City of Oxford OHIO
HOME OF MIAMI UNIVERSITY

Agenda

Oxford City Council

Court House

TUESDAY, JUNE 19, 2012

EXECUTIVE SESSION
7:00 P.M.

1. Roll Call. Richard Keebler, Mayor; Ken Bogard, Vice-Mayor; Kevin McKeehan; Bob Blackburn; Kate Rousmaniere; John Harman; Steve Snyder

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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. Appointments to Boards and Commissions.

   B. Public Hearing - 2013 Tax Budget (Joe Newlin).

   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 5, 2012 City Council Meeting. (Mary Ann Eaton, Clerk of Council)

   Minutes

   B. Report regarding the May 17, 2012 Recreation Board Meeting. (Gail Brahier, Parks and Recreation Director)

   Report

   C. Report regarding the June 6, 2012 Historic and Architectural Preservation Commission Meeting. (Jung-Han Chen, Community Development Director)

   Report

   D. Report regarding the June 6, 2012 Environmental Commission Meeting. (Mike Dreisbach, Service Director)

   Report

   F. A Resolution accepting the bid submitted by Pro Air, Inc. and authorizing the City Manager to enter into a contract with Pro Air, Inc. for the purchase of a Breathing Air Compressor System and Mobile Fill Station at a cost of $41,600.00. (John Detherage, Fire Chief)

   Staff Report/Resolution

5. Resolutions.

   1. A Resolution authorizing the City Manager to enter into an agreement with the Ohio Department of Natural Resources for the purpose of acquiring funds through the Division of Forestry’s 2012 Ash Tree Removal and Canopy Restoration Grant in the amount of $3,178.00 with a required equal local match amount. (Mike Dreisbach, Service Director)

Staff Report/Resolution

2. A Resolution authorizing the City Manager to apply for the 2012 Assistance to Firefighter Grant Program with a ten percent (10%) match by the City. (John Detherage, Fire Chief)

Staff Report/Resolution

3. A Resolution accepting the proposal and authorizing the City Manager to enter into a contract with Parallel Technologies, Inc. for the purchase and installation of a Voice over Internet Protocol Telephone System for all City departments and locations at a cost of $99,642.84. (Kim Newton, Assistant to the City Manager)

Staff Report/Resolution

4. A Resolution authorizing the City Manager to enter into a Law Enforcement Mutual Assistance Agreement with Miami University. (Bob Holzworth, Police Chief)

Staff Report/Resolution

6. Ordinances.

A. First Reading

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

Staff Report/Ordinance

B. Second Reading

1. An Ordinance Authorizing The Tax Budget For The Year 2013 And Directing That The Same Be Transmitted To The Butler County Auditor. (Joe Newlin, Finance Director)

Staff Report/Ordinance

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

1. Remarks from City Council and City Staff.

B. Future Meetings.

WED - Jun 20 Board of Zoning Appeals Meeting 7:30 p.m.

FRI - Jun 22 Community Improvement Corporation Meeting 12:00 p.m. LCNB

WED - Jun 27 Civil Service Commission Meeting 7:00 p.m.

TUES - July 3 City Council Meeting Cancelled

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

WED - July 11 Historic and Architectural Preservation Commission Meeting 6:00 p.m.

WED - July 11 Environmental Commission Meeting 7:00 p.m. Municipal Building

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

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

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

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

8. Adjourn.

A Regular meeting of the Oxford City Council was called to order by Mayor Richard Keebler on Tuesday, June 5, 2012 at 7:30 p.m. Those members present were Ken Bogard, Bob Blackburn, John Harman, Kevin McKeehan, Kate Rousmaniere and Steve Snyder.

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

PLEDGE OF ALLEGIANCE

Mayor Keebler requested the Pledge of Allegiance.

APPROVAL OF AGENDA

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

PUBLIC PARTICIPATION

PROCLAMATION
'RACE ACROSS AMERICA DAY'

Mayor Keebler read the Proclamation and presented it to Ms. Lisa Brunckhorst.

Ms. Lisa Brunckhorst, thanked Council for the Proclamation. Ms. Brunckhorst noted she felt the Race Across America participants were the most amazing athletes in the world. Ms. Brunckhorst advised the race was 2,993 miles and teams finished it in 8 days and individuals had 12 days to finish the race. Ms. Brunckhorst noted 2 wounded warrior teams from the USA were being challenged by the wounded warrior team from the UK this year. Ms. Brunckhorst advised there were 344 riders participating in the race this year from 31 countries comprised of cancer survivors, hiv positive people, organ donors, organ receivers, police departments and a massive amount of amazing people. Ms. Brunckhorst noted the Race Across America organization was very impressed with the support the City of Oxford had shown for their event. Ms. Brunckhorst presented Mayor Keebler with a finisher's plaque for the City from the organization which thanked the City of Oxford for its continued support.

RECOGNITION
OXFORD EMTs

Chief Detherage advised he wanted to recognize employees of the Fire Department for their role in saving the life of a Miami student at the recreation center pool on March 19, 2012. Chief Detherage noted a young man suffered a sudden cardiac arrest in the pool during a philanthropy event and the lifeguards on duty pulled him from the pool and began CPR. Chief Detherage advised Miami University Police Officer, Walt Schneider, applied an AED which shocked the patient and restarted his heart. Chief Detherage noted City employees finished the chain of survival by providing the medications needed to help keep the patient's heart at a normal rhythm. Chief Detherage presented Johnny Smith, Jordan Gula and Mark Johnson with a certificate of appreciation and a life saving medal.

Chief Detherage noted subsequently, the patient had an electrical device implanted in his chest and returned to school.

Mayor Keebler thanked Chief Detherage for bringing the men forward to be recognized for a job well done.

PRESENTATION
MCCULLOUGH-HYDE MEMORIAL HOSPITAL

Mr. Bryan Hehemann, President and C.E.O., noted it was his pleasure to address Council and summarize the activities of 400 plus employees, 60 physicians, and 300 volunteers last year in the 5 locations McCullough-Hyde Memorial Hospital provided services. Mr. Hehemann noted Council members received a 9 page summary of the annual report prior to the meeting. Mr. Hehemann advised the hospital received "Full Accreditation" for 3 years as awarded by the Healthcare Facilities Accreditation Program, which was sponsored by the American Osteopathic Association and involved a rigorous 3 day on site inspection. Mr. Hehemann noted patient quality and patient satisfaction outcomes continued to be very favorable compared to national and state outcomes. Mr. Hehemann advised the hospital continued to invest in the hospital-wide information system as incentivized by the federal government. Mr. Hehemann discussed new programs and services including the addition of an Urgent Care at the Brookville Outpatient Service location and a sports medicine program at the Ross location. Mr. Hehemann advised the hospital initiated an employer wellness program for Miami University and they hoped to roll out the program to include other area employers including the City of Oxford. Mr. Hehemann discussed improvements to facilities noting the hospital purchased and installed a new state of the art CT scanner and continued to do minor remodeling throughout the hospital to make the environment as friendly and healing as possible including the "Oncology Healing Garden" near the main entrance. Mr. Hehemann referred to page 3 of his summary which listed improvements with regard to employee development, engagement and retention. Mr. Hehemann advised the hospital remained successful in fundraising and attracting enthusiastic volunteers noting the Auxiliary operated the gift shop and donated thousands of dollars each year to the hospital.

Mr. Snyder inquired how much longer the software improvement program would take. Mr. Hehemann advised 80% of the improvements had been made and there were still some major software applications the hospital wanted to implement. Mr. Snyder noted he had used hospital services recently and from a patient's perspective, staff members had adapted to the new system very well.

Mr. Harman noted several citizens had expressed to him how much they appreciated the hospital's staff and doctors and that they were doing an incredible job. Mr. Harman noted everyone including himself was thankful that the hospital was here in Oxford.

Mayor Keebler noted McCullough-Hyde was a major asset to the community and a City the size of Oxford was fortunate to have such a hospital.

PUBLIC COMMENTS

Mr. Steve Dana, 6314 Fairfield Road, President of the Board of Trustees, Oxford Community Choice Pantry, encouraged everyone to participate in the "Farm to Table" event which would take place June 30, 2012. Mr. Dana noted the event was sponsored by the Choice Pantry, local chefs and the Farmers Markets in Oxford. Mr. Dana advised the Farmers Markets would donate food, and the chefs would prepare box lunches for the event at a cost of $10.00.

CONSENT AGENDA

MINUTES

Minutes of the May 15, 2012 City Council Meeting. (Mary Ann Eaton, Clerk of Council)

REPORTS

Report regarding the May 2, 2012 Historic and Architectural Preservation Commission Meeting. (Jung-Han Chen Community Development Director)

Report regarding the May 24, 2012 Civil Service Commission Meeting. (Donna Heck, Human Resources Director)

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

RESOLUTIONS

RESOLUTION
CDBG STREET RESURFACING &
IMPROVEMENTS

A Resolution No. 4678 accepting the bid and authorizing the City Manager to enter into a contract with John R. Jurgensen, Co. for the resurfacing of designated streets and alleys set forth on Exhibit "A" and for additional improvements at a cost of $116,626.00 plus a contingency amount of ten percent (10%) of the contract price or $11,662.60 for a total cost not to exceed $128,288.60. (Mike Dreisbach, Service Director)

Mr. Dreisbach advised the proposed Resolution was one of two street maintenance contracts on the agenda this evening. Mr. Dreisbach noted John R. Jurgensen was a lowest and best bidder for both projects. Mr. Dreisbach advised this project would be funded with Community Development Block Grant (CDBG) funds. Mr. Dreisbach noted the focus of this project was for Tallawanda Road from High Street to Sycamore Street and some of the alleyways in the Uptown District.

Ms. Rousmaniere noted it was her understanding that CDBG funds were federal funds and inquired how the City obtained those funds and how the funds were to be used.

Mr. Dreisbach advised the CDBG federal funds went to Butler County and the City had an agreement with Butler County to receive a percentage of the funds. Mr. Dreisbach noted the City would be able to use $113,000 from the CDBG funds for this project and the difference would be funded with the CIP appropriation for paving.

Mr. Bogard moved to adopt Resolution No. 4678. Mr. McKeehan seconded. The motion passed 7-0-0.

RESOLUTION
2012 STREET RESURFACING
AND MAINTENANCE PROGRAM

A Resolution No. 4679 accepting the bid and authorizing the City Manager to enter into a contract with John R. Jurgensen, Co. for street resurfacing and maintenance work set forth on Exhibit "A" at a cost of $271,642.00 plus a contingency amount of five percent (5%) of the contract price or $13,582.10 for a total cost not to exceed $285,224.10. (Mike Dreisbach, Service Director)

Mr. Dreisbach advised the target areas for this contract were Foxfire Drive including Day Circle and also High Street to compliment the brick reconstruction work currently being done. Mr. Dreisbach noted approximately $60,000 would be spent on repairing failed base rather than just resurfacing the roadways.

Mayor Keebler noted the two contracts combined were $512.00 over the budgeted amount and inquired if a budget adjustment would need to be made. Mr. Dreisbach advised staff was asking Council to approve a 'not to exceed amount' and the purchase order would be reduced to match the budgeted amount.

Mr. Bogard moved to adopt Resolution No. 4679. Mr. Snyder seconded. The motion passed 7-0-0.

RESOLUTION
CURB, GUTTER AND
SIDEWALK REPAIRS

A Resolution No. 4680 accepting the bid and authorizing the City Manager to enter into a contract with Jackson Construction Co. for the improvement and replacement of defective curb, gutter, and sidewalk at a cost of $28,422.65 plus a contingency amount of ten percent (10%) of the contract price or $2,842.27 for a total cost not to exceed $31,264.92. (Mike Dreisbach, Service Director)

Mr. Dreisbach advised in February, Council approved a Resolution authorizing the curb, gutter and sidewalk assessment program which was the first step of several needed to complete the program. Mr. Dreisbach noted many property owners repaired their defective curb, gutter and sidewalks after receiving the notice of assessment from the City which would reduce the burden on the City. Mr. Dreisbach advised staff developed specifications and advertised for bids for the curb, gutter and sidewalk work and Jackson Construction was the lowest bidder.

Mr. Dreisbach noted the City had contracted with Jackson Construction in the past and staff looked forward to working with them again.

Mr. Dreisbach advised once the work was complete an assessment Ordinance would come before Council and at that time owners could pay in cash for the amount owed for repairs or they could choose to have the amount added to their property taxes.

Mr. Bogard moved to adopt Resolution No. 4680. Mr. Blackburn seconded. The motion passed 7-0-0.

ORDINANCE
FIRST READING

ORDINANCE
2013 TAX BUDGET

An Ordinance Authorizing The Tax Budget For The Year 2013 And Directing That The Same Be Transmitted To The Butler County Auditor. (Joe Newlin, Finance Director)

Mr. Newlin advised the submission of the tax budget was the first step in the 2013 budgeting process. Mr. Newlin noted the submission of the tax budget was a requirement of the Ohio Revised Code and it was due to the county by July 20, 2012. Mr. Newlin advised the 2013 tax budget was level funded based on the 2012 budget except for a few line items. Mr. Newlin discussed the adjustments made for 4 line items.

Mr. Bogard noted the state was putting forth a bill to try to centralize income tax collection and inquired if any progress was being made with the bill or if it was 'on the shelf'. Mr. Elliott advised he would discuss the issue during his announcements this evening.

Ms. Rousmaniere referred to page 24 of the agenda and noted Local Government Revenue Sharing was reduced by $86,223 to reflect the State's biannual budget and inquired if that was for the current year or next year. Mr. Newlin advised it was through June of 2013.

ORDINANCE
SECOND READING

ORDINANCE
SUPPLEMENTAL BUDGET

An Ordinance No. 3174 Amending Ordinance No. 3159. Supplemental Budget Ordinance Number 2 To Make Supplemental Appropriations For Fiscal Year 2012. (Joe Newlin, Finance Director)

Mr. Newlin advised there were no changes to the proposed Ordinance since the first reading.

Mr. Blackburn moved to adopt Ordinance No. 3174. Mr. Snyder seconded. The Ordinance was adopted by the following roll call:

AYE: Mr. Harman, Mr. McKeehan, Ms. Rousmaniere, Mr. Snyder, Mr. Blackburn, Mr. Bogard, Mr. Keebler (7)

NAY: None (0)

ABS: None (0)

ANNOUNCEMENTS

Mr. Elliott advised the state legislature had held hearings on efforts to reform the municipal income tax code and the focus was on centralized collection and uniformity. Mr. Elliott noted centralized collection had not been part of the discussions recently but he felt it would return to the discussions. Mr. Elliott advised the impact of the state phasing out tangible personal property tax, the elimination of estate tax and the reduction of local government funding had severely eroded the City's General Fund revenue over the last several years. Mr. Elliott noted in fiscal year 2008 the local income tax provided 58% of the General Fund revenue and in 2012 local income tax would provide an estimated 70% of General Fund revenue due to the loss of those three revenue sources. Mr. Elliott advised this was not due to any increase in local income tax revenues and the City would rely more heavily on municipal income tax for General Fund expenditures and capital improvements. Mr. Elliott noted it was imperative for the City to carefully monitor the legislative efforts to provide for centralized income tax collection and uniformity of the municipal income tax. Mr. Elliott advised he and Mr. Newlin met with representatives from the Regional Income Tax Agency last week who administered the income tax collection for the City as well as for 189 other municipalities in Ohio and they performed those duties effectively and efficiently. Mr. Elliott noted if the legislature brought centralized collection back to the table the City would have concerns with administrative costs, frequency of receiving revenues and compliance. Mr. Elliott advised the City could not face any more revenue losses without impacting the services it provided.

Mr. Elliott advised the Butler County Commissioners approved the establishment of a Butler County Land Bank without county delinquent real property tax funding. Mr. Elliott noted the cities of Hamilton and Middletown would fund the local share required to match the available state funding and the county would establish the organization. Mr. Elliott advised the City and the Talawanda School District would not be negatively impacted by the creation of the Land Bank. Mr. Elliott noted if the City of Oxford had a need to utilize the process for acquiring a foreclosed property the mechanism would be available. Mr. Elliott congratulated the Commissioners for creating a plan to assist the cities of Hamilton and Middletown.

Mayor Keebler noted fantastic progress was being made on the High Street brick restoration project and asked Mr. Dreisbach to bring Council up to date.

Mr. Dreisbach advised the City's Water Distribution crews installed 2 blocks of water main in advance of this project. Mr. Dreisbach noted the City's concrete contractor was doing a fantastic job and they dedicated lots of people and lots of heavy equipment for the project.

Mr. Dreisbach advised the contractor would likely pour final sections of concrete tomorrow and the brick layers were following quickly behind them. Mr. Dreisbach noted the contractor's deadline to complete the job was July 15th which they would easily surpass.

Mr. Dreisbach advised the City's portion of the Patterson Avenue (US 27) improvement project was complete and City crews installed nearly 3,000 feet of 12" water main. Mr. Dreisbach noted Miami University would restore the roadway.

Mayor Keebler advised the Executive Director of the VCB resigned a little more than a week ago and with that vacancy there had been discussion as to whether or not that group should continue to exist as a separate entity. Mayor Keebler noted there may be ways to work the City's tax dollars more efficiently through the bed tax and a meeting would take place with himself, members of the VCB Board, the Chamber of Commerce, Mr. Elliott and Councilors to discuss the governance of the VCB prior to filling the vacancy. Mayor Keebler advised the group would report back to the full Council after the meeting.

Ms. Rousmaniere referred to the Proclamation that Mayor Keebler read this evening for Race Across America and noted this was an incredible athletic event in which approximately 3,000 bicyclists would ride coast to coast across the country and one of their stops would be in Oxford. Ms. Rousmaniere noted the riders had stopped in Oxford the last couple of years and this year members of the community pulled together to "beef up" the Welcome Center in the parking lot of the former Wal-Mart store. Ms. Rousmaniere advised a tent would be set up and 3 to 4 volunteers would be there 24 hours a day from June 18 through June 22 to welcome the bicyclists. Ms. Rousmaniere encouraged citizens to stop by the Welcome Center to visit the volunteers and the bicyclists.

Mr. Harman advised he had received many positive comments about the City's deer harvesting program and encouraged everyone to keep up the good work.

Mr. Harman encouraged everyone to participate in the Farm to Table fundraising event on June 30 for the Oxford Community Choice Food Pantry. Mr. Harman noted the Board for the food pantry worked very hard and there was still a dramatic need for donations.

Mr. Blackburn noted the City needed volunteers to fill vacancies on various Boards and Commissions. Mr. Blackburn advised those interested could apply at the City Building or on-line.

Mayor Keebler advised Council would make appointments to Boards and Commissions at the next meeting and encouraged citizens to submit applications to fill the vacancies which were listed the City's website. Mayor Keebler noted applications could be downloaded from the website.

Mr. Bogard noted Mr. Blackburn's birthday was tomorrow and Mr. Harman's was on Friday and wished them a Happy Birthday.

Mr. Bogard encouraged everyone to attend the Arts and Craft Festival at the Pioneer Farm this weekend.

Mr. McKeehan noted the annual Music Festival would begin this week and encouraged everyone to attend on Thursday to hear Robin Lacy & DeZydeco.

ADJOURN

Mr. Bogard moved to adjourn at 8:24 p.m. Mr. Blackburn seconded. The motion passed 7-0-0.

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager

Parks and Recreation
Originating Department

Council Meeting Of:

Gail S. Brahier
Prepared By

Account Code No. #: N/A

Budgeted Amount: N/A

6/12/12
Date Prepared

Agenda Title:
Recreation Advisory Board Meeting, 5/17/12

Recommendation: N/A

Discussion:
Members present: Ken Bogard, Council Rep., Brandy Darby, Hannah Ruby, Mary Glasmeier. Staff: Deanna Barbour and Gail Brahier

The July 3rd event was reviewed. Ms. Brahier noted the parade was on the multi-use paths. Battery operated apparatus will be allowed, as there was a request to use golf carts. Ms. Brahier said the carts would be allowed for the parade only and not for other activities. Ms. Brahier said she has arranged to provide a free shuttle service every half hour from satellite parking locations to the park. Ms. Darby suggested posting a sign at the THS Open House and ice cream social, which will be hosted the same night. Ms. Glasmeier noted having booths will bring out additional interested parties, such as a group who provides dog training classes. Ms. Brahier said there will be a full page ad in the June 29 Oxford Press to alert the public about the event venue change, parking locations, and free shuttle.

Ms. Brahier noted the upcoming sports tournaments:
- July 28, 29 and October 20, 21 for large soccer events
- June 21-July 1 and July 13-18 for baseball

Ms. Brahier notified the Board that Pepsi had donated an old concession trailer to the Dept., that she had it re-painted, placed the parks logo on the side, and is using it to provide concessions for soccer games.

~ cont.

Approved By:

	Initial	Date
Department Head:	GB	6/12/12
City Attorney:		
City Manager:	[illegible]	6/15/12

Ms. Brahier said the new 12 passenger van is in service.

Ms. Brahier said Miami Little League has completed the field work on the TRI grounds ball field, and the Opening Ceremony went well. She said the TRI sidewalk from the front entry to the parking lot will be replaced the first week of June.

There was discussion regarding the 10 year anniversary of the Oxford Community Park in October of 2013. Ms. Brahier said she will be planning a special event at the park. Mr. Bogard suggested using the anniversary as a platform for future development.

Ms. Brahier noted there was a suggestion made to charge for parking at the July 3rd event at the Community Park. The Board unanimously vetoed the suggestion.

Ms. Glasmeier noted the OxDog volunteer group was officially disbanding and said they will need to meet one more time to finalize details and finances. Mr. Bogard suggested donating any remaining funds to the City for on-going maintenance. Ms. Brahier suggested OxDog should officially let City Council know by letter, and take down the OxDog website, which the City has provided a link on their website.

On behalf of the Recreation Advisory Board, Ms. Brahier recognized Hannah Ruby's term as High School Student Representative and wished her the best.

* The Recreation Advisory Board does not meet June - August.

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager

Council Meeting Of: June 19, 2012

Account Code No. #:

Budgeted Amount:

Community Development
Originating Department

Sam Perry
Prepared By

June 13, 2012
Date Prepared

HAPC MEETING REPORT – June 6, 2012

Requests for Review:
HAPC-06-2012 24 E. Park Place, Installation of a new wall sign, **Oxford Investments US LLC (Joey Yang), Applicant/Agent**

The Owner/Applicant for a new Chinese restaurant called "Yum Yum" requested a Certificate of Appropriateness (COA) for a wall sign measuring 19 inches tall by 9 feet in length. The sign also includes Chinese character symbols as part of the lettering. This is the location formerly occupied by Darbar Indian Restaurant. The Commission voted 7-0-0 to approve the request as submitted, with a condition that the indirect lighting fixtures be approved administratively.

HAPC-07-2012 15 N. Poplar, Installation of a fence, **Park Place Real Estate (Tom Kacachos), Applicant/Agent**

The Applicant, acting on behalf of The Woods bar, requested a COA to install a fence behind the newly renovated building at 15 N. Poplar. The existing "The Woods" bar is expanding into this building and planning outdoor seating in the rear. Staff and the Applicant proposed several fence designs. The Commission voted 7-0-0 to approve an open-topped, six foot tall wood fence, if a two foot height variance is approved by the BZA. If a variance is not approved by the BZA, the Commission voted 7-0-0 to approve a four foot tall wood fence design.

Correspondence and Announcements
The Hueston Woods covered bridge dedication ceremony is Sunday, June 24, 2012 at 2:00 p.m.

The Ohio Historic Preservation Office grant paperwork has not been completed. Bob Benson volunteered to assist in preparing a grant application for rehab of the Community Arts Center entrance portico.

The regular July meeting has been moved to July 11th instead of July 4th, due to Independence Day.

2012 Historic Marker Application
There have been three complete applications for Historic Markers. A fourth application is in progress. These will be reviewed in detail at a work session, prior to the regular meeting on July 11, 2012.

Uptown Site Inventory
Every four years, the HAPC walks the Uptown Historic District to inventory changes in buildings. This year the HAPC reviewed 19 properties for potential changes in status (historic, contributing or non-contributing). A status was assigned to ten new buildings since the last inventory in 2008.

Howell Lloyd
Being his final HAPC meeting, the Commission thanked Howell Lloyd for his eight years of service on the HAPC.

Department Head: gHC / 6-14-12
City Attorney: /
City Manager: DRE / 6/15/12

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager

Council Meeting of:	June 19, 2012	Service Department **Originating Department**
Account Code #:	N/A	David Treleaven **Prepared By**
Budgeted Amount:	N/A	June 7, 2012 **Date Prepared**

Agenda Title: Environmental Commission Meeting of June 6, 2012

Recommendation: For Review and Consideration

Discussion: Environmental Commission members present at the Wednesday, June 6, 2012 meeting were: Chair, Mr. Charlie Ford; Vice-Chair, Mr. Wright Gwyn; City Council Representative, Ms. Kate Rousmaniere; Planning Commission Representative, Mr. Ted Wong; Ms. Kelly Church, and Mr. Vince Hand. A quorum was present. Also in attendance was Mr. Chad Toussant.

Minutes from the May 2, 2012 Commission meeting was unanimously accepted with corrections.

Mr. Ted Wong apprised Commissioners of the Planning Commission's work session and Tuesday, May 8th meeting. Ms. Anna Dragovich, a Graduate student with Miami University's Institute for the Environment and Sustainability (IES), presented a draft of her transportation investigation. The goal of the investigation is the integration of Miami University and Oxford into a comprehensive bicycle, pedestrian and alternative transportation plan that also promotes safety. The investigation advocates a phased approach, intending to expand alternative transportation access while allowing for any necessary structural modifications and up-grades to roadways and cross walks to occur. A formal presentation of Ms. Dragovich's research is scheduled for the Planning Commission's July 10, 2012 meeting. A joint work session with the Environmental and Planning Commissions will immediately precede the presentation. The Planning Commission is also starting to review zoning variances for R-3 (multi-family) zoning variations, intended to encourage renovation and re-development of existing apartment complexes.

Vice–Chair Wright Gwyn has been working with local bicycle organizations to increase public awareness of Ms. Dragovich's study and presentation. One item that has been brought up is the need for safe, secured, and sheltered structures for parking bicycles. Vice-Chair Gwyn and Councilor Rousmaniere are to prepare a public announcement for distribution to encourage attendance of Ms. Dragovich's formal presentation, scheduled to start at 7:30 pm on July 10, 2012.

Mr. Vince Hand had contacted the Ohio-Kentucky-Indiana Regional Council of Governments and the Ohio River Valley Water Sanitation Commission regarding assistance with storm water issues. Neither agency appeared to have pertinent information that would assist in the development of a storm water management policy or ordinance. Mr. Hand also located an USEPA Water Quality Scorecard for storm water management provisions. It was noted that the topic "Remove Barriers" was the second listed item (of four), following public education. Ms. Kelly Church volunteered to review existing Oxford codified ordinances to identify potential regulatory barriers to storm water management improvements through best management practices (BMPs). An IES public service project completed in 2009 on Low Impact Development (LID) was suggested as a possible starting point; the graduate students performing the service project had referenced some of the then-existing codified ordinances that were perceived as potentially blocking LID (including storm water BMPs) from being implemented in Oxford.

The Commission adjourned at 8:20 p.m. The next regularly scheduled meeting of the Environmental Commission is on Wednesday, July 11, 2012 at 7:00 p.m. in the Municipal Building's Second Floor Conference Room. The meeting was postponed by a week for the July 4th holiday.

Approved By:

	Initial	Date
Department Head:	MB	6/11/12
City Manager:	DRE	6/18/12

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager: Douglas Elliott, Jr.

Fire
Originating Department

Council Meeting Of: June 15, 2012

John Detherage
Prepared By

Account Code No. #: 140.151.51002

Budgeted Amount: $55,000.00

June 1, 2012
Date Prepared

Agenda Title: A Resolution authorizing the Oxford Division of Fire to purchase a Breathing Air Compressor System and Mobile Fill Station.

Recommendation: Adopt the Resolution.

Discussion: This purchase will replace the current truck mounted manually operated breathing air compressor purchased in 1985 with a station mounted automatic compressor, fill station, and combination Carbon Monoxide and moisture monitor. The new unit will include a fully automatic control system that will monitor the quality of the compressed air, temperature of the unit, overpressure, low oil levels and automatically drain condensate. The control system significantly lowers the chance of operator error in the process reducing the possibility of contaminated breathing air. This project also includes an enclosed full containment fill station to replace the open fill station currently on the Task Truck. The project was advertised in the Hamilton Journal on 04-27-12 and 05-11-12. Three sealed bids were opened on May 25, 2012 at 10:00 a.m. with the following results:

1. Pro Air/Koorsen - $41,600.00
2. Fire-Safety Services - $51,095 / Alternate - $45,890.00
3. Breathing Air Systems - $$54,807.00

The recommendation is to accept the lowest and best bid from Pro Air/Koorsen in the amount of $41,600.00 and authorize the City Manager to enter into an agreement with Pro Air/Koorsen for the purchase.
Pro Air provides maintenance and repair of our current unit and we have had no issues with their services.

Approved By:

	Initial	Date
Department Head:	JPW	6/14/12
City Attorney:		
City Manager:	DAE	6/15/12

RESOLUTION NO.

A RESOLUTION ACCEPTING THE BID SUBMITTED BY PRO AIR, INC. AND AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH PRO AIR, INC. FOR THE PURCHASE OF A BREATHING AIR COMPRESSOR SYSTEM AND MOBILE FILL STATION AT A COST OF $41,600.00.

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

SECTION 1: The City advertised for bids in the *Hamilton Journal* on April 27, 2012, and May 11, 2012. Three (3) sealed bids were opened and publicly read on May 25, 2012. The lowest bid was provided by Pro Air, Inc. in the amount of $41,600.

SECTION 2: The City Manager and Fire Chief recommend Council accept the bid of Pro Air, Inc. as the lowest and best bid for the purchase of a Breathing Air Compressor System and Mobile Fill Station at a cost of $41,600.00 and authorize the City Manager to enter into a contract with Pro Air, Inc. for the purchase of a Breathing Air Compressor System and Mobile Fill Station at a cost of $41,600.00.

SECTION 3: Council hereby accepts the recommendation of the City Manager and Fire Chief and finds Pro Air, Inc. to be the lowest and best bidder and accepts the bid of $41,600.00 for the purchase of a Breathing Air Compressor System and Mobile Fill Station.

SECTION 4: Council hereby authorizes the City Manager to enter into a contract with Pro Air, Inc. for the purchase of a Breathing Air Compressor System and Mobile Fill Station at a cost of $41,600.00.

SECTION 5: Funds have been appropriated in an amount in excess of the cost authorized.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: LAW (STAFF)

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager

Council Meeting of: June 19, 2012

Service Department
Originating Department

Account Code #: 110.345.52340

David Treleaven
Prepared By

Budgeted Amount: $ 3,187.00

June 11, 2012
Date Prepared

Agenda Title: ODNR 2012 Ash Tree Removal & Canopy Restoration Grant

Recommendation: Approve

Discussion:

The Service Department applied for a grant opportunity offered by the Ohio Department of Natural Resources (ODNR), Division of Forestry. The grant, entitled "2012 Ash Tree Removal & Canopy Restoration Grant" (the Grant), is intended to aid local jurisdictions in the response and recovery of urban forests from the Emerald Ash Borer (EAB).

The $3,178.00 funding for the grant originated with the United States Department of Agriculture, with a required equal local match amount. The City of Oxford has been awarded a $3,178.00 grant, pending the successful completion of a proposed Ash tree removal project during 2012 of at least $6,356.00. The Service Department intends to utilize existing funds from the 2012 Urban Forestry appropriation to cover the City of Oxford's required equal local match amount of $3,178.00. Upon documentation of the successful completion of the Grant project(s), ODNR is to reimburse the City of Oxford with $3,178.00.

To fulfill the Grant requirements, the Service Department intends to contract the removal of up to 12 public Ash trees that are in declining condition. The selective removal of Ash trees in declining condition is consistent with Oxford's Emerald Ash Borer Management Plan, submitted to and approved by the ODNR in 2009.

The ODNR requires the completion of a Subsidy Agreement (attached) and documentation of an approved City Council resolution supporting the expenditure of public funds for the project.

It is Staff's recommendation that Council endorse the City of Oxford's participation in the 2012 Ash Tree Removal & Canopy Restoration Grant by adopting this resolution.

Approved By:

	Initial	Date
Department Head:	[illegible]	6/12/12
City Manager:	DZE	6/15/12

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH THE OHIO DEPARTMENT OF NATURAL RESOURCES FOR THE PURPOSE OF ACQUIRING FUNDS THROUGH THE DIVISION OF FORESTRY'S 2012 ASH TREE REMOVAL AND CANOPY RESTORATION GRANT IN THE AMOUNT OF $3,178.00 WITH A REQUIRED EQUAL LOCAL MATCH AMOUNT.

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

SECTION 1: The City Manager and Service Director recommend the City Manager be authorized to enter into an agreement with the Ohio Department of Natural Resources for the purpose of acquiring funds for the ash tree removal and re-planting project through the Division of Forestry's 2012 Ash Tree Removal and Canopy Restoration Grant in the amount of $3,178.00 with a required equal local match amount.

SECTION 2: Council having reviewed the recommendation and making the determination that the quality of urban life is enhanced by the proper management of the urban forest resource and recognizing the importance of addressing the Emerald Ash Borer impact on the urban forest, hereby authorizes the City Manager to enter into an Agreement with the Ohio Department of Natural Resources to acquire funds through the Division of Forestry's 2012 Ash Tree Removal and Canopy Restoration Grant in the amount of $3,178.00 with a required equal local match amount.

SECTION 3: It is found and determined that all formal actions of this Council concerning and relating to the adoption of this resolution were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: LAW (STAFF)

OHIO DEPARTMENT OF NATURAL RESOURCES
DIVISION OF FORESTRY SUBSIDY AGREEMENT

2012 ASH REMOVAL & CANOPY RESTORATION GRANT

THIS AGREEMENT is made and entered into by and between the Director of the Department of Natural Resources (ODNR), through the Chief of the Division of Forestry (DOF), hereinafter referred to as the DEPARTMENT, pursuant to O.R.C. 1503.011 and 1501.02 and the **CITY OF OXFORD**, hereinafter referred to as the GRANTEE.

WITNESSETH:

WHEREAS the purpose of this grant is the reduction of the ash tree population affected by the Emerald Ash Borer and the restoration of tree canopy and watershed health within the City of Oxford; and

WHEREAS the GRANTEE has met the requirements and has been approved by the DEPARTMENT as eligible to receive this grant; and

WHEREAS the grant funds have been received by the DEPARTMENT and have been encumbered by Commitment Record Number______________________, and are so certified by the Director, Office of Budget Management on___________________, 20_________. Obligations of the state are subject to the provisions of Section 126.07 of the Ohio Revised Code.

NOW, THEREFORE, in consideration of the mutual covenants by and between the parties hereto, the parties agree as follows:

A. GRANT AWARD AND APPROVED ACTIVITIES

1. The DEPARTMENT hereby awards to the GRANTEE a grant of **$3,187.00** to implement a local ash tree removal and re-planting project consistent with and in the spirit of the approved activities of the GRANTEE'S original application.

2. The GRANTEE shall provide at minimum, a local match equal to the above mentioned pass-through grant amount.

3. The DEPARTMENT shall make one reimbursement payment to the GRANTEE upon completion of the entire project. Payment shall be made upon the Division's review and approval of a GRANTEE-submitted final financial statement and report, identifying total project costs and project results.

4. The GRANTEE shall attach to this Agreement a signed resolution by council authorizing the GRANTEE to accept this grant award and to implement the activities described herein.

5. The GRANTEE shall obtain prior written approval from the DEPARTMENT to revise or change the approved project activities and/or approved expenditures.

6. This Agreement shall commence on **June 1, 2012** and shall terminate on **May 1, 2013.**

7. The GRANTEE shall not implement this project until receipt of a notice to proceed.

8. Within 30 days after the project's completion, the GRANTEE will submit financial

statements and reports identifying project costs and results.

B. GENERAL PROVISIONS

1. The GRANTEE shall carry out the aforementioned project and administer this grant in accordance with all applicable federal, state and local laws, and all terms of this AGREEMENT.

2. The DEPARTMENT shall at any reasonable time have the right of access to and right to audit any and all books and financial records pertinent to the administration and operation of this grant and said books and records shall be kept in a common file to facilitate audits and inspections for a period of three years from completion date.

3. The parties agree that as between the DEPARTMENT and the GRANTEE, the GRANTEE shall be solely responsible for any and all claims, demands, or causes of action arising from GRANTEE's obligations under this agreement.

4. The DEPARTMENT or the GRANTEE may, at any time after execution of this AGREEMENT, terminate the grant, in whole or in part, upon written notification to the other. In the event of such termination, the GRANTEE shall not incur any new obligations, shall make a good faith effort to cancel as many outstanding obligations as possible, and shall be paid for any noncancelable expenditures incurred prior to termination. Any unused funds shall be returned to the DEPARTMENT within forty-five (45) days of such termination.

5. The GRANTEE certifies that neither it nor its employees are public employees of the DEPARTMENT under federal and state law for tax, retirement deduction, and Workers' Compensation purposes, and that it carries Workers' Compensation coverage.

6. The GRANTEE shall not discriminate against any employee or applicant for employment because of race, color, religion, national origin, ancestry, age, sex, sexual orientation, military status, or any disability as that term is defined in the Americans with Disabilities Act. The GRANTEE will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, national origin, ancestry, age, sex, sexual orientation, or any disability. Such action shall include, but is not limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The GRANTEE agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the DEPARTMENT setting forth the provisions of this nondiscrimination clause. The GRANTEE further agrees to comply with all pertinent provisions contained in O.R.C. Section 125.111.

7. The GRANTEE shall, in all solicitations or advertisements for employees placed by or on behalf of the GRANTEE, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, ancestry, age, sex, sexual orientation, military status, or any disability as that term is defined in the Americans with Disabilities Act.

8. The GRANTEE shall cooperate with the State Equal Employment Opportunity Coordinator, with any other official or agency of the State or Federal Government which seeks to eliminate unlawful employment discrimination, and with all other State and Federal efforts to assure equal employment practices under the AGREEMENT,

and said GRANTEE shall comply promptly with all requests and directions from the State of Ohio or any of its officials and agencies in this regard, both before and during performance.

9. In the event the GRANTEE fails to comply with the nondiscrimination clauses of this AGREEMENT, this AGREEMENT may be canceled, terminated or suspended in whole or in part and the GRANTEE may be ineligible for further State Grants, and such other sanctions may be imposed and remedies instituted as otherwise provided by law.

10. The GRANTEE agrees to comply with all applicable state and federal laws regarding drug-free workplace. The GRANTEE shall make a good faith effort to ensure that all GRANTEE employees while working on the AGREEMENT will not purchase, transfer, use or possess illegal drugs or alcohol or abuse prescription drugs in any way.

C. <u>FINDING FOR RECOVERY</u>

The GRANTEE affirmatively represents and warrants to the State that it is not subject to a finding for recovery under R.C. 9.24, or that it has taken appropriate remedial steps required under R.C. 9.24 or otherwise qualifies under that section. GRANTEE agrees that if this representation or warranty is deemed to be false, the Contract shall be void *ab initio* as between the parties to this Contract, and any funds paid by the State hereunder immediately shall be repaid to the State, or an action for recovery immediately may be commenced by the State for recovery of said funds.

IN WITNESS WHEREOF, the parties hereto have signed this AGREEMENT as of the dates written below.

I (we) have the authority to sign this AGREEMENT and do so by my (our) respective capacity:

City of Oxford

____
Printed Name & Title

____
Signature

____
Address

____
Date

____
Federal Tax Identification Number:

Ohio Department of Natural Resources
Division of Forestry

____
Robert L. Boyles, Chief
ODNR - Division of Forestry
As Designee for James Zehringer, Director

____
Date

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager: Douglas Elliott, Jr.

Fire
Originating Department

Council Meeting Of: June 19, 2012

John Detherage
Prepared By

Account Code No. #: N/A

Budgeted Amount: N/A

June 13, 2012
Date Prepared

Agenda Title: A Resolution authorizing the Oxford Division of Fire to apply for the 2012 Assistance to Firefighters Grant

Recommendation: Adopt the Resolution.

Discussion: As in years past, the Fire Department requests permission to apply for the Federal Assistance to Firefighters Grant. The grant will request funding for 26 new breathing air packs to replace the used ones donated to us by the Liberty Twp. Fire Department. Many of these packs are approaching 15 years old which will be the end of life for the air cylinders and they do not meet the current NFPA standard. The grant will include customized fit testing for each employee along with an individual mask for each person. The total grant amount would be approximately $160,000.00. The City's portion with the 10% match would be $16,000.00. These amounts would be the maximum if all items are approved.

We have received this grant in the past, with the most recent paying for the diesel exhaust filtration systems, thermal imaging cameras and Level I Firefighter training.

Approved By:

	Initial	Date
Department Head:	JPD	6/13/12
City Attorney:		
City Manager:	DRE	6/15/12

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO APPLY FOR THE 2012 ASSISTANCE TO FIREFIGHTER GRANT PROGRAM WITH A TEN PERCENT (10%) MATCH BY THE CITY.

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

SECTION I: The City Manager does report that the City Fire Department may apply for funding from the Firefighter Grant Program to enable the Fire Department to purchase twenty six (26) breathing air packs to replace the existing breathing air packs that are at or near the end of their useful life for the City. To cover the cost of said equipment, the City Manager will apply for a grant totaling $160,000.00.

SECTION II: Due to the population size of the City, the Assistance to Firefighter Grant Program requires the City to provide a ten percent (10%) match of funds. If the Firefighter Grant Program grants the City Fire Department the full amount asked for, the City match will be $16,000.00.

SECTION III: Council hereby authorizes the City Manager to apply on behalf of the City Fire Department for a grant, in the amount of $160,000.00 from the Firefighter Grant Program. Further, the City Manager is authorized to take all actions necessary to receive said grant funds if awarded.

SECTION IV: Council authorizes a ten percent (10%) match of funds in an amount not to exceed $16,000.00.

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

____

MAYOR

ADOPTED:

ATTEST:

____

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: LAW (STAFF)

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager

City Manager
Originating Department

Council Meeting Of: June 19, 2012

Kim Newton and Andrew Wilson
Prepared By

Account Code No. #: 140.408.50704; 320.816.50703; 330.836.50803; 142.711.50903

June 13, 2012
Date Prepared

Budgeted Amount: $100,000

Agenda Title: 2012 Voice over Internet Protocol (VoIP) Telephone System

Recommendation: Approve

Discussion: The attached Resolution authorizes the City to enter into an agreement with Parallel Technologies, Inc. for the purchase and installation of a VoIP telephone system for all City departments.

The City of Oxford employs independent phone systems at each of its existing sites. The City installed these systems between 1986 and 2009; with the Municipal Building's system being installed in 1985. Most of the systems are Nortel branded. Nortel ceased operations in June 2009. Replacement parts for the existing systems are becoming increasingly difficult to find and the prices are rising.

The Oxford Fire Department is currently using a 4-line cordless phone system purchased from an office supply company. This system does not meet the needs of the department, but it was inexpensive. It is unreliable and needs replaced as soon as possible.
Parks and Recreation is using a phone system that was installed in the 1980s. This phone system does not support voicemail, even though staff needs this feature. In fact, only the phone system in Municipal Building supports voicemail.

After meeting with City staff, it was determined that it would be beneficial for all departments to be on the same phone and voicemail system, with the ability to transfer calls between departments and building sites.

With this in mind, we decided to request a relatively basic VoIP phone system. We left the system design to the vendors.

We sought proposals from CBTS, based in Cincinnati, Ohio, Parallel Technologies, based in Cincinnati, Ohio, and Robinson Communications, based in Oxford, Ohio. Each company performed on-site evaluations and reviewed our current systems. They looked at our requested features list and designed a system accordingly.

CBTS designed a Cisco system, with a price tag of $201,780.40. This system includes a five-year warranty and licensing.

Parallel Technologies designed a ShoreTel system with a price tag of $99,642.84. This system includes a three-year warranty and licensing.

Robinson Communications designed an IPitomy system with a price tag of $85,684.60. This system included a two-year warranty. Unfortunately, we discovered that IPitomy is not under State Term Schedule Contract, and therefore we could not choose this proposal.

We selected Parallel Technologies' ShoreTel solution because it fulfills our needs and has a low price tag. The system will be functional if power is lost at any sites. Various government offices in the area use ShoreTel systems. ShoreTel's State Term Schedule Contract number is 534168.

Approved By:

	Initial Date
Department Head:	\
City Attorney:	\
City Manager:	DRE 6/15/12

RESOLUTION NO.

A RESOLUTION ACCEPTING THE PROPOSAL AND AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH PARALLEL TECHNOLOGIES, INC. FOR THE PURCHASE AND INSTALLATION OF A VOICE OVER INTERNET PROTOCOL TELEPHONE SYSTEM FOR ALL CITY DEPARTMENTS AND LOCATIONS AT A COST OF $99,642.84.

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

SECTION 1: The City Manager recommends Council accept the proposal of Parallel Technologies, Inc. for the purchase and installation of a Voice over Internet Protocol Telephone System for all City departments and locations at a cost of $99,642.84.

SECTION 2: Council accepts the recommendation of the City Manager and accepts the proposal of Parallel Technologies, Inc. for the purchase and installation of a Voice over Internet Protocol Telephone System for all City Departments and locations at a cost of $99,642.84.

SECTION 3: Council further authorizes the City Manager to enter into a contract with Parallel Technologies, Inc. for the purchase and installation of A Voice over Internet Protocol Telephone System for all City departments and locations at a cost of $99,642.84, subject to approval of the contract by the Law Director.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: LAW(STAFF)

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager:	**Douglas Elliott**	**Police** Originating Department
Council Meeting Of:	**June 19, 2012**	
Account Code No. #:	**N/A**	**R.B. Holzworth** Prepared By
Budgeted Amount:	**N/A**	**June 14, 2012** Date Prepared

Agenda Title: A resolution approving the amended City of Oxford and Miami University Law Enforcement Mutual Assistance Agreement.

Recommendation: Approve

Discussion: The current mutual aid agreement expires on June 30, 2012. The resolution being considered provides for an extension of 3-years, expiring on **June 30, 2015**. It also includes several substantive changes that were conceived by an interdepartmental (MUPD and OPD) workgroup as part of the ongoing collaborative process between departments that was instituted in October 2011. By design, recommendations are being formulated at the ground level, created and endorsed by agency personnel. The stated goal at the onset was to explore opportunities to increase **efficiency** and **effectiveness**. The mutual aid agreement, as revised, is the cornerstone of this initiative and will set the tone, and the parameters, for a new era of collaborative policing, initially between MUPD and OPD. This is an ongoing process and will likely take 2-3 years, or longer, to fully evolve.

While there are thirteen revisions, four (4) are operationally significant: 1) The areas of concurrent jurisdiction were substantially expanded. 2) A Mutual Aid Workgroup will meet semi-annually to review enforcement practices. 3) Officers from both agencies are empowered to initiate enforcement action **anywhere** in the combined jurisdictions (but outside the concurrent jurisdiction). The list of limiting offenses in the old agreement was deleted; the requirement to contact the primary department is retained. 4) Service of warrants, subpoenas and other legal process to be jointly managed at the command staff level in a unified approach.

The "loosening" of boundaries will have a **very positive impact** on the overall safety and security of persons and property throughout the city/university and both agencies are fully committed to the ongoing change process. This sets the stage for a much more expansive partnership in the future.

Approved By:

	Initial	Date
Department Head:	RBH	6-14-12
City Attorney:		
City Manager:	DDE	6/15/12

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A LAW ENFORCEMENT MUTUAL ASSISTANCE AGREEMENT WITH MIAMI UNIVERSITY.

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

SECTION 1: The City Manager and Police Chief recommend the City enter into a Law Enforcement Mutual Assistance Agreement with Miami University to enhance the safety and security of persons and property throughout the City.

SECTION 2: Council accepts the recommendation of the City Manager and Police Chief and hereby authorizes the City Manager to enter into a Law Enforcement Mutual Assistance Agreement with Miami University on behalf of the City for a period of three (3) years with the right to cancel the Agreement upon a sixty (60) day written notice of intent to terminate.

SECTION 3: The City Manager and Chief of Police are further authorized to present to Miami University, the signed Law Enforcement Mutual Assistance Agreement for approval by the University.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: LAW(STAFF)

CITY OF OXFORD AND MIAMI UNIVERSITY
LAW ENFORCEMENT MUTUAL ASSISTANCE AGREEMENT

WHEREAS, the City of Oxford, Ohio maintains a police department pursuant to Sections 3 and 7 of Article XVIII of the Ohio Constitution and Miami University maintains a police department pursuant to Ohio Revised Code 3345.04; and

WHEREAS, the City of Oxford and Miami University are both parties to the Butler County Intra-County Mutual Police Aid Agreement; and

WHEREAS, the City of Oxford and Miami University are authorized by Ohio Revised Code 3345.041 to enter into a Law Enforcement Mutual Assistance Agreement authorizing Miami University to perform police functions on behalf of the City of Oxford and, authorizing the City of Oxford to perform police functions on behalf of Miami University; and

WHEREAS, the City of Oxford and Miami University have previously entered into Law Enforcement Mutual Assistance Agreements; and

WHEREAS, the current Law Enforcement Mutual Assistance Agreement between Miami University and the City of Oxford is scheduled to terminate on June 30, 2012; and

WHEREAS, the City of Oxford and Miami University now desire to enter into a new Law Enforcement Mutual Assistance Agreement;

NOW THEREFORE, in consideration of the mutual promises and undertakings set forth below, the City of Oxford and Miami University (hereinafter referred to individually as "Party" and collectively as "Parties") agree as follows:

1. Effective Date and Scope of Agreement

A. This Agreement is effective on the 1st day of July, 2012 and supersedes and replaces the Law Enforcement Mutual Assistance Agreement effective July 1, 2008.

B. This Agreement supplements the Butler County Intra-County Mutual Police Aid Agreement, attached hereto as Exhibit A and incorporated herein, to which both City of Oxford and Miami University are signatories. This Agreement further defines the terms and conditions pursuant to which the Parties shall provide mutual law enforcement assistance to each other. All terms and conditions of the Butler County Intra-County Mutual Police Aid Agreement are applicable to this Agreement.

2. Definitions

For the purposes of the Agreement, the following terms shall have the following meanings.

A. Law Enforcement Authority is defined as either the police department (including its sworn officers) of Miami University (herein “Miami University Police Department” or “MUPD”) or the police department (including its sworn officers) of the City of Oxford (herein “Oxford Police Department” or “OPD”).

B. Concurrent Law Enforcement Authority is defined as the geographical area where both Law Enforcement Authority have the legal right and obligation under this Agreement to provide law enforcement services pursuant to this Mutual Assistance Agreement.

C. Law Enforcement Services is defined as the performance of any police function, the exercise of any police power or the rendering of any police services.

3. Concurrent Law Enforcement Authority

Pursuant to this Agreement, MUPD and OPD shall have concurrent law enforcement authority over the entire rights of way of the following blocks and/or streets, including the intersection at either end of the specified right-of-way and all intersections contained within the described rights-of-way:

A. The "Square Mile", defined as the area bordered by Chestnut Street, Locust Street, Sycamore Street and Patterson Avenue;

B. State Route 73 from Patterson Avenue to the City of Oxford limits;

C. Bonham Road from Sycamore Street and Tallawanda Street to the Miami University property limit; and

D. Streets north of Sycamore Street and east of State Route 732, namely North Poplar, North Campus, North University, Homestead Avenue and Bouden Lane

Each Law Enforcement Authority is authorized by this Agreement to perform any law enforcement services in any area of concurrent law enforcement authority. Whenever a traffic accident occurs in any of the areas described in this section, the law enforcement authority with the first officer on the scene shall assume responsibility. MUPD shall issue citations under the Oxford City Code for all parking and moving violations that occur in the areas described in this section.

Implicit in this section is the mutual understanding that OPD retains primary responsibility for enforcement on City of Oxford streets and MUPD retains primary responsibility for enforcement on Miami University streets and property.

During each year of this Agreement, a mutual aid workgroup comprised of two (2) members from each department shall meet semi-annually (June and December) to review the enforcement practices on the streets enumerated in this section. The workgroup findings for the preceding year will be compiled into a report that shall be submitted to the Chiefs of Police of MUPD and OPD no later than January 14th of each year. The Chiefs of Police will submit a detailed summary report to the Vice President for Finance and Business Services at Miami University and the City Manager of Oxford.

OPD acknowledges the University has certain obligations to issue Crime Alerts to provide a timely warning for crimes required to be reported under the Clery Act (including criminal homicide, sex offenses-forcible and non-forcible, robbery, aggravated assault, burglary, and motor vehicle theft) that occur on campus, on the public property surrounding campus, and on property owned or controlled by registered student organizations (e.g., fraternities). OPD further acknowledges that the University has an additional obligation to issue an emergency notification in those situations that pose an immediate threat to the health or safety of students or employees on campus or for the closing of the entire Oxford campus (i.e., severe weather, chemical spills, fires, and crimes). In those instances in which a Clery Act reportable crime or other event posing a significant risk of harm to the Oxford campus has been reported to OPD, OPD agrees to use its best efforts to immediately notify MUPD so that MUPD may activate its timely warning or emergency notification system as appropriate.

4. Additional Law Enforcement Assistance

A. Major Events

Command level personnel (as designated by their respective Chief of Police) shall regularly coordinate planning for significant community or university events (i.e., concerts, athletic events, parades, etc.). Command level personnel are empowered to request the law enforcement assistance of the other department. When a request for law enforcement assistance is made, each Chief of Police shall be notified as soon as practicable. MUPD will coordinate traffic control with Oxford Police and will assist in the off-campus control of traffic related to significant campus events.

B. Maintenance of Law and Order

Whenever either the OPD or MUPD determines that it does not have sufficient law enforcement resources to meet a particular situation or set of circumstances effectively and expeditiously, the senior officer of the police department on duty and in charge of the police department is authorized to request law enforcement assistance from the other police department. This authorization includes responding to a significant crime which includes homicide, aggravated assault, rape, robbery, burglary, breaking and entering, and civil disorder (riot, attempted riot, and disruptive crowds).

C. Major Case Investigation

Members of the CI (Criminal Investigation) Units from MUPD and OPD interact on a regular basis and are expected to share equipment and investigative expertise. Command level personnel are empowered to request the law enforcement assistance of the other police department's CI Unit. When a request for temporary law enforcement investigative assistance is made, each Chief of Police shall be notified as soon as practicable. Extended joint investigations must be approved by the chiefs of each law enforcement authority prior to the start of the investigation.

D. Witness to Offense/Traffic Violation or Accident

1. An officer witnessing potentially life-threatening, substantial property damage, traffic violations or criminal violations outside the officer's area of concurrent law enforcement authority but within the other agencies jurisdiction is empowered to stop the violator and take enforcement action. As soon as practicable, the agency with primary jurisdiction will be notified and provided with the nature of the incident, location and the unit number(s) of the officer(s) managing the enforcement action. The responsible department will respond in one of the following manners:

    a. Relinquish authority over the incident to the witnessing officer, or
    b. Dispatch an officer or officers to the scene who will take charge of the incident.

2. In the event that police personnel and equipment are involved in providing assistance under this Agreement, and such responding personnel and equipment are required by their own department, each party to this Agreement reserves the right to withdraw such personnel and equipment for such purposes.

3. In any situation in which assistance is provided pursuant to a request for mutual aid, the officer in charge of the Requesting Department shall have full charge of and authority over any assisting equipment and personnel responding to such call. No oath of office need be administered to police officers of the Responding Department when the performance of such officers' duties is pursuant to this Agreement.

4. No charge shall be made for services rendered pursuant to the terms of this Agreement, it being understood that the mutual promises contained herein serve as adequate consideration.

5. All personnel of the Responding Department, while providing assistance or utilizing concurrent law enforcement authority as specified in this Agreement, shall at all times be acting within the scope of their employment by the Responding Department, and will not be considered employees of the Requesting Department. Each Party to this Agreement will continue to be responsible for all forms of compensation and benefits related to the employment as well as equipment, uniforms and other tangible articles, which it would otherwise pay or furnish while any of its officers is (are) providing assistance under this Agreement. Under no circumstances will either party be required to assume any of such employment-related obligations or expenses by virtue of having made one or more request for, or received, assistance under this Agreement.

E. Warrants, Subpoenas, and Other Legal Process

The service of warrants, subpoenas and other legal process shall be coordinated by a command staff member or bureau from MUPD and OPD as designated by the respective Chief of Police. Generally, MUPD will provide service on-campus and OPD will provide service off-campus; however, this is a unified effort and the MUPD/OPD commanders will work together to ensure the prompt, efficient service of all legal documents. The serving department will maintain the appropriate control documentation. As part of the semi-annual evaluation process (see No. 3), the mutual aid workgroup will evaluate the effectiveness of this process. Their findings shall be included in the annual report to the Vice President for Finance and Business Services at Miami University and the City Manager of Oxford.

5. Liability Between the Parties

Neither the City of Oxford nor Miami University shall be obligated to reimburse the other for loss or damage to equipment while law enforcement officers are engaged in activity in accordance with this Agreement, nor shall there be any reimbursement, indemnity award, or premium contributions assessed against the other for workers compensation benefits arising by reason of injury or death to an employee of either while engaged in rendering services under this Agreement. Each party shall be responsible for any claim or cause of action made against the party of its law enforcement officers arising out of the performance of duties under this Agreement and neither party shall be required to indemnify, defend, or hold harmless the other for any such claim or cause of action.

6. Duration of Agreement

A. This Agreement shall expire on June 30, 2015.

B. The Oxford City Manager and the Vice President for Finance and Business Services at Miami University may enter into such additional Memoranda of Understanding, setting forth additional procedures, not inconsistent with the terms hereof, for implementing this Agreement. The parties agree to be bound by the terms of any such memoranda as fully as if it were part of this Agreement.

C. This Agreement may be terminated by either party with a 60-day written notification of intent to terminate.

Miami University

____

David K. Creamer
Vice President for Finance
And University Services

____

John M. McCandless
Chief of Police
Miami University Police

The City of Oxford

____

Douglas R. Elliott, Jr.
City Manager
City of Oxford

____

Robert B. Holzworth
Chief of Police
Oxford Police Department

Exhibit "A"

COPY

BUTLER COUNTY
INTRACOUNTY MUTUAL POLICE AID AGREEMENT

WHEREAS, certain political subdivisions, elected officials and local governmental units within Butler County, Ohio, desire to mutually obtain and provide additional police protection and related support in times of emergency; and

WHEREAS, said political subdivisions and local governmental units wish to contract with each other to provide for mutual assistance and interchange, and use of their police personnel and equipment in times of emergency within the territories of the parties hereto; and

WHEREAS, Sections 311.07, 311.29, 505.43, 505.431, 737.04 and 737.041 of the Ohio Revised Code specifically authorize political subdivisions and local governmental units to enter into mutual police aid agreements;

NOW, THEREFORE, BE IT RESOLVED by and among the parties hereto that any number of political subdivisions, elected officials and governmental units within Butler County, Ohio, including police districts, may become parties to this Agreement by appropriate authorization and execution of a copy hereof by the elected official, or by the respective legislative bodies of said political subdivisions and governmental units, and by depositing a copy with the Butler County Emergency Management Agency, 315 High Street, Hamilton, Ohio. The Butler County Emergency Management Agency shall immediately send to each new party to this Agreement a copy of each signed Agreement and a list indicating the names of the political subdivisions and governmental units which have executed the Agreement, and shall send annually thereafter to each party a current list of parties to this Agreement. The Butler County Emergency Management Agency shall also annually provide the Prosecuting Attorney of Butler County with a current list of all parties to this Agreement.

The parties hereto mutually agree as follows:

1. All parties agree that all calls for assistance pursuant to this Agreement shall be upon the direction of the senior on-duty officer in charge of the law enforcement agency requesting assistance to the senior on-duty officer(s) in charge of the law enforcement agency(s) from which assistance is requested. Such senior on-duty officer shall perform any duties imposed by law upon the Mayor of any municipality, or the President of any Board of Township Trustees, in regards to responding to a request for assistance under the terms of this Agreement.

2. When the senior on-duty officer in charge of any law enforcement agency which is a party to this Agreement calls for assistance, he/she shall state the specific equipment and manpower needed, and shall give explicit directions as to the location where assistance is required.

3. Each party to this Agreement will respond with such police equipment and manpower as is requested by the senior on-duty officer in charge of the law enforcement agency of any other party to this Agreement. However, such response will only be to the extent that, in the judgment of the senior on-duty officer in charge of the law enforcement agency receiving the request, such request would not impede the proper protection of the receiving agency=s own territory. In the event that the senior on-duty officer in charge of the law enforcement agency which receives the request determines that all of the equipment and manpower as requested cannot be provided consistent with the proper protection of his/her own territory, said party shall provide as much equipment and manpower as deemed advisable under the circumstances.

4. In any situation in which additional assistance is called pursuant to the terms of this Agreement, the senior on-duty officer in charge of the requesting department shall have full charge and authority over any responding agency equipment and personnel. No Oath of Office need be administered to responding police officers by the authorities of the requesting jurisdiction when the performance of the officers= duties within such other jurisdiction are pursuant to this Agreement. Such officers shall have the same powers of enforcement and arrest as if acting within their own jurisdictions.

5. The senior on-duty officer in charge of the requesting department shall determine the radio frequency upon which mutual assistance radio communications will be transmitted. Radio communications will be transmitted in clear speech rather than varying departmental radio codes.

6. Notwithstanding the requirement for the approval of the senior on-duty officer as contained herein, the provisions of this Agreement shall also apply to an officer who responds, in accordance with the operating procedures of his/her employing law enforcement agency, to an emergency call for assistance from another officer, outside of the responding officer=s jurisdiction.

7. Notwithstanding the provisions of Section 311.07 of the Ohio Revised Code, no charges shall be made to any party hereto for services rendered pursuant to the terms of this Agreement, it being understood that the mutual promises contained herein serve as adequate consideration.

8. In no case shall the party herein called upon, or rendering such service, be liable in damages to any other party hereto, or contractual obliges, for failure to answer any police call for assistance, for lack of speed in answering such call, for any inadequacy of equipment or negligent operation of equipment, or for any cause whatsoever growing out of use of such police equipment and personnel. Neither shall the party which issued such call be liable in any manner for damages, loss of equipment or personnel, or personal injuries suffered by the party answering such call. Each party shall assume the cost of damage or loss of equipment or apparatus that it may incur while in the other party=s municipality or territory, or while responding to a call pursuant to the terms of this Agreement.

9. Chapter 2744 of the Ohio Revised Code, so far as it is applicable to the operation of law enforcement agencies, applies to the contracting political subdivisions and government units hereunder and to their law enforcement agency members when such members are rendering service outside of their own political subdivision or governmental unit pursuant to this Agreement.

10. Law enforcement agency members acting outside of the political subdivision or governmental unit in which they are employed may participate, if the rules of the Board of Trustees of the policemen=s pension or indemnity fund provide therefore, in any pension or indemnity fund established by their employer to the same extent as while acting within the employing political subdivision or governmental unit. They are entitled to all rights and benefits of Chapter 4123 of the Ohio Revised Code to the same extent as while performing service within their own political subdivision or governmental unit, provided that such members are acting upon authorization of a duly-designated officer or employee of the employing subdivision.

11. This Agreement reflects the most comprehensive countywide system of mutual police aid permitted by Ohio law. It shall be reviewed annually by the Director of the Butler County Emergency Management Agency who may propose revisions to the Agreement. Any party to the Agreement may also, from time to time, propose revisions to the Agreement. All parties hereto, and the Butler County Chiefs Association, shall be notified of any proposed revision(s) to the Agreement.

Revisions must be ratified by all parties to the Agreement, either by the implementation of a new Agreement or by the signing of an addendum to the current Agreement.

12. This Agreement shall remain in effect indefinitely with respect to each party hereto. Any party may withdraw from the Agreement upon the giving of at least three months written notice of its intention to withdraw to each current party as well as to the Butler County Emergency Management Agency and the Butler County Prosecuting Attorney.

13. This Agreement shall become operative as to the undersigned party when deposited with the Butler County Emergency Management Agency.

14. This Agreement may be executed in multiple counterparts.

IN WITNESS THEREOF, Jane Howington (Name of Signer), as City Manager (Title of Elected Official)/**OR**

on behalf of Oxford City Council (Name of Political Subdivision or Governmental Unit), pursuant to Resolution No. 3813,

adopted on March 19, 2002 by the legislative body of said political subdivision or governmental unit,

has executed this Agreement on March 20, 2002.

Jane Howington
Name

City Manager
Title

City of Oxford
Contracting Entity

Received By:

Dir., Butler County Emergency Management Agency — Date

Roger S. Gates — 6/17/02
Asst. Prosecuting Attorney of Butler County — Date

Approved as to Form:

Prosecuting Attorney OR Director of Law

Date: ____________

RESOLUTION NO. 3813

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO THE BUTLER COUNTY INTRACOUNTY MUTUAL POLICE AID AGREEMENT.

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

SECTION 1: The City Manager and Police Chief recommend that the City enters into the Butler County Intracounty Mutual Police Aid Agreement to provide for additional police protection and related support in times of emergency.

SECTION 2: Council accepts the recommendation of the City Manager and Police Chief and hereby authorizes the City Manager to enter into the Butler County Intracounty Mutual Police Aid Agreement on behalf of the City.

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

Kenneth Bogard
MAYOR

ADOPTED: March 19, 2002

ATTEST:

Donna J Hoch
CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: KEN BOGARD

PREPARED BY: LAW(STAFF)

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager

Clerk of Council
Originating Department

Council Meeting Of: June 19, 2012

Mary Ann Eaton
Prepared By

Account Code No. #: N/A

Budgeted Amount: N/A

June 4, 2012
Date Prepared

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

Recommendation:

Discussion:

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

The update includes legislation adopted through May 15, 2012.

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

Approved By:

	Initial	Date
Department Head:		
City Attorney:		
City Manager:	[signature]	6/15/12

ORDINANCE NO.

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

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

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

SECTION 2: The Ordinances of the City of Oxford, Ohio, of a general and permanent nature, as revised, recodified, rearranged and consolidated into component codes, titles, chapters and sections within the 2012 Replacement Pages so the Codified Ordinances are hereby approved and adopted.

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

Traffic Code

333.01	Driving or Physical Control While Under the Influence. (Amended)
335.01	Driver's License or Commercial Driver's License Required. (Amended)
335.02	Permitting Operation Without a Valid License. (Amended)
335.05	Wrongful Entrustment of a Motor Vehicle. (Amended)
335.06	Display of License (Amended)
335.07	Driving Under License Suspension or Restriction. (Amended)
335.071	Driving Under OVI Suspension. (Amended)
335.072	Driving Under Financial Responsibility Law Suspension or Cancellation. (Amended)
335.073	Driving Without Complying With License Reinstatement Requirements. (Amended)
335.074	Driving Under License Forfeiture or Child Support Suspension. (Added)
335.12	Stopping After Accident Upon Streets. (Amended)
335.13	Stopping After Accident Upon Property Other Than Street. (Amended)
335.14	Vehicle Accident Resulting in Damage to Realty. (Amended)
337.22	Windshield and Windshield Wipers. (Amended)
351.04	Parking Near Curb; Handicapped Parking. (Amended)
373.02	Riding Upon Seats; Handlebars; Helmets. (Amended)

General Offenses Code

501.02	Classification of Offenses. (Amended)
501.99	Penalties for Misdemeanors. (Amended)
505.001	Animals and Fowl Definitions. (Enacted)
505.01	Dogs and Other Animals Running at Large. (Amended)
505.14	Dangerous Dogs. (Amended)
509.06	Inducing Panic. (Amended)
509.07	Making False Alarms. (Amended)
513.03	Drug Abuse; Controlled Substance Possession. (Amended
517.05	Cheating. (Amended)
525.02	Falsification. (Amended)
529.07	Open Container Prohibited. (Amended)
537.10	Telecommunications Harassment. (Amended)
541.02	Arson. (Amended)

545.02	Determining Property Value in Theft Offense. (Amended)
545.04	Detention of Shoplifters. (Amended)
545.05	Petty Theft. (Amended)
545.07	Insurance Fraud. (Amended)
545.08	Unauthorized Use of Property. (Amended)
545.09	Passing Bad Checks. (Amended)
545.10	Misuse of Credit Cards. (Amended)
545.13	Criminal Simulation. (Amended)
545.14	Tampering With Records. (Amended)
545.15	Securing Writings by Deception. (Amended)
545.17	Defrauding Creditors. (Amended)
545.18	Receiving Stolen Property. (Amended)
549.04	Improperly Handling Firearms in a Motor Vehicle. (Amended)
	Fire Prevention Code
1511.05	Open Burning; Recreational Fires; Portable Outdoor Fireplaces. (Amended)

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

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: LAW (STAFF)

CITY OF OXFORD
STAFF SUMMARY REPORT

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

Council Meeting Of: 6/5 & 6/19

Joe Newlin — **Prepared By**

Account Code No. ________

Budgeted Amount: ________________

5/23/12 — **Date Prepared**

Agenda Title: **Year 2013 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 2013's General Fund budget. We have prepared this budget with an approximately 0% change from the 2012 Budget except for a few items. It was prepared as follows:

1) **Income Tax Revenue**: 1.5% increase over 2012 budgeted figure an increase of $103,530.

2) **Local Government Revenue Sharing (LGF):** Reduced to reflect the State's biannual budget an $86,223 decrease from 2012 budgeted figures.

3) **Liquor & Beer Permits, State Grants & Aid:** Increase in Liquor & Beer Permits of $2,000 and a decreased by $1,736 State Grants & Aid to reflect the State's biannual budget.

4) **Income Tax Collection Department:** Increased expenditures by $3,106 to reflect expected increase of revenues and associated retainer paid to RITA.

5) **All other revenues and expenditures remained constant.**

Please keep in mind this is just a preliminary estimate.

Ohio Revised Code requires one public hearing be held, advertised at least 10 days in advance. We have advertised the public hearing for the Council meeting of June 19th.

Approved By:

	Initial	Date
Department Head:	JN	5/22/12
City Manager:	MAG	6/1/12

ORDINANCE NO.

ORDINANCE AUTHORIZING THE TAX BUDGET FOR THE YEAR 2013 AND DIRECTING THAT THE SAME BE TRANSMITTED TO THE BUTLER COUNTY AUDITOR.

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

SECTION 1: The year 2013 tax budget, attached hereto as Attachment "A" for the City of Oxford is hereby adopted and the Finance Director is directed to transmit a copy of said budget to the Butler County Auditor.

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

____
MAYOR

ADOPTED:

ATTEST:

____
CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: LAW (STAFF)

City or
Village of **Oxford**

Butler County, Ohio

(Date) **June 19**, **2012**
Year

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

To the auditor of said County:

The following Budget year beginning January 1, 2013, 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	930,000				
SPECIAL REVENUE FUNDS					
DEBT SERVICE FUNDS					
CAPITAL PROJECTS FUNDS					
PROPRIETARY FUNDS					
FIDUCIARY FUNDS					
AGENCY FUNDS					
TOTAL OF ALL FUNDS	**930,000**	**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 2010 Actual (2)	For 2011 Actual (3)	Current Year Estimated for 2012 (4)	Budget Year Estimated for 2013 (5)
REVENUES				
Local Taxes				
General Property Tax - Real Estate	910,416.00	991,899.00	930,000.00	930,000.00
10% Rollback & Homestead	94,458.00	95,222.00	91,937.00	91,937.00
Tangible Personal Property Tax	44,399.00	8,974.00	-	-
Municipal Income Tax	6,717,936.00	6,712,608.00	6,902,000.00	7,005,530.00
Other Local Taxes	163,648.00	178,385.00	170,745.00	170,745.00
Total Local Taxes	7,930,857.00	7,987,088.00	8,094,682.00	8,198,212.00
Intergovernmental Revenues				
State Shared Taxes and Permits	81,688.00	78,573.00	49,869.00	39,896.00
Local Government	640,784.00	640,658.00	401,360.00	325,110.00
Estate Tax	181,326.00	308,438.00	275,127.00	-
Cigarette Tax	750.00	800.00	750.00	750.00
License Tax	-	-	-	-
Liquor and Beer Permits	39,039.00	40,604.00	34,000.00	36,000.00
Gasoline Tax	-	-	-	-
Library and Local Government Support Fund	-	-	-	-
Property Tax Allocation	-	-	-	-
Other State Shared Taxes and Permits	-	-	-	-
Total State Shared Taxes and Permits	943,587.00	1,069,073.00	761,106.00	401,756.00
Federal Grants or Aid	13,677.00	13,954.00	8,000.00	8,000.00
State Grants or Aid	19,939.00	19,289.00	17,360.00	15,624.00
Other Grants or Aid	184,661.00	42,316.00	29,200.00	29,200.00
Total Intergovernmental Revenues	1,161,864.00	1,144,632.00	815,666.00	454,580.00
Special Assessments	-	-	-	-
Charges for Services	775,485.00	396,177.00	412,330.00	412,330.00
Fines, Licenses, and Permits	740,980.00	643,349.00	624,600.00	624,600.00
Miscellaneous	241,605.00	178,543.00	154,221.00	154,221.00
Other Financing Sources:				
Proceeds from Sale of Debt	-	-	-	-
Transfers	737,532.00	136,131.00	136,574.00	136,574.00
Advances	943,494.00	245,000.00	2,330,000.00	-
Other Sources				
TOTAL REVENUES	12,531,817.00	10,730,920.00	12,568,073.00	9,980,517.00

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

DESCRIPTION (1)	For 2010 Actual (2)	For 2011 Actual (3)	Current Year Estimated for 2012 (4)	Budget Year Estimated for 2013 (5)
EXPENDITURES				
Security of Persons and Property				
Personal Services	4,569,856.00	3,616,053.00	4,089,140.00	4,089,140.00
Travel Transportation	-	-	-	-
Contractual Services	704,586.00	512,258.00	574,633.00	574,733.00
Supplies and Materials	-	-	-	-
Capital Outlay	-	600.00	-	-
Total Security of Persons and Property	5,274,442.00	4,128,911.00	4,663,773.00	4,663,873.00
Public Health Services				
Personal Services	-	-	-	-
Travel Transportation	-	-	-	-
Contractual Services	125,408.00	124,204.00	128,649.00	128,649.00
Supplies and Materials	-	-	-	-
Capital Outlay	-	-	-	-
Total Public Health Services	125,408.00	124,204.00	128,649.00	128,649.00
Leisure Time Activities				
Personal Services	905,224.00	888,451.00	953,575.00	953,575.00
Travel Transportation	-	-	-	-
Contractual Services	378,860.00	365,793.00	398,149.00	398,149.00
Supplies and Materials	-	-	-	-
Capital Outlay	-	-	-	-
Total Leisure Time Activities	1,284,084.00	1,254,244.00	1,351,724.00	1,351,724.00
Community Environment				
Personal Services	459,763.00	463,159.00	495,695.00	495,695.00
Travel Transportation	-	-	-	-
Contractual Services	346,838.00	339,337.00	322,036.00	322,036.00
Supplies and Materials	-	-	-	-
Capital Outlay	-	9,382.00	-	-
Total Community Environment	806,601.00	811,878.00	817,731.00	817,731.00
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 2010 Actual (2)	For 2011 Actual (3)	Current Year Estimated for 2012 (4)	Budget Year Estimated for 2013 (5)
EXPENDITURES				
Transportation				
Personal Services	-	-	-	-
Travel Transportation	-	-	-	-
Contractual Services	-	-	-	-
Supplies and Materials	-	-	-	-
Capital Outlay	-	-	-	-
Total Transportation	-	-	-	-
General Government				
Personal Services	814,187.00	813,463.00	848,220.00	848,220.00
Travel Transportation	-	-	-	-
Contractual Services	1,510,895.00	912,860.00	874,779.00	857,403.00
Supplies and Materials	-	-	-	-
Capital Outlay	-	-	-	-
Total General Government	2,325,082.00	1,726,323.00	1,722,999.00	1,705,623.00
Debt Service				
Redemption of Principal	-	-	-	-
Interest	-	-	-	-
Other Debt Service	-	-	-	-
Total Debt Service	-	-	-	-
Other Uses of Funds				
Transfers	1,469,932.00	1,461,919.00	1,594,288.00	1,224,070.00
Advances	393,042.00	645,000.00	1,930,000.00	-
Contingencies	-	46,499.00	78,000.00	78,000.00
Other Uses of Funds				
Total Other Uses of Funds	1,862,974.00	2,153,418.00	3,602,288.00	1,302,070.00
TOTAL EXPENDITURES	11,678,591.00	10,198,978.00	12,287,164.00	9,969,670.00
Revenues over/(under) Expenditures	853,226.00	531,942.00	280,909.00	10,847.00
Beginning Cash Balance	5,938,498.68	6,791,724.68	7,237,957.75	7,518,866.97
Ending Cash Fund Balance	6,791,724.68	7,323,666.68	7,518,866.75	7,529,713.97
Rounding	0.88	0.72	0.22	
Outstanding Advances to be repaid		-	-	-
Estimated Encumbrances (outstanding at year end)	195,184.13	85,709.65	-	-
Estimated Ending Unencumbered Fund Balance	6,596,541.43	7,237,957.75	7,518,866.97	7,529,713.97

EXHIBIT II -A

FUND List All Funds Individually Unless Reported on Exhibit I or II	Estimated Unencumbered Fund Balance 1/1/2013	Budget Year Estimated Receipt	Total Available For Expenditures	Personal Services	Other	Total	Estimated Unencumbered Fund Balance 12/31/2013
GOVERNMENTAL:							
SPECIAL SERVICE:							
Street	180,163.08	757,286.00	937,449.08	608,094.00	187,000.00	795,094.00	142,355.08
State Highway Improvement	14,591.92	20,946.00	35,537.92		21,000.00	21,000.00	14,537.92
Community Development Block Grant	150,000.00	130,000.00	280,000.00		130,000.00	130,000.00	150,000.00
Community Development Block Loan	124,841.08	106,221.00	231,062.08		100,000.00	100,000.00	131,062.08
Parking Meter	991,664.94	684,614.00	1,676,278.94	381,745.00	306,784.00	688,529.00	987,749.94
Life Squad	20,542.66	6,067.00	26,609.66		5,000.00	5,000.00	21,609.66
Affordable Housing Trust	5,476.28	20.00	5,496.28			0.00	5,496.28
Law Enforcement Trust	94,473.20	42,078.00	136,551.20	88,600.00		88,600.00	47,951.20
Enforcement & Education	116,509.21	79,772.00	196,281.21		136,686.00	136,686.00	59,595.21
FEMA Grant	70,569.88		70,569.88			0.00	70,569.88
Fire/EMS	287,421.60	1,435,572.00	1,722,993.60	1,012,481.00	331,756.00	1,344,237.00	378,756.60
TOTAL SPECIAL REVENUE FUNDS	2,056,253.85	3,262,576.00	5,318,829.85	2,090,920.00	1,218,226.00	3,309,146.00	2,009,683.85

EXHIBIT II - B

FUND List All Funds Individually Unless Reported on Exhibit I or II	Estimated Unencumbered Fund Balance 1/1/2013	Budget Year Estimated Receipt	Total Available For Expenditures	Personal Services	Other	Total	Estimated Unencumbered Fund Balance 12/31/2013	
DEBT SERVICE FUNDS								
1999 Parks Imp.Bond Debt Service	0.00	313,050.00	313,050.00		313,050.00	313,050.00	0.00	
TOTAL DEBIT SERVICE FUNDS	0.00	313,050.00	313,050.00	0.00	313,050.00	313,050.00	0.00	
CAPITAL PROJECT FUNDS								
Capital Equipment	834,468.78	72,270.00	906,738.78		72,270.00	72,270.00	834,468.78	0.00
Capital Improvement	1,590,431.65	362,600.00	1,953,031.65		362,600.00	362,600.00	1,590,431.65	0.00
Parking Lot Improvement	46,621.59	40,000.00	86,621.59		40,000.00	40,000.00	46,621.59	0.00
		362,600.00						
TOTAL CAPITAL PROJECTS	2,471,522.02	837,470.00	2,946,392.02		474,870.00	474,870.00	2,471,522.02	
Special Assessment	8,338.16		8,338.16		0.00	0.00	8,338.16	
TOTAL SPECIAL ASSESSMENT	8,338.16	0.00	8,338.16	0.00	0.00	0.00	8,338.16	

FUND List All Funds Individually Unless Reported on Exhibit I or II	Estimated Unencumbered Fund Balance 1/1/2013	Budget Year Estimated Receipt	Total Available For Expenditures	Personal Services	Other	Total	Estimated Unencumbered Fund Balance 12/31/2013
PROPRIETARY:							
ENTERPRISE FUNDS							
Water Bond Debt Service Fund	0.00	889,500.00	889,500.00		889,500.00	889,500.00	0.00
Water Capital Equipment Fund	83,866.88	85,000.00	168,866.88		120,000.00	120,000.00	48,866.88
Water Operating Fund	1,868,270.43	2,664,049.00	4,532,319.43	1,237,966.00	1,734,575.00	2,972,541.00	1,559,778.43
Water Improvement Fund	1,718,407.89	250,000.00	1,968,407.89		710,000.00	710,000.00	1,258,407.89
Water Capital Benefit Fund NE	188,292.93	672.00	188,964.93		75,000.00	75,000.00	113,964.93
Water Capital Benefit Fund NW	233,990.42	832.00	234,822.42		75,000.00	75,000.00	159,822.42
Water Capital Benefit Fund SE	217,449.39	901.00	218,350.39			0.00	218,350.39
Water Capital Benefit Fund SW	56,195.11	468.00	56,663.11			0.00	56,663.11
Sewer Capital Equipment Fund	621,503.65	170,000.00	791,503.65		170,000.00	170,000.00	621,503.65
Sewer Operating Fund	2,138,588.42	2,911,778.00	5,050,366.42	1,399,535.00	1,740,824.00	3,140,359.00	1,910,007.42
Sewer Improvement Fund	479,684.92	200,000.00	679,684.92		200,000.00	200,000.00	479,684.92
Sewer Capital Benefit Fund NE	173,199.09	618.00	173,817.09			0.00	173,817.09
Sewer Capital Benefit Fund NW	239,280.43	851.00	240,131.43			0.00	240,131.43
Sewer Capital Benefit Fund SE	242,032.87	672.00	242,704.87			0.00	242,704.87
Sewer Capital Benefit Fund SW	148,105.56	529.00	148,634.56			0.00	148,634.56
Refuse Fund	1,646,998.91	1,921,702.00	3,568,700.91	125,521.00	1,758,997.00	1,884,518.00	1,684,182.91
Stormwater Utility Fund	8,617.98	40,000.00	48,617.98		40,000.00	40,000.00	8,617.98
Landfill Post-Closure Fund	1,093,264.69	11,100.00	1,104,364.69		198,000.00	198,000.00	906,364.69
TOTAL ENTERPRISE FUNDS	11,157,749.57	9,148,672.00	20,306,421.57	2,763,022.00	7,711,896.00	10,474,918.00	9,831,503.57

EXHIBIT II - D

FUND List All Funds Individually Unless Reported on Exhibit I or II	Estimated Unencumbered Fund Balance 1/1/2013	Budget Year Estimated Receipt	Total Available For Expenditures	Personal Services	Other	Total	Estimated Unencumbered Fund Balance 12/31/2013
INTERNAL SERVICE FUNDS							
Internal Service Fund	31,817.60	271,631.00	303,448.60		269,509.00	269,509.00	33,939.60
Employee Benefits Fund	349,939.81	1,642,365.00	1,992,304.81		1,641,335.00	1,641,335.00	350,969.81
TOTAL INTERNAL SERVICE FUNDS	381,757.41	1,913,996.00	2,295,753.41	0.00	1,910,844.00	1,910,844.00	384,909.41
FIDUCIARY:							
TRUST AND AGENCY FUNDS							
Board of Building Standards Fund	71.11	2,850.00	2,921.11		2,850.00	2,850.00	71.11
Hotel Tax Agency Fund	4,419.68	170,745.00	175,164.68		170,745.00	170,745.00	4,419.68
Oxford Natural Gas Refund Agency Fund	2,838.08	11.00	2,849.08		150.00	150.00	2,699.08
TOTAL TRUST AND AGENCY FUNDS	7,328.87	173,606.00	180,934.87	0.00	173,745.00	173,745.00	7,189.87
TOTAL FOR MEMORANDUM ONLY	**16,082,949.88**	**15,649,370.00**	**31,369,719.88**	**4,853,942.00**	**11,802,631.00**	**16,656,573.00**	**14,713,146.88**

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 1/1/2012	BUDGET YEAR Amount Required for Principal and Interest 1/1/2012 to 12/31/2012	BUDGET YEAR Amount Receivable from Other Sources to Meet Debt Payments 1/1/2012 to 12/31/2012
Payable from Bond Retirement Funds:	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX
INSIDE 10 MILL LIMIT:	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX
Park Improvement Refunding Bonds	N/A	6/23/2009	12/1/2019	Ordinance	Serial	2.00 - 3.75%	1,895,000.00	313,050.00	0.00
2011 Refunding Water Bonds	N/A	11/15/2002	12/1/2014	Ordinance	Serial	2.00 - 3.00%	1,725,000.00	889,500.00	889,500.00
TOTAL							3,620,000.00	1,202,550.00	889,500.00
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 2010 Actual	For 2011 Actual	Adjusted Budget Year 2012	Explanation for Changes from prior year: Estimate for Budget 2013	% increase over prior year budget	
REVENUES						
Local Taxes						
General Property Tax - Real Estate	910,416	991,899	930,000	930,000	0.00%	
10% Rollback & Homestead, Trailor	94,458	95,222	91,937	91,937	0.00%	
Tangible Personal Property Tax	44,399	8,974	0	0	0.00%	
Municipal Income Tax	6,717,936	6,712,608	6,902,000	7,005,530	1.50%	
Other Local Taxes (Hotel tax)	163,648	178,385	170,745	170,745	0.00%	
Total Local Taxes	7,930,857	7,987,088	8,094,682	8,198,212	1.28%	103,530
Intergovernmental Revenues						
State Shared Taxes and Permits	81,688	78,573	49,869	39,896	-20.00%	
Local Government	640,784	640,658	401,360	325,110	-19.00%	
Estate Tax	181,326	308,438	275,127	0	0.00%	
Cigarette Tax	750	800	750	750	0.00%	
License Tax						
Liquor and Beer Permits	39,039	40,604	34,000	36,000	5.88%	
Gasoline Tax						
Library and Local Government Support Fund						
Property Tax Allocation						
Other State Shared Taxes and Permits						
Total State Shared Taxes and Permits	943,587	1,069,073	761,106	401,756	-47.21%	(359,350)
Federal Grants or Aid	13,677	13,954	8,000	8,000	0.00%	
State Grants or Aid	19,939	19,289	17,360	15,624	-10.00%	
Other Grants or Aid	184,661	42,316	29,200	29,200	0.00%	
Total Intergovernmental Revenues	218,277	75,559	54,560	52,824	-3.18%	(1,736)
Special Assessments						
Charges for Services	775,485	396,177	412,330	412,330	0.00%	0
Fines, Licenses, and Permits	740,980	643,349	624,600	624,600	0.00%	0
Miscellaneous	241,605	178,543	154,221	154,221	0.00%	0
Other Financing Sources:						
Proceeds from Sale of Debt						
Transfers	**737,532**	**136,131**	**136,574**	**136,574**	0.00%	
Advances	**943,494**	**245,000**	**2,330,000**	**0**	-100.00%	
Other Sources						
TOTAL REVENUE	12,531,817	10,730,920	12,568,073	9,980,517	-20.59%	(257,556)
			4,663,773	4,661,473	Security of Persons & Property	
			128,649	128,649	Public Health & Welfare	
			1,351,724	1,351,724	Leisure Time Activities	
			817,731	817,731	Community Environment	
			1,722,999	1,705,623	General Government	
			1,594,288	1,224,070	Transfers	
			1,930,000	0	Advances	
			78,000	78,000	Contingency	
TOTAL EXPENSES			12,287,164	9,967,270		
NET GAIN/(LOSS)			280,909	13,247		

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

revision to the % increase

EXPENDITURES

Increase over PRIOR YR: 0.00% 0.000

^ Plug this % to make exp bal to revenue, shows what % increase in exp we can afford.\

	2010 Actual					2011 Actual				
Dept	Personal Services	Operating	Capital Outlay	total		Personal Services	Operating	Capital Outlay	total	
Security of Persons & Property										
110	3,053,577	230,859	0	3,284,436		2,814,963	251,227	600	3,066,790	
120	31,989	34,805	0	66,794		31,491	38,061	0	69,552	
130	53,615	10,827	0	64,442		50,616	14,480	0	65,096	
140	711,590	123,317	0	834,907		718,983	133,600	0	852,583	
150	682,507	130,945	0	813,452		0	0	0	0	
151	36,578	83,151	0	119,729		0	0	0	0	
160	0	15,371	0	15,371		0	0	0	0	
170	0	75,311	0	75,311	5,274,442	0	74,890	0	74,890	4,128,911
Total	**4,569,856**	**704,586**	**0**	**5,274,442**		**3,616,053**	**512,258**	**600**	**4,128,911**	
Public Health & Welfare										
210	0	10,966	0	10,966		0	10,484	0	10,484	
220	0	6,718	0	6,718		0	6,574	0	6,574	
221	0	107,724	0	107,724	125,408	0	107,146	0	107,146	124,204
Total	**0**	**125,408**	**0**	**125,408**		**0**	**124,204**	**0**	**124,204**	
Leisure Time Activities										
290	25,429	19,284	0	**44,713**		25,466	18,469	0	**43,935**	
291	0	0	0	**0**		0	0	0	**0**	
610	51,636	48,148	0	**99,784**		53,663	46,497	0	**100,160**	
620	438,475	187,038	0	**625,513**		422,349	180,483	0	**602,832**	
630	240,891	117,764	0	**358,655**		237,455	114,204	0	**351,659**	
680	148,793	6,626	0	**155,419**	1,284,084	149,518	6,140	0	**155,658**	1,254,244
Total	**905,224**	**378,860**	**0**	**1,284,084**		**888,451**	**365,793**	**0**	**1,254,244**	
Community Environment										
310	308,422	22,001	0	**330,423**		307,325	27,000	5,482	**339,807**	
320	60,298	269,975	0	**330,273**		60,220	241,915	3,900	**306,035**	
330	0	0	0	**0**		0	0	0	**0**	
335	0	23,000	0	**23,000**		0	23,000	0	**23,000**	
345	0	29,011	0	**29,011**		0	26,560	0	**26,560**	
360	91,043	2,851	0	**93,894**	806,601	95,614	20,862	0	**116,476**	811,878
Total	**459,763**	**346,838**	**0**	**806,601**		**463,159**	**339,337**	**9,382**	**811,878**	
General Government										
408	0	98,938	0	**98,938**		0	90,175	0	**90,175**	
410	181,561	5,866	0	**187,427**		181,701	6,816	0	**188,517**	
411	0	0	0	**0**		0	0	0	**0**	
420	169,101	137,477	0	**306,578**		173,379	186,954	0	**360,333**	
421	0	338,810	0	**338,810**		0	314,394	0	**314,394**	
430	95,997	32,332	0	**128,329**		96,928	39,772	0	**136,700**	
450	38,036	52,863	0	**90,899**		37,754	44,682	0	**82,436**	
465	76,654	7,781	0	**84,435**		74,018	10,485	0	**84,503**	
470	18,418	5,932	0	**24,350**		18,363	5,699	0	**24,062**	
480	52,680	78,342	0	**131,022**		53,273	72,727	0	**126,000**	
481	83,508	28,077	0	**111,585**		78,759	25,495	0	**104,254**	
483	0	29,400	0	**29,400**		0	32,861	0	**32,861**	
490	98,232	24,006	0	**122,238**		99,288	16,959	0	**116,247**	
500	0	671,071	0	**671,071**	2,325,082	0	65,841	0	**65,841**	1,726,323
Total	**814,187**	**1,510,895**	**0**	**2,325,082**		**813,463**	**912,860**	**0**	**1,726,323**	
Transfers		**1,469,932**		**1,469,932**			**1,461,919**		**1,461,919**	
Advances	0	**393,042**		**393,042**		0	**645,000**		**645,000**	
Contingency		0		**0**			46,499		**46,499**	
tot gen fund	**6,749,030**	**4,929,561**	**0**	**11,678,591**		**5,781,126**	**4,407,870**	**9,982**	**10,198,978**	

	2012 Estimate					2013 Tax Budget				
Dept	Personal Services	Operating	Capital Outlay	total		Personal Services	Operating	Capital Outlay	total	
Security of Persons & Property										
110	3,222,882	313,350	0	3,536,232		3,222,882	313,350	0	3,536,232	
120	34,805	38,000	0	72,805		34,805	38,100	0	72,905	
130	48,806	13,388	0	62,194		48,806	13,388	0	62,194	
140	782,647	133,195	0	915,842		782,647	133,195	0	915,842	
150	0	0	0	0		0	0	0	0	
151	0	0	0	0		0	0	0	0	
160	0	0	0	0		0	0	0	0	
170	0	76,700	0	76,700	4,663,773	0	76,700	0	76,700	4,663,873
Total	**4,089,140**	**574,633**	**0**	**4,663,773**		**4,089,140**	**574,733**	**0**	**4,663,873**	
Public Health & Welfare										
210	0	10,200	0	10,200		0	10,200	0	10,200	
220	0	6,500	0	6,500		0	6,500	0	6,500	
221	0	111,949	0	111,949	128,649	0	111,949	0	111,949	128,649
Total	**0**	**128,649**	**0**	**128,649**		**0**	**128,649**	**0**	**128,649**	
Leisure Time Activities										
290	26,507	28,225	0	**54,732**		26,507	28,225	0	**54,732**	
291	0	0	0	**0**		0	0	0	**0**	
610	57,460	45,260	0	**102,720**		57,460	45,260	0	**102,720**	
620	459,154	192,874	0	**652,028**		459,154	192,874	0	**652,028**	
630	257,265	122,040	0	**379,305**		257,265	122,040	0	**379,305**	
680	153,189	9,750	0	**162,939**	1,351,724	153,189	9,750	0	**162,939**	1,351,724
Total	**953,575**	**398,149**	**0**	**1,351,724**		**953,575**	**398,149**	**0**	**1,351,724**	
Community Environment										
310	336,911	17,683	0	**354,594**		336,911	17,683	0	**354,594**	
320	63,437	243,753	0	**307,190**		63,437	243,753	0	**307,190**	
330	0	0	0	**0**		0	0	0	**0**	
335	0	23,000	0	**23,000**		0	23,000	0	**23,000**	
345	0	32,500	0	**32,500**		0	32,500	0	**32,500**	
360	95,347	5,100	0	**100,447**	817,731	95,347	5,100	0	**100,447**	817,731
Total	**495,695**	**322,036**	**0**	**817,731**		**495,695**	**322,036**	**0**	**817,731**	
General Government										
408	0	100,924	0	**100,924**		0	100,924	0	**100,924**	
410	184,273	8,780	0	**193,053**		184,273	8,780	0	**193,053**	
411	0	0	0	**0**		0	0	0	**0**	
420	179,484	135,130	0	**314,614**		179,484	114,648	0	**294,132**	
421	0	277,095	0	**277,095**		0	280,201	0	**280,201**	
430	100,954	37,500	0	**138,454**		100,954	37,500	0	**138,454**	
450	38,174	22,120	0	**60,294**		38,174	22,120	0	**60,294**	
465	79,868	11,350	0	**91,218**		79,868	11,350	0	**91,218**	
470	18,815	6,500	0	**25,315**		18,815	6,500	0	**25,315**	
480	56,105	86,104	0	**142,209**		56,105	86,104	0	**142,209**	
481	85,072	31,792	0	**116,864**		85,072	31,792	0	**116,864**	
483	0	50,127	0	**50,127**		0	50,127	0	**50,127**	
490	105,475	31,874	0	**137,349**		105,475	31,874	0	**137,349**	
500	0	75,483	0	**75,483**	1,722,999	0	75,483	0	**75,483**	1,705,623
Total	**848,220**	**874,779**	**0**	**1,722,999**		**848,220**	**857,403**	**0**	**1,705,623**	
Transfers		**1,594,288**		**1,594,288**			**1,224,070**		**1,224,070**	
Advances		**1,930,000**		**1,930,000**			**0**		**0**	
Contingency		78,000		**78,000**			78,000		**78,000**	
tot gen fund	**6,386,630**	**5,900,534**	**0**	**12,287,164**		**6,386,630**	**3,583,040**	**0**	**9,969,670**	

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

DESCRIPTION	For 2010 Actual	For 2011 Actual	Adjusted Budget Year 2012	Estimate for Budget 2013
REVENUES TRANSFERS-IN				
From Hotel Tax Fund	9,819	10,703	7,189	7,189
From Parking Fund	24,500	24,500	24,500	24,500
From Law Enforcement Trust Fund	-	-	-	-
From Water Fund	36,976	36,976	38,295	38,295
From Sewer Fund	36,976	36,976	38,295	38,295
From Capital Improvement Fund	590,000	-	-	-
From FEMA Fund	12,285	-	-	-
From Storm Water Fund	-	-	-	-
From Refuse Fund	26,976	26,976	28,295	28,295
Total Transfers In	**737,532**	**136,131**	**136,574**	**136,574**
REVENUES ADVANCES-IN				
Return of Advance from FEMA Fund	26,930	-	-	-
Return of Advance from Internal Service Fund	-	-	-	-
Return of Advance from Fire/EMS Fund	-	245,000	-	-
Return of Advance from Capital Improvement Fund	766,564	-	2,200,000	-
Return of Advance from CDBG Fund	150,000	-	130,000	-
Total Advances In	**943,494**	**245,000**	**2,330,000**	-
EXPENDITURES TRANSFERS-OUT				
To FEMA Fund	-	-	-	-
To Street Fund	448,523	413,000	433,000	413,000
To Capital Improvement Fund	456,334	292,600	335,688	362,600
To Capital Equipment Fund	71,023	272,270	430,000	72,270
To CDBG Fund	150,000	-	-	-
To Park Debt Service Fund	311,252	312,150	307,450	313,050
To Fire/EMS Fund	-	126,899	18,150	18,150
To Storm Water Fund	20,000	45,000	40,000	45,000
To Special Assessment Fund	12,800	-	30,000	-
To Law Enforcement Trust Fund	-	-	-	-
Total Transfers Out	**1,469,932**	**1,461,919**	**1,594,288**	**1,224,070**
EXPENDITURES ADVANCES-OUT				
To FEMA Fund	-	-	-	-
To CDBG Fund	-	-	130,000	-
To Capital Improvement Fund	393,042	400,000	1,800,000	-
To Fire/EMS Fund	-	245,000	-	-
Total Advances Out	**393,042**	**645,000**	**1,930,000**	-