

**OXFORD MAYOR AND COUNCIL
REGULAR SESSION
MARCH 4, 2024 – 7:00 P.M.
CITY HALL – 110 W. CLARK ST. OXFORD, GA 30054
A G E N D A**

1. **Call to Order – Mayor David S. Eady**
2. **Motion to accept the Agenda for the March 4, 2024 Mayor and Council Regular Meeting.**
3. **Consent Agenda:**
 - a. *Minutes of the City Council Regular Session on February 5, 2024
 - b. *Minutes of the City Council Work Session on February 19, 2024
4. **Mayor’s Report**
5. **Citizen Concerns**
6. ***Consider Bids for an Excavator:** The City’s FY 2024 Capital Improvement plan has a total of \$45,000 budgeted for an excavator. The funds are made up from \$15,000 increments in capital funds from 1) Water/Sewer, 2) Streets and 3) Parks, Landscapes, & Recreation. The Takeuchi Bid is \$51,900, the Yancy/Cat bid is \$59,327, and the TEC/Komatsu bid is \$53,500.
7. ***Consider Bids for Painting the Public Works Building:** The City’s FY 2024 Capital Improvement plan has a total of \$30,000 budgeted for “Painting the Shop.” The funds are made up from \$10,000 increments in capital funds from 1) Water/Sewer, 2) Streets and 3) Electric Utility. We received three bids: (1) Gerald Whitley, \$26,350; (2) Poss Construction Services, \$27,250; (3) Elite Pro Construction, \$27,875.
8. ***100-foot Stream Buffer Ordinance Update:** We are planning a Public Hearing and First Read at the March 4th Council Meeting and the Second Read and Final Vote at the April 1 Council Meeting. It was discovered this ordinance did not have the required hearing and two readings.
9. ***Change to the City Hall Hours:** Please see the attached document asking to consider hours open to the public, changing from 8:00 a.m. to 9:00 a.m.
10. ***Update to the Northeast Georgia Resource Management Plan for Regionally Important Resources:** The Northeast Georgia Regional Commission is updating the *Northeast Georgia Resource Management Plan for Regionally Important Resources* and requests your assistance with reviewing the accuracy and status of existing Regionally Important Resources (RIRs) that are in or near your jurisdiction. Comments and corrections are due by March 15th.

11. Inter-Governmental Agreement between Oxford and Covington for the De-annexation, Annexation, and Protective Covenants for the Aaron Drive and Keegan Court Parcels

12. *Council Appointment to the Oxford DDA: At the last Regular Council Meeting, there was a vote for the Council to use the month of February to bring a DDA nomination forward for consideration by the Council.

13. *Invoices: Council will review the city's recently paid invoices for \$1,000 or more.

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

15. Adjourn

*Attachments



**DRAFT MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
REGULAR SESSION
MONDAY, FEBRUARY 5, 2024 – 7:00 PM
CITY HALL
DRAFT**

ELECTED OFFICIALS PRESENT:

David Eady – Mayor
George Holt – Councilmember
Laura McCanless – Councilmember
Mike Ready – Councilmember
Jim Windham – Councilmember
Jeff Wearing – Councilmember (late)
Erik Oliver – Councilmember

APPOINTED/STAFF PRESENT:

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

OTHERS PRESENT: Art Vinson, Laurie Vinson, John Boudreau (Atkins Engineering)

1. The meeting was called to order by the Honorable David S. Eady, Mayor.
2. **Jeff Wearing made a motion to accept the agenda for the February 5, 2024 Mayor and Council Regular Meeting. Mike Ready seconded the motion. The motion was approved unanimously (7/0).** (Attachment A)
3. **Erik Oliver made a motion to amend the meeting minutes from January 8, 2024 to reflect that Laura McCanless made the motion for Item 9 and Jim Windham seconded the motion. Laura McCanless seconded the motion. The motion was accepted unanimously (7/0).**

Jim Windham made a motion to accept the Consent Agenda for February 5, 2024. Jeff Wearing seconded the motion. The motion was approved unanimously (7/0). (Attachment B)

4. Mayor's Report

Mayor Eady apprised the City Council of conversations he has been having with various groups and individuals regarding the changing of the name of Dried Indian Creek to Catova Creek. He stated he is waiting for representatives of the Muscogee Nation to review the proclamation before it is brought before the City Council.

5. Citizen Concerns

None.

6. Improving Neighborhood Outcomes in Disproportionately Impacted Communities Grant (Attachment C)

John Boudreau with Atkins Engineering presented information on the three proposed routes for this grant: E. Bonnell Street to Bob Williams Parkway, W. Bonnell Street to Cousins Middle School, and Old Church Trail to Hull Street/Oxford Road. The goal is to try to get all three trails developed with the \$2.2 million funding from the grant. Each of the routes would provide connectivity via alternative methods of transportation to locations outside the City of Oxford to other areas of Newton County.

Jim Windham made a motion to approve the three proposed routes for the grant and submit them to the Georgia Office of Planning and Budget (OPB) as the grant's revised scope. Mike Ready seconded the motion.

Discussion:

Erik Oliver expressed concerns about not including the E. Clark Street option as a contingency for the third route.

The motion was amended to include that this contingency would also be submitted. The motion was approved unanimously (7/0).

7. Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Grant Program (Attachment D)

John Boudreau with Atkins Engineering presented information on the proposed route for this grant to build a sidewalk and bike/pedestrian bridge over I-20.

Mike Ready voiced his concern with a 12-foot wide path because it would give the residents a perception of losing their yards even though the 12-foot width is within the City's right of way.

Erik Oliver made a motion to approve the five-foot route with lighting up to the 5,000 foot requirement. Mike Ready seconded the motion.

Discussion:

Laura McCanless stated that Art Vinson suggested a pedestrian signal at Geiger Street and Highway 81. Mayor Eady stated the pedestrian signal at Hamil Street and the one being installed at Asbury Street Park are designed to be mid-block crossings. He recommends a traffic signal at the intersection. This will need to be an amendment to the proposal that will take some time to work through.

The motion was approved unanimously (7/0).

George Holt stated there is an error in the first sentence of the resolution memorializing the City of Oxford's intent to jointly apply for the grant with the City of Covington. It should read, "...a joint application...".

Erik Oliver made a motion to correct the resolution and approve the amended version. Mike Ready seconded the motion. The motion was approved unanimously (7/0).

8. Amended Agreement for Newton County Water & Sewerage Authority (NCWSA) Sanitary Sewer Flow Study (Attachment E)

Jim Windham made a motion to approve the amended agreement. Erik Oliver seconded the motion. The motion was approved unanimously (7/0).

9. **Oxford-Covington Wastewater Capacity Agreement** (Attachment F)

Jim Windham made a motion to approve the agreement. Mike Ready seconded the motion. The motion was approved unanimously (7/0).

10. **Transfer of Funds to Georgia Fund 1 Account** (Attachment G)

George Holt made a motion to approve the transfer. Jim Windham seconded the motion. The motion was approved unanimously (7/0).

11. **City Hall Landscape Plan** (Attachment H)

Jim Windham made a motion to proceed with formal negotiations with Shades of Green about adding additional scope to the original bid. Mike Ready seconded the motion. The motion was approved unanimously (7/0).

12. **FY 2024 Capital Budget Amendments** (Appendix I)

Erik Oliver made a motion to approve the amendments. Jeff Wearing seconded the motion. The motion was approved unanimously (7/0).

13. **Oxford Downtown Development Authority (DDA) Membership** (Attachment J)

Erik Oliver made a motion to approve reappointment of Brian Barnard as the DDA Chairman. George Holt seconded the motion. The motion was approved unanimously (7/0).

The City Council discussed the appointment of Natalie Raymond to replace David Allen, who has resigned from the Authority. There was concern about having too many members who have ties to and might advocate for the interests of Oxford College above the interests of the City as a whole.

Jim Windham expressed that citizens feel like the City does whatever Oxford College wants. He is concerned about the perception of having multiple members with ties to Oxford College on the DDA, even if their actual actions would not be swayed by their connection. Several City Council members expressed a desire to have broader representation of Oxford's residents and increased diversity on the DDA.

Mayor Eady asked the City Council members to come up with some other nominees, since the DDA has already done some work identifying their proposed nomination.

Erik Oliver made a motion to use the month of February to seek other candidates and to vote on a candidate at the March meeting. Jeff Wearing seconded the motion. The motion carried (5/2). David Eady and Mike Ready voted nay.

14. Acceptance of the “Ballard-Mask-Archer” Sewer Easement to connect Archer Aviation to the City’s Catova Creek Sewer Line

George Holt asked why the City of Oxford is involved with this agreement. David Strickland advised this is an unusual situation. Even though the easement is extending across the Ballard property, it will tie to the City’s current lines.

Erik Oliver asked if there will be any disturbance of the riparian buffer. Mayor Eady advised that the design is to bore under the creek and enclose the pipe in metal to protect the creek.

George Holt made a motion to accept and record the easement as presented, contingent upon delivery of the fully executed document. Jim Windham seconded the motion. The motion was approved unanimously (7/0)

15. Invoices (Attachment K)

The City Council reviewed invoices paid for \$1,000 or more in the month of January 2024.

16. Executive Session

None.

Other Business

Chief Anglin asked for approval to purchase a vehicle. He advised this is an emergency request, and he just received the third quote last week. The lowest bid is for a Ford Explorer for \$44,210 from Wade Ford. The Capital Budget for FY 2024 includes \$75,000 for the purchase of a police vehicle to be paid from SPLOST 2023 funds.

Erik Oliver made a motion to add consideration of purchase of a police vehicle to the meeting agenda. Jeff Wearing seconded the motion. The motion was approved unanimously (7/0).

Mayor Eady stated he would prefer to purchase an electric vehicle, and that it would cost less over time. Chief Anglin stated that there is a limitation with the Ford Mach-E vehicles. Tires can only be rotated by a dealer with special tools. They have had several minor issues with using the Mach-E for patrolling because it is not made as a police car. Any major work may have to be sent outside Covington to a facility that has EV certified repair technicians. He knows of problems with charging batteries in Chevrolet electric vehicles.

He proposes purchasing the gasoline Ford Explorer from Wade Ford. The cost to outfit the vehicle will be additional.

George Holt expressed reservations about purchasing electric vehicles now and prefers to wait until service options are more readily available locally. He also asked for clarification on how many vehicles the Police Department would have if this one is purchased. Chief Anglin advised they would have a total of six (6) and would either sell one or repurpose it, leaving one spare vehicle for the Police Department.

Erik Oliver made a motion to approve the purchase of the gasoline Ford Explorer from Wade Ford. George Holt seconded the motion. The motion was approved unanimously (7/0).

17. **Adjourn**

Jim Windham made a motion to adjourn at 9:04 p.m. George Holt seconded the motion. The motion was approved unanimously (7/0).

Respectfully Submitted,

Stacey Mullen
Deputy City Clerk



**DRAFT MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
WORK SESSION
MONDAY, FEBRUARY 19, 2024 – 6:30 PM
CITY HALL
DRAFT**

ELECTED OFFICIALS PRESENT:

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

STAFF PRESENT:

Marcia Brooks – City Clerk/Treasurer
Bill Andrew – City Manager
Mark Anglin – Police Chief
Jody Reid – Supervisor of Maintenance

ELECTED OFFICIALS NOT PRESENT:

Jeff Wearing – Councilmember
Mike Ready – Councilmember

OTHERS PRESENT: Art Vinson, Mike McQuaide

Agenda (Attachment A)

1. Mayor’s Announcements

Mayor Eady provided an update on the MEAG Power/Pineview LLC planned solar project. The site will not be operational until early 2025. The original completion date was November 2024.

He also stated that Emory University is not interested in pursuing the previously discussed solar project with Peak Solarworks on the Welchel property.

2. Committee Reports

- a. **Trees, Parks, and Recreation Board** – Laura McCanless provided the report.
- b. **Sustainability Committee** – Laura McCanless provided the report.
- c. **Planning Commission** – Bill Andrew provided the report. He reported that there was a sewage spill into Turkey Creek discovered over the weekend. The pipe serves all of Oxford College.
- d. **Downtown Development Authority** – Bill Andrew advised he has received the agreement for the easement at Whatcoat Street.

Laura McCanless asked if Mayor Eady and Bill Andrew had discussed David Strickland attending work sessions. Mayor Eady advised they have and they need to work out the terms of his compensation.

Laura McCanless asked that everyone recommit to the City Council's policy of discussing matters in a work session before they are brought to the City Council for a vote. Several City Council members agreed.

3. Consider Bids for an Excavator (Attachment B)

All three bids are higher than the \$45,000 budgeted for an excavator in the FY 2024 Capital Budget.

Laura McCanless asked why the third bid states the bucket is 24 inches and the other two have an 18-inch bucket. Jody Reid advised that is an error, they all have 18-inch buckets. She asked if he has any preference for a particular brand of equipment. He stated that all of them are good, and the lowest bid is what Covington uses, and he knows it performs well.

Mr. Reid explained that all the City has right now is a backhoe, and it is too large for some tasks. The smaller excavator is needed in these situations.

A budget amendment will be needed due to the overage in cost. The additional funds required will be taken from the budgeted amount for painting the maintenance facility, since the bids for that job came in under budget.

4. Consider Bids for Painting the Public Works Building (Appendix C)

The City Council will vote to accept the low bid at the March Regular Session.

5. City of Oxford Media Productions Regulation (DRAFT) (Attachment D)

Laura McCanless asked what the process is for determining the fees. Mayor Eady advised that staff will work on a fee structure and bring the recommendations to the City Council in an update to the Fee Schedule with a resolution.

Erik Oliver stated that the 5-minute limit stated in the draft is not feasible and not enforceable. It needs to be changed to one hour or two hours.

Laura McCanless pointed out that it is simply a definition that applies to a commercial production. It does not apply to individuals taking photos on rights-of-way or other public lands.

George Holt and Jim Windham were in favor of getting the ordinance passed initially and dealing with any issues as they arise.

Art Vinson asked if there is a list of objectives to determine if the ordinance is achieving its goals. Mr. Windham stated the main issue is that so many film companies want to film in Oxford that some kind of rules are needed in place.

Mike McQuaide stated that the goals were to have a mechanism to know they are coming, and to set up standard fees to help the City recover its costs that are incurred when they are present.

6. **City of Oxford Short-Term Rental Regulation (DRAFT)** (Attachment E)

Jim Windham asked if the \$45 fee would be in the Fee Schedule. Mayor Eady confirmed that it would. He also requested a modification of the wording of the time frame for a second violation under the Violations section.

Erik Oliver asked how the City will know if the ordinance is being violated. Mayor Eady stated staff can monitor advertisements. Neighbors will also turn in addresses where they believe it is occurring.

Art Vinson commented that the ordinance excludes many types of dwellings. Mayor Eady stated that the ordinance is intended to allow short-term rentals only in single-family residential property. Erik Oliver pointed out that there are several properties in the City that are single-family residential properties according to zoning but that are being used as multi-family properties.

Mayor Eady stated the ordinance only allows people to have short-term rentals in a single-family detached home that they live in or in a detached separate building on their property.

Jim Windham asked if enforcement of this ordinance would be the responsibility of Bureau Veritas. Mayor Eady advised that generally Bureau Veritas is responsible for enforcement of ordinances, but there is an ongoing discussion regarding how much enforcement power they have. Mr. Windham and Laura McCanless observed that the main methods of detection of properties that are not registered will be scanning advertising sources and relying on neighbors to report violations.

7. **July 4, 2024 Parade Route** (Attachment F)

The staff is seeking input from the City Council on the parade route. Marcia Brooks stated that the staff had received multiple complaints about the parade route ending at Old Church rather than Asbury Street Park last year. Mayor Eady stated that it would cause too many logistical issues to end the parade abruptly at the park. The City Council members were in favor of ending the parade at Old Church.

Mayor Eady stated portable toilets are needed by the tennis courts and at Allen Memorial. To address the problem of people abandoning the parade before Old Church, the application should state that there is an expectation that participants finish the parade.

Chief Mark Anglin stated that the main problem with the parade last year was various groups holding up the progress of the parade. Mayor Eady stated that they should be forced to keep moving.

8. **100-Foot Stream Buffer Ordinance Update** (Attachment G)

Mayor Eady announced that a public hearing and two readings of this ordinance are required before it becomes official. The public hearing and first reading are scheduled for March 4.

9. **Discussion on Possible Change to the City Hall Hours** (Attachment H)

There was no objection to this request from the City Council. Chief Anglin had a concern about how people needing to visit the Police Department would access it between 8:00 a.m. and 9:00 a.m.

Mayor Eady suggested opening the building at 8:00 a.m. and installing a shade at the lobby window. Signage could direct people to the second floor.

10. Update to the Northeast Georgia Resource Management Plan for Regionally Important Resources (Appendix I)

Laura McCanless suggested that Catova Creek be nominated. Erik Oliver suggested nominating the historic district of Oxford. Bill Andrew will submit the nominations.

11. Resolution to Request the Georgia General Assembly to Annex Property into the City of Oxford (Appendix J)

Laura McCanless asked why the City of Covington insists on the property being under a conservation easement. Bill Andrew stated that conservation easements in these situations usually are intended to development from occurring. Jim Windham suggested finding out if a solar panel array could be installed there within the confines of the conservation easement.

12. Other Business

Erik Oliver nominated Juanita Carson for grand marshal of the July 4 Parade.

Erik Oliver stated he plans to request money for work on Yarbrough House and for storyboards.

Jim Windham stated he believes the City should spend some money on Yarbrough House to make it into a history center. There will be items coming out of Old Church that will need to be placed somewhere.

13. Work Session Meeting Review

- a. Bring bids for excavator and budget amendment to next Council meeting
- b. Bring bids for painting the maintenance facility to next Council meeting
- c. Bring two ordinances (media productions and short-term rentals) for first and second readings
- d. Use same route for July 4 Parade as last year; emphasize communication about parade ending at Old Church; add portable toilets at tennis courts and at Allen Memorial
- e. Public Hearing and 1st reading March 4 on 100-foot stream buffer
- f. Change City Hall hours to 9:00 a.m. – 5:00 p.m. effective 4/1/2024.
- g. Nominate Dried Indian Creek Watershed and Oxford 1837 town plan as regionally important resources
- h. Vote on resolution to request the General Assembly to annex property in the City of Oxford

14. Executive Session

None.

15. Adjourn

Mayor Eady adjourned the meeting at 8:50 p.m.

Respectfully Submitted,

Marcia Brooks
City Clerk/Treasurer

Perimeter Takeuchi Quote

Sales Person – Ron Sterling 316

3022 Peachtree Ind. Blvd.
Buford, Ga. 30518

770-231-5236

Office 770-614-5730

Fax# 770-614-5492

Customer: City of Oxford

Phone# 404-725-6519

Fax#

Email jreid@oxfordgeorgia.org

Date	Invoice Number	Customer PO
01/29/24		

Quantity	Description	Serial Number	Stock #	Amount
1	TB240 Canopy Track Excavator 18" Bucket Hydraulic Thumb			\$51,900.00
			Sub Total	\$51,900.00
			Sales Tax Rate	
			Taxes	
			Total Amount	\$51,900.00
			Down Payment	
			Invoice Total	\$51,900.00

Customer Signature _____

ACKNOWLEDGEMENTS -I (We) promise to pay the balance due (Invoice Total) shown above in cash, or to execute a Time Sale Agreement (Retail Installment Contract), or a Loan Agreement, for the purchase price of the Product, plus additional charges shown thereon or execute a Lease Agreement, on or before delivery of the Product ordered herein. Despite physical delivery of the Product, title shall remain in the seller until one of the foregoing is accomplished.



Jan 29, 2024

CITY OF OXFORD

110 WEST CLARK STREET
OXFORD
Georgia
30054

RE: Quote 252596-02

Dear Sir,

Yancey Bros. is happy to provide the attached quotation for equipment based on our discussion and your requirements. Please review this carefully to ensure that all necessary items are accounted for. I am available should any questions arise.

Caterpillar, Inc. Model: 303.5 OS Hydraulic Excavators

STOCK NUMBER: EM2023049 **SERIAL NUMBER:** 0RE903042 **YEAR:** 2023 **SMU:** 10.80

MACHINE SPECIFICATIONS

303.5 07A CR MHE CFG1B	616-3216
303.5 07A CR HYD EXCAVATOR	558-1751
SEAT, SUSPENSION, VINYL	519-9266
TRAVEL LEVERS AND PEDALS	519-9283
CAT KEY, WITH PASS CODE OPTION	525-4465
FILM, PRODUCT LINK, ANSI	541-4787
2 WAY CONTROL	542-1495
FILM, INC. CANADA	542-1504
BOOM LIGHT, LED	542-8886
HYDRAULIC OIL, STD	546-1520
CWT, STANDARD	555-1839
SOFTWARE, PROPORTIONAL CONTROL	557-1709
SOFTWARE, STICK STEER CONTROL	557-1710
SOFTWARE, CODED START	557-1713
ALARM, TRAVEL	558-1744
BOOM, STANDARD	558-1754
CONTROL, 1ST AUX, JOYSTICK	558-1757
LINES, BOOM W/O BLCV	558-1760
LINES, STICK W/O SLCV	558-1763
UNDERCARRIAGE, FIXED, STD BLD	558-1766
CANOPY, ROPS	563-6658
TRACK, 12", RUBBER	566-2914
INSTRUCTIONS, ANSI	569-3572
LINKAGE, BUCKET, W/LIFTING EYE	571-9088
STICK, LONG, W/ THUMB BRACKET	571-9661

DRAIN, ECOLOGY	573-4364
PRODUCT LINK, CELLULAR PL243	573-9677
LINES, BUCKET, LONG STICK	575-2776
BLADE, FIXED, BOCE	575-4418
LINES, 1ST AUX, LONG STICK	575-7225
ENGINE, EPA TIER 4F	576-2961
MONITOR NEXT GEN, NO CAMERA	580-7179
ACCUMULATOR	588-2227
FILM, CANOPY	594-5727
FLOORMAT, CANOPY, W/TRAVEL	594-7895
SEAT BELT, 3" RETRACTABLE	599-7202
FILM, ROPS, ISO, CANOPY	602-3576
SHIPPING/STORAGE PROTECTION	0P-2266
PACKING, LAST MILE PROGRAM	0P-4299
SERIALIZED TECHNICAL MEDIA KIT	421-8926
LANE 2 ORDER	0P-9002
BUCKET-HD, 18", 2.9 FT3, 3T	464-9902
COUPLER, PG, MAN.D.LOCK, 3-4T	444-7494
THUMB, HYDRAULIC, 3-4T	452-2740

Standard Equipment

POWERTRAIN

Cat C1.7 NA engine
(U.S. EPA Tier 4 Final/
JAPAN MLIT Tier 3)

Automatic engine idle
Automatic engine shutdown
Automatic two speed travel

OPERATOR ENVIRONMENT

gauges
-Maintenance and machine monitoring
-Performance and machine adjustments
-Numeric security code
-Multiple languages
-Hour meter with wake up switch
Cup Holder
Utility space for mobile phone
ROPS - ISO 12117-2:2008
TOPS - ISO 12117:1997

Top guard ISO 10262: 1998 Level I
Adjustable wrist rests
Non suspension vinyl seat
Retractable high visibility seat belt
Removable washable floormat
Tilt operator station
Storage pocket
Skylight
Mounting bosses for front guard

OTHER STANDARD EQUIPMENT

Control Pattern Changer
Caterpillar corporate "one key" system
Door locks on cab door and external
enclosure doors
Lockable fuel cap

Beacon socket
Joystick travel and steering mode
Travel cruise control
Boom light

INSTRUCTIONS

REGIONAL STANDARD EQUIPMENT INCLUDES:
United States and Canada

-Accumulator, certified

POWERTRAIN

Fuel water separator

UNDERCARRIAGE

Track, 300 mm (11.8")
Dozer blade(BOCE) with float

Tie downs on track frame

HYDRAULICS

Variable displacement piston pump
Smart tech electronic pump
Load sensing/flow sharing hydraulics
Automatic swing brake

Hydraulic lockout - all controls
One and two way auxiliary flow
Continuous auxiliary flow
Bio oil capable

ELECTRICAL

12 volt electrical system
Software (machine and monitor)
65 ampere alternator
650CCA maintenance free battery

Battery disconnect
Signaling/warning horn
12 volt power socket

OPERATOR ENVIRONMENT

Product link PLE243 (regulations apply)
Cab sound pressure 94dB(A) ISO 6395
Coat hook

Next generation color LCD monitor (IP66)
-Fuel level and coolant temperature

INSTRUCTIONS

-Retractable high visibility
seat belt 75mm (3")
-Ecology drain - engine
-Auxiliary hydraulic lines
-Auxiliary line quick disconnects
South America

-Accumulator, certified
-Retractable high visibility
seat belt 75mm (3")
-Ecology drain - engine
-Auxiliary hydraulic lines
-Auxiliary line quick disconnects

SELL PRICE	59,327
CSA	Included
NET BALANCE DUE	59,327
TOTAL QUOTE PRICE	59,327

WARRANTY

CSA 24/1000 Parts Only CVA

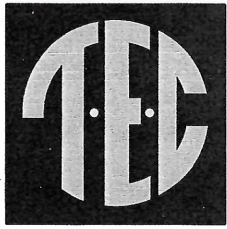
F.O.B/TERMS:

Accepted by _____ on _____

Signature

We wish to thank you for the opportunity of quoting on your equipment needs. This quotation is valid for 30 days, after which time we reserve the right to re-quote. If there are any questions, please do not hesitate to contact me.

Sincerely,
Robby Tombrello
Machine Sales Representative



Tractor & Equipment Company

Serving the Southeast Since 1943.

5732 Frontage Road Forest Park,

Georgia 30297

1/9/24

CITY OF OXFORD
OXFORD, GA.

TRACTOR AND EQUIPMENT is pleased to quote a New PC35MR-5 Compact hydraulic Excavator equipped as follows:

- Komatsu 3D88E-6 Diesel Engine rated @ 29 h.p.
- ROPS Canopy
- KOMTRAX GPS System (monitors location-production-fault codes)
- 10' Boom and 5'-7" Stick
- 24" Bucket and Hydraulic Thumb
- Dozer Blade
- Pattern Change Valve
- Rubber Tracks
- Travel Time and Mileage (during the warranty) is no charge.
- All other standard equipment

Sourcewell Purchase Price.....\$53,500.00

Sincerely,


Jeff Duncan

INVOICE

GERALD WHITLEY

GENERAL PAINTING CONTRACTOR

5167 Hackett Street
Covington, Georgia 30014

Phone
(770) 787-1960

To: City of Oxford

Oxford GA. 30054

Date 1-22, 2024

Painting Requested on
Maint Building.

- ① Wash Both Buildings
- ② Paint Both Buildings
same colors as they are
now.
- ③ Clean all the Glass on Building
- ④ Paint Iron steps outside going
up stairs. using Oil BASE
IND. Emment
- ⑤ Paint All The yellow Ballards
Safety Yellow Three Coats DTM

LABOR & MATERIALS
FOR ALL THE ABOVE

\$ 26,350.00

IF WE AGREE ON THIS
QUOTE I WILL NEED TO
MAKE TWO DRAWS
Any? CALL ME OR TEXT ME
770 883-4868

PAYMENT IN FULL IS DUE UPON COMPLETION OF WORK, UNLESS OTHER ARRANGEMENTS HAVE BEEN MADE.

**STATE OF GEORGIA
COUNTY OF NEWTON**

**AN ORDINANCE TO AMEND THE CODE OF THE
CITY OF OXFORD; CHAPTER 14, ENVIRONMENT; ARTICLE III, SOIL EROSION;
DIVISION 2, MINIMUM STANDARDS, BY AMENDING SECTION 14-134 “MINIMUM
PROTECTIONS” OF THE CITY OF OXFORD ZONING ORDINANCE, TO REPEAL, REVOKE
AND SUPERSEDE ALL ORDINANCES IN CONFLICT, TO PROVIDE
FOR SEVERABILITY, TO PROVIDE FOR AN EFFECTIVE DATE,
AND FOR OTHER LAWFUL PURPOSES**

WHEREAS THE COUNCIL OF THE CITY OF OXFORD ORDAINS, the City is authorized under the Constitution of the State of Georgia, effective July 1, 1983, and O.C.G.A. Sec. 36-35-3 known as the “Home Rule for Municipalities”, under paragraph (a) of the rule to adopt clearly reasonable ordinances, resolutions or regulations related to its property, affairs, and local government for which no provision has been made by general law and which are not inconsistent with the Constitution or any charter provision applicable thereto; and

WHEREAS, the Oxford City Council desires to continue to promote the health, safety, welfare, morals, convenience, order, and prosperity of the city and its residents; and

WHEREAS, the Oxford City Council desires to amend its ordinance governing minimum standards for the control of soil erosion and sedimentation; and

WHEREAS, the General Assembly of the State of Georgia enacted the Zoning Procedures Law, OCGA Sec. 36-66-1, *et seq.*, so as to provide procedures for the exercise of zoning powers by cities and counties; and

WHEREAS, appropriate public notice and hearing have been accomplished; and

NOW THEREFORE, THE COUNCIL OF THE CITY OF OXFORD HEREBY ORDAINS
as follows:

Section 1.

(Additions are in ***bold italicized underlined***; deletions are ~~lined out~~.)

Sec. 14-134. Minimum protections.

The rules and regulations, ordinances or resolutions adopted pursuant to O.C.G.A. § 12-7-1 et seq., for the purpose of governing land-disturbing activities, shall require, as a minimum, protections at least as stringent as the state general permit; and best management practices, including sound conservation and engineering practices to prevent and minimize erosion and resultant sedimentation, which are consistent with, and no less stringent than, those practices contained in the "Manual for Erosion and Sediment Control in Georgia" published by the state soil and water conservation commission as of January 1 of the year in which the land-disturbing activity was permitted, as well as the following:

- (1) Stripping of vegetation, regarding and other development activities shall be conducted in a manner so as to minimize erosion;
- (2) Cut-fill operations must be kept to a minimum;
- (3) Development plans must conform to topography and soil type so as to create the lowest practicable erosion potential;
- (4) Whenever feasible, natural vegetation shall be retained, protected and supplemented;
- (5) The disturbed area and the duration of exposure to erosive elements shall be kept to a practicable minimum;
- (6) Disturbed soil shall be stabilized as quickly as practicable;
- (7) Temporary vegetation or mulching shall be employed to protect exposed critical areas during development;
- (8) Permanent vegetation and structural erosion control practices shall be installed as soon as practicable;
- (9) To the extent necessary, sediment in runoff water must be trapped by the use of debris basins, sediment basins, silt traps or similar measures until the disturbed area is stabilized. As used in this subsection, a disturbed area is stabilized when it is brought to a condition of continuous compliance with the requirements of O.C.G.A. § 12-7-1 et seq.;
- (10) Adequate provisions must be provided to minimize damage from surface water to the cut face of excavations or the sloping of fills;
- (11) Cuts and fills may not endanger adjoining property;
- (12) Fills may not encroach upon natural watercourses or constructed channels in a manner so as to adversely affect other property owners;
- (13) Grading equipment must cross flowing streams by means of bridges or culverts except when such methods are not feasible, provided, in any case, that such crossings are kept to a minimum;
- (14) Land-disturbing activity plans for erosion, sedimentation and pollution control shall include provisions for treatment or control of any source of sediments and adequate sedimentation control facilities to retain sediments on-site or preclude sedimentation of adjacent waters beyond the levels specified in this section;
- (15) ~~Except as provided in subsection (16) of this section, t~~There is established a ~~25~~***100***-foot buffer along the banks of all state waters, as measured horizontally from the point where vegetation has been wrested by normal stream flow or wave action, except where the director determines to

allow a variance that is at least as protective of natural resources and the environment, where otherwise allowed by the director pursuant to O.C.G.A. § 12-2-8, where a drainage structure or a roadway drainage structure must be constructed, provided that adequate erosion control measures are incorporated in the project plans and specifications, and are implemented; or along any ephemeral stream. As used in this provision, the term "ephemeral stream" means a stream: that under normal circumstances has water flowing only during and for a short duration after precipitation events; that has the channel located above the groundwater table year round; for which groundwater is not a source of water; and for which runoff from precipitation is the primary source of water flow, unless exempted as along an ephemeral stream, the buffers of at least ~~25~~**100** feet established pursuant to the Metropolitan River Protection Act, O.C.G.A. § 12-5-440 et seq., shall remain in force unless a variance is granted by the director as provided in this subsection. The following requirements shall apply to any such buffer:

- a. No land-disturbing activities shall be conducted within a buffer and a buffer shall remain in its natural, undisturbed state of vegetation until all land-disturbing activities on the construction site are completed. Once the final stabilization of the site is achieved, a buffer may be thinned or trimmed of vegetation as long as a protective vegetative cover remains to protect water quality and aquatic habitat and a natural canopy is left in sufficient quantity to keep shade on the stream bed; provided, however, that any person constructing a single-family residence, when such residence is constructed by or under contract with the owner for his own occupancy, may thin or trim vegetation in a buffer at any time as long as protective vegetative cover remains to protect water quality and aquatic habitat and a natural canopy is left in sufficient quantity to keep shade on the stream bed; and
 - b. The buffer shall not apply to the following land-disturbing activities, provided that they occur at an angle, as measured from the point of crossing, within 25 degrees of perpendicular to the stream; cause a width of disturbance of not more than 50 feet within the buffer; and adequate erosion control measures are incorporated into the project plans and specifications and are implemented:
 1. Stream crossings for water lines; or
 2. Stream crossings for sewer lines;
- (16) There is established a ~~25~~**100**-foot buffer, as measured horizontally from the point where vegetation has been wrested by normal stream flow or wave action, along the banks of any state waters classified as trout streams pursuant to Georgia Water Quality Control Act, O.C.G.A. § 12-5-20 et seq., except where a roadway drainage structure must be constructed; provided, however, that small springs and streams classified as trout streams which discharge an average annual flow of 25 gallons per minute or less shall have a 25-foot buffer or they may be piped, at the discretion of the landowner, pursuant to the terms of a rule providing for a general variance promulgated by the board, so long as any such pipe stops short of the downstream landowner's property and the landowner complies with the buffer requirement for any adjacent trout streams. The director may grant a variance from such buffer to allow land-disturbing activity, provided that adequate erosion control measures are incorporated in the project plans and specifications and are implemented. The following requirements shall apply to such buffer:
- a. No land-disturbing activities shall be conducted within a buffer and a buffer shall remain in its natural, undisturbed state of vegetation until all land-disturbing activities on the construction site are completed. Once the final stabilization of the site is achieved, a buffer may be thinned or trimmed of vegetation as long as a protective vegetative cover remains to protect water quality and aquatic habitat and a natural canopy is left in sufficient quantity to keep shade on the stream bed; provided, however, that any person constructing a single-family residence, when such residence is constructed by or under contract with the owner for his own occupancy, may thin or trim vegetation in a buffer at any time as long as protective vegetative cover remains to protect water quality and aquatic habitat and a natural canopy is left in sufficient quantity to keep shade on the stream bed; and

- b. The buffer shall not apply to the following land-disturbing activities, provided that they occur at an angle, as measured from the point of crossing, within 25 degrees of perpendicular to the stream; cause a width of disturbance of not more than 50 feet within the buffer; and adequate erosion control measures are incorporated into the project plans and specifications and are implemented:
 1. Stream crossings for water lines; or
 2. Stream crossings for sewer lines.

Section 2.

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

Section 3.

Should any section or provision of this ordinance be declared invalid or unconstitutional by any court of competent jurisdiction, such declaration shall not affect the validity of this ordinance as a whole or any part thereof which is not specifically declared to be invalid or unconstitutional.

Section 4.

Pursuant to Sec. 3-206(9)(D), this Ordinance shall be in full force and effect five (5) days after its final passage.

First reading, this 4th day of March, 2024.

Second reading and adoption, this 1st day of April, 2024.

CITY OF OXFORD

David S. Eady, Mayor

James H. Windham, Council Member

Erik Oliver, Council Member

George R. Holt, Council Member

Laura McCanless, Council Member

Michael Ready, Council Member

Jeff Wearing, Council Member

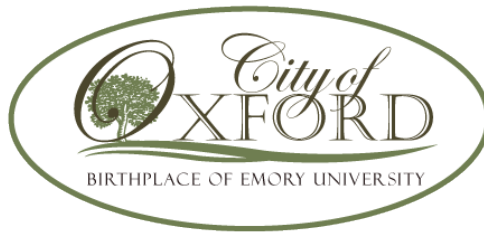
ATTEST:

Marcia Brooks, City Clerk

{The Seal of the City of Oxford, Georgia}

APPROVED AS TO FORM:

C. David Strickland, City Attorney



Memo

To: Bill Andrew, City Manager
From: Marcia Brooks, City Clerk/Treasurer *mlb*
Date: February 14, 2024
Re: Proposed Change in Open Hours for City Hall

I would like to request the Mayor and City Council's consideration of a change to the hours that City Hall is open. Specifically, I request that City Hall be open 9:00 am to 5:00 pm Monday-Friday. Currently we are open 8:00 am – 5:00 pm Monday-Friday.

The main reason I am making this request is that I want to begin having a weekly meeting with my staff during the 8:00-9:00 hour. We are not currently able to do this because of phone calls and customer walk-ins. It would also eliminate the need to come in earlier than 8:00 to get drawers set up, etc., which sometimes results in paid overtime.

Since we have eliminated fees for paying utility bills online, it is easier now for people to make their payments online, and we are encouraging people to utilize that option. We are also adding more alternative options to pay when we go live with our new software in May, including automated pay by phone, setting up automatic automated payments each month, automated emailing of statements, and reviewing/printing their actual statements online. We will also be able to provide a budget billing option, which may help some customers avoid the need to pay their bills just before they are penalized or cut off, and thereby eliminating urgent visits to our office. Also, since court now begins at 1:30 pm rather than 9:30 pm, we would not have the influx of people coming in first thing in the morning.

My proposal does not include changes to employee hours. My staff would still be expected to work 8:00 am – 5:00 p.m. with one hour for lunch. I plan to bring some statistical information to the work session to show what type of volume we have of customers coming in between 8:00-9:00. I feel that this change would be beneficial to my office's operation and management and would have very little impact on customers.

I appreciate your and the Mayor and City Council's consideration.

/mlb

Bill Andrew

From: Carol Flaute <CFlaute@negrc.org>
Sent: Monday, February 12, 2024 3:32 PM
To: hcooper@co.newton.ga.us; jsmith@co.newton.ga.us; mbanes@co.newton.ga.us; sapplewhaite@co.newton.ga.us; fbaggett@cityofcovington.org; tthomas@cityofcovington.org; jking@cityofcovington.org; agutierrez@cityofcovington.org; jjohnson@cityofcovington.org; bnorthen@mansfieldga.gov; csmallwood@mansfieldga.gov; gellwanger@bellsouth.net; nbornga@bellsouth.net; Bill Andrew; Marcia Brooks; David Eady; fetheridge@cityofporterdale.com; cityclerk@cityofporterdale.com; achapman@cityofporterdale.com
Subject: Request for Review - Existing Regional Important Resources (RIRs)

Dear Newton County and cities within the county,

The Northeast Georgia Regional Commission is updating the *Northeast Georgia Resource Management Plan for Regionally Important Resources* and requests your assistance with reviewing the accuracy and status of existing Regionally Important Resources (RIRs) that are in or near your jurisdiction. **Please submit your comments and corrections by March 15th.**

RIRs within your county that are described in the current plan:

- Alcovy River Greenway
- Bear Creek Reservoir
- Bert Adams Boy Scout Reservation
- Big Haynes Creek/Little Haynes Creek
- Burge Plantation
- Charlie Elliot Wildlife Center
- Factory Shoals County Park
- Gaither Plantation
- Georgia FFA-FCCLA Center
- Georgia Wildlife Federation/ Alcovy Conservation Center
- Oxford College of Emory University
- Salem Methodist Church and Campground
- South River
- Yellow River

How to submit your comments and corrections:

View and comment on existing descriptions here: <https://assets.adobe.com/id/urn:aaid:sc:US:623762df-1e97-4623-a36a-43974ca29f5a?view=published>. This online review document includes all RIR descriptions from the 2018 plan, and there are pin and highlight tools here for marking the specific text or image to which each of your comments refers. You will also be able to see comments from other reviewers. Please read the "INSTRUCTIONS FOR REVIEWERS" in the first comment before beginning your review.

(Note to Safari users: this online review tool does not work in some versions of Safari; if it doesn't work for you, please use a different browser.)

What to consider during your review:

Please consider whether the information describing each RIR is accurate and current, whether the resource still exists, and whether there are important details about it that are missing from the description. In addition, if you have any updates related to resource vulnerability or protection efforts, please share that information with us, too.

If you have any questions about this process, please direct them to me (cflaute@negrc.org).

Sincerely,

CAROL MYERS FLAUTE, AICP | SENIOR COMMUNITY PLANNER

Planning & Government Services

NORTHEAST GEORGIA REGIONAL COMMISSION

305 Research Drive, Athens, GA 30605

(Direct) 706-550-6393 | (Main) 706-369-5650

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From: [Laura McCanless](#)
To: [DavidEady-Ext](#); [Bill Andrew](#); [David Eady](#); [Erik B. Oliver](#); grholt@charter.net; [Mike Ready](#); [James Windham](#); [Jeff Wearing](#)
Subject: Re: NEGRC Regionally Important Resources - Nomination Notice
Date: Friday, January 26, 2024 10:27:12 AM

David and Bill,

I think we should absolutely include **Catova (DIC), Turkey Creek, and the lakes in the north section of town.**

Not only are they **water resources**, but they provide **vital natural habitat** in an area where it is becoming increasingly rare. Additionally, they provide **opportunities for outdoor human recreation**: Nearly all of our children have played in the creeks, learning about the natural world; we walk and cycle along our Turkey Creek Trail, and I've also run into one couple bird-watching; I've learned that there are a few students that, as a result of our invasive pulls, now walk along Catova Creek.

As we know from the fish studies done by the DNR Stream Team, Catova Creek has many native fish species, salamanders, and crayfish.

The lakes have a multitude of native fish, Beavers, Turtles and Snakes of several varieties, Kingfishers, Great Blue Heron, an occasional Egret (!), and River Otters. The expected usual species have been observed around the perimeters (wild turkey, deer, racoons, possum, etc. I know Philip's lake was called Kingfisher Lake by the Gruenhutts and now by him as well. Not sure about the upper lake's name.

Including these waterways may also add to their consequence when we are applying for grants.

Thanks for the opportunity for input!

Laura

From: dseady@gmail.com <dseady@gmail.com>
Sent: Thursday, January 25, 2024 8:45 PM
To: Bill Andrew <bandrew@oxfordgeorgia.org>; David Eady <dseady@oxfordgeorgia.org>; Erik B. Oliver <Erikboliver@gmail.com>; grholt@charter.net <grholt@charter.net>; Laura McCanless <lmccanless@oxfordgeorgia.org>; Mike Ready <mready@oxfordgeorgia.org>; James Windham <jwindham@oxfordgeorgia.org>; Jeff Wearing <jwearing@oxfordgeorgia.org>
Subject: Re: NEGRC Regionally Important Resources - Nomination Notice

If any council member would like to suggest we nominate an additional resource, please let Bill or me know, and we'll all discuss and decide at the council meeting.

Get [Outlook for iOS](#)

From: Bill Andrew <bandrew@oxfordgeorgia.org>

Sent: Thursday, January 25, 2024 2:48:38 PM

To: David Eady <dseady@oxfordgeorgia.org>; Erik B. Oliver <Erikboliver@gmail.com>; grholt@charter.net <grholt@charter.net>; Laura McCanless <lmccanless@oxfordgeorgia.org>; Mike Ready <mready@oxfordgeorgia.org>; James Windham <jwindham@oxfordgeorgia.org>; Jeff Wearing <jwearing@oxfordgeorgia.org>

Subject: FW: NEGRC Regionally Important Resources - Nomination Notice

Mayor and Council,

Please see below for details. It would seem from the 2018 Plan that Oxford College is the only site included for Oxford. It does not appear necessary for the Council to take official action on a nomination, so if there is something you would like to nominate (building, environmental feature, institution, etc.), please feel free to do so.

Please let me know if I may be of assistance.

Bill

From: Mark Beatty <MBeatty@negrc.org>

Sent: Thursday, January 25, 2024 11:10 AM

To: Bill Andrew <bandrew@oxfordgeorgia.org>

Subject: NEGRC Regionally Important Resources - Nomination Notice

Dear Bill

The Northeast Georgia Regional Commission (NEGRC) invites the City of Oxford to nominate sites within the 12-county Northeast Georgia Region for recognition as regionally important natural or cultural resources for inclusion in the 2024 update of the [Northeast Georgia Resource Management Plan for Regionally Important Resources](#).

The deadline for nominations is March 1, 2024. Please submit your nominations through the form at <https://arcg.is/OqLr9H1>. Share this link with relevant staff and elected officials as you see fit.

For more information about the plan and the update process, see <https://arcg.is/4eySL>.

Please help us protect and enhance natural and cultural resources that are important to your organization or community by nominating them!

Additional information about the nomination process:

What is the purpose of the Resource Management Plan?

This document identifies important natural and cultural resources throughout the twelve-county region and offers guidance for the protection and management of these resources. In addition, the plan is taken into consideration when determining and planning for the impacts of new development.

What kinds of resources can I nominate?

Consider natural and cultural resources that your community or organization would consider to be of significant importance to the Northeast Georgia region. Resources can take many forms, such as structures, trails, districts, protected areas, or natural features. Only sites within the 12-county Northeast Georgia Region may be nominated (Athens-Clarke, Barrow, Elbert, Greene, Jackson, Jasper, Madison, Morgan, Newton, Oconee, Oglethorpe, and Walton counties).

How can I find out what RIRs are already included in the plan?

You can check the [2018 Resource Management Plan](#) or search the [map](#) on our plan update website. Resources already included in the 2018 plan do not need to be re-nominated.

Who can I contact for more information?

Contact Carol Flaute, Senior Community Planner, at cflaute@negrc.org or 706-369-5650.

MARK BEATTY | DIRECTOR

Planning & Government Services

NORTHEAST GEORGIA REGIONAL COMMISSION

305 Research Drive, Athens, GA 30605

(Direct) 706.530.2748 | (Main) 706.369.5650

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**STATE OF GEORGIA
COUNTY OF NEWTON**

RESOLUTION

TO PETITION THE GEORGIA GENERAL ASSEMBLY TO ENACT A LOCAL ACT TO ANNEX THE PARCELS LOCATED ON AARON DRIVE AND KEEGAN COURT, COVINGTON, GEORGIA 30014 INTO THE CITY OF OXFORD PURSUANT TO ARTICLE 1(A), CHAPTER 36, TITLE 36, OFFICIAL CODE OF GEORGIA, ANNOTATED; AND TO REPEAL, REVOKE AND SUPERSEDE ALL RESOLUTIONS OR ORDINANCES IN CONFLICT.

WHEREAS, the City of Oxford, Georgia, hereinafter referred to as the (“City”) pursuant to O.C.G.A. Secs. 36-36-1 through 36-36-11, O.C.G.A. Sec. 28-1-14, O.C.G.A. Sec. 36-35-2, and O.C.G.A. Secs. 36-36-15 through 36-36-16, may request the Georgia General Assembly to pass a Local Act to annex parcels into the City; and

WHEREAS, the Mayor and Council of the City of Oxford deem it in the best interest of the government, the residents of Oxford and the public to request that the General Assembly enact a Local Act to annex the following seven (7) parcels, located on Aaron Drive and Keegan Court, Covington, Georgia 30014 into the City; and

WHEREAS, the City of Oxford is the legal owner of all seven (7) parcels, respectively located at 9101, 9121, 9131 and 9141 Aaron Drive, and 7101, 7111 and 7135 Keegan Court, Covington, Georgia 30014; and

WHEREAS, the City of Oxford requests that these seven (7) parcels, respectively located at 9101, 9121, 9131, and 9141 Aaron Drive, and 7101, 7111, and 7135 Keegan Court, Covington, Georgia 30014, be annexed into the City subject to Commercial (C) Zoning Category, within the Oxford Zoning Ordinance (which is the most analogous zoning category as the parcels were formerly zoned within the City of Covington, from which the parcels are de-annexed (M2 – Heavy Industrial)); and

NOW THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF OXFORD, that the Georgia General Assembly is requested to enact a Local Act to annex the seven (7) parcels, respectively located at 9101, 9121, 9131, and 9141 Aaron Drive, and 7101, 7111, and 7135 Keegan Court, Covington, Georgia 30014 into the City of Oxford:

The parcels are identified as follows:

All those tracts or parcels of land lying and being in Land Lots 270, 271, 287 and 288 of the 9th Land District, Newton County, Georgia, and being Lots 5, 6, 7, 8, 9, 10 and 11, per plat of survey for John Little Subdivision, prepared by Patrick and Associates, Inc., Louie D. Patrick, GA RLS No. 1757, dated 09/24/07, recorded 10/23/07 at Plat Book 47, Pages 217-220, Newton County, Georgia records.

Said properties respectively being now known as 9101, 9121, 9131, and 9141 Aaron Drive, and 7101, 7111, and 7135 Keegan Court, Oxford, Georgia 30054, and formerly known as 9101, 9121, 9131, and 9141 Aaron Drive, and 7101, 7111, and 7135 Keegan Court, Covington, Georgia 30014, in accordance with the current system of numbering houses in Newton County, Georgia.

RESOLVED AND APPROVED by the Mayor and Council of the City of Oxford, Georgia, this ____ day of _____ 2024.

CITY OF OXFORD

David S. Eady, Mayor

James H. Windham, Council Member

Erik Oliver, Council Member

George R. Holt, Council Member

Laura McCanless, Council Member

Michael Ready, Council Member

Jeff Wearing, Council Member

ATTEST:

Marcia Brooks, City Clerk

{The Seal of the City of Oxford, Georgia}

APPROVED AS TO FORM:

C. David Strickland, City Attorney

**INTERGOVERNMENTAL AGREEMENT REGARDING
PURSUIT OF A LOCAL ACT DEANNEXING AND
ANNEXING CERTAIN PARCELS CURRENTLY WITHIN
THE CITY OF COVINGTON IN ORDER TO ANNEX SAME
INTO THE CITY OF OXFORD AND FOR OTHER
RELATED PURPOSES**

This Intergovernmental Agreement entered into this the ____ day of _____ 2024 (the “Effective Date”), by and between the **CITY OF OXFORD**, a Georgia municipal corporation acting by and through its Mayor and Council (hereinafter “Oxford”), and the **CITY OF COVINGTON**, a Georgia municipal corporation acting by and through its Mayor and Council (hereinafter “Covington”).

WITNESSETH

WHEREAS, Oxford is the legal owner of seven (7) parcels currently within the city limits of Covington adjacent to the external boundary of Oxford, which parcels are located at 9121 Aaron Drive, 9141 Aaron Drive, 9101 Aaron Drive, 9131 Aaron Drive, 7135 Keegan Court, 7111 Keegan Court and 7101 Keegan Court, as more particularly described hereinafter (collectively the “Parcels”); and

WHEREAS, the only vehicular access to the Parcels is over and across Covington streets maintained by Covington; and

WHEREAS, Oxford is desirous that the Parcels be annexed into Oxford to be owned by Oxford as recreational greenspace, perpetually protected from development for other purposes; and

WHEREAS, Covington supports the deannexation of the Parcels from Covington in order that Oxford may annex the Parcels, subject to Oxford’s agreement to retain ownership of the Parcels to be used only as recreational greenspace, perpetually protected from development for other purposes; and

WHEREAS, the Constitution of the State of Georgia provides, in Article IX, Section III, Paragraph I, subparagraph (a), that any municipality of the State of Georgia may contract for any period not exceeding 50 years with each other or with any other public agency, public corporation or public authority for the provision of services, or for the joint or separate use of facilities or equipment when such contracts deal with services, activities, or facilities which the contracting parties are authorized by law to undertake or provide; and

WHEREAS, Oxford desires to contract with Covington upon the terms set forth in this Intergovernmental Agreement to limit future development of the Parcels in order to assure Covington that Covington’s cost to maintain roads and streets providing the sole vehicular access to the Parcels, without any offsetting municipal ad valorem taxes being paid to Covington from the Parcels, will not materially increase as a result of Oxford’s annexation.

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

1. Oxford and Covington will, contemporaneously with adoption of this Intergovernmental Agreement, both promptly adopt resolutions in support of a petition to the Georgia General Assembly to enact a local act to annex the Parcels into Oxford.
2. The Parcels shall be further defined as set forth at Exhibit "A" attached hereto and incorporated herein by reference.
3. Oxford's Mayor and Council, by approving this Intergovernmental Agreement, authorize and direct execution and recordation by Oxford of a perpetual conservation easement in favor of Covington, in the form attached hereto at Exhibit "B" and incorporated herein by reference (the "Conservation Easement"), such execution and recordation to occur upon the effective date of the annexation by local act.
4. Oxford shall take no action to violate the Conservation Easement, to condemn Covington's interest in the Parcels pursuant to the Conservation Easement or to otherwise challenge the validity and enforceability of the Conservation Easement.
5. In the event Oxford violates the terms of this Intergovernmental Agreement, Covington may bring an action in law or equity to enforce the terms of this Intergovernmental Agreement. Covington is also entitled to enjoin the violation through injunctive relief, seek specific performance, declaratory relief, restitution, or reimbursement of expenses. If the court determines that either party has acted in bad faith, then the court may require such bad actor to reimburse the other party's reasonable costs and attorney fees.
6. This Agreement shall be deemed to have been made, construed, and enforced in accordance with the laws of the State of Georgia.
7. Should any phrase, clause, sentence, or paragraph of this Agreement be held invalid or unconstitutional, the remainder of the Agreement shall remain in full force and effect as if such invalid or unconstitutional provision were not contained in the Agreement unless the elimination of such provision detrimentally reduces the consideration that any party is to receive under this Agreement or materially affects the operation of this Agreement.
8. The parties hereto shall comply with all applicable local, state, and federal statutes, ordinances, rules and regulations concerning the subject matter of this Agreement.
9. No consent or waiver, express or implied, by any party to this Agreement, to any breach of any covenant, condition or duty of another party shall be construed as a consent to or waiver of any future breach of the same.
10. This Agreement may be executed in several counterparts, each of which shall be an original and all of which shall constitute but one and the same instrument.
11. The parties hereto agree to submit any controversy arising under this Agreement to mediation for a resolution. In the event the parties cannot agree on a mediator, the mediator will be selected by the Senior Judge of the Newton County Superior Court. The cost of mediation shall be borne equally by the parties.
12. No party hereto may assign any function or obligation undertaken by such party without the written approval of the other parties.

13. This Agreement shall be binding upon the parties and their successor and assigns for the full period of a term commencing upon the date of annexation of the Parcels into Oxford and continuing thereafter for a term of fifty (50) years.
14. This Agreement constitutes the sole and final agreement between the parties relating to the subject of this agreement and all prior or contemporaneous agreements are superseded by it.

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

THE CITY OF OXFORD, GEORGIA

By: _____
David S. Eady, Mayor

Attest: _____
Marcia Brooks, City Clerk

THE CITY OF COVINGTON, GEORGIA

By: _____
Fleeta Baggett, Mayor

Attest: _____
Audra Gutierrez, City Clerk

1. Grantor conveys to Grantee a perpetual conservation easement over the Property to insure that it will be perpetually preserved in its natural condition. Except as otherwise expressly provided in this Easement, any use of the Property which may impair or interfere with the Open-Space Values, as hereinafter further defined, are expressly prohibited. Grantor agrees to confine its use of the Property to activities consistent with the purposes of this Easement and preservation of the Open-Space Values.

2. The conveyance herein is a gift from the Grantor to the Grantee.

3. Any activity on or any use of the Property inconsistent with the purposes of this Easement or detrimental to the Open-Space Values is expressly prohibited. Without limiting the generality of the foregoing, the following restrictions are hereby imposed and shall apply forever to the use and enjoyment of the Property:

a. Division. Any division or subdivision of the Property is prohibited.

b. Commercial Activities. Except as otherwise expressly provided in this Easement, commercial or industrial activity is prohibited.

c. Construction. Except as otherwise expressly provided in this Easement, the placement or construction of any building, structure, or facility, including by way of example, but not limited to, dwellings, sheds, shelters, parking lots, building pads, platforms, pipelines, sewage treatment facilities, roads, driveways, docks, towers, and tanks is prohibited. Construction of fences or walls at or near the Property boundaries, shared use paths for pedestrian (foot traffic) and cyclists are expressly excepted from this prohibition. Said trails are to be no wider than fifteen (15') feet in width. No more than 10% of the Property may be subject to land disturbing activities. Grantor shall be permitted (with the concurrence of Grantee), to construct parking, trailhead improvements consistent with the maintenance of creek and pedestrian footpaths, and other passive recreation activities.

d. Cutting Vegetation. Except as otherwise expressly provided in this Easement or in connection with ordinary landscaping and maintenance to keep the Property sightly any permitted activity which shall be the minimum necessary for the activity, the cutting or removal of trees and/or woody understory vegetation shall be prohibited except to cut and remove, without prior notice to Grantee, trees or understory vegetation that are dead or diseased in the written opinion of a registered forester. Trees and vegetation deemed dangerous shall be cut or removed only with Grantee's written consent, which consent shall not be unreasonably withheld. Grantee's consent shall not be required prior to cutting or removal, however, in the event any tree or vegetation poses an immediate threat to public safety or preservation of property. Upon detection or notice of the presence of beetle infestation, Grantor shall promptly cut and remove such diseased trees.

e. Land Surface Alteration. Except as provided in 3(c) above, any mining or alteration of the surface of the land is prohibited. No quarrying, excavation, depositing,

or removal of rocks, minerals, gravel, sand, soil, or other similar materials from the Property shall occur, except in connection with an activity or construction permitted herein.

f. Dumping. Waste and unsightly or offensive materials are not allowed and may not be accumulated on the Property. No dumping, depositing, or abandoning, discharging, or release of any gaseous, liquid, or solid wastes, substances, materials, or debris (specifically including hazardous or toxic materials) of whatever nature on, in, over, or under the ground or into surface or ground water of the Property shall occur. The foregoing to the contrary notwithstanding, trash cans shall be allowed along pedestrian paths or trails and at any permitted improvement. No such trash can, however, shall have a volume larger than thirty (30) gallons.

g. Billboards and Signage. Billboards, outdoor advertising structures and signs are prohibited. A reasonable number of signs not to exceed six (6) square feet may, however, be displayed to state:

- i. The area protected by this Easement.
- ii. Prohibition of any unauthorized entry or use.
- iii. Directional signs related to any pedestrian path or trail system on the Property.
- iv. Instructional or educational signs promoting the Open-Space Values of the Property.

The Grantee has the right to place signs on the Property which identify the land as being protected by this Easement. The number and location of any signs are subject to Grantor's reasonable approval.

h. Overnight Camping. Overnight camping on the Property is prohibited.

i. Underground Storage Tanks. No below ground storage tanks containing liquid fuels, such as heating oil or gasoline, and other chemical solutions (whether hazardous or otherwise) may be installed, placed, constructed or maintained on the Property.

5. The Grantor confers the following rights upon the Grantee to perpetually maintain the Open-Space Values of the Property:

a. Right to Enter. The Grantee has the right to enter the Property at reasonable times to monitor or to enforce a compliance with this Easement.

b. Right to Preserve. The Grantee has the right to prevent any activity on or use of the Property that is inconsistent with purposes of this Easement.

c. Right to Require Restoration. The Grantee has the right to require restoration of the areas or features of the Property which are damaged by activity inconsistent with this Easement.

6. Grantor reserves to itself and to its personal representative, heirs, successors, and assigns, all rights accruing from its ownership of the Property, including the right to engage in, or permit or invite others to engage in, all uses of the Property that are not expressly prohibited herein and are not inconsistent with the purpose of this Easement. Without limiting the generality of the foregoing, and subject to the terms of this Easement, the following rights are expressly reserved:

a. Right to Convey. The Grantor retains the right to sell, mortgage, bequeath or donate the Property. Any conveyance will remain subject to the terms of this Easement and the subsequent owner will be bound by all obligations in this Easement.

b. Right to Maintain and Replace Existing Improvements. The Grantor retains the right to maintain, renovate and replace any existing improvement(s) as noted in the Baseline Documentation in substantially the same location and size. Any expansion or replacement may not substantially alter the character or function of the structure nor unnecessarily impact the surrounding easement area.

c. Right to Use for Recreational Purposes. The Grantor retains the right of pedestrian ingress and egress and to use the Property for passive recreational uses including hunting, hiking, and fishing.

7. In the event of a breach by Grantor of any of the provisions contained in this Easement, the following cumulative remedies shall be available to Grantee.

a. Delay in Enforcement. A reasonable delay in the enforcement shall not be construed as a waiver of the Grantee's right or later enforce the terms of this Easement.

b. Acts Beyond the Grantor's Control. The Grantee may not bring an action against the Grantor for modifications to the Property resulting from causes beyond Grantor's control. Grantor shall, however, exercise reasonable diligence in policing and maintaining the Property.

c. Notice and Demand. If the Grantee determines that the Grantor is in violation of this Easement, or that a violation is threatened, the Grantee shall provide written notice to the Grantor unless the violation constitutes immediate and irreparable harm. Such written notice will identify the violation and request corrective action to cure the violation or to restore the Property.

d. Failure to Act. If, for a 28 day period after written notice, the Grantor continues in violation of this Easement, or if the Grantor does not abate the violation and implement corrective measures requested by the Grantee, the Grantee may bring an action in law or equity to enforce the terms of this Easement. The Grantee is also entitled to enjoin the violation through injunctive relief, seek specific performance, declaratory relief, restitution, reimbursement of expenses, or an order compelling restoration of the Property.

If the court determines that the Grantor has acted in bad faith, then the court may require the Grantor to reimburse the Grantee's reasonable costs and attorney fees.

e. Grantor's Absence. If the Grantee determines that this Easement is, or is expected to be, violated, the Grantee will make good-faith efforts to notify the Grantor. If, through reasonable efforts, the Grantor cannot be notified, and if the Grantee determines that the circumstances justify prompt action to mitigate or prevent impairment of the Open-Space Values, then the Grantee may pursue its lawful remedies without prior notice and without awaiting the Grantor's opportunity to cure. The Grantor agrees to reimburse all costs associated with this effort.

f. Actual or Threatened Non-Compliance. Grantor acknowledges that actual or threatened events of non-compliance under this Easement constitutes immediate and irreparable harm. The Grantee is entitled to invoke the equitable jurisdiction of the court to enforce this Easement.

g. Cumulative Remedies. The preceding remedies of Grantee are cumulative. Any, or all, of the remedies may be invoked by the Grantee if there is an actual or threatened violation of this Easement.

8. In accepting this Easement, the Grantee shall have no liability or other obligation for costs, liabilities, taxes or insurance of any kind related to the Property. Grantor, however, shall have no liability for payment of taxes, if any, levied upon or assessed upon the Open-Space Values. The Grantee, its members, directors, officers, employees and agents have no liability arising from injury or death to any person or physical damage to any property on the Property. The Grantor agrees to defend the Grantee against such claims and to indemnify the Grantee against all costs and liabilities relating to such claims during the tenure of the Grantor's ownership of the Property. Subsequent owners of the Property will similarly defend and indemnify the Grantee for any claims arising during the tenure of their ownership.

9. If the Grantee shall cease to exist or if the Grantee is no longer authorized to acquire and hold conservation easements, then this Conservation Easement shall become vested in another entity. This entity shall be a "qualified organization" for purposes of Internal Revenue Code Section 170(h)(3). The Grantee's rights and responsibilities shall be assigned to the following named entities in the following sequence:

a. Newton County, Georgia; or

b. Any other entity having similar conservation purposes to which such rights may be awarded under the cy pres doctrine.

10. This Easement may be extinguished only by an unexpected change in condition which causes it to be impossible to fulfill the Easement's purposes. If subsequent circumstances render the purposes of this Conservation Easement impossible to fulfill, then this Easement may be partially or entirely terminated only by judicial proceedings.

11. This Easement shall be liberally construed in favor of maintaining the Open-Space Values of the Property and in accordance with O.C.G.A. 44-10-4.

12. Any notice, demand, request, consent, approval or communication that either party desires or is required to give to the other hereunder shall be in writing and effective on the date of delivery when served personally or sent by nationally recognized, overnight courier service or U.S. registered or certified mail, postage prepaid, return receipt requested, addressed as follows (or to such other address(es) as may be specified by any such party to the other hereunder by written notice delivered in accordance with this Paragraph 12). If any notice mailed is properly addressed but returned for any reason, such notice shall be deemed to be effective notice given on the date of mailing:

City of Oxford
110 W. Clark Street
Oxford, Georgia 30054

City of Covington
2194 Emory Street, NW
Covington, Georgia 30014

13. Any modification hereof shall be in writing, and shall be properly and promptly filed in the public records of Newton County, Georgia, and shall require the written consent of the owner of the Property and the Grantee.

14. The easements and restrictions herein set forth shall run with the land and be binding upon Grantor, its respective heirs, executors, legal representative, successors, successors-in-title, and assigns, and all those (including mortgagees and tenants) now or hereafter holding under any of them. This Easement is made and intended as a Georgia contract and shall be so construed.

15. Governmental Denials. If, despite the reasonable efforts of Grantor, a state of federal governmental authority, excepting Grantor, denies Grantor the right to exercise any use or activity permitted by this Easement because a limiting provision(s) of this Easement prevents Grantor from complying with an adopted law, ordinance or regulation, Grantee shall permit the minimum variation from such limiting provision(s) of this Easement as is necessary to achieve governmental compliance in order to exercise such use or activity, provided such variation is consistent with the purposes of this Easement.

IN WITNESS WHEREOF, the parties have executed this Easement under seal, the day and year first above written.

GRANTOR:

CITY OF OXFORD

Signed, sealed and delivered
in the presence of:

By: David S. Eady
As Its: Mayor

WITNESS

Attest: _____
Marcia Brooks, Clerk

NOTARY PUBLIC, STATE
OF GEORGIA

GRANTEE:

CITY OF COVINGTON

Signed, sealed and delivered
in the presence of:

By: Fleeta S. Baggett
As Its: Mayor

WITNESS

Attest: _____
Clerk

NOTARY PUBLIC, STATE
OF GEORGIA

Exhibit “A”

All that tract or parcel of land lying and being in Land Lots 270, 271, 287 and 288 of the 9th Land District, Newton County, Georgia, and being Lots 5, 6, 7, 8, 9, 10 and 11, per plat of survey for John Little Subdivision, prepared by Patrick and Associates, Inc., Louie D. Patrick, GA RLS No. 1757, dated 09/24/07, recorded 10/23/07 at Plat Book 47, Pages 217-220, Newton County, Georgia records.

DDA Members

Originally Appointed 2/6/17

#	Name	Initial Term	Date for Re-Appoint	Date Appointed	Training Completed	Re-Appointment Schedule	
						Seat Number	Date
1	Loren Roberts	Two Years		2/6/2017	4/22/2017		
	Art Vinson			5/6/2019	1/25/2020	One	Feb. 2024
	David Allen				11/14/2022	Two	Feb. 2024
	TBD		Feb. 2026	3/4/2024	Three	Feb. 2025	
2	Brian Barnard	Two Years	Feb. 2026	2/6/2017	4/22/2017	Four	Feb. 2025
3	Martha Molyneux	Four Years		2/6/2017	4/22/2017	Five	Feb. 2023
	Laura McCanless			10/5/2020	1/26,27/21	Six	Feb. 2023
	Adrianne Waddy					Seven	Feb. 2023
	Molly McGehee		Feb. 2025	12/12/2022			
4	Mark McGiboney	Four Years		2/6/2017	4/22/2017		
	Ray Wilson		Feb. 2025	7/1/2019	1/26,27/21		
5	Jonathan Eady	Six Years	Feb. 2029	2/6/2017	4/22/2017		
6	Kendra Mayfield	Six Years		2/6/2017	4/22/2017		
	Danielle Miller			7/2/2018	1/26/2019		
	Philip McCanless		Feb. 2029	11/14/2022			
7	Melvin Baker	Six Years		2/6/2017	4/22/2017		
	Mike Ready		Feb. 2029	1/8/2018	4/22/2017		

O.C.G.A. 36-42-4 (2010)

36-42-4. Creation of authorities; appointment and terms of directors; quorum

There is created in and for each municipal corporation in this state a public body corporate and politic to be known as the downtown development authority of such municipal corporation, which shall consist of a board of seven directors. The governing body of the municipal corporation shall appoint two members of the first board of directors for a term of two years each, two for a term of four years each, and three for a term of six years each. The governing body of the municipal corporation may appoint one of its elected members as a member of the downtown development authority. After expiration of the initial terms, except for the director who is also a member of the governing body of the municipal corporation, the terms of all directors shall be six years; provided, however, that the terms shall be four years for those directors appointed or reappointed on or after July 1, 1994. The

term of a director who is also a member of the governing body of a municipal corporation shall end when such director is no longer a member of the governing body of the municipal corporation. If at the end of any term of office of any director a successor to such director has not been elected, the director whose term of office has expired shall continue to hold office until a successor is elected. A majority of the board of directors shall constitute a quorum.

How Many Members Serve on a DDA Board?

A DDA consists of a board of seven directors who are appointed by the municipal governing authority to serve staggered four-year terms. Directors are appointed by the governing body and must be taxpayers who live in the city or they must own or operate a business located within the downtown development area. They must also be taxpayers who live in the county in which the city is located. One of the directors can be a member of the municipal governing authority. Board members do not receive any compensation for serving on the DDA, except for reimbursement for actual expenses incurred in performing their duties.

What Are the Training Requirements for DDA Board Members?

With the exception of a member who also serves on the city council, all DDA board members must take at least eight hours of training on downtown development and redevelopment programs within the first 12 months of their appointment to the DDA.

One of Our DDA Members Previously Served on the DDA board, Went Off the Board for Several Years, and Was Recently Reappointed. Does He Have to Take Training Again?

Yes. Even though a member received training during his or her previous service on the DDA board, it is important that he or she take the training again to get the most recent information about legal requirements and recommended practices for DDAs.

#	Name	Term	Date for Re-Appoint	Re-Appoint	Replacement	Date Appointed	Training Completed
1	Loren Roberts	Two Years	2/6/2019	No; family issues.	Art Vinson	5/6/2019	1/25/2020
2	Brian Barnard	Two Years	2/6/2019	Yes	N/A	2/6/2019	4/22/2017
3	Martha Molyneux	Four Years	2/6/2021	Resigned - 2/20	Laura McCanless	10/5/2020	1/26 & 1/27 -2021
4	Mark McGiboney	Four Years	2/6/2021	Resigned	Ray Wilson	7/1/2019	1/26 & 1/27 -2021
5	Jonathan Eady	Six Years	2/6/2023				4/22/2017
6	Kendra Mayfield	Six Years	2/6/2023	No; Left OxC	Danielle Miller	7/2/2018	1/26/2018
7	Melvin Baker	Six Years	2/6/2023	No; left CC	Mike Ready	1/8/2018	4/22/2017

City of Oxford
Invoices >=\$1,000
Paid February 2024

VENDOR	DESCRIPTION	AMOUNT
RECURRING CHARGES		
Newton County Water & Sewerage Authority	Sewer Treatment Fees, 12/28/2023 – 1/30/2024	7,888.28
Newton County Board of Commissioners	Water Purchased for Resale – January 2024; Invoice #3190	15,609.00
Georgia Municipal Association	GMEBS Retirement, January 2024; Invoice #455923 – 2,034.75 February 2024; Invoice #458345 – 2,034.75	4,069.50
Municipal Electric Authority of Georgia (MEAG)	Monthly Electric Purchases for January 2024	104,093.99
Electric Cities of Georgia	Consulting and planning services for February 2024	5,984.00
U.S. Dept. of Treasury	Federal Payroll Taxes, February 2024	25,450.97
Courtware Solutions	Licensing, support and maintenance for Municipal Court case management – January 2024	1,200.00
VC3, Inc.	IT Monthly Services – January, 2024; Invoice #137601	2,999.60
Kellermeyer Bergensons Services	Janitorial/Floorcare Services, City Hall and Asbury Street Park, February 2024, Inv. #5030183	1,110.31
PURCHASES/CONTRACT LABOR		
C. David Strickland, P.C.	Legal services, January, 2024	3,510.00
McNair McLemore Middlebrooks & Co.	Annual recording of financial transactions and bookkeeping; preparation of W-2s; Invoice #123936	3,520.00
City of Covington	18,000 GPD Sewage Treatment Capacity; Invoice #6731	396,000.00
Southern Testing Laboratory	Cleaned and tested electric rubber gloves, replaced damaged; Invoice #396982	1,145.70
Consolidated Pipe and Supply, Inc.	Asphalt Repair Patch Bag; P.O. 15447	1,666.00
Jarod Environmental, Inc.	¾” and 1” Comp. Corp. Stop Invoice #5634	1,170.00
Rehrig Pacific Company	Purchase of 112 roll carts; P.O. #15454	7,011.00
Atkins Realis	On Call Services, July 3 – August 25, 2023; Invoice #2002862	2,632.00
Cintas	Uniform Services for Public Works Dept. January 2024 – 1,268.64 December 2023 – 1,248.66	2,517.30
Wade Ford	2024 Ford Explorer for Police Department	44,210.00