) **(Tabled until June 4, 2019)**

Mayor Rousmaniere advised the proposed Ordinance is currently tabled and noted Mr. Prytherch and Ms. Raghu were not in attendance this evening.

Mayor Rousmaniere advised Mr. Prytherch inquired if the Ordinance could be re-tabled until the next meeting when he and Ms. Raghu would be present. Mayor Rousmaniere noted it was up to the 5 Councilors present to decide whether to re-table it or not. Mayor Rousmaniere advised the applicant has requested that it move forward noting 4 affirmative votes were required for the Ordinance to pass.

Mr. Dana moved to remove item 7.B.1. from the table. Mr. Smith seconded. The motion passed 4-1-0 with Mr. Ellerbe voting nay.

Mr. Perry provided a PowerPoint slide of the property in question at the corner of Southpointe Parkway and US27 South noting it was 2.4 acres owned by 4-Leaf Development and advised the application was handled by Architect, Scott Webb. Mr. Perry noted a fuel station with a convenience store and drive through was not a permitted use in the General Business district which was why a Conditional Use was required. Mr. Perry advised the purpose of a Conditional Use Permit was for the Planning Commission and Council to look at the appropriateness of how the land is developed and how the proposed project would fit in to the neighborhood. Mr. Perry continued the PowerPoint presentation and provided a detailed description of the proposed project. Mr. Perry discussed the conditions for approval as shown on pages 55-56 of Council's packet focusing on condition 2 which deals with the proposed entrance/exit drive on US27 being right-in/right-out only. Mr. Perry offered to answer any questions and noted Mr. Webb would address Council as well.

Mr. Scott Webb, Applicant, thanked the Planning Commission noting they reviewed this proposal twice. Mr. Webb noted he and his client accepted their recommendations in all cases and improved the plan between the first and second versions. Mr. Webb advised he was happy to be in front of Council this evening with a 6-0 recommendation from the Planning Commission. Mr. Webb referred to pages 55-56 of Council's packet and noted the Planning Commission recommended approval of the plan with 8 conditions and advised he and his client were happy to meet all of the conditions except for one which he and his client would like Council to perhaps reconsider. Mr. Webb noted his hope the condition he was going to try to change Council's mind on could be voted on as an amendment to the motion whether or not Council mandates the condition remain as recommended by the Planning Commission and then proceed to the vote on the Conditional Use in its entirety. Mr. Webb advised he would like Council to hear him out as to why he and his client believe they need an all access point on US27. Mr. Webb provided slides of the site plan noting he and his client incorporated all of the Planning Commission's suggestions including crosswalks and bike racks. Mr. Webb advised the plan exceeds the landscape requirement and meets the setback requirements noting the buildings were moved and advised he felt the Planning Commission was satisfied with this site plan save for the issue of the entry and exit on US27. Mr. Webb noted the issue he and his client broached 2 meetings ago had to do with the access to US27. Mr. Webb advised his client/operator has 6 gas stations and is a very good operator noting his goal is for this location to be a flagship for him. Mr. Webb advised he felt no one knows this business better than the person who does it all day every day noting his client feels the lack of being able to turn left from US27 would represent a 10% -15% loss in visitors to the site which is the difference between making it and not making it in this particular business. Mr. Webb noted with all due respect to the City Engineer and the ODOT manuals he interpreted the ODOT manuals as recommendations not absolutes. Mr. Webb advised the manuals did not contain must statements and shall statements they contained recommendations and best practices.

Mr. Webb noted he and his client were not denying if no one could turn left out of the facility maybe that would ultimately be the safest way to build the station. Mr. Webb advised the question at hand is do we need to go to the degree of safety to the point of potentially handicapping the business or are there other methods of providing assurance of safety rather than simply eliminating the left in and left out at this location. Mr. Webb reiterated a suggestion from the First Reading of the proposed Ordinance which was to shorten the turn lane into Southpointe Parkway and stripe the area as a left turn into the proposed gas station. Mr. Webb noted one of the conditions was to provide a traffic study and advised the traffic study will indicate if it is a potential problem to shorten the turn lane. Mr. Webb noted another option presented at the First Reading was to limit the hours of the right-in right-out restriction. Mr. Webb advised another potential remedy was to try to have the speed limit reduced on US27. Mr. Webb provided slides of other locations in the area with similar left turns in and out noting they were not accident prone locations. Mr. Webb provided slides of other gas stations in town where multiple turn lanes needed to be crossed and that are close to intersections. Mr. Webb noted he appreciated Mr. Smith's observation regarding a gas station in McGonigle on US27 with turn lane and a stop light noting people manage to go left and right out of the station all day every day with no restrictions. Mr. Webb advised this would be the only business in town that would have any restrictions on access which he feels is excessive in this particular location. Mr. Webb noted with all due respect to the planners, the engineers and the ODOT manuals as far as the best solution it is not absolute as Council can make this decision. Mr. Webb stated given this would have a significant impact on this particular business instead of defaulting to make it harder on the business why not default to making it easier on the business and if it turns out to be a problem Council can change it. Mr. Webb asked Council to think about condition number 2 regarding the right-in/right-out only entrance and reminded Council they have other tools in their toolbox as a way to improve the safety of the intersection without prohibiting left turns.

Ms. Carla Blackmar, advised she was pleased to serve on the Planning Commission. Ms. Blackmar noted as a volunteer on the Planning Commission she expected when she thinks through a decision taking time out of her day, out of her work life and family life to make a decision that it is something that is listened to as part of the process at Council. Ms. Blackmar advised she was disappointed to see the applicant come back once again to ask for the left turn in for this project as she felt the Planning Commission put a lot of thought and discussion into suggesting that the left turn in was not a good idea. Ms. Blackmar noted when she voted for the project it was on the condition that the left turn from US27 would not be part of the project. Ms. Blackmar advised she believed in listening to the safety recommendations of ODOT and of City staff. Ms. Blackmar noted it was frustrating to her see this come to Council and have to take time out of her day to come in and remind Council of her decision. Ms. Blackmar advised she felt it shows a procedural disregard by the applicant which she is not happy about. Ms. Blackmar noted this was an entry to the town and advised the bike lane begins at Southpointe Drive. Ms. Blackmar encouraged Council to vote against the project if it includes a left turn across a bike lane. Ms. Blackmar encouraged Council to maintain the Planning Commission's recommendations.

Mr. Cal Conrad, Westgate Drive, advised he has been an Oxford resident for a very long time and has watched US 27 west develop into what is very similar to Colerain Avenue. Mr. Conrad noted his objection was one of aesthetics and advised he was appalled to learn that there might be a left turn out of the gas station southward. Mr. Conrad noted with the left turn being allowed he felt Council would create a situation for collisions.

Mr. Richard Keebler, 11 Fox Run Circle, advised he spoke before the Planning Commission in support of this project and he was standing before Council tonight to do the same. Mr. Keebler noted with the number of residents in the adjacent area, all of the vacant adjacent property already zoned for residential use and the proximity of the high school, having a convenience store and fuel station at this location makes good sense. Mr. Keebler advised a similar plan was approved a number of years ago at the same site noting he was on the Planning Commission and Council at the time and supported it then as well. Mr. Keebler advised at the time there was a small but vocal contingent of residents concerned that US 27 S. not become a College Corner Pike type commercial strip. Mr. Keebler noted while that was not and is not likely to occur since this is the only commercial location on US27 S. Council tempered the building locations, the canopy size and design, the facility lighting, the sales outside of the building and signage when it was approved. Mr. Keebler advised Council left the berm along the front of the property and did not allow any entrance or exit off of US27 and Council felt they had done a good job. Mr. Keebler noted looking back he believes now that Council was a tad too restrictive which he felt is proven by the fact that despite this excellent location, and need, the property owner was never able to sell the property for the use approved. Mr. Keebler advised he felt the layout and design just did not make it viable. Mr. Keebler noted he felt the layout and design that Mr. Webb is proposing now and worked with the Planning Commission on is both functional, attractive, and should be approved without additional major restrictions or redesign. Mr. Keebler advised the size and scope of the buildings along with the brick, stone and awnings were certainly attractive. Mr. Keebler described the current project noting he felt nothing about the design detracts from the entrance to the City. Mr. Keebler urged Council to approve the proposal with two modifications from what the current conditions propose. Mr. Keebler suggested removing the right-in right-out restriction and suggested the canopy lighting be designed and installed so as to limit the light spillage outside of the canopy area. Mr. Keebler advised he felt there was no question a left turn in and out of the facility was needed to make it viable noting attempting to restrict it causes more traffic problems than it solves. Mr. Keebler advised right-in right-out restrictions on driveways do not work and pork chops do not work. Mr. Keebler noted the traffic study has not been done yet and suggested Council allow the left turn unless the traffic study indicates it is a bad idea.

Mr. Bill Snavely, Chair of the Planning Commission, advised he felt this was a good proposal overall and noted the petitioners reacted well to the criticisms that they were given the first time around and redeveloped the property to what is seen now. Mr. Snavely advised he did not think anyone on the Planning Commission would have a problem with Council adding language regarding the lighting spillage. Mr. Snavely referred to the left turn noting there was a 6-0 vote by the Planning Commission to not allow it, the City Engineer does not recommend it and regulations from the Butler County Engineer and from ODOT do not recommend it. Mr. Snavely advised everyone who is a specialist in the area does not recommend a left turn. Mr. Snavely noted he did not see why it is so hard for someone to use the traffic light.

Ms. Kathleen Zien, Joseph Drive, noted if the 5 Councilor's have not figured out the shrewd tactic of the applicant please realize the obvious, they asked for the second reading tonight despite their previous insistence of a full Council being present which is why it was tabled May 21st. Ms. Zien advised City Planner Zach Moore requested a traffic study in his memo dated April 9th and inquired what the results were. Ms. Zien noted traffic studies come before approvals not after the fact and advised having a Councilor sitting in a car watching another intersection for 30 minutes is not a traffic study but it is opinion, no valid comparison.

Ms. Zien advised the intersection he watched on 27 and Stillwell Becket Road is 2 lanes and Southpointe is 3 lanes, Stillwell does not have a hive of high school students who drive nor an intersection with 2 very large housing complexes and Southpointe does. Ms. Zien noted minutes have applicant Kaushal stating there is not enough traffic to have the business survive with the current traffic count and encouraged Mr. Kaushal not to build the station. Ms. Zien advised Mr. Kaushal stated it would be 4 million dollars to build and $50,000 monthly to run it and inquired why he would invest that much if he does not have the traffic count. Ms. Zien noted it was an excessive building to sell gas and hotdogs and a high risk poor financial decision. Ms. Zien advised it was easier to pull out now than suffer that eventual loss leaving Oxford with a vacated shell of a building. Ms. Zien noted the safety of everyone at that intersection every day is the pending issue and affects the future. Ms. Zien advised it was Kaushal who asked Council "to make the right decision for the safety of the public and how it affects local residents and their property values" noting she felt this project did nothing to help those causes. Ms. Zien asked Council to deny the application noting it was not built by right when it is wrong or of no overall benefit to the community or has any visual appeal. Ms. Zien advised if some Councilors previously thought this might be a good idea maybe they re-thought it in 4 weeks. Ms. Zien noted this was a potential traffic risk with an out of place well lit gas station as a commercial entry into Oxford. Ms. Zien advised justified denials are possible and even doable at second readings. Ms. Zien noted Council's charge was to abide by code 1147.02 Burden of Proof for Conditional Use "Planning Commission has no obligation to recommend approval and City Council has no obligation to approve a Conditional Use unless the applicant proves the use will not be detrimental to the public health, safety or general welfare or if the neighborhood where proposed will not be negatively affected." Ms. Zien reminded Council they were appointed, elected and directed to uphold the enforced code and noted she held them to the language of 1147.02. Ms. Zien advised she felt so far this proposal has not met qualifying conditions. Ms. Zien quoted the Police Chief "not only is it currently a very busy intersection but there is school bus traffic, inexperienced foreign student drivers and local high school drivers making split second decisions at that corner". Ms. Zien noted those facts are non starters to justify exiting customers turning left from a curb cut heading south with a left turn lane in the way in addition to regular traffic on a state road. Ms. Zien advised 27 was a major arterial with a 45 mile speed limit often exceeded especially when drivers see the yellow light about to turn red. Ms. Zien noted if the Police Chief says a protected left turn is necessary that is all Council needs to know and inquired who Council was going to believe the Police Chief or someone who wants a request approved. Ms. Zien advised exiting or entering any retail at that location now or ever should all be coming through the Southpointe entrance without any additional curb cuts on 27 ever. Ms. Zien noted Webb argued it was not feasible to expect drivers to go to the light and wind around to the site and advised if a driver was too lazy to wait at the intersection and risk a hit or near miss they are too lazy. Ms. Zien noted she could not believe Webb would even ask if the speed limit on 27 could be reduced to accommodate his client over projected safety risks. Ms. Zien advised ODOT makes speed recommendations enforced by the Police Department noting ODOT has direct command over access on state roads typically saying where entrances can be, how wide, if a light is needed, middle turn lane or one lane in/out. Ms. Zien advised the applicant does not live locally and he will not see traffic headaches nor face them. Ms. Zien noted the applicant says there is more traffic on Clifton Avenue in Cincinnati at another of his stations than on a state road and advised that was questionable and the comment is hearsay. Ms. Zien advised if Kaushal is not agreeable to a design re-boot end it now, move on, find another location that does not over-ride driver safety with City, Township and Police concerns. Ms. Zien noted if there are this many excuses adjustments and shortening of turn lane it is not meant to be.

Ms. Zien advised it has never been nor should it ever be Council or any board's responsibility to guarantee income or profit for an applicant. Ms. Zien noted Mr. Kaushal stated many times in the May 7 minutes he is in it for profit and another property on his resume which is not Council's problem. Ms. Zien advised the minutes note the applicant has 6 other gas stations and convenience stores which confirms financial status and income producing investments and noted a denial will not result in hardship for this applicant. Ms. Zien advised if her research is correct the applicant is not local and the point is he will not be on food stamps if Council denies an unreasonable request resulting in probable and predictable safety risks. Ms. Zien noted Kaushal said it best and shot himself in the foot when he confirmed "you can get gas at many more gas stations down the road" noting he was right. Ms. Zien advised minutes have Councilor Smith saying it is probably too late to redesign noting it was never too late to request, rethink, reconsider, redraw, reapply. Ms. Zien noted what was on paper now will be in perpetuity and a predictable safety risk to that area forever. Ms. Zien advised one Councilor said seeing a Shell station canopy would be a harsh visual transition entering town and agreed that it would. Ms. Zien asked Council to rethink and reconsider the predictable and unintended consequences and encouraged them not to approve the request as submitted. Ms. Zien suggested the proposal be tabled until the full Council was in attendance.

Mr. Ellerbe inquired if there were any appreciable changes from the first reading and Mr. Perry advised no.

Mayor Rousmaniere noted she just learned gas stations do not make money on gas and advised they make money on groceries and supplies. Mayor Rousmaniere advised there were approximately 1,400 beds located in this area, another 600 beds at Indian Trace apartments and 150 or so drivers going to the high school. Mayor Rousmaniere noted many of the drivers are coming from the south and inquired why the left turn was such a deal breaker if the gas station is probably going to make the most money on groceries. Mr. Webb advised the basic premise of a convenience store is convenience noting people have no allegiance to a convenience store. Mr. Webb advised if it was difficult to turn left people will not turn left they will go to the next store.

Mr. Dana advised the right-in right-out was a concession noting the preferable recommendation is not to have a curb cut at all. Mr. Dana asked Mr. Elliott to reiterate comments he made earlier regarding the differences between this proposed location and the existing gas station in McGonigle. Mr. Elliott reiterated those comments and noted he did not think Council wanted to risk pedestrian, bicycle and vehicle safety for customer convenience.

Mr. Ellerbe noted he was misinformed when he commented at the first reading of this ordinance. Mr. Ellerbe advised he did some research and visited the site to taking stock in the traffic. Mr. Ellerbe noted understanding that there are 1,000 people within a quarter of a mile and with the high school being located at this intersection he felt it could be extremely dangerous when making a left turn. Mr. Ellerbe advised he instructed young drivers on a regular basis and he now would be very uncomfortable having that there knowing there is a large population of individuals twice a day that have an opportunity to put themselves in danger. Mr. Ellerbe noted he agreed with the conditions set forth by the Planning Commission. Mr. Ellerbe advised he agreed with requiring as an additional condition the focused canned lighting because of the risk of light pollution when reaching the boundary of Oxford.

Mr. Dana advised by a way of summary of the numbers of people who have weighed in on this he would point to the following, it was not only the Community Development Director a highly regarded professional but the Police Chief, the City Engineer, the City Manager, the Planning Commission, the State Highway Access Manuals and the Service Department. Mr. Dana noted all of those have delivered their opinion whatever the reasons may be, whatever the caveats may be all of those people are endorsing recommendation number 2 of this conditional use.

Ms. Southard advised she was very much opposed to the left turn because she feels safety is paramount. Ms. Southard noted she felt Council wanted the business to succeed but an accident could be a major detriment to its success. Ms. Southard advised she felt making sure there are no un-necessary accidents is very crucial and very much a part of Council's mission. Ms. Southard noted Council considers and thinks very carefully about what they are doing. Ms. Southard advised people can talk about donating their time and noted Council also donated their time and would appreciate a little more respect about that. Ms. Southard advised she respected and valued the points of the professional staff as well as the Planning Commission that have been made. Ms. Southard noted she felt a gas station and convenience store is very useful at this location, is needed and will reduce traffic into town. Ms. Southard advised she favored the business itself with no left turn to prevent accidents. Ms. Southard noted the idea of reducing light pollution was an excellent one because it affects drivers at all times in all kinds of weather.

Mr. Smith noted he felt this corner was a gold mine and the carry-out beer sales alone should cover the costs. Mr. Smith advised when he made his statements at the last meeting he did not have the technical data in front of him noting he was glad Mr. Dana read the statistics on eliminating the left turn. Mr. Smith advised Council wanted this business to succeed but they do not want it to succeed at the detriment of safety for everyone else. Mr. Smith noted he was curious to see the traffic impact study because the last numbers he saw indicated there were 17,000 to 21,000 vehicles traveling that portion of US27 per day. Mr. Smith advised he was in favor of the right-in/ right-out entrance and exit drive and he was in favor of the light restrictions for the canopy.

<u>Mr. Ellerbe moved to add an additional condition limiting the lighting footprint to the canopy. Mayor Rousmaniere seconded. The motion passed 5-0-0.</u>

<u>Mr. Smith moved to adopt Ordinance No. 3529. Mr. Dana seconded. The Ordinance was adopted by the following roll call:</u>

AYE: Ms. Southard, Mr. Dana, Mr. Ellerbe, Mr. Smith, Mayor Rousmaniere (5)

NAY: None (0)

ABS: None (0)

Mayor Rousmaniere offered best wishes to the applicant and thanked him for his proposal noting Council looked forward to seeing his project in the community. Mayor Rousmaniere thanked members of the public for their participation.

ORDINANCE
NEW CHAPTER 1152

An Ordinance No. 3530 Repealing Oxford Codified Ordinance Chapter 1331 Entitled Historic and Architectural Preservation, And Adopting New Oxford Codified Ordinance Chapter 1152 Entitled Historic and Architectural Preservation. (Sam Perry, Community Development Director)

Mr. Perry advised there were no changes since the first reading of the proposed Ordinance. Mr. Perry reminded everyone a consultant was hired to assist with the new language in the Historic and Architectural Preservation Chapter and noted the HAPC held several open houses to involve the public with the process. Mr. Perry advised the Historic and Architectural Preservation language would now be located within the Zoning Code with all of the other land use regulations.

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

Mr. Dana referred to page 139 of Council's packet and inquired if comments from the City Engineer had been addressed regarding municipal infrastructure. Mr. Perry advised nothing had been put in writing yet and noted the departments had a verbal understanding that whenever a waterline or any utility needs to be replaced the HAPC will not have to review it.

Mayor Rousmaniere thanked the HAPC for their work on the new chapter.

Mr. Dana moved to adopt Ordinance No. 3530. Mr. Ellerbe seconded. The Ordinance was adopted by the following roll call:

AYE: Mr. Dana, Mr. Ellerbe, Mr. Smith, Ms. Southard, Mayor Rousmaniere (5)

NAY: None (0)

ABS: None (0)

ANNOUNCEMENTS

Mr. Elliott updated everyone on a proposed Southpointe Roadway Extension Construction Agreement noting it would come before Council soon for their consideration.

Mr. Elliott advised himself, Mayor Rousmaniere and Mr. Newlin attended an Oxford Community Conversation meeting May 23 at the Marcum Center held by the Butler County United Way. Mr. Elliott noted other community members were in attendance representing local service agencies. Mr. Elliott advised a survey was sent to the attendees prior to the meeting regarding services such as housing, human services and food resources. Mr. Elliott noted the meeting was focused on how Oxford agencies can effectively and cooperatively work together to help vulnerable populations. Mr. Elliott advised he would provide Council with information on the results of the meeting.

Mr. Elliott updated everyone on a meeting held with Miami University officials regarding the current future challenges or opportunities facing Miami University and their plans for meeting them. Mr. Elliott noted staff has invited them to present the information to Council as part of the goal for better strategic town gown planning.

Mr. Elliott recommended the July 2 Council meeting be cancelled since the Freedom Festival parade would be held that evening noting Council members typically participate in that event.

Ms. Greene reminded everyone the summer concerts would begin this Thursday.

Mr. Kyger advised himself, Mayor Rousmaniere, Ms. Greene and representatives from Miami University attended the International Town Gown Conference in State College, PA. noting the highlight of the conference was when the City of Oxford and Miami University were recognized with the Larry Abernathy award for Town Gown Relations.

Mr. Ellerbe noted he wanted to explain why he said no at the beginning of the gas station ordinance. Mr. Ellerbe advised the petitioner asked that all Council members be present for the second reading and then decided to go ahead with it knowing 2 members of Council would not be present. Mr. Ellerbe advised he wanted to make sure that if a petitioner asks for something like this in the future that Council holds them to their request.

Mr. Ellerbe advised the Oxford Wine Festival was an awesome event and noted his hope Oxford would continue to hold them. Mr. Ellerbe advised he liked when Oxford has adult oriented events where everyone has a great time. Mr. Ellerbe cheered those who planned the event.

Mr. Dana agreed with Mr. Ellerbe on the Wine Festival noting it was a great event.

Mr. Dana congratulated the Service Department on what is happening on Fairfield Road by the Knolls of Oxford. Mr. Dana noted he saw what was being done to draw people's attention to the new rate of speed which he felt was very important as the area becomes more of a destination.

Mr. Smith noted this coming weekend was Alumni Weekend at Miami University and encouraged everyone to be good ambassadors to the returning Alumni.

Mr. Smith advised the Hueston Woods Arts and Crafts Festival was also being held this weekend with the proceeds benefiting the Oxford Museum Association.

Ms. Southard noted the opening of the new Aquatic Center would occur June 15^{th} which she felt was very exciting and a wonderful achievement for the City.

Ms. Southard complimented the signage and reduction of speed on Fairfield Road.

Ms. Southard advised the Public Arts Commission of Oxford is in the process of completing the first mural which was a civil rights mural to be placed near the Municipal Building.

Mayor Rousmaniere advised 1,200 boys from Buckeye Boys State were coming to Oxford next week. Mayor Rousmaniere noted they are all from Ohio chosen by their school district and their local American Legions to represent their community and to learn about citizenship. Mayor Rousmaniere advised for one week they stay at Miami University and noted on the afternoon of Thursday, June 13th staff and Council members would do a walking tour with the young men.

Mayor Rousmaniere noted Friday, June 7 at 10:00 a.m. in Miami University's Psychology Building a coffee and introduction event with the Buckeye Boys State leaders would take place.

Mayor Rousmaniere advised Race Across America was coming through town June 18-22 noting approximately 200 bicyclists ride from California to Rhode Island as fast as they can. Mayor Rousmaniere advised a tent will be placed in the TJ Maxx parking lot to welcome the racers.

ADJOURN

Mr. Smith moved to adjourn at 9:59 p.m. Mr. Ellerbe seconded. The motion passed 5-0-0.

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager

Council Meeting of: June 18, 2019

Service Department
Originating Department

Account Code #: N/A

David Treleaven
Prepared By

Budgeted Amount: N/A

June 6, 2019
Date Prepared

Agenda Title:	Environmental Commission Meeting of June 5, 2019

Recommendation:	For Review and Consideration

Discussion:
Environmental Commission members present at the Wednesday, June 5, 2019 meeting were: Chair, Mr. Wright Gwyn; Vice-Chair, Ms. Madeline Maurer; Planning Commission Representative, Ms. Carla Blackmar; Mr. Jon Ralinovsky, and Mr. Andor Kiss. A quorum was present. City Council Representative, Ms. Chantel Raghu, had previously informed the Commission that she would be unable to attend the June meeting. Also in attendance were Mr. Pete McCarthy, Oxford citizen, and Ms. Suzanne Zazycki, Assistant Director of the Miami University (MU) Institute for the Environment and Sustainability Department (IES).

The minutes from the May 1, 2019 Environmental Commission meeting were unanimously approved as presented.

Mr. McCarthy was in attendance for the discussion on the proposed Tree Preservation and Protection Ordinance. Mr. McCarthy indicated that he was concerned that the Ordinance as proposed did not offer sufficient exemptions for trees that were removed for City-required infrastructures (roads, sidewalks, utilities, etc.) associated with land development, and that development projects by the City of Oxford itself did not appear to be covered by the ordinance's requirements.

Ms. Zazycki updated the Commission on the status of the Professional Service Project (PSP) inventorying the greenhouse gas (GHG) emissions associated with the Oxford municipal operations. The PSP had been undertaken during the 2018-2019 MU academic year by a team of IES graduate students, to quantify the carbon footprint of Oxford's municipal operations, with the Environmental Commission as the client. In the course of the PSP (entitled: "Understanding a Local Government Operations GHG Inventory"), the data collection and processing was found to be more complicated, tedious, and time consuming than initially anticipated, and the entire GHG inventory was not completed. However, one of the products produced by the PSP team was an instructional manual on the use of ClearPath Pro, which is a Global Protocol for Community-Scale Emissions compliant GHG inventory software tool. Access to ClearPath is through Oxford's membership in the Local Governments for Sustainability. Originally, the completion of the GHG inventory for Oxford's operations was to be completed as a Practicum, to be undertaken by one of the initial PSP team members over the upcoming summer and fall academic semester. However, an opportunity for professional development arose for this individual, and they are not available to complete the inventory. Ms. Zazycki proposed that during the 2019-2020 academic year, two IES grad-

(continued)

Approved By:		Initial	Date
	Department Head:	MBD	6/6/19
	City Manager:	DRE	6/13/19

uate student PSP teams work on varying aspects of the municipal operation's GHG inventory. One team is to complete the GHG inventory utilizing the ground work established by the previous 2018-2019 PSP, and the second PSP team focused on learning how to manipulate the forecasting modules available with the ClearPath GHG inventory software, and preparing an instructional tutorial for the utilization of the forecasting modules. The thought is to have Oxford collect the necessary data for the GHG inventory during the upcoming summer and early fall, so that it is available for the PSP teams starting in January, 2020.

Mr. Gwyn informed Commissioners that Community Development Director, Mr. Sam Perry, and he had discussed the draft Tree Protection and Preservation Ordinance. Mr. Perry subsequently had provided comments to the most recent version of the draft ordinance that the Environmental Commission had worked on during the May 1, 2019 meeting. Commissioners reviewed Mr. Perry's comments one-by-one, and largely agreed with them. The section pertaining to tree preservation on private property still was a sticking point, with Mr. Perry recommending it be totally removed. Commissioners were hesitant to follow the recommendation, and suggested specifying in the title and text that the properties this section was to address were residential, with the owner as the occupant. Mr. Gwyn is to discuss this section further with Mr. Perry, with the idea that the application for a permit from the Community Development Department be the trigger for the requirements of the tree preservation and protection ordinance to be applicable. Commissioners did expand exemptions of protected tree replacement included in Section 1111.15 (Acceptable Tree Removal Areas) to include protected trees removed for a development's access roads, sidewalks, utility installation, stormwater management structures, and vehicle parking. Commissioners requested Mr. Gwyn discuss whether driveways should also be considered as exempted with Mr. Perry. Mr. Gwyn was also instructed to discuss whether the requirements of the proposed ordinance should be applicable to the City of Oxford projects.

Staff updated the Commission regarding the food scraps pilot drop-off program. All of the 100 buckets Oxford had available to the public have been distributed. After eight weeks of food scrap collections, approximately 3,110 pounds of food scraps have been recovered by GoZERO Services (the food scrap courier) and taken for processing into compost. Staff informed the Commission that Oxford was intending to utilize GoZERO Services for the annual community picnic (scheduled for Thursday, August 29, 2019). The annual community picnic was being organized with the intent of minimizing trash production, and maximizing use of materials that were either compostable with the food scraps or would be recycled.

Commissioners concluded discussions at 9:30 p.m. As the regularly scheduled Commission meeting for July would fall on July 3rd, the Commissioners opted to cancel that meeting due to its proximity to the Independence Day holiday. The next Environmental Commission meeting is tentatively scheduled for 7:00 pm on August 7, 2019, in the Municipal Building's First Floor Conference Room.

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager

Council Meeting Of: June 18, 2019

Account Code No. #:

Budgeted Amount:N/A

Community Development
Originating Department

Sam Perry
Prepared By:

June 7, 2019
Date Prepared:

PC-2018-05 & 06, Tree Preservation and Protection Ordinance Revisions, new Chapter in Zoning Code

Recommendation: Denial

On March 19, 2019, City Council reviewed a proposed Tree Preservation Ordinance that was recommended by the Environmental Commission and the Planning Commission. The Planning Commission held the hearing in April 2018 followed by several months of work by the Environmental Commission.

Since the March 19th City Council meeting the item has remained tabled pending revisions that respond to concerns about the feasibility of implementing the ordinance.

There has been significant progress between the Community Development Director and the Environmental Commission that will result in a revised ordinance. In order to be able to re-start the process through the Planning Commission, the April 2018 recommendations from the Planning Commission need to be denied. This means that the City Council will not review the revisions until after a hearing has been held at Planning Commission. City Council also has the choice of reviewing the revisions and passing legislation without Planning Commission review. However, staff believes that the changes are significant enough that the process should re-start.

Approved By:

Department Head: /
City Manager: DRE / 6/13/19

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager

City Manager
Originating Department

Council Meeting Of: March 19, 2019

Doug Elliott
Prepared By

Account Code No. #: N/A

Budgeted Amount: N/A

March 14, 2019
Date Prepared

Agenda Title: An Ordinance Adopting Oxford Codified Ordinance Chapter 1111 Entitled Tree Preservation And Protection.

Recommendation: Review and consider the proposed Ordinance.

Discussion:
Included with this report is the amended and proposed Tree Preservation and Protection Ordinance. The original ordinance proposed by the Environmental Commission and reviewed by the Planning Commission in April of 2018 proposed language in the Planned Development Chapter 1145 and in the Design and Construction Standards in Section 1101.4 of the Subdivision Regulations Chapter 1101. In order to make the proposed regulations easy to find and understand the Environmental Commission was tasked with proposing a separate Chapter 1111. As written, the proposed ordinance applies to any privately owned parcel of land of 2 acres or more. This includes developed as well as undeveloped land. There are presently 108 privately owned parcels of land of 2 acres or more within the City of Oxford. However, the ordinance includes contiguous parcels of less than 2 acres owned by the same person. For example, Habitat for Humanity owns several parcels off of Hester Road and they would be required to comply with the proposed ordinance. The ordinance requires that before any protected tree or landmark tree is removed a tree survey and tree replacement plan must be approved either by the Community Development Director in the case of individual lots of 2 or more acres or by the Planning Commission for development projects. Developers must also submit a tree replacement plan. All trees to be removed must be marked. This will add to the cost of any new housing development in the City of Oxford including affordable housing for example, it is estimated that a tree survey for an acre of land with approximately 40 trees will cost $2,500. The penalty for not complying is a minor misdemeanor for the first offense and a misdemeanor of the fourth degree for any subsequent offense. The Tree Authority as written in this ordinance is the Environmental Commission.

Approved By:

	Initial	Date
Department Head:	\	
City Manager:	DRE \	3/15/19

ORDINANCE NO.

AN ORDINANCE ADOPTING OXFORD CODIFIED ORDINANCE CHAPTER 1111 ENTITLED TREE PRESERVATION AND PROTECTION.

WHEREAS, Council hereby finds that the original language for Tree Preservation and Protection was proposed by the Environmental Commission and reviewed by the Planning Commission in April of 2018; and

WHEREAS, the original proposed language would be included in Oxford Codified Ordinance Chapter 1145 entitled Planned Developments, and in Chapter 1101 entitled Subdivision Regulations; and

WHEREAS, the Environmental Commission was tasked with proposing a separate Chapter 1111 to ensure the proposed regulations were easy to locate and understand within the Zoning Code of the Oxford Codified Ordinances.

WHEREAS, the City Manager recommends the adoption of Oxford Codified Ordinance Chapter 1111 entitled Tree Preservation and Protection as set forth below.

THE COUNCIL OF THE CITY OF OXFORD, OHIO, HEREBY ORDAINS THAT:

SECTION 1: Council hereby accepts the recommendation of the City Manager and adopts Oxford Codified Ordinance Chapter 1111 entitled Tree Preservation and Protection as follows:

CHAPTER 1111
Tree Preservation and Protection

Contents

CROSS REFERENCES

Power to regulate shade trees and shrubbery - see Ohio R.C. 715.20
Assessments for tree planting and maintenance - see Ohio R.C. 727.011

1111.01PURPOSE

The purposes of the tree preservation standards and regulations established in this chapter are to promote clean air quality, to reduce noise, heat and glare, to improve surface drainage and minimize flooding, to provide visual buffers, to beautify and enhance both improved and undeveloped areas, to advance the aesthetic quality of the community, to maintain property values and the quality of life in the city and to promote the public health, safety and welfare through the preservation and replacement of trees. The regulations included in this chapter are intended to prevent and eliminate the ability for partial or complete deforestation of lands with the wanton removal of trees. As a recognized "Tree City USA" community by the national Arbor Day Foundation, the City of Oxford (City) demonstrates adherence to core standards of sound urban forest management, thus promoting a greener, healthier community.

1111.03DEFINITIONS

A. All definitions found in Chapter 935 apply to this Chapter.

B. "Caliper" means for the purpose of this chapter, the caliper of a tree is it's diameter as measured at 4 1/2 feet (54 inches) above the adjacent surface grade, commonly known as Diameter at Breast Height (DBH).

C. "Landmark Tree" means a tree entered in any of the lists maintained by Ohio Department of Natural Resources Champion Tree Program. A tree may also be designated as a Landmark Tree by the Community Development Director if the tree is 75% of the circumference of its species listed in the Ohio Department of Natural Resources Champion Tree Program's Ohio Champion Tree Registry for Native and Non-native Species of the largest trees in Ohio.

D. "New Development/Redevelopment Sites" means the development of property within the city that requires a building permit.

E. "New Development/Redevelopment Tree Species" – a species of tree that is planted as part of a development project under Chapter 1101 Subdivision Regulations or Chapter 1145 Planned Developments.

F. "Protected Tree" means any healthy tree with a Caliper equal to or greater than the "Minimum Protected Caliper" as specified here.

- A certified arborist may be used to determine whether or not a tree is healthy.
- The Minimum Protected Caliper for deciduous hardwoods is six caliper inches;
- For needle bearing evergreens is eight caliper inches; and
- For small trees as defined in the official comprehensive City Tree Plan of Chapter 935.05 is two caliper inches.

G. "Tree Protection Zone" means the area around a tree corresponding to the drip line, or one foot away from each tree's trunk for each inch of the trunk's caliper diameter as measured at DBH as defined above.

1111.05DESIGNATION OF TREE AUTHORITY

The City of Oxford Tree Authority is designated in Chapter 935.

1111.07OPERATION

A. The Community Development Director shall be responsible for implementation of the rules and regulations set forth in this chapter.

B. Requests to vary from requirements set forth in this Chapter, or from portions of the Tree Plan relevant to this Chapter, shall be presented to the Community Development Director or a designee for approval. Denial of such a request may be appealed in writing to the Tree Authority. The Tree Authority will consider the appeal and make recommendations to the Community Development Director. The Community Development Director may accept or reject the recommendations of the Tree Authority and shall provide written notification to the appellant and the Tree Authority of the decision made and the reasons supporting that decision.

1111.09STREET TREES IN NEW DEVELOPMENTS.
Developers shall plant trees in tree lawns in all developments according to the specifications in Chapters 935.06 and 935.07. The Oxford Planning Commission shall require a landscaping plan for all subdivisions, planned developments, and commercial developments.

1111.11TREE PRESERVATION ON PRIVATE PROPERTY
A. Consistent with the expressed purposes of this chapter, all persons shall make reasonable efforts to preserve and retain existing Protected Trees and Landmark Trees in the City of Oxford.
B. If any private lot is 2 or more acres, or a contiguous group of lots owned by substantially the same person or entity is 2 or more acres, then no person shall cut, destroy, cause to be destroyed, move or remove any Protected Tree or Landmark Tree on such lot or group of lots without first obtaining a permit from the Community Development Director.
C. A permit may be granted by the Community Development Director after review of a Tree Survey and a Tree Replacement Plan described in 1111.17.

1. The Community Development Director shall approve, deny, or require changes to the plan.
2. The Community Development Director may obtain input from the Tree Authority.
3. The Community Development Director may approve the removal of a Protected Tree or Landmark Tree without a Tree Survey and Tree Replacement Plan if the tree poses immediate danger to life or property.

D. The owner or owners have 12 months from the date of the permit to complete tree replacement, unless a different time is specified in the Tree Replacement Plan.
E. Any Protected Tree or Landmark Tree removed without a permit must be replanted as described in 1111.27, except that the replacement rate shall be one caliper inch replaced for each caliper inch removed.

1. Removal without prior approval constitutes a violation of this chapter, subject to the penalties described in 1111.99.

F. In any calendar year, removal of one Protected Tree per acre from a lot or lots as described in (B) is allowed without permit. Removal of any Landmark Tree requires a permit.

1111.13TREE APPROVAL FOR DEVELOPMENT PLANS
A. No zoning permit, preliminary or final plan approval, or site development approval pursuant to Chapters 1101 or 1145 shall be granted or recommended without first obtaining tree approval from the Planning Commission. If no trees are to be removed as part of site development, tree approval from the Planning Commission is not needed. Trees that are outside of the development activities on a site and that will not be immediately affected by the site development do not have to be included in the provided items included in 1117.17 below.
B. When a person applies to the Planning Commission for a Preliminary Plan approval pursuant to Chapter 1101.4 or a Preliminary Plan approval pursuant to Chapter 1145.05, such person shall submit the following items for tree approval:

1. A complete tree survey, as described in 1111.17;
2. The proposed development plan shall be overlaid on the tree survey.

C. When a person applies to Planning Commission for Final Subdivision approval pursuant to Chapter 1101.4, or Final Plan approval pursuant to Chapter 1145.05, such person shall submit the following items for tree approval:

1. A complete tree survey, as described in 1111.17;
2. A complete Protected Tree and Landmark Tree removal plan clearly denoting trees to be removed;
3. A complete list of Protected Trees and Landmark Trees and associated calculations;
4. A landscape plan including tree placement and replanting schedule;
5. A description of proposed plans for tree protection and replacement in conformance with 1111.23, and 1111.27;
6. The proposed development plan shall be overlaid on the tree survey plan and the tree removal plan.

D. The Community Development Director shall review all plans and supporting data determining whether the requirements set forth in this chapter are complied with, and based on such determination make one of the following recommendations to the Planning Commission: recommend approval, recommend approval with conditions, or do not recommend approval.

1. The Community Development Director shall solicit comments from the Tree Authority as part of this review process.

E. The Planning Commission shall review all plans and supporting data and the recommendations of the Community Development Director and shall determine whether the purposes as set forth in this chapter are complied with, and based upon such determination take one of the following actions: recommend approval, recommend approval with conditions, or do not recommend approval. Tree approval does not authorize any development activity.

1111.15ACCEPTABLE TREE REMOVAL AREAS

A. Protected Tree removal is permitted within the area used or to be used by a permanent structure within the lot building area without replacement planting.

B. Protected Tree removal is permitted on the entire site for access roads, parking areas, canopies, patios, decks, sidewalks, utility installation, water retention and similar necessary development needs provided replacement trees are installed consistent with the provision of this chapter.

C. Every effort shall be made by the property owner/developer to protect and preserve any Landmark Tree located on the site. If a Landmark Tree cannot be preserved, the owner/developer shall provide replacement trees for any removed Landmark Tree consistent with the provisions in 1111.27, even if the Landmark Tree is within the area described in this section.

1111.17TREE SURVEY AND TREE REPLACEMENT PLAN

A. The tree survey shall be in the form of a to-scale map or a site plan prepared and certified by a registered land surveyor, qualified professional engineer, or an International Society of Arboriculture Certified Arborist and/or American Society of Consulting Arborists' Registered Consulting Arborist. The location of all Protected Trees or Landmark Trees within the area to be modified from its natural state and 25 feet beyond in each direction shall be noted. The tree survey map shall be drawn at the same scale as the development plan, site development plan or preliminary plan. This survey shall also identify all Protected Trees to genus level, as well as any Landmark Tree(s).

B. Areas of stands of trees can be outlined giving numbers, genera, and estimated ranges of DBH caliper and the estimated average DBH caliper of Protected Trees in the stand. Any Landmark Tree must be identified and located individually.

C. At the discretion of the Community Development Director, a recent aerial photograph may relieve the applicant of the requirement of submitting a complete Tree Survey map if number, caliper, and genera of Protected Trees are listed or indicated. Any Landmark Tree must be identified and located individually.

D. A schedule indicating the number, and caliper inches by genus, of Protected Trees to be removed shall be provided. Any Landmark Trees shall be identified individually.

E. A tree replacement plan shall include:

1. A schedule indicating the number, size and species of all replacement trees. A total shall be provided for each species.
2. The proposed location of all replacement trees within the proposed development or redevelopment.
3. A date by which tree replacement is to be completed.

1111.19TREE SURVEY INSPECTION

Following the receipt of the completed tree survey map and supporting data, the Community Development Director, or a designee, shall schedule and conduct an inspection of the proposed development site. The applicant or a designee shall be advised as to the date and time of the inspection and given an opportunity to participate.

1111.21TREE MARKING

Prior to commencement of construction or any tree removal on a site, a uniform colored painted "X" shall be used by the applicant to designate a tree to be removed, consistent with the approved plan. Red paint shall be used to designate the trees to be removed.

1111.23TREE PROTECTION DURING CONSTRUCTION ACTIVITIES

A. The cleaning of equipment, storage of materials or dirt, disposal of waste material such as paint, oil solvents or other harmful substances, or any other such act which may be harmful to the continued vitality of the tree(s) within the tree protection zone shall be prohibited.

B. Prior to commencement of any grading, construction or tree removal, a tree protection zone will be established for all Protected Trees or Landmark Trees located within 25 feet of, or that has its drip line within any area of proposed grading, construction or tree removal. Trees marked for removal are exempt from this requirement.

C. New development/Redevelopment tree protection zones shall be consistent with those described for Street and Public Trees in 935.11(b). Tree protection shall be maintained during the entire construction period.

D. Changes in the normal drainage patterns shall be avoided and appropriate protection shall be provided for trees if a grade change is necessary in the surrounding area.

E. Vehicular, pedestrian and other traffic patterns should be kept away from trees to avoid soil compaction.

F. The size of the tree protection zone may be adjusted at the discretion of the Community Development Director and so noted on the tree approval.

G. Practices for the proper protection of trees on construction sites shall be in accordance with guidelines established by the Tree Authority.

H. Protected Trees or Landmark Trees to remain that are located within 25 feet of or that have a drip line within any proposed grading or construction area shall be watered with the equivalent of 1 inch of rain per week. Rain gage or NOAA local weather information may be used to verify actual rainfall and offset amount of watering required.

1111.25TREE DAMAGE

Any remaining Protected Tree or Landmark Tree, damaged during construction, or damaged as a result of such construction, shall be repaired according to the most current version of ANSI Standard A300. If a tree is removed due to damage beyond repair during construction, replanting will be required pursuant to 1111.27, except that the replacement rate shall be one caliper inch replaced for each caliper inch removed.

1111.27TREE REPLANTING

A. With respect to developments subject to the provisions of this chapter, prior to the issuance of a Certificate of Code Compliance, supplemental and replacement trees shall be planted consistent with the requirements of the approval.

B. Replanted trees shall have calipers of two (2) inches taken at the appropriate height above ground level (based upon their species), as outlined in the current edition of "American Standard for Nursery Stock" (ANSI Z60.1), with an appropriate height of branching for the tree's species.

C. It is desirable that the replanting of trees be compatible with the sites. Ideally, the species chosen for replanting shall be similar to those trees removed.

1. Tree species may be selected from those listed in the City Tree Plan, listed as the Ohio Department of Natural Resources (ODNR), Division of Forestry's "Common Ohio Trees", and/or listed in the ODNR Ohio Champion Tree Registry for Native Species. Other species may be planted consistent with the approved final tree replacement plan;
2. Distribution of species should be as recommended in the City Tree Plan.

D. Trees shall be planted replacing one inch caliper for every two inches of caliper of Protected Trees or Landmark Trees to be removed designated on the Tree Survey Map. If the site cannot physically accommodate this size requirement, Planning Commission may approve a "Tree Replacement Plan" in lieu of a specific number of caliper inches.

E. On-Site Replacement - A minimum of fifty percent (50%) of the required replacement trees shall be replanted on the development or redevelopment sites from which the original trees were removed, to maintain the remaining natural distribution of tree cover in the City.

F. Tree Fund Option - Although 100% on-site tree replacement is desired, if this is determined to be impossible or impractical, the replacement fee for each tree shall be allocated to the City General Fund according to the schedule of fees established by Council.

1111.29 TREE Preservation and Replanting APPROVAL COMPLIANCE

A. Prior to the issuance of a Certificate of Code Compliance for the development site, the Community Development Director, or a designee, shall inspect the site to confirm that the development has satisfied the purposes, requirements and standards of this chapter as well as those in 1123.

B. If all requirements have been satisfied, the Certificate of Code Compliance may be issued.

C. If all requirements have not been satisfied, the Certificate of Code Compliance shall not be issued. A written notice shall be provided to the applicant stating the reason for denial. An applicant may submit revisions to a denied application to correct elements of the original application that do not satisfy these requirements or to provide more information that will ensure satisfaction of all requirements.

D. If the development or re-development occurs in defined phases with specified timelines, then a Certificate of Code Compliance may be issued for each completed phase once each phase has been inspected and all requirements have been satisfied.

1111.31TREE MAINTENANCE REQUIREMENTS

A. The developer shall be required to maintain all replacement trees for one (1) year after the trees are planted and to replace any tree that dies within such one-year guarantee period, according to the following:
    1. Upon completion of the tree planting, the developer shall contact the Community Development Director to initiate the guarantee period.
    2. The guarantee period shall begin after the approval of the Community Development Director.
    3. A final inspection shall be made at the end of the one-year guarantee period. All trees not exhibiting a healthy, vigorous, growing condition, as determined by the City's inspection, shall be replaced at the expense of the developer.

B. The developer shall notify the Community Development Director, within five (5) business days, of the end of the guarantee period to schedule the final inspection.
C. If the City determines that replacement of a tree is required, such replacement shall occur within thirty (30) days of the date the City's inspection report is submitted to the developer, or during the next spring or fall tree planting season, whichever occurs first. The one-year guarantee period shall begin anew for each replacement tree.
D. Preserved or replacement trees shall not subsequently be removed from a site unless approved pursuant to 1111.11 and 1111.13.
E. Where applicable, the City may require the original owner of any property on which trees have been preserved or replaced according to the requirements of this Chapter, to add a restrictive covenant to the deed that shall inform subsequent purchasers, lessees or occupants of the site, that trees shall not subsequently be removed from a site except when approved pursuant to 1111.11 and 1111.13.

1111.99PENALTY

Whoever violates any provision of this chapter is guilty of a minor misdemeanor for the first offense and a misdemeanor of the fourth degree for any subsequent offense. A separate offense shall be deemed committed upon each day during or on which the violation occurs or continues.

SECTION 2: This Ordinance shall take effect at the earliest time allowed by law.

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: KATE ROUSMANIERE

PREPARED BY: LAW (STAFF)

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to City Manager		Finance Originating Department
Council Meeting Of :	6/18/2019	
Account Code No. :	see below	Joe Newlin Prepared By
Budgeted Amount :		6/12/2019 Date Prepared

Agenda Title:	**2019 Supplemental Budget #6**
Recommendation:	**Approve**

Issue 1
To make adjustment to budget for Community Development Software from unencumbered balance $12,435 and 2.5% contingency $2,565

Action Needed:

Revenue Side

N/A

Expense Side

Capital Equipment Fund (140)	15,000.00	Increase for Community Development Software
Net Effect on Fund Balance/(s) Increase/(Decrease)	(15,000.00)	
Total Net Effect on Fund Balance/(s) Increase/(Decrease)	(15,000.00)	
Breakdown by Fund		
Capital Equipment Fund (140)	(15,000.00)	
Net Effect on Fund Balance/(s) Increase/(Decrease)	(15,000.00)	

Approved By:		Initials	Date
	Department Head:	JN	6/12/19
	City Manager:	DRE	6/13/19

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ORDINANCE NO.

AN ORDINANCE AMENDING ORDINANCE NO.3493. SUPPLEMENTAL BUDGET ORDINANCE NUMBER 6 TO MAKE SUPPLEMENTAL APPROPRIATIONS FOR FISCAL YEAR 2019.

WHEREAS, additional appropriations are needed for the current fiscal year and monies are available for appropriation in those funds, and changes to estimated revenues.

THE COUNCIL OF THE CITY OF OXFORD, OHIO, HEREBY ORDAINS THAT:

SECTION 1: Additional appropriations are needed for the current fiscal year and monies are available for appropriation in those funds, and changes to estimated revenues;

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

Capital Equipment Fund 140	15,000.00

SECTION 3: In all other respects, Ordinance No. 3493 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: KATE ROUSMANIERE

PREPARED BY: LAW (STAFF)

CITY OF OXFORD
STAFF SUMMARY REPORT

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

Council Meeting Of: 6/4 & 6/18

Joe Newlin
Prepared By

Account Code No. ________

Budgeted Amount: ________

5/28/19
Date Prepared

Agenda Title: **Year 2020 Tax Budget submitted to the County**

Recommendation: **Approve**

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

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

This tax budget provides our first glimpse at 2020's General Fund budget. We have prepared this budget with an approximately 0% change from the 2019 amended Budget except for a few items. It was prepared as follows:

General Fund Budget Analysis

	2019 Estimate	2020 Budget	Delta
Total Revenue	15,646,045.00	15,321,345.00	(324,700.00)
Property Tax	1,180,000.00	1,083,300.00	(96,700.00)
Northridge III Subdivision Cash Bond	28,000.00	-	(28,000.00)
Return of Advance from Southpointe TIF Fund	200,000.00	-	(200,000.00)
Total Revenue Delta			(324,700.00)
Total Expenditures	15,742,601.20	15,321,345.00	(421,256.20)
Northridge III Subdivision Bond Release	28,000.00	-	(28,000.00)
Law Department Setlement	232,805.00	182,805.00	(50,000.00)
Transfer to Park Debt Service	311,250.00	-	(311,250.00)
Transfer to Aquatic Center Debt Service	95,605.49	308,500.00	212,894.51

Transfer to Capital Equipment Fund	626,308.00	577,958.00	(48,350.00)
Transfer to Capital Improvement Fund	514,003.00	516,050.56	2,047.56
Advance to Southpointe TIF Fund	200,000.00	-	(200,000.00)
Contingency	38,598.27	40,000.00	1,401.73
Total Expenditure Delta			(421,256.20)

All other revenues and expenditures remained constant.

See exhibit "A" for all other Funds changes.

Please keep in mind this is just a preliminary estimate.

Ohio Revised Code requires one public hearing be held, advertised at least 10 days in advance. We have advertised the public hearing for the Council meeting of June 18th.

Approved By:

	Initial	Date
Department Head:	[illegible]	5/28/19
City Manager: ACM	CAK	5-31-19

ORDINANCE NO.

AN ORDINANCE AUTHORIZING THE TAX BUDGET FOR THE YEAR 2020 AND DIRECTING THAT THE SAME BE TRANSMITTED TO THE BUTLER COUNTY AUDITOR.

WHEREAS, the annual Tax Budget for the coming year shall be submitted to the Butler County Auditor pursuant to the Ohio Revised Code Section 5705.30; and

WHEREAS, approval by the legislative body of each political subdivision is required by July 15th of each year and it is due to the county by July 20th of each year.

THE COUNCIL OF THE CITY OF OXFORD, OHIO, HEREBY ORDAINS THAT:

SECTION 1: The year 2020 tax budget, attached hereto as Exhibit "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: KATE ROUSMANIERE

PREPARED BY: LAW (STAFF)

City or Village of **Oxford**

Butler County, Ohio

(Date) **June 18**, **2019**
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. 5705.30 R.C. SHALL RESULT IN LOSS OF LOCAL GOVERNMENT FUND ALLOCATION.**

To the auditor of said County:

The following Budget year beginning January 1, 2020, 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	1,180,000				
SPECIAL REVENUE FUNDS	1,378,128				
DEBT SERVICE FUNDS					
CAPITAL PROJECTS FUNDS					
PROPRIETARY FUNDS					
FIDUCIARY FUNDS					
AGENCY FUNDS					
TOTAL OF ALL FUNDS	**2,558,128**	**0**	**0**	**0**	**0**

SCHEDULE B

LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES

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

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

DESCRIPTION (1)	For 2017 Actual (2)	For 2018 Actual (3)	Current Year Estimated for 2019 (4)	Budget Year Estimated for 2020 (5)
REVENUES				
Local Taxes				
General Property Tax - Real Estate	1,010,032.00	1,077,688.00	1,180,000.00	1,083,300.00
10% Rollback & Homestead	89,027.00	94,204.00	96,700.00	96,700.00
Tangible Personal Property Tax	-	-	-	-
Municipal Income Tax	8,783,372.00	9,058,621.00	8,850,000.00	8,850,000.00
Other Local Taxes	261,642.00	271,952.00	265,000.00	265,000.00
Total Local Taxes	10,144,073.00	10,502,465.00	10,391,700.00	10,295,000.00
Intergovernmental Revenues				
State Shared Taxes and Permits	5,892.00	-	-	-
Local Government	322,716.00	337,176.00	328,000.00	328,000.00
Estate Tax	-	-	-	-
Cigarette Tax	992.00	848.00	800.00	800.00
License Tax	-	-	-	-
Liquor and Beer Permits	36,700.00	38,209.00	38,000.00	38,000.00
Gasoline Tax	-	-	-	-
Library and Local Government Support Fund	-	-	-	-
Property Tax Allocation	-	-	-	-
Other State Shared Taxes and Permits	-	-	-	-
Total State Shared Taxes and Permits	366,300.00	376,233.00	366,800.00	366,800.00
Federal Grants or Aid	-	19,192.00	-	-
State Grants or Aid	27,075.00	11,949.00	18,543.00	18,543.00
Other Grants or Aid	83,693.00	97,545.00	110,534.00	110,534.00
Total Intergovernmental Revenues	477,068.00	504,919.00	495,877.00	495,877.00
Special Assessments	-	-	-	-
Charges for Services	486,265.00	458,705.00	587,460.00	587,460.00
Fines, Licenses, and Permits	829,439.00	739,742.00	751,300.00	723,300.00
Miscellaneous	368,387.00	417,251.00	360,128.00	360,128.00
Other Financing Sources:				
Proceeds from Sale of Debt	-	-	-	-
Transfers	161,694.00	137,570.00	138,149.00	138,149.00
Advances	1,660,550.00	854,380.00	2,921,431.00	2,721,431.00
Other Sources				
TOTAL REVENUES	14,127,476.00	13,615,032.00	15,646,045.00	15,321,345.00

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

DESCRIPTION (1)	For 2017 Actual (2)	For 2018 Actual (3)	Current Year Estimated for 2019 (4)	Budget Year Estimated for 2020 (5)
EXPENDITURES				
Security of Persons and Property				
Personal Services	4,002,959.00	4,023,197.00	4,563,463.00	4,563,463.00
Travel Transportation	-	-	-	-
Contractual Services	821,238.00	865,246.00	980,519.61	980,519.61
Supplies and Materials	-	-	-	-
Capital Outlay	-	-	-	-
Total Security of Persons and Property	4,824,197.00	4,888,443.00	5,543,982.61	5,543,982.61
Public Health Services				
Personal Services	-	-	-	-
Travel Transportation	-	-	-	-
Contractual Services	127,344.00	127,993.00	132,064.00	132,064.00
Supplies and Materials	-	-	-	-
Capital Outlay	-	-	-	-
Total Public Health Services	127,344.00	127,993.00	132,064.00	132,064.00
Leisure Time Activities				
Personal Services	1,014,371.00	989,912.00	1,151,349.00	1,151,349.00
Travel Transportation	-	-	-	-
Contractual Services	390,387.00	418,415.00	510,034.33	510,034.33
Supplies and Materials	-	-	-	-
Capital Outlay	-	-	-	-
Total Leisure Time Activities	1,404,758.00	1,408,327.00	1,661,383.33	1,661,383.33
Community Environment				
Personal Services	570,377.00	601,105.00	632,208.00	632,208.00
Travel Transportation	-	-	-	-
Contractual Services	548,240.00	450,763.00	472,739.00	472,739.00
Supplies and Materials	-	-	-	-
Capital Outlay	-	-	-	-
Total Community Environment	1,118,617.00	1,051,868.00	1,104,947.00	1,104,947.00
Basic Utility Services				
Personal Services				
Travel Transportation				
Contractual Services				
Supplies and Materials				
Capital Outlay				
Total Basic Utility Services	-	-	-	-

FUND NAME: GENERAL FUND

FUND TYPE/CLASSIFICATION : GOVERNMENTAL - GENERAL

EXHIBIT I - C

DESCRIPTION (1)	For 2017 Actual (2)	For 2018 Actual (3)	Current Year Estimated for 2019 (4)	Budget Year Estimated for 2020 (5)
EXPENDITURES				
Transportation				
Personal Services	-	-	-	-
Travel Transportation	-	-	-	-
Contractual Services	-	-	-	-
Supplies and Materials	-	-	-	-
Capital Outlay	-	-	-	-
Total Transportation	-	-	-	-
General Government				
Personal Services	986,574.00	1,008,313.00	929,648.00	928,246.00
Travel Transportation	-	-	-	-
Contractual Services	939,070.00	1,033,519.00	1,187,145.50	1,110,547.50
Supplies and Materials	-	-	-	-
Capital Outlay	-	-	-	-
Total General Government	1,925,644.00	2,041,832.00	2,116,793.50	2,038,793.50
Debt Service				
Redemption of Principal	-	-	-	-
Interest	-	-	-	-
Other Debt Service	-	-	-	-
Total Debt Service	-	-	-	-
Other Uses of Funds				
Transfers	5,015,033.00	3,544,985.00	2,223,401.49	2,078,743.56
Advances	1,660,550.00	854,380.00	2,921,431.00	2,721,431.00
Contingencies	-	-	38,598.27	40,000.00
Other Uses of Funds				
Total Other Uses of Funds	6,675,583.00	4,399,365.00	5,183,430.76	4,840,174.56
TOTAL EXPENDITURES	16,076,143.00	13,917,828.00	15,742,601.20	15,321,345.00
Revenues over/(under) Expenditures	(1,948,667.00)	(302,796.00)	(96,556.20)	-
Beginning Cash Balance	8,075,401.00	6,126,734.00	5,823,938.00	5,727,381.75
Ending Cash Fund Balance	6,126,734.00	5,823,938.00	5,727,381.80	5,727,381.75
Rounding	0.18	(0.05)	(0.05)	
Outstanding Advances to be repaid	-	-	-	-
Estimated Encumbrances (outstanding at year end)	85,228.00	61,049.44	-	-
Estimated Ending Unencumbered Fund Balance	6,041,506.18	5,762,888.51	5,727,381.75	5,727,381.75

FUND List All Funds Individually Unless Reported on Exhibit I or II	Estimated Unencumbered Fund Balance 1/1/2020	Budget Year Estimated Receipt	Total Available For Expenditures	Personal Services	Other	Total	Estimated Unencumbered Fund Balance 12/31/2020
GOVERNMENTAL:							
SPECIAL SERVICE:							
Street	565,790.28	963,340.00	1,529,130.28	754,193.00	209,147.00	963,340.00	565,790.28
State Highway Improvement	29,104.90	22,650.00	51,754.90		20,200.00	20,200.00	31,554.90
Community Development Block Grant	150,000.00	221,000.00	371,000.00		221,000.00	221,000.00	150,000.00
Community Development Block Loan	425,625.36	49,543.00	475,168.36		160,000.00	160,000.00	315,168.36
Parking Meter	646,763.38	672,500.00	1,319,263.38	438,119.00	316,880.00	754,999.00	564,264.38
Life Squad	15,675.61	160.00	15,835.61			0.00	15,835.61
Affordable Housing Trust	5,805.24	61.00	5,866.24			0.00	5,866.24
Law Enforcement Trust	17,796.68	12,029.00	29,825.68		7,000.00	7,000.00	22,825.68
Enforcement & Education	137,376.50	2,174.00	139,550.50		12,800.00	12,800.00	126,750.50
FEMA	0.00		0.00			0.00	0.00
Fire/EMS	1,969,700.04	2,209,515.00	4,179,215.04	1,779,668.00	918,566.00	2,698,234.00	1,480,981.04
OVI Task Force	(221,466.85)	449,695.00	228,228.15	56,975.00	392,720.00	449,695.00	(221,466.85)
South Pointe TIF District 1	118,287.90	287,979.80	406,267.70		267,439.08	267,439.08	138,828.62
South Pointe TIF District 2	3,005.51	7,317.12	10,322.63		6,795.21	6,795.21	3,527.42
South Pointe TIF District 3	4,510.21	10,980.40	15,490.61		10,197.20	10,197.20	5,293.41
South Pointe TIF District 4	4,499.55	10,954.46	15,454.01		10,173.11	10,173.11	5,280.90
South Pointe TIF District 5	4,477.65	10,896.28	15,373.93		10,120.40	10,120.40	5,253.53
OAT Property Tax Fund	0.00	1,050,000.00	1,050,000.00		1,050,000.00	1,050,000.00	0.00
Fire Loss Claims	0.00		0.00			0.00	0.00
TOTAL SPECIAL REVENUE FUNDS	3,876,951.96	5,980,795.06	9,857,747.02	3,028,955.00	3,613,038.00	6,641,993.00	3,215,754.02

FUND List All Funds Individually Unless Reported on Exhibit I or II	Estimated Unencumbered Fund Balance 1/1/2020	Budget Year Estimated Receipt	Total Available For Expenditures	Personal Services	Other	Total	Estimated Unencumbered Fund Balance 12/31/2020
DEBT SERVICE FUNDS							
Aquatic Center Debt Service Fund	3,445.52	311,250.00	314,695.52		311,250.00	311,250.00	3,445.52
Southpointe TIF Debt Service	0.00	304,725.00	304,725.00		304,725.00	304,725.00	0.00
1999 Parks Imp.Bond Debt Service Fund	0.50		0.50			0.00	0.50
TOTAL DEBIT SERVICE FUNDS	3,446.02	615,975.00	619,420.52	0.00	615,975.00	615,975.00	3,445.52
CAPITAL PROJECT FUNDS							
Capital Equipment	711,280.24	626,308.00	1,337,588.24		626,308.00	626,308.00	711,280.24
Capital Improvement	702,900.97	1,280,303.00	1,983,203.97		1,391,150.00	1,391,150.00	592,053.97
Parking Lot Improvement	107,637.95	40,000.00	147,637.95		40,000.00	40,000.00	107,637.95
Municipal Facilities Capital Improvement	145.17	0.00	145.17		0.00	0.00	145.17
Oxford Area Trails Capital Improvement Fund	(1,083,270.37)	3,175,781.00	2,092,510.63		2,125,781.00	2,125,781.00	(33,270.37)
Aquatic Center Capital Improvement Fund	(0.00)	0.00	(0.00)		0.00	0.00	(0.00)
Southpointe Roadway TIF Capital Improvement Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL PROJECTS	438,693.96	5,122,392.00	5,561,085.96		4,183,239.00	4,183,239.00	1,377,846.96
Special Assessment	6,266.69	193,733.31	200,000.00		200,000.00	200,000.00	0.00
TOTAL SPECIAL ASSESSMENT	6,266.69	193,733.31	200,000.00	0.00	200,000.00	200,000.00	0.00

EXHIBIT II - C

FUND List All Funds Individually Unless Reported on Exhibit I or II	Estimated Unencumbered Fund Balance 1/1/2020	Budget Year Estimated Receipt	Total Available For Expenditures	Personal Services	Other	Total	Estimated Unencumbered Fund Balance 12/31/2020
PROPRIETARY:							
ENTERPRISE FUNDS							
Water Capital Equipment	186,314.49	131,850.00	318,164.49		131,850.00	131,850.00	186,314.49
Water Operating	3,149,552.37	2,728,233.00	5,877,785.37	1,397,741.00	1,330,492.00	2,728,233.00	3,149,552.37
Water Improvement	1,853,156.10	844,651.00	2,697,807.10		1,250,000.00	1,250,000.00	1,447,807.10
Water Capacity Benefit Fund NE	495,457.84	4,771.00	500,228.84		18,375.00	18,375.00	481,853.84
Water Capacity Benefit Fund NW	157,168.61	1,796.00	158,964.61		18,375.00	18,375.00	140,589.61
Water Capacity Benefit Fund SE	313,305.15	3,492.00	316,797.15		18,375.00	18,375.00	298,422.15
Water Capacity Benefit Fund SW	179,516.85	1,562.00	181,078.85		18,375.00	18,375.00	162,703.85
Sewer Capital Equipment	154,505.03	233,102.00	387,607.03		315,850.00	315,850.00	71,757.03
Sewer Operating	1,597,759.18	2,988,160.00	4,585,919.18	1,643,044.00	1,345,116.00	2,988,160.00	1,597,759.18
Sewer Improvement	1,217,413.83	251,949.00	1,469,362.83		570,000.00	570,000.00	899,362.83
Sewer Capacity Benefit Fund NE	416,833.38	3,931.00	420,764.38			0.00	420,764.38
Sewer Capacity Benefit Fund NW	153,316.01	1,562.00	154,878.01			0.00	154,878.01
Sewer Capacity Benefit Fund SE	433,938.62	4,568.00	438,506.62			0.00	438,506.62
Sewer Capacity Benefit Fund SW	128,298.24	829.00	129,127.24			0.00	129,127.24
Refuse	1,921,055.34	1,572,177.00	3,493,232.34	212,039.00	1,465,138.00	1,677,177.00	1,816,055.34
Stormwater Utility	69,487.85	40,782.00	110,269.85		40,000.00	40,000.00	70,269.85
Landfill Post-Closure	1,176,203.81	17,000.00	1,193,203.81		1,200.00	1,200.00	1,192,003.81
TOTAL ENTERPRISE FUNDS	13,603,282.70	8,830,415.00	22,433,697.70	3,252,824.00	6,523,146.00	9,775,970.00	12,657,727.70

EXHIBIT II - D

FUND List All Funds Individually Unless Reported on Exhibit I or II	Estimated Unencumbered Fund Balance 1/1/2020	Budget Year Estimated Receipt	Total Available For Expenditures	Personal Services	Other	Total	Estimated Unencumbered Fund Balance 12/31/2020
INTERNAL SERVICE FUNDS							
Internal Service Fund	57,248.63	264,114.00	321,362.63		261,709.00	261,709.00	59,653.63
Employee Benefits Fund	282,875.88	2,190,764.00	2,473,639.88		2,370,792.00	2,370,792.00	102,847.88
TOTAL INTERNAL SERVICE FUNDS	340,124.51	2,454,878.00	2,795,002.51	0.00	2,632,501.00	2,632,501.00	162,501.51
FIDUCIARY:							
TRUST AND AGENCY FUNDS							
Board of Building Standards Fund	0.00	2,850.00	2,850.00		2,850.00	2,850.00	0.00
Hotel Tax Agency Fund	0.00	245,000.00	245,000.00		245,000.00	245,000.00	0.00
TOTAL TRUST AND AGENCY FUNDS	0.00	247,850.00	247,850.00	0.00	247,850.00	247,850.00	0.00
TOTAL FOR MEMORANDUM ONLY	**18,268,765.84**	**23,446,038.37**	**41,714,803.71**	**6,281,779.00**	**18,015,749.00**	**24,297,528.00**	**17,417,275.71**

EXHIBIT III

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 1/1/2020	BUDGET YEAR Amount Required for Principal and Interest 1/1/2020 to 12/31/2020	BUDGET YEAR Amount Receivable from Other Sources to Meet Debt Payments 1/1/2020 to 12/31/2020
Payable from Bond Retirement Funds:	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX
INSIDE 10 MILL LIMIT:	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX
Aquatic Center BAN Refunding Bonds	N/A	4/11/2019	12/1/2042	Ordinance	Serial/Term	2.50 - 4.00%	4,615,000.00	308,500.00	0.00
Southpointe TIF Road Project Bonds	N/A	4/11/2019	12/1/2028	Ordinance	Serial	2.50 - 4.00%	3,710,000.00		304,725.00
TOTAL							8,325,000.00	308,500.00	304,725.00
OUTSIDE 10 MILL LIMIT:	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX
TOTAL									

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

DESCRIPTION	For 2017 Actual	For 2018 Actual	Adjusted Budget Year 2019	Estimate for Budget 2020	Explanation for Changes from prior year: % increase over prior year budget	
REVENUES						
Local Taxes						
General Property Tax - Real Estate	1,010,032	1,077,688	1,180,000	1,083,300	-8.19%	
10% Rollback & Homestead, Trailor	89,027	94,204	96,700	96,700	0.00%	
Tangible Personal Property Tax					0.00%	
Municipal Income Tax	8,783,372	9,058,621	8,850,000	8,850,000	0.00%	
Other Local Taxes (Hotel tax)	261,642	271,952	265,000	265,000	0.00%	
Total Local Taxes	10,144,073	10,502,465	10,391,700	10,295,000	-0.93%	(96,700)
Intergovernmental Revenues						
State Shared Taxes and Permits	5,892				100.00%	
Local Government	322,716	337,176	328,000	328,000	0.00%	
Estate Tax					0.00%	
Cigarette Tax	992	848	800	800	0.00%	
License Tax						
Liquor and Beer Permits	36,700	38,209	38,000	38,000	0.00%	
Gasoline Tax						
Library and Local Government Support Fund						
Property Tax Allocation						
Other State Shared Taxes and Permits						
Total State Shared Taxes and Permits	366,300	376,233	366,800	366,800	0.00%	0
Federal Grants or Aid		19,192			0.00%	
State Grants or Aid	27,075	11,949	18,543	18,543	0.00%	
Other Grants or Aid	83,693	97,545	110,534	110,534	0.00%	
Total Intergovernmental Revenues	110,768	128,686	129,077	129,077	0.00%	0
Special Assessments						
Charges for Services	486,265	458,705	587,460	587,460	0.00%	0
Fines, Licenses, and Permits	829,439	739,742	751,300	723,300	-3.73%	(28,000)
Miscellaneous	368,387	417,251	360,128	360,128	0.00%	0
Other Financing Sources:						
Proceeds from Sale of Debt						
Transfers	**161,694**	**137,570**	**138,149**	**138,149**	0.00%	0
Advances	**1,660,550**	**854,380**	**2,921,431**	**2,721,431**	-6.85%	(200,000)
Other Sources						
TOTAL REVENUE	**14,127,476**	**13,615,032**	**15,646,045**	**15,321,345**	**-2.08%**	**(324,700)**
			5,543,983	5,543,983	Security of Persons & Property	
			132,064	132,064	Public Health & Welfare	
			1,661,383	1,661,383	Leisure Time Activities	
			1,104,947	1,104,947	Community Environment	
			2,116,794	2,038,794	General Government	
			2,223,401	2,078,744	Transfers	
			2,921,431	2,721,431	Advances	
			38,598	40,000	Contingency	
TOTAL EXPENSES			15,742,601	15,321,345		
NET GAIN/(LOSS)			**(96,556)**	**0**		

FUND NAME: GENERAL FUND
FUND TYPE/CLASSIFICATION: GOVERNMENTAL - GENERAL
revision to the % increase

EXPENDITURES

Increase over PRIOR YR: 0.00% 0.000

Dept	2017 Actual					2018 Actual					2019 Estimate					2020 Tax Budget				
	Personal Services	Operating	Capital Outlay	total		Personal Services	Operating	Capital Outlay	total		Personal Services	Operating	Capital Outlay	total		Personal Services	Operating	Capital Outlay	total	
Security of Persons & Property																				
110	3,968,321	696,733	0	4,665,054		3,990,536	733,741	0	4,724,277		4,521,862	844,720	0	5,366,582		4,521,862	844,720	0	5,366,582	
120	34,638	36,940	0	71,578		32,661	43,172	0	75,833		41,601	43,750	0	85,351		41,601	43,750	0	85,351	
130	0	0	0	0		0	0	0	0		0	0	0	0		0	0	0	0	
140	0	0	0	0		0	0	0	0		0	0	0	0		0	0	0	0	
170	0	87,565	0	87,565	4,824,197	0	88,333	0	88,333	4,888,443	0	92,050	0	92,050	5,543,983	0	92,050	0	92,050	5,543,983
Total	4,002,959	821,238	0	4,824,197		4,023,197	865,246	0	4,888,443		4,563,463	980,520	0	5,543,983		4,563,463	980,520	0	5,543,983	
Public Health & Welfare																				
210	0	10,804	0	10,804		0	9,931	0	9,931		0	15,000	0	15,000		0	15,000	0	15,000	
220	0	6,576	0	6,576		0	6,598	0	6,598		0	6,600	0	6,600		0	6,600	0	6,600	
221	0	109,964	0	109,964	127,344	0	111,464	0	111,464	127,993	0	110,464	0	110,464	132,064	0	110,464	0	110,464	132,064
Total	0	127,344	0	127,344		0	127,993	0	127,993		0	132,064	0	132,064		0	132,064	0	132,064	
Leisure Time Activities																				
290	6,500	16,683	0	23,183		7,357	16,424	0	23,781		11,770	25,924	0	37,694		11,770	25,924	0	37,694	
610	61,423	47,720	0	109,143		43,457	48,063	0	91,520		136,050	69,437	0	205,487		136,050	69,437	0	205,487	
620	649,578	215,445	0	865,023		653,151	239,976	0	893,127		708,313	271,461	0	979,774		708,313	271,461	0	979,774	
630	296,870	110,539	0	407,409		285,947	113,952	0	399,899		295,216	143,211	0	438,427		295,216	143,211	0	438,427	
680	0	0	0	0	1,404,758	0	0	0	0	1,408,327	0	0	0	0	1,661,383	0	0	0	0	1,661,383
Total	1,014,371	390,387	0	1,404,758		989,912	418,415	0	1,408,327		1,151,349	510,034	0	1,661,383		1,151,349	510,034	0	1,661,383	
Community Environment																				
310	375,503	25,643	0	401,146		393,513	28,046	0	421,559		396,001	41,055	0	437,056		396,001	41,055	0	437,056	
320	74,236	478,392	0	552,628		88,458	377,269	0	465,727		112,576	382,653	0	495,229		112,576	382,653	0	495,229	
335	0	10,000	0	10,000		0	8,000	0	8,000		0	8,000	0	8,000		0	8,000	0	8,000	
345	0	31,574	0	31,574		0	29,152	0	29,152		0	33,869	0	33,869		0	33,869	0	33,869	
360	120,638	2,631	0	123,269	1,118,617	119,134	8,296	0	127,430	1,051,868	123,631	7,162	0	130,793	1,104,947	123,631	7,162	0	130,793	1,104,947
Total	570,377	548,240	0	1,118,617		601,105	450,763	0	1,051,868		632,208	472,739	0	1,104,947		632,208	472,739	0	1,104,947	
General Government																				
408	0	100,977	0	100,977		0	109,306	0	109,306		0	123,207	0	123,207		0	123,207	0	123,207	
410	217,929	27,179	0	245,108		236,261	8,377	0	244,638		227,055	9,732	0	236,787		227,055	9,732	0	236,787	
420	170,949	98,012	0	268,961		171,560	103,529	0	275,089		175,182	117,832	0	293,014		175,182	117,832	0	293,014	
421	0	369,357	0	369,357		0	395,487	0	395,487		0	355,145	0	355,145		0	355,145	0	355,145	
430	117,145	92,627	0	209,772		116,957	182,957	0	299,914		1,402	231,403	0	232,805		0	182,805	0	182,805	
450	90,397	39,193	0	129,590		89,950	35,551	0	125,501		92,552	36,504	0	129,056		92,552	36,504	0	129,056	
465	82,754	11,429	0	94,183		83,412	9,851	0	93,263		85,806	13,350	0	99,156		85,806	13,350	0	99,156	
470	21,658	18,659	0	40,317		23,333	7,551	0	30,884		23,413	10,379	0	33,792		23,413	10,379	0	33,792	
480	66,073	73,684	0	139,757		63,842	84,481	0	148,323		96,508	133,553	0	230,061		96,508	133,553	0	230,061	
481	98,507	23,732	0	122,239		99,425	23,987	0	123,412		101,694	33,834	0	135,528		101,694	33,834	0	135,528	
483	0	31,948	0	31,948		0	18,814	0	18,814		0	57,086	0	57,086		0	57,086	0	57,086	
490	121,162	52,273	0	173,435		123,573	53,628	0	177,201		126,036	65,121	0	191,157		126,036	37,121	0	163,157	
500	0	0	0	0	1,925,644	0	0	0	0	2,041,832	0	0	0	0	2,116,794	0	0	0	0	2,038,794
Total	986,574	939,070	0	1,925,644		1,008,313	1,033,519	0	2,041,832		929,648	1,187,146	0	2,116,794		928,246	1,110,548	0	2,038,794	
Transfers		5,015,033		5,015,033			3,544,985		3,544,985			2,223,401		2,223,401			2,078,744		2,078,744	
Advances	0	1,660,550		1,660,550		0	854,380		854,380			2,921,431		2,921,431			2,721,431		2,721,431	
Contingency		0		0			0		0			38,598		38,598			40,000		40,000	
tot gen fund	6,574,281	9,501,862	0	16,076,143		6,622,527	7,295,301	0	13,917,828		7,276,668	8,465,933	0	15,742,601		7,275,266	8,046,079	0	15,321,345	421,256

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

DESCRIPTION	For 2017 Actual	For 2018 Actual	Adjusted Budget Year 2019	Estimate for Budget 2020
REVENUES TRANSFERS-IN				
From Hotel Tax Fund	15,698	16,317	-	-
From Parking Fund	29,711	29,241	30,120	30,120
From Oxford Natural Gas Fund	-	-	-	-
From Water Fund	42,095	34,004	39,343	39,343
From Sewer Fund	42,095	34,004	39,343	39,343
From Capital Improvement Fund	-	-	-	-
From FEMA Fund	-	-	-	-
From Storm Water Fund	-	-	-	-
From Refuse Fund	32,095	24,004	29,343	29,343
Total Transfers In	**161,694**	**137,570**	**138,149**	**138,149**
REVENUES ADVANCES-IN				
Return of Advance from Capital Equipment Fund	16,000	-	-	-
Return of Advance from Capital Improvement Fund	521,550	322,750	265,650	265,650
Return of Advance from Oxford Area Trails	668,000	101,630	2,125,781	2,125,781
Return of Advance from Southpointe TIF Fund	-	200,000	200,000	-
Return of Advance from Employee Benefit Fund	5,000	5,000	5,000	5,000
Return of Advance from Special Assessment Fund	-	-	100,000	100,000
Return of Advance from OVI Task Force Fund	450,000	225,000	225,000	225,000
Total Advances In	**1,660,550**	**854,380**	**2,921,431**	**2,721,431**
EXPENDITURES TRANSFERS-OUT				
To FEMA Fund	-	-	-	-
To Street Fund	544,613	582,045	578,085	578,085
To Capital Equipment Fund	290,195	294,398	626,308	577,958
To Capital Improvement Fund	385,000	341,629	514,003	516,051
To Municipal Facilities Fund	3,400,000	1,700,000	-	-
To Oxford Area Trail Fund	-	227,000	-	-
To Aquatic Center Debt Service Fund	-	-	95,605	308,500
To Park Debt Service Fund	307,075	311,763	311,250	-
To Storm Water Fund	40,000	40,000	40,000	40,000
To Special Assessment Fund	30,000	30,000	40,000	40,000
To Fire/EMS Fund	18,150	18,150	18,150	18,150
Total Transfers Out	**5,015,033**	**3,544,985**	**2,223,401**	**2,078,744**
EXPENDITURES ADVANCES-OUT				
To Capital Equipment Fund	16,000	-	-	-
To Capital Improvement Fund	521,550	322,750	265,650	265,650
To Oxford Area Trails Fund	668,000	101,630	2,125,781	2,125,781
To Southpointe TIF Fund	-	200,000	200,000	-
To Employee Benefit Fund	5,000	5,000	5,000	5,000
To Special Assessment Fund	-	-	100,000	100,000
To OVI Task Force Grant Fund	450,000	225,000	225,000	225,000
Total Advances Out	**1,660,550**	**854,380**	**2,921,431**	**2,721,431**