

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

**Tuesday, March 8, 2016 - 7:00 p.m.
Commissioners' Board Room, City Hall**

*Mayor Pro Tem Calvin (C.J.) Harris, Jr.
Commissioner James (Danny) Currin
Commissioner S. Quon Bridges*



*Commissioner Frank Strickland
Commissioner Patricia T. Fields
Commissioner Ron Bullock
Commissioner Alvin Woodlief*

*Mike McLaurin, Interim 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 by Reverend David Haley, Oxford United Methodist Church
2. Pledge of Allegiance MPT Calvin (C.J.) Harris
3. Consider adjustments to and approval of the Agenda.
Addition of Closed Session – City Manager Search & Approval of Closed Session Minutes
4. Opening Remarks by Mayor Sergent
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]

No Delegations

[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.

No Public Hearings

[OLD BUSINESS]

No Old Business

[NEW BUSINESS]

5. Consider appointing Theudric J. Holmes to the Zoning Board of Adjustment (ZBA) for 3-yr term expiring February 2019.

Mr. Holmes' experience with policies as a retired Police Captain and interested in contributing to the future of Oxford will be beneficial to the ZBA. (Attachment 5)

Recommended action: Staff recommends appointing Theudric J. Holmes to the ZBA for a 3-year term expiring February 2019.

6. Consider appointing Jayne Kirkpatrick to the Historic Preservation Commission (HPC) to fill a vacant seat expiring June 2016, and to the Appearance Commission to fill a vacant seat expiring February 2018.

Ms. Kirkpatrick's experience with policies, public affairs, and respect for municipal government will be beneficial for serving on both committees. (Attachment 6)

Recommended action: Staff recommends appointing Jayne Kirkpatrick to the Historic Preservation Commission (HPC) to fill a vacant seat expiring June 2016, and to the Appearance Commissioner to fill a vacant seat expiring February 2018.

7. Consider approving a 2.4-acre +/- subdivision parcel located at 1490 Williamsboro St. submitted by Horvath Associates on behalf of Duke Medical Clinic.

Duke Medical Clinic is seeking to subdivide a 2.4 +/- acre parcel from a 15-acre tract owned by the City of Oxford. All necessary steps for developing this land, including approval by the Zoning Board of Adjustment for a special use permit have been taken. The zoning for this property is O-I SUD (office-Institutional Special Use District). The Board previously approved a contract for the purchase of this property, and a development agreement with Duke Health Systems and their development partners. (Attachment 7)

Recommended action: Staff recommends approving a 2.4-acre +/- subdivision parcel located at 1490 Williamsboro St. submitted by Horvath Associates on behalf of Duke Medical Clinic.

8. Consider approving a Budget Amendment in the amount of \$5,700 to the Outside Auditor line items in both the General and Water Funds, and booking the corresponding offsetting transfers from the General Fund Miscellaneous Expenses (\$5,200), and the Water Fund Insurance Expenses (\$500) accordingly.

The requested Budget Amendment in the amount \$5,700 is being issued to record offsetting budget transfers associated with the previously approved audit work & other related reports being prepared by Winston, Williams, Creech, Evans & Company during fiscal-year 2015-2016, and the partial reallocation of Miscellaneous Expenses & Insurance related budgeted expenditures. No money is being appropriated from either the General Fund or the Water Fund Balances. (Attachment 8)

Recommended action Staff recommends approving a Budget Amendment in the amount of \$5,700 to the Outside Auditor line items in both the General and Water Funds, and booking the corresponding offsetting transfers from the General Fund Miscellaneous Expenses (\$5,200) and the Water Fund Insurance Expenses (\$500) accordingly.

9. Consider approving a Budget Amendment in the amount of \$37,347 and booking the corresponding offsetting transfers between departments & funds in order to distribute 401(k) contributions for FY 2015-2016.

The original budget did not distribute the previously approved \$30,000 of Special 401(k) Retirement Contributions for non-police related employees because this was the 1st-year the 401(k) program was offered to all employees. Now that actual expenditure information is available for FY 2015-2016, these previously budgeted retirement costs, which were recorded as Miscellaneous Non-Departmental expense, should be reallocated/transferred. The requested Budget Amendment in the amount \$37,347 is being issued to record the \$30,000 of offsetting budget transfers and also a corresponding \$7,347 reallocation of Fund Balance (between the General & Water Funds) due to the actual budget transfer process. (Attachment 9)

Recommended action: Staff recommends approving a Budget Amendment in the amount of \$37,347 and booking the corresponding offsetting transfers between departments & funds in order to distribute 401(k) contributions for FY 2015-2016.

10. Consider approving an addendum to the February 2015 Solid Waste Collection Transportation and Disposal Agreement with Waste Industries that extends the current contract through December 31, 2017 and authorizing the Mayor to execute the addendum.

The current contract between the City of Oxford and Waste Industries expires on June 30, 2016 and would automatically extend for a 2-year period unless terminated with a 90-day notice.

The addendum extends the current contract for 18 months and allows a better coordinated effort for waste collection and disposal with the expiration of the Upper Piedmont Environmental contract (landfill) December 31, 2017. General Manager Lee Bodenhamer from Waste Industries will be present to answer questions. (Attachment 10)

Recommended action: Staff recommends approving an addendum to the February 2015 Solid Waste Collection Transportation and Disposal Agreement with Waste Industries that extends the current contract through December 31, 2017 and authorizing the Mayor to execute the addendum.

[REPORTS]

11. February Financial Report highlights by Finance Director Kehoe. Reports will be provided on meeting night.

[CONSENT AGENDA]

12. Accept the February Financial Report by Finance Director Kehoe (available on meeting night)
13. Approve tax release in the amount of \$3,409.57 to Meridian Leasing Corp. Their equipment was leased to Granville Health Systems.
14. Approve tax release in the amount of \$152.36 to GE Capital Information Tech. Their equipment was leased to Granville Health Systems.
15. Approve the following 2016 meeting minutes:
 - * February 1, Agenda Session
 - * February 9, Regular Session
 - * February 9, Special Meeting
 - * February 11, Special Recessed Meeting

[BOARD COMMENTS]

[CLOSED SESSION]

Pursuant to G.S. 143-318.11(a)(6) the Board will go into Closed Session to conduct the City Manager Search and approve the following closed session meeting minutes: August 30, 2015, February 9, 11, 25, 26, and March 1, 2016

[ADJOURNMENT]

REMINDERS:

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

- March 9: Finance Committee Meeting, 1:15 PM, First Floor Training Rm., City Hall
- March 10: 200th Distinguished Speaker Series, Bessye McGhee – Thornton Library 3:30 p.m.
- March 19: 5K & 10K Ambulance Chase – 3 p.m., Food Truck Rodeo – 4 p.m.
 - Oxford Living History Walk contact Parks and Rec. at 919-603-1135 for Reservations

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 Sargent and the Board of Commissioners
VIA: Mike McLaurin, Interim City Manager
FROM: Cheryl Hart, Planning Director
DATE: 2-2-2016
SUBJECT: Consider appointing Theaudric J. Holmes to the Zoning Board of Adjustment.

SUMMARY STATEMENT

Mr. Holmes being retired would like to get involved with the City's advisory Board.

REVIEW

As a retired Police Captain, Mr. Holmes experience with policies will be beneficial for serving on the Zoning Board of Adjustment. The three-year term expires February 2019

RECOMMENDATION

Staff recommends appointing Theaudric Jones to the Zoning Board of Adjustment.

Attachments: Y



City of Oxford
300 Williamsboro Street, Oxford, North Carolina

CITY OF OXFORD
 FILE
 COPIES TO
JAN 13 2016
 RE-ROUTE TO

APPLICATION FOR BOARD APPOINTMENT

Return completed form to
Oxford City Clerk, 300 Williamsboro Street, P.O. Box 1307, Oxford, NC 27565

Date 12 January 2016

Name and email Theodore J. Holmes James.holmes@gmail.com

Home address 100 DOVE LAKE Phone 919-693-0679

Present occupation Retired (Police Captain)

Educational background Bachelor of Science in Political Science
From Florida A+M University.

Number of years a resident of Granville County ONE YEAR

Do you live inside the City limits? YES If so, for how long? ONE YEAR

Indicate below the Board/Committee/Commission for which you are applying at this time:

- | | |
|---|---|
| <input type="checkbox"/> City Board of Commissioners | <input type="checkbox"/> Recreation Advisory Committee |
| <input type="checkbox"/> Zoning Board of Adjustment | <input type="checkbox"/> Community Appearance Commission |
| <input checked="" type="checkbox"/> Planning Board | <input type="checkbox"/> Historic Preservation Commission |
| <input type="checkbox"/> 200 th Anniversary Planning Committee | <input type="checkbox"/> Other |
| <input type="checkbox"/> Oxford Parking Authority | <input type="checkbox"/> |

List all Boards/Committees/Commissions on which you have previously served or are currently serving.

NONE

Provide a brief statement as to why you wish to serve on the Board/Committee/Commission you have indicated above. Attach additional sheets/use other side, if needed.

I've been visiting Family here for over thirty years and fell in love with the City. A year ago my self and wife decided to move here after I retired. I retired after twenty (over)

Signature Theodore J. Holmes

six year of service with the Asbury Park Police Department, Asbury Park, New Jersey, As Captain of the Patrol Division. We live in a great neighborhood and have met great neighbors. From living here I see great potential in the city and would like to have the opportunity to be part of the future development in the city.



CITY OF OXFORD
STAFF REPORT

TO: Mayor Sergent and the Board of Commissioners
VIA: Mike McLaurin, Interim City Manager
FROM: Cheryl Hart, Planning Director
DATE: 2-17-2016
SUBJECT: Consider appointing Jayne Kirkpatrick to the Historic Preservation Committee (HPC) & the Appearance Committee.

SUMMARY STATEMENT

Mrs. Kirkpatrick being retired would like to get involved with the City's advisory Boards.

REVIEW

As a retiree, Mrs. Kirkpatrick's experience with policies and respect for municipal government will be beneficial for serving on both committees. The appointment to the HPC fills an vacant seat with a term expiring June 2016. The Appearance Commission fills a vacant seat with a term expiring February 2018

RECOMMENDATION

Staff recommends appointing Jayne Kirkpatrick to the Historic Preservation Committee and Appearance Committee.

Attachments: Y



City of Oxford
300 Williamsboro Street, Oxford, North Carolina

CITY OF OXFORD
 FILE
 COPIES TO

JAN 28 2016

RE-ROUTE TO

APPLICATION FOR BOARD APPOINTMENT

Return completed form to
Oxford City Clerk, 300 Williamsboro Street, P.O. Box 1307, Oxford, NC 27565

Date _____

Name and email Jayne Kirkpatrick jayne.f.kirkpatrick@gmail.com
Home address 214 Main St Phone 919-688-3336
Present occupation Retired
Educational background Bachelor's in English & MPA

Number of years a resident of Granville County 1/2
Do you live inside the City limits? yes If so, for how long? 6 months

Indicate below the Board/Committee/Commission for which you are applying at this time:

- | | |
|---|--|
| <input type="checkbox"/> City Board of Commissioners | <input type="checkbox"/> Recreation Advisory Committee |
| <input type="checkbox"/> Zoning Board of Adjustment | <input checked="" type="checkbox"/> Community Appearance Commission |
| <input type="checkbox"/> Planning Board | <input checked="" type="checkbox"/> Historic Preservation Commission |
| <input type="checkbox"/> 200 th Anniversary Planning Committee | <input type="checkbox"/> Oxford Housing Authority |
| <input type="checkbox"/> Oxford Parking Authority | <input type="checkbox"/> Other |

List all Boards/Committees/Commissions on which you have previously served or are currently serving.

N/A

Provide a brief statement as to why you wish to serve on the Board/Committee/Commission you have indicated above. Attach additional sheets/use other side, if needed.

Served as director of the City of Raleigh's Public Affairs Department for 25 years. HAVE AN ABIDING respect for municipal government and desire to serve my newly chosen hometown of Oxford
Signature Jayne Kirkpatrick



CITY OF OXFORD
STAFF REPORT

TO: Mayor Sergent and the Board of Commissioners
VIA: Mike McLaurin, Interim City Manager
FROM: Cheryl Hart, Planning Director
DATE: 2-17-2016
SUBJECT: Consider approving a 2.4 acre +/- subdivision submitted by Horvath Associates on behalf of Duke Medical Clinic.

SUMMARY STATEMENT

Duke Medical Clinic is seeking to subdivide a 2.4+/- parcel from a 15acre tract owned by the City of Oxford.

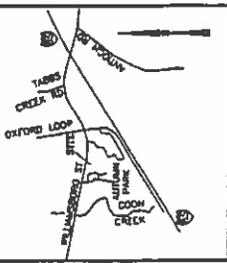
REVIEW

This parcel of land is being proposed for a medical clinic. All necessary steps for developing this land which includes obtaining a special use permit have been taken. The zoning for this property is O-I SUD (Office -Institutional Special Use District).

RECOMMENDATION

Staff recommends approval of this subdivision.

Attachments: Y

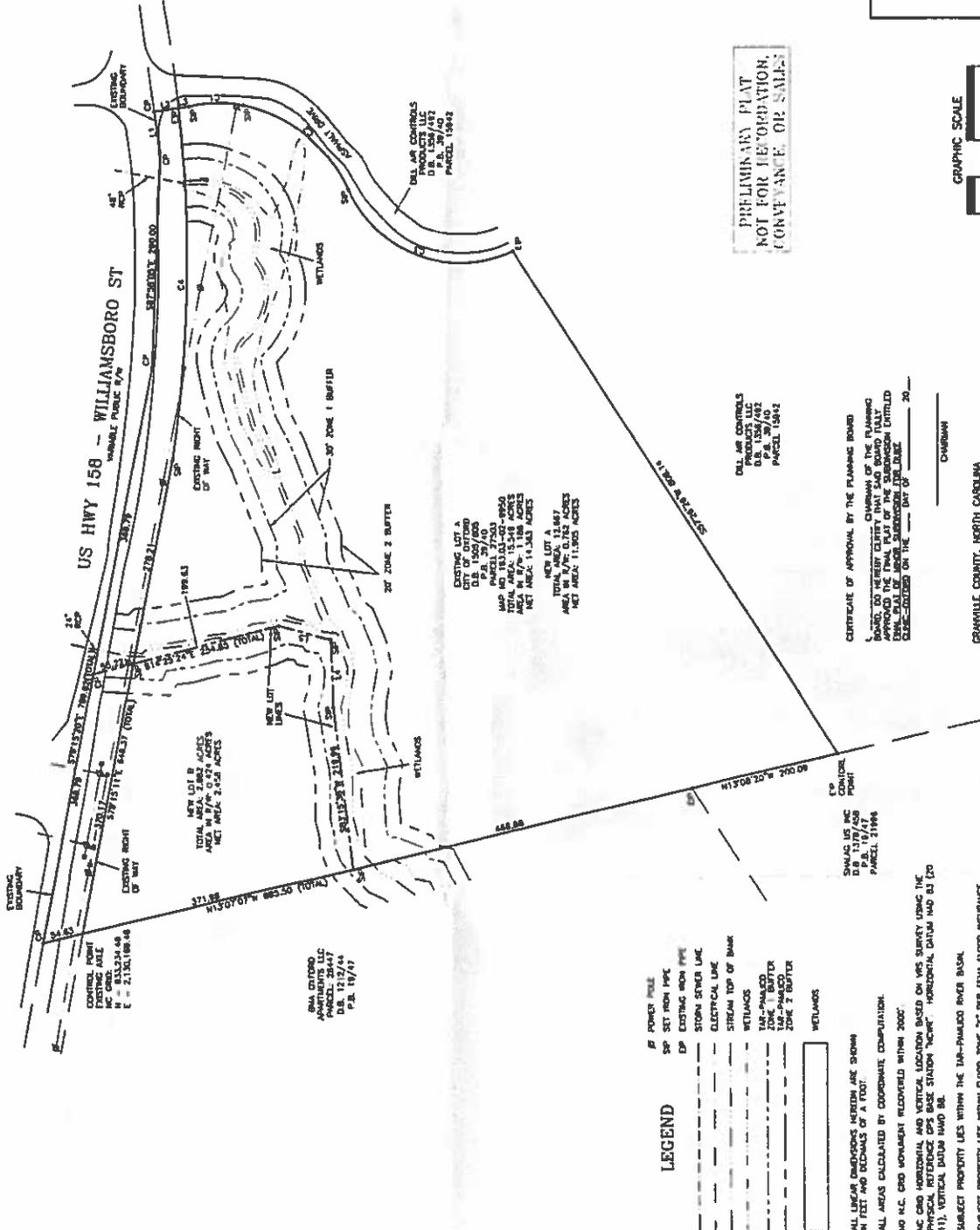


VICINITY MAP - NOT TO SCALE

LINE	DESCRIPTION	LENGTH
L1	WILLIAMSBORO ST	56.77
L2	SEPARATE 2ND ZONE	32.59
L3	SEPARATE 1ST ZONE	81.57
L4	SEPARATE 1ST ZONE	72.48

CURVE	DATA	CHORD	CHORD BEC	CHORD BEC
C1	224.11°	164.81	37.54	307.27
C2	54.07°	188.31	101.37	207.11
C3	111.01°	103.04	37.25	80.03
C4	111.01°	103.04	37.25	80.03

**PRELIMINARY PLAT
NOT FOR RECONSTRUCTION,
CONVEYANCE, OR SALES**



8
92
92

- LEGEND**
- PF POWER POLE
 - SP SET FROM PIPE
 - EP EXISTING IRON PIPE
 - STORM SEWER LINE
 - ELECTRICAL LINE
 - STREAM TOP OF BANK
 - WETLANDS
 - NEW LOT A
 - NEW LOT B
 - 1st BUFFER
 - 2nd BUFFER
 - WETLANDS

ALL LINEAR DIMENSIONS HEREIN ARE SHOWN IN FEET AND DECIMALS OF A FOOT.
ALL AREAS CALCULATED BY COORDINATE COMPUTATION.
NO N.C. GRID MORNINGS RECOVERED WITHIN 2000'.
SUBJECT PROPERTY LIES WITHIN FLOOD ZONE "X" PER FIRM FLOOD INSURANCE RATE MAP PANEL 37201A3000 DATED APRIL 15, 2007.
SUBJECT PROPERTY LIES WITHIN THE TAM-PALEOLO RIVER BASIN.
MC GRID HORIZONTAL AND VERTICAL LOCATION BASED ON VES SURVEY USING THE PHYSICAL REFERENCE GPS BENCH STATION "MCN". HORIZONTAL DATUM WGS 84 (2011), VERTICAL DATUM NAVD 83.
NEW LOT A 12,687 ACRES
NEW LOT B 12,571 ACRES
TOTAL 25,258 ACRES

**PRELIMINARY PLAT
NOT FOR RECONSTRUCTION,
CONVEYANCE, OR SALES**



I (DUC) HEREBY CERTIFY THAT I AM (THE NAME) THE OWNER(S) OF THE PROPERTY DESCRIBED IN THIS PLAT AND I HAVE REVIEWED THE PLAT AND I CERTIFY TO THE ACCURACY OF THE INFORMATION CONTAINED THEREIN. I CERTIFY TO THE ACCURACY OF THE INFORMATION CONTAINED THEREIN. I CERTIFY TO THE ACCURACY OF THE INFORMATION CONTAINED THEREIN.

CERTIFICATE OF ACCURACY: I CERTIFY THAT THE ERROR OF CLOSURE IS NOT MORE THAN 1/10,000

CERTIFICATE OF OWNERSHIP AND DEDICATION
I (DUC) HEREBY CERTIFY THAT I AM (THE NAME) THE OWNER(S) OF THE PROPERTY DESCRIBED IN THIS PLAT AND I HAVE REVIEWED THE PLAT AND I CERTIFY TO THE ACCURACY OF THE INFORMATION CONTAINED THEREIN. I CERTIFY TO THE ACCURACY OF THE INFORMATION CONTAINED THEREIN. I CERTIFY TO THE ACCURACY OF THE INFORMATION CONTAINED THEREIN.

DATE _____ PROFESSIONAL LAND SURVEYOR
OWNER _____
OWNER _____

CERTIFICATE OF APPROVAL BY THE PLANNING BOARD
CHURCHMAN OF THE PLANNING BOARD, DO HEREBY CERTIFY THAT SAID BOARD FULLY APPROVES THE PLAT AND THE INFORMATION CONTAINED THEREIN AND THE DATE OF _____ 20____

**FINAL PLAT OF MINOR SUBDIVISION FOR
DUKE CLINIC - OXFORD**

OWNER:
CITY OF OXFORD
300 WILLIAMSBORO ST.
OXFORD, NC

OXFORD TOWNSHIP, GRANVILLE COUNTY, NORTH CAROLINA

3719 University Drive
Oxford, NC 27577-2646
(919) 400-7228

DATE: 12/18/2013
SCALE: 1"=100'
JOB NO: 14081.01
Residence

**CITY OF OXFORD****STAFF REPORT**

TO: Mayor Sergent and Board of Commissioners

VIA: Michael McLaurin, Interim City Manager

FROM: Patrick Kehoe, Finance Director

DATE: 2/10/2016

SUBJECT: Offsetting Budget Transfers

SUMMARY STATEMENT

The original budget did not include \$5,700 of costs associated with the previously approved audit work and other related reports being prepared by Winston, Williams, Creech, Evans & Company during fiscal-year 2015-2016. However, since adequate funds are available for these missing costs in the existing Operating Budgets of the General & Water Funds, no additional use of Fund Balances will be required if \$5,200 of Miscellaneous Expenses & \$500 of Insurance related expenditures (which were previously budgeted) are reallocated accordingly.

REVIEW

This requested Budget Amendment; in the amount \$5,700 is being issued to record offsetting budget transfers associated with the previously approved audit work & other related reports being prepared by Winston, Williams, Creech, Evans & Company during fiscal-year 2015-2016 and the partial reallocation of Miscellaneous Expenses & Insurance related budgeted expenditures that are listed above.

RECOMMENDATION

Staff recommends approving this Budget Amendment in the amount of \$5,700 to the Outside Auditor line items in both the General and Water Funds and booking the corresponding offsetting transfers from the General Fund Miscellaneous Expenses (\$5,200) and the Water Fund Insurance Expenses (\$500).

CITY OF OXFORD

BUDGET AMENDMENT VOUCHER			
			Date <u>1/28/16</u>
Account Number	Description	Increase	Decrease
010-441-41000-191	Outside Auditors	\$5,200	
010-660-41000-481	Miscellaneous Expenses		\$5,200
030-720-71000-191	Outside Auditors	\$500	
030-720-71000-454	Insurance		\$500
EXPLANATION FOR AMENDMENT			
To record offsetting budget transfers associated with the previously approved audit work & other related reports being prepared by Winston, Williams, Creech, Evans & Company during fiscal-year 2015-2016 and the partial reallocation of Miscellaneous Expense & Insurance related budgeted expenditures that are listed above.			
Date Approved by Board _____			

REQUESTED BY: Patrick Kehoe, Finance Director

**CITY OF OXFORD****STAFF REPORT**

TO: Mayor Sergeant and Board of Commissioners
VIA: Michael McLaurin, Interim City Manager
FROM: Patrick Kehoe, Finance Director
DATE: 2/10/2016
SUBJECT: Budget Allocation Transfers

SUMMARY STATEMENT

The original budget did not distribute the previously approved \$30,000 of Special 401-K Retirement Contributions for non-police related employees because this was the 1st-time this program was being utilized by the city in this way. Now that actual expenditure information is currently available for fiscal-year 2015-2016, these previously budgeted retirement costs which were recorded as Miscellaneous Non-Departmental expense, should be reallocated/transferred (based on actual cost figures) to the actual corresponding departments that use them.

REVIEW

This requested Budget Amendment in the amount \$37,347 is being issued to record the \$30,000 of offsetting budget transfers for the Special 401-K Retirement Contributions mentioned above and also a corresponding \$7,347 reallocation of Fund Balance (between the General & Water Funds), which is necessary due to this actual budget transfer process itself.

RECOMMENDATION

Staff recommends approving this Budget Amendment in the amount of \$37,347 and booking the corresponding offsetting transfers between departments & funds accordingly.

CITY OF OXFORD

BUDGET AMENDMENT VOUCHER

Date 2/10/16

Account Number	Description	Increase	Decrease
010-420-41000-184	5% Special Retirement	\$2,956	
010-440-41000-184	5% Special Retirement	\$1,546	
010-442-41000-184	5% Special Retirement	\$1,815	
010-490-41000-184	5% Special Retirement	\$1,559	
010-500-41000-184	5% Special Retirement	\$1,556	
010-530-43000-184	5% Special Retirement	\$5,445	
010-561-45000-184	5% Special Retirement	\$1,537	
010-620-61000-184	5% Special Retirement	\$2,745	
010-650-61000-184	5% Special Retirement	\$786	
010-660-41000-184	5% Special Retirement		\$30,000
010-722-45000-184	5% Special Retirement	\$2,708	
030-720-71000-184	5% Special Retirement	\$1,533	
030-721-71000-184	5% Special Retirement	\$96	
030-824-71000-184	5% Special Retirement	\$3,047	
030-828-71000-184	5% Special Retirement	\$2,671	
010-000-39900-000	Appropriated Fund Balance		\$7,347
030-000-39900-000	Appropriated Fund Balance	\$7,347	

EXPLANATION FOR AMENDMENT

To record offsetting budget transfers associated with the reallocation of previously approved Special 401-K Retirement Contributions that were originally not distributed because this was the 1st-time this program was being utilized for non-police employees and the corresponding actual expenditure information was not currently available for fiscal-year 2015-2016.

Date Approved by Board _____

REQUESTED BY: Patrick Kehoe, Finance Director

EXTENSION OF SOLID WASTE COLLECTION TRANSPORTATION AND DISPOSAL AGREEMENT

THIS EXTENSION OF SOLID WASTE COLLECTION TRANSPORTATION AND DISPOSAL AGREEMENT (this "Extension") is made and entered into as of the ___ day of _____ 2016 by and between the CITY OF OXFORD ("Customer") and WASTE INDUSTRIES, LLC ("Contractor").

RECITALS

- A. Contractor and Customer are parties to a Solid Waste Transportation and Disposal Agreement dated on or about January 20, 2015 (the "Agreement").
- B. The initial term of the Agreement is for a period beginning February 1, 2015 and ending June 30, 2016 (the "Expiration Date").
- C. The parties now desire to extend the initial term of the Agreement from the Expiration Date through December 31, 2017.

AGREEMENT

NOW, THEREFORE, it is mutually agreed that the Initial Term of the Agreement is hereby extended from the Expiration Date through December 31, 2017. All terms and conditions will continue unchanged as they existed immediately prior to the Expiration Date; provided, however, that the current Service Fee (as defined in the Agreement) will be subject to a Consumer Price Index adjustment effective July 1, 2016 pursuant to the adjustment provisions of the Agreement. This Agreement may be extended by mutual agreement of the parties hereto. Except as specifically modified herein, the Agreement shall remain in full force and effect as written. This Extension may be executed in counterparts, including by facsimile.

(Next Page is Signature Page)

IN WITNESS WHEREOF, this Extension of Solid Waste Collection Transportation and Disposal Agreement is executed and delivered on behalf of the undersigned by their duly authorized representatives as of the date first set forth above.

WASTE INDUSTRIES, LLC

Attest: _____

By: _____
Name: _____
Title: _____

Witness: _____

CITY OF OXFORD

Attest: _____

By: _____
Name: _____
Title: _____

Witness: _____

Approved as to legal form:

“This instrument has been preaudited in the manner required by the local government budget and fiscal control act.”

City Attorney Date

Finance Director Date