

**OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
WORK SESSION
MONDAY, AUGUST 18, 2014 – 6:00 P.M.
CITY HALL**

MEMBERS PRESENT: JERRY D. ROSEBERRY, MAYOR; COUNCILMEMBERS: JIM WINDHAM; SARAH DAVIS; GEORGE HOLT; AND DAVID EADY; ABSENT LYN PACE AND TERRY SMITH

OTHERS PRESENT: Bob Schwartz, City Manager; Lauran Willis, City Clerk; Dave Harvey, Police Chief; Jody Reid, Utility Superintendent; Hoyt Oliver, LaTrelle Oliver, Kendra Mayfield, LaTrelle Oliver, Steve Durden, GMA; Malichi Waterman; Segal/GMA; Mike McQuaide

The meeting was called to order by the Honorable Jerry D. Roseberry, Mayor,

Honorary Councilmember -

Mayor Roseberry announced Councilmember Smith has appointed Mrs. LaTrelle Oliver as the honorary councilmember for September. She will attend the September 8, 2014 meeting.

Retirement Systems -

Steve Durden with GMA presented a briefing on the city's two retirement plans. Steve Durden distributed a summary of the GMA DC/DC Program which outlined the current program assets, investment options, and performance highlights. Malichi Waterman of The Segal Group Inc. who is a contractor of GMA reported on the Actuarial Valuation Summary as of January 1, 2014 with the valuation results based on contributions for fiscal year July 1, 2014 explaining the valuation history, projected contribution rates, projected amounts and projected funded percentages. He also explained the new GASB standards approved June 25, 2012 regarding Statement 67 for plan reporting and Statement 68 for employer reporting effective for fiscal years beginning after June 15, 2014.

Strategic Planning –

City Manager Bob Schwartz presented a draft of the Strategic Visioning discussed at the July work session along with suggested priorities for future capital projects. The summary included the Mayor and Council's vision for the five-year horizon, the key concepts listing planning areas, programs and policies. The report included implementation priorities with focal points for specific projects. Councilmember David Eady expressed he would like to add educational opportunities be integrated as a part of the Strategic Statements as it relates to item three (3) regarding having a diverse residents and businesses with attractive housing and commercial developments, as well as increased resources/activities for families and young professionals. City Manager Bob Schwartz will request John Devine add this as a part of the strategic planning document.

Request for Plat Approval-

All plats, even those for minor subdivisions, require the approval of the Mayor and Council. City Manager Bob Schwartz presented a request from Mr. Emmett Hughes for the subdivision of a portion of his property off of Emory Street. This was reviewed and recommended by the Planning Commission at its August 12th meeting. Mr. Michael McQuaide came before the Planning Commission last week and is requesting permission to subdivide the property owned by Mr. Hughes into two properties, one identified as 2.29 AC in Tract 5 and the other as 6.35 Acres in Tract 1. Mr. Hughes would then purchase

Tract 5 which adjoins his property in Tract 4. He expressed his plan is to purchase the property to preserve it. He has no plans for development. It would be for creating a buffer to protect his property. The intention is to leave it as it is. The request for approval to subdivide the Hughes property for Mr. McQuaide will be on the September 8, 2014 agenda for a vote.

Sewer Connections Status -

City Manager Bob Schwartz provided a status report on the sewer connections in the city. This report was to gain input and direction from council on how and with what approach they want to take with the residents who are not in compliance with the city ordinance on sewer. It was the consensus of the councilmembers present to send certified notice to all twenty-four (24) customers who have been identified as not being on city sewer giving them 120 days to become compliant. They will be offered the reduced tap fee of \$1,700 and will be allowed to make a payment arrangement or have the fee added to their utility bill with the understanding they will be subject to a 10% late fee and disconnection of their utility service for failure to pay.

Downtown Development Authority -

City Manager Bob Schwartz presented a 2008 article from GMA giving the general background instructions to the forming of a Downtown Development Authority (DDA) listing the appointment of members to serve on a DDA board, the training requirements for the board members, the resources for information about downtown development, and the powers a DDA. It was recommended the city manager prepare a packet to explore the possibility of the development of a DDA.

Pickup truck for Utility Department –

City Manager Bob Schwartz – At the regular meeting on September 8th, we will ask for council approval for a purchase order for Covington Ford for \$20,752. This is in the capital budget at \$24,000. Councilmember Holt stated they have requested in a past meeting a list of justifications for the purchase of a new truck. City Manager Bob Schwartz stated he will have a list for the September 8, 2014 meeting.

Mayor Roseberry announced due to time we will skip items 7 and 9 on the agenda, take a 10 minute break, and then go into the executive session.

There being no further business the work session was adjourned at 7:50 pm.

A motion was made by councilmember Jim Windham, seconded by councilmember Sarah Davis to enter into an Executive Session at 8:00 pm. the vote was 5 in favor with 0 opposed, motion approved.

Respectfully Submitted,

Lauran Willis, CMC
City Clerk