



**OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING  
REGULAR SESSION  
MONDAY, SEPTEMBER 12, 2016 – 7:00 P.M.  
CITY HALL**

**MEMBERS PRESENT:** Jerry D. Roseberry, Mayor; Councilmembers: Jim Windham; Sarah Davis; George Holt; David Eady; Melvin Baker; Mike Ready.

**OTHERS PRESENT:** Bob Schwartz, City Manager; David Strickland, City Attorney; Lauran Willis, City Clerk; Jody Reid, Utility Superintendent; Hoyt and LaTrelle Oliver, Judy Greer, Jeff Wearing, Juanita Carson, Kendra Mayfield, Cheryl Ready, Dean Douglas Hicks.

The meeting was called to order by the Hon. Jerry D. Roseberry, Mayor and the invocation given by Hoyt Oliver.

Pledge of Allegiance:

**A motion was made by Eady, seconded by Davis to accept the Agenda for the September 12, 2016. The motion was approved 7/0. Attachment A**

Mayor Roseberry announced Dean Douglas Hicks as the Honorary Councilmember for September and presented him with a proclamation as appreciation for his participation.

**A motion was made by Ready, seconded by Eady to approve the minutes of the August 1, 2016 Regular meeting. The motion was approved 7/0. Attachment B**

**A motion was made by Holt, seconded by Baker to approve the minutes of the August 1, 2016 Special Called Meeting. The motion was approved 7/0. Attachment C**

**A motion was made by Windham, seconded by Davis to approve the minutes of the August 15, 2016 Work Session. The motion was approved 7/0. Attachment D**

**A motion was made by Ready, seconded by Eady to accept the minutes of the April 12 and June 14, 2016 Trees, Parks and Recreation Committee. The motion was approved 7/0. Attachment E and F**

**PLANNING COMMISSION RECOMMENDATIONS/PETITIONS**

There were no recommendations from the Planning Commission.

**CITIZENS COMMENTS/CONCERNS**

Cheryl Ready of 70 Wentworth Drive announced that the Georgia Urban Forest Council College Canopy Conference is scheduled for September 14 at Oxford College. The college will host the conference as they deliver talks on the best management practices and campus management plans. They will have tours which include the trees of the Oxford College Quad and Oxford's famed Yarbrough Oak. The public is invited to attend. There is a \$50 registration fee.

City Manager Bob Schwartz reported on a notice received from Georgia EPD announcing that Georgia EPD has declared several counties as well as Newton County in a level 1 drought status. They are requesting that notices be posted and sent to all citizens. We have posted a notice on the city website and flyers in the lobby.

Hoyt Oliver of 312 W. Clark Street reported to Council that he has heard and noticed activity on the Trail behind his house some nights as late as midnight. Mayor Roseberry advised Oliver to notify the Police Department of any unusual activity regardless of the time.

**Mayor's Report**

Mayor Roseberry announced the next work session will be September 19, 2016 at 6:00 PM. He said there will be an update from the DDA Study Committee, we will discuss the substandard rental properties, the misuse of the 911 system, Job Descriptions, and the 2017 SPLOST.

**GEFA Loan**

City Manager Bob Schwartz said our loan for \$525,000 for the sewer line extensions was approved by Georgia Environmental Finance Authority on August 23<sup>rd</sup>. Schwartz presented a Resolution for approval for Mayor Roseberry to execute the loan documents.

**A motion was made by Windham, seconded by Eady authorizing Mayor Roseberry to execute the loan documents. The motion passed 7/0. Attachment G**

**Speed limit on E. Soule Street**

City Manager Bob Schwartz said in order to receive state DOT permission to use radar on E. Soule we are recommending the speed limit on E. Soule be increased from 25 mph to 30 mph. Schwartz presented an ordinance for the second reading approval.

**A motion was made by Baker, seconded by Windham to adopt the ordinance to increase the speed limit on E. Soule from 25 mph to 30 mph. The motion passed 7/0. Attachment H**

**Electric, Water, and Sewer Rates**

City Manager Bob Schwartz said our FY2017 Budget included a two and a half percent adjustment in our electric, water, and sewer rates effective September 1, 2016. Schwartz presented a revised electric tariff prepared by Electric Cities of Georgia with the modifications and recommended a motion for approval of the new tariff. Schwartz also presented a resolution to adopt the increase change for the water and sewer rates.

**A motion was made by Windham, seconded by Ready to approve the rate increase based on the new electric tariff. The motion was approved 7/0. Attachment I A motion was made by Ready, seconded by Baker to adopt the resolution for the increase in the water and sewer rates. The motion passed 7/0. Attachment J**

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

<b>VENDOR</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
<b>City Oxford Utilities</b>	City Hall/Maintenance Facility/Old Church/Pump Station on Richardson Utilities for 7/18 – 8/12 (Sept)	1,735.85
<b>GA Superior Court Clerk Authority</b>	Consolidated Monthly Remittance Fines & Fees (July)	1,010.57
<b>GMEBS Retirement</b>	Employee Retirement Fund (September)	6,527.91
<b>Humana</b>	Health Insurance (September)	7,702.02
<b>Latham Home Sanitation</b>	Monthly waste removal services (August)	5,636.10
<b>Newton County BOC</b>	Water and meter maintenance (Cornish Creek) July	15,281.00
<b>Newton County BOC</b>	Water and meter maintenance (Cornish Creek) August	16,103.00
<b>Newton County W&amp;SA</b>	Land application/Plant Operations & MAINT (Sewer) 6/29/2016 – 7/21/2016	4,667.25
<b>Newton County W&amp;SA</b>	Land application/Plant Operations & MAINT (Sewer) 7/21/16 – 8/30/2016	4,667.25
<b>Sophicity</b>	IT in a Box (September)	1,701.68
<b>Southeastern Power Administration</b>	SEPA energy cost	3,409.41
<b>PURCHASES/CONTRACT LABOR</b>		
<b>Associated Printing Company</b>	Advertising items for college cookout and other	1,026.45
<b>AT &amp; T</b>	Service agreement ending, working on renewals	1,324.52
<b>Barbara Dingler</b>	2016 Billing and Tax Digest	1,610.00
<b>David Strickland, P.C.</b>	Professional Services as of August 1	2,439.83
<b>Display Sales</b>	8 additional seasonal wreaths (approved in Capital projects budget)	3,256.00
<b>Fat Boys Golf Carts</b>	YAMAHA Gas Power Golf Cart for Police	4,236.00
<b>Irby Electrical Distributor</b>	1 112.5KVA/2 58X12 cabinet base for 3 phase/cable adapter/1-PH Padmount transformer 240/120 volts/1 75KVA transformer for underground project Emory	8,163.00
<b>Irby Electrical Distributor</b>	2 Concrete Vaults for PMH-9 Switchgear and 9 support grips for OD cable for underground service at Emory.	18,060.50
<b>Irby Electrical Distributor</b>	1 Concrete Vault for PMH-9 Switchgear for underground service at Emory.	8,899.25
<b>Irby Electrical Distributor</b>	1 3-PH Padmount Transformer and underground marking tags	6,694.29
<b>Lakota Contracting</b>	Raptor Dual K-Band Antenna Radar for New Police Vehicle. (Capital Budget)	1,625.00
<b>Loudoun Communications</b>	Prepaid Mobile radio, mounts etc. for New Police Vehicle. (Capital Budget)	14,272.00
<b>Loudoun Communications</b>	Base install for radio system	3,516.00
<b>Maxx Computer Technologies, LLC</b>	ioSafe 214 Fireproof/Waterproof drives, Cyber Power USB charger, Seagate Backup External Hard Drive for Police Department	2,095.90

<b>MasterCard Services</b>	Thermoplastic Paint Material for streets, Hotel fees for Chief Conference, Hotel fees City Clerk Contracts Seminar, Lunch honorary council members, various other charges.	1,464.92
<b>Newton Electric Supply</b>	Supplies for Underground project	1,065.70
<b>Newton County Tax Commissioner</b>	Property taxes for 6153 Emory St. aka Green House	1,142.44
<b>Scarborough Tree Service</b>	Remove large Oak @ 308 Emory, Large Pine @ Haygood	2400.00
<b>Scarborough Tree Service</b>	Remove large Oak Emory St/West Watson St/dead trees off of Wesley St including removal and stump grinding.	4,800.00
<b>Steven A. Hathorn, P.C.</b>	Legal Services Judge, July – September	1,250.00
<b>Sensus</b>	1" water meter for Deans House, 2" WM for College	1,083.36
<b>Strickland &amp; Strickland LLP</b>	Purchase property 6153 Emory Street aka Green House	43,558.91
<b>Strickland &amp; Strickland LLP</b>	Earnest Money for 6153 Emory Street	1,000.00
<b>Stuart's Electrical Services</b>	Oxford College Underground Project/Utility relocation 1 <sup>st</sup> draw request 40% of quote	39,280.00
<b>The Covington News</b>	Ads for Police Officer, Equipment Operator/Meter Reader/4 <sup>th</sup> of July Parade/Five Year Tax History	1,724.80
<b>APPROVED CONTRACTS</b>		
<b>ACE/Kimble Services</b>	5 Manhole top repairs and one ring	1,750.00
<b>ACE/Kimble Services</b>	Add bench to gazebo at George St. Park and Cemetery	1,025.00
<b>ACE/Kimble Services</b>	Install 1" water tap @ 1105 Wesley Street	1,250.00
<b>Church Street Services/Kay Lee</b>	Special project group services for July, 2016	3,115.80
<b>Jordan Engineering</b>	Reset modified pins/set monuments/site recon and mapping detail addition, research, data reduction, platting.	7,262.50
<b>Marable-Pirkle, Inc.</b>	Labor, equipment & material for communication conduit. Invoice 00265 8/30/2016	2,214.00
<b>Marable-Pirkle, Inc.</b>	Directional Drilling, Installing 4" & 2" Duct for Power, AT&T and Comcast, Installing wire & terminations, Installing switches, Termination Cabinets & Transformers, Labor & Equipment for Underground Project. Invoice 00261 8/25/2016	120,750.00
<b>Marable-Pirkle, Inc.</b>	Directional Drilling, Installing 4" & 2" Duct for Power, AT&T and Comcast, Labor & Equipment for Underground Project. Invoice 00248 7/26/2016	131,250.00

**A motion was made by Holt, seconded by Windham to approve payment of the invoices. The motion was approved 7/0.**

**A motion was made by Windham, seconded by Baker to go into a executive session at 7:25 PM. The motion was approved 7/0.**

A motion was made by Ready, seconded by Holt to leave the executive session and return to the regular session at 7:36 PM. The motion was approved 7/0.

There being no further business:

A motion was made by Eady, seconded by Davis to adjourn the meeting at 7:37 PM. The motion was approved 7/0.

Respectfully submitted,



Lauran S. Willis, CMC/FOA  
City Clerk

**OXFORD MAYOR AND COUNCIL  
REGULAR MEETING  
MONDAY, SEPTEMBER 12, 2016 – 7:00 P.M.  
CITY HALL  
A G E N D A**

1. Call to Order, Mayor Jerry D. Roseberry
2. Invocation
3. Pledge of Allegiance
4. Motion to accept the Agenda for the September 12, 2016 Mayor and Council Regular Meeting
5. **Honorary Councilmember of the Month** – Mayor Roseberry has appointed Douglas Hicks as the honorary councilmember of the month for September.
6. \* Motion to approve the Minutes of the Regular Meeting of August 1, 2016.
7. \* Motion to approve the Minutes of the Special Called Meeting August 01, 2016.
8. \* Motion to approve the Minutes of the Work Session August 15, 2016.
9. \* Motion to accept the Minutes of the Trees, Parks and Recreation Committee meeting April, 12, 2016 and June 14, 2016.
10. Planning Commission Recommendations/Petitions
11. Citizen Concerns
12. Mayor's Report
13. \* **GEFA Loan** – Our loan for \$525,000 for sewer line extensions was approved by the Georgia Environmental Finance Authority on August 23<sup>rd</sup>. We have attached a Resolution authorizing Mayor Roseberry to execute the loan documents.
14. \* **Speed limit on E. Soule Street** – In order to receive state DOT permission to use radar on E. Soule, we recommend the speed limit on E. Soule be increased from 25 mph to 30 mph. We have attached the ordinance for second reading and adoption.
15. \* **Electric, Water, and Sewer Rates** - Our budget this year included a two and a half percent adjustment in our electric, water, and sewer rates in September. The changes to the electric rates are in the attached revised electric tariff. The changes to the water and sewer rates are included in the attached Resolution.
16. Invoice Approval

17. Executive Session – Real estate matters.

18. Adjourn

**INVOICES OVER \$1,000.00**

VENDOR	DESCRIPTION	AMOUNT
<b>City Oxford Utilities</b>	City Hall/Maintenance Facility/Old Church/Pump Station on Richardson Utilities for 7/18 – 8/12 (Sept)	1,735.85
<b>GA Superior Court Clerk Authority</b>	Consolidated Monthly Remittance Fines & Fees (July)	1,010.57
<b>GMEBS Retirement</b>	Employee Retirement Fund (September)	6,527.91
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<b>PURCHASES/CONTRACT LABOR</b>		
<b>Associated Printing Company</b>	Advertising items for college cookout and other	1,026.45
<b>AT &amp; T</b>	Service agreement ending, working on renewals	1,324.52
<b>Barbara Dingler</b>	2016 Billing and Tax Digest	1,610.00
<b>David Strickland, P.C.</b>	Professional Services as of August 1	2,439.83
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<b>Irby Electrical Distributor</b>	2 Concrete Vaults for PMH-9 Switchgear and 9 support grips for OD cable for underground service at Emory.	18,060.50
<b>Irby Electrical Distributor</b>	1 Concrete Vault for PMH-9 Switchgear for underground service at Emory.	8,899.25
<b>Irby Electrical Distributor</b>	1 3-PH Padmount Transformer and underground marking tags	6,694.29
<b>Lakota Contracting</b>	Raptor Dual K-Band Antenna Radar for New Police Vehicle. (Capital Budget)	1,625.00
<b>Loudoun Communications</b>	Prepaid Mobile radio, mounts etc. for New Police Vehicle. (Capital Budget)	14,272.00
<b>Loudoun Communications</b>	Base install for radio system	3,516.00

<b>Maxx Computer Technologies, LLC</b>	ioSafe 214 Fireproof/Waterproof drives, Cyber Power USB charger, Seagate Backup External Hard Drive for Police Department	2,095.90
<b>MasterCard Services</b>	Thermoplastic Paint Material for streets, Hotel fees for Chief Conference, Hotel fees City Clerk Contracts Seminar, Lunch honorary council members, various other charges.	1,464.92
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<b>Steven A. Hathorn, P.C.</b>	Legal Services Judge, July – September	1,250.00
<b>Sensus</b>	1" water meter for Deans House, 2" WM for College	1,083.36
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<b>Stuart's Electrical Services</b>	Oxford College Underground Project/Utility relocation 1 <sup>st</sup> draw request 40% of quote	39,280.00
<b>The Covington News</b>	Ads for Police Officer, Equipment Operator/Meter Reader/4 <sup>th</sup> of July Parade/Five Year Tax History	1,724.80
<b>APPROVED CONTRACTS</b>		
<b>ACE/Kimble Services</b>	5 Manhole top repairs and one ring	1,750.00
<b>ACE/Kimble Services</b>	Add bench to gazebo at George St. Park and Cemetery	1,025.00
<b>ACE/Kimble Services</b>	Install 1" water tap @ 1105 Wesley Street	1,250.00
<b>Church Street Services/Kay Lee</b>	Special project group services for July, 2016	3,115.80
<b>Jordan Engineering</b>	Reset modified pins/set monuments/site recon and mapping detail addition, research, data reduction, platting.	7,262.50
<b>Marable-Pirkle, Inc.</b>	Labor, equipment & material for communication conduit. Invoice 00265 8/30/2016	2,214.00
<b>Marable-Pirkle, Inc.</b>	Directional Drilling, Installing 4" & 2" Duct for Power, AT&T and Comcast, Installing wire & terminations, Installing switches, Termination Cabinets & Transformers, Labor & Equipment for Underground Project. Invoice 00261 8/25/2016	120,750.00
<b>Marable-Pirkle, Inc.</b>	Directional Drilling, Installing 4" & 2" Duct for Power, AT&T and Comcast, Labor & Equipment for Underground Project. Invoice 00248 7/26/2016	131,250.00





## ***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***, as Mayor I have nominated Dean Douglas Hicks to serve for this month.

***NOW, THEREFORE***, I, Mayor Jerry D. Roseberry, do hereby appoint Douglas Hicks as the Honorary Councilmember for the City of Oxford for the month of September.

***SO PROCLAIMED***, this 12<sup>th</sup> day of September, 2016.

**MAYOR AND CITY COUNCIL OF OXFORD**

BY: \_\_\_\_\_

Mayor

ATTEST: \_\_\_\_\_

City Clerk





**OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING  
REGULAR SESSION  
MONDAY, August 1, 2016 – 7:00 P.M.  
CITY HALL**

**MEMBERS PRESENT: JERRY D. ROSEBERRY, MAYOR; COUNCILMEMBERS: JIM WINDHAM; SARAH DAVIS;  
GEORGE HOLT; DAVID EADY; MELVIN BAKER; MIKE READY.**

**OTHERS PRESENT: Bob Schwartz, City Manager; Dave Harvey, Police Chief; David Strickland, City Attorney;  
Lauran Willis, City Clerk; Jody Reid, Utility Superintendent; Hoyt and LaTrelle Oliver, Judy Greer, Jeff Wearing,  
John Burson, Josh Roberts, Genevieve Antoine, Kendra Mayfield, Todd Cain.**

The meeting was called to order by the Hon. Jerry D. Roseberry, Mayor and the invocation given by Hoyt Oliver.

Pledge of Allegiance:

**A motion was made by Davis, seconded by Ready to accept the Agenda for the August 1, 2016. The motion was approved 7/0. Attachment A**

Mayor Roseberry announced Robert Aiken as the Honorary Councilmember for August and presented him with a proclamation as appreciation for his participation. Attachment B

**A motion was made by Ready, seconded by Baker to approve the Minutes of the July 11, 2016 Regular meeting. The motion was approved 7/0. Attachment C**

**A motion was made by Holt, seconded by Windham to approve the Minutes of the July 18, 2016 Work Session. The motion was approved 7/0. Attachment D**

**PLANNING COMMISSION RECOMMENDATIONS/PETITIONS**

There were no new recommendations from the planning commission.

**CITIZENS COMMENTS/CONCERNS**

None

**Mayor's Report**

Mayor Roseberry announced that according to recent report, Oxford is remains the Safest City in the State of Georgia.

**Purchase of Police Vehicle**

City Manager Bob Schwartz said that the FY2017 budget includes \$24,000 for the purchase of a replacement patrol vehicle. We are requesting Council approval of a purchase order for \$23,727 to Allen Vigil Ford on the state contract. Attachment E

**A motion was made by Ready, seconded by Davis for the approval of a purchase order for \$23,727 to Allen Vigil Ford for the purchase of a replacement patrol vehicle. The motion was approved 7/0.**

**Speed limit on E. Soule Street**

City Manager Bob Schwartz said in order to receive state DOT permission to use radar on E. Soule, we are recommending the speed limit on E. Soule be increased from 25 mph to 30 mph. **Schwartz presented the first reading of an ordinance to increase the speed limit on E. Soule from 25 mph to 30 mph.** Attachment F

**Misuse of the 911 System**

City Manager Bob Schwartz said that recently we have had some problems with people abusing the 911 system. City attorney David Strickland called attention to the O.C.G.A. § 16-11-29.2 which covers this problem. **Since the issues Chief Harvey is having do not suit this code, Mayor Roseberry asked attorney Strickland to research the possibility of an ordinance under code sections for false alarms. This will be brought to the next meeting for further discussion.** Attachment G

**Write-Off of Uncollectible Debt**

City Clerk Luran Willis presented council with the breakdown of the FY2016 budgeted figures for bad debt. The budgeted amount for water is \$6,000, electric \$14,000 and sanitation \$2,800 with a request to write-off the budgeted amount of \$22,800. Willis said she is researching with GMA other resources who specialize in revenue recovery for debt collections and will have an update at the August work session.

**A motion was made by Windham, seconded by Holt to approve to write-off the budgeted amount of \$22,800 for FY2016. The motion was approved 7/0.**

**Demolition of buildings on E. Clark Street**

City Manager Bob Schwartz presented two bids for the demolishing and abatement of the two buildings on East Clark Street. Schwartz said based on the two bids he is recommending Council approve a purchase order for the low bidder Ace/Kimble Services, Inc. for \$13,750. Attachment H

**A motion was made by Windham, seconded by Baker to approve the purchase order to the low bidder Ace/Kimble Services to demolish and abate the two buildings on East Clark Street. The motion was approved 7/0.**

**Invoice Approval**

**INVOICES OVER \$1,000.00**

VENDOR	DESCRIPTION	AMOUNT
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<b>City Oxford Utilities</b>	City Hall/Maintenance Facility/Old Church/Pump Station on Richardson Utilities for (July)	2,061.47
<b>City of Covington</b>	Sewer charges for 3/31/16 – to – 6/30/16	11,274.00
<b>GMEBS Retirement</b>	Employee Retirement Fund (August)	6,527.91
<b>Humana</b>	Health Insurance (August)	7,702.02
<b>Latham Home Sanitation</b>	Monthly waste removal services (July)	5,636.10
<b>Sophicity</b>	IT in a Box (July)	1,701.68
<b>Southeastern Power Administration</b>	SEPA energy cost	3,091.75
<b>PURCHASES/CONTRACT LABOR</b>		
<b>Consolidated Monthly Report</b>	Municipal Court State of GA Funds & Fees	1,393.89
<b>Courtware Solutions, Inc.</b>	Monthly licensing, support and maintenance	1,242.00
<b>David Strickland, P.C.</b>	Professional Services	1,719.83
<b>Florida Transformer</b>	Cost for 2 Transformers	1,026.00
<b>GA Department of Natural Resources</b>	Annual Drinking Water Contract 7/1/16 – 6/30/17	3,900.00
<b>Irby Electrical Distributor</b>	1 Type 9 and 2 Type 11 Dead front air insulated Pad mounted switchgear with fuse storage, fuse unite and end fittings for underground service at Emory	50,855.00
<b>Irby Electrical Distributor</b>	Supplies for underground project at Emory	1,175.00
<b>Irby Electrical Distributor</b>	Materials for underground project for Emory	32,326.58
<b>Irby Electrical Distributor</b>	Transformer, cabinet base /Pad mount/Power Pack Assembly for underground service at Emory.	8,173.00
<b>Woco Pep Oil</b>	Fuel for city vehicles and equipment	2,220.24
<b>APPROVED CONTRACTS</b>		
<b>Enviroprobe, LLC</b>	Demolition and disposal residential house & site work	9,500.00
<b>Jordan Engineering</b>	Research, sewer route mapping/Platting and r/w corner point, set r/w pins, research, calculations and platting, project overview and summary report	9,415.00
<b>Jordan Engineering</b>	Geotechnical Investigation of boardwalk and bridge area of George Street Park trail project	2,380.00
<b>Marable-Pirkle, Inc.</b>	Underground Project for Oxford College	17,829.92
<b>Marable-Pirkle, Inc.</b>	Install 27 long sweep 90 degree PVC transition elbows	1,100.00

After review and questions:

**A motion was made by Holt, seconded by Eady to approve payment of the invoices. The motion was approved 7/0.**

**A motion was made by Windham, seconded by Ready to adjourn the meeting at 7:38 PM. The motion was approved 7/0.**

Respectfully submitted,

Lauran S. Willis, CMC/FOA  
City Clerk



**OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING  
SPECIAL CALLED MEETING/WORK SESSION  
MONDAY, August 01, 2016 – 6:00 P.M.  
CITY HALL**

**MEMBERS PRESENT: JERRY D. ROSEBERRY, MAYOR; COUNCILMEMBERS: JIM WINDHAM; SARAH DAVIS; GEORGE HOLT; DAVID EADY; MELVIN BAKER; MIKE READY.**

**OTHERS PRESENT: Bob Schwartz, City Manager; Dave Harvey, Police Chief; David Strickland, City Attorney; Lauran Willis, City Clerk; Hoyt and LaTrelle Oliver, Judy Greer, Jeff Wearing, John Burson, Josh Roberts, Genevieve Antoine.**

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

The purpose of the Special Called Meeting was for discussion of the city's sign ordinance in regards to the U. S. Supreme Court decision in Reed v. Town of Gilbert and Georgia Code Section 16-7-58.

City Attorney David Strickland reported on the Supreme Court ruling regarding sign ordinances "Reed v Town of Gilbert". Strickland said that other cities are experiencing some of the same issues as Oxford regarding their sign ordinances based on this ruling. Strickland said the safest action for now that he would suggest, is not to show prejudice with religious signs no more than you would political signs. Strickland will be attending a seminar in September with ACCG/GMA to get more information regarding this ruling and how to better advised council regarding there sign ordinance.

After discussion with Q&A's, Mayor Roseberry said this will be put on an agenda for a vote. The sign request from Allen Memorial will return to the Planning Commission.

The meeting was adjourned at 7:00 PM.

Respectfully submitted;

Lauran S. Willis, CMC/FOA  
City Clerk



**OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING  
WORK SESSION  
MONDAY, August 15, 2016 – 6:00 P.M.  
CITY HALL**

**MEMBERS PRESENT: JERRY D. ROSEBERRY, MAYOR; COUNCILMEMBERS: JIM WINDHAM; SARAH DAVIS; MELVIN BAKER; GEORGE HOLT; DAVID EADY; MIKE READY.**

**OTHERS PRESENT: Bob Schwartz, City Manager; Dave Harvey, Police Chief; David Strickland, City Attorney; Lauran Willis, City Clerk; Kendra Mayfield, Josh Roberts, Cheryl Ready, Peggy Madden, Judy Greer, Jeff Wearing, Dean Douglas Hicks, Robert Jordan.**

**\* AGENDA  
Attachment A**

**HONORARY COUNCILMEMBER**

Mayor Roseberry announced Dean Douglas Hicks of Oxford College as the Honorary Councilmember for September.

**MAYORS ANNOUNCEMENTS**

Mayor Roseberry announced that on August 26, 2016 at 6:00 PM, Whatcoat Street will be closed off to traffic. Allen Memorial, Oxford Baptist and City of Oxford will host a cookout for the new students entering Oxford College.

Mayor announced the City hosted a luncheon for the Oxford College (PALs) "Peer Assistant Leaders" today at City Hall. Mayor Roseberry welcomed this group of 31 students and Chief Harvey talked about the Oxford Police Department.

**\* CITY RIGHTS-OF-WAY SURVEY**

City Engineer Robert Jordan presented a draft overview of the Oxford Right of Way Survey project. He outlined the project explaining the Project Tasks and Goals. He also covered the tools and evidence and end users of the final product. Jordan presented the deliverable formats and the information depicted on the plat and concluded with the data provided on the plats. Jordan said the finished product will be put on record at Newton County Superior Court Clerk, City of Oxford City Council, Planning & Zoning, Oxford Police Department, Oxford Utility Department and will be made accessible for the Oxford residents. Attachment B

**DDA STUDY COMMITTEE**

Councilmember Mike Ready said the DDA Committee will continue to work. They hope to have all questions and answers soon but need to do more research and study.

**SUBSTANDARD RENTAL PROPERTIES**

City Manager Bob Schwartz said we need to discuss the need for an ordinance to deal with substandard rental properties including requiring inspections before connecting utilities. Council instructed City Manager Bob Schwartz to prepare a draft ordinance and bring it back to council and then to City Attorney to review.

**\*MISUSE OF THE 911 SYSTEM**

City Manager Bob Schwartz presented several examples of a possible ordinance provided by City Attorney David Strickland. Chief Harvey said we will try to come up with a false alarm code rather than writing a 911 code. Harvey said we need to find something that can be handled in City Court rather than going to Superior Court. Mayor and Council instructed Chief Harvey to come up with a draft plan and bring it to the next work session for review. Attachment C

**\*INTERGOVERNMENTAL CONTRACT WITH THE CITY OF COVINGTON FOR RIGHT-OF-WAY ACQUISITION**

City Manager Bob Schwartz presented a Resolution as is part of the GDOT project for the I-20 pedestrian bridge and the sidewalk on the west side of Emory from the bridge to Fletcher Street. GDOT is handling this as one project with the City of Covington as the primary local government involved. David Strickland and Frank Turner, Covington City Attorney, have prepared this contract which requires Oxford to do everything we would have had to do if we were contracting directly with GDOT. Schwartz said that GDOT is working with Covington on this project and since Covington is certified this contract only requires us to do what we would do if we were doing it ourselves. We are required to use someone who is certified. To move this project along we are asking for approval of this contract tonight. Attachment D

**A motion was made by Eady, seconded by Ready to authorize Mayor Roseberry to sign the contract with City of Covington to move forward with the project. The motion was approved 7/0.**

**NEWTON COUNTY WATER AND SEWER AUTHORITY**

Mayor Roseberry said that Terry Smith was appointed in July, 2014 to a five year term on the Newton County Water and Sewer Authority to represent the City of Oxford. We have checked with the Authority's attorney and it is permissible for him to continue to represent the city even though he no longer lives here. We would like to reaffirm that he will serve as the city's representative until the conclusion of his current term in June, 2019. All council was in favor and agreed that Mayor Roseberry will write a letter to NCWSA authorizing him to continue to serve as Oxford's representative.

**JOB DESCRIPTIONS**

City Manager Bob Schwartz said recently we have had difficulty recruiting for some of our lower skill positions. The requirement for a high school degree or a GED often seems to be the sticking point. It made it hard to find a groundskeeper and it is making it very difficult to find a meter reader. Mayor Roseberry has asked that we consider the possibility of removing this requirement for certain positions. As always, we have the six-month probationary period to make sure the individual selected can do the job. Roseberry said we should follow the guidelines of the EEOC set in 1991. Councilman Eady said we need to maintain our commitment to the city. We



need to establish objective criteria. Councilman Holt said he understands the need for this but we must have someone that can accurately read meters. Councilman Windham said we need to be more specific about which jobs do not require a GED. Mayor Roseberry asked that Councilman Holt and the City Manager get together and draft a new job description.

#### **\* SPLOST 2017**

City Manager Bob Schwartz said that Newton County has adopted a tentative timeline for the next SPLOST election. They plan to schedule the election on March 21, 2017. The other important date is the county will meet with the municipal officials in the county no later than November 6, 2016 to discuss projects to be included in the referendum. We will need to have our list prepared by the October Council meeting. Bob reminded everyone we are toward the end of the 2011 SPLOST. Mayor Roseberry said we have to have our plan on the table in October to present to the commission. We can be specific such as (water projects) etc. Roseberry suggested we ask for approximately \$2 million. We need to be ready by September 12 to vote on what we will do. Councilman Eady asked if this would include streetscapes, trails, and transportation. He said water works and transportation should be the two main items. Roseberry said we are going to go for 25% and see what happens. Councilman Holt said we must convince the people this will be in their best interest. Attachment E

#### **\* ELECTRIC RATES**

City Manager Bob Schwartz said our budget this year included an adjustment in our electric, water and sewer rates in September. The changes to the water and sewer rates are straightforward and do not require any further action. The change to the electric rates have to be reflected in a revised electric tariff. Schwartz presented a new electric tariff for council to review. This new tariff includes the approved increase of 2.5% on all services. There will be a resolution to vote on this new tariff at the September 12 meeting. Attachment F

#### **\* ALLEN MEMORIAL DIRECTION SIGN REQUEST**

City Manager Bob Schwartz said Allen Memorial presented its sign request to the Planning Commission on Tuesday, August 9. The request was denied. The Planning Commission recommended to Allen Memorial that it request City Council approve a directional sign as a governmental sign for Allen Memorial. The Planning Commission made it clear that it did not have the authority to approve any sign in the right-of-way. Such a sign could only be approved by City Council. We have attached a copy of the proposed sign along with two excerpts from the sign ordinance. Mayor Roseberry said that Pastor Josh Roberts has requested approval for a sign for Allen Memorial Church and they have already printed a sign. Councilman Windham said we can't deny this. Windham said we need to rewrite our code. It would be more appropriate to create a design standard. Judy Greer suggested we make it consistent with all signs in Oxford as they tried to do when she worked on the sign committee with Terry Smith and Sarah Davis. Councilman Eady said we need to move forward with this and I think the sign needs to be placed like the Old Church sign. It needs to be on the right-of-way. Councilman Windham said we cannot argue with the Supreme Court. After discussion: Attachment G

**A motion was made by Windham, seconded by Baker to approve the sign be placed on private property. The motion was approved 7/0.**

#### **\* PROJECTS STATUS AND ENGINEER'S PROGRESS REPORTS**

City Manager Bob Schwartz presented the projects status reports and the engineer's progress report for Council

to review. Attachment H

**EXECUTIVE SESSION**

**A motion was made by Ready, seconded by Windham to go into an Executive Session at 7:20 PM. The Motion was approved 7/0.**

After discussion regarding Real Estate matters:

**A motion was made by Windham, seconded by Eady to come out of the executive session at 7:43 PM and go back into the regular session. The Motion was approved 7/0.**

**A motion was made by Windham, seconded by Eady to authorize City Attorney David Strickland to proceed with the purchase of the property at 6153 Emory Street. The Motion was approved 7/0.**

**A motion was made by Windham, seconded by Eady to adjourn at 7:45 PM. The motion was approved 7/0.**

Respectfully submitted,

Lauran S. Willis, CMC/FOA  
City Clerk

*Trees, Parks, Recreation Board (TPR) – City of Oxford, GA*  
Minutes of Meeting April 12, 2016  
Community Room, Oxford City Hall

**At 5:05:** Chairman Ready called The TPR Board meeting to order.

**Attendance**

Present – Members Cheryl Ready, LaTrelle Oliver, Anderson Wright,

City Arborist Beryl Budd

City Manager Bob Schwartz

City Superintendent Jody Reid

City Grounds Keeper Terry Tankersley – welcomed by Chairman Ready and the Board with appreciation to City Council for approving this new position and for finding such a qualified person to fill it. Mr. Tankersley brings thirty-one years of landscape maintenance and plant nursery experience: "I've always loved working out-doors," he said. Already our city rights-of-way and other properties look better.

Absent – Members Hulon Clemons, Andrea O'Toole, Glenda Stewart

GUFC Community Forester Seth Hawkins

Oxford College Senior Manager of Operations Kendra Mayfield

Oxford College Director of Operations Todd Cain

**Approval of Minutes for meeting of February 16, 2016**

Motion to approve by Anderson Wright. Second by Cheryl Ready.

Unanimous approval.

**Status of Work Plan, FY 2015-2016 – City Arborist Beryl Budd**

1. The Georgia Urban Forest Council met with the Oxford College Tree Board in March to discuss hosting the College Canopy Conference, scheduled for September 2016.

**Reports and Updates**

1. Mitchell Street Park (i.e. Rosenwald School Site) – Anderson Wright

a. Replacement dogwood saplings are doing well.

b. Removal of fallen sticks and limbs is an ongoing task that is being managed.

c. In addition, the Historic Oxford Cemetery requires ongoing removal of seedlings and monitoring of mature trees. Cemetery Foundation has declared that further planting of trees is prohibited due to root damage of graves and monuments. Jody will talk with Foundation Chairman Tom Johnson about removal of current and future seedlings. Beryl explained that at 15 feet a tree is considered "large."

2. George Street Park – Jody Reid

a. Drainage project is complete, and Engineer Robert Jordan reports it is working as intended. LaTrelle suggested that, for educational purposes, a map of the drainage plan should be presented to Council and TPR Board and then filed with TPR archives.

b. Gazebo decision – No attention given as yet to request for additional bench – suggestion was made the gazebo seating behind Seney Hall could provide a model. Also, the George Street Park structure is "out-of-level" and needs to be corrected.

3. Asbury Street Park ad hoc committee – Cheryl Ready – Their next meeting is Thursday, April 14, at which time an update will be presented.

4. Tree Purchases and Planting – Jody Reid and Beryl Budd – In this planting cycle, 24 trees were planted. In the last two years, 47 trees were planted.

**Pruning Issues and Concerns** – We've planted many new trees. Mature trees throughout the city need canopy pruning.

### **George Street Trail Extension**

1. Bob clarified that the more curved layout was approved by layout City Council.
2. LaTrelle expressed dissatisfaction with the entire plan.
3. Cheryl stated that she did not see the need for this particular extension.

### **Privet/Trash trees, Wesley and Fletcher – Concerns** – Cheryl Ready

1. Jody and Bob emphasized that until Robert Jordan completes the right-of-way projects, no further work can proceed, due to the perceived ambiguity of property lines.
2. In the meantime, invasive privet continues to grow back.
3. No indication was given regarding resolution of the issue; so, the aesthetic dilemma of these central city corridors remains unresolved.

### **Concerns and Announcements**

1. Photo Contest – A Tree City USA pamphlet is being created and local photos may be submitted.
2. Beryl announced there is a grant available for restoring tree canopy.
3. Budget – Bob is proposing the same as last year since not all the budgeted amount has been spent to date. Any remaining dollars for maintenance can be spent by June 30, 2016. The Board's consensus for fiscal 2017 is to apply all new funds to crown trimming rather than new trees. This work requires professional expertise. Beryl would initiate the bidding process.
4. On behalf of the TPR Board, LaTrelle expressed appreciation for the newly installed drainage system that diverts rain runoff alongside and under the West Clark Street Trail. Robert Jordan designed the plan and City Crew implemented it.

**Adjournment** – meeting adjourned at 6:15

**Next Meeting** – June 14, 2016

---

LaTrelle Oliver, Secretary

Attachment F  
Trees, Parks, Recreation Board (TPR) – City of Oxford, GA  
Minutes of Meeting June, 2016  
Community Room, Oxford City Hall

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

**Attendance**

Present – Members: Cheryl Ready, LaTrelle Oliver, Andrea O'Toole, Glenda Stewart,  
City Employees: Arborist Beryl Budd, Manager Bob Schwartz, Superintendent Jody Reid  
Guests: Oxford Resident Mike Besaw, Vice Chairman of Planning Commission Jeff Wearing

Absent – Members Anderson Wright, Hulon Clemons; GUFCA Community Forester Seth Hawkins;  
Oxford College representatives: Senior Manager of Operations Kendra Mayfield; Director of  
Operations Todd Cain

**Approval of Minutes for meeting of April 12, 2016**

Motion to approve by LaTrelle Oliver. Second by Andrea O'Toole. Unanimous approval.

**Status of Work Plan, FY 2015-2016 – City Arborist Beryl Budd**

1. The Oxford College Tree Board will host GUFCA's College Canopy Conference on Sept. 14 from 9:30 - 3:30. The City's TPR Board and affiliates are invited to attend. Beryl will present the story of Oxford's Yarbrough Oak.
2. Hazard tree inspections and pruning can begin this month and proceed as budget allows.
3. Watering of young trees continues on regular schedule.
4. Jody and Beryl will inspect apparently stressed young trees in George Street Park between trail and Wesley Street. Beryl explained that bald cypress leaves tend to turn brown at times. Beryl and Jody will note for removal the apparently dead trees on Emory and Whatcoat.

**Reports and Updates**

1. Mitchell Street Park (i.e. Rosenwald School Site) – Jody reported that mowing and watering continue on schedule with satisfying results.
2. There was no report on whether Jody was able to talk with Foundation Chairman Tom Johnson about removal of small trees growing in the Historic Oxford Cemetery.
3. George Street Park – Jody Reid  
No resolution as yet re: gazebo bench and leveling of entire structure.
4. Asbury Street Park ad hoc committee – Cheryl Ready –  
No change. No report forthcoming from UGS planners. Committee did not meet on April 14.
5. Cheryl and City's temporary employee Lashaun \_\_\_\_\_ attended the recent GUFCA workshop in Mansfield on caring for urban trees. The information will be shared with City Grounds Keeper Terry Tankersley, who was unable to attend due to illness.

**Tree pruning – Beryl Budd**

1. See list of priorities.
2. First bid for 5 trees has been received (\$2325.00)

**Pruning issues and concerns – Beryl Budd**

1. Planning for next phase of crown clearing is happening now. Bids will be submitted in Sept. / Oct.

**George Street Trail Extension**

1. Bob stated that design plans are currently in process.
2. LaTrelle again expressed serious opposition to the entire plan.

**Concerns and Announcements**

1. Engineer Robert Jordan's goal is to complete the right-of-way project by July for presentation at the August Council Work Session.

**Adjournment** – meeting adjourned at 6:00

**Next Meeting** – August 9, 2016

\_\_\_\_\_  
LaTrelle Oliver, Secretary

**EXTRACT OF MINUTES  
RESOLUTION OF GOVERNING BODY**

**Recipient: CITY OF OXFORD**

**Loan Number: 2016L06WQ**

At a duly called meeting of the governing body of the Borrower identified above (the "Borrower") held on the \_\_\_\_\_ day of \_\_\_\_\_, the following resolution was introduced and adopted.

**WHEREAS**, the governing body of the Borrower has determined to borrow but not to exceed **\$525,000** from the **Georgia Environmental Finance Authority** (the "Lender") to finance a portion of the costs of acquiring, constructing, and installing the environmental facilities described in Exhibit A to the hereinafter defined Loan Agreement (the "Project"), pursuant to the terms of a Loan Agreement (the "Loan Agreement") between the Borrower and the Lender, the form of which has been presented to this meeting; and

**WHEREAS**, the Borrower's obligation to repay the loan made pursuant to the Loan Agreement will be evidenced by a Promissory Note (the "Note") of the Borrower, the form of which has been presented to this meeting;

**NOW, THEREFORE, BE IT RESOLVED** by the governing body of the Borrower that the forms, terms, and conditions and the execution, delivery, and performance of the Loan Agreement and the Note are hereby approved and authorized.

**BE IT FURTHER RESOLVED** by the governing body of the Borrower that the terms of the Loan Agreement and the Note (including the interest rate provisions, which shall be as provided in the Note) are in the best interests of the Borrower for the financing of the Project, and the governing body of the Borrower designates and authorizes the following persons to execute and deliver, and to attest, respectively, the Loan Agreement, the Note, and any related documents necessary to the consummation of the transactions contemplated by the Loan Agreement.

\_\_\_\_\_  
(Signature of Person to Execute Documents)      Mayor  
(Print Title)

\_\_\_\_\_  
(Signature of Person to Attest Documents)      City Manager  
(Print Title)

The undersigned further certifies that the above resolution has not been repealed or amended and remains in full force and effect.

Dated: \_\_\_\_\_

(SEAL)

\_\_\_\_\_  
Secretary/Clerk

**STATE OF GEORGIA  
COUNTY OF NEWTON**

**ORDINANCE**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF OXFORD TO AMEND CHAPTER 34 TRAFFIC AND VEHICLES, SECTION 34-59: SPEED ZONE SCHEDULE, OF THE CODE OF OXFORD, GEORGIA, AS AMENDED, SO AS TO AMEND THE ESTABLISHED SPEED LIMITS WITHIN THE CITY OF OXFORD, TO REPEAL ALL CONFLICTING ORDINANCES, TO PROVIDE FOR AN EFFECTIVE DATE, AND FOR OTHER LAWFUL PURPOSES**

**WHEREAS, THE COUNCIL OF THE CITY OF OXFORD ORDAINS**, the City of Oxford, Georgia, hereinafter referred to as the ("City") pursuant to O.C.G.A. § 40-6-183 has the authority to declare a reasonable and safe maximum vehicle speed limit on a highway or part of a highway under its jurisdiction; and

**WHEREAS**, Section 59 of Article II of Chapter 34 of the Code of the City of Oxford, Georgia regulates speed zones for the roadways in the City; and

**WHEREAS**, the City of Oxford has completed a traffic study in compliance with Georgia law that confirms the speed limit on East Soule Street should be increased; and

**WHEREAS**, following a review of those regulations, the City Council of the City of Oxford finds that the following amendment to the regulations is appropriate in order to advance the public health, safety and welfare.

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of the City of Oxford, Georgia, and it is hereby ordained by the authority of same as follows:

**Section 1.**

The Off System Table Insert in Section 38-59(c) of the Code of the City of Oxford, Georgia is hereby amended so as to increase the speed limit on Soule Street (east) from SR 81 to the Oxford City Limit to 30 miles per hour, and said Table Insert shall be amended as follows:

Road Name	City/School	From	To	Length in Miles	Speed Limit
Soule Street (east)	Oxford	Sr 81 – Emory Street	Oxford City Limit	0.4	30

**Section 2.**

Be it ordained by City Council of the City of Oxford, Georgia that the following speed zones are hereby established based on an engineering and traffic investigation as prescribed by law.

**Section 3.**

Be if further ordained that the following speed zones are hereby established based on engineering and traffic investigations conducted by Georgia Department of Transportation as prescribed by law.

**Section 4.**

That all ordinances or resolutions, or parts thereof, in conflict with this ordinance are hereby repealed.

**Section 5. Severability**

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

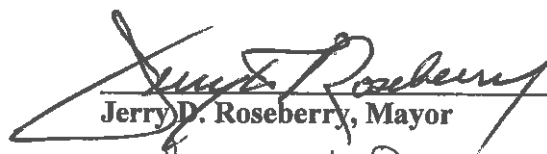
**Section 6. Effective Date**


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

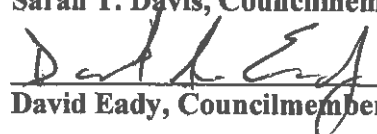
First reading, this 1<sup>st</sup> day of August 2016.

Second reading and adoption, this 6<sup>th</sup> day of September 2016.

**CITY OF OXFORD**

  
\_\_\_\_\_  
Jerry D. Roseberry, Mayor

  
\_\_\_\_\_  
Sarah T. Davis, Councilmember

  
\_\_\_\_\_  
David Eady, Councilmember

**Signatures continued to next page**



*George R. Holt*

George R. Holt, Councilmember

*Mike Ready*

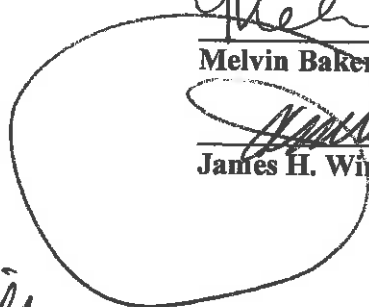
Mike Ready, Councilmember

*Melvin Baker*

Melvin Baker, Councilmember

*James H. Windham*

James H. Windham, Councilmember



ATTEST:

*Lauran S. Willis*  
Lauran Willis, City Clerk

{The Seal of the City of Oxford, Georgia}

APPROVED AS TO FORM:

*C. David Strickland*  
C. David Strickland, City Attorney



**ELECTRIC SERVICE TARIFF BOOK**

**RESIDENTIAL SERVICE ..... 2**

**COMMERCIAL NON-DEMAND SERVICE ..... 3**

**COMMERCIAL DEMAND SERVICE..... 4**

**COMMERCIAL MEDIUM DEMAND SERVICE..... 5**

**MUNICIPAL SERVICE ..... 6**

**SECURITY LIGHT SERVICE ..... 7**

**RIDERS AND ADJUSTMENTS..... 8**

**DISTRIBUTED GENERATION RIDER ..... 9**

**RESIDENTIAL SERVICE**

<u>PAGE</u> 1 of 1	<u>EFFECTIVE DATE</u> Bills Rendered for the Month of September, 2016	<u>REVISION</u> 20160811
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**AVAILABILITY:**

Available in all areas served by the City of Oxford and subject to its service rules and regulations.

**APPLICABILITY:**

Applicable to domestic uses of the Customer in a separately-metered single-family or apartment dwelling unit.

**TYPE OF SERVICE:**

Single or three phase, 60 hertz, at a standard voltage. Three phase service is available only in those instances where the requesting customer fully reimburses the City for any additional costs incurred in providing the service.

**MONTHLY RATE:**

Customer Charge .....\$15.00

First 500 kWh .....@ ..... 10.720¢ per kWh

**SUMMER – May through October Billing**

Next 500 kWh .....@ ..... 13.930¢ per kWh

Over 1,000 kWh .....@ ..... 15.350¢ per kWh

**NON-SUMMER – November through April Billing**

Next 500 kWh .....@ ..... 10.700¢ per kWh

Over 1,000 kWh .....@ ..... 10.637¢ per kWh

**Minimum Monthly Bill: Customer Charge**

**ENVIRONMENTAL COMPLIANCE COST RECOVERY:**

The amounts calculated at the above rate shall be subject to increases under the provisions of the effective Environmental Compliance Cost Recovery rider (ECCR).

**POWER COST RECOVERY:**

The amounts calculated at the above rate are subject to increase or decrease according to the Power Cost Adjustment (PCA) clause.

**MULTIPLE SERVICE:**

Where two or more dwelling units are served through a single meter, each applicable tier in the monthly rate schedule presented above shall be multiplied by the number of dwelling units served prior to calculating the charge.

## COMMERCIAL NON-DEMAND SERVICE

PAGE	EFFECTIVE DATE	REVISION
1 of 1	Bills Rendered for the Month of September, 2016	20160811

**AVAILABILITY:**

Available in all areas served by the city of Oxford and subject to its service rules and regulations.

**APPLICABILITY:**

Applicable to non-residential uses where the average monthly metered energy is less than 3,000 kilowatt-hours.

**TYPE OF SERVICE:**

Single or three-phase, sixty (60) hertz, at a standard voltage, and supplied through a single meter.

**MONTHLY RATE:**

Customer Charge .....\$20.00

**SUMMER - May through October Billing**

First 3,000 kWh .....@ ..... 19.00¢ per kWh

Over 3,000 kWh .....@ ..... 18.00¢ per kWh

**NON-SUMMER – November through April Billing**

First 3,000 kWh .....@ ..... 17.00¢ per kWh

Over 3,000 kWh .....@ ..... 15.47¢ per kWh

**Minimum Monthly Bill: Customer Charge**

**ENVIRONMENTAL COMPLIANCE COST RECOVERY:**

The amounts calculated at the above rate shall be subject to increases under the provisions of the effective Environmental Compliance Cost Recovery (ECCR) rider.

**POWER COST RECOVERY:**

The amounts calculated at the above rate are subject to increase or decrease according to the Power Cost Adjustment (PCA) clause.

## COMMERCIAL DEMAND SERVICE

PAGE	EFFECTIVE DATE	REVISION
1 of 1	Bills Rendered for the Month of September, 2016	20160811

**AVAILABILITY:**

Available in all areas served by the City of Oxford and subject to its service rules and regulations.

**APPLICABILITY:**

Applicable to non-residential uses where the average monthly metered energy exceeds 3,000 kilowatt-hours and the average monthly demand does not exceed 25 kilowatts.

**TYPE OF SERVICE:**

Single or three-phase, sixty (60) hertz, at a standard voltage.

**MONTHLY RATE:**

Customer Charge .....\$50.00

Demand Charge .....@ .....\$5.50 per kW of Billing Demand

All consumption (kWh) not greater than 200 hours times the billing demand:

First 3,000 kWh.....@ .....	12.50¢ per kWh
Next 7,000 kWh.....@ .....	12.00¢ per kWh
Over 10,000 kWh.....@ .....	11.50¢ per kWh

All consumption (kWh) in excess of 200 hours and not greater than 400 hours times the billing demand .....

@ ..... 7.65¢ per kWh

All consumption (kWh) in excess of 400 hours times the billing demand.....@ .....

..... 6.61¢ per kWh

**MINIMUM MONTHLY BILL: Customer Charge plus \$10.00 per kW of billing demand.**

**DETERMINATION OF BILLING DEMAND:**

The billing demand shall be the highest measured 30-minute demand during the current month.

**ENVIRONMENTAL COMPLIANCE COST RECOVERY:**

The amounts calculated at the above rate shall be subject to increases under the provisions of the effective Environmental Compliance Cost Recovery (ECCR) rider.

**POWER COST RECOVERY:**

The amounts calculated at the above rate are subject to increase or decrease according to the Power Cost Adjustment (PCA) clause.

## COMMERCIAL MEDIUM DEMAND SERVICE

<u>PAGE</u>	<u>EFFECTIVE DATE</u>	<u>REVISION</u>
1 of 1	Bills Rendered for the Month of September, 2016	20160811

**AVAILABILITY:**

Available in all areas served by the City of Oxford and subject to its service rules and regulations.

**APPLICABILITY:**

Applicable to non-residential uses where the average monthly metered energy exceeds 3,000 kilowatt-hours and the average monthly demand exceeds 25 kilowatts.

**TYPE OF SERVICE:**

Single or three-phase, sixty (60) hertz, at a standard voltage.

**MONTHLY RATE:**

Customer Charge .....\$60.00

Demand Charge .....@ .....\$7.00 per kW of Billing Demand

All consumption (kWh) not greater than  
200 hours times the billing demand:

First 10,000 kWh.....@ ..... 10.00¢ per kWh  
Over 10,000 kWh.....@ ..... 8.75¢ per kWh

All consumption (kWh) in excess of  
200 hours and not greater than  
400 hours times the billing demand.....@ ..... 7.00¢ per kWh

All consumption (kWh) in excess of  
400 hours times the billing demand.....@ ..... 6.50¢ per kWh

**MINIMUM MONTHLY BILL:** Customer Charge plus \$10.00 per kW of billing demand.

**DETERMINATION OF BILLING DEMAND:**

The billing demand shall be the highest measured 30-minute demand during the current month.

**ENVIRONMENTAL COMPLIANCE COST RECOVERY:**

The amounts calculated at the above rate shall be subject to increases under the provisions of the effective Environmental Compliance Cost Recovery (ECCR) rider.

**POWER COST RECOVERY:**

The amounts calculated at the above rate are subject to increase or decrease according to the Power Cost Adjustment (PCA) clause.

## MUNICIPAL SERVICE

<u>PAGE</u>	<u>EFFECTIVE DATE</u>	<u>REVISION</u>
1 of 1	Bills Rendered for the Month of September, 2016	20141229

**AVAILABILITY:**

Available in all areas served by the City of Oxford and subject to its service rules and regulations.

**APPLICABILITY:**

Applicable to all aspects of the **government of the City of Oxford**, including, but not limited to, general government buildings and warehouses, recreation facilities, and all other City utility enterprise activities.

**TYPE OF SERVICE:**

Single or three phase, 60 hertz, at a standard voltage.

**MONTHLY RATE:**

**Customer Charge** .....\$0.00

**Energy Charge** .....@ ..... 8.20¢ per kWh

**Minimum Monthly Bill: Customer Charge**

**ENVIRONMENTAL COMPLIANCE COST RECOVERY:**

The amounts calculated at the above rate shall be subject to increases under the provisions of the effective Environmental Compliance Cost Recovery (ECCR) rider.

**POWER COST RECOVERY:**

The amounts calculated at the above rate are subject to increase or decrease according to the Power Cost Adjustment (PCA) clause.

## SECURITY LIGHT SERVICE

<b><u>PAGE</u></b> 1 of 1	<b><u>EFFECTIVE DATE</u></b> Bills Rendered for the Month of September, 2016	<b><u>REVISION</u></b> 20160811
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**AVAILABILITY:**

Available in all areas served by the City of Oxford and subject to its service rules and regulations.

**APPLICABILITY:**

To unmetered dusk-to-dawn electric service used for illuminating public thoroughfares and private outdoor areas, including, but not limited to, highways, roadways, parking lots and yards.

**TYPE OF SERVICE:**

Service shall consist of a luminaire owned, installed, powered and maintained by the City. This schedule applies to ballast operated lamp fixtures of mercury vapor, high pressure sodium vapor or metal halide, on standard wood poles conforming to City's specifications. Service will be rendered only at locations that, in the opinion of the City, are readily accessible for maintenance.

The customer may be required to reimburse the City for the cost of any replacements or maintenance work which is required due to vandalism or accidental damages.

<u>Lamp Wattage</u>	<u>MONTHLY RATE PER FIXTURE:</u>	
	<u>Type</u>	<u>Rate</u>
175	Mercury Vapor	\$9.23
400	Mercury Vapor	\$15.38
100	High Pressure Sodium Vapor	\$9.23
150	High Pressure Sodium Vapor	\$12.30
400	Metal Halide	\$24.60
1,000	Metal Halide	\$36.90

**OTHER CHARGES:**

Additional charges may apply in situations where the customer desires special lighting facilities such as underground wiring, non-standard poles, and/or LED lighting.

**ENVIRONMENTAL COMPLIANCE COST RECOVERY:**

Does not apply.

**POWER COST RECOVERY:**

Does not apply.



## RIDERS AND ADJUSTMENTS

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**POWER COST RECOVERY:**

The monthly power cost adjustment (PCA) in cents per kWh shall represent the difference between total electric department costs (including wholesale power, distribution system operation & maintenance, administrative charges and transfers to the general fund of the City) and total electric department revenues (including sales of electricity and other operating receipts) divided by the total kilowatt-hours sold to customer served under tariff subject to Power Cost Recovery. The monthly adjustment may be levelized to reduce the amount of variance.

Applicable Tariffs: All electric rates unless those agreed upon under separate agreement.

**ENVIRONMENTAL COMPLIANCE COST RECOVERY (ECCR):**

The monthly environmental compliance cost recovery adjustment in cents per kWh shall be added to all metered bills for service. The ECCR shall represent an amount no higher than that which may be calculated using the economic compliance cost reporting issued from time to time by the City of Oxford's principal electricity supplier, MEAG Power. ECCR changes will normally occur annually with changes becoming effective with the first day of a new fiscal year (July 1).

Applicable Tariffs: All electric rates unless those agreed upon under separate agreement.

**DISTRIBUTED GENERATION RIDER**

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**AVAILABILITY:**

Applicable to Customers in all areas served by the City of Oxford (the City) and subject to its service rules, regulations, terms, policies and procedures, as amended from time to time, which are incorporated herein by this reference, and desiring to a distributed generation facility. Customer account(s) must be in good standing.

A distributed generation facility must:

1. Be owned (or leased) and operated by an existing Customer for production of electric energy, and
2. Be connected to and/or operate in parallel with the City’s distribution facilities, and
3. Be intended primarily to offset part or all of the Customer’s generator’s requirement for electricity, and
4. Have peak generating capacity of not more than 10 kW for residential applications and not more than 125% of actual or expected maximum annual peak demand of the premise for commercial applications.
5. Be installed on the customer side of the meter

**MONTHLY METERING COST:**

**Bi-Directional Metering Charge** ..... \$2.50 per month

**Single Directional**

**Single-Phase** ..... \$4.50 per month

**Poly-phase** ..... \$11.00 per month

The City Electric Department will install single directional metering or bi-directional metering depending on the Customer’s method of installation. All installed costs for metering and associated equipment will be paid by the Customer at the time service is initiated under this policy.

Bi-directional metering is defined as measuring the amount of electricity supplied by the City and the amount fed back to the City by the Customer’s distributed generation facility during the billing period using the same meter. Bi-directional metering shall be used where distributed generation facilities are connected to the City on the Customer’s side of the Customer’s meter.

Single directional metering shall be defined as measuring electricity produced or consumed during the billing period, in accordance with normal metering practices. Single directional metering shall be used where distributed generation facilities are connected to the City’s distribution system on the City’s side of the Customer’s meter.

**MONTHLY CAPACITY COST:**

The City requires each Customer with a distributed generation facility to pay the monthly Stand-By Capacity charges based on the installed Nameplate Capacity Rating (in kW) of the Customer’s system.

Stand-by Capacity Charge

**Residential** ..... \$11.15 per kW

**Commercial Non Demand** ..... \$12.86 per kW

**Demand Rates** ..... \$20.00 per kW

# DISTRIBUTED GENERATION RIDER (Continued)

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## **PAYMENT FOR ENERGY:**

### Bi-directional metering

1. When electricity supplied by the City exceeds electricity generated by the Customer's distributed generation, the electricity shall be billed by the City in accordance with the applicable tariff(s).
2. When electricity generated by the Customer's distributed generation system exceeds electricity supplied by the City, the Customer shall be billed for the customer charges as described in the standard rate for that billing period and credited for excess kWh generated during the billing period at the City's avoided energy cost.

### Single directional metering

1. For kWh's generated by Customer's distributed generation facility, Customer shall be compensated at the City's avoided cost of energy (kWh) as determined by the City. The City will only compensate Customer for avoided energy kWh's as determined by metered energy delivered to the City's distribution system.
2. The Customer's net bill will be calculated using the City calculation for avoided energy cost (as described below) credited to the Customer, netted against the billing period charges for the Customer's regular service (according to the applicable tariff) based on actual metered energy.

### Avoided Energy Cost

Payments by the City to the Customer for the billing period metered avoided energy kWh's will be computed by the City in its sole discretion based on the average monthly wholesale market price as determined by the Municipal Electric Authority of Georgia (MEAG Power), the City's Wholesale Energy provider.

In the event Customer develops a credit balance during a billing period, the amount will remain as a credit on the Customer's account. Credit balances remaining at the end of the City's fiscal year will be cleared by the issuance of a check for the credit balance to Customer. Any other clearance of account credit balances will be at the City's discretion.

## **SAFETY, POWER QUALITY, AND INTERCONNECTION REQUIREMENTS:**

The Customer shall be responsible for ensuring a safe and reliable interconnection with the City and all costs incurred therein. The City has available, upon request, the following documents that must be completed and approved in their entirety prior to interconnection by the Customer to the City's distribution system:

1. Application for Interconnection of Distributed Generation Facility
2. Interconnection Agreement
3. Electrical Power Exchange Agreement

The provisions in all documents outlined above are incorporated into this Tariff in their entirety. For the avoidance of doubt, Customer shall be deemed to have agreed to such provisions by applying for service under this Tariff.

The City will only be required to purchase energy from eligible distributed generation facilities on a first-come, first-served basis until the cumulative generating capacity of all renewable energy sources from all Customers equals the percentage of the City's annual peak demand in the previous year as set forth in O.C.G.A. § 46-3-56(a). Additional energy may be purchased by the City at its sole discretion at a cost agreed to by it and the Customer provider. The City shall at no time be required to purchase energy from Customers in excess of amounts required by the DG Act.

The City reserves the right to separate the Customer generator's equipment from City lines and facilities when, in the City's judgment, the continued parallel operation is unsafe or may cause damage to persons or property. Upon such separation, the City shall promptly notify the Customer generator so that any unsafe condition can be corrected.

**RESOLUTION**

**WHEREAS**, City of Oxford Official Code of Ordinance, Chapter 36 Utilities, Article I, In General, Section 36-10 Utility Rates shall read: Rates, fees, charges and deposit amounts for electric service, water and sewer service, and sewer and water main taps shall be as determined from time to time by the Mayor and Council and set forth in the schedule of fees and charges. Water and Sewer Rates of the City of Oxford, Georgia new fees, as of this date, shall be in the following particulars, to wit: September 12, 2016 Minutes

**Water and Sewer Rates.**

**The Water and Sewer Rates shall be as follows:**

**Residential 3/4" and Commercial Meters (Water Rates):**

<b>3,000 gal. (Minimum quantity)</b>	<b>Per month</b>	<b>\$19.77</b>
<b>all quantity in excess of 3,000 gal.</b>		<b>6.59 Per 1,000 gals.</b>

**Residential 3/4" and Commercial Meters (Sewer Rates):**

<b>110% per 1,000 gallons of water purchased</b>		
<b>3,000 gal. (Minimum quantity)</b>	<b>Per month</b>	<b>\$21.68</b>
<b>all quantity in excess of 3,000 gal.</b>		<b>7.23 Per 1,000 gals.</b>

**High Volume Water Meter Base Charge:**

<b>Size</b>	
<b>1"</b>	<b>\$19.77</b>
<b>1-1/2"</b>	<b>19.77</b>
<b>2"</b>	<b>25.63</b>
<b>3"</b>	<b>38.88</b>
<b>4"</b>	<b>46.13</b>
<b>6"</b>	<b>66.63</b>
<b>8"</b>	<b>87.13</b>

**All high volume meter consumption of water/sewer in excess of base charge shall be billed at residential/commercial rate.**

**These rates shall be effective as of September 1, 2016 Utility Billing and as to all fees thereafter. All rate schedules and parts of rate schedules in conflict herewith shall be and the same are hereby repealed.**

**ENACTED AND ADOPTED THIS 12th day of September, 2016.**

**JERRY D. ROSEBERRY, MAYOR**

**ATTEST:** Lauran S. Willis, City Clerk