



**OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
WORK SESSION
MONDAY, DECEMBER 21, 2015 – 6:00 P.M.
CITY HALL**

MEMBERS PRESENT: JERRY D. ROSEBERRY, MAYOR; COUNCILMEMBERS: JIM WINDHAM; GEORGE HOLT; LYN PACE; TERRY SMITH; DAVID EADY and SARAH DAVIS WERE NOT IN ATTENDANCE.

OTHERS PRESENT: Bob Schwartz, City Manager; Dave Harvey, Police Chief; Lauran Willis, City Clerk; Hoyt & LaTrelle Oliver, Jeff Wearing, Judy Greer, Juanita Carson.

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

Honorary Councilmember

Mayor Roseberry announced we will not have an honorary councilmember for January. We will continue the program in February.

Mayor's Reports

Mayor Roseberry announced the next meeting will be our Regular Meeting on January 4, 2016 and the Work Session will be moved to Tuesday, January 19th due to the MLK holiday.

Mayor Roseberry announced that Nate Stykes with Newton County 911 will host a Blood Drive at City Hall on January 5th from 2:00 to 6:00 pm.

Municipal Competitive Trust

As reported by City Manager Bob Schwartz, MEAG has asked us to update the Resolution for the Municipal Competitive Trust to align with Mayor Roseberry's new term of office. The Resolution will be on the January 4th agenda for a vote.

Electric Cities of Georgia

City Manager Bob Schwartz reported that Electric Cities of Georgia has asked us to adopt a new version of the Resolution designating our voting delegates for the annual ECG election.

Councilmember Terry Smith asked that his name be replaced with Mayor Roseberry's as primary participant.

Traffic Monitoring Equipment

City Manager Bob Schwartz and Chief Dave Harvey presented material depicting traffic monitoring equipment with a recommendation to purchase the radar recording device to monitor the speed on our streets. This would require an amendment to the capital budget for FY2016. The device we recommend will be mounted on a utility pole and can be remounted to monitor another street. It records the speed of each vehicle but does not identify the vehicles.

Oxford Planning Commission

City Manager Bob Schwartz announced that Mike Ready's resignation from the Planning Commission leaves a vacancy. He presented a list of the current members. Jonathan Eady has completed a three year term, but has indicated he would be willing to continue to serve. We have three volunteers for the vacancy: Jeff Wearing, Toby Malcolm and Jim Wildman. Bob presented a memo with several suggestions as qualifications for members of the Planning Commission and asked council to review the memo and suggested they approve a resolution making some of the guidelines mandatory for planning commission members. A Resolution will be on the January 4th agenda for approval.

Trails Grant

City Manager Bob Schwartz stated he has submitted the application to the State for the Recreational Trails Grant program on Tuesday, December 15th. We should hear from the State sometime in March letting us know if we are approved.

Sewer System Extension

City Manager Bob Schwartz informed council we are completing work on the GEFA loan application for the sewer system extension. Part II of the application is very involved and will take some time. The deadline is December 31.

East Clark Street Project

City Manager Bob Schwartz said he is checking with the city attorney to see if we can take possession of the property at this time. We have notified the tenant to vacate and he should be out of the auto repair building by the end of January. After discussion council instructed Bob to proceed with getting prices on demolishing the building.

Asbury Street Park

City Manager Bob Schwartz informed council that he has issued a contract for asbestos abatement in the brick house. He indicated the contractor was delayed by the mandatory state 10 working day waiting period along with the weather. In addition, he is working on some other jobs. According to Utilities Superintendent Jody Reid all asbestos has been removed. He is meeting with the contractor tomorrow to get prices on removing the porch and the non-bearing wall. Bob informed council that the Asbury Street Park Citizens Advisory Committee continues to meet and will have its third meeting on Tuesday, December 29th.

Pedestrian Crossing

City Manager Bob Schwartz reported that we have received all of the equipment for the pedestrian crossing at Hamill Street and Emory Street. We are waiting for the coordination meeting with the Georgia DOT before starting installation. This was scheduled for December 14th, but DOT had to cancel.

Annual Appointments Discussion

City Manager Bob Schwartz stated the agenda for the January meeting will include the consideration for appointment for the following positions: City Clerk and Treasurer, Police Chief, City Attorney, Municipal Court Judge, and Municipal Court Solicitor.

Project Status and Engineer's Progress Report

City Manager Bob Schwartz gave a brief status report on the various budgeted projects.

There being no further discussion the meeting was adjourned at 6:50pm.

Respectfully Submitted,



Lauran Willis, CMC
City Clerk



**OXFORD MAYOR AND COUNCIL
WORK SESSION
MONDAY, DECEMBER 21, 2015 – 6:00 P.M.
CITY HALL
A G E N D A**

1. **Honorary Councilmember** – We will not have an honorary councilmember for January. We will continue the program in February.
2. ***Municipal Competitive Trust** – MEAG has asked us to update the Resolution for the Municipal Competitive Trust to align with Mayor Roseberry's new term of office.
3. ***Electric Cities of Georgia** – ECG has asked us to adopt a new version of the Resolution designating our voting delegates for the annual ECG election.
4. *** Traffic Monitoring Equipment** – We are recommending the purchase of a radar recording device to monitor the speed on our streets. This would require an amendment to the capital budget for FY2016. The device we recommend will be mounted on a utility pole and can be remounted to monitor another street. It records the speed of each vehicle but does not identify the vehicles.
5. *** Oxford Planning Commission** – Mike Ready's resignation from the Planning Commission leaves a vacancy. We have attached a list of the current members. Jonathan Eady has completed a three year term, but has indicated he would be willing to continue to serve. We have three volunteers for the vacancy: Jeff Wearing, Toby Malcolm, and Jim Wildman.

* We have attached a Memo with several suggestions to be used as qualifications for members of the Planning Commission.
6. **Trails Grant** – We submitted our application to the State for the Recreational Trails Grant program on Tuesday, December 15. The deadline was December 18. They should let us know if it is approved sometime in March.
7. **Sewer System Extension** – We are completing work on the GEFA loan application for the sewer system extension. Part II of the application is very involved and will take some time. The deadline is December 31.
8. **East Clark Street Project** - We are checking with the city attorney to see if we can take possession of the property at this time. We have notified the tenant to vacate and he should be out of the auto repair building by the end of January.
9. **Asbury Street Park** – We have issued a contract for asbestos abatement in the brick house. The contractor has not yet started. He was delayed by the mandatory state 10 working day waiting period along with the weather. In addition, he is working on some other jobs. The Asbury Street Park Citizens Advisory Committee continues to meet and will have its third meeting on Tuesday, December 29.

10. **Pedestrian Crossing** - We have received all of the equipment for the pedestrian crossing at Hamill Street and Emory Street. We are waiting for the coordination meeting with the Georgia DOT before starting installation. This was scheduled for December 14, but DOT had to cancel.
11. **Annual Appointments Discussion** – The agenda for the January meeting will include the consideration for appointment for the following positions: City Clerk and Treasurer, Police Chief, City Attorney, Municipal Court Judge, and Municipal Court Solicitor.
12. ***Projects Status and Engineer's Progress Reports**

*Attachments

Resolution
CITY OF OXFORD/COUNTY OF NEWTON

WHEREAS, the City is a Beneficiary of the Municipal Competitive Trust (the "Trust") that MEAG Power established as of January 1, 1999; and

WHEREAS, pursuant to the terms of the Trust, the City is allowed to transfer certain funds between accounts and withdraw certain funds from accounts by written direction to MEAG Power and the Trustee; and

WHEREAS, by official action of the City, a City official was delegated authority to make deposits to the Trust and to communicate City decisions with respect to the Trust to MEAG Power and the Trustee; and

WHEREAS, in order to improve the notification process, MEAG Power has requested that all written directions communicating City decisions with respect to the Trust be executed by two independent City officials; and

WHEREAS, the City, after due consideration, has determined that such procedural changes are in the best interest of the City.

NOW, THEREFORE, BE IT RESOLVED that henceforth Jerry Roseberry, Mayor and Bob Schwartz, City Manager (together, the "Authorized Officials") are authorized to communicate City decisions, once these decisions have been approved by City Council, with respect to the Trust by jointly executing written directions to MEAG Power and the Trustee; and

FURTHER RESOLVED that the City hereby authorizes the Authorized Officials to execute, and the City [Clerk/Secretary] to attest and deliver, certificates specifying the names, titles, term of office and specimen signatures of the Authorized Officials and other certificates and documents that MEAG Power may require from time to time to effect the purposes of the Trust and this Resolution.

This the fourth day of January, 2016.

ATTEST:

Jerry Roseberry, Mayor

City Clerk Lauran S. Willis, CMC

Bob Schwartz, City Manager

(Seal)

INCUMBENCY AND SIGNATORY CERTIFICATE

I, the undersigned, Lauran S. Willis, DO HEREBY CERTIFY THAT I am the duly appointed and acting City Clerk of "The City of Oxford".

I HEREBY FURTHER CERTIFY that the below named persons have been duly appointed or elected, as applicable, have been qualified, are duly holding the offices set opposite their names on this day and the signatures set opposite their names are their genuine signatures.

<u>Name</u>	<u>Office</u>	<u>Term Expires</u>	<u>Signature</u>
Jerry D. Roseberry	Mayor	December 31, 2020	_____
Bob Schwartz	City Manager	At the Pleasure of Council	_____

IN WITNESS WHEREOF, I have hereunder subscribed my name and affixed the official seal of the City this 5th day of January, 2016.

By: _____
Lauran S. Willis
Its: City Clerk

[SEAL]

**CITY OF OXFORD
RESOLUTION**

BE IT RESOLVED by the *City of Oxford* ("Participant") that the following individuals are hereby appointed to serve as this Participant's primary and alternate voting delegates for the annual Electric Cities of Georgia, Inc. Board of Director's election, with authority to cast all votes to which this Participant is entitled.

Primary: Terry Smith

Alternate: Bob Schwartz

BE IT FURTHER RESOLVED that all resolutions and ordinances, in actual conflict herewith be and the same shall thereupon stand superseded, repealed and terminated, respectively.

This fourth day of January , 2016.

City of Oxford:

 Jerry D. Roseberry, Mayor
Title

Attest:

 Lauran Willis, City Clerk
Title

Chief W. D. Harvey
110 W. Clark St.
Oxford, GA 30054

RECEIVED
DEC - 7 2015



Memorandum

December 4, 2015

To: Mayor Roseberry

From: Chief WD Harvey

Subject: Radar Recording Device

As requested, I have researched radar recording devices and have attached two devices and quotes which would be the best product to purchase.

One device is the Radar Recorder Traxpro from Jamar Technologies which appears very simple to mount in different areas and is half the weight of the other device.

The other device is the Stealth Stat from Kustom signals which seems more complicated to mount and weighs 35lbs.

The specifications are similar on both devices but due to the weight and mounting differences I would prefer to go with the Jamar device if you would like for us to purchase one. The Jamar device cost \$3895.00 and the Kustom device cost \$3121.00, both include shipping cost. The difference is \$774.00.

Often we get complaints by citizens regarding speeding vehicles on the neighborhood streets but we have conflicting reports many times about the particular hours of the violations. The speed that the vehicles are traveling varies also from over 40 miles per hour to 60 miles per hour, which would be difficult to do on some of the streets. By being able to use the radar recording device, we could have a history of the number of vehicles that drive on the street, the times that vehicles travel on the street and the speed of the vehicles. This would give us adequate information to know when to best patrol the areas and also give us statistics to share with the citizens who are concerned.

Sincerely,

A handwritten signature in black ink that reads "W. David Harvey".

W. David Harvey

cc:

Bob Schwartz, City Manager



JAMAR Technologies, Inc.
 TRAFFIC COUNTING EQUIPMENT AND SUPPLIES
 DISTANCE MEASURING EQUIPMENT AND SUPPLIES
 1500 Industry Road, Suite C
 Hatfield, PA 19440
 Phone 215-361-2244 • Fax 215-361-2267


QUOTATION

DATE: 11/5/2015
 QUOTATION NO. 77520

F - (770) 788-1390 Ext. 0000
 F - (000) 000-0000 Ext. 0000

CITY OF OXFORD POLICE
 110 W. CLARK STREET
 OXFORD GA 30054

CHIEF DAVID HARVEY

		CUSTOMER ID	SALES PERSON	SHIPPING METHOD	PAYMENT TERMS	REQUIRED SHIP DATE	MASTER NUMBER		
		CITY OF OXFORD	RICH	UPS	NET 30	12/5/2015	116,654		
QUANTITY REQUIRED	ITEM NUMBER	DESCRIPTION				UNIT PRICE	EXTENDED PRICE		
1 EACH	CRR-CK-BT-T	RADAR RECORDER W/TRAXPRO PRICING REFLECTS A \$100.00 IACP SHOW SPECIAL DISCOUNT THIS KIT TO INCLUDE:				\$3,895.00	\$3,895.00		
1.00 Each	RADAR RECORDER					\$0	\$0.00		
2.00 Each	RECHARGEABLE BATTERIES					\$0	\$0.00		
1.00 Each	BATTERY CHARGER					\$0	\$0.00		
1.00 Each	MOUNTING KIT					\$0	\$0.00		
1.00 Each	MANUAL					\$0	\$0.00		
1 EACH	BTD-V201	BLUETOOTH ADAPTER NO CHARGE LIST PRICE IS \$25.00 EACH				\$0.0000	\$0.00		
1 EACH	J-0719	EM-D-K LOCK 1 1/4" (LONG SHACKLE) NO CHARGE LIST PRICE IS \$16.00 EACH				\$0.0000	\$0.00		
1.00 Each	NOTE:	FREIGHT/SHIPPING/HANDLING CHARGES WILL BE WAIVED FOR THIS ORDER AS PART OF THE IACP SHOW SPECIAL				\$0	\$0.00		
PRICE QUOTE IS VALID FOR 30 DAYS UNLESS OTHERWISE NOTED		By  RICH COLE 11/5/15				Subtotal	\$3,895.00		
						Misc	\$0.00		
						Tax	\$0.00		
						Freight	\$0.00		
						Total	\$3,895.00		

Radar Recorder

Traffic Data Collection Using Radar

- Non-Invasive Radar Technology
- Data for Volume, Speed & Length
- Covert 'Black Box' Recording
- Collect continuous data for months
- Computer download & interface
- Powered by rechargeable battery
- Easy Installation
- Optional Wireless Bluetooth
- Waterproof Case
- RS-232 Serial Port for Download
- One-Year Warranty
- Free Technical Support

Questions? [Contact us](#) and our sales staff will be happy to assist you.

Radar Recorder

with Installation Kit and Software

Includes the Radar Recorder, installation kit, Laptop with software for interface and reporting, and User's Manual.

Easy Data Interface & Retrieval

At any point while data is being collected, you can connect to a laptop (either directly or with optional Bluetooth wireless) and monitor the recording of vehicles using the TRAXPro software. TRAXPro can also be used to retrieve and process your data once you have completed your data collection.

Safe and Easy Installation

The non-invasive radar sensing method allows you to easily install the Radar Recorder and begin collecting in just a matter of minutes. Since no tubes or loops are used, you never have to be in the road when installing the Radar Recorder. Simply mount the Radar Recorder to any convenient location and aim it toward the road.

Included with the Radar Recorder is an installation kit comprised of installation bracket and utility tools. This installation

kit gives you everything you need to install the Radar Recorder in the field. Low cost [spare mounting bracket kits](#)

are also available for purchase to simplify installation at locations you count frequently.

[Download Brochure](#)

Features of the Radar Recorder

"Love the Radar Recorder. It has totally changed my counting program."

- Satisfied User

[View Installation Video](#)

Request a Quote

The new Radar Recorder represents a leap forward in the use of radar for accurate traffic data collection. Equipped with 2nd generation algorithms, the Radar Recorder accurately records up to two lanes of bi-directional traffic data without personnel ever having to go into the road.

There are no road tubes or loops required with this device - simply mount the unit at a convenient location, aim it at the road and you'll begin collecting highly accurate data in a

matter of minutes. The unobtrusive nature of this device means you can covertly record data without drivers knowing and altering their driving habits.

When you are ready to review your data and produce reports, connect a computer to the unit and download your data using the [TRAXPro](#) software . The data can then be processed, and reports produced.

Covert 'Black Box' Recording

One of the advantages of the Radar Recorder is that it is all but invisible to drivers. Since there are no road tubes in the road, and no other obvious signs that data is being collected, you get unbiased data without drivers changing their driving habits and skewing the results.

Comprehensive Reports

Data from the Radar Recorder can be processed with our powerful TRAXPro software. TRAXPro has been designed specifically to be easy to use, while still providing powerful data analysis functions. The program allows you to create your own report formats and produce color graphs in 2 or 3 dimensions. Finished reports can also be saved in Acrobat PDF or Rich Text RTF format for easy electronic transfer. [View Sample Reports...](#)

Highly Accurate Data Collection

The Radar Recorder offers significant improvements over previous models of these types of data collectors. The most important of these is the 2nd generation processing algorithm, which provides highly accurate speed information. The speeds of recorded vehicles are accurate to +/- 1 Mph.

A sophisticated and powerful platoon splitting algorithm makes the Radar Recorder also an extremely accurate counting device. A properly installed Radar Recorder being used to record a busy two lane bi-directional road will accurately record more than 98 percent of vehicles for the near lane and more than 96 percent for the far lane. This makes the Radar Recorder a highly reliable tool for getting accurate data on both sides of a two-lane road with traffic volumes of up to approximately 12,000 vehicles.

Data comparison was done against a TRAX Flex road tube recorder, with the results showing that the Radar Recorder compares extremely favorably with the TRAX Flex. [More details...](#)

Specifications

Sensor: Microwave 24.2 GHz,

power output 5 Mw

Speed Range: 8-130 Mph

Radar Range: Up to 100 Feet

Setup Range: Up to 80 Feet

Operating Temperature: -40°F to 158°F

Weight (1 Battery Installed): 14 lbs.

Weight (2 Batteries Installed): 19 lbs.

Approx. Accuracy: Near Lane > 98%

Approx. Accuracy: Far Lane > 96%

Installation Height: Up to 80 feet

Memory Size: 4 MB (500,000 vehicles)

Battery Life (1 Installed): 7 Days

Battery Life (2 Installed): 14 Days

Battery Life (with solar panel): 6 months+

Click to Enlarge



Click to View
TRAXPro
Sample Reports

[Police Depart. Packages](#)

Ideal for Portable or Permanent Station Use

The compact design of the Radar Recorder makes it easy to take it from one location to another, if you need to record data at multiple sites. However, it can also be used at permanent stations to provide continuous counting coverage throughout the year. By using the Solar Panel option, you can record data for months at a time, without having to replace and recharge batteries. The recorder's 4 MB internal memory can store weeks or months of data before needing to be downloaded. [More details on the optional solar panel...](#)





USED BY:

- State DOTs
- Planning Commissions
- Public Works
- Police Departments
- Universities
- Municipal Agencies
- Engineering Firms

...And More



Search



Quotation

KUSTOM SIGNALS, INC.

9652 Lolret Blvd, Lenexa, KS 66219-2408
913-492-4400 Fax: 913-492-4708
kslen@kustomsignals.com www.kustomsignals.com

Date 10/14/2015

To... DAVID HARVEY
OXFORD POLICE DEPT
110 WEST CLARK STREET
110 WEST CLARK STREET
OXFORD GA 30054

Quote # 1540998122142SE
Terms Net 30
This Quote Expires on 01/12/2016
Phone 770-788-1390
Fax 770-786-2211

Qty	Product Description	Unit Price	Sub Total
1			\$0.00
1	STEALTHSTAT WITH FLASHCARD, HOST SOFTWARE, RECHARGEABLE/REMOVABLE INTERNAL BATTERY, EXTERNAL BATTERY CHARGER, MOUNTING STRAPS/HARDWARE, DIRECTIONAL RADAR UNIT, AND OPERATOR'S MANUAL, 2 YEAR WARRANTY	\$3,045.00	\$3,045.00
1	SHIPPING & HANDLING COSTS	\$76.00	\$76.00
0		\$0.00	\$0.00
0	The following are OPTIONAL and NOT included in total below	\$0.00	\$0.00
0	STEALTHSTAT REPLACEMENT BATTERY	\$125.00	\$0.00
0	STEALTHSTAT POLE MOUNTING BRACKETS	\$38.00	\$0.00
0	STEALTHSTAT STRAP KIT	\$66.00	\$0.00
0		\$0.00	\$0.00
0	***2 YEAR STANDARD WARRANTY***	\$0.00	\$0.00
0	***YEAR 3 EXTENDED WARRANTY***	\$210.00	\$0.00
0	***YEAR 3 EXTENDED WARRANTY***	\$240.00	\$0.00
0		\$0.00	\$0.00
		Total	\$3,121.00

Signature

* Applicable Sales Tax Not Included. Seller may charge Buyer a 25% restocking fee.

Mic Collins
9652 Lolret Blvd
Lenexa KS 66219

Toll Free 800-4KUSTOM (800-458-7866)

StealthStat™

Traffic Data

Compression molded fiberglass;
NEMA 4 waterproof rating

Beige

Front of cabinet

Removable 12V 28 amp/hour battery with
external

110vac 60Hz charger included

80 hours/charge, continuous usage

16"H x 12"W x 8" D

34 lbs., with battery

StealthStat™

Make Data Collection Easier

The StealthStat™ with Traffic Statistics Computer (TSC) allows you to effectively track and manage traffic in your community. Conveniently mounted on a pole, this unit collects vehicle data without the need for road tubes. The built-in TSC stores speeds on a SD card in an easy-to-use format.

Included software plots and graphically displays the number of vehicles vs. time of day, vehicle speed vs. time of day and vehicle speed vs. number of vehicles.

Features

- Directional radar unit
- Traffic Statistics Computer (TSC)
- Waterproof enclosure

- Host software (Windows® compatible)
- Rechargable, removable internal battery
- External battery charger
- Mounting straps and hardware

[Request a Quote](#)



[Purchase this Product](#)

To purchase our products, or for general inquiries, please click the map to find your nearest Kustom Signals representative.



[Download data sheet](#)

Printer friendly product specifications (PDF).

Specifications



Specs:

Construction: Compression molded fiberglass

Power Supply: Removable 12v 28 amp/hour battery with

Battery Operation: 110vac 60Hz charger included 80 hours/charge, continuous usage

Dimensions: 16"H x 12"W x 8"D

Radar Specs:

Type: Directional K-band radar

Measurement: Available in mph or km/h

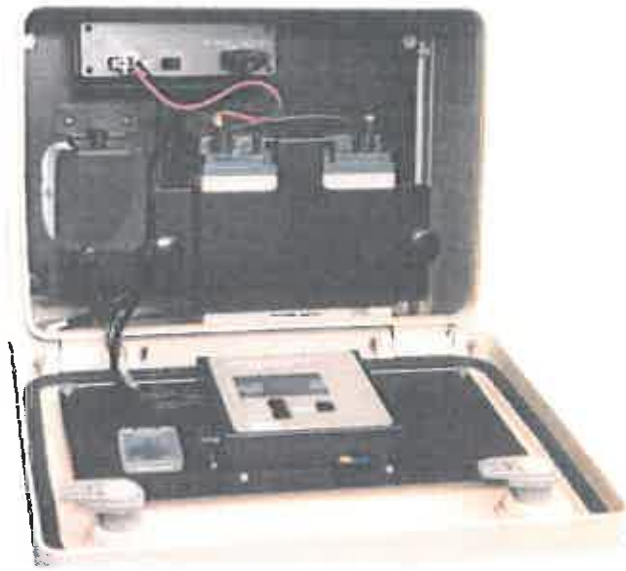
Operating Frequency: 24.125 GHz (K-band)

Operating Temp Range: -22°F to 140°F

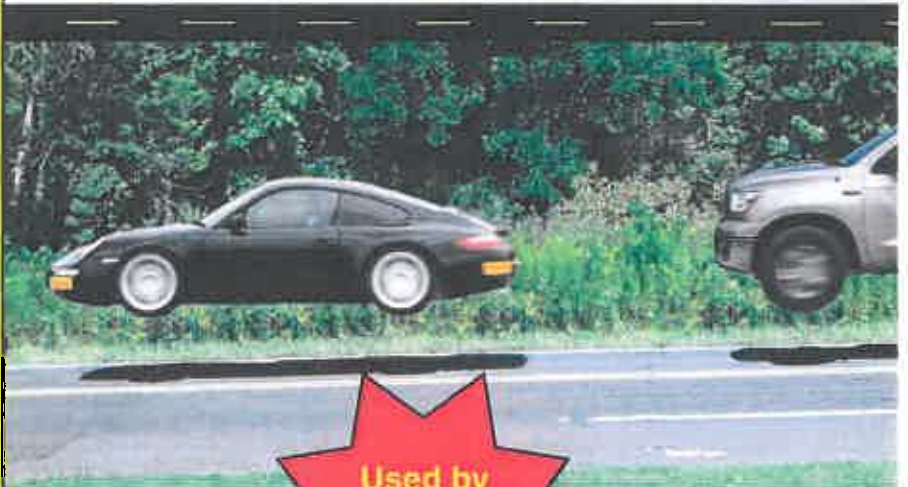
Speed Range: 5 to 125 mph (8 to 201 km/hr)

Speed Accuracy: +/- 1 mph (+/- 1 km/hr)

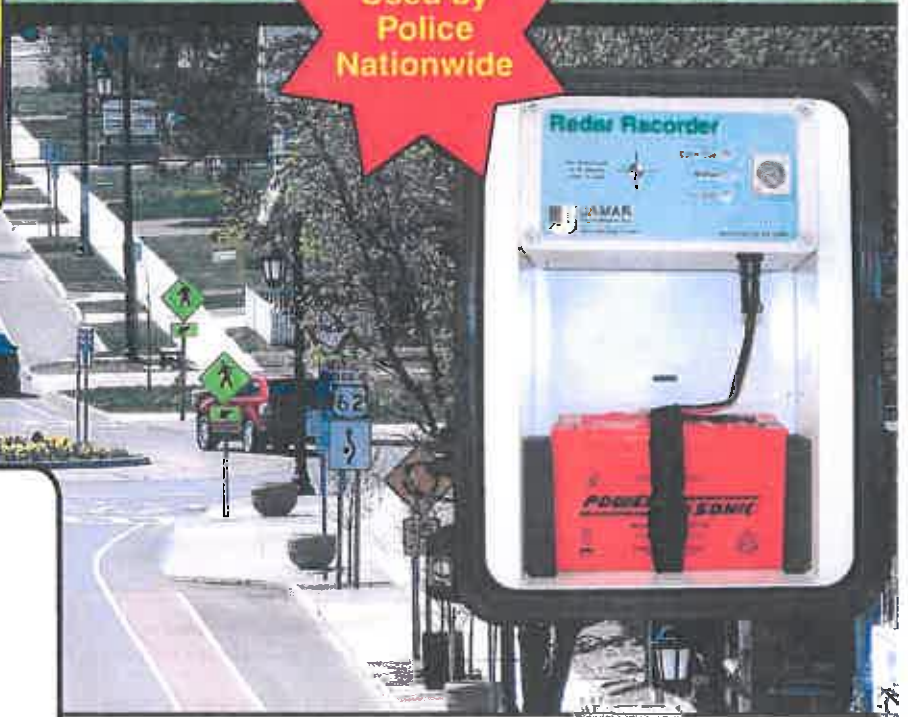
Power Output: <20dBm



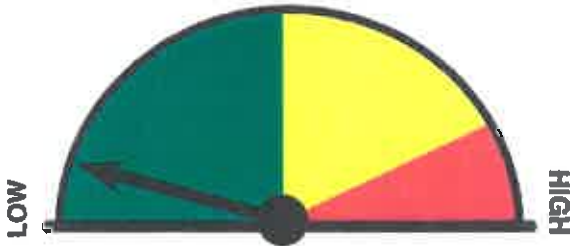
'I See Cars Flying By Every Day!'



Used by
Police
Nationwide



Total Percentage of Enforceable Violations



Posted Speed Limit: 35 mph
Enforcement Tolerance: 10 mph
Enforcement Limit: 46 mph & Up
Percentage Above Limit: 1.2%
Enforcement Rating: **LOW**

Sound Familiar?

You know what a citizen is saying about traffic in their neighborhood. Now find out what the evidence says.



JAMAR
Technologies, Inc.

Making Data Collection Easier

A common issue police officers are faced with is complaints about speeding. However, a citizen's perception of traffic speeds does not always match up with what is really happening. One way to address the issue is to place an officer at the location, gathering speed data. Unfortunately, with today's tight budgets and limited resources, it can be difficult to justify the time involved for this.

That's where we come in.


End the Arguments over Speeding Complaints

Using a JAMAR Radar Recorder allows you to gather hard evidence of whether or not a problem really exists. This data can be used to find where stepped up enforcement is really needed, or to end arguments over speeding traffic.

The Speed Enforcement Evaluator is a simple, one-page report that concisely displays whether or not a speeding problem exists, based on the percentage of enforceable violations. Using an easy to understand, highly visual format, the report makes for an excellent hand-out at public meetings.

Our recorders are portable and easy to install. They record a vehicle's speed and length, while keeping track of traffic volumes for up to several weeks at one time. This equipment uses state-of-the-art microprocessor technology, and will record vehicle data with a high degree of accuracy, eliminating guess work (and second guessing).





Superior Police Department
1000 Main St.
Hometown, PA 19999
800-776-0940

Speed Enforcement Evaluator

Location:
Main Street

Closest Cross Street:
Central Avenue


Analysis Dates:
Monday January 11, 2010 to
Friday January 15, 2010

Equipment Used:
JAMAR Radar Recorder #60658

Installed By:
Sgt. Brown #55679


Requested By:
Ms. Bea Hampton
1000 Moyer Road

Total Percentage of Enforceable Violations




Posted Speed Limit: 35 mph
Enforcement Tolerance: 10 mph
Enforcement Limit: 46 mph & Up
Percentage Above Limit: 1.2%
Enforcement Rating: LOW

Direction 1




Posted Speed Limit: 35 mph
Enforcement Rating: LOW

Direction 2



Posted Speed Limit: 35 mph
Enforcement Rating: LOW

View a Video Demo at www.jamartech.com



• One Chief's Experience

"The Radar Recorder has been great, easy to set up, use and download. I have only placed the unit in locations where we have received complaints, not only to prove the complaints are valid, but to prove the complaints are invalid.

Complaints from citizens are usually exaggerated, for many reasons, and we actually had one lady who repeatedly went to the Selectmen meetings (which are televised throughout two towns here) and made it a point to explain how the cars are racing and doing well over 80 MPH every hour of every day. (She also made many comments regarding her thoughts of the police.) Now without going into detail, of the area and road she lives on, it would take a 'high performance dragster' to get up to anything even remotely close to 80. I did not have the time to place an officer on her road to monitor traffic daily, as she demanded. I had put an unmarked car there to monitor a couple of times, which of course she claimed was not placed at the right time. Anyways, after putting up the recorder there, and leaving for a month, I was able to print out a report to the selectmen to show the speed of every vehicle and busiest time of any traffic. Needless to say, she no longer complains, as the report showed that her eyes needed recalibration, and she was greatly exaggerating her complaints.

The unit has been used in about 10 locations and assisted us in determining busiest times of violators and traffic counts. I try to leave it at a location for 3-4 weeks at a time, sometimes longer. I use two batteries and replace one battery about every 5 days or so.

Overall, the unit is great and I would highly recommend the unit to everyone." - Satisfied Police Chief

View & download data covertly via Bluetooth



- No tools required
- Has range up to 300 feet
- Download from your vehicle
- No additional software required

• Monitor speeds covertly in real time

With the wireless Bluetooth option for your Radar Recorder, you don't have to worry about weather conditions to download your data. Rain or snow, hot or cold, download of the unit can be done from inside your vehicle. In addition, you can view data in real time from around a corner or down the road, so you will not be altering driver behavior by standing or being parked next to the Radar Recorder.

Hits A:5 B:3	
27 ft 38 mph	23 ft 42 mph
37 ft 38 mph	
35 ft 48 mph	



When's the BEST TIME to catch them?

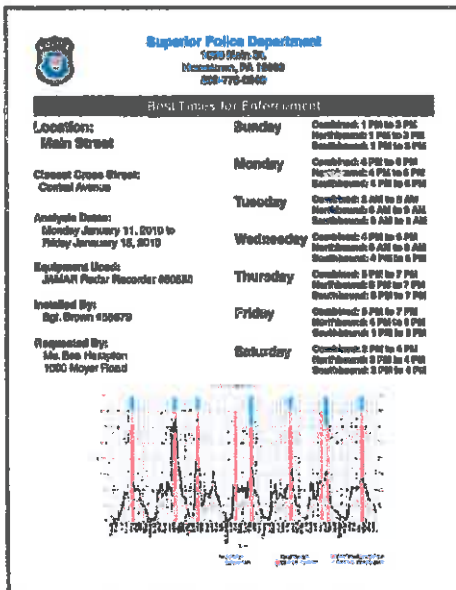
• Save Manpower Using the Radar Recorder

For locations where the evidence shows that enforcement is needed, it helps to know when that enforcement will be most effective. That's the job of the Best Times for Enforcement report, which details, on a daily basis, what times of the day have the largest number of enforceable violations. This information is provided not only for all the traffic, but on a directional basis as well.

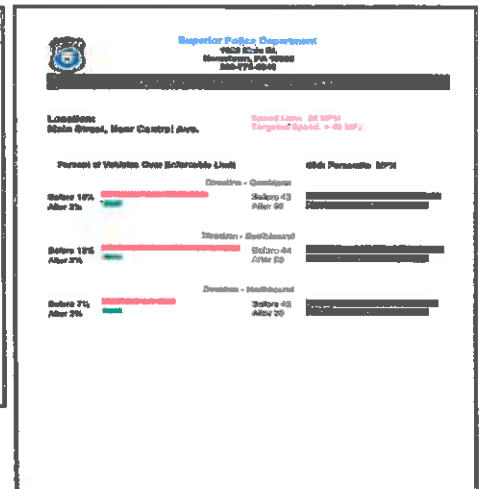
• Organize Enforcement Efforts

Knowing when the best time to do enforcement at a location is certainly helpful, but what do you do if you have many locations that are all in need of enforcement? Determining how to prioritize the various locations that need it is the job of the Enforcement Scheduler.

The Enforcement Scheduler allows you to create a searchable database of all the locations in need of enforcement so you can quickly and easily determine the best deployment of personnel. You can also attach data files to these records which allows you to compare speed data both before and after enforcement is done to see how effective it has been.



Location	Site Code	Record ID	Status	Priority	Scheduled	Has Data	Assigned To
Main Street, Near Central Ave.			Assigned	1	02/28/10 OVERDUE	No	Sgt. Brown
Bungarhove Pike, Near Park Ave.	2291		Scheduled	2	Not Available	No	
Luzerne Pike, Near South Park Ave.			Scheduled	2	Not Available	Yes	
Maple Ave - Luzerne Ave.			Assigned	2	Not Available	No	PCJ Albrecht
Tenth Ave. - Elm Pike			Assigned	2	Not Available	Yes	Sgt. Brown
Park St. - Luzerne Pike			Assigned	3	Not Available	No	Sgt. Brown
Main St. - Street St.	1028		Scheduled	3	Not Available	No	PCJ Albrecht
Huffman Park, Near Cedar Ave			Scheduled	3	Not Available	No	
Thompson Lane, Near Maple St.			Scheduled	3	Not Available	No	



• Quick and Easy Installation – No Tubes or Loops Required

Older traffic data recorders usually required you to install precisely measured rubber tubes in the road if you wanted to collect data. This was often time consuming, could lead to errors in the data, and was potentially dangerous.

The non-invasive radar sensing method allows you to easily install the Radar Recorder and begin collecting in just a matter of minutes. Since no road tubes are used, you never have to be in the road when installing the Radar Recorder. Simply mount the Radar Recorder to any convenient location and aim it toward the road. Not having to go into the road means your personnel will be safer, and not having to buy road tubes means you'll save money on every study.



• Easy Data Interface & Retrieval

At any point while data is being collected, you can connect to a laptop (either directly or with optional Bluetooth wireless) and monitor the recording of vehicles using the TRAXPro software. TRAXPro can also be used to retrieve and process your data once you have completed your data collection. This software allows you to create your own report formats and produce color graphs in 2 or 3 dimensions. Finished reports can also be saved in PDF or Excel format for easy electronic transfer.



• Covert 'BLACK BOX' Recording

One of the advantages of the Radar Recorder is that it is all but invisible to drivers. Since there are no road tubes in the road, and no other obvious signs that data is being collected, you get unbiased data without drivers changing their driving habits. Now with the Bluetooth option you can even interface with the Radar Recorder from down the road or around the corner, staying completely out of sight.

Radar Recorder covertly collecting vehicle data with drivers unaware

Specifications

Memory Size: 4 MB	Operating Temperature: -40°C to 70°C	Weight (1 Battery Installed): 14 lbs.	Approx. Accuracy: Far Lane > 96%
Battery Life (1 Installed): 7 Days	Sensor: Microwave 24.2 GHz,	Weight (2 Batteries Installed): 19 lbs.	Speed Range: 2-130 Mph
Battery Life (2 Installed): 14 Days	power output 5 Mw	Approx. Accuracy: Near Lane > 98%	Radar Range: Up to 400 Feet



sales@jamartech.com • www.jamartech.com
 1-800-776-0940 • 1-215-361-2244
 1500 Industry Road, Suite C
 Hatfield, PA, USA 19440

5.2 October 2013



Memo

To: City Council
From: Bob Schwartz, City Manager
Date: Friday, December 18, 2015
Re: Planning Commission Membership

INTRODUCTION – We have had some discussion recently about the requirements to be appointed to be a member of the Planning Commission. As shown on the attached, the city code (section 40 – 606), only states that: “members of the Planning Commission shall be appointed by the Mayor and Council to three-year terms.”

RESEARCH – We have attached excerpts from various city codes and state laws concerning membership to a planning commission. I would suggest that some of them go a little too far. But, I thought you should see them.

RECOMMENDATION - We could add the following requirements either as a matter of policy or by making an amendment to our zoning ordinance. As you remember, the amendment process takes some time.

1. City Council should continue to solicit recommendations from the current members of the Planning Commission.
2. We should attempt to balance the members of the Planning Commission both by geography and by profession and life experience.
3. All members of the Planning Commission should be residents of the city.
4. Any member of the Planning Commission who misses three consecutive meetings would be subject to removal by the Mayor and Council.

ATTACHMENT

Planning Commission Membership Requirements

City of Oxford Code Sec. 40-606. - Term of office and vacancies.

Members of the Planning Commission shall be appointed by the Mayor and City Council to three-year terms. Members may be appointed for successive terms without limitation. Any vacancy in the membership of the Planning Commission that occurs prior to the expiration of a term of appointment shall be filled by the Mayor and City Council by appointing another member to serve during the unexpired term. (*Code 1997, § 40-903; Ord. of 2-6-2012, § 1(40-903)*)

Milan, Tennessee

All members of the planning commission shall reside within the City of Milan or its planning region and attend the meetings as regularly as possible. The mayor shall have the authority to remove any commission member who has been absent for three (3) consecutive regular planning commission meetings.

Enumclaw, WA

2.30.020 Membership.

A. The planning commission shall consist of seven members appointed by the mayor and confirmed by the council. The term shall be four years, except that appointments to fill any unexpired term shall be for the duration of said unexpired term.

B. The planning commission shall consist of citizens who understand the benefits of planning and zoning. All shall reside in the parks and recreation service area and a majority shall reside in the city.

C. The mayor, with confirmation of the council, may remove members for misconduct, neglect of duty, or nonattendance at meetings.

Renton, WA

2-10-5 MEMBERS:

A. All Planning Commission members shall be residents of the City of Renton.

B. Members shall be selected without respect to political affiliations, shall serve without compensation, and the appointees shall constitute a cross section of the community representing different interests, geographical areas, trades, professions and activities.

Puyallup, WA

2.28.020 Commission membership.

- (3) Each member shall be registered voter.

County Planning Commissions in Maryland

(b) The members of a county planning commission must be:

(1) Residents of the county; and

(2) Qualified by knowledge and experience in matter pertaining to the development of the county.

(c) At least three fifths of all the members must have been residents of the county for at least three years prior to appointment and confirmation by the county commission.

(d) The members of a county planning commission must fairly represent different areas of interest, knowledge and expertise, including, but not limited to, business, industry, labor, farming, government and other relevant disciplines. One member must be a member of the county commission or a designee. The term of membership for this member is the same as the term of office.

Oregon

(1) The county planning commission shall consist of five, seven or nine members appointed by the governing body for four-year terms, or until their respective successors are appointed and qualified; provided that in the first instance the terms of the initial members shall be staggered for one, two, three and four years.

(2) A commission member may be removed by the governing body, after hearing, for misconduct or nonperformance of duty.

(5) Members of a commission shall be residents of the various geographic areas of the county. No more than two voting members shall be engaged principally in the buying, selling or developing of real estate for profit, as individuals, or be members of any partnership or officers or employees of any corporation that is engaged principally in the buying, selling or developing of real estate for profit. No more than two voting members shall be engaged in the same kind of occupation, business, trade or profession.

Oxford Planning Commission

Mike Ready, Chair

70 Wentworth Drive

Term expires December 2015

Jonathan Eady, Vice Chair

1216 Wesley Street

Term expires December 2015

Shawonna Gaither, Secretary

1401 Wesley Street

Term expires December 2016

Ron Manson

50 Wentworth Drive

Term expires December 2017

Vivian Harris

406 West Soule Street

Term expires December 2017

Penny England

318 W. Stone Street

Term expires December 2016

Project	Date	Status
2 Cemetery Mapping		
Assigned: Lauran; STARTED 7/1/14; Discussed at Council meeting 8/6/2011	7/16/2014	Contractor will start in August; plans to finish by end of October.
	6/15/2015	Lauran and Len agreed the project for ground penetrating radar for SE section of cemetery will start in August.
	8/13/2015	Len is to begin work September 7 - 9.
	9/7/2015	Len started work.
	11/9/2015	Mapping should be done soon. Will install markers soon.
	12/21/2015	Len has ordered the #d stakes for the unmarked and is working on the final draft of his report. He has located 79 unmarked graves, mostly within family plots.

3 City Hall and grounds		
Assigned: Lauran	6/1/2015	Included in FY2016 capital budget.
	8/14/2015	Meet with Cheryl Ready of Tree Board to discuss selections.
	9/1/2015	Order planters
	10/19/2015	Painting planters
	11/9/2015	Planters installed.
	12/17/2015	Plants planted in planters and thriving.

7 City's Competitive Projects		
Assigned: Jody	6/1/2015	Included in FY2016 capital budget.
	???	Appoint CC ad hoc committee to review project. This may include WiFi, fiber, and automatic meter reading.

10 Moore Street Sidewalk		
Assigned: Jody & Bob; STARTED 7/1/14	7/21/2014	Robert Jordan to discuss with Council at July 21 work session.
	2/2/2015	Oxford College is conducting a drainage study of the impact of the sidewalk on the runoff from the woods north of Moore Street. Study should be complete in June.
	6/15/2015	Waiting for OxC study to be complete.
	9/8/2015	OxC is waiting for study to be approved by Emory.

11 Pedestrian Bridge/Sidewalk		
--------------------------------------	--	--

Project	Date	Status
STARTED 7/1/14; grant accepted 11/5/2012; managed by City of Covington	7/21/2014	Proposed sidewalk now extends to Fletcher St. URS Engineering is working on plans for pedestrian bridge and sidewalk under contract with City of Covington.
	8/17/2015	Construction is scheduled to start June 2017

Wayfinding signs	Date	Status
Assigned: Bob	6/1/2015	Included in FY2016 capital budget.
	10/19/2015	set up CC committee to propose signs.

Pedestrian Crossing on SR31	Date	Status
	3/2/2015	Ongoing discussions with Oxford College and GDOT.
	5/18/2015	GDOT may fund entire project.
	6/15/2015	Project will be funded by Oxford College.
	7/20/2015	Waiting for approval from DOT
	8/17/2015	Received approval from GDOT; ordered equipment.
	10/19/2015	Some equipment has arrived; but not all.
	11/16/2015	All equipment has arrived. Will set up coordination meeting with contractor and GDOT.
	12/14/2015	DOT cancelled coordination meeting. We're trying to set up another time when they can get here from Tenille.

Determine who is 150' from a sewer line and how to enforce ordinance	Date	Status
	12/6/2013	We will have a report to Council for the January work session.
	6/15/2015	23 homes identified. 13 connected. 2 with court dates. 8 waiting for revised deadlines or for tap to be installed.
	7/20/2015	Only 4 homes left to go.
	9/8/2015	Only 2 homes left to go.

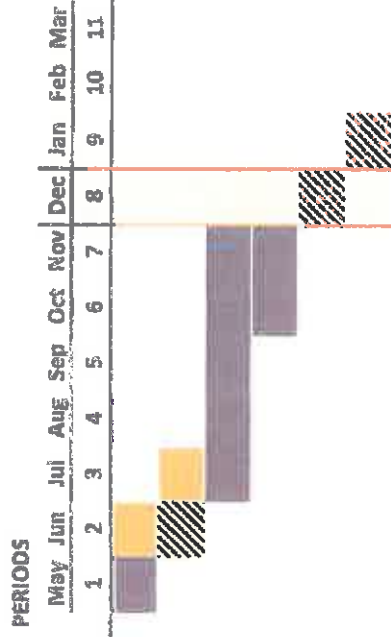
5. Asbury Park Survey

\$6,700

Period Highlight: 8

Plan Actual % Complete

ACTIVITY	PLAN START	PLAN DURATION	ACTUAL START	ACTUAL DURATION	PERCENT COMPLETE
Request estimate from eng.	1	1	1	2	100%
Issue PO	2	1	3	1	100%
Survey	3	5	3	5	100%
Environmental Assessment (Level I)	6	2	6	2	100%
City Review	8	1	0	0	0%
Prepare final survey	9	1	0	0	0%



8. Electric System Improvements

\$100,000

Period Highlight: 6

Plan Actual % Complete

PLAN PLAN ACTUAL PERCENT
START DURATION START DURATION COMPLETE

PERIODS

Jul Aug Sep Oct Nov Dec Jan Feb Mar Apr May Jun
1 2 3 4 5 6 7 8 9 10 11 12

Jody work with ECG to plan Bonnell St

Bids on materials

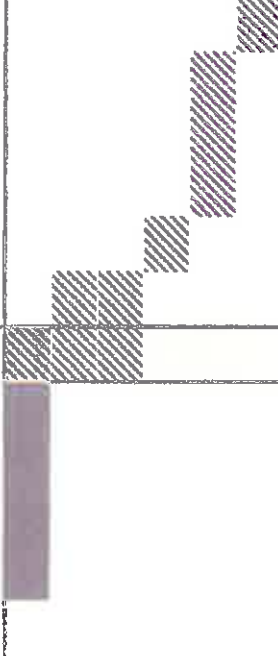
Bids on labor

Award bids, issue PO

Construction

Final Inspection

ACTIVITY	PLAN START	PLAN DURATION	ACTUAL START	ACTUAL DURATION	PERCENT COMPLETE
Jody work with ECG to plan Bonnell St	2	5	2	5	80%
Bids on materials	6	2	0	0	0%
Bids on labor	6	2	0	0	0%
Award bids, issue PO	8	1	0	0	0%
Construction	9	3	0	0	0%
Final Inspection	12	1	0	0	0%



18. Sewer System Improvements

\$200,000

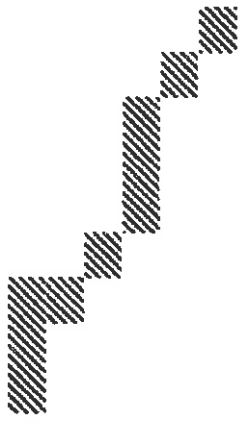
Period Highlight: 6

Plan Actual % Complete

ACTIVITY PLAN START DURATION PLAN ACTUAL START DURATION ACTUAL PERCENT COMPLETE

PERIODS Jul Aug Sep Oct Nov Dec Jan Feb Mar Apr May Jun Jul Aug Sep Oct Nov Dec
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18

ACTIVITY	PLAN START	PLAN DURATION	PLAN ACTUAL START	PLAN ACTUAL DURATION	ACTUAL PERCENT COMPLETE
CC discuss selection of areas with city council	1	1	1	1	100%
Review selection of areas with city council	4	2	4	2	100%
Prepare initial cost estimates	4	2	4	2	100%
Review cost estimates with CC	6	1	6	1	100%
CC make final selection	6	1	6	1	100%
Prepare GEFA loan application	6	1	6	1	50%
Prepare plans	8	3	0	0	0%
Plans review by City	10	1	0	0	0%
Advertise for bids	11	1	0	0	0%
Construction	12	3	0	0	0%
Final inspection	15	1	0	0	0%
Notification to owners and start taps	16	1	0	0	0%



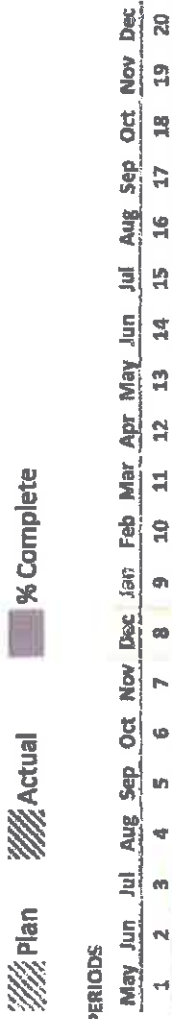
What area should we select??

20. Whatcoat Street

Period Highlight: 8

\$200,000

Plan Actual % Complete

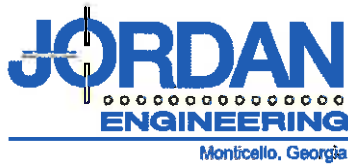


ACTIVITY	PLAN START	PLAN DURATION	ACTUAL START	ACTUAL DURATION	PERCENT COMPLETE
Base Mapping	1	2	1	3	100%
Design	3	6	3	4	40%
GDOT review	9	3	0	0	0%
City review	9	2	0	0	0%
Construction Plans	9	2	0	0	0%
Advertise for bids	11	1	0	0	0%
Award bids	12	1	0	0	0%
Construction	13	8	0	0	0%

PERIODS

May Jun Jul Aug Sep Oct Nov Dec Jan Feb Mar Apr May Jun Jul Aug Sep Oct Nov Dec





Mr. Bob Schwartz, City Manager
City of Oxford
110 West Clark Street
Oxford, Georgia 30054

December 15, 2015

Re: Monthly summary – November activities

Dear Mr. Schwartz:

The items below summarize the work we performed for the City of Oxford in November:

1. General Support

- a. I performed a preliminary concept design for each of eight potential sanitary sewer expansion areas within the city. The preliminary concept including proposed manhole locations and depths, numbers of service connections expected, numbers of road bores required, and a rough guess at the demolition and surveying required for each area.
- b. Following preliminary concept design, a more detailed itemized cost estimate was prepared for each potential expansion area. Item costs used for the estimate were developed by averaging item costs submitted by five different contractors for a similar project bid within the last six months in middle Georgia.
- c. Attended a city council work session on November 16th to present and discuss the sewer expansion concept design and preliminary cost estimates.
- d. Studied Cindy court sewer service options. Provided rough estimates for provision of service using conventional gravity service in conjunction with a conventional pump station, and a rough estimate for serving the area using a network of eOne individual grinder pumps.
- e. Updated trail cost estimates for George Street connector trail (from Wesley Street westward to the existing trail just west of the creek).
- f. Added names and addresses to all parcels in the areas potentially affected by the sewer expansion project.

2. Asbury Park site mapping

- a. The Phase 1 Environmental Site Assessment was completed for the site as is required for any public property that is to be used as a park. The assessment, which was performed by Triple Point Engineering, found no cause for environmental concern.

3. Right-of-Way survey project

- a. Performed additional deed and plat research for right-of-way mapping project.
- b. Performed data collection and began establishing control network for right-of-way mapping project.

4. George Street Drainage Improvements project

- a. Correspondence with Ace/Kimball regarding scheduling construction. Staked storm structure locations for contractor at contractor's expense.

5. **Whatcoat Street**
 - a. **Additional data collection related to storm drain features near the southeast corner of the project area.**
 - b. **Completed the demolition and geometry plans for the civil design drawings.**
 - c. **Researched and obtained detail drawings and specifications from the ongoing Hammill street pedestrian project to establish continuity of materials with Whatcoat project.**
6. **Georgia DOT permitting**
 - a. **Had brief follow-up discussions with Jody Reid related to GDOT GUPS permitting for water service lines beneath Hwy 81 in the north part of town.**

Please call or email me if you have questions about any of the items listed below.

Sincerely,
Jordan Engineering, Inc.



Robert O. Jordan, PE RLS

rj