

CITY OF OXFORD, NORTH CAROLINA
City Manager's Report
For Period Ending November 27, 2015

Interim City Manager's Schedule

- I will be working in Oxford on November 30th through December 2nd and December 7th through December 9th.
- Listed below you will find the significant activities for the period ending November 27th.

Upcoming Events

- **Lighting of the Greens and Oxford Christmas Parade** – December 4, 2015 – Lighting of the Greens begins at 4:00 p.m. with the Parade beginning at 6:30 p.m.

Executive

- **National Guard Amory** – The County Manager and I met with representatives of the Kerr Tar COG to discuss possible grant sources which could fund an Environmental Assessment of the property.

Parks and Recreation

- Basketball registration is concluding – we have a smaller group than normal (113)
- A memo of agreement was sent to Central Children's Home on Nov. 12th to arrange for our rental of the gym space in December. No formal contract has been sent to us yet. Practices should be starting there December 3rd if we get the contract soon.
- The Construction project at Hix continues. Demo of ceiling tiles is complete. Insulation is scheduled for the week of November 30. Lights are still being determined. Interior painting should begin mid-December.
- Playground installation should begin by December 14th without any delays in the process.
- December 15th 9am – 10:30 am is our Cookies & Milk with Santa event for all preschoolers. December 17th 6:30 am – 9:30 am is our Senior Breakfast with Santa. Both events are in Public Works due to the construction project.
- The Recreation Offices will be closed the week of Christmas.
- We are starting a new winter tradition in Oxford with our Snowflake Shagtaclular Weekend – January 22-24, 2016. More details to follow.

Public Works

- **Leaf Pickup** – Received new pull behind leaf machine and is in process of getting on the road during the first week of December.
- **Bucket Truck** – Bucket truck has been repaired and back in service.
- **Water and Sewer** - Scott Peckat and Bryan Bowen have received their State Certification for C-Level Water Distribution. The department has repaired several water leaks due to the weather contraction and expansion. Such repairs are common as the season changes from summer to fall and winter. A portion of the SCADA control system on the water tanks will go live at the end of Nov 30th with the remaining system to go live in December. This system improves our efficiency in monitoring our system and taking early corrective action.

Engineering

- **Hix Gym Renovation** – Work is still continuing on Hix Gym. Staff continues to evaluate various lighting and insulation options. Recent damage to the guttering will require the replacement of the gutters and supporting wood around the gym.