

CITY OF OXFORD
BOARD OF COMMISSIONERS' MONTHLY AGENDA MEETING
Monday, June 1, 2015 – 5:30 p.m.
Commissioners' Board Room

Mayor Pro Tem Howard G. Herring, Sr.
Commissioner James (Danny) Currin
Commissioner Robert Williford, Sr.

Randy Hemann, City Manager
Barbara Rote, City Clerk



Jackie Sergent, Mayor

Commissioner Calvin (CJ) Harris, Jr.
Commissioner Frank Strickland
Commissioner S. Quon Bridges
Commissioner Patricia T. Fields

J. Thomas Burnette, City Attorney

[**CALL TO ORDER**]

[Please be reminded to turn off or mute all cell phones and/or electronic devices]

Set the Agenda for the June 9, 2015 Regular Session.

[**ADJOURNMENT**]

REMINDERS:

If you need additional information about the following items, please see the City Clerk.

June 20: Central Children's Home Parade – Line-up 9 a.m.

June 25: Downtown Movie Night – 8 p.m. concessions, 8:30 movie

**CITY OF OXFORD
BOARD OF COMMISSIONERS' REGULAR MONTHLY MEETING**

Tuesday, June 9, 2015 - 7:00 p.m.

Commissioners' Board Room

*Mayor Pro Tem Howard G. Herring, Sr.
Commissioner James (Danny) Currin
Commissioner Robert Williford, Sr.*



*Commissioner Calvin (CJ) Harris, Jr.
Commissioner Frank Strickland
Commissioner S. Quon Bridges
Commissioner Patricia T. Fields*

*Randy Hemann, City Manager
Barbara Rote, City Clerk*

Jackie Sergent, Mayor

J. Thomas Burnette, City Attorney

MISSION

The mission of the City of Oxford is to serve and improve our community by providing high quality, affordable services, sound planning for growth and development, and offering the highest possible quality of life - while maintaining the public's trust through open communication and ethical standards at all times.

VISION

The City of Oxford will partner with the community to build upon the charm and character of our historic, vibrant, and walkable city to create an extraordinary quality of life for all.

Core Values - ETHICORE

The elected officials, staff, and volunteers of the City of Oxford value and commit to model the following:

EQUAL TREATMENT for everyone with **DIGNITY**, **COURTESY**, and **RESPECT**
TEAMWORK within our organization and our community
HONESTY in all of our dealings with citizens, fellow workers, and other organizations
INTEGRITY in every action and service
COST-EFFECTIVE and **QUALITY** services for our community
OPEN and **TRANSPARENT COMMUNICATION** with all parties
RESPONSIBILITY for our decisions and actions
EXCELLENCE in every deed

****The mnemonic ETHICORE was adopted as a helpful tool to remind us of our core values****

[CALL TO ORDER]

[Please be reminded to turn off or mute all cell phones and/or electronic devices]

[MISSION, VISION, VALUES]

1. Prayer: Reverend Chris Aho, Oxford Baptist Church
2. Pledge of Allegiance led by MPT Howard Herring, Sr.
3. Consider adjustments to and approval of the Agenda:

4. Opening Remarks by Mayor Sergeant

In order to provide for the highest standards of behavior and transparency in governance, the Board of Commissioners has approved a Code of Ethics to establish guidelines for ethical standards for Board Members and to provide guidance in determining appropriate conduct. Among those: Board members should avoid impropriety in the exercise of their official duties and should conduct the affairs of the board in an open and public manner. The Mayor now inquires whether any Board Member knows of any conflict of interest, or appearance of conflict, with respect to matters before the Board. If any Board Member knows of a conflict of interest, or appearance of a conflict, please state so at this time.

[DELEGATIONS]

5. Presentation – June Yard of the Month to Jeanie and Henry Derr, 419 College Street

[PUBLIC COMMENT ON AGENDA and NON-AGENDA ITEMS]

Citizens may speak on Agenda as well as Non-Agenda items at this time. Citizens wishing to address the Board must sign in on the form located with the City Clerk prior to the beginning of the meeting. When recognized by the Mayor, come forward to the podium, state your name, address, if you are a City resident, and identify the subject about which you wish speak. Please review the Public Comment Guidelines that are provided alongside the sign in form.

[PUBLIC HEARINGS]

Citizens may only speak on public hearing items at this time. Citizens do not need to sign up in order to speak at a public hearing. When recognized by the Mayor, come forward to the podium, state your name, address, and if you are a City resident. Please review the Citizen Comment Guidelines that are provided at the end of this Agenda.

6. Public Hearing on Budget for FY 2015-2016. (BUDGET DISTRIBUTED SEPARATELY)

The City Manager presented his FY 2015-2016 budget on May 27, 2015. A public hearing is required pursuant to N.C.G.S. § 159-12.

- 6a) Consider resolution adopting the FY 2015-2016 Budget or call for a Special Meeting to adopt the budget. (ATTACHMENT)

Recommended action: Staff and the Finance Committee recommend the Board adopt the FY 2015-2016 Budget or call for a Special Meeting to adopt the budget prior to June 30, 2015.

[OLD BUSINESS]

No Old Business

[NEW BUSINESS]

7. Consider reappointing Richard Thomas to the Historic Preservation Commission (HPC) for a 3-year term expiring June 2018.

Mr. Thomas is a member of the HPC and are interested in reappointment. This would be Mr. Thomas' first full 3-year term.

Recommended action: Staff recommends reappointing Richard Thomas to the Historic Preservation Commission for a 3-year term expiring June 2018.

8. Consider appointing Christine Usry to the Historic Preservation Commission (HPC) for a 3-year term expiring June 2018.

Ms. Usry lives in the historic district and is interested in participating with the HPC. This appointment would fill a seat of a member rotating off the Commission. No other applications were submitted for this vacancy. (ATTACHMENT)

Recommended action: Staff recommends appointing Christine Usry to the Historic Preservation Commission for a 3-year term expiring June 2018.

9. Consider reappointing Lynda Edwards to the Planning Board for a 6-year term expiring June 2021.

Ms. Edwards is and active member of the Planning Board and is interested in serving another term.

Recommended action: Staff recommends reappointing Lynda Edwards to the Planning Board for a 6-year terms expiring June 2021.

10. Consider appointing Al Woodlief to the Zoning Board of Adjustment for a 3-year term expiring June 2018.

Mr. Woodlief has expressed interest in participating on the Zoning Board of Adjustment and has completed an application. In an effort to stagger terms for the members, several vacancies will need filled. This vacancy will be for a 3-year term. No other applications were submitted for the Board opening.

Recommended action: Staff recommends appointing Al Woodlief to the Zoning Board of Adjustment for a 3-year term expiring June 2018.

11. Consider Calling for a public hearing in conjunction with the July 14, 2015 Regular Session to amend the Oxford Zoning Ordinance in order to allow solar farms and systems within the City of Oxford's Zoning Jurisdiction.

Currently the Oxford Zoning Ordinance does not have guidelines for solar farms and systems. With the request for solar farms being made in neighboring communities, the Planning Board started discussing this topic several months ago. In developing guidelines for solar farms and systems, the Planning Board reviewed sample ordinances from Archdale, Huntersville, Granville County, St. Paul's, Louisburg and the NC model ordinance. (ATTACHMENT)

Recommended action: Staff recommends Calling for a public hearing in conjunction with the July 14, 2015 Regular Session to amend the Oxford Zoning Ordinance in order to allow solar farms and systems within the City of Oxford's Zoning Jurisdiction.

[REPORTS]

12. May Financial Report highlights by Finance Director Kehoe. Report will be provided on meeting night.
13. City Update - City Manager Hemann
14. Downtown Economic Development Commission Report – Commissioner Currin
15. Kerr-Tar COG Report – Commissioner Williford
16. KLRWS Report – Commissioner Strickland/City Manager Hemann
17. 200th Anniversary Update – Commissioners Williford and Strickland

[CONSENT AGENDA]

18. Accept the May Financial Reports by Finance Director Kehoe (available on meeting night)
19. Approve the following meeting 2014 minutes:
 - * May 4, Agenda Session
 - * May 12, Regular Session
 - * May 29, Special Session (Budget Message)

[BOARD COMMENTS]

[ADJOURNMENT]

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CITY OF OXFORD
PUBLIC COMMENT GUIDELINES:

The Mayor and Board welcome and encourage citizens to attend City Board Meetings and to offer comments on matters of concern to them. Citizens are requested to review the following public comment guidelines prior to addressing the Board:

- a) Citizens are requested to limit their comments to five minutes. However, the Mayor, at his or her discretion, may limit comments to three minutes should there appear to be a large number of people wishing to address the Board.
- b) Comments should be presented in a civil manner and be non-personal in nature, fact-based, and issue oriented. Except for the public hearing comment period, citizens must speak for themselves during the public comment periods.
- c) Citizens may not yield their time to another person.
- d) Topics requiring further investigation will be referred to the appropriate City official, Board Committee or agency, and may, if in order, be scheduled for a future meeting Agenda.
- e) Individual personnel issues are confidential by law and will not be discussed. Complaints relative to specific individuals are to be directed to the City Manager.
- f) Comments involving matters related to an on-going police investigative matter and/or the court system will not be permitted.
- g) Citizens should not expect specific Board action, deliberation, and/or comment on subject matter brought up during the public comment section unless and until it has been scheduled as a business item on a future meeting Agenda.