

**NORTH CAROLINA
GRANVILLE COUNTY
CITY OF OXFORD**

**OXFORD CITY HALL, BOARD MEETING ROOM
TUESDAY, SEPTEMBER 9, 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.

Mayor Pro Tem Herring gave the prayer.

The Pledge of Allegiance followed the prayer.

MAYOR'S YARD OF THE MONTH AWARD – REX & CONSTANCE LUE

Mayor Woodlief recognized September's Mayor's Yard of the Month winners, Rex and Constance Lue. Mayor Woodlief read the certificate, which recognizes them for the outstanding job of landscaping maintenance and overall attractiveness of 104 Greenfield Circle. He added a sign would be placed in the yard recognizing them as the

winners for Mayor's Yard of the Month and that a picture would be taken for the *Oxford Public Ledger*.

ZONING PUBLIC HEARING – AMEND SECTION 500 TO REQUIRE PAVED DRIVEWAYS FOR ALL NEW DWELLING UNITS

Mayor Woodlief opened the public hearing for comment. The purpose of the hearing was to allow for comment as it pertains to amending the Zoning Ordinance under Section 500 to require all new dwelling units to have a paved driveway (asphalt or concrete). The Planning Board recommends approving this amendment.

City Manager Mark Donham noted the proposed amendment is a good way to improve on the quality of Oxford.

Commissioner Wilkinson questioned the effective date to which Mr. Donham noted it would become effective once it passes. Commissioner Wilkinson asked if a dwelling were already under construction prior to this amendment would they be required to pave the driveway to which Mr. Donham noted they would be exempt.

Jackie Sergeant of 114 High Street noted she was surprised to see this proposed amendment because this is not a great move as it relates to water pollution issues because it increases the number of impermeable surfaces. This will cause a problem with Stormwater runoff and she recognized the City instituted a \$2.00 charge to address pollution issues. She finds it stunning that the City would mandate increased impermeable surfaces, which has a direct impact on pollution.

Mayor Woodlief asked for any additional comments from the audience or Commissioners. There being no further comments, Mayor Woodlief closed the public hearing.

AMEND SECTION 500 TO REQUIRE PAVED DRIVEWAYS FOR ALL NEW DWELLING UNITS – SENT TO PROPERTY COMMITTEE FOR REVIEW

Commissioner Powell noted he was not aware of this and requested additional information. Commissioner Wilkinson suggested sending this issue to the Property Committee to study.

Commissioner Williford recognized the ladies of the CIA group have complained that gravel from driveways wash onto sidewalks and streets; therefore making it difficult to walk.

Commissioner Powell motioned to send agenda item *Consider amending Section 500 of the Oxford Zoning Ordinance to require paved driveways for all new dwelling units* to the Property Committee and bring a recommendation to the Board at the October Regular Session meeting. Commissioner Wilkinson seconded the motion. The motion passed unanimously.

ZONING PUBLIC HEARING – AMEND ZONING ORDINANCE TO REQUIRE FAMILY CHILDCARE FACILITIES TO INSTALL A 6 FT FENCE FOR OUTDOOR PLAY AREA

Mayor Woodlief opened the public hearing for comment. The purpose of this hearing is to allow for comment as it pertains to amending Section 718.1 Family Childcare Facilities to require a 6 feet fence for the outdoor play area. The Planning Board recommends approving the proposed amendment.

Mayor Pro Tem Herring informed that there are four types of facilities addressed in the ordinance: 1) family childcare in a residence – may accommodate up to 8 children and no fence requirements; 2) childcare center in a residence – outside play area must be fenced in; 3) commercial childcare facility – play area shall be fenced in and 4) after-school program childcare facility – outside play area must be fenced in. He

recommended amending the current ordinance to require a 6 feet fence for the safety of children in a residential childcare facility. He asked the Board not to consider what it would cost to install a fence because the most important issue is the safety of children. He recognized a lot of times in a family childcare environment one person is charged with supervising up to a maximum of eight children.

Commissioner Cantley asked about the type of fence to which Mr. Donham explained it gives the option for the fence to be either wood or chain link. Mayor Pro Tem Herring noted this would be a requirement to those facilities not already established.

Commissioner Wilkinson noted the Zoning Board of Adjustment has the power to require a person to install a fence if they deem necessary; this amendment will make it mandatory. He stated if a person keeps 3 babies or 3 eight year olds this amendment will require a fence. He recognized children's safety is very important, but government cannot raise everyone's children for them. He believes this is going too far; the State does not mandate this. Childcare is a huge issue for parents. This will promote people not to register with the City or may move into the County.

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

ZONING ORDINANCE AMENDED
TO REQUIRE FAMILY CHILDCARE FACILITIES TO
INSTALL A 6 FT FENCE FOR OUTDOOR PLAY AREA

Mayor Pro Tem Herring motioned to amend the Zoning Ordinance under Section 718.1 Family Childcare Facilities to require a 6 feet fence for the outdoor play area. Commissioner Shope seconded the motion. Commissioners Herring, Shope, Kiesow,

Williford and Cantley voted in favor of the motion. Commissioners Powell and Wilkinson voted against. The motion passed 5-2.

PUBLIC HEARING – INSTALLMENT LOAN FINANCING
FOR OXFORD ATHLETIC PARK BUILDINGS

Mayor Woodlief opened the public hearing for comment as it pertains to obtaining a loan in the amount of \$500,000 for the buildings at Oxford Athletic Park.

Eddie McCoy of 408 Kingsbury Street asked the City to still consider a swimming pool and other facilities. He noted if the City borrows the money for Oxford Park they would say they do not have the money and cannot get the money for a pool. He suggested holding a public hearing at the Public Works building to explain what the City is doing with tax dollars. He noted he did not approve of this.

Mayor Woodlief informed the City set aside \$10,000 during the budget process to start a fund in order to look for property for a facility as described by Mr. McCoy. He added that this does not mean that a facility will not be built if a place is found.

Mayor Pro Tem Herring commented the Board is sensitive to the need for a complex within the existing city limits and recognized the Board took a historic step in setting aside funds to move towards a facility within the city limits. He noted the Oxford Athletic Park is open to every citizen of the City.

Commissioner Shope informed he supports a swimming pool and stated that passing this resolution for OAP does not mean the City cannot borrow additional funds.

Commissioner Wilkinson recognized donations are being received for OAP and he hopes it will not take \$500,000.

City Manager Donham noted the financing is to finish the project by constructing two buildings (bid received for \$380,000) and an extra \$10,000 to pave the road and

parking lot. He anticipates the expenditures will be less than \$500,000. \$200,000 has been approved over a 10-year period (\$24,000 per year). \$100,000 has been donated in naming rights for fields and someone will put \$50,000 towards the main building. Mr. McCoy asked Oxford Ledger's reporter, Charlie Richards to publish a detailed article explaining the project. Mayor Woodlief noted it is a matter of haste to proceed with the project due to high oil prices.

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

**INSTALLMENT LOAN FINANCING FOR
OXFORD ATHLETIC PARK APPROVED**

Commissioner Shope motioned to approve installment loan financing in the amount of \$500,000 for the buildings at Oxford Athletic Park. Commissioner Powell seconded the motion. The motion carried unanimously.

**RESOLUTION ADOPTED TO FILE APPLICATION FOR APPROVAL OF
FINANCING AGREEMENT FOR OXFORD ATHLETIC PARK**

Commissioner Wilkinson motioned to adopt a resolution authorizing the filing of an application for approval of financing agreement for Oxford Athletic Park. Commissioner Cantley seconded the motion. The motion passed unanimously.

RESOLUTION

**RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION
FOR APPROVAL OF A FINANCING AGREEMENT AUTHORIZED
BY NORTH CAROLINA GENERAL STATUTE 160A-20**

WHEREAS, the City of Oxford, North Carolina desires to construct the Oxford Athletic Park (the "Project") to better serve the citizens of Oxford; and

WHEREAS, The City of Oxford desires to finance \$500,000 of the Project by the use of an installment contract authorized under North Carolina General Statute 160A, Article 3, Section 20; and

WHEREAS, findings of fact by this governing body must be presented to enable the North Carolina Local Government Commission to make its findings of fact set forth in North Carolina General Statute 159, Article 8, Section 151 prior to approval of the proposed contract;

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of Oxford, North Carolina, meeting in regular session on the 9th day of September, 2008, make the following findings of fact:

1. The proposed contract is necessary or expedient because to help preserve an adequate General Fund balance.
2. The proposed contract is preferable to a bond issue for the same purpose because i.) the portion of the cost of the Oxford Athletic Park to be funded from *appropriations and unappropriated fund balances (approximately \$1,000,000) would deplete the General Fund balance to an undesirable level* ii.) considering the amount proposed financing (\$500,000), the cost associated with a bond issue would be prohibitively expensive (greater than \$5,000) whereas the cost of installment financing should be less than \$5,000.
3. The sums to fall due under the contract are adequate and not excessive for the proposed purpose because the proposed ten year annual debt service payment would be approximately \$60,000/year, which will be supplied primarily by General Fund operating revenues.
4. The City of Oxford's debt management procedures and policies are good because the City has a current legal debt margin in excess of \$24,000,000 and that the City plans to maintain its debt well below this level by annual review of debt during the budget process.
5. The City of Oxford is not in default in any of its debt service obligations.
6. The attorney for the City of Oxford has rendered an opinion that the proposed Project is authorized by law and is a purpose for which public funds may be expended pursuant to the Constitution and laws of North Carolina.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Finance Director is hereby authorized to act on behalf of the City of Oxford in filing an application with the North Carolina Local Government Commission for approval of the Project and the proposed financing contract and other actions not inconsistent with this resolution.

This resolution is effective upon its adoption this 9th day of September, 2008.

The motion to adopt this resolution was made by Commissioner Wilkinson, seconded by Commissioner Cantley and passed by a vote of 7 to 0.

REIMBURSEMENT RESOLUTION ADOPTED – OXFORD ATHLETIC PARK

Mayor Pro Tem Herring motioned to adopt a reimbursement resolution for the proposed project at Oxford Athletic Park. Commissioner Powell seconded the motion. The motion passed unanimously.

**CITY OF OXFORD, NORTH CAROLINA
REIMBURSEMENT RESOLUTION – OXFORD ATHLETIC PARK**

A regular meeting of the Board of Commissioners for the City of Oxford, North Carolina, was held in the Commissioners’ Meeting Room in the City Hall, City Office Building, 300 Williamsboro Street in Oxford, North Carolina, the regular place of meeting, at 7:00 P.M., on September 9, 2008.

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

Absent: None

* * * * *

Mayor Al Woodlief introduced the following resolution, a copy of which had been made available to each Commissioner and which was read by its title:

**RESOLUTION OF THE BOARD OF COMMISSIONERS FOR THE
CITY OF Oxford, NORTH CAROLINA, DECLARING ITS
INTENTION TO REIMBURSE SAID CITY FROM THE
PROCEEDS OF A TAX-EXEMPT FINANCING FOR CERTAIN
CAPITAL EXPENDITURES**

WHEREAS, the City of Oxford, North Carolina (the “City”), is a political subdivision organized and existing under the laws of the State of North Carolina; and

WHEREAS, the City will pay, on and after the date hereof, certain expenditures in connection with constructing the Oxford Athletic Park.

WHEREAS, the Board of Commissioners for the City (the “Board”) has determined that certain moneys previously advanced no earlier than July 11, 2008 and to be advanced on and after the date hereof by the City to pay such expenditures in connection with the projects described above (collectively the “Project”) are available only for a temporary period and it is and will be necessary to reimburse the City for such expenditures in connection with the Project (the “Expenditures”) from the proceeds of a tax-exempt financing in the form of an installment financing pursuant to Section 160A-20 of the North Carolina General Statutes, as amended (the “Tax-exempt Financing”);

NOW, THEREFORE, BE IT RESOLVED by the Board as follows:

Section 1. The Board hereby declares the City’s intent to reimburse the City with the proceeds of the Tax-exempt Financing for the Expenditures made on and after July 11, 2008, which date is no more than 60 days prior to the date hereof. The City reasonably expects on the date hereof that it will reimburse the Expenditures with the proceeds of the Tax-exempt Financing.

Section 2. Each Expenditure was or will be (a) of a type properly chargeable to a capital account under general federal income tax principles (determined in each case as of the date of the Expenditure), (b) a cost of issuance with respect to the Tax-exempt Financing, (c) a nonrecurring item that is not customarily payable from current revenues or (d) a grant to a party that is not related to or an agent of the City so long as such grant

does not impose any obligation or condition (directly or indirectly) to repay any amount to or for the benefit of the City.

Section 3. The maximum principal amount of the Tax-exempt Financing expected to be entered into with respect to the Project is \$500,000.

Section 4. The City will make a reimbursement allocation, which is a written allocation by the City that evidences the City's use of proceeds of the Tax-exempt Financing to reimburse an Expenditure, no later than 18 months after the later of the date on which the Expenditure is paid or the Project is placed in service or abandoned, but in no event more than three years after the date on which the Expenditure is paid. The City recognizes that exceptions are available for certain preliminary expenditures, costs of issuance, certain de minimis amounts, expenditures by small issuers (based on the year of entering into the Tax-exempt Financing and not the year of expenditure) and expenditures for construction projects of at least five years.

Section 5. This resolution shall take effect immediately upon its passage.

Thereupon, upon motion of Mayor Pro Tem Howard Herring seconded by Commissioner Stephen Powell, the foregoing resolution was passed by the following vote:

Ayes: Mayor Pro Tem Howard Herring, Commissioners Robert Shope, Stephen Powell, Paul Kiesow, Chance Wilkinson, Robert Williford and Walter Cantley.

Noes: None.

OCTOBER REGULAR SESSION MEETING DATE CHANGED

Commissioner Kiesow motioned to change the October Regular Session from October 14, 2008 to October 15, 2008 beginning at 7:00 PM due to the NCLM 2008

Annual Conference. Commissioner Powell seconded the motion and carried unanimously.

PUBLIC COMMENT – EDDIE MCCOY

Eddie McCoy of 408 Kingsbury Street commented that Holbrook's Place across from Burlington Industries on Highway 15 looks nice and it has taken 20 years to get the property cleaned up.

ZONING PUBLIC HEARING SET – OBGURN REALTY'S REQUEST TO REZONE CORNER OF GRANVILLE STREET & SPRING STREET

Mayor Pro Tem Herring motioned to call for a public hearing in conjunction with the October 15, 2008 Regular Session beginning at 7:00 PM to consider request from Ogburn Realty to rezone property from the corner of Granville Street and Spring Street to the alley from O-I (Office-Institutional) to B-1 (Central Business). Commissioner Wilkinson seconded the motion. The motion passed unanimously.

CODE RED/REVERSE 911 STATUS DISCUSSED

Commissioner Williford placed this item on the agenda.

Police Chief John Wolford presented a handout prior to the start of the meeting to the commissioners on how this would work. Mayor Woodlief stated Emergency Management Director Doug Logan had informed this would cost \$15,000 and the City could immediately notify all water billing customers with a phone. The County did not budget for this. Around 50,000 will be hooked up to the system. Mayor Woodlief recommended the Public Safety Committee meet with the County's Public Safety Committee and bring a recommendation back to the October meeting. Mayor Pro Tem Herring, Public Safety Committee Chair, suggested the two managers meet and invite elected officials to the meeting.

DEMOLITION ORDINANCE ADOPTED – 107 RAILROAD AVENUE

Mayor Pro Tem Herring motioned to adopt a demolition ordinance for 107 Railroad Avenue with an effective date of January 1, 2009. Commissioner Shope seconded the motion. The motion carried unanimously.

ORDINANCE NO. 08-09-01
ADOPTED: 09-09-08
EFFECTIVE: 01-01-09

**AN ORDINANCE DIRECTING THE HOUSING CODE OFFICER
TO DEMOLISH THE PROPERTY HEREIN DESCRIBED
AS UNFIT FOR HUMAN HABITATION
AND DIRECTING THAT A NOTICE BE PLACED THEREON THAT
THE SAME MAY NOT BE OCCUPIED UNTIL DEMOLISHED.**

WHEREAS, the Board of Commissioners of the City of Oxford finds that the property described herein is unfit for human habitation under the City Housing Code, and that all of the provisions of the Housing Code have been complied with as a condition of the adoption of this ordinance; and

WHEREAS, said structure should be demolished as directed by the Housing Code Officer and should be placarded by placing thereon a notice prohibiting use for human habitation; and

WHEREAS, the owners of said structure have been given a reasonable opportunity to bring the structure up to the standards of the Housing Code in accordance with G.S. 160A-443(5) pursuant to an order issued by the Housing Code Officer on April 7, 2008, and the owners having failed to comply with the order;

NOW, THEREFORE, be it ordained by the Board of Commissioners of the City of Oxford, that:

Section 1. The Housing Code Officer is hereby authorized and directed to place a sign containing the legend:

"This building is unfit for human habitation; the use of or occupancy of this building for human habitation is prohibited and unlawful."

on the building located at the following address: 107 Railroad Avenue, Oxford, North Carolina; Owner(s): Watkins & Cheatham, PO Box 1227, Oxford, NC 27565.

Section 2. The Housing Code Officer is hereby authorized and directed to demolish the above-described structure in accordance with her order to the owner thereof dated the 8th day of April 2008, and with the Housing Code and G.S. 160A-443.

Section 3. It shall be unlawful for any person to remove or cause to be removed said placard from any building to which it is affixed. It shall likewise be unlawful for any person to occupy or to permit the occupancy of any building therein described to be unfit for human habitation.

Section 4. This ordinance shall become effective the first day of January, 2009.

Adopted this 9th day of September, 2008.

COMMENTS REGARDING WALGREENS

Mayor Woodlief noted Walgreens hopes to be up and running within 120 days. Commissioner Powell asked if the style of their building had been discussed to which Mayor Woodlief replied it would blend with downtown. Commissioner Cantley asked who approves this to which Mayor Woodlief replied the Planning Board and the Appearance Commission and added it must follow the Oxford and Granville County ordinances.

ADDITIONAL ITEMS

CHANGE ORDER FOR PARKING LOT & ROAD AT OXFORD ATHLETIC PARK APPROVED

Commissioner Kiesow asked if this was an additional expense to which Mayor Woodlief and City Manager Donham noted this is part of the financing just approved.

Mayor Pro Tem Herring motioned to approve a change order in the amount of \$125,254.00 from Vance Construction for the parking lot and road at Oxford Athletic Park. Recreation Committee Chairman and Commissioner Powell seconded the motion. The motion carried unanimously.

CONTRACT AWARDED TO VANCE CONSTRUCTION FOR THE CONCESSION BUILDINGS AT OXFORD ATHLETIC PARK

Commissioner Williford asked why additional bids were not received to which Mayor Woodlief explained there was a problem with one company getting a bond and the other one was too busy to bid on the project. Commissioner Wilkinson asked when do the buildings have to be built to which Recreation Director Mary Caudle replied the buildings must be built by March or April. Commissioner Wilkinson suggested rebidding the project. City Engineer Larry Thomas noted only three bid sheets were picked up and explained that this was an informal bidding process, which did not require

advertising. Several of the Board members suggested advertising. City Manager Donham stressed timing is an issue to which Ms. Caudle agreed. Commissioner Powell noted he did not support delaying it any longer and if it is delayed how will it affect financially? Mr. Thomas believes the City will probably end up with the same bid again. Commissioner Powell stressed it is imperative to meet the deadline. Mayor Pro Tem Herring suggested a poll of the Recreation Committee to which all members (Powell, Shope and Cantley) stated they wish to move forward and if it is delayed it may cost more money.

Commissioner Cantley motioned to award contract to low bidder Vance Construction in the amount of \$389,166.00 for the concession buildings at Oxford Athletic Park. Commissioner Shope seconded the motion. Commissioners Shope, Powell, Kiesow, Herring, Williford and Cantley voted in favor of the motion. Commissioner Wilkinson voted against. The motion passed 7 to 1.

NEW HORIZONS BAPTIST CHURCH WATER TAP REQUEST DISCUSSED

Mayor Woodlief noted New Horizons Baptist Church had asked for a water tap on Highway 15, and the City asked for annexation in order to do this. He reported several church members had approached him stating the church could not meet the financial obligations that would be required if annexed. He stated it would be beneficial to the church and not to the City because they would not pay taxes. Mayor Woodlief noted the church could dig a well.

Mayor Pro Tem Herring suggested that the church dig a well and put in a septic tank.

Commissioner Wilkinson asked if there is a set policy on the water line to which Commissioner Kiesow replied no. Commissioner Wilkinson suggested having a policy and added the church was led to believe that they could hook onto the water line without any problem.

Commissioner Wilkinson motioned to send this issue to the Public Works Committee to discuss how to handle. Commissioner Cantley seconded the motion and carried unanimously.

REMOVAL OF DOWNTOWN ELECTRICAL & TELEPHONE POLES DISCUSSED

Commissioner Powell placed this item on the agenda.

Commissioner Powell suggested reinvestigating the possibility of removing the downtown electrical and telephone poles. He stated the City does not know the options and possibilities financially. There is a need that would be a financial advantage by making Oxford wireless.

Commissioner Cantley reported he and the City Manager met with Gerial Proctor of Progress Energy concerning this issue. Progress Energy will conduct a survey in the amount of \$3,500 to determine what is involved. Mr. Proctor estimated it would cost several million dollars. He suggested putting the study in the budget. Mayor Woodlief commented the gas and telephone companies as well as the City would have to conduct their own study. He added last time this was mentioned around 7-8 years ago from Main Street to Oxford Baptist Church, Williamsboro Street to current jail, from the intersection of Williamsboro Street to St. Stephen's Episcopal Church and Hillsboro to Linden, it would cost over \$1 million per street. He added depending on how the businesses are served, some stores may have to move everything. At the time this was brought up some

of the businesses did not have the money to do this. He does not feel the merchants will want to do this because when it was done in Roxboro it did away with the retail businesses then.

Human Resources Director Don Jenkins reported Doan Laursen of Progress Energy tried to do this in 1976. Commissioner Cantley suggested doing the study. Mayor Woodlief sent this issue to the Property Committee to study. Commissioner Kiesow stated public hearings would need to be held to hear from the downtown merchants. Charlie Richards of the Oxford Public Ledger informed the last proposal for a pilot program was for Main Street and added most businesses on Main Street at that time are no longer there. Commissioner Shope suggested doing one street at a time.

Commissioner Powell commented both storeowners and citizens came to him about removing the electrical and telephone poles from downtown.

BUDGET AMENDMENT APPROVED – BASKETBALL COURT CAMERA

Commissioner Cantley asked if the camera was given to the City to which Mayor Woodlief replied the City purchased the camera for \$2,500; the pole to which it is mounted was given to the City. Mayor Woodlief added the camera on top of old Hall's Drug Store would not operate; this camera was offered to the City. Commissioner Powell questioned the impact of the camera to which Police Chief John Wolford replied the camera had been more positive than negative. Manpower was costly. Since the camera has gone up there have not been any major issues. The camera is being used in all kinds of areas, not just the basketball court. He noted he might be requesting additional cameras to be used throughout the City. Commissioner Wilkinson commented the camera might prevent some crime, but not all of it.

Mayor Pro Tem Herring motioned to approve a budget amendment in the amount of \$7,240.00 made payable from the General Fund to fund the installation of a surveillance camera for the basketball court. Commissioner Kiesow seconded the motion. The motion carried unanimously.

BUDGET AMENDMENT

ACCOUNT NO.	DESCRIPTION	INCREASE	DECREASE
010620544	Surveillance Camera	\$6,400.00	
010410344	Computer Contract	\$840.00	
010399000	Appropriated Fund Balance	\$7,240.00	

RESOLUTION ADOPTED – NORTH CAROLINA GOVERNOR’S HIGHWAY SAFETY PROGRAM FOR SAFETY OFFICER

Mayor Pro Tem Herring motioned to adopt the North Carolina Governor’s Highway Safety Program Local Governmental Resolution relating to the second year match for the Traffic Safety Officer. Commissioner Shope seconded the motion. The motion passed unanimously.

NORTH CAROLINA GOVERNOR’S HIGHWAY SAFETY PROGRAM LOCAL GOVERNMENTAL RESOLUTION FORM GHSP-02-A

WHEREAS, the Oxford Police Department (herein called the “Agency”) has completed an application contract for traffic safety funding; and that the Oxford Board of Commissioners (herein called the “Governing Body”) has thoroughly considered the problem identified and has reviewed the project as described in the contract; THEREFORE, NOW BE IT RESOLVED BY THE OXFORD BOARD OF COMMISSIONERS IN OPEN MEETING ASSEMBLED IN THE CITY OF OXFORD, NORTH CAROLINA, THIS 9th DAY OF SEPTEMBER, 2008, AS FOLLOWS:

1. That the project referenced above is in the best interest of the Governing Body and the general public; and
2. That Captain Glen Boyd is authorized to file, on behalf of the Governing Body, an application contract in the form prescribed by the Governor’s Highway Safety Program for federal funding in the amount of \$36,139.00

- to be made to the Governing Body to assist in defraying the cost of the project described in the contract application; and
3. That the Governing Body has formally appropriated the cash contribution of \$15,488.00 as required by the project contract; and
 4. That the Project Director designated in the application contract shall furnish or make arrangement for other appropriate persons to furnish such information, data, documents and reports as required by the contract, if approved, or as may be required by the Governor's Highway Safety Program; and
 5. That certified copies of this resolution be included as part of the contract referenced above; and
 6. That this resolution shall take effect immediately upon its adoption.

DONE AND ORDERED in open meeting by Mayor Alvin Woodlief, Jr.

ONE LOT SUBDIVISION APPROVED – 400 GROVE STREET

Commissioner Cantley motioned to approve a 1-lot subdivision located at 400 Grove Street. Mayor Pro Tem Herring seconded the motion and carried unanimously.

**ZONING PUBLIC HEARING SET – AMEND
SECTION 406.2 SIGN REGULATIONS**

Commissioner Wilkinson motioned to call for a public hearing in conjunction with the October 15, 2008 Regular Session beginning at 7:00 PM to consider amending Section 406.2 Sign Regulations of the Zoning Ordinance to allow signs to change in at least one minute intervals while avoiding the flashing affect. Commissioner Kiesow seconded the motion. The motion carried unanimously.

DOMESTIC VIOLENCE WEEK

Commissioner Wilkinson motioned to allow ribbons to be placed downtown the first week of October in observance of Domestic Violence Week. Commissioner Cantley seconded the motion. The motion passed unanimously.

**LITTLEJOHN STREET PARKING LOT CLOSED FOR 2ND ANNUAL RUN
WITH THE LIONS 5K RUN/WALK**

Commissioner Shope motioned to close half of Littlejohn Street parking lot on Saturday, September 13, 2008 from 7:00 AM –11:00 AM for the 2nd Annual Run with the Lions 5K run/walk. Commissioner Williford seconded the motion and carried unanimously.

ANNEXATION RESOLUTION ADOPTED DIRECTING CITY CLERK TO INVESTIGATE PETITION RECEIVED FOR 3 PARCELS OF LAND SITUATED ALONG INDUSTRY DRIVE OWNED BY CENTRAL CHILDREN’S HOME

Mayor Woodlief noted the petition does not include the cemetery.

Mayor Pro Tem Herring motioned to adopt a resolution directing the City Clerk to investigate an annexation petition received from the Central Children’s Home for 3 parcels of land situated along Industry Drive between Raleigh Street and Henderson Street. Commissioner Wilkinson seconded the motion. The motion carried unanimously.

RESOLUTION DIRECTING THE CLERK TO INVESTIGATE A PETITION RECEIVED UNDER G.S. 160A-31 FOR 3 PARCELS OF LAND SITUATED ALONG INDUSTRY DRIVE BETWEEN RALEIGH STREET AND HENDERSON STREET OWNED BY THE CENTRAL CHILDREN’S HOME

WHEREAS, a petition requesting annexation of an area described in said petition was received on July 16, 2008 by the City of Oxford, Board of Commissioners; and

WHEREAS, G.S. 160A-31 provides that the sufficiency of the petition shall be investigated by the City Clerk before further annexation proceedings may take place; and

WHEREAS, the City of Oxford, Board of Commissioners deems it advisable to proceed in response to this request for annexation.

NOW, THEREFORE, BET IT RESOLVED by the City of Oxford, Board of Commissioners that:

The City Clerk is hereby directed to investigate the sufficiency of the above-described petition and to certify as soon as possible to the Board of Commissioner the result of her investigation.

Adopted the 9th day of September, 2008.

CONSENT AGENDA APPROVED

A. MEETING MINUTES

Commissioner Williford motioned to approve meeting minutes of August 4 and 12, 2008. Commissioner Wilkinson seconded the motion. The motion passed unanimously.

B. TAX RELEASES

Commissioner Williford motioned to approve the following tax releases. Commissioner Wilkinson seconded the motion. The motion passed unanimously.

NAME	AMOUNT	REASON
BB&T Investment Services	\$1.54	Equipment entered under year 2007 should be 2006 tax year
BB&P Anc Ptr, c/o Jean Parrott	\$58.46	We corrected story height from 1.25 story to 1 story – attic space only no living area

C. FINANCIAL REPORT – AUGUST 2008

Finance Officer Stephen McNally supplied the Board with a copy of the August 2008 financial report that included General Fund actual revenues of \$1,208,527 actual expenses of \$573,399; Water Fund actual revenues of \$453,737, and actual expenses of \$306,689 and Other actual revenues of \$361,518 and actual expenses of \$781,891. The subtotals to date are General Fund actual revenues of \$1,807,971 and actual expenses of \$1,208,112; Water Fund actual revenues of \$785,679 and actual expenses of \$736,776; Other actual revenues of \$480,859 and actual expenses of \$833,413. 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.

D. REPORT ON 217 COLLEGE STREET

Planning Director Cheryl Hart submitted a written report on the status of 217 College Street.

ADJOURNMENT

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