

**OXFORD MAYOR AND COUNCIL
REGULAR SESSION
NOVEMBER 12, 2024 – 7:00 P.M.
CITY HALL – 110 W. CLARK ST. OXFORD, GA 30054
A G E N D A**

1. **Call to Order – Mayor David S. Eady**
2. **Motion to accept the Agenda for the November 12, 2024 Mayor and Council Regular Meeting.**
3. **Consent Agenda:**
 - a. *Minutes of the Public Hearing on October 24, 2024
 - b. *Minutes of the City Council Work Session on October 21, 2024
 - c. *Minutes of the City Council Regular Session on October 7, 2024
4. **Mayor’s Report:**
5. **Citizen Concerns**
6. ***Authorization for Mayor Eady to Sign the Contract for Burford’s Tree, LLC for the FY 2025 Powerline Tree Trimming:** The City has \$50,000 available for powerline tree trimming. The bidding for this contract travels under the Covington bidding process.
7. ***Approval for the Resolution to Change our Financial Policies to add a reference to the General Procurement Standards as Mandated in 2 Code of Federal Regulations (CFR) 200.318-327:** This is a requirement of the Governor’s Office of Planning Budget Grant for the “Three Trails Project.” 2 CFR 200.318–327 are the procurement standards for non-state entities that are required to comply with federal law and regulations when using federal awards or subawards.
8. ***Approval of a Request to Add Electronic Time Clocks to our BS&A Software:** Please see the attached memo detailing the request. Staff believes this addition will add efficiency and accuracy to our payment process.
9. ***Freeze-Resistant Water Fountain Installation in Asbury Street Park:** The Council had elected to change out three of the fountains with an original bid price of \$7,500 from Morningside Plumbing. They had misunderstood the job specifications, and their new price became \$26,700. We also have a quote from Art Plumbing for \$19,161.51. Mr. Reid has confirmed these quotes are still valid. The budget for Parks and Trail Maintenance had \$45,000 budgeted; currently, \$42,012 remains in that account.

- 10. *City Staff Recommends the Council Authorize the Mayor to Contract with Family Community Housing Association, Inc. (FCHA) and Gilbert & Associates for the Grant Writing and Administrative Services Proposal for the City's Application for Community Home Investment Program (CHIP) funds from the Georgia Department of Community Affairs:** Staff has reviewed the two bids we received for this grant and recommends FCHA and Gilbert & Associates based on their extensive experience and the clarity/reasonableness of their budget. The City would pay \$6,000 for the application submittal and if awarded, \$4,000 for the administration of the grant. The City may apply for up to \$500,000 in grant funds and each house that was rehabilitated would result in a \$7,500 fee per unit. This fee would be paid out of the grant. It is estimated that each rehabilitation would cost approximately \$75,000 and would result in approximately 6 owner-occupied homes being rehabilitated and brought up to code compliance. The scoring sheets for each of the bidders will be available for review at the council meeting.
- 11. *Authorization for the Mayor to Contract with Carter and Sloope to Assist the Northeast Georgia Regional Commission in Preparing our Community Development Block Grant Application for Water Line Replacement:** Carter & Sloope was our only bid. We received approval from the Georgia Department of Community Affairs to select Carter & Sloope as we met all obligations for advertising the Request for Proposal. Carter & Sloope successfully worked with the City on the Oxford Road Waterline Replacement Project.
- 12. *Invoices:** Council will review the city's recently paid invoices over \$1,000.
- 13. Executive Session:** An Executive Session could potentially be held for Land Acquisition/Disposition, Addressing Pending or Potential Litigation, and/or Personnel.

14. Adjourn

*Attachments