



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

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

OTHERS PRESENT: Matt Pepper, Assistant City Manager; Dave Harvey, Chief; Lauran Willis, City Clerk; David Strickland, City Attorney; Hoyt Oliver, Teresa Welch, Cheryl Ready, Jody Reid, Utility Superintendent, Allyson Epps from Oxford College.

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

Invocation was delivered by Hoyt Oliver
Pledge of Allegiance – All

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

CONSENT AGENDA

Approved, 7/0. (Attachment B)

Mayors Reports

Mayor Roseberry introduced Catherine Chastain-Elliott as the honorary councilmember for May and presented her with a Proclamation for her participation. (Attachment C)

Mayor Roseberry signed a Proclamation for Municipal City Clerk Lauran Willis and Deputy City Clerk Stacey Mullen recognizing May 6th – 12th as Municipal Clerks Week. (Attachment Da & Db)

Roseberry reported on the statistics of the Police Department.

Planning Commission Recommendations/Petitions

None

Citizens' Concerns

None

Power Sales Contract Amendment

MEAG requested an amendment to the Power Sales Contract removing the language that requires MEAG to produce the Comprehensive Engineering Report.

A motion was made by Mike Ready, seconded by Jeff Wearing to approve the amended contract. Motion passed 7/0. (Attachment E)

Sanitation Services

Councilmember Mike Ready explained the need to increase the Sanitation Service fee to \$3.00 per cart, stating that with the \$2.00 per cart increase from Latham Sanitation and with the added cost of disposing of the brush and limbs at the county landfill the increase is necessary to off-set the costs.

A motion was made by Mike Ready, seconded by Jeff Wearing to approve the increase in sanitation service fees by \$3.00 making the total for garbage pickup \$23.00 per month per roll cart beginning July 1, 2018. The motion passed 7/0. (Attachment F)

George Street Park Parking

Assistant City Manager Matt Pepper presented a revised estimate of \$18,292 to add eight parking spaces with a handicap loading zone and a bike rack along Asbury Street at the Park. After discussion:

A motion was made by Jim Windham, seconded by Jeff Wearing to approve moving forward with the revised plans. The motion passed 7/0.

107 W. Clark Street Renovation Project

Councilmember Eady presented a report from the committee’s progress on Yarbrough House Renovation. Eady made a recommendation to move forward with the priority work items as stated in his memo to Council on April 2, 2018 they are as follows: secure a General Contractor; stating the committee will have oversight of the project with the GC and the City Manager; identify potential tenants, and contract with a landscape architect to design the landscape around the formal gardens located on the property.

A motion was made by Eady, seconded by Windham to move forward with needed items as discussed. The motion passed 6/1 with Councilmember George Holt voting Nay. (Attachment G)

FY2019 Operating Budget

The *ad hoc* operating budget committee (Councilmembers Ready, chair, Wearing, and Davis) presented a draft of the operating budget for FY2019. There were no questions or comments. (Attachment H)

FY2019 Capital Budget

The *ad hoc* capital budget committee (Councilmembers Holt, chair, Eady, and Windham) presented a draft of the capital budget for FY2019. Holt pointed out changes in the format where they have made it easy to track the projects and funding. Windham request that the capital budget be placed on the work session agenda to discuss the sidewalk on Emory Street. (Attachment I)

Invoice Approval

INVOICES OVER \$1,000.00

VENDOR	DESCRIPTION	AMOUNT
	MONTHLY	
Blue Cross Blue Shield	Health Insurance Employees (5/1 – 6/1)	10,908.86

City of Oxford Utilities	City Hall/Maintenance Facility/Old Church/Pump Station on Richardson/107 W. Clark St. Utilities for (March)	1,291.17
City of Oxford Utilities	City Hall/Maintenance Facility/Old Church/Pump Station on Richardson/107 W. Clark St. Utilities for (April)	1,286.32
City of Covington	Quarterly Sewer Charges	10,548.00
Georgia Municipal Association	GMEBS/Retirement Trust Fund (April 335202)	6,279.16
Georgia Municipal Association	GMEBS/Retirement Trust Fund (May 336621)	6,279.16
Latham Home Sanitation	Waste/Recyclables (March)	5,636.10
Latham Home Sanitation	Waste/Recyclables (April)	5,636.10
NC Board of Commissioners	Monthly water purchase for March Inv. 2401	18,387.00
NC Water & Sewer Authority	Monthly sewer fees for 2/27/18 – 3/29/18	6,217.78
NC Water & Sewer Authority	Monthly sewer fees for 3/29/18 – 4/27/18	6,958.13
Sophicity	Monthly IT Services March Inv#9675	1,804.60
Sophicity	Monthly IT Services April Inv#9787	1,813.05
Southeastern Power Admin.	SEPA energy cost (March) Inv. B-18-1523	3,228.86
PURCHASES/CONTRACT LABOR		
Buford's Tree, LLC.	Powerline Tree Trimming 3/24/18	4,552.00
Buford's Tree, LLC.	Powerline Tree Trimming 3/31/18	4,552.00
Buford's Tree, LLC.	Powerline Tree Trimming 4/7/18	4,552.00
Buford's Tree, LLC.	Powerline Tree Trimming 4/14/18	4,552.00
Buford's Tree, LLC.	Powerline Tree Trimming 4/21/18	3,714.40
C. David Strickland, P.C.	Legal Services for month of April	2,801.02
Cintas	Uniforms/ Utility Department	1,631.33
Courtware Solutions Inc.	Monthly Licensing, Support & Maintenance March	1,265.00
Designed Installations by Jim	Speed Bump on Moore Street and Longstreet Circle	4,800.00
GSCCCA Fines and Fees Division	Consolidated Fines & Fees for Municipal Court - March	1,710.26
MasterCard	Postage for utilities/bollards for election/Elect Apprenticeship program and hotel for Johnathan/Deposits for Jody & Scottie GRWA Conference, etc.	2,975.68
NC Sheriff's Office	Prisoner Board and Processing Fee's (March Inv.31895)	1,365.00
NC Sheriff's Office	Prisoner Board and Processing Fee's (April Inv. 31898)	1,635.00
Phoenix	Temp services 2- men 40 hrs. Week ending 4/1/18	1,001.70
Phoenix	Temp services 2- men 40 hrs. Week ending 4/22/18	1,004.85
Utility Services Co., Inc.	Quarterly Tank Maintenance	2,715.32
Woco Pep Oil, Inc.	Fuel Charges for April 12, 2018 Inv-7930	3,123.12
APPROVED CONTRACTS		
Enviroprobe, LLC	Asbestos abatement & demolition of 6153 Emory house	21,550.00
Historical Concepts, LLC	Progress work on Strategic Investment Plan, E. Clark property plan and March 21, presentation in Oxford.	18,000.00
Jordan Engineering	Correspondence with Historical Concepts re: floodplain mapping, Civil Plan, Asbury Park civil plans/Construction document prep; issue/Issue Sewer bid docs and respond to request from bidders/ Sewer bid documents contractor correspondence/RW data collection/Soule Street data, field coordination, data management, Recon Pins and flag – survey features.	16,700.00

Sumner Meeker, LLC

Preparation for depositions, R & R, mileage, court reporter, Depositions for E. Clark Property – Inv. 10072

4,234.01

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

Executive Session

A Motion made by Windham, seconded by Wearing to go into an Executive Session at 7:44 PM.

Attorney Strickland gave an update on Real Estate matters.

Council discussed Personnel matters.

A Motion was made by Windham, seconded by Ready to leave the Executive Session at 8:09 PM.

A Motion was made by Wearing, seconded by Ready to adjourn at 8:09 PM.

Respectfully Submitted;



Lauran Willis, CMC/FOA
City Clerk

OXFORD MAYOR AND COUNCIL
REGULAR SESSION
MONDAY, MAY 7, 2018 – 7:00 P.M.
CITY HALL
AGENDA

1. Call to Order, Mayor Jerry D. Roseberry
2. Invocation
3. Pledge of Allegiance
4. Motion to accept the Agenda for the May 7, 2018 Mayor and Council Regular Meeting.
5. Councilmember Holt has appointed Catherine Chastain-Elliott as the honorary councilmember for May.
6. *Proclamation honoring Municipal Clerks Week.
Mayor Roseberry will sign a Proclamation recognizing the week of May 6 – 12 as Municipal Clerks Week.
7. **CONSENT AGENDA**
 - a. * Motion to approve the Minutes of the Regular Meeting of 4/2/2018.
 - b. * Motion to approve the Minutes of the Work Session 4/16/2018.
 - c. * Motion to accept the Minutes of the Downtown Development Authority 3/21/18.
 - d. * Motion to accept the Minutes of the Trees, Parks and Recreation 2/13/2018.
 - e. * Motion to accept the Minutes of the Planning Commission Meeting, 3/13/2018.
8. Mayor's Report
9. Planning Commission Recommendations/Petitions.
10. Citizen Concerns.
11. * **Power Sales Contract Amendment** – MEAG has asked us to sign an amendment to the Power Sales Contract removing the language that requires MEAG to produce the Comprehensive Engineering Report. We have attached a copy of the amendment.
12. **Sanitation Services** – Council will discuss whether or not to institute a \$3 increase to the monthly sanitation fees for residents.
13. * **George Street Park Parking** – We have a revised estimate of \$18,292 to add eight parking spaces and a bike rack along Asbury Street. We have attached a revised drawing of the parking spaces.

14. **107 W. Clark Street Renovation Project** – Councilmember Eady will report on the committee’s progress on the 107 W. Clark Street Renovation project.
15. * **FY2019 Operating Budget** – The *ad hoc* operating budget committee (Councilmembers Ready, chair, Wearing, and Davis) will report on the draft of the operating budget for FY2019 (July 2018 – June 2019). A DRAFT copy is attached.
16. * **FY2019 Capital Budget** – The *ad hoc* capital budget committee (Councilmembers Holt, chair, Eady, and Windham) will report on the draft of the capital budget for FY2019 (July 2018 – June 2019). A DRAFT copy is attached.
17. Invoice Approval

INVOICES OVER \$1,000.00

VENDOR	DESCRIPTION	AMOUNT
MONTHLY		
Blue Cross Blue Shield	Health Insurance Employees (5/1 – 6/1)	10,908.86
City of Oxford Utilities	City Hall/Maintenance Facility/Old Church/Pump Station on Richardson/107 W. Clark St. Utilities for (March)	1,291.17
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Sophicity	Monthly IT Services March Inv#9675	1,804.60
Sophicity	Monthly IT Services April Inv#9787	1,813.05
Southeastern Power Admin.	SEPA energy cost (March) Inv. B-18-1523	3,228.86
PURCHASES/CONTRACT LABOR		
Buford’s Tree, LLC.	Powerline Tree Trimming 3/24/18	4,552.00
Buford’s Tree, LLC.	Powerline Tree Trimming 3/31/18	4,552.00
Buford’s Tree, LLC.	Powerline Tree Trimming 4/7/18	4,552.00
Buford’s Tree, LLC.	Powerline Tree Trimming 4/14/18	4,552.00
Buford’s Tree, LLC.	Powerline Tree Trimming 4/21/18	3,714.40
C. David Strickland, P.C.	Legal Services for month of April	2,801.02
Cintas	Uniforms/ Utility Department	1,631.33
Courtware Solutions Inc.	Monthly Licensing, Support & Maintenance March	1,265.00
Designed Installations by Jim	Speed Bump on Moore Street and Longstreet Circle	4,800.00
GSCCCA Fines and Fees Division	Consolidated Fines & Fees for Municipal Court - March	1,710.26
MasterCard	Postage for utilities/bollards for election/Elect Apprenticeship program and hotel for	2,975.68

	Johnathan/Deposits for Jody & Scottie GRWA Conference, etc.	
NC Sheriff's Office	Prisoner Board and Processing Fee's (March Inv.31895)	1,365.00
NC Sheriff's Office	Prisoner Board and Processing Fee's (April Inv. 31898)	1,635.00
Phoenix	Temp services 2- men 40 hrs. Week ending 4/1/18	1,001.70
Phoenix	Temp services 2- men 40 hrs. Week ending 4/22/18	1,004.85
Utility Services Co., Inc.	Quarterly Tank Maintenance	2,715.32
Woco Pep Oil, Inc.	Fuel Charges for April 12, 2018 Inv-7930	3,123.12
	APPROVED CONTRACTS	
Enviroprobe, LLC	Asbestos abatement & demolition of 6153 Emory house	21,550.00
Historical Concepts, LLC	Progress work on Strategic Investment Plan, E. Clark property plan and March 21, presentation in Oxford.	18,000.00
Jordan Engineering	Correspondence with Historical Concepts re: floodplain mapping, Civil Plan, Asbury Park civil plans/Construction document prep; issue/Issue Sewer bid docs and respond to request from bidders/ Sewer bid documents contractor correspondence/RW data collection/Soule Street data, field coordination, data management, Recon Pins and flag – survey features.	16,700.00
Sumner Meeker, LLC	Preparation for depositions, R & R, mileage, court reporter, Depositions for E. Clark Property – Inv. 10072	4,234.01

18. Executive Session

We will have an executive session to discuss Personnel and Real Estate Matters.

19. Adjourn



**Draft MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
REGULAR SESSION
MONDAY, APRIL 2, 2018 – 7:00 PM
CITY HALL
Draft**

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

OTHERS PRESENT: Matt Pepper, Assistant City Manager; Dave Harvey, Chief; Lauran Willis, City Clerk; David Strickland, City Attorney; Hoyt Oliver, Teresa Welch, Patsy Burke, Peggy Madden, Juanita Carson, Art Vinson, Laurie Vinson, Grace and Grady Spradley, and Hal Chitwood from Bureau Veritas.

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

Invocation was delivered by Hoyt Oliver
Pledge of Allegiance – All

Motion was made by Mike Ready, seconded by Sarah Davis to accept the Agenda for the April 2, 2018 Mayor and Council Regular Meeting. Motion passed 7/0. (Attachment A)

CONSENT AGENDA

Approved, 7/0.

Mayors Reports

Mayor Roseberry congratulated City Clerk Lauran Willis on the completion of the Certified Municipal Clerks Master's Education Program.

Planning Commission Recommendations/Petitions

None

Citizens' Concerns

None

Building Inspection Services

Hal Chitwood with Bureau Veritas presented a proposal to council for their building inspection services. Mr. Chitwood will provide Assistant City Manager Matt Pepper with fees schedule for further review and discussion at the April work session.

107 W. Clark Street Renovation Project

Councilmember Eady presented a report from the committee’s progress on Yarbrough House Renovation. Eady made a recommendation to table any further movement on the project until they can come to a resolution for the use of the house. This item will be on moved to the April work session.

A motion was made by Windham, seconded by Holt to table discussion and postpone the project pending further research. Motion passed 7/0.

The Georgia Trust Fall Ramble Sponsorship

Assistant City Manager Matt Pepper said The Georgia Trust for Historic Preservation has asked us to be a sponsor for the Fall Ramble in October 2018. The donation amounts are \$500, \$1,000, \$2,500, and \$5,000. The City will receive certain benefits depending on the amount of the donation. Mayor Roseberry made a recommendation to council to make a \$500 donation.

A motion was made by Windham, seconded by Eady that the City approve a Sponsorship of \$500. Motion passed 7/0.

Municipal Competitive Trust

Assistant City Manager Matt Pepper said that MEAG has asked us to update the Resolution for the Municipal Competitive Trust to add Matthew Pepper as an “Authorized Official” to communicate city decisions to MEAG regarding the trust funds.

A motion was made by Holt, seconded by Windham to approve the update of the Resolution for MEAG to add Matthew Pepper as an Authorized Official. Motion passed 7/0.

Electric Cities of Georgia

Assistant City Manager Matt Pepper said that ECG has asked that we update a new version of the Resolution designating our voting delegates for the annual ECG elections.

A motion was made by Holt, seconded by Ready to revise the Resolution adding Matthew Pepper as a designated voting delegate for the City for the annual ECG elections. Motion passed 7/0.

Invoice Approval

INVOICES OVER \$1,000.00

VENDOR	DESCRIPTION	AMOUNT
MONTHLY		
Blue Cross Blue Shield	Health Insurance Employees (4/1 – 5/1)	9,921.01
City of Oxford Utilities	City Hall/Maintenance Facility/Old Church/Pump Station on Richardson/107 W. Clark St. Utilities for (March)	1,291.17
Georgia Municipal Association	GMEBS/Retirement Trust Fund (March Inv. 333423)	6,279.16
Latham Home Sanitation	Waste/Recyclables February	5,636.10
NC Board of Commissioners	Monthly water purchase for February Inv. 2394	20,898.00
NC Water & Sewer Authority	Monthly sewer fees for 1/30/18 – 2/27/18	6,217.78
Sophicity	Monthly IT Services February Inv#9440	1,804.60
Southeastern Power Admin.	SEPA energy cost (February) Inv. B-18-1240	2788.48
PURCHASES/CONTRACT LABOR		

Anderson Grading & Pipeline	Repair water leak at Hamill Street	1,875.00
C. David Strickland, P.C.	Legal Services for March	2,523.52
Courtware Solutions Inc.	Monthly Licensing, Support & Maintenance February	1,426.00
GSCCCA Fines and Fees Division	Consolidated Fines & Fees for Municipal Court	1,530.81
Marable-Pirkle, Inc.	Furnished equipment & Personnel to set new pole and transfer overhead primary and secondary to new pole on Wesley Street.	2,485.00
McNair, McLemore, Middlebrooks	CPA Professional Services, MD&A report/discussion and assist with DDA creation, bank account, check signers, GASB 61, other bookkeeping assistance.	1,170.00
NC Sheriff's Office	Prisoner Board and Processing Fee's (February 31893)	2,550.00
Phoenix	Temp services 2- men 40 hrs. Week ending 3/4/2018	1,083.60
Steven A. Hathorn, P.C.	Legal/Municipal Judge Services Jan-March	1,250.00
APPROVED CONTRACTS		
Historical Concepts, LLC	Visioning Services, time spent reviewing previous studies, Feb 22 trip to Oxford for full day workshop, and initial studies developed following the workshop.	10,800.00
Jordan Engineering	Moore St. base mapping and topo, GPS Moore St. , Locate exist R/W and Pin Recon, CAD field coordination, data management, research, Bid documents, Erosion control plan etc.	12,950.00
E.F. (Tres) Thomas, III, P.E.	Develop and Submit – 2017 annual Storm Water Report	3,500.00

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

Motion made by Windham, seconded by Ready to adjourn at 7:32 pm. Motion passed 7/0.

Executive Session

None

Respectfully Submitted;

Lauran Willis, CMC/FOA
City Clerk



DRAFT MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING

Work Session

MONDAY, APRIL 17, 2018 – 6:00 PM

CITY HALL

DRAFT

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

OTHERS PRESENT: Matt Pepper, Assistant City Manager; Dave Harvey, Chief; Jody Reid, Utility Superintendent; Luran Willis, City Clerk; Hoyt Oliver, Erik Oliver; Cheryl Ready, Peggy Madden, Hal Chitwood, Project Manager @ Bureau Veritas, Danielle Miller, Dean at Oxford College and Allyson Epps from Oxford College.

The meeting was called to order by the Hon. Jerry D. Roseberry, Mayor at 6:00 PM.

Agenda – Attachment A

Honorary Councilmember of the Month

Councilmember George Holt introduced Catherine Chastain-Elliott as the Honorary Councilmember for May as appointed by him.

Mayors Announcements

Roseberry said he attended a meeting with Newton County today regarding strategic planning and said if anyone has any items they are interested in to let him know.

Roseberry said that Dean Hicks from Oxford College will be the guest speaker at the Northeast Regional Commission meeting on Thursday, April, 19th.

Building Inspection Services

Hal Chitwood, Project Manager with Bureau Veritas gave a presentation to Council with examples of their company's billing methods for their building inspection services. Roseberry said that council will work on a fee schedule that best suites Oxford's needs and have them review it in order to come up with a workable solution for the cities building inspection services.

GEFA Loan Modification Resolution

Roseberry said that GEFA has indicated that we need to renew the cities resolution for the N. Emory Sewer Project. Assistant City Manager Matt Pepper said the original resolution was based on a project completion date of December 2017 which has expired. The new resolution will expire December 2018.

A motion was made by Windham, seconded by Ready to renew the resolution with a project completion date of December 2019. Motion passed 6/0. Attachment C

Water Tank Maintenance Request for Proposal

Utility Superintendent Jody Reid said due to a number of issues with the water tank maintenance company, Utility Services, he is recommending to Council to place the maintenance contract out for bid, and presented an RFP for the advertising. All members were in agreement to go ahead and list the RFP.

Asbury Street Park

Assistant City Manager Matt Pepper presented the preliminary engineering plans for the Asbury Street Park project. Pepper pointed out a couple of design modifications pertaining to the sidewalk and the retention pond. Roseberry said the Park Committee will make their recommendations to the Tree, Parks and Recreation Committee and they will present the final plans and recommendations to Council.

107 W. Clark Street Renovation Project

Councilmember Windham said the *ad hoc* Yarbrough House Renovation Committee are waiting on feedback from Randy Vinson regarding plans before moving forward with any decisions.

Sanitation Services

Councilmember Ready said that as we are moving into the FY2019 Budget, we are proposing to increase the sanitation fee by \$3 per roll cart. Chairman Ready said the additional \$1 over the \$2 increase from Latham which will be effective July 1, 2018 will cover and offset the cost of the dumping fees to the County Landfill for the limbs and brush.

FY2019 Operating Budget

Committee Chairman Mike Ready presented a Draft copy of the FY2019 Operating Budget. Ready said there have only been a few changes since the last draft which reflects more of the current figures of where we are today.

FY2019 Capital Budget

Committee Chairman George Holt presented a Draft copy of the FY2019 Capital Budget. Holt said that they have eliminated the forecast from last year which took the budget out to 2020 making it easier to determine the direction and plans for the capital budget and projects for FY2019.

Adjourn

A motion was made by Windham, seconded by Wearing to adjourn the meeting at 7:05 PM.

Respectfully Submitted;

Lauran Willis, CMC/FOA
City Clerk

DOWNTOWN DEVELOPMENT AUTHORITY OF THE CITY OF OXFORD

Minutes – March 21, 2018

MEMBERS: Mr. Mark McGiboney, Chair; Ms. Loren Roberts, Vice-Chair; Mr. Jonathan Eady, Mr. Mike Ready, Ms. Kendra Mayfield, and Ms. Martha Molyneux. Mr. Brian Barnard was absent.

STAFF: Matthew Pepper, assistant city manager and DDA secretary/treasurer.

GUESTS: Kevin Clark, Paul Knight, Ryan Yurcaba, and Christy Dodson, Historical Concepts. Erik Oliver, Oxford Resident.

OPENING: At 7:01 PM, Mr. McGiboney called the meeting to order and welcomed the guests.

APPROVAL OF MINUTES: Upon motion of Mr. Eady, seconded by Mr. Ready, the minutes for the meeting on January 31, 2018 were approved. The vote was 6 – 0.

HISTORICAL CONCEPTS STAKEHOLDER PRESENTATION: The DDA and the team from Historical Concepts had a discussion regarding the firm's proposal for the development of E. Clark Street, and other town center areas. The proposal consisted of four phases: E. Clark Street, Town Center, Fletcher Street, and the residential area on the east side of Emory Street. The team from Historical Concepts proposed two potential developments for E. Clark Street. The first proposed development, based on the current zoning (R-20), would accommodate approximately nine homes. The second proposed development, based on a higher-density zoning designation (TC or R-7.5), would accommodate approximately 18 homes. The city would need to provide the transportation infrastructure (e.g. – streets, lighting, etc.) that would allow for the build out of the residential development. The two groups also had a discussion on preserving the historical and aesthetic value of Orna Villa (1008 Emory Street), while still constructing housing on the E. Clark Street development. It was decided that the housing development should limit the visual interference of Orna Villa driving north on Hwy 81. In addition, it was decided that the proposed housing development behind Orna Villa should include a vegetative buffer.

OTHER BUSINESS: The DDA members and the team from Historical Concepts will participate in a video conference meeting on Monday, April 9th. The DDA will meet again on Wednesday, April 25th at 7 PM at city hall.

ADJOURNMENT: Mr. McGiboney adjourned the meeting at 8:52 PM.

Approved by:

Matthew Pepper, Secretary/Treasurer

Trees, Parks, Recreation Board (TPR) – City of Oxford, GA
Minutes of Meeting **February 13, 2018**
Community Room, Oxford City Hall

At 5:00 p.m. Chairman Ready called the meeting to order.

Attendance

Present – Members Cheryl Ready, LaTrelle Oliver, Laura McCanless, Anderson Wright;
newly appointed members Teresa Welch and Mike Besaw

City Manager Matt Pepper

City Superintendent Jody Reid

City Arborist Beryl Budd, GUFC

Oxford College Senior Manager of Operations Kendra Mayfield

Emory University Landscape Director James Johnson

Absent – Member Sallie Robinson,

GUFC Community Forester Seth Hawkins

Agenda for meeting:

Motion to approve by Laura McCanless; second by Mike Besaw. Unanimous approval.

Minutes of meeting December 12, 2017:

Motion to approve by Anderson Wright; second by Laura McCanless. Unanimous approval.

Reports and updates:

A. Maintenance concerns

1. Mitchell Street Park (Rosenwald School Memorial) - Beryl Budd will provide the requested bare-root dogwoods.
2. George Street Park kiosk repair - John McElroy has begun the carpentry repair; Cheryl Ready will apply stain when weather improves.
3. This year's Arbor Day tree, a Japanese maple, will be installed in City Hall park. It replaces the arboretum tree planted several years ago in memory of former mayor Jack Atkinson. Beryl suggested we hire Miles Cope to engrave sizable markers for all memorial trees.
4. Asbury Street Park ad hoc committee report - Cheryl: No movement.
5. George Street trail extension - Project is complete. A formal ribbon cutting was recently held involving officials from the city, college, and Newton County Chamber of Commerce.

B. Yarbrough Oak planting possibilities - Arborist Budd delivered copies of the bid from Native Tree, LLC, Alpharetta, GA. Copy attached to minutes. Actual move postponed until next planting season (though the two trees offered will continue growing!) when the welcome center project is better defined.

C. Pocket Park at Longstreet Circle - Board members who visited the site agree on these points: rather than developing a park with built features, *the best use is a well-maintained, natural, open vista*. Consideration was given to safety issues due to heavily traveled streets on two sides and sloping topography. Recommendations: remove or do structural pruning of existing few trees bordering Longstreet Circle, fill any holes left from former tree stumps, clear brush from bottom of slope to reveal small creek if western property line permits, refresh turf, and maintain regular mowing. Native shrubs could be introduced to enhance the area.

D. 6153 Emory Street ideas for "park" - Board agrees that this site should clearly mark the entrance to town by letting travelers know they are here - without impeding traffic flow now and in the future! It should be well-lit, open, welcoming, uncluttered - perhaps marked by a sizable but simple sculpture. Suggestions could be solicited from local and regional artists as well as both Emory's and Oxford's art departments and landscape professionals.

Pruning Issues

- A. We need a visual document that shows where maintenance pruning has already been done.
- B. See Motions 1 and 2 in October minutes. Beryl and Jody will provide this info. *Cheryl and Matt will present proposal for FY18-19 to include 2/3 of budget for structural pruning and 1/3 for new planting, while increasing the budget to refresh the Longstreet Circle lot as a public green-space vista.*

Arbor Day Foundation and Georgia Urban Forest Council

TPR Board now holds membership in each, as does the City. This allows information to go to both.

Emory Street revitalization plan

Motion to approve moving forward with developing the project made by Mike; seconded by Laura. Discussion developed with excitement as Emory representatives Kendra and James declared the University's commitment to enhancing the tree canopy in all of Oxford (campus and city) by providing and installing sizeable, healthy trees as needed. James introduced concept of "right of entry" compared with "easement" - former is much simpler, less intimidating!

Unanimous approval.

1. Committee to proceed with developing plan to contact homeowners on Emory Street: Laura, Teresa, Mike, Beryl.
2. James and Beryl will go together to Bold Springs tree farm to select and tag any trees needed for planting in the autumn/winter of 2018/2019 - including the 2019 Arbor Day tree. This collaboration and commitment insures that the best specimen can be secured in ample time.
3. James will send "right of entry" information to Matt.

Oxford College's interests and concerns

The proposed walking tour of "the arboretum trail" from campus to cemetery is on hold due to other extensive projects now in planning. The Pierce Street project has current precedence. James and Kendra presented details of that plan which City Council has approved. Copy of the accompanying drawing is attached to these minutes. Following a thorough discussion with participation of all members, the TPR Board understands and accepts the Pierce Street plan as presented to Council. A formal letter of TPR Board approval can be provided to University (James Johnson) and City (Matt Pepper), when the new City of Oxford ordinance is approved by City Council. The second reading of this new ordinance regarding planting on rights-of-way will be heard at the council meeting of 3/5/18.

Concerns and Announcements

1. Oxford's Arbor Day, celebrating the City's 20th anniversary as a Tree City USA, was Saturday, February 3, 2018, See printed program and digital photographs in TPR file at City Hall. Huge attendance, thanks to participation of students, parents, and leaders from Flint Hill Elementary School, Montessori (MSC) Middle School, and Washington Street Community Center!
2. State Arbor Day is Thursday, Feb. 15. Cheryl and LaTrelle will attend the Athens celebration led by GUFCA Community Forester Seth Hawkins.

Motion to adjourn made by LaTrelle Oliver; second by Laura McCanless. Adjournment 6:25.

Next Board meeting April 10, 2018.

LaTrelle Oliver, Secretary

OXFORD PLANNING COMMISSION

Minutes – March 13, 2018

MEMBERS: Jonathan Eady, Chair; Aaron Robinson, Vice Chair; Laura McCanless, Secretary; Zach May, and Juanita Carson. Mike Besaw was absent.

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

GUESTS: Scott Harpe, Ashcott Signature Homes.

OPENING: At 7:00 PM, Mr. Eady called the meeting to order and welcomed the guests.

MINUTES: Upon motion of Ms. Carson, seconded by Ms. McCanless, the minutes for the meeting of February 13 were adopted as amended to reference individual votes. The vote was 5-0.

ASHCOTT SIGNATURE HOMES DEVELOPMENT PERMIT (PARCEL X060 008): Scott Harpe requested approval to construct a home on the vacant lot located at parcel X060 008 on Oxford North Road. The Commission members had a discussion on the exterior elevation and square footage of the proposed home, as well as its location in reference to the front, side, and rear setbacks limits. Mr. Pepper will confirm the proposed location of the house as it is depicted in the application.

Upon motion of Mr. May, seconded by Mr. Robinson, the Planning Commission approved the development permit to construct a home on the vacant lot located at parcel X060 008 on Oxford North Road. The vote was 5-0.

ORGANIC FARM HOOP HOUSE LETTER: Mr. Pepper updated the Commission members regarding a meeting between the residents of Wentworth Drive and representatives from Oxford College. The meeting was in reference to the two hoop houses located at the Oxford College Organic Farm.

RESCHEDULING OF APRIL MEETING: The Commission members changed the date of next month's meeting to Wednesday, April 11th at 7 PM. The Commission members also changed the July meeting from July 10th to Wednesday, July 18th.

CITY REPORT: Mr. Pepper updated the Commission members on the city's preservation efforts on the Yarbrough House (107 W. Clark Street), and the progress on Asbury Street Park.

ADJOURNMENT: Mr. Eady adjourned the meeting at 7:37 PM.

Approved by:

Laura McCanless, Secretary



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 Holt has nominated Catherine Chastain-Elliott to serve for this month.

NOW, THEREFORE, I, Mayor Jerry D. Roseberry, do hereby appoint Catherine Chastain-Elliott as the Honorary Councilmember for the City of Oxford for the month of May.

SO PROCLAIMED, this 7th day of May, 2018.

MAYOR AND CITY COUNCIL OF OXFORD

BY:

Mayor

ATTEST:

City Clerk

Proclamation

Municipal Clerks Week

May 6 - 12, 2018

Whereas, The Office of the Municipal Clerk, a time honored and vital part of local government exists throughout the world, and

Whereas, The Office of the Municipal Clerk is the oldest among public servants, and

Whereas, The Office of the Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels, and

Whereas, Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all.

Whereas, The Municipal Clerk serves as the information center on functions of local government and community.

Whereas, Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, provincial, county and international professional organizations.

Whereas, It is most appropriate that we recognize the accomplishments of the Office of the Municipal Clerk.

Now, Therefore, I, Jerry D. Roseberry, Mayor of The City of Oxford, do recognize the week of May 6 through May 12, 2018, as Municipal Clerks Week, and further extend appreciation to our Municipal Clerk, Lauran S. Willis and to all Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

Dated this 7th *day of* May, 2018

Mayor Jerry D. Roseberry *Attest:* Lauran S. Willis

Proclamation

Municipal Clerks Week

May 6 - 12, 2018

Whereas, The Office of the Municipal Clerk, a time honored and vital part of local government exists throughout the world, and

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Whereas, It is most appropriate that we recognize the accomplishments of the Office of the Municipal Clerk.

Now, Therefore, I, Jerry D. Roseberry, Mayor of The City of Oxford, do recognize the week of May 6 through May 12, 2018, as Municipal Clerks Week, and further extend appreciation to our Deputy Municipal Clerk, Stacey Mullen and to all Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

Dated this 7th day of May, 2018

Mayor Jerry D. Roseberry Attest: Lauran S. Willis

**AMENDMENT TO POWER SALES CONTRACTS
BETWEEN
MUNICIPAL ELECTRIC AUTHORITY OF GEORGIA
AND
THE UNDERSIGNED PARTICIPANT**

This Amendment (the "Amendment") is made and entered into as of _____, 2018 by and between the Municipal Electric Authority of Georgia, a public body corporate and politic and a public corporation of the State of Georgia, hereinafter sometimes referred to as the Authority, created by the provisions of 1975 Georgia Laws 107, as amended (O.C.G.A. § 46-3-110, *et seq.*), and the undersigned political subdivision of the State of Georgia, hereinafter sometimes designated as the Participant.

WITNESSETH:

WHEREAS, the Authority and the Participant entered into a Power Sales Contract dated as of October 1, 1975, an Amendment dated as of March 1, 1976, a Second Amendment dated as of May 25, 1977, a Third Amendment dated as of February 1, 1978, a Fourth Amendment dated as of May 1, 1980, a Fifth Amendment dated as of November 16, 1983, a Sixth Amendment dated as of January 1, 1986, a Seventh Amendment dated as of May 31, 1989 and an Amendment to Power Sales Contracts dated as of January 14, 2005 (hereinafter "Project One Power Sales Contract"); and

WHEREAS, the Authority and the Participant entered into a Project Two Power Sales Contract dated as of February 1, 1978, a First Amendment dated as of May 1, 1980, a Second Amendment dated as of January 1, 1986 and an Amendment to Power Sales Contracts dated as of January 14, 2005 (hereinafter "Project Two Power Sales Contract"); and

WHEREAS, the Authority and the Participant entered into a Project Three Power Sales Contract dated as of May 1, 1980, a First Amendment dated as of January 1, 1986 and an Amendment to Power Sales Contracts dated as of January 14, 2005 (hereinafter "Project Three Power Sales Contract"); and

WHEREAS, the Authority and the Participant entered into a Project Four Power Sales Contract dated as of November 16, 1983, a First Amendment dated as of January 1, 1986 and an

Amendment to Power Sales Contracts dated as of January 14, 2005 (hereinafter “Project Four Power Sales Contract”); and

WHEREAS, the Authority and the Participant wish to amend the Project One Power Sales Contract, the Project Two Power Sales Contract, the Project Three Power Sales Contract and the Project Four Power Sales Contract (hereinafter sometimes referred to collectively as the “Power Sales Contracts”) in the manner provided herein, in order (a) to delete the requirements that the Authority engage a Consulting Engineer and that the Consulting Engineer prepare an annual comprehensive engineering report and (b) to provide that certain determinations currently required of the Consulting Engineer instead be made by the Authority.

NOW THEREFORE, for and in consideration of the premises and mutual covenants and agreements hereinafter set forth, and in order to provide for such changes to the Power Sales Contracts, it is agreed by and between the Authority and the Participant that the terms of the Power Sales Contracts shall be amended as follows:

SECTION 1. AMENDMENTS TO POWER SALES CONTRACTS.

(a) Amendments to Project One Power Sales Contract:

(i) Amendment to Section 102(j) of the Project One Power Sales Contract:

Section 102(j) of the Project One Power Sales Contract, the definition of “Consulting Engineer,” is hereby amended to read in its entirety as follows:

“(j) [Reserved]”

(ii) Amendment to Section 102(s) of the Project One Power Sales Contract:

The phrase “(i) any major renewals, replacements, repairs, additions, betterments and improvements necessary, in the opinion of the Consulting Engineer, to keep the Project in good operating condition or to prevent a loss of revenues therefrom” set forth in Section 102(s) of the Project One Power Sales Contract is hereby amended to read in its entirety as follows (with additions being **bold and double-underscored** and deletions being ~~struck-through~~):

“(i) any major renewals, replacements, repairs, additions, betterments and improvements necessary, in the opinion of the ~~Consulting Engineer~~ **Authority**, to keep the Project in good operating condition or to prevent a loss of revenues therefrom”

(iii) *Amendment to Section 205 of the Project One Power Sales Contract:*

Section 205 of the Project One Power Sales Contract, captioned “Consulting Engineer,” is hereby amended to read in its entirety as follows:

“Section 205. [Reserved]”

(iv) *Amendment to Section 306(b)(2)(B) of the Project One Power Sales Contract:*

The phrase “(ii) any major renewals, replacements, repairs, additions, betterments and improvements necessary, in the opinion of the Consulting Engineer, to keep the generating facilities of the Project in good operating condition or to prevent a loss of revenues therefrom” set forth in Section 306(b)(2)(B) of the Project One Power Sales Contract is hereby amended to read in its entirety as follows (with additions being **bold and double-underscored** and deletions being ~~struck through~~):

“(ii) any major renewals, replacements, repairs, additions, betterments and improvements necessary, in the opinion of the ~~Consulting Engineer~~ **Authority**, to keep the generating facilities of the Project in good operating condition or to prevent a loss of revenues therefrom”

(v) *Amendment to Section 306(c)(2)(B) of the Project One Power Sales Contract:*

The phrase “(ii) any major renewals, replacements, repairs, additions, betterments and improvements necessary, in the opinion of the Consulting Engineer, to keep the transmission system facilities of the Project in good operating condition or to prevent a loss of revenues therefrom” set forth in Section 306(c)(2)(B) of the Project One Power Sales

Contract is hereby amended to read in its entirety as follows (with additions being **bold and double-underscored** and deletions being ~~struck through~~):

“(ii) any major renewals, replacements, repairs, additions, betterments and improvements necessary, in the opinion of the ~~Consulting Engineer~~ **Authority**, to keep the transmission system facilities of the Project in good operating condition or to prevent a loss of revenues therefrom”

(vi) **Amendment to Section 501(b) of the Project One Power Sales Contract:**

The phrase “(i) any major renewals, replacements, repairs, additions, betterments, or improvements, to the Project necessary, in the opinion of the Consulting Engineer, to keep the Project in good operating condition or to prevent a loss of revenues therefrom” set forth in Section 501(b) of the Project One Power Sales Contract is hereby amended to read in its entirety as follows (with additions being **bold and double-underscored** and deletions being ~~struck through~~):

“(i) any major renewals, replacements, repairs, additions, betterments, or improvements, to the Project necessary, in the opinion of the ~~Consulting Engineer~~ **Authority**, to keep the Project in good operating condition or to prevent a loss of revenues therefrom”

(b) **Amendments to Project Two Power Sales Contract:**

(i) **Amendment to Section 102(i) of the Project Two Power Sales Contract:**

Section 102(i) of the Project Two Power Sales Contract, the definition of “Consulting Engineer,” is hereby amended to read in its entirety as follows:

“(i) [Reserved]”

(ii) **Amendment to Section 102(s) of the Project Two Power Sales Contract:**

The phrase “(i) any major renewals, replacements, repairs, additions, betterments and improvements necessary, in the opinion of the Consulting Engineer, to keep Project Two in good operating condition or to prevent a loss of revenues therefrom” set forth in

Section 102(s) of the Project Two Power Sales Contract is hereby amended to read in its entirety as follows (with additions being **bold and double-underscored** and deletions being ~~struck through~~):

“(i) any major renewals, replacements, repairs, additions, betterments and improvements necessary, in the opinion of the ~~Consulting Engineer~~ **Authority**, to keep Project Two in good operating condition or to prevent a loss of revenues therefrom”

(iii) **Amendment to Section 204 of the Project Two Power Sales Contract:**

Section 204 of the Project Two Power Sales Contract, captioned “Consulting Engineer,” is hereby amended to read in its entirety as follows:

“Section 204. [Reserved]”

(iv) **Amendment to Section 305(b)(2)(B) of the Project Two Power Sales Contract:**

The phrase “(ii) any major renewals, replacements, repairs, additions, betterments and improvements necessary, in the opinion of the Consulting Engineer, to keep the facilities of Project Two in good operating condition or to prevent a loss of revenues therefrom” set forth in Section 305(b)(2)(B) of the Project Two Power Sales Contract is hereby amended to read in its entirety as follows (with additions being **bold and double-underscored** and deletions being ~~struck through~~):

“(ii) any major renewals, replacements, repairs, additions, betterments and improvements necessary, in the opinion of the ~~Consulting Engineer~~ **Authority**, to keep the facilities of Project Two in good operating condition or to prevent a loss of revenues therefrom”

(v) **Amendment to Section 401(b) of the Project Two Power Sales Contract:**

The phrase “(i) any major renewals, replacements, repairs, additions, betterments, or improvements, to Project Two necessary, in the opinion of the Consulting Engineer, to

keep Project Two in good operating condition or to prevent a loss of revenues therefrom” set forth in Section 401(b) of the Project Two Power Sales Contract is hereby amended to read in its entirety as follows (with additions being bold and double-underlined and deletions being ~~struck through~~):

“(i) any major renewals, replacements, repairs, additions, betterments, or improvements, to Project Two necessary, in the opinion of the ~~Consulting Engineer~~ Authority, to keep Project Two in good operating condition or to prevent a loss of revenues therefrom”

(c) Amendments to Project Three Power Sales Contract:

(i) Amendment to Section 102(j) of the Project Three Power Sales Contract:

Section 102(j) of the Project Three Power Sales Contract, the definition of “Consulting Engineer,” is hereby amended to read in its entirety as follows:

“(j) [Reserved]”

(ii) Amendment to Section 102(s) of the Project Three Power Sales Contract:

The phrase “(i) any major renewals, replacements, repairs, additions, betterments and improvements necessary, in the opinion of the Consulting Engineer, to keep Project Three in good operating condition or to prevent a loss of revenues therefrom” set forth in Section 102(s) of the Project Three Power Sales Contract is hereby amended to read in its entirety as follows (with additions being bold and double-underlined and deletions being ~~struck through~~):

“(i) any major renewals, replacements, repairs, additions, betterments and improvements necessary, in the opinion of the ~~Consulting Engineer~~ Authority, to keep Project Three in good operating condition or to prevent a loss of revenues therefrom”

(iii) *Amendment to Section 204 of the Project Three Power Sales Contract:*

Section 204 of the Project Three Power Sales Contract, captioned “Consulting Engineer,” is hereby amended to read in its entirety as follows:

“Section 204. [Reserved]”

(iv) *Amendment to Section 305(b)(2)(B) of the Project Three Power Sales Contract:*

The phrase “(ii) any major renewals, replacements, repairs, additions, betterments and improvements necessary, in the opinion of the Consulting Engineer, to keep the facilities of Project Three in good operating condition or to prevent a loss of revenues therefrom” set forth in Section 305(b)(2)(B) of the Project Three Power Sales Contract is hereby amended to read in its entirety as follows (with additions being **bold and double-underlined** and deletions being ~~struck through~~):

“(ii) any major renewals, replacements, repairs, additions, betterments and improvements necessary, in the opinion of the ~~Consulting Engineer~~ **Authority**, to keep the facilities of Project Three in good operating condition or to prevent a loss of revenues therefrom”

(v) *Amendment to Section 401(b) of the Project Three Power Sales Contract:*

The phrase “(i) any major renewals, replacements, repairs, additions, betterments, or improvements, to Project Three necessary, in the opinion of the Consulting Engineer, to keep Project Three in good operating condition or to prevent a loss of revenues therefrom” set forth in Section 401(b) of the Project Three Power Sales Contract is hereby amended to read in its entirety as follows (with additions being **bold and double-underlined** and deletions being ~~struck through~~):

“(i) any major renewals, replacements, repairs, additions, betterments, or improvements, to Project Three necessary, in the opinion of the ~~Consulting Engineer~~ **Authority**, to keep Project Three in good operating condition or to prevent a loss of revenues therefrom”

(d) **Amendments to Project Four Power Sales Contract:**

(i) **Amendment to Section 102(k) of the Project Four Power Sales Contract:**

Section 102(k) of the Project Four Power Sales Contract, the definition of “Consulting Engineer,” is hereby amended to read in its entirety as follows:

“(k) [Reserved]”

(ii) **Amendment to Section 102(t) of the Project Four Power Sales Contract:**

The phrase “(i) any major renewals, replacements, repairs, additions, betterments and improvements necessary, in the opinion of the Consulting Engineer, to keep Project Four in good operating condition or to prevent a loss of revenues therefrom” set forth in Section 102(t) of the Project Four Power Sales Contract is hereby amended to read in its entirety as follows (with additions being **bold and double-underscored** and deletions being ~~struck through~~):

“(i) any major renewals, replacements, repairs, additions, betterments and improvements necessary, in the opinion of the ~~Consulting Engineer~~ **Authority**, to keep Project Four in good operating condition or to prevent a loss of revenues therefrom”

(iii) **Amendment to Section 204 of the Project Four Power Sales Contract:**

Section 204 of the Project Four Power Sales Contract, captioned “Consulting Engineer,” is hereby amended to read in its entirety as follows:

“Section 204. [Reserved]”

(iv) **Amendment to Section 305(b)(2)(B) of the Project Four Power Sales Contract:**

The phrase “(ii) any major renewals, replacements, repairs, additions, betterments and improvements necessary, in the opinion of the Consulting Engineer, to keep the facilities of Project Four in good operating condition or to prevent a loss of revenues

therefrom” set forth in Section 305(b)(2)(B) of the Project Four Power Sales Contract is hereby amended to read in its entirety as follows (with additions being **bold and double-underscored** and deletions being ~~struck through~~):

“(ii) any major renewals, replacements, repairs, additions, betterments and improvements necessary, in the opinion of the ~~Consulting Engineer~~ **Authority**, to keep the facilities of Project Four in good operating condition or to prevent a loss of revenues therefrom”

(v) **Amendment to Section 401(b) of the Project Four Power Sales Contract:**

The phrase “(i) any major renewals, replacements, repairs, additions, betterments, or improvements, to Project Four necessary, in the opinion of the Consulting Engineer, to keep Project Four in good operating condition or to prevent a loss of revenues therefrom” set forth in Section 401(b) of the Project Four Power Sales Contract is hereby amended to read in its entirety as follows (with additions being **bold and double-underscored** and deletions being ~~struck through~~):

“(i) any major renewals, replacements, repairs, additions, betterments, or improvements, to Project Four necessary, in the opinion of the ~~Consulting Engineer~~ **Authority**, to keep Project Four in good operating condition or to prevent a loss of revenues therefrom”

SECTION 2. EFFECT OF THIS AMENDMENT. The Power Sales Contracts as amended hereby shall continue in effect and are reaffirmed by the parties. Terms not defined herein are to be defined as in the Power Sales Contracts.

SECTION 3. EFFECTIVENESS. This Amendment shall become effective when duly approved and executed and delivered by the Participant, and when executed and delivered by the Authority. The Authority will only execute and deliver this Amendment when it has determined that this Amendment or similar amendments have been duly executed and delivered by each of the current forty-nine (49) Participants.

[Signatures Appear on Next Page]

IN WITNESS WHEREOF, the Municipal Electric Authority of Georgia has caused this Amendment to be executed in its corporate name by its duly authorized officers and the Authority has caused its corporate seal to be hereunto impressed and attested; the Participant has caused this Amendment to be executed in its corporate name by its duly authorized officers and its corporate seal to be hereunto impressed and attested, and delivery hereof by the Authority to the Participant is hereby acknowledged, all as of the date and year first above written.

MUNICIPAL ELECTRIC AUTHORITY OF GEORGIA

By: _____
Gregory P. Thompson - Chairman

Attested:

By: _____
Name: James E. Fuller
Title: President and CEO

[SEAL]

PARTICIPANT:

CITY OF OXFORD

By: Jerry D. Roseberry
Name: Jerry D. Roseberry
Title: Mayor

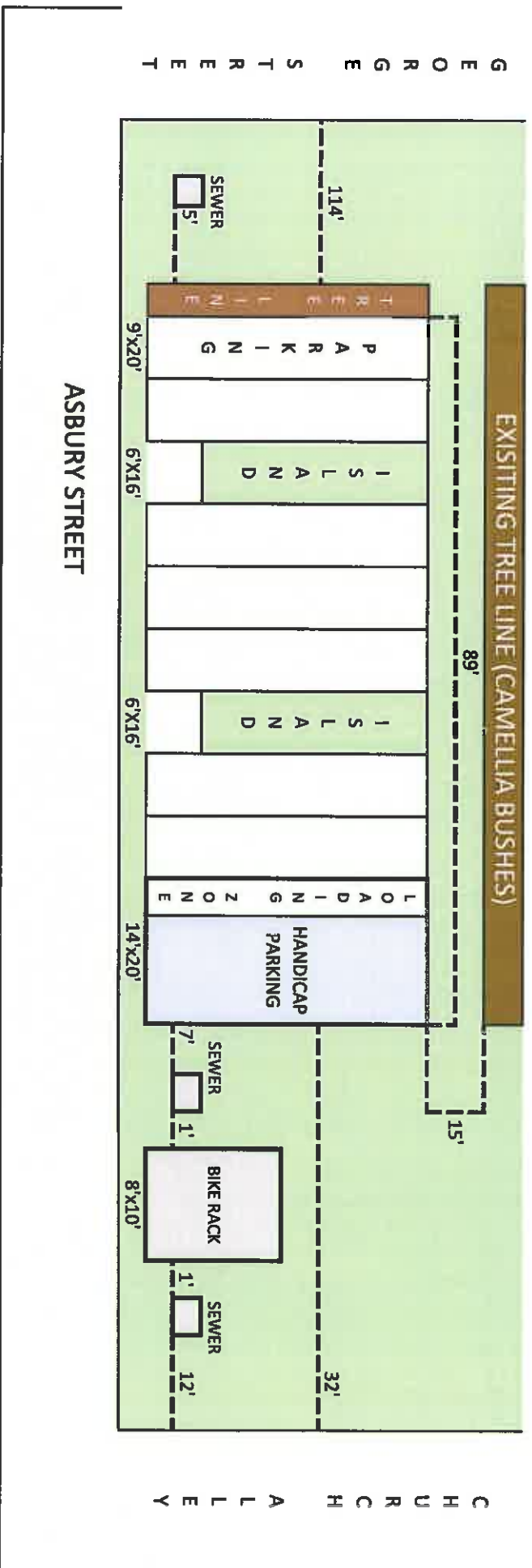
Attested:

By: Lauran S. Willis
Name: Lauran S. Willis
Title: City Clerk

[SEAL]



GEORGE STREET PARK PARKING



GEORGE STREET PARK

Memorandum

To: Mayor and City Council

From: Yarbrough House Renovation Committee; David Eady, Jeff Wearing, and Jim Windham

Date: 2 April 2018

Subject: Priority Tasks for Yarbrough House renovation

Our committee met on 23 March and again on 29 March to discuss priorities for the subject renovation and reuse project. We also discussed the scope of services and fee for a project manager. Our committee recommends the city contract with Erik Oliver to manage execution of various aspects of the renovation and repurposing of the Yarbrough House at a fixed rate of \$4,200 per month for a period no longer than 31 December 2019, unless extended by the council.

The scope of services should include, but not be limited to, those provided in the scope of work from Erik Oliver (“project manager”) and submitted as an attachment to the independent contractor agreement for non-personal services prepared by the City Clerk. As such, the project manager, in close coordination with the committee and Oxford City Manager, will be responsible for obtaining all necessary permits and overseeing contractors/subcontractors working on the project. Our committee recommends the mayor and council authorize the committee, by majority vote, approve project expenditures up to \$10,000, provided these expenditures remain within the total approved project budget for the current fiscal year.

Priorities for the initial phase should include, but not be limited to, the following tasks, subject to changes approved by the committee or, as necessary, the Mayor and City Council:

- Remove vegetation and fencing that will not be included in future use of the property.
- Remove the laundry/garage connector and screened porch, and separate all systems (i.e. electrical, plumbing, HVAC, etc.) between the house and the garage.
- Remove existing bathroom fixtures and cabinets in central hall and in east addition.
- Remove walls to bathroom in central hall and create doorway access to the rear. Replace flooring and subflooring as needed to maintain consistency/compatibility with historic flooring.
- Create two unisex bathrooms—at least one ADA-compliant—in the southeast addition where the current master bath exists.
- Remove old roofing materials, install decking (and additional structural support as needed) and underlayment, and install new roofing materials (i.e. standing seam metal roof) on the house only—garage not included. Likely need to build “crickets” and proper flashing around the chimneys that integrates with roofing materials.
- Rebuild/renovate front porch roof and columns using appropriate building science (e.g. property flashing, soffits, fascia, and structural support) but retaining historic architecture.
- Remove drywall, as needed, to inspect electrical systems, insulation, and wall studs. Replace wall studs and other structurally-compromised materials, as needed, and add environmentally-friendly insulation (e.g. cellulose or bio-foam) where needed and as practicable and appropriate.

- Replace electrical systems, where necessary, to accommodate commercial use of the building and to meet current code requirements for the City of Oxford and state minimum standard codes for construction as adopted by the Georgia Department of Community Affairs.
- Clean and recondition existing HVAC system, or, if necessary, remove existing HVAC and replace with a high-efficiency and optimally-configured system.
- Strengthen floor joists, as needed, in southeast addition (where large bathroom currently is) and rear addition (to be two new bathrooms). Replace flooring with materials similar to existing materials, where necessary (i.e. where restoration of existing flooring is not feasible).
- Design and build a wall/fence along the western property line. Consult with Ms. Burnett on the design and materials. Bring alternatives to the mayor and council for selection.

Our committee holds a consensus opinion that the focus for now should be on the house only. Without a commercial interest or other economic partner willing to lease the garage and possibly pay for the build-out, our committee does not believe it is cost effective or prudent to dedicate time and money to the garage. The initial phase of work noted above is required regardless of the final purpose for which the Yarbrough House is used. It does not prevent the City of Oxford from using the house as a welcome center or other public purpose discussed to date.



Annual Budget - FY2019

July 1, 2018 - June 30, 2019

Presented to Council on May 7, 2018

Mayor Jerry D. Roseberry

Councilmembers

Jeff Wearing - Sarah Davis
David Eady - George Holt
Mike Ready - Jim Windham

Matthew Pepper, Assistant City Manager

Lauran Willis, City Clerk

Dave Harvey, Police Chief

Jody Reid, Supervisor of Public Works and Utilities

Acct Number	Description	FY2017 Actual	FY2018 Budget	Thru Mar 75.0%	FY 2018 Estimate	FY2019 Recommend	Comments
GENERAL FUND - REVENUE							
1 100-0000-311100-000	Real Property Tax-Current Yr.	92,633	92,000	92,430	92,000	95,000	Based on county growth
2 100-0000-311200-000	Property Tax - Prior Year	1,061	8,000	1,026	1,368	5,000	
3 100-0000-311310-000	Motor Vehicle Adv.	21,398	24,000	16,038	21,384	21,500	
4 100-0000-311315-000	Motor Vehicle TAVT	29,929	28,000	18,767	25,023	25,000	Decrease since change in state law.
5 100-0000-311340-000	Intangible Tax	4,864	4,900	3,245	4,327	4,900	
6 100-0000-311600-000	Real Estate Transfer	1,243	2,100	255	340	1,500	
7 100-0000-311710-000	Electric Franchise Tax	2,156	2,000	2,101	2,000	2,000	
8 100-0000-311730-000	Gas Franchise Tax	11,873	7,000	10,405	13,873	9,500	
9 100-0000-311750-000	TV Cable Franchise Tax	28,531	22,000	21,323	28,430	30,000	
10 100-0000-311760-000	Telephone Franchise Tax	8,260	6,800	4,440	6,800	6,800	
11 100-0000-313100-000	LOST Sales & Use Tax	332,280	325,000	262,212	325,000	340,000	Based on county sales tax growth.
12 100-0000-316100-000	General Business License	11,615	12,000	11,525	12,000	12,000	
13 100-0000-316200-000	Insurance Premium Tax	131,191	136,000	141,828	141,828	141,000	One check per year, based on population.
14 100-0000-319000-000	Penalty/Interest on Del Taxes	386	1,200	611	815	1,200	
15 100-0000-322901-000	Misc. Income	42	1,000	54	73	1,000	
16 100-0000-335800-000	Intergovernmental Revenues	23,870	25,000	25,000	25,000	25,000	LMIG from GDOT
17 100-0000-341400-000	Printing/Duplicating Service	103	200	132	176	200	
18 100-0000-341910-000	Election Qualifying Fees	0	500	576	576	600	
19 100-0000-349100-000	Cemetery Fees	1,100	4,500	1,700	2,267	4,000	
20 100-0000-349300-000	Bad Check Fees	720	1,000	450	600	1,000	
21 100-0000-351000-000	Fines & Forfeitures	61,003	68,000	53,070	70,760	68,000	
22 100-0000-361000-000	Interest Revenues	10,073	6,500	18,467	24,623	6,500	
23 100-0000-361000-000	Rents and Royalties	5,450	1,500	550	1,500	1,500	
24 100-0000-361001-000	Lease Agreement Income	30,000	30,000	30,000	30,000	30,000	Whatcoat Building
25 100-0000-361002-000	Lease - Verizon	25,372	25,845	19,384	25,845	26,941	Water tower antenna - 2.5% annual increase.
26 100-0000-392300-000	Proceeds-Dispose of Assets	1,503	1,000	0	0	1,000	
	REVENUES TOTAL	\$836,656	\$836,045	\$735,589	\$856,606	\$861,141	

Acct Number	Description	FY2017 Actual	FY2018 Budget	Thru Mar	FY 2018 Estimate	FY2019 Recommend	Comments
GENERAL FUND - EXPENDITURES							
CITY COUNCIL							
1 100.1100.511100.000	Regular Employees	34,800	34,800	24,900	33,200	34,800	
2 100.1100.512200.000	Social Security (FICA)	2,662	2,663	1,905	2,540	2,663	
3 100.1100.523100.000	Liability Insurance	11,000	12,000	12,000	12,000	12,000	annual bill in April
4 100.1100.529600.000	Education & Training	2,200	2,500	2,368	3,158	3,000	New Councilmember
5 100.1400.511100.000	Reg Employees - Election	0	600	420	600	600	
	SUBTOTAL	\$50,662	\$52,563	\$41,593	\$51,498	\$53,063	

Acct Number	Description	FY2017 Actual	FY2018 Budget	Thru Mar	FY 2018 Estimate	FY2019 Recommend	Comments
GENERAL GOVERNMENT							
1 100.1500.511100.000	Regular Employees	219,381	200,544	148,659	198,212	230,845	Includes 6 employees in FY2019.
2 100.1500.511300.000	Overtime	2,609	5,000	3,734	4,978	5,000	
3 100.1500.512100.000	Group Insurance	35,147	56,430	34,068	45,425	70,467	
4 100.1500.512200.000	Social Security (FICA)	17,081	15,724	11,701	15,601	18,042	
5 100.1500.512400.000	Retirement Plan Expense	32,117	31,213	23,217	30,956	31,560	
6 100.1500.512450.000	Retirement Cont (DC) 401	8,019	5,925	2,809	6,000	7,141	
7 100.1500.512700.000	Workers' Comp Insurance	850	1,000	830	1,106	1,000	
8 100.1500.512900.000	Unemployment Payments	0	2,000	0	0	2,000	
9 100.1500.521200.000	Professional	83,363	104,000	65,403	87,204	110,000	City Attorney, CPA firm, audit services, Tax Assessor's Office.
10 100.1500.521200.001	Code Enforcement Services					5,000	Contract with Bureau Veritas.
11 100.1500.521202.000	Fire Services - Newton County	19,511	20,000	21,570	21,570	22,000	one bill per year.
12 100.1500.521300.000	Technical Purchased Service	38,584	38,000	35,073	38,500	40,700	
13 100.1500.522200.000	Repairs & Maintenance	23,378	30,000	19,697	26,262	30,000	
14 100.1500.522200.001	Whatcoat Building maintenance	3,250	5,000	0	0	5,000	
15 100.1500.522200.001	YH Welcome Center					100,000	Welcome Center operations costs.
16 100.1500.523100.000	Liability Insurance	13,026	15,000	0	15,000	10,000	annual bill in April.
17 100.1500.523200.000	Telephone - Postage	20,770	24,000	16,722	22,296	24,000	
18 100.1500.523300.000	Advertising & Promotions	6,218	7,000	4,840	6,454	7,000	
19 100.1500.523320.000	July 4th parade expenses	4,936	6,000	2,494	3,325	6,000	
20 100.1500.523500.000	Dues & Fees	9,512	9,000	7,139	9,519	9,000	
21 100.1500.523700.000	Education & Training	6,353	8,000	6,311	8,414	8,000	
22 100.1500.531100.000	Supplies & Materials	21,390	18,000	14,573	19,430	18,000	
23 100.1500.531200.000	Energy - Utilities	13,467	15,000	13,320	17,760	15,000	
24 100.1500.531600.000	Small Equipment Under \$5,000	3,112	5,000	2,981	3,975	5,000	
25 100.1500.531600.001	Computer Upgrades					12,000	Upgrades to computer equipment for Clerk's Office and City Manager.
26 100.1500.531700.000	Other/Meetings & Events	3,408	5,000	2,059	2,745	5,000	Includes additional Mayor's meetings.
27 100.1500.579000.000	Contingency - General	0	32,407	0	0	27,881	
28 100.1500.579010.000	Contingencies - cash over & short	133	200	130	173	200	
	SUBTOTAL	\$585,615	\$659,443	\$437,329	\$584,906	\$825,837	

Acct Number	Description	FY2017 Actual	FY2018 Budget	Thru Mar	FY 2018 Estimate	FY2019 Recommend	Comments
COURT							
1	100.2500.521200.000 Contract - Judge	5,000	5,000	3,750	5,000	5,000	
2	100.2500.521210.000 Contract - Public Defender	0	500	500	667	500	
3	100.2500.521211.000 Contract - Solicitor	4,800	4,800	2,400	4,800	4,800	
4	100.2500.523700.000 Education - Clerk	450	1,550	0	0	1,500	
5	100.2500.523701.000 Education - Judge	1,629	1,200	951	1,200	1,200	
6	100.2500.523850.000 Contract - Translator	0	200	50	67	200	
	SUBTOTAL	\$11,879	\$13,250	\$7,651	\$11,733	\$13,200	
POLICE DEPARTMENT							
7	100.3200.511000.000 Regular Employees	142,596	161,220	96,504	128,672	128,543	
8	100.3200.511300.000 Overtime	12,996	10,000	7,269	9,692	12,000	
9	100.3200.512100.000 Group Insurance	21,578	38,073	14,253	19,004	32,438	2 officers on plan.
10	100.3200.512200.000 Social Security (FICA)	11,835	13,098	7,939	10,585	10,752	
11	100.3200.512450.000 Retirement Cont. (DC) 401	8,458	8,600	3,590	4,787	6,579	
12	100.3200.512700.000 Workers' Comp Insurance	8,370	7,500	7,753	10,338	7,000	
13	100.3200.521300.000 Veh & Equip Repairs & Maint	7,672	11,000	5,566	7,421	11,000	
14	100.3200.522200.000 Liability Insurance	10,008	9,000	8,693	10,000	9,000	annual bill in April.
15	100.3200.523100.000 Telephone-Postage	5,407	5,500	5,229	6,972	5,500	
16	100.3200.523500.000 Dues & Fees	125	250	130	173	250	
17	100.3200.523700.000 Education & Training	1,579	2,000	1,318	1,757	2,000	
18	100.3200.523850.000 Subpoena fee	0	200	0	0	200	
19	100.3200.523900.000 Prisoner Housing & costs	3,135	5,000	8,490	11,320	12,000	Increased volume of inmates brought in by city police officers.
20	100.3200.531100.000 Supplies & Materials	5,217	5,500	2,432	3,242	5,500	
21	100.3200.531270.000 Gasoline	8,877	10,000	6,282	8,375	10,000	cost of fuel increased.
22	100.3200.531600.000 Small Equipment Under \$5,000	13,832	10,000	7,339	10,000	5,000	
23	100.3200.531700.000 Computer Upgrades					5,000	
24	100.3200.531700.000 Uniforms	5,096	5,000	2,769	4,800	5,000	
25	100.3200.571000.000 Training funds - Payable	15,763	20,000	10,299	13,731	20,000	
26	100.3800.342500.000 E-911 Center	16,888	19,000	32,154	12,119	22,500	
	SUBTOTAL	\$312,398	\$354,941	\$228,008	\$286,989	\$324,261	

Acct Number	Description	FY2017 Actual	FY2018 Budget	Thru Mar	FY 2018 Estimate	FY2019 Recommend	Comments
STREET DEPARTMENT							
1 100.4200.511100.000	Regular Employees-Street	52,466	63,164	41,268	55,023	30,755	allocating 1/3 of meter reader; 3/5 of groundskeeper;
2 100.4200.511800.000	Overtime	1,801	2,000	1,371	1,828	1,000	1/5 equip operator
3 100.4200.512100.000	Employee Insurance	12,917	12,075	6,352	8,470	5,214	one employee covered by Medicare
4 100.4200.512200.000	Social Security (FICA)	4,147	4,985	3,262	4,349	2,429	
5 100.4200.512400.000	Retirement Plan Expense	10,184	10,049	7,425	9,900	2,060	
6 100.4200.512450.000	Retirement Cont. (DC) 401	687	1,501	641	855	1,443	
7 100.4200.512700.000	Workers' Comp Insurance	4,123	3,274	6,024	8,033	5,400	
8 100.4200.521201.000	Professional - Engineering	2,615	3,000	1,940	2,587	3,000	
9 100.4200.522200.000	Veh & Equip Repairs & Maint	17,836	10,000	12,165	16,220	11,000	
10 100.4200.523700.000	Education & Training	225	500	0	0	500	
11 100.4200.523850.000	Contract Labor - Temporary Help	39,247	30,000	39,295	52,393	12,020	new estimate
12 100.4200.531100.000	Supplies & Materials	12,489	16,000	11,206	14,942	13,000	
13 100.4200.531270.000	Gasoline/Diesel	3,852	5,000	5,744	7,659	4,000	cost of fuel increased.
14 100.4200.531500.000	Small Equipment Under \$5,000	610	1,500	1,010	1,346	1,500	
15 100.4200.531700.000	Uniforms	3,375	2,600	2,619	3,492	1,800	
16 100.4200.531800.000	Stormwater Management	3,500	5,500	5,500	5,500	5,500	KCNB contract for \$2,000
17 100.4200.531901.000	City Tree Removal	25,050	30,000	21,900	29,200	30,000	Trees continue to decline
18 100.4200.532100.000	Sidewalks	0	3,000	0	0	3,000	
	SUBTOTAL	\$195,123	\$204,148	\$167,723	\$221,798	\$133,622	

Acct Number	Description	FY2017 Actual	FY2018 Budget	Thru Mar	FY 2018 Estimate	FY2019 Recommend	Comments
PARKS AND RECREATION DEPARTMENT							
1	Regular Employees - Parks & Rec.					10,515	allocating 2/5 of groundskeeper.
2	Overtime					500	
3	Employee Insurance					135	one employee covered by Medicare.
4	Social Security (FICA)					843	
5	Retirement Cont. (DC) 401					616	
6	Workers' Comp Insurance					1,000	
7	Contract Labor - Temporary Help					5,300	
8	Professional (arborist)	450	700	488	650	700	
9	Veh & Equip Repairs & Maint					1,000	
10	Supplies & Materials					2,000	
11	Gasoline/Diesel					1,400	cost of fuel increased.
12	Uniforms					650	
13	Tree Board (pruning, planting, Arbor Day, arborist)	8,342	8,000	1,645	2,193	9,000	
14	City Trail Maintenance	0	5,000	2,036	2,714	7,500	\$6,500 to replace trail bridge.
	SUBTOTAL	\$8,792	\$13,700	\$4,168	\$5,557	\$41,159	
CEMETERY							
23	Cemetery Found. Maint. Suppl.	5,000	10,000	10,000	10,000	5,000	Foundation requesting \$5,000.
24	Tree Removal	900	5,000	4,800	6,400	5,000	
	SUBTOTAL	\$5,900	\$15,000	\$14,800	\$16,400	\$10,000	

Acct Number	Description	FY2017 Actual	FY2018 Budget	Thru Mar	FY 2018 Estimate	FY2019 Recommend	Comments
WATER & SEWER FUND - REVENUES							
1	505.4300.344210.000	Water Charges/Sales	518,256	526,000	376,960	508,000	510,000
2	505.0000.344215.000	Water Tap Fees	5,718	15,000	2,951	15,000	10,000
3	505.0000.344255.000	Sewer Charges/Sales	260,738	259,000	195,511	250,000	259,000
4	505.0000.344256.000	Sewer Tap Fees	40,007	4,000	2,703	10,000	4,000
5	505.0000.344280.000	Hydrant Meter	690	500	0	0	500
		TOTAL REVENUES	\$825,409	\$804,500	\$578,124	\$783,000	\$783,500
WATER & SEWER FUND - EXPENDITURES							
6	505.4300.511100.000	Regular Employees	28,498	36,420	23,474	31,298	37,901
7	505.4300.511300.000	Overtime	2,454	3,000	2,466	3,288	3,000
8	505.4300.512100.000	Employee Insurance	9,918	11,703	6,068	8,091	12,565
9	505.4300.512200.000	Social Security (FICA)	1,966	3,016	1,984	2,646	3,129
10	505.4300.512450.000	Retirement Cont. (DC) 401	977	2,164	826	1,101	2,219
11	505.4300.512700.000	Workers' Comp Insurance	2,741	2,414	2,319	3,092	2,500
12	505.4300.521200.000	Legal & Professional	3,900	3,900	3,900	3,900	3,900
13	505.4300.521300.000	Sewer Treatment Fees	99,225	113,000	92,249	122,999	118,000
14	505.4300.522200.000	Veh & Equip Repairs & Maint	18,295	0	4,022	0	0
15	505.4300.522200.001	Service Contracts		16,000	11,229	14,972	16,000
16		Building Repairs		2,000	1,093	1,458	2,000
17		Equipment Repair and Rental		1,500	1,300	1,733	1,500
18		Vehicle Repairs		300	52	70	300
19	505.4300.523100.000	Liability Insurance	1,182	2,500	0	2,000	1,500
20	505.4300.523200.000	Telephone-Postage	851	1,200	1,145	1,526	1,500
21	505.4300.523600.000	Dues & Fees	1,632	1,400	1,095	1,460	1,300
22	505.4300.523700.000	Education & Training	3,631	2,500	478	638	2,500
23	505.4300.523850.000	Contract Labor	29,717	30,000	4,000	5,333	25,000
24	505.4300.531100.000	Materials & Supplies	20,560	22,000	13,677	18,236	22,000
25	505.4300.531200.000	Energy - Utilities	1,817	1,900	1,558	2,077	1,900
26	505.4300.531270.000	Gasoline/Diesel	3,032	3,000	2,363	3,151	4,400
27	505.4300.531510.000	Water for Resale	195,146	218,000	165,092	220,123	218,000
28	505.4300.531500.000	Small Equipment Under \$5,000	0	3,000	0	0	3,000
29	505.4300.531700.000	Uniforms	2,300	3,000	1,822	2,430	2,500
30	505.4300.561000.000	Depreciation Expense	186,186	186,000	135,384	186,000	180,607
31	505.4600.574000.000	Bad Debt Expense	4,636	9,000	5,763	7,684	7,000
		GEFA Loan Interest Payback					20,000
32	505.4600.579000.000	Contingency	0	15,583	0	0	9,279
		TOTAL EXPENDITURES	\$618,663	\$694,500	\$483,358	\$645,303	\$703,500

Acct Number	Description	FY2017 Actual	FY2018 Budget	Thru Mar	FY 2018 Estimate	FY2019 Recommend	Comments
ELECTRIC FUND - REVENUES							
1	510.0000.944910.000	2,169,793	2,217,828	1,839,780	2,453,040	2,414,826	ECG estimate.
2	510.0000.944911.000	120,284	105,000	74,521	99,361	105,000	
3	510.0000.944912.000	5,800	7,000	4,700	6,267	6,000	
4	510.0000.961000.000	0	150	0	0	150	
5	510.0000.961001.000	1,821	170,921	2,963	3,950	64,260	
6	510.0000.981000.000	1,761	63,000	256	63,000	5,000	
	TOTAL REVENUES	\$2,299,459	\$2,563,899	\$1,922,220	\$2,625,618	\$2,595,236	
ELECTRIC FUND - EXPENDITURES							
7	510.4600.511110.000	105,475	109,833	85,292	113,723	114,082	allocating 1/3 of meter reader/equip oper
8	510.4600.511300.000	3,885	5,000	3,095	4,127	5,000	
9	510.4600.512200.000	18,892	21,064	12,965	17,287	22,580	
10	510.4600.512200.000	8,422	8,785	6,762	9,015	9,110	
11	510.4600.512400.000	35,632	34,594	25,870	34,494	35,459	
12	510.4600.512450.000	62	515	185	246	536	
13	510.4600.512700.000	1,949	1,741	1,978	2,637	2,000	
14	510.4600.521200.000	38,272	59,595	54,808	59,595	59,595	ECG fees need to be shown separate from power costs. Adjusted estimate after ECG meeting - April 20 meeting.
15	510.4600.522200.000	7,179	6,200	5,936	7,915	7,200	
16	510.4600.522201.000	24,085	25,000	0	0	35,000	
17	510.4600.523100.000	8,080	9,000	0	9,000	8,000	annual bill in April.
18	510.4600.523200.000	7,567	8,000	6,412	8,549	8,000	
19	510.4600.523600.000	466	250	0	300	250	Fees for online bill paying.
20	510.4600.523700.000	6,236	8,000	260	347	8,000	J. Benton's apprenticeship program.
21	510.4600.591100.000	17,816	16,000	12,587	16,783	16,000	
22	510.4600.591200.000	6,743	7,000	6,841	9,122	7,000	
23	510.4600.591270.000	5,573	6,000	4,524	6,031	7,200	cost of fuel increased.
24	510.4600.591590.000	1,462,211	1,473,202	1,088,746	1,451,661	1,455,316	ECG estimate.
25	510.4600.591600.000	1,858	2,500	1,742	2,323	2,500	
26	510.4600.591700.000	4,111	4,200	3,415	4,554	4,200	
27	510.4600.594004.000	2,200	2,500	0	0	1,500	
28	510.4600.561003.000	86,145	87,000	69,318	92,424	89,779	
29	510.4600.574000.000	12,323	28,500	31	42	25,500	
30	510.4600.579000.000	0	8,499	0	0	7,169	
	TOTAL EXPENDITURES	\$1,865,242	\$1,932,978	\$1,390,768	\$1,850,174	\$1,930,976	

Acct Number	Description	FY2017 Actual	FY2018 Budget	Thru Mar	FY 2018 Estimate	FY2019 Recommend	Comments
SANITATION FUND - REVENUES							
1	540.0000.344110.000 Refuse Collection Charges	147,044	147,000	111,390	148,520	169,050	Includes \$3 increase to customers
2	540.0000.344130.000 Sale of Recycled Materials	358	200	0	0	200	
	TOTAL REVENUES	\$147,403	\$147,200	\$111,390	\$148,520	\$169,250	
SANITATION FUND - EXPENDITURES							
3	Regular Employee - Sanitation					24,384	allocating 4/5 of equipment operator
4	Overtime					500	
5	Employee Insurance					7,597	
6	Social Security (FICA)					1,904	
7	Retirement Plan Expense					8,241	
8	Retirement Cont. (DC) 401					1,300	
9	Workers' Comp Insurance					3,250	
10	Disposal Services-landfill Fees	6,458	3,000	6,470	8,626	8,000	Organic farm in Walnut Grove no longer accepts chips and leaves.
11	Vehicle & Equip Repairs & Maint					3,000	
12	Supplies & Materials					1,000	
13	Vehicle Insurance					2,069	
14	Contract Labor					16,773	
15	Gasoline/Diesel					5,000	cost of fuel increased.
16	Uniforms					1,300	
17	Liability Insurance					2,500	
18	College Walk Dumpster Fees	6,650	6,700	4,433	6,700	6,700	
19	Contracted Garbage Pickup	67,633	67,500	50,725	67,633	82,850	New rate increase included.
20	Dues & Fees	116	100	0	100	100	Fees for online bill paying.
21	Bad Debt Expense	459	800	581	647	800	
	Contingency	0	2,100	0	0	1,983	
	TOTAL EXPENDITURES	\$81,317	\$80,200	\$62,209	\$83,706	\$179,250	

Acct Number	Description	FY2017 Actual	FY2018 Budget	Thru Mar	FY 2018 Estimate	FY2019 Recommend	Comments
General Fund							
100.0000.391505.000	Revenues	836,656	836,045	735,589	856,606	861,141	
	Transfers from W&S		100,000			70,000	
100.0000.391510.000	Transfers from Electric		250,000			470,000	
100.0000.391540.000	Transfers from Sanitation		70,000			0	
	Transfers prior year's fund balance		50,000			0	
	General Fund Revenues	836,656	1,306,045	735,589	856,606	1,401,141	
	Expenditures						
	City Council	50,662	52,563	41,593	51,498	53,063	
	General Government	585,615	659,443	437,329	584,906	825,837	
	Court	11,879	13,250	7,651	11,733	13,200	
	Police Department	312,398	354,941	228,008	286,989	324,261	
	Street Department	201,581	207,148	174,193	230,424	133,622	
	Parks and Recreation Department	0	0	0	0	41,159	
	Cemetery	5,900	15,000	14,800	16,400	10,000	
	Transfers to Capital Fund		50,215				
	General Fund Expenditures	1,168,035	1,352,560	903,574	1,181,949	1,401,141	
	General Fund BALANCE	-331,379	-46,515	-167,985	-325,343	0	
100.9900.611011.000	Water & Sewer Fund						
	Revenues	825,409	804,500	578,124	783,000	783,500	
	Expenditures	618,663	694,500	483,358	645,303	703,500	
505.9000.611003.000	Transfers to G/F		100,000			70,000	
505.9000.611350.000	Transfers to Capital Fund		0			10,000	
	W & S Fund Expenditures	618,663	794,500	483,358	645,303	783,500	
	W & S Fund BALANCE	206,746	10,000	94,766	137,697	0	
	Electric Fund						
	Revenues	2,299,459	2,563,899	1,922,220	2,625,618	2,595,236	
	Expenditures	1,865,242	1,932,978	1,390,768	1,850,174	1,930,976	
510.9000.611002.000	Transfers to G/F		250,000			470,000	
510.9000.611350.000	Transfers to Capital Fund		160,000			120,000	
	Transfers to Sanitation					10,000	
	Comp Trust transfer to Capital		202,217			64,260	
	Electric Fund Expenditures	1,865,242	2,545,195	1,390,768	1,850,174	2,595,236	
510.9000.611351.000	Electric Fund BALANCE	434,217	18,704	531,452	775,444	0	

Acct Number	Description	FY2017 Actual	FY2018 Budget	Thru Mar	FY 2018 Estimate	FY2019 Recommend	Comments
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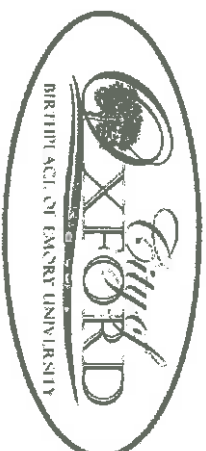
Sanitation Fund

540,9000,61001,000

Revenues		147,403	147,200	111,390	148,520	179,250	
Expenditures		74,859	77,200	55,740	75,080	179,250	
	Transfers to G/F		70,000			0	
	Transfers from Electric					10,000	
Sanitation Fund Expenditures		74,859	147,200	55,740	75,080	179,250	
Sanitation Fund BALANCE		72,544	0	55,650	73,440	0	

ALL FUNDS TOTAL

Revenues		3,961,524	4,674,444	3,235,933	4,265,225	4,959,127	
Expenditures		3,651,940	4,692,255	2,777,700	3,677,427	4,959,127	
Balance		309,584	-17,811	458,233	587,798	0	



Capital Budget

FY2019 - FY2023

July, 2019 - June, 2023

Presented to Council on May 7, 2018

Mayor Jerry D. Roseberry

Councilmembers

Jeff Wearing - Sarah Davis

David Eady - George Holt

Mike Ready - Jim Windham

Matthew Pepper, Assistant City Manager

Lauran Willis, City Clerk

Dave Harvey, Police Chief

Jody Reid, Supervisor of Public Works and Utilities

OXFORD CAPITAL IMPROVEMENT PLAN 2019 - 2023 SCHEDULE

Part A

PROJECT DESCRIPTION	Total Cost	FY2019	FY2020	FY2021	FY2022	FY2023	STWP
1 Asbury Street Park	800,000	800,000	0	0	0	0	
2 E. Clark Street Development	375,000	375,000	0	0	0	0	26
3 Moore Street Sidewalk	190,000	190,000	0	0	0	0	
4 GEFA Sewer Extension - Emory St.	550,000	550,000	0	0	0	0	
5 City Master Plan Develop & Implement	500,000	100,000	100,000	100,000	100,000	100,000	10,23
6 Downtown Development Authority	150,000	30,000	30,000	30,000	30,000	30,000	10,24
7 Electric System Improvements	560,000	160,000	100,000	100,000	100,000	100,000	
8 Storm Drainage plans & Improvements	100,000	20,000	20,000	20,000	20,000	20,000	
9 Street Repairs and Resurfacing	600,000	100,000	150,000	100,000	150,000	100,000	15
10 Emory Street Sidewalk	650,000	650,000	0	0	0	0	5,15
11 Sidewalks	500,000	100,000	100,000	100,000	100,000	100,000	15
12 Survey Remainder of City ROW	15,000	15,000	0	0	0	0	6,7
13 Water Line Replacement - Queen Ann, etc.	190,000	190,000	0	0	0	0	
14 Replace Water Main Clark, Oxford, Hull	745,000	745,000	0	0	0	0	
15 Pedestrian Crossing - Midblock at Asbury Park.	47,000	47,000	0	0	0	0	
16 Streets Dept. - Chipper Truck	84,000	84,000	0	0	0	0	
17 Yarbrough House Renovation/Welcome Center	350,000	350,000	0	0	0	0	17
18 Welcome Center/City Trail Transportation	12,000	12,000	0	0	0	0	15,17
19 George Street Park Parking	21,000	21,000	0	0	0	0	28
20 Whatcoat Street improvements	300,000	0	300,000	0	0	0	9
21 Business Incubator	200,000	0	50,000	50,000	50,000	50,000	4,18
22 Electric Vehicle Charging Stations	24,000	0	24,000	0	0	0	
23 Smart meters for electric and water	600,000	0	600,000	0	0	0	2
24 Interconnect Walking Trails	700,000	0	300,000	200,000	100,000	100,000	15
25 Police Vehicles	105,000	0	35,000	35,000	35,000	0	
26 Public Works Vehicles & Equipment	217,000	0	130,000	50,000	15,000	22,000	
27 Replace Water Main on Perry Circle	42,000	0	42,000	0	0	0	
28 Replace Water Main on Keel Street, etc.	110,000	0	110,000	0	0	0	
TOTALS	8,737,000	4,539,000	2,091,000	785,000	700,000	622,000	

CAPITAL BUDGET FISCAL YEAR 2019

Part B

Account Number	PROJECT DESCRIPTION	TOTAL COST	CITY FUNDS	2011	2017	LOAN	OTHER	STWP
		FY2019	FY2019	SPLOST	SPLOST			
1	350.6220.541100.001 Asbury Street Park	800,000	300,000	0	400,000	0	100,000	a
2	350.4200.541400.002 E. Clark Street Development	375,000	375,000	0	0	0	0	26
3	350.1500.522200.000 Moore Street Sidewalk	190,000	0	15,500	174,500	0	0	
4	350.4300.541400.540 GEFA sewer extension - Emory St.	550,000	25,000	0	0	525,000	0	
5	350.1500.541400.002 City Master Plan Develop & Implement	100,000	100,000	0	0	0	0	10,23
6	350.7550.612000.000 Downtown Development Authority	30,000	30,000	0	0	0	0	10,24
7	350.4600.541402.510 Electric System Improvements	160,000	160,000	0	0	0	0	
8	350.4250.541200.000 Storm Drainage Plans & Improvements	20,000	20,000	0	0	0	0	
9	350.4200.541400.001 Street Repairs and Resurfacing	100,000	0	0	75,000	0	25,000	b 15
10	350.4224.541203.000 Emory Street Sidewalk	650,000	130,000	0	0	0	520,000	c 5.15
11	350.4200.541201.000 Sidewalks	100,000	100,000	0	0	0	0	15
12	350.4220.541204.000 Survey Remainder of City ROW	15,000	15,000	0	0	0	0	6,7
13	350.4300.541001.505 Water Line Replacement - Queen Ann, etc.	190,000	190,000	0	0	0	0	
14	Replace Water Main - Clark, Oxford, Hull, etc.	745,000	745,000	0	0	0	0	
15	Pedestrian Crossing - midblock at Asbury Park	47,000	47,000	0	0	0	0	
16	Streets Dept. - Chipper Truck	84,000	84,000	0	0	0	0	
17	Yarborough House Renovation/Welcome Center	350,000	350,000	0	0	0	0	17
18	Welcome Center/City Trail Transportation	12,000	12,000	0	0	0	0	15,17
19	George Street Park Parking	21,000	21,000	0	0	0	0	28
TOTALS		4,539,000	2,704,000	15,500	649,500	525,000	645,000	

Footnotes:

- a This amount represents a contribution from Newton County.
- b Funds from the Local Maintenance Improvement Grant (LMIG).
- c Funds from federal and state grants.

FY2019 Capital Budget Detail

Works in Progress

Recommend City Funds Other Funds

	Recommend	City Funds	Other Funds
1 Asbury Street Park - Design and build the Asbury Street Park.	800,000	300,000	500,000
2 East Clark Street - Install the water, sewer, and electric utilities for the E. Clark Street Development in preparation for future residential development. Sewer will be funded with the GEFA loan. Electric service will be underground. The developer will install the streets, sidewalks, and curb and gutter for the residential development.	375,000	375,000	0
3 Moore Street Sidewalk - To extend the Moore Street sidewalk on the south side of the street west from Emory Street to the city limits at Longstreet Circle.	190,000	190,000	0
4 GEFA sewer extension project - Extend the city sewer system to 42 homes using a loan from GEFA. The project is currently out for bid. It may be possible to increase amount of the loan after bids are received.	550,000	25,000	525,000
5 Survey remainder of city rights-of-way - South and west of city and east of Emory Street. 54,148 right-of-way feet @ \$1/ foot. Rate determined from the FY2017 project. This began in FY2018, and should be completed this fiscal year.	15,000	15,000	0

FY2019 Capital Budget Detail

Ongoing Support

Recommend City Funds Other Funds

<p>6 City Master Plan Development and Implementation - Encourage commercial and residential development in the city. Analysis of service delivery area and city services. Study our infrastructure for future development. Includes strategic property acquisition.</p>	<p>100,000</p>	<p>100,000</p>	<p>0</p>
<p>7 Downtown Development Authority - Intergovernmental agreement funding for new Downtown Development Authority.</p>	<p>30,000</p>	<p>30,000</p>	<p>0</p>
<p>8 Electric System Improvements - Each year we select a project to improve and maintain a reliable electric system. This year we will replace utility poles, wires, switches, and equipment on Williams Street, Oxford North Road, W. Clark Street, and a section of Longstreet Circle. We have rot in the tops and some of the insulators are breaking apart. We will also pay for pole inspections from this account.</p>	<p>160,000</p>	<p>160,000</p>	<p>0</p>
<p>9 Storm Drainage plans and improvements - For minor improvements to our storm drainage system and to help us meet the requirements of our state-mandated storm drainage plan.</p>	<p>20,000</p>	<p>20,000</p>	<p>0</p>
<p>10 Street Repairs and Resurfacing - This project is done annually with some funding from GDOT from the LMIG program. It requires a local funds match. This will include the city cemetery, and Asbury Street from W. Watson to Collingsworth.</p>	<p>100,000</p>	<p>75,000</p>	<p>25,000</p>
<p>11 Sidewalks - Extend sidewalks throughout the city in locations to be determined. This project will take several years.</p>	<p>100,000</p>	<p>100,000</p>	<p>0</p>

FY2019 Capital Budget Detail

Scheduled for FY2019

Recommend City Funds Other Funds

12	Replace water main on Clark St, Oxford Rd, and Hull St. - This section of the water system is about 40+ years old. It was installed with a very thin, low grade PVC pipe. In the past two years we have repaired the water main six times in different places. This will be funded largely from 2017 SPLOST.	745,000	245,000	500,000
13	Water Line Replacement - Replace existing 6" water line on W Bonnell, Queen Ann, and Stone Streets with 8" water line. This will replace the remaining "transite" water pipe in our system.	190,000	190,000	0
14	Yarborough House Renovation/Welcome Center - Renovate 107 W. Clark Street to become the city's new welcome center. The work will include updating the building's HVAC system, water/sewer system, structural integrity, exterior, etc. This will also include funds to be used to furnish the welcome center with tables, chairs, etc.	350,000	350,000	0
15	George Street Park Parking - Add 8 parking spaces and a bike rack to the east side of Asbury Street between Allen Memorial Church and George Street. The spaces will be located within the city right-of-way. We will also install a vegetative buffer between the parking spaces and the homes located on George Street.	21,000	21,000	0
16	Welcome Center/City Trail Transportation - The city will purchase an electric golf cart to provide tours of the city's trail system, and other areas of the city, to residents and visitors. The cart will seat 6-8 people, and will be housed on city property.	12,000	12,000	0
17	Chipper Truck - Streets Department - Replace the current chipper truck. The current truck has been in the shop four or five times this last year. We have replaced the rear-end and several major parts over the years.	84,000	84,000	0
18	Pedestrian Crossing - Install a midblock crossing for pedestrian access to Asbury Street Park from the west side of Emory Street.	47,000	47,000	0
19	Emory Street Sidewalk - Extend the sidewalk from I-20 along the west side of Emory Street north to Moore Street. Funded with state and federal funds along with the local share from the city. Oxford College will build a sidewalk on its property from Moore to Pierce.	650,000	130,000	520,000

**FY2019 Capital Budget Detail
Scheduled for FY2020 and Later**

Recommend City Funds Other Funds

20	Water Main Replacement - Perry Circle - Replace existing 6" water main on Perry Circle. This section of the water system is 40+ years old. It was installed with a very thin, low grade PVC pipe. We have had two main breaks this year.	42,000	42,000	0
21	Water Main Replacement - Keel Street, Cat Paw Court, and Beakhead Court - Replace existing 6" water main on Perry Circle. This section of the water system is 40+ years old. It was installed with a very thin, low grade PVC pipe. We have had two main breaks this year.	110,000	110,000	0
22	Whatcoat Street Improvements - Working with Oxford College to improve Whatcoat Street and Pierce Street. THE DESIGNS AND FUNDING ARRANGEMENTS ARE NOT FINAL.	300,000	300,000	300,000
23	Business Incubator - construct or purchase a building to use to encourage small business development. Something similar is being done in Auburn, GA.	100,000	100,000	0
24	Electric Vehicle Charging Stations dual capacity 3 stations @ 8,000, installed	24,000	24,000	0
25	Smart meters for electric and water customers - NEED TO SELECT METHOD	600,000	600,000	600,000
26	Interconnect walking trails SELECT LOCATIONS	700,000	700,000	700,000
27	Police Vehicles	100,965	0	100,965
28	Public Works vehicles and equipment	217,000	217,000	0

FY2019 Capital Budget Detail

Recommend City Funds Other Funds

SPLIST Funding Summary

2011 SPLIST - overage - transportation	15,500		
2017 SPLIST			
Water & Sewer - Water main Clark, Oxford Rd & Hull St	500,000		
Transportation	400,000		
Transportation - street resurfacing in later years	100,000		
Recreation - Asbury Street Park	400,000		
Public Safety - vehicles in later years	100,965		
2017 SPLIST subtotal	\$1,500,965		

OXFORD CAPITAL IMPROVEMENT PLAN FY2018 Results

Account Number	PROJECT DESCRIPTION	Total Funds	City Funds	Other	Spent Thru March	Estimate for FY 2018	Balance
1	350.4224.541200.000 Bike/Pedestrian Pathways/Trails	155,000	146,043		146,043	155,000	-
2	350.1500.541400.002 City Master Plan Develop & Implement	100,000	100,000		66,780	70,000	30,000
3	350.6220.541100.001 City Parks Design & Build	800,000	400,000	400,000	19,750	50,000	350,000
4	350.4200.541400.002 E. Clark Street Development	450,000	450,000		4,380	10,000	440,000
5	350.4600.541402.510 Electric System Improvements	175,000	175,000		164,100	164,100	10,900
6	350.4224.541201.000 Moore Street Sidewalk	190,000	190,000		4,065	7,000	183,000
7	350.4224.541203.000 Pedestrian Bridge/Sidewalk	130,000	0	130,000	405	1,000	129,000
9	350.4200.541201.000 Sidewalks	484,500	484,500		-	-	484,500
10	350.4250.541200.000 Storm Drainage plans & improvements	20,000	20,000		-	-	20,000
11	350.4200.541400.001 Street Repairs and Resurfacing	210,000	145,000	65,000	10,798	210,000	-
12	350.4220.541204.000 Survey of city rights-of-way	54,200	54,200		20,050	40,000	14,200
13	350.0000.541401.510 Utility Pole Inspection & Replacement	0	23,340		23,340	23,340	-
14	350.4600.542200.000 Utility Dept. Vehicles & Equipment	28,000	28,000		25,957	25,957	2,043
15	350.4600.542200.001 Electric Department (Bucket Truck)	50,000	50,000		35,000	35,000	15,000
16	350.4300.541400.540 Water/Sewer System Improvements	550,000	25,000	525,000	11,013	15,000	535,000
17	350.3200.542201.000 Police Dept. Equipment	8,500	8,500		6,118	6,118	2,382
18	350.7550.612000.000 DDA Downtown	50,000	50,000		34,625	45,000	5,000
19	350.4300.541001.505 Water Line Replacement - Queen Ann, etc.	190,000	190,000		-	-	190,000
	TOTALS	\$3,645,200	\$2,539,583	1,120,000	572,423	857,515	2,411,025