

CITY OF OXFORD
BOARD OF COMMISSIONERS' MONTHLY AGENDA MEETING
Monday, November 3, 2014 - 5:30 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

[CALL TO ORDER]

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

1. Set the Agenda for the November 10, 2014 Regular Session.

[ADJOURNMENT]

REMINDERS:

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

- November 9 - Veteran's Day Parade: Parade – 3:00 PM, Line-up 2:15 PM
- November 10 – Board Meeting - 7:00 PM
- November 27 & 28 – City Officers Closed – Thanksgiving Holiday

CITY OF OXFORD
BOARD OF COMMISSIONERS' REGULAR MONTHLY MEETING
Monday, November 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

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 Jesse Covington
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 – City of Oxford’s Website – Barb Rote, City Clerk

[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.

6. Public Hearing to rezone Area 1 of the Thorndale Oaks property consisting of 10.54 acres from R-A (residential-agriculture) to B-4 (neighborhood commercial) as requested by Thorndale, LLC d/b/a Thorndale Oaks.

The 10.54-acre site is the parcel where the clubhouse and tennis court is located. The applicants have expressed an interest for using the site for a banquet hall. (Attachment)

- 6a. Consider rezoning Area 1 of the Thorndale Oaks property consisting of 10.54 acres from R-A (residential-agriculture) to B-4 (neighborhood commercial) as requested by Thorndale, LLC d/b/a Thorndale Oaks.

Recommended action: Planning Board recommends rezoning.

- 7. Public Hearing to rezone Area 2 of the Thorndale Oaks property consisting of 2.4 acres from R-A (residential-agriculture) to R-8 (1 & 2 family residential) as requested by Thorndale, LLC d/b/a Thorndale Oaks.

The 2.4-acre site fronts Clover Lane across from the townhomes. It will be adjacent to other properties along Clover Lane & North Country Club Drive with R-8 zoning classification. (Attachment)

- 7a. Consider rezoning Area 2 of the Thorndale Oaks property consisting of 2.4 acres from R-A (residential-agriculture) to R-8 (1 & 2 family residential) as requested by Thorndale, LLC d/b/a Thorndale Oaks.

Recommended action: Planning Board recommends rezoning.

- 8. Public Hearing to rezone Area 3 of the Thorndale Oaks property consisting of 15.5 acres from R-A (residential-agriculture) to R-6 (1 & 2 family residential) as requested by Thorndale, LLC d/b/a Thorndale Oaks.

The 15.5-acre site will have access off Hillsboro Street. The applicants have expressed interest in developing the property for apartments/condominiums. (Attachment)

- 8a. Consider rezoning Area 3 of the Thorndale Oaks property consisting of 15.5 acres from R-A (residential-agriculture) to R-6 (1 & 2 family residential) as requested by Thorndale, LLC d/b/a Thorndale Oaks.

Recommended action: Planning Board recommends rezoning.

[OLD BUSINESS]

No Old Business

[NEW BUSINESS]

9. Consider approving a 2-lot subdivision as requested by Jean Evans.

The 2-lot subdivision meets the minimum requirement of the subdivision ordinance. Lot 2 is a 1.68 tract with a single-family dwelling. The dwelling is served by a public well and septic system and all of the setback requirements are met. Lot 1 consists of the remaining 7.87 acres. (Attachment)

Recommended action: Staff and the Planning Board recommend approving the 2-lot subdivision as requested by Jean Evans.

10. Consider a Street Closing Policy.

On a regular basis the City receives requests for temporary street closures that are placed on the agenda for consideration by the Board of Commissioners. Many of these closures are for annual non-profit events. Staff feels that the public would be better served through a less cumbersome street closing policy that allows the City Manager to concur with staff and approve/disapprove temporary street closures based on certain criteria.

The Management Team has discussed this policy and Board members have provided input at a previous Commissioners Meeting when the Board received a request from an individual wanting to close a street for a private party. This proposal takes into consideration input from those conversations as well as the Boards past practice for closing streets. The policy allows Street Closings for Events and Activities that are sponsored by the City, by a church, by a non-profit, or for events such as a block party where multiple homes in the same block are involved. Personal or individual parties do not qualify for temporary street closings. The policy calls for a review and approval process by Staff that takes into consideration practicality, safety concerns as well as discussion by the applicant with affected neighbors. (ATTACHMENT)

Recommended action: Staff recommends approving a Street Closing Policy as presented.

[REPORTS]

11. October Financial Report - Finance Officer Harold Belton
12. City Update - City Manager Hemann
13. DOEDC Update – Commissioner Currin
14. Kerr-Tarr Council of Government Update – Commissioner Bridges
15. KLRWS Advisory Board Update– Commissioner Strickland/City Manager Hemann

16. County Board Meeting Update – Mayor Sergent
17. 200th Anniversary Update – Commissioners Williford and Strickland

[CONSENT AGENDA]

18. Accept the October Financial Report by Finance Officer Harold Belton.
19. Approve the following 2014 meeting minutes:
 - * October 6, Agenda Session
 - * October 14, Regular Session
 - *October 29, Special Session

[BOARD COMMENTS]

[ADJOURNMENT]

REMINDERS:

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

- November 27 & 28 – City Officers Closed – Thanksgiving Holiday

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.