

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

Finance
Originating Department

Council Meeting Of: 12/01/09

Joe Newlin

Account Code No. #: see below

Prepared By

Budgeted Amount: _____

12/03/09
Date Prepared

Agenda Title: 2009 SUPPLEMENTAL BUDGET #10 & #11

Recommendation: Approve

Discussion: Supplements to the 2009 Budget

Supplemental #10

General Fund

Income Tax Refunds

10,800.00

From Fund Balance

Additional appropriation needed to cover the cost of refunds from income tax. We divided the number of refunds year to date over 11 months and added that to the current deficit in that appropriation.

Hotel Tax Fund

Contractual Services – Visitor's and Convention Bureau

8,000.00

From Revenue

Additional appropriation needed to cover one half of the convention tax to pay the VCB for collections exceeding budgeted revenue.

Employee Benefits Fund

Claims

25,000.00

From Revenue

Additional appropriation is needed to cover possible claim overage at year end. In order to receive reimbursement for stop loss coverage (claims exceeding 35,000) all claims must be paid by 12/31/2009. This will help ensure we have enough money to pay those claims exceeding. We will use year to date reimbursements to cover the additional appropriation.

Capital Improvement Fund

US 27N Phase III

11,300.00

Additional appropriation needed for ROW acquisition settlement.

Supplemental #11 Appropriation transfers from Operating to Personnel Services:

122.720.52470 Gasoline	122.720.52110 Salaries & Wages	1,000.00
321.812.52470 Gasoline	321.812.52110 Salaries & Wages	500.00
321.817.52340 Contracted Services	321.817.52110 Salaries & Wages	150.00
321.817.52380 Memberships & Subsc.	321.817.52110 Salaries & Wages	100.00
321.817.52370 Printing & Reprod.	321.817.52110 Salaries & Wages	50.00
321.819.52440 Small Tools	321.819.52110 Salaries & Wages	500.00
321.820.52330 Professional Service	321.820.52110 Salaries & Wages	50.00
331.830.52311 Electrical Service	331.830.52110 Salaries & Wages	7,000.00
331.832.52470 Gasoline	331.832.52110 Salaries & Wages	500.00
331.837.52340 Contracted Services	331.837.52110 Salaries & Wages	150.00
331.837.52370 Printing & Reprod.	331.837.52110 Salaries & Wages	50.00
331.837.52380 Memberships & Subsc.	331.837.52110 Salaries & Wages	100.00
331.840.52330 Professional Service	331.840.52110 Salaries & Wages	50.00
341.851.52343 General Recycling	341.851.52110 Salaries & Wages	500.00

Approval needed by Council to transfer from operating to personnel services, no additional appropriation needed. Transfers necessary to cover the additional cost of salaries and benefits due to unbudgeted sick leave bonus and an unbudgeted promotion.

Approved By:**Department Head:**
City Manager:**Initial Date** 12/11/09
1

ORDINANCE NO.

AN ORDINANCE AMENDING ORDINANCE NO. 3033. SUPPLEMENTAL BUDGET ORDINANCE NUMBER 10 TO MAKE SUPPLEMENTAL APPROPRIATIONS FOR FISCAL YEAR 2009.

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 estimated revenues be made:

HOTEL TAX FUND 120	8,000.00
EMPLOYEE BENEFITS FUND 230	25,000.00

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

GENERAL FUND 110	10,800.00
HOTEL TAX FUND 120	8,000.00
EMPLOYEE BENEFITS FUND 230	25,000.00
CAPITAL IMPROVEMENT FUND	11,300.00

SECTION 4: In all other respects, Ordinance No. 3033 shall remain in full force and effect.

SECTION 5: 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)

ORDINANCE NO.

AN ORDINANCE AMENDING ORDINANCE NO. 3033. SUPPLEMENTAL BUDGET ORDINANCE NUMBER 11 TO MAKE SUPPLEMENTAL APPROPRIATIONS FOR FISCAL YEAR 2009.

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

SECTION 1: Transfer of appropriations are needed for the current fiscal year and monies are available for appropriation in those funds;

SECTION 2: The following transfers be executed:

Transfer from:

STREET FUND 122 OPERATING	1,000.00
WATER FUND 321 OPERATING	1,350.00
SEWER FUND 331 OPERATING	7,850.00
REFUSE FUND 341 OPERATING	500.00

Transfer to:

STREET FUND 122 PERSONNEL	1,000.00
WATER FUND 321 PERSONNEL	1,350.00
SEWER FUND 331 PERSONNEL	7,850.00
REFUSE FUND 341 PERSONNEL	500.00

SECTION 3: In all other respects, Ordinance No. 3033 shall remain in full force and effect.

SECTION 4: This ordinance shall take effect immediately upon its adoption.

MAYOR

ADOPTED: _____

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: KEN BOGARD

PREPARED BY: LAW (STAFF)

oxford seniors

922 TOLLGATE DRIVE
OXFORD, OH 45056

(513) 523-8100 PHONE
(513) 524-3126 FAX

www.oxfordsenior.org

November 30, 2009

RECEIVED
2009
City of Oxford

City Council
City of Oxford
101 East High Street
Oxford, OH 45056

Dear Members of the Oxford City Council:

Oxford Seniors would like to request permission to serve wine at an event in January. We had received a grant in April for capacity building, which was used to develop a new logo and marketing materials. The "New Year, New Look, New Logo" Event is being planned for Monday, January 25. This all-day event will encourage community members to visit the center and see all that we do. Some of the more popular activities will be highlighted throughout the day, culminating with a celebratory toast to our New Look!

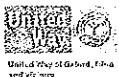
Our plan is to have an evening reception from 4-7, with appetizers, soft drinks and wine. A Board member will be appointed as bartender.

Thank you in advance for your consideration of this request.

Sincerely,



Joan Potter-Sommer
Executive Director



CREATING COMMUNITY SINCE 1953

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

Finance
Originating Department

Council Meeting Of: 12/01/09

Joe Newlin
Prepared By

Account Code No. #: see below

Budgeted Amount: _____

11/23/09
Date Prepared

Agenda Title: Convention Tax Disposition of Funds

Recommendation: Approve

Discussion:

Convention Tax Disposition of Funds

This ordinance is a result of our 2010 Budget discussions. In order to simplify the method of distribution of Convention Tax receipts, a simple percentage method was recommended by staff. The current funding level of the VCB was used as an index for the rounded figure of 94% of the funds collected being distributed to the VCB on a monthly basis.

Approved By:

Department Head:
City Manager:

Initial Date

11/23/09
11/25/09

ORDINANCE NO. _____

AN ORDINANCE MODIFYING THE REQUIREMENTS FOR THE DISPOSITION OF HOTEL/MOTEL TAX RECEIPTS BY AMENDING SECTION 183.03 OF THE OXFORD CODE OF ORDINANCES TO COMPLY WITH THE PROVISIONS OF THE OHIO REVISED CODE CHAPTER 5739.

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

SECTION 1: Section 183.03 of the Codified Ordinances of the City of Oxford, Ohio is hereby amended as follows:

- (a) Calculation of disposition of funds:
- (1) The City Auditor shall prepare a yearly estimate, used in the preparation of the annual budget, of 3% convention tax funds to be received by the City pursuant to Section 183.02.
 - (2) The City shall distribute ~~50%~~ 94% of the convention tax funds received in a calendar year to a convention and visitors bureau operating within Butler County.
 - (3) The remaining ~~fifty percent (50%)~~ six percent (6%) shall be retained by the City and deposited in the General fund.
 - (4) ~~The City may budget and distribute more than the minimum fifty percent (50%) of convention tax required by Section ii.~~

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

Mayor

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: STAFF

**CITY OF OXFORD
STAFF SUMMARY REPORT**

Report to the City Manager

Community Development
Originating Department

Council Meeting Of: December 15, 2009

Kathryn A. Dale
Prepared By

Account Code No. #:

Budgeted Amount:

December 3, 2009
Date Prepared

Agenda Title: HAPC Meeting Report – December 2, 2009
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DISCUSSION:

Requests for Review:

HAPC-13-2009 116 E. High Street, High Street Grill and The Balcony, demolition and construction of a new mixed-use building, Tom Kacachos, Applicant (Continuation)

The Applicant seeks a COA for approval to demolish the existing “High Street Grill” & “The Balcony” and replace with a 3-story, 40 foot high, mixed-use building.

Staff recapped that the Applicant was returning with modifications discussed at last month’s meeting, which included adding shutters to the front elevation, adding additional windows to the alley side of the building and proportionally aligning the windows at the rear of the building with the width of the building. Staff asked the Applicant if they came prepared with any material samples. The Applicant indicated that they did not bring any samples since they had not come to a conclusion on many of the building details, but that the residential portion of the building would have the same brick as Bella Place and the commercial area would have the same yellow brick used at 25 W. High Street. Staff asked the Applicant for clarification regarding the window lintels on the east elevation because the revised drawings still showed these as being brick, when the Commission had indicated they wanted to see stone like the rest of the building. The Applicant reassured the Commission that all lintels would indeed be stone.

The HAPC voted 6-0-0 to approve the COA for Demolition of the existing High Street Grill building and 6-0-0 to approve the reuse plan for the site with the following conditions:

1. That, any modifications to the structure as a result of any other City Board or Commission decisions are re-presented to the HAPC.
2. That, final details of the building, including but not limited to window trim color, shutter selection and color, brick color, block type and color, siding color, door selections, signage, lighting, streetscape are presented to the HAPC.

HAPC-14-2009 111 E. Church Street, Metropolitan, approval of wall sign, Matt Rodbro, Applicant(Tabled)

The Applicant shared that he was aware HAPC approval was necessary, but had missed the deadline and the sign manufacturer was in town and available for installation and so the applicant authorized the installation. The Applicant indicated they purposely took into consideration the HAPC Guidelines when looking into the design of the sign by making it all metal. He stated the letters are plastic due to the curvature of the sign. He also stated that the temporary address numerals above the door would be removed if the sign was approved. The Commission indicated that they thought the sign fit in well considering all the woodwork detail above the windows and doors. The HAPC voted 6-0-0 to approve the COA for the sign as presented.

**HAPC-15-2009 109 W. High Street, Morning Sun Café, approval to paint front façade of building,
Tom Uhl, Applicant**

The Applicant was seeking a COA to repaint the commercial storefront color scheme on the entire ground floor façade. The Applicant had already painted the exterior trim on the commercial storefront “starry night blue” and white/beige around the windows without formal approval. The previous color was mint green, on the columns, yellow around the windows and a lavender door. The Applicant indicated that they intended on hiring an artist to paint the leafy floral design in the trim. Prior to actually painting this detail work, the Applicant said the artist had the capability to computer generate how the trim would be painted. The Applicant and Owner at this time are not proposing to paint the rest of the building.

The HAPC shared their concerns on the maintenance of the rest of the building and the Applicant indicated he would share the concerns with the owner. The HAPC voted 6-0-0 to approve the “Starry Night Blue” color selection with the following conditions:

1. That, the computer generated model of the paint detail for the trim be reviewed administratively with the Chair and Vice-Chair prior to painting.
2. That, the center panel below the commercial windows also be painted the “Starry Night Blue”.

**HAPC-16-2009 17 N. Poplar, modification of window and entry, Ted Wood & Dan Fishbaugh,
Applicants**

The Applicant seeks a COA to remove an existing bay window and awning with a standard flat window configuration. The Applicant also wishes to install a double door entry to the southern side of the front façade. At this time they are moving forward with an interior tenant finish and these two modifications are necessary for immediate review and consideration so that the interior tenant finish permits can be processed. The Applicant shared their plans for future exterior modifications. The applicant stated that from inside of the building there were doors once located in this same location and that the framing still existed. Staff shared a photograph of the building when double doors existed to the south of the window.

The HAPC voted 6-0-0 to approve the COA for the window modification and double door installation as presented.

Administrative Findings / Approvals:

ADM-01-2009 36 W. High, Maid-Rite, signage, Mark Koontz, Applicant

ADM-02-2009 22 N. College, Sushi Nara, signage, Steve Jung, Applicant

Mr. Smith shared he approved the sign face change for the new “Maid Rite” deli and the replacement sign at the former Alexander House.

Correspondence and Announcements:

Ms. Dale shared that she had a work shop scheduled with the Smith Regional History Library for January 14, 2010 for anyone interested in submitting an historic marker nomination.

Mr. Smith indicated that he was preparing thank-you notes to Dave Dewitt for volunteering his time to install the Historic Markers and that Ms. Dale and Mr. Kyger were able to get the OCAC agreement signed in order for the plaque to be installed outside.

Ms. Dale shared that Mr. McHugh would be available to meet with the Commission on January 7, 2010 at 5:30 p.m. to discuss his opinion regarding Miami University owned properties and how the guidelines were applied to those properties.

Old Business:

Pillar restoration – Mr. Smith stated that he was still working on getting information together regarding proper pillar restoration.

33. W. High, The Green Door – The approved color selection for the door has been applied.

New Business:

Commission members indicated there was a broken window at the Verizon building needing replaced.

Other Business:

Mr. Smith recognized and thanked Ms. Kay for her involvement with the Commission as this was her last HAPC meeting as a Planning Representative. Ms. Kay indicated that she expected the Planning Commission to select a new representative.

The next regular HAPC meeting is scheduled for January 6, 2010.

Approved By:

Department Head:

City Attorney:

City Manager:

Initial Date

JHC 12/8/09

AKD 12/10/09

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

Clerk of Council

Originating Department

Council Meeting Of: December 15, 2009

Mary Ann Eaton

Account Code No. #: N/A

Prepared By

Budgeted Amount: N/A

December 4, 2009

Date Prepared

Agenda Title: A Resolution authorizing the City Manager to close Lot 52 for the operation of the 2010 Farmers Market.

Recommendation: N/A

Discussion:

The attached request is for the use of Lot 52 for the operation of the 2010 Farmers Market and Winter Market.

This request is the same as the last two years.

Approved By:

Initial Date

Department Head:

City Attorney:

City Manager:

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 1, 2010 THROUGH NOVEMBER 20, 2010, 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 1, 2010 through November 20, 2010 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 1, 2010 through November 20, 2010 to permit the operation of the 2010 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 16, 2010, SATURDAY, FEBRUARY 20, 2010, SATURDAY, MARCH 20, 2010, SATURDAY APRIL 17, 2010 AND SATURDAY, DECEMBER 18, 2010 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 16, 2010, Saturday, February 20, 2010, Saturday, March 20, 2010, Saturday, April 17, 2010 and Saturday, December 18, 2010 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 16, 2010, Saturday, February 20, 2010, Saturday, March 20, 2010, Saturday, April 17, 2010 and Saturday, December 18, 2010, from 5:00 a.m. to 12:30 p.m., to permit the operation of the 2010 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)

RECEIVED

ENCLOSURE

City of Oxford

Rev 10/09



☒ REQUEST FOR PUBLIC PARK PERMIT

☐ REQUEST FOR PUBLIC RIGHT-OF-WAY PERMIT

Date(s) of Event: Please see attached sheet for dates 11/1/09 through 11/1/09 From: 5 a.m./p.m. To: 12:30 a.m./p.m.

Today's Date: 11/23/09 ☐ Emergency Utility Repair (check box, if applicable)

--- Applicant shall allow a minimum of 3 business days for processing ---

Responsible Party:
(18 years of age or older)*

Address:

Telephone:

Cellular:

Fax:

Email:

LARRY J. SLOCUM
803 MORAN RD
HAMILTON, OH 45013

513-505-5238

larry@humminghillarts.com

Organization:

Advisor:

Address:

Telephone:

Cellular:

Fax:

Email:

Non-Profit:

Oxford Farmers Mkt Uptown
Larry Slocum Manager

info@oxfordfarmersmarket.com

☐ Yes ☐ No

* Person in charge - Primary contact

PARK REQUESTED

- ☐ 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: Pking lot 52 and surrounding sidewalk. We will use in the sidewalk so
Pedestrian traffic is not hampered.

TITLE OF EVENT (be specific and include projected attendance)

Oxford Farmers Market Uptown - SATURDAY

Projected Attendance: 300-600 Has this event been held previously? ☒ Yes ☐ No If "YES", when? All Summer

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: 11/25/09

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: ____/____/____

Oxford Farmers Market Uptown – 2010

January 16, 2010

February 20, 2010

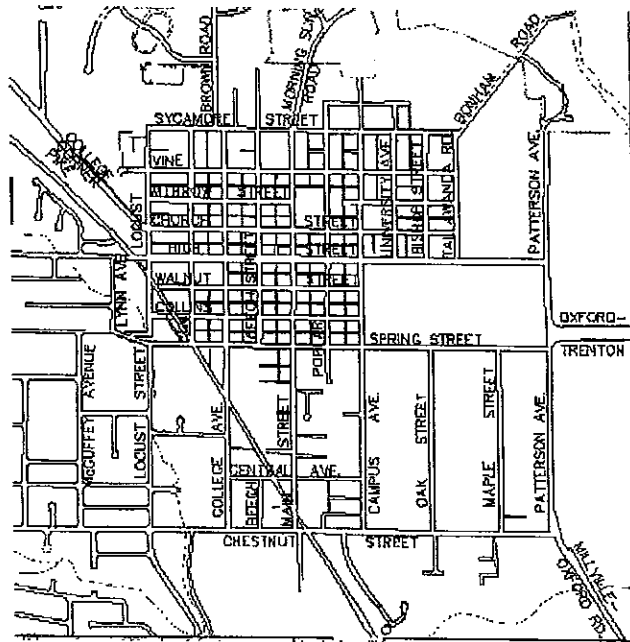
March 20, 2010

April 17, 2010

Beginning May 1, 2010 and running every Saturday until November 20, 2010

December 18, 2010

Note
If your event is outside
the boundaries of this
map, either attach a
separate map or
contact the City for
assistance.



CITY OF OXFORD / RIGHT-OF-WAY REQUEST DETAILS

Instructions for Applicant: Please clearly denote the parade route, streets and/or sidewalk areas being requested. Place a concise narrative explanation on the following lines. Attach additional pages if necessary.

Lot 52 & surrounding sidewalk

Additional Requests:
(Include details in narrative)

- ☐ No Parking Signs
- ☐ Detour(s)
- ☐ Police Assistance

Time Details

	Start	End
Setup	_____	_____
Event	_____	_____
Breakdown	_____	_____

	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

SDS, 11/24/09
 JZ 11-25-09
 11/24/09

 City Manager's Signature

Date: _____

Reason(s) event not approved:

Needs Council Approval

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

Finance
Originating Department

Council Meeting Of: 12/17/09

Joe Newlin

Account Code No. #: see below

Prepared By

Budgeted Amount: _____

12/10/09
Date Prepared

Agenda Title: 2010 SUPPLEMENTAL BUDGET #1

Recommendation: Approve

Discussion: Supplements to the 2010 Budget

Affordable Housing Trust Fund

Housing Trust

-5,000.00

Reduction of appropriation needed due expenditure of 5,000 not anticipated for 2009 when the Budget 2010 was completed.

Approved By:

Department Head:
City Manager:

Initial Date

12/10/09
12/10/09

ORDINANCE NO.

AN ORDINANCE AMENDING ORDINANCE NO. 3089. SUPPLEMENTAL BUDGET ORDINANCE NUMBER 1 TO MAKE SUPPLEMENTAL APPROPRIATIONS FOR FISCAL YEAR 2010.

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

SECTION 1: The following increase/(decrease) in appropriations from unencumbered balances be made:

AFFORDABLE HOUSING TRUST FUND (5,000.00)

SECTION 2: In all other respects, Ordinance No. 3089 shall remain in full force and effect.

SECTION 3: 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

Finance
Originating Department

Council Meeting Of: 12/01/09

Account Code No. #: see below

Joe Newlin
Prepared By

Budgeted Amount: _____

11/23/09
Date Prepared

Agenda Title: 2010 ANNUNAL TRANSFER ORDINANCE

Recommendation: Approve

Discussion:

Description of Budgeted Transfers for the 2010 Budget

Transfer from GENERAL FUND 110
Transfer to STREET FUND 122

Annual General Fund Financial Support (quarterly) 400,000.00

Transfer from GENERAL FUND 110
Transfer to CAPITAL IMPROVEMENT FUND 141

Annual General Fund Financial Support (quarterly) 517,657.00

Transfer from GENERAL FUND 110
Transfer to CAPITAL EQUIPMENT FUND 140

Annual General Fund Financial Support (quarterly) 71,023.00

Transfer from GENERAL FUND 110
Transfer to PARKS IMPROVEMENT BOND DEBT SERVICE FUND 152

Annual General Fund Debt Service Payment (bi-annual to match debt payment) 311,750.00

Transfer from GENERAL FUND 110
Transfer to STORM WATER FUND 351

General Fund Financial Support (1st quarter) 20,000.00

Transfer from PARKING FUND 130	
Transfer to PARKING IMPROVEMENT FUND 142	
Annual Parking Fund Financial Support (quarterly)	37,500.00
Transfer from PARKING FUND 130	
Transfer to STREET FUND 122	
Annual Parking Fund Financial Support for work performed (quarterly)	23,581.00
Transfer from PARKING FUND 130	
Transfer to CAPITAL IMPROVEMENT FUND 141	
Annual Parking Fund Loan Repayment (quarterly)	100,000.00
Transfer from PARKING FUND 130	
Transfer to GENERAL FUND 110	
Annual Parking Fund Payment for Service department support (quarterly)	24,500.00
Transfer from CAPITAL IMPROVEMENT FUND 141	
Transfer to GENERAL FUND 110	
Annual Payment for Western Knolls Land Purchase (2 nd quarter)	590,000.00
Transfer from WATER FUND 321	
Transfer to WATER CAPITAL IMPROVEMENT FUND 322	
Annual Water Fund Financial Support (quarterly)	100,000.00
Transfer from WATER FUND 321	
Transfer to WATER BOND DEBT SERVICE FUND 312	
Annual Water Fund Debt Service Payment (bi-annual to match debt payment)	923,100.00
Transfer from WATER FUND 321	
Transfer to WATER CAPITAL EQUIPMENT FUND 320	
Annual Water Fund Financial Support (quarterly)	85,000.00
Transfer from WATER FUND 321	
Transfer to GENERAL FUND 110	
Annual Water Fund Financial Support – Mowing & Muni-Building Expenses (quarterly)	36,976.00
Transfer from SEWER FUND 331	
Transfer to SEWER CAPITAL IMPROVEMENT FUND 332	
Annual Sewer Fund Financial Support (quarterly)	200,000.00
Transfer from SEWER FUND 331	
Transfer to SEWER CAPITAL EQUIPMENT FUND 330	
Annual Sewer Fund Financial Support (quarterly)	170,000.00

Transfer from SEWER FUND 331
Transfer to GENERAL FUND 110

Annual Sewer Fund Financial Support – Mowing & Muni-Building Expenses (quarterly)
36,976.00

Transfer from LANDFILL POST-CLOSURE FUND 353
Transfer to REFUSE FUND 341

Annual Post-Closure Fund Financial Support (4th quarter) 195,000.00

Transfer from REFUSE FUND 341
Transfer to GENERAL FUND 110

Annual Refuse Fund Financial Support – Muni-Building Expenses (quarterly) 26,976.00

Transfer from HOTEL TAX FUND 120
Transfer to GENERAL FUND 110

Annual Hotel Tax Fund Financial Support (monthly) 10,500.00

Transfer from WATER CAPACITY BENEFIT - NE FUND 381
Transfer to WATER IMPROVEMENT FUND 322

NE Fund Financial Support (quarterly) 5,000.00

Transfer from WATER CAPACITY BENEFIT - NW FUND 382
Transfer to WATER IMPROVEMENT FUND 322

NW Fund Financial Support (quarterly) 5,000.00

Transfer from WATER CAPACITY BENEFIT - SE FUND 383
Transfer to WATER IMPROVEMENT FUND 322

SE Fund Financial Support (quarterly) 5,000.00

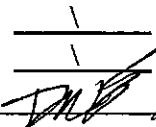
Transfer from WATER CAPACITY BENEFIT - SW FUND 384
Transfer to WATER IMPROVEMENT FUND 322

SW Fund Financial Support (quarterly) 5,000.00

Approved By:

Department Head:
City Manager:

Initial Date

 12/10/09

ORDINANCE NO.

AN ORDINANCE OUTLINING BUDGETED TRANSFERS FOR 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: The following transfers are to be executed for the City of Oxford during the
fiscal year ending December 31, 2010, as follows:

Transfer from:

GENERAL FUND 110	400,000.00
GENERAL FUND 110	517,657.00
GENERAL FUND 110	71,023.00
GENERAL FUND 110	311,750.00
GENERAL FUND 110	20,000.00
PARKING FUND 130	37,500.00
PARKING FUND 130	23,581.00
PARKING FUND 130	100,000.00
PARKING FUND 130	24,500.00
CAPITAL IMPROVEMENT FUND 141	590,000.00
WATER FUND 321	100,000.00
WATER FUND 321	923,100.00
WATER FUND 321	85,000.00
WATER FUND 321	36,976.00
SEWER FUND 331	200,000.00
SEWER FUND 331	170,000.00
SEWER FUND 331	36,976.00
LANDFILL POST-CLOSURE FUND 353	195,000.00
REFUSE FUND 341	26,976.00
HOTEL TAX FUND 120	10,500.00
WATER CAPACITY BENEFIT FUND – NE FUND 381	5,000.00
WATER CAPACITY BENEFIT FUND – NW FUND 382	5,000.00
WATER CAPACITY BENEFIT FUND – SE FUND 383	5,000.00
WATER CAPACITY BENEFIT FUND – SW FUND 384	5,000.00

Transfer to:

STREET FUND 122	400,000.00
CAPITAL IMPROVEMENT FUND 141	517,657.00
CAPITAL EQUIPMENT FUND 140	71,023.00
PARKS IMPROVEMENTS BOND DEBT SERVICE FUND 152	311,750.00
STORM WATER FUND 351	20,000.00
PARKING IMPROVEMENT FUND 142	37,500.00
STREET FUND 122	23,581.00
CAPITAL IMPROVEMENT FUND 141	100,000.00
GENERAL FUND 110	24,500.00
GENERAL FUND 110	590,000.00
WATER CAPITAL IMPROVEMENT FUND 322	100,000.00

WATER BOND DEBT SERVICE FUND 312	923,100.00
WATER CAPITAL EQUIPMENT FUND 320	85,000.00
GENERAL FUND 110	36,976.00
SEWER IMPROVEMENT FUND 332	200,000.00
SEWER CAPITAL EQUIPMENT FUND 330	170,000.00
GENERAL FUND 110	36,976.00
REFUSE FUND 341	195,000.00
GENERAL FUND 110	26,976.00
GENERAL FUND 110	10,500.00
WATER IMPROVEMENT FUND 322	5,000.00
WATER IMPROVEMENT FUND 322	5,000.00
WATER IMPROVEMENT FUND 322	5,000.00
WATER IMPROVEMENT FUND 322	5,000.00

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: STAFF

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

Finance
Originating Department

Council Meeting Of: 12/17/09

Heidi Hill
Prepared By

Account Code No. _____

Budgeted Amount: _____

12/09/2009
Date Prepared

Agenda Title: Resolution for advanced property tax payment from Butler County

Recommendation: Approve

Discussion:

This resolution is to request that Butler County remit 2010 property taxes which they have already received to the City earlier than their standard pay date in March. The early payment request can accelerate the receiving of a portion of the taxes by a month or more. To qualify for the early advance, the County requires the passage of a resolution each year.

Approved By:

Department Head:
City Manager:

Initial Date

12/9/09
12/10/09

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE CITY MANAGER TO REQUEST ADVANCED PAYMENT OF PROPERTY TAXES TO THE CITY IN 2010 FROM BUTLER COUNTY.

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

SECTION 1: The City Manager and Finance Director recommend that the City Manager be authorized to request advanced payment of property taxes, as much as available as soon as possible, from Butler County in order to maximize cash flow to meet the demands of financing operations and capital expenditures.

SECTION 2: Council hereby finds that it is in the best interest of the City of Oxford to request payment of property taxes that Butler County has collected in advance of the normal payment date.

SECTION 3: Council further determines that the early receipt of said property taxes will result in additional interest income for the City.

SECTION 4: Council hereby accepts the recommendation of the City Manager and Finance Director and hereby authorizes the City Manager to submit a request to Butler County for the advanced payment of property taxes, as much as available as soon as possible.

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's Office
Originating Department

Council Meeting Of: December 15, 2009

Kim Newton
Prepared By

Account Code No. #: 126.010.52401

Budgeted Amount: \$114,570

December 8, 2009
Date Prepared

Agenda Title:

Authorization to Submit Eligible Project(s) to Butler County for the 2010 CDBG Program

Discussion:

This Resolution of Council will authorize the City Manager to submit to Butler County this listing of eligible projects (see attached list) designated as the City's portion of the 2010 CDBG program.

The 2010 Operating Budget of the City of Oxford includes \$114,570 in the Community Development Block Grant fund. These funds will be used to pay eligible expenses for the following project(s).

Sidewalk & Handicap Ramp Improvements:	\$ 97,570
Administration:	\$ 17,000
Total:	\$114,570

As per our Cooperation Agreement with Butler County, the City of Oxford is entitled to no less than ten percent (10%) of the County's CDBG allocation. The County's 2009 allocation was \$1,145,694. The 2010 CDBG allocation has yet to be determined by Congress, therefore, the County will be using the 2009 budget numbers until the 2010 allocations have been announced.

Social service/not-for-profit agencies serving the Oxford area may apply for CDBG/HOME funds directly from Butler County and have been notified as such.

Approved By:

Department Head:
City Attorney:
City Manager:

Initial Date

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO SUBMIT TO BUTLER COUNTY THE FOLLOWING ELIGIBLE PROJECT(S) DESIGNATED AS THE CITY'S PORTION OF THE 2010 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM.

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

SECTION 1: Council accepts the recommendation of the City Manager for the following project(s) to be included in the 2009 CDBG Program.

1. Sidewalk and Handicap Ramp Improvements	97,570
2. Administration	<u>17,000</u>

Total: \$114,570

SECTION 2: The City Manager is hereby authorized to submit to Butler County the recommended project(s) as listed for 2010 funds and to take all actions necessary to comply with all requirements and commitments for approval of the projects.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: LAW (STAFF)

2010 CDBG Walks and Ramps

Page 1
revised 12/8/09 - EK

Location	Lin Ft.Curb Removal & Replacement	Sq ft Sidewalk Removal & Replacement	# of Detectable Warning Mats on each Sidewalk Ramp
Locust & Pamela			
NW corner	30	150	1
SW corner	30	150	1
Marilyn & Pamela			
NE corner	20	100	1
SE corner	20	100	1
Marilyn & Chestnut			
SW corner	30	150	1
SE corner	30	150	1
McGuffey & Edgehill			
NE corner	20	150	1
SE corner	20	150	1
McGuffey & Brookview			
NW corner	30	150	2
NE corner	30	150	2
SW corner	30	150	2
SE corner	30	150	2
McGuffey & Brill			
NW corner	20	150	1
SW corner	20	150	1
Wells Mill & Ogden			
SW corner	30	200	1
NW corner	30	200	2
Erin & Tollgate			
SW corner	0	100	1
SE corner	25	200	2
NE corner	25	100	1
French & Tollgate			
SW corner	25	100	1
SE corner	25	200	2
Anderson & Tollgate			
NW corner	20	100	1
NE corner	20	100	1
Emerald Woods & Tollgate			
SW corner	25	200	1
SE corner	50	200	1
Erickson & Tollgate			
NW corner	30	100	1
NE corner	20	200	2
SW corner	20	75	1
Bull Run & Tollgate			
SE corner	30	75	1
SW corner	30	75	1
Albert Circle & Tollgate			
NW corner	20	100	1
NE corner	30	100	1
Robin Ct & Tollgate			
SE corner	20	75	1
SW corner	20	75	1
Brigid & Emerald Woods			
NE corner	40	100	1
SE corner	30	100	1
Stone Hedge & Emerald Woods			
NW corner	20	75	1
SW corner	20	75	1
Emerald Woods & Glos			
NE corner	15	100	1
SE corner	20	125	1
French & Glos			
NE corner	30	150	1
NW corner	30	150	1
Glos & Erin			
NW corner	30	100	1
SW corner	30	100	1

2010 CDBG Walks and Ramps (continued)

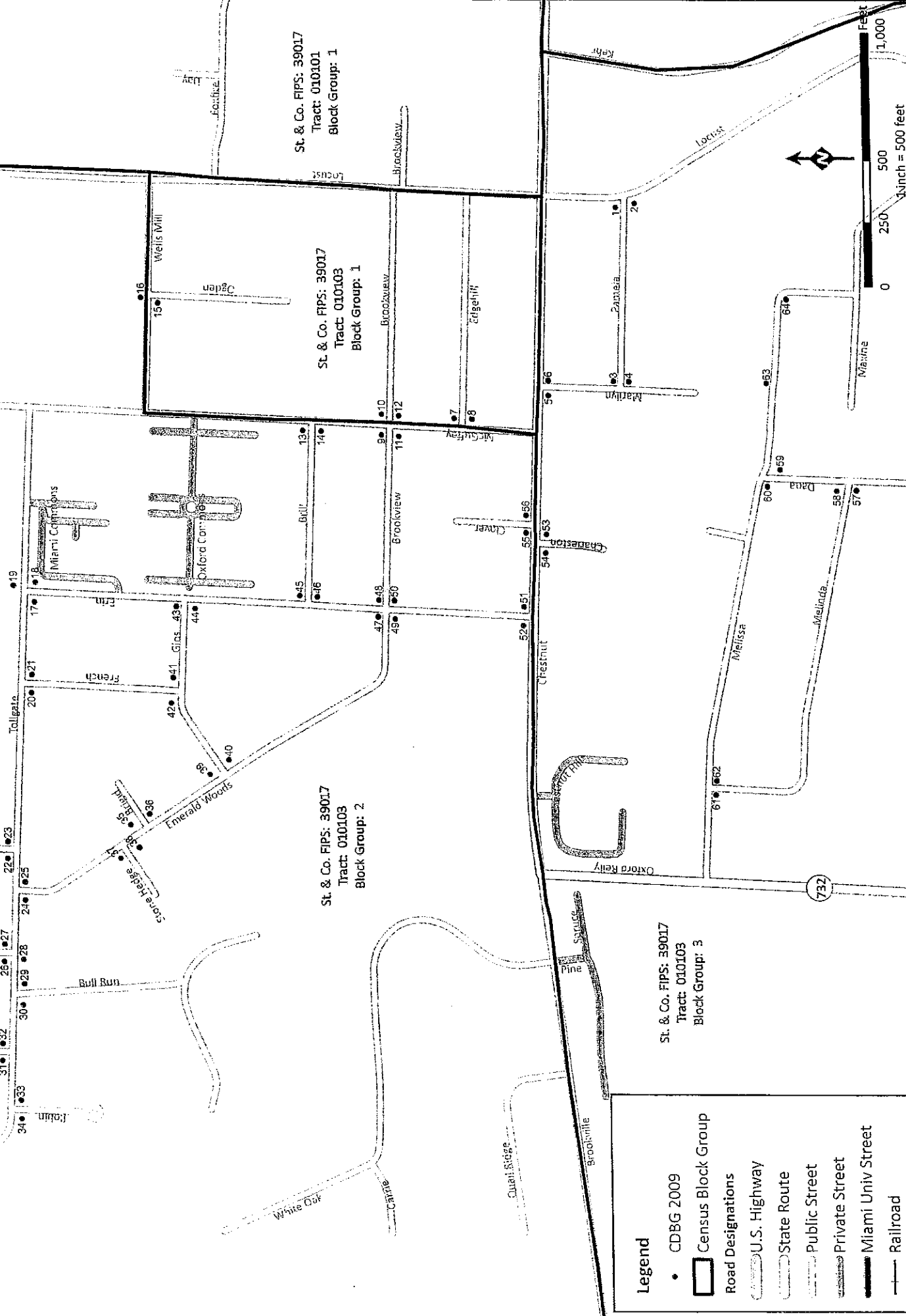
Page 2
revised 12/8/09 - EK

Location	Lin Ft.Curb Removal & Replacement	Sq ft Sidewalk Removal & Replacement	# of Detectable Warning Mats on each Sidewalk Ramp
Brill & Erin			
NE corner	20	100	1
SE corner	20	100	1
Erin & Emerald Woods			
NW corner	30	150	2
NE corner	30	150	2
SW corner	30	150	2
SE corner	30	150	2
Erin & Chestnut			
NE corner	30	150	1
NW corner	30	150	1
Chestnut & Charleston			
SE corner	30	200	2
SW corner	30	125	1
Chestnut & Clover			
NW corner	30	200	2
NE corner	30	125	1
Melinda & Dana			
SW corner	20	75	1
NW corner	20	75	1
Melissa & Dana			
SE corner	40	150	1
SW corner	50	175	1
Melinda & Melissa			
SW corner	20	100	1
SE corner	30	125	1
552 Melissa			
	25	100	1
Across from 538 Melissa			
	30	0	0
University Park Blvd sidewalk	~1,000 linear feet	New Construction	(no removal)

Total Estimate for 2010 CDBG

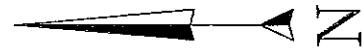
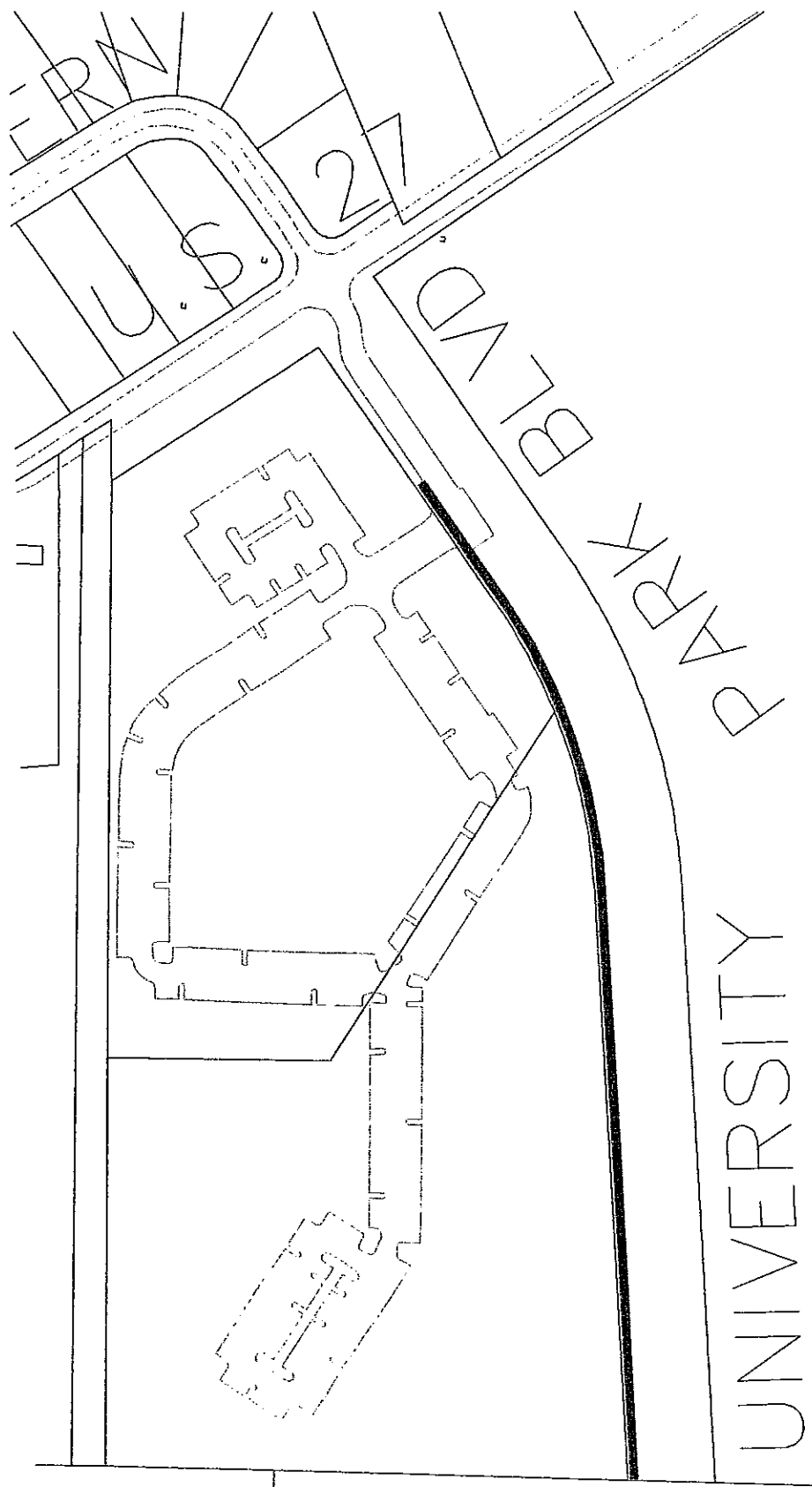
	Lin Ft.Curb Removal & Replacement	Sq ft Sidewalk Removal & Replacement	# of Detectable Warning Mats on each Sidewalk Ramp
Totals of each	1695	8200	77
Total estimate for Each based on 08 Awarded Contract	\$ 44,070.00	\$ 47,970.00	\$ 17,325.00
Total Estimate	\$ 134,365.00		

CDBG 2009



Legend

- CDBG 2009
- Census Block Group
- Road Designations
 - U.S. Highway
 - State Route
 - Public Street
 - Private Street
 - Miami Univ Street
 - Railroad



PROPOSED
NEW SIDEWALK

ORDINANCE NO. _____

AN ORDINANCE ADOPTING NEW CHAPTER 507 ENTITLED "POLICE AND FIRE CIVIL CITATIONS", SECTION 507.01 "POLICE CIVIL CITATIONS", SECTION 507.02 "POLICE CIVIL CITATION FINE", SECTION 507.03 "FIRE CIVIL CITATIONS", SECTION 507.04 "FIRE CIVIL CITATION FINE", SECTION 507.05 "NOTICE OF POLICE AND FIRE CIVIL OFFENSE AND CIVIL FINE; PROCEDURES", SECTION 507.06 "ANSWER TO NOTICE OF POLICE OR FIRE CIVIL OFFENSE", SECTION 507.07 "HEARINGS", SECTION 507.08 "DEFAULT", SECTION 507.09 "CIVIL PROCEEDINGS", SECTION 507.10 "ADMINISTRATIVE REGULATIONS", SECTION 507.11 "FREEDOM FROM IMPROPER INFLUENCE", SECTION 507.12 "EX PARTE COMMUNICATIONS PROHIBITED", SECTION 507.13 "DEFINITION OF PERSON" AND SECTION 507.14 "SAVINGS", OF THE OXFORD CODE OF ORDINANCES

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

SECTION I:

Council hereby adopts new Chapter 507, Section 507.01 "Police Civil Citations", Section 507.02 "Police Civil Citation Fine", Section 507.03 "Fire Civil Citations", Section 507.04 "Fire Civil Citation Fine", Section 507.05 "Notice of Police and Fire Civil Offense and Civil Fine; Procedures", Section 507.06 "Answer to Notice of Police or Fire Civil Offense", Section 507.07 "Hearings", Section 507.08 "Default", Section 507.09 "Civil Proceedings", Section 507.10 "Administrative Regulations", Section 507.11 "Freedom From Improper Influence", Section 507.12 "Ex Parte Communications Prohibited", Section 507.13 "Definition of Person" and Section 507.14 "Savings", of the Oxford Code of Ordinances to read as follows:

Chapter 507. POLICE AND FIRE CIVIL CITATIONS

SECTION 507.01 POLICE CIVIL CITATIONS

(a) A person who violates a standard of conduct set forth in a section or chapter of the Oxford Codified Ordinances listed below is liable for the civil fine specified in Section 507.02.

*	311.03	Toy Vehicles on Streets
*	311.04	Use of Streets for Amusement, Play or Sports
*	313.05	Pedestrian Control Signal
*	331.12C	U-turns Restricted
*	331.42A&B	Littering from Motor Vehicle
*	331.43A	Wearing Earplugs or Earphones Prohibited
*	335.09A	Display of License Plates
*	335.10	Expired Plates

- * 337 Section Safety and Equipment
- * 339.08C Loads Dropping or Leaking, Removal Required
- Tracking Mud
- * 371.01B Right of Way in Crosswalk (Pedestrian Action Creating Hazard)
- * 371.03A,C,D Crossing Roadway Outside of Crosswalk, Diagonal Crossings at Intersections
- * 373.06A Lights & Reflectors on Bicycles; Brakes
- * 373.07A Riding Bicycles on Right Side of Roadway; Obedience to Traffic Rules; Passing
- * 373.08 Bicycle Riding; Rollerblading and Skateboarding Riding Regulations
- * 373.11A Paths Exclusively for Bicycles
- * 505.01A-D Dogs and Other Animals Running at Large
- * 505.03 Annual Registration of Dogs
- * 505.09A Barking or Howling Dogs
- * 505.15A1,2,3 Dog Nuisances
- * 521.01 Abandoned Refrigerators and Airtight Containers
- * 521.08A,B Littering or Allowing Litter to Remain on Property
- * **521.12A Outdoor Furniture Restriction**
- * 729.03 Door to Door Solicitation Prohibited
- * 1151.04 Signs on Public Property
- * 1519.04 Fireworks – Possession, Sale or Discharge Prohibited

(b) A City officer or employee of the Oxford Police Department or Public Safety Assistant charged with the enforcement of the Oxford Codified Ordinances may as authorized issue a civil citation, a uniformed traffic citation or a misdemeanor citation for a violation of any section listed in this Section, depending on the type of offense and the totality of the circumstances.

SECTION 507.02 POLICE CIVIL CITATION FINE.

The civil fine for the civil offenses listed in Section 507.01 are:

<u>Initial Civil Fine</u>	<u>If Delinquent</u>	<u>If Sent for Collection</u>
(\$60)	(\$120)	(\$180)

Neither the City of Oxford, the State of Ohio, the United States Government, nor any city, federal or state agency or political subdivision is liable for a civil fine imposed pursuant to this Chapter.

SECTION 507.03 FIRE CIVIL CITATIONS

(a) A person who violates a standard of conduct set forth in a section or chapter of the Ohio Fire Code listed below is liable for the civil fine specified in Section 507.04.

- * 107.6 Overcrowding
- * 110 Unsafe Buildings

- * 901.8 Removal of or tampering with equipment
- * 1028.2 Reliability of required exits
- * Rule 33 Explosives and fireworks

(b) A City officer or employee of the Oxford Fire Department charged with the enforcement of the Oxford Codified Ordinances may as authorized issue a civil citation or a misdemeanor citation for a violation of any section listed in this Section.

SECTION 507.04 FIRE CIVIL CITATION FINE.

The civil fine for the civil offenses listed in Section 507.03 are:

<u>Initial Civil Fine</u>	<u>If Delinquent</u>	<u>If Sent for Collection</u>
(\$500)	(\$1000)	(\$1250)

Neither the City of Oxford, the State of Ohio, the United States Government, nor any city, federal or state agency or political subdivision is liable for a civil fine imposed pursuant to this Chapter.

SECTION 507.05 NOTICE OF POLICE AND FIRE CIVIL OFFENSE AND CIVIL FINE; PROCEDURES.

(a) A City officer or employee charged with the enforcement of the Oxford Codified Ordinances may issue a notice of civil offense and civil fine to a person found to have committed a civil offense.

(b) A notice of a civil offense and civil fine must advise the person served:

(1) Unless a written answer is filed or the civil fine paid within 10 days from the date of the notice, fine will double;

(2) That a hearing will be held if requested;

(3) That failure to appear at a requested hearing will be considered an admission of the civil offense;

(4) That all available collection remedies and costs of collection will be pursued in the event the civil fine and delinquent charges are not paid;

(c) A notice of civil citation and civil fine:

(1) Must state the date that the notice is issued;

(2) Must identify the person being charged if known to the issuing officer or employee, or alternatively describe the vehicle, object or property that is the location or object giving rise to the civil citation;

(3) Must indicate the offense charged, the civil fine for the offense and the date, time and location of the offense charges;

(4) Must be signed and attested to by the issuing officer or employee;

(5) If the person charged is present, the issuing officer or employee shall personally serve the person charged with a copy of the notice;

(d) The following shall apply to all residential property to be used as rental property in the City of Oxford:

(1) Rental property owners shall designate an individual to be contacted by the City in the event of civil citation. This may be the property owner or a designated local agent; and,

(2) Rental property owners who desire to designate an agent must record the agent's telephone number and email (if any) with the City. If no agent is designated the rental property owner shall be the designated contact person.

(e) The issuing officer or employee must serve the notice of civil offense and civil fine in one of the following manners:

(1) Notice may be served personally on the offender;

(2) If the notice involves a civil citation which occurred on or immediately adjacent to the real property owned, occupied or controlled by the person being charged, the notice may be constructively served by posting a copy of the notice in a conspicuous location on the real property and by mailing a copy of the notice to said person by First Class U.S. Mail; or

(3) If the notice relates to an offense involving a motor vehicle, the notice may be constructively served by posting a copy of the notice on the motor vehicle

and by mailing a copy of the notice to the person responsible for the offense by First Class U.S. Mail.

SECTION 507.06 ANSWER TO NOTICE OF POLICE OR FIRE CIVIL OFFENSE.

(a) A person served with a notice of a police or fire civil offense may file a request for a hearing. The request may be delivered in person or mailed to the City. A request for a hearing must be filed within ten (10) days from the date of the notice.

SECTION 507.07 HEARINGS.

(a) A person who denies the commission of a police or fire civil offense may request a hearing before a hearing examiner. The request shall be filed with Safety Department's Office of Administrative Hearings, which shall set a date for the hearing and notify the person, in writing, of the date, time and location of the hearing. The hearing will be informal, but all testimony shall be under oath.

(b) All hearings shall be scheduled within ten (10) days and will be held at the next regularly scheduled hearing date not less than 10 days after the date scheduled. Any hearing date may be modified if such modification is requested by the person charged and approved by the hearing examiner. The request can be made at the onset of the hearing, or prior to the hearing by submitting a *Request for Hearing Continuance* to the Safety Department's Office of Administrative Hearings.

(c) The hearing examiner shall enter into the record of the proceedings the notice of the police or fire civil offense and civil fine, the filing of or failure to file an answer, the substance of the answer, a finding of liability, the civil fine due, payments, delinquency and collection charges, and other relevant information.

(d) The hearing examiner shall issue a decision and make findings of fact from the record and conclusions of law in support of the decision at the conclusion of the

hearing. The findings and conclusions shall demonstrate that the decision is consistent with applicable laws, ordinances, regulations and the interest of justice. Any unpaid civil fine is due and must be paid within ten (10) days after the date of the hearing examiner's decision.

SECTION 507.08 DEFAULT

A person who is personally or constructively served with notice of a police or fire civil offense and civil fine and fails to answer within the time provided by this Chapter, or fails to attend a requested hearing, the person is in default, and the civil fine deemed delinquent. The amount due is as specified by this Chapter for the offense charged.

SECTION 507.09 CIVIL PROCEEDINGS.

Whenever an officer charged with the enforcement of the Oxford Codified Ordinances is satisfied that a provision that officer is charged to enforce, or a law in force in the City applicable to the same subject matter, has been violated or is about to be violated, or that an order or direction made in pursuance of the enforcement of this Chapter has not been complied with, or is being disregarded, and whenever that officer is satisfied that civil proceedings are necessary for the enforcement of the Oxford Codified Ordinances or laws, to restrain violations thereof, that officer may apply to the Law Director, who is authorized to institute civil proceedings. Civil proceedings may be brought in the name of the City, and may include, among other things, claims for injunction, mandatory relief, restraining orders, damages, the appointment of a receiver, and such other relief as may be allowed in law or equity. Institution of civil proceedings does not exclude criminal proceedings as authorized by the Oxford Codified Ordinances or charging a person with a civil offense as authorized by this Chapter.

SECTION 507.10 ADMINISTRATIVE REGULATIONS.

The City Manager may adopt administrative regulations for the conduct of hearings and for the enforcement of the Oxford Codified Ordinances through the issuance of notices of civil offenses.

SECTION 507.11 FREEDOM FROM IMPROPER INFLUENCE.

- (a) No member of Council, member of the City administration, party to any

proceedings before a hearing examiner, or any other person shall interfere with, attempt to interfere with, or improperly influence or attempt to improperly influence a hearing examiner in the performance of the duties of office.

(b) An examiner may not conduct or participate in any hearing or decision in which the examiner or any of the following persons has a direct or substantial financial interest: a spouse, brother, sister, child, parent, or in-law of the examiner, or business firm or organization in which the examiner has a substantial interest. The examiner shall promptly report to the City Manager any attempt at interference or improper influence or any actual or potential conflict prior to such hearing.

(c) Wherever it may be shown to the satisfaction of the city manager that an examiner was subjected to improper influence, interference or interest, such improper influence, interference or interest shall be grounds for vacating any decision made by the examiner in such proceedings.

SECTION 507.12 EX PARTE COMMUNICATIONS PROHIBITED.

A person may not communicate with a hearing examiner to influence a decision in a matter pending before an examiner other than at a public hearing or in a writing that is made part of the record of the proceeding. This provision shall not prohibit communication between an examiner and any member of the administration assigned to assist or give legal counsel to the examiner in the pending proceeding.

SECTION 507.13 DEFINITION OF PERSON.

“Person” includes an individual, entity, corporation, business trust, estate, trust, partnership, and association.

SECTION 507.14 SAVINGS.

This Chapter does not affect any act done or committed in violation of any former ordinance relating to the same subject, or any suit or proceeding now pending in court for the violation of the provisions of any former ordinance, or any cause or causes of action accrued or existing under such ordinance, but all proceedings or prosecutions now

pending shall be conducted to final determination irrespective of this Chapter.

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

MAYOR

ADOPTED: _____

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: LAW (STAFF)

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

City Manager

Originating Department

Council Meeting Of: December 15, 2009

Kim Newton

Prepared By

Account Code No. #: 140.408.50801 (70%);
320.816.50801 (15%); 330.836.50801 (15%)

December 7, 2009

Date Prepared

Budgeted Amount: \$72,500.00

Agenda Title: 2009 CIP Server Virtualization Project

Recommendation: Approve

Discussion: The attached Resolution authorizes the purchase of computer equipment related to the City of Oxford's virtual server upgrade from Florida Micro.

The City network infrastructure currently consists of approximately 100 computers (including laptops), wide access to email and the internet, and many specialized applications for individual departments. In keeping with the technology available at the time, gradual expansion in our technology base was made via the addition of new servers which were dedicated to handling the new applications required by the various departments. Software providers, as a rule, insist that their applications run on a dedicated server. We have specialized application packages running on individual servers for Parking, Police/Dispatch, Email Archiver, Exchange E-mail server application, remote access, database servers, file servers, and antivirus servers -- for a total of 10 servers currently in place at this time.

Given the technology available during this growth process, this "accumulation" of servers was consistent with what other organizations experienced. However, considering that they were purchased over a six- to eight-year span of time, they are not consistent as to type, processing capacity, condition, and ongoing maintenance has been an increasing burden. Additionally, this "variety" of applications and different servers has made the process of planning for, and "living through," a "disaster" or extended shutdown a nightmare. Some of the older servers are beginning to show unreliable performance and have exceeded their storage limits.

Based on the wide impact that our technology systems have on our staff and ability to perform, and the potential for the existing systems to be down from one to three days in a potential "recovery" situation, in preparing the 2009 capital budget, it was recommended by our IT consultant, LAN Solutions, to upgrade and virtualize our current server environment, and **funding of \$72,500 was included in the final budget.**

Given improvements in software, and in the greater processing and data storage capacity of the servers being built today, it is possible to move away from the old "dedicated" server approach to a platform that would reduce our current number of servers from 10 to only 4, which will create higher energy efficiency -- going green! Today's technology allows more than one software package/application to run upon a very powerful server in a very efficient manner without impacting the operation of other applications on that same server. In essence, several large servers permit a number of individual software packages to "co-exist" and cooperate with and share the basic virtual server operating system. The different applications really are not aware that they don't have a dedicated server!

State bid price quotes have been received from 3 separate vendors and I am recommending passage of this resolution to purchase computer equipment from Florida Micro for **\$29,455.00**. *(A copy of the breakdown of quotes is available in your Friday packet.)*

This shift to a "virtual server" arrangement is not a totally new or untested approach. We have been watching and waiting for it to become the new "standard", and have no concerns about the success of the migration.

Approved By:

Initial Date

Department Head:

City Attorney:

City Manager:

DNK 12/10/09

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO PURCHASE COMPUTER EQUIPMENT FROM FLORIDA MICRO.

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

SECTION 1: The City has obtained state pricing for the purchase of computer equipment necessary to upgrade the City's network servers.

SECTION 2: The Ohio Revised Code Section 125.04 permits political subdivisions to purchase equipment at a lower price if the terms, conditions, and specifications are equivalent to state contracts.

SECTION 3: Council hereby authorizes the City Manager to purchase computer equipment from Florida Micro at a cost not to exceed \$29,455.00.

SECTION 4: Council further finds that sufficient funds to meet this purchase price have been appropriated.

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

Clerk of Council

Originating Department

Council Meeting Of: December 15, 2009

Mary Ann Eaton

Account Code No. #: N/A

Prepared By

Budgeted Amount: N/A

December 4, 2009

Date Prepared

Agenda Title: A Resolution supporting the submission of a grant application.

Recommendation:

Discussion

As requested by former Mayor, Prue Dana and endorsed by the Planning Commission.

Approved By:

Initial Date

Department Head:

City Attorney:

City Manager:

 12/10/09

RESOLUTION NO.

A RESOLUTION TO SUPPORT THE CITY OF OXFORD'S PARTICIPATION IN THE GRANT APPLICATION FOR A TWO DAY 'YOUR TOWN DESIGN' WORKSHOP THROUGH THE NATIONAL ENDOWMENT OF THE ARTS.

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

SECTION 1: The City Manager and former Mayor Prudence Z. Dana recommend that the City of Oxford participate in the grant application for a two day 'Your Town Design' workshop which explores the way the City can participate and manage how the Oxford community grows and develops in the years to come.

SECTION 2: The former Mayor of the City of Oxford, Prudence Z. Dana (November 2007 through November 2009) and Wilks Scholar, Bethany Bowyer, shall be named principle organizers/contacts for the purpose of the grant application.

SECTION 3: The City of Oxford will act as the sponsoring non-profit organization and fiscal agent for the purpose of completing the grant application.

Section 4: The principle organizers/contacts will be responsible for working with local groups and organizations to raise the mandatory matching funds of \$10,000. The grant itself will award up to \$22,000 from the National Endowment for the Arts. The local contribution may include 'in kind' contributions.

SECTION 5: Council hereby supports the City of Oxford's participation in the grant application for a two day 'Your Town Design' workshop which explores the way the City can participate and manage how the Oxford community grows and develops in the years to come.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: LAW (STAFF)

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

Council Meeting of: December 15, 2009

Service Department
Originating Department

Account Code #: N/A

David Treleven
Prepared By

Budgeted Amount: N/A

December 3, 2009
Date Prepared

Agenda Title: Environmental Commission Meeting of December 2, 2009

Recommendation: For Review and Consideration

Discussion:

Environmental Commission members present at the Wednesday, December 2, 2009 meeting were: Chair, Mr. Charlie Ford; Vice-Chair, Mr. Wright Gwyn; Planning Commission Representative, Mr. Ted Wong; and Ms. Kelly Church. A quorum was not present. City Council Representative, Mr. Greig Rutherford was ill; Secretary, Ms. Heidi Schran and Mr. Kevin Armitage had scheduling conflicts. The Commission meeting was moved from the fourth Wednesday of November due to the proximity of Thanksgiving.

The Commission members present reviewed the draft final proposal of the Institute of Environmental Sciences (IES) graduate student public service project to inventory Oxford's public trees and determine their potential of carbon sequestration. The formal presentation of the proposal by the IES student team is scheduled in January 2010. Staff was requested to inform the Commissioners of the date, time and location of the proposal presentation.

Discussion of open-space cluster residential development concluded with Chair Charlie Ford and Vice-Chair Wright Gwyn volunteering to prepare an informational packet outlining the Environmental Commission's recommendations for the Planning Commission's consideration. The information is to express why the Environmental Commission considers encouragement of open-space cluster developments to be in Oxford's and the citizen's best interests, the nature of incentives to be offered to developers and how it is in the developer's interest to utilize open-space cluster concepts, an example of an open-space residential development city ordinance, case studies or examples of successful open-space residential developments in Ohio, and examples of hypothetical conventional residential developments as compared to the same land developed utilizing open-space cluster concepts. The intent is to have a draft informational packet prepared for review during the January 2010 Environmental Commission meeting.

The Commission adjourned at 8:00 p.m. The next Commission meeting is tentatively scheduled for Wednesday, January 27, 2010 at 7:00 p.m. in the Municipal Building's Second Floor Conference Room.

Approved By:

Department Head:
City Attorney:
City Manager:

Initial Date
WBD 12/4/09
DN 12/10/09

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager: Douglas Elliott, Jr.

Police
Originating Department

Council Meeting Of: December 1, 2009

Account Code No. #: N/A

Steve Schwein
Prepared By

Budgeted Amount: N/A

November 23, 2009
Date Prepared

Agenda Title: An Ordinance adopting new chapter 507 . . . and An Ordinance repealing Oxford Code of Ordinances Sections 503.98 and Adopting new Oxford Code of Ordinances Sections 503.02 . . .

Recommendation: Pass the Ordinances.

Discussion: Chapters 507 and 503 are companion ordinances, both of which are in need of a re-write. The Police and Fire Civil Citations Chapters re-write was necessary as operationally, the ordinance was not functional for police, fire, and planning combined. One of the major issues was the issuance of a warning requirement. This revision provides another vehicle for enforcement of specific sections of the Oxford Code that do not necessarily justify a citation to Court being issued. Individuals may appeal their citation by filing a Request for Hearing.

Approved By:

Department Head:
City Attorney:
City Manager:

Initial Date

SDS 11/23/09

[Signature] 11/25/09

ORDINANCE NO.

AN ORDINANCE REPEALING OXFORD CODE OF ORDINANCES SECTIONS 503.02 AND 503.98 AND ADOPTING NEW OXFORD CODE OF ORDINANCES SECTIONS 503.02 AND 503.98; TITLED "CLASSIFICATION OF CIVIL OFFENSES" AND "CIVIL FINES".

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

SECTION I: Council hereby repeals Sections 503.02 and 503.98 entitled "Classification of Civil Offenses" and "Civil Fines" and new Sections 503.02 and 503.98 entitled "Classification of Civil Offenses" and "Civil Fines" is hereby adopted as follows: (language to be repealed is stricken through and language to be adopted is in bold):

503.02 CLASSIFICATION OF CIVIL OFFENSES

All civil offenses shall fall into one of the following classifications.

- (a) ~~Class A(1) and A(2) Civil Offenses.~~ A person who violates a standard of conduct set forth in a section or chapter of the Oxford Codified Ordinances listed below is liable for the civil fine specified in Section 503.98 for a Class A(1) or A(2) Civil Offense. If a person has previously been found to have violated the same provision of the Oxford Codified Ordinances within one year that person may be charged as a second offender and on being found to have committed a second or subsequent offense is liable for the civil fine specified in Section 503.98 for the first violation of a Class B Civil Offense.

(Civil Fines for subsequent offenses)

~~(1) — Class A(1) General Offenses~~

- * 521.11 Snow and ice removal **(Class B)**
- * 931.02 Container requirements **(Class B)**
- * 931.03 Placement and maintenance of containers **(Class B)**
- * 931.04 Individual disposal prohibited **(Class B)**
- * 931.08 Scavenging **on private premises (Class B)**
- * 931.09 Burning **(Class B)**
- * 931.10 Depositing solid waste or recyclable materials in public or private receptacle **(Class B)**

~~(2) — Class A(2) Moving, Non-Moving and Miscellaneous Offenses~~

- * 311.03 ~~Toy Vehicles on Streets~~
- * 311.04 ~~Use of Streets for Amusement, Play or Sports~~
- * 313.05 ~~Pedestrian Control Signal~~
- * 331.02C ~~U-turns Restricted~~
- * 331.42A&B ~~Littering from Motor Vehicle~~
- * 335.09A ~~Display of License Plates~~
- * 337 Section ~~Safety and Equipment~~

- * ~~339.08C~~ ~~Loads Dropping or Leaking, Removal Required, Tracking~~
~~Mud~~
- * ~~371.01B~~ ~~Right of Way in Crosswalk, (person suddenly leaves sidewalk~~
~~into roadway)~~
- * ~~505.01A D~~ ~~Dogs and Other Animals Running at Large~~
- * ~~505.03~~ ~~Annual Registration of Dogs~~
- * ~~505.09A~~ ~~Barking or Howling Dogs~~
- * ~~505.15A1,2,3~~ ~~Dog Nuisances~~
- * ~~521.12A~~ ~~Outdoor Furniture~~
- * ~~729.03~~ ~~Door to Door Solicitation Prohibited~~
- * ~~1151.04~~ ~~Signs on Public Property~~

(b) Class B Civil Offenses. A person who violates a standard of conduct set forth in a section or chapter of the Oxford Codified Ordinances listed below is liable for the civil fines specified in Section 503.98 for a Class B Civil Offense. If the provision is listed under paragraph (1) below, the otherwise applicable civil fine is reduced by seventy-five percent (75%) if the person charged shows in accordance with Section 503.04 that the violation has been corrected. If a person has previously been found to have violated the same provision of the Oxford Codified Ordinances within one year that person may be charged as a second offender and on being found to have committed a second or subsequent offense is liable for the civil fine specified in Section 503.98 for the violation of a Class C Civil Offense provided below, ~~unless otherwise noted~~, which fine is not subject to reduction for correction of the violation.

(1) Class B Civil Offenses With Civil Fines subject to Seventy-Five Percent (75%) reduction for Correction of Violation:

(Civil fines for subsequent offenses)

- * 521.07 Fences/electric fences (~~subsequent offense~~ - Class B)
- * 935.10 Pruning for public safety (**Class C**)
- * 935.20 Notice to cut, destroy or remove noxious vegetation (**Class C**)
- * Chapter 1151 Signs (**Class C**)
- * Chapter 1305 International property maintenance Code (**Class C**)
- * Chapter 1327 Flood protection (**Class C**)

(2) Class B Civil Offenses with Civil Fines not Subject to Seventy-Five Percent (75%) Reduction for Correction of Violation:

(Civil Fines for subsequent offenses)

- * 521.02 Venting, heating and burning (**Class C**)
- * 521.03 Barriers and warning lights (**Class C**)
- * 521.04 Sidewalk Obstructions (**Class C**)
- * 521.05 Notice to fill lots and remove putrid substances (**Class C**)
- * 521.08 **C,D,E** Removal of litter on property and watercourse obstruction (**Class C**)
- * 905.08 Sidewalk in repair and free from nuisances (**Class C**)

- (c) Class C Civil Offenses. A person who violates a standard of conduct set forth in a section or chapter of the Oxford Codified Ordinances listed below is liable for the civil fines specified in Section 503.98 for a Class C Civil Offense. If the provision is listed under paragraph (1) below, the otherwise applicable civil fine is reduced by seventy-five percent (75%) if the person charged shows in accordance with Section 503.04 that the violation has been corrected. If a person has previously been found to have violated the same provision of the Oxford Codified Ordinances within one year that person may be charged as a second offender and on being found to have committed a second or subsequent offense is liable for the civil fine specified in Section 503.98 for ~~the violation of a Class D Civil Offense~~ **the offense provided below**, which fine is not subject to reduction for correction of the violation.

- (1) Class C Civil Offenses With Civil Fines subject to Seventy-Five Percent (75%) reduction for Correction of Violation:

(Civil fines for subsequent offenses)

- * 1307.01 Demolition of Buildings – General **(Class D)**
- * 1307.02 Demolition of Buildings - Permit **(Class D)**

- (2) Class C Civil Offenses with Civil Fines not subject to Seventy-Five Percent (75%) Reduction for Correction of Violation:

(Civil fines for subsequent offenses)

- ~~* 521.01 Abandoned refrigerators and Airtight containers~~
- * 521.06 Sidewalks: Clean and in repair **(Class D)**
- * 521.09 Noxious Odor **(Class D)**

- (d) Class D Civil Offenses. A person who violates a standard of conduct set forth in a section or chapter of the Oxford Codified Ordinances listed below is liable for the civil fines specified in Section 503.98 for a Class D Civil Offense, **except as provided in Chapter 507 of the Oxford Codified Ordinances**. If the provision is listed under paragraph (1) below, the otherwise applicable civil fine is reduced by seventy-five percent (75%) if the person charged shows in accordance with Section 503.04 that the violation has been corrected. If a person has previously been found to have violated the same provision of the Oxford Codified Ordinances within one year that person may be charged as a second offender and on being found to have committed a second or subsequent offense is liable for the civil fine specified in Section 503.98 for ~~the violation of a Class D Civil Offense~~ **for the offense provided below**, which fine is not subject to reduction for correction of the violation.

- (1) Class D Civil Offense s With Civil Fines subject to Seventy-Five Percent (75%) reduction for Correction of Violation:

(Civil fines for subsequent offenses)

- * Chapter 1129 Administration [**Zoning (Class D)**]
- * Chapter 1141 Accessory, Temporary, Supplemental and Environmental Regulations **(Class D)**
- * Chapter 1143 Districts **(Class D)**
- * Chapter 1147 Conditional Use **(Class D)**
- * Chapter 1149 Vehicle Management **(Class D)**

- * Chapter 1301 Building Code (**Class D**)
- * Chapter 1303 Residential Code of Ohio (**Class D**)
- * Chapter 1331 Historic preservation (**Class D**)
- * Chapter 1501 Ohio Fire Code (**Class D**), (except as provided for in Chapter 507 of the Oxford Codified Ordinances)
- * Chapter 1151 Open Burning (**Class D**)
- * ~~Chapter 1519 Fireworks~~

SECTION 503.98 CIVIL FINES.

The civil fines for civil offenses are:

<u>Offense</u>	<u>Initial Civil Fine</u>	<u>If Delinquent</u>	<u>If Sent for Collection</u>
Class A(1)	(\$34)	(\$68)	(\$100)
Class A(2)	(\$60)	(\$80)	(\$100)
Class B	(\$86)	(\$172)	(\$250)
Class C	(\$150)	(\$300)	(\$500)
Class D	(\$500)	(\$1000)	(\$1250)

Neither the City of Oxford, the State of Ohio, the United States Government, nor any city, federal or state agency or political subdivision is liable for a civil fine imposed pursuant to this Chapter.

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

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER
PREPARED BY: LAW (STAFF)

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

Clerk of Council

Originating Department

Council Meeting Of: December 15, 2009

Mary Ann Eaton

Account Code No. #: N/A

Prepared By

Budgeted Amount: N/A

December 4, 2009

Date Prepared

Agenda Title: A Resolution authorizing the City Manager to close Lot 52 for the operation of the 2010 Farmers Market.

Recommendation: N/A

Discussion:

The attached request is for the use of Lot 52 for the operation of the 2010 Farmers Market and Winter Market.

This request is the same as the last two years.

Approved By:

Initial Date

Department Head:

City Attorney:

City Manager:

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 1, 2010 THROUGH NOVEMBER 20, 2010, 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 1, 2010 through November 20, 2010 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 1, 2010 through November 20, 2010 to permit the operation of the 2010 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 16, 2010, SATURDAY, FEBRUARY 20, 2010, SATURDAY, MARCH 20, 2010, SATURDAY APRIL 17, 2010 AND SATURDAY, DECEMBER 18, 2010 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 16, 2010, Saturday, February 20, 2010, Saturday, March 20, 2010, Saturday, April 17, 2010 and Saturday, December 18, 2010 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 16, 2010, Saturday, February 20, 2010, Saturday, March 20, 2010, Saturday, April 17, 2010 and Saturday, December 18, 2010, from 5:00 a.m. to 12:30 p.m., to permit the operation of the 2010 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)

RECEIVED

ENCLOSURE

City of Oxford

Rev 10/09



☒ REQUEST FOR PUBLIC PARK PERMIT

☐ REQUEST FOR PUBLIC RIGHT-OF-WAY PERMIT

Date(s) of Event: Please see attached sheet for dates 11/1/09 through 11/1/09 From: 5 a.m./p.m. To: 12:30 a.m./p.m.

Today's Date: 11/23/09 ☐ Emergency Utility Repair (check box, if applicable)

--- Applicant shall allow a minimum of 3 business days for processing ---

Responsible Party:
(18 years of age or older)*

Address:

Telephone:

Cellular:

Fax:

Email:

LARRY J. SLOCUM
803 MORAN RD
HAMILTON, OH 45013

513-505-5238

larry@humminghillarts.com

Organization:

Advisor:

Address:

Telephone:

Cellular:

Fax:

Email:

Non-Profit:

Oxford Farmers Mkt Uptown
Larry Slocum Manager

info@oxfordfarmersmarket.com

☐ Yes ☐ No

* Person in charge - Primary contact

PARK REQUESTED

- ☐ 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: Pking lot 52 and surrounding sidewalk. We will use for the sidewalk so
Pedestrian traffic is not hampered.

TITLE OF EVENT (be specific and include projected attendance)

Oxford Farmers Market Uptown - SATURDAY

Projected Attendance: 300-600 Has this event been held previously? ☒ Yes ☐ No If "YES", when? All Summer

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: 11/25/09

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: ____/____/____

Oxford Farmers Market Uptown – 2010

January 16, 2010

February 20, 2010

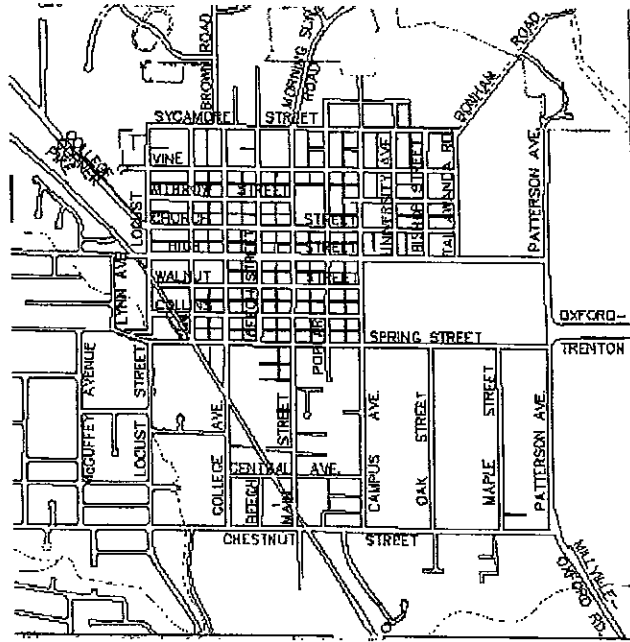
March 20, 2010

April 17, 2010

Beginning May 1, 2010 and running every Saturday until November 20, 2010

December 18, 2010

Note
If your event is outside
the boundaries of this
map, either attach a
separate map or
contact the City for
assistance.



CITY OF OXFORD / RIGHT-OF-WAY REQUEST DETAILS

Instructions for Applicant: Please clearly denote the parade route, streets and/or sidewalk areas being requested. Place a concise narrative explanation on the following lines. Attach additional pages if necessary.

Lot 52 & surrounding sidewalk

Additional Requests:
(Include details in narrative)

- ☐ No Parking Signs
- ☐ Detour(s)
- ☐ Police Assistance

Time Details

	Start	End
Setup	_____	_____
Event	_____	_____
Breakdown	_____	_____

	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

SDS, 11/24/09
 11/25/09
 11/24/09
 /

 City Manager's Signature

Date: _____

Reason(s) event not approved:

Needs Council Approval

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

Finance
Originating Department

Council Meeting Of: 12/01/09

Account Code No. #: see below

Joe Newlin
Prepared By

Budgeted Amount: _____

11/23/09
Date Prepared

Agenda Title: 2010 ANNUNAL ADVANCE ORDINANCE

Recommendation: Approve

Discussion:

Description of Budgeted Advances for the 2010 Budget

Advance from GENERAL FUND 110
Advance to FEMA FUND 416

Funds to be reimbursed from FEMA (beginning of year) 26,930.00

Advance from GENERAL FUND 110
Advance to CAPITAL IMPROVEMENT FUND 141

Funds to be reimbursed from ODOT (beginning of year) 373,522.00

Advance from GENERAL FUND 110
Advance to CDBG FUND 126

Funds to be reimbursed from County CDBG funds (beginning of year) 150,000.00

Repayment to General Fund will be made when funds received or completion of project.

Approved By:

Department Head:
City Manager:

Initial Date

[Signature] 11/23/09
[Signature] 11/23/09

ORDINANCE NO.

AN ORDINANCE OUTLINING BUDGETED ADVANCES FOR 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: The following advances are to be executed for the City of Oxford during the fiscal year ending December 31, 2010, as follows:

Advance from:

GENERAL FUND 110	26,930.00
GENERAL FUND 110	373,522.00
GENERAL FUND 110	150,000.00

Advance to:

FEMA FUND 416	26,930.00
CAPITAL IMPROVEMENT FUND 141	373,522.00
CDBG FUND 126	150,000.00

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

MAYOR

ADOPTED:

ATTEST

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: RICHARD KEEBLER

PREPARED BY: STAFF