



Agenda

Oxford City Council

Court House

TUESDAY, NOVEMBER 3, 2009

EXECUTIVE SESSION

None

1. Roll Call. Prudence Z. Dana, Mayor; Ken Bogard, Vice-Mayor; Doug Ross; Kate Currie; Alysia Fischer; Richard Keebler; 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. Recognition Boy Scout Troop 930

B. Notice to Legislative Authority - Transfer permit from Sribalaji Inc DBA U Shop 1st Fl Front Unit & Bsmt only 21 E. High St Oxford, Ohio 45056 to Siddhartha Inc DBA U Shop 1st Fl Front Unit & Bsmt only 21 E. High St Oxford, Ohio 45056.



Notice to Legislative Authority

C. Notice to Legislative Authority - Transfer permit from Oxford Recreation Inc DBA High Street Grill 1st Fl only 116 E. High St Oxford, Ohio 45056 to Morning Sun Café & Bakery on High LLC 109 W. High St Oxford, Ohio 45056.



Notice to Legislative Authority

D. 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 October 20, 2009 City Council Work Session. (Mary Ann Eaton, Clerk of Council)



Minutes

B. Minutes of the October 20, 2009 City Council Meeting. (Mary Ann Eaton, Clerk of Council)



Minutes

C. Report regarding the October 13, 2009 Planning Commission Meeting. (Jung-Han Chen, Community Development Director)



Report

D. A Resolution authorizing the City Manager to enter into a three (3) year Software Subscription Agreement with T2 Systems, Inc. for the use of software utilized by the City of Oxford's Parking Unit at an annual cost of eleven thousand four hundred forty eight and 45/100 dollars (\$11,448.45). (Steve Schwein, Police Chief)



Staff Report/Resolution

E. A Resolution authorizing the sale of salvaged motor vehicles. (Steve Schwein, Police Chief)



Staff Report/Resolution

5. Resolutions

- A.A. Resolution authorizing the City Manager to enter into a contract with Rumpke of Ohio, Inc. of Cincinnati, Ohio for collection and disposal of solid waste and collection and processing of recyclable materials for the City of Oxford and its residents beginning January 1, 2010. (Mike Dreisbach, Service Director).



Staff Report/Resolution

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

A. First Reading.

1. An Ordinance Authorizing The Annexation Of 0.559 Acres Of Contiguous Territory And Directing The City Attorney To Prosecute The Proceedings Necessary To Effect Said Annexation. (Doug Elliott, City Manager).



Staff Report/Ordinance

2. An Ordinance Amending Section 521.12 Of The Codified Ordinances Of The City Of Oxford, Ohio, Entitled Outdoor Furniture Restriction. (Steve Schwein, Police Chief).



Staff Report/Ordinance

3. An Ordinance Adopting And Enacting Section 505.17 Of The Codified Ordinances Of The City Of Oxford, Ohio, Entitled Keeping Of Chickens In A Residential District, And Amending Section 1159.09 Of The Codified Ordinances Of The City Of Oxford, Ohio, Entitled Definitions (Beginning With The Letter "H"). (Jung-Han Chen, Community Development Director).



Staff Report/Ordinance

4. An Ordinance To Make Appropriations For Current Expenses And Other Expenditures Of The City Of Oxford, State Of Ohio, During Fiscal Year Ending December 31, 2010. (Joe Newlin, Finance Director).



Staff Report/Ordinance

5. An Ordinance Adopting Fees And Charges For Fiscal Year 2010. (Joe Newlin, Finance Director).



Staff Report/Ordinance

6. An Ordinance Establishing Salaries And Certain Benefits For Salaried And Hourly Full-Time And Part-Time Employees Within The Service Of The City Of Oxford, Ohio Paid From January 1, 2010 Through December 31, 2010. (Donna Heck, Human Resources Director).



Staff Report/Ordinance

B. Second Reading.

1. An Ordinance Adopting And Enacting Chapter 505, Section 505.16 Of The Oxford Code Of Ordinances, Entitled ‘Feeding Of Wild Life Prohibited’. (Doug Elliott, City Manager).



Staff Report/Ordinance

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

A. Announcements.

1. Remarks from City Council and City staff.

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

WED - Nov 4 Historic and Architectural Preservation Commission Meeting 7:30

THUR - Nov 5 Butler County Commissioner’s Meeting in Oxford Cancelled

FRI- Nov 6 Student Community Relations Commission Meeting 3:30 p.m. LCNB

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

THUR - Nov 12 Police Advisory Board Meeting 7:00 p.m. Senior Citizens Center

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

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

WED - Nov 18 Board of Zoning Appeals Meeting - Cancelled

WED - Nov 18 Civil Service Commission Meeting 7:00 p.m.

THUR - Nov 19 Recreation Board Meeting 12:00 p.m. Senior Citizens Center

FRI - Nov 20 Community Improvement Corporation Meeting 12:00 p.m. LCNB

FRI - Nov 20 Student Community Relations Commission Meeting 3:30 p.m.
LCNB

MON - Nov 23 City Council Organizational Meeting 7:00 p.m.

WED - Nov 25 Environmental Commission Meeting 7:00 p.m. Municipal Building
2nd

THUR - Nov 26 HOLIDAY - City Offices Closed

FRI - Nov 27 HOLIDAY - City Offices Closed

TUES - Dec 1 City Council Meeting 7:30 p.m.

8. Adjourn

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

Community Development
Originating Department

Council Meeting Of: November 2, 2009

Jung-Han Chen
Prepared By

Account Code No. #:

October 20, 2009
Date Prepared

Budgeted Amount:

Agenda Title: **Planning Commission Meeting Report – October 12, 2009**

Recommendation: **N/A**

DISCUSSION:

Reports from Commission, Boards, Committees, and staff

Mr. Wong shared that the Environmental Commission at its September meeting reviewed the energy audit recommendations prepared by the Institute of Environmental Sciences for the City to monitor and reduce the carbon footprint. Additionally, the Environmental Commission reviewed the language of the U.S. Mayor Climate Protection Agreement and urged City Council to follow other cities by adopting the Agreement to reduce the continuing degradation of the global environment.

Public Hearing:

PC-14-2009 Final Planned Development Amendment- A proposed change to the final Planned Development of Stewart Square, Scott Webb, Architect, Applicant

The Applicant was seeking a determination from the Commission as to whether the proposed changes constituted a minor or major modification to the approved Planned Development. The proposal was to build a deck with a water feature at the central park (detention area for the development site) and to build a monument sign at the corner of College and Spring Streets.

The Planning Commission spent a great deal of time discussing the intent of the original approval. Some members argued that the deck with a water feature would portray the area to be solely for residents of the site, which would not satisfy the original intent of the development of being open to the public. Others contended that certain measures could be put in place to ensure this area remained open to the public. After a lengthy debate, the Planning Commission determined that building a deck with a water feature was a minor change, provided that the gate would stay unlocked from 7:00 am to 7:00 pm; that screening would be installed underneath the deck, that additional benches would be installed at the sidewalk level, and that an additional sidewalk would be installed at the east end of the park when the last phase of construction is commenced.

The Planning Commission did not have any objection to the monument sign design other than modifying the location of the year in which the development took place.

New Business:

Mr. Brewer indicated that the draft subdivision regulations were provided to every member; however, it would be prudent to hold off any discussion until the beginning of the year when new members come on board. Mr. Brewer asked the Commission to review contact staff with any questions, comments or ideas.

The next regular meeting is scheduled for November 9, 2009.

Approved By:

Department Head:
City Attorney:
City Manager:

Initial Date

JHC 10/20/09

DMC 10/30/09

A Work Session of the Oxford City Council was called to order by Vice Mayor Ken Bogard on Tuesday, October 20, 2009 at 6:02 P.M. Those Council members present were, Doug Ross, Kate Currie, Alysia Fischer and Richard Keebler. Greig Rutherford was excused and Mayor Dana returned at 6:15 p.m.

Staff members present: Doug Elliott, City Manager; Alan Kyger, Economic Development Director; Joe Newlin, Finance Director; Gail Brahier, Parks and Recreation Director; Jung-Han Chen, Community Development Director; John Detherage, Fire Chief and Mary Ann Eaton, Clerk of Council.

APPROVAL
OF AGENDA

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

PURPOSE

The purpose of the Work Session was for Council to receive information from various social service agencies.

BUDGET (SOCIAL SERVICE AGENCIES)

Mr. Elliott advised if time permitted at the end of the Work Session he would discuss the issue of adding personnel to man a second shift in the Fire Department.

Council heard reports and funding requests from the various agencies including the Oxford Community Foundation, Oxford Senior Citizens Center, the Family Resource Center, the Oxford College Corner Clinic and the Oxford Visitors and Convention Bureau.

Mr. Newlin advised he looked at the agency funding for 2009 and proposed the same funding for 2010 less 3%.

Council discussed several changes they would like see in the proposed funding and Mr. Elliott noted Council could move to amend the proposed budget after the regular Council Meeting this evening.

Mr. Elliott discussed options for increased staffing to support a second shift Fire/EMS operation noting the cost would be approximately \$300,000 annually.

ADJOURNMENT

Ms. Currie moved to adjourn at 7:20 p.m. Ms. Fischer
seconded. The motion carried 6-0-0.

A Regular meeting of the Oxford City Council was called to order by Mayor Prue Dana on Tuesday, October 6, 2009 at 7:30 p.m. Those members present were Ken Bogard, Doug Ross, Richard Keebler, Alysia Fischer and Kate Currie. Greig Rutherford was excused.

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

PLEDGE OF ALLEGIANCE

Mayor Dana called for the Pledge of Allegiance.

APPROVAL OF AGENDA

Ms. Currie moved to approve the agenda. Ms. Fischer seconded the motion passed 6-0-0.

Mr. Elliott introduced Ms. Veronika Sorenson a Miami University Alumni and MPA student at Northern Kentucky University who was in attendance. Mr. Elliott noted Ms. Sorenson had 'job shadowed' him today.

PUBLIC PARTICIPATION

PROCLAMATION

'ROBERT ANTHONY RATTERMAN, JR. DAY'

Mayor Dana advised she read and presented the Proclamation to Mr. Ratterman last week at his retirement celebration.

PROCLAMATION

'DES FLEURS GARDEN CLUB DAY'

Mayor Dana read the Proclamation and presented it to members of the Des Fleurs Garden Club: Linda Alexander, Brenda Frye and Kim Peterka.

PRESENTATION

OXFORD DOG OWNERS GROUP

Mr. Bill Levenderis, noted he was the President of OxDog which had 6 Board Members. Mr. Levenderis discussed the OxDog committees, volunteer and fundraising efforts. Mr. Levenderis noted the group had raised \$7,000 towards fencing, concrete and landscaping for the dog park which will open to the public in 2010. Mr. Levenderis thanked City staff members Gail Brahier and Mike Dreisbach for their assistance with this project.

Mayor Dana thanked the group for their efforts.

NOTICE TO LEGISLATIVE AUTHORITY

Notice to Legislative Authority – Transfer from Hook Superx LLC 123 W. Spring Street 1st Fl Only Oxford, Ohio 45056 to Ohio CVS Stores LLC DBA CVS Pharmacy 6084 123 W. Spring Street 1st Fl Only Oxford, Ohio 45056.

Mr. Bogard moved to accept the notice without comment. Mr. Keebler seconded. The motion passed by the following roll call:

AYE: Ms. Currie, Ms. Fischer, Mr. Keebler, Mr. Bogard, Ms. Dana (5)

NAY: Mr. Ross (1)

ABS: None (0)

PUBLIC COMMENTS

Ms. Connie Elliott, 118 Homestead Avenue, updated Council regarding her Smoky and Tornado project.

Mr. Dave Armstrong, addressed Council on behalf of the Campus Activities Council noting he was on the Homecoming Committee. Mr. Armstrong noted this week was Miami's Bicentennial Homecoming Week and provided Council with an itinerary of the events taking place for students and community members.

Mr. Mike Smith, Chair, Historic and Architectural Preservation Commission addressed concerns raised regarding the time frame for HAPC approval of new signage. Mr. Smith stressed that the HAPC did not want to hinder the Uptown Businesses or property owners with regard to signage. Mr. Smith noted technically the process could take as much as 45 days but over the past two years the average time frame was 21 days which was similar to the time frame in surrounding municipalities. Mr. Smith noted there was a concern regarding 'Stop Work Orders' regarding painting projects and noted he didn't know of any 'Stop Work Orders' being issued over the past two years. Mr. Smith advised the HAPC was working toward approving paint colors for the historic district. Mr. Smith noted the Historic Awards Program sponsored by the HAPC and was a very successful project.

Mr. Matt Ciccone, Secretary, Off Campus Affairs, noted a forum would take place Wednesday, October 28, 2009 at 6:30 p.m. in room 304 at Harrison Hall regarding liability and legal issues pertaining to the new alcohol ordinance adopted by Council. Mr. Ciccone advised Sergeant Squance and Off Campus Senators would be in attendance and the forum was open to the public.

Ms. Kathleen Zien, 6060 Joseph Dr., advised months ago she told Council she would bring her concerns to them regarding the demolition of the historic Stafford house at 216 E. High Street as it occurred under their watch and noted this discussion was long overdue. Ms. Zien noted Miami University was not following state law and was subject to the City's zoning restrictions, the City of Oxford's practices conflicted with state law, and the way in which developments proposed by Miami University were reviewed and approved currently violated principles of fairness and transparency and did not ensure that City plans were being carried out or that land use conflicts were avoided. Ms. Zien noted Miami University requests were no different than Wal-Mart, the Knolls of Oxford, Southpointe, or Kroger. Ms. Zien noted the City's own zoning code stated that university property was subject to the Historic and Architectural Preservation Commission's requirements. Ms. Zien noted the 1911 home was an exceptionally well crafted building worth saving and should still be standing. Ms. Zien inquired why City staff permitted the demolition to occur and noted Miami was subject to state and City rulings. Ms. Zien advised she would provide supplemental information and photos regarding the issue to the Clerk for distribution to Council, all Board and Commission members and the City Manager as well as information regarding two court cases to eliminate such misuse of university power. Ms. Zien requested full disclosure as to how and why the demolition was permitted by the City and the university. Ms. Zien inquired why Miami had immunity from standards anyone else in Oxford must maintain. Ms. Zien inquired why Miami's inaction on maintenance and ultimately the demolition of the house was supported by City staff. Ms. Zien asked Council to take steps to ensure all Miami University projects underwent public review and approval by the Planning Commission.

CONSENT AGENDA

MINUTES

Ms. Fischer requested removal of item A. Minutes.

Minutes of the October 6, 2009 City Council Meeting. (Mary Ann Eaton, Clerk of Council)

REPORTS

Report regarding the September 30, 2009 Civil Service Commission Meeting. (Donna Heck, Human Resources Director)

Report regarding the October 7, 2009 Historic and Architectural Preservation Commission Meeting. (Jung-Han Chen, Community Development Director)

Mr. Bogard moved to approve the consent agenda. Ms. Currie seconded. The motion passed 6-0-0.

MINUTES

Minutes of the October 6, 2009 City Council Special Meeting. (Mary Ann Eaton, Clerk of Council)

Ms. Fischer referred to the last paragraph on page 4 of the minutes and requested the following change 'Mr. Holran ~~answered~~ responded to questions from Ms. Fischer with regard to the effect of Tasers on persons who were heavily intoxicated or under the influence of drugs.'

Ms. Fischer moved to approve the minutes as amended. Ms. Currie seconded. The motion passed 6-0-0.

RESOLUTION

RESOLUTION

MAYORS CLIMATE

PROTECTION AGREEMENT

A Resolution by City Council of the City of Oxford, Ohio endorsing the U.S. Conference of Mayors Climate Protection Agreement. (Doug Elliott, City Manager)

Mr. Elliott advised at the last Council meeting the Environmental Commission recommended that Council endorse the Mayors Climate Protection Agreement and Council moved to have the proposed legislation brought forward.

Mr. Orie Loucks, 6195 Fairfield Road, noted he was pleased to see the proposed Resolution on Council's agenda. Mr. Loucks advised he represented the Interfaith Counsel on Climate Change of Oxford and had made presentations to Council previously regarding the proposed Resolution. Mr. Loucks noted there was greater evidence of important changes in temperature and rainfall patterns across the United States and around the world and there was a greater consensus for action now than a year ago when the group asked Council to take action. Mr. Loucks advised the IES Report indicated that the City of Oxford had been following most of the requirements stipulated in the Mayors Climate Protection Agreement and therefore adopting the proposed Resolution would not bring substantial change to existing practices. Mr. Loucks noted his hope Council would unanimously approve the proposed Resolution.

Mr. Don Pestana, 6313 Bigwood Circle, advised he spoke to an honors science class at the middle school today regarding climate change issues. Mr. Pestana noted he discussed the IES Study and the students were excited that the City had taken initial steps towards handling its impacts and they were very curious about where the City would go from here.

Mr. Ross inquired if the Mayor could sign the agreement and leave the rest of Council alone and Mayor Dana advised the majority of Council needed to be in favor of the proposed legislation in order for her to sign on to the Mayors Climate Protection Agreement.

Mr. Bogard advised he had read the IES Report and felt the City was moving in the right direction. Mr. Bogard noted he viewed the Mayors Climate Protection Agreement as a guideline verses a mandate.

Mr. Keebler noted his feeling everyone needed to be good stewards of the environment. Mr. Keebler advised he read the IES Report and Oxford's carbon footprint was very favorable compared to other municipalities and he wanted the City to continue making environmentally responsible investments in the community. Mr. Keebler referred to item C. and sections 1. through 12. on page 35 of the agenda and noted he felt the City should work towards those actions when economically and practically feasible given the City's budget and operating restrictions. Mr. Keebler advised he had concerns about accepting them and agreeing to them as mandates. Mr. Keebler discussed significant concerns he had regarding items A. and B. on page 35 of the agenda and advised while he supported the general idea of the proposed legislation he would vote against it.

Ms. Fischer referred to page 35 of the agenda noting she felt these were good things to do and things the City should strive to do. Ms. Fischer inquired if actions such as purchasing only Energy Star equipment and appliances were mandates and Mr. McHugh advised it would be a directive to staff from Council and if certain actions were not possible staff would need to let Council know why. Ms. Fischer noted the City's Comprehensive Plan had already identified some of the initiatives listed in the proposed agreement and she was willing to support the proposed legislation in accordance with the Comprehensive Plan.

Ms. Currie noted she agreed with a lot of the comments made by Mr. Bogard and Ms. Fischer. Ms. Currie noted key words in the agreement like 'strive to' and 'such as'. Ms. Currie noted her feeling this was a guiding document to work in partnership with other documents like the Comprehensive Plan. Ms. Currie noted her feeling as stewards of the City, country and planet Council needed to say yes, these things are important.

Mr. Ross referred to item B. on page 35 of the agenda noting his feeling those actions would cause more jobs to ship overseas where environmental regulations were non-existent in many cases. Mr. Ross noted he felt the Mayors Climate Protection Agreement was 'symbolism'. Mr. Ross urged Council to pay particular attention to the ramifications of item B. Mr. Ross displayed the new recycling container being utilized within the City noting he would rather citizens paid for them themselves but he was glad to get one courteously of the taxpayers of Oxford.

Mayor Dana asked staff to provide the correct history regarding the new containers.

Mr. Dreisbach advised David Treleaven, the City's Environmental Specialist secured a grant through the Butler County Solid Waste District for 600 sixty six gallon recycling containers. Mr. Dreisbach noted Mr. Treleaven prepared a mailing for two targeted zones in the City and received 400 responses from citizens who wanted to participate in the program and the recycling containers were being delivered this week. Mr. Dreisbach advised over time he hoped to secure additional funding to make the program available city wide.

Mayor Dana advised Council first looked at the Mayors Climate Protection Agreement two years ago and Council thought the City was already practicing a lot of the initiatives listed in the agreement. Mayor Dana noted Council wanted more study done and statistics gathered regarding the issue and the IES study came about as a result.

Mayor Dana thanked the IES members and City staff who cooperated in order to develop the study which provided valuable information for Council to consider and noted her feeling the City had come a long way in two years. Mayor Dana advised her feeling this issue was about leadership, policy and vision and Council should be committed to be concerned. Mayor Dana noted mayors and state governments became involved because they realized they did not have to wait for direction from the federal government to initiate local programs concerning climate protection. Mayor Dana noted this discussion was symbolic and visionary and everyone had children, grandchildren, nieces and nephews depending on this generation to set an example in this area. Mayor Dana noted her hope Council would adopt the proposed Resolution not out of fear but out of possibility.

Mr. Keebler referred to item B. on page 35 of the agenda and noted he would be ok with the proposed Resolution without item B.

Mayor Dana suggested amending the agreement by omitting item B.

Ms. Fischer disagreed with amending the agreement and suggested that Council provide recommendations to staff highlighting areas of the agreement to work towards. Ms. Fischer noted Mr. Rutherford could not be in attendance tonight but had voiced his support for the proposed Resolution.

Ms. Fischer moved to table the proposed Resolution until the next meeting. Ms. Currie seconded. The motion failed by the following roll call:

AYE: Ms. Currie, Ms. Fischer (2)

NAY: Mr. Bogard, Mr. Keebler, Mr. Ross, Ms. Dana (4)

ABS: None (0)

Ms. Currie noted Council had received numerous emails from citizens over the past few weeks and no one encouraged them not to adopt the proposed Resolution. Ms. Currie noted her feeling it was important for Council to take a stand behind their values when given an easy opportunity to do so.

Mr. Ross noted he agreed but did not think it should be a 'political football' shoved down people's throats. Mr. Ross called the question.

Ms. Currie moved to adopt the proposed Resolution. Ms. Fischer seconded. The motion failed by the following roll call:

AYE: Ms. Currie, Ms. Fischer, Ms. Dana (3)

NAY: Mr. Ross, Mr. Bogard, Mr. Keebler (3)

ABS: None (0)

ORDINANCE
FIRST READING

ORDINANCE
NEW SECTION 505.16

An Ordinance Adopting And Enacting Chapter 505, Section 505.16 Of The Oxford Code Of Ordinances, Entitled 'Feeding Of Wild Life Prohibited'. (Doug Elliott, City Manager)

Mr. Elliott advised Council previously adopted a Resolution authorizing the Deer Management Program and an Ordinance amending the prohibition of hunting except in accordance with the Deer Management Program. Mr. Elliott noted Council discussed the need for legislation prohibiting the feeding of deer which was brought forward this evening. Mr. Elliott noted the proposed Ordinance was expanded to prohibit the feeding of other wild animals in addition to deer.

Ms. Fischer referred to page 38 item (a) of the agenda and noted concern that people who had gardens and composting facilities would be in violation of the proposed Ordinance.

Ms. Fischer moved to amend item (a) on page 38 of the agenda to read in part 'No person shall intentionally provide food for deer, geese, ducks, raccoons, rodents, fowl or other wild animals or wild life by setting such food out on any public or private property.' Ms. Currie seconded. The motion passed 6-0-0.

ORDINANCES
SECOND READING

ORDINANCE
EXTEND CONDITIONAL
USE PERMIT

An Ordinance No. 3083 Approving The Extension Of The Conditional Use Permit For A Commercial Development To Include An Automobile Service Station At 3900 Southpointe Parkway, Oxford, Ohio, Approved By Ordinance No. 3009, On August 5, 2008 For A Period Of Six Months. (Jung-Han Chen, Community Development Director)

Mr. Chen advised he had no new information regarding the request for an extension of the Conditional Use Permit.

Mr. Keebler moved to adopt Ordinance No. 3083. Mr. Ross seconded. The Ordinance was adopted by the following roll call:

AYE: Ms. Currie, Mr. Keebler, Mr. Bogard, Ms. Dana (4)

NAY: None (0)

ABS: Ms. Fischer, Mr. Ross (2)

ORDINANCE
SUPPLEMENTAL BUDGET

An Ordinance No. 3084 Amending Ordinance No. 3033 Supplemental Budget Ordinance No. 8 To Make Supplemental Appropriations For Fiscal Year 2009. (Joe Newlin, Finance Director)

Mr. Newlin discussed his staff report as presented on page 44 of the agenda.

Mr. Bogard moved to adopt Ordinance No. 3084. Ms. Currie seconded. The Ordinance was adopted by the following roll call:

AYE: Ms. Fischer, Mr. Keebler, Mr. Ross, Mr. Bogard, Ms. Currie, Ms. Dana (6)

NAY: None (0)

ABS: None (0)

ANNOUNCEMENTS

Mayor Dana advised Council needed to give staff direction with regard to their concerns raised during the Budget Work Session earlier this evening. Mayor Dana noted the issue of awarding the Oxford College Corner Clinic an additional \$2,100 for prescription medication. Council discussed several options including the elimination or reduction of the scholarship fund to provide the additional funding. Mr. Elliott advised staff would find an additional \$2,000 for the Oxford College Corner Clinic without eliminating or reducing other funding unless Council voted to do so.

Mayor Dana asked for Council's direction with regard to funding an additional shift for the Fire/EMS Division. Mr. Keebler discussed the rationale for implementing an additional shift. The consensus of Council was to expend \$300,000 for an additional shift for one year after which other means of funding would be necessary to sustain the additional shift.

Mr. Elliott noted the Oxford Press would publish an article regarding the City's Fire and EMS department on Friday. Mr. Elliott advised a meeting was scheduled with the Oxford Township Trustees and the Fire/EMS Committee on October 28, 2009.

Mr. McHugh advised he took umbrage with comments made earlier by a citizen noting the facts and laws as stated were not correct in his opinion.

Mr. Ross advised Council had denied the Oxford Police Department a tool universally recognized as something better than what was proven to be deadly force. Mr. Ross noted his feeling Council should not deny the use of Tasers and apologized to Oxford Police Officers if he offended them with his comments at the last meeting.

Mr. Bogard thanked the Council candidates for not displaying political signs and adding to the 'sign pollution'. Mr. Bogard encouraged everyone to enjoy the fall foliage and Mayor Dana noted the City's annual leaf pick-up program would begin the first week of November.

Ms. Fischer noted she did not like the use of the timer during public comments and noted if it was to be used it should be used for all speakers during public comments. Ms. Fischer noted from the standpoint of democracy she wished the political signs were needed for Council candidates. Ms. Fischer inquired if chickens were allowed in residential districts and Mr. McHugh advised he would address the issue at the next meeting. Ms. Fischer noted she would like to see the issue considered before her term on Council was over.

Ms. Currie requested a memo of clarification regarding Miami University projects and compliance with the City of Oxford zoning regulations. Mr. McHugh advised he would provide additional information to Council regarding the matter.

Mayor Dana noted she was collecting questions and comments from residents and business owners regarding the solid waste and recycling service within the City and noted Council would discuss the matter at the next meeting. Mayor Dana noted her disappointment with the vote regarding the Mayors Climate Protection Agreement and advised her feeling this made the City look like followers rather than leaders.

ADJOURNMENT

Ms. Fischer moved to adjourn at 9:19 p.m. Ms. Currie seconded. The motion passed 6-0-0.

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

City Manager

Originating Department

Council Meeting Of: October 20, 2009

Mary Ann Eaton

Account Code No. #: N/A

Prepared By

Budgeted Amount: N/A

October 14, 2009

Date Prepared

Agenda Title: An Ordinance Adopting And Enacting Chapter 505, Section 505.16 Of The Oxford Code Of Ordinances, Entitled 'Feeding Of Wild Life Prohibited'.

Recommendation: Adopt the Ordinance.

Discussion:

As requested by Council on October 6, 2009.

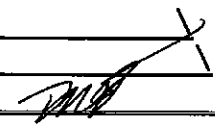
Approved By:

Department Head:

City Attorney:

City Manager:

Initial Date

 10/14/09

ORDINANCE NO. _____

AN ORDINANCE ADOPTING AND ENACTING CHAPTER 505,
SECTION 505.16 OF THE OXFORD CODE OF ORDINANCES,
ENTITLED "FEEDING OF WILD LIFE PROHIBITED"

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

SECTION I: City Council hereby adopts and enacts Chapter 505, Section
505.16 "Feeding of Wild Life Prohibited" of the Oxford Code of Ordinances, which shall
read as follows:

505.16 FEEDING OF WILD LIFE PROHIBITED

(a) No person shall intentionally provide food for deer,
geese, ducks, raccoons, rodents, fowl or other wild animals or wild
life by setting such food out on any public or private property. This
section does not apply to animals owned by a person or song birds
fed from a sanitary bird feeder so long as doing so does not create
a nuisance.

(b) Whoever violates any of the provisions of this section
is guilty of a minor misdemeanor. Penalty shall be as provided in
Section 505.99.

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

MAYOR

ADOPTED: _____

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: PRUE DANA

PREPARED BY: LAW (STAFF)

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

Community Development
Originating Department

Council Meeting Of: November 3, 2009

Jung-Han Chen
Prepared By:

Account Code No. #:

Budgeted Amount:

October 30, 2009
Date Prepared:

Agenda Title:	An Ordinance Adopting and Enacting Section 505.17 of the Codified Ordinances of the City of Oxford, Ohio, Entitled Keeping of Chickens in a Residential District and Amending Section 1159.09 of the Codified Ordinances of the City of Oxford, Ohio, Entitled Definitions (Beginning with the Letter H)
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Discussion:

Councilor Fischer requested staff prepare legislation to allow for the housing and/or keeping of up to four chickens within the City limits. Please refer to the attached legislation for details of the proposed language.

The attached legislation encompasses amendments of two different sections of the Oxford Ordinance Code; Section 505.17 and Section 1159.09.

Procedurally, any amendments to the Zoning Code will require a recommendation from the Planning Commission.

Approved By:

Department Head:

City Attorney:

City Manager:

Initial Date

JHC 10/30/09

DUC 10/20/09

ORDINANCE NO. _____

ORDINANCE ADOPTING AND ENACTING SECTION 505.17 OF THE CODIFIED ORDINANCES OF THE CITY OF OXFORD, OHIO, ENTITLED KEEPING OF CHICKENS IN A RESIDENTIAL DISTRICT, AND AMENDING SECTION 1159.09 OF THE CODIFIED ORDINANCES OF THE CITY OF OXFORD, OHIO, ENTITLED DEFINITIONS (BEGINNING WITH THE LETTER "H").

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

SECTION I: The City Manager recommends that Section 505.17 be added to Chapter 505 of the Codified Ordinances of the City of Oxford, Ohio in order to permit the housing or keeping of up to four (4) chickens on real property located within in a district zoned as residential. In addition, the City Manager recommends Section 1159.09(7) of the Codified Ordinances of the City of Oxford, Ohio be amended to include chickens within the definition of household pets.

SECTION II: City Council finds that Chapter 505 of the Codified Ordinances of the City of Oxford, Ohio must be modified to include Section 505.17.

SECTION III: City Council finds that Section 1159.09(7) of the Codified Ordinances of the City of Oxford, Ohio must be modified to incorporate chickens within the definition of household pets.

SECTION IV: City Council hereby adopts and enacts Chapter 505, Section 505.17 of the Codified Ordinances of the City of Oxford, Ohio, which shall read as follows:

505.17 KEEPING OF CHICKENS IN A RESIDENTIAL DISTRICT

- (a) A person is permitted to keep or house chickens on his or her real property located in a residential district, unless doing so would create a nuisance in violation of Section 505.08 of the City's Codified Ordinances.
- (b) A person who keeps or houses chickens on his or her property shall comply with all of the following requirements:
 - (1) Keep no more than four (4) chickens.
 - (2) The principal use of the person's property is for a single-family dwelling or two-family dwelling.
 - (3) No person shall keep any rooster.
 - (4) No person shall slaughter any chickens.

- (5) The chickens shall be provided with a covered enclosure and must be kept in the covered enclosure or a fenced enclosure at all times.
- (6) A person shall not keep chickens in any location on the property other than in the backyard. For purposes of this section, "backyard" means that portion of a lot enclosed by the property's rear lot line and the side lot lines to the points where the side lot lines intersect with an imaginary line established by the rear of the single-family or two-family structure and extending to the side lot lines.
- (7) No covered enclosure or fenced enclosure shall be located closer than ten (10) feet to any property line of an adjacent property;
- (8) All enclosures for the keeping of chickens shall be so constructed or repaired as to prevent rats, mice, or other rodents from being harbored underneath, within, or within the walls of the enclosure. A covered enclosure or fenced enclosure shall not be located closer than forty (40) feet to any residential structure on an adjacent property.
- (9) For purposes of this section, adjacent property means all parcels of property that the applicant's property comes into contact with at one (1) or more points, except for parcels that are legally adjacent to but are in fact separated from the owner's property by a public or private street.
- (10) All feed and other items associated with the keeping of chickens that are likely to attract or to become infested with or infected by rats, mice, or other rodents shall be protected so as to prevent rats, mice, or other rodents from gaining access to or coming into contact with them.

(c) Whoever violates any of the provisions of this section is guilty of a minor misdemeanor. Penalty shall be as provided in Section 505.99.

SECTION V: Section 1159.09(7) of the Codified Ordinances of the City of Oxford, Ohio, is hereby amended to read as follows (language to be adopted is in **bold**):

- (7) **HOUSEHOLD PETS** - Dogs, cats, rabbits, birds, **and female chickens** for non-commercial family use only. (Ord. 2782. Passed 5-20-03.)

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

MAYOR

ADOPTED: _____

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: ALYSIA FISCHER

PREPARED BY: LAW (STAFF)

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

City Manager

Originating Department

Council Meeting Of: November 3, 2009

Doug Elliott

Account Code No. #: N/A

Prepared By

Budgeted Amount: N/A

October 27, 2009

Date Prepared

Agenda Title: An Ordinance authorizing the annexation of 0.559 acres of contiguous territory and directing the City Attorney to prosecute the proceedings necessary to effect said annexation.

Recommendation: Adopt the Ordinance

Discussion:

The City of Oxford signed a Development Agreement with Four Leaf Development Corporation on May 23, 2006. The Developer agreed to install, at its sole cost and expense, a traffic signal at the intersection of Southpointe Parkway and US 27 South. Part of the right-of-way where the traffic light will be installed is outside of the City corporate limits (the southeast corner). In order to install a traffic light at that location, ODOT is requiring that all of the right-of-way must be within the corporate boundaries. This annexation petition seeks to remedy the problem.

Approved By:

Department Head:

City Attorney:

City Manager:

Initial Date

DRE 10/20/09

ORDINANCE NO. _____

ORDINANCE AUTHORIZING THE ANNEXATION OF 0.559 ACRES OF CONTIGUOUS TERRITORY AND DIRECTING THE CITY ATTORNEY TO PROSECUTE THE PROCEEDINGS NECESSARY TO EFFECT SAID ANNEXATION.

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

SECTION 1: the Butler County Prosecuting Attorney has advised that, as a matter of Ohio law, the Board of County Commissioners holds fee simple title to the real estate which is dedicated for use as a public road in an unincorporated area subdivision plat even when the road being created by that dedication will, upon acceptance, become a township road; and

SECTION 2: O.R.C. §709.02(E) provides the State of Ohio is not to be considered an owner of a state road even though the state road rests on a fee simple interest belonging to the state (as opposed to a road lying on a roadway easement) and such is the case in the proposed annexation under consideration; and

SECTION 3: as a consequence of the two preceding propositions, Butler County, Ohio should be treated as the owner of Southpointe Parkway for purposes of any annexation petition filed pursuant to O.R.C. §709.16(C) even though Southpointe Parkway is a township road.

SECTION 4: Butler County, Ohio is the owner of 0.559 acres of existing right of way in the unincorporated area of Oxford Township, Butler County, Ohio but contiguous to the corporate limits of the City. The 0.559 acres of existing right of way is more particularly described as follows:

Situated in Section 36, Town 5, Range 1 Oxford Township, Butler County, Ohio and being parts of Millville Oxford Road (U.S. 27) and Southpointe Parkway formerly known as Woody's Way as recorded in P.B. 318 Pg. "B" of the Butler County Recorder's Office containing 0.559 acres of land being further described as follows:

Beginning at the northeast corner of Lot 4 of Edwards Subdivision as recorded in said P.B. 318 Pg. "B", said point also being on the east right of way of said Southpointe Parkway formerly known as Woody's Way:

Thence with said east right of way of Southpointe Parkway formerly known as Woody's Way S 57°31'51" W for 224.78 feet to a point;

Thence continuing with said east right of way of Southpointe Parkway formerly known as Woody's Way, on a curve to the left, having a radius of 15.00 feet, an arc distance of 23.79 feet, chord bearing S 12°05'36" W for a distance of 21.37 feet to a point, said point being on the east right of way of said Millville Oxford Road (U.S. 27);

Thence with said east right of way of said Millville Oxford Road (U.S. 27) S 33°20'39" E for 346.29 feet to a point;

Thence S 64°57'44" W for 30.32 feet to a point, said point being on the centerline of said Millville Oxford Road (U.S. 27);

Thence with said centerline of said Millville Oxford Road (U.S. 27) N 33°20'39" W for 407.60 feet to a point, said point being the intersection of said centerline of said Millville Oxford Road (U.S. 27) and the extension of the west right of way of Woody's Way;

Thence with said extension of the west right of way of Woody's Way and continuing with said right of way N 57°31'51" E for 270.01 feet to a point, said point being on the northwest corner of said right of way of Woody's Way;

Thence S 33°20'39" E for 50.00 feet to the point of beginning, containing 0.559 acres of existing right of way, more or less and being subject to all legal highways easements, restrictions and agreements of record.

SECTION 5: Pursuant to Ohio Revised Code § 709.14, this Council hereby authorizes the annexation of the property described in Section I of this Ordinance to the City of Oxford, Ohio in accordance with Ohio Revised Code § 709.16(C) and the City Attorney is hereby directed to prosecute the proceedings necessary to effect said annexation.

SECTION 6: While no roadway maintenance or repair issues are anticipated to result from approval of this annexation as it is anticipated that it will cause the full width of the right-of-way of both U.S. Route 27 and Southpointe Parkway adjacent to the territory described in Section 4 to be annexed into the City of Oxford, should the result of this annexation not encompass the full right-of-way of both U.S. Route 27 and Southpointe Parkway as anticipated such that some portion of either or both adjacent to the territory described in Section 4 remains outside the corporate limits of the City of Oxford, then, notwithstanding the failure of any such territory to be annexed, the City of Oxford agrees to assume the maintenance and repair responsibility, including the right and responsibility to construct such traffic control devices as Oxford may deem reasonable, for any such portion of U.S. Route 27 and Southpointe Parkway to the same extent it now bears such responsibility on city streets and U.S. Route 27 within the corporate limits of the City of Oxford.

SECTION 7: This Ordinance shall take effect at the earliest time allowed by law.

MAYOR

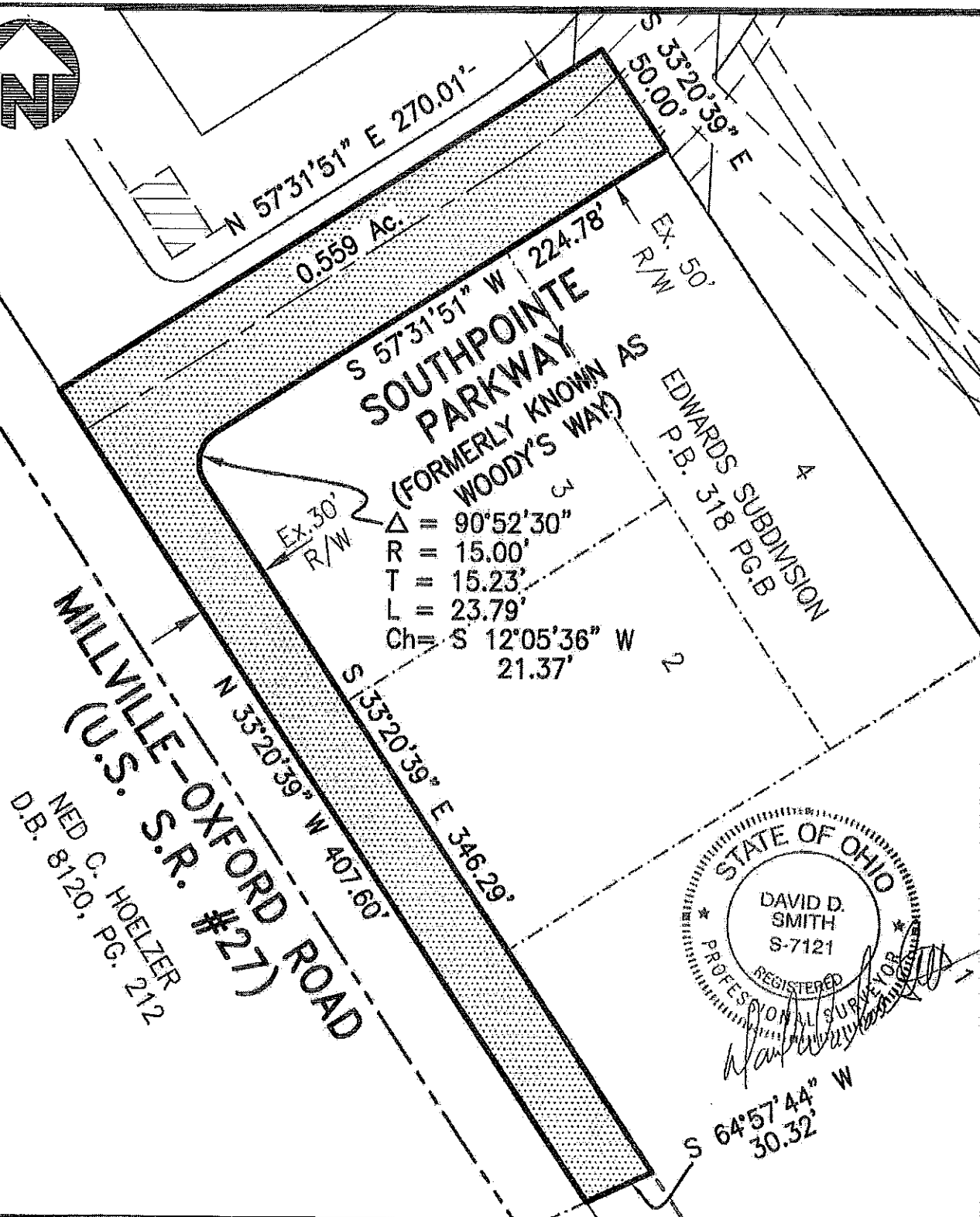
ADOPTED: _____

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: PRUE DANA

PREPARED BY: LAW (STAFF)



Drawing:
03104.000 AX 091016
Scale
1"=60'
Drawn by:
bdh
Checked By:
DDS
Issue Date:
10-16-09

SOUTHPOINTE CROSSING
SECTION 36
TOWN 5, RANGE 1
OXFORD TOWNSHIP
BUTLER COUNTY, OHIO
ANNEXATION PLAT



318 S. College Avenue
Oxford, OH 45056 - 513.523.4270



318. S. College Avenue
Oxford, Ohio 45056
P 513.523.4270
F 513.523.3785
www.bayerbecker.com

October 18, 2009

DESCRIPTION:

Right of way to be annexed
0.559 acres

LOCATION:

Southpointe Parkway and U.S. 27
Oxford Township
Butler County, Ohio

Situated in Section 36, Town 5, Range 1 Oxford Township, Butler County, Ohio and being parts of Millville Oxford Road (U.S. 27) and Southpointe Parkway formerly known as Woody's Way as recorded in P.B. 318 Pg. "B" of the Butler County Recorder's Office containing 0.559 acres of land being further described as follows:

Beginning at the northeast corner of Lot 4 of Edwards Subdivision as recorded in said P.B. 318 Pg. "B", said point also being on the east right of way of said Southpointe Parkway formerly known as Woody's Way;

Thence with said east right of way of Southpointe Parkway formerly known as Woody's Way S 57°31'51"W for 224.78 feet to a point;

Thence continuing with said east right of way of Southpointe Parkway formerly known as Woody's Way, on a curve to the left, having a radius of 15.00 feet, an arc distance of 23.79 feet, chord bearing S 12°05'36" W for a distance of 21.37 feet to a point, said point being on the east right of way of said Millville Oxford Road (U.S. 27);

Thence with said the east right of way of said Millville Oxford Road (U.S. 27) S 33°20'39" E for 346.29 feet to a point;

Thence S 64°57'44" W for 30.32 feet to a point, said point being on the centerline of said Millville Oxford Road (U.S. 27);

Thence with said centerline of said Millville Oxford Road (U.S. 27) N 33°20'39"W for 407.60 feet to a point, said point being the intersection of said centerline of said Millville Oxford Road (U.S. 27) and the extension of the west right of way of Woody's Way;

Thence with said extension of the west right of way of Woody's Way and continuing with said right of way N 57°31'51" E for 270.01 feet to a point, said point being on the northwest corner of said right of way of Woody's Way;

Thence S 33°20'39" E for 50.00 feet to the point of beginning, containing 0.559 acres of existing right of way, more or less and being subject to all legal highways, easements, restrictions and agreements of record.

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager: Douglas Elliott, Jr.

Police

Originating Department

Council Meeting Of: November 3, 2009

Steve Schwein

Account Code No. #: N/A

Prepared By

Budgeted Amount: N/A

October 28, 2009

Date Prepared

Agenda Title: An Ordinance amending section 521.12 of the codified ordinances of the City of Oxford, Ohio, entitled outdoor furniture restriction.

Recommendation: Adopt the Ordinance.

Discussion: After nearly a year and a half after the Outdoor Furniture Ordinance was passed and for that time has been successfully enforced by the Oxford Police Division, the judge has determined that the present ordinance is not sufficient in pinpointing responsibility and wants the words "either real property owner, lessee, renter, tenant, or occupant" inserted in the ordinance. The judge has indicated that any individual charged under this section as it is currently written who pleads not guilty will be found not guilty, or the charge will be dismissed.

Approved By:

Department Head:

City Attorney:

City Manager:

Initial Date

SOS 11/10/09

DCE 10/30/09

ORDINANCE NO. _____

ORDINANCE AMENDING SECTION 521.12 OF THE CODIFIED ORDINANCES OF THE CITY OF OXFORD, OHIO, ENTITLED OUTDOOR FURNITURE RESTRICTION.

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

SECTION I: The City Manager and Chief of Police recommend Section 521.12 of the Codified Ordinances of the City of Oxford, Ohio be amended to clarify the meaning of the term "[n]o person" as used in Section 521.12(a).

SECTION II: City Council hereby accept the recommendation of the City Manager and Chief of Police that Section 521.12 of the Codified Ordinances of the City of Oxford, Ohio be modified to clarify the meaning of the term "[n]o person" as used in Section 521.12(a).

SECTION III: Section 521.12 of the Codified Ordinances of the City of Oxford, Ohio, is hereby amended to read as follows (language to be repealed is ~~stricken through~~ and language to be adopted is in **bold**):

521.12 OUTDOOR FURNITURE RESTRICTION.

- (a) No person, **either real property owner, lessee, renter, tenant, or occupant**, shall allow to remain, keep, store or maintain any couches, chairs, tables, or other furniture not manufactured for outdoor use; plywood boards; construction materials; saw horses; tubes, pipes; or rigid materials suspended between two supports so as to be used as a table in any yard, alley, front porch, unenclosed rear porch or in any other outside area. However, it will be an affirmative defense to any alleged violation of this provision that such furniture was placed in an outside location designated for the collection of garbage, refuse or recyclable materials, in accordance with the City's garbage, refuse and recycling service, for the purpose of having such furniture removed, and said placement at said location is not more than 24 hours before the designated collection time or that the plywood boards; construction materials; sawhorses; tubes; pipes or rigid materials are actively being used for construction purposes.
- (b) Whoever violates this section is guilty of a minor misdemeanor on the first offense, and each subsequent offense shall render such person guilty of a misdemeanor of the fourth degree.
(Ord. 3003. Passed 6-17-08.)

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

MAYOR

ADOPTED: _____

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: PRUE DANA
PREPARED BY: LAW (STAFF)

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

Human Resources

Originating Department

Council Meeting Of: November 3, 2009

Donna Heck

Account Code No. #: N/A

Prepared By

Budgeted Amount: N/A

October 28, 2009

Date Prepared

Agenda Title: An Ordinance Establishing Salaries And Certain Benefits For Salaried and Hourly Full-Time And Part-Time Employees Within The Service Of The City Of Oxford, Ohio, Paid From January 1, 2010 Through December 31, 2010.

Recommendation: Approve.

Discussion: Additions/corrections are noted in bold and items to be eliminated/changed are indicated by strikeout. The changes/additions were discussed during the PIP presentation at the Budget Work Session.

Section 1. There are a number of positions noted in the Ordinance, with asterisks, that are authorized but not budgeted. This results in a reduction in the number of full-time employees.

A change in the pay band from a 3 to a 4 is recommended for the Clerk of Council. This change reflects the appointment from Deputy Clerk to Clerk.

Section 2. Staff is not recommending a cost of living (COLA) increase or a market adjustment.

Section 3. Part-time positions include the Human Resources Director and fifteen (15) additional part-time firefighters/EMT's bringing the total part-time employees to 138.

Section 7. F. The City contribution for health insurance is increased from \$850.00 to \$950.00 per employee per month with employee contributions remaining the same.

Attachment A: There are no changes in the pay bands for 2010.

Approved By:

Department Head:

City Attorney:

City Manager:

Initial Date

dyh 10/28/09

DSE 10/30/09

ORDINANCE NO. _____

AN ORDINANCE ESTABLISHING SALARIES AND CERTAIN BENEFITS FOR SALARIED AND HOURLY FULL-TIME AND PART-TIME EMPLOYEES WITHIN THE SERVICE OF THE CITY OF OXFORD, OHIO, PAID FROM JANUARY 1, ~~2009~~ **2010** THROUGH DECEMBER 31, ~~2009~~ **2010**.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF OXFORD, BUTLER COUNTY, STATE OF OHIO, THAT THE SALARIES, WAGES AND CERTAIN BENEFITS FOR A NUMBER OF OFFICIALS AND EMPLOYEES OF THE CITY OF OXFORD BE FIXED AS FOLLOWS:

SECTION 1: The following full-time positions are hereby established with respect to position title, authorized number and pay range:

<i>POSITION TITLE</i>	<i>AUTHORIZATION</i>		
	<u>TYPE</u>	<u># OF EMPLOYEES</u>	<u>PAY BAND</u>
<i>OFFICE OF THE CITY MANAGER</i>			
City Manager	(NC)	(1)	By Contract
Assistant to the City Manager	(NC)	(1)	5
Human Resources Director	(NC)	(1) **	7
Clerk of Council/AIII	(NC)	(1)	3 4
<i>ECONOMIC DEVELOPMENT DEPARTMENT</i>			
Economic Development Director	(NC)	(1)	7
<i>FINANCE DEPARTMENT</i>			
Finance Director	(NC)	(1)	By Contract
Assistant Finance Director	(C)	(1)	6
Utility Billing and Collections Supervisor	(C)	(1) **	6
Payroll and Benefits Specialist	(C)	(1)	5
Utility Collections Specialist II	(C)	(1)	4
Utility Collection Spec. I.	(C)	(1)	2
Accounting Specialist	(C)	(2)	4
Accounting Assistant	(C)	(1) **	2
<i>LAW DEPARTMENT</i>			
Law Director	(NC)	(1)	By Contract

****Authorized-not budgeted.**

PARKS & RECREATION DEPARTMENT

Parks & Recreation Director	(NC)	(1)	7
Recreation Programs Supervisor	(C)	(1)	5
Sports Activities Supervisor	(C)	(1)	5
Office Manager	(NC)	(1)	5
Receptionist	(C)	(1)	1
Custodian	(NC)	(1)	1
Recreation Programs Coordinator	(C)	(1)	3
Sports Coordinator	(C)	(1)	3

COMMUNITY DEVELOPMENT DEPARTMENT

Community Development Director	(NC)	(1)	7
Planner	(C)	(1)	6
Admin. Asst. to Director (Tech)	(NC)	(1)	5
Administrative Assistant II	(NC)	(2)	3

SAFETY DEPARTMENT - FIRE DIVISION

Fire Chief/Inspector	(NC)	(1)	7
Assistant Chief/Inspector	(NC)	(1)	6
Administrative Assistant II	(NC)	(1)	3

SAFETY DEPARTMENT - POLICE DIVISION

Police Chief	(NC)	(1)	7
Police Lieutenant	(C)	(3) *	By Contract
Police Sergeant	(C)	(6)	By Contract
Police Officer	(C)	(19) **	By Contract
Public Safety Assistant	(C)	(3)	By Contract
Police Records Specialist	(C)	(1)	By Contract
Public Safety Communications Officer	(C)	(9)	By Contract
Office Manager	(NC)	(1)	5
Assistant to the Chief (Tech)	(NC)	(1) ***	5
Properties Custodian	(C)	(1)	2
Parking Clerk	(NC)	(1)	2

SERVICE DEPARTMENT

Service Director	(NC)	(1)	7
Deputy Director	(C)	(1)	6
Environmental Specialist	(C)	(1)	5
Administrative Assistant III	(NC)	(1)	4
Custodian	(NC)	(1)	1

***Temporary increase to 3 Lieutenants.**

****19 Authorized – 18 Budgeted**

*****Authorized – not Budgeted**

ENGINEERING DIVISION

City Engineer	(C)	(1)	6
Engineer	(C)	(1) *	6
*authorized - not budgeted			
Engineer-in-training (EIT)	(C)	(1)	5
Engineering Aide	(C)	(1)	4

STREETS AND MAINTENANCE DIVISION

Streets and Maintenance Manager	(C)	(1)	6
Equipment Mechanic	(C)	(2) **	5
*authorized for two - budgeted for one			
Parks Maintenance Supervisor	(C)	(1)	5
Street Operations Specialist	(C)	(1)	4
Service Workers		(10) ***	

WASTEWATER DIVISION

Collection

Wastewater Collection Manager	(C)	(1)	6
Service Workers		(4)	

Plant

Wastewater Plant Manager	(C)	(1)	6
WWTP Laboratory Technician	(C)	(1)	3
Plant Mechanic II	(C)	(1)	4
Plant Mechanic I	(C)	(1)	3
Service Worker I	(NC)	(1)	1
WWTP Operators		(3)	

WATER DIVISION

Distribution

Water Distribution Manager	(C)	(1)	6
Service Workers		(4)	

Plant

Water Plant Manager	(C)	(1)	6
Utility Maintenance Technician	(C)	(1)	2
Utility Meter Reader	(NC)	(1)	1
Water Plant Operators		(2)	

***authorized-not budgeted**

****2 authorized - 1 budgeted**

*****10 authorized 9 budgeted**

TOTAL Full-Time Authorized Strength: 121 **116** (~~123~~ **124** authorized not budgeted)

NC = Non-Classified Employee

C = Classified Employee

SECTION 2: The compensation plan setting forth the range of base pay bands for each position title, being pay bands 1 through 7, is attached hereto (Attachment A) and incorporated herein as the Base Pay Band Provisions.

- A. Adoption of this ordinance reflects a ~~3.5%~~ 0% (COLA) increase of all employees not covered by a collective bargaining agreement. The Finance Director, Law Director and City Manager shall also receive the same increase to their current base salaries.
- B. The City Manager, except as otherwise provided in the charter, is authorized to establish the starting salary not to exceed the position's market midpoint.
- C. The City Manager is hereby authorized to increase an employee's salary not to exceed 5.0% within the same position per calendar year.
- D. The City Manager is hereby authorized to increase an employee's salary not to exceed the market midpoint of the new position when a promotion occurs where an employee moves to a higher job classification.
- E. Employees who are below market midpoint will receive an additional ~~3%~~ 0% annual increase for ~~2009~~ 2010 provided they have a satisfactory performance evaluation.

SECTION 3: The following part-time positions are hereby established with respect to position title, authorized number and maximum compensation (rate per hour except as otherwise indicated):

<i>POSITION TITLE</i>	<i>AUTHORIZATION</i>	
	<i># OF</i>	<i>PAY</i>
	<i><u>EMPLOYEES</u></i>	<i><u>RATE</u></i>
<i>ADMINISTRATION</i>		
Receptionist	1	\$14.00/hr
Human Resources Director	1	\$40.1849/hr
<i>FINANCE DEPARTMENT</i>		
Accounting Assistant	1	\$14.00/hr
<i>PARKS & RECREATION DEPARTMENT</i>		
Park/Recreation Technician	5	\$11.00/hour
Program/Facility Coordinator	3	\$14.00/hour
<i>SERVICE DEPARTMENT</i>		
Laborers	4	\$12.00/hour
Streets & Maintenance Division		
Wastewater Collection		
Water Plant Operators	2	\$20.2528/hour
<i>SAFETY DEPARTMENT - FIRE DIVISION</i>		
Part-Time Firefighters/EMT's	15 30	\$14.50/hr
Firefighters and/or EMT's	64	\$14.50/hr
Fire Division Captains	3	\$15.50
Fire Division Lieutenants	3	\$15.00
		\$15.50/12-hr shift 1 run
		\$31/24-hr shift 2 runs
<i>SAFETY DEPARTMENT - POLICE DIVISION</i>		
Police Officer	6	contract base pay
Public Safety Assistant	3	contract base pay
Public Safety Communications Officer	4	contract base pay
Parking Interns	8*	\$14.00/hr *Reimbursed
TOTAL Part-Time Authorized Strength: 122 138		
<i>CITY-WIDE</i>		
Intern/Temporary Part-time		\$14.00/hour

SECTION 4: The following seasonal part-time positions are hereby established with respect to position title, authorized number and maximum compensation (rate per hour except as otherwise indicated):

<i>POSITION TITLE</i>	<i>AUTHORIZATION</i> <i># OF</i> <i>EMPLOYEES</i>	<i>PAY</i> <i>RATE</i>
<i>PARKS & RECREATION DEPARTMENT</i>		
Park/Recreation Technician	36	\$11.00/hour
Program/Facility Coordinator	3	\$14.00/hour
<i>SERVICE DEPARTMENT</i>		
<i>STREET DIVISION</i>		
Laborer	7	\$12.00/hour
<i>WASTEWATER DIVISION</i>		
<i>Plant</i>		
Laborer	1	\$12.00/hour
<i>Collections</i>		
Laborer	1	\$12.00/hour
<i>WATER DIVISION</i>		
<i>Plant</i>		
Laborer	1	\$12.00/hour
TOTAL Seasonal Part-Time Authorized Strength: 49		

SECTION 5: Department Heads and Supervisory Employees.

- A. Defined.** The positions of City Manager, Finance Director, Law Director, Police Chief, Community Development Director, Service Director, Parks and Recreation Director, Fire Chief, Human Resource Director and Economic Development Director are department heads. These employees in addition to **Assistant Finance Director**, Deputy Service Director, Streets and Maintenance Manager, Wastewater Collection Manager, Water Distribution Manager, Water Plant Manager and Wastewater Plant Manager for the purposes of group life and accidental death and dismemberment, are considered supervisory employees.
- B. Overtime.** Department heads are salaried employees and are not entitled to overtime.

- C. **Vacation.** Department heads shall accrue vacation leave monthly at the following rates (except a first year department head who shall receive vacation accrual after the completion of the twelfth month):

After 12 months (1 year) - 120 hours
After 84 months (7 years) - 160 hours
After 156 months (13 years) - 200 hours

The City Manager is authorized to grant up to 80 hours of vacation leave during the first year of employment of a department head on the basis of extenuating circumstances.

The City Manager's vacation benefit shall be in accordance with the City Manager's contract.

- D. **Other Benefits and Provisions.** Except as superseded by the provisions of this section, department heads and supervisory employees shall be entitled to all other benefits and provisions of this ordinance applicable to full-time employees of the City of Oxford.
- E. **Sick Leave.** The Police Chief shall receive a bonus of \$310 per calendar quarter if he uses no sick leave during that quarter. If the Police Chief uses no sick leave for the calendar year, he shall receive an additional \$360. The bonus payment shall be issued at the end of each calendar quarter.

SECTION 6: General Provisions

- A. **Pay Periods.** Employees shall be paid bi-weekly. Pay days shall be on Friday, except when City offices are closed for a holiday on Friday, in which case payday shall be the last workday preceding the holiday.
- B. **Hours of Work.** Full-time, non-salaried employees' work week shall be forty hours. When directed by their supervisor to work overtime, such employees shall be compensated at the rate of one and one-half (1-1/2) times their base rate of pay for all hours actually worked in excess of forty hours per week. An employee who is called to work following the completion of their normal work day and one-half (1/2) or more hours prior to the commencement of their next normal work day shall receive a minimum of two (2) hours compensation for such call-in at one and one-half (1-1/2) times their normal rate.

C. **Emergency Appointments.** In case of civil unrest or other like emergency, the City Manager may appoint emergency police officers or other volunteer citizens as may be necessary for temporary service during the emergency and shall report this action to the City Council at its next meeting. Such emergency appointees shall be compensated for all time actually worked on behalf of the City.

D. **Firefighters.** Firefighters are paid according to the schedule in Section 3 hereof of part-time employees. A firefighter may receive a supplement equal to one-half their ordinary job wage if their employer does not continue pay while they are away from work attending to a fire.

No Paid-on-Call or Part-time firefighter may work in excess of fifteen hundred (1500) hours in any given Calendar year or in excess of one hundred-six (106) hours in any pay period.

Any hours worked in the employee's hired capacity or similar function to their hired capacity shall be calculated as total hours worked for that pay period and year. Performing other department sanctioned duties other than those for which the employee was hired shall not be included in total hours.

E. **Shift Differential Pay.** The applicable rate of shift differential for the entire shift worked will be determined by the applicable rate for the majority of the hours in an assigned shift. If an assigned shift is evenly divided between two rates, the higher rate shall be applicable to all hours of the shift worked. A full-time employee who is assigned by their supervisor to work a shift after 4:00 p.m. and before 8:00 a.m. shall receive shift differential pay for all hours worked. The differential shall be twenty-five cents (\$0.25) per hour for all hours of a shift actually worked after 4:00 p.m. and before 12:00 midnight. The differential shall be forty-five cents (\$0.45) per hour for all hours of a shift actually worked after 12:00 midnight and before 8:00 a.m. Shift differential will be paid at its normal rate for scheduled hours worked on a holiday in addition to holiday pay. Overtime may be incurred for the work week (over 40 hours) attributable to working during a shift differential period (defined above). For purposes of calculating overtime pay, the base pay rate shall include the hourly shift differential amount. The shift differential rate used for overtime calculation will be the same rate used for shift differential as determined per the guidelines above.

SECTION 7: Employee Benefits

- A. **Uniforms.** The Police Chief shall receive credit in the same manner as the Detective Sergeant as specified in the Police Sergeants and Lieutenants contract.

The City shall provide full-time employees in the Service Department and the Parks & Recreation Department, who wear a uniform in the performance of their duties, with a uniform rental service.

- B. **Sick leave.** Sick leave shall be earned by all full-time employees at the rate of ten (10) hours per month and may be accumulated without maximum. Previously accumulated sick leave may be transferred as allowed by law. Under extraordinary circumstances, the City Manager may approve the transfer of sick leave credits from one City employee to another.

- C. **Sick Leave Incentive.** A full-time, non-contract employee shall receive an incentive of two hundred dollars (\$200.00) per calendar quarter if the employee uses no sick leave during that quarter. Use of any hours, including partial hours, of sick leave will result in the employee receiving no payment for that quarter. Any employee who uses no sick leave for a calendar year shall receive an additional two hundred dollar (\$200.00) incentive. The employee shall receive all such incentive payments at the end of each calendar quarter. Any payment shall reflect applicable federal, state, and local withholdings. Sick leave used for recuperative leave as defined in the Employee Handbook shall not be considered sick leave used for purposes of this paragraph.

As a part of the sick leave incentive, as of December 31, 2007, those employees having a sick leave balance will have those hours banked. Future accruals will not be added to the hours banked, however, all banked hours and any accruals will continue to show on the individuals pay stub to be used should the hours be needed for illness. The banked hours will be held until retirement, death or lay-off, at which time not more than 1200 banked hours may be converted to vacation time at the ratio of one-to-one for the first three hundred hours and three-to-one for the remaining nine hundred hours.

- D. **Sick leave conversion.** Prior to retirement, an employee with a banked sick leave balance of 280 hours up to a maximum of 1200 hours may convert the balance to vacation or pay at a rate of 5:1. However, there must be 240 hours remaining, and such conversion may only be made by written application to the Finance Department during the month of April, and pay, when requested, will be made on or before May 20th. Should an employee on lay-off (who has converted sick leave to vacation) return to City employment, they may within one year of reinstatement repurchase their accumulated sick leave by

repaying at the same rate as the pay-off. Such repayment may be in cash, by payroll deduction or use of newly accumulated vacation time.

E. Funeral Leave. Full-time employees will be permitted to use up to three (3) days funeral leave per calendar year for such time as may be reasonably needed for the purpose of attending the funeral of a member of their immediate family. After exhausting this annual allowance, an employee will be permitted to use up to three (3) days of sick leave as may be reasonably needed for the purpose of attending the funeral of a member of their immediate family. In no case shall an employee use more than a combined total of three (3) days funeral and/or sick leave for a single funeral. Immediate family shall be construed to mean spouse, child, parent, mother-in-law, father-in-law, brother, sister, brother-in-law, sister-in-law, grandparent, spouse's grandparent or grandchild. Leave of absence without pay is allowed for other funerals when approved by the employee's supervisor.

F. Payment of Health Insurance Premiums. For each full-time, employee (forty hours per week) and Law Director who participates in the City group medical insurance programs, the City will pay ~~eight~~ **nine** hundred fifty dollars (~~\$850.00~~ **\$950.00**) per month per employee during the effective period of this Ordinance for health/medical insurance, major medical, prescription insurance, dental insurance and vision care insurance. The Employee will pay \$12.87 for single coverage and \$29.61 for family coverage, each pay period, with deductions being made from gross pay before taxes resulting in the cost being reduced to \$9.27 for single and \$21.32 for family.

G. Holiday Schedule. There shall be fourteen (14) paid holidays for full-time employees as follows:

New Year's Day (January 1)
Martin Luther King, Jr. Day (third Monday in January)
Washington/Lincoln Day (third Monday in February)
Memorial Day (last Monday in May)
Independence Day (July 4)
Labor Day (first Monday in September)
Thanksgiving Day (fourth Thursday in November)
Day after Thanksgiving
Christmas Eve Day (The day preceding or following
Christmas Day holiday as designated by the City
Manager)
Christmas Day (December 25)
Four (4) Personal Days - 32 Hours

New employees hired during the year shall have their Personal Hours pro-rated based on initial hire date. With the exception of employees who work a continuous schedule, holidays falling on a Saturday shall be observed on the preceding Friday and holidays falling on a Sunday shall be observed on the following Monday.

- H. Pay for Work on Certain Holidays.** Any full-time employee, department heads excluded, who is required by the employee's supervisor to work on a designated holiday as a part of the employee's regularly scheduled duty and within the employee's normal hours of work shall receive pay in an amount equal to one and one-half (1-1/2) times the employee's base hourly rate of pay for all hours actually worked by the employee between the hours of 12:01 a.m. and 12:00 midnight, inclusive, on the designated holiday. When such an employee works on a holiday, the employee shall be entitled to an additional day off in lieu of the holiday.

Employees called to work on a designated holiday (to perform a special project or emergency repair) may receive pay in the amount equal to one and one-half (1-1/2) times the employee's base hourly rate of pay for all hours actually worked on the holiday in addition to the eight hours straight time pay for the holiday at the discretion of the City Manager.

When a calendar holiday falls on either weekend day(s) (including Christmas Eve and Christmas), the following rules apply:

- a) If an employee works the designated holiday, the employee is entitled to:
 - 1) One and one-half (1-1/2) times their base hourly rate for the hours worked, and
 - 2) a paid day to be taken at another time.
- b) If an employee works a true calendar holiday(s) that falls on Saturday or Sunday, the employee is entitled to pay at one and one-half (1-1/2) times the base hourly rate for the hours worked.

- I. Group Life and Accidental Death and Dismemberment Insurance.** The City will pay 100% of the premium for these fringe benefits for coverage in an amount equal to the employee's annual base salary, except that the amount of the insurance coverage provided will be subject to a reduction schedule included in the group policy. Such reductions generally begin at age 65 and are subject to ADEA regulations. These fringe benefits apply only to full-time employees working at least forty (40) hours per week and the Law Director. The City will pay 100% of the premium group life insurance coverage on the Police Chief in an amount equal to one and one-half (1-1/2) times the Police Chief's annual salary.

For each firefighter, the City will pay 100% of the premium for a Firefighter's Accident Policy, not to exceed \$10,000 in insurance coverage.

J. Longevity Bonus Pay. Longevity Bonus Pay will only be paid to eligible employees who accrue the required years of service on or before December 31, ~~2009~~ **2010** and are full-time employees of the City on or before December 31, ~~2009~~ **2010**. To be eligible for Longevity Bonus Pay an employee must meet both requirements.

No partial or proportionate Longevity Bonus Pay will be paid. An employee shall accrue one year of service for twelve consecutive months of full-time employment. Part-time employees who become full-time employees may use hours worked as a part-time employee towards years of credit. Credit will not be given for partial years of service.

Full-time employees who leave the City's employment and are eligible to receive longevity pay based on the anniversary date in ~~2009~~ **2010** shall be given the appropriate longevity payment with final pay. All other eligible employees will receive Longevity Bonus pay in November ~~2009~~ **2010**. All eligible full-time employees shall be paid in accordance with the following schedule. Contract employees shall be paid according to the appropriate contracts. The Chief of Police shall be paid longevity according to the current schedule in the Police Supervisors' contract.

After 5 years - \$450	After 18 years - \$775
After 6 years - \$475	After 19 years - \$800
After 7 years - \$500	After 20 years - \$825
After 8 years - \$525	After 21 years - \$850
After 9 years - \$550	After 22 years - \$875
After 10 years - \$575	After 23 years - \$900
After 11 years - \$600	After 24 years - \$925
After 12 years - \$625	After 25 years - \$950
After 13 years - \$650	After 26 years - \$975
After 14 years - \$675	After 27 years - \$1000
After 15 years - \$700	After 28 years - \$1025
After 16 years - \$725	After 29 years - \$1050
After 17 years - \$750	After 30 years - \$1075

K. Vacation. An employee shall accrue vacation monthly at the following rate unless otherwise covered by a collective bargaining unit (except a first year employee who shall receive the employee's vacation accrual after the completion of the twelfth month):

After 12 months	(1 year)	-	80 hours
After 24 months	(2 years)	-	88 hours
After 48 months	(4 years)	-	96 hours
After 60 months	(5 years)	-	104 hours
After 72 months	(6 years)	-	112 hours
After 84 months	(7 years)	-	120 hours
After 96 months	(8 years)	-	128 hours
After 108 months	(9 years)	-	136 hours
After 120 months	(10 years)	-	144 hours
After 132 months	(11 years)	-	152 hours
After 144 months	(12 years)	-	160 hours
After 156 months	(13 years)	-	168 hours
After 168 months	(14 years)	-	176 hours
After 180 months	(15 years)	-	184 hours
After 192 months	(16 years)	-	192 hours
After 204 months	(17 years)	-	200 hours

The City Manager is authorized to grant up to 40 hours of the employee's vacation leave to be used in advance of their first year anniversary on the basis of extenuating circumstances.

L. Reimbursement. Employees authorized and required by the assigned supervisor to drive personal vehicles on official City business shall be reimbursed for actual miles driven at the IRS standard mileage rate in effect. Employees who are out of the City on official business or at authorized training functions shall be reimbursed for meals at the actual meal cost not to exceed IRS recognized per diem rate including those rates for high cost cities (receipts are required). The City Manager is authorized to adopt specific procedures regarding travel reimbursement.

SECTION 8: Disability Income Continuation Benefit

Each full-time employee of the City of Oxford, who is disabled to the extent that the employee cannot perform regular duties as a result of injuries sustained in an identifiable incident while in the course of public employment with the City, not through the employee's own negligence, shall after exhaustion of the employee's accumulated sick leave, continue to receive, for a period not to exceed one calendar year from the date of sick leave exhaustion, an amount of compensation equivalent to the employee's full salary less any and all funds received from all public or private agencies by way of pension, compensation or indemnity for such disability. The employee shall make application for "Temporary Total" disability compensation under Workers' Compensation law of Ohio.

Provided that where the disability is of a type or nature which will prevent the employee from returning to municipal employment, the employee shall apply for such available benefits of said funds or money that may accrue to the employee and be payable from the Public Employees Retirement System or Police and Fire Pension Fund. Provided further, that in the case of firefighters, the initial determination and recommendation of compensation shall be made by the Firefighters Dependents Board. The City Manager shall cause the employee to be examined, by a physician of the City's choice, to determine the extent of the disability and may require subsequent examinations during the period of disability.

SECTION 9: Applicability

Irrespective of any language or wording herein above, this ordinance shall not be, and no provision or portion hereof shall be, applicable to any employee of the City of Oxford employed pursuant to a written contract relative to wages and working conditions. This entire ordinance is effective and applicable only as to employees whose employment is not covered pursuant to the terms and conditions of a written contract with the City.

SECTION 10: Repeal of Conflicting Ordinances

All other ordinances and resolutions or parts of ordinances and resolutions in conflict with the provisions of this ordinance be and the same are hereby repealed.

SECTION 11: This Ordinance shall take effect at the earliest time allowed by law.

ADOPTED: _____ MAYOR

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: PRUE DANA

PREPARED BY: LAW (STAFF)

ATTACHMENT A
CITY OF OXFORD OHIO
PAY BANDS (~~2009~~) (2010)

	<u>MINIMUM</u>	<u>MAXIMUM</u>
PAY BAND 7		
Annual	\$56,462.00	\$91,297.00
Hourly	\$27.1451	\$43.8929
PAY BAND 6		
Annual	\$43,912.00	\$70,139.00
Hourly	\$21.1115	\$33.7206
PAY BAND 5		
Annual	\$37,624.00	\$57,027.00
Hourly	\$18.0884	\$27.4168
PAY BAND 4		
Annual	\$33,067.00	\$50,059.00
Hourly	\$15.8975	\$24.0668
PAY BAND 3		
Annual	\$29,961.00	\$45,430.00
Hourly	\$14.4043	\$21.8413
PAY BAND 2		
Annual	\$28,028.00	\$42,473.00
Hourly	\$13.4750	\$20.4197
PAY BAND 1		
Annual	\$25,329.00	\$38,361.00
Hourly	\$12.1774	\$18.4427

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

Finance
Originating Department

Council Meeting Of: 11/03/09

Account Code No. #: NA

Heidi Hill
Prepared By

Budgeted Amount: NA

10/23/09
Date Prepared

Agenda Title: 2010 Fee ordinance

Recommendation: Approve

Discussion:

This memo explains the modifications to the current city code as reflected in the accompanying fee ordinance. Additions, changes, or deletions in the ordinance are shown as follows:

- Additions are in bold
- Deletions are in strikeout type
- Fees not changed are in normal type

Department heads have provided explanations for fee proposals. Additional questions regarding the basis for fees may be more fully explained by the applicable department head.

Approved By:

Department Head:
City Manager:

Initial Date

10/26/09
10/26/09

PARKS & RECREATION DEPARTMENT FEES

Reflecting the 2010 city operating budget, Parks and Recreation did not feel this is the year to increase fees across. The board.

We increased fees \$1 per week for Preschool, as we had a waiting list for all sessions in 2009.

Changed the name from Playground to Summer Day Camps.

Electric Tap Fee – this new fee is based upon increased special event park requests to utilize city electric for such large items as ice machines and inflatable games.

Senior Center – delete the one room and three rooms rental option. There are two rooms to rent (kitchen and great room). The Senior Citizens, Inc. does not want the conference room rented out due to computers being housed there. The conference room is still available for city meetings.

POLICE DEPARTMENT FEES

The increase to the OPG lease makes our lease rate comparable to the rate at MU. Standardization of fees, whenever possible and reasonable, is a desire of Mayor Dana and endorsed by the OPTAB.

The kennel fee was based on what the County charges and is designed to at least partially compensate the City for the care of animals that aren't quickly transported to the shelter. This doesn't happen often, but when it does, this fee passes on some of the expense to the pet owner.

FIRE DEPARTMENT FEES

Medicare released the 2010 Ambulance inflation factor and will be increasing the allowable payment by 5% starting January 1, 2010. MED3000, our billing company, recommends that we increase our charges by the 5% to stay up with this inflation increase.

Added the non transport fee to cover the cost of non transport runs for court ordered reimbursement.

SERVICE DEPARTMENT FEES

The Service Department has proposed minor fee changes for consistency throughout the Ordinance and to reflect minor increases in the solid waste/recycling line items to reflect new contract pricing for this service.

FINANCE DEPARTMENT FEES

The Finance Department has added a contractor registration fee for all contractors doing work in the City of Oxford to register with the City. This will help in assuring that all income tax is being paid on work within the City.

ORDINANCE NO.

ORDINANCE ADOPTING FEES AND CHARGES FOR FISCAL YEAR 2010.

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

SECTION 1: The City Manager recommends the Council adopt
fees for 2010 as itemized below.

A. RECREATION DEPARTMENT (A resident lives or works in the City of
Oxford.)

	<u>\$ Amount</u> <u>Residents</u>	<u>\$ Amount</u> <u>Non-residents</u>
<u>1) FITNESS</u>		
Drop-in-fees	3.50	4.00
Aerobics per class	3.00	3.25
 <u>2)WEIGHT ROOM FEES</u>		
Adults		
1 Year	90.00	95.00
6 Months	75.00	80.00
3 Months	65.00	70.00
Drop-ins	3.50	4.00
 High School		
1 Year	55.00	60.00
6 Months	45.00	50.00
3 Months	40.00	45.00
Drop-ins	3.50	4.00
 <u>3) PRESCHOOL</u> (per week)		
Mon/Wed/Fri	32.00 33.00	34.00 35.00
Tues/Thurs	23.00 24.00	25.00 26.00
 <u>5) PLAYGROUND/SUMMER DAY CAMPS</u> 10 WKS.		
Daily	25.00	27.00
each additional child in family	23.00	25.00
Weekly	85.00	90.00
each additional child in family	80.00	85.00

6) DAY CAMPS

Half-day:		
Pre-school camps	60.00	65.00

7) YOUTH SPORTS LEAGUES

Basketball (11 wks)		
Instructional League	45.00	50.00
Competitive League	70.00	75.00

8) ADULT SPORTS LEAGUES

Adult softball	400.00	
Tournament	110.00	

9) RENTAL FEES

Municipal pool		
Pool rental, per hour	50.00	55.00
(minimum 2 hours)		
Guard fee, per hour	10.00	12.00

Athletic Field Rental Fees

Per game, per field (rental)	25.00	30.00
Per game, per field (prep)	30.00	35.00
Per hour, per field (lights)	30.00	35.00
Per day, per field (Rental)	110.00	160.00
Community Park Gazebo Rental	25.00	30.00
(Minimum 2 hours)		
Electric Tap Fee	50.00	(First 3 hours)
(Large machines such as ice machine	25.00	(Each additional hour)
Inflatable's, etc.)		

10) MUNICIPAL POOL

Season pool passes		
Family (5 or less)	120.00	125.00
Family (6 or less)	125.00	130.00
Adult	90.00	95.00
High School	70.00	75.00
Child over 3 years	65.00	70.00
General admission		
Adult	4.00	4.00
High School	3.75	3.75
Child over 3 years	2.75	2.75

Swimming lessons

Parent/toddler (6 mo. - 5 yr.)	32.00	35.00
Swimming lessons (continued)		
Skill Level I and II	34.00	36.00
Skill Level III thru IV	37.00	39.00

11) <u>SENIOR CITIZEN CENTER RENTAL</u>	50/hr one room
(minimum 2 hour rental)	60/hr two rooms
	70/hr three rooms
	Plus \$1 per person deposit

Special events and specialty class fees are established to cover the direct cost of each class/activity offered.

B.COMMUNITY DEVELOPMENT DEPARTMENT

1) ADMINISTRATIVE ZONING REVIEW

Building Accessory, Minor Improvements	15.00
One or Two-Family Residential	25.00
Three-Family or more Residential	50.00
Commercial	50.00
Sidewalk Use Permit	50.00
Signs (per sign)	25.00 per sign
Signs in conjunction with building application	10.00 per sign
Face changes of signs	no fee

2) BOARD OR COMMISSION REVIEW

GENERAL FEES FOR ALL BOARDS AND COMMISSIONS

Significant changes to original application
 may be subject to new fees as determined by the Community
Development Director at a cost not to exceed original application.
 (Revisions beyond the 3rd submittal, requiring planning or
engineering review, will be charged a re-review fee per review.) 30.00

PLANNING COMMISSION

Additional Use Special Use and Conditional Use Permits	400.00
Alternate Landscaping Plan	25.00
Annexation	
100% owner petition	300.00 plus 1.00 per acre
Others	300.00 plus 3.00 per acre
Conceptual Review	No fee

Lot Changes

Subdivision Development

Preliminary

400.00 plus 10.00 per lot

Final

400.00 plus 10.00 per lot

Planned Development

Preliminary

400.00 plus 100.00 per acre

Final

400.00 plus 100.00 per acre

Lot Consolidation

20.00

Lot Split

20.00

Zoning Amendments

Code (per topic)

150.00

Map

150.00

All other for Planning Commission

Review at public meeting only

25.00

Requiring one or more legal notices

100.00

HISTORIC & ARCHITECTURAL PRESERVATION COMMISSION

Certificate of Appropriateness

30.00

Sketch Review

No fee

BOARD OF ZONING APPEALS

Variance Petition

150.00

Appeal of Administrator's Decision

50.00

Appeal of HAPC Decision

100.00

3) DOCUMENTS, MAPS, & OTHER MATERIALS

At Cost

C. INSPECTIONS

1) One, Two, and Three-Family Dwellings and Accessory Buildings (OBOA - Ohio Building Officials Association)

a. New Construction

Building

25.00 plus 10.00 per 100 square feet of gross floor area.

Mechanical

25.00 plus 4.00 per 100 square feet of gross floor area.

Electrical

25.00 plus 3.00 per 100 square feet of gross floor area.

b. Miscellaneous

Accessory Buildings

0-600 square feet

40.00 per structure

601 + square feet

7.00 per 100 square feet

Furnace installation/replacement

30.00

Central air condition installation/
replacement

30.00

Combination furnace/central air

Installation/replacement

60.00

Minor Electric	30.00
Demolition	50.00
Alterations/Remodeling/Fire Repair	
0-600 square feet	40.00
601 + square feet	10.00 per 100 square feet
Partial permits (where granted)	50.00
Temporary Certificate of Occupancy	40.00
Swimming Pool	
In-ground	90.00
Above ground	40.00

2. Commercial and Residential Buildings (Ohio Basic Building Code)

Commercial and residential

a. New Construction

Building	120.00 plus 7.00 per 100 square feet of gross floor area, including accessory buildings
Mechanical	100.00 plus 3.00 per 100 square feet of gross floor area, including accessory buildings
Electrical	150.00 plus 2.50 per 100 square feet of gross floor area, including accessory buildings
Alterations/Remodeling/Fire Repair	80.00 plus 3.00 per 100 square feet
Fire Suppression Systems	150.00 plus 3.20 per 100 square feet of gross floor area.
Hood Suppression Systems	100.00
Hood System	80.00
Fire Alarm System	100.00 plus 1.00 per 100 square feet of gross floor area
Minor Electric	80.00
Second and Subsequent plan review	75.00 per hour

b. Miscellaneous

Demolition	80.00
Furnace/AC Replacement	80.00
Partial Permit (where granted)	100.00
Temporary Certificate of Occupancy	80.00

OBBC Surcharge

Applications covered by the OBBC will be assessed an additional 3% surcharge fee as mandated by Ohio Administrative Code Section 4101:2-1-50(b).

3. Other Fees

(Applies to both OBOA and OBBC buildings unless otherwise noted.)

Moving or relocating buildings	250.00
Building Permit Renewal	50.00

Electric Service Upgrade	35.00
Temporary Pole	30.00
Change of Building Plans (after approval)	50.00 plus cost of plan review
Fuel Storage Tank (per tank)	25.00
Sidewalk-Curb-Gutter Permit	25.00
Certificate of Use and Occupancy (not associated with building permit)	80.00
Awnings, tents	25.00
Signs	50.00
Fences	20.00
Reinspection Fee	30.00
Backflow Prevention Permit	25.00
Work without a permit	Greater of \$200.00 or twice the cost of the permit fee
(Starting construction without a permit)	
Gas Line (per meter)	30.00
Re-review fee (charge for Re-review of building/ Site plans for 3 rd Revision or beyond)	30.00
4. <u>Removal of structure prior to receipt of Certificate of Appropriateness</u>	50% of estimated demolition cost for each day after notification until a plan for reuse of property and a bond is filed.
5. <u>Rental Housing Permits</u>	
Initial Establishment (or if inactive for 2 years or more)	
First unit	100.00
Each additional unit	25.00
Fraternity	300.00 for first 50 persons, 10.00 for each additional person
Annual Renewal & Ownership Transfer	
First unit	50.00
Each additional unit	25.00
Rooming house or lodging house	100.00
Fraternity	300.00 for first 50 persons, 10.00 for each additional person
Re-inspection (charge for a second site visit to re-inspection and each subsequent re-inspection. This charge also applies to additional site visits due to "no show" by agent/owner/designee)	
First unit	75.00
Each additional unit	10.00
Rooming house or lodging house	75.00
Fraternity	75.00
Board of Appeal Application	150.00

D. POLICE DEPARTMENT

Fingerprinting	15.00
Records Checks	15.00
Alarm User Permit Fees	
New Residential	20.00 annually
New Commercial/Industrial	25.00 annually
Renewal	10.00 annually
False Alarm Fees	
Residential, Commercial & Industrial	
1 to 2 Annually	No charge
Residential	
3 or more	50.00 per occurrence
Commercial/Industrial	
3 to 4 Annually	50.00 per occurrence
5 to 6 Annually	100.00 per occurrence
7 to 8 Annually	200.00 per occurrence
9 or more	400.00 per occurrence
Accident, crime, other reports	Under 20 pages, no charge
	21 or more pages, 0.05 per page
Purchase Meter time,	
Fee for Special Event	5.00 per meter per day
(Meter Bags)	
Signs: "No Parking by Order of	
the Oxford P.D."	0.25 per sign
Impound/Immobilization Fees	
	100.00 1 st offense
	200.00 2 nd offense
	300.00 3 rd and all subsequent for
	the first day or any part
	thereof
	12.00 each subsequent day or any
	part thereof
	20.00 each subsequent day or any
	part thereof for vehicles
	covered or stored within a
	building
Towing Charges	100.00 1 st offense
	200.00 2 nd offense
	300.00 3 rd offense plus any
	additional charges for services
	requiring specialized equipment
	or extra personnel
Animal Boarding	21.50 1 st day or any part thereof
	13.50 Each subsequent day or any
	part thereof

Parking

Street side hourly meters	0.25 per hour
Parking garage meters	0.50 per hour
10 hour meters	0.50 for two hours
Monthly garage lease	55.00 75.00 per space

Parking Collection Fees

Retrieval of vehicle record	1.95 per look up
Citations collection fee	27.00% of unpaid fine

Alcohol Offense Diversion Program 900.00

E. FIRE/EMS DEPARTMENT

EMS Runs	BLS-E	525.00 551.25 per run
	ALS-1 E	761.25 799.32 per run
	ALS-2 E	945.00 992.25 per run
EMS Mileage Rate		12.60 13.23 per loaded mile

Court ordered restitution for
Transport refusal 275.00

F. SERVICE DEPARTMENT

1) Water service

Temporary meter deposit (hydrant connection)

5/8 Inch	500.00
2 Inch	1600.00

Daily set-up and removal of device 100.00

Cost of water by volume 3.20 per 100 cubic feet

Temporary Water Service through
an approved meter pit device prior
to meter installation:

5/8 x 3/4"	63.75
1"	165.75
1 1/2"	331.50
2"	535.50
3"	1,071.00
4"	1,670.25
6"	3,347.00

Bulk Water Service 3.20 per 100 cubic feet;
requires new account fee for
service. Sanitary fees in
effect for water entering the
Sanitary system. Service
available under authority of
Service Director or his/her
designee.

Account Initiation Fee	50.00 (50% Water, 50% Sewer)
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Water rates

Volume charge per 100 cu feet	2.37
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Base monthly charge Meter size	
--------------------------------	--

(inch): 3/4 or smaller	8.64
------------------------	------

1	14.39
---	-------

1 & 1/2	28.77
---------	-------

2	46.05
---	-------

3	86.34
---	-------

4	143.92
---	--------

6	287.83
---	--------

Outside city limits	35%	added to amounts above
---------------------	-----	------------------------

Late fee	10%	
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Reconnection fee following service termination		
---	--	--

10.00	when past due payment is received before 3:00 PM.
50.00	after 3:00 PM and for weekends/holidays reconnection

Irrigation meter	50.00
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Tap-in fees

Based on tap size (inch)	
--------------------------	--

1	2,500.00
---	----------

2	2,845.00
---	----------

4	3,500.00
---	----------

6	4,325.00
---	----------

8	6,525.00
---	----------

On brick street	Add 30.00/per sq ft of affected area
-----------------	---

Outside City Limits	35%	added to amounts above
---------------------	-----	------------------------

Separate meter pits	time and materials
---------------------	--------------------

Meter Vault and Lid (based on meter size)

5/8 & 3/4 (inch)	One Included in tap fee; 515.00 each additional
------------------	---

1	One Included in tap fee; 515.00 each additional
---	---

2	One Included in tap fee; 515.00 each additional
---	---

3" and greater	installed by the contractor at developer's expense.
----------------	---

Water Meter including RF remote sending unit.	
---	--

5/8 & 3/4 (inch)	300.00
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1	335.00
---	--------

1 & 1/2	580.00
---------	--------

2	750.00
---	--------

3	2,400.00
---	----------

4	3,750.00
---	----------

Larger than 4	Cost to the City plus 10% administrative fee.
---------------	--

Water Capacity benefit charges

Meter size (inch):

5/8 & 3/4	1,550.00
1	4,020.00
1 & 1/2	8,090.00
2	13,090.00
3	26,100.00
4	40,700.00
6	81,600.00
8	130,500.00
10	187,900.00

Fifty percent of the required capacity benefit charge will become due for all lots platted at time of recording. The remaining fees will become due with application for a building permit.

Interest rate on past due capacity benefit permits unpaid after 30 days	Highest rate allowable by law
New construction inspection	50.00 (initial inspection) 50.00 (re-inspection of failed work)
New Water Main Chlorination / Disinfection Inspection	150.00
New water main valve operation / And line flushing	150.00
New Water Main Hydrostatic Testing	100.00 per test
New Water Main Bacteria sampling / Testing	150.00 per event (includes outside laboratory fees)
Water main installation inspection / Outside of normal working hours	City cost for inspection expense
Fire Hydrant Flow Testing	100.00 per hydrant test
Damage to City facilities	Repair cost plus 40%

2. Sanitary Sewer service

Sewer rates

Volume charge Per 100 cu feet	3.72
Base monthly fee	3.63
Surcharges	
Excess suspended solids	0.177/lb
Excess biochemical oxygen demand	0.182/lb
Excess oil and grease	0.20/lb

Commercial preparer or server of food	0.10 per 100 cu feet
Sewage Sampling fee	75.00
Late fee	10%

Sewer Capacity benefit charges

Meter size (inch):

5/8 & 3/4	1,550.00
1	4,020.00
1 & 1/2	8,090.00
2	13,090.00
3	26,100.00
4	40,700.00
6	81,600.00
8	130,500.00
10	187,900.00

Fifty percent of the required capacity benefit charge will become due for all lots platted at time of recording. The remaining fees will become due with application for a building permit.

Interest rate on past due capacity benefit permits unpaid after 30 days	Highest rate allowable by law
New construction and Sanitary	50.00 (initial inspection)
Lateral repair inspection	50.00 (reinspection of failed work)
	50.00 Inspection of existing sanitary lateral repairs
Sanitary Sewer Cleaning (jet truck)	280.00 per hour (1 hr. min.)
Sanitary Sewer Main Video Inspection	280.00 per hour (1 hr. min.)
Sanitary Lateral Video Inspection	280.00 per hour (1 hr. min.)
Sanitary Sewer Manhole Inspection (vacuum method)	50.00 per manhole
Staff monitoring of private contractor Video inspection	25.00 per hour (1 hr. min.)
Sanitary Sewer Low Pressure Air Test (per City specifications)	25.00 per test section
Sanitary Sewer Main Construction (inspection services beyond normal working hours - overtime expense)	Cost to City of Oxford
Sanitary sewer Lift Station District Surcharge	Charge 50% surcharge to volume fee.

Locating service for private sanitary lateral	280.00 per hour (1 hr min.)
Damage to City facilities	Repair cost plus 40%
Special Wastewater Discharge Application (tank pumping, V groundwater, etc.)	25.00
Special Wastewater Contaminated Discharge Treatment	11.16 per 100 cubic feet

3. Refuse service

Monthly rate (includes ~~2.48~~ 2.75 Recycle fee or 3.75 fee with larger 65 gallon container):

Hand Service refuse	29.00
Hand Service recycling	11.60

Residential service ~~16.53~~ 16.76

Collection/disposal of solid wastes and recyclable materials for up to 10 containers (with up to 40/45 gallon capacity, recycling bins or 65-gallon recycling totes (or similar)
(Single Family or Multi-unit dwellings with four or less units)

Waste-wheeler	16.76 if owned
Waste-wheeler rental	3.00

Commercial Service

Waste-wheeler customer	20.06 20.38
Waste-wheeler rental	9.00
Two cubic yard dumpster	71.61 72.26
Two cubic yard dumpster rental	14.00
Three cubic yard dumpster	94.47 95.44
Three cubic yard dumpster rental	17.00
Four cubic yard dumpster	120.30 121.80
Four cubic yard dumpster rental	20.00
Six cubic yard dumpster	175.81 177.76
Six cubic yard dumpster rental	23.00
Eight cubic yard dumpster	230.07 232.67
Eight cubic yard dumpster rental	26.00

Charge per additional pickup

Waste-wheeler customer	16.38 16.61
Two cubic yard dumpster	51.87 52.02
Three cubic yard dumpster	71.05 71.27
Four cubic yard dumpster	93.26 93.56
Six cubic yard dumpster	133.83 134.28
Eight cubic yard dumpster	174.42 175.02

~~Recycle dumpster/wastewheeler pickup~~

~~Contract cost to the city~~

~~Dumpster rental charge~~

~~Contract cost to the city~~

Recycling

Waste wheeler	9.92
Waste wheeler rental	9.00
Two cubic yard dumpster	33.97
Two cubic yard dumpster rental	14.00
Three cubic yard dumpster	45.56
Three cubic yard dumpster rental	17.00
Four cubic yard dumpster	57.11
Four cubic yard dumpster rental	20.00
Six cubic yard dumpster	74.69
Six cubic yard dumpster rental	23.00
Eight cubic yard dumpster	93.74
Eight cubic yard dumpster rental	26.00

Late fee 10%

One-time additional pickup
permit Stickers 10.00 per Sticker

Yard Waste Stickers ~~1.50~~ 3.00 per Sticker

Compactor Tickets ~~29.50~~ 29.50 per 1 Cu. Yd.

Portable Toilet Rental and Servicing Contract cost to city

4. Cable franchise agreement fee 5% of annual gross revenue

5. Miscellaneous

DVD Copies 5.00

G. ENGINEERING DIVISION

1) Design manual fees:

Water and Sanitary Sewer	
Improvement Specifications	30.00
Storm Water Management Design	20.00
Digital city standard drawings	15.00 per compact disc

2) Map Order

Media:

Bond	8 1/2 x 11	B/W	4.00
Bond	8 1/2 x 11	Color	4.00
Bond	11 x 17	B/W	4.00
Bond	11 x 17	Color	4.50
Bond	24 x 36	B/W	10.00
Bond	24 x 36	Color	11.00

Bond	36 x 48	B/W	18.00
Bond	36 x 48	Color	20.00
Mylar	24 x 36	B/W	12.00
Mylar	24 x 36	Color	14.00
Mylar	36 x 48	B/W	20.00
Mylar	36 x 48	Color	22.00
Dry Mounted			
	24 x 36	NA	10.00 + map fee
	36 x 48	NA	22.00 + map fee

Base and Zoning maps

Lots	5.00	plus media cost
Oxford Historic District	1.00	plus media cost
Corporation limits	Free	
Water lines	5.00	plus media cost
Sewer lines	5.00	plus media cost

Base and Zoning maps (continued)

Storm sewer lines	5.00	plus media cost
Zoning	5.00	plus media cost
Proposed development	5.00	plus media cost
Additional use permits	5.00	plus media cost
P.U.D.'s	5.00	plus media cost
Special use permits	5.00	plus media cost
Street index	1.00	plus media cost
Digital base map section	15.00	per diskette

3) Plans and Specifications Sales 20.00 to 500.00
(depending on the size of the project)

4) Document handling/forwarding fee 25.00
to regulating agencies

H. STREET DIVISION

Street cut surface repair Up to 40 sq.ft. - \$100.00 (or 40 linear ft of curb totaling less than 40 sq. ft.)
>40 sq.ft. - \$100.00 + 2.50 per additional sq.ft.
Brick Street Repair - \$30.00 per sq. ft.

Work without a permit in ROW Greater of \$200.00 or twice
(Starting construction or the cost of the permit fee
without a permit)

Street Tree Permits No charge
Removal of hazardous trees from At cost to city plus 5%
private property Administrative fee

Street Spills	Cost of time and materials for cleanup + 10% Administrative Fee
Right-of-way Requests	
Personnel (misc. tasks)	25.00 hr
Event Electrician	100.00 + necessary materials at cost
Road Closures/Detours	135.00
Event Trash cans	5.00
Street Signs	Cost of labor/materials used + 10% administrative fee
Woodside Cemetery gravesite	200.00 Opening and closing
After 3:30 Monday-Friday	Additional 50.00 100.00
And weekends	
Street Banner Installation	Single banner 75.00
And removal	Double banner 150.00
Damage to City Facilities	Costs plus 40%

I. FINANCE DEPARTMENT

Misc. Copies	
(Under 20 pages)	No charge
(21 or more pages)	.05 per Page
Final Annual Budget Document	
Paper	No charge
Electronic	5.00 per DVD/CD
Any Other Method	At cost to city
Comprehensive Annual Financial Report	
Paper	No charge
Electronic	5.00 per DVD/CD
Any Other Method	At cost to city
Income tax rate	1.75%
Hotel tax rates:	
Hotel tax	3.00%
Convention tax	3.00%
Motor vehicle license tax	5.00 per motor vehicle
Property tax rate	3.65 mills
Motor Coach or Bus (Each)	25.00 per Year

Taxicab (Each)	10.00 per Year
Minimum fee per company	25.00 per Year
Vendor License	50.00 per Calendar Month, or 300.00 per Year
NSF check Fee	30.00 per Check
Contractor Registration	30.00 per year
Collections Fee on Delinquent Accounts	
Phase I	10.00 per written off account
Phase II	45.00% of the amount due on accounts more than \$250.00 35.00% of the amount due on accounts less than \$250.00
Dog License	0.75 per Tag (City Share), plus amount charged by County

SECTION 2: Council hereby accepts the recommendation of the City Manager and authorizes the adoption of the fees as contained herein. Additionally, the Council authorizes the City Manager to implement changes to existing fees or add new fees as deemed appropriate.

SECTION 3: This ordinance repeals ordinance adopted by the City of Oxford, but does not repeal the enabling language of the legislation by which these fees were previously adopted, which language shall otherwise remain in full force and effect.

SECTION 4: This ordinance shall take effect at the earliest time allowed by law.

MAYOR

ADOPTED:

ATTEST:

DEPUTY CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: PRUE DANA

PREPARED BY: LAW (STAFF)

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

Finance
Originating Department

Council Meeting Of: 11/3/09

Account Code No. #: N/A

Joe Newlin
Prepared By

Budgeted Amount: N/A

10/28/09
Date Prepared

Agenda Title: 2010 BUDGET

Recommendation: Approve

Discussion:

This ordinance reflects the 2010 Operating and Capital Proposed Budget as presented and discussed with City Council in the work sessions on October 15th and October 20th. The 2010 Original Budget as presented October 20th was changed to reflect the following recommendations as discussed in the Council work session:

Council listened to presentations from the following agencies and their funding requests which are included in the budget ordinance:

General Fund

<u>Agency</u>	<u>Awarded</u>	
Oxford Community Arts Center	\$ 14,597	
Oxford Community Foundation	\$ 35,033	
Oxford Senior Citizens	\$ 17,516	
The Family Resource Center	\$ 35,000	
Oxford College Corner Clinic	\$ 5,000	
TOTAL GENERAL FUND COMMUNITY ASSISTANCE		\$107,146
 The Family Resource Center	 \$ 23,000	
TOTAL GENERAL FUND AFFORDABLE HOUSING		\$23,000

Water Fund

<u>Agency</u>		
The Family Resource Center (utility assistance)	\$ 4,500	
The Family Resource Center (empower one)	\$ 5,000	
TOTAL WATER FUND UTILITIES ADMINISTRATION		\$9,500

Sewer Fund

<u>Agency</u>		
The Family Resource Center (utility assistance)	\$ 4,500	
The Family Resource Center (empower one)	\$ 5,000	
TOTAL SEWER FUND UTILITIES ADMINISTRATION		\$9,500

Total Family Resource Center contributions from all funds is \$77,000.

Hotel and Convention Tax Fund

Agency

Visitors Convention Bureau (city contribution) \$ 73,500

Visitors Convention Bureau (1/2 convention tax) \$ 84,000

TOTAL HOTEL & CONVENTION TAX FUND \$157,500

General Fund

Funding was added within the Fire Department for the part time staffing for the 3 positions from 7pm to 7am adding \$300,000 to the deficit of \$190,675 submitted to council. Additional funding for the VCB will decrease revenue to the General Fund by \$18,000.

Water Fund and Sewer Fund

Funding was added to include the promotion for 2 employees, 1 within the water division and 1 within the sewer division as part of the Career Advancement Program (\$4,000/employee)

Approved By:

Department Head:

City Manager:

Initial Date

[Signature] 10/30/09
[Signature] 10/30/09
1-

ORDINANCE NO.

AN ORDINANCE TO MAKE APPROPRIATIONS FOR CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF OXFORD, STATE OF OHIO, DURING THE FISCAL YEAR ENDING DECEMBER 31, 2010.

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

SECTION 1: To provide for the current expenses and expenditures of the City of Oxford during the fiscal year ending December 31, 2009, the following sums be and they are hereby set aside and appropriated as follows:

GENERAL FUND

SECURITY OF PERSONS & PROPERTY

Personnel Services	5,093,546
Other Services & Charges	<u>781,758</u>
Total Appropriation	5,875,304

PUBLIC HEALTH AND WELFARE

Personnel Services	-
Other Services & Charges	<u>123,379</u>
Total Appropriation	123,379

LEISURE TIME ACTIVITIES

Personnel Services	936,936
Other Services & Charges	<u>392,731</u>
Total Appropriation	1,329,667

COMMUNITY ENVIRONMENT

Personnel Services	474,794
Other Services & Charges	<u>368,263</u>
Total Appropriation	843,057

GENERAL GOVERNMENT

Personnel Services	820,787
Other Services & Charges	<u>1,559,677</u>
Total Appropriation	2,380,464

TRANSFERS TO OTHER FUNDS

Personnel Services	-
Other Services & Charges	<u>1,320,430</u>
Total Appropriation	1,320,430

ADVANCES TO OTHER FUNDS

Personnel Services	-
Other Services & Charges	<u>550,452</u>
Total Appropriation	550,452

TOTAL GENERAL FUND APPROPRIATIONS	12,422,753
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STREET FUND

Personnel Services	600,851
Other Services & Charges	<u>167,000</u>
TOTAL STREET FUND APPROPRIATIONS	767,851

STATE HIGHWAY IMPROVEMENT FUND

Personnel Services	-
Other Services & Charges	25,000
TOTAL STATE HIGHWAY IMPROVEMENT FUND APPROPRIATIONS	25,000

PARKING FUND

Personnel Services	391,305
Other Services & Charges	107,950
Transfer to Other Funds	185,581
TOTAL PARKING FUND APPROPRIATIONS	684,836

PARKING IMPROVEMENT FUND

Personnel Services	-
Other Services & Charges	37,500
TOTAL PARKING IMPROVEMENT FUND APPROPRIATIONS	37,500

CAPITAL IMPROVEMENT FUNDS

COMMUNITY DEVELOPMENT BLOCK GRANT FUND

Personal Services	-
Other Services & Charges	114,570
Advance to Other Funds	150,000
Total Appropriations	264,570

COMMUNITY DEVELOPMENT BLOCK GRANT LOAN FUND

Personal Services	-
Other Services & Charges	400,000
Total Appropriations	400,000

CAPITAL EQUIPMENT FUND

Personal Services	-
Other Services & Charges	193,023
Total Appropriations	193,023

CAPITAL IMPROVEMENT FUND

Personal Services	-
Other Services & Charges	720,000
Transfers to Other Funds	590,000
Advance to Other Funds	373,522
Total Appropriations	1,683,522

TOTAL CAPITAL IMPROVEMENT FUND APPROPRIATIONS 2,541,115

WATER FUNDS

WATER (OPERATING) FUND

Personal Services	1,148,714
Other Services & Charges	602,394
Transfers to Other Funds	1,145,076
Total Appropriations	2,896,184

WATER IMPROVEMENT FUND

Personal Services	-
Other Services & Charges	215,000
Total Appropriations	215,000

WATER CAPACITY FUND - NE

Personal Services	-
Other Services & Charges	-
Transfers to Other Funds	5,000
Total Appropriations	5,000

WATER CAPACITY FUND - NW

Personal Services	-
Other Services & Charges	-
Transfers to Other Funds	5,000
Total Appropriations	5,000

WATER CAPACITY FUND - SE

Personal Services	-
Other Services & Charges	-
Transfers to Other Funds	5,000
Total Appropriations	5,000

WATER CAPACITY FUND - SW

Personal Services	-
Other Services & Charges	-
Transfers to Other Funds	5,000
Total Appropriations	5,000

WATER CAPITAL EQUIPMENT FUND

Personal Services	-
Other Services & Charges	93,500
Total Appropriations	93,500

TOTAL WATER FUNDS APPROPRIATIONS 3,224,684

SEWER FUNDS

SEWER (OPERATING) FUND

Personal Services	1,334,976
Other Services & Charges	1,311,029
Transfers to Other Funds	406,976
Total Appropriations	3,052,981

SEWER IMPROVEMENT FUND

Personal Services	-
Other Services & Charges	276,600
Total Appropriations	276,600

SEWER CAPITAL EQUIPMENT FUND

Personal Services	-
Other Services & Charges	29,700
Total Appropriations	29,700

TOTAL SEWER FUNDS APPROPRIATIONS 3,359,281

STORM WATER FUND

Personal Services	-
Other Services & Charges	20,000
TOTAL STORM WATER FUND APPROPRIATIONS	20,000

RUFUSE FUNDS

REFUSE (OPERATING) FUND

Personal Services	124,747
Other Services & Charges	1,677,647
Transfer to Other Funds	26,976
Total Appropriations	1,829,370

LANDFILL POST-CLOSURE INVESTMENT FUND

Personal Services	-
Other Services & Charges	3,500
Transfer to Other Funds	195,000
Total Appropriations	198,500

TOTAL REFUSE FUNDS APPROPRIATIONS	2,027,870
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HOTEL & CONVENTION TAX FUND

Personnel Services	-
Other Services & Charges	157,500
Transfer to Other Funds	10,500
TOTAL HOTEL & CONVENTION TAX FUND APPROPRIATIONS	168,000

LIFE SQUAD GIFT FUND

Personnel Services	-
Other Services & Charges	6,000
TOTAL LIFE SQUAD GIFT FUND APPROPRIATIONS	6,000

AFFORDABLE HOUSING TRUST FUND

Personnel Services	-
Other Services & Charges	10,000
TOTAL AFFORDABLE HOUSING TRUST FUND APPROPRIATIONS	10,000

EMPLOYEE BENEFITS FUND

Personnel Services	-
Other Services & Charges	1,453,700
TOTAL EMPLOYEE BENEFITS FUND APPROPRIATIONS	1,453,700

INTERNAL SERVICE FUND

Personnel Services	-
Other Services & Charges	269,011
TOTAL INTERNAL SERVICE FUND APPROPRIATIONS	269,011

LAW ENFORCEMENT TRUST FUND

Personnel Services	79,000
Other Services & Charges	81,339
TOTAL LAW ENFORCEMENT TRUST FUND APPROPRIATIONS	160,339

ENFORCEMENT & EDUCATION FUND

Personnel Services	-
Other Services & Charges	13,800

TOTAL ENFORCEMENT & EDUCATION FUND APPROPRIATIONS	13,800
<u>BOARD OF BUILDING STANDARDS FUND</u>	
Personnel Services	-
Other Services & Charges	5,300
TOTAL BOARD OF BLD STANDARDS FUND APPROPRIATIONS	5,300
<u>OXFORD NATURAL GAS REFUND FUND</u>	
Personnel Services	-
Other Services & Charges	150
TOTAL OXFORD NATURAL GAS REFUND FUND APPROPRIATIONS	150
<u>FEMA FUND</u>	
Personnel Services	-
Other Services & Charges	-
Advance to Other Funds	26,930
TOTAL SPECIAL ASSESSMENT FUND APPROPRIATIONS	26,930
<u>SPECIAL ASSESSMENT FUND</u>	
Personnel Services	-
Other Services & Charges	40,000
TOTAL SPECIAL ASSESSMENT FUND APPROPRIATIONS	40,000
<u>DEBT SERVICE FUNDS</u>	
1999 PARKS IMPROVEMENT BOND FUND	
Personal Services	-
Other Services & Charges	311,750
Total Appropriations	311,750
WATER BOND RETIREMENT FUND	
Personal Services	-
Other Services & Charges	923,100
Total Appropriations	923,100
TOTAL DEBT SERVICE FUND APPROPRIATIONS	1,234,850
TOTAL 2010 BUDGET APPROPRIATIONS	28,498,970

SECTION 2: The City Auditor (Finance Director) is here by authorized to draw warrants upon the Treasury from the amounts appropriated in this ordinance whenever claims are made, with the approval of the City Manager, where appropriate, and are legally contracted for in accordance with the law.

SECTION 3: This Ordinance shall take effect at the earliest time allowed by law.

MAYOR

ADOPTED: _____

ATTEST: _____

INTRODUCED BY:

PREPARED BY: STAFF

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

Council Meeting of: November 3, 2009

Service
Originating Department

Account Code #: N/A

David Treleaven
Prepared By

Budgeted Amount: N/A

October 27, 2009
Date Prepared

Agenda Title: Refuse and Recycling Collection and Disposal Contract for 2010 – 2011

Recommendation: Approve

Discussion:

The City advertised for proposals for the collection of solid waste and recyclable materials in the *Cincinnati Enquirer* newspaper on September 9 and 11, 2009. The contract covers solid waste services for the 2010 and 2011 time period, with the possibility of three additional one-year extensions (2012, 2013 and 2014).

A sealed proposal from Rumpke of Ohio, Inc. (Rumpke) was publicly opened and read aloud on September 24, 2009. A second firm, CSI Waste Services, had expressed interest and attended a mandatory pre-bid meeting, but did not submit a proposal. Rumpke currently has the City's refuse and recycling contract (that will expire December 31, 2009).

Rumpke's bid price for weekly residential, curb-side refuse and recycling collection and disposal increased by \$0.22 (a 2.17% increase) per residence as compared to their pricing effective January 1, 2009. Monthly commercial refuse collection prices for once weekly collection increased between \$0.32 (2.51%) for a 95-gallon waste wheeler tote to \$2.60 (1.61%) for an eight cubic yard dumpster. These price increases are due to an increase in the State of Ohio's fee for municipal landfill wastes (effective August 1, 2009). Rumpke's bid prices for the 2010-2011 contract time period have not increased relative to the prices charged to Oxford after the August 1, 2009 adjustment for the Ohio State fee increase. The 2010-2011 bid prices for commercial recycling have not changed from the January 2009 pricing.

A summary of the existing and proposed Rumpke fees is attached.

It is the recommendation of staff that Council authorize the City Manager to enter into an agreement with Rumpke of Ohio, Inc. for the collection and disposal of solid waste and for the collection and processing of recyclable materials. This agreement would be for a two-year period commencing on January 1, 2010 and could be extended by annual options through December 31, 2014.

Approved By:

Department Head:
City Attorney:
City Manager:

Initial \ Date
[Signature] \ 10/29/09
[Signature] \ 10/30/09

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH RUMPKE OF OHIO, INC. FOR THE COLLECTION AND DISPOSAL OF SOLID WASTE AND THE COLLECTION AND PROCESSING OF RECYCLABLE MATERIALS FOR THE CITY OF OXFORD AND ITS RESIDENTS FOR A TWO (2) YEAR PERIOD BEGINNING JANUARY 1, 2010.

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

SECTION 1: Council hereby determines the only bid received for the collection and disposal of solid waste and the collection and processing of recyclable materials to be the bid submitted by Rumpke of Ohio, Inc.

SECTION 2: The City Manager is hereby authorized to enter into a two (2) year contract in a form acceptable to the City Law Director with three (3) one (1) year options for the collection and disposal of solid waste and the collection and processing of recyclable materials with Rumpke of Ohio, Inc. effective January 1, 2010 pursuant to the terms of the bid submitted by Rumpke, Inc. by reference herein.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: PRUE DANA

PREPARED BY: LAW(STAFF)

Refuse and Recycling Collection/Disposal, 2010-2011
Monthly Price Comparisons (in dollars)

ITEM	January-July 2009 Charge	Rumpke 2010-2011 Bid
I : Residential Service		
I.A Collect/Dispose	7.53	7.60
Recycling	2.60	2.75
Total	10.13	10.35
Recycling w/ larger 65-gal. cart (\$1/mo. additional)		11.35
I.B. Special, Rear/Side-of-House Service		
Collect/Dispose	28.94	29.00
Recycling	11.58	11.60
Total	40.52	40.60
Recycling w/ larger 65-gal. cart (\$1/mo. additional)		41.60
II : Commercial Service		
II.A : Solid Waste (once weekly collection of customer-owned container)		
II.A.1 2 yd	51.63	52.28
II.A.2 3 yd	66.37	67.34
II.A.3 4 yd	84.10	85.40
II.A.4 6 yd	123.42	125.37
II.A.5 8 yd	161.27	163.87
II.A.6 WWT	12.76	13.08
(95-gal. Waste Wheeler Tote)		
II.B : Recycling (once weekly collection of customer-owned container)		
II.B.1 2 yd	33.97	33.97
II.B.2 3 yd	45.56	45.56
II.B.3 4 yd	57.11	57.11
II.B.4 6 yd	74.69	74.69
II.B.5 8 yd	93.74	93.74
II.B.6 WWT	9.92	9.92
III : Dumpster Rental/Purchase Costs		
III.A : Rental		
III.A.1 2 yd	14.00	14.00
III.A.2 3 yd	17.00	17.00
III.A.3 4 yd	20.00	20.00
III.A.4 6 yd	23.00	23.00
III.A.5 8 yd	26.00	26.00
III.A.6 Residential WWT	3.00	3.00
III.A.7 Commercial WWT	9.00	9.00

Refuse and Recycling Collection/Disposal, 2010-2011
Monthly Price Comparisons (in dollars)

ITEM	January-July 2009 Charge	Rumpke 2010-2011 Bid
------	--------------------------	----------------------

III : Dumpster Rental/Purchase Costs (continued)

III.B : Purchase

III.B.1	2 yd	532.51	580.00
III.B.2	3 yd	683.00	890.00
III.B.3	4 yd	775.61	950.00
III.B.4	6 yd	926.10	1,175.00
III.B.5	8 yd	1,041.86	1,425.00
III.B.6	WWT	75.00	95.00 + sales tax

IV: Additional Refuse/Recycling Collections Beyond Once Weekly, Regularly Scheduled Service

Tables for this information and multiple weekly collections were issued addendums, and are presented at the end of this summary.

V : Move-in/-out pricing

V.A	hourly	144.70	150.00
V.B	per ton	Included above	Included above

VI : Yard Waste

VI.A	Collection Tag	1.50	3.00
VI.B	Side-of-house serv.	28.94	29.00

VII : Compactor Service	432.35 + \$1/ton		485.00
	(per 42 coy load)		

VIII : One-time Tags	10.00		10.00
----------------------	-------	--	-------

IX : Other Waste Services

IX.A	Roll-Offs		
	15 cu. yd load (ea.)	376.23	390.00
	rent/day	3.50	3.50
	rent/mo.	100.00	105.00
	30 cu. yd load (ea.)	405.17	415.00
	rent/day	3.50	3.50
	rent/mo.	100.00	105.00
	40 cu. yd load (ea.)	422.53	435.00
	rent/day	3.50	3.50
	rent/mo.	100.00	105.00

Refuse and Recycling Collection/Disposal, 2010-2011
Monthly Price Comparisons (in dollars)

ITEM	January-July 2009 Charge		Rumpke 2010-2011 Bid
IX.B : Tires	Min. # for service:	25	25
IX.B.1	Domestic use		
IX.B.1A	Off-Rim	1.50	1.50
IX.B.1B	On-Rim	3.50	3.00
IX.B.2	Commercial use		
IX.B.2A	Off-Rim	7.00	7.00
IX.B.2B	On-Rim	14.00	14.00
IX.B.3	Construct'n/Agricultural		
IX.B.3A	Off-Rim	25.00	25.00
IX.B.3B	On-Rim	50.00	50.00
IX.B.4	> 10 ply		
IX.B.4A	Off-Rim	100.00	50.00
IX.B.4B	On-Rim	150.00	No bid price submitted
IX.C.	Portable Toilets		
IX.C.1	Standard Units		
	1 - 5		
	Short-term Rent (ea.)	70.00	80.00
	Monthly Rent	68.00	5.00 additional each
	Extra Servicing (ea.)	39.00	20.00
	5 - 10		
	Short-term Rent (ea.)	65.00	75.00
	Monthly Rent	63.00	5.00 additional each
	Extra Servicing (ea.)	25.00	20.00
	> 10		
	Short-term Rent (ea.)	55.00	70.00
	Monthly Rent	60.00	5.00 additional each
	Extra Servicing (ea.)	15.00	20.00
IX.C.2	Handicap Accessible		
	1 - 5		
	Short-term Rent (ea.)	115.00	150.00
	Monthly Rent	115.00	5.00 additional each
	Extra Servicing (ea.)	39.00	20.00
	5 - 10		
	Short-term Rent (ea.)	100.00	145.00
	Monthly Rent	100.00	5.00 additional each
	Extra Servicing (ea.)	25.00	20.00

Refuse and Recycling Collection/Disposal, 2010-2011
Monthly Price Comparisons (in dollars)

ITEM	January-July 2009 Charge	Rumpke 2010-2011 Bid
IX.C.2	Portable Toilets, Handicap Accessible (continued)	
	> 10	
	Short-term Rent (ea.)	140.00
	Monthly Rent	5.00 additional each
	Extra Servicing (ea.)	20.00
IX.D	Lamps and Electronics	
IX.D.1	Fluorescent Lamps	
	4 ft and under	0.29 each
	> 4 ft	0.48 each
	U-shaped bulbs	0.46 each
IX.D.2	Other Lamps and Ballasts	
	Hi press./met. halide	1.19 each
	Dry ballast	0.28/lb
	Wet ballast	0.28/lb
	Min. \$ for service	50.00
IX.D.3	Computers	
	CPUs	0.28/lb
	Monitors	0.28/lb
	Keyboards	0.28/lb
	Printers	0.28/lb
	Min. \$ for service	50.00
IX.E	Biosolids (per ton)	45.00
Maximum Annual % Increases for Yearly Extensions, 2012 - 2014		
Residential		
	2012	5
	2013	5
	2014	5
Commercial		
	2012	5
	2013	5
	2014	5

** The charts on this sheet
address item IV

BIDDER PROPOSAL SHEET
(Continued, 2 of 9 pages)

ITEM II Collection/disposal of solid waste and recyclables for commercial customers

II.A For the figures shown below, the contractor agrees to provide regularly, weekly scheduled refuse collection and disposal per dumpster size per calendar month for a period of 2 (two) years.

For commercial solid waste customers, assume:

129 two-cubic yard dumpster customers with 192 total collections weekly;
78 three-cubic yard dumpster customers with 161 total collections weekly;
34 four-cubic yard dumpster customers with 63 total collections weekly;
41 six-cubic yard dumpster customers with 87 total collections per week;
18 eight-cubic yard dumpster customers with 43 total collections per week; and
320 ninety-gallon wheeled totter customers, with 516 total collections per week.

Number of Times per Week of Regularly Scheduled Collection/Disposal

Volume	1X	2X	3X	4X	5X	6X	Additional
2 Cu YD	52.28	79.71	116.08	149.49	185.89	220.77	23.75
3 Cu YD	67.34	113.70	161.52	209.38	257.26	305.10	24.22
4 Cu YD	85.40	146.16	206.99	269.28	330.08	389.39	24.70
6 Cu YD	125.37	210.58	297.30	385.49	473.67	561.87	36.88
8 Cu YD	163.87	276.98	389.06	501.67	614.26	726.87	37.48
90-gal. tote	13.08	22.60	32.12	41.64	51.16	60.68	9.52

II.B For the figures shown below, the contractor agrees to provide weekly recycling collection and disposal per dumpster size per calendar month for a period of 2 (two) years.

For commercial recycling customers, assume:

22 two-cubic yard dumpster customers with 29 total collections weekly;
4 three cubic yard dumpster customers with 8 total collections per week;
11 four cubic yard dumpster customers with 12 total collections per week;
4 six cubic yard dumpster customers with 8 total collections per week;
Presently, no eight cubic yard dumpster customers; and
50 ninety-gallon wheeled totter customers, with 67 total collections per week.

** The charts on this sheet address
item IV

BIDDER PROPOSAL SHEET
(Continued, 3 of 9 pages)

II.B Commercial recycling (continued):

Number of Times per Week of Regularly Scheduled Collection/Disposal							
Volume	1X	2X	3X	4X	5X	6X	Additional
2 Cu YD	33.97	48.99	62.48	77.48	90.98	105.99	18.52
3 Cu YD	45.56	66.54	87.54	110.04	131.04	152.06	20.84
4 Cu YD	57.11	85.62	114.12	142.61	171.10	199.61	23.15
6 Cu YD	74.69	118.18	160.18	203.67	247.17	289.17	30.10
8 Cu YD	93.74	150.75	207.73	264.73	321.74	378.74	34.72
90-gal. tote	9.92	15.92	21.92	27.92	33.92	39.92	6.00

ITEM III Dumpster and waste wheeler tote rental and purchase charge

III.A For the figures shown below, the contractor agrees to rent dumpsters and waste wheeler totes by size per calendar month for a period of at least 2 (two) years, per specification.

III.A.1	One cubic yard dumpster	III.A.1 \$ <u>N/A</u>
III.A.2	Two cubic yard dumpster	III.A.2 \$ <u>14.00</u>
III.A.3	Three cubic yard dumpster	III.A.3 \$ <u>17.00</u>
III.A.4	Four cubic yard dumpster	III.A.4 \$ <u>20.00</u>
III.A.5	Six cubic yard dumpster	III.A.5 \$ <u>23.00</u>
III.A.6	Eight cubic yard dumpster	III.A.6 \$ <u>26.00</u>
III.A.7	Waste Wheeler: Residential Specify size: <u>95 Gallon</u>	III.A.7 \$ <u>3.00</u>
III.A.8	Waste Wheeler: Commercial Specify size: <u>95 Gallon</u>	III.A.8 \$ <u>9.00</u>

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

Clerk of Council
Originating Department

Council Meeting Of: November 3, 2009

Mary Ann Eaton
Prepared By

Account Code No. #: N/A

Budgeted Amount: N/A

October 22, 2009
Date Prepared

Agenda Title: Legislative Authority Notice - Transfer permit from Oxford Recreation Inc DBA High Street Grill 1st Fl only 116 E. High St Oxford, Ohio 45056 to Morning Sun Café & Bakery on High LLC 109 W. High St Oxford, Ohio 45056.

Recommendation:

Discussion: This is a transfer as indicated above.

The permit is for:

- D5 - Spirituous liquor for on premises consumption only, beer and wine for on premises, or off premises in original sealed containers, until 2:30 a.m.
- D6 - Sale of intoxicating liquor on Sunday between the hours of 1:00 p.m. and midnight.

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

Approved By:

Department Head:
City Attorney:
City Manager:

Initial Date

 10/30/09

RECEIVED

NOTICE TO LEGISLATIVE
AUTHORITY

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

TO **City of Oxford**

6164821		TFOL		MORNING SUN CAFE & BAKERY ON HIGH LLC 109 W HIGH ST OXFORD OH 45056
PERMIT NUMBER		TYPE		
06	01	2009		
ISSUE DATE				
10	13	2009		
FILING DATE				
D5 D6				
PERMIT CLASSES				
09	088	A	F01731	
TAX DISTRICT		RECEIPT NO.		

FROM 10/15/2009

66168240015				OXFORD RECREATION INC DBA HIGH STREET GRILL 1ST FL ONLY 116 E HIGH ST OXFORD OHIO 45056
PERMIT NUMBER		TYPE		
06	01	2009		
ISSUE DATE				
10	13	2009		
FILING DATE				
D5 D6				
PERMIT CLASSES				
09	088			
TAX DISTRICT		RECEIPT NO.		



MAILED 10/15/2009

RESPONSES MUST BE POSTMARKED NO LATER THAN. 11/16/2009

IMPORTANT NOTICE

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

REFER TO THIS NUMBER IN ALL INQUIRIES **A TFOL 6164821**

(TRANSACTION & NUMBER)

(MUST MARK ONE OF THE FOLLOWING)

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

WE DO NOT REQUEST A HEARING. ☐

DID YOU MARK A BOX? IF NOT, THIS WILL BE CONSIDERED A LATE RESPONSE.

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

(Signature)

(Title) - ☐ Clerk of County Commissioner

(Date)

☐ Clerk of City Council

☐ Township Fiscal Officer

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

FOR OFFICE USE ONLY	
NEW	TRANSFER
PERMIT # 6164821	

OHIO DEPARTMENT OF COMMERCE - DIVISION OF LIQUOR CONTROL

6606 Tussing Road, P.O. Box 4005, Reynoldsburg, Ohio 43068-9005

Telephone: (614) 644-2431 - <http://www.com.ohio.gov/liqr>

LIMITED LIABILITY COMPANY DISCLOSURE FORM

(This form must accompany all applications of an LLC business entity)

SECTION A.

Name of Limited Liability Company <i>MORNING SUN CAFE & BAKERY, LLC</i>	DBA Name <i>MORNING SUN CAFE & BAKERY</i>	
Permit Premises Address <i>109 W. High St.</i>	City, State <i>OXFORD, OHIO</i>	Zip Code <i>43056</i>
Township, if in Unincorporated Area	Tax Identification No. (TIN) <i>27-0285610</i>	

Limited Liability Company ("LLC") - Chapter 1705 Ohio Revised Code. Indicate below the managing members, LLC Officers, and all persons with a 5% or greater membership or voting interest, and attach a copy of the Articles of Organization filed with the Ohio Secretary of State.

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

SECTION B. List the top five (5) officers of the captioned business. If an office is NOT held, please indicate by writing NONE.

EACH OFFICER LISTED BELOW MUST HAVE A BACKGROUND CHECK PERFORMED BY BCI&I AND SUBMIT A PERSONAL HISTORY BACKGROUND FORM. PLEASE READ "BACKGROUND CHECK INFORMATION" DLC4191.

NAME OF OFFICER	SOCIAL SECURITY NUMBER	DATE OF BIRTH
1) CEO <i>THOMAS G. UHL</i>	<i>[REDACTED]</i>	<i>07-13-1944</i>
2) President <i>CHER C. UHL</i>	<i>[REDACTED]</i>	<i>02-10-1949</i>
3) Vice-President		
4) Secretary		
5) Treasurer		

SECTION C. List the managing members and all persons with a 5% or greater membership or voting interest in the LLC.

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

1) Name <i>THOMAS G. UHL</i>	Social Security No. (if i	☒ Managing Member ☐ 5% or greater voting interest ☐ 5% or greater membership interest
Residence Address <i>6637 Contreras Rd</i>	Tax Identification No. (if applicable) <i>N/A</i>	
City and State <i>OXFORD, OHIO</i>	Zip Code <i>43056</i>	
Telephone No. <i>313-382-8976</i>	Date of Birth <i>07-13-1944</i>	
2) Name <i>CHER C. UHL</i>	Social Security No. (if i	☒ Managing Member ☐ 5% or greater voting interest ☐ 5% or greater membership interest
Residence Address <i>6637 Contreras Rd</i>	Tax Identification No. (if applicable) <i>N/A</i>	
City and State <i>OXFORD, OHIO</i>	Zip Code <i>43056</i>	
Telephone No. <i>573-276-7022</i>	Date of Birth <i>02-10-1949</i>	

(PLEASE SEE REVERSE SIDE SHOULD YOU NEED ADDITIONAL SPACE)

STATE OF OHIO, *SUTLER* COUNTY ss,

I, *THOMAS G. UHL* being first duly sworn, according to law, deposes and says that he/she is (Title) *CEO* of the *MORNING SUN CAFE & BAKERY, LLC* business duly authorized by law to do business in the State of Ohio, and that the statements made in the foregoing affidavit are true.

(Signature) *[Signature]* (Print Name and Title) *THOMAS G. UHL CEO*

Sworn to and subscribed in my presence on *October* day of *2009*



BRIAN CHANDLEY
Notary Public, State of Ohio
Commission Expires
March 26, 2013

[Signature]
(Notary Public) 3/26/13
(Notary Expiration)

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

Clerk of Council

Originating Department

Council Meeting Of: November 3, 2009

Mary Ann Eaton

Account Code No. #: N/A

Prepared By

Budgeted Amount: N/A

October 22, 2009

Date Prepared

Agenda Title: Legislative Authority Notice - Transfer permit from Sribalaji Inc DBA U Shop 1st Fl Front Unit & Bsmt Only 21 E High St Oxford, Ohio 45056 to Siddhartha Inc DBA U Shop 1st Fl Front Unit & Bsmt only 21 E. High St Oxford, Ohio 45056.

Recommendation:

Discussion: This is a transfer as indicated above.

The permit is for:

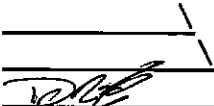
- C1 - Beer only in original sealed container for carry out only.
- C2 - Wine and certain prepackaged mixed drinks in sealed containers for carry out only until one a.m.
- D6 - Sale of intoxicating liquor on Sunday between the hours 1:00 p.m. and midnight.

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

Approved By:

Department Head:
City Attorney:
City Manager:

Initial Date

 10/20/09

RECEIVED

NOTICE TO LEGISLATIVE
AUTHORITY

OHIO DIVISION OF LIQUOR CONTROL
6606 TUSSING ROAD, P.O. BOX 4005
REYNOLDSBURG, OHIO 43068-9005
(614)644-2380 FAX(614)644-3166

8125783		TRFO		TO City of Oxford	
PERMIT NUMBER		TYPE		SIDDHARTHA INC	
06	01	2009		DBA U SHOP	
ISSUE DATE		1ST FL FRONT UNIT & BSMT ONLY			
10	13	2009		21 E HIGH ST	
FILING DATE		OXFORD OHIO 45056			
C1	C2	D6		PERMIT CLASSES	
09	088	A	F01732	TAX DISTRICT RECEIPT NO.	
FROM 10/15/2009					

84596130005				SRIBALAJI INC	
PERMIT NUMBER		TYPE		DBA U SHOP	
06	01	2009		1ST FL FRONT UNIT & BSMT ONLY	
ISSUE DATE		21 E HIGH ST			
10	13	2009		OXFORD OHIO 45056	
FILING DATE					
C1	C2	D6		PERMIT CLASSES	
09	088			TAX DISTRICT RECEIPT NO.	



MAILED 10/15/2009

RESPONSES MUST BE POSTMARKED NO LATER THAN. 11/16/2009

IMPORTANT NOTICE

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

REFER TO THIS NUMBER IN ALL INQUIRIES **A TRFO 8125783**

(TRANSACTION & NUMBER)

(MUST MARK ONE OF THE FOLLOWING)

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

WE DO NOT REQUEST A HEARING. ☐

DID YOU MARK A BOX? IF NOT, THIS WILL BE CONSIDERED A LATE RESPONSE.

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

(Signature)

(Title)- ☐ Clerk of County Commissioner

(Date)

☐ Clerk of City Council

☐ Township Fiscal Officer

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

FOR OFFICE USE ONLY	
NEW	TRANSFER
PERMIT # 8125783	

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

Print Form

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

Name of Corporation <u>SIDDHARTHA INC</u>	DBA Name <u>U SHOP</u>	
Permit Premises Address	City, State <u>Oxford</u>	Zip Code <u>45056</u>
Township, if in Unincorporated Area	Tax Identification No. (TIN) <u>27-0286222</u>	

SECTION B.

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

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

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

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

NAME OF OFFICER	SOCIAL SECURITY NUMBER	DATE OF BIRTH
1) CEO <u>SARITHA KASARLA</u>	<u>[REDACTED]</u>	<u>09-28-1975</u>
2) President <u>NONE</u>		
3) Vice-President <u>NONE</u>		
4) Secretary <u>NONE</u>		
5) Treasurer <u>NONE</u>		

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

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

1) Stockholder's Name <u>SARITHA KASARLA</u>	Social Security No. (if _____)	NUMBER OF SHARES HELD (NOT PERCENTAGE) <u>1000</u>
Residence Address <u>140 Northridge #2</u>	Tax Identification No. (if applicable)	
City and State <u>Oxford</u>	Zip Code <u>45056</u>	
Telephone No. <u>513-461-9398</u>	Date of Birth <u>09-28-1975</u>	
2) Stockholder's Name	Social Security No. (if Individual)	NUMBER OF SHARES HELD (NOT PERCENTAGE)
Residence Address	Tax Identification No. (if applicable)	
City and State	Zip Code	
Telephone No.	Date of Birth	

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

STATE OF OHIO,

COUNTYss

I, Saritha Kasarla being first duly sworn, according to law, deposes and says that he/she is (Title) CEO ~~President~~ (owner) of the Siddhartha Inc, a corporation duly authorized by law to do business in the State of Ohio, and that the statements made in the foregoing affidavit are true.

(Signature) K. Sar

(Print Name and Corporate Title) Saritha Kasarla Siddhartha Inc

Sworn to and subscribed in my presence this 15th

Sept.

2009



[Signature]
(Notary Public)

Joseph
(Notary Expiration)

DLC4030

EOE/ADA SERVICE PROVIDER

FOR TTY USERS DIAL 1-800-750-0750

Rev. 6-08

ANNIE S. MCCOWAN
Notary Public, State of Ohio
My Commission Expires Sept. 28, 2010

OHIO DIV. LIQUOR CONTROL
LICENSING STAFF RM. 1-B

2009 OCT -9 PM 1:15

09 BUTLER		088 OXFORD		POPULATION	22,887
CLASS	RATIO	PERMIT QUOTA	PERMITS ISSUED	PERMITS AVAILABLE	APPLICATIONS ON FILE
C1	1,000	23	17	6	1
C2	1,000	23	18	5	1
D1	2,000	12	12	0	2
D2	2,000	12	12	0	3
D3	2,000	12	11	1	3
D3A	0	0	7	7	0
D4	2,000	12	1	11	0
D5	2,000	12	11	1	5

Com.ohio.gov/lqr/rpts/quota

9/23/09

CITY OF OXFORD STAFF SUMMARY REPORT

Report to the City Manager: Doug Elliott

Police

Originating Department

Council Meeting Of: *November 3, 2009*

Account Code No. #: 130.710.52340

Robert Holzworth

Prepared By

Budgeted Amount: \$11,448.45/annually

October 26, 2009

Date Prepared

Agenda Title: Resolution – Contract with T2 Systems, Inc.

Recommendation: Approve

Discussion: T2 Systems, Inc. provides the software and hardware utilized by the City of Oxford Parking Unit. Our software subscription agreement with T2 expires this year, and they submitted a proposed contract for our review/comment. The attached contract includes amendments suggested by the city's law director and approved by T2.

The term of the contract is three (3) years, with an annual subscription cost of \$11,448.45. There has been a 3% increase in the annual fee since our first 36 month subscription and our annual payment will not increase again until the fall of 2012.

Attachment: T2 Systems, Inc. Software Subscription Agreement, 17 pages.

Approved By:

Department Head:

City Attorney:

City Manager:

Initial Date

SDS \ *10/30/09*

[Signature] \ *10/20/09*

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A THREE (3) YEAR SOFTWARE SUBSCRIPTION AGREEMENT WITH T2 SYSTEMS, INC. FOR THE USE OF SOFTWARE UTILIZED BY THE CITY OF OXFORD'S PARKING UNIT AT AN ANNUAL COST OF ELEVEN THOUSAND FOUR HUNDRED FORTY EIGHT AND 45/100 DOLLARS (\$11,448.45).

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

SECTION 1: The City Manager and the Chief of Police recommend Council authorize the City Manager to enter into a three (3) year Software Subscription Agreement with T2 Systems, Inc. for the use of software utilized by the City of Oxford's Parking Unit at an annual cost of Eleven Thousand Four Hundred Forty Eight and 45/100 Dollars (\$11,448.45).

SECTION 2: City Council accepts the recommendation of the City Manager and the Chief of Police and hereby authorizes the City Manager to enter into a three (3) year Software Subscription Agreement with T2 Systems, Inc. for the use of software utilized by the City of Oxford's Parking Unit at an annual cost of Eleven Thousand Four Hundred Forty Eight and 45/100 Dollars (\$11,448.45).

SECTION 3: Monies adequate to pay amounts due under the Software Subscription Agreement for the current fiscal year have been appropriated for that purpose.

SECTION 4: It is hereby found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Council, and that 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 5: This Resolution shall take effect at the earliest date allowed by law.

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: PRUE DANA

PREPARED BY: LAW(STAFF)

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

Police

Originating Department

Council Meeting Of: November 3, 2009

Steve Schwein

Account Code No. #: N/A

Prepared By

Budgeted Amount: N/A

October 28, 2009

Date Prepared

Agenda Title: A Resolution authorizing the Oxford Division of Police to dispose of Junk/Abandoned vehicles in accordance with ORC Section 4513.62 to the highest bidder.

Recommendation: Adopt the Resolution

Discussion:

These vehicles were either junked/abandoned, or impounded and not retrieved by their registered owners. All are salvage quality and none have been in our possession less than approximately 90 days. They are of no value to the City of Oxford other than their redemption value to a licenses salvage/scrap dealer.

Approved By:

Department Head:

City Attorney:

City Manager:

Initial Date

SDS

10/30/09

DRB

10/28/09

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE SALE OF SALVAGED MOTOR VEHICLES.

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

SECTION 1: The following items are hereby declared to be valued for salvage and not needed for any municipal purpose and the same shall be sold for salvage to one buyer for the highest obtainable salvage price. The vehicles are those as set forth on Attachment 'A', a Memorandum to the Chief of Police and incorporated herein.

SECTION 2: This resolution shall take effect at the earliest date allowed by law.

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: PRUE DANA

PREPARED BY: LAW(STAFF)

Memorandum

To: Chief Stephen Schwein
Fr: Ptl. Ron Brooks, Property Officer
Mike O'Leary, Property Technician
Re: Salvage Vehicles
Dt: October 28 , 2009

Sir,

I respectfully request that the Oxford Police Department dispose of the attached list of vehicles in accordance with ORC section 4513.62.

"A"

1. 08T2439 Title



1995 Saturn SL2
Vin # 1G8ZK5275SZ148453
Reason for tow: Drug Arrest
* poor condition
* towed: 08-15-2008

2. 09T2554 Salvage Title



1988 Ford Ranger
Vin # 1FTCR10T0JUA44688
Reason for tow: Felony
* poor condition
* towed: 02-07-2009

3. 09T2587 Title



1991 Dodge Daytona
Vin # 1B3XG4434MG145160
Reason for tow: DUS
* poor condition
* towed: 04-07-2009

4. 09T2665 Title



1994 Plymouth Acclaim
Vin # 3P3AA4630RT233726
Reason for tow: OVI
* poor condition/wrecked
* towed: 09-09-2009

5. 09T2654 Salvage Title



1995 Dodge Caravan
Vin # 2B4GH2538SR376585
Reason for tow: No License
* poor condition
* towed: 08-25-2009

6. 09T2657 Salvage Title



1992 Mercury Topaz
Vin # 1MEPM31X8NK642475
Reason for tow: Parking Tkts
* poor condition
* towed: 09-01-2009

7. 09T2672 Salvage Title



1995 Toyota Avalon
Vin # 4T1GB11E8SU004359
Reason for tow: Parking Tkts
* poor condition
* towed: 09-22-2009

8. 09T2539 Salvage Title



2003 Ford Taurus
Vin # 1FAFP55U63A165456
Reason for tow: DUS
* poor condition
* towed: 01-31-2009

9. 09T2494 Title



1990 Chevrolet Caprice
Vin # 1G1BN54E1LR105555
Reason for tow: Drug Arrest
* poor condition
* towed: 01-09-2009

10. 09T2635 Title



1993 Ford Ranger
Vin # 1FTCR14X5PTA29826
Reason for tow: Expired Reg.
* poor condition
* towed: 07-11-2009