



**OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING  
WORK SESSION  
MONDAY, JULY 15, 2024 – 6:48 PM  
CITY HALL**

**ELECTED OFFICIALS PRESENT:**

David Eady - Mayor  
George Holt – Councilmember  
Jim Windham – Councilmember  
Laura McCanless – Councilmember  
Jeff Wearing – Councilmember  
Mike Ready – Councilmember  
Erik Oliver – Councilmember

**STAFF PRESENT:**

Marcia Brooks – City Clerk/Treasurer  
Bill Andrew – City Manager  
Mark Anglin – Police Chief  
Jody Reid – Supervisor of Maintenance and  
Utilities  
David Strickland – City Attorney

**OTHERS PRESENT:** Theresa Eady, Nick Cole

**Agenda (Attachment A)**

**1. Mayor's Announcements**

Mayor Eady announced plans to work with Carter & Sloope to apply for CDBG funds for replacing transite pipe in several locations within the City of Oxford. The City will also be conducting a stormwater assessment to look at developing a new stormwater utility to cover costs of maintaining and repairing the City's stormwater infrastructure. The City is working with ECG to put out a RFP for water and electric smart meters.

**2. Committee Reports**

- a. **Trees, Parks, and Recreation Board** – Theresa Eady provided the report. She read the TPR's recommendation regarding the removal of a tree across from Mainstay Academy and protection of other trees when the City is contracting with third parties. Mayor Eady advised the engineer can review the plans to see what can be done to minimize impact to the trees where the sidewalk work has already been done. Jim Windham recommended that the City have a policy regarding preservation of trees when work is completed.
- b. **Downtown Development Authority** – Mike Ready provided the report.
- c. **Sustainability Committee** – Laura McCanless provided the report.

**3. Non-Personal Services Contract for Accounting Support and Business Process (Attachment B)**

George Holt recommended that the City have this work performed as personal services rather than non-personal services to ensure that it is counted correctly for IRS tax purposes. He does not believe that all the requirements to pay Ms. Stancil as a contractor are met. He recommends rewording the contract.

Marcia Brooks advised she will work with David Strickland to get the contract worded correctly. Another alternative would be to see if Ms. Stancil would prefer to work as an employee instead of a contractor.

**4. Pineview Solar Project Update (Appendix C)**

The company that had contracted with MEAG to construct the solar farm under this agreement has notified MEAG that they are unable to complete the project due to inability to obtain financing. A buyer has been identified, but the buyer requires new terms with higher prices. Accordingly, MEAG has proposed the third amendment to the project.

The City can accept the amendment or can decline to participate and receive its share of \$3,000,000 being held as a security deposit (about \$136,0000). The amendment changes the base price for power from \$37.75/MWh to \$41.5/MWh with a possible increase to \$45.5 MWh when panels are purchased depending on their cost. The delivery date would be changed from November 2025 to January 31, 2026. If they fail to deliver within six months of that date, the security deposit will increase to \$6,000,000.

MEAG surveyed the market and feels that the proposed cost is still below current market costs and therefore is still a viable project. The current benchmark market rate is about \$50. The City will also have the opportunity to acquire a higher share if any other cities withdraw. Mayor Eady also pointed out that the City runs at a deficit for capacity and acquiring this additional power will help alleviate that problem.

Jim Windham is not opposed to accepting the third amendment but would like to know what the City's exposure would be if the developer defaults. Bill Andrew will contact MEAG about this matter.

The consensus was to accept the third amendment.

**5. RFQ for Engineering Services for Multi-Use Trail Design (Attachment D)**

Seven responses were received. One was excluded due to it being incomplete. Mayor Eady, Bill Andrew, Jody Reid, and Mark Anglin scored the remaining six responses. The scoring group reviewed their scores with the City Councilmembers. The offeror scoring the highest was AtkinsRealis.

Laura McCanless and George Holt asked about the cost for the work to be completed. Bill Andrew advised that a maximum amount is set in the budget for the project.

Ms. McCanless requested that the contract explicitly require the chosen vendor to use existing cuts for trails wherever possible so as to minimize loss of trees.

Erik Oliver cautioned against using the same vendor(s) too often and becoming complacent with their work. However, he does support the selection of AtkinsRealis for this project if all the committee members feel their proposal is the best.

Laura McCanless has reservations about awarding the contract to AtkinsRealis because of their failure to listen to the City Council's recommendations regarding the parking plans at Old Church.

The consensus was to award the contract to AtkinsRealis.

**6. Resolution to Amend the Fee Schedule for Planning, Development, Review and Inspection (Attachment E)**

The City Councilmembers had many questions regarding the fee schedule that were not directly related to the changes recommended for compliance with HB 461. Mayor Eady stated the City Council can come back and review the full schedule, but for now the focus should be on the required changes. Many of the questions also involved making changes to the Code of Ordinances, which is outside the scope of this discussion.

Nick Cole and Theresa Eady had questions and comments concerning the Code of Ordinances.

Bill Andrew recommended doing a holistic review of the Code of Ordinances due to the complexities involved with amending it.

Several City Councilmembers requested more time to review the changes. The issue will be discussed again at the August work session.

**7. Task Order for Parking Design at Old Church (Attachment F)**

Laura McCanless expressed concerns about the new plans being no different from the previous ones even though AtkinsRealis had been advised of the changes the City wants to make. She recommends deferring discussion of this issue until accurate plans can be obtained from them.

Erik Oliver indicated he thought he would be discussing the changes on a conference call. Bill Andrew advised a task order is needed to hold that meeting.

The issue will be tabled until clarification from AtkinsRealis is received.

**8. Proposals to Replace the Stormwater Pipe at the Corner of Asbury and Collingsworth Streets (Attachment G)**

Bill Andrew stated there are a number of other locations where stormwater pipes are failing or in poor condition. This specific work needs to be done immediately because it is a safety hazard, but he recommends having a baseline assessment completed to determine needs throughout the City so the work can be prioritized.

The consensus was to award the bid to HCS Services LLC to complete the repair at the corner of Asbury and Collingsworth Streets.

**9. Other Business**

**10. Work Session Meeting Review**

**11. Executive Session**

**Laura McCanless made a motion to enter executive session at 9:01 p.m. to discuss real estate matters. Jeff Wearing seconded the motion. The motion was approved unanimously (7/0).**

**Jim Windham made a motion to exit executive session at 9:10 p.m. Laura McCanless seconded the motion. The motion was approved unanimously (7/0)**

**12. Adjourn**

Mayor Eady adjourned the meeting at 9:10 p.m.

Respectfully Submitted,



Marcia Brooks  
City Clerk/Treasurer