

**OXFORD MAYOR AND COUNCIL  
SPECIAL CALLED BUDGET WORK SESSION  
MARCH 20, 2025 – 8:00 A.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. \*Overview and Scope of Discussion**
- 3. \*Police Department**
- 4. \*Administration Department**
- 5. \*Streets, Cemetery, and Parks & Recreation Departments**
- 6. \*Water & Sewer Department**
- 7. \*Electric Department**
- 8. \*Solid Waste Department**
- 9. \*Discussion Recap**
- 10. Executive Session:** An Executive Session could potentially be held for Land Acquisition/Disposition, Addressing Pending or Potential Litigation, and/or Personnel.
- 11. Adjourn**

**\*Attachments**

- 001 – FY 2026 Operating Budget DRAFT v. 3 3.19.2025
- 002 – FY 2026 Personal Services Budget Original DRAFT
- 003 – CivicPlus Budget Request
- 004 – ReForest ATL Budget Request

*Individuals with disabilities who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities are required to contact City Hall at 770-786-7004 promptly to allow the City to make reasonable accommodations for those persons.*



# Annual Operating Budget - FY2026

July 1, 2025 - June 30, 2026

Adopted xx/xx/2025

Mayor David S. Eady

Councilmembers

Jeff Wearing - Erik Oliver  
Laura McCanless - George Holt  
Mike Ready - Jim Windham

Bill Andrew, City Manager  
Marcia Brooks, City Clerk/Treasurer  
Mark Anglin, Police Chief  
Jody Reid, Supervisor of Public Works and Utilities

	Acct Number	Description	FY2024 Budget (Amended)	FY2024 Actual	FY2025 Budget	FY2025 Actual thru January	FY2025 Estimate full year	FY2026 Recommend	Comments
<b>GENERAL FUND - REVENUE</b>									
1	100-0000-311100-000	Real Property Tax-Current Yr.	\$ 172,000	\$ 204,691	226,109	\$ 209,060	\$ 220,000	\$ 235,000	most payments are received by January each year
2	100-0000-311200-000	Property Tax - Prior Year	\$ 4,021	\$ 3,986	3,500	\$ 9,147	\$ 15,680	\$ 10,000	
3	100-0000-311310-000	Motor Vehicle Adv.	\$ 1,500	\$ 1,694	1,000	\$ 678	\$ 1,163	\$ 1,000	
4	100-0000-311315-000	Motor Vehicle TAVT	\$ 180,000	\$ 197,831	183,000	\$ 137,909	\$ 236,415	\$ 225,000	
5	100-0000-311340-000	Intangible Tax	\$ 4,853	\$ 3,100	1,000	\$ 2,079	\$ 3,564	\$ 1,500	
6	100-0000-311600-000	Real Estate Transfer	\$ 1,122	\$ 2,517	1,500	\$ 1,197	\$ 2,053	\$ 1,500	
7	100-0000-311710-000	Electric Franchise Tax	\$ 2,530	\$ 2,454	2,500		\$ -	\$ 2,500	
8	100-0000-311730-000	Gas Franchise Tax	\$ 11,580	\$ 15,465	10,000	\$ 5,613	\$ 9,623	\$ 10,000	
9	100-0000-311750-000	TV Cable Franchise Tax	\$ 30,000	\$ 30,580	32,000	\$ 11,078	\$ 18,991	\$ 20,000	
10	100-0000-311760-000	Telephone Franchise Tax	\$ 4,440	\$ 5,378	1,500	\$ 473	\$ 810	\$ 1,000	
11	100-0000-313100-000	LOST Sales & Use Tax	\$ 582,000	\$ 684,073	605,000	\$ 351,860	\$ 603,189	\$ 605,000	
12	100-0000-316100-000	General Occupational Tax	\$ 11,000	\$ 11,668	11,000	\$ 5,387	\$ 9,234	\$ 10,000	Business License payments
13	100-0000-316200-000	Insurance Premium Tax	\$ 180,000	\$ 203,837	195,000	\$ 219,438		\$ 230,000	One check per year, based on population.
14	100-0000-319000-000	Penalty/Interest on Del Taxes	\$ 1,000	\$ 837	1,000	\$ 1,257	\$ 2,154	\$ 1,250	
15	100-0000-321200-000	General Building Permits	\$ 10,000	\$ 5,418	5,000	\$ 3,477	\$ 5,960	\$ 5,000	
16	100-0000-322901-000	Misc. Income	\$ 250	\$ 7,423	250	\$ 146	\$ 251	\$ 250	
17	100-0000-322990-001	Farmer's Market Permits		\$ 315	50	\$ 320	\$ 549	\$ 600	
18	100-0000-334200-000	State Grants		\$ 15,638	69,485	\$ 29,321		\$ 75,000	Reimbursements for TAG Grant
19	100-0000-335800-000	Intergovernmental Revenues	\$ 56,500	\$ 76,034	28,500		\$ -	\$ 30,000	LMIG
20	100-0000-341400-000	Printing/Duplicating Service	\$ 100	\$ 30	100	\$ 37	\$ 64	\$ 100	
21	100-0000-341910-000	Election Qualifying Fees	\$ 750	\$ 576			\$ -	\$ 750	
22	100-0000-349100-000	Cemetery Fees	\$ 5,000	\$ 7,500	5,000	\$ 3,250	\$ 5,571	\$ 5,000	
23	100-0000-349300-000	Bad Check Fees	\$ 500	\$ 135	250		\$ -	\$ 250	
24	100-0000-351000-000	Fines & Forfeitures	\$ 77,640	\$ 60,376	75,000	\$ 14,152	\$ 24,261	\$ 25,000	
25	100-0000-361000-000	Interest Revenues	\$ 50,000	\$ 166,396	125,000	\$ 103,940	\$ 178,183	\$ 150,000	interest rates less stable in FY 2026
26	100-0000-371000-000	Contributions from Private Sources	\$ 2,000				\$ -		most commonly comes from film donations. Query
27	100-0000-371000-002	July 4th Donations		\$ 2,450	2,000		\$ -	\$ 2,000	
28	100-0000-381000-000	Rents and Royalties	\$ 12,000	\$ 5,375			\$ -		
29	100-0000-381000-002	Rents and Royalties - ASP Pavilion			6,000	\$ 2,200	\$ 3,771	\$ 5,000	
30	100-0000-381000-003	Rents and Royalties - Old Church			5,000		\$ -		
31	100-0000-381000-004	Rents and Royalties - Town Green			1,500		\$ -		
32	100-0000-381001-000	Lease Agreement Income	\$ 33,507	\$ 33,507		\$ 33,296			810 Whatcoat Building Lease - Oxford College.
33	100-0000-381002-000	Lease - Verizon	\$ 30,703	\$ 39,082	30,000	\$ 17,921	\$ 30,722	\$ 31,000	Water Tower Antenna - Verizon Wireless.
34	100-0000-389000-000	Misc. Revenue	\$ 2,000		2,000		\$ -	\$ 1,000	
35	100-0000-392300-000	Proceeds-Dispose of Assets		\$ 8,540			\$ -		
		REVENUES TOTAL	\$ 1,466,996	\$ 1,796,906	1,629,244	\$ 1,163,235	\$ 1,372,206	\$ 1,684,700	

	Acct Number	Description	FY2024 Budget (Amended)	FY2024 Actual	FY2025 Budget	FY2025 Actual thru January	FY2025 Estimate full year	FY2026 Recommend	Comments
<b>GENERAL FUND - EXPENDITURES</b>									
<b>CITY COUNCIL</b>									
1	100.1100.511100.000	Regular Employees	\$ 34,800	\$ 30,000	34,800	\$ 17,500	\$ 30,000	\$ 34,800	
2	100.1100.512200.000	Social Security (FICA)	\$ 2,662	\$ 2,295	2,662	\$ 1,339	\$ 2,295	\$ 2,662	
3	100.1100.523100.000	Liability Insurance	\$ 15,000	\$ 9,255	20,000	\$ 204		\$ 15,000	Annual bill in April.
4	100.1100.523600.000	Education & Training	\$ 5,000	\$ 2,579	5,000	\$ 1,258	\$ 2,157	\$ 3,000	
5	100.1400.511100.000	Reg Employees - Election	\$ 750			\$ -	\$ -	\$ 750	
		SUBTOTAL	\$ 58,212	\$ 44,129	62,462	\$ 20,301	\$ 34,452	\$ 56,212	

	Acct Number	Description	FY2024 Budget (Amended)	FY2024 Actual	FY2025 Budget	FY2025 Actual thru January	FY2025 Estimate full year	FY2026 Recommend	Comments
<b>GENERAL GOVERNMENT</b>									
1	100.1500.511100.000	Regular Employees	\$ 298,789	\$ 295,986	345,533	\$ 190,352	\$ 326,318	\$ 353,176	100% of City Clerk, Deputy City Clerk, 2 associate clerks, City Manager, Accounting Specialist
2	100.1500.511300.000	Overtime	\$ 6,000	\$ 6,693	6,000	\$ 5,656	\$ 6,000	\$ 6,000	
3	100.1500.512100.000	Group Insurance	\$ 65,000	\$ 78,186	69,710	\$ 60,382	\$ 103,511	\$ 61,855	Health, Life, Short and Long term disability
4	100.1500.512200.000	Social Security (FICA)	\$ 22,857	\$ 23,078	26,433	\$ 14,995	\$ 25,705	\$ 27,018	
5	100.1500.512400.000	Retirement Plan Expense	\$ 20,250	\$ 9,767	8,500	\$ 6,064	\$ 10,395	\$ 9,096	Stacey portion of defined benefit plan
6	100.1500.512450.000	Retirement Cont. (DC) 401	\$ 17,927	\$ 10,880	20,732	\$ 7,104	\$ 12,178	\$ 21,191	6%
7	100.1500.512700.000	Workers' Comp Insurance	\$ 1,200	\$ 1,168	1,200		\$ -	\$ 1,500	
8	100.1500.512900.000	Unemployment Payments	\$ 6,500				\$ -		
9	100.1500.521200.001	Legal/Professional Services	\$ 125,000	\$ 109,788	130,000	\$ 79,166	\$ 135,713	\$ 145,000	City Attorney, CPA Firm, Audit Services, Tax Assessor's Office
10	100.1500.521200.002	Building Permit (BV)	\$ 7,500	\$ 825	4,000	\$ 5,614	\$ 9,624	\$ 8,000	Contract with Bureau Veritas
11	100.1500.521200.004	Code Enforcement Services	\$ 6,000	\$ 5,135	6,000	\$ 10,595		\$ 12,000	Contract with Bureau Veritas ended in FY 2025
12	100.1500.521202.000	Fire Services - Newton County	\$ 50,000	\$ 53,632	55,000	\$ 61,694		\$ 65,000	Annual tax bill from Newton County
13	100.1500.521300.000	Technical Purchased Service	\$ 65,000	\$ 66,229	75,000	\$ 27,185	\$ 46,603	\$ 60,000	VC3, drug screens/physicals, software licenses (includes additions for CivicPlus website redesign and agenda software)
14	100.1500.522200.000	Repairs & Maintenance	\$ 30,000	\$ 27,958	30,000	\$ 26,879	\$ 46,077	\$ 40,000	
15	100.1500.522200.001	Whatcoat Building Maintenance	\$ 5,000	\$ 2,300			\$ -		removed for FY 2024 - transfer to DDA
16	100.1500.522200.002	YH Welcome Center	\$ 2,000		10,000		\$ -	\$ 10,000	increase to 10K, include Farmers Market
17	100.1500.522320.000	Equipment Leases and Rentals	\$ 1,300	\$ 1,336	1,300	\$ 720	\$ 1,233	\$ 1,350	Lease for copier at City Hall
18	100.1500.523100.000	Liability Insurance	\$ 12,800	\$ 9,567	15,000		\$ -	\$ 17,500	Annual bill in April
19	100.1500.523200.000	Telephone - Postage	\$ 26,000	\$ 20,722	22,000	\$ 17,663	\$ 30,279	\$ 30,000	
20	100.1500.523300.000	Advertising & Promotions	\$ 10,000	\$ 4,250	5,000	\$ 3,745	\$ 6,420	\$ 6,000	
21	100.1500.523320.000	July 4th Parade Expenses	\$ 15,000	\$ 19,930	15,000	\$ 3,011	\$ 5,162	\$ 15,000	
22	100.1500.523600.000	Dues & Fees	\$ 12,000	\$ 8,963	15,000	\$ 8,661	\$ 14,847	\$ 15,000	
23	100.1500.523700.000	Education & Training	\$ 10,000	\$ 2,523	10,000	\$ 1,856	\$ 3,181	\$ 7,500	
24	100.1500.531100.000	Supplies & Materials	\$ 17,000	\$ 10,154	15,000	\$ 6,312	\$ 10,820	\$ 10,000	
25	100.1500.531200.000	Energy - Utilities	\$ 17,000	\$ 9,688	10,000	\$ 8,617	\$ 14,772	\$ 15,000	
26	100.1500.531600.000	Small Equipment Under \$5,000	\$ 4,000	\$ 2,902	4,000	\$ 750	\$ 1,286	\$ 2,500	
27	100.1500.531600.001	Computer Upgrades	\$ 4,000		3,900	\$ 3,182	\$ 5,455	\$ 5,000	new PCs for City Hall admin staff
28	100.1500.531700.000	Other/Meetings & Events	\$ 7,500	\$ 3,509	5,000	\$ 2,806	\$ 4,810	\$ 5,000	
29	100.1500.542300.000	Furniture and Fixtures	\$ 2,500	\$ 2,788	8,000	\$ 150	\$ 257	\$ 3,500	add 5,000 for history storyboards and display cabinets (FY 2025)
30	100.1500.579000.000	Contingency - General	\$ 5,000		5,000		\$ -	\$ 5,000	
31	100.1500.579010.000	Contingencies - Cash over & short	\$ 500	\$ 2,210	500	\$ (1,801)	\$ (3,088)	\$ 500	
		SUBTOTAL	\$ 873,623	\$ 790,166	922,808	\$ 551,355	\$ 817,561	\$ 958,685	

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<b>COURT</b>									
1	100.2500.521200.001	Contract - Judge	\$ 6,250	\$ 6,250	6,250	\$ 3,125	\$ 5,357	\$ 6,250	
2	100.2500.521210.000	Contract - Public Defender	\$ 625		625		\$ -	\$ 625	
3	100.2500.521211.000	Contract - Solicitor	\$ 6,000	\$ 5,800	6,000	\$ 150	\$ 257	\$ 6,000	
4	100-2500-523600-000	Subpoena fee	\$ 400	\$ 25	250	\$ 401	\$ 687	\$ 500	Moved from Police to Court in FY 2023
5	100.2500.523700.000	Education - Clerk	\$ 1,500	\$ 933	1,500	\$ 1,146	\$ 1,965	\$ 2,000	
6	100.2500.523701.000	Education - Judge	\$ 750	\$ 1,965	750		\$ -	\$ 2,000	
7	100.2500.523850.000	Contract - Translator	\$ 500	\$ 600	1,000	\$ 418	\$ 716	\$ 1,000	
8	100.2500.571000.000	Court Disposition Funds Payable	\$ 25,000	\$ 17,513	22,000	\$ 5,029	\$ 8,622	\$ 12,000	Moved from Police to Court in FY 2023
		SUBTOTAL	\$ 41,025	\$ 33,086	38,375	\$ 10,268	\$ 17,603	\$ 30,375	

	Acct Number	Description	FY2024 Budget (Amended)	FY2024 Actual	FY2025 Budget	FY2025 Actual thru January	FY2025 Estimate full year	FY2026 Recommend	Comments
<b>POLICE DEPARTMENT</b>									
1	100.3200.511000.000	Regular Employees	\$ 237,979	\$ 256,362	284,314	\$ 144,720	\$ 248,091	\$ 284,955	100% of Police Chief + 3 officers, Admin Specialist
2	100.3200.511300.000	Overtime	\$ 10,000	\$ 13,222	10,000	\$ 7,738	\$ 13,266	\$ 13,000	
3	100.3200.512100.000	Group Insurance	\$ 20,300	\$ 5,339	23,290	\$ 18,495	\$ 31,705	\$ 36,912	Health, Life, Short and Long term disability
4	100.3200.512200.000	Social Security (FICA)	\$ 18,205	\$ 20,556	21,750	\$ 11,663	\$ 19,994	\$ 21,799	
5	100.3200.512450.000	Retirement Cont. (DC) 401	\$ 14,279	\$ 11,463	14,797	\$ 4,857	\$ 8,326	\$ 17,097	6%
6	100.3200.512700.000	Workers' Comp Insurance	\$ 8,000	\$ 7,824	8,000		\$ -	\$ 10,000	
7	100-3200-521200-000	Legal & Professional	\$ 2,500		2,500		\$ -	\$ 2,500	
8	100.3200.521300.000	Tech Purch Serv/Courtware	\$ 14,400	\$ 13,200	15,000	\$ 8,400	\$ 14,400	\$ 15,000	
9	100.3200.521301.000	Service Contracts	\$ 34,200	\$ 19,101	35,000	\$ 24,171	\$ 41,435	\$ 35,000	Axon (18,358.58), FLOCK (9,000.00)
10	100.3200.521302.000	Technical Services - VC3	\$ 2,400		2,500	\$ 136	\$ 233	\$ 2,500	VC3 Charges
11	100.3200.522200.003	Vehicle Repairs & Maint	\$ 8,000	\$ 12,118	10,000	\$ 1,789	\$ 3,066	\$ 10,000	
12	100.3200.522201.000	Equip Repairs & Maint	\$ 3,000	\$ 839	3,000		\$ -	\$ 3,000	Radio Repair
13	100.3200.522310.000	Rentals	\$ 500	\$ 398	500	\$ 385	\$ 660	\$ 700	Indoor Shooting Range
14	100.3200.523100.000	Liability Insurance	\$ 23,500	\$ 25,095	30,000	\$ 92	\$ 158	\$ 30,000	Annual bill in April
15	100.3200.523200.000	Telephone-Postage	\$ 6,200	\$ 5,330	5,000	\$ 4,737	\$ 8,121	\$ 7,500	
16	100.3200.523600.000	Dues & Fees	\$ 200	\$ 219	1,000	\$ 370	\$ 634	\$ 1,000	GA Chiefs' Assoc., IACP, RADAR/LIDAR Cert.
17	100.3200.523700.000	Education & Training	\$ 6,000	\$ 3,600	5,000	\$ 2,030	\$ 3,480	\$ 5,000	
18	100.3200.523900.000	Prisoner Housing & costs	\$ 10,000	\$ 2,340	6,000	\$ 60	\$ 103	\$ 6,000	
19	100.3200.531101.000	Office Supplies & Materials	\$ 2,000	\$ 1,805	2,000	\$ 1,172	\$ 2,009	\$ 3,000	
20	100.3200.531102.000	Operational Supplies & Materials	\$ 5,000	\$ 6,873	3,000	\$ 3,578	\$ 6,133	\$ 5,000	
21	100.3200.531270.000	Gasoline	\$ 10,000	\$ 6,923	7,500	\$ 5,845	\$ 10,020	\$ 7,500	
22	100.3200.531600.000	Small Equipment Under \$5,000	\$ 7,000	\$ 853	7,000	\$ 3,658	\$ 6,270	\$ 7,000	
23	100.3200.531600.001	Computer Upgrades	\$ 3,000	\$ 258	3,000		\$ -	\$ 3,000	
24	100.3200.531700.000	Uniforms	\$ 5,000	\$ 3,825	5,000	\$ 2,925	\$ 5,015	\$ 10,000	
25	100.3800.342500.000	E-911 Center	\$ 25,000	\$ 13,494	17,000		\$ -	\$ 17,000	
		SUBTOTAL	\$ 476,663	\$ 431,037	522,151	\$ 246,819	\$ 423,119	\$ 554,462	

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<b>STREET DEPARTMENT</b>									
1	100.4200.511100.000	Regular Employees-Street	\$ 81,901	\$ 85,671	110,412	\$ 56,646	\$ 97,107	\$ 113,417	60% of 3 groundskeepers + 33% of equipment operator/meter reader + 100% of refuse/collection worker
2	100.4200.511300.000	Overtime	\$ 1,500	\$ 1,196	1,500	\$ 1,590	\$ 2,725	\$ 1,500	
3	100.4200.512100.000	Employee Insurance	\$ 20,000	\$ 21,943	37,481	\$ 18,692	\$ 32,043	\$ 40,634	Health, Life, Short and Long term disability
4	100.4200.512200.000	Social Security (FICA)	\$ 6,265	\$ 6,618	8,447	\$ 4,435	\$ 7,603	\$ 8,676	
5	100.4200.512450.000	Retirement Cont. (DC) 401	\$ 4,914	\$ 3,785	6,625	\$ 2,823	\$ 4,840	\$ 6,805	6%
6	100.4200.512700.000	Workers' Comp Insurance	\$ 5,000	\$ 7,383	5,000		\$ -	\$ 8,000	
7	100.4200.521200.001	Professional (Arborist)	\$ 1,500	\$ 750	750	\$ 3,413	\$ 5,850	\$ 3,500	
8	100.4200.521201.000	Professional - Engineering	\$ 5,000	\$ 7,413	5,000		\$ -	\$ 5,000	
9	100.4200.522110.000	Disposal Services-Landfill Fees			12,000	\$ 6,255	\$ 10,723	\$ 12,000	Moved from Solid Waste for FY 2025
10	100.4200.522200.000	Veh & Equip Repairs & Maint	\$ 15,000	\$ 20,390	18,000	\$ 10,716	\$ 18,370	\$ 18,000	
11	100.4200.523600.000	Dues and Fees	\$ 100		100		\$ -	\$ 100	
12	100.4200.523700.000	Education & Training	\$ 500		500		\$ -	\$ 500	
13	100.4200.523850.000	Contract Labor	\$ 7,500	\$ 4,410	28,500	\$ 9,878	\$ 16,934	\$ 25,000	Temporary help; moved 21,000 from Solid Waste
14	100.4200.531100.000	Supplies & Materials	\$ 15,000	\$ 13,824	16,000	\$ 7,903	\$ 13,547	\$ 15,000	Increase in pricing
15	100.4200.531270.000	Gasoline/Diesel	\$ 4,000	\$ 3,268	4,000	\$ 1,988	\$ 3,408	\$ 4,000	
16	100.4200.531600.000	Small Equipment Under \$5,000	\$ 1,500	\$ 1,625	1,500	\$ 1,325	\$ 2,272	\$ 1,500	
17	100.4200.531700.000	Uniforms	\$ 2,500	\$ 4,359	2,500	\$ 2,311	\$ 3,962	\$ 4,500	Increase in pricing
18	100.4200.531800.000	Stormwater Management	\$ 3,500	\$ 7,050	4,500		\$ -	\$ 4,500	Annual stormwater report
19	100.4200.531901.000	City Tree Removal	\$ 30,000	\$ 28,238	10,000	\$ 39,300	\$ 67,371	\$ 40,000	Trees continue to decline
20	100.4200.532100.000	Sidewalks	\$ 3,000	\$ 700	5,000		\$ -	\$ 10,000	
21	100.4221.541200.003	LMIG Street Repairs	\$ 80,000		28,500		\$ -	\$ 30,000	
22	100.4200.541200.011	Street Repairs	\$ 5,000	\$ 10,405	10,000		\$ -	\$ 10,000	
23	100.4200.552200.000	Property Claims <\$1,000	\$ 1,000		1,000		\$ -	\$ 1,000	
24	100.4250.522200-001	Stormwater Repairs						\$ 10,000	
		SUBTOTAL	\$ 294,680	\$ 229,028	317,315	\$ 167,275	\$ 286,757	\$ 373,633	
<b>CEMETERY</b>									
1	100.4900.522200.003	Cemetery Found. Maint. Suppl.	\$ 5,000		5,000	\$ 5,000		\$ 5,000	
2	100.4900.531900.000	Tree Removal/Planting	\$ 2,500	\$ 1,163	1,500		\$ -	\$ 1,500	Fewer trees are in need of removal
3	100.4900.573000.000	Cemetery Sales Payments to Foundation			3,500	\$ 1,000	\$ 1,714	\$ 2,500	Added for FY 2025 (offset to revenue in prior years)
		SUBTOTAL	\$ 7,500	\$ 1,163	10,000	\$ 6,000	\$ 1,714	\$ 9,000	



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<b>PARKS AND RECREATION DEPARTMENT</b>									
1	100.6200.511100.000	Regular Employees - Parks & Rec.	\$ 41,845	\$ 21,291	42,168	\$ 13,321	\$ 22,837	\$ 42,570	40% of 3 groundskeepers
2	100.6200.511300.000	Overtime	\$ 500	\$ 7	500	\$ 3	\$ 4	\$ 500	
3	100.6200.512100.000	Group Insurance	\$ 6,500	\$ 9,881	14,370	\$ 6,158	\$ 10,556	\$ 15,689	Health, Life, Short and Long term disability
4	100.6200.512200.000	Social Security (FICA)	\$ 3,201	\$ 1,626	3,226	\$ 969	\$ 1,662	\$ 3,257	
5	100.6200.512450.000	Retirement Cont. (DC) 401	\$ 2,511	\$ 952	2,530	\$ 568	\$ 974	\$ 2,554	6%
6	100.6200.512700.000	Workers' Comp Insurance	\$ 1,000	\$ 397	1,000		\$ -	\$ 1,000	
7	100.6200.521200.001	Professional (arborist)	\$ 700	\$ 2,358	2,000		\$ -	\$ 3,500	
8	100.6200.521300.001	TAG Grant Technical Services		\$ 12,615	59,485	\$ 46,905	\$ 80,409	\$ 75,000	
9	100.6200.522200.003	Veh & Equip Repairs & Maint	\$ 1,000	\$ 1,769	3,000	\$ 6,630	\$ 11,366	\$ 12,000	
10	100.6200.523200.000	Telephone/Postage				\$ 1,047	\$ 1,794	\$ 2,800	wifi equipment in Asbury St Park needs replacing - add \$1,000 in FY 2026
11	100.6200.523850.000	Contract Labor - Temporary Help	\$ 5,000	\$ 60	5,000	\$ 2,723	\$ 4,667	\$ 5,000	
12	100.6200.523850.001	Old Church Events Management Contract			5,000		\$ -		
13	100.6200.531100.000	Supplies & Materials	\$ 21,000	\$ 4,024	23,000	\$ 8,798	\$ 15,082	\$ 21,000	
14	100.6200.531102.000	Supplies & Materials - General Cleaning/Maint.			12,400	\$ 30	\$ 52	\$ 5,000	
15	100.6200.531103.000	TAG Grant Supplies & Materials			10,000		\$ -		
16	100.6200.531104.000	Supplies & Materials - Trees, Plants, Mulch			10,000		\$ -	\$ 16,000	Playground/Asbury St. Park mulch
17	100.6200.531200.000	Energy - Utilities	\$ 7,000	\$ 3,117	5,500	\$ 2,623	\$ 4,496	\$ 5,500	Utilities for Asbury Street Park and Old Church
18	100.6200.531270.000	Gasoline/Diesel	\$ 1,000	\$ 1,311	2,000	\$ 621	\$ 1,065	\$ 1,500	
19	100.6200.531600.000	Small Equipment Under \$5,000	\$ 1,000		1,000		\$ -	\$ 1,000	
20	100.6200.531700.000	Uniforms	\$ 900	\$ 1,946	1,000	\$ 916	\$ 1,570	\$ 1,700	
21	100.6200.531900.000	Tree Board	\$ 21,003	\$ 15,612	27,006	\$ 525	\$ 900	\$ 33,009	Includes expenses for Arbor Day (See note)
22	100.6200.531910.000	City Parks and Trail Maintenance	\$ 45,000	\$ 31,809	45,000	\$ 7,623	\$ 13,068	\$ 35,500	Includes landscape maintenance contract for Asbury Street Park and invasive control/removal (ReForest ATL)
		SUBTOTAL	\$ 159,160	\$ 108,775	275,185	\$ 99,460	\$ 170,502	\$ 284,079	

	Acct Number	Description	FY2024 Budget (Amended)	FY2024 Actual	FY2025 Budget	FY2025 Actual thru January	FY2025 Estimate full year	FY2026 Recommend	Comments
<b>WATER &amp; SEWER FUND - REVENUES</b>									
1	505.0000.344210.000	Water Charges/Sales	\$ 572,000	\$ 615,480	650,000	\$ 427,701	\$ 733,202	\$ 730,000	
2	505.0000.344215.000	Water Tap Fees	\$ 4,000	\$ 14,389	5,000	\$ 2,951	\$ 5,059	\$ 5,000	
3	505.0000.344255.000	Sewer Charges/Sales	\$ 239,238	\$ 218,577	220,000	\$ 137,419	\$ 235,575	\$ 235,000	0
4	505.0000.344256.000	Sewer Tap Fees	\$ 4,000	\$ 7,200	5,000	\$ 3,600	\$ 6,171	\$ 5,000	
5	505.0000.344280.000	Hydrant Meter	\$ 500	\$ 200	500		\$ -	\$ 500	
6	505.0000.361000.000	Interest Revenues	\$ 300	\$ 464	550	\$ 623	\$ 1,068	\$ 1,000	
7	505-4300-344255-001	System Development Charges - Sewer				\$ 2,210		\$ 4,500	
8	505.4440.344210.001	System Development Charges - Water				\$ 732		\$ 1,450	
		TOTAL REVENUES	\$ 820,038	\$ 856,311	881,050	\$ 575,235	\$ 981,074	\$ 982,450	
<b>WATER &amp; SEWER FUND - EXPENDITURES</b>									
1	505.4300.511100.000	Regular Employees	\$ 62,856	\$ 58,282	61,802	\$ 32,427	\$ 55,588	\$ 64,950	33% of equipment operator/meter reader + 100% of Public Works Maintenance Worker + 33% of utility billing clerk
2	505.4300.511300.000	Overtime	\$ 3,000	\$ 2,724	3,000	\$ 1,788	\$ 3,065	\$ 3,000	
3	505.4300.512100.000	Employee Insurance	\$ 24,000	\$ 18,614	25,415	\$ 14,957	\$ 25,641	\$ 27,312	Health, Life, Short and Long term disability
4	505.4300.512200.000	Social Security (FICA)	\$ 4,809	\$ 4,458	4,728	\$ 2,617	\$ 4,487	\$ 4,969	
5	505.4300.512450.000	Retirement Cont. (DC) 401	\$ 3,771	\$ 2,586	3,708	\$ 1,574	\$ 2,698	\$ 3,897	6%
6	505.4300.512700.000	Workers' Comp Insurance	\$ 5,000	\$ 4,590	5,000		\$ -	\$ 5,500	
7	505.4300.521200.000	Legal & Professional	\$ 6,000	\$ 50,592	6,500	\$ 4,039	\$ 6,925	\$ 7,000	
8	505.4300.521300.000	Sewer Treatment Fees	\$ 120,000	\$ 140,478	120,000	\$ 86,642	\$ 148,528	\$ 160,000	
9	505.4300.522200.005	Veh & Equip Repairs & Maint		\$ 654	22,000	\$ 800	\$ 1,372	\$ 20,000	Split into three accounts below:
		Building Repairs	\$ 2,500				\$ -		
		Equipment Repair and Rental	\$ 2,500				\$ -		
		Vehicle Repairs	\$ 2,500				\$ -		
10	505.4300.522200.010	Service Contracts	\$ 18,000	\$ 24,192	15,000	\$ 15,644	\$ 26,819	\$ 110,000	Jet Utility, ACS, Utility Service Co., Kraft Power; FY 2026 add contract for maintenance of sewer easements (80,000)
11	505.4300.523100.000	Liability Insurance	\$ 4,800	\$ 3,967	7,500		\$ -	\$ 6,000	Annual bill in April
12	505.4300.523200.000	Telephone-Postage	\$ 1,500	\$ 514	1,000	\$ 480	\$ 823	\$ 1,000	
13	505.4300.523600.000	Dues & Fees	\$ 2,000	\$ 1,087	2,000	\$ 5,827	\$ 9,989	\$ 5,000	
14	505.4300.523700.000	Education & Training	\$ 5,000	\$ 3,167	5,000	\$ 1,920	\$ 3,291	\$ 6,500	New employee to maintain W/S license
15	505.4300.523850.000	Contract Labor	\$ 30,000	\$ 62,010	36,500	\$ 37,950	\$ 65,057	\$ 65,000	
16	505.4300.531100.000	Materials & Supplies	\$ 23,000	\$ 25,189	30,000	\$ 8,593	\$ 14,731	\$ 30,000	Increase in costs
17	505.4300.531200.000	Energy - Utilities	\$ 2,500	\$ 2,998	2,500	\$ 2,336	\$ 4,004	\$ 3,500	
18	505.4300.531270.000	Gasoline/Diesel	\$ 4,000	\$ 3,145	4,000	\$ 2,235	\$ 3,832	\$ 4,000	
19	505.4300.531510.000	Water for Resale	\$ 200,000	\$ 229,550	215,000	\$ 150,764	\$ 258,453	\$ 274,143	7/1/25 increase - from 2.34/1000 gal to 2.64/1000 gal; CY 2024 total 103,842 x 2.64
20	505.4300.531600.000	Small Equipment Under \$5,000	\$ 3,000		3,000	\$ 2,688	\$ 4,608	\$ 5,000	
21	505.4300.531700.000	Uniforms	\$ 3,000	\$ 3,292	2,500	\$ 1,619	\$ 2,775	\$ 3,000	Increase in costs
22	505.4300.552200.000	Property Claims <\$1,000	\$ 1,000		1,000		\$ -	\$ 1,000	
23	505.4300.561000.000	Depreciation Expense	\$ 215,000	\$ 219,033	215,000		\$ -	\$ 220,000	
24	505.4300.574000.000	Bad Debt Expense	\$ 8,000		8,000		\$ -	\$ 5,000	
25	505.4300.579000.000	Contingency			5,000		\$ -	\$ 5,000	
26	505.4300.582000.000	GEFA Loan Interest Payback	\$ 2,500	\$ 2,475	2,500	\$ 1,245	\$ 2,134	\$ 3,000	Emory Street Sewer Project + Oxford Rd. (add)
		TOTAL EXPENDITURES	\$ 760,236	\$ 863,597	807,653	\$ 376,144	\$ 644,818	\$ 1,043,770	

	Acct Number	Description	FY2024 Budget (Amended)	FY2024 Actual	FY2025 Budget	FY2025 Actual thru January	FY2025 Estimate full year	FY2026 Recommend	Comments
<b>ELECTRIC FUND - REVENUES</b>									
1	510.0000.344310.000	Electric Sales	\$ 2,371,000	\$ 2,153,484	2,300,000	\$ 1,351,962	\$ 2,317,650	\$ 2,300,000	% revenue
2	510.0000.344311.000	Penalties After the 15th	\$ 75,000	\$ 58,219	75,000	\$ 29,886	\$ 51,233	\$ 55,000	
3	510.0000.344312.000	Service Charges	\$ 7,800	\$ 6,785	65,000	\$ 6,500	\$ 11,143	\$ 15,000	
4	510.0000.349300.000	Bad Check Fees		\$ 60		\$ 120	\$ 206	\$ 250	
5	510.0000.349900.000	Online Bill Pay Convenience Fee	\$ 500				\$ -		Fees to pay bills online.
6	510.0000.361000.000	Interest Revenue	\$ 200	\$ 395	350	\$ 241	\$ 413	\$ 450	
7	510.0000.361001.001	MCT Dividends	\$ 8,000	\$ 10,796	8,000	\$ 2,921	\$ 5,007	\$ 5,000	
8	510.0000.381000.000	Other - Rebates	\$ 35,000	\$ 3,700	35,000		\$ -	\$ 25,000	Year-End Settlement from MEAG & off-systems sales
9	510.0000.381000.001	Cable Co. Electric Pole Rental		\$ 7,575			\$ -	\$ 7,500	
10	510-0000-392000-000	Proceeds-Dispose of Assets		\$ 2,525			\$ -		
		TOTAL REVENUES	\$ 2,497,500	\$ 2,243,540	2,483,350	\$ 1,391,629	\$ 2,385,651	\$ 2,408,200	
<b>ELECTRIC FUND - EXPENDITURES</b>									
1	510.4600.511110.000	Regular Employees	\$ 144,698	\$ 158,007	156,594	\$ 88,865	\$ 152,341	\$ 162,309	34% of Equipment Operator/Meter Reader + 34% of utility billing clerk + 100% of superintendent and assistant superintendent
2	510.4600.511300.000	Overtime	\$ 6,000	\$ 4,827	6,000	\$ 6,155	\$ 10,551	\$ 10,000	
3	510.4600.512100.000	Employee Insurance	\$ 36,000	\$ 46,574	54,937	\$ 35,327	\$ 60,560	\$ 58,981	Health, Life, Short and Long term disability
4	510.4600.512200.000	Social Security (FICA)	\$ 11,069	\$ 11,919	11,979	\$ 7,269	\$ 12,461	\$ 12,417	
5	510.4600.512400.000	Retirement Plan Expense	\$ 50,000	\$ (62,634)	13,000	\$ 9,096	\$ 15,592	\$ 13,643	Jody Reid portion of projected cost
6	510.4600.512450.000	Retirement Cont. (DC) 401	\$ 3,617	\$ 2,950	9,396	\$ 1,901	\$ 3,258	\$ 9,739	6%
7	510.4600.512700.000	Workers' Comp Insurance	\$ 2,500	\$ 1,377	3,000		\$ -	\$ 3,000	
8	510.4600.521200.001	ECG Professional Services	\$ 70,000	\$ 76,306	84,000	\$ 49,367	\$ 84,629	\$ 85,000	FY 25 amount provided by ECG.
9	510.4600.522200.003	Veh & Equip Repairs & Maint	\$ 10,000	\$ 23,662	20,000	\$ 15,373	\$ 26,353	\$ 30,000	
10	510.4600.522201.001	Power line Tree Trimming	\$ 50,000	\$ 25,594	44,000	\$ 1	\$ 1	\$ 54,000	
11	510.4600.523100.000	Liability Insurance	\$ 12,300	\$ 9,923	15,000		\$ -	\$ 15,000	Annual bill in April
12	510.4600.523200.000	Telephone-Postage	\$ 9,000	\$ 7,119	9,000	\$ 3,539	\$ 6,066	\$ 6,500	
13	510.4600.523600.000	Dues & Fees	\$ 750	\$ 74	500		\$ -	\$ 500	
14	510.4600.523600.001	Online Bill Pay Merchant Fee	\$ 500	\$ 21,511	18,000	\$ 16,703	\$ 28,633	\$ 30,000	
15	510.4600.523700.000	Linemen Training	\$ 7,500	\$ 1,730	7,500	\$ 1,810	\$ 3,102	\$ 5,000	This is the cost for the training program
16	510.4600.523701.000	Education & Training	\$ 5,000		5,000		\$ -	\$ 12,754	CDL Class A Certification Class (\$5,377 x 2) + vehicle rental for test (\$1,000 x 2)
17	510.4600.523850.000	Contract Labor	\$ 30,000	\$ 57,432	25,000	\$ (16,785)		\$ 25,000	
18	510.4600.531100.000	Supplies & Materials	\$ 25,000	\$ 68,161	20,000	\$ 35,623	\$ 61,068	\$ 70,000	Cost of Materials is considerably higher
19	510.4600.531200.000	Energy/Utilities	\$ 7,500	\$ 6,004	6,500	\$ 3,959	\$ 6,786	\$ 7,000	
20	510.4600.531270.000	Gasoline/Diesel	\$ 6,500	\$ 6,078	6,500	\$ 4,069	\$ 6,976	\$ 7,000	
21	510.4600.531530.000	Electricity Purchased	\$ 1,500,000	\$ 1,235,937	1,314,741	\$ 835,276	\$ 1,431,902	\$ 1,441,000	MEAG estimate Jul-Dec 2025 = 720,062 x 2
22	510.4600.531600.000	Small Equipment Under \$5,000	\$ 3,000	\$ 1,429	3,000	\$ 1,267	\$ 2,171	\$ 3,000	
23	510.4600.531700.000	Uniforms	\$ 5,500	\$ 7,280	5,500	\$ 4,316	\$ 7,398	\$ 7,500	Increase in costs
24	510.4600.541004.000	Street Lights	\$ 2,000		2,000		\$ -	\$ -	
25	510-4600-552200-000	Property Claims <\$1,000		\$ 239	1,000		\$ -	\$ 1,000	
26	510.4600.561003.000	Depreciation	\$ 100,000	\$ 126,308	100,000		\$ -	\$ 130,000	
27	510-4600-573001-001	Refund Oxford College			65,717	\$ 65,717			payment 2 of 2 in FY 2025
28	510.4600.574000.000	Bad Debt Expense	\$ 15,000	\$ (439)	15,000		\$ -	\$ 10,000	
29	510.4600.579000.000	Contingency			5,000	\$ 41,592	\$ 71,301	\$ 15,000	
		TOTAL EXPENDITURES	\$ 2,113,435	\$ 1,837,368	2,027,864	\$ 1,210,437	\$ 1,991,151	\$ 2,225,342	

	Acct Number	Description	FY2024 Budget (Amended)	FY2024 Actual	FY2025 Budget	FY2025 Actual thru January	FY2025 Estimate full year	FY2026 Recommend	Comments
<b>SOLID WASTE FUND - REVENUES</b>									
1	540.0000.344110.000	Refuse Collection Charges	\$ 225,170	\$ 200,936	219,000	\$ 136,434	\$ 233,888	\$ 230,000	18,250 x 12
2	540.0000.344130.000	Sale of Recycled Materials	\$ 100	\$ 595	600	\$ 315	\$ 540	\$ 600	
3	540.0000.344190.000	Bulk/White Goods Pickup		\$ 200		\$ 275	\$ 471	\$ 500	
4	540.0000.389000.000	Miscellaneous Income			400		\$ -	\$ 400	
		TOTAL REVENUES	\$ 225,270	\$ 201,731	220,000	\$ 137,024	\$ 234,899	\$ 231,500	
<b>SOLID WASTE FUND - EXPENDITURES</b>									
1	540.4300.511100.000	Regular Employee - Sanitation	\$ 39,832	\$ 25,375	9,750	\$ 6,829	\$ 11,706	\$ 13,478	33% of utility billing clerk
2	540.4300.511300.000	Overtime	\$ 500		500		\$ -	\$ 500	
4	540.4300.512100.000	Group Insurance	\$ 8,500	\$ 6,998	12,000	\$ 7,347	\$ 12,596	\$ 10,495	Health, Life, Short and Long term disability
5	540.4300.512200.000	Social Security (FICA)	\$ 3,047	\$ 1,907	746	\$ 522	\$ 896	\$ 1,031	
6	540.4300.512450.000	Retirement Cont. (DC) 401	\$ 2,390	\$ 1,259	585	\$ 242	\$ 414	\$ 809	6%
7	540.4300.512700.000	Workers' Comp Insurance	\$ 1,000	\$ 209	1,000		\$ -	\$ 500	
8	540.4300.522110.000	Disposal Services-Landfill Fees	\$ 14,000	\$ 12,227			\$ -		Move to Streets for FY 2025
9	540.4300.522111.000	College Walk Dumpster Fees	\$ 7,000	\$ 6,380	7,000	\$ 2,900	\$ 4,971	\$ 5,000	
10	540.4300.522200.003	Vehicle & Equip Repairs & Maint	\$ 3,000		3,000		\$ -	\$ 3,000	
11	540.4300.523100.000	Liability Insurance	\$ 500	\$ 327	1,000		\$ -	\$ 500	
12	540.4300.523580.000	Contract Labor	\$ 10,000	\$ 17,452		\$ 430	\$ 737	\$ 750	Move to Streets for FY 2025
13	540.4300.523581.000	Contracted Garbage Pickup	\$ 121,000	\$ 123,026	123,000	\$ 62,180	\$ 106,594	\$ 110,000	10,250 x 12
14	540.4300.523600.000	Dues & Fees	\$ 500		500		\$ -	\$ 500	
15	540-4590-523852-001	Bulk/White Goods Pickup		\$ 175	250	\$ 175	\$ 300	\$ 300	
16	540.4300.531100.000	Supplies & Materials	\$ 6,500	\$ 7,379	6,500	\$ 127	\$ 218	\$ 7,500	
17	540.4300.531270.000	Gasoline/Diesel	\$ 4,500	\$ 5,056	4,500	\$ 3,095	\$ 5,305	\$ 5,500	
18	540.4300.531600.000	Small Equipment Under \$5,000	\$ 1,000				\$ -		
19	540.4300.531700.000	Uniforms	\$ 1,000	\$ 1,015	1,000	\$ 990	\$ 1,698	\$ 1,700	
20	540.4300.574000.000	Bad Debt Expense	\$ 1,000				\$ -		
21	540.4300.579000.000	Contingency					\$ -		
		TOTAL EXPENDITURES	\$ 225,270	\$ 208,785	171,331	\$ 84,838	\$ 145,436	\$ 161,563	

Acct Number	Description	FY2024 Budget (Amended)	FY2024 Actual	FY2025 Budget	FY2025 Actual thru January	FY2025 Estimate full year	FY2026 Recommend	Comments
<b>Fund 100</b>	<b>General Fund</b>							
	<b>Revenues</b>	\$ 1,466,996	\$ 1,796,906	1,629,244	\$ 1,163,235	\$ 1,372,206	\$ 1,684,700	
	Prior Year Unassigned F. Balance	\$ -						
	Transfers from W&S	\$ 59,802		73,397				
	Transfers from Electric	\$ 384,065		396,985				
	Transfers from Solid Waste	\$ -		48,669				
	<b>General Fund Revenues</b>	\$ 1,910,863	\$ 1,796,906	2,148,295	\$ 1,163,235	\$ 1,372,206	\$ 1,684,700	
	<b>Expenditures</b>							
100-1100	City Council	\$ 58,212	\$ 44,129	62,462	\$ 20,301	\$ 34,452	\$ 56,212	
100-1500	General Government	\$ 873,623	\$ 790,166	922,808	\$ 551,355	\$ 817,561	\$ 958,685	
100-2500	Court	\$ 41,025	\$ 33,086	38,375	\$ 10,268	\$ 17,603	\$ 30,375	
100-3200	Police Department	\$ 476,663	\$ 431,037	522,151	\$ 246,819	\$ 423,119	\$ 554,462	
100-4200	Street Department	\$ 294,680	\$ 229,028	317,315	\$ 167,275	\$ 286,757	\$ 373,633	
100-6200	Parks and Recreation Department	\$ 159,160	\$ 108,775	275,185	\$ 99,460	\$ 170,502	\$ 284,079	
100-4900	Cemetery	\$ 7,500	\$ 1,163	10,000	\$ 6,000	\$ 1,714	\$ 9,000	
	<b>General Fund Expenditures</b>	\$ 1,910,863	\$ 1,637,384	2,148,296	\$ 1,101,479	\$ 1,751,708	\$ 2,266,446	
	<b>General Fund BALANCE</b>	\$ (0)	\$ 159,522	(1)	\$ 61,756	\$ (379,502)	\$ (581,746)	
<b>Fund 505</b>	<b>Water &amp; Sewer Fund</b>							
	<b>Revenues</b>	\$ 820,038	\$ 856,311	881,050	\$ 575,235	\$ 981,074	\$ 982,450	
	Transfers from General Fund		\$ 982					
	Transfers from Capital Funds		\$ 7,365					
	<b>Expenditures</b>	\$ 760,236	\$ 863,597	807,653	\$ 376,144	\$ 644,818	\$ 1,043,770	
	Transfers to G/F	\$ 59,802		73,397				
	<b>W &amp; S Fund Expenditures</b>	\$ 820,038	\$ 863,597	881,050	\$ 376,144	\$ 644,818	\$ 1,043,770	
	<b>W &amp; S Fund BALANCE</b>	\$ (0)	\$ 1,061	-	\$ 199,091	\$ 336,256	\$ (61,320)	
<b>Fund 510</b>	<b>Electric Fund</b>							
	<b>Revenues</b>	\$ 2,497,500	\$ 2,243,540	2,483,350	\$ 1,391,629	\$ 2,385,651	\$ 2,408,200	
	Transfer from General Fund		\$ 1,500					
	Transfer from Capital Projects		\$ 92,404					
	<b>Expenditures</b>	\$ 2,113,435	\$ 1,837,368	2,027,864	\$ 1,210,437	\$ 1,991,151	\$ 2,225,342	
	Transfers to G/F	\$ 384,065		396,985				
	<b>Electric Fund Expenditures</b>	\$ 2,497,500	\$ 1,837,368	2,424,849	\$ 1,210,437	\$ 1,991,151	\$ 2,225,342	
	<b>Electric Fund BALANCE</b>	\$ 0	\$ 500,077	58,501	\$ 181,192	\$ 394,500	\$ 182,858	
<b>Fund 540</b>	<b>Solid Waste</b>							
	<b>Revenues</b>	\$ 225,270	\$ 201,731	220,000	\$ 137,024	\$ 234,899	\$ 231,500	
	Transfer from General Fund	\$ 33,156						
	<b>Solid Waste Revenues</b>						\$ 231,500	
	<b>Expenditures</b>	\$ 225,270	\$ 208,785	171,331	\$ 84,838	\$ 145,436	\$ 161,563	
	Transfers to G/F	\$ -		-				
	<b>Solid Waste Fund Expenditures</b>	\$ 225,270	\$ 208,785	171,331	\$ 84,838	\$ 145,436	\$ 161,563	
	<b>Solid Waste Fund BALANCE</b>	\$ -	\$ (7,054)	48,669	\$ 52,187	\$ 89,463	\$ 69,937	
<b>Totals</b>	<b>ALL FUNDS TOTAL</b>							
	Revenues	\$ 5,453,671	\$ 5,098,489	5,732,695	\$ 3,267,124	\$ 4,738,931	\$ 5,306,850	
	Expenditures	\$ 5,453,671	\$ 4,547,134	5,625,526	\$ 2,772,898	\$ 4,387,677	\$ 5,697,120	
	Balance	\$ 0	\$ 551,355	107,169	\$ 494,227	\$ 351,254	\$ (390,270)	

Personal Services Wages Cost by Department  
FY 2026

Name	FY 2025 Total Wages Cost	100-1100 City Council	100-1500 Administration	100-3200 Police	100-4200 Streets	100-6200 Parks & Rec	505-4300 Water/Sewer	510-4600 Electric	540-4300 Solid Waste	
<b>CITY COUNCIL</b>										
Eady	\$6,000.00	\$6,000.00								
Holt	\$4,800.00	\$4,800.00								
McCanless	\$4,800.00	\$4,800.00								
Oliver	\$4,800.00	\$4,800.00								
Ready	\$4,800.00	\$4,800.00								
Wearing	\$4,800.00	\$4,800.00								
Windham	\$4,800.00	\$4,800.00								
<b>CITY CLERK/CITY MANAGER STAFF</b>										
Andrew	\$108,000.00		\$108,000.00							
Brooks	\$65,000.00		\$65,000.00							
Carr	\$37,500.20		\$37,500.20							
Mathis	\$39,197.64		\$39,197.64							
Mullen	\$62,084.88		\$62,084.88							
Nolley	\$41,393.21		\$41,393.21							
Watkins	\$39,641.88						\$13,081.82	\$13,081.82	\$13,478.24	
<b>POLICE DEPARTMENT</b>										
Anglin	\$85,000.00			\$85,000.00						
Brooks	\$59,521.49			\$59,521.49						
Merrifield	\$27,566.24			\$27,566.24						
Wagstaff	\$55,214.82			\$55,214.82						
White	\$57,651.99			\$57,651.99						
<b>PUBLIC WORKS</b>										
Ballard	\$40,342.41				\$13,312.99		\$13,312.99	\$13,716.42		
Brown	\$45,037.64							\$45,037.64		
Carrizalez	\$35,766.08				\$21,459.65	\$14,306.43				
Houston	\$38,555.38						\$38,555.38			
Kirkland	\$36,249.57				\$36,249.57					
Nolley	\$35,693.23				\$21,415.94	\$14,277.29				
Reid	\$90,472.74							\$90,472.74		
Vacant Groundskeeper	\$34,964.80				\$20,978.88	\$13,985.92				
<b>TOTALS</b>	<b>\$1,069,654.19</b>	<b>\$34,800.00</b>	<b>\$353,175.93</b>	<b>\$284,954.54</b>	<b>\$113,417.03</b>	<b>\$42,569.64</b>	<b>\$64,950.19</b>	<b>\$162,308.61</b>	<b>\$13,478.24</b>	<b>\$1,069,654.19</b>

Personal Services Insurance Cost by Department  
FY 2026

Name	FY 2025 Total Insurance Cost	100-1100 City Council	100-1500 Administration	100-3200 Police	100-4200 Streets	100-6200 Parks & Rec	505-4300 Water/Sewer	510-4600 Electric	540-4300 Solid Waste	
<b>CITY COUNCIL</b>										
Eady	\$0.00	\$0.00								
Holt	\$0.00	\$0.00								
McCanless	\$0.00	\$0.00								
Oliver	\$0.00	\$0.00								
Ready	\$0.00	\$0.00								
Wearing	\$0.00	\$0.00								
Windham	\$0.00	\$0.00								
<b>CITY CLERK/CITY MANAGER STAFF</b>										
Andrew	\$21,400.39		\$21,400.39							
Brooks	\$948.17		\$948.17							
Carr	\$12,869.89		\$12,869.89							
Mathis	\$12,882.61		\$12,882.61							
Mullen	\$13,035.13		\$13,035.13							
Nolley	\$718.75		\$718.75							
Watkins	\$30,866.54						\$10,185.96	\$10,185.96	\$10,494.62	
<b>POLICE DEPARTMENT</b>										
Anglin	\$852.07			\$852.07						
Brooks	\$13,017.13			\$13,017.13						
Merrifield	\$0.00			\$0.00						
Wagstaff	\$22,226.00			\$22,226.00						
White	\$816.31			\$816.31						
<b>PUBLIC WORKS</b>										
Ballard	\$12,896.29				\$4,255.78		\$4,255.78	\$4,384.74		
Brown	\$22,148.24							\$22,148.24		
Carrizalez	\$13,435.25				\$8,061.15	\$5,374.10				
Houston	\$12,869.89						\$12,869.89			
Kirkland	\$12,844.57				\$12,844.57					
Nolley	\$12,844.57				\$7,706.74	\$5,137.83				
Reid	\$22,261.76							\$22,261.76		
Vacant Groundskeeper	\$12,943.09				\$7,765.86	\$5,177.24				
<b>TOTALS</b>	<b>\$251,876.71</b>	<b>\$0.00</b>	<b>\$61,854.96</b>	<b>\$36,911.52</b>	<b>\$40,634.10</b>	<b>\$15,689.17</b>	<b>\$27,311.63</b>	<b>\$58,980.70</b>	<b>\$10,494.62</b>	<b>\$251,876.71</b>

Name	7/1 Annual Salary	7/1 Monthly Salary	7/1 Paygrade	Anniversary Date	Months for Step Increase	Cost of Step Increase	Total FY 2025 Salary Cost	Retirement Cost	FICA/Medicare	Monthly ST/LT Disability	Annual ST/LT Disability	Monthly Life	Monthly Medical	Monthly Dental	Monthly Vision	Annual Life/Health Insurance Cost	Anticipated 8% increase for Life/Health Jan-Jun 2026	Total Cost
Andrew, Bill	\$108,000.00	\$9,000.00	N/A	31-Aug		\$0.00	\$108,000.00	\$6,480.00	\$8,262.00	\$59.15	\$709.80	\$11.40	\$1,573.40	\$59.45	\$13.65	\$19,894.80	\$795.79	\$144,142.39
Anglin, Mark	\$85,000.00	\$7,083.33	N/A	10-Jan		\$0.00	\$85,000.00	\$5,100.00	\$6,502.50	\$59.15	\$709.80	\$11.40				\$136.80	\$5.47	\$97,454.57
Ballard, Austin	\$39,559.46	\$3,296.62	12C	20-Sep	9.5	\$782.95	\$40,342.41	\$2,420.54	\$3,086.19	\$46.10	\$553.20	\$11.40	\$946.19	\$23.74	\$7.70	\$11,868.36	\$474.73	\$58,745.44
Brooks, Marcia	\$65,000.00	\$5,416.67	N/A	1-Nov		\$0.00	\$65,000.00	\$3,900.00	\$4,972.50	\$59.15	\$709.80	\$11.40			\$7.70	\$229.20	\$9.17	\$74,820.67
Brooks, Sam	\$58,726.24	\$4,893.85	20D	16-Dec	6.5	\$795.25	\$59,521.49	\$3,571.29	\$4,553.39	\$56.17	\$674.04	\$11.40	\$946.19	\$23.74	\$7.70	\$11,868.36	\$474.73	\$80,663.31
Brown, Matt	\$44,757.90	\$3,729.83	15C	3-Apr	3	\$279.74	\$45,037.64	\$2,702.26	\$3,445.38	\$49.69	\$596.28	\$11.40	\$1,642.69	\$59.45	\$13.38	\$20,723.04	\$828.92	\$73,333.52
Carr, Kalee	\$36,734.89	\$3,061.24	12A	26-Aug	10	\$765.31	\$37,500.20	\$2,250.01	\$2,868.77	\$43.90	\$526.80	\$11.40	\$946.19	\$23.74	\$7.70	\$11,868.36	\$474.73	\$55,488.87
Carrizalez, Alex	\$34,964.80	\$2,913.73	11A	5-Aug	11	\$801.28	\$35,766.08	\$2,145.96	\$2,736.10	\$41.79	\$501.48	\$11.40	\$946.19	\$59.45	\$19.32	\$12,436.32	\$497.45	\$54,083.40
Eady, David	\$6,000.00	\$500.00	N/A				\$6,000.00		\$459.00		\$0.00					\$0.00	\$0.00	\$6,459.00
Holt, George	\$4,800.00	\$400.00	N/A				\$4,800.00		\$367.20		\$0.00					\$0.00	\$0.00	\$5,167.20
Houston, Kole	\$37,653.27	\$3,137.77	12B	24-Jul	11.5	\$902.11	\$38,555.38	\$2,313.32	\$2,949.49	\$43.90	\$526.80	\$11.40	\$946.19	\$23.74	\$7.70	\$11,868.36	\$474.73	\$56,688.08
Kirkland, Greg	\$35,838.92	\$2,986.58	11B	22-Jan	5.5	\$410.65	\$36,249.57	\$2,174.97	\$2,773.09	\$41.79	\$501.48	\$11.40	\$946.19	\$23.74	\$7.70	\$11,868.36	\$474.73	\$54,042.22
Mathis, Sydney	\$38,594.60	\$3,216.22	12C	14-Nov	7.5	\$603.04	\$39,197.64	\$2,351.86	\$2,998.62	\$44.96	\$539.52	\$11.40	\$946.19	\$23.74	\$7.70	\$11,868.36	\$474.73	\$57,430.73
McCanless, Laura	\$4,800.00	\$400.00	N/A				\$4,800.00		\$367.20		\$0.00					\$0.00	\$0.00	\$5,167.20
Merrifield, Todd	\$27,566.24	\$2,297.19	14A	9-Sep			\$27,566.24		\$2,108.82		\$0.00					\$0.00	\$0.00	\$29,675.06
Mullen, Stacey	\$61,699.26	\$5,141.61	15P	5-Apr	3	\$385.62	\$62,084.88	\$9,095.64	\$4,749.49	\$57.67	\$692.04	\$11.40	\$946.19	\$23.74	\$7.70	\$11,868.36	\$474.73	\$88,965.15
Nolley, Chenal	\$40,548.45	\$3,379.04	14A	9-Sep	10	\$844.76	\$41,393.21	\$2,483.59	\$3,166.58	\$48.04	\$576.48	\$11.40				\$136.80	\$5.47	\$47,762.13
Nolley, Hermon	\$34,964.80	\$2,913.73	11A	26-Aug	10	\$728.43	\$35,693.23	\$2,141.59	\$2,730.53	\$41.79	\$501.48	\$11.40	\$946.19	\$23.74	\$7.70	\$11,868.36	\$474.73	\$53,409.93
Oliver, Erik	\$4,800.00	\$400.00	N/A				\$4,800.00		\$367.20		\$0.00					\$0.00	\$0.00	\$5,167.20
Ready, Mike	\$4,800.00	\$400.00	N/A				\$4,800.00		\$367.20		\$0.00					\$0.00	\$0.00	\$5,167.20
Reid, Jody	\$89,355.79	\$7,446.32	N/A	30-Dec	6	\$1,116.95	\$90,472.74	\$13,643.28	\$6,921.16	\$59.15	\$709.80	\$11.40	\$1,642.69	\$59.45	\$13.38	\$20,723.04	\$828.92	\$133,298.94
Vacant Groundskeeper	\$34,964.80	\$2,913.73	11A				\$34,964.80	\$2,097.89	\$2,674.81	\$50.00	\$600.00	\$11.40	\$946.19	\$23.74	\$7.70	\$11,868.36	\$474.73	\$52,680.59
Wagstaff, Wendell	\$54,533.16	\$4,544.43	19C	8-Jan	6	\$681.66	\$55,214.82	\$3,312.89	\$4,223.93	\$56.17	\$674.04	\$11.40	\$1,642.69	\$59.45	\$13.38	\$20,723.04	\$828.92	\$84,977.65
Watkins, Kristin	\$39,559.46	\$3,296.62	12D	1-Jun	1	\$82.42	\$39,641.88	\$2,378.51	\$3,032.60	\$44.96	\$539.52	\$11.40	\$2,339.88	\$59.45	\$19.32	\$29,160.60	\$1,166.42	\$75,919.54
Wearing, Jeff	\$4,800.00	\$400.00	N/A				\$4,800.00		\$367.20		\$0.00					\$0.00	\$0.00	\$5,167.20
White, Terry	\$57,293.90	\$4,774.49	19E	3-Apr	3	\$358.09	\$57,651.99	\$3,459.12	\$4,410.38	\$56.17	\$674.04	\$11.40				\$136.80	\$5.47	\$66,337.80
Windham, Jim	\$4,800.00	\$400.00	N/A				\$4,800.00		\$367.20		\$0.00					\$0.00	\$0.00	\$5,167.20
<b>TOTALS</b>	<b>\$1,060,115.94</b>	<b>\$88,343.00</b>				<b>\$9,538.25</b>	<b>\$1,069,654.19</b>	<b>\$74,022.74</b>	<b>\$81,828.55</b>	<b>\$959.70</b>	<b>\$11,516.40</b>	<b>\$216.60</b>	<b>\$18,303.25</b>	<b>\$570.36</b>	<b>\$169.43</b>	<b>\$231,115.68</b>	<b>\$9,244.63</b>	<b>\$1,477,382.19</b>

7/1 Annual Salary assumes all employees with anniversary dates between 7/1/2025 and 6/30/2026 receive a one-step performance increase

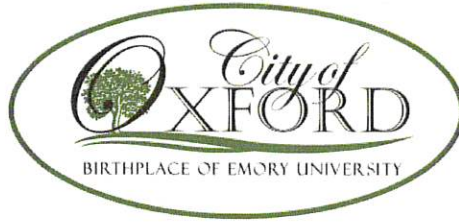
Cost of Increase assumes all employees on pay scale will receive a one-step (2.5%) performance increase on their anniversary date (Bill Andrew, Marcia Brooks, Mark Anglin not included)

Retirement Cost assumes 6% contribution for all employees except Stacey Mullen and Jody Reid on old plan

ST/LT Disability Insurance Cost based on 1/13/2025 invoice (Wagstaff estimated)

Life/Health Costs based on rates effective 1/1/2025





## Budget Request Form FY2026

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Item: Agenda Management with pricing from Civic Plus.

Purpose: This would provide distribution for agendas and meetings materials and a searchable database for our City Council, Planning Commission and DDA meetings.

Estimated Cost: There would be a one-time fee of \$2,900 for the one-time implementation. For the Annual Subscription Fees, the cost would be \$4,760 per year. This would include an automated newsletter and the ability to automatically notify subscribers when an agenda is published. This would be a total of \$7,660 for the first year and then \$4,760 annually after that. I would recommend budgeting a total \$8,000 to plan for any unknown costs.

Justification (how will this item contribute to your department's efforts toward accomplishment of the City's goals): This program would allow for a web-based process to create an agenda, approve an item for an agenda, publish materials for supporting an agenda item, more ease in preparing minutes, and a public portal so citizens can better engage with current and past meetings.

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Department: Administration      By: Bill Andrew

## Marcia Brooks

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**From:** Laura McCanless  
**Sent:** Monday, March 3, 2025 2:10 PM  
**To:** Bill Andrew; Marcia Brooks  
**Cc:** David Eady  
**Subject:** Fw: budget requests due  
**Attachments:** 2025 Quarterly Maintenance Proposal - Oxford.pdf; Selection from Oxford Greenway Management Plan - Yearly Objectives.pdf

Bill and Marcia,

I solicited this estimate from ReforestAtl for ongoing upkeep of the natural spaces at Asbury Park and along the Turkey Creek Trail. This is a formal request by me to include in budget planning the maintenance money to protect our investment in the Turkey Creek Trail greenway and the park.

Thanks!

Laura

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**From:** Kate Carson <kate@reforestatl.com>  
**Sent:** Monday, March 3, 2025 11:59 AM  
**To:** Laura McCanless <lmccanless@oxfordgeorgia.org>  
**Subject:** Re: budget requests due

Hi Laura,

I truly appreciate your patience and for checking in and apologize for the delay. Our Administrative Assistant was out of town for over a week and it has been a bit crazy around here, so I fell a bit behind on everything and am catching up now.

Attached, please find the proposal for this year's maintenance work. In the proposal, I have recommended slightly increasing the effort at Asbury Street Park, if feasible, to accomplish more at the site. Based on the progress we made last year, I believe a bit more effort this year would be beneficial. I've also included options to maintain the current level of work, should that be preferable.

Additionally, I have attached the Objectives section from the Oxford Greenway Management Plan to provide context on the objectives we will be focusing on for the Turkey Creek site.

Please feel free to reach out if you require any additional information or would like a more formal quote document. I am more than happy to provide whatever you need!

I'm also very excited to see the results at Turkey Creek after the Year 1 suppression efforts. It will be thrilling to witness how the native plant species will begin to thrive now that the understory brush has been cleared!

Thank you once again for your continued partnership. I look forward to your feedback and to working together this season.

Kate Carson  
Ecologist/Founder  
ReForest ATL, LLC  
404-884-TREE (8733)  
[reforestatl.com](http://reforestatl.com)



On Thu, Feb 27, 2025 at 5:12 PM Laura McCanless <[lmccanless@oxfordgeorgia.org](mailto:lmccanless@oxfordgeorgia.org)> wrote:  
Hi Kate and Michael,

Oxford City Council is considering our budget for the coming year, which starts June 1, and I'd like to include a request for money to have Reforest Atl help with quarterly maintenance along the Turkey Creek trails and Asbury Park. Could you give me a rough range you think might cover that for FY '25 - '26?

Kindest regards,  
Laura McCanless



## 2025 Maintenance Proposal for the City of Oxford's Asbury Street Park & Oxford Greenway

ReForest ATL is eager to continue advancing the progress made in enhancing the City's greenspaces over the past few years. To sustain this momentum and ensure that the valuable gains achieved are preserved, we have outlined several funding options below. We would welcome the opportunity to discuss these proposals further and make any necessary adjustments to ensure they align with your budget, maximizing the impact of the available funding.

### Pricing & Options for 2025 Quarterly Maintenance in Oxford Greenspaces

Service	Estimated Labor Hours/Expense	Cost/Session	Sessions/Year	Estimated Total Cost
Asbury Street Park - Maintenance	<b>3 Person Session</b> ~18 Labor Hours	<u>\$825/session</u>	<u>4 sessions/year</u>	<b>Option A</b> <u>\$3300</u>
	<b>2 Person Session</b> ~12 Labor Hours	<u>\$550/session</u>		<b>Option B</b> <u>\$2200</u>
Turkey Creek - Year 2 Maintenance	<b>3 Person Session</b> ~18 Labor Hours	<u>\$750/session</u> (package discount applied)	<u>16 sessions/year</u> (Each Area gets one session in each of the 4 seasons)	<b>Option A</b> <u>\$12,000</u>
		<u>\$750/session</u> (package discount applied)	<u>8 sessions/year</u> (Each Area gets a session in 2 of the seasons)	<b>Option B</b> <u>\$6000</u>
		<u>\$825/session</u>	<u>4 sessions/year</u> (Each Area is only visited once in the entire year, rather than receiving seasonal care)	<b>Option C</b> <u>\$3300</u>

## Insurance

ReForest carries Comprehensive Liability and Worker's Compensation insurance.

## Contact Information

If you have any questions regarding this quote, please contact **Kate Carson** at:

Email - [kate@reforestatl.com](mailto:kate@reforestatl.com)

Cell - 608-575-1105

Thank you for considering ReForest ATL for your restoration and invasive species management needs. We look forward to the opportunity to continue our successful partnership and further contribute to the enhancement of the City's greenspaces.



## Objectives

Specific and measurable objectives are established in order to develop work plans that will best achieve the stated goals of the project and provide a way to assess the level of success (see table below). Monitoring and evaluation must be included in the timeline to ensure that goals and objectives are being met and remain realistic based on the accumulated data available. Goals and objectives should not be viewed as static, rather they must be re-evaluated, assessed, and adapted as necessary since ecosystems are dynamic and can respond in unpredictable ways, and new opportunities or constraints may present themselves over time.

Table of Goals & Objectives

Aim	Goal	Objectives	Timeframe	Actions/Strategies
<b>Restore forest and woodland health</b>	Reduce competition from invasive plant species	Decrease invasive species coverage to less than 10% in each sample Veg Plot  Reduce invasive species dominance in all Veg Plots to zero	Years 1 -5+	Treat all woody invasive trees and shrubs in Year 1 using mechanical or chemical treatments as appropriate. Assess regrowth and recruitment in Year 2 and begin management of non-woody invasives.
	Increase native plant diversity and recruitment	Decrease invasive species cover in all Veg Plots to near zero to remove competition and suppression pressures  Plan restoration plantings to have the appropriate species diversity and richness for the assigned plant community type	Years 1-5+	Treat all woody invasive trees and shrubs in Year 1 using mechanical or chemical treatments as appropriate. Assess regrowth and recruitment in Year 2. Begin management of non-woody invasives Years 2-5+  Restoration planting plans based off plant community types, sourcing local genotype whenever possible
	Enhance wildlife habitat	Increase snags in the shrub and canopy layers and downed woody debris on forest floor where appropriate	Years 1-5+	Cull individual trees by girdling to create snags  Leave properly constructed debris piles made from cut invasives

<p><b>Improve plant community composition and structure</b></p>	<p>Identify existing plant communities, existing invasive plant species, and focal areas</p>	<p>Categorize and map each plant community remnant occurring throughout the project area</p> <p>Map all invasive species hot spots</p> <p>Categorize each invasive plant species to set priorities</p>	<p>Year 1</p>	<p>Conduct CVS Surveys at representative locations in relevant project areas and assign a best fit plant community according to CVS data</p> <p>Map areas with high densities of invasive species</p> <p>Categorize each invasive species according to GA EPPC categories</p>
	<p>Maintain canopy species richness</p>	<p>Remove 95%+ invasive vines threatening canopy trees in Year 1</p> <p>Treat all invasive vines in the herbaceous and shrub layer during Year 2</p>	<p>Years 1 &amp; 2</p>	<p>Cut all invasive vines above shrub layer in Year 1 &amp; treat remaining stems in Year 2 using mechanical or chemical treatments as appropriate</p>
	<p>Enhance forest structure</p>	<p>Remove 95%+ invasive shrub layer</p> <p>Reduce uncharacteristic native species densities to match desired plant community's density</p> <p>Increase the number of snags in the shrub and canopy layers and downed woody debris on forest floor</p>	<p>Years 1-5+</p>	<p>Use manual and chemical control methods as appropriate for invasive species control</p> <p>Cull individual trees to manage stand density</p> <p>Leave properly constructed debris piles made from cut invasives</p>
	<p>Restore plant community assemblages for a varied mosaic of habitats, supporting habitat for all trophic levels</p>	<p>Obtain native species cover to within 25% of the reference conditions (NVC sample plots) within the first five years.</p>	<p>Years 1-5</p>	<p>Invasive species management</p> <p>Restoration plantings</p> <p>Measurements based on LANDFIRE VDep data Oxford CVS data, and available VegBank sample plot data for NVC Associations</p>

	Reverse ecosystem homogenization trends	Increase shrub plant species richness by at least 100% with recommended species in recommended areas  Increase understory plant species richness by at least 200% with recommended species in recommended areas	Years 1-2  Years 2-5	Years 1 & 2 suppress and manage invasive species Years 2-5 using recruitment and treatment response data following suppression and management efforts, install restoration plantings according to NVC reference conditions
<b>Improve water quality for Turkey Creek</b>	Improve riparian buffers to reduce erosion, sedimentation, and runoff	Reduce invasive plant species along the stream by 50% in Year 1  Maintain invasive species levels at near-zero by the end of Year 2 and continue through Year 5+ to stabilize banks, slow runoff, and provide filtration	Years 1-5+	Invasive species suppression and management  Restoration plantings paired with phased removal
	Protect water quality while conducting restoration work	Follow the following established BMPs:  Do not reduce vegetation cover to less than 50% canopy cover (barring preexisting conditions) in all Streamside Management Zones along the perennial reaches of Turkey Creek and 25% where it is intermittent  Where canopy cover is less than 50% within a SMZ, methods for invasive control will favor cut & treat treatments	Years 1-5+	Invasive species management may be phased and paired with restoration plantings over the course of years  Chemical methods may be favored over manual removal when dictated by the BMPs
<b>Beautify and increase the appeal of the greenspace to various stakeholders</b>	Reduce invasive overgrowth at entrances and along trails	Remove 95%+ invasive woody plant species within 20 feet of the trails and sever vines growing into the canopy	Years 1-2	Woody invasive trees & shrubs, sever vines from canopy in Year 1  Year 2 - target all invasives



	Engage the public	Hold at least 2 outreach events per year	Years 1-5+	Include a mix of skill building, action, and educational talks to appeal to a wide variety of ages and interests
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## Methodology

### Best Management Practices

Best management practices (BMPs) are regionally-specific and science-based measures, methods, and practices used to prevent or reduce water pollution during forestry operations. They typically involve methods that aim to enhance ecosystem health and resilience. This includes using native plant species to restore biodiversity, implementing erosion control measures such as vegetative buffers to protect water quality, and ensuring sustainable management of resources to promote long-term ecological stability. See Appendix 1 for applicable BMPs from the Georgia Forestry Commission (GFC) for this project.

### Invasive Plant Species Management

#### Target Species Prioritization

In the spring of Year 1, vegetation surveys were conducted and invasive species within the survey plots and across the entire project area were identified. The species were then classified according to the Georgia Exotic Pest Plant Council's invasive plant species categorizations which range from 1 to 4, with Category 1 species posing the greatest threat to Georgia's natural areas. These categories combined with the professional experience and opinions of the authors, the life cycles of the species, seasonal considerations, weather conditions, and the execution of the phases of management will be used to inform the daily operations of the restoration contractor.

See Appendix 4 for the seasonal management calendar and description GA-EPPC categorizations and the Phases subsection in the Work Plan section of this document.