

**OXFORD MAYOR AND COUNCIL  
WORK SESSION  
MONDAY, JUNE 19, 2017 – 6:00 P.M.  
A G E N D A**

1. **Honorary Councilmember** – Mayor Roseberry has appointed Cathy Wooten with Oxford College as the honorary councilmember for July. Because of her travel schedule she will attend the work session in June and the council meeting in August.
2. **Mayor’s Announcements**
3. **July 4<sup>th</sup> Parade** – We will get a last minute update from Lauran Willis and Councilmember Davis.
4. **Bid Awards** – We will have recommendations from City Engineer Robert Jordan for bid awards for construction for the George Street Trail and the E. Clark Extension at the council meeting on July 10<sup>th</sup>. We received six bids on the George Street Trail and based on the bids we recommend we negotiate with the apparent low bidder.
5. **\* Assistant City Manager Job Description** – We have attached the revised job description based on the recommendations by Councilmember Holt. We will request Council approval at the July 10<sup>th</sup> council meeting.
6. **Zoning Administrator** – We recommend that the Council appoint Matthew Pepper as the Zoning Administrator.
7. **DDA Projects Discussion** – Councilmember Ready and Mayor Roseberry have requested that Council discuss the City’s commitments to the DDA. This is in preparation for the joint meeting with the DDA, which is scheduled for the July 17<sup>th</sup> work session.
8. **\* Public Works Truck** – The FY2018 Capital Budget includes \$28,000 for a replacement pick-up truck. We have received two bids, and recommend that Council award the purchase order to Covington Ford for a Ford F-240 4X4 for \$25,336.
9. **\* Electric System Improvements** – The FY2018 Capital Budget includes \$175,000 for a project to replace equipment, wires, and switches along Wesley Street and Richardson. This will include replacing some of the poles with rotten tops. We have attached a copy of the low bid of \$147,120 and recommend that Council award the purchase order.
10. **\* Projects Status and Engineer’s Progress Reports** – Attached.
11. **Executive Session** – for personnel matters and real estate matters.

\*Attachments