A Regular meeting of the Oxford City Council was called to order by Mayor Richard Keebler on Tuesday, August 6, 2013 at 7:15 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. Joe Newlin, Finance Director; Mr. Jung-Han Chen, Community Development Director; Mr. Steve McHugh, Law Director, and Ms. Mary Ann Eaton, Clerk of Council.

ADJOURN TO EXECUTIVE SESSION

Mr. McKeehan 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. Ms. Rousmaniere seconded. The motion passed by the following roll call:

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

NAY: None (0)

ABS: None (0)

RETURN FROM EXECUTIVE SESSION

Mr. Snyder moved to return from Executive Session at 7:30 p.m. Mr. Blackburn seconded. The motion passed 7-0-0.

PLEDGE OF ALLEGIANCE

Mayor Keebler requested the Pledge of Allegiance.

APPROVAL OF AGENDA

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

PUBLIC PARTICIPATION

PRESENTATION
OXFORD SENIORS

Ms. Joan Potter-Sommer, Executive Director, Oxford Seniors, 922 Tollgate Drive, invited Council, staff and community members to attend a Community Forum entitled Growing Older in Oxford: Our Future. What's Probable? What's Possible? What's Preferable? Ms. Potter-Sommer noted the forum would take place at Oxford Seniors, 922 Tollgate Drive on Tuesday, September 24, 2013 from 8:30 a.m. to 3:00 p.m. Ms. Potter-Sommer advised Oxford Seniors had been exploring options for adults growing older in Oxford and held interview sessions with pre and post retirees to glean from them what they needed to stay in Oxford.

Ms. Potter-Sommer noted the need for public transportation and housing friendly for older adults was expressed time and time again. Ms. Potter-Sommer advised to build on that information, Oxford Seniors, the Oxford Community Foundation and McCullough-Hyde Memorial Hospital were sponsoring the forum to include speakers from the Miami University Scripps Gerontology Center, the Ohio Department of Aging, Jewish Family Services, Maple Knoll Communities, the City of Oxford and the Council on Aging of Southwestern Ohio. Ms. Potter-Sommer noted the speakers would share demographic information about national, state and local older adult populations and models used by age friendly communities would be explained. Ms. Potter-Sommer advised a panel discussion would take place regarding what was already available for older adults living in and around Oxford. Ms. Potter-Sommer noted the audience would have the opportunity to provide input through a series of round-table discussions focused on the eight domains identified by the World Health Organization as necessary for an age friendly community. Ms. Potter-Sommer advised the registration fee was $10 per person which included a box lunch and those interested could call the Oxford Community Foundation at 523-0623 to register. Ms. Potter-Sommer noted the information gathered at the forum would be submitted to City Council and others making decisions around the City so Oxford could become an age friendly community and encourage people to continue to live here as they aged and to come here to retire.

APPOINTMENTS TO BOARDS AND COMMISSIONS

Mr. Bogard moved to appoint Stephen Quaye to the Community Relations Commission for a term expiring in 2016 and Mingze Yin for a term expiring in 2015 and Michael Kohus to the Historic and Architectural Preservation Commission for a term expiring in 2016. Mr. Snyder seconded. The motion passed 7-0-0.

Mayor Keebler advised there were still vacancies on the Board of Appeals (Building/Housing), the Income Tax Board of Review, the Environmental Commission and the Civil Service Commission. Mayor Keebler encouraged interested citizens to apply for the positions.

PUBLIC COMMENTS

Mr. Bob Ratterman, introduced himself as the Director of the Oxford Community Choice Pantry effective July 1, 2013 succeeding Mr. Mike Johnson. Mr. Ratterman gave credit to Mr. Johnson for his many years of service and for establishing the pantry as a community asset that helped hundreds of people on a monthly basis. Mr. Ratterman noted he provided Council members with the pantry's 2012 annual report and it would be distributed this week to donors and supporters. Mr. Ratterman thanked the Visitors Bureau for donating envelopes for the annual reports. Mr. Ratterman thanked Council, staff and the residents of Oxford for their generous support of the Oxford Community Choice Pantry in past years and going into the future. Mr. Ratterman noted the pantry welcomed the many hours of volunteer support and the financial and food donations greatly helped the pantry carry out their mission of feeding the hungry in Oxford.

Mr. Steve Dana, President of the Board, Oxford Community Choice Pantry, noted he wanted to echo Mr. Ratterman's comments about the City's constant and generous support of the pantry. Mr. Dana advised the customers of the pantry chose their own food, they weren't given food. Mr. Dana noted the customers were our neighbors who were working and not able to make ends meet. Mr. Dana advised everything the pantry received in terms of food donations and financial donations enabled the pantry staff to greet, support and nurture their neighbors. Mr. Dana thanked Council and noted he looked forward to another great year.

CONSENT AGENDA

MINUTES

Minutes of the July 16, 2013 City Council Meeting. (Mary Ann Eaton, Clerk of Council)

REPORTS

Report regarding the July 9, 2013 Planning Commission Meeting. (Jung-Han Chen, Community Development Director)

Report regarding the July 17, 2013 Board of Zoning Appeals Meeting. (Jung-Han Chen, Community Development Director)

Report regarding the July 18, 2013 Recreation Board Meeting. (Gail Brahier, Parks and Recreation Director)

RESOLUTIONS

RESOLUTION
CONTRABAND DISPOSAL

A Resolution No. 4759 authorizing the Police Chief and the Finance Director to dispose of contraband no longer needed as evidence. (Bob Holzworth, Police Chief)

RESOLUTION
SALVAGE VEHICLES

A Resolution No. 4760 authorizing the sale of salvaged, junk and/or abandoned motor vehicles. (Bob Holzworth, Police Chief)

RESOLUTION
SURPLUS PROPERTY

A Resolution No. 4761 declaring approximately 100 cubic yards of various tree limbs and 3000 cubic yards of compost as surplus City property no longer needed for any municipal purpose and authorizing its sale to the highest bidder at public auction or by utilizing an on-line auction service. (Mike Dreisbach, Service Director)

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

RESOLUTION
ASSESSMENT OF
DELINQUENT CHARGES

A Resolution No. 4762 authorizing the assessment of delinquent charges for the removal or destruction of noxious vegetation to be placed on the Butler County, Ohio property tax duplicate. (Jung-Han Chen, Community Development Director)

Mr. Chen advised certain property owners in the City failed to abate tall grass violations, causing the City to hire a private contractor to mow these properties with City funds. Mr. Chen noted the purpose of this Resolution was to assess the property owners for the cost of abating the tall grass violations and the City would be reimbursed when the property tax was due or when the property was transferred. Mr. Chen noted this process was done annually.

Ms. Rousmaniere inquired how long it took for a property owner to become delinquent in terms of tall grass. Mr. Chen advised when the grass exceeded 10 inches a notice was sent to the property owner and after 10 days a placard was placed on the property and after that the grass would be cut.

Mr. Snyder moved to adopt Resolution No. 4762. Ms. Rousmaniere seconded. The motion passed 7-0-0.

ORDINANCES
FIRST READING

ORDINANCE
NEW SECTION 1141.04

An Ordinance Repealing Oxford Codified Ordinance Section 1141.04 Entitled Environmental Regulations, And Adopting New Oxford Codified Ordinance Section1141.04 Entitled Environmental Regulations. (Jung-Han Chen, Community Development Director)

Mr. Chen advised the deficiency of adequate trash collection facilities, especially in the Uptown area was brought to the Planning Commission's attention, and since the Uptown area had gone through a redevelopment phase, it was critical to incorporate provisions in the code to address the issue. Mr. Chen noted staff presented draft language to the Planning Commission in June and after discussion the Planning Commission tabled the matter for further deliberation to address (1) how to encourage recycling efforts; (2) how to ensure adequate space would be set aside for collection purposes; (3) how the site could be accessible for collection purposes; (4) how to ensure sufficient area was set aside for future tenants; and (5) the application of stipulations would be limited to commercial and multi-family complexes. Mr. Chen advised staff created design guidelines for trash and recycling collection facilities to provide flexibility yet set expectations so the designer/property-owner had an understanding of what the City was looking for. Mr. Chen noted the design guidelines were attached as Exhibit "A" on pages 38-50 of the agenda.

Mr. Chen referred to item 1141.04 (j) on page 35 of the agenda and noted the Planning Commission felt it was important to add recycling to this sub-section of the code. Mr. Chen advised after discussion the Planning Commission felt comfortable with the design guideline approach and recommended approval by City Council.

Mayor Keebler advised the original language presented by staff contained specific dimensions for trash and recycling facilities and Mr. Chen and Mr. Perry looked for some alternatives that would provide flexibility yet create expectations for the designers to follow. Mayor Keebler noted the Design Guidelines as presented on pages 38-50 of the agenda were not formal yet. Mayor Keebler noted the City created guidelines for other areas of the code where Council felt more flexibility was warranted and the guidelines could be updated from time to time. Mayor Keebler referred to the proposed new language for 1141.04(j) on pages 35 and 36 of the agenda and noted language was added to address recycling collection facilities along with the trash collection facilities. Mayor Keebler noted language was also added to require the applicant to consult with the service provider prior to the facility placement and design. Mayor Keebler advised buildings had been built in the last 5 years that did not include trash collection space and the tenants were using the alleyways which had to stop. Mayor Keebler noted the proposed Ordinance would require every new development or redevelopment to have a trash collection plan on their property. Mayor Keebler advised the Planning Commission was generally pleased with the design guidelines and noted some minimum dimensions should be incorporated within them.

ORDINANCE
ZONING MAP AMENDMENT

An Ordinance Accepting The Planning Commission's Recommendation And Granting A Zoning Map Amendment For Approximately Sixteen (16) Acres Of Land Generally Known As Indian Trace Apartments Located On The West Side Of U.S. 27 South Near The Intersection Of University Park Boulevard Oxford, Ohio, And Rezoning The Property From R-3 Multi-Family Residential District To R-4 Multi-Family Residential District. (Jung-Han Chen, Community Development Director)

Mr. Chen advised a set of site development regulations were created for the R-4 Multi-Family Residential District in February, 2013. Mr. Chen noted the new R-4 district site development regulations were the same as the previous R-3 prior to modifications. Mr. Chen advised the R-4 district was created for developments located in the outskirts of the City such as the Indian Trace Apartment complex and the Southpointe Apartment complex.

Mayor Keebler noted Indian Trace Apartments and Southpointe Apartments were developed under standards in the R-3 district which were now in the R-4 district. Mayor Keebler advised Council adopted R-4 as a new definition and Council needed to bring properties developed under those standards into the new zoning designation.

ORDINANCE
ZONING MAP AMENDMENT

An Ordinance Accepting The Planning Commission's Recommendation And Granting A Zoning Map Amendment For Approximately Sixty Six (66) Acres Of Land Generally Known As Southpointe (Level 27) Apartments And The Surrounding Undeveloped Tract Of Land Located On The East Side Of U.S. 27 South Near The Intersection Of Southpointe Parkway Oxford, Ohio, And Rezoning The Property From R-3 Multi-Family Residential District To R-4 Multi-Family Residential District. (Jung-Han Chen, Community Development Director)

Mr. McKeehan inquired if the property owners were notified of the change in the zoning designation and Mr. Chen advised yes.

ORDINANCE
SUPPLEMENTAL BUDGET

An Ordinance Amending Ordinance No. 3190. Supplemental Budget Ordinance Number 3 To Make Supplemental Appropriations For Fiscal Year 2013. (Joe Newlin, Finance Director)

Mr. Newlin addressed his staff report as presented on pages 84 and 85 of the agenda which dealt with an increase in hotel and convention tax, a budgeted repayment of an advance to the General Fund and the receipt of $60,000 from Phi Gamma Delta's insurance company as a result of the fire at the Fiji House which would be refunded once the property was restored.

Ms. Rousmaniere inquired what percent of the hotel tax went to the Visitors Bureau and Mr. Newlin advised 94%.

ORDINANCE
SECOND READING
NEW CHAPTER 139

An Ordinance No. 3225 Repealing Oxford Codified Ordinance Chapter 139 Entitled Student/Community Relations Commission, And Adopting New Oxford Codified Ordinance Chapter 139 Entitled Student/Community Relations Commission, To Amend The Composition And Organizational Structure Of The Student/Community Relations Commission. (Jung-Han Chen, Community Development Director)

Mr. Chen advised the only change to the proposed Ordinance from the first reading was the inclusion of staggered terms for new commission members.

Mr. Harman moved to substitute the Ordinance published in today's agenda for the one that was published in the July 16th agenda. The substituted Ordinance includes staggered terms for new commission members. Mr. Blackburn seconded. The motion passed 7-0-0.

Mr. Snyder noted this would be a large commission when the ex-officio and voting members were added together. Mayor Keebler advised there had been difficulty with student attendance. Mr. Blackburn noted adding two year terms for student representatives would increase student participation.

Mr. Chen advised student representatives were primarily fraternity and sorority members who had a lot of training in the second semester any many times there was not a quorum at the SCRC meetings. Mr. Chen noted alternate SCRC members would fill in when the primary SCRC member was not available.

Mr. McKeehan moved to adopt Ordinance No. 3225. Mr. Blackburn seconded. The Ordinance was adopted by the following roll call:

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

NAY: None (0)

ABS: None (0)

ANNOUNCEMENTS

Mr. Elliott advised the Phi Gamma Delta Fraternity house fire occurred on May 25, 2013 and on July 2, 2013, the Ohio Department of Commerce Division of State Fire Marshal, working in conjunction with the Bureau of Alcohol, Tobacco, Firearms and Explosives and the Oxford Police Department, issued a news release seeking the public's assistance in solving a case that may be the result of arson. Mr. Elliott noted a Blue Ribbon Arson Reward was posted at the site and a $5,000 reward was being offered for information leading to the identification of the person or persons who may be responsible for the fire. Mr. Elliott encouraged anyone with information about the fire to contact one of the agencies involved. Mr. Elliott noted Phi Gamma Delta was planning to rebuild the structure and keep the High Street side of the building. Mr. Elliott advised the HAPC approved plans for partial demolition and installation of security fencing at the site. Mr. Elliott noted the City received a $60,000 check from Westfield Insurance to be used as security against the total cost of removing, repairing, or securing the structure incurred by the City.

Mr. Elliott advised he met with Jenny Levering, Director of the Cliff Alexander Office of Fraternity and Sorority Life & Student Activities with Miami University last week. Mr. Elliott noted the purpose of the meeting was to discuss building and property maintenance issues regarding fraternity houses. Mr. Elliott advised the City had 30 fraternity houses occupied by 290 students and last year, Miami University adopted a requirement that fraternity houses must have 20% upperclassmen in order for sophomores to utilize the second year exemption to live off campus. Mr. Elliott noted of the 30 houses, seven had fire sprinkler suppression systems. Mr. Elliott advised he and Ms. Levering would like to see all fraternity houses have fire sprinkler suppression systems.

Mr. Elliott advised on August 20th a group of Bowling Green, Ohio officials would visit Oxford to discuss various community issues. Mr. Elliott noted the City looked forward to hosting them and sharing information with them.

Mr. Elliott advised the CIP Work Session was rescheduled from August 22nd to September 12th at 7:00 p.m.

Ms. Rousmaniere noted Miami University classes started on Monday, August 26th and Sunday, August 25th and Monday, August 26th was the annual Walk-About event where university, City and community members welcomed new student residents to the mile square. Ms. Rousmaniere encouraged those interested in welcoming new neighbors to Oxford and distributing informational packets to them to contact her or Megan Donahue at Miami University.

Mr. Blackburn advised he received a flyer from Jason Kline who researched storm water pollution in Oxford as part of his Eagle Scout program. Mr. Blackburn commended Mr. Kline for his efforts and noted he did a great job on the flyer.

Mr. Blackburn advised the Wright Patterson Air Force Band was playing this Thursday as part of the Summer Music Festival in the Uptown Parks and was sponsored by a local bank.

Mr. Blackburn noted the annual Pig Roast would take place August 29th to welcome back students.

Mayor Keebler advised an event schedule would be sent to Council members regarding the visitors from Bowling Green.

Mayor Keebler asked Ms. Eaton to send Council members an email regarding the Senior Forum on Tuesday, September 24th so she could register those who wished to attend.

Mayor Keebler asked Council members to return the Oxford Community Choice Pantry annual report envelopes to Mr. Ratterman.

ADJOURN

Mr. Bogard moved to adjourn at 8:10 p.m. Ms. Rousmaniere seconded. The motion passed 7-0-0.