



Agenda

Oxford City Council

Court House

TUESDAY, JUNE 21, 2011

EXECUTIVE SESSION

7:00 P.M.

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

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. Report - Community Service Impact - Miami University, Office of Community Engagement and Service.
- B. Recognition - Police and Fire Department Staff.
- C. Appointments to Boards and Commissions.
- D. Public Hearing - 2012 Tax Budget (Joe Newlin).
- E. 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 7, 2011 City Council Meeting. (Mary Ann Eaton, Clerk of Council)



Minutes

- B. Report regarding the June 1, 2011 Historic and Architectural Preservation Commission. (Jung-Han Chen, Community Development Director)



Report

- C. A Resolution authorizing the City Manager to enter into an agreement with Neopost for a 60-month lease for postage equipment through state contract pricing. (Kim Newton, Assistant to the City Manager)



Staff Report/Resolution

5. Resolutions.

- 1. A Resolution approving a \$ 20,000 Revolving Loan Fund loan to Seaview Outfitters, LLC. (Alan Kyger, Economic Development Director).



Staff Report/Resolution

- 2. A Resolution authorizing the City Manager to accept the Fire Prevention and Safety Grant in an amount not to exceed \$70,400 with a 10% match by the City in an amount not to exceed \$7,040 for the purchase and installation of equipment in Oxford residences to promote fire safety and prevention. (John Detherage, Fire Chief).



Staff Report/Resolution

6. Ordinances.

A. First Reading.

1. An Ordinance Approving The Vacation Of The Alley Right-Of-Way Running North-South Between East Church Street And East High Street; Between Tallawanda Road And Bishop Street. (Doug Elliott, City Manager)



Staff Report/Ordinance

2. 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 Repealing Zoning Code Section 1143.10 Of The Codified Ordinances Of The City Of Oxford, Ohio Entitled Uptown District, And Adopting New Section 1143.10, Entitled Uptown District. (Jung-Han Chen, Community Development Director)



Staff Report/Ordinance

2. An Ordinance Authorizing The Tax Budget For The Year 2012 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. Discussion - Requiring Waste Wheeler Totes in the Mile Square.

2. Remarks from City Council and City Staff.

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

WED - June 22 Civil Service Commission Meeting 7:00 p.m.

FRI - June 24 Community Improvement Corporation Meeting 12:00 p.m. LCNB

MON - July 4 Holiday - City Offices Closed

TUES - July 5 City Council Meeting 7:30 p.m.

WED - July 6 Environmental Commission Meeting 7:00 p.m. Municipal Building

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

TUES - July 12 Planning Commission Work Session 6:00 p.m.

TUES - July 12 Planning Commission Meeting 7:30 p.m. Cancelled

MON - July 18 Housing Advisory Commission 7:00 p.m. Municipal Building

TUES - July 19 City Council Meeting 7:30 p.m.

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

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

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

8. Adjourn.

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

Economic Development Department

For the June 21, 2011
City Council Meeting

G. Alan Kyger
June 15, 2011

Agenda Title: Seaview Outfitters LLC, Revolving Loan Fund Application.
\$20,000.00 for five years at 2% interest.

Recommendation: The CIC Board recommends approve with conditions.

Seaview Outfitters LLC has applied to the City of Oxford for Revolving Loan Funds. The amount requested is \$20,000, to be repaid over 5 years at 2%.

Seaview Outfitters plans to open an outfitters retail store in the Uptown District, which will sell men's and women's outdoor apparel and hiking & backpacking equipment. It will be owned and operated by two brothers, Steve & Jack Thomas.

The CIC Loan Review Committee met twice to review the application, on May 10th the loan review committee recommended the project with conditions, be sent to the full CIC Board for approval.

On June 10th the CIC Board met with the Steve & Jack Thomas to review the application. The CIC Board unanimously approved recommending the loan with conditions.

The conditions are:

- A lease is secured for either 12 or 22 Park Place West and is in place prior to the closing and funding of the loan.
- All documents for the escrow account, which secures the RLF loan, are signed and the escrow security funds are in place prior to the loan closing.
- Seaview Outfitters equity position is verified prior to the loan closing.
- The private financing funds are in place and verified prior to the loan closing.
- Proof that traditional financing is unavailable.
- Butler County has ratified the application as meeting all RLF standards.

The CIC Board feels adding additional retail diversity to the Uptown District is important to the fabric of the community and Uptown District. Seaview Outfitters will be a fresh new shopping option in not only the Uptown District, but for the Oxford area.

Reviewed By:

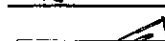
Department Head:



Initial Date

6-15-11

City Attorney:



City Manager:



RESOLUTION NO.

A RESOLUTION APPROVING A \$ 20,000 REVOLVING LOAN FUND LOAN TO SEAVIEW OUTFITTERS, LLC.

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

SECTION 1: Council finds that the Oxford Community Improvement Corporation met on June 10, 2011, to consider the loan request of Seaview Outfitters, LLC for a loan from the Oxford Revolving Loan Fund ("RLF") to assist with the purchase of counters and displays, cash register, software, furniture, telephone, security system, television, sound system and inventory.

SECTION 2: The Oxford Community Improvement Corporation, after due deliberation, is recommending a loan of \$20,000 at two percent (2%) interest for five (5) years.

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

SECTION 4: Council of the City of Oxford hereby accepts and approves the recommendation of the Oxford Community Improvement Corporation and approves the loan of \$20,000 at two percent (2%) interest for five (5) years.

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

- a. A lease is secured for either 12 or 22 Park Place West.
- b. All documents for the escrow account are signed and the escrow security funds are in place.
- c. The applicant's equity position is verified.
- d. The private financing funds are in place and verified.
- e. Proof that traditional financing is unavailable.
- f. Butler County has ratified the application as meeting all RLF standards.

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

MAYOR

ADOPTED:

ATTEST:_____

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: KATE CURRIE

PREPARED BY: LAW (STAFF)

Seaview Outfitters

PROJECT SUMMARY Revolving Loan Fund (RLF)

June 16, 2011

Borrower: Seaview Outfitters LLC.

Business Concern: Seaview Outfitters, Outdoor apparel & equipment retail store.

Principals & Guarantors: John (Jack) Thomas, Stephen Thomas – Principals
Jerry Miller - Guarantor

Home Address: 909 Arrowhead Drive, Apt 26F
Oxford, Ohio 45056

Project Address: 12 Park Place West or 22 Park Place West
Oxford, Ohio 45056

Company Description: Seaview Outfitters mission is to offer quality, name brand outdoor clothing and equipment in an assortment of styles and sizes to accommodate all of Oxford's outdoor needs. Seaview Outfitters focus will be to provide the highest quality outdoor apparel and accessories to their target customer base and to provide them with the best customer experience possible.

Brothers, Steve & Jack Thomas will own and operate the business.

Seaview Outfitters will co-ordinate, as much as possible, with the Miami University Outdoor Pursuit Center in providing an in-town option for outdoor gear and equipment sales. Jack Thomas currently works at the Outdoor Pursuit Center, and plans to continue working part time at the Outdoor Pursuit Center.

In addition to the retail location, Seaview Outfitters will actively promote an online store to supplement the onsite sales.

Currently two locations are being reviewed, 12 Park Place West & 22 Park Place West. Both locations are in the heart of the Uptown Business District and Miami University student trade area.

Proposed Project: Seaview Outfitters intends to open a retail outdoor apparel and equipment store in Uptown Oxford. The proposed site at 22 Park Place West was recently remodeled by Dubois Bookstore as a temporary location during construction of their new location. Due to recent renovations, the site will only need minimal updates for Seaview Outfitters. They are also looking at 12 Park Place West, should 22 Park Place West not be available.

\$40,200.00 is allocated for the total project. Use of the funds will be for interior remodeling, fixtures, holding costs for the site, business supplies, inventory and working capital.

Proposed Project Cost: \$ 40,200

\$ 12,050	Site Preparation & Fixtures
\$ 9,045	Business Start up utilities and expenses
\$ 17,155	Inventory
\$ 1,950	Working Capital

Requested Funding: \$ 20,000 RLF loan, for 5 years at 2% interest.

Proposed Financing:

\$ 20,000	48.5% - RLF
\$ 15,700	38.1% - Private Financing
\$ 4,500	13.4% - Equity funding Steve & Jack Thomas

Annual Debt Service:

RLF	\$ 350- Monthly	2.0%	5 yrs
P. Loans	\$ 576- Monthly	12.0%	5 yrs.

Proposed Funding Detail: \$ 20,000

\$ 1,494	RLF Funds
\$ 3,087	Counters & Displays
\$ 1,381	Cash Register & POS Software
\$ 65	Furniture
\$ 300	Telephone
\$ 668	Security System
\$ 13,005	TV & Sound System
	Inventory; Oakley, RayBan, Patagonia, Wigwam, Point6, Osprey, LongChamp, Swiss Army, Mountain Hardware

\$ 15,700	Private Financing
\$ 4,150	Inventory
\$ 6,495	Business Start Up & Prepays
\$ 5,055	Site Preparation & Fixtures

\$ 4,500	Steve & Jack Equity Funds
\$ 1,950	Working Capital
\$ 2,550	Business Start Up & Prepays

\$ 40,200 Total Project Cost

Loan Security:

Stephen Thomas - Personal Guarantee
John Thomas - Personal Guarantee

Seaview Outfitters LLC - UCC Filings on Equipment

Additional Loan Security – Mr. Jerry Miller

Due to the current limited financial resources of Seaview Outfitters LLC and Jack & Steve Thomas, the CIC loan review committee is requiring an acceptable co-signer or guarantor. Instead of a traditional co-signer or guarantor, Mr. Jerry Miller has agreed to establish an independent \$20,000 escrow account, which will be used to secure the RLF \$20,000 loan.

New Employment:

Minimum 2 new jobs to be created.
Steve and Jack will be working the store, plus two part time employees.

RLF Requirements:

Minimum one job created or retained for every \$35,000 of RLF funds borrowed.
 $\$10,000 \text{ in funding per FTE} = \$20,000 / 2 \text{ FTE}$

Minimum of 51% of the jobs must be LMI (Low to Moderate Income)
Minimum 1 of the 2 total jobs must be LMI

RLF loan cannot be more than 50% of the financing of the project.
 $48.5\% = \$20,000 / \$40,200$

The applicant must invest 10% equity into the project.
 $13.4\% = \$4,500 / \$40,200$

RLF funding is to be Gap Funding. RLF is to provide funding which the applicant cannot receive from conventional sources.

Maximum Loan: Suggested maximum is 1/3 of the current RLF balance. (33.3%)
19%

Current Balance	\$ 105,000
Requested	\$ 20,000

Loan Terms:

Interest Rates: Set by the CIC based on the needs of the project.
2% requested,
2% recommended

Terms: Should not be longer than the life of the asset.

- Working Capital
- Machinery & Equipment: Generally 5 to 7 years.
- Machinery & Equipment: up to 10 years
- Real Estate: up to 15 years
5 years requested
5 years recommended

CITY OF OXFORD STAFF SUMMARY REPORT

Report to the City Manager: Douglas Elliott, Jr.

Fire Department
Originating Department

Council Meeting Of : 06-21-11

John Detherage
Prepared By:

Account Code No. #: N/A

Budgeted Amount: N/A

June 14, 2011
Date Prepared

Agenda Title: A Resolution authorizing the City Manager to accept (when offered) the 2010 Fire Prevention and Safety Grant with a ten percent (10%) match by the City.

Recommendation: Adopt the Resolution

Discussion:

The City of Oxford Fire Department applied for a Fire Prevention and Safety Grant earlier this year to provide and install Photoelectric smoke alarms in 4,400 residential rental units in the City. Most of these units are occupied by college students but some are occupied by elderly or low-income residents.

This project will be based on a partnership with the Miami University Greek Community. With their assistance, the Fire Department plans to distribute and install 4,400 smoke alarms in rental properties throughout the City, benefiting students, and year-round elderly and lower income residents. This partnership will provide the manpower needed to complete the project while providing a philanthropic experience for the Greek Community as they, along with the Fire Department, promote fire safety.

To cover the cost of the equipment, the City Manger has applied for a grant in the amount of \$70,400 with a ten percent (10%) match by the City in the amount of \$7,040.00. It is the intent of the Fire Chief to solicit the matching funds from other grant sources and Miami University groups such as the Parent Council. Any remaining funding needed would come from the fire department operating budget.

Approved By:

Department Head:

City Attorney:

City Manager:

Initial Date

JPE \ 06-14-11

[Signature] \ 6/17/11

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ACCEPT THE FIRE PREVENTION AND SAFETY GRANT IN AN AMOUNT NOT TO EXCEED \$70,400 WITH A 10% MATCH BY THE CITY IN AN AMOUNT NOT TO EXCEED \$7,040 FOR THE PURCHASE AND INSTALLATION OF EQUIPMENT IN OXFORD RESIDENCES TO PROMOTE FIRE SAFETY AND PREVENTION.

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

SECTION 1: The City Manager and Fire Chief recommend the City Manager be authorized to accept the Fire Prevention and Safety Grant in an amount not to exceed \$70,400 with a 10% match by the City in an amount not to exceed \$7,040 for the purchase and installation of equipment in Oxford residences to promote fire safety and prevention.

SECTION 2: The City Manager is hereby authorized to accept the Fire Prevention and Safety Grant in an amount not to exceed \$70,400 with a 10% match by the City in an amount not to exceed \$7,040 for the purchase and installation of equipment in Oxford residences to promote fire safety and prevention.

SECTION 3: The Fire Chief shall solicit the matching funds from other grant sources and local organizations.

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

City Manager

Originating Department

Council Meeting Of: June 21, 2011

Doug Elliott

Account Code No. #: N/A

Prepared By

Budgeted Amount: N/A

June 13, 2011

Date Prepared

Agenda Title: An Ordinance Approving The Vacation Of The Alley Right-Of-Way Running North-South Between East Church Street And East High Street; Between Tallawanda Road And Bishop Street.

Recommendation:

Discussion:

Miami University has plans for a building construction project on the parking lot at the northwest corner of Tallawanda Road and High Street. They would like the City to vacate the alley next to the parking lot running north and south between Church and High Streets. Miami University owns property on both side of the alley. There are no City utility issues involved in this vacation. Miami University has signed a vacation petition and has had the plat map and legal description prepared for the proposed alley vacation.

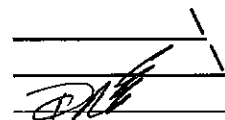
Approved By:

Department Head:

City Attorney:

City Manager:

Initial Date

 6-17-11

ORDINANCE NO.

ORDINANCE APPROVING THE VACATION OF THE ALLEY RIGHT-OF-WAY
RUNNING NORTH-SOUTH BETWEEN EAST CHURCH STREET AND EAST HIGH
STREET; BETWEEN TALLAWANDA ROAD AND BISHOP STREET.

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

SECTION 1: Council hereby finds that the Board of
Trustees of Miami University has petitioned the City of Oxford
to vacate the alley running north-south between East Church
Street and East High Street; between Tallawanda Road and Bishop
Street to facilitate a construction project at the northwest
corner of Tallawanda Road.

SECTION 2: Council hereby accepts the petition from the
Board of Trustees of Miami University and further finds there is
good cause for vacation of the alley and said vacation is not
detrimental to the general interest of the public.

SECTION 3: Council hereby orders the alley which runs
north-south from East Church Street to East High Street, between
Tallawanda Road and Bishop Street be vacated.

SECTION 4: The petitioner has prepared a vacation plat
of said vacated alley; the Clerk of Council is instructed to
endorse upon such plat the action of this Council in vacating
such portions of said alley; and to cause the applicant to have
said plat recorded at the office of the Recorder of Butler
County, Ohio.

SECTION 5: 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)

PETITION TO THE CITY OF OXFORD TO VACATE THE ALLEY
RIGHT-OF-WAY RUNNING NORTH-SOUTH
BETWEEN EAST CHURCH STREET AND EAST HIGH STREET;
BETWEEN TALLAWANDA ROAD AND BISHOP STREET

TO: Oxford City Council

FILED ON BEHALF OF PETITIONERS:

Board of Trustees of Miami University (Hereinafter referred to as "Owner")

Board of Trustees of Miami University being the contiguous fee simple titled Owner of the real estate abutting the alley more fully described in Exhibit "A", attached hereto, petition the legislative authority of the City of Oxford, Ohio, being the Oxford City Council, pursuant to the provisions of Section 723.04, et seq., of the Ohio Revised Code, to vacate the alley designated on the plat, a copy of which is attached hereto as Exhibit "B". This petition, in addition to being filed under the authority of Section 723.04, et seq., of the Ohio Revised Code sets forth the following supporting reasons for the vacation:

1. The vacation of the alley will facilitate a construction project at the northwest corner of Tallawanda Road.
2. The vacation of this portion of the street is not detrimental to the general interest of the City of Oxford, Ohio, and its residents.
3. The undersigned is the Owner of all lots abutting the aforementioned alley.

Pursuant to Section 723.06 Ohio Revised Code, Petitioner, being the Owner of all contiguous real estate and having given written consent to the vacation, moves this Council to dispense with the notification of the intent to vacate.

Wherefore, Owner respectfully moves City Council as legislative authority for the City of Oxford to vacate the subject alley, all rights and interests therein, and to declare such alley portion, by ordinance, vacated.

Respectfully Submitted,

BOARD OF TRUSTEES OF
MIAMI UNIVERSITY

By: _____

Title: _____

St. O. Ryder
Secretary to Board of Trustees
Miami University

Exhibit "A"

Date: June 6, 2011
Description: 16.00' Alley Vacation
Between Lot #292 & Lot #293
Location: City of Oxford
Butler County, Ohio



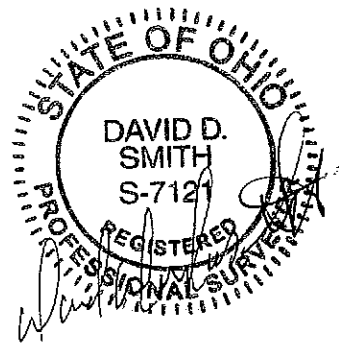
Situated in the City of Oxford, Butler County, Ohio, being adjacent to Lot #292 and Lot #293 of said City of Oxford and being a 16.00 foot alley and being more particularly described as follows:

Beginning at the southeast corner of Lot #292, said point being on the north right of way of East High Street; thence with the east line of said Lot #292 North 02°34'18" East, 304.19 feet to the south right of way of East Church Street;

thence with said south right of way of East Church Street, South 87°54'50" East, 16.00 feet to the northwest corner of said Lot #293;

thence with the west line of said Lot #293 South 02°34'18" West, 304.27 feet to the north right of way of East High Street;

thence with said north right of way of East High Street, North 87°37'43" West, 16.00 feet to the point of beginning, containing 0.112 acres or 4,868 square feet of land more or less and being subject to all legal highways, easements, restrictions and agreements of record.



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Page 1 of 1

6900 Tylersville Road, Suite A
Mason, Ohio 45040
513-336-6600

209 Grandview Drive
Fort Mitchell, Kentucky 41017
859-261-1113

318 South College Avenue
Oxford, Ohio 45056
513-523-4270

P.O. Box 3706
Lawrenceburg, Indiana 47025
812-537-9064

Engineering – Surveying – Landscape Architecture – Planning
www.bayerbecker.com



DAVID DOUGLAS SMITH OHIO REG. NO. 7121

VACATION FLAT

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318 S. College Avenue
Oxford, OH 45056 • 513.523.4270

DRE 4/7/11

ORDINANCE NO.

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

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

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

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

SECTION 3: The following sections and chapters are hereby added, amended or repealed 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)
335.07	Driving Under License Suspension or Restriction. (Amended)
335.12	Stopping After Accident Upon Streets. (Amended)
335.13	Stopping After Accident Upon Property Other Than Street. (Amended)
337.28	Use of Sunscreening Materials. (Amended)
337.29	Bumper Heights. (Amended)

General Offenses Code

501.01	Definitions. (Amended)
501.13	Conspiracy. (Amended)
501.99	Penalties for Misdemeanors. (Amended)
517.01	Gambling Definitions. (Amended)
517.02	Gambling. (Amended)
517.06	Methods of Conducting a Bingo Game. (Amended)
517.07	Instant Bingo Conduct. (Amended)
529.07	Open Container Prohibited. (Amended)
537.10	Telecommunications Harassment. (Amended)
537.11	Threatening or Harassing Telephone Calls. (Repealed)
537.12	Misuse of 9-1-1 System. (Amended)

Fire Prevention Code

1519.04	Possession, Sale or Discharge Prohibited. (Amended)
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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

Clerk of Council

Originating Department

Council Meeting Of: June 7, 2011

Mary Ann Eaton

Account Code No. #: N/A

Prepared By

Budgeted Amount: N/A

June 1, 2011

Date Prepared

Agenda Title: An Ordinance Repealing Zoning Code Section 1143.10 Of The Codified Ordinances Of The City Of Oxford, Ohio Entitled Uptown District, And Adopting New Section 1143.10, Entitled Uptown District.

Recommendation: Adopt the Ordinance

Discussion:

On April 17, 2007 Council adopted Ordinance Numbers 2954 and 2955 which rezoned the McCullough-Hyde Memorial Hospital property from RO-Residential Office to UP-Uptown and added Hospitals as a conditional use in the Uptown District.

On April 20, 2010 Council adopted Ordinance No. 3109 which clarified the intent of the Issue 20 Charter Amendment in Section 1143.10, entitled Uptown District.

'Hospital' was inadvertently omitted as a conditional use in the Uptown District. The proposed Ordinance will remedy the oversight by reinserting 'Hospital' as a conditional use in the Uptown District.

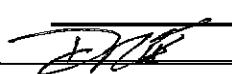
Approved By:

Initial Date

Department Head:

City Attorney:

City Manager:

 4/3/11

ORDINANCE NO.

ORDINANCE REPEALING ZONING CODE SECTION 1143.10 OF THE CODIFIED ORDINANCES OF THE CITY OF OXFORD, OHIO, ENTITLED UPTOWN DISTRICT, AND ADOPTING NEW SECTION 1143.10, ENTITLED UPTOWN DISTRICT.

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

SECTION I: Council hereby finds that the City of Oxford Planning Commission held a public hearing on March 9, 2010 and that following the public hearing did deliberate and as a result of that deliberation, the Planning Commission recommended repealing Section 1143.10 of the Codified Ordinances of the City of Oxford, Ohio, and adopting new Section 1143.10 for the purpose of clarifying the intent of the Issue 20 Charter Amendment.

SECTION II: Council hereby repeals Section 1143.10 of the Oxford Code of Ordinances and adopts new Section 1143.10 as follows:

1143.10 UPTOWN DISTRICT.

(a) Purpose. The purpose of this district is to preserve and encourage the continued vitality of the City's historic central business and civic activity area. Selected uses and regulatory standards are provided to guide development so as to achieve a mixture of appropriate uses in a functional, aesthetic and pedestrian compatible manner.

(b) Uses.

(1) Permitted uses.

A. Any combination of residential dwelling types as defined in Section 1159.05(8), A through E., on the second floor or higher.

B. Retail services shall not exceed 10,000 square feet of floor area on any given floor.

1. Apparel and jewelry.
2. Bars and establishments serving alcohol.
3. Books, stationery, newspapers, magazines, office equipment and office supply stores.
4. Drugs and pharmaceuticals.
5. Food products, including groceries, meat, fish, baked goods, confectionary, and beverages.
6. Flowers, potted plants, and garden supplies.
7. Hardware, paint, home furnishings, and other home improvements products.
8. Optical aids.
9. Photography, bicycles, gifts and toys, pets, music, sporting goods, and other hobby and craft supplies.
10. Restaurants, not including drive-in.
11. Other similar establishments engaged in retail trade except those included as Conditional Uses in subsection (b)(2) hereof.

C. Personal and professional services shall not exceed 10,000 square feet of floor area on any given floor.

1. Accounting, advertising, architectural, auditing, bookkeeping, legal, and medical offices, and offices for other similar professional service providers.
 2. Banks, credit agencies, investment firms, real estate, insurance offices, and other similar establishments engaged primarily in financial services.
 3. Barber and beauty shops.
 4. Cleaners, including dry cleaning and laundromats.
 5. Home improvement services, including carpentry, electrical, heating, plumbing, and decorating.
 6. Offices for nonprofit, charitable, labor, and other service organizations.
 7. Repair establishments for bicycles, household appliances, locksmiths, shoes, and motor vehicles (if no gasoline is sold).
 8. Theaters, not including drive-ins.
 9. Other similar personal and professional services, such as employment agencies, travel bureaus, and ticket offices.
- D. Accessory buildings incidental to the principal use.
- E. Sidewalk uses.
1. This section is intended to provide for active use of private and public property in the Uptown District for outdoor cafes and retail sales. A sidewalk use requires a permit, shall be operated according to the provisions of this section, and is valid for one year and only for the location, design, and use approved.
 2. A sidewalk use may include outdoor activity on both private and public property as follows:
 - a. Private property in the front setback area or any courtyard or other partially enclosed area adjacent to a right-of-way may be utilized only for commercial activity related to the principal use on the first floor of the principal structure.
 - b. The public sidewalk and other paved portions of the right-of-way that are designed and constructed to accommodate pedestrians may be utilized only for commercial activity related to the principal use on the first floor of an immediately adjacent principal structure.
 3. A sidewalk use permit application shall include a fee, a scaled site plan, and other information sufficient to determine compliance with all of the following provisions:
 - a. The use may not extend more than five feet into the right-of-way; and
 - b. The use may not result in less than five feet of unimpeded sidewalk adjacent to the sidewalk use (street trees, parking meters, street sign poles, and the like are impediments); and
 - c. The adjacent property owner and the operator of the use have a liability insurance policy that covers accidents and injuries on the public right-of-way for a minimum of one hundred thousand dollars (\$100,000) per person and three hundred thousand

dollars (\$300,000) per accident, premiums are fully paid for the calendar year of the permit, and the City of Oxford is a named insured upon such liability policy; and

- d. The use shall employ only displays, counters, tables, chairs, umbrellas, and planters that are moveable; and
 - e. Nothing related to the operation of the use shall be permanently installed on public or private property except anchors that do not protrude above the adjacent sidewalk surface and do not otherwise create a trip hazard; and
 - f. All materials shall be lightweight and easily removable; and
 - g. All roofs shall be made of a flame-resistant (per Ohio Basic Building Code and Ohio Fire Code), nonstructural material such as treated canvas or vinyl fabric; and
 - h. All illumination shall be confined within the perimeter of the use; and
 - i. All partitions shall be transparent 3 feet above the adjacent sidewalk surface.
- 4. The City Manager or designee shall require removal of anything or correction of any condition associated with a sidewalk use that threatens the public health, safety, or general welfare and shall revoke an approved permit if its holder fails to comply with any such order in a timely manner.
 - 5. The City Manager shall reinstate a revoked permit if the holder removes the immediate threat and provides sufficient proof that the threat will not recur.
 - 6. If a sidewalk use permit is revoked more than once during the year that the permit is valid, the permit shall not be reinstated and a new permit shall not be issued until after the original expiration date of the revoked permit.

(2) Conditional Uses. The following Conditional Uses are subject to review and regulation in accordance with Chapter 1147.

A. Retail services:

- 1. Any permitted retail use that exceeds 10,000 sq. ft. on any given floor.
- 2. Banks with drive-through facilities.
- 3. Building supplies, garden supplies.
- 4. Temporary or outdoor sales of plants and garden supplies.
- 5. Retail uses which do not provide a minimum ratio of 0.7:1 of the lot area.
- 6. Additional retail uses above the street level which would cause the maximum permitted gross floor area ratio to exceed the 3:1 ratio.

B. Personal and public services:

1. Any permitted personal or public service that exceeds 10,000 sq. ft. on any given floor.
2. Cultural institutions, including libraries, art galleries and museums.
3. Hotels and motels.
4. Places of worship.
5. Funeral homes.
6. Night clubs, discotheques, and other entertainment facilities.
7. Personal and Professional Services which do not provide a minimum of 0.7:1 of the lot area.
8. Additional personal and professional services above the street level which would cause the maximum permitted gross floor area ratio to exceed the 3:1 ratio.

C. Other uses.

1. Any combination of dwelling types as defined in Section 1159.05(8), A through E, on the first floor or basement.
2. Community-Oriented Residential Social Service Facilities (CORSSF's).
3. Shared Housing and Congregate Housing for the elderly.
4. Government owned and/or operated parks and recreation facilities.
5. Bed and breakfast homes.
6. Publicly owned and operated neighborhood recreation centers.
7. Day care facilities, including Day Care for child, Day Care Center for child, Day Care Home Type A family, and Day Care Home Type B family.
8. Schools: primary, intermediate, and secondary, both public and private.
9. **Hospitals**

(c) Site Development Regulations. (Unless superseded by Conditional Use Requirements)

(1) Lot requirements.

A. Minimum Lot Area:

1. Lots in the Uptown District shall be a minimum of three thousand (3,000) square feet.

(2) Yard requirements.

Front Yard

16.5 feet minimum *except*

* On High Street – at least 70 percent of building must meet the right-of- way line

Rear Yard

none *except*

* Adjacent to a residential district – 10 minimum.

Side Yard

none *except*

* Adjacent to a residential district – 6 feet minimum

(3) Structural requirements.

A. Building height:

Minimum – 23 feet and a minimum of 2 stories above street grade

Maximum – 48 feet and 4 stories maximum above street grade.

B. Gross Floor Area Ratio:

1. The maximum permitted gross floor area ratio of a structure at or above grade in the Uptown District shall be 3. (Lot area x 3 = total bldg. sq. ft.)

a. Commercial space shall provide a minimum ratio of 0.7:1 of the lot area on the street level subject to the following:

i. The basement of a structure may be used for retail, personal and professional uses but shall not be computed into the minimum 0.7:1 ratio.

ii. Uncovered outdoor areas shall:

a. Be associated with the first floor commercial occupant,

b. Be located on the property and/or on the public sidewalk, only with a valid sidewalk permit.

c. Be computed into the minimum 0.7:1 ratio, but not the overall 3:1 ratio.

b. Residential space shall provide a maximum ratio of 2:1 of the lot area subject to the following:

i. Outdoor patios, decks and balconies for residential use shall be computed into the maximum 2:1 ratio.

(4) Maximum Residential Density.

A. Occupancy shall be limited to one person per 200 square feet of lot area.

SECTION III: It is hereby found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council, and that any and all deliberations of this Council and any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including, but not limited to Section 121.22 of the Ohio Revised Code.

SECTION IV: 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 OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

Finance

Originating Department

Council Meeting Of: 6/7 & 6/21

Joe Newlin

Account Code No. _____

Prepared By

Budgeted Amount: _____

5/18/11

Date Prepared

Agenda Title: Year 2012 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 2012's General Fund budget. We have prepared this budget with an approximately 0% change from the 2011 Budget except for a few items. It was prepared as follows:

- 1) **Income Tax Revenue:** 1.5% increase over 2011 budgeted figure an increase of \$102,000.
- 2) **Local Government Revenue Sharing (LGF):** Reduced to reflect the State's biannual budget an \$182,502 decrease from 2011 budgeted figures.
- 3) **Tangible Personal Property Tax:** Decreased by \$34,600 to reflect the State's biannual budget.
- 4) **Income Tax Collection Department:** Increased expenditures by \$3,260 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 21st.

Approved By:

Department Head:

City Manager:

Initial Date

WJ 5/18/11
EN 6/3/11

ORDINANCE NO.

ORDINANCE AUTHORIZING THE TAX BUDGET FOR THE YEAR 2012 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 2012 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 21, 2011
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, 2012, has been adopted by Council and is herewith submitted for the consideration of the County Budget Commission.

Signed _____

Title Finance Director

SCHEDULE A

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

For Municipal Use		For Budget Commission Use		For County Auditor Use	
FUND (Include only those funds which are requesting general property tax revenue)	Budget Year Amount Requested of Budget Commission Inside/Outside	Budget Year Amount Approved by Budget Commission Inside 10 Mill Limitation	Budget Year Amount to be Derived From Levies Outside 10 Mill Limitation	County Auditor's estimate of Tax Rate to be Levied	
				Inside 10 Mill Limit Budget Year	Outside 10 Mill Limit Budget Year
	Column 1	Column 2	Column 3	Column 4	Column 5
GOVERNMENT FUNDS					
GENERAL FUND	1,057,080				
SPECIAL REVENUE FUNDS					
DEBT SERVICE FUNDS					
CAPITAL PROJECTS FUNDS					
PROPRIETARY FUNDS					
FIDUCIARY FUNDS					
AGENCY FUNDS					
TOTAL OF ALL FUNDS	1,057,080	0	0	0	0

SCHEDULE B

LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES

[illegible]

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

EXHIBIT I - A

DESCRIPTION (1)	For 2009 Actual (2)	For 2010 Actual (3)	Current Year Estimated for 2011 (4)	Budget Year Estimated for 2012 (5)
REVENUES				
Local Taxes				
General Property Tax - Real Estate	1,100,125.00	1,004,874.00	1,057,080.00	1,057,080.00
Tangible Personal Property Tax	46,842.00	44,399.00	34,600.00	-
Municipal Income Tax	7,063,680.00	6,717,936.00	6,800,000.00	6,902,000.00
Other Local Taxes	170,727.00	163,648.00	168,000.00	168,000.00
Total Local Taxes	8,381,374.00	7,930,857.00	8,059,680.00	8,127,080.00
Intergovernmental Revenues				
State Shared Taxes and Permits	80,609.00	81,688.00	69,816.00	49,869.00
Local Government	634,318.00	640,784.00	568,942.00	406,387.00
Estate Tax	271,443.00	181,326.00	-	-
Cigarette Tax	711.00	750.00	750.00	750.00
License Tax	-	-	-	-
Liquor and Beer Permits	39,743.00	39,039.00	34,000.00	34,000.00
Gasoline Tax	-	-	-	-
Library and Local Government Support Fund	-	-	-	-
Property Tax Allocation	-	-	-	-
Other State Shared Taxes and Permits	-	-	-	-
Total State Shared Taxes and Permits	1,026,824.00	943,587.00	673,508.00	491,006.00
Federal Grants or Aid	20,231.00	13,677.00	8,000.00	8,000.00
State Grants or Aid	24,844.00	19,939.00	19,939.00	19,939.00
Other Grants or Aid	59,315.00	184,661.00	29,200.00	29,200.00
Total Intergovernmental Revenues	1,131,214.00	1,161,864.00	730,647.00	548,145.00
Special Assessments	-	-	-	-
Charges for Services	769,441.00	775,485.00	412,430.00	412,430.00
Fines, Licenses, and Permits	618,523.00	740,980.00	628,100.00	628,100.00
Miscellaneous	481,871.00	241,605.00	162,034.00	162,034.00
Other Financing Sources:				
Proceeds from Sale of Debt	-	-	-	-
Transfers	788,271.00	737,532.00	135,928.00	135,928.00
Advances	327,448.00	943,494.00	245,000.00	-
Other Sources				
TOTAL REVENUES	12,498,142.00	12,531,817.00	10,373,819.00	10,013,717.00

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

EXHIBIT I - B

DESCRIPTION (1)	For 2009 Actual (2)	For 2010 Actual (3)	Current Year Estimated for 2011 (4)	Budget Year Estimated for 2012 (5)
EXPENDITURES				
Security of Persons and Property				
Personal Services	4,417,154.00	4,569,856.00	3,960,341.00	3,960,341.00
Travel Transportation	-	-	-	-
Contractual Services	710,987.00	704,586.00	528,534.00	575,433.00
Supplies and Materials	-	-	-	-
Capital Outlay	7,218.00	-	-	-
Total Security of Persons and Property	5,135,359.00	5,274,442.00	4,488,875.00	4,535,774.00
Public Health Services				
Personal Services	-	-	-	-
Travel Transportation	-	-	-	-
Contractual Services	191,009.00	125,408.00	123,379.00	123,379.00
Supplies and Materials	-	-	-	-
Capital Outlay	-	-	-	-
Total Public Health Services	191,009.00	125,408.00	123,379.00	123,379.00
Leisure Time Activities				
Personal Services	917,017.00	905,224.00	901,407.00	901,407.00
Travel Transportation	-	-	-	-
Contractual Services	394,515.00	378,860.00	395,855.00	395,855.00
Supplies and Materials	-	-	-	-
Capital Outlay	-	-	-	-
Total Leisure Time Activities	1,311,532.00	1,284,084.00	1,297,262.00	1,297,262.00
Community Environment				
Personal Services	460,071.00	459,763.00	473,780.00	473,780.00
Travel Transportation	-	-	-	-
Contractual Services	344,080.00	346,838.00	333,301.00	333,301.00
Supplies and Materials	-	-	-	-
Capital Outlay	-	-	-	-
Total Community Environment	804,151.00	806,601.00	807,081.00	807,081.00
Basic Utility Services				
Personal Services	-	-	-	-
Travel Transportation	-	-	-	-
Contractual Services	-	-	-	-
Supplies and Materials	-	-	-	-
Capital Outlay	-	-	-	-
Total Basic Utility Services	-	-	-	-

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

EXHIBIT I - C

DESCRIPTION (1)	For 2009 Actual (2)	For 2010 Actual (3)	Current Year Estimated for 2011 (4)	Budget Year Estimated for 2012 (5)
EXPENDITURES				
Transportation				
Personal Services	-	-	-	-
Travel Transportation	-	-	-	-
Contractual Services	-	-	-	-
Supplies and Materials	-	-	-	-
Capital Outlay	-	-	-	-
Total Transportation	-	-	-	-
General Government				
Personal Services	875,037.00	814,187.00	811,279.00	808,279.00
Travel Transportation	-	-	-	-
Contractual Services	1,390,028.00	1,510,895.00	916,577.00	859,331.00
Supplies and Materials	-	-	-	-
Capital Outlay	-	-	-	-
Total General Government	2,265,065.00	2,325,082.00	1,727,856.00	1,667,610.00
Debt Service				
Redemption of Principal	-	-	-	-
Interest	-	-	-	-
Other Debt Service	-	-	-	-
Total Debt Service	-	-	-	-
Other Uses of Funds				
Transfers	1,736,768.00	1,469,932.00	1,261,919.00	1,130,320.00
Advances	112,670.00	393,042.00	245,000.00	-
Contingencies	-	-	78,000.00	78,000.00
Other Uses of Funds	-	-	-	-
Total Other Uses of Funds	1,849,438.00	1,862,974.00	1,584,919.00	1,208,320.00
TOTAL EXPENDITURES	11,556,554.00	11,678,591.00	10,029,372.00	9,639,426.00
Revenues over/(under) Expenditures	941,588.00	853,226.00	344,447.00	374,291.00
Beginning Cash Balance	4,996,913.95	5,938,501.95	6,596,541.43	6,940,988.62
Ending Cash Fund Balance	5,938,501.95	6,791,727.95	6,940,988.43	7,315,279.62
Rounding	(3.27)	(2.39)	0.19	
Outstanding Advances to be repaid	559,026.00		-	-
Estimated Encumbrances (outstanding at year end)	149,233.56	195,184.13	-	-
Estimated Ending Unencumbered Fund Balance	6,348,291.12	6,596,541.43	6,940,988.62	7,315,279.62

EXHIBIT II -A

FUND List All Funds Individually Unless Reported on Exhibit I or II	Estimated Unencumbered Fund Balance 1/1/2012	Budget Year Estimated Receipt	Total Available For Expenditures	Personal Services	Other	Total	Estimated Unencumbered Fund Balance 12/31/2012
GOVERNMENTAL: SPECIAL SERVICE:							
Street	195,767.63	768,756.00	964,523.63	580,574.00	187,000.00	767,574.00	196,949.63
State Highway Improvement	18,976.73	21,375.00	40,351.73		25,000.00	25,000.00	15,351.73
Community Development Block Grant	106,307.50	130,000.00	236,307.50		130,000.00	130,000.00	106,307.50
Community Development Block Loan	79,344.25	46,132.00	125,476.25		100,000.00	100,000.00	25,476.25
Parking Meter	1,030,157.78	730,033.00	1,760,190.78	388,379.00	297,234.00	685,613.00	1,074,577.78
Life Squad	18,442.49	6,571.00	25,013.49		4,000.00	4,000.00	21,013.49
Affordable Housing Trust	5,416.34		5,416.34			0.00	5,416.34
Law Enforcement Trust	66,173.68	25,150.00	91,323.68	91,280.00		91,280.00	43.68
Enforcement & Education	105,182.86	90,989.00	196,171.86		120,630.00	120,630.00	75,541.86
FEMA Grant	0.00		0.00			0.00	0.00
Fire/EMS	83,018.00	1,384,200.00	1,467,218.00	1,067,172.00	314,010.00	1,381,182.00	86,036.00
TOTAL SPECIAL REVENUE FUNDS	1,708,787.26	3,203,206.00	4,911,993.26	2,127,405.00	1,177,874.00	3,305,279.00	1,606,714.26

EXHIBIT II - B

FUND List All Funds Individually Unless Reported on Exhibit I or II	Estimated Unencumbered Fund Balance 1/1/2012	Budget Year Estimated Receipt	Total Available For Expenditures	Personal Services	Other	Total	Estimated Unencumbered Fund Balance 12/31/2012
DEBT SERVICE FUNDS							
1999 Parks Imp.Bond Debt Service	0.00	307,450.00	307,450.00		307,450.00	307,450.00	0.00
TOTAL DEBIT SERVICE FUNDS	0.00	307,450.00	307,450.00	0.00	307,450.00	307,450.00	0.00
CAPITAL PROJECT FUNDS							
Capital Equipment	342,662.16	72,270.00	414,932.16		98,270.00	98,270.00	316,662.16
Capital Improvement	1,141,874.84	392,600.00	1,534,474.84		412,600.00	412,600.00	1,121,874.84
Parking Lot Improvement	26,029.99	40,000.00	66,029.99		40,000.00	40,000.00	26,029.99
TOTAL CAPITAL PROJECTS	1,510,566.99	504,870.00	2,015,436.99		550,870.00	550,870.00	1,464,566.99
Special Assessment	22,535.40		22,535.40		0.00	0.00	22,535.40
TOTAL SPECIAL ASSESSMENT	22,535.40	0.00	22,535.40	0.00	0.00	0.00	22,535.40

(26,000.00)
(20,000.00)
0.00

EXHIBIT II - C

FUND List All Funds Individually Unless Reported on Exhibit I or II	Estimated Unencumbered Fund Balance 1/1/2012	Budget Year Estimated Receipt	Total Available For Expenditures	Personal Services	Other	Total	Estimated Unencumbered Fund Balance 12/31/2012
PROPRIETARY: ENTERPRISE FUNDS							
Water Bond Debt Service Fund	0.00	890,350.00	890,350.00		890,350.00	890,350.00	0.00
Water Capital Equipment Fund	110,597.29	85,000.00	195,597.29		85,000.00	85,000.00	110,597.29
Water Operating Fund	2,031,557.21	2,624,718.00	4,656,275.21	1,138,858.00	1,726,644.00	2,865,502.00	1,790,773.21
Water Improvement Fund	1,387,387.56	100,000.00	1,487,387.56		501,200.00	501,200.00	986,187.56
Water Capital Benefit Fund NE	187,048.87		187,048.87		141,762.00	141,762.00	45,286.87
Water Capital Benefit Fund NW	227,909.89		227,909.89		172,731.00	172,731.00	55,178.89
Water Capital Benefit Fund SE	237,149.05		237,149.05		179,733.00	179,733.00	57,416.05
Water Capital Benefit Fund SW	126,369.74		126,369.74		95,774.00	95,774.00	30,595.74
Sewer Capital Equipment Fund	720,186.65	170,000.00	890,186.65		170,000.00	170,000.00	720,186.65
Sewer Operating Fund	1,984,919.16	2,869,627.00	4,854,546.16	1,330,129.00	1,728,580.00	3,058,709.00	1,795,837.16
Sewer Improvement Fund	2,759,662.96	200,000.00	2,959,662.96		2,567,000.00	2,567,000.00	392,662.96
Sewer Capital Benefit Fund NE	172,041.18		172,041.18			0.00	172,041.18
Sewer Capital Benefit Fund NW	234,714.52		234,714.52			0.00	234,714.52
Sewer Capital Benefit Fund SE	187,055.17		187,055.17			0.00	187,055.17
Sewer Capital Benefit Fund SW	147,198.77		147,198.77			0.00	147,198.77
Refuse Fund	1,468,850.98	1,859,867.00	3,328,717.98	120,003.00	1,707,391.00	1,827,394.00	1,501,323.98
Stormwater Utility Fund	1,115.21	45,000.00	46,115.21		45,000.00	45,000.00	1,115.21
Landfill Post-Closure Fund	1,272,156.01	12,700.00	1,284,856.01		198,500.00	198,500.00	1,086,356.01
TOTAL ENTERPRISE FUNDS	13,255,920.22	8,857,262.00	22,113,182.22	2,588,990.00	10,209,665.00	12,798,655.00	9,314,527.22

EXHIBIT II - D

FUND List All Funds Individually Unless Reported on Exhibit I or II	Estimated Unencumbered Fund Balance 1/1/2012	Budget Year Estimated Receipt	Total Available For Expenditures	Personal Services	Other	Total	Estimated Unencumbered Fund Balance 12/31/2012
INTERNAL SERVICE FUNDS							
Internal Service Fund	37,948.47	269,636.00	307,584.47		269,011.00	269,011.00	38,573.47
Employee Benefits Fund	328,656.11	1,451,015.00	1,779,671.11		1,453,700.00	1,453,700.00	325,971.11
TOTAL INTERNAL SERVICE FUNDS	366,604.58	1,720,651.00	2,087,255.58	0.00	1,722,711.00	1,722,711.00	364,544.58
FIDUCIARY:							
TRUST AND AGENCY FUNDS							
Board of Building Standards Fund	62.21	3,000.00	3,062.21		3,000.00	3,000.00	62.21
Hotel Tax Agency Fund	943.68	168,000.00	168,943.68		168,000.00	168,000.00	943.68
Oxford Natural Gas Refund Agency Fund	2,819.34	35.00	2,854.34		150.00	150.00	2,704.34
TOTAL TRUST AND AGENCY FUNDS	3,825.23	171,035.00	174,860.23	0.00	171,150.00	171,150.00	3,710.23
TOTAL FOR MEMORANDUM ONLY	16,868,239.68	14,764,474.00	31,632,713.68	4,716,395.00	14,139,720.00	18,856,115.00	12,776,598.68

EXHIBIT III

[illegible]

A Regular meeting of the Oxford City Council was called to order by Mayor Richard Keebler on Tuesday, June 7, 2011 at 7:02 p.m. Those members present were Ken Bogard, Kate Currie, Greig Rutherford, Bob Blackburn, John Harman and Kevin McKeehan.

Staff members present: Mr. Doug Elliott, City Manager; Mr. Mike Dreisbach, Service Director; Ms. Donna Heck, Human Resources Director; Mr. Jung-Han Chen, Community Development Director; Mr. Joe Newlin, Finance Director; Alan Kyger, Economic Development Director; Ms. Gail Brahier, Parks and Recreation Director; Mr. John Detherage, Fire Chief; Ms. Amy Blankenship, Acting Law Director and Ms. Mary Ann Eaton, Clerk of Council.

ADJOURN TO EXECUTIVE SESSION

Mr. Blackburn moved to adjourn to Executive Session immediately in accordance with Ohio Revised Code Section 121.22 (G) (1) for the purpose of discussing Appointments to Boards and Commissions and (4) for the purpose of discussing Collective Bargaining strategies. Mr. Harman seconded. The motion passed by the following roll call:

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

NAY: None (0)

ABS: None (0)

RETURN FROM EXECUTIVE SESSION

Mr. McKeehan moved to adjourn from Executive Session at 7:38 p.m. Mr. Rutherford seconded. The motion passed 7-0-0.

PLEDGE OF ALLEGIANCE

Mayor Keebler called for the Pledge of Allegiance.

APPROVAL OF AGENDA

Mr. Rutherford moved to amend the agenda by removing Item 3.D. Appointments to Boards and Commissions. Mr. Bogard seconded. The motion passed 7-0-0.

Mr. McKeehan moved to approve the agenda as amended. Mr. Blackburn seconded. The motion passed 7-0-0.

PUBLIC PARTICIPATION

PRESENTATION
MCCULLOUGH-HYDE
MEMORIAL HOSPITAL

Mr. Bryan Hehemann, noted he was glad to address Council a third time as CEO of the hospital representing the board, medical staff and the rest of the team. Mr. Hehemann advised he provided Council with an annual report which contained information regarding accomplishments, results of improvement plans, quality care, facilities, equipment and key financial indicators. Mr. Hehemann offered to answer any questions or expand upon the topics included in the report. Mayor Keebler inquired how the hospital was doing financially which Mr. Hehemann addressed. Mr. Hehemann also discussed the hospital's conversion to a new computer system.

Mr. Bogard referred to page 1 of the Annual Report and inquired which area hospitals were used as comparables. Mr. Hehemann advised all 25 hospitals in the Greater Cincinnati Hospital Council.

Mr. Blackburn commended Mr. Hehemann for his management style at the hospital noting it was impressive to see him interacting with the staff.

Mayor Keebler noted on behalf of Council that McCullough-Hyde was a major asset to the community and Oxford had been fortunate to have a community hospital all of these years. Mayor Keebler wished Mr. Hehemann continued success.

PRESENTATION
SHARE FEST

Mr. Rob Abowitz, provided a PowerPoint presentation and advised Share Fest was an opportunity to divert materials Miami University students were getting rid of at the end of each academic year from the landfill and putting it to good use. Mr. Abowitz noted Share Fest served a number of community agencies in Oxford and Butler County. Mr. Abowitz advised this was the 7th year for Share Fest which had grown from an event in 2 rooms to a huge event offering a wide range of materials at the former Big Lots space at 550 S. Locust Street. Mr. Abowitz noted Core Resources generously donated the space for a limited period of time and it was turned into a receiving and processing center and a thrift store. Mr. Abowitz advised there were 174 volunteers this year that worked 1600 hours and those hours did not include the countless hours put in by the planning committee. Mr. Abowitz noted donations were up this year partly due to a new program created by Andrew Wilson which allowed students to schedule a pick-up online and the Share Fest volunteers would pick up the donated items. Mr. Abowitz advised materials could also be dropped off by students or residents at 550 S. Locust Street and the timeline for the event was Wednesday through Tuesday of graduation weekend. Mr. Abowitz noted the donations this year consisted of over 600 bags of groceries, over 650 pieces of furniture, appliances, house wares, toiletries, school supplies, clothing and countless other materials. Mr. Abowitz noted on campus efforts were very effective and signs placed in residence halls encouraged students to arrange for the pickup of various smaller items.

Mr. Abowitz advised the impact of Share Fest was far and wide noting partnerships were formed with the beneficiaries including Bunker Hill Haven for Boys, Butler County Children Services, The Family Resource Center, The Junction, the Lighthouse Food Pantry and Thrift Store and Serve City in Hamilton who provided volunteers to pick up and deliver the materials. Mr. Abowitz discussed the marketing strategies including emails to students from Associated Student Government, word of mouth, the High Street Banner and notification to students from property managers. Mr. Abowitz recognized many sponsors including Duke Energy, various offices from Miami University, Oxford West Apartments, Suds and Penske, McDonalds, Taco Bell, Starbucks, Little Caesars, Dominos, Bagel and Deli, the Presbyterian Church, the Methodist Church, St Mary, Joann's Tax Service, Johnston Extinguishers, the City of Oxford and Oxford Seniors. Mr. Abowitz recognized special volunteers including Kevin Bush, Bill Clark, Brandon Combs, Sam Combs, Virgil Cummings, Zach Davis, Marilyn Elzey, Sandy Mack, Marty Miller, Ruth Miller, Tom Schaber, Missy Thompson, and Andrew Wilson. Mr. Abowitz noted Share Fest was a huge collaborative effort but there was more that could be done.

Mayor Keebler noted he felt Share Fest was one of Oxford's greatest community events due to the amount of volunteers and the number of people who were helped by the initiative. Mayor Keebler advised this was recycling at its best because usable items were going to people who really needed them. Mayor Keebler noted the amount of organization was impressive and Mr. Abowitz and all of the volunteers should be very proud of the event and he hoped it continued.

NOTICE TO LEGISLATIVE AUTHORITY

New Permit for MJ Restaurants LLC DBA LaRosa's 21 Lynn Avenue Suite 101 Oxford, Ohio 45056.

Mr. Kyger advised LaRosa's recently had the opportunity to expand the restaurant which allowed them to apply for the D5I permit. Mr. Kyger noted LaRosa's currently had a D3 permit which was for liquor only and they had been operating with that permit with no problems.

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

PUBLIC COMMENTS

Mr. Alan Kyger, Co-Chair, Oxford Wine and Art Affair, thanked Council for their support of the event noting it was very successful and it was the major fund raiser for the Chamber of Commerce. Mr. Kyger thanked the Service Department employees for their assistance during the event noting they were all very helpful and courteous.

CONSENT AGENDA

MINUTES

Minutes of the May 17, 2011 City Council Meeting. (Mary Ann Eaton, Clerk of Council)

RESOLUTION
RETAIN PROPERTY

A Resolution No. 4608 authorizing the Oxford Division of Police to retain for use by the municipality certain unclaimed property in its possession. (Steve Schwein, Police Chief)

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

RESOLUTIONS

RESOLUTION
POLICE CONTRACT

A Resolution No. 4609 approving the contract between the City of Oxford, Ohio and the Oxford Police Officers, Fraternal Order of Police, Lodge 38 and authorizing the City Manager and City Law Director to sign the contract on behalf of the City. (Doug Elliott, City Manager)

Mayor Keebler asked Mr. Elliott to speak to all three of the proposed Resolutions.

Mr. Elliott advised the proposed Police Patrol contract settlement affected 14 current full-time Officers and called for a 0% increase in 2011, a 2% increase in 2012 and a 2% increase in 2013. Mr. Elliott noted the last time this group received an increase was on 1/1/10 for 2.436% due to a provision in the contract that called for the City to do a six community salary comparison and if the average salary of those six communities was more than what Oxford officers were being paid they were entitled to an increase. Mr. Elliott noted that provision was eliminated in the proposed contract. Mr. Elliott advised the cost increase in 2012 for this group was approximately \$38,000 including overtime and benefits.

Mr. Elliott advised the non-commissioned police department employees' contract had a wage reopener for years 2011 and 2012. Mr. Elliott noted this group did not receive a pay increase in 2010 and the last pay increase they received was on 1/1/09. Mr. Elliott advised if Council approved the wage reopener, this group would receive a pay increase effective 5/1/11 for 2% and a 2% increase on 1/1/12. Mr. Elliott noted the cost increase in 2011 for this group was approximately \$10,000.

Mr. Elliott advised the next group was the non-union employees which included 76 positions. Mr. Elliott noted this group last received a pay increase on 1/1/09 and the proposed pay increase was 2% effective 5/1/11. Mr. Elliott advised the cost increase for this group in 2011 including fringe benefits and overtime was approximately \$53,000 with about 50% coming from the General Fund.

Mr. Elliott advised at the beginning of the fiscal year the City made significant and needed changes to the health insurance benefits provided to all full-time City employees. Mr. Elliott advised the health insurance benefit changes would off-set the proposed pay increases.

Mr. Bogard complimented Mr. Elliott on the negotiations between the Patrol Officers and the City noting he appreciated the time and effort spent on them. Mayor Keebler thanked Mr. McHugh, Ms. Heck and Chief Schwein noting they actually conducted the negotiations. Mayor Keebler noted he felt the contract was good for the City and was a fair contract.

Mr. Blackburn moved to adopt Resolution No. 4609. Mr. McKeehan seconded. The motion passed 7-0-0.

RESOLUTION
AGREEMENT WITH
NON-COMMISSIONED POLICE EMPLOYEES

A Resolution No. 4610 authorizing the City Manager to enter into an agreement to initiate a two percent (2%) pay increase for all full-time non-commissioned Police Department employees effective May 1, 2011 and a two percent (2%) pay increase effective January 1, 2012. (Doug Elliott, City Manager)

Mr. Blackburn moved to adopt Resolution No. 4610. Mr. Harman seconded. The motion passed 7-0-0.

RESOLUTION
PAY INCREASE

A Resolution No. 4611 authorizing the City Manager to initiate a two percent (2%) pay increase for all full-time City employees not covered by a bargaining agreement effective May 1, 2011. (Doug Elliott, City Manager)

Ms. Currie noted she was delighted that Council could extend an increase to non-union employees in coordination with the union employees. Mayor Keebler noted Council appreciated the good work of the employees and he was happy Council was able to help at this point in time. Mayor Keebler noted Council appreciated that the employees accepted the pay freeze that occurred previously.

Mr. McKeehan moved to adopt Resolution No. 4611. Mr. Blackburn seconded. The motion passed 7-0-0.

ORDINANCES
FIRST READING

NEW SECTION
1143.10

An Ordinance Repealing Zoning Code Section 1143.10 Of The Codified Ordinances Of The City Of Oxford, Ohio Entitled Uptown District, And Adopting New Section 1143.10, Entitled Uptown District. (Jung-Han Chen, Community Development Director)

Mr. Chen addressed the staff report as presented on page 25 of the agenda noting this was a 'housekeeping' matter and that hospitals needed to be included as a conditional use in the Uptown District.

ORDINANCE
TAX BUDGET

An Ordinance Authorizing The Tax Budget For The Year 2012 And Directing That The Same Be Transmitted To The Butler County Auditor. (Joe Newlin, Finance Director)

Mr. Newlin addressed his staff report as presented on page 32 of the agenda noting this was the beginning of the 2012 budgeting process.

ORDINANCE
SECOND READING

None.

ANNOUNCEMENTS

Mr. Elliott discussed the annexation of Yager Stadium as well as another annexation that will be proposed to accomplish the County Engineer's objective of lowering the speed limit on Bonham Road for a bridge replacement. Mr. Elliott noted if the speed limit was reduced to 35 mph from 50 mph the cost for construction of a new bridge would be considerably lower.

Mr. Elliott advised he Mr. Dreisbach and Mr. Popescu attended an ODOT District 8 meeting on May 20, 2011. Mr. Elliott updated the public with regard to several local projects that were discussed at the meeting.

Mr. Elliott reminded Council that the Council/Staff Strategic Planning Retreat would take place on Monday, June 13, 2011.

Mr. Kyger noted the CIC would review a Revolving Loan Fund application on Friday and hopefully a Resolution would be before Council in two weeks.

Mayor Keebler advised he wanted to make the public aware that there were a number of expiring terms on Boards and Commissions effective June 30, 2011 and Council would be considering applications for those terms at the next meeting. Mayor Keebler noted there would be vacancies on the Civil Service Commission, BZA, HAPC, Environmental Commission, Community Relations Commission, Recreation Board, Board of Appeals (Building and Housing), Income Tax Board of Review and the Planning Commission.

Mayor Keebler noted information on the Boards and Commissions was available on the City's website and encouraged citizens to take the time to review the information and encouraged interested parties submit an application within the next two weeks. Mayor Keebler advised the work done by Boards and Commissions was very important and Council needed concerned citizens to serve on those Boards and Commissions.

Mr. Blackburn asked Mr. Dreisbach where Kehr Road would be closed for repairs. Mr. Dreisbach advised Kehr Road would close on Wednesday to have erosion repairs made in the stream and stabilize the road bed. Mr. Dreisbach noted the road would be closed from Chestnut Street to Silver Leaf Drive.

Mr. Blackburn congratulated Amy Jones on receiving the Charles Warren Scholarship and noted she would attend Kent State University.

Mr. Blackburn thanked those who helped put flags out at the community cemetery for Memorial Day.

Mr. Harman noted the summer concert series would begin on Thursday at 7:30 p.m. in the Uptown Parks and encouraged everyone to attend the free event featuring Robin Lacy & DeZydeco.

Ms. Currie expressed her hope when it came time to make a final decision regarding the US-27 rerouting project that Council would make a formal decision for the peace of mind of the residents of Chestnut Street noting a lot of people were very anxious about that decision.

Ms. Currie noted she in partnership with colleagues and the Oxford Community Art Center applied for a grant through Pepsi to fund next year's Kinetic Festival and a project in Kinetic Art at every school in the district that would result in the design and building of a permanent sculpture for the rotunda of the new high school. Ms. Currie encouraged everyone to go online every day in June to vote for the project at refresheverything.com.

Mr. Bogard noted he was please to see the nice landscaping being done at the Oxford West Apartments and gave kudos to the new owners of that facility.

Mr. Bogard noted he was pleased to see US-27 N getting the final layer of blacktop and congratulated Mr. Kyger for 20 years of working on getting turn lanes installed there.

Mr. Bogard noted concern regarding the SR 127 and 73 intersection improvement project and noted he would meet with the City Manager to discuss those concerns.

Mr. Rutherford reiterated Mayor Keebler's comments regarding the need for concerned citizens to apply for seats on the City's Boards and Commissions.

Mr. Rutherford encouraged everyone to attend the Farmers Market and noted the Oxford Farmers Market served the regional community.

Mr. McKeehan noted even though Share Fest and the Oxford Wine and Art Festival were totally different events they were both wonderful events and did a lot of good for the community.

ADJOURN

Ms. Currie moved to adjourn at 8:36 p.m. Mr. McKeehan seconded. The motion passed 7-0-0.

**CITY OF OXFORD
STAFF SUMMARY REPORT**

Report to the City Manager

Community Development
Originating Department

Council Meeting Of: June 21, 2011

Jung-Han Chen
Prepared By

Account Code No. #:

Budgeted Amount:

June 2, 2011
Date Prepared

HAPC MEETING REPORT – June 1, 2011

DISCUSSION

Requests for Review:

**HAPC-02-2011, 16 S. Poplar Street, Stadium, approval of a two-story addition atop an existing building
Matt Hughes, Applicant**

The Applicant seeks a COA for approval to construct a two-story residential addition on top of an existing commercial space building footprint.

The Commission went through lengthy discussions concerning the recess of the new addition in relation to the existing façade and the brick wall along the alley appearing to lack any character.

The HAPC voted 5-0-0 to **APPROVE** Case #HAPC-02-2011, for 19 W. High Street with the following conditions:

1. That, any modifications to the structure as a result of any other City Board or Commission; or permit review decisions are re-presented to the HAPC.
2. That, all final details of the building, including but not limited to brick color, window frame selections, door selections, cornice and band finishes and color, lighting, and streetscape are presented to the HAPC.

Administrative Findings/Approvals:

Mr. Smith mentioned that he and Kathy Dale met with the sign company for the new Uptown TGD restaurant and approved the detail issues of the sign. The new sign will be made of styrofoam, instead of wood, since weight is a big factor.

Correspondence & Announcements:

None.

New Business:

None.

Old Business:

2011 Historic Open House

Ms. Henderson commented that this year's Open House went very well and was well attended. The presentation from Heritage Ohio was quite refreshing to learn how seemingly insignificant façade treatments to a building can totally change the character of an historical structure. Other members also agreed that this event was a success.

Historic Walking Tours

The Historical Tours received a lot of news coverage. Thanks to the Oxford Press for great coverage of the event. A special thank you will go to Mrs. Hodge who provided a detailed tour of Lewis Place and an historical background of the property. This event was a great collaboration between VCB,

Smith Library of Regional History and HAPC to showcase many fine historical places.

Chapter 1331 Language Discussion

Mr. Smith referred to the staff provided recommended language that was presented to City Council in 2007. Mr. Smith and Ms. Henderson will be updating the 2007 housing inventory list to share with the Commission in the future.

Mr. Chen commented since there were three new members since the proposed language was presented to City Council, it would be beneficial for the Commission to conduct a work session in the near future to go over the language, as a whole, to refresh memories as to why those changes were made. Mr. Harman also recommended a joint meeting between the Commission and City Council to go over the proposed changes next year, so Council could have some suggestions to the language.

The next regular HAPC meeting is scheduled for July 6, 2011.

Approved By:

Department Head:

City Attorney:

City Manager:

Initials Date

YRC | *6/6/11*

JRC | *6/17/11*

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

City Manager
Original Department

Council Meeting Of: June 21, 2011

Kim Newton

Account Code No. #: 370.510.52411

Prepared By

Budgeted Amount: \$38,819.00

June 10, 2011
Date Prepared

Agenda Title: Postage Equipment Lease

Recommendation: Approve

Discussion:

The attached Resolution authorizes the City Manager to enter into an agreement with Neopost for a 60-month lease at \$173.95 per month for the first 12 months and \$228.95 for the remaining 48 months for new postage equipment and meter rental.

Two (2) proposals were received.

Pitney Bowes: 60 months @ \$252.00/mo

Neopost: 12 months @ \$173.95/mo; 48 months @ \$228.95

Currently the City leases a postage machine from Pitney Bowes which expires in August 2011. Our current lease with Pitney Bowes is \$230.00 per month.

Approved By:

Initial Date

Department Head: /

City Attorney: /

City Manager DRB 6/17/11

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH NEOPOST FOR A 60-MONTH LEASE FOR POSTAGE EQUIPMENT THROUGH STATE CONTRACT PRICING.

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

SECTION 1: The City Manager having reviewed information submitted for replacement postage equipment hereby recommends the current postage equipment be replaced with the Neopost postage equipment.

SECTION 2: The City Manager recommends the City enter into a 60-month lease with Neopost through State Contract pricing at a cost of \$173.95 per month for the first twelve (12) months and \$228.95 per month for the remaining forty eight (48) months.

SECTION 3: Council having reviewed the City Manager's recommendation hereby authorizes the City Manager to enter into an agreement with Neopost for a 60-month lease of the postage equipment at a cost of \$173.95 per month for the first twelve (12) months and \$228.95 per month for the remaining forty eight (48) months.

SECTION 4: Funds have been appropriated in an amount in excess of the annual cost authorized.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: LAW (STAFF)