



**OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
PUBLIC HEARING
MONDAY, MAY 17, 2021 – 6:32 PM
VIA TELECONFERENCE**

PRESENT: David S. Eady, Mayor; Councilmembers: George Holt, Jeff Wearing, Avis Williams, Laura McCanless, Lynn Bohanan, James Windham.

Staff members present: City Manager Matt Pepper, City Clerk/Treasurer Marcia Brooks, Utilities and Maintenance Supervisor Jody Reid, Chief of Police Dave Harvey.

OTHERS PRESENT: Art Vinson, Melissa Hage, Michael Rogers, Laura Gafnea (Oxford College)

The public hearing was called to order at 6:32 PM by the Hon. David S. Eady, Mayor.

Matt Pepper gave a presentation (Attachment 1) regarding the FY2022 proposed Operating and Capital Budgets. He provided a timeline for budget approval. Adoption of the budgets is planned for June 7, 2021. Adoption of the millage rate is planned for August 2, 2021.

There being no questions from the community, Mayor Eady adjourned the Public Hearing at 6:41 pm.

Respectfully Submitted,

A handwritten signature in blue ink that reads "Marcia Brooks". The signature is written in a cursive, flowing style.

Marcia Brooks
City Clerk/Treasurer

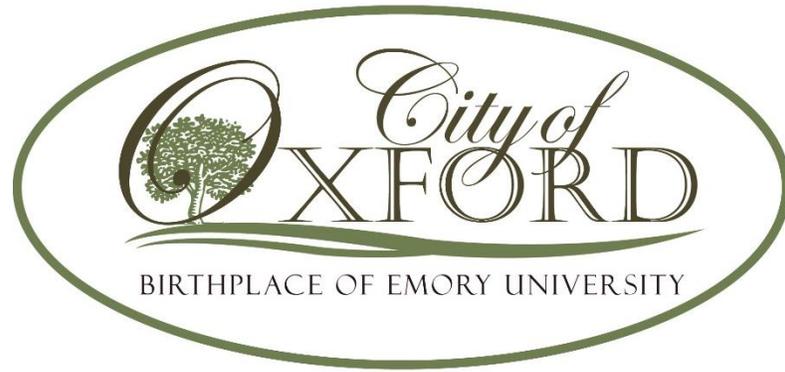
**OXFORD MAYOR AND COUNCIL
WORK SESSION
MONDAY, MAY 17, 2021 – 6:40 P.M.
CITY HALL (VIA TELECONFERENCE)
A G E N D A**

ANNUAL BUDGET PUBLIC HEARING – 6:30 PM

*We will have the public hearing on the proposed operating budget and capital budget for FY2021 (July 1, 2020 – June 30, 2021). We have attached a copy of the public hearing notice.

1. **Mayor’s Announcements**
2. **Committee Reports** – The Tree Board, Planning Commission, Downtown Development Authority, Sustainability Committee, and the Committee on Race will update the Council on their recent activities.
3. **Yarbrough House Discussion** – The Council will review the status of the city’s project involving the Yarbrough House (107 W. Clark Street).
4. ***Operating Budget and Capital Budget for FY2022** – We have attached the Budget Calendar, the Operating Budget, the Capital Budget, and the Budget Resolution. These will be on the agenda for adoption at the June 7th Council meeting.
5. ***Employee Handbook Revision** – Staff will provide an overview to the Council of the proposed amendments to the city’s Employee Handbook. We have attached a copy of the revised Employee Handbook.
6. **Excess Cyber Security Liability Insurance** – Our insurance provider has offered excess cyber security coverage. The city automatically receives coverage up to \$250,000. The cost for the excess coverage is \$3,380.
7. **Work Session Meeting Review** – Mayor Eady will review all the items discussed during the meeting.

*Attachments



FY2022 Budget July 2021 – June 2022

CITY OF OXFORD

PUBLIC HEARING – 6:30 PM, MAY 17, 2021

Budget Calendar for FY2022

- ~~January 22nd~~ Budget forms distributed to department heads
- ~~February 12th~~ Department budget requests submitted to City Manager
- ~~March 15th~~ Council work session on budget to review preliminary budget. Remind Council to begin discussion on millage rate. Discuss budget requests and revenue estimates.
- ~~April 19th~~ Council work session on budget to review preliminary budget.
- ~~May 3rd~~ Draft budget presented at regular city council meeting - 7:00 PM.
- ~~May 9th~~ Combined advertisement appears in *Covington News* for presentation to council, public hearing, and adoption. (At least a week must intervene between the ad & public hearing.)
- May 17th Work session and Public Hearing - 6:30 PM

Budget Calendar for FY2022

June 7 th	Adopt Budget - 7:00 PM (Decision point if millage is to be raised.)
July 2 nd	Receive Tax Digest from County Tax Commissioner.
July 7 th	5 Year History Ad with notice of Public Hearing published.
July 19 th	Hold Public Hearing for council to adopt millage rate.
August 2 nd	Council adopts new millage rate at Regular Session Meeting.
August 3 rd	Tear sheet and PT38 to Tax Commissioner.
August 4 th	Tax Commissioner delivers report to State.

Notice: If the millage rate is increased above the rollback rate law requires (3) three public hearings and advertising seven days apart from each other prior to final adoption.

FY2022 Operating Budget

- Each year, the Mayor and City Council must adopt a balanced budget.
- The fiscal year runs from July 1st to June 30th.
- We will operate on a budget of \$5,024,805 for FY2022.
- Per the City Charter, the City is required to have an annual audit performed by an independent auditor.

FY2022 Operating Budget Services

The most important thing we do is continue to provide quality city services.

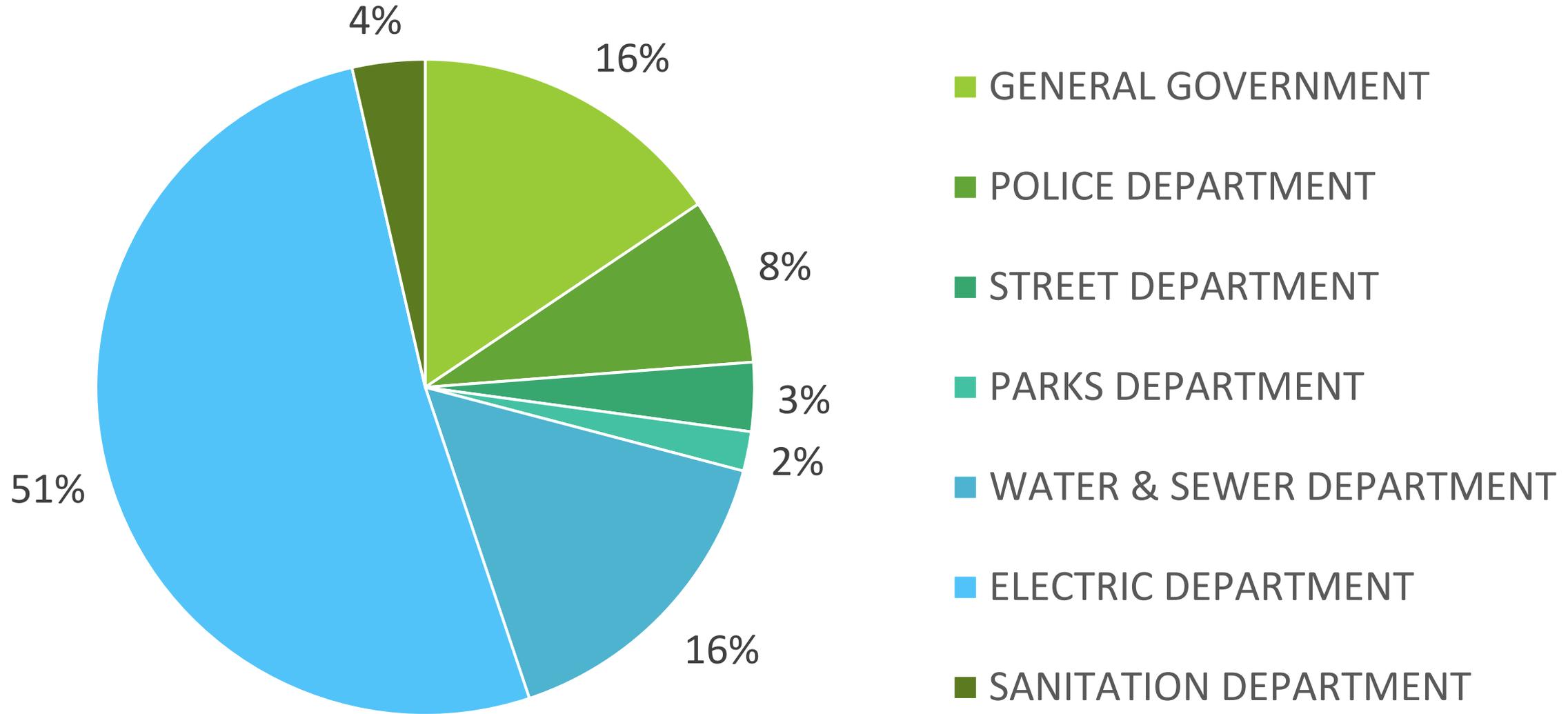
Police Department – Provide patrol services and respond to citizen requests for assistance.

City Clerk's Office – Issue and account for utility bills on a monthly basis, maintain financial records, maintain all city written records, serve as clerk of council and clerk of court.

Public Works Department – Repair and maintain our electric system, water and sewer system, trees, streets, parks, and rights-of-way, drainage, leaf and brush pickup, and manage contract for garbage pickup.

IT SOUNDS SIMPLE, BUT IT'S NOT! Takes 17 dedicated and talented employees.

FY2022 OPERATING BUDGET



FY2022 Capital Budget

- We will operate on a capital budget of \$6,221,136 for FY2022.
- We continue to invest in the infrastructure of the city and plan for the future development of the city.
- Many projects will start this fiscal year:
 - N. Emory Sidewalk
 - Water Main Replacement – Oxford Rd, Keel Street, and Perry Circle
 - Dried Indian Creek Restoration
 - Major electric upgrade
 - Several street repairs and resurfacing

Questions or Comments

