

CITY OF OXFORD
BOARD OF COMMISSIONERS' REGULAR MONTHLY MEETING
Tuesday, September 8, 2015 - 7:00 p.m.
Commissioners' Boardroom, City Hall

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

Mike McLaurin, Interim 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

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 – September Yard of the Month to Ruth and James Downey, 200 W. College St.
6. Proclamation honoring Augustus (Gus) Washington for many years of service as a Downtown business owner.

[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 at the end of the agenda.

[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.

7. Public hearing for non-contiguous voluntary annexation of 1.0 acres of land on Landis Road owned by Oxford Charter Holdings, LLC.

The property owner is petitioning the City to receive City services for the additional acre needed to develop Oxford Preparatory School. The property meets all requirements for non-contiguous annexation and all required procedures for voluntary annexation will be complete following the public hearing, and annexation can be approved. (Attachment 7)

- 7a. Consider Non-Contiguous Annexation Ordinance for 1.0 acres of land on Landis Road owned by Oxford Charter Holdings, LLC effective September 8, 2015.

Recommended action: Staff recommends adopting the Non-Contiguous Annexation Ordinance for Oxford Charter Holdings, LLC, effective September 8, 2015.

8. Public Hearing to consider conveying 2.46 acres of City property located at 1490 Williamsboro Street.

Duke University Health Systems has approached the City about constructing a 13,000-15,000 sq. ft. Doctors' Office and Urgent Care facility on the City owned 2.46 acre site at 1490 Williamsboro St. Duke prefers to have a build to suit contractor build and lease the facility to them and they are working with TKC Land Development II, LLC on the project. Having the project owned by TKC Land Development II makes the property taxable. Following the public hearing, the Board can proceed with purchase approval. (Attachment 8)

- 8a. Consider adopting the Resolution Authorizing the Sale of Economic Development Property for 2.46 acres of land at 1490 Williamsboro Street by private negotiated sale according to G.S. 158-7.1 to TKC Land Development II, LLC, in the amount of \$140,000 for the purpose of constructing a Doctors' Office/Urgent Care facility by Duke University Health Systems, subject to execution of the Development Agreement if deemed necessary.

State Statute 158-7.1 entitled "Local Development" offers Cities and Counties the ability to designate property for development in order to encourage and create private development that creates tax base and new jobs. A conveyance under G.S. 158-7.1 requires the developer pay market value which is \$140,000. The Statute also allows the governing body to include covenants, conditions and restrictions (performance measures for development, job creation, etc.). City Attorney Burnette is working with TKC Land Development and Duke University Health Systems on a Development Agreement according to G.S. 158-7.1 in order to convey the property for the purpose of economic development. Once the Development Agreement is complete, the Board will be presented with the final approval. (Attachment 8)

Recommended action: Staff recommends adopting the Resolution Authorizing the Sale of Economic Development Property for 2.46 acres of land at 1490 Williamsboro Street by private negotiated sale according to G.S. 158-7.1 to TKC Land Development II, LLC, in the amount of \$140,000 for the purpose of constructing a Doctors' Office/Urgent Care facility by Duke University Health Systems, subject to the execution of the Development Agreement if deemed necessary.

[OLD BUSINESS]

No Old Business

[NEW BUSINESS]

9. Consider Accepting Certificate of Sufficiency for Petition of Voluntary, Contiguous Annexation of 7.417 Acres of land along I-85 owned by B&B Properties.

B&B Properties has petitioned the City to annex 7.417 acres of land adjacent to the Boyd Honda and Ford dealerships along I-85 in order to renovate and expand the dealerships. The annexation request was required to receive City services for the additional acreage. This is the next step in the process as the City considers annexing the property. (Attachment 9)

Recommended action: Staff recommends accepting the Certificate of Sufficiency for Petition of Voluntary, Contiguous Annexation of 7.417 acres of land owned by B&B Properties.

10. Consider calling for an annexation public hearing in conjunction with the October 13, 2015 Regular Session for 7.417 Acres of land along I-85 owned by B&B Properties.

Once the Certificate of Sufficiency is received for voluntary, contiguous annexation of 7.417 acres of property owned by B&B Properties, the Board can proceed with setting a public hearing for annexation or deny the petition. If the Board proceeds with annexation, then following the public hearing, and at the same meeting, the Board can vote to annex the property. (See Attachment 9)

Recommended action: Staff recommends calling for public hearing in conjunction with the October 13, 2015 Regular Session for 7.417 acres of land along I-85 owned by B&B Properties.

11. Consider budget amendment in the amount of \$1,500 for the Historic Preservation Commission (HPC) grant match and booking the offsetting entries within the Planning & Zoning Departmental Budget.

The original budget for FY 2015-2016 included the grant match funding which was promised for the Historic Preservation Commission's revised guidelines but not their regular operating budget of \$1,500. However, Temporary Wages for this same department (490-Planning & Zoning) were mistakenly double-booked so adequate funds for the regular operating budget are available in that line item. The requested Budget Amendment in the amount \$1,500 is being issued to adjust the previous figures included in the 2015-2016 Budget, so that offsetting expenditure entries can be made to adjust for the inadvertent booking mistake. (Attachment 11)

Recommended action: Staff recommends approving a budget amendment in the amount of \$1,500 for the HPC grant match and booking the offsetting entries within the Planning & Zoning Departmental Budget.

12. Receive report from Interim City Manager McLaurin for establishing a special fund for a future recreational complex/Swimming Pool.

During the August 31, 2015 Agenda Meeting, the Board asked Interim City Manager McLaurin to research and possibly present for approval, a process by which money could be allocated over time to build a recreational complex/swimming pool, and reestablish in this fund past designated allocations totaling \$45,000. Finance Director Kehoe is in the process of establishing such fund and will have an item for the Board to consider during the October 13, 2015 Regular Session.

[REPORTS]

No Reports

[CONSENT AGENDA]

13. Approve tax releases to US Small Business Administration totaling \$123.52 (\$60.48, \$60.48, \$1.28, \$1.28), for exempt property that was billed in error.
14. Approve tax release to SPOK Inc., in the amount of \$42.26 for taxes filed with the County in error. Taxes will be assessed and filed with NCDOR.
15. Approve the following 2015 meeting minutes:
 - * August 3, Agenda Session
 - * August 11, Regular Session
 - * August 20, Special Session
 - * August 24, Recessed Meeting

[BOARD COMMENTS]

[ADJOURNMENT]

REMINDERS:

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

- Sept. 11 – Recreation Committee Mtg, - 5:45 p.m., Public Works
- Sept. 12: Annual Hot Sauce Festival – 11:00 a.m., Downtown Oxford
- Sept.15: DT Master Plan Community Input. – 5:00 p.m., Masonic Home for Children Cafeteria
- Sept. 17: Alive After 5
- Sept. 22: Community Roundtable - 5:30 p.m., Cobb Center
- September 24: COG Banquet – 7:00 p.m. Boondocks, Youngsville

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.



CITY OF OXFORD
STAFF REPORT

TO: Mayor Sergent and the Board of Commissioners

VIA: Randy Hemann, City Manager

FROM: Barbara J. Rote, City Clerk

DATE: August 18, 2015

SUBJECT: Hold Public Hearing and consider Adopting the Non-Contiguous Annexation Ordinance for Oxford Charter Holdings, LLC (Oxford Preparatory), effective September 8, 2015.

SUMMARY STATEMENT

Oxford Charter Holdings, LLC has petitioned the City to annex 1.0 acres of land located on Landis Road and adjacent to Oxford Preparatory School. The annexation request was required to receive City services on the additional acreage. Holding the public hearing is the last step before adopting the Annexation Ordinance.

REVIEW

The initial petition for voluntary annexation by Oxford Charter Holdings, LLC, was received on June 29, 2015. The property located on Landis Road meets all requirements for non-contiguous annexation and all required procedures will be complete following the public hearing. Following the public hearing, the Board can vote to annex the property.

RECOMMENDATION

Staff recommends adopting the Non-Contiguous Annexation Ordinance Oxford Charter Holdings, LLC to annex 91.0 acres of land located on Landis Road, effective September 8, 2015.

Attachments: Y

**AN ORDINANCE TO EXTEND THE CORPORATE LIMITS OF THE CITY OF
OXFORD, NORTH CAROLINA**

WHEREAS, the Board of Commissioners has been petitioned under G.S. 160A-58.1 to annex the area described below; and

WHEREAS, the Board of Commissioners has by resolution directed the City Clerk to investigate the sufficiency of the petition; and

WHEREAS, the City Clerk has certified the sufficiency of the petition and a public hearing on the question of this annexation was held in the Commissioners' Board Room, third floor, City Hall, 300 Williamsboro Street, Oxford, NC at 7:00 p.m. on September 08, 2015 after due notice by publication in the Oxford Public Ledger on August 25, 2015 and

WHEREAS, the Board of Commissioners finds that the area described therein meets the standards of G.S. 160A-58.1(b), to wit:

- a. The nearest point on the proposed satellite corporate limits is not more than three (3) miles from the corporate limits of the City of Oxford;
- b. No point on the proposed satellite corporate limits is closer to another municipality than to the City of Oxford;
- c. The area described is so situated that the City of Oxford will be able to provide the same services within the proposed satellite corporate limits that it provides within the primary corporate limits;
- d. No subdivision, as defined in G.S. 160A-376, will be fragmented by this proposed annexation;

WHEREAS, S.L. 2001-37 amends 160A-58.1(b) allowing Oxford to exceed the 10% limitation for satellite annexations; and

WHEREAS, the Board of Commissioners further finds that the petition has been signed by all the owners of real property in the area who are required by law to sign; and

WHEREAS, the Board of Commissioners further finds that the petition is otherwise valid, and that the public health, safety and welfare of the City of Oxford and of the area proposed for annexation will be best served by annexing the area described;

NOW, THEREFORE, BE IT ORDAINED by the Board of Commissioners of the City of Oxford, North Carolina that:

Section 1. By virtue of the authority granted by G.S. 160A-58.2, the following described non-contiguous territory is hereby annexed and made part of the City of Oxford as of September 8, 2015*.

**1.0 Acres, Oxford Preparatory High School
6041 Landis Road, Oxford, North Carolina, 27565**

Being and consisting of that certain 1.00 acre parcel running along and with the South boundary line of that property heretofore conveyed to Oxford Charter Holdings (DB 1473, P 411; Plat book 42, P 11) and being more particularly described as follows:

Commencing at an iron pin set in the Eastern corner of the previously conveyed tract in the Southwestern margin of Landis Road (SR 1523) and preceding thence South 42° 25' 47" East 80.45 feet to an iron pin set; thence with the new line of Hunt South 44° 32' 53" West 539.63 feet to an iron pin set being the Southern corner, thence North 45° 27' 07" West 80.34 feet to an existing iron pin; thence North 44° 32' 53" East 543.87 feet to the point and place of the beginning as shown on that certain Recombination Survey for Oxford Charter Holdings, LLC recorded in Plat Book 43 Page 169, Granville County Registry.

Section 2. Upon and after September 8, 2015*, the above described territory and its citizens and property shall be subject to all debts, laws, ordinances and regulations in force in the City of Oxford and shall be entitled to the same privileges and benefits as other parts of the City of Oxford. Said territory shall be subject to municipal taxes according to G.S. 160A-58.10.

Section 3. The Mayor of the City of Oxford shall cause to be recorded in the office of the Register of Deeds of Granville County, and in the office of the Secretary of State at Raleigh, North Carolina, an accurate map of the annexed territory, described in Section 1 above, together with a duly certified copy of this ordinance. Such a map shall also be delivered to the County Board of Elections; as required by G.S. 163-288.1.

** Section 4. Notice of adoption of this ordinance shall be published once, following the effective date of annexation, in a newspaper having general circulation in the City of Oxford.

Adopted this Eighth day of September, 2015

Jacqueline vdH Sergent, Mayor

ATTEST:

APPROVED AS TO FORM:

Barbara J. Rote, City Clerk

J. Thomas Burnette, City Attorney

*The ordinance may be made effective immediately, or on any date within six months of adoption.

**Optional



CITY OF OXFORD STAFF REPORT

TO: Mayor Sergent and the Board of Commissioners

FROM: Randall W. Hemann, City Manager

DATE: August 24, 2015

SUBJECT: Sale of Williamsboro St. Parcel to TKC Land Development II, LLC for construction of Doctors Office/Urgent Care for Duke University Health Systems

SUMMARY STATEMENT

The City of Oxford purchased 15.5 acres across from Revlon at 1490 Williamsboro St. for use as a stormwater control project. After removing what land is needed for the stormwater project, two parcels, a 2.46 acre parcel, of which 1.4 acres is usable, across the street from the main entrance to Revlon and a 4.5± acre parcel on the grassy knoll in front of Dill Air Control will be available for development.

Duke University Health Systems has approached the City about constructing a 13,000 – 15,000 square foot Doctors Office/Urgent Care on the City owned 2.46 acre site at 1490 Williamsboro Rd. Duke prefers to have a build to suit contractor build and lease the facility to them and they are working with TKC Land Development II, LLC on the project. Having the project owned by TKC Land Development II, LLC makes the property taxable.

State Statute 158-7.1 entitled “Local Development” offers Cities and Counties the ability to designate property for development in order to encourage and create private development that creates tax base and new jobs. A conveyance under State Statute 158-7.1 requires the developer pay market value which is \$140,000 according to our opinion of value. The Statute also allows the governing body to include covenants, conditions and restrictions (performance measures for development, job creation, etc.). City Attorney Burnette is working on a Development Agreement.

REVIEW

Using Statute G.S. 158-7.1 required the Board to call for a public hearing in order to convey 2.46 acres of City Property located at 148 Williamsboro St. by private negotiated sale to TKC Land Development II, LLC for the purpose of constructing a Doctor’s Office/Urgent Care Facility. A notice of the public hearing was published in the August 27, 2015 edition of the Oxford Ledger. Following

the public hearing, the Resolution Authorizing the Sale of Economic Development Property will need approved. The Development Agreement will be presented to the Board for approval once it is finalized between the City, TKC Land Development and Duke Health Systems.

RECOMMENDATION

Staff recommends adopting the Resolution Authorizing the Sale of Economic Development Property for 2.46 acres of land located at 148 Williamsboro Street by private negotiated sale in the amount of \$140,000 to TKC Land Development II, LLC for the purpose of constructing a Doctors' Office/Urgent Care Facility by Duke University Health Systems subject to the execution of the Development Agreement between the City, TKC Land Development and Duke University Health Systems

City of Oxford
Resolution Authorizing Sale of Real Property for Economic Development

WHEREAS, North Carolina General Statute § 158-7.1 authorizes a City to undertake an economic development project by conveying property to a company in order to cause the company to locate or expand its operations within the City; and

WHEREAS, The City of Oxford is the owner of a parcel of property at 1490 Williamsboro Street (located across Williamsboro Rd. at the traffic light serving as the main entrance to the Revlon Plant) which is a 2.46-acre tract, of which 1.4 acres is usable; and

WHEREAS, The City of Oxford and Duke University Health Systems, Inc. and TKC Land Development II, LLC have engaged in private negotiations for the conveyance of a 2.46 acre tract, to TKC Land Development II, LLC, in order for TKC Land Development II, LLC to construct a medical office for Duke University Health Systems, Inc. on the tract and have reached tentative agreement on the terms for conveyance; and

WHEREAS, the Board of Commissioners of City of Oxford has held a public hearing to consider whether to approve conveyance of the tract to TKC Land Development II, LLC;

NOW THEREFORE, THE BOARD OF COMMISSIONERS OF THE CITY OF OXFORD RESOLVES THAT:

1. The Mayor of the City of Oxford is authorized to execute the necessary documents to convey to TKC Land Development II, LLC, the real property more particularly described below:

The Land is that certain 2.46 acre tract of land as shown on the site plan attached hereto, which is a part of PIN 27503. (1490 Williamsboro Street)

2. The conveyance of the property to TKC Land Development II, LLC, will stimulate the local economy, promote business, and result in the creation of a substantial number of jobs in Granville County that pay at or above the median average hourly wage in the county. The median average hourly wage in Granville County, as determined by the North Carolina Employment Security Commission, is \$20.00 per hour. The probable average hourly wage at the facility to be constructed by TKC Land Development II, LLC for Duke University Health Systems, Inc., is \$26.01, which is above the current median hourly wage in the county. This determination of the probable average hourly wage at the facility is based upon materials provided to the county by Duke University Health Systems, Inc. Industries, Inc. [from materials provided by Duke University Health Systems, Inc.].

3. The fair market value of the property, subject to the covenants and conditions associated with the Development Agreement, is \$140,000. This determination of fair market value is based upon an opinion of value of the property by Ross Appraisals a copy of which is on file in the office of the City Manager, City of Oxford, NC.

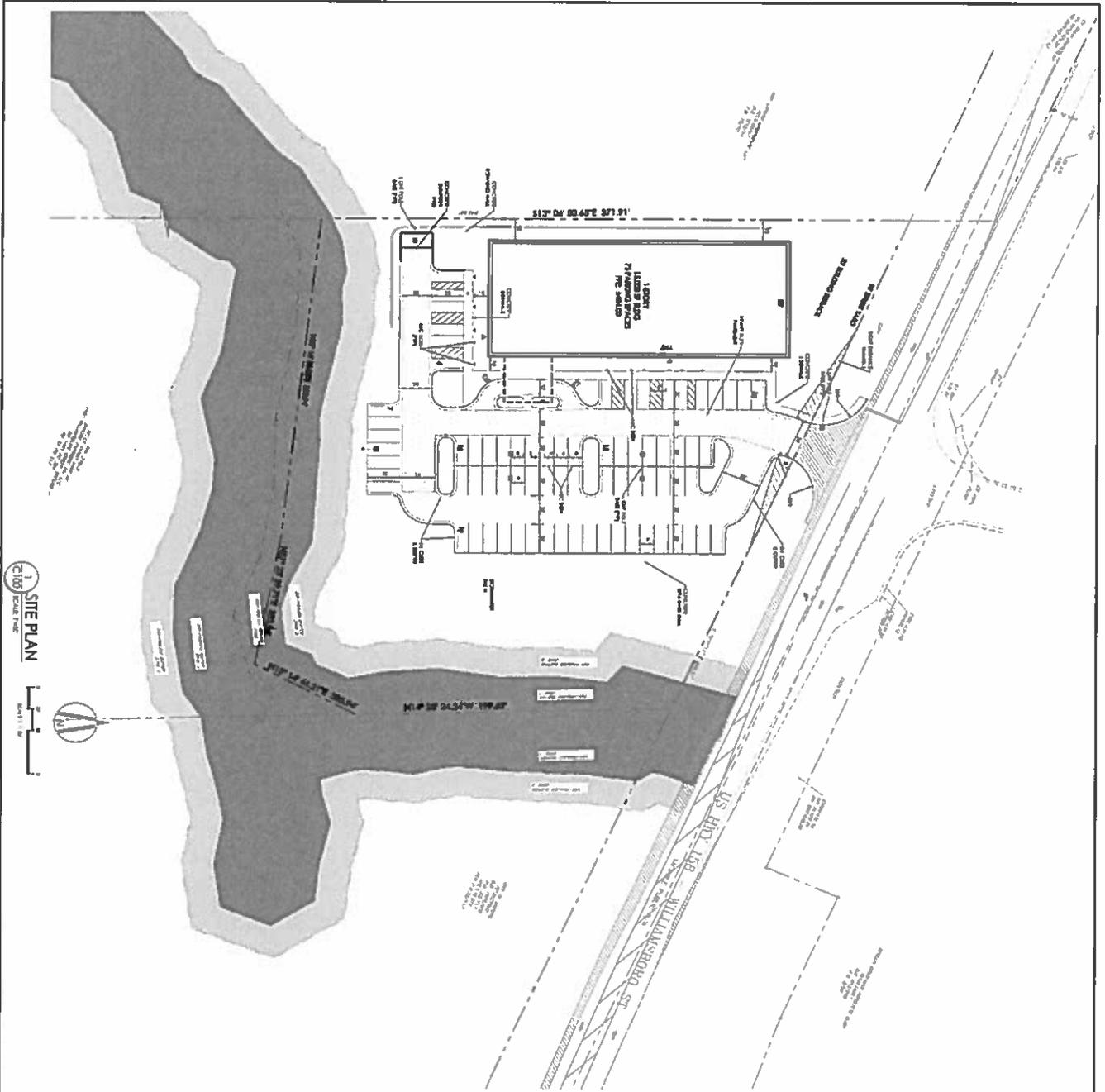
4. As consideration for the conveyance of the property, TKC Land Development II, LLC, has agreed to pay \$140,000 at closing and to construct on the property a medical office at a cost of at least \$3,000,000, and to construct the facility in a timely manner as further outlined in the Development Agreement. Furthermore, Duke University Health Systems, Inc. agrees to employ 29 persons at opening and employ 36 persons by the year 2020 at said location as outlined in the Development Agreement. A copy of the Development Agreement is attached to this resolution. This facility will generate property tax revenues over the next 15 years.

Adopted this Eighth day of September 2015

Jacqueline, vdH Sergent, Mayor

ATTEST:

Barbara J. Rote, City Clerk



1 SITE PLAN
SCALE: 1" = 100'

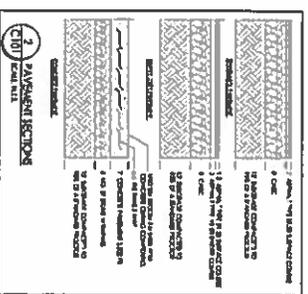


CONTRACT NO. 15-0111-001 FOR THE DESIGN AND CONSTRUCTION OF THE 2110 WILLIAMSBORO STREET PROJECT, PHASE 1

PK: 0330

DEVELOPMENT SUMMARY:

GENERAL NOTES:	SEE SHEET C100 FOR GENERAL NOTES AND SPECIFICATIONS.
CONCRETE:	CONCRETE SHALL BE 4000 PSI STRENGTH, 4" MIN. SLAB THICKNESS, AND 6" MIN. WALL THICKNESS UNLESS OTHERWISE NOTED.
ASPHALT:	ASPHALT SHALL BE 1 1/2" THICK, TYPE II, OVER 1/2" SAND SUBGRADE.
PAVING:	PAVING SHALL BE 18" THICK, TYPE II, OVER 6" SAND SUBGRADE.
LANDSCAPING:	LANDSCAPING SHALL BE PER THE LANDSCAPE ARCHITECT'S PLAN.
UTILITIES:	UTILITIES SHALL BE PER THE UTILITIES ENGINEER'S PLAN.
ENVIRONMENTAL:	ENVIRONMENTAL PROTECTION SHALL BE PER THE ENVIRONMENTAL ENGINEER'S PLAN.
ACCESSIBILITY:	ACCESSIBILITY SHALL BE PER THE ACCESSIBILITY ENGINEER'S PLAN.
IRRIGATION:	IRRIGATION SHALL BE PER THE IRRIGATION ENGINEER'S PLAN.
RETENTION WALLS:	RETENTION WALLS SHALL BE PER THE RETENTION WALL ENGINEER'S PLAN.
ROOFING:	ROOFING SHALL BE PER THE ROOFING ENGINEER'S PLAN.
MECHANICAL:	MECHANICAL SHALL BE PER THE MECHANICAL ENGINEER'S PLAN.
ELECTRICAL:	ELECTRICAL SHALL BE PER THE ELECTRICAL ENGINEER'S PLAN.
TELEPHONE:	TELEPHONE SHALL BE PER THE TELEPHONE ENGINEER'S PLAN.
CABLE TV:	CABLE TV SHALL BE PER THE CABLE TV ENGINEER'S PLAN.
TELEVISION:	TELEVISION SHALL BE PER THE TELEVISION ENGINEER'S PLAN.
INTERNET:	INTERNET SHALL BE PER THE INTERNET ENGINEER'S PLAN.
WIRELESS:	WIRELESS SHALL BE PER THE WIRELESS ENGINEER'S PLAN.
CELLULAR:	CELLULAR SHALL BE PER THE CELLULAR ENGINEER'S PLAN.
DATA:	DATA SHALL BE PER THE DATA ENGINEER'S PLAN.
VIDEO:	VIDEO SHALL BE PER THE VIDEO ENGINEER'S PLAN.
PHOTOGRAPHY:	PHOTOGRAPHY SHALL BE PER THE PHOTOGRAPHY ENGINEER'S PLAN.
TELEVISION:	TELEVISION SHALL BE PER THE TELEVISION ENGINEER'S PLAN.
INTERNET:	INTERNET SHALL BE PER THE INTERNET ENGINEER'S PLAN.
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CELLULAR:	CELLULAR SHALL BE PER THE CELLULAR ENGINEER'S PLAN.
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PHOTOGRAPHY:	PHOTOGRAPHY SHALL BE PER THE PHOTOGRAPHY ENGINEER'S PLAN.



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 - CONCRETE SHALL BE 4000 PSI STRENGTH, 4" MIN. SLAB THICKNESS, AND 6" MIN. WALL THICKNESS UNLESS OTHERWISE NOTED.
 - ASPHALT SHALL BE 1 1/2" THICK, TYPE II, OVER 1/2" SAND SUBGRADE.
 - PAVING SHALL BE 18" THICK, TYPE II, OVER 6" SAND SUBGRADE.
 - LANDSCAPING SHALL BE PER THE LANDSCAPE ARCHITECT'S PLAN.
 - UTILITIES SHALL BE PER THE UTILITIES ENGINEER'S PLAN.
 - ENVIRONMENTAL PROTECTION SHALL BE PER THE ENVIRONMENTAL ENGINEER'S PLAN.
 - ACCESSIBILITY SHALL BE PER THE ACCESSIBILITY ENGINEER'S PLAN.
 - IRRIGATION SHALL BE PER THE IRRIGATION ENGINEER'S PLAN.
 - RETENTION WALLS SHALL BE PER THE RETENTION WALL ENGINEER'S PLAN.
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 - DATA SHALL BE PER THE DATA ENGINEER'S PLAN.
 - VIDEO SHALL BE PER THE VIDEO ENGINEER'S PLAN.
 - PHOTOGRAPHY SHALL BE PER THE PHOTOGRAPHY ENGINEER'S PLAN.



C100
SITE PLAN

PRELIMINARY
NOT FOR
CONSTRUCTION

SITE PLAN

DUKE CLINIC
1490 WILLIAMSBORO STREET/US 158
OXFORD, NC





CITY OF OXFORD
STAFF REPORT

TO: Mayor Sergent and the Board of Commissioners

VIA: Randy Hemann, City Manager

FROM: Barbara J. Rote, City Clerk

DATE: 08-18-15

SUBJECT: Consider Accepting Certificate of Sufficiency for Petition of Voluntary, Contiguous, Annexation by B&B Properties, and consider adopting a resolution calling for an annexation public hearing to be held in conjunction with the October 13, 2015 Regular Session if the Board desires to move forward with annexation.

SUMMARY STATEMENT

In order to renovate and expand the Boyd Honda and Ford dealerships, B&B Properties, has petitioned the City to annex 7.417 acres of land located on I-85 and adjacent to the existing car dealerships.

REVIEW

- 1) The Clerk will provide the Certificate of Sufficiency based on the Petition for Voluntary Annexation received. The Board can vote to accept the Certificate of Sufficiency.
- 2) The Board can now proceed with setting a public hearing for annexation during the October 13, 2015 Regular Session or deny the petition. Following the public hearing, and at the same meeting, the Board can vote to annex the property.

RECOMMENDATION

Staff recommends accepting the Certificate of Sufficiency for Petition of Voluntary, Contiguous, Annexation by B&B Properties, and adopting a resolution calling for an annexation public hearing in conjunction with the October 13, 2015 Regular Session for 7.417 acres of property located on I-85 and adjacent to the existing car dealership.

Attachments: Y

RESOLUTION FIXING DATE OF PUBLIC HEARING ON QUESTION OF ANNEXATION
PURSUANT TO G.S. 160A-31
B&B PROPERTIES

WHEREAS, the City of Oxford has been petitioned under G.S. 160A-31 to annex the area described below; and

WHEREAS, the Board of Commissioners has by resolution directed the City Clerk to investigate the sufficiency of the petition; and

WHEREAS, certification by the City Clerk as to the sufficiency of the petition has been made;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the City of Oxford, North Carolina that:

Section 1. A public hearing on the question of annexation of the contiguous area described herein will be held in the Commissioners' Board Room, 3rd Floor, City Hall, 300 Williamsboro Street at 7:00 P.M. on Tuesday, October 13, 2015.

Section 2. The area proposed for annexation is described as follows:

7.417 +/- Acres

I-85, Oxford, North Carolina, 27565

(B&B Properties, Boyd Automotive)

Beginning at an EIP located on I-85 r/w the following; N49°43'36"E 23.58', N33°08'19"E 73.51', N35°24'59"E 221.85, & N42°00'00"E 182.06', thence leaving said r/w the following; S32°26'51"E 766.00', S59°49'16"W 482.52', N31°22'01"W 581.00' to the point of beginning containing 7.417 acres.

Section 3. Notice of the public hearing shall be published once in the Oxford Public Ledger, a newspaper having general circulation in the City of Oxford, NC, at least ten (10) days prior to the date of the public hearing.

Adopted this 8th day of September, 2015

Jacqueline, vdH Sergent, Mayor

ATTEST:

Barbara J. Rote, City Clerk



CITY OF OXFORD

STAFF REPORT

TO: Mayor Sergent and Board of Commissioners
VIA: Randy Hemann, City Manager
FROM: Patrick Kehoe, Finance Director
DATE: 8/20/15
SUBJECT: Offsetting Budget Adjustments

SUMMARY STATEMENT

The original budget for FY 2015-2016 included the grant match funding which was promised for the Historic Preservation Commission's revised guidelines but not their regular operating budget of \$1,500. However, Temporary Wages for this same department (490-Planning & Zoning) were mistakenly double-booked so adequate funds for the regular operating budget are available in that line item.

REVIEW

This requested Budget Amendment; in the amount \$1,500 is being issued to adjust the previous figures included in the 2015-2016 Budget, so that offsetting expenditure entries can be made to adjust for the inadvertent booking mistakes mentioned above.

RECOMMENDATION

Staff recommends approving this Budget Amendment in the amount of \$1,500 and booking the corresponding offsetting entries listed on the attached Budget Amendment Voucher, so that this year's Expenditure figures will be correct.
