

**TUESDAY, AUGUST 11, 2020 – 7:00 PM.
REGULAR MEETING OF THE OXFORD
BOARD OF COMMISSIONERS VIA ZOOM**

The Board of Commissioners for the City of Oxford met at the above-mentioned time and place. All members of the Board and local news media were notified of the same as well as the purpose of the meeting.

Present: Mayor Jackie Sergent, MPT Calvin (C.J.) Harris Jr., Commissioners James (Danny) Currin, S Quon Bridges, Ron Bullock, Patricia Fields, Teresa Gilreath, and John Tovey. Also present were City Manager M. Alan Thornton, City Attorney J. Thomas Burnette, and City Clerk Cynthia Bowen.

CALL TO ORDER

Mayor Sergent called the meeting to order at approximately 7:00 PM. Prayer by Reverend Alan Koenke, Oxford Presbyterian Church. The Pledge to the Flag was led by Mayor Pro Tem Calvin C.J. Harris Jr.

CONSIDER ADJUSTMENTS TO AND APPROVAL OF THE AGENDA:

COMMISSIONER CURRIN MADE A MOTION TO APPROVE THE AGENDA. NO DISCUSSION. ALL VOTES WERE IN THE AFFIRMATIVE. **THE MOTION CARRIED.**

OPENING REMARKS BY MAYOR SERGENT

Mayor Sergent read the opening remarks statement as stated on the agenda with no conflicts of interest noted.

DELEGATIONS

- Mayor Sergent announced the Yard of the Month was Jay and Diane Fisher of 102 Dove Road. They were not able to zoom in to the meeting.
- A Draft Presentation of the Parks & Recreation Master Plan was given by Laura Stroud, who did a recap of the process so far; Garrett Jenkins discussed the recommendations for the Hix Recreation Complex.

Parks & Recreation Director Tina Cheek introduced Laura Stroud, Garrett Jenkins, and Rachel Cotter with McAdams.

After the presentation, there was a lot of discussion about incorporating a pool into the master plan. Mayor Pro Tem Harris pointed out that a pool in the City has been discussed for many years. There were a lot of suggestions and ideas regarding a pool.

Mayor Sergent suggests that Tina, McAdams, and the committee go back and look at the feasibility to put everything in the master plan.

4A – CITY MANAGER AUTHORIZED TO FINALIZE A TASK ORDER NOT TO EXCEED \$65,000 TO PROCEED WITH THE RESURFACING PROJECT.

Commissioner Currin asked if there would be a Public Works meeting to see a list of streets that will be in this order.

City Manager Thornton stated that there would be a meeting.

COMMISSIONER BULLOCK MADE A MOTION TO AUTHORIZE THE CITY MANAGER TO FINALIZE A TASK ORDER. ALL VOTES WERE IN THE AFFIRMATIVE. **THE MOTION CARRIED.**

4B – APPROVED THE WATER AND WASTEWATER ASSET INVENTORY (AIA) REPORTS.

Mayor Sergent asked about the recommendation to start a routine valve assessment, and will the City be doing that. City Engineer Ratliff explained the process and stated that it would depend on the staffing at Public Works.

Mayor Sergent asked Amy to explain the 20% loss of water from the KLRWS. Ms. Ratliff stated that loss is water not billed for, for example, flushing a hydrant, pipes leaking in the ground, or when a volunteer fire department fills trucks and doesn't let the City know.

COMMISSIONER BRIDGES MADE A MOTION TO APPROVE THE WATER & WASTEWATER ASSET INVENTORY (AIA) REPORTS. NO DISCUSSION. ALL VOTES WERE IN THE AFFIRMATIVE. **THE MOTION CARRIED.**

4C - ACCEPTED THE WWTP REHABILITATION PROJECT LOAN WITH PRINCIPAL FORGIVENESS (GRANT) FROM DWI AND AUTHORIZED STAFF TO MOVE FORWARD WITH THE RFQ SELECTION PROCESS FOR THE WORK.

Commissioner Bridges asked if this included moving the electrical building.

Commissioner Currin said that to move the electric building, it would have to be a grant; he cannot see approving any more loans.

COMMISSIONER BULLOCK MADE A MOTION TO ACCEPT WWTP REHABILITATION PROJECT LOAN WITH PRINCIPAL FORGIVENESS (GRANT) FROM DWI AND AUTHORIZE STAFF TO MOVE FORWARD WITH THE RFQ SELECTION PROCESS FOR THE WORK. ALL VOTES WERE IN THE AFFIRMATIVE. **THE MOTION CARRIED.**

4D - ADOPTED A SPECIAL REVENUE FUND ORDINANCE AND APPROVED THE SUBRECIPIENT AGREEMENT.

Commissioner Bridges will these funds help the jail and the courthouse. Mayor stated that those would come under the County money. City Manager Thornton stated that the funds have to be COVID related.

Commissioner Currin – will we have a finance committee meeting about how to spend the money. The City Manager stated that the City has to provide an outline to the County by September 1, 2020.

COMMISSIONER TOVEY MADE A MOTION TO ADOPT A SPECIAL REVENUE FUND ORDINANCE AND APPROVE THE SUBRECIPIENT AGREEMENT. ALL VOTES WERE IN THE AFFIRMATIVE. **THE MOTION CARRIED.**

CONSENT AGENDA APPROVED

Approved the June and July Financial Report

Approved the following meeting minutes:

June 1, Agenda Session * June 9, Regular Session

COMMISSIONER FIELDS MADE A MOTION APPROVE THE CONSENT AGENDA. NO DISCUSSION. ALL VOTES WERE IN THE AFFIRMATIVE. **THE MOTION CARRIED.**

Commissioner Tovey asked for an update on the handicapped parking spaces downtown. City Manager Thornton stated that he has Planning Director Hart looking into this, and there is a need for two handicapped spaces in the downtown area, but not necessarily in front of the business that is requesting them.

Commissioner Currin asked for a report from Hak on the state of the finances in regards to cut-offs and payment plans.

Finance Director Ung reported on the results of the Implementation of Executive Orders 124 & 142. See below:

1. Total amount of residential account billings (dollars) that were considered past due as of July 31, 2020. **\$70,900**
2. Total number of residential accounts that were considered past due as of July 31. **306** (7.5 % out of 3448 accounts), **of which 82 accounts are set up with payment plans.**
3. Total amount of non-residential billings (dollars) that were considered past due as of July 31. **\$17,080**
4. Total number of non-residential accounts that were considered past due as of July 31. **14** (3 % -- out of 502)
5. Amount of late fees or other penalties not charged to residential customers in July 31. **\$18,978**
6. Amount of late fees or other penalties not charged to non-residential customers in July 31. **\$2,621**
7. Total amount of the credit card transaction fees and other convenient fees not charged to customers in the month of July 31. **\$1,876**

Quon – can we use the cares funds to make up for lost revenue. No.

Mayor, what would we usually collect in fees. Finance Director Hak Ung said, 70,000 dollars

Mayor ProTem asked if we hadn't have been in COVID would it have been that much.

WITH THERE BEING NO FURTHER BUSINESS, COMMISSIONER FIELDS MADE A MOTION ADJOURN THE MEETING. ALL VOTES WERE IN THE AFFIRMATIVE. **THE MOTION CARRIED.**

Cynthia Bowen, City Clerk

ATTEST:

Jacqueline vdH Sergent, Mayor