

**OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
WORK SESSION
MONDAY, JUNE 16, 2014– 6:00 P.M.
CITY HALL**

MEMBERS PRESENT: JERRY D. ROSEBERRY, MAYOR; COUNCILMEMBERS: JIM WINDHAM; TERRY SMITH; SARAH DAVIS; GEORGE HOLT; DAVID EADY; LYN PACE

OTHERS PRESENT: Bob Schwartz, City Manager; Laurant Willis, City Clerk; Dave Harvey, Police Chief; Jody Reid, Utility Superintendent; Vivian Harris, Mike Ready, Cheryl Ready, Hoyt Oliver, LaTrelle Oliver, Kendra Mayfield, Carol and Neil Penn, J.P. Godfrey Jr., Charles Green, Thaddeus Bailey, Louise Eady

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

Honorary Councilmember -

Mayor Roseberry announced Councilmember Holt has appointed Ms. Louise Eady as the honorary councilmember for July. She will attend the July 7, 2014 meeting.

Future Parade Marshals -

There was discussion on the need for a process in selecting future July 4th Parade Marshals. Terry Smith suggested appointing an Ad hoc committee to establish a process and criteria for qualification. David Eady agreed there should be an established process and lay out specific details on who and why persons are selected. He stated the process should be transparent and consistent. It was mentioned that the committee should be appointed in either January or February of 2015 to establish the process and a decision should be made by May 2015 and voted on at the Regular Session in June 2015.

Council's role -

There was discussion of the responsibilities and role council wishes to have in city operations. Jim Windham expressed he would like to be informed and made aware of special projects ahead of time as there have been decisions made that he was not aware of. George Holt added that once a project has been agreed on if any change is made they should know about it before hand. Terry Smith added it's important to keep in mind that part of our role as council members we need to use the experience that council members have with certain activities and share our knowledge. Jim Windham made it clear that this discussion is not about the City Manager Bob Schwartz, it's about the position of City Manager. We need to make sure we have guidelines in place. David Eady included it should be reasonable to develop from the Long-Term work plan a statement of what we plan to work on and develop from there.

Preparation of a Master Plan for the City –

There was discussion on how to come up with a Master Plan for the city. David Eady suggested there be an Ad hoc committee to form the base for the plan and set a timeline for a first draft. Mayor Roseberry stated that the Northeast Georgia Regional Council would be available to assist with the development of a plan with Oxford as a pilot city for such a program.

2050 Baseline Ordinance -

There was discussion regarding the Council's participation in the countywide baseline ordinance process. Mayor Roseberry added he attended the meeting on June 16, 2014 and has copies of the first version on disk of which we will get copies to all council members to start reviewing. Based on the timeline they plan to vote on the first version in October 2014.

Moore Street Sidewalk –

City Manager Bob Schwartz – Oxford College has requested permission to install a sidewalk along the north side of Moore Street from Haygood to the parking lot of Williams Gymnasium. A portion of the project would include curb and gutter. The Planning Commission approved the portion of the sidewalk that is on college property and recommended that City Council approve the portion of the sidewalk that is on the city right-of-way. In addition, the Planning Commission recommended that City Council seriously consider requiring curb and gutter along the entire portion of the project on the north side of the street and curb and gutter along the south side of the street as well. Bob stated this request will come back before council at the next meeting. Jim Windham stated he would like the city engineer to take a look at the request in the interest of protecting not only the pedestrians and cars but for the sake of erosion along Moore Street. Jody Reid reminded council of the possible impact this will have on the water line that runs along Moore Street which needs replacing.

Dog Cleanup Ordinance -

City Manager Bob Schwartz presented a first draft of an ordinance regarding the removal and disposal of dog or cat feces from public or private property regulated. After much discussion Bob indicated he will modify this request with the suggested changes and bring this back to council as a first reading.

Projects Status Report -

City Manager Bob Schwartz presented council with six page report explaining the status of current projects and the addition of the newly approved projects for FY2015.

FY2015 Budget -

City Manager Bob Schwartz distributed the final copies of the FY2015 budget pointing out the adjusted change only in the contingencies funds to have a balanced budget.

Oxford College science building –

The Planning Commission conducted a pre-application meeting with Oxford College Tuesday, June 3 to discuss this 57,000 sq. ft., \$29 million building. Oxford College submitted a request for a variance of the height requirement. The IC zone has a maximum height of 45 feet. Oxford College requested a variance to 55 feet for the new building. The Planning Commission reviewed the request and subject to an opinion from the Newton County fire marshal recommended its approval by City Council. The variance will require a public hearing before City Council and a subsequent vote by City Council. We have scheduled the public hearing for the next regular meeting on Monday, July 7 at 7 PM. The Development Application for the science building will be considered by the Planning Commission at its next meeting on July 8th. David Eady asked if the Fire Marshal approved this as adequate for a variance. City Manager Bob Schwartz confirmed it has been reviewed and found adequate.

Public Safety -

Chief Dave Harvey reported on the status of the code enforcement regarding the house at 101 Longstreet Circle stating the owner has passed away. He is working with the City Attorney on the legal aspects of this case. He reported the homeowner of the house at 308 West Richardson has had the house demolished however he has issued a citation for her to appear in the Oxford Municipal Court on Thursday, June 19, 2014 regarding the cleanup of the debris left piled on the property.

Chief Dave Harvey presented council with quotes on a new police vehicle for their review as was budgeted for in the FY2015 Budget. This will be on the July 7, 2014 agenda for approval of the purchase order.

Other Business -

Councilmember Jim Windham made note while walking on the trail and picking up litter along the way there are no trash receptacles to dispose of any litter. He asked council to consider placing trash receptacles at the entrance to the trail on Soule Street, Clark Street and Stone Street.

There being no further business the meeting was adjourned at 7:35 pm.

Respectfully Submitted,

Lauran Willis, CMC
City Clerk