

**OXFORD MAYOR AND COUNCIL**  
**REGULAR SESSION**  
**September 8, 2025 – 7:00 P.M.**  
**CITY HALL – 110 W. CLARK ST. OXFORD, GA 30054**  
**A G E N D A**

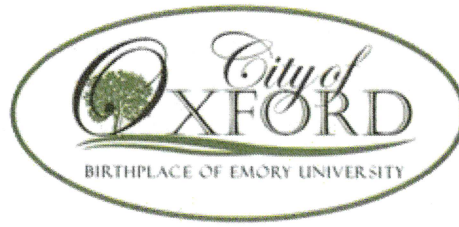
1. **Call to Order – Mayor David S. Eady**
2. **Motion to accept the Agenda for the September 8, 2025 Mayor and Council Regular Meeting.**
3. **Consent Agenda:**
  - a. \*Minutes of the City Council Regular Session on August 4, 2025
  - b. \*Minutes of the City Council Work Session on August 18, 2025
  - c. \*Minutes of the City Council Special Called Work Session September 3, 2025
4. **Mayor's Report:** The Council needs to set a date for a follow-up Work Session meeting on the Complete Streets Planning effort. This meeting will not include AtkinsRealis.
5. **Citizen Concerns:**
6. **\*Annual Subscription for Supplemental Power:** Oxford is projected to have an excess capacity of 1,412 kW for 2026. As supplemental power could be sold by MEAG per the attached agreement, this would have a potential value of \$83,873. We will need to vote on whether to sell the power or opt-out of the sale.
7. **\*Police Oath:** Due to a change in State law, there is new wording recommended by the Georgia Chief of Police Association to comply with the recent legislation. We are recommending amending our oath to be in compliance.
8. **\*Planning Commission Membership:** The majority of our Planning Commission members need to be reappointed and there is a need to fill Dave Huber's seat due to his recent resignation. Jane Fadely and Kip Hart were recommended for consideration by the Planning Commission to replace Mr. Huber.
9. **\*Tax Collection Agreement with Newton County Tax Commissioner:** We are currently operating under the 2019 Agreement which may no longer be valid due to it being with Tax Commissioner Barbara Dingler and not Brent Bennett. The 2019 Agreement called for a \$2.50 fee per parcel. Our understanding is that Mr. Bennett does not believe that fee covers the actual expenses, which he has apparently calculated at approximately \$5.00 per parcel. To avoid financial shock, Mr. Bennett is proposing that the fee should be escalated from \$3.00 to \$5.00 over the next three years. We have been asked to vote on this item as soon as possible.
10. **(Discussion Only) Review Property Management Agreement Proposal from The NNT Experience, LLC for the management of The Old Church:** The City Manager and City Attorney were tasked with meeting with THE Event LLC to ask for the terms required for the management of The Old Church. They have requested the City to come to a decision by September 20<sup>th</sup>. A trial agreement of 12 to 18 months was suggested. A goal for them would be to see two events per week, but they felt this number could take over 18 to 24 months to achieve and would likely be seasonal, with fewer events out of the wedding season.
11. **\*Invoices:** Council will review the city's recently paid invoices over \$1,000.

**12. Executive Session:** An Executive Session could potentially be held for Land Acquisition/Disposition, Addressing Pending or Potential Litigation, and/or Personnel.

**13. Adjourn**

\*Attachments

*Individuals with disabilities who require certain accommodations to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting, are requested to contact City Hall at 770-786-7004 so as to allow the City to make reasonable accommodations for your concerns.*



**DRAFT MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING  
REGULAR SESSION  
MONDAY, AUGUST 04, 2025  
CITY HALL**

**ELECTED OFFICIAL PRESENT:**

David Eady- Mayor  
Laura McCanless- Councilmember  
Jim Windham- Councilmember  
George Holt- Councilmember  
Erik Oliver- Councilmember  
Mike Ready- Councilmember

**APPOINTED/STAFF PRESENT:**

Bill Andrew- City Manager  
Stacey Mullen- Deputy City Clerk  
Mark Anglin- Police Chief  
David Strickland- City Attorney

**Not Present:** Jeff Wearing- Councilmember

**Others Present:** Nick Cole, Jane Fadeley

1. The meeting was called to order by the Honorable David Eady, Mayor.
2. Mike Ready made a motion to amend the agenda for August 04, 2025, to include a vote for the CY 2025-FY 2026 Millage Rate, and to also move item number seven to executive session with a vote after exiting executive session. George Holt seconded the motion. The motion was approved unanimously (6/0).
3. Erik Oliver made a motion to accept the amended agenda for August 04, 2025. Mike Ready seconded the motion. The motion was approved unanimously (6/0). (Attachment A)
4. Erik Oliver made a motion to accept the consent agenda. Laura McCanless seconded the motion. The motion was approved unanimously. (6/0) (Attachment B)

**5. Mayor's Report:**

Mayor Eady announced that in the month of September, a visiting professor from Oxford College will attend the Work Session to give a presentation and discuss potential partnership opportunities with the city regarding projects for the Oxford Historical Cemetery.

**6. Citizen Concerns:**

Jane Fadeley of 401 Queen Ann St had some questions regarding the city rights-of-way. She wanted to confirm the measurements of the rights-of-way for Queen Ann Street. She also asked if the city would be responsible for maintaining the rights-of-way.

Mayor Eady provided details on the city's rights-of-way policies and responsibilities in relation to the maintenance of those rights-of-ways.

Nick Cole of 1104 Emory Street explained that he heard that the taxes would be raised in the city and attended the meeting to get some insight into the millage rate.

Mayor Eady explained how the millage rate was not being raised but due to rising property values, some properties may see an increase in taxes due to the value of their property increasing.

**7. Adoption of the CY 25- FY 26 Millage Rate**

**A motion was made by Laura McCanless to approve holding the millage rate at 5.444. Mike Ready seconded the motion. The motion was approved unanimously. (6/0) Attachment C**

**8. General Conditions Resolutions for the Community HOME Improvement Program (CHIP) Grant**

**A motion was made by Laura McCanless to accept the general conditions resolutions for the CHIP Grant. Erik Oliver seconded the motion.**

Discussion:

Laura McCanless expressed that she was concerned about the management of the grant and the cost involved.

Bill Andrew advised that the city would be partnering with a non-profit to facilitate the responsibilities associated with the program. He also advised that the non-profit would receive a set fee from each closing for the rehabilitation.

Erik Oliver asked what the city's financial obligations were for the CHIP program.

Bill Andrew advised that the only financial obligation the city made was for the cost paid (approximately \$6500) to a housing non-profit (Family Community Housing



Association & Development Corporation of Conyers, GA) and a grant-writer for completion of the grant application.

Laura McCanless was also concerned that the citizens who needed this program might not receive the information, or the necessary explanations, to successfully apply for the grant.

The council discussed options on the process of sending out notifications regarding the grant, whether sending it to all citizens or focusing on a specific group of owner-occupied residents.

**The motion was approved unanimously. (6/0) (Attachment D)**

**9. Executive Session**

**Erik Oliver made a motion at 7:28 PM to go into Executive Session to discuss personnel matters. Mike Ready seconded the motion. The motion was approved unanimously. (6/0)**

**Jim Windham made a motion at 8:19 PM to exit Executive Session. Erik Oliver seconded the motion. The motion was approved. (6/0)**

**10. Vote to Pay COLA to Salaried Employees and install Stacey Mullen as Acting City Clerk**

**Erik Oliver made a motion to approve the to install Stacey Mullen as acting City Clerk with a salary to be set at \$68,000 during her tenure as City Clerk and return to an hourly employee at \$61,692.80 after a new City Clerk is hired. Mike Ready seconded the motion. The vote was approved 5/0 with a nay by Jim Windham.**

**Laura McCanless made a motion to approve a task force for financial assistance. Jim Windham seconded the motion. The motion was approved unanimously. (6/0)**

**George Holt made a motion to approve paying the C.O.L.A. to salaried employees effective January 01, 2025, retroactively, and include for future FY 2026. Erik Oliver seconded the motion. The motion was approved unanimously. (6/0)**

**11. Invoices (Attachment E)**

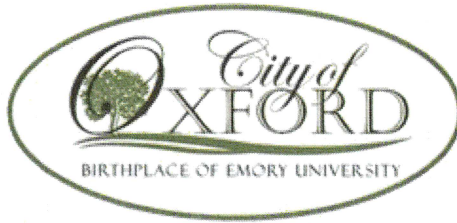
The Mayor and City Council reviewed the invoices paid in July 2025 for \$1000 or more.

12. **Adjourn**

**A motion was made by Jim Windham at 8:24 PM to adjourn the meeting. Laura McCanless seconded the motion. The motion was approved unanimously. (6/0)**

Respectfully submitted

Stacey Mullen/Deputy City Clerk



**DRAFT MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING  
WORK SESSION  
MONDAY, AUGUST 18, 2025  
CITY HALL**

**ELECTED OFFICIALS PRESENT:**

David Eady- Mayor  
Mike Ready- Councilmember  
George Holt- Councilmember  
Jim Windham- Councilmember  
Laura McCanless- Councilmember  
Erik Oliver- Councilmember  
Jeff Wearing- Councilmember

**APPOINTED/STAFF PRESENT:**

Bill Andrew- City Manager  
Stacey Mullen- Deputy City Clerk  
Mark Anglin- Police Chief  
David Strickland- City Attorney  
Jody Reid- Supervisor of Utilities  
& Maintenance

**OTHERS PRESENT:** Nate Brown (TSW), Tommy Hailey (Newton County Sheriff's Office),  
Jane Fadeley

**Agenda** (Attachment A)

**1. Mayor's Announcements:**

- The regular session council meeting originally scheduled for September 1st has been rescheduled for September 8<sup>th</sup> at 7:00 PM due to the Labor Day holiday.
- This week marks the qualifying period for the General Municipal Election scheduled for November 4, 2025. All prospective candidates must submit their qualifying forms and payment by Friday, August 22nd at 4:30 PM.

**a. Updates by Bill Andrew:**

- A proposal was made to hold a council brainstorming session on Wednesday, September 3, 2025 at 10:00 AM to meet with Atkins Realis to review Complete Streets Plan and discuss the city's goals for the plan.
- The federal funding has been cancelled for Groundswell (solar funding) project, and legal action is likely pending, since contract terms may prevent rescission. There will be monthly updates ongoing.
- The Advanced Metering Infrastructure (AMI) that has been budgeted for the past two years has received four bids (350 + pages). Carter and Sloope are reviewing and preparing synopsis to be presented at the September 15<sup>th</sup> Work Session. Additionally, there is a potential partnership with Emory Atlanta & Oxford College for electric and water metering for potential cost savings.
- The Whatcoat Street Project wiring design was approved by Atkins Realis. The materials have been ordered, and they provided a quote for the fixture, wiring, and installation cost of \$87,887. With the original budget at \$623,000, the project should finish with \$167,000 balance. The surplus could be used to fund other needs (e.g. knee wall).
- The Stormwater project on Emory St/ East Wade that identified surface drainage issues with water running from the sidewalk onto properties, has been issued as request for proposal; bids are expected over the next few weeks. The budget is \$45,000, including 40% contingency, with the engineering and oversight to be done by Keck and Wood.
- Phase II of the Sidewalk Project has had ongoing delays in obtaining the permit from GDOT. A recent email correspondence was initiated to seek proper contact to resolve the issue. No permit has been posted into GDOT's electronic system, but city staff have been working consistently to obtain clarification and resolution.
- A meeting was held with Electric Cities of Georgia (ECG) and their economic development group. Robert Lane, representative of Main Street Land & Properties, attended and expressed interest in Whatcoat building redevelopment (potential second phase to include post office site). There was a discussion regarding the Downtown Development Authority (DDA) and the lack of focused direction for the DDA's role, goals and resources. A proposal was made for ECG to meet with DDA to share best practices, and assist in planning, with consideration for DDA-focused meeting later this fall.
- In addition, the Philips property on Airport Road lies within the city's water and sewer service district, but the existing line ends near the airport. Currently, that six-inch dead-end line creates water quality and pressure issues. The recommendation is to create a loop system for improved service and future development. Carter and Sloope is preparing a technical memorandum expected by October that will analyze

infrastructure needs for three potential development sizes, which is intended as a proactive planning tool to outline developer costs for system extensions. City responsibility will be limited to maintaining installed utilities, not initial installation.

- Council previously directed David Strickland and Bill Andrew to meet with Event LLC regarding use of the Old Church. Scheduling conflicts have delayed the meeting; now set for August 20<sup>th</sup>. Discussion topics: economic viability for Event LLC, potential event types and partnership structure.
- Notice was received from Oxford College regarding demolition plans for 102 Pierce Street entrance to be removed, as well as three homes at 702 Emory Street. Demolition is anticipated later in the winter with plans to seek permits at Planning Commission meeting later in the fall.

---

**b. Chief Anglin's Update on Housing and Code Enforcement:**

- Mr. Strickland obtained several title searches on homes under review. A trial arrangement has been initiated with TransUnion (principal locator) to begin contacting property owners and letters are being prepared to notify owners; several identified owners are deceased and require legal review by Mr. Strickland for next steps.
- For enforcement process, after letters are sent, property owners have 15, 30, or 45 days to bring home into compliance. If not in compliance, citations will be issued. Cases then proceed before Judge Hathorn and solicitor, who determine extensions or compliance deadlines. Some code provisions require clarification and updates, particularly regarding procedures involving Superior Court, Probate Court and clerical processes.

**2. Committee Reports:**

- a. **Trees, Parks and Recreation-** Mike Ready and Laura McCanless provided the report
- b. **Planning Commission-** None
- c. **Downtown Development Authority-** Mike Ready provided the report
- d. **Sustainability Committee-** None

**3. Review of and Consensus for the Code Audit Report: (Attachment B)**

Nathan Brown of TSW presented an update on the zoning code audit. The purpose of the audit was to assess Oxford's preparedness for ongoing and future development pressures in Newton County, to evaluate the City's current zoning code, and identify areas in need of modernization.

**4. Discussion of Next Steps with the Oxford Historical Cemetery Foundation's Offer: (Attachment C)**

The Foundation previously offered to provide the City with an annual check for interest earned on its funds, while allowing the city to take over cemetery maintenance and restoration. If this arrangement was adopted, the city would also retain the full payment for burial rights rather than forwarding two-thirds to the foundation.

The Council considered whether to amend the current arrangement, allowing the city to assume responsibility for cemetery maintenance in exchange for annual interest payments from the foundation, or to maintain the existing contract.

The discussion brought forth varied opinions on whether to move forward with the foundation's offer to provide annual interest payments, noting that it could give the city greater control and encourage the foundation to focus more on its preservation and interpretive responsibilities, or keeping the matter on hold for now, emphasizing the importance of honoring the five-year agreement signed in 2023 and avoiding potential conflicts by altering the agreement early. Mayor Eady noted that the current visiting professor from Emory University would be working with the city on cemetery documentation and restoration efforts, creating an opportunity to engage the foundation in a more collaborative role. Following the discussion, the consensus was to maintain the status quo for the time being while inviting the foundation to participate in partnership with the city and Emory.

**5. Annual Subscription for Supplemental Power: (Attachment D)**

The council discussed the City's annual subscription for supplemental power. Mayor Eady noted that the city has experienced a deficit in this area for the past several years, beginning after the closure of Plant Wansley in 2022. Last year, the city did not enter into a supplemental power agreement, based on advice that the market conditions were favorable for purchasing on the spot market. This approach has proven beneficial.

He further added that looking ahead in calendar year 2026, the new Pine View solar project is expected to come online. Based on current projections, the city will have an excess capacity of approximately 1.4 megawatts of power. The council agreed with the recommendation to offer the excess capacity to MEAG for marketing, allowing other municipalities to purchase it and potentially generating revenue for



Oxford. The potential revenue from this arrangement is estimated at \$83,000. Ms. McCanless noted that since these funds would come through the electric utility, reinvestment should be prioritized for utility-related purposes.

**6. Police Oath: (Attachment E)**

Chief Anglin explained that during the 2025 legislative session, the state adopted a specified oath of office for police officers. Previously, municipalities followed general oath for public officers or developed their own versions, as no law had outlined a police-specific oath. He further added that the new requirement, under O.C.G.A. 45-3-1, establishes the official oath while allowing municipalities or agencies to add supplemental language if desired.

Mayor Eady asked whether adoption of the new oath required formal action. Mr. Strickland advised that since Council had previously voted to adopt the former version, a new vote would be appropriate. Chief Anglin clarified that officers are sworn in upon hiring and do not repeat the oath annually; therefore, only newly hired officers will be sworn in under the updated language. He further stated that the new oath will also be incorporated into the department's operating procedures. The adoption of the updated police oath will be placed on the agenda for the Regular Session scheduled in September.

**7. Planning Commission Membership: (Attachment F)**

Council discussed filling the vacancy created by Dave Huber's recent resignation from the Planning Commission. The council was encouraged to submit nominations, with consideration given to diversifying the Commission both geographically and demographically. Two names were proposed for filling the vacancy. Erik Oliver nominated Jane Fadeley and Laura McCanless nominated Kip Heart.

The council also reviewed the status of the existing members. To reestablish staggered terms, Mayor Eady proposed reappointing Jonathan Eady, Mike McQuaid, and Troy Willis to three-year terms, and reappointing Juanita Carson and Mary Glen Landt, along with the new appointee, to initiate two-year terms. After two years, those members would be eligible for reappointment to three-year terms, restoring a regular rotation of expirations. The council agreed to proceed with the reappointment plan and to prepare for appointment of a new member once nominations have been confirmed.

**8. Next Steps on Knee Wall for Asbury Street Park: (Attachment G)**

The Council reviewed bids for the construction of a knee wall at Asbury Street Park, estimated at \$65,000. No funds are currently designated for this project in the capital improvement budget; however, \$160,000 is expected to remain under budget from the Whatcoat Street improvements and could be redirected. Council

also discussed the \$30,000 budgeted for a gazebo and whether to defer or repurpose those funds.

The bid covered a wall around the full periphery of the playground area, with options to reduce the scope to lower costs. Members expressed preference to end the wall at the track side, eliminating the northern section to preserve open flow and reduce expense. Council also agreed that funds initially set aside for the gazebo could be applied toward the wall, with any additional cost covered by Whatcoat Street surplus.

Bill Andrew will request recalculated cost for the adjusted scope and coordinate with the contractor to prepare a purchase order.

**9. Other Business:**

None

**10. Executive Session**

**Mike Ready made a motion to go into Executive Session at 8:18 PM to discuss land acquisition. Jim Windham seconded the motion. The motion was approved unanimously (7/0).**

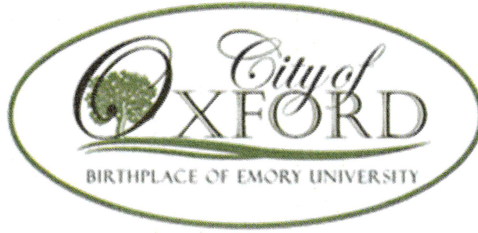
**Jim Windham made a motion to exit Executive Session at 8:42 PM. Mike Ready seconded the motion. The motion was approved unanimously (7/0).**

**11. Adjourn**

Mayor Eady adjourned the meeting at 8:42 PM

Respectfully submitted,

Stacey Mullen  
Deputy City Clerk



**DRAFT MINUTES** OF THE OXFORD MAYOR AND COUNCIL MEETING  
SPECIAL CALLED WORK SESSION  
WEDNESDAY, SEPTEMBER 3, 2025- 10:00 AM  
OXFORD CITY HALL  
**DRAFT**

**ELECTED OFFICIALS PRESENT:**

David Eady- Mayor  
Mike Ready- Councilmember  
Jim Windham- Councilmember  
Jeff Wearing- Councilmember  
George Holt- Councilmember

**STAFF PRESENT:**

Bill Andrew- City Manager  
Stacey Mullen- Deputy City Clerk

**ELECTED OFFICIALS NOT PRESENT:**

Laura McCanless- Councilmember  
Erik Oliver- Councilmember

**OTHERS PRESENT:** John Boudreau and Rich Rohrer (AtkinsRéalis)

Agenda (Attachment A)

1. The meeting was called to order by the Honorable David Eady, Mayor.

**2. Mayor's Announcements**

None

**3. Review and Discussion of a Complete Streets Plan:**

John Boudreau and Rich Rohrer of AtkinsRéalis provided an update on the status of the Complete Streets Plan. The purpose of the discussion was to determine what signage needs to be installed to improve navigation and safety, as well as to explore traffic calming options beyond the use of stop signs.

A key focus of the update was how to better accommodate all modes of transportation, not just cars. With a growing number of cyclists and pedestrians

using local roadways and trails, the plan emphasizes the importance of creating streets that are safer and more accessible for all users.

The overall goal is to deliver a complete and connected system of streets and trails that meets the needs of both residents and visitors. Through thoughtful design and infrastructure improvements, the Complete Streets Plan aims to support a more inclusive, balanced, and user-friendly transportation network for the entire community.

Mayor Eady proposed rescheduling a follow-up meeting with AtkinsRéalis to set specific priorities for the plan. This next step will help guide implementation by identifying which initiatives should be addressed first based on community needs and available resources.

**4. Other Business**

None.

**5. Work Session Meeting Review**

None

**6. Executive Session**

None

**7. Adjourn**

The meeting was adjourned at 11:31 AM.

Respectfully submitted,

Stacey Mullen, Deputy City Clerk

**To:** *MEAG Power Participants*  
**From:** *Roger Brand – Director of Bulk Power* *Roger Brand*  
**Date:** *August 1, 2025*  
**Subject:** *Annual Subscription for Supplemental Power*

The annual subscription process for supplemental power supply is now underway and attached is your ten-year supplemental power supply estimates based on the latest load forecast and the Year 2026 Annual Subscription Form for Supplemental Power for your review.

**After reviewing this information, please complete the subscription form and return to MEAG Power by October 1, 2025. In order to provide time to complete all transactions and agreements the following schedule has been established per the Supplemental Power Supply Policy:**

- Release of information to Participants by Power Supply – Aug 1
- Receipt of Authorization Agreement form by MEAG Power – October 1
- Completion of Off-System purchase agreements – Dec. 31
- Completion of Inter-Participant Transfer agreements – Jan. 15

Per the Policy there are four alternatives: (i) a Participant acquires the necessary resources itself, (ii) a Participant acquires the necessary resources itself through an Inter-Participant Transfer (IPT) Agreement or off system purchase power contract, (iii) A Participant subscribes to one or more of the power supply products identified in the attached Nomination Form in specific amounts (ACES has estimated the price ranges for these products to assist in your decision making however the final price is subject to change), (iv) a Participant nominates MEAG Power to act as its agent to acquire the necessary resources to fulfill its supplemental power supply requirements.

**Please note that the Supplemental Power Supply Policy specifies that if a Participant Authorization Agreement form is not received by the October 1 deadline or a Participant that has elected the Annual Self-Supply option does not meet the deadline for acquisition of its supply needs, MEAG Power will, acting as Agent, acquire the Supplemental Bulk Power Supply resources on behalf of the Participant.**

The projections provided identify needs for both supplemental power and reserves. The supplemental power product reflects the value of capacity with energy priced at the hourly market, while the reserve capacity product is the capacity price only.

The projections include assumptions about large customers that will affect the Participant capacity requirements. A proposed revision to the policy is being prepared that would address interruptible loads. The revision will include the operational requirements and planning approach for a load that commits to being interruptible. Changes related to these policy updates will be taken into account during the final budget and supplemental requirements will be recalculated as needed.

Participant's excess capacity, unless the Participant provides other instructions by the specified deadlines, will be allocated by MEAG Power and sold to deficit Participants. Option (v) (Opt-out of sales) specifies the Participant's choice to retain its' excess resources and not sell excess capacity through the Supplemental process.

Please remember that each Participant is required to carry 15% capacity reserves. If the staff determines that a Participant is not carrying sufficient reserves, we have the responsibility to purchase reserves to fulfill the requirement. The costs would be allocated back to the Participants based on their shortfall of the reserve requirement.

Your regional manager will be in contact with you to discuss in more detail your particular power supply needs. If you have any questions about your nomination, please contact your regional manager, Tina Atchison at (770) 563-0586, or Curt Halstead at (770) 563-0396.



**kW at Delivery Point**

### Deficit Reserve Capacity

## 2026 Supplemental Supply Nomination Form

Participant

Product	Forecast Option/Capacity Price (\$/kW-Yr) @ DP		Forecast Energy Price (\$/MWh) @ DP		Participant Subscription (MW) @ DP	Comments
	Bud	High	Bud	High		
<b>Energy Products</b>						
Short Term (1 mo - 364 dy)						
3 Month 5x16 (Jun-Aug)			68.69	75.56		Firm Liquidated Damages, Low risk
3 Month 7x24 (Jun-Aug)			56.64	62.30		Firm Liquidated Damages, Low risk
Medium Term (1 - 5 yr)						
Annual 5x16 (2026)			57.79	63.57		
Annual 7x24 (2026)			52.98	58.27		Firm Liquidated Damages, Low risk
<b>Capacity Products</b>						
Reserve Capacity (Jun-Sep)	19.80	22.77				Purchased from other Participant or from off-system at no more than the high price
Supplemental Capacity (2026)	59.40	68.31	Hrly. Mkt. Price			Purchased from other Participant or from off-system at no more than the high price

AUTHORIZATION AGREEMENT  
Year 2026 Annual Subscription  
Under Supplemental Power Supply Policy  
between  
Municipal Electric Authority of Georgia  
and  
City of Oxford  
(Participant)

In accordance with the MEAG Supplemental Power Supply Policy, the Undersigned Participant hereby elects to: (all Participants must elect one option and return)

- (i) \_\_\_\_\_ (Opt-out) Acquire the necessary resources for its Supplemental Power Supply Requirements itself;
- (ii) \_\_\_\_\_ (Annual Self Supply) Acquire the necessary resources for its Supplemental Power Supply Requirements for the Power Supply year itself through an Inter-Participant Transfer (IPT) Agreement or off system purchase power contract;
- (iii) \_\_\_\_\_ (Subscription) Subscribe to one or more of the power supply alternatives identified in the attached Nomination Form in specific amounts;
- (iv) \_\_\_\_\_ (Agent – default option) Designate MEAG as its agent to nominate and acquire any combination of resources to optimize their Supplemental Power Supply Requirements. Please specify agency limitations if any, \_\_\_\_\_; (If no form is returned by specified deadlines, this option will be used by default)

**For Participants with excess capacity**

- (v) X (Sell Excess – default option) Allocate excess capacity to be sold to deficit Participants as supplemental at \$59.40/kW-Yr plus the hourly energy market price or for reserves at \$19.80/kW-Yr at DP. Supplemental will be allocated first, then any remaining amounts will be allocated to reserves.
- (vi) \_\_\_\_\_ (Opt-out of sales) Retain excess resources and not sell excess capacity through the Supplemental process.

By executing this Authorization Agreement, Participant understands that MEAG will aggregate all MEAG Participant nominations and attempt to contract for the total amount of Participant supplemental power supply requirements nominated under this Annual Subscription. Participant also understands that MEAG will purchase the capacity necessary to ensure that system planning reserve requirements are met and assign this capacity for one or more years to those Participants deemed capacity deficient. Participant agrees that these reserve capacity purchases may be made at “market” prices from other Participants.

Participant agrees to and accepts the above nomination, this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

Participant: City of Oxford

By: \_\_\_\_\_

David S. Eady, Mayor,  
Mayor or other authorized representative



**CITY OF OXFORD  
POLICE DEPARTMENT**



**OATH OF OFFICE**

I, \_\_\_\_\_, hereby swear or affirm that I will faithfully, fairly, and without malice or partiality uphold the laws of the State of Georgia, as well as any ordinances which I am authorized to enforce, to the best of my ability and support and defend the Constitution of the United States and the Constitution of Georgia.

I do further swear or affirm that I am not the holder of any office or trust under the government of the United States, or any other state, or any foreign state which I am by the laws of the State of Georgia prohibited from holding;

I am otherwise qualified to hold the office of a peace officer according to the Consitution and laws of the State of Georgia.

I am not the holder of any unaccountable public money due this state or any political subdivision or authority thereof;

So help me god.

\_\_\_\_\_  
**Officers Signature**

\_\_\_\_\_  
**Mark A. Anglin  
Chief of Police**

Sworn, Subscribed, and Witnessed before me, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
**Witness**

# Planning Commission Members – 2025

**1) Jonathan Eady**

1216 Wesley Street

Oxford, GA 30054

(770) 788-8993

Jonathan.Eady@AGG.com

Term expires December 2021

Three-Year Term – September 8, 2025 to September 8, 2028

**2) Juanita Carson**

1223 Wesley Street

Oxford, GA 30054

(678) 658-7964

Fundy456@cooper.net

Term expires December 2021

Two-Year Term – September 8, 2025 to September 8, 2027

**3) Mike McQuaide**

1026 Emory Street

Oxford, GA 30054

(678) 342-3597

mmcquai@emory.edu

Term expires December 2022

Three-Year Term – September 8, 2025 to September 8, 2028

**4) Mary Glenn Landt**

411 Dowman Street

Oxford, GA 30054

(404) 401-1426

mgmeghan@gmail.com

Term expires January 2025

Two-Year Term – September 8, 2025 to September 8, 2027

**5) Troy Willis**

1306 Emory Street

Oxford, GA 30054

troy3345@att.net

Term expires June 2026

Three-Year Term – September 8, 2025 to September 8, 2028

**6) Dave Huber's Term Expired July 2025**

Jane Fadely or Kip Hart recommended for consideration by the Planning Commission

Two-Year Term – September 8, 2025 to September 8, 2027

---

**Sec. 40-606. Term of office and vacancies.**

Members of the Planning Commission shall be appointed by the Mayor and City Council to three-year terms. Members may be appointed for successive terms without limitation. Any vacancy in the membership of the Planning Commission that occurs prior to the expiration of a term of appointment shall be filled by the Mayor and City Council by appointing another member to serve during the unexpired term.

(Code 1997, § 40-903; Ord. of 2-6-2012, § 1(40-903))



**INTERGOVERNMENTAL AGREEMENT FOR THE COLLECTION OF  
CITY OF OXFORD PROPERTY TAXES BY THE NEWTON COUNTY  
TAX COMMISSIONER**

This Intergovernmental Agreement is entered into this \_\_\_\_ day of \_\_\_\_\_, 2025 (the "Effective Date") by and between **NEWTON COUNTY, GEORGIA**, a political subdivision, acting by and through its Board of Commissioners (hereafter the "County"), the **CITY OF OXFORD**, a municipal subdivision acting by and through its Mayor and Council (hereinafter the "City"), and the **TAX COMMISSIONER OF NEWTON COUNTY**, by and through Brent Bennett, the duly elected Tax Commissioner of Newton County acting in his official capacity (hereinafter the "Tax Commissioner") to provide for the collection of City property taxes by the Tax Commissioner under the terms set forth in this Agreement (the "Agreement").

**WITNESSETH**

**WHEREAS**, the Tax Commissioner is an independent constitutional officer elected by the citizens of Newton County whose duties include the collection of County and School property taxes and the preparation of County and School tax digests; and

**WHEREAS**, pursuant to O.C.G.A. § 48-5-359.1 (a), the Tax Commissioner is authorized, but not required, to contract with cities within the County to provide municipal tax collection services, including the collection of city property taxes and the preparation of the city tax digest; and

**WHEREAS**, O.C.G.A. § 48-5-359.1 (a) provides further that such contracts must require the contracting cities to pay an amount that will substantially approximate the cost of providing such services to the city; and

**WHEREAS**, per O.C.G.A. § 48-5-359.1(a)(1)(B): "Any county and any municipality wholly or partially located within such county may contract, subject to approval by the tax commissioner of the county, for the tax commissioner to prepare the tax digest for such municipality; to assess and collect municipal taxes in the same manner as county taxes; and, for the purpose of collecting such municipal taxes, to invoke any remedy permitted for collection of municipal taxes. Any contract authorized by this subsection between the county governing authority and a municipality shall specify an amount to be paid by the municipality to the county which amount will substantially approximate the cost to the county of providing the service to the municipality. Notwithstanding the provisions of any other law, the tax commissioner is authorized to contract for and to accept, receive, and retain compensation from the municipality for such additional duties and responsibilities in addition to that compensation provided by law to be paid to the tax commissioner by the county."

**WHEREAS**, the Tax Commissioner is currently providing municipal tax collection services to the City under the terms and conditions established via the June 17, 2019, Tax Collection Agreement (the "2019 Agreement") approved by the former Tax Commissioner for Newton County; and

**WHEREAS**, the County, City, and Tax Commissioner have determined that it is now necessary for to adopt a new municipal tax collection agreement because the Tax Commissioner is not a party to the 2019 Agreement and the contract rate established by the 2019 Agreement no longer substantially approximates the cost of providing municipal tax collection services to the City; and

**WHEREAS**, the County and City have determined that the most efficient and effective means for collecting City property taxes is to delegate such responsibilities to the Tax Commissioner by way of agreement so that the Tax Commissioner will be responsible for collecting City property taxes in the same manner that County property taxes are collected; and

**WHEREAS**, by approving this Agreement and spreading same upon the minutes of each respective governing authority, the County and City hereby declare that this Agreement serves the best interest of the citizens in their respective jurisdictions.

**NOW, THEREFORE**, and based upon the preamble above as well as the exchange of good and adequate consideration, the receipt and exchange of which are acknowledged by the signatures below, the parties hereby agree as follows:

1. During the term of this Agreement, the Tax Commissioner shall:
  - a. Timely prepare the tax digest for the City;
  - b. Levy, assess, and collect all taxes, for both real and personal property, for the City based upon the mill rate as fixed and determined by the governing body of the City in the same manner as taxes for Newton County are levied, assessed, and collected (the "City Taxes");
  - c. Apply and invoke any remedies, methods, and procedures authorized and/or permitted by law for collection of City Taxes, including, but not limited to, the issuance of ad valorem tax fi. fas. and the levy and sale of property to satisfy such fi. fas., when the Tax Commissioner, in his sole discretion, invokes such remedies and procedures for the collection of County taxes;
  - d. Account for and remit to the City all City Taxes collected in a reasonable and timely manner after the date of collection;
  - e. Provide access to records of the Tax Commissioner to the City through its auditors for purposes of a yearly audit;
  - f. Accept from the City the transfer of the duty of receiving homestead exemption applications to the Tax Commissioner which duty shall be fulfilled in accordance with the provisions of the State Constitution and laws authorizing homestead exemption; and
  - g. Otherwise perform the duties of tax receiver and collector on behalf of the City in substantially the same manner as provided to the County except as otherwise provided for in this Agreement.
2. To substantially reimburse the County and Tax Commissioner for the cost of providing the services set forth herein, and to compensate the Tax Commissioner for the

additional duties and responsibilities imposed by this Agreement, the City agrees to pay to the Tax Commissioner an annual amount, not to exceed \$25,000 per year (the "City Supplement"), calculated as follows:

- a. For tax year 2025, the City Supplement shall be \$3.00 per individual account billed for taxes and/or assessments levied by the City;
  - b. For tax year 2026, the City Supplement shall be \$4.00 per individual account billed for taxes and/or assessments levied by the City;
  - c. For tax year 2027 and each year thereafter, the City Supplement shall be \$5.00 per individual account billed for taxes and/or assessments levied by the City.
  - d. The City Supplement shall be paid to the Tax Commissioner by the City no later than the end of the month in which the annual tax billing is completed.
3. The Tax Commissioner shall collect and remit all City Taxes and penalties and interest on delinquent City Taxes to the City in the same manner as County property taxes are collected and remitted to the County, but the Tax Commissioner shall collect and remit all other penalties, fines, and fees authorized by law in connection with the collection or enforcement of City Taxes to the County to offset the cost of the services provided for herein, which amount will substantially approximate the cost to the County of providing the service to the City.
  4. In the event that a court of competent jurisdiction or the County Board of Commissioners or its designee determines that an ad valorem tax refund is owed to any taxpayer pursuant to O.C.G.A. § 48-5-380, and when a portion of such refund consists of City Taxes, the City hereby authorizes the Tax Commissioner to withhold future tax remittances to the City under this Agreement equal to the City's portion of the tax refund. By way of example, if a refund for overpayment was determined to be \$1,000 and 10% of the overpayment had previously been remitted to the City, the Tax Commissioner is authorized to immediately refund the overpayment in full and to retain \$100 from future City tax collections to offset the City's share of the refund.
  5. To the fullest extent permitted by law, the City agrees to defend, indemnify and hold the County and the Tax Commissioner and their agents and employees harmless against any claims, losses, or expenses (including but not limited to, attorney fees and court fees) that are asserted by a third party and arise out of the Tax Commissioner's performance (negligent or otherwise) or failure to perform the services provided for in this Agreement (except for acts performed with malice or an intent to injure).
  6. The term of this Agreement shall be for ten (10) years beginning on the Effective Date provided above. Any party may terminate their obligations under this Agreement with at least sixty (60) days written notice to the remaining parties. Written notice required by this Agreement, shall be sent to the Chairman of the Board of Commissioners on behalf of the County, to the duly elected Tax Commissioner of Newton County, and to the Mayor on behalf of the City. In the event of termination by the County, the Tax Commissioner, or the City, all payments owed to the Tax Commissioner (prorated as of the date of termination) shall survive termination.

7. This Agreement shall be deemed to have been made, construed, and enforced in accordance with the laws of the State of Georgia, and said laws shall govern the validity of this Agreement and the construction of its terms and interpretation of the rights and duties of the parties. Any litigation arising out of or any way involving this Agreement shall be heard and decided in the Superior Court of Newton County.
8. Should any phrase, clause, sentence, or paragraph of this Agreement be held invalid or unconstitutional, the remainder of the Agreement shall remain in full force and effect as if such invalid or unconstitutional provision were not contained in the Agreement unless the elimination of such provision detrimentally reduces the consideration that any party is to receive under this Agreement or materially affects the operation of this Agreement.
9. The parties hereto shall comply with all applicable local, state, and federal statutes, ordinances, rules and regulations concerning the subject matter of this Agreement.
10. No consent or waiver, express or implied, by any party to this Agreement, to any breach of any covenant, condition or duty of another party shall be construed as a consent to or waiver of any future breach of the same.
11. This Agreement may be executed in several counterparts, each of which shall be an original and all of which shall constitute but one and the same instrument.
12. The parties hereto agree to submit any controversy arising under this Agreement to mediation for a resolution. In the event the parties cannot agree on a mediator, the mediator will be selected by the Senior Judge of the Newton County Superior Court. The cost of mediation shall be borne equally by the parties.
13. No party hereto may assign any function or obligation undertaken by such party without the written approval of the other parties.
14. This Agreement shall be binding upon the parties and their successor and assigns for the full period of the term.
15. This Agreement constitutes the sole and final agreement between the parties relating to the subject of this agreement and all prior or contemporaneous agreements are merged into this agreement and succeeded by it.
16. The parties intend that the relation between them is that of principal-independent contractor. No agent, employee, or servant of Tax Commissioner shall be or shall be deemed to be the employee, agent or servant of City. The City is interested only in the results obtained under this Agreement. The manner and means of overseeing the work are under the sole control of Tax Commissioner. None of the benefits provided by the City to its employees are available from the City to Tax Commissioner or its employees, agents or servants. Except for the indemnification, defense, and hold-harmless provisions of this Agreement, the Tax Commissioner will be solely and entirely responsible for his acts and for the acts of his agents, employees, servants and subcontractors during the performance of this Agreement. The parties agree that nothing herein changes the independent contractor nature of the relationship between the parties.



17. Each provision shall be construed as though all the parties participated equally in its drafting. Any rule of construction that a document is to be construed against the drafting party shall not apply.
18. The parties shall, at the request of the other, make, sign and deliver all documents and do or cause to be done all such things that any party may reasonably require under this agreement.
19. The signatories below have been duly authorized by their respective governing authorities to execute this Agreement on their behalf. Each party represents and warrants to the other that (a) it has full capacity and authority to enter into this; (b) the person executing this on its behalf has full authority to do so; and (c) this constitutes an obligation which is valid and legally binding against it and which is enforceable against it in accordance with its terms.
20. A scanned or facsimile signature shall be treated the same as an original signature and any party may rely upon a scanned or facsimile signature of the party upon this. This may be executed in any number of counterparts, and all counterparts shall be considered together as one. The Parties understand and agree to the terms of this and their authorized officers have signed below.

**IN WITNESS WHEREOF**, the parties hereto have caused their respective officers have caused this Agreement to be executed in their respective names and set their hands and to affix the respective seals of the parties the day and year first written above.

**NEWTON COUNTY, GEORGIA**

By: \_\_\_\_\_  
Linda Hays, Interim Chairman

Attest: \_\_\_\_\_  
Jackie Smith, County Clerk

[Seal]

**THE CITY OF OXFORD**

By: \_\_\_\_\_  
David S. Eady, Mayor  
Clerk

Attest: \_\_\_\_\_  
~~Marcia Brooks~~ Stacey Mullen, Interim City

[Seal]

**NEWTON COUNTY TAX COMMISSIONER**

By: \_\_\_\_\_  
Brent Bennett, Tax Commissioner



**INTERGOVERNMENTAL AGREEMENT FOR THE COLLECTION OF  
CITY OF OXFORD PROPERTY TAXES BY THE NEWTON COUNTY  
TAX COMMISSIONER**

This Intergovernmental Agreement is entered into this \_\_\_\_ day of \_\_\_\_\_, 2025 (the "Effective Date") by and between **NEWTON COUNTY, GEORGIA**, a political subdivision, acting by and through its Board of Commissioners (hereafter the "County"), the **CITY OF OXFORD**, a municipal subdivision acting by and through its Mayor and Council (hereinafter the "City"), and the **TAX COMMISSIONER OF NEWTON COUNTY**, by and through Brent Bennett, the duly elected Tax Commissioner of Newton County acting in his official capacity (hereinafter the "Tax Commissioner") to provide for the collection of City property taxes by the Tax Commissioner under the terms set forth in this Agreement (the "Agreement").

**WITNESSETH**

**WHEREAS**, the Tax Commissioner is an independent constitutional officer elected by the citizens of Newton County whose duties include the collection of County and School property taxes and the preparation of County and School tax digests; and

**WHEREAS**, pursuant to O.C.G.A. § 48-5-359.1 (a), the Tax Commissioner is authorized, but not required, to contract with cities within the County to provide municipal tax collection services, including the collection of city property taxes and the preparation of the city tax digest; and

**WHEREAS**, O.C.G.A. § 48-5-359.1 (a) provides further that such contracts must require the contracting cities to pay an amount that will substantially approximate the cost of providing such services to the city; and

**WHEREAS**, per O.C.G.A. § 48-5-359.1(a)(1)(B): "Any county and any municipality wholly or partially located within such county may contract, subject to approval by the tax commissioner of the county, for the tax commissioner to prepare the tax digest for such municipality; to assess and collect municipal taxes in the same manner as county taxes; and, for the purpose of collecting such municipal taxes, to invoke any remedy permitted for collection of municipal taxes. Any contract authorized by this subsection between the county governing authority and a municipality shall specify an amount to be paid by the municipality to the county which amount will substantially approximate the cost to the county of providing the service to the municipality. Notwithstanding the provisions of any other law, the tax commissioner is authorized to contract for and to accept, receive, and retain compensation from the municipality for such additional duties and responsibilities in addition to that compensation provided by law to be paid to the tax commissioner by the county."

**WHEREAS**, the Tax Commissioner is currently providing municipal tax collection services to the City under the terms and conditions established via the June 17, 2019, Tax Collection Agreement (the "2019 Agreement") approved by the former Tax Commissioner for Newton County; and

**WHEREAS**, the County, City, and Tax Commissioner have determined that it is now necessary for to adopt a new municipal tax collection agreement because the Tax Commissioner is not a party to the 2019 Agreement and the contract rate established by the 2019 Agreement no longer substantially approximates the cost of providing municipal tax collection services to the City; and

**WHEREAS**, the County and City have determined that the most efficient and effective means for collecting City property taxes is to delegate such responsibilities to the Tax Commissioner by way of agreement so that the Tax Commissioner will be responsible for collecting City property taxes in the same manner that County property taxes are collected; and

**WHEREAS**, by approving this Agreement and spreading same upon the minutes of each respective governing authority, the County and City hereby declare that this Agreement serves the best interest of the citizens in their respective jurisdictions.

**NOW, THEREFORE**, and based upon the preamble above as well as the exchange of good and adequate consideration, the receipt and exchange of which are acknowledged by the signatures below, the parties hereby agree as follows:

1. During the term of this Agreement, the Tax Commissioner shall:
  - a. Timely prepare the tax digest for the City;
  - b. Levy, assess, and collect all taxes, for both real and personal property, for the City based upon the mill rate as fixed and determined by the governing body of the City in the same manner as taxes for Newton County are levied, assessed, and collected (the "City Taxes");
  - c. Apply and invoke any remedies, methods, and procedures authorized and/or permitted by law for collection of City Taxes, including, but not limited to, the issuance of ad valorem tax fi. fas. and the levy and sale of property to satisfy such fi. fas., when the Tax Commissioner, in his sole discretion, invokes such remedies and procedures for the collection of County taxes;
  - d. Account for and remit to the City all City Taxes collected in a reasonable and timely manner after the date of collection;
  - e. Provide access to records of the Tax Commissioner to the City through its auditors for purposes of a yearly audit;
  - f. Accept from the City the transfer of the duty of receiving homestead exemption applications to the Tax Commissioner which duty shall be fulfilled in accordance with the provisions of the State Constitution and laws authorizing homestead exemption; and
  - g. Otherwise perform the duties of tax receiver and collector on behalf of the City in substantially the same manner as provided to the County except as otherwise provided for in this Agreement.
2. To substantially reimburse the County and Tax Commissioner for the cost of providing the services set forth herein, and to compensate the Tax Commissioner for the

additional duties and responsibilities imposed by this Agreement, the City agrees to pay to the Tax Commissioner an annual amount, not to exceed \$25,000 per year (the "City Supplement"), calculated as follows:

- a. For tax year 2025, the City Supplement shall be \$3.00 per individual account billed for taxes and/or assessments levied by the City;
  - b. For tax year 2026, the City Supplement shall be \$4.00 per individual account billed for taxes and/or assessments levied by the City;
  - c. For tax year 2027 and each year thereafter, the City Supplement shall be \$5.00 per individual account billed for taxes and/or assessments levied by the City.
  - d. The City Supplement shall be paid to the Tax Commissioner by the City no later than the end of the month in which the annual tax billing is completed.
3. The Tax Commissioner shall collect and remit all City Taxes and penalties and interest on delinquent City Taxes to the City in the same manner as County property taxes are collected and remitted to the County, but the Tax Commissioner shall collect and remit all other fines and fees authorized by law in connection with the collection or enforcement of City Taxes to the County to offset the cost of the services provided for herein, which amount will substantially approximate the cost to the County of providing the service to the City.
  4. In the event that a court of competent jurisdiction or the County Board of Commissioners or its designee determines that an ad valorem tax refund is owed to any taxpayer pursuant to O.C.G.A. § 48-5-380, and when a portion of such refund consists of City Taxes, the City hereby authorizes the Tax Commissioner to withhold future tax remittances to the City under this Agreement equal to the City's portion of the tax refund. By way of example, if a refund for overpayment was determined to be \$1,000 and 10% of the overpayment had previously been remitted to the City, the Tax Commissioner is authorized to immediately refund the overpayment in full and to retain \$100 from future City tax collections to offset the City's share of the refund.
  5. To the fullest extent permitted by law, the City agrees to defend, indemnify and hold the County and the Tax Commissioner and their agents and employees harmless against any claims, losses, or expenses (including but not limited to, attorney fees and court fees) that are asserted by a third party and arise out of the Tax Commissioner's performance (negligent or otherwise) or failure to perform the services provided for in this Agreement (except for acts performed with malice or an intent to injure).
  6. The term of this Agreement shall be for ten (10) years beginning on the Effective Date provided above. Any party may terminate their obligations under this Agreement with at least sixty (60) days written notice to the remaining parties. Written notice required by this Agreement, shall be sent to the Chairman of the Board of Commissioners on behalf of the County, to the duly elected Tax Commissioner of Newton County, and to the Mayor on behalf of the City. In the event of termination by the County, the Tax Commissioner, or the City, all payments owed to the Tax Commissioner (prorated as of the date of termination) shall survive termination.

7. This Agreement shall be deemed to have been made, construed, and enforced in accordance with the laws of the State of Georgia, and said laws shall govern the validity of this Agreement and the construction of its terms and interpretation of the rights and duties of the parties. Any litigation arising out of or any way involving this Agreement shall be heard and decided in the Superior Court of Newton County.
8. Should any phrase, clause, sentence, or paragraph of this Agreement be held invalid or unconstitutional, the remainder of the Agreement shall remain in full force and effect as if such invalid or unconstitutional provision were not contained in the Agreement unless the elimination of such provision detrimentally reduces the consideration that any party is to receive under this Agreement or materially affects the operation of this Agreement.
9. The parties hereto shall comply with all applicable local, state, and federal statutes, ordinances, rules and regulations concerning the subject matter of this Agreement.
10. No consent or waiver, express or implied, by any party to this Agreement, to any breach of any covenant, condition or duty of another party shall be construed as a consent to or waiver of any future breach of the same.
11. This Agreement may be executed in several counterparts, each of which shall be an original and all of which shall constitute but one and the same instrument.
12. The parties hereto agree to submit any controversy arising under this Agreement to mediation for a resolution. In the event the parties cannot agree on a mediator, the mediator will be selected by the Senior Judge of the Newton County Superior Court. The cost of mediation shall be borne equally by the parties.
13. No party hereto may assign any function or obligation undertaken by such party without the written approval of the other parties.
14. This Agreement shall be binding upon the parties and their successor and assigns for the full period of the term.
15. This Agreement constitutes the sole and final agreement between the parties relating to the subject of this agreement and all prior or contemporaneous agreements are merged into this agreement and succeeded by it.
16. The parties intend that the relation between them is that of principal-independent contractor. No agent, employee, or servant of Tax Commissioner shall be or shall be deemed to be the employee, agent or servant of City. The City is interested only in the results obtained under this Agreement. The manner and means of overseeing the work are under the sole control of Tax Commissioner. None of the benefits provided by the City to its employees are available from the City to Tax Commissioner or its employees, agents or servants. Except for the indemnification, defense, and hold-harmless provisions of this Agreement, the Tax Commissioner will be solely and entirely responsible for his acts and for the acts of his agents, employees, servants and subcontractors during the performance of this Agreement. The parties agree that nothing herein changes the independent contractor nature of the relationship between the parties.

17. Each provision shall be construed as though all the parties participated equally in its drafting. Any rule of construction that a document is to be construed against the drafting party shall not apply.
18. The parties shall, at the request of the other, make, sign and deliver all documents and do or cause to be done all such things that any party may reasonably require under this agreement.
19. The signatories below have been duly authorized by their respective governing authorities to execute this Agreement on their behalf. Each party represents and warrants to the other that (a) it has full capacity and authority to enter into this; (b) the person executing this on its behalf has full authority to do so; and (c) this constitutes an obligation which is valid and legally binding against it and which is enforceable against it in accordance with its terms.
20. A scanned or facsimile signature shall be treated the same as an original signature and any party may rely upon a scanned or facsimile signature of the party upon this. This may be executed in any number of counterparts, and all counterparts shall be considered together as one. The Parties understand and agree to the terms of this and their authorized officers have signed below.

**IN WITNESS WHEREOF**, the parties hereto have caused their respective officers have caused this Agreement to be executed in their respective names and set their hands and to affix the respective seals of the parties the day and year first written above.

**NEWTON COUNTY, GEORGIA**

By: \_\_\_\_\_  
Linda Hays, Interim Chairman

Attest: \_\_\_\_\_  
Jackie Smith, County Clerk

[Seal]

**THE CITY OF OXFORD**

By: \_\_\_\_\_  
David S. Eady, Mayor

Attest: \_\_\_\_\_  
Stacey Mullen, Interim City Clerk

[Seal]

**NEWTON COUNTY TAX COMMISSIONER**

By: \_\_\_\_\_  
Brent Bennett, Tax Commissioner



**Date:** September 20, 2023  
**Invoice #:** 2023-03  
**Customer ID:** 3

Salesperson	Job	Payment Terms	Due Date
		Due upon receipt	

Subtotal	\$	1,820.00
Sales Tax		
Total	\$	1,820.00

P O BOX 1905 COVINGTON, GA 30015, (678) 625-1636, [mjordan@co.newton.ga.us](mailto:mjordan@co.newton.ga.us)



An NNT Experience Company

## Property Management Agreement

This Property Management Agreement, hereinafter referred to as the "Agreement," is executed on [Effective Date] by and between the **City of Oxford**, henceforth referred to as the "Owner," and **The NNT Experience, LLC (holding company for THE Event, LLC)**, hereinafter referred to as the "Agent," collectively referred to as the "Parties."

Pursuant to this Agreement, the Owner exclusively appoints the Agent to oversee the property management at **1101 Wesley St, Oxford, GA 30054**. The Agent hereby accepts this responsibility and agrees to manage the aforementioned property.

The Agent agrees to perform the following duties:

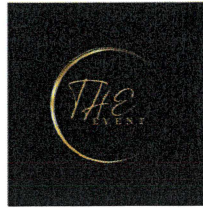
- Day-to-day operations
- Marketing and sales of the facility
- Event scheduling and booking
- Venue tours
- Supervision of event staff, cleaning staff, and groundskeeping staff
- Negotiation of contracts with potential clients
- Guidance and direction to the City of Oxford regarding upgrades and major repairs to the facility
- Fiscal management

### FINANCIAL TERMS

**Management Fee:** The property owner agrees to pay the manager a monthly fee. The fee will be calculated as [Percentage]% of the total gross rental income from the Property. However, if the rental income is insufficient, the fee will be a minimum of \$\_\_\_\_\_.

**Additional Fees:** Particulars regarding any supplementary fees pertaining to the management of the property are outlined below:





An NNT Experience Company

Budget Item	Total Cost
The NNT Experience	70% NNT 30% City of Oxford
Post Event Cleaning	75.00
Day of Attendant/Coordinator (duration of event)	\$25.00 per Hour
Grounds Keeping and Maintenance	City of Oxford

#### Monthly Expenses:

Budget Item	Total Cost
Monthly Management fee paid to The NNT Experience	350.00 minimum if there is insufficient rental income.
CRM	197.00
Accounting System	85.00
Monthly Maintenance Cleaning	150.00
Marketing Material/ Advertisement (Social media/ Local Press)	Initial City of Oxford investment. Will work into the budget once bookings become more consistent.

The agent's duties include overseeing the leasing and day-to-day operations of the property, which involves advertising the property, conducting property viewings, and ensuring that lease agreements are properly executed. Additionally, the agent is responsible for collecting rent and managing financial obligations from prospective tenants, which includes conducting credit checks and ensuring timely payment. The agent is also tasked with providing monthly accounting reports to the owner, detailing the rent received and paid expenses, and maintaining transparency and financial oversight.

Moreover, the agent is responsible for the overall maintenance and necessary improvements to the property to ensure it remains in good condition. This involves promptly addressing any repair needs and coordinating any renovations or upgrades as required. If employees are involved in the property management, the agent is responsible for their employment, supervision, and overall management to ensure smooth operations.



An NNT Experience Company

Furthermore, the agent plays a crucial role in notifying the owner of any required repairs or improvements, providing detailed reports and recommendations for necessary actions. Additionally, the agent may engage in labor and incur expenses as needed to carry out these maintenance and improvement tasks, ensuring the property retains its value and appeal.

Considering the services provided, the Owner hereby agrees to indemnify and hold the Agent harmless from any and all debts, charges, demands, claims, and/or lawsuits arising from the services rendered. The Agent will provide monthly invoices to the Owner detailing the services provided. The agreed form of payment will be ACH (automatic clearing house), and it is understood that payment shall be made within 15 days of the invoice date.

This legal agreement will come into effect on the date it is signed and will remain in force until the specified [End Date]. Termination of the agreement may occur if either party violates the terms, fails to resolve an issue within the agreed-upon [Timeframe], or if the premises remain unrented for the agreed-upon [Timeframe].

This Agreement is binding on the Agent and the Owner, as well as their successors, and will be governed by the laws of the state of Georgia.

Any amendments to this Agreement must be in writing and signed by both Parties. The Parties agree not to assign any responsibilities in this Agreement to a third party without written consent from both Parties.

In the event of any dispute arising from this Agreement, the involved parties agree to resolve it through either arbitration, mediation, or negotiation in accordance with the laws of Georgia.

This Agreement represents the complete agreement and understanding among all the Parties involved, and it supersedes all prior agreements. This ensures that any disagreements will be handled efficiently and fairly, allowing the involved parties to reach a resolution while adhering to the legal framework provided by Georgia.

Should any provision of this Agreement be void and unenforceable, the remaining provisions will continue to be enforced as intended by the Parties.

The undersigned parties mutually agree to the terms and conditions as set forth in this legally binding agreement, including but not limited to the obligations, rights, and responsibilities outlined herein.



An NNT Experience Company

**IN WITNESS WHEREOF** the Parties have duly affixed their signatures under hand and seal on this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

City of Oxford

Per:

(Seal)

Officer's Name: \_\_\_\_\_

The NNT Experience

Per:

(Seal)

Officer's Name: \_\_\_\_\_



**City of Oxford**  
**Invoices > \$1,000**  
**Paid August 1-31, 2025**

VENDOR	DESCRIPTION	AMOUNT
<b>RECURRING CHARGES</b>		
Newton County Board of Commissioners	Water Purchases – July 2025; Inv# 3410- \$27,841.00 Water Purchases- Aug 2025; Inv# 3424- \$28,808.00	51,649.00
Card Services Center	Fuel charges for Police-\$104.81; Subscription Renewal Fees (Survey Monkey)-\$468.00; Door Access Cards- Police \$34.88; Sensor Batteries- Police \$19.90; Shots Fired Annual Indoor Range fees- Police \$389.89	1,017.48
Newton County Water and Sewer Authority	Sewer Operation Fees – July 2025	8,286.13
Georgia Municipal Association	GMEBS Life & Health Program – Sept 2025	22,951.57
Georgia Municipal Association	GMEBS Retirement Fees – Aug 2025; Invoice #496963	1,904.84
Municipal Electric Authority of Georgia (MEAG)	Monthly Electric Purchases for August 2025	147,610.77
Electric Cities of Georgia	Consulting and Planning Services for August 2025	7,743.00
U.S. Dept. of Energy	SEPA Energy Cost – August 2025 – Invoice #B-25-2521	3,450.44
U.S. Dept. of Treasury	Federal Payroll Taxes, August 2025	19,946.79
Courtware Solutions	Licensing, support and maintenance for Municipal Court case management – July 2025	1,200.00
Great Estates Landscaping	Irrigation Repairs at City Hall; Inv#GEL128696- \$2,200.00 Monthly Lawn Care Maintenance-Asbury Park; Inv#GEL128643- \$696.00	2,896.00
VC3, Inc	Monthly IT Services for June 2025	4,078.83
Latham Home Sanitation	Waste/Recycling Removal Srv- June 2025- \$10,432.50 Waste/Recycling Removal Srv- July 2025- \$10,480.00	20,912.50
City of Oxford	Monthly Utility Charges 06/13/25-7/15/2025	1,997.61
KellerMeyer Bergensons Service	Janitorial Srv- City Hall & Asbury Park- August 2025	1,110.31
Oxford Historical Cemetery Foundation	Two Thirds of Lot Sell W-1 (A/B)	1,000.00
<b>PURCHASES/CONTRACT LABOR</b>		
C. David Strickland, P.C.	Legal services, July 2025	8,440.00
Over and Under General Contractors, Inc	Watson St Pole Changeout (FY 25 Project); Inv#16276; \$49,500.00 W. Richardson St Emergency Call- Tree on Powerlines; Inv#16295 \$1586.48 Emergency Call- 509 Emory St- ST2 Blown Line Fuses Inv# 16303; 1,100.88	52,187.36
Jarod Environmental	¾" and 1" Compression Tees	2368.80
Freeman Law Firm, LLC	Legal Services12/2024-6/2025	1,780.00
AtkinsRealis	Oxford Pavement Resurfacing CEI Contract130; Inv#2047240	3,174.41
Gerald Whitley & Son	Tile Replacement in Asbury Street Park Restroom	1,485.00
Scarborough Tree, Inc	Removal of Dead Tree on Walking Trail- Inv# 07312025 \$900; Removal of Broken, Hanging Limb on Walking Trail - Inv# 08072025 \$900; Oak Tree Removal- W. Watson, Dead Cedar- 1208 Asbury, Oak Tree Removal-316 Hill Crest, Removal of Three Dead Pines (all vines/debris/2 stumps) Inv#16284- \$6,000	7,800.00
Covington News	Ads/Promotions- New Comers Guide, 2025 Property Tax Digest & 5-Year History, Election Notice	1,010.00
Cintas	Uniform Services for Public Works- July 2025	1,986.10



VENDOR	DESCRIPTION	AMOUNT
<b>Burford's Tree</b>	FY 2025 Powerline Tree Trimming, week ending 6/21/2025; Invoice #OXGA2425	12,390.22
<b>Air Conditioning Specialist, Inc</b>	Repairs to Three Air Conditioning Units in Community Room; Inv#586929- \$1704.00 Diagnosis to AC Unit(s) in Community Room; Inv# 578961- \$240.00 City Hall/Maintenance Shop Qtrly Maintenance; Inv# 177294112- \$598.25 Diagnosis to Wall Unit in Electrical Rm at City Hall; Inv#584025- \$240.00	2,822.65
<b>Anderson Grading &amp; Pipeline</b>	Water Tap Installation- 107 Oxford N. Rd	2,500.00