

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

**Tuesday, May 10, 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*

*Elke Doom, 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 Chris Aho, Oxford Baptist Church
2. Pledge of Allegiance Commissioner Patricia Fields
3. Consider adjustments to and approval of the Agenda

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. Recognition – May Yard of the Month to Peggy Elliott, 515 Williamsboro Street
6. Presentation – Proclamation recognizing National Police Week 2016

[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.

7. Public Hearing to amend the Oxford Zoning Ordinance in order to have a commercial child care facility in an R-6 zoning district as a special use permit.

The requested amendment would add value to an existing vacant commercial structure at 614 Raleigh Street and help to stabilize the neighborhood subject to successfully obtaining a special use permit. Currently the zoning ordinance allows daycare facilities in a residential structure in the R-6 zoning district, the requested amendment would only apply to an existing commercial structure. (Attachment 7)

7a. Consider Planning Board Recommendation Amend Oxford Zoning Ordinance in order to have a commercial child care facility in an R-6 zoning district as a special use permit.

8. Public Hearing to adopt a proposed Oxford Tree Ordinance.

Consultant Rodney Swink was contracted to work with the Appearance Commission in developing a tree ordinance. After several public meetings and discussions, the ordinance was drafted and reviewed by the Appearance Commission and Planning Board. The Tree ordinance will be incorporated into the Oxford Zoning Ordinance and will be reviewed by a subcommittee of the Appearance Commission. The Oxford Code of Ordinance also needs updated to reflect the changes in responsibilities of the Appearance Commission. (Attachment 8)

8a. Consider Planning Board Recommendation Adopt the Oxford Tree Ordinance for incorporation into the Oxford Zoning Ordinance as the City's comprehensive tree plan and amend the Oxford Code of Ordinances, Chapter 2, Article V, Division 1: Appearance Commission accordingly.

[OLD BUSINESS]

No Old Business

[NEW BUSINESS]

9. Consider Demolition Ordinance for structure located at 207A Granville Street owned by Robert Taylor.

This structure burned in December and the Planning Director has been working with the owner to have it removed since January because it is a hazard. The owner had shown interest in having the structure removed but has failed to do so. It has now been well over 90 days. This house cannot be repaired or rebuilt because it does not have street frontage. (Attachment 9)

Recommended action: Staff recommends adopting the Demolition Ordinance for the structure located at 207A Granville Street owned by Robert Taylor.

10. Consider awarding the Kearny Avenue and Mimosa Street Water Line Replacement Project contract to low bidder H.G. Reynolds Co., Inc. in the amount of \$181,365 and authorizing an addition \$18,136.00 (10%) for contingencies for a total of \$199,501.00.

The Engineering Department held a formal bid for the Water Line Replacement Project but had insufficient bidders to open bids. An informal bid was then solicited which met all State requirements and three bids were received and opened. The work consists of the construction of approximately 1900 linear feet of 6" water main and appurtenances. Bids were received in the Engineering Department on Thursday April 28, 2016. The low bid is in line with the engineers estimate and is deemed acceptable to the Engineering Department. The three bids ranged from \$181,365 to \$322,790. Funding for this item is included in the current budget. No budget amendment is needed. (Attachment 10)

Recommended action: Staff recommends awarding the contract for the Kearny Ave. & Mimosa St. Water Line Replacement Project to the low bidder, H.G. Reynolds Co., Inc. in the amount of \$181,365, and authorizing an additional \$18,136.00 (10%) for contingencies for a total of \$199,501.00.

11. Consider adopting a resolution requesting two State grants for Asset Inventory and Assessment (AIA) for water and wastewater.

The Board of Commissioners has recognized the need for water and wastewater improvements within the City. The AIA's will develop an asset inventory, condition assessment of critical assets and other components for an asset management program. They will assist the City in identifying critical needs and prioritizing future projects for grant and loan applications. The State will work with the City to identify specifics for the project, if the City is selected for the grant. The City could be eligible for up to \$150,000 each for a total of \$300,000. The State requires a 10% match for the grant(s) or a City contribution of up to \$30,000. McGill Associates is working with the City of Oxford to make application for the two Asset Inventory and Assessment State grants for water and wastewater. (Attachment 11)

Recommended action: Staff recommends adopting a resolution requesting two State grants for Asset Inventory and Assessment (AIA) for water and wastewater.

[REPORTS]

12. April Financial Report highlights by Interim Finance Director Ung. Reports will be provided on meeting night.

[CONSENT AGENDA]

13. Accept the April Financial Report by Finance Director Kehoe (available on meeting night)
14. Approve the following 2016 meeting minutes:
 - * April 4, Agenda Session
 - * April 12, Regular Session
 - * April 27, Special Session

[BOARD COMMENTS]

[ADJOURNMENT]

REMINDERS:

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

- May 12: Alive After 5
- May 20: Coffee with a Cop – 11:30 am McDonalds
- May 21: Oxford Living History Walk – Contact Parks & Recreation for times & registration
- May 26: Pat Cox, Vintage Oxford, Distinguished Speaker Series, Thornton Library
- May 28-30: Rucker Park Pool Open
- May 30: Post 90 Memorial Day Service – 11:00 AM City Hall
Office Closed Memorial Day

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: Mike McLaurin, Interim City Manager
FROM: Cheryl Hart, Planning Director
DATE: 3-22-2016
SUBJECT: Consider amending the Oxford Zoning Ordinance in order to have a commercial child care facility in a R-6 zoning district as a special use permit.

SUMMARY STATEMENT

The requested amendment would add value to an existing vacant commercial structure and help to stabilize the neighborhood subject to successfully obtaining a special use permit.

REVIEW

Currently, the zoning ordinance allows day care facilities in a residential structure in the R-6 zoning district. The requesting amendment would only apply to an existing commercial structure.

RECOMMENDATION

Staff & Planning Board recommend amending the Oxford Zoning Ordinance in order to have a commercial child care facility in a R-6 zoning district as a special use permit

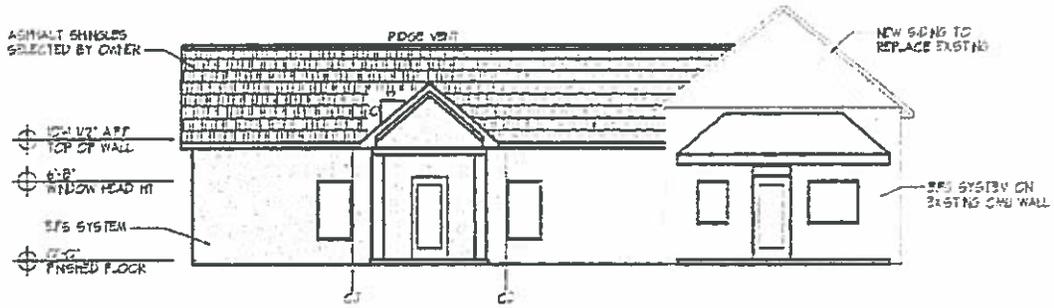
Attachments: Y



Consideration for a Commercial Child Care facility in the R-6 zoning district as a special use.

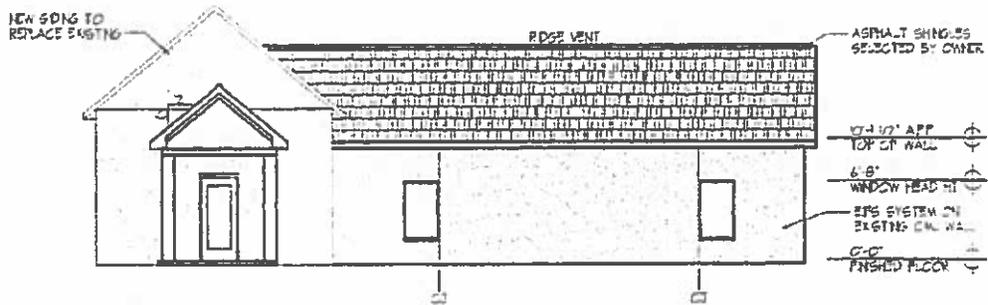
1. The building used must be that of an existing commercial building and retrofitted to meet all applicable requirements.
2. State license compliance and building, fire and zoning regulations must be met.

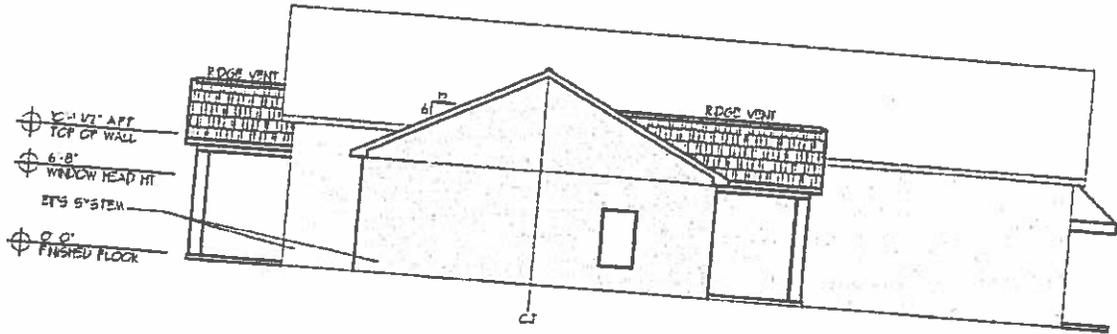
614 Raleigh Street



B1 FRONT ELEVATION
A3 SCALE: 1/8"=1'-0"

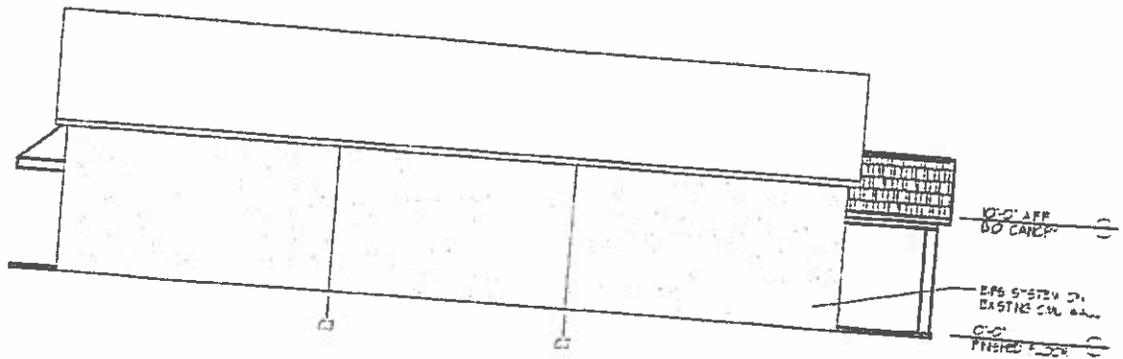
Rear Elevation





B3 LEFT SIDE ELEVATION
A-3 SCALE 1/8"=1'-0"

right side
 Elevation





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: 4-15-2016

SUBJECT: Consider approving an Oxford Tree Ordinance for incorporation into the Oxford Zoning Ordinance as the City's comprehensive tree plan, and amend Oxford Code of Ordinances, Chapter 2, Article V, Division 1 Appearance Commission to correspond with the proposed changes as a result of adopting the Tree Ordinance.

SUMMARY STATEMENT

The City received a \$2500 grant in order to develop a tree ordinance.

REVIEW

Consultant Rodney Swink was contracted to work with the Appearance Commission in developing a tree ordinance. The kick off meeting was held in September. After several meetings and discussion, the ordinance was drafted and reviewed by the Appearance Commission and Planning Board. The Tree ordinance will be incorporated into the Oxford Zoning Ordinance and will be reviewed by a subcommittee of the Appearance Commission. The Oxford Code of Ordinance also needs updated to reflect the changes in responsibilities of the Appearance Commission.

RECOMMENDATION

Staff & Planning Board recommend adopt the Oxford Tree Ordinance for incorporation into the Oxford Zoning Ordinance as the City's comprehensive tree plan and amending the Oxford Code of Ordinances, Chapter 2, Article V, Division 1: Appearance Commission accordingly.

Attachments: Y

Establishment of a City Tree Ordinance

Be it ordained by the City Council of the City of Oxford:

Definitions – to be placed in Article 200 of the Zoning Ordinance

Diseased tree: A process in which fungi, bacteria, mycoplasmas, and viruses are able to invade and infect trees causing poor growth and weak appearance, disruption of plant processes, distortion of certain tree parts and strain or death of the tree.

Historic tree: A tree that has been specifically designated by the Oxford City Council as historic.

Park Trees: Trees, shrubs, bushes and all other woody vegetation in public parks having individual names, and all areas owned by the City, or to which the public has free access as a park.

Regulated tree: Trees which are located on private property and are listed as the champion or co-champion of its species, either on the "National Big Tree List" as compiled by the American Forestry Association or the "Champion Big Trees of North Carolina" as compiled by the North Carolina Division of Forestry Resources.

Street trees: Trees, shrubs, bushes, and all other woody vegetation on land lying between property lines on either side of all streets, avenues, or ways within any Street right of way.

Section 1. Creation and Establishment of a City Tree Committee

The public welfare and interest of the citizens of the city will best be served by establishment of an advisory committee to foster the preservation, planting, replacement and removal of trees without denying the reasonable use and enjoyment of real property. To that end the City of Oxford Appearance Commission, or a sub group of its membership, shall serve as the City Tree Committee.

Section 2. Term of Office

The term of the persons designated to serve as the City Tree Committee shall be concurrent with their term on the Appearance Commission unless otherwise decided by a vote of the Commission.

Section 3. Compensation

Members of the City Tree Committee shall serve without compensation.

Section 4. Duties and Responsibilities

It shall be the responsibility of the City Tree Committee, on behalf of the Appearance Commission, to study, investigate, council, develop and/or update annually, and administer a written plan for the care, preservation, pruning, planting, replanting, removal or disposition of historic and regulated trees and trees and shrubs in parks, along streets and in other public areas. Such plan will be presented annually to the City Council and upon their acceptance and approval shall constitute the official comprehensive city tree plan for the City of Oxford.

The City Tree Committee shall also document the presence of any Regulated and/or Historic Trees that may exist within the city limits or its territorial jurisdiction.

These duties will be in addition to those regularly occurring as part of Appearance Commission service.

Section 5. Operation

The City Tree Committee shall choose its own officers, make its own rules and regulations and keep a journal of its proceedings. A majority of the members shall be a quorum for the transaction of business.

The Committee shall meet as often as necessary to carry out its duties and responsibilities.

Section 6. Street Tree Species to be Planted

The City Tree Committee shall develop and make available a list of the official Street Tree species for Oxford, NC. No species other than those included in this list may be planted as Street Trees without written permission of the City Tree Committee. The City Tree Committee may add to or delete species from this official list on an annual basis, or as circumstances dictate. If changes are made, the revised list shall be published in a manner such that the public shall be informed of the acceptable species.

[Go to the North Carolina Forest Service web site, <http://ncforestservice.gov/Urban/pdf/NCUrbanTreeList.pdf>, for the list of recommended species.]

Section 7. Spacing

The spacing of Street Trees will be in accordance with the three species size classes listed in Section 7 of this ordinance, and no trees may be planted closer together than the following: Small Trees, 30 feet; Medium Trees, 40 feet; and Large Trees, 50 feet; except in special plantings designed or approved by a landscape architect.

Section 8. Distance from Curb and Sidewalk

The distance trees may be planted from curbs or curblines and sidewalks will be in accordance with the three species size classes listed in Section 7 of this ordinance, and no trees may be planted closer to any curb or sidewalk than the following: Small Trees, 2 feet; Medium Trees, 3 feet; and Large Trees, 4 feet.

Section 9. Distance from Street Corners and Fire Hydrants

No Street Tree shall be planted closer than 35 feet of any street corner, measured from the point of nearest intersecting curbs or curblines. No Street Tree shall be planted closer than 10 feet of any fire hydrant.

Section 10. Utilities

No Street Trees other than those species listed as Small Trees in Section 7 of this ordinance may be planted under or within 10 lateral feet of any overhead utility wire, or over or within 5 lateral feet of any underground water line, sewer line, transmission line or other utility.

Section 11. Public Tree Care

The City shall have the right to plant, prune, maintain and remove trees, plants and shrubs within the lines of all streets, alleys, avenues, lanes, squares and public grounds, as may be necessary to insure public safety or to preserve or enhance the symmetry and beauty of such public grounds.

The City Tree Committee may remove or cause or order to be removed, any tree or part thereof which is in an unsafe condition or which by reason of its nature is injurious to sewers, electric power lines, gas lines, water lines, or other public improvements, or is affected with any injurious fungus, insect or other pest. Nothing in this ordinance is intended to prohibit the planting of street trees by adjacent property owners providing that the selection and location of said trees is in accordance with the specifications of this ordinance.

Section 12. Tree Topping

It shall be unlawful as a normal practice for any person, firm, or city department to top any Street Tree, Park Tree, or other tree on public property. Topping is defined as the severe cutting back of limbs to stubs larger than three inches in diameter within the tree's crown to such a degree so as to remove the normal canopy and disfigure the tree. Trees severely damaged by storms or other causes, or certain trees under utility wires or other obstructions where other pruning practices are impractical may be exempted from this ordinance at the determination of the City Tree Committee.

Section 13. Pruning, Corner Clearance

Every owner of any tree overhanging any street or right-of-way within the City shall prune the branches so that such branches shall not obstruct the light from any street lamp or obstruct the view of any street intersection and so that there shall be a clear space of twelve feet (12") above the street surface except truck routes which shall be sixteen feet (16'), or eight feet (8') above the surface of the sidewalk. Said owners shall remove all dead, diseased or dangerous trees, or broken or decayed limbs which constitute a menace to the safety of the public. The City shall have the right to prune any tree or shrub on private property when it interferes with the proper spread of light along the street from a street light or interferes with visibility of any traffic control device or sign.

Section 14. Dead or Diseased Tree Removal on Private Property

The City shall have the right to cause the removal of any dead or diseased trees on private property within the city when such trees constitute a hazard to life and property, or harbor insects or disease which constitute a potential threat to other trees within the city. The City Tree Committee will notify in writing the owners of such trees. Removal shall be done by said owners at their own expense within sixty days after the date of service of notice. In the event of failure of owners to comply with such provisions, the City shall have the authority to remove such trees and charge the cost of removal on the owner's property tax notice.

Section 15. Removal of Stumps

All stumps of street and park trees shall be removed below the surface of the ground so that the top of the stump shall not project above the surface of the ground.

Section 16. Interference with City Tree Board

It shall be unlawful for any person to prevent, delay or interfere with the City Tree Committee, or any of its agents, while engaging in and about the planting, cultivating, mulching, pruning, spraying, or removing of any Street Trees, Park Trees, or trees on private grounds, as authorized in this ordinance.

Section 17. Permits and Review Required

Permits shall be obtained from the public works director for all activity involving the planting, grading, removal and replacement of trees on city property except as noted herein. Permits are also hereby required for all removal and replacement of regulated trees and historic trees.

The public works director shall review all requests for permits for the planting, grading, removal and replacement of trees and shrubbery on city property and the removal and replacement of regulated and historic trees. If the planting, grading, removal or replacement complies with the guidelines, the public works director shall issue a permit and may attach reasonable conditions to the permit. If the plans do not comply with the guidelines, the permit shall be denied.

Section 18. Review by City Council

The City Council shall have the right to review the conduct, acts and decisions of the City Tree Committee. Any person may appeal from any ruling or order of the City Tree Committee to the City Council who may hear the matter and make final decision.

Section 19. Penalty

Any person violating any provision of this ordinance shall be, upon conviction or a plea of guilty, subject to a fine not to exceed \$250.00.

Miscellaneous code items of interest

18-4 GROWTH OF WEEDS, GRASS AND THE LIKE.

It shall be unlawful for any person:

(A) To allow or permit any shrubbery, undergrowth, trees, weeds or any other form of plant growth to grow upon, protrude or project into or upon any sidewalk, street, alley or public square within the city; and

(B) To allow any shrubbery, undergrowth, trees, weeds or any other form of plant growth to stand upon any property, at or near any street intersection so that the same may obscure the view of pedestrians or persons traveling in vehicles at the street intersections.

18-5 TREE LIMBS OBSTRUCTING SIDEWALK.

No person shall permit the limbs from any trees growing upon the land of the person to grow or hang so as to obstruct or interfere with the free passage of persons along the sidewalk or street.

18-9 PLANTING CERTAIN TREES PROHIBITED.

It shall be unlawful to plant, set out or cause to be planted or set out, on any of the streets or sidewalks of the city or within 20 feet of the same, any elm, mulberry or otaheite tree.

('86 Code, § 18-9)

18-10 REGULATIONS FOR PLANTING SHRUBBERY.

It shall be unlawful for any person to plant vegetables in the parkways between the sidewalks and the curb lines or on any part of any street in the city, or to cultivate the soil in the parkways or any part of any street. The Board may, upon request, allow the sowing of peas in the parkways and the cultivation of same in preparation of the soil for the sowing of grass. This section shall not prohibit the sowing of grass or planting of shrubbery, trees or flowers for the purpose of beautifying the parkway's streets. No shrubbery shall be permitted to grow on a parkway in the corporate limits of the city within 50 feet from the end of the parkway.

RECOMMENDED STREET TREES FOR NORTH CAROLINA

Below is a list of recommended street trees for North Carolina. Special attention has been given to species with the ability to handle air pollution and heat stress involved with urban environments. Other environmental tolerances and sensitivities are listed below. Be aware that some site preparation may be necessary to ensure tree survival, proper soil and water conditions are necessary for any species to survive. This does not mean that pruning and other kinds of maintenance won't be required during the life of the tree. Also, be aware that species listed as large trees will require more growing space to remain healthy (both below and above ground), for they will have larger root systems and wider crowns. Species listed as small trees are particularly useful when utility lines are present. Many of the species listed below have multiple cultivars available for purchase, please be sure to choose the correct one for the site.

TREE SPECIES		LARGE TREES: Mature height greater than 50 feet tall									
Scientific Name	Common Name	SHAPE	GROWTH RATE			VISUAL INTEREST	ENVIRONMENTAL TOLERANCE	PROBLEMS			
			Slow	Medium	Fast						
<i>Eucommia ulmoides</i>	hardy rubber tree	Rounded	●				Drought				
<i>Fraxinus pennsylvanica</i>	green ash	Rounded		●		■	High pH/Salt/Drought/Compaction	Numerous seeds can be problematic on females			
<i>Gleditsia triacanthos</i> var. <i>inermis</i>	thornless honeylocust	Rounded		●		☉	Wet soils/Drought/Salt/High pH/Compaction	Plant bugs, mites, webworm			
<i>Gymnocladus dioica</i>	Kentucky coffeetree	Rounded		●			Drought/Salt/High pH	Pods may be problematic; Needs adequate growing space			
<i>Liquidambar styraciflua</i>	sweetgum	Pyramidal		●		☉	Wet soils	Needs adequate growing space; Fruit litter may be problem, 'Rotundiloba' may be alternative			
<i>Metasequoia glyptostroboides</i>	dawn redwood	Pyramidal		●			Wet soils/High pH				
<i>Nyssa sylvatica</i>	black gum	Pyramidal		●		☉	Acid soils				
<i>Platanus x acerifolia</i>	London planetree	Rounded			●		Compaction/Drought/Salt	Adequate space; Anthracnose can be problem.			
<i>Quercus bicolor</i>	swamp white oak	Rounded	●				Wet soils/Drought/Salt/Compaction	Acorn litter. Requires ample space and acid soil			
<i>Quercus imbricaria</i>	shingle oak	Rounded		●			Dry soils				
<i>Quercus lyrata</i>	overcup oak	Rounded		●			Wet soils				
<i>Quercus palustris</i>	pin oak	Pyramidal		●		■	Wide range of soils	Adequate space			
<i>Quercus phellos</i>	willow oak	Pyramidal			●		Wet or Dry sites/Compaction				
<i>Quercus rubra</i>	northern red oak	Rounded			●	■	Drought/Compaction/ Salt	Acorn litter			

Key: ☉ Fall Leaf Color
 ■ Flower Color

LARGE TREES: Mature height greater than 50 feet tall									
Scientific Name	Common Name	SHAPE	GROWTH RATE			VISUAL INTEREST	ENVIRONMENTAL TOLERANCE	PROBLEMS	
			Slow	Medium	Fast				
<i>Quercus shumardii</i>	Shumard oak	Rounded		●		■	Drought/Compaction/ Salt	Acorn litter	
<i>Quercus virginiana</i>	live oak	Rounded	●				Wet soils/Compaction/ Salt		
<i>Sophora japonica</i>	Japanese pagodatree	Rounded		●		✕	Drought/Compaction/ Salt	Litter problems; Canker can be a problem	
<i>Taxodium distichum</i>	balckypress	Pyramidal		●			Wet soils/Compaction		
<i>Tilia tomentosa</i>	silver linden	Rounded		●			Drought/Salt/pH adaptable/Compaction	Aphids	
<i>Ulmus parvifolia</i>	lacebark elm	Rounded		●		■	Drought/Salt/pH adaptable/Compaction		
<i>Zelkova serrata</i>	Japanese zelkova	Rounded		●		■	Drought/pH adaptable/Compaction	Narrow crotch angle susceptible to splitting	

MEDIUM TREES: Mature height between 35 feet and 50 feet tall									
Scientific Name	Common Name	SHAPE	GROWTH RATE			VISUAL INTEREST	ENVIRONMENTAL TOLERANCE	PROBLEMS	
			Slow	Medium	Fast				
<i>Acer rubrum</i>	red maple	Rounded		●		■	Wet soils/compaction	Tends to have cankers under heavy stress; Over planted.	
<i>Aesculus hippocastanum</i>	horsechestnut	Rounded	●			✕	PH adaptable/salt tolerant/compaction	Susceptible to leaf blotch and scorch	
<i>Aesculus x carnea</i>	red horsechestnut	Rounded	●			■	Compaction/acidic soil		
<i>Carpinus betulus</i>	European hornbeam	Narrow		●		✕	Dry soils/pH adaptable		
<i>Carpinus caroliniana</i>	American hornbeam	Pyramidal	●			✕	Acidic soils	Sensitive to drought and compacted soils	
<i>Celtis laevigata</i>	sugarberry	Rounded		●		✕	Wet soils/compaction /salt	Intolerant of high pH	
<i>Corylus colurna</i>	Turkish filbert	Narrow		●		✕	Drought/pH adaptable		
<i>Juniperus virginiana</i>	eastern redcedar	Pyramidal		●			Drought/High pH/Compaction/Salt		
<i>Koeleruteria paniculata</i>	goldenraintree	Rounded		●		✕	Drought/Salt/High pH		
<i>Phellodendron amurense</i>	Amur corktree	Rounded		●		✕	Drought/Wet soils/pH adaptable	Fruit may be a problem on females	
<i>Prunus sargentii</i>	Sargent cherry	Narrow		●		■	Drought/Salt/Acid soils	Avoid poorly drained sites. Japanese beetles	

Key: ■ Fall Leaf Color
 ✕ Flower Color

SMALL TREES: Mature height less than 35 feet tall (suitable for planting under utility wires)

TREE SPECIES		Common Name	SHAPE	GROWTH RATE			VISUAL INTEREST	ENVIRONMENTAL TOLERANCE	PROBLEMS
Scientific Name	Slow			Medium	Fast				
<i>Acer campestre</i>	●	hedge maple	Rounded	●			High pH/Drought/compaction		
<i>Amelanchier arborea</i>	●	serviceberry	Rounded	●		☐		Specify tree form. Good alternative to crapemyrtle.	
<i>Cercis canadensis</i>		eastern redbud	Rounded		●	☐	pH adaptable		
<i>Chionanthus virginicus</i>	●	fringetree	Rounded	●		☐			
<i>Cornus kousa</i>	●	Kousa dogwood	Rounded	●		☐	Acidic soils		
<i>Crataegus viridis</i>		green hawthorn	Rounded		●	☐	PH adaptable/Drought/Wet soils		
<i>Halesia tetraptera</i>		Carolina silverbell	Rounded		●	☐	Acid soils	Specify tree form. Good alternative to crapemyrtle.	
<i>Lagerstromia spp.</i>		crapemyrtle	Rounded		●	☐	Wet soils	Over planted and often unnecessarily topped.	
<i>Maackia amurensis</i>	●	Amur maackia	Rounded	●		☐	Drought/pH adaptable		
<i>Malus spp.</i>		flowering crabapple	Rounded		●	☐	Wide range of soils/Salt/Compaction	Specify tree form, fruit litter problem; scab is a problem for many species	
<i>Pistacia chinensis</i>		Chinese pistache	Rounded		●	☐	High pH		
<i>Prunus caroliniana</i>		Carolina cherry/laruel	Pyramidal		●	☐	Drought/pH adaptable	Avoid poorly drained sites	
<i>Prunus virginiana</i>		chokecherry	Narrow		●	☐	Drought/Salt	Avoid poorly drained sites	
<i>Syringa reticulata</i>		Japanese tree lilac	Pyramidal		●	☐	Drought/pH adaptable		

Key: ☐ Fall Leaf Color
 ☐ Flower Color

Amendment to City of Oxford, Code of Ordinances

ARTICLE V: BOARDS AND COMMISSIONS DIVISION 1: COMMUNITY APPEARANCE COMMISSION

§ 2-426 CREATION.

There is hereby created the Oxford Community Appearance Commission.
('86 Code, § 2-426) (Ord. 83-1-1, passed 1-11-83)

Statutory reference:

*Authority to create community appearance
commission, see G.S. § 160A-451*

§ 2-427 MEMBERS.

(A) The Community Appearance Commission shall be composed of nine members plus one alternate appointed by the Board. All members shall be residents of the city's planning and zoning jurisdiction.

(B) Where possible, appointments shall be made in a manner as to maintain on the Commission at all times a majority of members who have had special training or experience in a design field, such as architecture, landscape architecture, horticulture, city planning or a closely related field and, at all times, at least two of its members shall have demonstrated special interest, experience or education in history or architecture.

(C) The terms of office of the members shall be staggered initially and three year terms thereafter.

(D) Members of the Commission shall serve without pay, but may be reimbursed for actual expenses incidental to the performance of their duties within the limits of funds available to the Commission.

('86 Code, § 2-427) (Ord. 83-1-1, passed 1-11-83; Am. Ord. 94-10-1, passed 10-11-94)

Statutory reference:

*Members of community appearance commission, see
G.S. § 160-451*

§ 2-428 OFFICERS AND MEETINGS.

(A) The Community Appearance Commission shall meet and elect the Chairperson, Vice-Chairperson, Treasurer and Secretary. The Secretary need not be a member of the Commission. The Commission shall also adopt bylaws to govern the conduct of its business.

(B) The Commission shall maintain a record of its members' attendance, its actions, findings and recommendations, which record shall be open to the public.

(C) A quorum of four members shall be necessary to take any official action authorized or required by this division.

(D) The Commission shall hold at least 11 meetings per year. All of its meetings shall be open to the public.

(E) All members whether residing within the city or within the extraterritorial area shall be eligible to hold office and shall have voting power on all matters of business.

('86 Code, § 2-428) (Ord. 83-1-1, passed 1-11-83)

Statutory reference:

*Community appearance commissions, see G.S.
§§ 160A-451 et seq.*

§ 2-429 GENERAL POWERS AND DUTIES.

The Community Appearance Commission shall have the following powers and duties:

(A) To initiate, promote and assist in the implementation of programs of general community beautification in the city;

(B) To seek to coordinate the activities of individuals, agencies and organizations, public and private, whose plans, activities and programs bear upon the appearance of the city;

(C) To provide leadership and guidance in matters of area or community design and appearance to individuals, and to public and private organizations and agencies;

(D) To make studies of the visual characteristics and problems of the city, including surveys and inventories of an appropriate nature, and to recommend standards and policies of design for the entire area, any portion of neighborhood thereof, or any project to be undertaken;

(E) To make recommendations on certain special use permit applications in accordance with the procedures established in the zoning ordinance;

(F) To prepare both general and specific plans for the improved appearance of the city; (These plans may include the entire area or any part thereof and may include private as well as public property. The plans shall set forth desirable standards and goals for the aesthetic enhancement of the city or any part thereof within its area of planning and zoning jurisdiction, including public ways and areas, open spaces and public and private buildings and projects.)

(G) To request, from the proper officials of any public agency or body, including agencies of the state and its political subdivisions, its plans for public buildings, facilities or projects to be located within the planning and zoning jurisdiction of the city;

(H) To review these plans and to make recommendations regarding their aesthetic suitability to the appropriate agency or to the planning or governing board; (All plans shall be reviewed by the Commission in a prompt and expeditious manner and all recommendations of the Commission with regard to any public project shall be made in writing. Copies of the recommendation shall be transmitted promptly to the Planning Board and/or the Board of Commissioners and/or Board of Adjustment, as appropriate and to the appropriate agency.)

(I) To formulate and recommend to the Board of Commissioners the adoption of amendments of ordinances, including the zoning ordinance, subdivision regulations and other local ordinances regulating the use of property, that will, in the opinion of the Commission, serve to enhance the appearance of the city and its surrounding areas;

(J) To direct the attention of city officials to needed enforcement of any ordinance that may in any way affect the appearance of the city;

(K) To seek voluntary adherence to the standards and policies of its plans;

(L) To enter, in the performance of its official duties and at reasonable times, upon private lands and make examinations or surveys;

(M) To promote public interest in and an understanding of its recommendations, studies and plans, and, to that end, to prepare, publish and distribute to the public studies and reports as will, in the opinion of the commission, advance the cause of improved municipal appearance; and

(N) To conduct public meetings and hearings, giving reasonable notice to the public thereof.

(O) To study, investigate, council and develop and /or update annually, and administer a written plan for the care, preservation, pruning, planting, replanting, removal or disposition of trees and shrubs in parks, along streets and in other public areas. Such plan will be presented annually to the City Council and upon their acceptance and approval shall constitute the official comprehensive city tree plan for the City of Oxford.

('86 Code, § 2-429) (Ord. 83-1-1, passed 1-11-83)

Statutory reference:

Powers and duties of community appearance commission, see G.S. § 160A-452

§ 2-430 ANNUAL REPORT.

(A) The Community Appearance Commission shall, no later than April 15 of each year, submit to the Board of Commissioners a written report of its activities, a statement of its expenditures to date for the current fiscal year and its requested budget for the next fiscal year.

(B) All accounts and funds of the Commission shall be administered substantially in accordance with the requirements of the Municipal Fiscal Control Act.

('86 Code, § 2-430) (Ord. 83-1-1, passed 1-11-83)

§ 2-431 ADVISORY COUNCIL OR COMMITTEES.

(A) The Community Appearance Commission may establish an advisory council when, in the judgement of the Commission, such a council will be an aid to the performance of its duties.

(B) (1) However, the Commission shall not delegate to the advisory council any of its official powers or duties.

(2) In addition, the Commission may, from its own membership, establish any temporary or permanent committees needed to assist it in the study of specific questions and problems.

(a) The Commission hereby establishes, from within its own membership, a City Tree Committee to oversee the City's street trees and park trees. The City's Tree Committee responsibilities are spelled out in the City's Tree Ordinance that was approved and incorporated into the City's Zoning Ordinance on May 10, 2016.

('86 Code, § 2-431) (Ord. 83-1-1, passed 1-11-83)

Statutory reference:

Advisory councils, see G.S. § 160A-453

§ 2-432 STAFF AND TECHNICAL SERVICES.

The Community Appearance Commission may recommend to the Board of Commissioners suitable arrangements for the procurement or provision of staff or technical services for the Commission.

('86 Code, § 2-432) (Ord. 83-1-1, passed 1-11-83)

Statutory reference:

Similar provisions, see G.S. § 160A-453

§ 2-433 RECEIPT AND EXPENDITURE OF FUNDS.

(A) The Community Appearance Commission may receive contributions from private agencies, foundations, organizations, individuals and the state or federal government or any other source in addition to any sums appropriated for its use by the Board of Commissioners.

(B) It may accept and disburse these funds for any purpose within the scope of its authority and as herein specified.

('86 Code, § 2-433) (Ord. 83-1-1, passed 1-11-83)

Statutory reference:

Similar provisions, see G.S. § 160A-455



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: 4-26-2016

SUBJECT: Consider adopting a demolition ordinance to remove the remains of the structure located at 207_A Granville St owned by Robert Taylor.

SUMMARY STATEMENT

This structure burned in December. The owner had shown interest in having the structure removed but has failed to do so. It's been well over 90 days and the structure is a hazard.

REVIEW

I've been working with the owner in getting this house removed since January. The owner has done very little and the house is a hazard as is. This house cannot be repaired or rebuilt due to it not having street frontage.

RECOMMENDATION

Staff recommends approval of the demolition ordinance.

Attachments:

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

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

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

WHEREAS, the owners of said structure have been given a reasonable opportunity to bring the structure up to the standards of the Housing Code in accordance with G.S. 160A-443(5) pursuant to an order issued by the Housing Code Officer on February 8, 2016, and the owners having failed to comply with the order;

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

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

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

on the building located at the following address: 207A Granville Street, Oxford, North Carolina;
Owner(s): Robert Taylor, 2181 Joe Pruitt Rd., Oxford, North Carolina 27565.

Section 2. The Housing Code Officer is hereby authorized and directed to demolish the above-described structure in accordance with her order to the owner thereof dated the 8th Day of February , 2016, and with the Housing Code and G.S. 160A-443.

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

Section 4. This ordinance shall become effective upon its adoption.

Adopted this 10th day of May 2016.

Jacqueline vdH Sergent, Mayor

ATTEST:

Barbara J. Rote, City Clerk



CITY OF OXFORD

STAFF REPORT

TO: Mayor Sergent and Board of Commissioners
VIA: Elke Doom, City Manager
FROM: Amy Ratliff, PE
DATE: 4/28/16
SUBJECT: Water Line Replacement Project on Kearny Avenue & Mimosa Street

SUMMARY STATEMENT

Consider awarding the Water Line Replacement Project contract to H.G. Reynolds Co., Inc. in the amount of \$181,365.

REVIEW

The Engineering Department held a formal bid for the Water Line Replacement Project but had insufficient bidders to open bids. An informal bid was then solicited which met all State requirements and three bids were received and opened. The work consists of the construction of approximately 1900 linear feet of 6" water main and appurtenances. Bids were received in the Engineering Department on Thursday April 28, 2016. The low bid is in line with the Engineers Estimate and is deemed acceptable to the Engineering Department. The three bids ranged from \$181,365 to \$322,790.

RECOMMENDATION

Staff recommends awarding the contract to the low bidder H.G. Reynolds Co., Inc. in the amount of \$181,365 and authorizing an addition \$18,136.00 (10%) for contingencies for a total of \$199,501.00.

Attachments: Bid Tab



May 2, 2016

Ms. Amy Ratliff, PE
City Engineer
City of Oxford
300 Williamsboro Street
Oxford, North Carolina 27565

RE: Award Recommendation
Water Line Replacement Project
Oxford, North Carolina

Dear Ms. Ratliff:

A total of three (3) informal bids were received on April 28th, 2016 for the Water Line Replacement Project on Kearney Avenue and Mimosa Street. H.G. Reynolds Co., Inc. of Henderson, North Carolina, submitted the lowest total bid (including alternate bid item No. 8) for the project with a total base bid amount of \$ 181,365.00 and alternate bid item No. 8 amount of \$124,500.00.

H.G. Reynolds Co., Inc. is appropriately licensed with the North Carolina General Contractor Board, and is qualified to perform this project. Further, we understand that H.G. Reynolds Co., Inc. has successfully completed projects of this nature for the City of Oxford in the past. Therefore we recommend award of the Water Line Replacement Project to H.G. Reynolds Co., Inc. in the amount of \$ 181,365.00.

Enclosed for your use is the certified bid tabulation. If you have any questions or comments, please do not hesitate to contact us at (828) 328-2024.

Sincerely,
McGILL ASSOCIATES, P.A.


R.J. MOZELEY, PE
Project Engineer

Enclosures

:rjm

Cc: Mr. Dud Frazier, City of Oxford

PA2016 PROJECTS\16 01905 CITY OF OXFORD - 2016 Water Line Replacements\02_Design Phase\Correspondence\AR Bid Award Recommend Ltr 2016-05-02.docx

E n g i n e e r i n g • P l a n n i n g • F i n a n c e

McGill Associates, P.A. • 1240 19th Street, Lane NW, Hickory, NC 28601
Office: 828.328.2024 • Fax: 828.328.3870 • www.mcgillengineers.com

WATER LINE REPLACEMENT PROJECT - CITY OF OXFORD, NORTH CAROLINA

CERTIFIED BID TAB with Unit Prices				BIDDERS					
				Corbett Contracting Co., Inc.		H.G. Reynolds Co., Inc.		Hollins Construction Services	
No	UNIT PRICE ITEMS	Unit	Qty	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
Section 1 Base Bid: Kearney Avenue									
1	Mobilization	1	LS	\$ 6,000.00	\$ 6,000.00	\$ 4,000.00	\$ 4,000.00	\$ 7,500.00	\$ 7,500.00
2	6" C900 PVC Water Line	1000	LF	\$ 48.00	\$ 48,000.00	\$ 33.40	\$ 33,400.00	\$ 54.00	\$ 54,000.00
3	2" SDR 13.5 PVC Water Line	---	LF	---	---	---	---	---	---
4	6" Restrained Joint DIP	400	LF	\$ 60.00	\$ 24,000.00	\$ 59.40	\$ 23,760.00	\$ 82.00	\$ 32,800.00
5	6" Gate Valve & Box	1	EA	\$ 970.00	\$ 970.00	\$ 1,070.00	\$ 1,070.00	\$ 1,300.00	\$ 1,300.00
6	2" Gate Valve & Box	---	EA	---	---	---	---	---	---
7	6" Tapping Sleeve & Valve	2	EA	\$ 4,800.00	\$ 9,600.00	\$ 2,880.00	\$ 5,760.00	\$ 4,800.00	\$ 9,600.00
8	Open Cut Creek Crossing	1	LS	\$ 41,250.00	\$ 41,250.00	\$ 41,745.00	\$ 41,745.00	\$ 110,000.00	\$ 110,000.00
9	Fire Hydrants w/ Valve & Tee	1	EA	\$ 6,500.00	\$ 6,500.00	\$ 4,680.00	\$ 4,680.00	\$ 5,000.00	\$ 5,000.00
10	Service Connections	11	EA	\$ 1,500.00	\$ 16,500.00	\$ 600.00	\$ 6,600.00	\$ 1,400.00	\$ 15,400.00
11	6" Restrained Joint Cap with Concrete Deadman	---	EA	---	---	---	---	---	---
12	Compact Ductile Iron Fittings	700	LB	\$ 5.00	\$ 3,500.00	\$ 10.00	\$ 7,000.00	\$ 12.00	\$ 8,400.00
13	Concrete Deadman	---	EA	---	---	---	---	---	---
14	Blow-off Assembly	---	EA	---	---	---	---	---	---
15	Asphalt Road Repair	100	LF	\$ 75.00	\$ 7,500.00	\$ 78.00	\$ 7,800.00	\$ 65.00	\$ 6,500.00
16	Connect to Existing Water Line	---	EA	---	---	---	---	---	---
TOTAL OF ALL UNIT PRICE BID ITEMS FOR KEARNEY AVENUE:					\$ 163,820.00		\$ 135,815.00		\$ 250,500.00
No.	ALTERNATE BID - BORE & JACK CREEK CROSSING	Qty.	Units	Unit Cost	Extension	Unit Cost	Extension	Unit Cost	Extension
In Lieu of Base Bid Item No. 8	16" Dia. x 0.25" Thick Steel Encasement Pipe by Bore & Jack (Excluding RIDIP Carrier Pipe)	150	LF	\$ 1,655.00	\$ 248,250.00	\$ 830.00	\$ 124,500.00	\$ 1,700.00	\$ 255,000.00
Section 2 Base Bid: Mimosa Street									
				Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
1	Mobilization	1	LS	\$ 2,500.00	\$ 2,500.00	\$ 1,220.00	\$ 1,220.00	\$ 7,500.00	\$ 7,500.00
2	6" C900 PVC Water Line	340	LF	\$ 50.00	\$ 17,000.00	\$ 29.00	\$ 9,860.00	\$ 54.00	\$ 18,360.00
3	2" SDR 13.5 PVC Water Line	---	LF	---	---	---	---	---	---
4	6" Restrained Joint DIP	---	LF	---	---	---	---	---	---
5	6" Gate Valve & Box	2	EA	\$ 1,050.00	\$ 2,100.00	\$ 1,070.00	\$ 2,140.00	\$ 1,300.00	\$ 2,600.00
6	2" Gate Valve & Box	---	EA	---	---	---	---	---	---
7	6" Tapping Sleeve & Valve	2	EA	\$ 5,400.00	\$ 10,800.00	\$ 2,880.00	\$ 5,760.00	\$ 4,500.00	\$ 9,000.00
8	Open Cut Creek Crossing	---	LS	---	---	---	---	---	---
9	Fire Hydrants w/ Valve & Tee	1	EA	\$ 9,000.00	\$ 9,000.00	\$ 4,680.00	\$ 4,680.00	\$ 5,000.00	\$ 5,000.00
10	Service Connections	3	EA	\$ 1,500.00	\$ 4,500.00	\$ 600.00	\$ 1,800.00	\$ 1,400.00	\$ 4,200.00
11	6" Restrained Joint Cap with Concrete Deadman	---	EA	---	---	---	---	---	---
12	Compact Ductile Iron Fittings	240	LB	\$ 5.00	\$ 1,200.00	\$ 3.50	\$ 840.00	\$ 12.00	\$ 2,880.00
13	Concrete Deadman	---	EA	---	---	---	---	---	---
14	Blow-off Assembly	---	EA	---	---	---	---	---	---
15	Asphalt Road Repair	350	LF	\$ 80.00	\$ 28,000.00	\$ 55.00	\$ 19,250.00	\$ 65.00	\$ 22,750.00
16	Connect to Existing Water Line	---	EA	---	---	---	---	---	---
TOTAL OF ALL UNIT PRICE BID ITEMS FOR KEARNEY AVENUE:					\$ 75,100.00		\$ 45,550.00		\$ 72,290.00
TOTAL OF ALL BASE BID UNIT PRICE BID ITEMS:					\$238,920.00		\$181,365.00		\$322,790.00

This is to certify that the bids tabulated herein were received informally and then opened privately at 4:00 pm local time on the 28th day of April, 2016, at the office of the City Engineer 300 Williamsboro Street, Oxford North Carolina 27565.



1240 19th Street Lane, NW
Hickory, North Carolina 28601
License No. C-0459

Clerical error corrected from the original bid



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

TO: Mayor Sergent and Board of Commissioners

VIA: Elke Doom, City Manager

FROM: Amy Ratliff, PE

DATE: 4/27/16

SUBJECT: Oxford Asset Inventory & Assessment (AIA) Funding Request

SUMMARY STATEMENT

Consider adopting the Resolution requesting two State grants for Asset Inventory & Assessment (AIA) for water & wastewater.

REVIEW

The Board of Commissioners has recognized the need for water and wastewater improvements within the City. The AIA's will develop an asset inventory, condition assessment of critical assets and other components for an asset management program. They will assist the City in identifying critical needs and prioritizing future projects for grant and loan applications. The State will work with the City to identify specifics for the project, if the City is selected for the grant. The City could be eligible for up to \$150,000 each for a total of \$300,000. The State requires a 10% match for the grant(s) or a City contribution of up to \$30,000. McGill Associates is working with the City of Oxford to make application for the two Asset Inventory and Assessment State grants for water and wastewater.

RECOMMENDATION

Staff recommends adopting the Resolution requesting a State Grant for water and a State Grant for wastewater.

Attachments: Resolution

**RESOLUTION BY THE BOARD OF COMMISSIONERS FOR THE
CITY OF OXFORD**

WHEREAS, The Federal Clean Water Act Amendments of 1987 and the North Carolina Water Infrastructure Act of 2005 (NCGS 159G) have authorized the making of loans and grants to aid eligible units of government in financing the cost of projects related to wastewater treatment works, wastewater collection system, stream restoration, stormwater treatment, drinking water treatment works, and/or drinking water distribution system or other "green" project, and

WHEREAS, City of Oxford has need for and intends to develop asset inventories, condition assessment of critical assets, and other components of comprehensive asset management programs for water and for sewer systems, and

WHEREAS, City of Oxford intends to request state grant assistance for Asset Inventory and Assessment Grants for water and for sewer systems,

NOW THEREFORE BE IT RESOLVED, BY THE BOARD OF COMMISSIONERS OF THE CITY OF OXFORD:

That Jacqueline vdH Sergent, Mayor, the **Authorized Official**, and successors so titled, is hereby authorized to execute and file an application on behalf of the **Applicant** with the State of North Carolina for a grant to aid in the assessment projects described above.

That the **Authorized Official**, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such applications or the projects: to make the assurances as contained above; and to execute such other documents as may be required in connection with the applications.

That the **Applicant** has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the projects and to Federal and State grants pertaining thereto.

Adopted this the _____ of _____, 2016 at Oxford, North Carolina.

(Signature)

Jacqueline vdH Sergent, Mayor