



OXFORD CITY COUNCIL

Work Session Minutes

Monday, September 12, 2022

Roll Call

William Snavelly Mayor	Chantel Raghu Vice Mayor
Jason Bracken	Amber Franklin
Alex French	Glenn Ellerbe
David Prytherch	

A work session meeting of the Oxford City Council was called to order by Mayor William Snavelly on Monday, September 12, 2022, at 6:31 p.m. Members in attendance were Glenn Ellerbe, Amber Franklin, Jason Bracken, David Prytherch, Chantel Raghu, and Alex French.

Staff Members in Attendance

Mr. Doug Elliott, City Manager; Ms. Jessica Greene, Assistant City Manager; Mr. Joe Newlin, Finance Director; Ms. Heidi Hill, Assistant Finance Director; Mr. Sam Perry, Community Development Director; Mr. John Jones, Police Chief; Mr. John Detherage, Fire Chief; Mr. Geoff Robinson, Police Lieutenant; Mr. Casey Wooddell, Parks and Recreation Director; and Ms. Heather Barbour, Clerk of Council.

Presentation- Capital Improvement Plan.

Mr. Elliott presented the proposed five-year Capital Improvement Program, which included information on the following:

- Budgeting Made Simple – Budget Organization
- Object Classification
- Plan of Action for Purchasing Capital Equipment and Constructing Capital Projects
- Expenditure Detail

Mr. Elliott addressed questions and comments from Council members. Mayor Snively thanked Mr. Elliott and City Staff for the presentation.

(Slides included)

Adjournment

Motion to Adjourn Meeting at 8:21 p.m.

(Voice Vote) 1st Ms. Raghu 2nd Mr. Ellerbe

AYE #7

NAY #0

ABS # 0

CITY OF OXFORD
2023-2027
CAPITAL IMPROVEMENT PROGRAM
WORK SESSION
September 12, 2022



Douglas R. Elliott, Jr.
City Manager

CAPITAL IMPROVEMENT PROGRAM

2023-2027

- Budgeting Made Simple-Budget Organization
 - Fund
 - Organizational Unit or Program
 - Object Classification
 - Expenditure Detail
- Object Classifications
 - Personnel Services (49.80% of GF in FY2022 Budget)
 - Operating Expenses (19.87%)
 - **Capital Outlays**
 - Debt Service
 - Interfund Transfers (8.59%)
 - Advances (21.74%)

CAPITAL IMPROVEMENT PROGRAM

2023-2027

- Plan of Action for Purchasing Capital Equipment and Construction Capital Projects
- A Capital Asset is property that has an useful life longer than one year and is of significant value (for City of Oxford over \$5,000). Capital assets include land, infrastructure, buildings, renovations to buildings that increase their value, equipment, vehicles, and other tangible intangible assets that have useful lives longer than one year.
- A capital expenditure is an outlay that results in or contributes to the acquisition or construction of a capital asset.

CAPITAL IMPROVEMENT PROGRAM

2023-2027

- Proposed Capital Improvement Program continues to be less than recent years as a result of income tax revenue reductions due to COVID-19 Pandemic and its effect on the economy. General Fund income tax revenue was \$9.4 million in 2019, \$8.6 million in 2020, and \$8.9 million in 2021
- This proposal is a balanced, essential, and sustainable Capital Improvement Plan for the next five years.
- After reviewing this plan with City Council, I will incorporate the CIP plan into the City Manager's Proposed Budget for 2023.

CAPITAL IMPROVEMENT PROGRAM

FY 2023 SUMMARY

- Construction Projects total \$5,430,250 of which \$1,641,750 is for Fund projects, \$1,100,000 is for the Oxford Area Trail, and \$1,300,000 is for Wastewater Projects.
- Of the General Fund amount \$450,000 is for Street Resurfacing, Repairs, \$443,000 for Electric Vehicle Charging Stations, \$250,000 for Kehr Road Culvert Replacement, and \$160,000 for Uptown Public Restroom (w/ the last three requiring grant funding to move forward).
- Capital Equipment total is \$1,216,928 with \$416,900 from the General Fund and \$300,750 from the Wastewater Fund.

Capital Improvement Projects

FY 2023

- Aquatic Center Maintenance \$10,000
- Uptown Public Restroom \$160,000*
- College @ Elm Office Buildout \$53,750
- Transportation Safety Action Plan \$25,000
- Consultant- Solar Evaluation of City Facilities \$30,000 Total
- Kehr Road Culvert Replacement \$250,000*
- Courtroom/Council Chamber Improvements \$37,500
- Black Covered Bridge \$50,000
- Oxford Area Trail System-Phase V East- West Connector \$1,050,000*

Capital Improvement Projects

FY 2023

- Municipal Buildings/Courthouse Improvements \$47,000
- Parking Garage Improvements \$120,000
- ADA Transition Plan- Facility Improvements \$24,000 Total
- Storm Sewer Infrastructure \$10,000
- Uptown Water Sprinkler Display \$10,000
- Street Name Signs \$10,000

Capital Improvement Projects

FY 2023

- Street Resurfacing and Repairs \$450,000
- Bicycle and Pedestrian Safety \$50,000
- Maintenance Crack Sealing City Streets \$50,000
- Sidewalk Curb and Gutter Improvements \$25,000
- Emerald Ash Borer Response \$30,000

Capital Improvement Projects

FY 2023

- Landfill Ground Water Monitoring Wells \$50,000
- Closed Landfill Methane Emissions Reduction \$10,000
- Electric Vehicle Charging Stations \$443,000*

Capital Improvement Projects

FY 2023

- Water System Improvements \$100,000
- Lead Service Line Replacements \$20,000
- Water Main Relocation Springwood \$160,000
- West Booster Station Maintenance \$20,000
- Raw Water Main Flushing Point \$50,000
- Elevated Storage Tank Exterior Coating System \$500,000
- WTP & Distribution Bldg. Repair and Painting \$20,000
- Clean and Redevelop Vertical Water Well \$50,000
- Meters New Development \$29,500

Capital Improvement Projects

FY 2023

- Disc Aeration Rehabilitation \$256,000
- Biotower Media Replacement \$900,000
- Meters New Development \$29,500
- Sanitary Sewer System Improvements \$100,000
- Sanitary Sewer Relining \$20,000

Capital Improvement Projects

FY 2023

- Storm Sewer Improvements \$20,000
- Storm Water Catch Basin Maintenance \$10,000
- Sidewalk Improvements \$150,000
- GRAND TOTAL ALL CAPITAL IMPROVEMENT PROJECTS \$5,430,000

Capital Equipment Plan

FY 2023

- SCBA Replacement \$135,000 (PS)
- Intox DMT \$15,000 (PS)
- Parking Garage Video Equipment \$25,000 (PS)
- Interview Room Camera System \$32,000 (PS)
- Parking Meters \$59,628 (PS)
- Police Administrative Vehicle Replacement \$49,600 (PS)
- Parking Vehicle Replacement (2) \$48,000 (PS)
- Automatic License Plate Reader (ALPR) \$40,000 (PS)
- Police Tablet Replacement (10) \$15,000 (PS)
- Cruiser Replacement \$55,000 (PS)

Capital Equipment Plan

FY 2023

- HVAC System for Pool Restroom & Chemical Room \$25,000
- Playground and Facility Repairs \$125,000
- MIS Technology Replacement \$16,500 total

Capital Equipment Plan

FY 2023

- Replacement 2015 Dodge Durango Hybrid \$39,000 total
- Grass Cutting Flail Head for Boom Mower \$25,000
- Replacement of 2012 Mower #895 \$15,000
- Replacement of Rubber Tire Loader \$240,000 Total

Capital Equipment Plan

FY 2023

- Vulnerability Assessment Mitigation Items \$20,000
- Split Tilt Trailer \$30,000
- Camera Truck Equipment Upgrades \$55,000
- Discharge Conveyor \$90,000
- Disc Aeration VFD Replacement Project \$46,000
- UV Lamp Replacement Project \$16,200
- GRAND TOTAL FOR CAPITAL EQUIPMENT \$1,216,928

Capital Improvement Plan

FY 2023

TOTAL FOR CAPITAL IMPROVEMENT PROJECTS \$5,430,250

TOTAL FOR CAPITAL EQUIPMENT \$1,216,928

GRAND TOTAL FOR FY 2022 CAPITAL IMPROVEMENT PLAN \$6,647,178

Other Major (Over \$1 Million) Capital Outlays

FY'S 2024-2027

- OAT Phase V East-West Connector in 2025 \$4.6 million
- Municipal Bldg./Courthouse Improvements in 2026 \$2.5 million
- RR Over/Underpass Design Plan in 2024 \$2 million
- OAT Phase VI in 2026 & 2027 \$8 million total
- WTP Improvements (Softening) in 2024 \$17.9 million
- Replace 2005 Fire/EMS Div. Aerial Ladder in 2025 \$1.7 million

Capital Improvement Plan

FY 2023

QUESTIONS?