

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

**Tuesday, March 10, 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*

J. Thomas Burnette, City Attorney

Jackie Sergent, Mayor

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 David Haley, Oxford United Methodist Church
2. Pledge of Allegiance led by MPT Howard Herring, Sr.
3. Consider adjustments to and approval of the Agenda:
 - **Add Item 13:** Resolution Opposing NC House Bill 51: Justice for Rural Citizens Act
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]

5. Historic Preservation Commission Annual Report – HPC Secretary Susan Wicker
6. Proclamation honoring Ella Schmit for many years of service as a Downtown business owner
7. Proclamation of Life in memory of former City Commissioner Jack Carey

[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.

8. Public Hearing to amend the Oxford Zoning Ordinance for signs under section 408 (obsolete/abandoned signs) to include an option to receive a Certificate of Appropriateness from the Historic Preservation Commission (HPC) if a sign is over 40 years old.

The Planning Dept. was asked to address the issue of abandoned/obsolete signs throughout the City. Owners of such signs were notified of section 408 (obsolete/abandoned sign), that states signs should be removed within 90 days of closing a business. The owners of 2 of the properties identified (Orpheum Theatre sign & Yancey Chevrolet) asked if they could keep the sign due to historical significance. (Attachment 8)

8a. Consider recommendation

Recommended action: Planning Board and HPC recommend that signs 40 years or older be exempt from section 408 (obsolete/abandoned signs) criteria provided the applicant obtains a Certificate of Appropriateness and provide the necessary sign maintenance.

[OLD BUSINESS]

No Old Business

[NEW BUSINESS]

9. Consider appointing John Tovey to the Zoning Board of Adjustment for a 3-year term expiring February 2018.

Mr. Tovey 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. (Attachment 9)

Recommended action: Staff recommends appointing John Tovey to the Zoning Board for a 3-year term expiring February 2018.

10. Consider appointing Harriet Crawford to the Historic Preservation Commission to fill a term expiring June 2015.

Mrs. Crawford is a longtime resident of Oxford and is interested in preserving the historical places within the City. Mrs. Crawford will fill the vacancy just recently created by Yancey Washington. No other applications were submitted for the Board opening. (Attachment 10)

Recommended action: Staff recommends appointing Harriet Crawford to the Historic Preservation Commission to fill a term expiring June 2015.

11. Consider directing the City Clerk by resolution to investigate the sufficiency of the petition for annexation request by Jake's Ridge, LLC (Bruce Whitten)

Jake's Ridge, LLC has petitioned the City to annex 9.0 +/- acres of land located on East Industry Drive. This site is proposed for a 56-Unit Unified Housing Development. The petition for annexation is necessary for receiving City water and sewer service. (Attachment 11)

Recommended action: Staff recommends directing the city clerk to investigate the sufficiency of the petition for annexation.

12. Consider adopting amendments to the 2012 Municipal Records Retention and Disposition Schedule.

From time to time, the State Department of Archives amends the Record Retention Schedule based on changes to laws made by the General Assembly. These changed then need to be adopted by local governments. Recent changes to the 2012 Retention Schedule include Law Enforcement Records, Personnel Records. (Attachment 12)

Recommended action: Staff recommends adopting the amendments to the September 10, 2012 Municipal Records and Retention and Disposition Schedule as requested by the State Department of Archives and incorporate the changes by reference.

13. Consider adopting a resolution opposing 2015 NC House Bill 51 titled "Justice for Rural Citizens Act" that removes the development authority in the ETJ from municipalities.

The recently introduced Legislative Session 2015 - 2016 House Bill 51 represents the effort of some members of the North Carolina General Assembly to repeal substantial portions NC General Statute 160A-360 by removing said power to exercise extraterritorial planning authority from all incorporated cities, towns and villages within the State of North Carolina. (Attachment 13)

Recommended action: Staff recommends adopting a resolution opposing 2015 NC House Bill 51 titled "Justice for Rural Citizens Act" that removes the development authority in the ETJ from municipalities.

[REPORTS]

14. February Financial Report highlights by City Manager Hemann. Report will be provided on meeting night.
15. City Update - City Manager Hemann
16. County Board Meeting Update – Mayor Sergent

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.



ATTACHMENT 8

CITY OF OXFORD STAFF REPORT

TO: Mayor Sergent and the Board of Commissioners

VIA: Randy Hemann, City Manager

FROM: Cheryl Hart, Planning Director

DATE: 01-27-2015

SUBJECT: Hold public hearing for consideration to amend the sign ordinance under section 408 (obsolete/abandoned sign).

SUMMARY STATEMENT

Owners of the Yancey Chevrolet and Orpheum theatre signs are asking that they be waived of the obsolete/abandoned sign criteria due to the historical significance of their signs.

REVIEW

The Planning Dept. was asked to address the issue of abandoned/obsolete signs throughout the city. Owners of such signs were notified of section 408 (obsolete/abandoned sign), that after 90 days of a business closing, the signs needing to be removed. The owners of 2 of the properties identified (Orpheum theatre sign & Yancey Chevrolet) asked if they could keep the sign due to historical significance. I am including how other municipalities handle historical signs.

RECOMMENDATION

Planning Board and HPC recommend that historical signs 40 years or older be exempt from section 408 (obsolete/abandoned sign) criteria provided the applicant obtains a certificate of appropriateness and provide the necessary maintenance to the sign.

Attachments: y

Memo

To: Randy Hemann, City Manager
From: Cheryl Hart, Planning Director
cc: Mayor & Board of Commissioners
Date: February 18, 2015
Re: Obsolete signs

Current sign regulations:

408 **Obsolete signs** and their supporting structures shall be removed within ninety (90) days after they have been made obsolete by reason of the activity, business, product, or usage which the sign identifies or advertises being abandoned at the location to which the sign refers. This provision does not refer to billboards, until the commercial use of the billboard for rent has ceased. An extension of the ninety (90) day time limit for removal may be granted by the zoning administrator for reasonable cause.

Recommendation from the Planning Board and Historic Preservation Commission:

Planning Board and HPC recommend that historical signs 40 years or older be exempt from section 408 (obsolete/abandoned sign) criteria provided the applicant obtains a certificate of appropriateness and provide the necessary maintenance to the sign.



How obsolete signage is handled in various municipalities

- Mooresville - **Abandoned Signs-** Prohibited **Exempt Signs-** Signs more than 40 years old **Historical Signs** —Integral decorative or architectural features of buildings or works of art, provided such features or works do not contain letters, trademarks, moving parts or lights. (wall —mounted or decorative post mounted sign not to exceed 6 sq ft).
- Wake Forest- Abandoned Signs (signs that advertise an activity or business no longer conducted on the property are prohibited)
- City of Concord- **Abandoned Signs** Prohibited **Historical Signs-** attached signs are allowed when documentation indicates that such a sign was used on the building when originally constructed and occupied. (COA is required)
- Apex — Abandoned Signs Prohibited Historical Signs- Property owners shall make application to the Town Council for such designation of special or historic signs
- Salisbury - Abandoned/Obsolete Signs- Prohibited Historic Signs-(subject to design review and issuance of a COA by HPC. Special Use permit for signs exceeding 50 sq ft.



CITY OF OXFORD

STAFF REPORT

TO: Mayor Sergent and the Board of Commissioners
VIA: Randy Hemann, City Manager
FROM: Cheryl Hart, Planning Director
DATE: 02-18-2015
SUBJECT: Consider appointing John Tovey to the Zoning Board of Adjustment

SUMMARY STATEMENT

Mr. Tovey has expressed interest in serving on this Board because of his love for Oxford.

REVIEW

In an effort of staggering the terms for the members, we will have vacancies that will need filling.

RECOMMENDATION

Staff recommends appointing Mr. Tovey to a 3 year term.

Attachments: y



City of Oxford
300 Williamsboro Street, Oxford, North Carolina

CITY OF
[] FILED
[]

FEB 13 2015

[] 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 FEB. 12 - 2015

Name and email JOHN TOVEY fly2john@hotmail.com
Home address 114 SADDLETREE ROAD Phone 517-294-4194 (cell)
Present occupation RETIRED

Educational background EDUCATED IN LONDON ENGLAND, GRADUATED
COMPLETING SPECIFIC COURSES AT M.S.U. & L.C.C.C.

Number of years a resident of Granville County 2.7 yrs

Do you live inside the City limits? YES If so, for how long? 2.7 yrs

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

- | | |
|---|--|
| <input type="checkbox"/> City Board of Commissioners | <input checked="" type="checkbox"/> Recreation Advisory Committee |
| <input checked="" type="checkbox"/> Zoning Board of Adjustment | <input checked="" type="checkbox"/> Community Appearance Commission |
| <input checked="" type="checkbox"/> Planning Board | <input checked="" type="checkbox"/> Historic Preservation Commission |
| <input type="checkbox"/> 200 th Anniversary Planning Committee | <input type="checkbox"/> Other |
| <input checked="" 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 WISH TO SERVE, TO BE ABLE TO HELP THE CITY AND ITS
POPULATION. I RETIRED HERE BECAUSE OF FAMILY AND BECAUSE
I FELL IN LOVE WITH OXFORD, ITS BEAUTY, HISTORY AND PEOPLE.
I WANT TO HELP MAINTAIN THAT.

Signature [Signature]



CITY OF OXFORD
STAFF REPORT

TO: Mayor Sergent and the Board of Commissioners
VIA: Randy Hemann, City Manager
FROM: Cheryl Hart, Planning Director
DATE: 02-13-2015
SUBJECT: Consider appointing Harriet Crawford to the Historic Preservation Commission.

SUMMARY STATEMENT

Mrs. Crawford a longtime resident of Oxford is interested in preserving the historical places within the City.

REVIEW

Mrs. Crawford will fill the vacancy just recently created by Yancey Washington.

RECOMMENDATION

Appointment to the HPC.

Attachments: y



City of Oxford
300 Williamsboro Street, Oxford, North Carolina

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 HARRIET CRAWFORD harrista@nc.rr.com
Home address 509 College St. Phone 919-693-6119
Present occupation Retired from Thornton Library
Educational background College graduate from Duke Univ.

Number of years a resident of Granville County 52 years

Do you live inside the City limits? yes If so, for how long? 52 years

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 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.

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 would like to serve my city and county and
preserve the historical places within our community

Signature HARRIET CRAWFORD



ATTACHMENT 11

CITY OF OXFORD STAFF REPORT

TO: Mayor Sergent and the Board of Commissioners

VIA: Randy Hemann, City Manager

FROM: Barbara Rote, City Clerk

DATE: 02-23-2015

SUBJECT: Consider directing the city clerk by resolution to investigate the sufficiency of the petition for annexation request by Jake's Ridge, LLC (Bruce Whitten)

SUMMARY STATEMENT

Jake's Ridge, LLC has petitioned the City to annex 9.0 +/- acres of land located on East Industry Drive. This is site proposed for a 56-Unit Unified Housing Development.

REVIEW

The petition for annexation is necessary for receiving City water and sewer service.

RECOMMENDATION

Staff recommends directing the city clerk to investigate the sufficiency of the petition for annexation.

Attachments: Y

RESOLUTION DIRECTING THE CLERK TO INVESTIGATE
A PETITION RECEIVED UNDER G.S. 160A-31
FOR CONTIGUOUS ANNEXATION BY
BRUCE WHITTEN (JAKE'S RIDGE LLC)

WHEREAS, a petition requesting annexation of an area described in said petition was received on February 20, 2015 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 Board of Commissioners of the City of Oxford deems it advisable to proceed in response to this request for annexation;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and the City Board of Commissioners of the City of Oxford 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 City of Oxford the result of her investigation.

Jacqueline vdH Sergent, Mayor

ATTEST:

Barbara J. Rote City Clerk

SCHEDULE FOR ANNEXATION OF CONTIGUOUS AREAS UPON PETITION OF ALL OWNERS OF REAL PROPERTY EAST INDUSTRY DRIVE - JAKES RIDGE

STEP	PROCEDURE	DATE/PROJECTED DATE
1	Petition required from requesting party	Dated Received: 02-20-2015
2	Board denies petition OR moves forward directing clerk by resolution to investigate petition (Board Meeting 1)	Board Meeting Date 1: 03-10-2015
3	Clerk Certifies Petition by issuing a Certificate of Sufficiency (Board Meeting 2)	Board Meeting Date 2: 04-14-2015
4	After presentation of Certificate of Sufficiency – Public Hearing Date Set (Board Meeting 2)	Board Meeting Date 2: 04-14-2015
5	Send Recommendation to Planning Board if Zoning Needs Changed	Board Meeting Date 2: Cheryl will provide
6	Notice of Public Hearing for Annexation - published in paper once at least 10 days prior to public hearing.	Date of Publication: 04-30-2015
7	Hold Public Hearing for Annexation (Board Meeting 3)	Board Meeting Date 3: 05-12-2015
8	Adopt Annexation Ordinance for Satellite Area (Board Meeting 3 or later) <i>i. Can be effective immediately or on any specified date within 6 months of ordinance adoption</i>	Board Meeting Date 3: (or later) 05-12-2015
9	Call for Zoning Public Hearing (Board Meeting 3)	Board Meeting Date 3: NA
10	Public Notice of Ordinance Adoption	Publication Date: 05-18-2015
11	Record annexation with Board of Elections, Register of Deeds, Secretary of State	Date Recorded:
12	Hold Zoning Public Hearing Adopt Zoning Classification (Board Meeting 4)	Board Meeting Date 4: NA
13	Change zoning regulations within 60 days of adoption if needed	NA

**PETITION REQUESTING CONTIGUOUS
ANNEXATION**

Date: 2/20/2015

To the Mayor and Oxford Board of Commissioners of the City of Oxford:

1. We the undersigned owners of real property respectfully request that the area described in Paragraph 2 below be annexed to the City of Oxford.

2. The area to be annexed is contiguous to the City of Oxford and the boundaries of such territory are as follows:

(Insert Metes and Bounds Description of
Boundaries)

* SEE ATTACHMENT "A"

3. A map is attached showing the area proposed for annexation in relation to the primary corporate limits of the City of Oxford.

*(and in relation to the primary corporate limits of the City of Oxford.)

**4. We acknowledge that any zoning vested rights acquired pursuant to G.S. 160A-385.1 or G.S. 153A-344.1 must be declared identified on this petition.

We further acknowledge that failure to declare such rights on this petition shall result in a termination of vested rights previously acquired for the property. (If zoning vested rights are claimed, indicate below and attach proof.)

Name	Address	<u>Do you declare vested rights?***</u>	Signature
------	---------	---	-----------

(Indicate yes or no.)

1. BRUCE M. WHITTEN FOR JAKE'S RIDGE, LLC

2. P.O. BOX 17905, RALEIGH, NC 27619 

3. YES WE DO DECLARE VESTED RIGHTS (SEE ATTACHMENT "B")

ATTACHMENT "A"

This certifies that there are no delinquent ad valorem, Taxes, or other taxes which the Granville County Tax Collector is charged with collecting, that are a lien on:

Parcel identification number: 191212973178
This is not a certification that Granville County Parcel Identification Number Matches this deed Description.

Type: CONSOLIDATED REAL PRC
Recorded: 12/19/2014 4:08:37 PM
Fee Amt: \$720.00 Page 1 of 8
Revenue Tax: \$694.00
Granville County, NC
Kathy M. Adcock Reg of Deeds

Kathy M. Adcock
Tax Collector, Staff Signature

12/19/2014
Date

BK 1534 PG 354 -

Prepared by: J. Thomas Burnette, P.O. Box 428, Oxford, N.C. 27565

NORTH CAROLINA

GRANVILLE COUNTY

THIS DEED made and entered into this the 4th day of December, 2014, by and between C. W. Allen, Jr., widower; R. Gene Edmundson and wife, Mary Ruth W. Edmundson; Annabelle W. Barker, unmarried; Alma Marie W. Brown and husband, Richard Wilson Brown, parties of the first part to Jakes Ridge, LLC, a North Carolina limited liability company, party of the second part; Address: P.O. Box 17905, Raleigh, NC 27609.

WITNESSETH:

That the said parties of the first part for and in consideration of the sum of ten dollars and other good and valuable consideration, the receipt of which is hereby expressly acknowledged, do hereby give, grant, bargain, sell and convey unto the said party of the second part, his heirs and assigns, that certain lot or parcel of land lying and being situate in Fishing Creek Township, Granville County, North Carolina, and more particularly described as follows:

See Exhibit A attached hereto

Submitted electronically by "The Brockmann Law Firm"
in compliance with North Carolina statutes governing recordable documents
and the terms of the submitter agreement with the Granville County Register of Deeds.

A.

TO HAVE AND TO HOLD the above described lot or parcel of land with all of the privileges and appurtenances thereunto belonging unto it, the said party of the second part, its assigns and successors in office, in fee simple forever.

And the said parties of the first part hereby covenant and agree to and with the said party of the second part, its assigns and successors in office, that they are seized in fee and have the right to convey same in fee simple; that said land is free and clear from any and all encumbrances, and that they will forever warrant and defend the title to the same against the lawful claims and demands of any and all persons whomsoever, except for the exceptions hereinafter stated.

Title to the property hereinabove described is subject to the following exceptions:

See Exhibit B attached hereto

IN TESTIMONY WHEREOF, the said parties of the first part have hereunto set their hands and seals, this the day and year first above written.

C. W. Allen, Jr. (SEAL)
C. W. Allen, Jr.

STATE OF North Carolina
COUNTY OF Dramville

I, Barbara D. Kerley, a Notary Public of the Vance county and state aforesaid, do hereby certify that C. W. Allen, Jr., personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and official seal, this the 10th day of December, 2014.

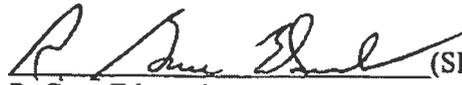
Barbara D. Kerley
Notary Public

My commission expires: 12/12/14

BARBARA D. KERLEY
Notary Public
Vance County, NC

A.

IN TESTIMONY WHEREOF, the said parties of the first part have hereunto set their hands and seals,
this the day and year first above written.

 (SEAL)
R. Gene Edmundson

STATE OF North Carolina

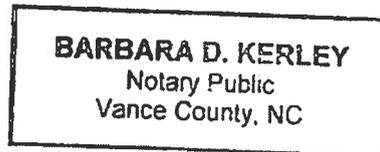
COUNTY OF Granville

I, Barbara D. Kerley, a Notary Public of the Vance county and state aforesaid, do hereby certify that R. Gene Edmundson personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and official seal, this the 10th day of December, 2014.


Notary Public

My commission expires: 12/12/14



A.

EXHIBIT A

LEGAL DESCRIPTION

BEING all that certain +/- 9.0 acre tract or parcel of land lying and situated in Oxford, Granville County, North Carolina, being known as Tract 2 on that certain Plat entitled, "Plat of Correction of the Recombination of Allen, Edmundson & Watkins property", prepared by Bobby Fuquay and Associates, dated December 15, 2014 and recorded in Plat Book 43, at Page 84 of the Granville County Public Registry, and being more particularly described by the following metes and bounds:

BEGINNING at an iron pin in the northern margin of East Industry Drive, which said iron pin is the southeastern corner of the property herein described and the southwestern corner of the property of Oxford Housing Authority as recorded in Deed Book 233, Page 313, Granville County Registry; going thence along the northern margin of East Industry Drive S. $81^{\circ} 12' 38''$ W. 486.48 feet to an iron pin, which is the southwestern corner of the property herein described and the southeastern corner of the other property of Watkins, Edmundson & Allen; going thence in a new line along the property of Watkins, Edmundson & Allen N. $08^{\circ} 47' 22''$ W. 841.85 feet to an iron pin, which is located in the northwestern corner of the property herein described and being in the southern margin of the 301 Lewis Street, LLC property as recorded in Deed Book 824, Page 487, Granville County Registry; going thence N. $89^{\circ} 24' 23''$ E. 124.47 feet to an axle located along the aforesaid southern margin of the property of 301 Lewis Street, LLC; going thence N. $89^{\circ} 38' 56''$ E. 366.79 feet to an iron pin in the northwestern corner of the property of Oxford Housing Authority; thence along the line of Oxford Housing Authority S. $08^{\circ} 49' 27''$ E. 770.29 feet to an iron pin in the northern margin of East Industry Drive, which said iron pin is the point and place of beginning, containing 9 acres, and being Tract 2 of that certain survey entitled, "Plat of Correction of the Recombination of Allen, Edmundson & Watkins Property", prepared by Bobby Fuquay and Associates, dated December 15, 2014. For further reference see Deed Book 254, Page 387, Granville County Registry.

A.

IN TESTIMONY WHEREOF, the said parties of the first part hereunto set their hands and seals, this the day and year first above written.

Alma W. Brown (SEAL)
Alma Marie W. Brown

Richard W. Brown (SEAL)
Richard Wilson Brown

STATE OF North Carolina

COUNTY OF Fredell

I, Jennifer L. Hicks a Notary Public of the county and state aforesaid, do hereby certify that Alma Marie W. Brown and husband, Richard Wilson Brown, personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and official seal, this the 4th day of December, 2014.

Jennifer L. Hicks
Notary Public

My commission expires: 2-1-16



A.

IN TESTIMONY WHEREOF, the said parties of the first part have hereunto set their hands and seals, this the day and year first above written.

Annabelle W. Barker (SEAL)
Annabelle W. Barker

STATE OF North Carolina

COUNTY OF Rutherford

I, Kathryn Canant, a Notary Public of the county and state aforesaid, do hereby certify that Annabelle W. Barker, personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and official seal, this the 4th day of December, 2014.

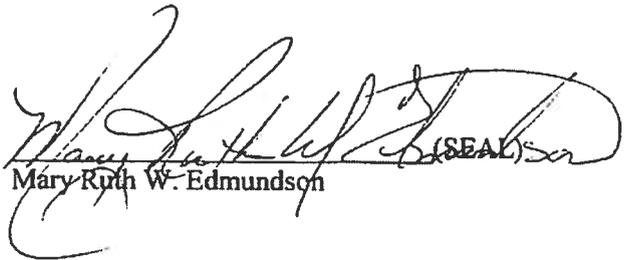
Kathryn Canant
Notary Public

My commission expires: 7.31.16



A.

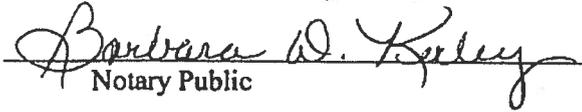
IN TESTIMONY WHEREOF, the said parties of the first part have hereunto set their hands and seals,
this the day and year first above written.


Mary Ruth W. Edmundson (SEAL)

STATE OF North Carolina
COUNTY OF Granville

I, Barbara D. Kerley, a Notary Public of the Vance county and state aforesaid, do hereby certify that Mary Ruth W. Edmundson, personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and official seal, this the 11th day of December 2014.


Notary Public

My commission expires: 12/12/14

BARBARA D. KERLEY
Notary Public
Vance County, NC

BARBARA D. KERLEY
Notary Public
Vance County, NC

A.

EXHIBIT B

PERMITTED EXCEPTIONS

1. Taxes or assessments for the year 2015, and subsequent years, not yet due or payable.
2. Easement(s) to Carolina Power and Light Company recorded in Book 231, Page 143 of the Granville County Registry.

ATTACHMENT "B"



OFFICE OF
PLANNING DIRECTOR

City Of Oxford

CITY OF OXFORD

On the date listed below, the Board of Adjustment for the City of Oxford met and held a public hearing to consider the following application.

APPLICANT: Bruce Whitten/Northstar Carolinas, LLC

PROPERTY LOCATION: Industry Dr (Between Juniper Court & Williamsboro Square)

PROPOSED USE OF PROPERTY: Construct a 56-unit Unified Housing Development on a 6 acre tract.

MEETING DATE: May 7, 2012

Having heard all the evidence and argument presented at the hearing, the Board finds that the application is complete, that the application complies with all of the applicable requirements of the City of Oxford Zoning Ordinance for the development proposed, and that therefore the application to make use of the above-described property for the purpose indicated is hereby approved, subject to all applicable provisions of the Zoning Ordinance and the following conditions:

(1) The applicant shall complete the development strictly in accordance with the plans submitted to and approved by this Board, a copy of which is filed in the Planning Dept.

(2) If any of the conditions affixed hereto or any part thereof shall be held invalid or void, then this permit shall be void and of no effect.

Cheryl Hart, Planning Director



OFFICE OF
PLANNING DIRECTOR

B.
City Of Oxford

May 17, 2013

Mr. Bruce M. Whitten
Northstar / Carolinas, LLC
P.O. Box 17905
Raleigh, NC 27609

Re: Proposed Apartment Community
Jake's Ridge
East Industry Drive
Oxford, NC

Mr. Whitten:

On May 6, 2013, your application for a Special Use Permit for the Jake's Ridge apartment community received the necessary 8 votes to satisfy the requirements by ordinance and was approved by the Board of Adjustment for the City of Oxford. Also, the proposed use for the subject property is in compliance with the zoning / land use provisions for the B-2 zoning classification of the City of Oxford Zoning Ordinance as a permitted use with the approved special use application.

We at the City of Oxford look forward to the completion of your proposed apartment development and the service to be provided to the citizens of Oxford by the affordable housing community you have proposed. Please keep us updated as to your progress towards the development of the Jake's Ridge community.

Sincerely,

Cheryl Hart
Planning Director
City of Oxford, NC

B.



On the date listed below, the Board of Adjustment for the City of Oxford met and held a public hearing to consider the following application.

Applicant: Bruce Whitten/Northstar Carolinas, LLC

Property Location: Industry Dr (adjacent to Juniper Court Apartments consisting of 9 acres)

Meeting Date: December 1, 2014

Having heard all the evidence and argument presented at the hearing, the Board of Adjustment finds that the application is complete, that the application complies with all of the applicable requirements of the City of Oxford Zoning Ordinance for the development proposed, and that therefore the application to make use of the above-described property for the purpose indicated is hereby approved, subject to all applicable provisions of the Zoning Ordinance and the following conditions:

1. Relocation of the entrance to the community will move 168 feet to the west of the original location.
2. Increase the length of the deceleration lane on Industry Dr.
3. Relocate clubhouse within the site as shown on site plan.
4. BMP location is adjusted to reflect new drainage patterns from the new lay out (to be approved by engineering).
5. Decrease the amount of asphalt slightly to provide additional pervious surface.
6. Roadways within the site are widened to accommodate the Fire Dept. Maintain parking requirements.
7. Buildings re-alignment are provided with the 3 story buildings placed at the back of the community to utilize the contour of the site and to soften the appearance at the entrance.
8. Same number of buildings within the same quadrants of the site shall be developed to the standards approved 5/6/13.
9. The applicant shall complete the development strictly in accordance with the plans amended to and approved by the Oxford Zoning Board of Adjustment, a copy of which is filed in the Planning Dept.
10. If any of the conditions affixed hereto or any part thereof shall be held invalid or void, the this special use permit shall be void and of no effect.

Cheryl Hart, Planning Director



CITY OF OXFORD
STAFF REPORT

TO: Mayor Sergent and the Board of Commissioners
VIA: Randy Hemann, City Manager
FROM: Barbara Rote, City Clerk
DATE: 02-20-15
SUBJECT: Consider amendment to 2012 Municipal Records Retention and Disposition Schedule

SUMMARY STATEMENT

The State Department of Archives has amended the September 10, 2012 Municipal Records Retention and Disposition Schedule. Adopting the amendment will conform with State laws and requirements.

REVIEW

The State Archives amended the Records Retention and Disposition Schedule due to law changes. For municipal records, the changes add Law Enforcement Audio and Video Recordings to the schedule for confidentiality of criminal investigation records and confidentiality of personnel records; and, amends Employee Eligibility Records for I-9 forms.

RECOMMENDATION

Staff recommends adopting the amendment to the September 10, 2012 Municipal Records Retention and Disposition Schedule as requested by the State Department of Archives.

Attachments: Y

**Municipal
Records Retention Schedule Amendment**

Amending the Municipal Records Retention and Disposition Schedule published September 10, 2012.

STANDARD 9. LAW ENFORCEMENT RECORDS

Adding Item 136, Law Enforcement Audio and Video Recordings, as shown on substitute page 90.

STANDARD 12. PERSONNEL RECORDS

Amending Item 19, Employee Eligibility Records, as shown on substitute page 105.

APPROVAL RECOMMENDED

City/Town Clerk

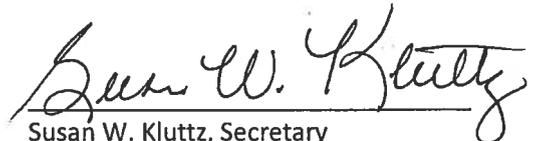
Chief Administrative Officer/
City Manager



Sarah E. Koonts, Director
Division of Archives and Records

APPROVED

Mayor



Susan W. Kluttz, Secretary
Department of Cultural Resources

January 5, 2015

STANDARD-9: LAW ENFORCEMENT RECORDS			
ITEM #	RECORD SERIES TITLE	DISPOSITION INSTRUCTIONS	CITATION
134.	WORK RELEASE EARNINGS REPORTS Inmates' work release earnings reports submitted either to the N.C. Department of Corrections or the Clerk of Superior Court.	Destroy in office after 3 years.*	G.S. §148-32.1
135.	WRECKER SERVICE RECORDS Records concerning wrecker requests or calls. May include lists of wrecker company's towing and storage rates, rotation lists, notification records when vehicles are towed from private property, and other related records.	a) Destroy in office after 1 year if not made part of a case file. b) If record is made part of a case file follow disposition instructions for CASE HISTORY FILE: FELONIES item 17, page 64; or CASE HISTORY FILE: MISDEMEANORS item 18, page 64.	
136.	LAW ENFORCEMENT AUDIO AND VIDEO RECORDINGS Tapes and digital recordings generated by mobile and fixed audio and video recording devices. Does not include ELECTRONIC/VIDEO RECORDINGS OF INTERROGATIONS (HOMICIDE) item 44, page 71. See also MOBILE UNIT VIDEO TAPES item 81, page 80.	a) Destroy in office after 30 days if not made part of a case file. b) If record is made part of a case file follow disposition instructions for CASE HISTORY FILE: FELONIES item 17, page 64; or CASE HISTORY FILE: MISDEMEANORS item 18, page 64. c) If record is made part of a citizen complaint follow disposition instructions for CITIZEN COMPLAINTS/ ADMINISTRATIVE INVESTIGATION RECORDS item 21, page 65. d) If record is made part of an internal investigation follow disposition instructions for INTERNAL AFFAIRS CASE RECORDS item 76, page 78.	Comply with applicable provisions of G.S. § 132-1.4 regarding confidentiality of criminal investigation records and G.S. §160a-168 regarding confidentiality of personnel records.

*See **AUDITS, LITIGATION, AND OTHER OFFICIAL ACTIONS**, page vi.

† See signature page. The agency hereby agrees that it will establish and enforce internal policies setting minimum retention periods for the records that Cultural Resources has scheduled with the disposition instruction "destroy when administrative value ends." Please use the space provided.

ITEM #	STANDARD-12. PERSONNEL RECORDS		
	RECORD SERIES TITLE	DISPOSITION INSTRUCTIONS	CITATION
18.	<p>EMPLOYEE EDUCATIONAL ASSISTANCE PROGRAM RECORDS Includes records requesting tuition assistance, repayments, and other related records.</p> <p>See also PERSONNEL RECORDS (OFFICIAL COPY) item 47, page 112.</p>	Destroy in office 3 years after completion, denial, repayment, or removal from program.*	
19.	<p>EMPLOYEE ELIGIBILITY RECORDS Includes the United States Immigration and Naturalization Services, Employment Eligibility Verification (I-9) forms.</p>	Mandatory retention throughout the duration of an individual's employment. After separation, destroy records in office 3 years from date of hire or 1 year from separation, whichever occurs later.	8 USC 1324a(b)(3)
20.	<p>EMPLOYEE EXIT INTERVIEW RECORDS</p> <p>See also PERSONNEL RECORDS (OFFICIAL COPY) item 47, page 112.</p>	Destroy in office after 1 year.	
21.	<p>EMPLOYEE HEALTH CERTIFICATES Includes health or physical examination reports, or certificates created in accordance with Title VII and the Americans with Disabilities Act (ADA).</p>	<p>a) Transfer records as applicable to PERSONNEL RECORDS (OFFICIAL COPY) item 47, page 112.</p> <p>b) Destroy in office all other records 2 years after resolution of all actions.</p>	

*See **AUDITS, LITIGATION, AND OTHER OFFICIAL ACTIONS**, page vi.

† See signature page. The agency hereby agrees that it will establish and enforce internal policies setting minimum retention periods for the records that Cultural Resources has scheduled with the disposition instruction "destroy when administrative value ends." Please use the space provided.



**RESOLUTION
OPPOSING**

**LEGISLATIVE SESSION
2015 - 2016 HOUSE BILL 51**

**(captioned "JUSTICE FOR
RURAL CITIZENS ACT")**

WHEREAS, North Carolina General Statute 160A-360, originally adopted more than 50 years ago, has enabled cities throughout the state to exercise Planning Jurisdiction outside of their corporate limits within a defined area in order to more closely arrange growth patterns, urban development, and to plan more effectively for future incorporation of land located in close proximity to municipal boundaries.

WHEREAS, other states have recognized municipalities' need to regulate their extraterritorial areas to protect public health and safety since the 1800s and a form of extraterritorial jurisdiction authority has existed in North Carolina since 1949.

WHEREAS, the U.S. Supreme Court has upheld the right of municipalities to exercise extraterritorial jurisdiction authority;

WHEREAS, the recently introduced Legislative Session 2015 - 2016 House Bill 51 represents the effort of some members of the North Carolina General Assembly to repeal substantial portions NC General Statute 160A-360 by removing said power to exercise extraterritorial planning authority from all incorporated cities, towns and villages within the State of North Carolina. Similarly, the bill, if signed into law, repeals substantial portions of NC General Statutes 160A-361, 160A-362, 160A-58.4, 160A176.1, 160A-176.2, 160A-199, 160A-296, 160A-299, 160-340.2, 160A-383.4, 160A-457, 113A-208, 122C-3, 122C-403, 122C-405, 122C-410, 130A-317, 136-44.50, 136-55.1, 136-63, 136.66.3, 143-138, 143-215.1, 143-215.57, 143-215.1, 143.215.57, 153A-317.14, and 153A-317.14.

WHEREAS, passage of this House Bill by the full North Carolina General Assembly would prevent incorporated municipalities from protecting its citizens rights and property values by stripping away the only existing buffer that protects city residents from any and all types of dissimilar developments permissible under county planning jurisdiction or jurisdictions without county zoning protections in place that could adversely affect the quality of life they currently enjoy.

WHEREAS, there is often a contrast between the guiding principles that steer county ideals in terms of regulations and in terms of land uses permitted and desirable in close proximity to well established development patterns of a more urban nature. Passage of this bill to remove extraterritorial jurisdiction planning authority may mean Concentrated Animal Feeding Operations (CAFO), i.e. industrial mega-farms, construction debris landfills, adult businesses, or any other locally unpopular land use may **potentially be operated one parcel outside of** a city's corporate limits without the city being able to prevent, regulate or affect such uses that surely will have a significant negative impact on it.

WHEREAS, HOUSE BILL 51 would act as a disincentive to local governments establishing urban scale utility service and encouraging compact development along the one mile periphery of their corporate boundaries, in areas that are most likely candidates for voluntary annexation within a reasonable timeframe by leaving the installation and utilization of such services up to county governments that promote sprawling rural developments with well and septic systems.

WHEREAS, existing extraterritorial planning jurisdiction areas currently are utilized by municipal governments to prepare outlying areas for growth by demanding a cohesive level of development intensity, and to encourage walkable communities, to provide sidewalk amenities, to extend municipal

water and sewer infrastructure to property in need of alternatives to private well water and septic tank waste disposal, and to discourage placement of substantially different housing types on the periphery of urban uses. All of these long standing and heretofore successful planning tools will be removed in the name of allegedly correcting the injustice of planning outside of corporate limits.

WHEREAS, HOUSE BILL 51 would interfere with many current and future long range regional transportation planning efforts by prohibiting corridor preservation in areas on the periphery of incorporated cities, towns and villages.

WHEREAS, extraterritorial jurisdictional property owners are provided a voice in municipal planning by the current authority provided in NC General Statute. Granville County Board of Commissioners appoints members of both the City of Oxford Planning Board and the Board of Adjustment. Passage of House Bill 51 strips these county residents of a voice on two of the most important citizen boards in our government and takes their ability to shape at its genesis any new ordinance or amendment to an existing ordinance the direction, intention, or adoption of local legislation that directly impacts or may in time affect the quality of life they currently enjoy.

NOW, THEREFORE BE IT RESOLVED, the City of Oxford urges the FULL North Carolina General Assembly to vote down and reject House Bill 51, and further urges the Honorable Governor Pat McCrory to veto any similar legislation that crosses his desk in future.

BE IT FURTHER RESOLVED the City of Oxford calls upon all other municipal governing bodies of North Carolina to pass similar resolutions to this one.

BE IT FURTHER RESOLVED that copies of this resolution are sent to our legislative delegation and to the leadership of the North Carolina General Assembly.

BE IT KNOWN that the Board of Commissioners for the City of Oxford were present on this day of March 10, 2015 and the foregoing Resolution was duly adopted by the unanimous vote of all members, and that said Resolution has been duly recorded in the Board minutes and is in full force and effect.

Mayor Jacqueline vdH Sergent

Attest:

City Clerk Barbara J. Rote



Oxford

NORTH CAROLINA

City of Oxford Board of Commissioners Retreat

■ Meeting Summary ■

January 27-28, 2015

INTRODUCTION

This report summarizes the work of the City of Oxford Board of Commissioners in its strategic planning retreat, held January 27-28, 2015 at Camp Oak Hill in Oxford.

The purpose of the retreat was to establish Board priorities for 2015.

This retreat was professionally facilitated and included the opportunity for participants to interact in open conversation, to share and build upon ideas. This report describes the activities, comments, and ideas of the participants. The major headings of this report correspond to the key agenda items and discussions during the retreat.

PARTICIPANTS

Jackie Sargent, Mayor

Howard Herring Sr., Mayor Pro Tem

Danny Currin, Commissioner

Frank Strickland, Commissioner

Calvin "C.J." Harris, Jr., Commissioner

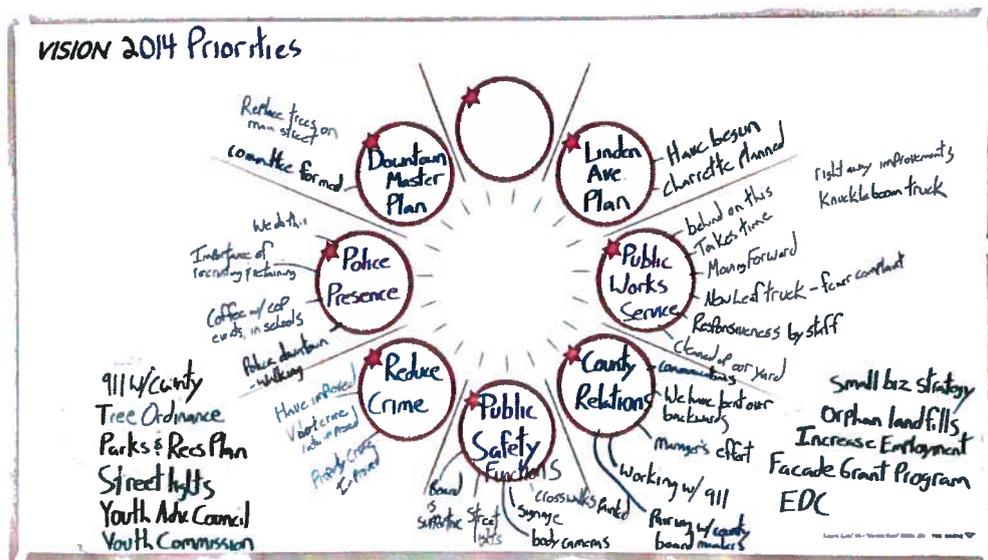
Bob Williford, Commissioner

Quon Bridges, Commissioner

Patricia Fields, Commissioner

Randy Hemann, Manager

The retreat began with each of the Commissioners reviewing their accomplishments of the 2014 priorities. This conversation was intended to explore common themes as well as a platform for generating ideas for future initiatives. The following ideas were recorded:



Linden Ave Plan

- Have begun

- Charrette Planned

Public Works Service

- Behind on this
- Takes time
- Moving forward
- New leaf truck – few complaints

- Responses by staff
- Cleaned up our yard
- Right away improvements
- Knuckleboom truck

County Relations

- Communications
- We have bent over backwards
- Manager's effort

- Working with 911
- Pairing w/County Board Members

Public Safety Functions

- Board is supportive
- Street lights

- Body cameras
- Cross walks painted

Reduce Crime

- Have improved
- Violent crime rate improved

- Property crime rate improved

Police Presence

- We do this

- Importance of recruiting and retaining
- Police downtown – walking

Downtown Master Plan

- Replace Trees on Main Street

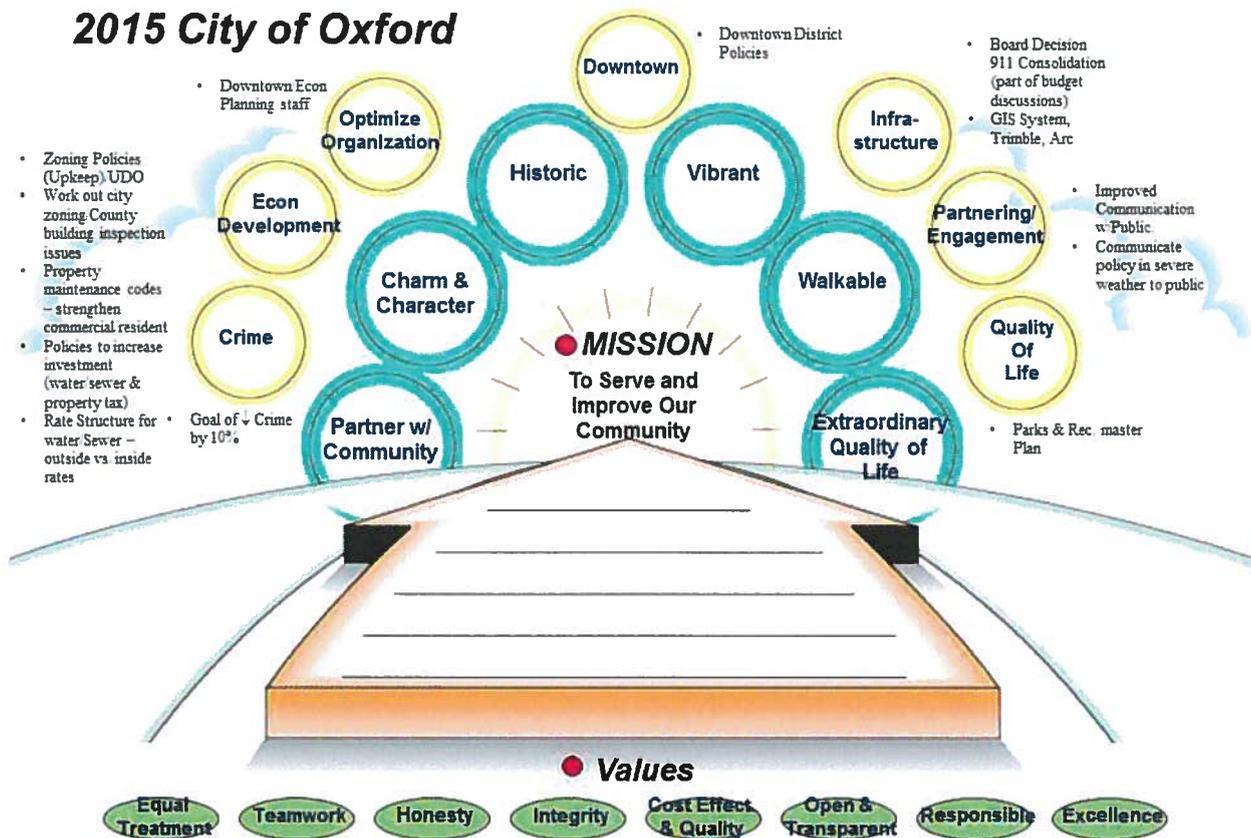
- Committee Formed

Ideas/Vision Moving Forward

- 911 w/County
- Tree ordinance
- Parks & Rec Plan
- Streetlights
- Youth Adv. Council
- Small Biz strategy
- Orphan landfills
- Façade Grant Program
- EDC

Oxford's Strategic Priorities

A vision articulates a long-term view of the ideal future for the community. The graphic above illustrates the elements of Oxford's vision. It also highlights the Board's top priorities for 2015 and a list of initiatives for strong focus at a staff level.



Top Priority Initiatives for Board

- Crime
 - Goal of reducing crime by 10%
- Economic Development
 - Zoning Policies (upkeep/UDO)
 - Work out city zoning/County building inspections issues
 - Property maintenance codes – strengthen commercial & residential
 - Policies to increase investment (water/sewer & property tax)
 - Rate structure for water/sewer – outside vs. inside rates
- Optimize Organization
 - Downtown/Econ planning staff
- Downtown
 - Downtown district policies
- Infrastructure
 - Board decision 911 consolidation – part of budget discussion
 - GIS system, Trimble, Arc
- Partnering/Engagement
 - Improved communication w/public
 - Communicate policy in severe weather to public
- Quality of Life
 - Parks & Rec master plan

Other Ideas

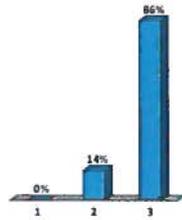
- Designate distressed areas for support – property tax
- Policies to make investment in city appealing to outside interests
- Matching entrepreneurs with businesses being sold
- Removing signs for business out of business
- Downtown owners “spruce up”
- Friday night movies @ City Hall
- Goshen Street
- Citizens Academy
- City-wide Career development
- Customer Service Training

Priority Initiatives Voting

The Board voted to prioritize the initiatives identified. Each initiative was scored.

CRIME - Decrease Crime (by 10%) - Police strategic plan

1. Not a Board Priority
2. Moderate Priority (if possible)
3. Priority (Must do this year)

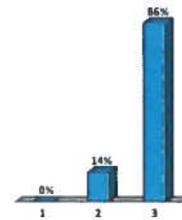


Criteria prompt

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INF - A plan to phase in GIS Systems, Trimble, ARC

1. Not a Board Priority
2. Moderate Priority (if possible)
3. Priority (Must do this year)

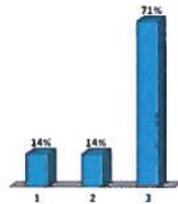


Criteria prompt

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ECON - Policies to increase investment (ex. explore tax incent.)

1. Not a Board Priority
2. Moderate Priority (if possible)
3. Priority (Must do this year)

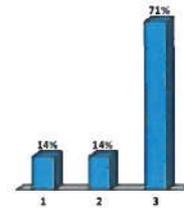


Criteria prompt

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ECON - Work out city zoning issues/ county building inspection issues

1. Not a Board Priority
2. Moderate Priority (if possible)
3. Priority (Must do this year)

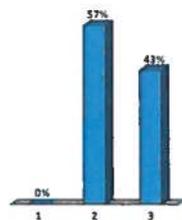


Criteria prompt

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ECON - UDO - zoning policies/upkeep policies

1. Not a Board Priority
2. Moderate Priority (if possible)
3. Priority (Must do this year)

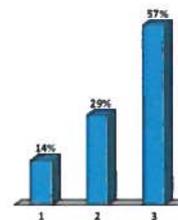


Criteria prompt

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DTW - Downtown Policies

1. Not a Board Priority
2. Moderate Priority (if possible)
3. Priority (Must do this year)

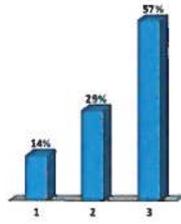


Criteria prompt

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ORG - City-Wide Career Development

1. Not a Board Priority
2. Moderate Priority (if possible)
3. Priority (Must do this year)

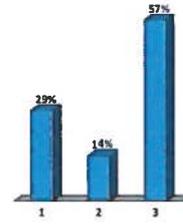


Criteria prompt

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ECON - Property Maintenance Codes (strengthen commercial and residential)

1. Not a Board Priority
2. Moderate Priority (if possible)
3. Priority (Must do this year)

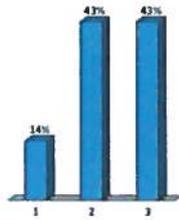


Criteria prompt

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ECON - Rate Structure for water and sewer

1. Not a Board Priority
2. Moderate Priority (if possible)
3. Priority (Must do this year)

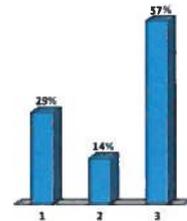


Criteria prompt

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COMM - Improved Communication with the public & engage(video mtgs)

1. Not a Board Priority
2. Moderate Priority (if possible)
3. Priority (Must do this year)

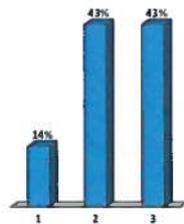


Criteria prompt

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ORG - Downtown & Planning, Econ Dev - staff

1. Not a Board Priority
2. Moderate Priority (if possible)
3. Priority (Must do this year)

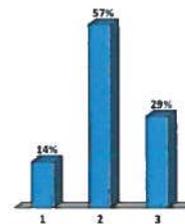


Criteria prompt

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QUAL - Parks and Recreation Master Plan

1. Not a Board Priority
2. Moderate Priority (if possible)
3. Priority (Must do this year)

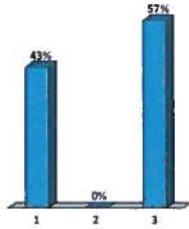


Criteria prompt

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ORG - 911 Consolidation

- 1. Not a Board Priority
- 2. Moderate Priority (if possible)
- 3. Priority (Must do this year)

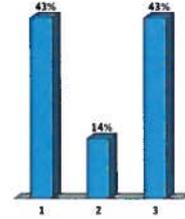


Criteria prompt

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COMM - Communicate and publicize cold weather policy for homeless

- 1. Not a Board Priority
- 2. Moderate Priority (if possible)
- 3. Priority (Must do this year)

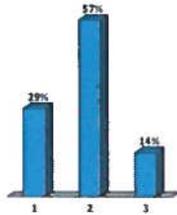


Criteria prompt

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COMM - Customer Service training

- 1. Not a Board Priority
- 2. Moderate Priority (if possible)
- 3. Priority (Must do this year)

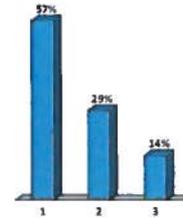


Criteria prompt

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QUAL - Friday Night Movies at City Hall

- 1. Not a Board Priority
- 2. Moderate Priority (if possible)
- 3. Priority (Must do this year)

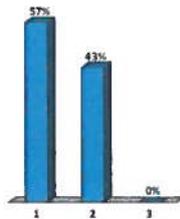


Criteria prompt

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INF - Explore Goshen St extension

- 1. Not a Board Priority
- 2. Moderate Priority (if possible)
- 3. Priority (Must do this year)

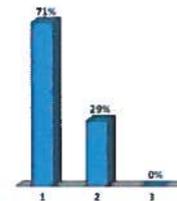


Criteria prompt

7 / 75 Cross-tab label

COMM - Citizens Academy

- 1. Not a Board Priority
- 2. Moderate Priority (if possible)
- 3. Priority (Must do this year)



Criteria prompt

7 / 75 Cross-tab label

Priority Area	Average Score
CRIME - Decrease Crime (by 10%) - Police strategic plan	2.86
INF - A plan to phase in GIS Systems, Trimble, ARC	2.86
ECON - Policies to increase investment (ex. explore tax incent.)	2.57
ECON - Work out city zoning issues/ county building inspection issues	2.57
ECON - UDO - zoning policies/upkeep policies	2.43
DTW - Downtown Policies	2.43
ORG - City-Wide Career Development	2.43
ECON - Property Maintenance Codes (strengthen commercial and residential)	2.29
ECON - Rate Structure for water and sewer	2.29
COMM - Improved Communication with the public & engage(video mtgs)	2.29
ORG - Downtown & Planning, Econ Dev - staff	2.29
QUAL - Parks and Recreation Master Plan	2.14
ORG - 911 Consolidation	2.14
COMM - Communicate and publicize cold weather policy for homeless	2
COMM - Customer Service training	1.86
QUAL - Friday Night Movies at City Hall	1.57
INF - Explore Goshen St extension	1.43
COMM - Citizens Academy	1.29