

CITY OF OXFORD, NORTH CAROLINA
Interim City Manager's Report
For Period Ending April 8, 2016

Interim City Manager's Schedule

- I will be in the office on Monday April 11th through Wednesday April 13th. I will be in the office on 20th. The new manager is expected to be on board beginning April 27th. I will spend the last week clearing up any final details and conducting transition with the new manager. If my schedule changes I will let you know.

Requests Forwarded From Board Members

- Railroad Crossing Repair – On April 4th, NC DOT and Norfolk and Southern Railroad repaired the track crossing on College Street. We discovered that the track is occasionally used by the railroad as a turnaround point. We have been asked to coordinate with Norfolk and Southern Railroad for Cherry and any other City streets. We will work on coordinating the City streets at the same time they are working on the State road crossings.
- Old Exxon Station – We have been in touch with the owner. The owner has stated that he understood NC DOT is working on this matter as it is their pipe. I am attempting to contact NC DOT to put them and the owner together to work out a solution. There is another hole on the property caused by an improper installation line. Depending on the weather, our Public Works crew is scheduled to fix that particular hole later this week.
- Speeding on Spring Street – The speed trailer was placed on Spring Street near Hix Field from March 6th through March 14th. During that period of time a total of 4233 readings were received with a violation rate of 11.6%. The average daily volume per day was 770 vehicles. The highest percentage of violations occurred between 11:00 p.m. and midnight. This number may be skewed due to the low number of vehicles traveling the street during that time. The total average speed recorded was 26.25 mph. The 50th percentile was 26.57 and 85th percentile was 30.78 mph. The data indicated no major issues with speeding. A detailed report is available for any board member needing additional information.

Executive

- The Interim City Manager along with the City Engineer and Streets Superintendent are working with the County and State to address the issue of grass collection. The Interim City Manager has contacted the County Manager to establish a process to allow city crew to deposit collected grass clippings at the county landfill.
- The Finance Director ad has been placed and the Interim City Manager is working to find an interim Finance Director.

- The Interim City Manager has begun reviewing the budget and will be scheduling Finance Committee meetings.
- The Interim City Manager met with the Henderson City Manager to discuss various water issues between Oxford and Henderson.

Fire

- Members of the City of Oxford Fire Department were honored with an awards banquet on Friday, April 1 at the Masonic Home for Children cafeteria. The event was family-based, recognizing not only the firefighters and their exceptional service, but their family members, as well. When our firefighters respond to an emergency, their family members often have no idea of their involvement in rescue efforts. This gave the Fire Department an opportunity to show their families how much they are appreciated for giving the firefighters a chance to serve their community. Firefighters were given a commemorative CD which included photos of Oxford firefighters in action. Keynote speakers included Dr. Richard Taylor, who made a presentation about the history of the Oxford Fire Department, and City of Raleigh, Fire Department Battalion Chief Chris Wilson who provided a motivational speech. As a commemorative token, each firefighter was also given a City of Oxford Fire Department Challenge Coin. These coins have a special meaning. Those who receive them are dedicated to serving their community, as well as being committed to protecting the safety of their fellow firefighters. About 35 firefighters were present for the banquet, along with family members and guests. Firemen who were recognized with awards during the evening included Doug Dickerson and Clifton Peace, Outstanding Firefighters; Powell Wilkins, Leadership Award; Julian Todd, Most Improved Firefighter; Joseph Toto, Rookie of the Year; and Cadet Leadership A-ward, David Thorp. Award winners were determined by votes from members of the Fire Department.

Finance

- Tyler Computer is continuing to proceed well.
- The staff is continuing to work on the 2016-2017 budget

Parks and Recreation

- This year's Hix Gym project has been complete. We have received many compliments on the work. Funds will be requested in the 2016-2017 budget to address other gym needs.
- The tennis resurfacing project is set to begin in May.

- The Parks and Recreation Department is down two Maintenance positions and one vehicle, making it harder for employees to complete their work; however, everyone is doing their best until we get new hires and the truck repaired.
- We have over 200 kids in baseball and softball this year – that number is down again. It seems to be due to travel teams and some due to the fees being higher.
- We started a Spring season for volleyball for the first time and have a total of 57 kids participating. This is a great new addition to our spring schedule.
- The Historic Walk we did for the Bicentennial events was held on March 19, a miserable cold rainy day, but we had about 30 walkers join us and got excellent reviews from them about the event. The next tour is May 21 through the College Street District.

Public Works

- The sewer rights-of-ways have been checked with the staff repairing four creek crossings and two sewer emergencies.
- Dylan Lawson and Michael Nealon are receiving training in Collection and Distribution School; and Jon Green and Dylan Lawson are attending trenching & Shoring training.

Engineering

- The design of the restroom at the WWTP is complete. Prices are being solicited for that work, and repair of the building roof.
- The yearly Local Water Supply Plan was submitted to the State this week.
- The CAD to GIS conversion is complete and Georeferencing of plans to the map is taking place. The Engineer will have maps to the City in approximately two weeks for quality control and review, red-lining and verification.
- The preliminary design of Alston Ct & Goshen St is complete and final design is starting.
- The Stormwater Manual/Ordinance is under review and updates are being made to comply with the most recent State regulations.
- The Miscellaneous Water Line Improvements Project has been submitted to the State for Permitting and will be bid in April.
- The NCDOT contract for City removal of debris on State roads is fully executed.
- The City Engineer attended Funding Application Training this week and is working to identify projects for submittal in the Fall and the possibility of a small project submittal in April.