

**NORTH CAROLINA
GRANVILLE COUNTY
CITY OF OXFORD**

**OXFORD CITY HALL, BOARD MEETING ROOM
TUESDAY, JUNE 10, 2008 AT 7:00 P.M.**

The Board of Commissioners of the City of Oxford met in Regular Session at City Hall, 300 Williamsboro Street at the above-mentioned time and place.

Present: Mayor Alvin Woodlief, Jr.
Mayor Pro Tem Howard G. Herring, Sr.
Commissioner Robert Shope
Commissioner Stephen C. Powell
Commissioner Paul F. Kiesow
Commissioner A. Chance Wilkinson
Commissioner Robert B. Williford, Sr.
Commissioner Walter Cantley

Present also were City Attorney J. Thomas Burnette, City Manager Mark Donham 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 Al Woodlief, Jr. called the meeting to order and introduced Mark Donham as Oxford's new City Manager.

Mayor Pro Tem Howard Herring gave the prayer.

The Pledge of Allegiance followed the prayer.

PUBLIC COMMENT

J. B. Murray, owner of Spanky's Produce, 507 Roxboro Road, noted he had an issue with the City three years ago regarding his business and now the City is telling him that he cannot have yard sales on Fridays. He noted Ms. Blackwell who issues permits called the law on him. The City has a building at Lake Devin that is not handicap accessible and the bathrooms are

filthy and Lyons Farms sets up across from Wal-Mart and does not have a restroom. He added he had asked to setup here, but would have to move every night. Lyons is set up for 6 days per week. He feels he is being harassed.

Mayor Woodlief noted the City Manager would respond in writing within ten days.

Frank Strickland of 112 Planters Place noted he expressed concerns at the March meeting and was told he would get an answer by letter within 10 days and has yet to receive a reply. He explained the Mayor's remarks have been insulting to him as a citizen and he has made numerous statements to the newspaper falsely accusing him as a slanderer, racist, and liar and hasn't been able to prove any of these remarks made. He noted it behooves him to prove this or resign as Mayor of Oxford. He explained the Mayor in his official capacity as mayor wrote a letter to him stating the SBI had investigated the Chief of Police, knowing this was not true and then used it as a political ad making the same false statement.

MAYOR'S YARD OF THE MONTH AWARD – BEN CURRIN

Mayor Woodlief recognized May's Mayor's Yard of the Month winner, Ben Currin. Mayor Woodlief read the certificate, which recognizes him for the outstanding job of landscaping maintenance and overall attractiveness of 104 W. Quailridge Road. He added a sign would be placed in the yard recognizing him as the winner for Mayor's Yard of the Month and that a picture would be taken for the *Oxford Public Ledger*. Mr. Currin was unable to attend.

PRESENTATION BY SOUTH GRANVILLE AGRICULTURAL ISSUES TEAM

The South Granville Agricultural Team Issues Team did not show up to make a presentation on the bioagricultural center in Butner.

ZONING PUBLIC HEARING – CENTRAL CHILDREN'S HOME REQUEST TO REZONE THREE VACANT LOTS ALONG INDUSTRY DRIVE

Mayor Woodlief declared the public hearing open for comment. The purpose of this hearing was to allow for comment as it pertains to the request from the Central Children's Home to rezone three vacant lots situated along Industry Drive between Raleigh Street and Henderson Street from R-A (Residential-Agriculture) to B-2 (Highway-Business).

Mayor Woodlief noted Planning Board Member and former City Commissioner Alice Currin wrote a letter supporting the request of the Central Children's Home and shared her comments with the audience and Commissioners. He also reported Mike Alston, Central Children's Home Executive Director had submitted a letter requesting annexation if the lots are rezoned.

Mike Alston, Executive Director of the Central Children's Home (CCH), noted it is in the best interest of the Central Children's Home to market the land in order to generate cash for the home because of the required downsizing. He requested to annex the lots into the City of Oxford if they are rezoned as B-2. He recognized President Dr. George Cook, Vice President Ernestine Joyner and Realtor Terry Garrison.

Commissioner Kiesow asked the intentions of the cemetery to which Mr. Alston stated the cemetery would maintain the Home's property. Planning Director Hart noted the cemetery would be grandfathered into the B-2 zoning. Commissioner Kiesow asked if there is any plans to extend Green Street to which Planning Director Hart noted it cannot be extended.

Commissioner Powell stated the rezoning is a no brainer based on the service provided for children and voiced concern about downsizing to which Mr. Alston explained the Home would be able to do preparation for adoption, day treatment and community based services. Mr. Alston added the Home needs cash to go forward in order to match grants. The rezoning and

annexation should increase the value of the property and added this would change the landscape of the City.

Commissioner Cantley asked Planning Director Hart her opinion on this issue to which she shares in the views and the Planning Board denied the request for rezoning, but recognized that R-A was not the best use of the land.

Commissioner Williford asked if the request is approved would a buffer zone be required to which Mr. Alston noted he trusts the Planning Board and Board of Commissioners to make this decision to protect the residents.

Bob Davis of 103 Alex Street noted he was representing the citizens in opposition of the rezoning request and showed surrounding residential areas. They are concerned about the negative impact because highway business will allow for hotels, truck stops, etc. He asked why the property across the interstate couldn't be sold because there are not any homes and added the character will be altered.

Dr. George Cook of Charlotte, NC and President of the CCH Board of Directors, noted he does not see a negative impact because there are some businesses that could make the community even better. He requested the Commissioners to move in the best interest of CCH.

Ann Parker of 203 Peace Street noted she owned property on Alex Street and asked why the CCH didn't want to sell their property across the interstate to which Dr. Cook noted these 3 lots are separated from the rest of their property. Ms. Parker noted she is concerned about the traffic and noise that would be added to the neighborhood and recognized the number of senior citizens living in the area.

Commissioner Powell noted we couldn't speculate that this will automatically be bad change, but can work to make it happen in the way it should happen. He added the request needs

to be pursued in the best interest of everyone and not with the anticipation of something not being acceptable. He added he does not want to look back and think he didn't do something to keep the CCH alive.

Elaine McGee Brooks of 3669 Antioch Drive noted she owns property on Green Street and added she attend Angel B Elementary School on the campus of CCH. CCH exists and finance is necessary for any institution to exist. She approves the request wholeheartedly.

Mayor Woodlief suggested most traffic would not go through the residential area and would stay on the loop road. He added there is not a feasible access in and out on the property located across the interstate.

Elizabeth Marrow of 130 Halifax Street asked why the Commissioners were overlooking the Planning Board's recommendation? Traffic brings other people in and those people could affect the well being of senior citizens. She noted she would like to see what is best for CCH and the senior citizens.

Mayor Woodlief noted it is seldom the Commissioners go against the Planning Board and recognized the streets are protected by Raleigh Street.

Ms. Marrow asked the Commissioners to think about if they live at 130 Halifax Street, what would you do?

Joan Burt of 108 Green Street noted parcel one is in the backyard of at least 12 houses on Green Street and Raleigh Street. Her backyard extends 120 feet adjoining the CCH's property. She stated a truck stop would impact the neighborhood and added at the April meeting there was a room full of opposed contiguous property owners. Her neighbors on Green Street are opposed because they do not know what is going to go there; it will be left up to a developer. She added there is not enough land to put up a sufficient buffer zone. She noted her property has been in

the Burt family since 1908. She asked where was the land use plan for this portion of the loop in question; why was this portion left out? She submitted the loop is not a major thoroughfare. Ms. Burt noted she received a survey and noted the adjoining property owners have not been asked what they want? She recognized it is about 40 acres minus the cemetery for \$2 million per acre. Ms. Burt noted the developer could be out of state or country. Once the decision is made to rezone this property, there is nothing that can be done.

Terry Garrison of 222 Peace Street, Henderson, NC, noted he is the agent for CCH to market the property and clarified the property is listed at \$200,000 per acre. He reported this property is the most valuable in the City due to location. It is perfect to do business and with minimum disruption to the community. He believes the impact to the adjoining property owners will be positive. It is the intent to sell the property as commercial for retail establishments, restaurants, etc.

Helen Harris of 106 Cheatham Avenue recognized that Alex Hancock owned the land behind Cheatham Avenue and asked why this land wasn't developed into residential? Planning Director Hart noted Mr. Hancock did not want to incur the costs to extend the street.

Mr. Davis asked why the CCH's property couldn't be developed as residential to which Mayor Woodlief noted the location of the interstate in front of the property may hinder this.

Dr. Cook asked the opposed citizens what would they accept to which Ms. Harris answered housing development, similar to the one at Revlon. Ms. Burt noted this was residential prior to the interstate and the loop and noted people walked all the time; the CCH was part of the community. Ms. Burt suggested using this property as a type of residential-agricultural purpose, a museum, something that ties the CCH back into the City of Oxford. Ms. Burt asked why this property wasn't part of the land use plan and what did the questionnaires say? Planning Director

Hart noted they are working on the comprehensive plan currently and this property will be included.

There being no further comment, Mayor Woodlief closed the public hearing.

CENTRAL CHILDREN'S HOME'S THREE VACANT LOTS ALONG INDUSTRY DRIVE REZONED FROM R-A TO B-2

Commissioner Herring motioned to approve request from the Central Children's Home to rezone the three vacant lots situated along Industry Drive between Raleigh Street and Henderson Street from R-A (Residential-Agriculture) to B-2 (Highway-Business). Commissioner Powell seconded the motion. The motion passed unanimously.

PUBLIC HEARING – TAXI SERVICE AS REQUESTED BY JERRY HARRIS

Mayor Woodlief declared the public hearing open. The purpose of the public hearing was to allow for public input in order to declare by resolution that the public convenience and necessity require the proposed taxicab service.

Jerry Harris was not present.

No one had any comments regarding the proposed taxicab service.

Mayor Woodlief closed the public hearing.

TAXI SERVICE AS REQUESTED BY JERRY HARRIS APPROVED

Commissioner Wilkinson motioned to approve the taxi service as requested by Jerry Harris. Commissioner Williford seconded the motion and carried unanimously.

RESOLUTION FOR PUBLIC CONVENIENCE & NECESSITY FOR ESTABLISHING A TAXICAB SERVICE IN THE CITY OF OXFORD BY JERRY HARRIS

Whereas, in accordance with Section 19-28 – 19-30 of the Oxford City Code of Ordinance, Mr. Jerry Harris, 126 W. Front Street, Oxford, has provided adequate information that complies with Chapter 20, Article III of the Oxford Code of Ordinance for a *Certificate of Public Convenience and Necessity*; and,

Whereas, currently two taxi services are certified to operate in the City of Oxford. With a population of approximately 9,313 an additional taxi service consisting of one vehicle is justifiable; and,

Whereas, two taxicab businesses service Oxford with no other mass transportation for the general public available. Several shuttle services are offered but are based on age, financial or health status; and,

Whereas, the applicant has submitted a financial statement and insurance policy. The City Attorney has noted no significant motor violations and no criminal record that would disqualify him under City Code 10-28 (c)(1)-(8); and,

Whereas, the applicant has proposed the following taxi fares:

- ❖ Oxford City - \$4.00
- ❖ Outside Oxford City Limits- a fee of \$1.00 per vehicle mile will be added to the fare until arriving to agreed destination; and,

Whereas, the applicant proposes use of 1 vehicle, a 1998 Chevrolet 15 Passenger Van 3500 Series,

Whereas, the taxicab service consisting of 1 vehicle will not significantly impact traffic congestion or parking. Off-street parking will be provided at 226 New College Street; and,

Whereas, the additional taxicab service of 1 vehicle should not result in a greater hazard to the public; and,

Whereas, the applicant has been given a copy of the City Code, Chapter 20, Taxicabs, that explain the requirements of operating a taxicab service in the City of Oxford.

Now, therefore, be it resolved this 10th day of June 2008, that Jerry Harris has met the necessary requirements to meet the needs of *Public Convenience and Necessity* in order to provide a taxicab service in the City of Oxford; and,

Be it further resolved, that Jerry Harris be given 30 days from adoption of this resolution, pay the annual Privilege License Fee of \$15.00, and file with the NC Division of Motor Vehicles a *Certificate of Taxi Operations*, with no taxi service commencing until all requests are complete, and,

Be it further resolved, that upon completion of requested items, Harris Transportation be established in the City of Oxford as a taxicab service.

Adopted this 10th day of June, 2008.

FINANCIAL REPORT – MAY 2008

Finance Officer Stephen McNally supplied the Board with a copy of the May 2008 financial report that included General Fund actual revenues of \$522,425 actual expenses of \$607,201; Water Fund actual revenues of \$402,530, and actual expenses of \$377,715 and Other actual revenues of \$120,132 and actual expenses of \$52,938. The subtotals to date are General Fund actual revenues of \$6,935,361 and actual expenses of \$6,685,326; Water Fund actual revenues of \$3,713,944 and actual expenses of \$4,398,615; Other actual revenues of \$1,556,489 and actual expenses of \$1,316,227. Mayor Woodlief noted that if there were not any questions concerning the report, Finance Director McNally would be in his office tomorrow for any questions.

DRUG TESTING DISCUSSED

Commissioner Cantley placed this item on the agenda and submitted that the Commissioners enact a drug-testing program for the City. He presented the following information:

THIS REQUEST IS IN ACCORDANCE WITH THE DRUG-FREE ACT OF 1998. THE ULTIMATE GOAL OF THIS ACT IS TO MAKE SURE THAT NO EMPLOYEE OR CITIZEN IS HARMED IN ANY WAY BY SOMEONE WHO IS UNDER THE INFLUENCE OF DRUGS OR ALCOHOL.

THE LAW LIMITS TESTING TO THE FOLLOWING:

WHO WILL BE TESTED

PRE-EMPLOYMENT - ALL NEW EMPLOYEES REGARDLESS OF DEPARTMENT

ALL WHO HOLD CDL LICENSES, ALL SAFETY PERSONNEL (FIRE AND POLICE) AND ALL PERSONS WHO SUPERVISE AND/OR DRIVE OR OPERATE EQUIPMENT

FOR CAUSE. IF AN EMPLOYEE IS SUSPECTED OF BEING UNDER THE INFLUENCE OF DRUGS OR ALCHOL. EXAMPLE:

- i. SLURRED SPEECH

- ii. INABILITY TO WALK A STRAIGHT LINE
- iii. PHYSICAL ALTERCATION
- iv. VERBAL ALTERCATION
- v. BEHAVIOR THAT IS SUSPICIOUS, THAT WARRANTS SUMMONSING A SUPERVISOR OR ANYONE IN AUTHORITY (I.E., CONFUSION, DISORIENTATION, LACK OF COORDINATION, MARKED PERSONALITY CHANGES, IRRATIONAL BEHAVIOR
- vi. POSSESSION OF DRUGS, VERIFIABLE BY INFORMATION OBTAINED FROM OTHER EMPLOYEES BASED ON THEIR PROVABLE OBSERVATION
- vii. ARRESTS, CITATIONS, AND DEFERRED PROSECUTIONS ASSOCIATED WITH DRUGS OR ALCOHOL
- viii. WHEN AN ACCIDENT OCCURS WHICH HAPPENS ON THE JOB THAT CAUSES DAMAGE TO PROPERTY OR PERSONAL INJURY; THIS SHOULD INCLUDE SUPERVISORY PERSONNEL WHO SUPERVISE IN THESE AREAS WHO MAY BE REQUIRED TO ACT AS/OR IN BEHALF OF THEIR EMPLOYEES

TESTING WOULD BE ON A 10% RANDOMIZED BASIS CONDUCTED ONCE PER QUARTER WITHIN A DESIGNATED GROUP OR GROUPS.

AN OUTSIDE, INDEPENDENT, QUALIFIED TESTING GROUP WOULD TEST THE SAMPLES AND THE LOCAL HOSPITAL WOULD DO THE COLLECTING. IT SHOULD BE NOTED THAT ALL TEST RESULTS WILL BE KEPT STRICTLY CONFIDENTIAL AND ALL DOCUMENTATION BE COMPLIED AND INFORCED BY THE H. R. AND SAFETY DEPARTMENTS.

INFORMATION CONCERNING DETAILS AND TRAINING

- 1) NOTIFY ALL EMPLOYEES 60 DAYS BEFORE THE RANDOM TESTING PROGRAM IS TO BEGIN
- 2) GIVE ALL EMPLOYEES COMPLETE DOCUMENTED INFORMATION CONCERNING THE PROGRAM, WHEN IT IS TO BEGIN, HOW IT WILL BE HANDLED AND HOW THE RANDOMNESS OF THE TESTS WILL BE HANDLED

- 3) EMPLOYEES WILL BE GIVEN TRAINING ON DRUGS, WHAT IS CONSIDERED A DRUG, AND SPECIFICS ON HOW THE ACTUAL TESTS WILL BE COLLECTED
- 4) DRUGS TO BE CHECKED FOR ARE:
 - a. AMPHETAMINES
 - b. BARBITUATES
 - c. BENZODIAZEPINES
 - d. COCAINE
 - e. OPIATES
 - f. PHENCYCLIDINE
 - g. CANNABINOIDS
 - h. ALCOHOL

SHOULD THE DRUG LIST AND/OR PROCEDURES BE CHANGED IN ANY WAY, EACH EMPLOYEE WILL BE NOTIFIED.

IF AN EMPLOYEE HAS A PRESCRIPTION DRUG ISSUED TO HIM OR HER AND THE EMPLOYEE HAS A PRESCRIPTION AND/OR BOTTLE WITH THE INFORMATION AVAILABLE, THEN THEY WILL BE EXEMPT FROM CHARGES BASED UPON THE FACT THAT A CONTROLLED DRUG IS PRESENT, BUT NOT EXEMPT FROM FURTHER TESTING FOR OTHER DRUGS.

THE COST PER TEST IS APPROXIMATELY \$27.00 DOLLARS FOR CONTROLLED SUBSTANCE AND AN ALCOHOL TEST IS \$53.00, BUT FEELS THIS FIGURE COULD BE NEGOTIATED.

I HAVE CALLED AND SPOKEN WITH A NUMBER OF CITIES IN OUR SURROUNDING AREA WHO DRUG TEST. SOME OF THOSE ARE:

RALEIGH	EMPLOYMENT, CAUSE, CDL, FIRE AND POLICE - 10% USING LABCORP
DURHAM:	SAME
CHAPEL HILL:	CAUSE, CDL, CONSIDERING FIRE AND POLICE
CARBORO	CDL ONLY NOW, PART OF TRIANGLE "J" CONSORTIUM
HENDERSON	NO RESPONSE

TESTING COMPANY RECOMMENDED: LABCORP

THIS SORT OF INFORMATION CONCERNING CITIES WHO TEST IS READILY AVAILABLE ON THE INTERNET.

Commissioner Cantley noted he had conferred with the NC League of Municipalities and NC Labor Law information and feels comfortable that all laws will be adhered to.

Commissioner Cantley motioned to enact the drug testing policy as presented. Commissioner Shope seconded the motion.

Commissioner Herring asked if the volunteer firemen could be tested to which Human Resources Director Jenkins noted the City has no jurisdiction over the volunteers as they are chartered separately. The fire company will have to put this in place and we can administer it for them if they wish.

City Attorney Burnette asked if he needed to draft an ordinance to which Human Resources Director Jenkins noted the City has a policy for pre-employment, for cause and accident. He recommended attaching this to it.

Commissioner Cantley agreed to withdraw his motion in order for City Attorney Burnette to submit a draft for approval at the July Regular Session meeting. Commissioner Cantley added this would probably affect 60 employees, but randomized testing would occur quarterly, testing 10%.

CAPITAL ASSOCIATED INDUSTRIES (CAI) PRESENTATION

Commissioner Kiesow placed this item on the agenda.

Human Resources Director Jenkins recognized municipalities would be vulnerable to unionization. Membership with CAI must be purchased in advance prior to potentially having a unionization problem. CAI is also in the business of lobbying the General Assembly. They also sponsor other coalitions of employers that work on issues like workers comp. CAI offers good training at discounted rates; retreat facilitation. He reported that City Manager Donham and he

hope to make the City of Oxford employer of choice. Membership with CAI costs \$16.00 per employee per year.

Commissioner Kiesow noted that he was at Lenox China they employed CAI and thought they were great.

Commissioner Wilkinson motioned to approve a budget amendment in the amount of \$1,664.00 made payable from the General Fund to join Capital Associated Industries (CAI). Commissioner Kiesow seconded the motion. The motion passed unanimously.

BUDGET AMENDMENT

ACCOUNT NO.	DESCRIPTION	INCREASE	DECREASE
010420297	Dues & Subscriptions	\$1,664.00	
010399000	App Fund Balance	\$1,664.00	

DRIVEWAY POLICY & PERMIT FEE ADOPTED

Commissioner Kiesow, Public Works Committee Chairman, motioned to adopt policy on the installation, replacement, repair of driveways within the jurisdiction of the City of Oxford and set the driveway permit fee at \$40.00. Commissioner Cantley seconded the motion. The motion passed unanimously.

A POLICY ON DRIVEWAYS

The City of Oxford requires a driveway entrance permit for the installation, modification or repair of a driveway. Every driveway must be installed to the city’s specifications. Copies of the city’s specifications are available at the engineering department located in City Hall.

The City will replace at no charge any driveway entrance damaged by city force in the normal execution of their duties. All other repairs, modification and replacements shall be at the property owner’s expense.

No driveway work may be done without first obtaining a driveway permit from the Planning Department.

The City will from time to time set a fee for a driveway permit.

BUDGET ORDINANCE FOR FY 2008-2009 APPROVED

Commissioner Wilkinson, Finance Committee Chairman, noted the budget proposes a 4.36% increase for employees; the budget allows for the City Manager to have an additional 3% to issue to employees based on performance evaluations. He recognized no increase in water and sewer rates. There will not be a tax increase. A fire truck will be purchased. The budget also continues to replace vehicles and computer upgrades. The city will continue to finish work at Oxford Park through city and grant funds and private donations. He noted \$10,000 had been set aside for a location for a city pool. The sewer systems will continue to be upgraded to insure clean water in the future.

Original Motion

Commissioner Wilkinson motioned to adopt the budget ordinance for FY 2008-2009 as presented. Commissioner Herring seconded the motion.

Commissioner Cantley recognized the MAPS Group recommends giving a 3% raise and give the city manager the latitude to make adjustments.

Substitute Motion

Commissioner Cantley made a substitute motion to adopt the budget ordinance for FY 2008-2009 with a 3% raise for employees. Commissioner Kiesow seconded the motion. Mayor Woodlief recognized that all the money is in the budget for raises; it is a matter of when it is given out.

Commissioner Kiesow asked if the MAPS study should be adopted to which Mayor Woodlief and Commissioner Wilkinson answered no.

Commissioner Herring stated the Board had consented as a group to provide for the employees a 4.36% increase and believes the employees expect to receive this. He does not feel this should be changed.

Commissioner Powell noted he is in favor of the manager having flexibility and the power in making these pay adjustments. He is concerned with this and does not feel comfortable with a blanket raise as being a solution. He stressed the manager should be tasked to see what is best per person. Commissioner Wilkinson stated that this is only a 1% difference.

Mayor Woodlief called for a vote on the substitute motion. Commissioners Cantley, Powell and Kiesow voted in favor of the substitute motion. Commissioners Shope, Herring, Wilkinson and Williford voted against. The motion failed.

Mayor Woodlief called for a vote on the original motion. Commissioner Kiesow commented the Commissioners should discuss the MAPS program. All commissioners voted in favor of the motion. The original motion passed unanimously.

**CITY OF OXFORD, NORTH CAROLINA
BUDGET ORDINANCE FOR FISCAL YEAR 2008 through 2009**

BE IT ORDAINED by the Mayor and Board of Commissioners of the City of Oxford, North Carolina in regular session assembled June 10, 2008:

Section I. That the following amounts are appropriated for the operation of Oxford government and its activities for the fiscal year beginning July 01, 2008 and ending June 30, 2009 according to the following summary:

SUMMARY

General Fund	\$ 8,032,477
General Capital Projects	\$ 390,000

Water Fund	\$ 5,145,027
Water Capital Projects	\$ 484,500
Debt Service Fund	\$ 1,271,352
Storm Water Fund	\$ 244,500
Special Revenue Fund	\$ 1,862,500
Powell Street Fund	\$ 423,654
TOTAL BUDGET	\$17,854,010

Section II. GENERAL FUND

✦ General Government	\$ 409,221
✦ Retirees	\$ 99,131
✦ Executive	\$ 245,930
✦ Economic Development	\$ 62,933
✦ Human Resources	\$ 80,517
✦ Outside Auditor	\$ 22,000
✦ Finance	\$ 306,731
✦ Legal Expenses	\$ 24,500
✦ Planning and Zoning	\$ 107,754
✦ Building and Equipment	\$ 148,529
✦ Public Works	\$ 47,799
✦ Police Department	\$ 2,619,756
✦ Fire Department	\$ 1,166,563
✦ Central Garage	\$ 30,027
✦ Street Department and Leaf Collection	\$ 552,653
✦ Garbage Collection	\$ 989,084
✦ Parks & Recreation	\$ 491,321
✦ Swimming Pool	\$ 36,275
✦ Lake Devin	\$ 16,950
✦ Oxford Athletic Park (Operations)	\$ 12,200
✦ Cemetery	\$ 66,493
✦ Landscape and Beautification	\$ 105,584

✦ Miscellaneous Non-Departmental	\$ 12,000
✦ Engineering	\$ 158,633
✦ Payment to Debt Service	\$ <u>219,893</u>
Total General Fund:	\$ 8,032,477

Section III. GENERAL CAPITAL PROJECTS

✦ Oxford Athletic Park	\$ <u>390,000</u>
Total General Capital Fund:	\$ 390,000

Section IV. WATER FUND

✦ Retirees	\$ 12,346
✦ Miscellaneous Non-Governmental	\$ 1,109,860
✦ General Operations/Collections	\$ 460,500
✦ Meter Service	\$ 103,520
✦ Payment to Debt Service	\$ 1,017,527
✦ Willow Place Lift Station	\$ 5,250
✦ Water Supply	\$ 863,000
✦ Coon Creek Lift Station	\$ 46,100
✦ Certainteed Lift Station	\$ 11,000
✦ I-85 & #15 Lift Station	\$ 5,400
✦ Kingsbury Lift Station	\$ 6,700
✦ Knotts Grove Lift Station	\$ 8,300
✦ I-85 Rest Stop Lift Stations	\$ 9,600
✦ I-85 (Middle) Lift Station	\$ 4,700
✦ Clover Lane	\$ 5,800
✦ Rollingwood Lift Station	\$ 6,300
✦ Wastewater Treatment Plant	\$ 749,451
✦ Stovall Booster Pump Station	\$ 6,720
✦ Water and Sewer Line Maintenance	\$ 551,925
✦ Capital Projects	\$ 120,000
✦ I & I Study	\$ <u>41,028</u>

Total Water Fund: \$ 5,145,027

Section V. WATER CAPITAL PROJECTS FUND

◊ Mapping Models	\$ 20,000
◊ Water Line Replace Church-Lewis	\$ 10,000
◊ Sewer – Replace Outfall – Orange Street	\$ 40,000
◊ Sewer – Replace Line –Orange St to Outfall	\$ 30,000
◊ Sewer – Replace Outfall near Sunset	\$ 20,000
◊ CDBG – Garden Park Villas	\$ 244,500
◊ Storm water – Meadowbrook	\$ 120,000

Total Water Capital Projects Fund: \$ 484,500

Section VI. DEBT SERVICE FUND

◊ Total Debt Service	\$ 1,271,352
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Total Debt Service Fund: \$ 1,271,352

Section VII. STORM WATER MANAGEMENT FUND

◊ Storm Water Management	\$ 244,500
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Total Storm Water Management Fund: \$ 244,500

Section VIII. SPECIAL REVENUE FUND

◊ Triangle North Granville Industrial Hub	\$ 1,862,500
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Total Special Revenue Fund: \$ 1,862,500

Section IX. POWELL BILL STREET FUND

◊ Powell Bill	\$ 423,654
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Total Powell Bill Street Fund: \$ 423,654

Section X. Tax Rate: There is hereby levied for the Fiscal Year ending June 30, 2009 the following rate of taxes on each \$100 assessed valuation of taxable property as listed as of January 01, 2008:

Tax Rate = \$0.5500 per 100 Dollars Value

The discount schedule for early payment of taxes is the same as Granville County's Schedule.

Section XI. The Municipal Service District: The levy for the Municipal Service District is established at twenty cents (\$.20) per \$100.00 valuation.

The Municipal Service District boundary includes the entire downtown area as described by the 1995 HyettPalma map of downtown Oxford: west to the beginning of Lewis street, east to Belle and Lanier Streets, north to McClanahan Street, and South to Spring Street. Those funds from one-half of the tax levy within the original Municipal Service District boundary (ten cents (\$.10) per \$100 valuation) will be administered by the Oxford Parking Authority for the purpose of funding off-street parking. The remainder of the levy will be administered by the Downtown Oxford Economic Development Corporation for purposes of downtown revitalization.

ADOPTED this 10th day of June, 2008.

LANDSCAPING CONTRACT FOR OXFORD ATHLETIC PARK APPROVED

Commissioner Williford voted to approve contract with Clero Landscaping, Inc. as the landscaping company for the Horner Siding Athletic Park in the amount of \$46,750.00. Commissioner Powell seconded the motion. The motion passed unanimously.

Commissioner Kiesow asked if the budget covers this to which City Manager Donham stated this is under budget.

**BUDGET AMENDMENT APPROVED – PROCEEDS ACCEPTED
FROM VEHICLE SALES**

Commissioner Wilkinson motioned to approve a budget amendment in the amount of \$3,778.00 (\$3,578.00 made payable to the Water Fund and \$200.00 made payable to the General Fund) to accept proceeds from surplus property sold on Govdeals.com. Commissioner Cantley seconded the motion. The motion carried unanimously.

BUDGET AMENDMENT

ACCOUNT NO.	DESCRIPTION	INCREASE	DECREASE
030385040	Sale of Surplus Property	\$3,578.00	
030399000	App Fund Balance		\$3,578.00
010385040	Sale of Surplus Property	\$200.00	
010399000	App Fund Balance		\$200.00

**BUDGET AMENDMENT APPROVED – GENERAL GOVERNMENT
SUPPLIES OVERAGES**

Commissioner Herring motioned to a budget amendment in the amount of \$582.05 made payable from the General Fund to pay for General Government supplies account overages. Commissioner Williford seconded the motion and carried unanimously.

BUDGET AMENDMENT

ACCOUNT NO.	DESCRIPTION	INCREASE	DECREASE
010410275	Supplies	\$582.00	
010399000	App Fund Balance	\$582.00	

**BUDGET AMENDMENT APPROVED – GENERAL GOVERNMENT
PUBLIC RELATIONS OVERAGES**

Commissioner Herring motioned to approve a budget amendment in the amount of \$1,820.96 made payable from the General Fund to pay for public relations account overages in the General Government Department. Commissioner Powell seconded the motion. The motion passed unanimously.

BUDGET AMENDMENT

ACCOUNT NO.	DESCRIPTION	INCREASE	DECREASE
010410390	Public Relations	\$1,821.00	
010399000	App Fund Balance	\$1,821.00	

BUDGET AMENDMENT APPROVED – HEALTH INSURANCE REIMBURSEMENT ACCOUNT

Commissioner Cantley motioned to approve a budget amendment in the amount of \$17,000.00 made payable from the General Fund to fund overage in the Health Insurance Reimbursement account. Commissioner Shope seconded the motion and carried unanimously.

BUDGET AMENDMENT

ACCOUNT NO.	DESCRIPTION	INCREASE	DECREASE
010410194	Health Insurance Reimburse	\$17,000.00	
010399000	App Fund Balance	\$17,000.00	

BUDGET AMENDMENT APPROVED – PUBLIC WORKS DEPARTMENT SALARY EXPENSE

Commissioner Williford motioned to approve a budget amendment in the amount of \$4,481.00 made payable from the General Fund to cover salary expense within the Public Works Department. Commissioner Kiesow seconded the motion. The motion passed unanimously.

BUDGET AMENDMENT

ACCOUNT NO.	DESCRIPTION	INCREASE	DECREASE
010502121	Salaries & Expenses	\$4,481.00	
010399000	App Fund Balance	\$4,481.00	

BUDGET AMENEMENT APPROVED – GAS & OIL EXPENDITURES FOR GARBAGE COLLECTION

Commissioner Powell motioned to approve a budget amendment in the amount of \$10,000.00 made payable from the General Fund to cover overage in the gas and oil expenditures for garbage collection. Commissioner Kiesow seconded the motion. The motion passed unanimously.

BUDGET AMENDMENT

ACCOUNT NO.	DESCRIPTION	INCREASE	DECREASE
010580354	Gas & Oil	\$10,000.00	
010399000	App Fund Balance	\$10,000.00	

BUDGET AMENDMENT APPROVED – AIR CONDITIONING UNIT FOR COMPUTER ROOM

Commissioner Kiesow motioned to approve a budget amendment in the amount of \$9,000.00 made payable from the General Fund for the purchase of an air conditioning unit for the Computer Room. Commissioner Powell seconded the motion. The motion carried unanimously.

BUDGET AMENDMENT

ACCOUNT NO.	DESCRIPTION	INCREASE	DECREASE
010500352	Equipment Maint.	\$9,000.00	
010399000	App Fund Balance	\$9,000.00	

BUDGET AMENDMENT APPROVED – CDBG APPLICATION – PAY HALCON PROPERTIES

Commissioner Kiesow motioned to approve a budget amendment in the amount of \$4,500.00 made payable from the Water Fund to pay Halcon Properties for submission of CDBG application to NC Division of Community Assistance for Garden Park Villas complex. Commissioner Herring seconded the motion. The motion passed unanimously.

BUDGET AMENDMENT

ACCOUNT NO.	DESCRIPTION	INCREASE	DECREASE
030929926	Project Costs	\$4,500.00	
030399000	App Fund Balance	\$4,500.00	

BUDGET AMENDMENT APPROVED – ELECTIONS ACCOUNT

Commissioner Herring motioned to approve a budget amendment in the amount of \$2,380.14 made payable from the General Fund to fund overage in the Elections account.

Commissioner Cantley seconded the motion and carried unanimously.

BUDGET AMENDMENT

ACCOUNT NO.	DESCRIPTION	INCREASE	DECREASE
010410198	Elections	\$2,381.00	
010399000	App Fund Balance	\$2,381.00	

BUDGET AMENDMENT APPROVED – CHRISTMAS LIGHT DECORATIONS

Commissioner Shope motioned to approve a budget amendment in the amount of \$3,321.47 made payable from the General Fund to fund overage in the Christmas Light Decorations account. Commissioner Powell seconded the motion. The motion passed unanimously.

BUDGET AMENDMENT

ACCOUNT NO.	DESCRIPTION	INCREASE	DECREASE
010410635	Christmas Decorations	\$3,322.00	
010399000	App Fund Balance	\$3,322.00	

BUDGET AMENDMENT APPROVED – OXFORD VISION COMMITTEE

Commissioner Herring motioned to approve a budget amendment in the amount of \$1,845.05 made payable from the General Fund to fund overage in the Oxford Vision Committee account. Commissioner Cantley seconded the motion and carried unanimously.

BUDGET AMENDMENT

ACCOUNT NO.	DESCRIPTION	INCREASE	DECREASE
010410650	Oxford Vision Committee	\$1,845.00	
010399000	App Fund Balance	\$1,845.00	

**BUDGET AMENDMENT APPROVED – PUBLIC WORKS
BUILDING MAINTENANCE**

Commissioner Powell motioned to approve a budget amendment in the amount of \$1,785.78 made payable from the General Fund to cover overage in the Public Works building maintenance account due to installation of panic bars on the doors. Commissioner Kiesow seconded the motion. The motion carried unanimously.

BUDGET AMENDMENT

ACCOUNT NO.	DESCRIPTION	INCREASE	DECREASE
010502253	Public Wks Bldg Maint.	\$1,786.00	
010399000	App Fund Balance	\$1,786.00	

BUDGET AMENDMENT APPROVED – ENGINEERING SUPPLIES

Commissioner Cantley motioned to approve a budget amendment in the amount of \$1,500.00 made payable from the General Fund to cover the overage in supplies due to the purchase of a roll file and an AutoCad subscription renewal. Commissioner Powell seconded the motion and passed unanimously.

BUDGET AMENDMENT

ACCOUNT NO.	DESCRIPTION	INCREASE	DECREASE
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010722275	Supplies – Eng. Dept	\$1,500.00	
010399000	App Fund Balance	\$1,500.00	

BUDGET AMENDMENT APPROVED – OXFORD ATHLETIC PARK IRRIGATION

Commissioner Powell motioned to approve a budget amendment in the amount of \$90,000.00 made payable from the General Fund to pay for a change order to install permanent irrigation in the Oxford Athletic Park. Commissioner Herring seconded the motion. The motion passed unanimously.

Commissioner Kiesow asked if this was budgeted for to which it was stated it was budgeted for and requested a complete budget for this project.

BUDGET AMENDMENT

ACCOUNT NO.	DESCRIPTION	INCREASE	DECREASE
010623553	Oxford Athletic Park	\$90,000.00	
010399000	App Fund Balance	\$90,000.00	

MCCLANAHAN STREET PAVING

Mayor Pro Tem Herring placed this item on the agenda.

City Engineer Thomas noted he is looking to see if the people want the street paved.

BATHROOM FACILITY DESIGN DISCUSSED

Commissioner Powell placed this item on the agenda.

Commissioner Powell reported the dimensions had to be expanded based on the size of the cinder block. He added the drawing is done. Mayor Woodlief asked if the City could do the plumbing to which City Engineer Thomas noted the City has an employee who could do this.

APPOINTMENTS TO FIREMEN’S RELIEF FUND COMMITTEE

Commissioner Kiesow motioned to appoint Taylor Jackson and Graham Wright to the Firemen's Relief Fund Committee for a one-year term expiring June 2009. Commissioner Shope seconded the motion. The motion passed unanimously.

CONSENT AGENDA APPROVED

A. Meeting Minutes

Commissioner Herring motioned to approve meeting minutes of May 5 & 13, 2008. Commissioner Cantley seconded the motion. The motion passed unanimously.

ADDITIONAL ITEM

BUDGET AMENDMENT APPROVED – CAMERA FOR BASKETBALL COURT

Mayor Woodlief placed this item on the agenda.

Mayor Woodlief suggested purchasing a high-speed dome camera to monitor the basketball court. The camera will be mounted and electricity will be supplied by Granville Communications. It will be monitored by the Police Department and commissioners if they get the code.

Commissioner Shope asked if police patrol would be eliminated if the camera were approved to which Mayor Woodlief replied yes. Commissioner Wilkinson recognized that the camera would not stop anything from happening and added he does not think live patrol should be eliminated. Mayor Woodlief noted signage would be installed about the camera. Chief Wolford stated he plans to wait no more than 30 days to patrol the area and make a recommendation to the manager. Commissioner Powell noted there needs to be a proactive recreational outreach program.

Commissioner Williford motioned to approve a budget amendment in the amount of \$2,000.00 made payable from the General Fund to purchase a camera to monitor the basketball court. Commissioner Cantley seconded the motion and carried unanimously.

BUDGET AMENDMENT

ACCOUNT NO.	DESCRIPTION	INCREASE	DECREASE
010620543	Fixed Asset – Camera	\$2,000.00	
010399000	App Fund Balance	\$2,000.00	

CLOSED SESSION – CONTRACT

On a motion by Commissioner Wilkinson, seconded by Commissioner Shope, the Board voted to go into Closed Session according to G.S. 143-318.11 to discuss a contract. The motion passed unanimously.

At the end of the closed session and on motion by Commissioner Wilkinson, seconded by Commissioner Williford, the Board voted unanimously to return to the Regular Session.

ADJOURNMENT

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