

**NORTH CAROLINA
GRANVILLE COUNTY
CITY OF OXFORD**

**OXFORD CITY HALL, BOARD MEETING ROOM,
MONDAY, JULY 2, 2007 AT 5:45 PM**

The Mayor and Board of Commissioners of the City of Oxford met for a Special Session in conjunction with the Agenda Session at City Hall, 300 Williamsboro Street at the above-mentioned time and place.

Present: Mayor Pro Tem Howard G. Herring, Sr.
Commissioner Robert Shope
Commissioner Stephen C. Powell
Commissioner S. Quon Bridges
Commissioner Paul F. Kiesow
Commissioner A. Chance Wilkinson
Commissioner Robert B. Williford, Sr.

Absent: Mayor Alvin Woodlief, Jr.

Present also were City Attorney J. Thomas Burnette, City Manager Thomas S. Marrow and City Clerk Tanya S. Weary.

All members of the board and local news media were notified of the time, place and purpose of the meeting.

Mayor Pro Tem Herring called the meeting to order.

AGENDA SET – JUNE 11, 2007

The Board of Commissioners set the agenda for the June 11, 2007 meeting.

**PUBLIC HEARING – REIMBURSEMENT AGREEMENT
WITH GRANVILLE BUSINESS PARK**

Mayor Pro Tem Herring declared the public hearing open. The purpose of the public hearing was to allow for public input on the City of Oxford entering into a reimbursement agreement with Granville Business Park.

City Manager Marrow explained the Board adopted the development ordinance at its last Board meeting to allow the City to enter into reimbursement agreements with private developers/partnerships. The reimbursement agreement is between the City and Granville Business Partners, developers of Granville Business Park. The City would be a conduit of a \$900,000 grant, which would pass through the City's books. The grant would provide sewer extensions and pump stations to Granville Business Park. The agreement hammers out the City's expectations and gives the developer assurances the City would fulfill its obligation. Many attorneys have reviewed this agreement. The agreement protects the City and developer. The developer is responsible for bidding out the sewer line and pump station, which must be done by plan specifications. City staff will look at the low bidder and make sure we are comfortable with the selection. The City will inspect the work and the developer expects to be paid in a timely manner.

Joe Lyle of Millridge Companies, 818 S. White Street, Wake Forest, asked for the Board to support the agreement because the development will benefit the City and County. Mr. Lyle reviewed the proposed reimbursement agreement and stated it was okay.

No one had any questions.

Mayor Pro Tem Herring closed the public hearing.

REIMBURSEMENT AGREEMENT WITH GRANVILLE BUSINESS PARK ADOPTED

City Attorney Burnette noted throughout the course of negotiating this agreement there are two items that have to be done in order for him to recommend adopting this agreement:

- City has requested an opinion letter from outside Counsel saying that this agreement is a lawful agreement for the City to enter into. City Attorney Burnette noted the opinion letter has been delivered, but he has not seen it.

- City must receive an agreement from the Kerr Tar Council of Governments that specifies how the City would receive the funds in order to fulfill its agreement. City Manager Marrow noted this would be a simple process because the COG is waiting for the City to adopt this agreement. A scenario would be once the City receives its first invoice from the developer, the COG will give the City \$900,000 to disperse to the developer accordingly.

City Attorney Burnette noted finalization of the agreement is contingent upon receiving an opinion letter from the Sanford Holshouser Law Firm.

Commissioner Bridges asked the time frame for the opinion letter? Mr. Lyle noted they had been in meetings with the independent law firm and stated all present have blessed this agreement. He believes the letter would probably be received by the end of the week. He asked why couldn't the City wait to adopt the agreement once the opinion letter is received? Mr. Lyle noted time is of the essence because the folks looking at the property are asking for the appropriate documentation that indicates the developer can deliver what they say they can deliver.

Commissioner Wilkinson motioned to adopt the reimbursement agreement with Granville Business Partners, developers of Granville Business Park contingent upon the City receiving an opinion letter from Sanford Holshouser Law Firm. Commissioner Shope seconded the motion. The motion passed unanimously.

RESOLUTION ADOPTED – COMPREHENSIVE LONG RANGE PLAN

City Manager Marrow noted Mayor Woodlief had assigned Downtown EDC Director Linda Sigmon the task of seeking out long-range plans from other communities. She had reported the NC Department of Commerce's Division of Community Assistance, would offer

these services to Oxford. He explained the DCA helped develop the current Zoning Ordinance. He stated the only costs involved are out of pocket expenses, etc. The plan will include police, fire, water, sewer, land use, zoning, and etc., addressing where the City wants to be within the next 5-10 years.

Commissioner Powell asked who would be involved in the process? City Manager Marrow noted members have not been selected because it is merely at the embryo stage.

Commissioner Wilkinson motioned to adopt the Comprehensive Long Range Plan Resolution. Commissioner Bridges seconded the motion and carried unanimously.

**CITY OF OXFORD
COMPREHENSIVE LONG-RANGE PLAN RESOLUTION**

WHEREAS the City of Oxford enjoys a long and rich history as a regional center of agriculture, commerce, manufacturing and education; and

WHEREAS we continue today to enjoy a strong position as a center of diversified agriculture, technology and tourism; and

WHEREAS we are well-positioned by virtue of infrastructure, personnel and facilities to be a model for small community development; and

WHEREAS we project that because of all these qualities the City of Oxford will be challenged with unprecedented growth in the coming decades; and

WHEREAS we value all the citizens of Oxford and the surrounding community, and we seek to provide them with the highest quality of life in such areas as basic services, small town character, environmental quality, neighborhoods, downtown, public safety, economic opportunity, recreational opportunities, streets and sidewalks, historic preservation, culture and entertainment; and

WHEREAS we recognize the necessity of a comprehensive long-range plan to achieve our goals in all these areas;

NOW THEREFORE BE IT RESOLVED that the Oxford Board of Commissioners and Mayor embark on a journey to produce a comprehensive long-range plan and request the helpful services of the North Carolina Division of Community Assistance in that endeavor.

Adopted this 2nd day of July, 2007.

ADJOURNMENT

There being no further business, Mayor Woodlief adjourned the meeting.