City of Oxford OHIO
HOME OF MIAMI UNIVERSITY

Agenda

Oxford City Council

Court House

TUESDAY, DECEMBER 6, 2011

EXECUTIVE SESSION
None.

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

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

REGULAR MEETING
7:30 P.M.

PLEDGE OF ALLEGIANCE

2. Approval of Agenda.

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

3. Public Participation.

A. Recognition - Kate Currie and Greig Rutherford.

Resolution

Resolution

B. Swearing-In / Police Officer and Police Sergeant.

C. Public Comments.

The purpose of the Public Comments Section is for members of the Public to speak to the City Council on any subject not scheduled on the Agenda, except Consent Agenda items. City Council values your comments, and Council rules limit public comments to five minutes for each person. Presentations are not to be in the form of public debate, personal attacks on Council, City staff or other members of the public and Council shall not act except to direct the City Manager to take action or schedule the matter for discussion at a later date.

4. Consent Agenda.

A. Minutes of the November 15, 2011 City Council Meeting. (Mary Ann Eaton, Clerk of Council)

Minutes

B. Minutes of the November 29, 2011 City Council Organizational Meeting. (Mary Ann Eaton, Clerk of Council)

Minutes

C. Report regarding the November 14, 2011 Civil Service Commission Special Meeting. (Donna Heck, Human Resources Director)

Report

D. Report regarding the November 16, 2011 Board of Zoning Appeals Meeting. (Jung-Han Chen, Community Development Director)

Report

E. Report regarding the November 17, 2011 Recreation Board Meeting. (Gail Brahier, Parks and Recreation Director)

Report

F. A Resolution authorizing the City Manager to close Lot 52 on Saturdays, from 5:00 a.m. to 12:30 p.m., from May 5, 2012 through November 24, 2012 to permit the operation of the Farmer’s Market within Lot 52 during said time. (Mary Ann Eaton, Clerk of Council)

Staff Report/Resolutions

G. A Resolution authorizing the City Manager to close Lot 52 on Saturday, January 21, 2012, Saturday, February 18, 2012, Saturday, March 17, 2012, Saturday, April 21, 2012 and Saturday, December 15, 2012 from 5:00 a.m. to 12:30 p.m., to permit the operation of the Winter Farmer’s Market within Lot 52 during said time. (Mary Ann Eaton, Clerk of Council)

Staff Report/Resolutions

5. Resolutions.

1. A Resolution authorizing the City Manager to enter into a new agreement with Milford Township, Butler County, Ohio and authorizing the City of Oxford to provide Emergency Medical Services to the western portion of Milford Township pursuant to the agreement. (Doug Elliott, City Manager)

Staff Report/Resolution

2. A Resolution accepting the bid submitted by Prus Construction Co. and authorizing the City Manager to enter into a contract with Prus Construction Co. for the reconstruction of High Street between Main Street and Poplar Street at a cost of $488,101.00 plus a contingency amount of ten percent (10%) of the contract price or $48,810.00 for a total cost not to exceed $536,911.00. (Mike Dreisbach, Service Director)

Staff Report/Resolution

6. Ordinances.

A. First Reading - None.

B. Second Reading

1.An Ordinance Amending Ordinance No. 3130. Supplemental Budget Ordinance Number 4 To Make Supplemental Appropriations For Fiscal Year 2011. (Joe Newlin, finance Director)

Staff Report/Ordinance

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

1. Remarks from City Council and City Staff.

B. Future Meetings.

WED - Dec 7 Historic and Architectural Preservation Commission Meeting Cancelled

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

THUR - Dec 8 Community Relations Commission Meeting 5:00 p.m. Municipal Building

THUR - Dec 8 Police Advisory Board Meeting 7:00 p.m. Senior Citizens Center

FRI - Dec 9 Student Community Relations Commission Meeting 3:30 p.m. LCNB

TUES - Dec 13 Planning Commission Meeting 7:30 p.m.

WEDS - Dec 14 Board of Zoning Appeals Meeting 7:30 p.m.

THUR - Dec 15 Joint Recreation Board/Tri Board Meeting 4:00 p.m. Senior Citizens Center

MON - Dec 19 Housing Advisory Commission Cancelled

TUES - Dec 20 City Council Meeting 7:30 p.m.

FRI - Dec 23 Holiday - City Offices Closed

MON - Dec 26 Holiday - City Offices Closed

WED - Dec 28 Civil Service Commission Meeting Cancelled

MON - Jan 2 Holiday - City Offices Closed

TUES - Jan 3 City Council Meeting 7:30 p.m.

WED - Jan 4 Historic and Architectural Preservation Commission Meeting 6:00 p.m.

WED - Jan 4 Environmental Commission Meeting 7:00 p.m. Municipal Building

MON - Jan 9 Housing Advisory Commission Meeting 7:00 p.m. Municipal Building

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

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

MON - Jan 16 Holiday - City Offices Closed

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

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

THUR - Jan 19 Recreation Board Meeting 4:00 p.m. Senior Citizens Center

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

FRI - Jan 27 Community Improvement Corporation Meeting 12:00 p.m. LCNB

1. A Resolution authorizing the City Manager to enter into a new agreement with Milford Township, Butler County, Ohio and authorizing the City of Oxford to provide Emergency Medical Services to the western portion of Milford Township pursuant to the agreement. (Doug Elliott, City Manager)

8. Adjourn.

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to City Manager		Finance	
		Originating Department	
Council Meeting Of :			
		Joe Newlin	
Account Code No. :	see below	Prepared By	
Budgeted Amount :		11/9/2011	
		Date Prepared	

Agenda Title: **2011 Supplemental Budget #4**

Recommendation: **Approve**

Issue 1

Distribution of Estate Tax to Oxford Township per agreement received by the City in Sept of 2011.

Action Needed:

Revenue Side

General 110	57,762.34	Estate Tax Revenue

Expense Side

General 110	5,205.47	Payment to Oxford Township Estate Tax (unencumbered balance)
Net Effect on Fund Balance/(s) Increase/(Decrease)	52,556.87	

Issue 2

Adjustments necessary to account for 2% wage increases

Action Needed:

Revenue Side

N/A

Expense Side

Street 122	3,918.00	from unencumbered balance
Water 321	2,551.00	from unencumbered balance
Sewer 331	755.00	from unencumbered balance
Refuse 351	868.00	from unencumbered balance
Net Effect on Fund Balance/(s) Increase/(Decrease)	(8,092.00)	

Issue 3

Transfer unbudgeted revenue (estate tax) to Capital Equipment Fund for future expenditures

Action Needed:

Revenue Side

Capital Equipment 140	200,000.00	Transfer from General Fund

Expense Side

General 110	200,000.00	Transfer from unencumbered balance
Net Effect on Fund Balance/(s) Increase/(Decrease)	-	

Issue 4
Adjustments necessary due to increases in job advertisements

Action Needed:

Revenue Side

N/A

Expense Side

Water 321	835.00
Sewer 331	835.00
Net Effect on Fund Balance/(s) Increase/(Decrease)	(1,670.00)

Issue 5
Adjustments necessary due to increase in budgeted hotel/convention tax receipts
(will only happen if revenue meets this expected level)

Action Needed:

Revenue Side

Hotel & Convention Tax 120	13,830.00	Increase in Hotel & Convention Taxes
General 110	830.00	Transfer from Hotel & Convention Tax Fund

Expense Side

Hotel & Convention Tax 120	13,000.00	To be sent to VCB (unemcumbered balance)
Hotel & Convention Tax 120	830.00	To be transferred to General Fund (unemcumbered balance)
Net Effect on Fund Balance/(s) Increase/(Decrease)	830.00	

Issue 6
Adjustments necessary due to increase in budgeted medical expenses

(will only happen if expenses meets this expected level)

Action Needed:

Revenue Side

Employee Benefits 230	50,000.00	Higher than budgeted reimbursement income

Expense Side

Employee Benefits 230	50,000.00	Anticipated increase expenditures (unemcumbered balance)
Net Effect on Fund Balance/(s) Increase/(Decrease)	-	
Total Net Effect on Fund Balance/(s) Increase/(Decrease)	43,624.87	

Breakdown by Fund

General Fund 110	(146,613.13)
Street 122	(3,918.00)
Capital Equipment 140	200,000.00
Employee Benefits 230	-
Water 321	(3,386.00)
Sewer 331	(1,590.00)
Refuse 351	(868.00)
Net Effect on Fund Balance/(s) Increase/(Decrease)	43,624.87

Approved By:		Initials	Date
	Department Head:	[illegible]	11/9/11
	City Manager:	[illegible]	11/11/11

ORDINANCE NO.

AN ORDINANCE AMENDING ORDINANCE NO. 3130. SUPPLEMENTAL BUDGET ORDINANCE NUMBER 4 TO MAKE SUPPLEMENTAL APPROPRIATIONS FOR FISCAL YEAR 2011.

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

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

SECTION 2: The following increase/(decrease)in revenues be made:

General Fund 110	57,762.34
Hotel Tax Fund 120	13,830.00
Employee Benefit Fund 230	50,000.00

SECTION 3: The following increase/(decrease)in appropriations from unencumbered balances be made:

General Fund 110	5,205.47
Street Fund 122	3,918.00
Water Fund 321	2,551.00
Sewer Fund 331	755.00
Refuse Fund 351	868.00
General Fund 110	200,000.00
Water Fund 321	835.00
Sewer Fund 331	835.00
Hotel Tax Fund 120	13,000.00
Hotel Tax Fund 120	830.00
Employee Benefit Fund 230	50,000.00

SECTION 4: The following transfer(s) be executed:

Transfer from:	
General Fund 110	200,000.00
Hotel Tax Fund 120	830.00
Transfer to:	
Capital Equipment Fund 140	200,000.00
General Fund 110	830.00

SECTION 5: The following increase/(decrease)in revenues be made:

Capital Equipment Fund 140	200,000.00
General Fund 110	830.00

SECTION 6: In all other respects, Ordinance No. 3130 shall remain in full force and effect.

SECTION 7: This ordinance shall take effect immediately upon its adoption.

____
MAYOR

ADOPTED: _______________

ATTEST:

____
CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: LAW (STAFF)

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager

Council Meeting of: December 6, 2011

Account Code #: **141.720.50903**

Budgeted Amount: **$570,000**

Service Department
Originating Department

Michael Dreisbach, Service Director
Prepared By

November 22, 2011
Date Prepared

Agenda Title: Reconstruction of High Street Roadway between Main Street and Poplar Street

Recommendation: Approve

Discussion: The 2011 Capital Improvement Budget includes $570,000 for the reconstruction of High St. between Main Street and Poplar Ave. The City has already completed the rehabilitation of two other blocks of High Street brick roadway between Main Street and College Avenue. This rehabilitation consists of the removal of the existing road brick, correcting all sub-grade deficiencies, installation of a new aggregate sub-base, 10" concrete base, 1" sand blanket, and relaying the original brick pavers. The City has obtained a grant from the Ohio Public Works Commission that will reimburse Oxford for 70% of the project's cost, to a maximum amount of $400,000. Prior to the roadway improvements, the City's Water Distribution Division will be installing new 12" ductile iron water main to connect existing new pipe work from Main St. to Campus Ave. (a separate project from this roadway improvement).

The Engineering Division prepared drawings and specifications for this project, and the City opened bids from six bidders for the project on November 18, 2011 with the following results:

Contractor	August 1, 2012 Deadline bid	July 15, 2012 Deadline bid
Prus Construction Co.	**$478,101.00**	**$488,101.00**
Fred Nemann Co.	479,483.00	499,483.00
Belgray, Inc.	509,232.00	520,032.00
R.B. Jergens	534,305.92	539,689.92
Ford Development Corp.	538,831.00	559,444.50
Adleta Construction	561,313.30	591,001.30

The City requested an alternate bid with an accelerated deadline, as this project impacts the area adjacent to the City's performance pavilion as well as several Uptown businesses. The lowest bidder has provided a reasonable cost for the proposed alternate accelerated deadline. The City Council may wish to consider awarding this alternate so that the project may be completed as quickly as possible.

Approved By:

	Initial	Date
Department Head:	MBD	11/23/11
City Manager:	DAE	12/2/11

Project Schedule:

Water main installation will commence in late March 2012 and will be completed in approximately four weeks. Roadway construction will begin immediately following May graduation at Miami University. Depending on the deadline the City Council selects, work will be completed on this project no later than August 1, 2012.

It is Staff's recommendation that Council authorize the City Manager to enter into an agreement with Prus Construction Co. for the reconstruction of High Street, from Main Street to Poplar Street, at a cost not to exceed $488,101.00 (this is the expedited deadline amount). Staff is requesting a ten percent contingency in the amount of $48,810; therefore the final contract amount shall not exceed **$536,911.00**. The City may expect reimbursement in the amount of $341,670 from the Ohio Public Works Commission.

RESOLUTION NO.

A RESOLUTION ACCEPTING THE BID SUBMITTED BY **PRUS CONSTRUCTION CO.** AND AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH PRUS CONSTRUCTION CO. FOR THE RECONSTRUCTION OF HIGH STREET BETWEEN MAIN STREET AND POPLAR STREET AT A COST OF $488,101.00 PLUS A CONTINGENCY AMOUNT OF TEN PERCENT (10%) OF THE CONTRACT PRICE OR $48,810.00 FOR A TOTAL COST NOT TO EXCEED $536,911.00.

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

SECTION 1: The City advertised for bids in the *Hamilton Journal* and in the *Oxford Press* on November 4, 2011, and November 11, 2011. Six (6) sealed bids were opened and publicly read on November 18, 2011. The lowest bid was provided by Prus Construction Co. in the amount of $488,101.00.

SECTION 2: The City Manager and Service Director recommend Council accept the bid of Prus Construction Co. as the lowest and best bid for the reconstruction of High Street between Main Street and Poplar Street at a cost of $488,101.00 and authorize the City Manager to enter into a contract with Prus Construction Co. for the reconstruction of High Street between Main Street and Poplar Street at a cost of $488,101.00 with a ten percent (10%) contingency amount.

SECTION 3: Council hereby accepts the recommendation of the City Manager and Service Director and finds Prus Construction Co. to be the lowest and best bidder and accepts the bid of $488,101.00 for the reconstruction of High Street between Main Street and Poplar Street.

SECTION 4: Council hereby authorizes the City Manager to enter into a contract with Prus Construction Co. at a cost of $488,101.00 plus a contingency amount of ten percent (10%) of the contract price or $48,810.00 for a total cost not to exceed $536,911.00 for the reconstruction of High Street between Main Street and Poplar Street. The Ohio Public Works Commission has pledged to reimburse the City $341,670.00 toward the cost of the project.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: LAW (STAFF)

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager

City Manager
Originating Department

Council Meeting Of: December 6, 2011

Doug Elliott
Prepared By

Account Code No. #: N/A

Budgeted Amount: N/A

November 29, 2011
Date Prepared

Agenda Title: A Resolution authorizing the City Manager to enter into a new agreement with Milford Township, Butler County Ohio and authorizing the City of Oxford to provide Emergency Medical Services to the western portion of Milford Township pursuant to the agreement.

Recommendation: Adopt the Resolution

Discussion:
The present contract between the City of Oxford and Milford Township was signed on December 7, 2010 whereby the City would provide EMS services to the western side of Milford Township for $6,200 per year. The Vice Mayor, City Manager and Fire Chief met with Milford Township officials on July 12, 2011 to discuss a new contract. At the meeting the Milford Township Trustees requested that the City suspend negotiations on a new contract until the results of the Milford Township Replacement Fire Levy were determined and the City agreed. The levy passed on November 8, 2011. The City initially proposed a two year contract for $12,200 per year. This was based on a total of 66 calls (or 2.86%) of runs to Milford Township in 2010. The 2011 Fire and EMS budget total is $1,324,242. EMS billing is estimated at $350,000 which leaves $976,589 left to be funded. If we use the 2.86% of total calls, Milford Township's cost share is $27,930. Since the City does not provide fire service to Milford Township, the City Manager felt the $12,200 per year figure was an equitable amount to request. On November 16, 2011, the City Manager received a letter from the Milford Township trustees with a counteroffer of $8,200 per year for a two-year contract. The City Manager rejected this offer and countered with a one-year contract for $8,200 (32.3% increase). Milford Township has accepted the counter offer.

Approved By:

	Initial	Date
Department Head:		
City Attorney:		
City Manager:	[signature]	12/2/11

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A NEW AGREEMENT WITH MILFORD TOWNSHIP, BUTLER COUNTY, OHIO AND AUTHORIZING THE CITY OF OXFORD TO PROVIDE EMERGENCY MEDICAL SERVICES TO THE WESTERN PORTION OF MILFORD TOWNSHIP PURSUANT TO THE AGREEMENT.

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

SECTION 1: The City Manager and Fire Chief recommend Council authorize the City Manager to enter into a new agreement with Milford Township, Butler County, Ohio and authorize the City of Oxford to provide Emergency Medical Services to the western portion of Milford Township pursuant to an agreement in a form substantially similar to the agreement attached hereto as Exhibit "A" and acceptable to the Law Director.

SECTION 2: Council accepts the recommendation of the City Manager and Fire Chief and hereby authorizes the City Manager to enter into a new agreement with Milford Township, Butler County, Ohio and authorizes the City of Oxford to provide Emergency Medical Services to the western portion of Milford Township, Butler County, Ohio pursuant to an agreement in a form substantially similar to the agreement attached hereto as Exhibit "A" and acceptable to the Law Director.

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

____
MAYOR

ADOPTED:

ATTEST:

____
CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: LAW(STAFF)

Exhibit "A"

AGREEMENT BETWEEN THE CITY OF OXFORD AND MILFORD TOWNSHIP, BUTLER COUNTY, OHIO

This Agreement is made and entered into this ___ day of December, 2011, by and between the City of Oxford and Milford Township, Butler County, Ohio.

WITNESSETH:

Whereas, Milford Township desires to avail itself of the emergency medical service offered and provided by the City of Oxford for the western 18 square mile portion of Milford Township and to fairly compensate the City of Oxford for such service; and

Whereas, the City of Oxford wishes to provide such services and to be fairly compensated.

Now, therefore, it is mutually agreed and undertaken by and between the parties as follows:

1. The City of Oxford, Ohio agrees to furnish Milford Township, Ohio emergency medical services in the western 18 square mile portion of Milford Township for a period beginning January 1, 2012 and continuing through December 31, 2012, unless sooner terminated by either party as provided hereafter.

2. The City of Oxford agrees to provide the above services on a twenty-four (24) hours per day, seven (7) days per week basis for the term of this agreement.

3. Milford Township agrees to compensate the City of Oxford a total sum of $8,200 for the year. Payment for services will be due as follows: $4,100 on or before January 1, 2012 of the contract year and the remaining amount of 4,100 on or before June 1 of the same year.

4. The City of Oxford shall be under no obligation to provide emergency medical service for Milford Township in the event Milford Township defaults or intentionally terminates its payments under this agreement.

5. Oxford's response under this agreement will be limited to one squad with a minimum of two (2) EMT's for emergency medical service (EMS) calls only. Oxford will not provide routine transportation that can be handled by private ambulance service.

6. All patient transportation will be to the McCullough-Hyde Memorial Hospital only, unless the Oxford Fire Department crew chief determines transportation to Fort Hamilton Hospital is required for unique emergency care. The Oxford Fire Department will only provide transport to other facilities if there is an extreme medical need.

7. When an additional squad is required within the Milford Township service area, either at the same EMS emergency or another simultaneous EMS emergency; or when Oxford does not have adequate resources to respond due to a preceding fire or EMS incident within its coverage area, Oxford will request mutual aid response, first from the squad contracted for the eastern half of Milford Township, then from surrounding departments. Oxford will not respond with a second squad into Milford Township except under an extreme circumstance or where mutual aid is not available.

8. Unless the initial dispatch indicates an on-scene injury or illness, Oxford will not automatically respond for stand-by on Milford Township fire dispatches within its response area except for reported structure fires. Subject t the limitations above, Oxford will respond to any fire scene for stand-by when the severity of the incident warrants as specifically requested by the Milford Township Fire Chief or officer-in-charge after their arrival on scene.

9. The Milford Township Fire Department will respond automatically on all motor vehicle accident or other rescue calls within Milford Township. The Milford Township Fire Department will respond as requested by Oxford for lifting assistance or other manpower assistance at any EMS emergency within Milford Township. The Milford Township Fire Department will be dispatched to all cardiac arrest calls for additional manpower.

10. The parties agree that negotiations for a new contract will begin no later than July 1, 2012.

11. The City agrees to provide general liability insurance with a limit of one million dollars ($1,000,000) and to list Milford Township as an additional insured for any and all claims related to the services performed under this agreement. Milford Township agrees to carry general liability insurance with a limit of one million dollars ($1,000,000) with the City of Oxford listed as an additional insured for any and all claims related to the services performed under this agreement. Each party shall be responsible for the cost of its own insurance.

12. The City of Oxford agrees to provide Milford Township with an annual report of all calls/runs in Milford Township including type of response.

13. The City of Oxford further agrees to provide Milford Township with a copy of the Comprehensive Annual Financial Report prepared by the City of Oxford, which shall include all income received and all expenses incurred by the Fire/EMS Division.

14. This agreement constitutes the entire understanding between the parties concerning the City of Oxford's obligation to Milford Township for providing emergency medical service in the western 18 square mile portion of Milford Township, Butler County, Ohio. Any amendment or modification to this agreement shall only be effective when reduced to writing and signed by both parties.

15. In order to facilitate communications between the City of Oxford and Milford Township, the following individuals are designated as the persons to whom all inquiries or communications should be directed on behalf of their respective entity:

City of Oxford
Douglas R. Elliott, Jr.
City Manager
101 E. High Street
Oxford, Ohio 45056

Milford Township
Russ McMillian, President
Milford Township Trustee
1414 Trenton Oxford Road
Oxford, Ohio 45056

16. This contract shall become effective upon its execution by both parties. Executed on the day and date first above written.

CITY OF OXFORD, OHIO

____
Douglas R. Elliott, Jr.
City Manager
Pursuant to Resolution
No.

MILFORD TOWNSHIP

____
Russ McMillian
Board President

____
Paul Gillespie
Trustee

____
Brad Mills
Trustee

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager

Clerk of Council
Originating Department

Council Meeting Of: December 6, 2011

Mary Ann Eaton
Prepared By

Account Code No. #: N/A

Budgeted Amount: N/A

November 28, 2011

Date Prepared

Agenda Title: A Resolution authorizing the City Manager to close Lot 52 for the operation of the 2012 Farmers Market.

Recommendation: N/A

Discussion:

The attached request is for the use of Lot 52 for the operation of the 2012 Farmer's Market and Winter Market.

The same request has been granted by Council for the last 4 years.

Approved By:

	Initial	Date
Department Head:		
City Attorney:		
City Manager:	[signature]	12/2/11

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO CLOSE LOT 52 ON SATURDAYS, FROM 5:00 A.M. TO 12:30 P.M., FROM MAY 5, 2012 THROUGH NOVEMBER 24, 2012 TO PERMIT THE OPERATION OF THE FARMER'S MARKET WITHIN LOT 52 DURING SAID TIME.

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

SECTION 1: Council has determined that it would be beneficial for the City to permit the Farmer's Market to operate on Lot 52 on Saturdays, between May 5, 2012 through November 24, 2012 and that the closure of Lot 52 between the hours of 5:00 a.m. and 12:30 p.m. is required to permit this operation.

SECTION 2: Council hereby authorizes the City Manager to close Lot 52 on Saturdays from 5:00 A.M. to 12:30 P.M., from May 5, 2012 through November 24, 2012 to permit the operation of the 2012 Farmer's Market within Lot 52 during said time.

SECTION 3: In all other respects the City of Oxford traffic code shall remain in full force and effect.

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

____
MAYOR

ADOPTED:

ATTEST:

____
CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: LAW(STAFF)

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO CLOSE LOT 52 ON SATURDAY, JANUARY 21, 2012, SATURDAY, FEBRUARY 18, 2012, SATURDAY, MARCH 17, 2012, SATURDAY APRIL 21, 2012 AND SATURDAY, DECEMBER 15, 2012 FROM 5:00 A.M. TO 12:30 P.M., TO PERMIT THE OPERATION OF THE WINTER FARMER'S MARKET WITHIN LOT 52 DURING SAID TIME.

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

SECTION 1: Council has determined that it would be beneficial for the City to permit the Winter Farmer's Market to operate on lot 52 on Saturday, January 21, 2012, Saturday, February 18, 2012, Saturday, March 17, 2012, Saturday, April 21, 2012 and Saturday, December 15, 2012 and that the closure of Lot 52 between the hours of 5:00 a.m. and 12:30 p.m. is required to permit this operation.

SECTION 2: Council hereby authorizes the City Manager to close Lot 52 on Saturday, January 21, 2012, Saturday, February 18, 2012, Saturday, March 17, 2012, Saturday, April 21, 2012 and Saturday, December 15, 2012, from 5:00 a.m. to 12:30 p.m., to permit the operation of the 2012 Winter Farmer's Market within Lot 52 during said time.

SECTION 3: In all other respects the City of Oxford traffic code shall remain in full force and effect.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: LAW(STAFF)

Rev 12/05

CITY OF
OXFORD
HOME OF MIAMI UNIVERSITY

☒ REQUEST FOR PUBLIC PARK PERMIT

☐ REQUEST FOR PUBLIC RIGHT-OF-WAY PERMIT

Every 3rd Saturday Jan - April & December / Every Saturday - May - November 2012

Date(s) of Event: __/__/ 12 through __/__/ 12 From: 5 a.m./p.m. To: 12:30 a.m./p.m.

Today's Date: 11 / 07 / 11 ☐ Emergency Utility Repair (check box, if applicable)

--- Applicant shall allow a minimum of 5 business days for processing ---

Responsible Adult: (18 years of age or older)* Larry Slocum
Address: 803 Morman Rd, Hamilton, OH 45013
Telephone: 513-535-5238
Cellular:
Fax:
Email: larry@myschoolfamily.com

* *Person in charge - Primary contact*

Organization: Oxford Farmers Market Uptown
Advisor: Larry Slocum, Manager
Address: PO Box 691, Oxford, OH 45056
Telephone:
Cellular:
Fax:
Email: info@oxfordfarmersmarket.com
Non-Profit: ☑ Yes ☐ No

RECEIVED
NOV 08 2011
City of Oxford

PARK REQUESTED

- ☐ Merry Day Park (adjacent to the Miami Mobile Home Park, Reagh Way Drive)
- ☐ Leonard Howell Park (Bonham Road)
- ☐ Oxford Community Park (Fairfield Road) – *Contact 523-6314 to confirm date(s)*
- ☐ Memorial Park (E. Park Place & N. Main Street – has pavilion)
- ☐ Martin Luther King Jr. Park (W. Park Place & N. Main Street – animal sculptures & fountain)
- ☑ Other: Pkg lot 52 & surrounding sidewalk. We will only use the sidewalk to allow for pedestrian traffic

TITLE OF EVENT (be specific and include projected attendance)

Oxford Farmers Market Uptown

Projected Attendance: 500-900 Has this event been held previously? ☑ Yes ☐ No If "YES", when? 2004

DESCRIPTION OF EVENT

Place a description of the event, along with additional requests, on the appropriate attachment. If request is only for use of a right-of-way, use the attachment labeled City of Oxford / Right-of-Way Request Details.

Applicant's Signature: Larry J Slocum Date: 11 / 07 / 11

I have read and understand the rules, guidelines and conditions. Furthermore, I understand that acceptance of them is a condition of approval, and, if approval is granted, it is only for the event specified above. I also understand that the request will be reviewed by various City of Oxford officials and additional conditions may be required before final approval is granted. If additional conditions are required, I agree to meet with the appropriate officials and/or the Oxford Community Event Coordinating Committee.

M.U. Use Only

The organization listed above is a registered student organization in good standing with Miami University.

Signature: ____________ Date: __/__/__

City Use Only

On-Site Contact Person: ____________ Cell: (___)___-____

Distribution Checklist: ☐ O.P.D. ☐ O.F.D. ☐ Service Director ☐ Street Department ☐ O.P.R.D. ☐ O.V.C.B. ☐ QuickBase Entry ☐ M.U. Student Activities Office ☐ M.U.P.D.

Rev 12/06

CITY OF OXFORD

Stipulations and Fees

Note: FULL PAYMENT REQUIRED **BEFORE** THE EVENT

RIGHT-OF-WAY

Applicants should allow a minimum of **five (5) business days** for the request to be processed from the time it is submitted to city officials. *(Please provide the City with as much lead time as possible. Events requiring road closures and staffing will require additional processing time. Large event requests shall be submitted no less than fourteen (14) days in advance of the event.)*

1. **Applicant shall manage all work zones in the Right-of-Way in compliance with the Ohio Manual of Uniform Traffic Control.**
2. Large events (estimated at over 500 people, including all concerts and performances, will require a pre-meeting with the Police (524-5247) and Service Department (524-5206) prior to approval. *Note: Requests **WILL NOT** be approved prior to the pre-meeting.*
3. The period of use may not exceed two (2) days without city council approval.
4. At least one legally responsible adult must sign the request.
5. The usage may not discriminate for or against a given class of people.
6. All ordinances that regulate noise **shall** be observed.
7. NO nails, spikes, tacks or adhesive material may be driven into or affixed to trees or into the ground within the public right-of-way.
8. The requestor is responsible for cleanup. Failure to cleanup may result in subsequent requests being denied or a deposit being required. In addition, a cleaning charge may be assessed.
9. Safety staffing levels will be determined by the Oxford Police Division and the requestor may be required to hire police officers.
10. All special conditions specified by department heads must be complied with. Fees may be assessed for special services – see below.
11. Miami University approval is required for student events.
12. NO markings may be made on streets or sidewalks within the public right-of-way.

USE OF PARKS (ALL THOSE ABOVE, PLUS)

1. No motor vehicles may be parked within the area of the park or on any sidewalk.
2. Banners are only permitted on the stage area during the function and must be removed immediately after the event. Tying is the only acceptable way of affixing a banner to the stage area.
3. No signs are permitted.
4. The requestor is responsible for damage to grass, shrubs or trees as a result of the event and agrees to compensate the City of Oxford the cost of repairs and/or replacement.
5. No structure shall be defaced and no structure shall be erected within four (4) feet of the base of a tree or shrub.
6. NO nails, spikes, tacks or adhesive material may be driven into or affixed to trees or into the ground within the public right-of-way.

FEE INFORMATION

No Parking Signs	$ 25 ea.
Trash Cans	$5.00/ea.**
**When required*	
*** For Additional cans*	
Personnel	
Police Officer(s)	Contact OPD
Sound Technician	$25.00/hr
Street Dept. Personnel	$25.00/hr
Electrician	$100.00
Park & Rec Personnel	Contact OPRD
Road Closures	
Main Street	$135.00**
US 27 Detour	$135.00**
***Includes labor*	
Sports Fields/Gazebo	
Contact OPRD – 523-6314	

APPLICANT'S ASSURANCE

I have reviewed the estimated cost for the event and agree to compensate the City for services rendered as specified above. If the event runs past the stated end time, I understand that additional charges will accrue and agree to compensate the City accordingly.

[signature] Date: 11/10/11

Applicant's Signature

CITY USE ONLY

	Service	Hours	Rate	Estimate	Final
1			$	$	$
2			$	$	$
3			$	$	$
4			$	$	$
5			$	$	$
			Total	$	$

	Applicant's Initials	Review Date
Police Department		
1		
2		
3		
4		
Fire Department		
1		
2		
3		
4		
Service Department		
1		
2		
3		
4		
Recreation Department (if applicable)		
1		
2		
3		
4		
City Manager		
1		
2		
3		
4		

Pre-Meeting (if applicable): Reviewed with ____________________ on _______________.

Reviewer(s): __________________________________ __________________________________

APPROVAL SECTION (with conditions)

Police Chief: ☐ Approved ☐ Not Approved _____/________

Fire Chief: ☐ Approved ☐ Not Approved _____/________

Service Director: ☐ Approved ☐ Not Approved _____/________

Recreation Director: ☐ Approved ☐ Not Approved _____/________

City Manager: ☐ Approved ☐ Not Approved

______________________________________ Date: ____________________

City Manager's Signature

Reason(s) event not approved:

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager

Clerk of Council
Originating Department

Council Meeting Of: December 6, 2011

Mary Ann Eaton
Prepared By

Account Code No. #: N/A

Budgeted Amount: N/A

November 28, 2011

Date Prepared

Agenda Title: A Resolution authorizing the City Manager to close Lot 52 for the operation of the 2012 Farmers Market.

Recommendation: N/A

Discussion:

The attached request is for the use of Lot 52 for the operation of the 2012 Farmer's Market and Winter Market.

The same request has been granted by Council for the last 4 years.

Approved By:

	Initial	Date
Department Head:		
City Attorney:		
City Manager:	[illegible]	12/2/11

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO CLOSE LOT 52 ON SATURDAYS, FROM 5:00 A.M. TO 12:30 P.M., FROM MAY 5, 2012 THROUGH NOVEMBER 24, 2012 TO PERMIT THE OPERATION OF THE FARMER'S MARKET WITHIN LOT 52 DURING SAID TIME.

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

SECTION 1: Council has determined that it would be beneficial for the City to permit the Farmer's Market to operate on Lot 52 on Saturdays, between May 5, 2012 through November 24, 2012 and that the closure of Lot 52 between the hours of 5:00 a.m. and 12:30 p.m. is required to permit this operation.

SECTION 2: Council hereby authorizes the City Manager to close Lot 52 on Saturdays from 5:00 A.M. to 12:30 P.M., from May 5, 2012 through November 24, 2012 to permit the operation of the 2012 Farmer's Market within Lot 52 during said time.

SECTION 3: In all other respects the City of Oxford traffic code shall remain in full force and effect.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: LAW(STAFF)

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO CLOSE LOT 52 ON SATURDAY, JANUARY 21, 2012, SATURDAY, FEBRUARY 18, 2012, SATURDAY, MARCH 17, 2012, SATURDAY APRIL 21, 2012 AND SATURDAY, DECEMBER 15, 2012 FROM 5:00 A.M. TO 12:30 P.M., TO PERMIT THE OPERATION OF THE WINTER FARMER'S MARKET WITHIN LOT 52 DURING SAID TIME.

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

SECTION 1: Council has determined that it would be beneficial for the City to permit the Winter Farmer's Market to operate on lot 52 on Saturday, January 21, 2012, Saturday, February 18, 2012, Saturday, March 17, 2012, Saturday, April 21, 2012 and Saturday, December 15, 2012 and that the closure of Lot 52 between the hours of 5:00 a.m. and 12:30 p.m. is required to permit this operation.

SECTION 2: Council hereby authorizes the City Manager to close Lot 52 on Saturday, January 21, 2012, Saturday, February 18, 2012, Saturday, March 17, 2012, Saturday, April 21, 2012 and Saturday, December 15, 2012, from 5:00 a.m. to 12:30 p.m., to permit the operation of the 2012 Winter Farmer's Market within Lot 52 during said time.

SECTION 3: In all other respects the City of Oxford traffic code shall remain in full force and effect.

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

____
MAYOR

ADOPTED:

ATTEST:

____
CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: LAW(STAFF)

Rev 12/05

CITY OF OXFORD

HOME OF MIAMI UNIVERSITY

☒ REQUEST FOR PUBLIC PARK PERMIT

☐ REQUEST FOR PUBLIC RIGHT-OF-WAY PERMIT

EVERY 3rd SATURDAY JAN - APRIL & DECEMBER / EVERY SATURDAY - MAY - NOVEMBER 2012

Date(s) of Event: ___/___/12 through ___/___/12 From: 5 a.m./p.m. To: 12:30 a.m./p.m.

Today's Date: 11 / 07 / 11 ☐ Emergency Utility Repair (check box, if applicable)

--- Applicant shall allow a minimum of 5 business days for processing ---

Responsible Adult: (18 years of age or older)* LARRY SLOCUM

Address: 803 MORMAN Rd, HAMILTON, OH 45013

Telephone: 513-535-5238

Cellular:

Fax:

Email: larry@mysch[illegible]family.com

* *Person in charge - Primary contact*

Organization: Oxford Farmers Market Uptown

Advisor: Larry Slocum, Manager

Address: PO Box 691, Oxford, OH 45056

Telephone:

Cellular:

Fax:

Email: info@oxfordfarmersmarket.com

Non-Profit: ☑ Yes ☐ No

RECEIVED

NOV 08 2011

City of Oxford

PARK REQUESTED

- ☐ Merry Day Park (adjacent to the Miami Mobile Home Park, Reagh Way Drive)
- ☐ Leonard Howell Park (Bonham Road)
- ☐ Oxford Community Park (Fairfield Road) – *Contact 523-6314 to confirm date(s)*
- ☐ Memorial Park (E. Park Place & N. Main Street – has pavilion)
- ☐ Martin Luther King Jr. Park (W. Park Place & N. Main Street – animal sculptures & fountain)
- ☑ Other: Pkg lot 52 & surrounding sidewalk. We will only use the sidewalk to allow for pedestrian traffic

TITLE OF EVENT (be specific and include projected attendance)

Oxford Farmers Market Uptown

Projected Attendance: 500-900 Has this event been held previously? ☑ Yes ☐ No If "YES", when? 2004

DESCRIPTION OF EVENT

Place a description of the event, along with additional requests, on the appropriate attachment. If request is only for use of a right-of-way, use the attachment labeled City of Oxford / Right-of-Way Request Details.

Applicant's Signature: Larry J. Slocum Date: 11 / 07 / 11

I have read and understand the rules, guidelines and conditions. Furthermore, I understand that acceptance of them is a condition of approval, and, if approval is granted, it is only for the event specified above. I also understand that the request will be reviewed by various City of Oxford officials and additional conditions may be required before final approval is granted. If additional conditions are required, I agree to meet with the appropriate officials and/or the Oxford Community Event Coordinating Committee.

M.U. Use Only

The organization listed above is a registered student organization in good standing with Miami University.

Signature: ______________________ Date: ___/___/___

City Use Only

On-Site Contact Person: ______________________ Cell: (___) ___-______

Distribution Checklist: ☐ O.P.D. ☐ O.F.D. ☐ Service Director ☐ Street Department ☐ O.P.R.D. ☐ O.V.C.B. ☐ QuickBase Entry ☐ M.U. Student Activities Office ☐ M.U.P.D.

CITY OF OXFORD

Stipulations and Fees

Note: FULL PAYMENT REQUIRED **BEFORE** THE EVENT

RIGHT-OF-WAY

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1. **Applicant shall manage all work zones in the Right-of-Way in compliance with the Ohio Manual of Uniform Traffic Control.**
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3. The period of use may not exceed two (2) days without city council approval.
4. At least one legally responsible adult must sign the request.
5. The usage may not discriminate for or against a given class of people.
6. All ordinances that regulate noise **shall** be observed.
7. NO nails, spikes, tacks or adhesive material may be driven into or affixed to trees or into the ground within the public right-of-way.
8. The requestor is responsible for cleanup. Failure to cleanup may result in subsequent requests being denied or a deposit being required. In addition, a cleaning charge may be assessed.
9. Safety staffing levels will be determined by the Oxford Police Division and the requestor may be required to hire police officers.
10. All special conditions specified by department heads must be complied with. Fees may be assessed for special services – see below.
11. Miami University approval is required for student events.
12. NO markings may be made on streets or sidewalks within the public right-of-way.

USE OF PARKS (ALL THOSE ABOVE, PLUS)

1. No motor vehicles may be parked within the area of the park or on any sidewalk.
2. Banners are only permitted on the stage area during the function and must be removed immediately after the event. Tying is the only acceptable way of affixing a banner to the stage area.
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FEE INFORMATION

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**When required*	
*** For Additional cans*	
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Park & Rec Personnel	Contact OPRD
Road Closures	
Main Street	$135.00**
US 27 Detour	$135.00**
***Includes labor*	
Sports Fields/Gazebo	
Contact OPRD – 523-6314	

APPLICANT'S ASSURANCE

I have reviewed the estimated cost for the event and agree to compensate the City for services rendered as specified above. If the event runs past the stated end time, I understand that additional charges will accrue and agree to compensate the City accordingly.

Larry J Slocum Date: 11/10/11

Applicant's Signature

CITY USE ONLY

	Service	Hours	Rate	Estimate	Final
1			$	$	$
2			$	$	$
3			$	$	$
4			$	$	$
5			$	$	$
			Total	$	$

	Applicant's Initials	Review Date
Police Department		
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Fire Department		
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3		
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Service Department		
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Recreation Department (if applicable)		
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City Manager		
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3		
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Pre-Meeting (if applicable): Reviewed with ____________________ on ______________.

Reviewer(s): ________________________________ ________________________________

APPROVAL SECTION (with conditions)

Police Chief: ☐ Approved ☐ Not Approved _____/_______

Fire Chief: ☐ Approved ☐ Not Approved _____/_______

Service Director: ☐ Approved ☐ Not Approved _____/_______

Recreation Director: ☐ Approved ☐ Not Approved _____/_______

City Manager: ☐ Approved ☐ Not Approved

________________________________ Date: ____________________

City Manager's Signature

Reason(s) event not approved:

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager

Human Resources
Originating Department

Council Meeting Of: December 6, 2011

Kim Newton
Prepared By

Account Code No. #: N/A

Budgeted Amount: N/A

November 28, 2011
Date Prepared

Agenda Title: Report regarding the November 14, 2011 Civil Service Commission Special Meeting.

Recommendation:

Discussion: The Civil Service Commission held a special meeting on Monday, November 14, 2011 at 7:00 p.m. Those members present were: Phil Russo, Chair; Susan Lipnickey, Karen Martino, Mike Pavloff and Charles Crain.

Kim Newton, Recording Secretary was in attendance for the City. Dr. Jean Eagle was in attendance for the Talawanda School District.

The Commission approved an additional IPMA module and protocol for the Assistant/Head Secretary Test.

The next meeting is scheduled for Wednesday, January 26, 2012.

Approved By:

	Initial	Date
Department Head:	[illegible]	11/29/11
City Attorney:		
City Manager:	[illegible]	12/2/11

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager

Council Meeting Of: December 6, 2011

Account Code No. #:

Budgeted Amount:

Community Development
Originating Department

Jung-Han Chen
Prepared By

November 22, 2011
Date Prepared

Agenda Title:	**Board of Zoning Appeals Meeting Report – November 16, 2011**
Recommendation:	**N/A**

DISCUSSION:

Adjudication Hearing:

BZA-06-2011 135 W. Central & 711 S. College Ave, *Appeal of Administrator's Decision Section 1137.07(a) to allow for the continuance of a nonconforming 3-family rental,* ***Brad Fread, owner, Jim Clawson, Agent***

The is a hearing continued from last month to allow the applicant to secure more information to support the claim that the Zoning Administrator was in error in determining that the 3-family dwelling units in R-1MS (Single-family Mile Square Mile Square Residential District) has lost its nonconforming status since 2005. The applicant provided additional information on November 9, 2011 and was included as part of the meeting packet.

In order to consider an appeal, the Board must consider preponderance, probative, substantive evidence to determine whether the Administration has interpreted in error of the specific section. After considering and weighing the information provided by the applicant, the Board found that the applicant did not provide any substantial evidence that the property was continued to be used as rental property and voted 5-0-0 to affirm the Zoning Administration's decision to deny the rental permit based on Section 1137.07 that the property has been discontinued for more than one year.

Old Business: None.

New Business None.

The December meeting is December 14, 2011 at 7:30 pm at the Courthouse.

Approved By:

	Initial	Date
Department Head:	JHC	11/28/11
City Attorney:		
City Manager:	[illegible]	12/2/11

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager

Council Meeting Of:

Account Code No. #: N/A

Budgeted Amount: N/A

Parks and Recreation
Originating Department

Gail S. Brahier
Prepared By

12/2/11
Date Prepared

Agenda Title: Recreation Advisory Board Meeting

Recommendation: N/A

Discussion:

Members present: Ken Bogard, Council Rep, Shaunna Tafelski, Chair, Chris Weaver, Hannah Ruby. Staff: Simon Solomon, Deanna Barbour, and Gail Brahier

Ms. Brahier welcomed new members, noting the important relationship Parks and Recreation has with the schools; adding she is excited to have a student representative for input into teen programming.

Mr. Bogard advised who the new City Council members were and noted the swearing in ceremony will be November 29. He briefly explained the 2012 City budget and five year CIP plan, which tops 32 million, and noted in 2014 there was a place holder for an aquatic center; adding that it would be City Council's decision to move forward. Mr. Weaver asked about the project. Ms. Brahier reviewed the aquatic center flier which was condensed from the 2006 feasibility study. Ms. Brahier mentioned if the design goes forward, the Board will have input into water feature components.

Mr. Solomon welcomed the new Board members noting we utilize the schools in Jan/Feb for the recreation basketball league games, with 257 participants. He said the High School gym use is up in the air depending on the new school, and has not received confirmation from the middle school. Mr. Weaver said he would get back with Simon in early December. Ms. Tafelski said we may be able to get a tour of the new facility in February.

~ cont.

Approved By:

	Initial	Date
Department Head:	GB	12/2/11
City Attorney:		
City Manager:	12/2/11	DNB

Ms. Brahier reviewed recent programming with the Board noting Halloween was successful with the 65th Annual Lion's Club Parade and other activities. The first Pet Costume Contest had 10 entries.
She added the Veteran's Day Ceremony brought out app. 65 people.

Ms. Brahier reviewed the proposed change of venue for the July 3rd event from uptown to the Oxford Community Park.

Ms. Glassmeier was not present to update the Board on the change of mission for OxDog volunteer group, who are moving to a more advisory group. Ms. Brahier updated the Board on the issue.

Mr. Bogard mentioned over 400 students assisted with community projects for Make A Difference Day on Nov. 5th. Ms. Brahier said a group worked on placing mulch on the wooded trail at Oxford Community Park.

Mr. Weaver and Ms. Brahier discussed potential re-use of the old high school. Ms. Brahier said their Dept. has looked at some areas, particularly the gym and field house. Mr. Weaver said the remaining weight equipment will be moved to the new school.
Ms. Brahier mentioned to Ms. Hannah the Dept. is hosting baking classes for kids at the Senior Center, and she wants to expand that to include healthy cooking classes for teens and adults, and will look forward to Ms. Hannah's ideas in the program development.

Next Meeting - Dec. 15, Noon, LCNB, Joint TRI-Recreation Board Mtg.

The organizational meeting of the Oxford City Council was called to order by Mayor Richard Keebler on Tuesday, November 29, 2011 at 7:00 P.M. Those members present were Ken Bogard, Kate Currie, Greig Rutherford, Bob Blackburn, John Harman and Kevin McKeehan.

Staff members present: Mr. Doug Elliott, City Manager; Mr. Steve McHugh, Law Director; Mr. Alan Kyger, Economic Development Director; Mr. Joe Newlin, Finance Director and Ms. Mary Ann Eaton, Clerk of Council.

APPROVAL OF AGENDA Ms. Currie moved approval of the Agenda. Mr. Blackburn seconded. The motion carried 7-0-0.

OATHS OF OFFICE Mr. McHugh performed the swearing in of the elected Council members: Ms. Kate Rousmaniere, Mr. Steve Snyder and Mr. Richard Keebler.

EXECUTIVE SESSION Mr. Bogard moved to adjourn to Executive Session at 7:09 P.M. in accordance with Ohio Revised Code Section 121.22 (G)(1) for the purpose of discussing the selection of Mayor and Vice Mayor and Council appointments to Boards and Commissions. Mr. Blackburn seconded. The motion carried by the following roll call:

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

NAY: None. (0)

ABS: None. (0)

Mr. Blackburn moved to return from Executive Session at 7:31 P.M. Mr. McKeehan seconded. The motion carried 7-0-0.

ELECTION OF MAYOR

Mr. Blackburn nominated Mr. Keebler for the position of Mayor. Mr. Harman seconded. The motion carried 7-0-0.

ELECTION OF VICE MAYOR

Mr. Blackburn nominated Mr. Bogard for the position of Vice Mayor. Mr. Snyder seconded. The motion carried 7-0-0.

MAYOR OATH OF OFFICE

Mr. McHugh performed the swearing in of Mayor, Mr. Richard Keebler.

VICE MAYOR OATH OF OFFICE

Mr. McHugh performed the swearing in of the Vice Mayor, Mr. Ken Bogard.

COUNCIL BOARD AND COMMISSION APPOINTMENTS

Mr. McKeehan nominated Mr. Keebler and Ms. Rousmaniere to the Planning Commission, Mr. Bogard to the Recreation Board, Mr. Harmon to the HAPC, himself and Mr. Snyder to the CIC, Mr. Blackburn to the SCRC, Mr. Snyder to the Police Advisory Board, Ms. Rousmaniere to the Environmental Commission, himself and Ms. Rousmaniere to the Housing Advisory Commission, Mr. Bogard and Mr. Harman to the Firefighters Dependents Board, Mr. Blackburn and Mr. Keebler to the Woodside Cemetery Board, Mr. Bogard as the OKI representative, Mr. Blackburn to the Senior Citizens Board, Mr. Bogard to the BCLUCC, Mr. Blackburn to the VCB Board, and Mr. Harman to the Parking and Transportation Board for terms expiring December 1, 2012. Mr. Blackburn seconded. The nominations passed 7-0-0.

ADJOURNMENT

Mr. Bogard moved to adjourn at 7:39 P.M. Mr. Blackburn seconded. The motion carried 7-0-0.

A Regular meeting of the Oxford City Council was called to order by Mayor Richard Keebler on Tuesday, November 15, 2011 at 7:00 p.m. Those members present were Ken Bogard, Kate Currie, Greig Rutherford, Bob Blackburn, John Harman and Kevin McKeehan.

Staff members present: Mr. Doug Elliott, City Manager; Mr. Mike Dreisbach, Service Director; Mr. Bob Holzworth, Interim Police Chief; Mr. Jung-Han Chen, Community Development Director; Mr. Joe Newlin, Finance 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.

ADJOURN TO EXECUTIVE SESSION

Mr. Blackburn moved to adjourn to Executive Session immediately in accordance with Ohio Revised Code Section 121.22(G)(1) for the purpose of discussing personnel evaluations. Mr. McKeehan seconded. The motion passed by the following roll call:

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

NAY: None (0)

ABS: None (0)

RETURN FROM EXECUTIVE SESSION

Mr. Blackburn moved to return from Executive Session at 7:28 p.m. Ms. Currie seconded. The motion passed 7-0-0.

PLEDGE OF ALLEGIANCE

Mayor Keebler called for the Pledge of Allegiance.

APPROVAL OF AGENDA

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

PUBLIC PARTICIPATION

PROCLAMATION 'HUMAN RIGHTS AND SOCIAL JUSTICE DAYS'

Mayor Keebler read the Proclamation and presented it to Ms. Jacqueline Rioja Velarde.

Ms. Jacqueline Rioja Velarde, Miami University, Assistant Director, Center for American and World Cultures, noted she appreciated the support the City of Oxford always showed for the Human Rights and Social Justice event. Ms. Rioja Velarde advised this was a community event and she would like to invite everyone to join in the programs taking place at Miami this week.

Ms. Rioja Velarde advised the University was featuring a panel and presentation on human trafficking and noted Ohio was one of the top human trafficking markets in the country. Ms. Rioja Velarde thanked Council again and noted she hoped to see everyone at the event.

SWEARING-IN

Chief Holzworth thanked Council for taking time out of their meeting to help celebrate the hiring of two Police Officers. Chief Holzworth noted the past year had been like no other in the history of the Oxford Police Department due to the Police Chief, a Lieutenant, a Sergeant and two Patrol Officers retiring. Chief Holzworth noted the extensive screening process for hiring Police Officers was complete and he would introduce two of the individuals being hired for the vacant positions. Chief Holzworth introduced Matthew Wagers and noted he was 26 years old and was from Hamilton, Ohio. Chief Holzworth advised Mr. Wagers graduated from Northern Kentucky University and majored in Exercise Science and minored in Health. Chief Holzworth introduced Matthew Hatfield and noted he was 26 years old and was from West Chester, Ohio. Chief Holzworth advised Mr. Hatfield graduated from the University of Toledo with a degree in Criminal Justice and also served in the 324th U.S. Military Police Company from 2004 to 2010. Chief Holzworth noted it was with delight and pleasure that he was able to present the new Police Officers to Council this evening.

Mr. McHugh swore-in Matthew Wagers and Matthew Hatfield and congratulated them for being selected as Police Officers.

Mayor Keebler welcomed the new officers and noted Council looked forward to their long-term service to the City of Oxford.

PUBLIC COMMENTS

Mr. Steve Dana, 6314 Fairfield Road, Board Member of the Oxford Community Choice Pantry, noted the Board trusted the points in the document dated November 11, 2011 included in Council's packet addressed the issues of why the Choice Pantry appealed to City Council in early November, and why it was impractical to target the provision of food based upon residency. Mr. Dana noted the Board was sensitive to the financial constraints of the City of Oxford. Mr. Dana advised the Board was grateful for the organizations and individuals who contributed their time and financial resources to enable the Choice Pantry to meet the needs of its neighbors who experienced food insecurity. Mr. Dana noted the Board was committed to approaching the trustees of the townships for assistance based upon the numbers of clients of the Pantry who resided in them. Mr. Dana advised the board suggested there was scarcely an issue like food insecurity for which a collaborative regional effort would make everyone more proud.

Mr. Harman advised funding requests from agencies were usually presented to Council several weeks earlier than the request from the Choice Pantry was presented. Mr. Harman noted the funding shortfall was a relatively new problem for the Choice Pantry. Mr. Dana noted the problem matured quickly with the decrease in donations from organizations and individuals. Mr. Harman applauded Mr. Dana and the board for approaching the township trustees for assistance as well as the City.

Mr. Jordan Habel and Mr. John Loss, Miami University students, addressed Council with regard to their involvement with the non-profit organization called 'Feed My Starving Children'. Mr. Habel noted FMSC visited campuses, churches and organizations where large numbers of volunteers could be found to host Mobile Pack events. Mr. Habel advised at least 500 volunteers broke down into teams of 6 to compete to pack meals of dry ingredients that were sent to nearly 70 countries around the world to feed starving children. Mr. Loss advised on April 15, 2012 an event was booked at Millett Hall to endeavor to pack 100,000 meals for children overseas and they needed to raise $24,000 to accomplish this goal. Mr. Loss advised the meals were scientifically designed to bring malnourished children back from the point of death. Mr. Loss noted the organization revisited the same villages and communities to ensure the children had a safe and bright future. Mr. Habel noted the organization provided meals and their partners provided healthcare and did the more sustainable activities. Mr. Habel noted his hope the event would not only be a Miami University event but an Oxford event.

CONSENT AGENDA

MINUTES

Minutes of the November 1, 2011 City Council Meeting. (Mary Ann Eaton, Clerk of Council)

REPORTS

Report regarding the October 25, 2011 Board of Zoning Appeals Meeting. (Jung-Han Chen, Community Development Director)

Report regarding the November 2, 2011 Environmental Commission Meeting. (Mike Dreisbach, Service Director)

RESOLUTION
WAIVE PARKING FEES

A Resolution No. 4642 authorizing the City Manager to waive parking meter fees on High Street, East Park Place, West Park Place, Poplar Street, Main Street and Beech Street between Walnut Street and Church Street, and in the southern (2-hr) section of Lot 52 from 9:00 a.m. on December 19, 2011 until 6:00 p.m. on December 31, 2011. The two hour restriction for meters in these locations will remain in effect. (Bob Holzworth, Interim Police Chief)

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

RESOLUTION
US-27 ROUTING STUDY

A Resolution No. 4643 of Council selecting the "No Build" option for the US-27 Routing Study (ODOT PID 80516) and directing the Ohio Department of Transportation to terminate the project and reallocate remaining earmarked funds from PID 80516 to other approved Northwest Butler County Transportation Projects. (Mike Dreisbach, Service Director)

Mr. Dreisbach addressed his staff report as presented on page 26 of the agenda noting a public information meeting was conducted by ODOT on March 20, 2011 and the vast majority of comments were not in favor of pursuing a project to reroute US-27 through the City. Mr. Dreisbach advised staff recommended that City Council authorize the City Manager to direct ODOT to terminate the project and transfer all remaining earmarked funds to other approved projects of the Northwest Butler Transportation Study. Mr. Dreisbach noted if Council desired to move forward with the project, additional environmental review and preliminary engineering would be the next step in the process.

Mr. Bogard noted transportation was near and dear to his heart and he chaired the Northwest Butler County Transportation Study. Mr. Bogard advised he would support the proposed Resolution but noted a bypass or some way of improving transportation in and around the City of Oxford was a dire need for the future. Mr. Bogard advised with the cooperation of Butler County and OKI a solution for an effective transportation system could be created if it took 30-50 years.

Ms. Currie noted she was not pleased that Council couldn't afford to deal with this problem now and that people were so vehemently against it. Ms. Currie advised she was happy that Council would vote on the 'No Build' option since that was the situation they were in and Council could put people's minds at ease that lived along the proposed reroute.

Mr. Rutherford concurred with the comments already made. Mr. Rutherford noted he felt the citizens who lived in the area which would have been most drastically affected by the proposed reroute were justified in their concern for their neighborhood. Mr. Rutherford advised the problem remained, and some creative thinking needed to be undertaken to assure the safety of Oxford's citizens and visitors. Mr. Rutherford noted he felt the idea of a 'Red Light District' should be pursued where all traffic lights on the route through campus would be red and paralyze traffic during class change. Mr. Rutherford advised this would assure the safety of pedestrians and reduce short on campus commutes. Mr. Rutherford noted his hope the citizens who spoke out against the idea of rerouting US-27 through the City would continue to participate in finding a solution to the problem.

<u>Ms. Currie moved to adopt Resolution No. 4643. Mr. Blackburn seconded. The motion passed 7-0-0.</u>

RESOLUTION
STATEMENT OF SERVICES

A Resolution No. 4644 adopting a statement indicating the services the City of Oxford, Ohio will provide to the territory proposed to be annexed to the City of Oxford, Ohio pursuant to a petition filed with the Board of County Commissioners of Butler County, Ohio by Douglas R. Elliott, Jr., Agent for the Petitioners, as provided by Ohio Revised Code Section 709.023. (Doug Elliott, City Manager)

Mr. Elliott advised staff and Council had been talking about the proposed annexation since the Miami Heritage Tech Park received job ready site funding through the Community Improvement Corporation. Mr. Elliott noted 4 parcels would be annexed three of which were owned by Miami University and he appreciated their cooperation in joining with the owner of the job ready site in filing the annexation petition.

Mr. Elliott advised approximately 305 acres would be annexed off of SR-73 and the City was required by law to state the services it would provide to the property.

Mayor Keebler noted the township would continue to receive property tax for the privately owned land.

Mr. Rutherford inquired if the utilities would overlap with Southwest Water's utilities and Mr. Elliott advised no.

Ms. Currie moved to adopt Resolution No. 4644. Mr. Harman seconded. The motion passed 7-0-0.

**RESOLUTION
ACCEPTING THE
ANNEXATION**

A Resolution No. 4645 accepting the annexation to the City of Oxford, Ohio of certain territory proposed to be annexed to the City of Oxford, Ohio pursuant to a petition filed with the Board of County Commissioners of Butler County, Ohio by Douglas R. Elliott, Jr., Agent for the Petitioners, as provided by Ohio Revised Code Section 709.023. (Doug Elliott, City Manager)

Mr. Elliott advised this was a companion piece of legislation which would accept the annexation filed on behalf of Miami University and Joanne Pelley Means.

Mr. Blackburn moved to adopt Resolution No. 4645. Mr. Harman seconded. The motion passed 7-0-0.

**RESOLUTION
PAYMENT AUTHORIZATION**

A Resolution No. 4646 authorizing the City Manager to approve a payment in the amount of $135,000 to the Talawanda School District for improvements to University Park Boulevard in accordance with the Pre-Annexation Agreement between the City of Oxford and the Talawanda School District dated April 7, 2009. (Mike Dreisbach, Service Director)

Mr. Dreisbach advised in 2009 the City entered into an agreement with the Talawanda School District to clarify what the City could provide for them to build a new high school and annex the property into the City. Mr. Dreisbach noted the district had come along way with the project and the City had completed all of its obligations of the agreement except for one. Mr. Dreisbach advised the City provided water and sanitary sewer to the property, installed a sidewalk on US-27 from University Park Boulevard to Chestnut Street, completed the sidewalk on University Park Boulevard and installed a traffic light at University Park Boulevard and US-27. Mr. Dreisbach noted the only obligation left for the City to meet the agreement was the release of $135,000 to the school district to assist with the construction and extension of University Park Boulevard.

Ms. Currie moved to adopt Resolution No. 4646. Mr. Blackburn seconded. The motion passed 7-0-0.

RESOLUTION
APPROVING THE
SERGEANTS AND LIEUTENANTS CONTRACT

A Resolution No. 4647 approving the contract between the City of Oxford and the Oxford Police Sergeants and Lieutenants, Fraternal Order of Police, Lodge 38 and authorizing the City Manager and City Law Director to sign the contract on behalf of the City. (Doug Elliott, City Manager)

Mr. Elliott advised negotiations were recently completed with the Police Sergeants and Lieutenants union and Council had been presented with the results. Mr. Elliott noted the contract called for a 2% pay increase effective July 1, 2011, and a 2% increase in 2012 and 2013. Mr. Elliott advised staff was pleased to recommend the proposed contract for Council's approval and noted he or Mr. McHugh would be happy to answer any questions.

Mayor Keebler thanked Mr. McHugh for his efforts during the negotiation process noting it was difficult at times and was done without outside counsel.

Mr. McKeehan moved to adopt Resolution No. 4647. Mr. Blackburn seconded. The motion passed 7-0-0.

ORDINANCE
FIRST READING

ORDINANCE
SUPPLEMENTAL BUDGET

An Ordinance Amending Ordinance No. 3130. Supplemental Budget Ordinance Number 4 To Make Supplemental Appropriations For Fiscal Year 2011. (Joe Newlin, Finance Director)

Mr. Newlin discussed the supplemental appropriations that were necessary as outlined in his staff report on pages 62-64 of the agenda.

ORDINANCES
SECOND READING

ORDINANCE
2012 BUDGET

An Ordinance No. 3159 To Make Appropriations For Current Expenses And Other Expenditures Of The City Of Oxford, State Of Ohio, During The Fiscal Year Ending December 31, 2012. (Joe Newlin, Finance Director)

Mr. McKeehan recused himself.

Ms. Currie moved to amend the proposed budget by deleting $7,000 in the City Manager's budget for the citizen survey to make a change in the agency funding budget to increase it from $142,145 to $146,949 which would then render the funding as: $10,000 Oxford Community Arts Center, $35,033 Oxford Community Foundation, $21,516 Oxford Senior Center (the increased being for transportation purposes), $70,000 Family Resource Center, $5,000 Oxford College Corner Clinic and $5,400 Oxford Community Choice Pantry. Mr. Rutherford seconded.

Ms. Currie noted she was delighted that the City Manager offered to delete a line item in his budget so Council could distribute additional funding for agencies.

Mayor Keebler noted it had been an unusual year for the agencies but the City's funds were limited as well. Mayor Keebler advised Council would need to take a hard look at this line item next year and decide how to continue the funding. Mayor Keebler noted it was Council's intention to have those discussions next year long before the budgeting process began so the agencies could receive better information in advance. Mayor Keebler noted all of the agencies did a wonderful job in serving the needs of the community but the City understood when it didn't have the revenue to implement or continue a program it had to pull back and not implement it. Mayor Keebler advised while the needs were there, the agencies should not expect the City to come to their aid or fix something after the fact. Mayor Keebler noted most of the agencies served the Talawanda School District but Council was responsible to the taxpayers of the City of Oxford and needed to make sure the funds and programs were appropriately serving the citizens of the City of Oxford. Mayor Keebler thanked Mr. Elliott for stepping forward so the food pantry could be assisted. Mayor Keebler noted the new Council would need to have some serious discussions on this matter in the coming year.

Mr. Rutherford noted these were difficult times and applauded the choice pantry for making a commitment to approach other jurisdictions they served to request funding. Mr. Rutherford encouraged other agencies to do the same if they weren't already. Mr. Rutherford noted Mayor Keebler and the next Council would be correct in asking agencies to show who their constituents were, where they were from, and how much funding they received from other governmental entities. Mr. Rutherford advised there were significant needs in the community and the agencies were part of what we called 'Quality of Life'. Mr. Rutherford noted tax dollars could not meet all of the needs and encouraged those who could to assist the agencies.

Mr. Harman encouraged those who hadn't been to the Senior Citizens Center to stop by to see what was going on and noted citizens could buy lunch, converse with others and have a good time. Mr. Harman encouraged everyone to stop by the Oxford Community Choice Pantry as well. Mr. Harman noted Oxford was a generous community and encouraged those who could to assist the various agencies.

The motion to amend passed 6-0-0.

Ms. Joan Potter Sommer, Oxford Seniors, advised she attended the township meeting and appealed to them for financial assistance.

Ms. Currie moved to adopt Ordinance No. 3159 as amended. Mr. Blackburn seconded. The Ordinance was adopted by the following roll call:

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

NAY: None (0)

ABS: None (0)

ORDINANCE
BUDGETED TRANSFERS

An Ordinance No. 3160 Outlining Budgeted Transfers For The City Of Oxford, State Of Ohio, During The Fiscal Year Ending December 31, 2012. (Joe Newlin, Finance Director)

Mr. Newlin advised the transfers were fully documented on pages 78-80 of the agenda and he had nothing further to add since the first reading.

Mr. Bogard moved to adopt Ordinance No. 3160. Mr. Blackburn seconded. The Ordinance was adopted by the following roll call:

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

NAY: None (0)

ABS: None (0)

ORDINANCE
BUDGETED ADVANCES

An Ordinance 3161 Outlining Budgeted Advances For The City Of Oxford, State Of Ohio, During The Fiscal Year Ending December 31, 2012. (Joe Newlin, Finance Director)

Mr. Newlin advised he had nothing further to add since the first reading.

Mr. McKeehan moved to adopt Ordinance No. 3161. Ms. Currie seconded. The Ordinance was adopted by the following roll call:

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

NAY: None (0)

ABS: None (0)

ORDINANCE
2012 FEES

An Ordinance No. 3162 Adopting Fees And Charges For Fiscal Year 2012. (Joe Newlin, Finance Director)

Mr. Newlin advised he had nothing further to add since the first reading.

Ms. Currie moved to adopt Ordinance No. 3162. Mr. Blackburn seconded. The Ordinance was adopted by the following roll call:

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

NAY: None (0)

ABS: None (0)

ORDINANCE
2012 SALARIES

An Ordinance No. 3163 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, 2012 Through December 31, 2012. (Donna Heck, Human Resources Director)

Mr. Elliott advised the Utility Billing and Collection Supervisor position was eliminated reducing fulltime employees by one. Mr. Elliott noted a 2% cost of living increase was incorporated in the proposed Ordinance in keeping with the notion of treating the non-union employees the same as union employees. Mr. Elliott advised the proposed Ordinance included a significant increase in the employee's contribution for health insurance.

Ms. Currie moved to adopt Ordinance No. 3163. Mr. Blackburn seconded. The Ordinance was adopted by the following roll call:

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

NAY: None (0)

ABS: None (0)

Mayor Keebler thanked staff for a job well done and noted all of the required budget arrangements were made for next year.

ANNOUNCEMENTS

Mr. Elliott concurred with Mayor Keebler's comment noting he was pleased the City was moving into the new fiscal year with a budget in place.

Mr. Elliott noted the agency funding option Council adopted tonight reduced funding for the Oxford Community Arts Center by $4,596 and provided an additional $4,000 for the Oxford Senior Citizens Center for transportation purposes. Mr. Elliott advised $5,400 was designated for the Oxford Community Choice Pantry which represented 75% of what they requested. Mr. Elliott noted 73.3% of their customers were Oxford residents. Mr. Elliott noted he was pleased to get this matter resolved and thanked Council for their efforts.

Mr. Elliott advised under the City's deer management program 17 deer had been taken to date this year with 13 being donated to the Community Meal Center.

Mr. Elliott advised staff met with the Talawanda School District last Friday and toured the new high school. Mr. Elliott noted he felt it was an outstanding structure which would serve the community well for many years to come.

Interim Chief Holzworth thanked Council again for allowing the swearing-in of new Police Officers to take place during the Council meeting.

Mr. Kyger noted the new Council members would take office in the next two weeks and thanked Ms. Currie and Mr. Rutherford for their service on Council.

Ms. Eaton reminded Council that the Organizational Meeting for the new Council would take place on Tuesday, November 29, 2011 at 7:00 p.m. and noted Council would like to formally recognize Ms. Currie and Mr. Rutherford at the December 6, 2011 regular meeting.

Mr. McKeehan thanked Ms. Currie and Mr. Rutherford for their service on Council noting they both brought a lot of great insight to the meetings.

Mr. McKeehan advised there was a Resolution on the consent agenda authorizing free parking on High Street, East Park Place, West Park Place, Poplar Street, Main Street and Beech Street between Walnut Street and Church Street from December 19th through December 31st. Mr. McKeehan noted red bags would be placed on the meters during this period of time.

Mr. Bogard congratulated Ms. Currie and Mr. Rutherford on their service noting a lot of interesting and constructive discussions had taken place over the years. Mr. Bogard noted Ms. Currie and Mr. Rutherford helped to move the City ahead and he appreciated the time they spent on Council.

Mr. Bogard wished a safe thanksgiving for those traveling out of Oxford and reminded everyone to be grateful for the country we lived in which enabled us to share our bounties.

Mr. Blackburn thanked Ms. Currie for her service noting she made him think more about the arts. Mr. Blackburn thanked Mr. Rutherford for his service noting he made him think more about the environment. Mr. Blackburn noted Ms. Currie and Mr. Rutherford made his first two years on Council enjoyable and enlightening.

Mr. Harman offered a special thank you to Ms. Currie and Mr. Rutherford for their service on Council noting he knew it was very time consuming for them and for their families.

Ms. Currie asked Mr. Dreisbach to re-cap the leaf pick-up program. Mr. Dreisbach advised the City offered curb-side leaf pick-up and next week would be focused on the mile-square. Mr. Dreisbach advised the service would run through the first week of January and would include Christmas tree pick-up.

Ms. Currie noted agency funding was a struggle and all of the agencies did wonderful work. Ms. Currie advised it was a painful process for Council to decide who got what; but they pulled together and did what they felt was the best they could for each agency. Ms. Currie noted Council was committed to better defining the agency funding process in the future.

Ms. Currie noted being on Council had been a wonderful experience. Ms. Currie advised she had been impressed by the City staff and felt no matter who cycled through Council the City would be taken care of because of the amazing staff of fulltime employees that ran the City on a day to day basis. Ms. Currie noted this filled her with great respect for the City and hope for the future knowing the City had wonderful caretakers.

Ms. Currie advised the plaque was ordered for the City's Bicentennial sculpture. Ms. Currie noted she completed the publication of 24 historical articles written during the bicentennial year and copies would be distributed to Council and the Bicentennial Committee. Ms. Currie noted copies would also be available for sale at the Visitors and Convention Bureau, the Smith Library and possibly Follett's Bookstore.

Mr. Rutherford encouraged everyone to attend the 'Celebrating Community' event at the Oxford Community Arts Center on Sunday from 3:00 to 6:00 p.m. Mr. Rutherford noted it was a pot-luck event celebrating the Farmer's Markets. Mr. Rutherford noted participants could bring a donation for the Oxford Community Choice Pantry and there would be music and a 'free share'.

Mr. Rutherford noted the Moon Co-op was open for business and encouraged those interested in organic foods and supporting the local farm economy to become members.

Mr. Rutherford thanked Ms. Currie for her efforts in coordinating the Oxford Kinetics Festival noting it was an extremely unique festival and Oxford could benefit in a larger way as a result of it. Mr. Rutherford noted his hope the festival would continue. Ms. Currie advised she would remain involved in the festival which was scheduled for April 1, 2012.

Mr. Rutherford advised in the time he'd been in Oxford he had spent more time on the other side of the dais. Mr. Rutherford noted he felt Council had been very effective and had done a great job over the 4 years while he served. Mr. Rutherford advised Council hadn't been politicized in a way that was harmful to the community and he prayed as Council moved forward that would continue.

Mr. Rutherford noted he would take some time to figure out how he would continue in public service. Mr. Rutherford agreed with Ms. Currie's comments regarding City staff. Mr. Rutherford noted in addition, the number of citizens who participated on boards, commissions and special projects was astounding.

Mr. Rutherford advised Council would have the hard task of looking into term limits for various boards and commissions and noted he felt it would benefit the citizens and it was necessary. Mr. Rutherford advised there was still a lot of work to be done with regard to the zoning code and environmental issues. Mr. Rutherford thanked Council and the citizens for the time they shared with him.

Mayor Keebler thanked Ms. Currie and Mr. Rutherford for their words and noted the last 4 years had been good years. Mayor Keebler noted he enjoyed serving with Ms. Currie and Mr. Rutherford and was sorry to see them leave. Mayor Keebler advised the City had 2 new citizens elected to Council, Steve Snyder and Kate Rousmaniere who would serve the City well. Mayor Keebler noted he looked forward to Council's Organizational Meeting on November 29, 2011.

ADJOURN

Ms. Currie moved to adjourn at 8:45 p.m. Mr. Rutherford seconded. The motion passed 7-0-0.

Resolution

RESOLUTION NO.

A RESOLUTION COMMENDING GREIG RUTHERFORD FOR HIS SERVICE TO THE CITY OF OXFORD AND ITS RESIDENTS.

WHEREAS, Greig Rutherford has served as a member of the Oxford City Council from November 2007 to November 2011; and

WHEREAS, during said period, Greig has given of his time, talents and energies serving the City of Oxford and its residents faithfully and diligently; and

WHEREAS, Greig will have fulfilled his term of office on November 28, 2011.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF OXFORD, OHIO:

SECTION 1: That the City Council of the City of Oxford personally and collectively and on behalf of the government and citizens of the City, expresses its deep appreciation and thanks to Greig Rutherford for his faithful and devoted service, while serving on the Oxford City Council.

SECTION 2: That the Clerk of the City Council of the City of Oxford, Ohio is hereby directed and instructed to forward a duly attested and signed copy of this Resolution to Greig Rutherford.

SECTION 3: That this resolution shall be effective immediately upon its adoption.

Richard A. Keebler, Mayor

Kenneth H. Bogard
Vice Mayor

Kevin McKeehan

Bob Blackburn

Kate Rousmaniere

John Harman

Steve Snyder

Resolution

RESOLUTION NO.

A RESOLUTION COMMENDING KATE CURRIE FOR HER SERVICE TO THE CITY OF OXFORD AND ITS RESIDENTS.

WHEREAS, Kate Currie has served as a member of the Oxford City Council from November 2007 to November 2011; and

WHEREAS, during said period, Kate has given of her time, talents and energies serving the City of Oxford and its residents faithfully and diligently; and

WHEREAS, Kate will have fulfilled her term of office on November 28, 2011.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF OXFORD, OHIO:

SECTION 1: That the City Council of the City of Oxford personally and collectively and on behalf of the government and citizens of the City, expresses its deep appreciation and thanks to Kate Currie for her faithful and devoted service, while serving on the Oxford City Council.

SECTION 2: That the Clerk of the City Council of the City of Oxford, Ohio is hereby directed and instructed to forward a duly attested and signed copy of this Resolution to Kate Currie.

SECTION 3: That this resolution shall be effective immediately upon its adoption.

Richard A. Keebler, Mayor

Kenneth H. Bogard
Vice Mayor

Kevin McKeehan

Bob Blackburn

Kate Rousmaniere

John Harman

Steve Snyder