

TUESDAY, JULY 12, 2016 – 7:00 P.M.
REGULAR MEETING OF THE OXFORD BOARD OF COMMISSIONERS
COMMISSIONERS' BOARD ROOM – CITY HALL

The Board of Commissioners for the City of Oxford met at the above-mentioned time and place. All members of the Board and local news media were notified of the same as well as the purpose of the meeting.

Present were Mayor Jackie Sergent, MPT Calvin (C.J.) Harris, Jr., Commissioners James (Danny) Currin, Frank Strickland, S. Quon Bridges, Patricia T. Fields, Ron Bullock and Al Woodlief. Also present was Attorney J. Thomas Burnette, City Manager Elke Doom and City Clerk Barbara Rote.

CALL TO ORDER

Mayor Sergent called the meeting to order. Pastor Jenny Wilson, Oxford United Methodist Church gave the prayer; the Pledge to the flag followed led by Commissioner Al Woodlief.

AGENDA APPROVAL & ADDITIONS

MPT HARRIS MADE A MOTION TO APPROVE THE AGENDA WITH THE ADDITION OF ITEM 17, FORMALLY APPOINTING HAK UNG AS FINANCE OFFICER WITH CHECK SIGNING AUTHORITY, AND LIMITED POWER OF ATTORNEY. ALL VOTES WERE IN THE AFFIRMATIVE, **THE MOTION CARRIED.**

OPENING REMARKS BY MAYOR SERGENT

Mayor Sergent read the opening remarks statement as stated on the agenda with no conflicts of interest noted.

JULY YARD OF THE MONTH
JOSEPH & BERTINA TYLER

Mayor Sergent recognized July Yard of the Month winners, Joseph and Bertina Tyler of 206 Lexington Park Drive. Mrs. Tyler was unable to attend. However, Mr. Tyler was presented with a certificate, a City mug, and a Green & Clean License Plate. The Tylers will be eligible for a grand prize drawing in October.

PROCLAMATION – JULY PARKS AND RECREATION MONTH

Mayor Sergent presented the following proclamation to Parks & Recreation Director Chris Sims.

CITY OF OXFORD
Designation of July as Park and Recreation Month

WHEREAS parks and recreation programs are an integral part of communities throughout this country, including the City of Oxford; and

WHEREAS our parks and recreation programs are vitally important to establishing and maintaining the quality of life in our communities, insuring the health of our residents, and contributing to the economic and environmental well-being of our community and region; and

WHEREAS parks and recreation programs build healthy, active communities that aid in the prevention of chronic disease, provide therapeutic recreation services for those who are mentally or physically disabled, and are a vital resource for improving the mental and emotional health of all citizens; and

WHEREAS parks and recreation programs and spaces directly impact a community's quality of life appeal, thereby enhancing economic prosperity through reduced crime, increased property values, tourism, attraction and retention of businesses, and expansion of the local tax base; and

WHEREAS the green space of our parks and natural recreation areas is fundamental to the environmental well-being of our community because it insures the ecological beauty of our community and provides a place for children and adults to connect with nature and recreate outdoors; and

WHEREAS parks and natural recreation areas improve water quality, protect groundwater, prevent flooding, improve the quality of the air we breathe, provide vegetative buffers to development, and produce habitat for wildlife; and

WHEREAS the U.S. House of Representatives has designated July as Parks and Recreation Month.

NOW, THEREFORE, I, Jacqueline vdH Sergent, Mayor of the City of Oxford, North Carolina, along with the Oxford Board of Commissioners, do hereby proclaim July as Parks and Recreation month and recognize the benefits derived from parks and recreation resources

POLICE OFFICER INTRODUCED – KEVIN PARRISH
TRAVIS KNIGHT PROMOTED TO CORPORAL

Police Chief Al Coley introduced Officer Kevin Parrish, the newest officer to join the force. He also acknowledged the promotion of Travis Knight to Corporal.

PUBLIC COMMENT
AIRPORT AUTHORITY BOARD

Paul Hesse – 418 Raleigh Street addressed the Board about his potential appointment to the Oxford-Henderson-Granville-Vance Airport Authority Board. He submitted an application for an expiring appointment to the Authority Board, which was on the meeting agenda for action. Mr. Hesse has been teaching flight school for 25 years and is currently the only flight

instructor at the airport. He is interested in solidifying growth and communication at the airport. Mr. Hesse would like to see the airport develop and prosper while encouraging interest in aviation. He noted the lack of communication and planning from the current Airport Authority Board. Mr. Hesse said that he is the only person who draws people from the outside. He has invited outside groups and organizations to the airport to encourage an interest in aviation. He has also held four picnics for the airport members at his own expense. The airport has not grown like other surrounding airports. There are 200 acres of land under-utilized. He stated that in order to operate an airport there has to be a mechanic and a flight instructor.

When asked about a conflict of interest, Mr. Hesse did not feel that owning a business and serving on the Board would be a conflict because he has no self-interest in being on the Board. He wants to keep the airport alive. His interest is in teaching and promoting aviation. The Airport Authority employs a manager who is also the mechanic. He rents from the manager. He is currently the only business at the airport.

Mayor Sergent pointed out, and Attorney Burnette agreed, that if Mr. Hesse were appointed to the Authority, then he would recuse himself from voting if there was a conflict of interest.

It was suggested that Mr. Hesse would be a good manager; however, Mr. Hesse said that he was not interested in being the manager. The current manager, who is also the mechanic, is very good.

CERTIFICATE OF SUFFICIENCY ACCEPTED
RESOLUTION ADOPTED FOR PUBLIC HEARING AUGUST 9, 2016
FOR ANNEXATION THORNROSE, LLC (BRUCE WHITTEN)

Mayor Sergent presented for consideration a Certificate of Sufficiency for Petition of Voluntary, Contiguous, Annexation by Thornrose LLC, and adopting a resolution calling for an annexation public hearing to be held in conjunction with the August 9, 2016 Regular Session.

Thornrose, LLC (Bruce Whitten) has petitioned the City to annex 10.03 acres of land located on East Industry Drive. The annexation request was required to receive City services for a 32-unit Unified Housing Development. This is the next step in the process as the City considers annexing the property.

The City Clerk and City Attorney confirmed annexation boundaries and applicant signatures. The Board can vote to accept the Certificate of Sufficiency and proceed with setting a public hearing for annexation during the August 9, 2016 Regular Session or deny the petition. Following the public hearing, and at the same meeting, the Board can vote to annex the property.

COMMISSIONER FIELDS MADE A MOTION TO ACCEPT THE CERTIFICATE OF SUFFICIENCY FOR PETITION OF VOLUNTARY, CONTIGUOUS, ANNEXATION BY THORNROSE, LLC, AND TO ADOPT A RESOLUTION CALLING FOR AN ANNEXATION PUBLIC HEARING IN CONJUNCTION WITH THE AUGUST 9, 2016 REGULAR SESSION FOR 10.03 ACRES OF PROPERTY LOCATED ON EAST INDUSTRY DRIVE. ALL VOTES WERE IN THE AFFIRMATIVE. **THE MOTION CARRIED.**

**RESOLUTION FIXING DATE OF PUBLIC HEARING ON QUESTION OF ANNEXATION PURSUANT TO
G.S. 160A-31
THORNROSE, LLC**

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

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

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

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

Section 1. A public hearing on the question of annexation of the contiguous area described
herein will be held in the Commissioners' Board Room, 3rd Floor, City Hall, 300 Williamsboro
Street at 7:00 P.M. on Tuesday, August 9, 2016.

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

10.03 +/- Acres

East Industry Drive, Oxford, North Carolina, 27565

(Thornrose, LLC)

A Certain tract or parcel of land situate on the north side of East Industry Drive in Fishing Creek
Township, Granville County, North Carolina, and more particularly described as follows:

That certain tract or parcel of land designated as Tract 1 containing 10.03 acres, more or less, as shown
on map entitled "Subdivision of Allen, Edmundson & Watkins Property" prepared by Bobby Fuquay and
Associates dated January 4, 2016, and recorded in Map Book 44, Page 85, Granville County Registry.

Also described as and being the same as: 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 being
the southwestern corner of the property heretofore conveyed in Deed Book 1534, page 354 to Jake's
Ridge, LLC; going thence along the northern margin of Industry Drive S. 81° 12' 38" W. 14.59 feet to an
iron pipe found; continuing along the northern margin of Industry Drive S. 80° 23' 03" W. 200.92 feet to
an iron pin; thence S. 81° 03' 56" W. 27.00 feet to an iron pin, corner of Tract No. 2 on the hereinafter
referred to plat; going thence along the line of Tract No. 2 on the hereinafter referred to plat in a new line
N. 14° 54' 08" W. 615.44 feet to an iron pin; thence continuing in a new line S. 81° 33' 10" W. 284.67 feet
to a rebar found in the line of Granville Health Investors, LLC; thence along the line of Granville Health
Investors, LLC, N. 60° 38' 28" W. 321.87 feet to a rebar found; thence N. 64° 21' 16" W. 60.02 feet to an
iron pin in the line of Tamara E. Jones; thence along the line of Tamara E. Jones N. 25° 38' 44" E. 380.95
feet to an existing concrete monument; continuing along Jones' line N. 25° 38' 44" E. 18.11 feet to an axle
found in the line of Tempie H. Broyal; thence along the line of Tempie H. Broyal S. 68° 28' 01" E. 113.80
feet to an iron pin; thence S. 69° 59' 27" E. 55.03 feet to an existing concrete monument; thence S. 03°
17' 52" W. 167.90 feet to an iron pin; thence N. 89° 40' 21" E. 456.89 feet to an axle; thence N. 89° 24'
23" E. 107.53 feet to an iron pin, which is the northeastern corner of the property herein described and
the northwestern corner of the property of Jake's Ridge, LLC, as described in Deed Book 1534, page 354;
thence along the line of Jake's Ridge, LLC S. 08° 47' 22" E. 841.85 feet to an iron pin in the northern
margin of East Industry Drive, which said point is the point and place of beginning, containing 10.03
acres, according to map and survey entitled, "ALTA/ASCM Land Title Survey of Allen, Edmundson &
Watkins Property", prepared by Bobby Fuquay and Associates of 6525 Mal Weathers Road, Raleigh, N.C.
27603. Date of survey being 01/04/2016 and date of Map being 01/05/2016.

**For further reference, see Plat Book 44, page 85, and Deed Book 254, page 387, Granville County
Registry.**

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

Adopted this 12th day of July, 2016

MISCELLANEOUS WATER FEES INCREASE APPROVED

Commissioner Bullock, Chairman, Public Works Committee, presented for consideration and increase to miscellaneous water fees that will help defray the cost incurred by the City for the services they provide and recommended incorporating the changes into the FY 2016-2017 budget book.

Staff evaluated the fees for other cities and municipalities of similar size. The fees have not been increased in several years. This item was reviewed during the June 13 Public Work Committee Meeting.

Commissioner Bridges pointed out that some of the new rates reflected a large percentage increase over the previous rates. He recognized that that the previous rates were low but he could not support the large adjustment.

Commissioner Bullock stated that even with the increase in fees, Oxford is still on the low side compared to other communities our size. The increase will help offset expenses. It was not intended as a moneymaking venture.

COMMISSIONER BULLOCK MADE A MOTION TO ADOPT THE INCREASE TO VARIOUS MISCELLANEOUS WATER FEES AND TO INCORPORATE THE CHANGES INTO THE FY 2016-2017 BUDGET BOOK. COMMISSIONER BULLOCK, WOODLIEF, FIELDS, CURRIN AND STRICKLAND VOTED IN THE AFFIRMATIVE. COMMISSIONERS HARRIS AND BRIDGES IN THE NEGATIVE. **THE MOTION CARRIED 5-2.**

PRICE INCREASES

	<u>CURRENT</u>	<u>ADOPTED</u>
Set up fee	\$ 10	\$25
Sewer 4" tap	\$800 4ft deep/no rock	\$1,500
Water tap 3/4"	\$850	\$1,750
Bulk water		
Administrative	\$5.00	\$20
BULK PERMIT (approx. 30)	\$5.00	\$ 50
Re-read meter fee (If no problem found)	\$0	\$25
Re-installation of meter	\$75.00	\$250

(Due to tampering)

Set meter (3/4" (1")	\$75.00	\$250
	2" or higher	quote
Sprinklers:		
(Inside per head)	\$0.05	\$0.06
Outside	\$0.06	\$0.072
Minimum inside	\$7.50	\$11.00
Minimum outside	\$7.50	\$15.00
Maximum	\$1,500	
Hydrants:		
Inside	\$11.25	\$15.00
Outside	\$12.50	\$18.00
Hydrant Meter	\$0	\$500 per month charge
Deposit:	\$1575	\$2500
High Strength Waste Discharge Fee		
BOD	\$0.67	\$0.89

ENGINEERING FEES SCHEDULE APPROVED

Commissioner Bullock, Chairman, Public Works Committee, presented for consideration an Engineering Fee Schedule and recommended incorporating the Schedule into the FY 2016-2017 budget book.

The Fees will help defray the cost incurred by the City to review plans for new or expanded developments and inspect the construction associated with them. Staff evaluated the fees for other cities and municipalities of similar and larger size. This item was reviewed during the June 13 Public Work Committee Meeting.

It was pointed out that if we are charging fees, then we need to make sure the jobs are being completed in a timely manner and there is follow-up.

COMMISSIONER BULLOCK MADE A MOTION TO ADOPT AN ENGINEERING FEE SCHEDULE AND TO INCORPORATE THE SCHEDULE INTO THE FY 2016-2017 BUDGET BOOK. ALL VOTES WERE IN THE AFFIRMATIVE. **THE MOTION CARRIED.**

ENGINEERING FEE SCHEDULE

	Fee
Driveway Permit	
City	\$100.00
NCDOT	\$100.00

Sketch Plan

Site Area up to 2 acs.	\$250.00
Site Area 2 to 10 acs.	\$500.00
Site Area over 10 acs. Plus an acreage charge of -	\$750.00
	\$40.00

Site Plan - Residential / Commercial	
Site Area up to 2 acs.	\$500.00
Site Area 2 to 10 acs.	\$800.00
Site Area over 10 acs. Plus an acreage charge of -	\$1,000.00
	\$60.00

Site Plan Revisions	Half the site plan charge
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Stormwater Review	Consultant's Fee is passed directly to the Developer
Review done by Consultant	

Inspections	
Water Line Installation	\$150 + \$0.16 per lineal foot (up to 1 mile) \$150 + \$0.40 per lineal foot (greater than 1 mile)
Sewer Line Installation	\$150 + \$0.16 per lineal foot (up to 1 mile) \$150 + \$0.40 per lineal foot (greater than 1 mile)
Storm Drain Installation	\$150 + \$0.16 per lineal foot (up to 1 mile) \$150 + \$0.40 per lineal foot (greater than 1 mile)
Roadway Installation	\$150 + \$0.16 per lineal foot (up to 1 mile) \$150 + \$0.40 per lineal foot (greater than 1 mile)
Testing of Water, Sewer and Manholes	Included on first try
Retesting for any utility failure	\$75 + \$0.08 per lineal foot (up to 1 mile) \$150 + \$0.20 per lineal foot (greater than 1 mile)

Close Out	
Site Area up to 2 acs.	\$250.00
Site Area 2 to 10 acs.	\$500.00
Site Area over 10 acs. Plus an acreage charge of -	\$750.00
	\$40.00

COMMISSIONER AL WOODLIEF APPOINTED TO AIRPORT AUTHORITY
TERM EXPIRING JULY 2018

Mayor Sergent presented applications for one appointment to the Henderson-Oxford-Granville-Vance Airport Authority Board for a 2-year term expiring July 2018. Applications from James Brummitt and Paul Hesse were received prior to the July 5, 2016 Agenda Meeting. Commissioner Al Woodlief submitted an application prior to the July 12, 2016 Regular Meeting.

As stated in the City Charter, the governing bodies of each member of the Joint Airport Authority shall appoint one representative on the Henderson-Oxford-Granville-Vance Airport Authority Board for a two-year term. The appointment shall occur at the first Regular Meeting held in July of the appropriate term year.

Commissioner Strickland stated that the Board needed a City Commissioner to represent the City on the Airport Authority Board and he nominated Commissioner Woodlief to that position.

The Board further discussed the points that Mr. Hesse made earlier in the meeting. Commissioner Woodlief noted that there is interest in someone leasing the airport and bringing in more business. All four partners in the airport (Oxford, Henderson, Granville, Vance) would have to agree on any type of lease or major change.

Commissioner Woodlief explained that he appreciated Mr. Hesse coming before the Board. He shared his experience with the Airport and Airport Authority Board over the past 25 years and would like to serve on the Airport Authority Board to help the Airport prosper and to hold the Authority accountable. He thought the Authority Board rarely met, with possibly only one meeting a year.

Board members did not want to lose Mr. Hesse as a flight instructor nor his contributions to help the airport grow. Therefore, it was suggested that Mr. Hesse be appointed as an ex-officio member.

MPT Harris made a motion, which he later withdrew, to appoint Commissioner Woodlief as the representative and Mr. Hesse as an ex-officio member. Attorney Burnette clarified that according to the City Charter, the City Board had no authority to appoint an ex-officio member.

The Board discussed informing Mr. Hesse when the Authority Board meetings are held and to encourage his attendance.

COMMISSIONER STRICKLAND MADE A MOTION TO APPOINT COMMISSIONER AL WOODLIEF TO THE OXFORD-HENDERSON-GRANVILLE-VANCE AIRPORT AUTHORITY BOARD FOR A 2-YEAR TERM EXPIRING JULY 2018. ALL VOTES WERE IN THE AFFIRMATIVE. **THE MOTION CARRIED.**

DEMOLITION ORDINANCE ADOPTED
207 CLEMENT AVE. – WILLIAM LLOYD

Mayor Sergent presented for consideration a Demolition Ordinance for 207 Clement Ave. owned by William Lloyd et al.

The vacant structure is in poor condition and the owner has agreed to allow the Oxford Fire Dept. to use it for a live burn. Due to the structure being in poor condition, and the owner not wanting to invest in bringing the house up to the minimum housing code, a decision was made to have the house removed using the most economical method.

COMMISSIONER WOODLIEF MADE A MOTION TO ADOPT A DEMOLITION ORDINANCE FOR 207 CLEMENT AVE. OWNED BY WILLIAM LLOYD ET AL. ALL VOTES WERE IN THE AFFIRMATIVE. **THE MOTION CARRIED.**

**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

ORDINANCE 16-07-01, ADOPTED 07-12-16, EFFECTIVE 07-12-16**

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 September 29, 2015, 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: 207 Clement Ave., Oxford, North Carolina; Owner(s): William Lloyd et al., 115 Alston Court, 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 29th Day of September , 2015, 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 12th day of July 2016.

DEMOLITION ORDINANCE ADOPTED
312 SYCAMORE ST. – ANDREW MCGHEE, III

Mayor Sergent presented for consideration a Demolition Ordinance for 312 Sycamore Street owned by Andrew McGhee, III.

The vacant structure is in poor condition and the owner has agreed to allow the Oxford Fire Dept. to use it for a live burn. Due to the structure being in poor condition, and the owner not wanting to invest in bringing the house up to the minimum housing code, a decision was made to have the house removed using the most economical method.

COMMISSIONER BULLOCK MADE A MOTION TO ADOPT A DEMOLITION ORDINANCE FOR 312 SYCAMORE ST. OWNED BY ANDREW MCGHEE, III. ALL VOTES WERE IN THE AFFIRMATIVE. **THE MOTION CARRIED.**

**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**

ORDINANCE 16-07-02, ADOPTED 07-12-16, EFFECTIVE 07-12-16

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 April 22, 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: 312 Sycamore St., Oxford, North Carolina; Owner(s): Andrew McGhee, III, 108 Warren Ave., Apt. A, 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 22nd Day of April , 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 12th day of July 2016.

MAY FINANCIAL REPORT

Finance Director Hak Ung presented the May financial report. The report included the entire budget, which was generated from the Tyler system. He will have a 3-page summary next month. Finance Director Ung and City Manager Doom met with the LGC who approved financing for a public works project, and answered questions about the FY 2014-15 Budget. He also mentioned that the LGC would be visiting the City.

Finance Director Ung noted additional Parks and Recreation expenditures of approximately \$16,000 for FY 2015-2016 that were submitted following approval of year-end budget amendments on June 27, 2016. The \$16,000 will be paid from the FY 2016-2017 Recreation Budget. *Note: Following the meeting, Finance Director Ung was told that to be compliant, the*

\$16,000 has to be paid from the FY 2015-2016 budget. This will be done by using budgeted money from other departments.

Commissioner Currin pointed out the over budgeted expenditures throughout the year by the Parks and Recreation Department, most recently a \$45,000 budget amendment and a \$60,000 budget amendment.

City Manager Doom reassured the Board that she would work with the Parks and Recreation Director to manage the budget better for the upcoming year.

CONSENT AGENDA APPROVED

COMMISSIONER CURRIN MADE A MOTION TO APPROVE THE CONSENT AGENDA. ALL VOTES WERE IN THE AFFIRMATIVE. THE MOTION CARRIED.

ADOPTED resolution incorporating 2016 S-10 Supplement to the City Of Oxford, Code of Ordinance. This officially codifies Ordinance changes adopted by the Board from May 2015 through May 2016.

RESOLUTION ADOPTING 2016 S-10 SUPPLEMENT TO THE OXFORD CODE OF ORDINANCES

WHEREAS, American Legal Publishing Corporation of Cincinnati, Ohio, has completed the 2015 S-9 Supplement to the Code of Ordinances of the City of Oxford, which supplement contains all ordinances of a general and permanent nature enacted since the prior supplement to the Code of Ordinances of the City of Oxford; and

WHEREAS, American Legal Publishing Corporation has recommended the revision or addition of certain sections of the Code of Ordinances which are based on or make reference to sections of the North Carolina code; and

WHEREAS, it is the intent of the Oxford Board of Commissioners to accept these updated sections in accordance with the changes of the law of the State of North Carolina; and

WHEREAS, it is necessary to provide for the usual daily operation of the City of Oxford and for the immediate preservation of the public peace, health, safety and general welfare of the City of Oxford;

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

SECTION 1: That the 2016 S-10 Supplement to the Code of Ordinances of the City of Oxford as submitted by American Legal Publishing Corporation of Cincinnati, Ohio, be hereby adopted by reference as if set out in its entirety.

SECTION 2: Such supplement shall be deemed published as the day of its adoption and approval by the Board of Commissioners and the City Clerk of the City of Oxford is hereby authorized and ordered to insert such supplement into the copy of the Code of Ordinances kept in the Office of the City Clerk.

SECTION 3: This resolution is declared to be a measure for the immediate preservation of the peace, health, safety and general welfare of the people of this municipality, and shall take effect upon adoption.

PASSED AND ADOPTED by the Board of Commissioners of the City of Oxford this 12th day of July, 2016

APPOINTED Hak Ung as Finance Officer; authorized him with check signing authority; authorized him as one of two signatories on all City bank accounts and/or depository accounts; and, authorized Mr. Ung and Accounting Clerk Debra Currin with limited power of attorney while revoking said powers by Patrick Kehoe, all effective May 26, 2016.

APPROVED the following 2016 meeting minutes:

* June 6, Agenda Session

* June 14, Regular Session

* June 27, Special Meeting

CLOSED SESSION

AT APPROXIMATELY 9:00 PM, AND ON MOTION BY COMMISSIONER WOODLIEF THE BOARD UNANIMOUSLY VOTED TO GO INTO CLOSED SESSION ACCORDING TO G.S. 143-318.11(A)(4) TO DISCUSS A MATTER RELATED TO THE LOCATION OF A BUSINESS, G.S. 143-318.11(A)(5) A REAL PROPERTY MATTER, AND APPROVE THE CLOSED SESSION MEETING MINUTES OF JULY 5, 2016.

RETURN TO OPEN SESSION

THERE BEING NO FURTHER DISCUSSION, ON MOTION BY COMMISSIONER BULLOCK AT APPROXIMATELY 9:25 PM, THE BOARD UNANIMOUSLY VOTED TO RETURN TO OPEN SESSION.

ADJOURNMENT

WITH THERE BEING NO FURTHER BUSINESS, AT APPROXIMATELY 9:25 P.M., COMMISSIONER FIELDS MADE A MOTION TO ADJOURN. ALL VOTES WERE IN THE AFFIRMATIVE. **THE MOTION CARRIED.**

Barbara J. Rote, CMC, NCCMC City Clerk

ATTEST:

Jacqueline vdH Sergent, Mayor