

**OXFORD MAYOR AND COUNCIL  
WORK SESSION  
MONDAY, APRIL 19, 2021 – 6:30 P.M.  
CITY HALL (VIA TELECONFERENCE)  
A G E N D A**

1. **Mayor's Announcements**
2. **Committee Reports** – The Tree Board, Planning Commission, Downtown Development Authority, Sustainability Committee, and the Committee on Race will update the Council on their recent activities.
3. **\*Downtown Development Authority Greenspace Proposal** – The Downtown Development Authority will share with the Council their final proposal for the style and design for interim capital improvements on the city greenspace.
4. **\*FY2022 Operating and Capital Budgets** – Council will review draft copies of the FY2022 operating and capital budgets. We have attached the draft copies of the budget.
5. **Yarbrough House Discussion** – Mayor Eady will discuss with the Council the status of the city's project involving the Yarbrough House (107 W. Clark Street).
6. **City Cemetery Contract Update** – Councilmember Bohanan will provide the Council with an update on the contract discussions with the Oxford Historical Cemetery Foundation for landscape maintenance at the city cemetery.
7. **Little Library** – Council will discuss whether to install a second little library at Asbury Street Park.
8. **\*Longstreet Circle Paving Project** – The FY2021 Capital Budget includes \$125,000 for a project to mill and resurface the Longstreet Circle subdivision. We recommend that the Mayor and Council award the bid to Garrett Paving Company for \$181,524.40. We have attached a copy of the City Engineer's recommendation and bid summary.
9. **\*Electric System Improvements** – The FY2021 Capital Budget includes \$100,000 for a project to replace equipment, wires, and switches on E. Soule Street, Green Street, E. Bonnell Street, Hillcrest Drive, E. Wade Street, the line behind Mainstay Academy, and the line behind 702 Emory Street. This will include replacing some of the poles with rotten tops. We have attached copies of the bids to complete the work. We will present to the Mayor and Council the cost of the materials needed to complete the project before the May Regular Session Meeting.
10. **Work Session Meeting Review** – Mayor Eady will review all the items discussed during the meeting.

\*Attachments



# Annual Budget - FY2022

July 1, 2021 - June 30, 2022

City Council Review - April 19, 2021

Mayor David S. Eady

Councilmembers

Jeff Wearing - Lynn Bohanan  
Laura McCanless - George Holt  
Avis Williams - Jim Windham

Matthew Pepper, City Manager  
Marcia Brooks, City Clerk  
Dave Harvey, Police Chief  
Jody Reid, Supervisor of Public Works and Utilities

	Acct Number	Description	FY2020 Budget	FY2020 Actual	FY2021 Budget	Thru March	FY2021 Estimate	FY2022 Recommend	Comments
	<b>GENERAL FUND - REVENUE</b>					75.0%			
1	100-0000-311100-000	Real Property Tax-Current Yr.	110,000	119,511	110,000	124,177	110,000	125,000	Reflects growth in property tax digest.
2	100-0000-311200-000	Property Tax - Prior Year	5,000	2,834	5,000	1,973	2,630	5,000	
3	100-0000-311310-000	Motor Vehicle Adv.	21,000	20,650	5,000	2,124	2,832	2,500	
4	100-0000-311315-000	Motor Vehicle TAVT	45,000	130,659	50,000	83,589	111,452	65,000	
5	100-0000-311340-000	Intangible Tax	3,000	4,137	3,000	6,023	8,031	4,000	
6	100-0000-311600-000	Real Estate Transfer	1,000	1,612	1,000	1,878	2,503	1,500	
7	100-0000-311710-000	Electric Franchise Tax	2,200	2,160	2,000	2,137	2,000	2,000	
8	100-0000-311730-000	Gas Franchise Tax	12,000	14,222	14,000	9,298	12,397	12,000	
9	100-0000-311750-000	TV Cable Franchise Tax	28,000	38,628	30,000	23,924	31,898	30,000	
10	100-0000-311760-000	Telephone Franchise Tax	4,500	5,253	4,400	6,268	8,357	4,500	
11	100-0000-313100-000	LOST Sales & Use Tax	360,000	432,357	320,000	357,095	476,126	425,000	Reflects sales tax growth in Newton County.
12	100-0000-316100-000	General Occupational Tax	11,500	11,463	11,500	10,940	11,500	11,500	Business License payments.
13	100-0000-316200-000	Insurance Premium Tax	161,000	161,939	166,000	170,823	170,823	175,000	One check per year, based on population.
14	100-0000-319000-000	Penalty/Interest on Del Taxes	1,300	821	1,200	568	757	1,000	
15	100-0000-321200-000	General Building Permits	1,500	6,955	10,000	15,561	20,748	10,000	
16	100-0000-322901-000	Misc. Income	15,000	200	1,000	46	61	1,000	
17	100-0000-335800-000	Intergovernmental Revenues	26,000	27,705	20,000	25,191	25,191	25,000	Local Maintenance Improvement Grant (LMIG).
18	100-0000-341400-000	Printing/Duplicating Service	200	128	200	117	156	200	
19	100-0000-341910-000	Election Qualifying Fees	1,200	792	0	0	0	850	
20	100-0000-349100-000	Cemetery Fees	2,000	2,650	2,000	7,630	10,173	2,000	
21	100-0000-349300-000	Bad Check Fees	1,000	480	1,000	150	200	500	
22	100-0000-351000-000	Fines & Forfeitures	80,000	76,632	80,000	72,780	97,040	85,000	
23	100-0000-361000-000	Interest Revenues	30,000	39,912	15,000	3,369	4,492	5,000	Reflects a decrease in interest rates.
24	100-0000-381000-000	Rents and Royalties	1,500	33,860	5,000	3,075	4,100	3,000	
25	100-0000-381001-000	Lease Agreement Income	31,710	0	31,710	0	31,710	31,710	810 Whatcoat Building Lease - Oxford College
26	100-0000-381002-000	Lease - Verizon	27,154	27,324	27,833	20,875	27,833	28,007	Water Tower Antenna - Verizon Wireless
27	100-0000-392300-000	Proceeds-Dispose of Assets	1,000	0	1,000	0	0	1,000	
		<b>REVENUES TOTAL</b>	<b>\$983,764</b>	<b>\$1,162,883</b>	<b>\$917,843</b>	<b>\$949,609</b>	<b>\$1,173,012</b>	<b>\$1,057,267</b>	

	Acct Number	Description	FY2020 Budget	FY2020 Actual	FY2021 Budget	Thru March	FY2021 Estimate	FY2022 Recommend	Comments
<b>GENERAL FUND - EXPENDITURES</b>									
<b>CITY COUNCIL</b>									
1	100.1100.511100.000	Regular Employees	34,800	29,200	34,800	22,500	30,000	34,800	
2	100.1100.512200.000	Social Security (FICA)	2,663	2,234	2,662	1,721	2,295	2,662	
3	100.1100.523100.000	Liability Insurance	12,000	9,907	10,000	0	12,000	10,000	Annual bill in April.
4	100.1100.523600.000	Education & Training	6,000	3,083	3,750	0	0	3,750	
5	100.1400.511100.000	Reg Employees - Election	650	475	0	0	0	650	
		<b>SUBTOTAL</b>	\$56,113	\$44,899	\$51,212	\$24,221	\$44,295	\$51,862	

	Acct Number	Description	FY2020 Budget	FY2020 Actual	FY2021 Budget	Thru March	FY2021 Estimate	FY2022 Recommend	Comments
<b>GENERAL GOVERNMENT</b>									
1	100.1500.511100.000	Regular Employees	221,854	203,268	230,444	153,629	204,839	233,167	
2	100.1500.511300.000	Overtime	5,000	6,981	6,000	1,802	2,402	6,000	
3	100.1500.512100.000	Group Insurance	60,313	39,922	58,673	30,427	40,569	61,359	Health and Life Insurance
4	100.1500.512200.000	Social Security (FICA)	17,354	16,138	18,088	11,931	15,908	18,297	
5	100.1500.512400.000	Retirement Plan Expense	13,348	35,834	20,500	14,317	19,089	21,000	
6	100.1500.512450.000	Retirement Cont. (DC) 401	9,715	7,762	10,253	4,708	6,277	10,353	
7	100.1500.512700.000	Workers' Comp Insurance	1,000	773	1,000	747	996	1,000	
8	100.1500.512900.000	Unemployment Payments	2,000	4,200	2,000	0	0	2,000	
9	100.1500.521200.000	Professional	110,000	90,468	80,000	52,299	69,732	85,000	City Attorney, CPA Firm, Audit Services, Tax Assessor's Office
10	100.1500.521200.001	Code Enforcement Services	5,000	1,170	5,000	0	0	5,000	Contract with Bureau Veritas
11	100.1500.521200.002	Building Permit (BV)	11,250	6,231	11,250	2,060	2,746	7,500	Contract with Bureau Veritas
12	100.1500.521202.000	Fire Services - Newton County	26,500	26,114	29,000	28,870	28,870	30,000	Annual bill to Newton County
13	100.1500.521300.000	Technical Purchased Service	42,500	45,544	45,000	39,103	45,000	47,000	
14	100.1500.522200.000	Repairs & Maintenance	40,000	18,343	20,000	17,319	23,092	20,000	
15	100.1500.522200.001	Whatcoat Building Maintenance	5,000	0	5,000	10,396	13,861	10,000	
16	100.1500.522200.002	YH Welcome Center	30,000	0	5,000	650	867	5,000	
17	100.1500.523100.000	Liability Insurance	11,000	10,932	11,000	0	11,000	11,000	Annual bill in April
18	100.1500.523200.000	Telephone - Postage	25,200	25,983	25,500	16,122	21,496	25,500	
19	100.1500.523200.001	Telephone System Upgrades	8,200	8,150	0	0	0	0	
20	100.1500.523300.000	Advertising & Promotions	7,000	7,571	7,000	6,894	9,191	8,000	
21	100.1500.523320.000	July 4th Parade Expenses	6,000	2,641	6,000	0	0	6,000	
22	100.1500.523600.000	Dues & Fees	9,000	11,230	9,000	7,669	10,225	9,000	
23	100.1500.523700.000	Education & Training	12,000	4,773	7,500	2,087	2,783	7,500	
24	100.1500.531100.000	Supplies & Materials	19,000	19,305	24,000	10,199	13,599	20,000	
25	100.1500.531200.000	Energy - Utilities	16,000	16,800	16,000	10,549	14,065	16,000	
26	100.1500.531600.000	Small Equipment Under \$5,000	5,000	2,109	5,000	150	200	5,000	
27	100.1500.531600.001	Computer Upgrades	8,000	6,043	0	0	0	0	
28	100.1500.531600.002	Security System Upgrade	7,000	6,686	0	0	0	0	
29	100.1500.531700.000	Other/Meetings & Events	7,000	2,771	5,000	214	285	5,000	
30	100.1500.579000.000	Contingency - General	23,392	2,202	25,348	0	0	25,709	
31	100.1500.579010.000	Contingencies - cash over & short	200	50	200	140	187	200	
		<b>SUBTOTAL</b>	<b>\$764,826</b>	<b>\$629,994</b>	<b>\$688,756</b>	<b>\$422,278</b>	<b>\$557,277</b>	<b>\$701,585</b>	

	Acct Number	Description	FY2020 Budget	FY2020 Actual	FY2021 Budget	Thru March	FY2021 Estimate	FY2022 Recommend	Comments
<b>COURT</b>									
1	100.2500.521200.000	Contract - Judge	5,000	5,000	5,000	3,750	5,000	5,000	
2	100.2500.521210.000	Contract - Public Defender	500	0	500	0	0	500	
3	100.2500.521211.000	Contract - Solicitor	4,800	3,760	4,800	3,400	4,800	4,800	
4	100.2500.523700.000	Education - Clerk	3,000	600	1,000	0	0	1,000	
5	100.2500.523701.000	Education - Judge	1,200	325	1,200	0	1,200	1,200	
6	100.2500.523850.000	Contract - Translator	200	0	200	0	0	200	
		<b>SUBTOTAL</b>	\$14,700	\$9,685	\$12,700	\$7,150	\$11,000	\$12,700	
<b>POLICE DEPARTMENT</b>									
7	100.3200.511000.000	Regular Employees	173,830	98,775	178,768	123,726	164,967	178,768	Includes four (4) full-time officers, including the Chief
8	100.3200.511300.000	Overtime	10,000	10,587	10,000	9,823	13,097	10,000	
9	100.3200.512100.000	Group Insurance	25,987	16,865	30,801	13,976	18,634	38,454	Health and Life Insurance
10	100.3200.512200.000	Social Security (FICA)	14,063	8,392	14,441	10,216	13,622	14,441	
11	100.3200.512450.000	Retirement Cont. (DC) 401	10,430	3,074	9,711	4,702	6,269	9,712	
12	100.3200.512700.000	Workers' Comp Insurance	7,000	6,186	6,500	4,918	4,918	5,000	
13	100.3200.521300.000	Tech Purch Serv/Courtware	11,000	10,982	11,000	7,543	10,057	11,000	
14	100.3200.522200.000	Veh & Equip Repairs & Maint	10,000	5,907	10,000	10,445	13,926	10,000	
15	100.3200.523100.000	Liability Insurance	12,000	11,227	12,000	1,000	12,000	12,000	Annual bill in April
16	100.3200.523200.000	Telephone-Postage	5,500	7,245	5,500	3,266	4,355	5,500	
17	100.3200.523600.000	Dues & Fees	250	162	250	100	133	200	
18	100.3200.523700.000	Education & Training	2,000	1,645	2,000	1,698	2,264	2,000	
19	100.3200.523850.000	Subpoena fee	200	0	200	0	0	200	
20	100.3200.523900.000	Prisoner Housing & costs	12,000	12,425	13,000	420	560	13,000	Increased volume of inmates brought in by city police officers.
21	100.3200.531100.000	Supplies & Materials	5,500	4,317	5,500	2,112	2,815	5,500	
22	100.3200.531270.000	Gasoline	10,000	6,741	10,000	5,425	7,233	10,000	
23	100.3200.531600.000	Small Equipment Under \$5,000	5,000	3,740	5,000	1,366	1,822	5,000	
24	100.3200.531600.001	Computer Upgrades	0	3,647	6,500	6,283	6,283	0	
25	100.3200.531700.000	Uniforms	5,000	4,095	5,000	1,427	1,427	5,000	
26	100.3200.571000.000	Training funds - Payable	25,000	28,712	25,000	16,291	21,721	25,000	
27	100.3800.342500.000	E-911 Center	43,000	41,224	25,000	16,113	21,484	25,000	Annual bill.
		<b>SUBTOTAL</b>	\$387,760	\$285,950	\$386,170	\$240,848	\$327,588	\$385,775	

	Acct Number	Description	FY2020 Budget	FY2020 Actual	FY2021 Budget	Thru March	FY2021 Estimate	FY2022 Recommend	Comments
<b>STREET DEPARTMENT</b>									
1	100.4200.511100.000	Regular Employees-Street	50,780	25,030	46,641	28,708	38,278	45,743	allocating 1/3 of meter reader; 3/5 of groundskeepers (2); 1/5 refuse collection worker
2	100.4200.511300.000	Overtime	1,000	1,307	2,000	490	653	2,000	
3	100.4200.512100.000	Employee Insurance	15,494	9,177	18,465	8,599	11,466	23,053	Health and Life Insurance
4	100.4200.512200.000	Social Security (FICA)	3,961	2,015	3,721	2,234	2,978	3,653	
5	100.4200.512450.000	Retirement Cont. (DC) 401	2,945	1,109	2,798	992	1,322	2,745	
6	100.4200.512700.000	Workers' Comp Insurance	3,500	4,262	4,000	3,159	3,159	4,000	
7	100.4200.521201.000	Professional - Engineering	3,000	1,455	3,000	3,245	4,327	5,000	
8	100.4200.522200.000	Veh & Equip Repairs & Maint	12,000	7,478	12,000	9,841	13,122	12,000	
9	100.4200.523600.000	Dues and Fees	0	0	0	50	50	100	
10	100.4200.523700.000	Education & Training	500	0	500	0	0	500	
11	100.4200.523850.000	Contract Labor	13,104	13,385	13,104	6,126	8,167	12,000	Temporary help
12	100.4200.531100.000	Supplies & Materials	15,000	12,096	15,000	6,653	8,871	15,000	
13	100.4200.531270.000	Gasoline/Diesel	6,300	2,435	5,500	1,753	2,337	4,000	
14	100.4200.531600.000	Small Equipment Under \$5,000	1,500	319	1,500	664	885	1,500	
15	100.4200.531700.000	Uniforms	2,500	1,817	2,500	1,153	1,537	2,000	
16	100.4200.531800.000	Stormwater Management	7,000	3,500	5,500	3,500	7,000	5,500	KCNB Contract - \$2,000
17	100.4200.531901.000	City Tree Removal	30,000	22,200	25,000	17,300	23,067	25,000	Trees continue to decline
18	100.4200.532100.000	Sidewalks	3,000	2,352	3,000	0	0	3,000	
19	100.4200.532100.001	Property Claims <\$1,000	0	0	0	741	988	1,000	
		<b>SUBTOTAL</b>	\$171,584	\$109,935	\$164,229	\$95,207	\$128,206	\$167,794	
<b>CEMETERY</b>									
20	100.4900.522200.000	Cemetery Found. Maint. Suppl.	7,000	5,000	5,000	5,000	5,000	5,000	
21	100.4900.531900.000	Tree Removal	5,000	4,800	5,000	4,800	4,800	5,000	
		<b>SUBTOTAL</b>	\$12,000	\$9,800	\$10,000	\$9,800	\$9,800	\$10,000	

	Acct Number	Description	FY2020 Budget	FY2020 Actual	FY2021 Budget	Thru March	FY2021 Estimate	FY2022 Recommend	Comments
<b>PARKS AND RECREATION DEPARTMENT</b>									
1	100.6200.511100.000	Regular Employees - Parks & Rec.	24,882	8,316	21,608	10,803	14,404	21,094	allocating 2/5 of groundskeepers (2)
2	100.6200.511300.000	Overtime	500	0	500	0	0	500	
3	100.6200.512100.000	Group Insurance	7,165	3,878	8,580	3,076	4,102	11,639	Health and Life Insurance
4	100.6200.512200.000	Social Security (FICA)	1,942	636	1,691	826	1,102	1,652	
5	100.6200.512450.000	Retirement Cont. (DC) 401	1,493	406	1,296	386	514	1,266	
6	100.6200.512700.000	Workers' Comp Insurance	500	534	600	478	637	600	
7	100.6200.521200.000	Professional (arborist)	5,300	675	700	225	300	700	
8	100.6200.522200.000	Veh & Equip Repairs & Maint	700	0	1,000	0	0	1,000	
9	100.6200.523850.000	Contract Labor - Temporary Help	1,500	6,710	5,300	2,505	3,340	5,000	
10	100.6200.531100.000	Supplies & Materials	20,000	2,323	10,000	791	1,054	5,000	
11	100.6200.531200.000	Energy - Utilities	15,000	5,538	10,000	3,076	4,102	7,000	Utilites for Asbury Street Park
12	100.6200.531270.000	Gasoline/Diesel	1,800	274	500	138	183	300	
13	100.6200.531600.000	Small Equipment Under \$5,000	1,000	0	1,000	0	0	1,000	
14	100.6200.531700.000	Uniforms	1,000	637	1,000	437	582	800	
15	100.6200.531900.000	Tree Board	9,000	7,894	10,000	2,021	2,695	15,000	Includes expenses for Arbor Day
16	100.6200.531910.000	City Park and Trail Maintenance	35,000	33,503	25,000	17,234	22,979	25,000	Includes landscape maintenance contract for Asbury Street Park.
		<b>SUBTOTAL</b>	\$126,781	\$71,323	\$98,776	\$41,996	\$55,995	\$97,551	



	Acct Number	Description	FY2020 Budget	FY2020 Actual	FY2021 Budget	Thru March	FY2021 Estimate	FY2022 Recommend	Comments
<b>WATER &amp; SEWER FUND - REVENUES</b>									
1	505.0000.344210.000	Water Charges/Sales	510,000	571,760	446,606	375,921	501,227	510,000	Reflects revenue collected pre-COVID
2	505.0000.344215.000	Water Tap Fees	10,000	2,951	10,000	5,902	10,000	10,000	
3	505.0000.344255.000	Sewer Charges/Sales	260,000	263,191	195,000	194,031	258,708	260,000	Reflects revenue collected pre-COVID
4	505.0000.344256.000	Sewer Tap Fees	10,000	4,075	10,000	7,200	10,000	10,000	
5	505.0000.344280.000	Hydrant Meter	500	780	500	3	4	500	
6	505.0000.361000.000	Interest Revenues	0	0	0	157	209	500	
7	505.0000.389000.001	Refunds	0	0	0	1,526	2,035	1,000	
		<b>TOTAL REVENUES</b>	<b>\$790,500</b>	<b>\$842,757</b>	<b>\$662,106</b>	<b>\$584,740</b>	<b>\$782,184</b>	<b>\$792,000</b>	
<b>WATER &amp; SEWER FUND - EXPENDITURES</b>									
7	505.4300.511100.000	Regular Employees	37,825	37,451	40,734	29,953	39,937	41,527	allocating 1/3 of meter reader
8	505.4300.511300.000	Overtime	3,000	2,605	3,000	1,813	2,417	3,000	
9	505.4300.512100.000	Employee Insurance	11,957	12,305	14,084	10,050	13,399	14,085	Health and Life Insurance
10	505.4300.512200.000	Social Security (FICA)	3,123	3,100	3,346	2,430	3,240	3,407	
11	505.4300.512450.000	Retirement Cont. (DC) 401	2,270	1,361	2,444	1,054	1,405	2,492	
12	505.4300.512700.000	Workers' Comp Insurance	3,000	3,929	4,000	3,238	4,000	4,000	
13	505.4300.521200.000	Legal & Professional	3,900	6,000	3,900	2,000	3,900	3,900	
14	505.4300.521300.000	Sewer Treatment Fees	122,000	117,625	88,563	74,811	99,748	117,000	Reflects similar demand to pre-COVID numbers
15	505.4300.522200.000	Veh & Equip Repairs & Maint	0	4,537	0	10,098	0	0	Split into four accounts below:
16	505.4300.522200.001	Service Contracts	16,000	16,693	17,000	11,565	15,420	13,200	Contract for Water Tank Maintenance and two lift stations
17		Building Repairs	2,000		2,000	0	0	2,000	
18		Equipment Repair and Rental	1,500		1,500	0	0	1,500	
19		Vehicle Repairs	300		300	0	0	300	
20	505.4300.523100.000	Liability Insurance	1,600	1,398	1,100	0	1,100	1,100	Annual bill in April
21	505.4300.523200.000	Telephone-Postage	1,600	1,058	1,500	583	778	1,500	
22	505.4300.523600.000	Dues & Fees	1,300	1,398	2,300	1,175	1,567	2,300	
23	505.4300.523700.000	Education & Training	3,000	1,380	3,400	1,750	2,334	4,400	New employee to maintain W/S license
24	505.4300.523850.000	Contract Labor	20,000	3,000	15,000	6,205	8,273	15,000	
25	505.4300.531100.000	Materials & Supplies	22,000	17,475	22,000	15,856	21,142	21,000	
26	505.4300.531200.000	Energy - Utilities	2,500	2,218	2,500	1,544	2,058	2,500	
27	505.4300.531270.000	Gasoline/Diesel	4,500	3,321	4,000	2,678	3,571	3,800	
28	505.4300.531510.000	Water for Resale	212,000	194,882	164,000	125,300	167,067	195,000	Reflects similar demand to pre-COVID numbers
29	505.4300.531600.000	Small Equipment Under \$5,000	3,000	0	3,000	429	572	3,000	
30	505.4300.531700.000	Uniforms	3,000	2,643	2,800	1,793	2,391	2,600	
31	505.4300.552200.000	Property Claims <\$1,000	0	0	0	333	443	1,000	
32	505.4300.561000.000	Depreciation Expense	215,520	211,882	208,326	158,203	210,937	208,326	
33	505.4300.574000.000	Bad Debt Expense	6,000	0	7,440	0	0	7,440	
34	505.4300.579000.000	Contingency	7,605	0	3,750	0	0	8,313	
35	505.4300.582000.000	GEFA Loan Interest Payback	20,000	3,930	4,120	2,830	3,774	3,310	Emory Street Sewer Project
		<b>TOTAL EXPENDITURES</b>	<b>\$730,500</b>	<b>\$650,189</b>	<b>\$626,106</b>	<b>\$465,690</b>	<b>\$609,473</b>	<b>\$687,000</b>	

	Acct Number	Description	FY2020 Budget	FY2020 Actual	FY2021 Budget	Thru March	FY2021 Estimate	FY2022 Recommend	Comments
<b>ELECTRIC FUND - REVENUES</b>									
1	510.0000.344310.000	Electric Sales	2,508,672	2,377,801	2,049,041	1,739,938	2,319,918	2,453,788	ECG Estimate - assumes Oxford College is at full capacity.
2	510.0000.344311.000	Penalties After the 15th	95,000	62,392	90,000	41,230	54,974	60,000	
3	510.0000.344312.000	Service Charges	6,000	4,000	5,000	2,700	3,600	4,000	
4	510.0000.349900.000	Online Bill Pay Convenience Fee	0	0	0	10,479	13,972	12,000	Fees to pay bills online.
5	510.0000.361000.000	Interest Revenue	150	8	100	98	131	150	
6	510.0000.361001.000	MCT Dividends	0	4,898	4,000	120	159	500	
7	510.0000.381000.000	Other - Rebates	60,000	66,428	60,000	5,274	60,000	60,000	Year-End Settlement from MEAG & off-systems sales
		<b>TOTAL REVENUES</b>	<b>\$2,669,822</b>	<b>\$2,515,525</b>	<b>\$2,208,141</b>	<b>\$1,799,839</b>	<b>\$2,452,753</b>	<b>\$2,590,438</b>	
<b>ELECTRIC FUND - EXPENDITURES</b>									
7	510.4600.511110.000	Regular Employees	117,236	116,180	117,900	87,031	116,041	120,615	allocating 1/3 of meter reader
8	510.4600.511300.000	Overtime	5,000	1,907	5,000	969	1,292	5,000	
9	510.4600.512100.000	Employee Insurance	33,543	22,731	32,867	18,079	24,105	32,868	Health and Life Insurance
10	510.4600.512200.000	Social Security (FICA)	9,351	9,053	9,402	6,729	8,972	9,610	
11	510.4600.512400.000	Retirement Plan Expense	33,333	23,730	48,176	36,815	49,087	48,417	
12	510.4600.512450.000	Retirement Cont. (DC) 401	518	318	558	254	338	3,500	
13	510.4600.512700.000	Workers' Comp Insurance	2,000	1,246	2,000	993	1,325	1,500	
14	510.4600.521200.000	ECG Professional Services	62,000	62,006	63,000	44,442	59,256	64,000	ECG fees are shown separate from power costs.
15	510.4600.522200.000	Veh & Equip Repairs & Maint	7,200	6,429	7,200	4,024	5,366	7,200	
16	510.4600.522201.000	Power line Tree Trimming	35,000	18,208	35,000	9,104	12,139	35,000	
17	510.4600.523100.000	Liability Insurance	9,000	8,239	8,500	0	9,000	2,000	Annual bill in April
18	510.4600.523200.000	Telephone-Postage	8,000	10,629	9,000	5,960	7,946	9,000	
19	510.4600.523600.000	Dues & Fees	500	304	1,000	186	500	300	
20	510.4600.523600.001	Online Bill Pay Merchant Fee	0	0	0	12,079	16,105	13,000	Cost to the provider for online bill pay.
21	510.4600.523700.000	Linemen Training	6,000	1,135	6,000	148	197	6,000	
22	510.4600.523850.000	Contract Labor	0	6,709	10,000	5,878	7,838	10,000	
23	510.4600.531100.000	Supplies & Materials	16,500	12,769	16,000	7,026	9,368	16,000	
24	510.4600.531200.000	Energy/Utilities	7,500	6,516	7,500	4,544	6,059	6,500	
25	510.4600.531270.000	Gasoline/Diesel	6,500	5,993	6,500	2,601	3,468	5,500	
26	510.4600.531530.000	Electricity Purchased	1,419,242	1,364,643	1,310,948	967,595	1,290,127	1,278,232	ECG Estimate - assumes Oxford College is at full capacity.
27	510.4600.531600.000	Small Equipment Under \$5,000	2,500	0	2,500	1,400	1,867	2,500	
28	510.4600.531700.000	Uniforms	5,000	4,614	5,000	3,219	4,291	3,800	
29	510.4600.541004.000	Street Lights	2,300	0	2,300	0	0	2,300	
30	510.4600.531600.000	Maintenance Facility Security System Upgrade	5,800	5,750	0	0	0	0	
31	510.4600.561003.000	Depreciation	93,612	93,900	93,185	70,416	93,888	93,185	
32	510.4600.574000.000	Bad Debt Expense	22,500	15,505	27,540	0	0	15,000	
33	510.4600.579000.000	Contingency	9,686	222	8,066	0	0	9,689	
		<b>TOTAL EXPENDITURES</b>	<b>\$1,919,822</b>	<b>\$1,798,735</b>	<b>\$1,835,141</b>	<b>\$1,289,492</b>	<b>\$1,728,575</b>	<b>\$1,800,716</b>	

	Acct Number	Description	FY2020 Budget	FY2020 Actual	FY2021 Budget	Thru March	FY2021 Estimate	FY2022 Recommend	Comments
<b>SANITATION FUND - REVENUES</b>									
1	540.0000.344110.000	Refuse Collection Charges	169,050	170,701	169,500	129,326	172,434	169,500	
2	540.0000.344130.000	Sale of Recycled Materials	200	0	100	640	0	100	
		<b>TOTAL REVENUES</b>	<b>\$169,250</b>	<b>\$170,701</b>	<b>\$169,600</b>	<b>\$129,966</b>	<b>\$172,434</b>	<b>\$169,600</b>	
<b>SANITATION FUND - EXPENDITURES</b>									
3	540.4300.511100.000	Regular Employee - Sanitation	20,313	16,508	20,821	12,553	16,737	20,314	allocating 4/5 of refuse collection worker
4	540.4300.511300.000	Overtime	500	48	500	0	0	500	
5	540.4300.512100.000	Group Insurance	7,165	2,810	8,444	5,925	7,899	8,445	
6	540.4300.512200.000	Social Security (FICA)	1,592	1,276	1,631	960	1,280	1,593	
7	540.4300.512450.000	Retirement Cont. (DC) 401	813	1,676	1,249	497	662	1,219	
8	540.4300.512700.000	Workers' Comp Insurance	500	534	600	558	558	600	
9	540.4300.522110.000	Disposal Services-Landfill Fees	8,000	5,080	8,000	7,681	10,242	10,000	
10	540.4300.522111.000	College Walk Dumpster Fees	6,700	6,650	6,700	4,433	5,911	6,700	
11	540.4300.522200.000	Vehicle & Equip Repairs & Maint	5,000	0	5,000	0	0	5,000	
12	540.4300.523100.000	Liability Insurance	3,000	0	3,000	0	0	3,000	
13	540.4300.523580.000	Contract Labor	20,966	13,333	20,966	9,473	12,631	15,000	Temporary help
14	540.4300.523581.000	Contracted Garbage Pickup	82,000	82,697	89,000	58,889	78,519	89,000	
15	540.4300.523600.000	Dues & Fees	500	300	500	150	200	500	
16	540.4300.531100.000	Supplies & Materials	6,500	1,163	6,500	198	264	6,500	
17	540.4300.531270.000	Gasoline/Diesel	5,000	1,477	3,000	1,434	1,913	3,000	
18	540.4300.531600.000	Small Equipment Under \$5,000	1,000	0	1,000	0	0	1,000	
19	540.4300.531700.000	Uniforms	1,000	825	1,000	204	272	1,000	
20	540.4300.574000.000	Bad Debt Expense	4,300	0	4,700	23	31	4,700	
21	540.4300.579000.000	Contingency	4,401	0	1,989	0	0	1,529	
		<b>TOTAL EXPENDITURES</b>	<b>\$179,250</b>	<b>\$134,377</b>	<b>\$184,600</b>	<b>\$102,980</b>	<b>\$137,121</b>	<b>\$179,600</b>	



# Capital Budget FY2022 - FY2026

July 1, 2021 - June 30, 2026

City Council Review - April 19, 2021

Mayor David S. Eady

Councilmembers

Jeff Wearing - Lynn Bohanan  
Laura McCanless - George Holt  
Avis Williams - Jim Windham

Matthew Pepper, City Manager  
Marcia Brooks, City Clerk  
Dave Harvey, Police Chief  
Jody Reid, Supervisor of Public Works and Utilities

## OXFORD CAPITAL IMPROVEMENT PLAN 2022 - 2026 SCHEDULE

Part A

	PROJECT DESCRIPTION	Total Cost	FY2022	FY2023	FY2024	FY2025	FY2026	STWP '13	STWP '18
<b>General</b>									
1	Yarbrough House Renovation	100,000	100,000	0	0	0	0		17
2	City Limit Sign (Granite Stone and Landscape)	60,000	60,000	0	0	0	0		21
3	Strategic Land Acquisition	250,000	50,000	50,000	50,000	50,000	50,000		
4	Dried Indian Creek Greenway / Protective Corridor	250,000	50,000	50,000	50,000	50,000	50,000		
5	Electric Vehicle Charging Stations	24,000	12,000	12,000	0	0	0		
6	City Manager Vehicle	30,000	30,000	0	0	0	0		
<b>Parks, Landscapes, and Recreation</b>									
7	Multi-Use Trails	800,000	300,000	200,000	100,000	100,000	100,000	38,42	15
<b>Streets, Sidewalks, and Street Lamps</b>									
8	Storm Drainage Plans & Improvements	100,000	20,000	20,000	20,000	20,000	20,000	35	
9	E. Clark Street Improvements	450,000	450,000	0	0	0	0	23,25	23,26
10	Whatcoat Street Improvements	300,000	300,000	0	0	0	0	24	9
11	City Sidewalk Improvements (Soule Street to North City Limits)	1,000,000	1,000,000	0	0	0	0		
12	Sidewalk Repairs and Planning	500,000	100,000	100,000	100,000	100,000	100,000	38,42	
13	Pedestrian Crossing at Asbury Street Park	75,000	75,000	0	0	0	0	38,42	15,21
14	Emory Street/Highway 81 Street Lamps	600,000	300,000	300,000	0	0	0		
15	Other Street Lamps	300,000	0	0	100,000	100,000	100,000		
16	Radar Speed Signs	10,000	10,000	0	0	0	0		
17	Speed Humps	5,000	5,000	0	0	0	0		
18	Street Repairs and Resurfacing	1,000,000	200,000	200,000	200,000	200,000	200,000		
19	Streets Equipment - Lawnmower(s)	46,000	22,000	12,000	0	12,000	0		

## OXFORD CAPITAL IMPROVEMENT PLAN 2021 - 2025 SCHEDULE

Part A

	PROJECT DESCRIPTION	Total Cost	FY2022	FY2023	FY2024	FY2025	FY2026	STWP '13	STWP '18
<b>Downtown Development Authority</b>									
20	Downtown Development Authority	150,000	30,000	30,000	30,000	30,000	30,000	23,25	10,17,23
21	DDA - Professional Services	200,000	200,000	0	0	0	0	23,25	10,17,23
<b>Electric Department</b>									
22	Electric System Improvements	550,000	100,000	150,000	100,000	100,000	100,000		
23	Public Works Vehicles & Equipment	231,871	203,871	28,000	0	0	0		
24	Smart Meters - Electric	300,000	0	300,000	0	0	0	15	
<b>Water and Sewer Department</b>									
25	Water Line Replacement								
	Queen Ann, W. Bonnell, Stone Streets	192,000	192,000	0	0	0	0		
	Oxford Rd, Keel Street, Perry Circle	1,360,000	1,360,000	0	0	0	0		
26	Smart Meters - Water	300,000	0	300,000	0	0	0	15	
27	Sewer Camera and Locator	7,365	7,365	0	0	0	0		
<b>Police Department</b>									
28	Police Vehicles	250,000	50,000	50,000	50,000	50,000	50,000		
29	Police Radios	44,100	44,100	0	0	0	0		
<b>TOTALS</b>		<b>9,141,236</b>	<b>5,271,336</b>	<b>1,502,000</b>	<b>800,000</b>	<b>812,000</b>	<b>800,000</b>		

## CAPITAL BUDGET FISCAL YEAR 2022

Part B

	Account Number	PROJECT DESCRIPTION	TOTAL COST FY2022	CITY FUNDS FY2022	2017 SPLOST	LOAN	OTHER	STWP
<b>General</b>								
1	350.6000.541300.000	Yarbrough House Renovation	100,000	100,000	0	0	0	17
2	350.6200.541200.000	City Limit Sign (Granite Stone and Landscape)	60,000	60,000	0	0	0	21
3	350.1500.117100.000	Strategic Land Acquisition	50,000	50,000	0	0	0	
4	350.1500.117100.001	Dried Indian Creek Greenway / Protective Corridor	50,000	0	0	0	50,000	a
5	350.4600.541400.510	Electric Vehicle Charging Stations	12,000	12,000	0	0	0	
6	350.1500.542200.000	City Manager Vehicle	30,000	30,000	0	0	0	
<b>Parks, Landscapes, and Recreation</b>								
7	350.6200.541200.001	Multi-Use Trails	300,000	300,000	0	0	0	
<b>Streets, Sidewalks, and Street Lamps</b>								
8	350.4250.541200.000	Storm Drainage Plans & Improvements	20,000	20,000	0	0	0	
9	350.4200.541400.002	E. Clark Street Improvements	450,000	450,000	0	0	0	23,26
10	350.4226.541201.000	Whatcoat Street Improvements	300,000	300,000	0	0	0	9
11	350.4224.541203.002	City Sidewalk Project (Soule Street to North City Limits)	1,000,000	800,000	200,000	0	0	
12	350.4200.541201.000	Sidewalk Repairs and Planning	100,000	100,000	0	0	0	
13	350.4224.541203.001	Pedestrian Crossing at Asbury Street Park	75,000	75,000	0	0	0	15,21
14	350.4260.541400.000	Emory Street/Highway 81 Street Lamps	300,000	300,000	0	0	0	
15	350.4270.541400.000	Radar Speed Signs	10,000	10,000	0	0	0	
16	350.4270.541400.001	Speed Humps	5,000	5,000	0	0	0	
17	350.4200.541400.001	Street Repairs and Resurfacing	200,000	175,000	0	0	25,000	b
18	350.4200.542100.001	Streets Department - Lawn Mowers	22,000	22,000	0	0	0	

## CAPITAL BUDGET FISCAL YEAR 2022

Part B

	Account Number	PROJECT DESCRIPTION	TOTAL COST FY2022	CITY FUNDS FY2022	2017 SPLOST	LOAN	OTHER	STWP
<b>Downtown Development Authority (DDA)</b>								
19	350.7550.612000.000	Downtown Development Authority	30,000	30,000	0	0	0	10,17,23
20	350.7550.521200.000	DDA - Professional Services	200,000	200,000	0	0	0	
<b>Electric Department</b>								
21	350.4600.541402.510	Electric System Improvements	100,000	100,000	0	0	0	
22		Line Truck	203,871	203,871	0	0	0	
<b>Water and Sewer Department</b>								
		Water Line Replacement						
23	350.4400.541000.505	Queen Ann, W. Bonnell, Stone Streets	192,000	192,000	0	0	0	
24	350.4400.541001.505	Oxford Rd, Keel Street, Perry Circle	1,360,000	610,000	0	0	750,000	c
25	350.4300.542100.505	Sewer Camera and Locator	7,365	7,365	0	0	0	
<b>Police Department</b>								
26		Police Vehicle	50,000	0	50,000	0	0	
27		Police Radios	44,100	0	44,100	0	0	
<b>TOTALS</b>			<b>5,271,336</b>	<b>4,152,236</b>	<b>294,100</b>	<b>0</b>	<b>825,000</b>	

## Footnotes:

- We will explore state funding opportunities, such as the Outdoor Recreation Fund,  
a with the help from the Northeast Georgia Regional Commission.  
b Funds from the Local Maintenance Improvement Grant (LMIG).  
c Funds from the Community Development Block Grant (CBDG).



**FY2022 Capital Budget Detail**

**Recommend City Funds Other Funds**

<b>General</b>				
1	<b>Yarbrough House and Property Renovation</b> - Renovate the existing building located at 107 W. Clark Street. The work will include updating the building's HVAC, water/sewer, and electric systems, exterior, etc. This will also include funds to be used to furnish the building with tables, chairs, etc., as necessary.	100,000	100,000	0
2	<b>City Limit Sign (Granite Stone and Landscape)</b> - Construct a free-standing, monument style welcome sign on the lot located at 6153 Emory Street. In addition, the project will include a landscaping plan for the lot.	60,000	60,000	0
3	<b>Strategic Land Acquisitions</b> - Acquire land to support comprehensive plan goals and objectives, to include land associated with town center development and, possibly, land needed to buffer the city against encroachment.	50,000	50,000	0
4	<b>Dried Indian Creek Greenway / Protective Corridor</b> - Acquire conversation easements on properties located along Dried Indian Creek to serve as a protective corridor. As an alternative to the conservation easements, the item also includes funds to purchase property along Dried Indian Creek.	50,000	0	50,000
5	<b>Electric Vehicle Charging Stations</b> - Install one (1) dual capacity stations on city property.	12,000	12,000	0
6	<b>City Manager Vehicle</b> - Replace the existing vehicle.	30,000	30,000	0
<b>Parks, Landscapes, and Recreation</b>				
7	<b>Multi-Use Trails</b> - We will need to select locations throughout the city to install additional multi-use trails.	300,000	300,000	0

## FY2022 Capital Budget Detail

Recommend City Funds Other Funds

Streets, Sidewalks, and Street Lamps				
8	<b>Storm Drainage plans and improvements</b> - For minor improvements to our storm drainage system and to help us meet the requirements of our state-mandated storm drainage plan.	20,000	20,000	0
9	<b>East Clark Street Improvements</b> - Complete redevelopment of East Clark Street including water, sewer, electric, street, sidewalk, and drainage. The sewer service was funded with the GEFA loan as part of the Emory Sewer Project. Electric service will be underground and will have pedestrian sized street lamps.	450,000	450,000	0
10	<b>Whatcoat Street Improvements</b> - Make streetscape improvements to Whatcoat Street including constructing a sidewalk on the southside of the street, installing pedestrian lighting similar to what is currently found on Pierce Street, creating additional parking on the northwest side of the street and removing the existing concrete circle (the skating rink).	300,000	300,000	0
11	<b>City Sidewalk Improvements (Soule Street to North City Limits)</b> - Extend the sidewalk from Soule Street north to the city limits. We will apply for grant funding to complete the project. The grant funding will include a the local share from the city.	1,000,000	800,000	200,000
12	<b>Sidewalk Repairs and Planning</b> - Make repairs to the existing sidewalk that runs along the westside of Emory Street (SR 81) from the city-owned greenspace north to Soule Street.	100,000	100,000	0
13	<b>Pedestrian Crossing</b> - Install a midblock crossing for pedestrian access to the Asbury Street Park from the west side of Emory Street.	75,000	75,000	0
14	<b>Emory Street / Highway 81 Street Lamps</b> - Install pedestrian street lights on the westside of Emory Street (SR 81).	300,000	300,000	0
15	<b>Radar Speed Signs</b> - Install radar speed signs along Emory Street/SR 81.	10,000	10,000	0
16	<b>Speed Humps</b> - Install speed humps on streets identified by the city.	5,000	5,000	0

**FY2022 Capital Budget Detail**

		Recommend	City Funds	Other Funds
17	<b>Street Repairs and Resurfacing</b> - This project is done annually with some funding from GDOT from the LMIG program. It requires a local funds match. We are still in the process of selecting the street that we will repair.	200,000	175,000	25,000
18	<b>Streets Department - Lawnmower(s)</b> - Purchase a 60" rear discharge mower and a 54" side discharge mower to maintain the city's rights-of-way and parks. The city will use the mower approximately eight (8) hours a day for approximately eight (8) months out of the year. Our current mowers have roughly 2,234 and 2,025 hours of documented use, respectively.	22,000	22,000	0
<b>Downtown Development Authority (DDA)</b>				
19	<b>Downtown Development Authority</b> - Intergovernmental agreement funding for ongoing support to the city's Downtown Development Authority.	30,000	30,000	0
20	<b>DDA - Professional Services</b> - Agreement funding the initial design costs for the town center development.	200,000	200,000	0
<b>Electric Department</b>				
21	<b>Electric System Improvements</b> - Each year we select a project to improve and maintain a reliable electric system. This year we will replace utility poles, wires, switches, and equipment on Emory Street. We will also pay for pole inspections from this account.	100,000	100,000	0
22	<b>Public Works Vehicles and Equipment</b> - Replace aging line truck. It is a 1993 model with 67,735 miles. We bought it used fourteen (14) years ago. The turn table and lower and upper booms are leaking fluid.	203,871	203,871	0

### FY2022 Capital Budget Detail

Recommend City Funds Other Funds

#### Water and Sewer Department

23	<b>Water Line Replacement</b> - Replace existing 6" water line on W Bonnell, Queen Ann, and Stone Streets with 8" water line. This will replace the remaining "transite" water pipe in our system.	192,000	192,000	0
24	<b>Replace water main on Oxford Rd Keel Street, Cat Paw Court, Beakhead Court , and Perry Circle</b> - This section of the water system is about 40+ years old. It was installed with a very thin, low grade PVC pipe. In the past four years, we have repaired the water main seven times in different places. The city will apply for a Community Development Block Grant to fund the project.	1,360,000	610,000	750,000
25	<b>Sewer Camera and Locator</b> - Purchase a sewer camera and locator to pinpoint blockages in the city's sewer system.	7,365	7,365	0

#### Police Department

26	<b>Police Vehicle</b> - Purchase a police car with equipment (radio, sirens, decals, etc.).	50,000	0	50,000
27	<b>Police Radios</b> - Newton County has decided to sign a contract with Motorola to enhance the coverage of the communication of public safety within the county. This will make it necessary to replace our outdated equipment with new equipment. Our portable radios are approximately 10-years old and our car radios are 5-years old. For the FY2022 Capital Budget, we plan to replace five (5) portable radios, four (4) car radios, and one (1) base radio for the police department.	44,100	0	44,100

**TOTALS**

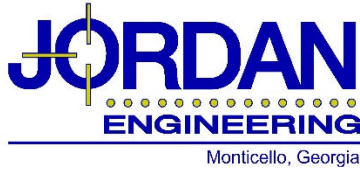
**5,271,336 4,152,236 1,119,100**

**FY2022 Capital Budget Detail**

<b>FY2022 Capital Budget Detail</b>		<b>Recommend</b>	<b>City Funds</b>	<b>Other Funds</b>
		<b>Total</b>	<b>YTD</b>	<b>Balance</b>
<b>SPLOST Funding Summary</b>				
2017 SPLOST				
Water & Sewer - Emory Street Sewer Project		500,000	500,000	0
Transportation		500,000	292,855	207,145
Recreation - Asbury Street Park		400,000	400,000	0
Public Safety - Radio Upgrades and Future Vehicles		100,965	0	100,965
2017 SPLOST Subtotal		\$1,500,965	\$1,192,855	\$308,110

## OXFORD CAPITAL IMPROVEMENT PLAN FY2021 Results

	Account Number	PROJECT DESCRIPTION	Total Funds	City Funds	Other	Spent Thru March	Estimate for FY 2021	Balance
1	350.6000.541300.000	Yarbrough House Renovation	100,000	100,000	0	-	-	100,000
2	350.6200.541200.000	City Limit Sign (Granite Stone and Landscape)	60,000	60,000	0	-	-	60,000
3	350.1500.117100.000	Strategic Land Acquisition	50,000	50,000	0	-	50,000	-
4	350.1500.117100.001	Dried Indian Creek Greenway / Protective Corridor	50,000	0	50,000	-	-	50,000
5	350.4600.541400.510	Electric Vehicle Charging Stations	12,000	12,000	0	-	-	12,000
6	350.1500.542200.000	City Manager Vehicle	20,000	20,000	0	-	-	20,000
7	350.6200.541200.001	Multi-Use Trails	300,000	300,000	0	-	-	300,000
8	350.4250.541200.000	Storm Drainage Plans & Improvements	20,000	20,000	0	23,000	23,000	(3,000)
9	350.4200.541400.002	E. Clark Street Improvements	450,000	450,000	0	-	-	450,000
10	350.4226.541201.000	Whatcoat Street Improvements	300,000	300,000	0	-	-	300,000
11	350.4224.541203.000	Emory Street Sidewalk (Geiger to Moore Street)	562,000	113,000	449,000	-	-	562,000
12	350.4224.541203.002	City Sidewalk Project (Soule Street to North City Limits)	800,000	190,000	610,000	4,500	96,000	704,000
13	350.4200.541201.000	Sidewalk Repairs and Planning	100,000	100,000	0	1,185	10,000	90,000
14	350.4224.541203.001	Pedestrian Crossing at Asbury Street Park	75,000	75,000	0	-	-	75,000
15	350.4260.541400.000	Emory Street/Highway 81 Street Lamps	300,000	300,000	0	-	-	300,000
16	350.4270.541400.000	Radar Speed Signs	10,000	10,000	0	-	-	10,000
17	350.4270.541400.001	Speed Humps	5,000	5,000	0	5,255	5,255	(255)
18	350.4200.541400.001	Street Repairs and Resurfacing	125,000	75,000	50,000	24,280	209,280	(84,280)
19	350.4200.542100.001	Streets Department - Lawn Mower	14,500	14,500	0	14,375	14,375	125
20	350.7550.612000.000	Downtown Development Authority	30,000	30,000	0	-	30,000	-
21	350.7550.521200.000	DDA - Professional Services	200,000	200,000	0	-	-	200,000
22	350.4600.541402.510	Electric System Improvements	100,000	100,000	0	-	100,000	-
23	350.4400.541000.505	Queen Anne, W. Bonnell, Stone Streets	192,000	192,000	0	-	-	192,000
24	350.4400.541001.505	Oxford Rd, Keel Street, Perry Circle	1,360,000	610,000	750,000	-	-	1,360,000
25	350.4300.542100.505	Sewer Camera and Locator	15,059	15,059	0	-	-	15,059
26	350.4400.542101.505	Altitude Valve at Water Tower	33,138	33,138	0	-	-	33,138
<b>TOTALS</b>			<b>\$5,283,697</b>	<b>\$3,374,697</b>	<b>\$1,909,000</b>	<b>\$72,595</b>	<b>\$537,910</b>	<b>\$4,745,787</b>



Mr. Matt Pepper, City Manager  
City of Oxford  
110 West Clark Street  
Oxford, Georgia 30054

April 9, 2021

Re: Longstreet resurfacing contractor recommendation

Dear Mr. Pepper:

I have reviewed the bid submitted by the low bidder, Garrett Paving Company, located at 1195 Winterville Road, Athens, Georgia, for the Longstreet resurfacing sidewalk project. I checked the math in their submittal paperwork and found no errors on the bid form. I have no experience working with Garrett Paving, so I attempted to contact the three references they listed. I was able to reach the mayor of Maysville, Georgia, and the public works director for the City of Baldwin, Georgia. Both references gave Garrett Paving very positive recommendations.

Garrett has recently milled and overlaid 14 streets in the City of Duluth, demonstrating their experience in the type of work proposed. They plan to use no subcontractors, doing all the work in-house. They are a current Georgia DOT contractor and have provided documentation of their insurance coverage and e-Verify certification. Also, they initialed to acknowledged receipt of the project Addenda on their Bid Tabulation.

Based on their status as low bidder, my positive review of their bid submittal documents, their recent project experience, and two strong recommendations, I recommend that the City of Oxford contract with Garrett Paving Company to complete the Longstreet resurfacing project for a total contract amount of \$181,524.40.

Sincerely,  
Jordan Engineering, Inc.

A handwritten signature in blue ink, appearing to read "Robert O. Jordan", with a long, sweeping flourish extending to the right.

Robert O. Jordan, PE RLS

# City of Oxford

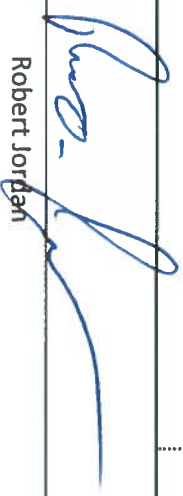
## Longstreet Resurfacing

### Bid Summary

Bid Opening 2pm 4/7/21 at Oxford City Hall

Company	Bid Bond or cashier's check included? (5% base bid amt)	Total Bid Amount
1 <u>All About Asphalt, Inc.</u>	Yes	\$ 232,792
2 <u>Bount Construction Company</u>	Yes	\$ 230,589.66
3 <u>East Coast Grading</u>	Yes	\$ 185,034.16
4 <u>Garrett Paving Company</u>	Yes	\$ 181,524.40
5 <u>MHB Paving</u>	Yes	\$ 200,023.27
6 <u>Pitman Construction Company</u>	Yes	\$ 190,662.80
7 <u>Shepo Paving, Inc.</u>	Yes	\$ 206,705.75
8 <u>Southland Paving Company, LLC</u>	Yes	\$ 186,013.21
9 _____		\$ _____
10 _____		\$ _____



Bids opened by:   
 Robert Jordan

Summary recorded by: Matthew Peppers



# MARABLE-PIRKLE INC.

PHONE # 404-344-4411

FAX # (404) 349-4096

April 13, 2021

City of Oxford Electrical  
Mr. Jody Reid  
jreid@oxfordgeorgia.org

FROM: Mike Pirkle

PROJECT: Oxford Electrical System Pole Replacement; Newton County

**COMMENTS:**

We appreciate the opportunity to provide the following proposal for the above referenced project.

MARABLE-PIRKLE, Inc. will furnish personnel and equipment to:  
Install new power poles and pole top assemblies to support the new pole installation.  
Remove 2 (two) phases of a 3 (three) phase line on Wade St.  
Reconductor in 2 (two) locations per print.  
Transfer existing overhead electrical attachments as indicated on 485502R2 ECG print.

Pricing has been based on:  
Digging in soil/dirt rock and/or hand digging to be addressed on an hourly basis.  
Area to be accessible by trucks and trailer.  
All material to be furnished by the city.

Installations to be performed by experienced personnel to industry standards for the proposed pricing of; \$79,200.00.

Price qualifications and clarifications:  
Price firm for 30 days.  
Price based on normal working hours during straight time.  
Payment 30 day after invoice date. Past due invoices are subject to late fee charges.

**BEFORE JOB CAN PROCEED, WE MUST RECEIVE SIGNED & DATED ACCEPTANCE WITH  
PURCHASE ORDER # AS WELL AS LOCATE #**

ACCEPTED BY:

DATE

PURCHASE ORDER #

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

***Over and Under Contractors, Inc.***  
*Post Office Box 53 Suwanee, Georgia 30024*  
*Office: (770) 682-9160 E-mail: [overundercontractor@gmail.com](mailto:overundercontractor@gmail.com)*

To: City of Oxford

ATTN: Jody Reid

REF: Pole Change Out Project

Over & Under to change out poles and wire per print supplied to us by the City of Oxford. Over & Under to supply labor, equipment, and supervision necessary to complete work. City of Oxford to supply all materials necessary to complete work. We will do this work for the lump sum of \$82,593.00. Should rock be encountered we will remove at cost plus 10%.

Thank you for the opportunity to quote this project.

Sincerely,

A handwritten signature in cursive script, appearing to read "Jerry T. Blackwell Jr.", written in dark ink.

Jerry T. Blackwell Jr.