



**OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
PUBLIC HEARING AND REGULAR SESSION
MONDAY, MARCH 5, 2018 – 7:00 PM
CITY HALL**

MEMBERS PRESENT: Jerry D. Roseberry, Mayor; and Councilmembers: George Holt; Jim Windham; David Eady; Mike Ready; and Jeff Wearing, Sarah Davis.

OTHERS PRESENT: Matt Pepper, Assistant City Manager; Dave Harvey, Chief; Jody Reid, Utility Superintendent; Luran Willis, City Clerk; David Strickland, City Attorney; Hoyt Oliver, Erik Oliver, Teresa Welch, Darryl Welch, Judy Greer, Patsy Burke, Peggy Madden, Juanita Carson, Mike Besaw, Anderson Wright, Kendra Mayfield, Ben Palmer, Noah Corimano, Cheryl Ready, and Boy Scout Troup 211, Maureen Everett, Scott Everett, Noah Geiger, James Oliver, Lucus Oliver, Michael Westrick, Josh Forbes, John McCarthy, Brantley Geret.

The meeting was called to order by the Hon. Jerry D. Roseberry, Mayor

Invocation was delivered by Hoyt Oliver
Pledge of Allegiance – All

Mayor Roseberry announced that item 14 Pole Attachment Services would be removed from the agenda to allow Assistant Manager Matt Pepper and Utility Superintendent Jody Reid time to meet with Electric Cities of Georgia and prepare a report for the March 19th Work Session.

Roseberry said that item C of the Consent Agenda is incomplete and will be corrected and moved to the April agenda. With these amendments to the agenda, Roseberry requested for a motion to accept the Agenda for February 5, 2018.

Motion was made Jim Windham, seconded by Jeff Wearing to accept the Agenda for the February 5, 2018 Public Hearing and Mayor and Council Regular Meeting. Motion passed 7/0. (Attachment A)

Honorary Councilmember

Mayor Roseberry introduced Ben Palmer as Honorary Councilmember for the month of March and presented him with a Proclamation as appreciation for his participation. (Attachment B)

CONSENT AGENDA -

Motion was made by Jeff Wearing, seconded by David Eady to accept the Consent Agenda with the proposed amendments. Motion Passed 7/0. (Attachment C)

Mayors Reports

Mayor Roseberry reminded the Budget Committees that the first report will be due at the March 19 Work Session. The General Budget Committee will meet tomorrow at 2:00 pm at City Hall.

Mayor Roseberry gave a report of the Police Department statistics for February.

Mayor Roseberry welcomed the Boy Scout Troup 211.

Planning Commission Recommendations/Petitions -

None

Citizens' Concerns -

Anderson Wright of the Oxford Historical Society addressed Council and said they have received bids for a new handicap ramp at Old Church and they have selected one. Wright ask what the next step are for awarding the contract and completing the work. Mayor Roseberry said they will need to go through the Planning Commission for review and the procedures for obtaining the proper permits.

David Eady announced The Film Screening, Chasing Coral on March 21st at Oxford College hosted by the Atlanta Science Festival and Emory Oxford College. (Attachment D)

Second Reading for Sec 38-58 Public Tree Care Ordinance Amendment

Assistant Manager Matt Pepper presented the second reading of an amendment to the city's Public Tree Care ordinance that will require property owners to obtain written permission from the Trees, Parks and Recreation Board before planning trees, plants, and shrubs in city right-of-way. (Attachment E)

A motion was made by Mike Ready, seconded by Jim Windham to approve the amendment to the City's Public Tree Care Ordinance Chapter 38 Vegetation, Article III Tree Management, by amending section 38-58. Motion passed 7/0.

Minor Subdivision

Assistant Manager Matt Pepper presented a recommendation from the Planning Commission for the approval of a minor subdivision for Hubert White and Joyce Sullivan at the corner of Asbury Street and W. Watson Street. Land Lot 288/ Parcel X012-014 202 Watson Street in the 9th District.

A motion was made by David Eady, seconded by George Holt to approve the minor subdivision as presented. Motion passed 7/0. Attachment F

Demolition of 6153 Emory Street

Assistant Manager Matt Pepper said we have received two bids for the asbestos abatement and demolition of the home located at 6153 Emory Street and recommended that Council award the purchase order to Enviroprobe, LLC in the amount of \$21,550.

Motion was made by David Eady, seconded by Jim Windham to award the bid to Enviroprobe LLC. Motion passed 7/0. Attachment G

107 W. Clark Street

Erik Oliver presented to Council a scope of work for the project to restore the city-owned property located at 107 W. Clark Street. Oliver presented a report on the building inspection performed by Bureau Veritas. Oliver was instructed to prepare any bid proposals for work to be performed and present to Council at the March 19, Work Session. Attachment H

Invoice Approval**INVOICES OVER \$1,000.00**

VENDOR	DESCRIPTION	AMOUNT
MONTHLY		
Blue Cross Blue Shield	Health Insurance Employees (March 3/1 – 4/1)	8038.48
City of Covington	Gas charges at maintenance facility	1,053.68
City of Covington	Annual E-911 charges for 1/2018 – 12/2018	20,035.56
City Oxford Utilities	City Hall/Maintenance Facility/Old Church/Pump Station on Richardson Utilities for (January)	4,002.93
City of Oxford Utilities	City Hall/Maintenance Facility/Old Church/Pump Station on Richardson Utilities for (February)	4537.59
Georgia Municipal Association	GMEBS/Retirement Trust Fund	6,279.16
Latham Home Sanitation	Waste/Recyclables January	5,636.10
NC Board of Commissioners	Monthly water purchase for December	17,651.00
NC Board of Commissioners	Monthly water purchase for January	20,128.00
NC Water & Sewer Authority	Monthly sewer fees for 12/28/17 – 1/30/2018	6,217.78
Sophicity	Monthly IT Services February Inv#9440	1,804.60
Southeastern Power Admin.	SEPA energy cost (January) Inv. B-18-0957	6,635.83
PURCHASES/CONTRACT LABOR		
ACE Mayfield Hardware	Various plumbing supplies to fix water main breaks	1,591.91
Air Conditioning Specialist Inc.	Replace Air Handler for Police Department	2,950.00
Card Services	Mayors meetings/ Verizon (phone cases for Jody & Scottie)/Stamps /Walmart, 3 jumpstart battery packs for (Police Dept), other misc.	1,305.74
Galls	3 - Gun Mounts for Police vehicle/& 3 weapons rack	2,450.97
Gresco	Crimp Tool 6 ton w/batteries, charger, style head/ 3 year warranty	1,742.00
Jarod Environmental	Materials to repair water main break/fire hydrant/gate valve/couplings etc.	3,079.00
KEEPRS, Inc.	First responders gear, vest, etc. for police department	1,049.00
Legacy Mark LLC	Software & License for cemetery install/startup	6,493.51
McNair, McLemore, Middlebrooks	CPA Professional Services, W-2 Preparation, Management discussion & Analysis, bookkeeping assistance.	3,010.00
NEGRC	City of Oxford Comprehensive Plan Update	3,000.00
NC Sheriff's Office	Prisoner Board and Processing Fee's	3,690.00
Oxford Historical Cemetery Foundation	2/3 of 4-Grave lot sale – Lot W-23	2,000.00
Oxford Historical Cemetery Foundation	Annual Approved FY2018 Budget	10,000.00
Phoenix	Temp services 2- men 40 hrs. Week ending 2/25/18	1,004.85
Sensus	12 Water Meters	1,500.38
Snapping Shoals EMC	Purchase of 2006 Ford F-650 Bucket Truck	15,000.00
Verizon	Monthly Usage and purchase of 2 new phones for Jody and Scottie	1,335.65

WOCO Pep Oil, Inc.	Fuel all departments for February Inv. 7754	2904.72
APPROVED CONTRACTS		
Erik Oliver	Grant Research and presentation of 107 W. Clark St.	1,000.00
Historical Concepts, LLC	Visioning Services. Initial Payment for Downtown Development contractor.	4,000.00
Jordan Engineering	Calculations for Sewer project, Imagery and recon – E. Bonnell extension, GPS George St, Emory and ATT lines. RW data collections, Cad, data management.	7,580.00

Motion made by Eady, seconded by Wearing, to approve invoices. Motion passed 7/0.

Motion made by Windham, seconded by Davis to adjourn at 7:35 pm. Motion passed 7/0.

Executive Session

None

Respectfully Submitted;



Lauran Willis, CMC/FOA
City Clerk

**OXFORD MAYOR AND COUNCIL
PUBLIC HEARING
MONDAY, MARCH 5, 2018 – 7:00 P.M.
CITY HALL
A G E N D A**

The purpose of this public hearing is for the second reading and adoption of an ordinance to amend Section 38-58 Public Tree Care.

Second Reading for Sec 38-58 Public Tree Care Ordinance Amendment – We will have the second reading of an amendment to the city’s Public Tree Care ordinance that will require property owners obtain written permission from the Trees, Parks and Recreation Board before planting trees, plants, and shrubs in city right-of-way.

**OXFORD MAYOR AND COUNCIL
REGULAR MEETING
MONDAY, MARCH 5, 2018 – 7:00 P.M.
CITY HALL
A G E N D A**

1. Call to Order, Mayor Jerry D. Roseberry
2. Invocation
3. Pledge of Allegiance
4. Motion to accept the Agenda for the March 5, 2018 Mayor and Council Regular Meeting.
5. Councilmember Ready has appointed Ben Palmer as the honorary councilmember for February.
6. **CONSENT AGENDA**
 - a. * Motion to approve the Minutes of the Regular Meeting of February 5, 2018.
 - b. * Motion to approve the Minutes of the Work Session February 19, 2018.
 - c. * Motion to accept the Planning Commission Meeting minutes of December 12, 2017.
7. Mayor’s Report
8. Planning Commission Recommendations/Petitions.
9. Citizen Concerns.

10. ***Second Reading for Sec 38-58 Public Tree Care Ordinance Amendment** – We will have the second reading of an amendment to the city’s Public Tree Care ordinance that will require property owners obtain written permission from the Trees, Parks and Recreation Board before planting trees, plants, and shrubs in city right-of-way.
11. ***Minor Subdivision** – The Planning Commission recommends the approval of a minor subdivision for Hubert White and Joyce Sullivan at the corner of Asbury Street and W. Watson Street. We will have a copy of the signed plat at the meeting.
12. ***6153 Emory Street Demolition** – We have received two bids for the asbestos abatement and demolition of the home located at 6153 Emory Street. We recommend that Council award the purchase order to Enviroprobe, LLC for \$21,550.
13. ***107 W. Clark Street** – Erik Oliver will share a proposed scope of work for the project to restore the city-owned property located at 107 W. Clark Street. He will also report on the building inspection performed by Bureau Veritas. We have attached the inspection report.
14. **Pole Attachment Services** – We need to discuss Electric Cities of Georgia’s proposal for a new cost allocation method for the Pole Attachment Services. Currently, we pay an annual fixed fee. The new cost method would be based on labor time.
15. Invoice Approval

INVOICES OVER \$1,000.00

VENDOR	DESCRIPTION	AMOUNT
MONTHLY		
Blue Cross Blue Shield	Health Insurance Employees (March 3/1 – 4/1)	8038.48
City of Covington	Gas charges at maintenance facility	1,053.68
City of Covington	Annual E-911 charges for 1/2018 – 12/2018	20,035.56
City Oxford Utilities	City Hall/Maintenance Facility/Old Church/Pump Station on Richardson Utilities for (January)	4,002.93
City of Oxford Utilities	City Hall/Maintenance Facility/Old Church/Pump Station on Richardson Utilities for (February)	4537.59
Georgia Municipal Association	GMEBS/Retirement Trust Fund	6,279.16
Latham Home Sanitation	Waste/Recyclables January	5,636.10
NC Board of Commissioners	Monthly water purchase for December	17,651.00
NC Board of Commissioners	Monthly water purchase for January	20,128.00
NC Water & Sewer Authority	Monthly sewer fees for 12/28/17 – 1/30/2018	6,217.78
Sophicity	Monthly IT Services February Inv#9440	1,804.60
Southeastern Power Admin.	SEPA energy cost (January) Inv. B-18-0957	6,635.83
PURCHASES/CONTRACT LABOR		
ACE Mayfield Hardware	Various plumbing supplies to fix water main breaks	1,591.91
Air Conditioning Specialist Inc.	Replace Air Handler for Police Department	2,950.00

Card Services	Mayors meetings/ Verizon (phone cases for Jody & Scottie)/Stamps /Walmart, 3 jumpstart battery packs for (Police Dept), other misc.	1,305.74
Galls	3 - Gun Mounts for Police vehicle/& 3 weapons rack	2,450.97
Gresco	Crimp Tool 6 ton w/batteries, charger, style head/ 3 year warranty	1,742.00
Jarod Environmental	Materials to repair water main break/fire hydrant/gate valve/couplings etc.	3,079.00
KEEPRS, Inc.	First responders gear, vest, etc. for police department	1,049.00
Legacy Mark LLC	Software & License for cemetery install/startup	6,493.51
McNair, McLemore, Middlebrooks	CPA Professional Services, W-2 Preparation, Management discussion & Analysis, bookkeeping assistance.	3,010.00
NEGRC	City of Oxford Comprehensive Plan Update	3,000.00
NC Sheriff's Office	Prisoner Board and Processing Fee's	3,690.00
Oxford Historical Cemetery Foundation	2/3 of 4-Grave lot sale – Lot W-23	2,000.00
Oxford Historical Cemetery Foundation	Annual Approved FY2018 Budget	10,000.00
Phoenix	Temp services 2- men 40 hrs. Week ending 2/25/18	1,004.85
Sensus	12 Water Meters	1,500.38
Snapping Shoals EMC	Purchase of 2006 Ford F-650 Bucket Truck	15,000.00
Verizon	Monthly Usage and purchase of 2 new phones for Jody and Scottie	1,335.65
Woco Pep Oil, Inc.	Fuel all departments for February Inv. 7754	2904.72
	APPROVED CONTRACTS	
Erik Oliver	Grant Research and presentation of 107 W. Clark St.	1,000.00
Historical Concepts, LLC	Visioning Services. Initial Payment for Downtown Development contractor.	4,000.00
Jordan Engineering	Calculations for Sewer project, Imagery and recon – E. Bonnell extension, GPS George St, Emory and ATT lines RW data collections, Cad, data management.	7,580.00

16. Executive Session

17. Adjourn



PROCLAMATION

WHEREAS, citizen input is important to the City Council of the City of Oxford so we can better govern our City; and

WHEREAS, it is important to show the citizens of our City how our City operates and how City Council functions; and

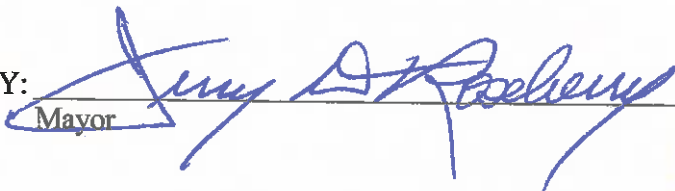
WHEREAS, City Council has created the Honorary Councilmember of the Month Program in Oxford; and

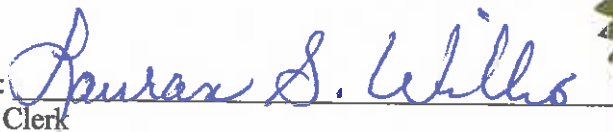
WHEREAS, Councilmember Ready has nominated Ben Palmer to serve for this month.

NOW, THEREFORE, I, Mayor Jerry D. Roseberry, do hereby appoint Ben Palmer as the Honorary Councilmember for the City of Oxford for the month of March.

SO PROCLAIMED, this 5th day of March, 2018.

MAYOR AND CITY COUNCIL OF OXFORD

BY: 
Mayor

ATTEST: 
City Clerk





Draft MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
REGULAR SESSION
MONDAY, FEBRUARY 5, 2018 – 7:00 PM
CITY HALL
Draft

MEMBERS PRESENT: Jerry D. Roseberry, Mayor; and Councilmembers: George Holt; Jim Windham; David Eady; Mike Ready; and Jeff Wearing, Sarah Davis.

OTHERS PRESENT: Matt Pepper, Assistant City Manager; Dave Harvey, Chief; Jody Reid, Utility Superintendent; Stacey Mullen, Deputy City Clerk, Hoyt Oliver, LaTrelle Oliver, Teresa Welch, Darryl Welch, Judy Greer, Patsy Burke, Peggy Madden, Mike Besaw; also Dean Hicks, Danielle Miller, Kendra Mayfield and James Johnson of Oxford College, Loren Roberts, Donna Sneed.

The meeting was called to order by the Hon. Jerry D. Roseberry, Mayor

Invocation was delivered by Hoyt Oliver

Pledge of Allegiance – All

Mayor Roseberry delivered the Oath of Office to City Attorney David Strickland. (Attachment A)

Motion was made Mike Ready, seconded by Jeff Wearing to accept the Agenda for the February 5, 2018 Mayor and Council Regular Meeting. Motion passed 7/0. (Attachment B)

Honorary Councilmember- Mayor Roseberry introduced Loren Roberts as Honorary Councilmember for the month of February and presented her with a Proclamation as appreciation for her participation. (Attachment C)

CONSENT AGENDA -

Motion to approve the Minutes of the Regular Meeting of January 8, 2018.

Motion to approve the Minutes of the Work Session January 22, 2018.

Motion to accept the Minutes of the DDA December 13, 2017 meeting.

Motion by Ready, seconded by Davis to approve the Consent Agenda. Motion passed 7/0. (Attachment D a-c)

Mayors Reports -

Mayor Roseberry presented the status of the Police Department for January.

Mayor Roseberry announced GMA is sponsoring a training session on Service Delivery Strategy in Athens on Thursday, February 15th from 8:00 to 5:00 pm.

Mayor Roseberry announced that Erik Oliver will make a presentation at the February work session on the

Yarborough house.

Roseberry announced we will begin discussion on the budget planning.

Planning Commission Recommendations/Petitions -

None

Citizens' Concerns -

Judy Greer expressed thanks to everyone for a successful Arbor Day.

LaTrelle Oliver expressed thanks and appreciation and said there are planners from the GA Forestry in the lobby.

Pierce Street Corridor Re-Design -

Dean Hicks of Oxford College extended his presentation and comments regarding the Pierce Street Re-Design regarding the improvements this projects will bring to the city and the college.

A motion was made by Holt, seconded by Eady to accept the recommendation supporting Oxford College's proposed re-design of Pierce Street. Motion approved 7/0. (Attachment E)

Asbury Street Parking -

A motion was made by Eady, seconded by Holt to approve the Oxford College's proposed plan to construct parking behind Allen Memorial and on Asbury Street. Motion approved 7/0. (Attachment F)

Councilman Windham requested that Asbury Street Parking be added to the work session agenda for discussion pertaining to the eastside of Asbury.

2018 Comprehensive Plan Adoption -

The city's 2018 Comprehensive Plan is complete, and has been formally accepted by the state. Per state law, Council must formally adopt the plan by way of resolution.

A motion was made by Windham, seconded by Holt to adopt the resolution for the 2018 Comprehensive Plan. Motion approved 7/0. (Attachment G)

First Reading for Sec 38-58 Public Tree Care Ordinance Amendment

Assistant Manager Matt Pepper presented the first reading of an amendment to the city's Public Tree Care ordinance that will require property owners to obtain written permission from the Trees, Parks and Recreation Board before planning trees, plants, and shrubs in city right-of-way. (Attachment H)

Trees, Parks, and Recreation Board Member Nominations

The Trees, Parks, and Recreation Board presented Teresa Welch and Mike Besaw for appointment as members.

A motion was made by Windham, seconded by Ready to accept Teresa Welch and Mike Besaw as members of the Trees, Parks, and Recreation Board. Motion approved 7/0.

Police Department -

Assistant City Manager said we recommend that Council approve the changes to the city's pay schedule effective July 1, 2018 to move the Police Officer position from Grade 17 to Grade 18, and the Lieutenant position from Grade 18 to Grade 19.

A motion was made by Holt, seconded by Eady to approve this pay schedule change. Motion approved 7/0. (Attachment I)

Latham Home Sanitation, Inc. -

Assistant Manager Matt Pepper said Latham Home Sanitation recently sent notice to increase their prices per customer for both residential and commercial garbage and recycling pickup by \$2.01 per customer. We recommend that Council agree to the new terms with the price increase to be effective July 1, 2018 as per the contract.

A motion was made by Holt, seconded by Eady to accept the proposed increase from Latham Home Sanitation to be effective July 1, 2018 as per contract. Motion approved 7/0. (Attachment J)

Code Enforcement Bids -

Assistant Manager Matt Pepper recommended that Council award the bid to Bureau Veritas for an hourly rate of \$80.00.

A motion was made by Eady, seconded by Ready to accept the proposal from Bureau Veritas for the services of Code Enforcement at the cost of \$80.00 per hour. Motion approved 7/0. (Attachment K)

Public Works Service Bucket Truck -

Assistant Manager Matt Pepper recommended that Council award the purchase of a 2006 Ford F-650 bucket truck to Snapping Shoals EMC for \$15,000.00.

A motion was made by Wearing, seconded by Windham to award the purchase of a 2006 Ford F-650 Bucket truck from Snapping Shoals EMC for \$15,000.00. Motion approved 7/0. (Attachment L)

Demolition of 6153 Emory Street -

A motion was made by Wearing, seconded by Windham to authorize Assistant Manager Matt Pepper and Superintendent Jody Read to proceed with obtaining bids for the asbestos abatement and demolition of the (Green House) at 6153 Emory Street. Motion passed 7/0.

6153 Emory Street Property -

Assistant City Manager Matt Pepper recommended that Council assign the Trees, Parks and Recreation Board to serve as a study committee on developing this property into a city park.

A motion was made by Holt, seconded by Eady to assign the Trees, Parks and Recreation Board in partnership with Oxford College, to research and develop the property at 6153 Emory Street. The motion passed 7/0.

Invoice Approval

INVOICES OVER \$1,000.00

VENDOR	DESCRIPTION	AMOUNT
MONTHLY		
City Oxford Utilities	City Hall/Maintenance Facility/Old Church/Pump Station on Richardson Utilities for (December)	4,002.93
Blue Cross Blue Shield	Health Insurance (February Billing period 2/1- 3/1)	8,038.48
City of Covington	Quarterly Sewer Charges 9/30/17 – 12/31/2017	11,370.00
Latham Home Sanitation Co. Inc.	Monthly curbside service for December	5,636.10
Sophicity	Monthly IT Services February Inv#9440	1,804.60
Southeastern Power Admin.	SEPA energy cost (Dec) Inv. B-18-0674	3033.94
PURCHASES/CONTRACT LABOR		
Anixter	Wire 1000 feet, Utility department	1,440.00

Card Services	Utilities Locate Luncheon/ Annual Council & Employee Dinner/Maintenance Employee Dinner/Registration and Hotel for Lauran and Dawn Clerks Conference in Jekyll, other misc.	3,314.14
C. David Strickland	Legal Services for December 2018	1,886.02
C. David Strickland	Legal Services for January 2018	1,514.02
Cintas	Uniforms 11/2/17 – 11/30/17	1,232.94
Covington Auto Collision	Repairs to Police Vehicle from Deer accident	1,181.47
Galls	Uniforms & Equipment Police Dept	1,041.46
Greer, Stansfield & Turner	Legal Services/Down Town Development Authority	1,430.00
KEEPRS, Inc.	First respondents vest for Police Department	3,588.00
Qader Baig & Associates	Legal Services/Municipal Court Solicitor July-Dec	2,400.00
Treadwell, Tamplin & Co.	Interim Billing for audit services year ending 6/30/2017	12,000.00
Woco Pep Oil Co.	Fuel for January Inv#7568	2,904.72
APPROVED CONTRACTS		
Jordan Engineering	Narrative summaries for Moore St Sidewalk/GUPS permits for water & sanitary sewer at Soule intersection/Sewer connection recon-East Watson St/RW control installation/Imagery collection N. Emory/etc.	3,705.00
Scarborough Tree Service	Removal of 1 large Oak at 1303 Asbury St.	2,400.00

Motion made by Holt, seconded by Eady, to approve invoices. Motion passed 7/0.

Adjourn

Motion made by Ready, seconded by Eady, to adjourn the Regular Session at 7:33 PM. Motion passed 7/0.

Executive Session

Motion made by Ready, seconded by Eady to enter into the Executive Session at 7:39 PM. Motion passed 7/0.

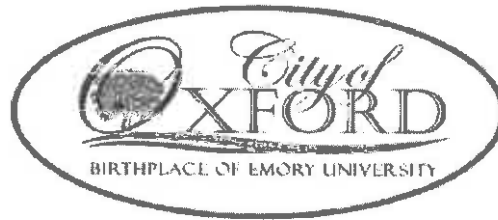
There was discussion of personnel matters.

Motion made by Ready, seconded by Eady to leave the Executive Session at 7:49 PM. Motion passed 7/0.

Motion made by Windham, seconded by Wearing to adjourn at 7:49 PM. Motion passed 7/0.

Respectfully Submitted;

Lauran Willis, CMC/FOA
City Clerk



**DRAFT MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
WORK SESSION
MONDAY, FEBRUARY 19, 2018 – 6:00 PM
CITY HALL
DRAFT**

MEMBERS PRESENT: Jerry D. Roseberry, Mayor; and Councilmembers: George Holt; Jim Windham; David Eady; Mike Ready; and Sarah Davis. Councilmember Jeff Wearing was not in attendance.

OTHERS PRESENT: Matt Pepper, Assistant City Manager; Dave Harvey, Chief; Jody Reid, Utility Superintendent; Luran Willis, City Clerk, Hoyt and LaTrelle Oliver, Erik Oliver, Teresa and Darryl Welch, Judy Greer, Cheryl Ready, Peggy Madden, Laura McCanness, Hubert White, Ben Palmer from Oxford College and Noah Corimano-White of Oxford College.

Agenda – Attachment A

The meeting was called to order by the Hon. Jerry D. Roseberry, Mayor

Honorary Councilmember of the Month

Mayor Roseberry introduced Ben Palmer from Oxford College as Honorary Councilmember of the month.

Mayor's Announcements:

Mayor Roseberry appointed Councilmember Sarah Davis to work with City Clerk Luran Willis with this year's July 4th celebration and in the selection of a Grand Marshal.

Roseberry said he, Matt, Jody, Dave and Luran met with Bureau Veritas today regarding the Code Enforcement contract and found that they also do building inspections. Roseberry asked Council if they would be interested in an additional contract with them to do building inspections for the city. Matt will put together a package for the March work session.

Minor Subdivision

The Planning Commission recommends the approval of a minor subdivision for Hubert White and Joyce Sullivan at the corner of Asbury Street and W. Watson Street. This item will be on the March 5th agenda for a vote.

Attachment B

107 W. Clark Street

Erik Oliver presented his report to Council regarding the restoration of the city-owned property located at 107 W. Clark Street. Oliver touched on the highlights of the project. He said there are very limited state funds for historical restoration projects. He suggested a community fund raising campaign to help offset part of the cost. Council was in agreement that the city needs to contract with a structural engineer to inspect the buildings to assure their soundness and then move forward with getting a new roof to prevent further water damage. It was also recommended the need for a project manager to oversee the project. Councilmember Eady recommended

Erik Oliver as a potential project manager to oversee its efforts and execute ideas and manage the project. Jim Windham agreed with Eady and was also in favor of Erik as project manager. Holt recommended the funding for the restoration be put in the FY2019 Capital Budget and to move forward with this project. Roseberry asked Matt to move forward with getting an engineer to inspect the structures and appointment of a project manager for the Yarbrough House project will be on the council's March 5 agenda for discussion and action.

101 Longstreet Circle

Cheryl Ready, Chairperson for the Trees, Parks and Recreation Board said they have reviewed this property and determined it unsafe for a community park. Their recommendation was to keep the lot as a well maintained open vista with its natural surroundings.

6153 Emory Street Demolition

Assistant City Manager Matt Pepper said we have received two bids for the asbestos abatement and demolition of the house located at 6153 Emory Street. His recommendation was to award the project to Enviroprobe, LLC at the cost of \$21,550. This item will be on the March 5th agenda for a vote.

FY2019 Budget Report

Mayor Roseberry appointed the committees for work on the FY2019 Budgets. For the General Operating Budget he appointed Mike Ready as Chair with Jeff Wearing and Sarah Davis. For the Capital Budget he appointed George Holt as Chair, with David Eady and Jim Windham. Roseberry said we should have a first draft report at the March 19, 2018 work session.

N. Emory Sewer Project Easements

Assistant City Manager Matt Pepper said after the changes requested in the design there are six properties that will need new easements. He has the new easement documents from the City Attorney and he and Jody Reid are working to obtain the signatures for the new easements.

Chasing Coral Film Screening

Councilmember David Eady said Lyn Pace, Chaplin for Oxford College is working with the Atlanta Science Festival in conjunction with the Oxford College on a film screening. Part of the event includes dinner for the mayors, commissioners and other dignitaries. Eady requested the city's participation as co-sponsor for the dinner with a contribution of \$250.00. All members were in agreement with the request.

Executive Session

None

Adjourn

Motion made by Windham, seconded by Davis, to adjourn at 7:08 PM. Motion passed 6/0.

Respectfully Submitted;

Lauran Willis, CMC/FOA
City Clerk

OXFORD PLANNING COMMISSION

Minutes – December 12, 2017

MEMBERS: Jonathan Eady, Chair; Aaron Robinson, Secretary; Mike Besaw, Juanita Carson, Ron Manson. Vivian Harris was absent.

STAFF: Matthew Pepper, assistant city manager and zoning administrator.

GUESTS: Thomas Nelson; Kendra Mayfield and James Johnson, Oxford College.

OPENING: At 6:58 PM, Mr. Eady called the meeting to order, welcomed the guests, and introduced Mike Besaw and Juanita Carson as the two newest Commission members.

APPROVAL OF MINUTES: Upon motion of Mr. Manson, seconded by Mr. Robinson, the minutes for the meeting of October 10 were adopted as amended. The vote was 5-0.

THOMAS NELSON DEVELOPMENT PERMIT (409 EMORY STREET): Thomas Nelson requested approval to construct a storage shed behind the residence. The Commission members verified that the proposed shed met the side and rear setbacks limits.

Upon motion of Mr. Manson, seconded by Mr. Robinson, the Planning Commission approved the development permit to construct a shed behind the residence. The vote was 5-0.

OXFORD COLLEGE DEVELOPMENT PERMITS (3): Oxford College requested approval for three development permits: 1. Design approval to make improvements to the Pierce Street corridor; 2. Install a temporary hoop house at the college's organic farm; 3. Renovate the interior of Phi Gamma Hall.

1. The Commission had a discussion concerning several aspects of the proposed design for the Pierce Street corridor improvements including the change from a roundabout to a four-way stop, the location of the proposed parking lot on Pierce Street, the sub-service detention pond under the proposed parking lot, the lack of pedestrian connectivity on the east side of Whatcoat Street, and the change in the number of parking spaces around Allen Memorial United Methodist Church.

Upon motion of Mr. Manson, seconded by Mr. Robinson, the Planning Commission approved the development permit for the proposed parking lot on Pierce Street, as well as recommended to City Council to support the proposed street improvements as depicted in the development permit application. The vote was 4 in favor, with 1 abstention.

2. The Commission had a discussion concerning the location of the proposed hoop house in relation to the existing residence on the property. The Commission members verified that the proposed hoop house met the side and rear setbacks limits. In addition, the Commission had a discussion regarding whether or not the location of the existing hoop house, as depicted in the development permit application, is in compliance with the city's current zoning ordinances. Mr. Pepper will review the development permit for the existing hoop house to determine if the Commission originally approved it to be located in front of the residence. If it is found that the existing hoop house is not in compliance, Oxford College agreed to move it to an approved location.

Upon motion of Mr. Manson, seconded by Mr. Robinson, the Planning Commission approved the development permit as presented to construct a temporary hoop house at the Oxford College Organic Farm. The vote was 4 in favor, with 1 abstention.

3. The Commission engaged in a preliminary discussion of the college's design plans for the renovation of Phi Gamma Hall.

ASSIGNMENTS: Mr. Pepper will contact the new Commission members regarding planning and zoning training for their new assignments.

ADJOURNMENT: Mr. Eady adjourned the meeting at 8:15 PM.

Approved by:

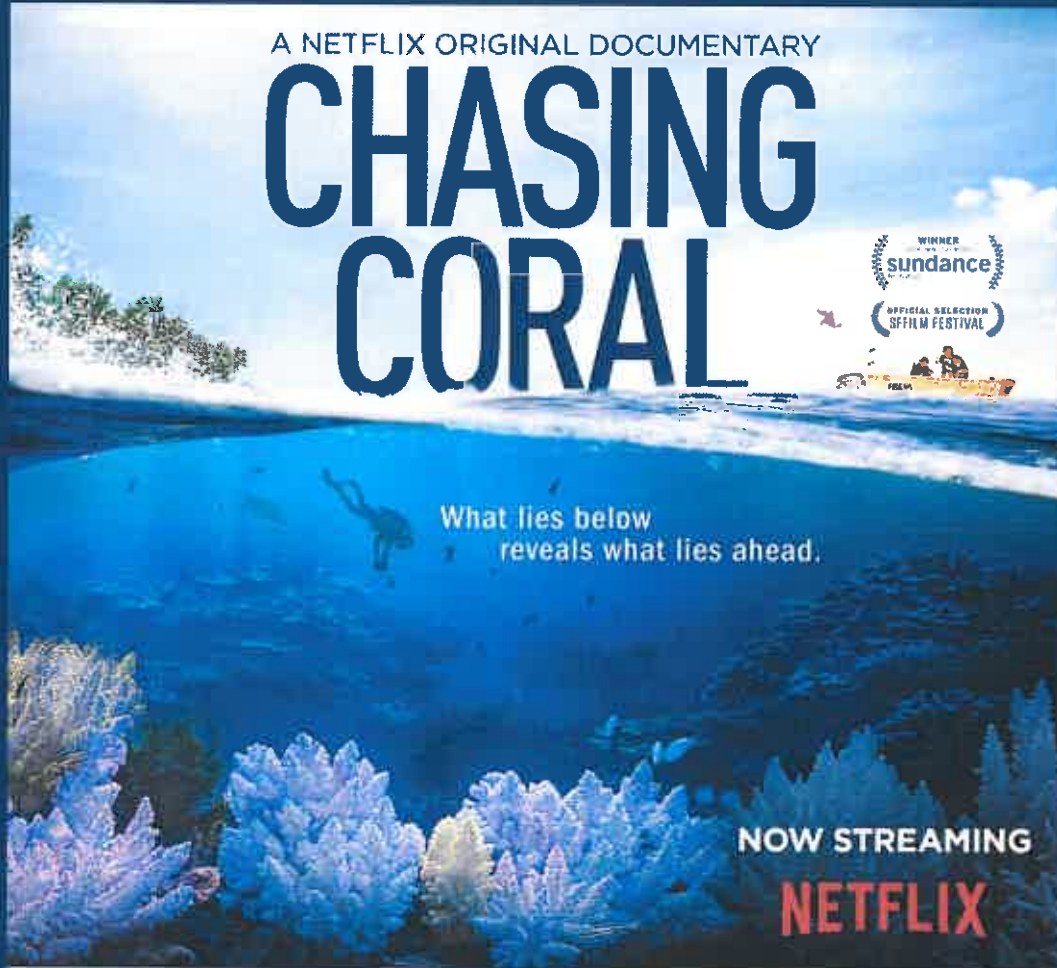
A handwritten signature in black ink, appearing to read 'A. Robinson', written over a horizontal line.

Aaron Robinson, Secretary



EMORY
OXFORD
COLLEGE

ATLANTA
SCIENCE
FESTIVAL



Williams Hall, Oxford College
21 March 7:00-9:00 pm

Movie screening followed by a panel
discussion with:

Dr. James Porter, Emeritus Professor, UGA Odum School of Ecology

**Dr. Eri Saikawa, Assistant Professor of Environmental
Science and Public Health at Emory**

Caleb Sowers, Oxford College, Sustainability Club President

Savannah Miller, Exposure Labs

David Eady, Oxford City Council



STATE OF GEORGIA
COUNTY OF NEWTON

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF OXFORD TO AMEND CHAPTER 38 VEGETATION, ARTICLE III TREE MANAGEMENT, BY AMENDING SECTION 38-58 PARAGRAPH (A), PUBLIC TREE CARE; TO REPEAL ALL CONFLICTING ORDINANCES; TO PROVIDE FOR SEVERABILITY, AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

WHEREAS, the City pursuant to O.C.G.A. Sec. 36-35-3 known as the “Home Rule for Municipalities”, is authorized under paragraph (a) of the rule to adopt clearly reasonable ordinances, resolutions or regulations related to its property, affairs, and local government for which no provision has been made by general law and which are not inconsistent with the Constitution or any charter provision applicable thereto; and

WHEREAS, the Mayor and Council of the City deem it in the best interest of the government and the residents of the City, and further as a matter of public safety, to permit private property owners adjacent to City streets, alleys, avenues, and public grounds to plant street trees, but only after obtaining written permission from the Oxford Trees, Parks and Recreation Board; and

WHEREAS, the Mayor and Council of the City of Oxford have determined that the proper means of addressing said concern is to amend Chapter 38: Vegetation; Article III: Tree Management: Section 38-58: Public Tree Care; and

NOW THEREFORE, be it ordained by the Mayor and Council of the City of Oxford that Chapter 38: Article III: Section 38-58 be amended in paragraph (a), as follows:

(Additions are in ***underlined bold italics***; deletions are ~~struck through~~)

Section 1.

CHAPTER 38 - VEGETATION

ARTICLE III. – TREE MANAGEMENT

Sec. 38-58. - Public tree care.

- (a) The City shall have the right to plant, prune, maintain and remove trees, plants and shrubs within the lines of all streets, alleys, avenues, and public grounds as may be necessary to insure public safety or to enhance the symmetry and beauty of such public grounds. This section does not prohibit the planting of street trees by adjacent property owners providing the selection and location of the trees is in accord with the tree plan and with all relevant sections of this article, *and they obtain written permission from the Trees, Parks and Recreation Board before planting.*
- (b) The Trees, Parks and Recreation Board may recommend to the City to remove or to order to be removed any tree or part thereof which is:
 - (1) In an unsafe condition or which by reason of its nature is injurious to sewers, electric power lines, gas lines, water lines, or any other public improvements; or
 - (2) Affected with any injurious fungus, insect or other pest.

Section 2. Repeal of All Ordinances in Conflict

All ordinances and resolutions or portions thereof in conflict with this ordinance are repealed to the extent of their conflict.

Section 3. Severability

If any section, sentence, clause or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance, and such remainder shall remain in full force and effect.

Section 4. Effective Date

Pursuant to Sec. 2-21 (9) (D), this Ordinance shall be in full force and effect five (5) days after its final passage.

First reading, this ___ day of _____, 2018.

Second reading and adoption, this ___ day of _____, 2018.

CITY OF OXFORD

Jerry D. Roseberry, Mayor

Sarah T. Davis, Council Member

David Eady, Council Member

George R. Holt, Council Member

Michael Ready, Council Member

Jeff Wearing, Council Member

James H. Windham, Council Member

ATTEST:

Lauran Willis, City Clerk

{The Seal of the City of Oxford, Georgia}

APPROVED AS TO FORM:

C. David Strickland, City Attorney

PUBLIC NOTICE

CITY OF OXFORD, GEORGIA, NEWTON COUNTY

NOTICE is hereby given that an ordinance will be introduced on February 5, 2018 and will be read for final adoption on March 5, 2018, to amend the Charter of the City of Oxford, Georgia to amend Chapter 38 Vegetation, Article III Tree Management, by amending Section 38-58 Paragraph (A), Public Tree Care; to repeal all conflicting ordinances; to provide for severability, an effective date; and for other purposes. Whereas, the Mayor and Council of the City deem it in the best interest of the government and the residents of the City, and further as a matter of public safety, to permit private property owners adjacent to City streets, alleys, avenues, and public grounds to plant street trees, but only after obtaining written permission from the Oxford Trees, Parks and Recreation Board.

A COPY of this proposed amendment is on file in the office of the Clerk of the City of Oxford, 110 West Clark Street, Oxford, Georgia, for the purpose of examination and inspection by the public.

Lauran Willis, City Clerk

STATE RECORDED in Pal Book 23, page 102, public records, of Newton County, Georgia, which plat is by reference therein incorporated herein and made a part hereof for a more SAID PROJECT, common to SAID Henderson Street, Covington, GA 30016, together with all fixtures and personal property attached to and constituting a part of said property, if any.

SAID PROPERTY will be sold subject to any outstanding ad valorem taxes (including taxes which are a lien, whether or not now due and payable), the right of redemption of any taxing authority, any matters which might be discovered by an accurate survey and inspection of the property, any assessments, liens, encumbrances, zoning ordinances, restrictions, covenants, and matters of record superior to the Security Deed first set out above.

THE PROCEEDS of said sale will be applied to the payment of said indebtedness and all expenses of said sale as provided in said Deed, and as provided in the Security Deed. If any, will be distributed to the owner of the property.

THE SALE will be conducted subject to the terms and conditions set forth in the Security Deed and the deed of the status of the loan with the secured creditor.

THE PROPERTY is or may be in the possession of Stephen Marshall, 1411 Penimeter Center Parkway, Atlanta, GA 30328, in interest or beneficially, by Stephen C. Marshall and Joyce CARRINGTON, Mortgagee SERVICES, LLC as Assignor-in-Part for Stephen C. Marshall and Joyce Marshall.

FILE NO. 17-067854 SHARNO PENDERCAST & HASTY, LLP
ATTORNEYS AND Counselors at Law
 1411 PENIMETER CENTER PARKWAY, ATLANTA, GA 30328
 770-230-2830/2834
 770-230-2830/2834

THE LAW FIRM IS, ACTING AS A DEBT COLLECTOR. ANY INFORMATION OBTAINED WILL BE USED FOR THAT PURPOSE.
 02/04, 02/11, 02/16, 02/25, 2018 (PC-0051)

PUBLIC NOTICE #112312
 STATE OF GEORGIA
 COUNTY OF NEWTON
 NOTICE OF SALE UNDER POWER
 SECURE OF a default under the terms of the Security Deed executed by Terrell L. Williams, Jr. and Newy Federal Credit Union dated August 5, 2011, and recorded in Deed Book 2828, Page 524, Newton County Records, securing a Note in the original principal amount of \$63,500.00, the holder thereof pursuant to said Deed and Note thereby secured has declared the entire amount of said indebtedness due and payable and, pursuant to the terms of said Security Deed, will, on the first Tuesday of said month, during the legal hours of said Court, sell at public outcry to the highest bidder in said County, the property described in said Deed, to-wit:
 ALL THAT TRACT OR PARCEL OF LAND LYING AND BEING IN LOT 28 AND 31 OF THE GEORGIA BENEVOLENT SOCIETY TRUST, GEORGIA BENEVOLENT SOCIETY WOODS AS PER PLAT RECORDED IN PLAT BOOK 40, PAGES 80-86,

and the amount of said indebtedness due and payable and, pursuant to the power of sale contained in said Deed, will, on the first Tuesday, March 6, 2018, during the legal hours of said Court, during the legal hours of said Court, sell at public outcry to the highest bidder in said County, the property described in said Deed, to-wit:
 ALL THAT TRACT OR PARCEL OF LAND LYING AND BEING IN LOT 28 AND 31 OF THE GEORGIA BENEVOLENT SOCIETY TRUST, GEORGIA BENEVOLENT SOCIETY WOODS AS PER PLAT RECORDED IN PLAT BOOK 40, PAGES 80-86,

SAID PROPERTY will be sold subject to any outstanding ad valorem taxes (including taxes which are a lien, whether or not now due and payable), the right of redemption of any taxing authority, any matters which might be discovered by an accurate survey and inspection of the property, any assessments, liens, encumbrances, zoning ordinances, restrictions, covenants, and matters of record superior to the Security Deed first set out above.

THE PROCEEDS of said sale will be applied to the payment of said indebtedness and all expenses of said sale as provided in said Deed, and as provided in the Security Deed. If any, will be distributed to the owner of the property.

THE SALE will be conducted subject to the terms and conditions set forth in the Security Deed and the deed of the status of the loan with the secured creditor.

THE PROPERTY is or may be in the possession of Tiffany N. Freeman, 4008 NOWELL ROAD, STE 800 ATLANTA, GA 30328, in interest or beneficially, by Tiffany N. Freeman, Assignor-in-Part, by Tiffany N. Freeman.

FILE NO. 17-068856 SHARNO PENDERCAST & HASTY, LLP
ATTORNEYS AND Counselors at Law
 1411 PENIMETER CENTER PARKWAY, ATLANTA, GA 30328
 770-230-2830/2834
 770-230-2830/2834

THE LAW FIRM IS, ACTING AS A DEBT COLLECTOR. ANY INFORMATION OBTAINED WILL BE USED FOR THAT PURPOSE.
 07/21, 07/28, 02/04, 02/11, 02/16, 02/25, 02/04, 2018 (PC-0051)

PUBLIC NOTICE #112311
 STATE OF GEORGIA
 NEWTON COUNTY
 NOTICE OF SALE UNDER POWER
 BY VIRTUE OF the power of sale contained in the certain Deed to secure Debt from DAVID W. SELVEY AND BEVERLY BURMETTE LOAN AND SERVICE MORTGAGE, LOAN AGREEMENT, MORTGAGE DATED AUGUST 17, 2007 AS RECORDED IN DEED BOOK 190, NEWTON COUNTY, GEORGIA RECORDS, AS LAST TRANSFERRED TO SLUF CITY INVESTORS, LLC BY ASSIGNMENT RECORDED AT DEED BOOK 3434, GEORGIA RECORDS, said Deed shows David Selvey having been given authority to sell the certain property described in said Deed, to-wit:

to: (a) any outstanding ad valorem taxes (including taxes which are a lien, but not yet due and payable), (b) the right of redemption of any taxing authority, (c) any matters which might be discovered by an accurate survey and inspection of the property, and (d) any assessments, liens, encumbrances, zoning ordinances, restrictions, covenants, and matters of record superior to the Security Deed first set out above. Said Deed is recorded in Deed Book 103, Lot 528, Urick Park, Cameron Landing in Pal Book 53, Page 174, and 175 of the Newton County, GA Records, which plat is incorporated herein by reference and made a part hereof. SAID PROPERTY is known as THE "SUNSHINE LANE, COVINGTON, GA 30016" together with all fixtures and personal property attached to and constituting a part of said property, if any.

SAID PROPERTY will be sold subject to any outstanding ad valorem taxes (including taxes which are a lien, whether or not now due and payable), the right of redemption of any taxing authority, any matters which might be discovered by an accurate survey and inspection of the property, any assessments, liens, encumbrances, zoning ordinances, restrictions, covenants, and matters of record superior to the Security Deed first set out above.

THE PROCEEDS of said sale will be applied to the payment of said indebtedness and all expenses of said sale as provided in said Deed, and as provided in the Security Deed. If any, will be distributed to the owner of the property.

THE SALE will be conducted subject to the terms and conditions set forth in the Security Deed and the deed of the status of the loan with the secured creditor.

THE PROPERTY is or may be in the possession of Tiffany N. Freeman, 4008 NOWELL ROAD, STE 800 ATLANTA, GA 30328, in interest or beneficially, by Tiffany N. Freeman, Assignor-in-Part, by Tiffany N. Freeman.

FILE NO. 17-068856 SHARNO PENDERCAST & HASTY, LLP
ATTORNEYS AND Counselors at Law
 1411 PENIMETER CENTER PARKWAY, ATLANTA, GA 30328
 770-230-2830/2834
 770-230-2830/2834

THE LAW FIRM IS, ACTING AS A DEBT COLLECTOR. ANY INFORMATION OBTAINED WILL BE USED FOR THAT PURPOSE.
 07/21, 07/28, 02/04, 02/11, 02/16, 02/25, 02/04, 2018 (PC-0051)

PUBLIC NOTICE #112322
 STATE OF GEORGIA
 COURT OF SUPERIOR COUNTY OF NEWTON COUNTY
 IN RE: THE PETITION OF MARK PITTS AND TERESA PITTS FOR AN ORDER OF SALE OF A REAL ESTATE CHILD FILE ACTION.
 FILE NUMBER: 17M-41214
 NOTICE FOR PUBLICATION

to: (a) any outstanding ad valorem taxes (including taxes which are a lien, but not yet due and payable), (b) the right of redemption of any taxing authority, (c) any matters which might be discovered by an accurate survey and inspection of the property, and (d) any assessments, liens, encumbrances, zoning ordinances, restrictions, covenants, and matters of record superior to the Security Deed first set out above. Said Deed is recorded in Deed Book 103, Lot 528, Urick Park, Cameron Landing in Pal Book 53, Page 174, and 175 of the Newton County, GA Records, which plat is incorporated herein by reference and made a part hereof. SAID PROPERTY is known as THE "SUNSHINE LANE, COVINGTON, GA 30016" together with all fixtures and personal property attached to and constituting a part of said property, if any.

SAID PROPERTY will be sold subject to any outstanding ad valorem taxes (including taxes which are a lien, whether or not now due and payable), the right of redemption of any taxing authority, any matters which might be discovered by an accurate survey and inspection of the property, any assessments, liens, encumbrances, zoning ordinances, restrictions, covenants, and matters of record superior to the Security Deed first set out above.

THE PROCEEDS of said sale will be applied to the payment of said indebtedness and all expenses of said sale as provided in said Deed, and as provided in the Security Deed. If any, will be distributed to the owner of the property.

THE SALE will be conducted subject to the terms and conditions set forth in the Security Deed and the deed of the status of the loan with the secured creditor.

THE PROPERTY is or may be in the possession of Tiffany N. Freeman, 4008 NOWELL ROAD, STE 800 ATLANTA, GA 30328, in interest or beneficially, by Tiffany N. Freeman, Assignor-in-Part, by Tiffany N. Freeman.

FILE NO. 17-068856 SHARNO PENDERCAST & HASTY, LLP
ATTORNEYS AND Counselors at Law
 1411 PENIMETER CENTER PARKWAY, ATLANTA, GA 30328
 770-230-2830/2834
 770-230-2830/2834

THE LAW FIRM IS, ACTING AS A DEBT COLLECTOR. ANY INFORMATION OBTAINED WILL BE USED FOR THAT PURPOSE.
 07/21, 07/28, 02/04, 02/11, 02/16, 02/25, 02/04, 2018 (PC-0051)

PUBLIC NOTICE #112323
 STATE OF GEORGIA
 COURT OF SUPERIOR COUNTY OF NEWTON COUNTY
 IN RE: THE PETITION OF MARK PITTS AND TERESA PITTS FOR AN ORDER OF SALE OF A REAL ESTATE CHILD FILE ACTION.
 FILE NUMBER: 17M-41214
 NOTICE FOR PUBLICATION

well be applied to the payment of said indebtedness and all expenses of said sale as provided in said Deed, and as provided in the Security Deed. If any, will be distributed to the owner of the property.

THE SALE will be conducted subject to the terms and conditions set forth in the Security Deed and the deed of the status of the loan with the secured creditor.

THE PROPERTY is or may be in the possession of Tiffany N. Freeman, 4008 NOWELL ROAD, STE 800 ATLANTA, GA 30328, in interest or beneficially, by Tiffany N. Freeman, Assignor-in-Part, by Tiffany N. Freeman.

FILE NO. 17-068856 SHARNO PENDERCAST & HASTY, LLP
ATTORNEYS AND Counselors at Law
 1411 PENIMETER CENTER PARKWAY, ATLANTA, GA 30328
 770-230-2830/2834
 770-230-2830/2834

THE LAW FIRM IS, ACTING AS A DEBT COLLECTOR. ANY INFORMATION OBTAINED WILL BE USED FOR THAT PURPOSE.
 07/21, 07/28, 02/04, 02/11, 02/16, 02/25, 02/04, 2018 (PC-0051)

PUBLIC NOTICE #112324
 STATE OF GEORGIA
 NEWTON COUNTY
 NOTICE OF SALE UNDER POWER
 BY VIRTUE OF the power of sale contained in the certain Deed to secure Debt from DAVID W. SELVEY AND BEVERLY BURMETTE LOAN AND SERVICE MORTGAGE, LOAN AGREEMENT, MORTGAGE DATED AUGUST 17, 2007 AS RECORDED IN DEED BOOK 190, NEWTON COUNTY, GEORGIA RECORDS, AS LAST TRANSFERRED TO SLUF CITY INVESTORS, LLC BY ASSIGNMENT RECORDED AT DEED BOOK 3434, GEORGIA RECORDS, said Deed shows David Selvey having been given authority to sell the certain property described in said Deed, to-wit:

to: (a) any outstanding ad valorem taxes (including taxes which are a lien, but not yet due and payable), (b) the right of redemption of any taxing authority, (c) any matters which might be discovered by an accurate survey and inspection of the property, and (d) any assessments, liens, encumbrances, zoning ordinances, restrictions, covenants, and matters of record superior to the Security Deed first set out above. Said Deed is recorded in Deed Book 103, Lot 528, Urick Park, Cameron Landing in Pal Book 53, Page 174, and 175 of the Newton County, GA Records, which plat is incorporated herein by reference and made a part hereof. SAID PROPERTY is known as THE "SUNSHINE LANE, COVINGTON, GA 30016" together with all fixtures and personal property attached to and constituting a part of said property, if any.

SAID PROPERTY will be sold subject to any outstanding ad valorem taxes (including taxes which are a lien, whether or not now due and payable), the right of redemption of any taxing authority, any matters which might be discovered by an accurate survey and inspection of the property, any assessments, liens, encumbrances, zoning ordinances, restrictions, covenants, and matters of record superior to the Security Deed first set out above.

COURTHOUSE, 2ND FLOOR BOARDROOM, THOSE HAVING CONCERNS ABOUT THIS PETITION SHOULD ATTEND THE MEETINGS.
PUBLIC NOTICE #112347

NOTICE is hereby given that an Order of Sale will be conducted on February 5, 2018, at 10:00 a.m. to amend the Charter of the City of Ovid, Georgia to amend Charter 28-45 Paragraph (A), Public Tree Care. REPEAL all conflicting provisions to provide for reamending a different provision for the same purpose. Whereas the Mayor and Council of the City deem it in the best interests of the government and the residents of the City and further as a matter of public safety, to permit private property owners ADJACENT TO City streets, alleys, avenues, and public grounds to plant ornamental trees, but only after OBTAINING WRITTEN permission from the Ovid Tree, Parks and Recreation Board.

THE REQUEST is to construct a new house.

THE PRO PERTY is located within the Covington Historic District at 3721 Stoneville Street, Covington, Georgia.

THE COVINGTON Historic Preservation Commission will hold a Public Meeting on March 7, 2018 at 6:00 pm, at 2116 Salisbury Street, Covington, GA.

ALL INTERESTED parties are invited to attend.

DEBBIE BROOKMAN, CITY PLANNER
 CITY OF COVINGTON, GEORGIA
PUBLIC NOTICE #112345
 2/11

CITY OF Covington NOTICE TO PUBLICS

NOTICE is hereby given, per the City of Covington Code of Ordinances Chapter 15.32 that applicant Wendy Neidhardt, has submitted a Certificate of Appropriateness Application to be considered by the Covington Historic Preservation Commission.

THE COVINGTON Historic Preservation Commission will hold a Public Meeting on MARCH 2, 2018 at 6:00 am, at 2116 Salisbury Street, Covington, GA.

ALL INTERESTED parties are invited to attend.

DEBBIE BROOKMAN, CITY PLANNER
 CITY OF COVINGTON, GEORGIA
PUBLIC NOTICE #112346
 2/11

CITY OF Covington NOTICE TO PUBLICS

NOTICE is hereby given, per the City of Covington Code of Ordinances Chapter 15.32 that applicant Wendy Neidhardt, has submitted a Certificate of Appropriateness Application to be considered by the Covington Historic Preservation Commission.

THE REQUEST is to construct a new house.

THE PRO PERTY is located within the Covington Historic District at 3721 Stoneville Street, Covington, Georgia.

THE COVINGTON Historic Preservation Commission will hold a Public Meeting on March 2, 2018 at 6:00 am, at 2116 Salisbury Street, Covington, GA.

ALL INTERESTED parties are invited to attend.

NOTICE is hereby given, per the City of Covington Code of Ordinances Chapter 15.32 that applicant Wendy Neidhardt, has submitted a Certificate of Appropriateness Application to be considered by the Covington Historic Preservation Commission.

THE REQUEST is to construct a new house.

THE PRO PERTY is located within the Covington Historic District at 3721 Stoneville Street, Covington, Georgia.

THE COVINGTON Historic Preservation Commission will hold a Public Meeting on March 7, 2018 at 6:00 pm, at 2116 Salisbury Street, Covington, GA.

ALL INTERESTED parties are invited to attend.

DEBBIE BROOKMAN, CITY PLANNER
 CITY OF COVINGTON, GEORGIA
PUBLIC NOTICE #112346
 2/11

CITY OF Covington NOTICE TO PUBLICS

NOTICE is hereby given, per the City of Covington Code of Ordinances Chapter 15.32 that applicant Wendy Neidhardt, has submitted a Certificate of Appropriateness Application to be considered by the Covington Historic Preservation Commission.

THE APPLICANT has submitted a request to construct a new house.

THE PROPERTY is located within the Covington Historic District at 3721 Stoneville Street, Covington, Georgia.

THE COVINGTON Historic Preservation Commission will hold a Public Meeting on March 2, 2018 at 6:00 am, at 2116 Salisbury Street, Covington, GA.

ALL INTERESTED parties are invited to attend.

DEBBIE BROOKMAN, CITY PLANNER
 CITY OF COVINGTON, GEORGIA
PUBLIC NOTICE #112347
 2/11

CITY OF Covington NOTICE TO PUBLICS

NOTICE is hereby given, per the City of Covington Code of Ordinances Chapter 15.32 that applicant Wendy Neidhardt, has submitted a Certificate of Appropriateness Application to be considered by the Covington Historic Preservation Commission.

THE APPLICANT has submitted a request to construct a new house.

THE PROPERTY is located within the Covington Historic District at 3721 Stoneville Street, Covington, Georgia.

THE COVINGTON Historic Preservation Commission will hold a Public Meeting on March 2, 2018 at 6:00 am, at 2116 Salisbury Street, Covington, GA.

D. Hubert White
5129 Floyd St, NE
Covington, GA 30014

January 30, 2017

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



Dear Mr. Pepper:

My sister, Mrs. Joyce Sullivan, and I would like to request your review and approval of the enclosed preliminary plat of our property at 202, 204 and 205 West Watson St prepared by Mr. Joey Brewer. When our father, Darwin White passed, he bequeathed the land so described, along with the three residential rental properties on it to the two of us (Deed dated March 1, 2000; Deed Book No. 908, Page 478). Several years later, one of the buildings was a fire casualty (206). My sister and I have managed and maintained the properties together until now. As the two of us prepare for the next generation, we need to formally separate the two holdings. We have agreed that I will take the two small houses at 202 and 204, leaving her the (now vacant) lot at 206 for future use.

Because of changes in Code between their initial construction and now, the two existing houses are abnormally close together. In order to adhere to the R-30 side and back set-back regulations without creating a geometric maze, we have had to ask the engineer to be creative. We would like to invoke the special stipulations of the Residential Infill Overlay District to create one lot slightly in excess of 80% of the R-30 zoning minimum of .688 acres, while leaving the maximum usable space for the future 206. Since the total acreage is 2.089, and one third of that is .696, the average size of a lot in this "sub-division" is above the R-30 minimum.

We would like to move ahead as soon as possible with the legal recording, in order that we might each put our energies to other tasks. If you need further information you can reach me at (770) 788-7737 (office) or (404) 427-0660 (cell). If there is any problem with the survey you can contact Mr. Brewer directly at (678) 873-7932. We would appreciate any help we can get to expedite this project.

Sincerely,


D. Hubert White

Enc: Excerpts from R-30 Zoning and Residential Infill Overlay, Preliminary Plat



1. TOTAL AREA 2.086 ACRES ON 1.000 ACRES PERMIT
 2. TOTAL LOT 1 - 1.000 ACRES (1000 SQ FT)
 3. TOTAL LOT 2 - 1.086 ACRES (1086 SQ FT)

**A DIVISION PLAT FOR
 THE RITA WHITE ESTATE**
 LOCATED IN LAND LOT 686 OF THE 9TH LAND DISTRICT, CITY OF OREGON, WASHINGTON COUNTY
 AFFECTING PARENT PARCEL X02-014
 PARENT PARCEL ADDRESS: 202 WATSON STREET
 REFERENCE DEED, DEED BOOK 88016, PAGE 538
 TOTAL AREA: 2.086 ACRES
 LOT 1 - 0.940 ACRES (27,240 SQ FT)
 LOT 2 - 0.146 ACRES (632,800 SQ FT)
 LOT 3 - 0.742 ACRES (322,540 SQ FT)

OWNER'S REPRESENTATIVE
 RITA WHITE ELLIOTT
 202 WATSON STREET
 OREGON, OR 97130
 PHONE: 503-487-2800
 FAX: 503-487-2800
 PREPARED BY:
 THE ACRES GROUP, INC.
 1000 N. W. 10TH ST., SUITE 100
 OREGON, OR 97133
 PHONE: 770-880-0800



GENERAL NOTES

1. TOTAL AREA 2.086 ACRES ON 1.000 ACRES PERMIT
2. TOTAL LOT 1 - 1.000 ACRES (1000 SQ FT)
3. TOTAL LOT 2 - 1.086 ACRES (1086 SQ FT)
4. ALL SURVEYING WORK WAS DONE ON 8/27/17 AT APPROXIMATELY 10:00 AM.
5. CITY RECORDS AND OTHER RECORDS TO BE REVIEWED FOR THE SITE.
6. CITY RECORDS AND OTHER RECORDS TO BE REVIEWED FOR THE SITE.
7. THE PLAT IS SUBJECT TO THE CITY OF OREGON'S ZONING ORDINANCES AND OTHER APPLICABLE REGULATIONS.
8. THE PLAT IS SUBJECT TO THE CITY OF OREGON'S ZONING ORDINANCES AND OTHER APPLICABLE REGULATIONS.

SURVEYOR'S NOTES

1. A LAND SURVEY WAS CONDUCTED TO DETERMINE THE LOCATION AND AREA OF THE SUBJECT PARCELS AND TO ESTABLISH THE BOUNDARIES OF THE PARCELS.
2. THE SURVEY WAS CONDUCTED USING THE FOLLOWING METHODS AND EQUIPMENT:
3. THE SURVEY WAS CONDUCTED USING THE FOLLOWING METHODS AND EQUIPMENT:
4. THE SURVEY WAS CONDUCTED USING THE FOLLOWING METHODS AND EQUIPMENT:
5. THE SURVEY WAS CONDUCTED USING THE FOLLOWING METHODS AND EQUIPMENT:

OWNER CERTIFICATION

I, the owner of the land shown on this plat and herein named as owner, do hereby certify that the information furnished herein is true and correct to the best of my knowledge and belief, and that I have read and understand the contents of this plat and the requirements of the laws of the State of Oregon relating to the recording of such plats, and that I have paid the fee thereon.

SURVEYOR CERTIFICATION

I, the undersigned, being duly qualified and sworn as a Professional Surveyor, do hereby certify that the foregoing is a true and correct copy of the original survey as shown on the attached plat, and that the same was made by me or under my direct supervision and in accordance with the laws and regulations of the State of Oregon relating to the recording of such plats.

FLOOD NOTE

NO PORTION OF THE SUBJECT PARCELS IS IN A DESIGNATED FLOOD HAZARD ZONE AS SHOWN ON THE LATEST FLOOD HAZARD MAP OF WASHINGTON COUNTY, OREGON.

FINAL PLAT CERTIFICATION

THE FINAL PLAT HAS BEEN REVIEWED BY THE CITY OF OREGON FOR CONFORMANCE WITH THE REQUIREMENTS OF LOCAL REGULATIONS AND IS HEREBY APPROVED FOR RECORDATION.

FOR REVIEW ONLY

DATE: _____

DATE: _____

PREPARED BY: **THE ACRES GROUP, INC.**
 PROFESSIONAL SURVEYORS
 1000 N. W. 10TH ST., SUITE 100
 OREGON, OR 97133
 PHONE: 770-880-0800

NO.	DATE	REVISION:
1	1/18/2018	LAND LOT 208
2	1/18/2018	CITY OF OREGON
3	1/18/2018	LAND DISTRICT, CITY OF OREGON
4	1/18/2018	WASHINGTON COUNTY

**A DIVISION PLAT FOR
 THE RITA WHITE ESTATE**

Enviroprobe, LLC
1931 Highway 11 S
Covington, Georgia 30014
email: enviroprobe@bellsouth.net
Phone: 404-557-9320

City of Oxford
110 West Clark Street
Oxford, Georgia 30054

February 13, 2018

Ref: **Asbestos Abatement and Demolition Cost Proposal**
Residential Duplex
6153 Emory Street
Oxford, Georgia 30054

Asbestos Abatement, demolition and site work for the site referenced above.
Includes the following:

Asbestos Abatement

- Abate both kitchens walls and ceilings 1,221 s/f
- Abate side-A bathroom gold linoleum floor 100 s/f
- Submit Georgia EPD Abatement notification & Fees
- Roll off Containers transportation & disposal
- Disposal of ACM's with manifest
- Certified Abatement Supervisor
- Certified Abatement Workers

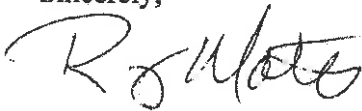
Demolition

- Location of utilities
- Obtain local Demolition Permit
- Submit Georgia EPD demo notification
- Demolition and removal of Residential Duplex
- Equipment and labor
- Roll off Containers transportation & disposal
- Backfill and balanced with dirt on site
- Seed and straw site on completion

Total Project Cost \$21,550.00

If you have any questions about the proposal please do not hesitate to call me at (404) 557-9320.
Thank you for the opportunity of being of service to you.

Sincerely,



Roy Mote



**SUMMARY OF INSPECTION
RESULTS FOR**

**107 W. Clark Street
Oxford, GA**



At approximately 10:30 am on Thursday, February 22, 2018 a property inspection was performed on the Yarborough House located at 107 W. Clark Street in Oxford, GA. Present for the inspection were Hal Chitwood with Bureau Veritas and Erik Oliver, City Historian. The purpose for the inspection was to determine the condition of the building systems that would need to be repaired or replaced to convert the mid-nineteenth century home into a welcome center and coffee house.

The house, originally four rooms of somewhat equal size, has been added on to; approximately 465 square feet of living space, approximately 96 square foot connector to a 900 square foot two garage. The original construction is hand hewn timber of actual dimensions resting on what appeared to be brick or stone piers. The framing material is in excellent condition considering the age of the home. Due to limited access, it is unsure the exact condition of the original foundation.

The additions are constructed of nominal lumber and appear to be in good condition. The foundation of the addition is also in good condition and was installed in a manner consistent with the original look of the home. The garage is a conventional frame structure on a concrete slab. There is evidence from probing that there is an 8" deep (at minimum) footing around the perimeter of the garage.

Although every effort was made to perform a thorough inspection of the existing condition of all building systems, I can only confirm those items seen with the limited access provided. No oversight on my part would constitute approval or an assumption that the existing conditions not mentioned in this report are considered acceptable.

Observations:

Foundation:

- Appears to be in good condition. There was no apparent evidence of deterioration inconsistent with the age of the structure.
- Only exterior piers were accessible though limited.
- I highly recommend a structural engineer provide an accurate assessment of the pier foundation of the original structure.
- The concrete slab of the garage is in good condition.
- There is evidence of improper drainage away from the foundation due to rain water sheeting from the roof. It is recommended that a gutter system be installed to remove water away from the foundation.

Structure:

- The overall framing of the home is structurally sound.
- The floor system was concealed from view by floor covering above and an inaccessible crawl space below. There was no overall evidence of floor sloping or bouncing although there are various places along the exterior walls where water damage has caused deterioration or rotting of flooring material. There could also be damage to joists or bands beneath.
- There was some evidence of termite damage on exterior floor band material.
- Walls are approximately 2x6 studs on sixteen inch centers. No noticeable damage could be verified because of wall coverings.

- The roof structure is framed with actual 2x8 hip rafters attached to two vertical posts supporting the ridge beam. Actual 2x6 rafters branch off from the hip rafters and extend to the tops of the exterior walls. The rafters are supported by bracing to eliminate span deflection.
- 1x (various widths) slats provide decking material to attach the metal roof covering.
- The additional living space has a gable system of what appeared to be nominal 2x6 lumber and is in good condition. Access was limited to the portion of the attic.
- The roof system of the porch is sagging due to the probability of rotting framing material from exposure.
- Close inspection of a post porch revealed that the post was improperly constructed with a 1x hollow (box) that sat directly on the porch floor. Exposure has rotted the base and this particular post does not support the porch roof. It is suspected that the other posts were constructed the same way. This requires immediate repair.
- The garage is framed with 2x nominal lumber and the structure is in good condition.
- There is evidence of wood deterioration due to water damage and the use of improper sheathing material. Foam or fiber board was a common sheathing material allowed by code however, there must be bracing provided for the wall panel system. There is no bracing. House wrap was not a requirement during the time the garage was constructed.
- It is recommended that the exterior siding material be removed and a structural sheathing (OSB) material be installed and covered with a moisture barrier (house wrap).

Electrical System:

- The 200 amp electrical panel is located in the connector and appeared to be in good condition. This room is proposed to be removed and the panel will need to be relocated to face the interior of the structure.
- The meter and service entrance is located on the far side of the garage. The weather head is in good condition.
- There is evidence of wires exposed in the attic and it is unknown which are live.
- I recommend that a licensed electrical contractor test the circuits and remove wiring that is not served by the current system.
- The building code will require that the electrical system be brought up to current code standards.

Plumbing System:

- Plumbing under the floor system was not accessible for inspection.
- The fixtures and drainage system are consistent with the code adopted at the time the addition was constructed. The system was functional and there is no overall apparent evidence of leaking.
- There is evidence of mold on the ceiling and wall of the connector. Portion of wall where drain stack is located is deteriorated and the wall cavity is exposed. It is suspected that there is a leaking issue in the shower located upper level bathroom of the garage. Shower fixtures have

been removed and the area behind the shower wall is exposed. There could also possibly be leaking around the shower drain.

- The water heater is fairly new and in good condition.
- It is highly recommended that the plumbing system be tested and updated by a licensed plumbing contractor.

HVAC and Gas Systems:

- There was limited access for inspection of the ductwork and system under the house. It is assumed that the system is no longer functioning.
- Supply vents and returns have been cut into the ceilings giving evidence that a newer system is controlling the temperature in the home. The garage apartment is on a separate system.
- This new system is functioning; however there is evidence of torn ductwork visible in the attic access where the system is located.
- It is recommended that the HVAC system is properly tested and updated by a licensed HVAC contractor. The entire duct system needs to be cleaned and any non-functional duct removed from underneath the home.
- It is also recommended that floor vents be removed and the floor repaired.
- Appliances are gas fired and it is recommended that the system be tested by a licensed professional.
- The gas meter is located on the right front corner of the original structure. It appears to be in good condition and is in need of servicing and re-painting to protect from weather exposure.

Health and Energy:

- It is apparent that a home of this age is not completely energy efficient. The condition or existence of underfloor insulation is not known at this time. The presence of wall insulation on the original structure is unknown. Insulation is present in the addition's walls and attic spaces; however its condition is not known and it is recommended that all existing insulation be removed and replaced to meet current code standards.
- There is great evidence of mold and mildew in the connector and garage, primarily due to weather exposure and faulty plumbing. It is highly recommended that mitigation is done prior to demolition and restoration.
- There is asbestos present according to the findings of a professional on site at the time of this inspection. Immediate mitigation is recommended.

Summary Comments:

Overall, the structure is in good condition and can easily be restored to its former glory and proposed use. Once final decisions are made and architectural drawings are created, it can be determined whether fire protection and suppression system will be required. These requirements will be based on intended use, occupancy classification and total allowable occupants for each structure.

I have done my best to provide you with accurate and comprehensive information based on a visually limited inspection. Some of the systems will need to be better exposed to allow for an accurate inspection. Again it is recommended that those systems in question be tested by licensed professionals.