

**CITY OF OXFORD**  
**BOARD OF COMMISSIONERS' REGULAR MONTHLY MEETING**  
**Tuesday, June 10, 2014 - 7:00 p.m.**  
**Commissioners' Board Room**

Mayor Pro Tem Howard G. Herring, Sr.  
Commissioner James (Danny) Currin  
Commissioner Robert Williford, Sr.



Commissioner Calvin (CJ) Harris, Jr.  
Commissioner Frank Strickland  
Commissioner S. Quon Bridges  
Commissioner Patricia T. Fields

Randy Hemann, City Manager  
Barbara Rote, City Clerk

J. Thomas Burnette, City Attorney

Jackie Sergent, Mayor

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**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\*\***

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[ CALL TO ORDER ]

[ Please be reminded to turn off or mute all cell phones and/or electronic devices]

[ MISSION, VISION, VALUES ]

1. Prayer Reverend David Haley
2. Pledge of Allegiance led by Mayor Pro Tem Howard Herring
3. Consider adjustments to and approval of the Agenda:
4. Opening Remarks by Mayor Sergeant  
*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. Presentation – June Yard of the Month - Mabel and L.T. Wilkerson, 222 Wilmington Ave.
6. Presentation – Report on consolidating OPD Dispatch with County 911 - Chief Al Coley (ATTACHMENT)

[ 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 on Budget for FY 2014-2015. (BUDGET DISTRIBUTED SEPARATELY)

The City Manager presented his FY 2014-2015 budget on May 27, 2014. A public hearing is required pursuant to N.C.G.S. § 159-12.

7a) Consider resolution adopting the FY 2014-2015 Budget or call for a Special Meeting to adopt the budget. (ATTACHMENT)

**Recommended action:** Staff and the Finance Committee recommend the Board adopt the FY 2014-2015 Budget or call for a Special Meeting to adopt the budget prior to June 30, 2014.

[ OLD BUSINESS ]

**No Old Business**

[ NEW BUSINESS ]

8. Consider calling for a public hearing in conjunction with the July 8, 2014 Regular Session to rezone 15 +/- acres of City property on Williamsboro Street from I-2 Special Use District to O-I Special Use District.

The City purchased this 15-acre tract as part of the Coon Creek Stormwater Improvement Project. There is still close to 6 acres available for development. The recommended rezoning request will add a buffer between the apartment complex and the Dill Air Controls property. There is 6 +/- acres available for possible development. (ATTACHMENT)

**Recommended action:** Staff and the Planning Board recommend calling for a public hearing in conjunction with the July 8, 2014 Regular Session to rezone 15 +/- acres of City property on Williamsboro Street from I-2 Special Use District to O-I Special Use District.

9. Consider appointing Anthony Armento to the Historic Preservation Commission (HPC) for a 3-year term expiring June 2017.

Mr. Armento's knowledge and experience with historic property would be an asset to the HPC. His application was the only one received for the open HPC Board appointment. (ATTACHMENT)

**Recommended action:** Staff recommends appointing Anthony Armento to the HPC for a 3-year term expiring June 2017.

10. Consider reappointing Vincent Gilreath to the Planning Board for a 6-year term expiring June 2020.

Mr. Gilreath was appointed in April to fill a vacant seat that expires this month. This is a reappointment of that seat on the Planning Board.

**Recommended action:** Staff recommends reappointing Vincent Gilreath to the Planning Board for a 6-year term expiring June 2020.

11. Consider reappointing Taylor Jackson and Howard Herring Jr. to the Fireman’s Relief Fund for a 1-year term expiring June 2015.

The Fireman’s Relief Fund consists of two appointees from the Volunteer Fire Department and two from the City Board. In addition, the City Finance Director is designated by the Insurance Commission and the Fire Chief attends in an ex-officio capacity.

**Recommended action:** Staff and Commissioner Currin recommend reappointing Taylor Jackson and Howard Herring Jr. to the Fireman’s Relief Fund for a 1-year term expiring June 2015.

12. Consider reappointing Jimmy Brummitt to the Vance-Granville- Henderson-Oxford Airport Authority for a 2-year term expiring July 2016.

Mr. Brummitt has comprehensive knowledge of the Airport’s needs, projects and goals. His reappointment would be an asset to the airport.

**Recommended action:** Staff recommends reappointing Jimmy Brummitt to the Airport Authority for a 2-year term expiring July 2016.

[ **REPORTS** ]  
(KLRWS did not meet)

13. May Financial Report highlights - Finance Officer Harold Belton Report will be provided on meeting night.
14. City Update - City Manager Hemann
15. County Board Meeting Update – MPT Herring
16. Downtown Economic Development Commission Report – Commissioner Currin
17. Kerr-Tar COG Report – Commissioner Bridges

18. 200th Anniversary Update – Commissioners Williford and Strickland

[ CONSENT AGENDA ]

18. Accept the May Financial Report by Finance Officer Harold Belton (available on meeting night)
19. Approve closing Front Street from Granville Street to the end of the First Baptist Church from 4:30 pm – 8:30 pm beginning June 16 thru June 20 for vacation bible school. This has occurred annually for the past 14 years.
20. Approve the following 2014 meeting minutes:  
\* May 5, Agenda Session \* May 13, Regular Session \* May 27, Special Meeting – Budget

[ BOARD COMMENTS ]

[ ADJOURNMENT ]

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**REMINDERS:**

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

- June 26: Movie Night – Frozen – 8:00 PM

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**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.