

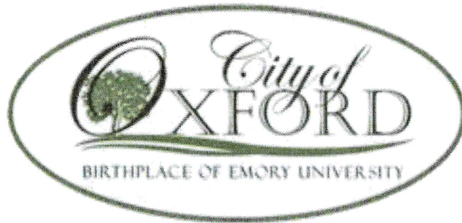
OXFORD MAYOR AND COUNCIL
REGULAR SESSION
APRIL 6, 2026 – 7:00 P.M.
CITY HALL – 110 W. CLARK ST. OXFORD, GA 30054
A G E N D A

1. **Call to Order – Mayor David S. Eady**
2. **Motion to accept the Agenda for the April 6, 2026 Mayor and Council Regular Meeting.**
3. **Consent Agenda:**
 - a. *Minutes of the City Council Regular Meeting on March 2, 2026
 - b. *Minutes of the Special Called Regular Meeting on March 16, 2026
 - c. *Minutes of the City Council Work Session on March 16, 2026
 - d. *Minutes of the Special Called Work Session on March 19, 2026
4. **Mayor’s Report:**
5. **Citizen Concerns**
6. ***Consideration of a Project Proposal for The Oxford Historic Cemetery:** Dr. Alexandria (Lexie) Orozco has made a proposal by which we could continue her work with the cemetery after the end of this semester. In addition to the restoration work, her expertise could assist us greatly in correlating the mapping and data collection we have and creating a website that would be very useful to the public and the City. Dr. Orozco will present a detailed set of deliverables for both the two- and twelve-month options.
7. ***Independence Day Festivities:** Staff are recommending a Saturday, June 27th event at the Town Green. We are seeking confirmation from the Council so we may begin inviting vendors and participants.
8. ***Second and Final Read of the GMA Model Right of Way (ROW) Ordinance:** GMA has recommended these changes due to the evolving nature of the wireless and broadband industry’s use of the ROW.
9. ***Matching Funds Resolution for the FY 2026 Community Development Block Grant Application:** We had previously passed a resolution to match this grant with \$250,000. However, as discussed at the recent budget work session, the GEFA grant to fill the gap, would not be advantageous to the city (see 009a) and with the \$1.5M we have for water/sewer in SPLOST and the \$2,160,000 in water/sewer reserves (see 009b), a good course of action would be to use local funds for this match and then GEFA funds to assist with the Haygood water line.
10. ***Invoices:** Council will review the city’s recently paid invoices over \$1,000.

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

12. **Adjourn**

*Attachments



**DRAFT MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
OXFORD CITY HALL
MONDAY, MARCH 02, 2026
REGULAR SESSION**

ELECTED OFFICIALS PRESENT:

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

STAFF PRESENT:

Bill Andrew- City Manager
Stacey Mullen- Interim City Clerk
Mark Anglin- Police Chief
David Strickland- City Attorney

Not Present: Jeff Wearing

Others Present: Nick Cole, Jane Fadeley, John Boudreau (AtkinsRealis)

1. The meeting was called to order by the honorable Mayor David S. Eady.

2. A motion was made by Erik Oliver to amend the agenda to add a vote on the Independence Day parade. Laura McCanless seconded the motion. The motion was approved unanimously (6/0).

A motion was made by Jim Windham to accept the amended agenda for the March 2, 2026 Mayor and Council Regular Session. Mike Ready seconded the motion. The motion was approved unanimously (6/0).

3. A motion was made by Laura McCanless to accept the Consent Agenda. Erik Oliver seconded the motion. The motion was approved unanimously (6/0).

The Consent Agenda included: (a) Minutes of the Public Hearing for the CDBG on February 2, 2026; (b) Minutes of the City Council Regular Meeting on February 2, 2026; (c) Minutes of the City Council Work Session on February 16, 2026; and (d) Appointment of Councilmember Laura McCanless as Mayor Pro Tem for 2026 and 2027.

Mayor Eady noted for the record that the Mayor Pro Tem appointment had been discussed and agreed upon at a prior meeting but was inadvertently not recorded as a formal vote. By

approving the Consent Agenda, the council formally sanctioned the appointment of Laura McCanless as Mayor Pro Tem for 2026 and 2027.

4. Mayor's Report: No report.

5. Citizen Concerns

Nick Cole of 1104 Emory Street addressed the council with a question about personal transportation vehicles (PTVs). Bill Andrew and David Strickland explained that under Georgia state law, golf carts are only permitted on golf courses. The draft ordinance to be given a first reading later in the meeting defines PTVs as modified vehicles equipped with turn signals, mirrors, horns, and safety belts that would be permitted on city roads. Low speed vehicles, which carry a license plate and are already permitted on state roads, are a separate category and are not affected by the proposed ordinance.

6. First Read of the Personal Transportation Vehicle Ordinance

A motion was made by Laura McCanless to approve the first reading of the Personal Transportation Vehicle Ordinance. Jim Windham seconded the motion. The motion was approved unanimously (6/0).

7. Accept the Bid from Concrete Constructors, Inc. for the Two Trails Project

A motion was made by Mike Ready to accept the bid from Concrete Constructors, Inc. for the Two Trails Project. Erik Oliver seconded the motion.

Discussion:

John Boudreau of AtkinsRéalis provided a summary of the project. The city originally received a \$2,200,000 state grant with a 40% city match of \$1,315,397, for total project funding of approximately \$3,515,397. The city has already committed approximately \$1,340,500 toward boardwalk materials for East Bonnell Street and utility undergrounding on East Soule Street, leaving a remaining budget of approximately \$2,174,891.

Three contractors submitted bids. Concrete Constructors, Inc. was the low bidder at just under \$3,000,000, which exceeded the remaining funds. To bring the project within budget, the scope was revised. On East Bonnell Street, the brick entrance columns, entrance landscaping, and permeable paver parking were eliminated; the parking area will instead be constructed with asphalt. The milling and paving bid alternate was also removed, in part because a future GDOT project may affect that road. On East Soule Street, the parking lot was removed in its entirety, along with landscaping and some site furnishings. The curb cuts off East Soule Street remain in the revised scope.

Mr. Boudreau stated the revised bid amount for both trails is \$2,185,125. A combined contingency of \$200,000 (\$100,000 per project) is included. After accounting for the estimated cost of pedestrian light installation on East Soule Street (to be contracted separately through the existing Over and Under contract), the remaining contingency is approximately \$119,000. He noted that potential rock excavation on East Bonnell Street could require use of contingency funds, and that certain items such as a retaining wall on East Soule Street (estimated at \$40,000-\$50,000, intended to preserve a large tree) and driveway aprons could be removed if needed. The milling and repaving of East Soule Street was priced as a bid alternate and is not included in the contract; the city may consider using FY 2027 repaving funds for that work.

George Holt asked about the potential cost of rock excavation. Mr. Boudreau confirmed there is a unit price in the contract for rock removal and that the contingency would cover such costs.

Laura McCanless and Mike Ready commended Mr. Boudreau and the AtkinsRéalisis team for their work in reducing the project scope while maintaining a quality project.

Erik Oliver sought clarification that the East Bonnell Street trail extends to Keegan Court and not to the City Pond Recreational Park. Mr. Boudreau confirmed the trail terminates at Keegan Court.

Jim Windham asked about the purpose of the ten pedestrian lights on East Soule Street, noting that the trail closes at sunset. Mayor Eady explained the lights are for the street-side path segment and serve pedestrian safety along the road, continuing the theme from Emory Street, with the goal of eventually providing a lit pedestrian path to the Town Center. Mr. Windham also asked about the retaining wall and the width of the boardwalk across the creek. Mr. Boudreau confirmed the boardwalk is 12 feet wide and is rated to support a maintenance vehicle. Mayor Eady noted that once the trail is built, the council could revisit whether to designate it as a permitted route for personal transportation vehicles.

Erik Oliver asked about the possibility of sharing a parking lot with the school. Bill Andrew explained that the parking arrangement was coordinated with the school system, which chose not to make further improvements beyond repaving its existing lot. Mayor Eady stated that existing gravel parking between the properties is adequate and expressed that paving additional parking lots would be inconsistent with the city's sustainability goals.

The motion was approved unanimously (6/0).

8. City Holiday Schedule

A motion was made by Laura McCanless to accept the 2026 City Holiday Schedule. George Holt seconded the motion. The motion was approved unanimously (6/0).

9. Resolution in Support of the City's Community Development Block Grant (CDBG) for Water Line Replacement

A motion was made by Mike Ready to approve the resolution in support of the city's CDBG application for water line replacement. Laura McCanless seconded the motion. The motion was approved unanimously (6/0).

10. Resolution to Amend the FY 2026 Capital Improvement Budget to Order the Large Bucket Truck in FY 2026

Mayor Eady explained that the bucket truck previously budgeted for FY 2027 is now available for purchase in FY 2026, requiring an amendment to move funds forward from FY 2027 into the FY 2026 capital improvement budget.

A motion was made by Erik Oliver to approve the resolution to amend the FY 2026 capital improvement budget to order the large bucket truck. Laura McCanless seconded the motion. The motion was approved unanimously (6/0).

11. First Read of the GMA Model Right-of-Way Ordinance

A motion was made by Jim Windham to approve the first reading of the Georgia Municipal Association model right-of-way ordinance. Mike Ready seconded the motion. The motion was approved unanimously (6/0).

12. Independence Day Parade

A motion was made by Jim Windham to cancel the Independence Day parade for 2026 per the council's discussion at the work session. George Holt seconded the motion.

Discussion:

Erik Oliver stated that while he understood the burden the event places on city staff and acknowledged that the parade has grown beyond what is sustainable in its current form, he would vote against the motion. He noted that the parade was started 50 years ago by Violet Bankston, City Clerk, and his father, Hoyt Oliver, and that canceling it in its 50th anniversary year was significant. He also expressed concern that the council had not given sufficient consideration to alternatives for continuing the event on a smaller scale. He expressed his hope that the council would revisit the celebration in future years.

The motion was approved with a vote of 5/1 with a nay from Erik Oliver.

13. Invoices

The council reviewed the invoices paid over \$1,000 for the month of March. During the review, the council discussed the Latham Home Sanitation agreement regarding large-item pickup procedures. Staff clarified that residents must contact City Hall by the Friday before pickup, pay the applicable fee, and that the pickup occurs on the regular Tuesday trash collection day. Laura McCanless noted that the Reforest Atlanta invoice of \$18,112.05 is funded through the city's Trees Across Georgia (TAG) grant.

14. Executive Session – None.

15. Adjourn

A motion was made by Jim Windham to adjourn the meeting at 7:45 PM. Erik Oliver seconded the motion. The motion was approved unanimously (6/0).

Respectfully submitted,

Stacey Mullen
Interim City Clerk



**DRAFT MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
SPECIAL CALLED MEETING
MONDAY, MARCH 16, 2026- 6:32PM
OXFORD CITY HALL**

ELECTED OFFICIALS PRESENT:

David Eady- Mayor
Mike Ready- Councilmember
George Holt- Councilmember
Jim Windham- Councilmember
Jeff Wearing- Councilmember
Laura McCanless- Councilmember
Erik Oliver- Councilmember

STAFF PRESENT:

Bill Andrew- City Manager
Stacey Mullen- Interim City Clerk
David Strickland- City Attorney
Mark Anglin- Police Chief
Jody Reid- Supervisor of Utilities
and Maintenance

Others Present: Evan Newton, Covington News

1. The meeting was called to order by the Honorable David Eady, Mayor.
2. **Jeff Wearing made a motion to accept the agenda for the March 16, 2026 Special Called Meeting. Laura McCanless seconded the motion. The motion was approved unanimously (7/0).** (Attachment A)
3. **Second and Final Read of the Personal Transportation Vehicle Ordinance:**
(Attachment B)
A motion was made by Erik to adopt the ordinance with the edit of removing the requirement under the effective date of GDOT issuance of applicable permits. Laura McCanless seconded the motion.

Discussion:

Council discussed and moved toward the adoption of the Personal Transportation Vehicle (PTV) ordinance with primary focus on the effective date, implementation, and registration procedures. An amendment was proposed and supported to remove language tying the ordinance's effective date to approval from the Georgia

Department of Transportation (GDOT), as this could significantly delay implementation. Instead, council agreed the ordinance should take effect upon adoption with operational components such as signage and coordination to follow.

Council confirmed that appropriate signage would be installed at city entry points and that additional public notification (such as utility bill inserts) could be used to inform residents when PTV use is permitted. Discussion also addressed the vehicle registration process, noting that while the ordinance requires registration within a set timeframe, it does not explicitly mandate in-person inspection. Chief Anglin clarified that, in practice, vehicles would be visually verified prior to issuance of a city registration sticker, and that this process would be communicated to applicants during registration.

Council considered whether to amend the ordinance to explicitly require inspections or provide additional materials such as hang tags with rules but ultimately agreed these details could remain administrative. It was also clarified that the city-issued identifier would be a registration sticker rather than a county tag, though some external requirements may still apply. Overall, council reached consensus that, with the effective date amendment, the ordinance was sufficiently clear and ready for adoption without further changes.

The motion was approved unanimously (7/0).

4. Other Business

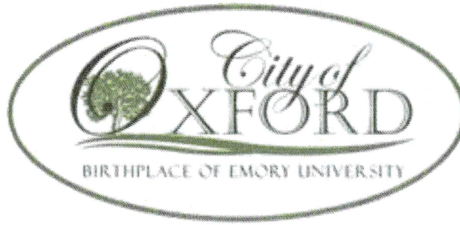
None.

5. Adjourn

Laura McCanless made a motion to adjourn the Special Called meeting at 6:45 p.m. Erik Oliver seconded the motion. The motion was approved unanimously (7/0).

Respectfully submitted,

Stacey Mullen
Interim City Clerk



**DRAFT MINUTES OF THE OXFORD MAYOR AND COUNCIL
WORK SESSION
MONDAY, MARCH 16, 2026 6:45PM
OXFORD CITY HALL**

ELECTED OFFICIALS PRESENT:

David Eady- Mayor
Mike Ready- Councilmember
George Holt- Councilmember
Laura McCanless- Councilmember
Jim Windham- Councilmember
Erik Oliver- Councilmember
Jeff Wearing- Councilmember

STAFF PRESENT:

Bill Andrew- City Manager
Stacey Mullen- Interim City Clerk
Mark Anglin- Police Chief
David Strickland- City Attorney
Jody Reid- Supervisor of Utilities
and Maintenance

Others Present: Evan Newton, Covington News, Dr. Lexie Orozco, Emory

1. Mayor's Announcements:

Mayor Eady reminded the council of the Special Called Work Session on Thursday, March 19th at 8:00AM at City Hall and noted that anyone else was also welcome to attend.

2. Committee Reports:

- **Planning Commission**- Report provided by Bill Andrew
- **Downtown Development Authority**- Report provided by Mike Ready
- **Trees, Parks and Recreation**- None
- **Sustainability Committee**- Report provided by Laura McCanless

3. Consideration of a Project Proposal for The Oxford Historic Cemetery:

Dr. Orozco presented a comprehensive update and proposal for the Oxford Historic Cemetery project, outlining progress, remaining needs, and future opportunities. Work completed to date includes partial cleaning of headstones using D/2 treatment, debris removal, documentation of graves, identification of invasive plant species, and development of a geospatial mapping system integrating burial records, historic maps, and survey data.

The mapping and database system is designed to be cost-effective and sustainable, utilizing existing GIS platforms with flexibility to transition to free software if needed. Analytical tools, including density and slope analysis, are being used to inform decisions on signage placement, erosion mitigation and overall site planning.

Remaining tasks include completing the database and mapping system, finishing preservation treatments, addressing invasive vegetation and erosion and determining signage placement. Dr. Orozco also proposed development of a dedicated website, expanded educational programming, and interactive visitor experiences such as QR-based tours and community events to enhance engagement and generate ongoing support.

To ensure long-term sustainability, she recommended creating detailed training manuals for staff and future users. Optional enhancements discussed include native plant gardens, environmentally friendly floral options, and small-scale fundraising initiatives. Dr. Orozco presented options for continued involvement following the end of her university role, including short-term or as-needed support.

Council expressed strong support for the cemetery project and emphasized maintaining momentum. Priority was placed on improving the cemetery's physical condition and visitor experience, with digital features seen as secondary. A combined approach using volunteers, staff, and collaboration with local partners, including the Oxford Historical Foundation was encouraged. Overall, there was a consensus to continue the project, ensure long-term sustainability, and advance both preservation and community engagement efforts.

4. Discussion of the Independence Day Festivities:

Council discussed alternatives to the canceled Independence Day parade, with mixed enthusiasm about replacing it with a large festival. Members explored options for a centralized or multi-location event using the Town Center spaces, nearby parks, and adjacent streets, while considering parking, safety, and heat management. There was interest in including vendors, music, and family-friendly activities, but also concern that festivals can be as labor-intensive as parades, particularly with vendor coordination and logistics.

Timing was discussed, with support for holding the event the weekend before July 4 to allow staff to enjoy the holiday. Council also considered coordination with Covington to avoid overlap.

As discussion progressed, council leaned toward a smaller, more manageable event rather than a large-scale festival. Suggestions included a compact, Oxford-focused gathering, similar to existing seasonal festivals or a community picnic-style event, with limited vendors and greater reliance on volunteers and local groups.

Overall, council agreed that while the event should be scaled back, it is important to continue some form of community celebration, with the option to expand in futures years, if successful.

Mayor Eady requested staff to provide a proposal to council outlining an ideal festival, including recommended timing, location, and activities that would minimize staff workload.

5. Discussion of a Millage Rate due to HB 581 Requirements and Early Notification to Taxpayers: (Attachment B)

Council discussed providing early guidance on the millage rate due to new state notification requirements, recognizing that rising property valuations would increase revenue even if the rate remains unchanged at 5.444 mills. Discussion highlighted ongoing budget challenges, including reliance on utility fund transfers, rising personnel and insurance costs, and a limited residential tax base that cannot fully support operations. Most supported keeping the current rate, with some interest in preserving flexibility for future increase. Council reached informal consensus to hold the rate for now, with the option to revisit it during the budget process.

6. Business Registration Certificate (See Sec. 8-6): (Attachment C)

Council discussed clarifying an outdated business registration certificate and ensuring proper collection of fees. Members agreed to identify all campus businesses and enforce occupational taxes where applicable, while seeking legal guidance on whether the college itself can be charged. If not, the city may retain and formalize the registration certificate with a fee. The goal is to clarify the code, ensure compliance, and capture appropriate revenue within legal limits.

7. Second and Final Read of the GMA Model Right of Way (ROW) Ordinance: (Attachment D)

Council reviewed the second and final reading of the GMA model right-of-way ordinance, focusing on a few remaining adjustments before adoption. Key updates included adding a threshold (e.g. \$20,000) allowing a letter of credit in lieu of a surety bond for smaller projects, and revising language to replace references to a non-existent “historic district” with the city’s Town Center zoning district,

Council confirmed the ordinance would apply to all right-of-way areas, including fee simple-owned corridors, and recognized its potential to create a clearer permitting structure and generate revenue from utility and infrastructure projects.

With minor revisions agreed upon, council agreed to bring the ordinance forward for approval at the April voting meeting.

8. **Other Business:** (Attachment E)

Bill Andrew addressed questions and concerns council had regarding the city manager updates.

9. **Work Session Meeting Review:**

None

10. **Executive Session:**

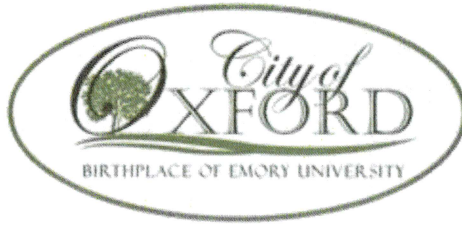
None

11. **Adjourn**

The meeting was adjourned at 9:17 PM.

Respectfully submitted,

Stacey Mullen
Interim City Clerk



**DRAFT MINUTES OF THE OXFORD MAYOR AND CITY COUNCIL
SPECIAL CALLED WORK SESSION
THURSDAY, MARCH 19, 2026 8:00 AM
CITY HALL**

ELECTED OFFICIALS PRESENT:

David Eady- Mayor
Laura McCanless- Councilmember
Mike Ready- Councilmember
George Holt- Councilmember
Jeff Wearing- Councilmember
Jim Windham- Councilmember

STAFF PRESENT:

Bill Andrew- City Manager
Stacey Mullen- Interim City Clerk
Amy Stancil- Finance Contractor
Mark Anglin- Police Chief

Not Present: Erik Oliver

Others Present: Janice Wearing

1. Mayor's Announcements:

None

2. Review and Discussion of Goals for the FY 2027 Operations and Capital Budget:

Council held a budget discussion addressing multiple revenue sources, expenditures, and potential cost-saving measures. Topics included Newton County Fire services, use of SPLOST and local option sales tax (L.O.S.T.) funds, as well as the possibility of rezoning to increase the city's property tax base. Ongoing cemetery maintenance was also discussed as part of the budgetary considerations.

3. Discussion: FY 2027 Budget Goals:

Council reviewed and adjusted the operating budget line items as needed. In addition, council reviewed personnel-related expenses, including budget cuts on vacant positions, and allocating the city manager's salary across departments by percentage for more accurate budgeting.

Utility revenues were examined, with discussion of a potential electric rate increase and a recommendation to engage Electric Cities of Georgia (ECG) for a formal rate analysis.

Bill Andrew discussed a plan with the council to address the administrative department's needs following required staff changes in the office due to the city clerk vacancy. It was also suggested that staff explore the use of AI technology to assist with streamlining time-consuming tasks and improving overall operational efficiency.

4. Next Steps in the FY 2027 Budget Process:

Cost control measures were a key focus, including identifying potential budget cuts, and directing department heads to meet and propose reductions for their respective departments.

5. Other Business

Council discussed the registration of Oxford College and its associated enterprises under the occupational tax framework, noting that some entities may not currently be in compliance. It was also observed that there is no clear record of required inspections, including health department and fire certifications, for certain operations. Staff was directed to review these requirements, verify compliance, and report back on any gaps or enforcement actions needed.

6. Work Session Meeting Review

Overall, the discussion centered on balancing revenue enhancements with prudent expense management to ensure long-term financial sustainability.

7. Executive Session

None

8. Adjourn

The meeting was adjourned at 11:38 AM

Respectfully submitted

Stacey Mullen
Interim City Clerk

Dr. Alexandria Orozco

Anthropology & GIS Services

469-247-9603
9300 Delk Drive
Covington, GA 30014
arorozc@emory.edu

OXCEM PROJECT

INCLUDES PRICE OF FULL TIME WORK (40 HOURS PER WEEK) ON THE OXFORD HISTORICAL CEMETERY INCLUDING RESTORATION WORK (D2), MAPPING, EDUCATIONAL CONTENT, AND DEVELOPMENT OF A LONG TERM CARE PLAN.

2 MONTHS MINIMUM IS NEEDED TO MAKE MEANINGFUL PROGRESS ON THIS EFFORT. LONGER THAN 2 MONTHS WOULD REQUIRE A 12 MONTH COMMITMENT FOR IN PERSON WORK. IT IS POSSIBLE TO HAVE 2 -3 MONTHS IN PERSON AND CONTINUE REMOTE DIGITAL WORK AFTER THAT POINT. FEES DO NOT INCLUDE SUPPLY COST. FOR ANNUAL MAINTENANCE, THE 'DIGITAL ONLY' FEE INCLUDES 2 VIRTUAL 1 HOUR MEETINGS AND UP TO 25 HOURS OF WORK COMPLETED REMOTELY. IN PERSON INCLUDES UP TO 25 HOURS OF WORK (DIGITAL OR OTHERWISE) IN OXFORD. THIS AMOUNT DOES NOT INCLUDE ANY ROOM/BOARD OR TRAVEL FEES, WHICH WOULD BE THE RESPONSIBILITY OF THE CLIENT. TIME BEYOND 25 HOURS WOULD BE BILLED AT A RATE OF \$250 PER DAY.

NOTE THAT TASKS WILL BE COMPLETED TO THE BEST POSSIBLE ABILITY WITHIN THE TIMEFRAME AND BUDGET AGREED UPON. AS RESEARCH AND RESTORATION ARE UNCERTAIN PROCESSES THERE MAY BE SOME DEVIATION FROM TIMELINE/TASKS TO COMPLETE IF UNEXPECTED CHALLENGES ARISE.

LINE ITEM	UNIT COST	NUMBER	TOTAL
2 MONTHS	\$4,833	2	\$9,666
12 MONTHS	\$4,833	12	\$58,000
YEARLY MAINTENANCE (DIGITAL ONLY)	\$850	1	\$850
YEARLY MAINTENANCE (DIGITAL AND IN PERSON)	\$1,000	1	\$1,000 <i>*PLUS TRAVEL</i>

PLEASE REACH OUT WITH ANY QUESTIONS!

To book services please email or call at your convenience.

Schedule and Deliverables

2 months

Month	Tasks	Deliverables
1	<ul style="list-style-type: none"> • D2 Spraying • Record grave information (personal details, epitaphs and iconography) • Oversee website creation (to be done by another contractor) 	
2	<ul style="list-style-type: none"> • Finish D2 and Recording • Care Plan • Basic GIS training document 	<ol style="list-style-type: none"> 1. Clean stones <ol style="list-style-type: none"> a. Scrubbing each one will not be possible but the spray and leave method will be. This means some growths may remain. 2. Cemetery database/base map <ol style="list-style-type: none"> a. May not be fully itegrated into GIS but the ESRI protocol would allow another user to finish this in the future. 3. Basic ESRI protocol 4. Basic care plan 5. Website (limited to information with ability to edit - no interactive aspects)

***WITH THIS OPTION I RECOMMEND A THIRD OR FOURTH MONTH REMOTE. THIS WOULD ALLOW FOR A MORE ROBUST CARE PLAN, A TOUR, AND MORE DETAILED ESRI TRAINING DOCUMENTS. IF YOU WOULD LIKE TO DO ADDITIONAL ONLINE/DIGITAL WORK IN THE FUTURE THIS IS ALSO POSSIBLE. PLEASE NOTE THAT THIS IS A BEST ESTIMATE OF TIME FRAME NEEDED FOR THESE TASKS AND THE UNPREDICTABLE NATURE OF APPLIED RESEARCH MAY REQUIRE ADDITIONAL TIME IF UNFORESEEN CIRCUMSTANCES ARISE.**

Schedule and Deliverables

12 months

Month	Tasks	Deliverables
1-6	<ul style="list-style-type: none"> • D2 Spraying and scrubbing • Record grave information (personal details, epitaphs and iconography) and input into GIS • Oversee website creation (to be done by another contractor) • Care plan • GIS training documents • Partner on cemetery guidelines 	<ol style="list-style-type: none"> 1. Clean stones (Month 1) 2. Cemetery database/base map (Month 2) 3. ESRI protocols (Month 3) 4. Care plan (Month 4) 5. Website (ongoing development over 6 months)
7-9	<ul style="list-style-type: none"> • Educational content and sign information • Sourcing of signs • Erosion assessment • Organize removal of invasive plants 	<ol style="list-style-type: none"> 1. Invasive plant removal (month 1 will focus on organization of plant removal and plants will be pulled in month 2) 2. Educational content (over 3 months)
10-12	<ul style="list-style-type: none"> • Fill in eroded areas • Place sign • Beautification and community engagement efforts 	<ol style="list-style-type: none"> 1. Educational Sign 2. Filling in of eroded areas (to be supervised/organized by myself) 3. Planting day and/or a plan for community planting in the future with map of proposed layout 4. If time: bird watching areas and other community engagement efforts 5. Over this 12 month period I will also be working to get support from the college for perpetuity care in the future

***PLEASE NOTE THAT THE NATURE OF RESEARCH IS OFTEN UNPREDICTABLE. EVERY EFFORT WILL BE MADE TO COMPLETE EACH TASK WITHIN THE TIMEFRAME GIVEN, BUT THERE MAY BE ADDITIONAL TIME NEEDED IF THERE ARE UNFORESEEN FUNDING OR TIMING DELAYS.**

OXCEM PROGRESS

THESE IMAGES SERVE TO ILLUSTRATE THE PROGRESS MADE TO DATE ON THIS PROJECT.



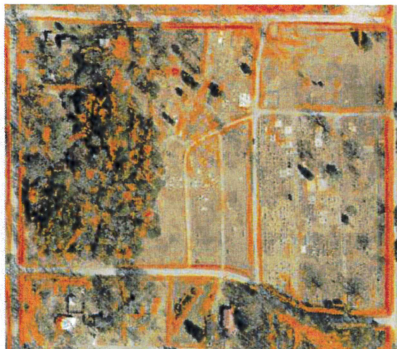
D2 SPRAY AND DOCUMENTATION

The difference D2 spraying makes can be seen in the first two images from left to right. The lichen growth is visibly reduced on this historic grave. The image on the far right shows volunteers documenting grave information to be used in spatial analysis.



SPATIAL ANALYSIS

- Georectification (overlay and spatial manipulation) of historic maps and images. This aggregated photos, maps, and GPR data. Sections were each digitized individually to assist with plot management in the future (Top left)
- Density analysis of northern sections to assess sign placement (Bottom left)
- Burials and associated information are being added to the map. Later this can include images and other documents (Top right)
- Slope analysis showing areas of high/low terrain. useful for erosion management (Bottom right)



MEMORANDUM

To: Mayor and City Council

From: Sydney Mathis, Events Manager/Associate Clerk

Date: March 30, 2026

Subject: Independence Day Festival Planning- June 27th

Based on past events, it is recommended that the Independence Day Festival be held on the city green space located at 915 Emory Street, consistent with the location used for the farmers market. Due to the inclusion of food trucks, a proposed event time of 11:00 a.m. to 2:00 p.m. on June 27 is suggested. Staff would need to arrive between 8:00 a.m. and 9:00 a.m. to assist with event setup and vendor check-in.

While consideration of including farmers market vendors is appreciated, it is recommended that the event focuses more heavily on activities and entertainment, expanding upon the format used in recent years rather than operating as a traditional market.

The following items are provided as potential additions for consideration. These do not require immediate selection and will be evaluated based on costs and availability:

- Inflatables (bouncy house, slide, obstacle course)
- Velcro wall attraction
- Interactive walking dinosaur
- Mobile video game trailer
- Caricature artist *
- Face painting *
- Petting zoo *
- Food trucks *
- DJ *
- Event t-shirts * (proposed theme: 250th celebration)
- Carnival-style games hosted by businesses or community participants
- Cake walk or cupcake walk
- Tie-dye t-shirt activity (take-home format)
- Photobooth
- Touch-a-Truck (fire truck)
- Bucket truck rides

- Bubbles play area

The intent is to maintain this as a free, family-oriented event, with costs limited to food and beverage purchases.

For those unfamiliar with the city green event layout, the entire field is typically utilized, with vendors positioned behind the Yarbrough House. The city hall parking lot is reserved for attendees but often reaches capacity, resulting in overflow parking along Clark Street. It is recommended that directional yard signage be used to guide parking, with additional options available at the elementary school and the college, both within reasonable walking distance.

**Represents activities performed in prior years*

**STATE OF GEORGIA
COUNTY OF NEWTON**

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF OXFORD TO AMEND “CHAPTER 28: ARTICLE III “UTILITIES IN RIGHTS-OF-WAY” OF THE CODE OF ORDINANCES OF THE CITY OF OXFORD; TO ESTABLISH REQUIREMENTS FOR THE USE OF PUBLIC AND PRIVATE UTILITIES WITHIN THE RIGHTS-OF-WAY; TO ADMINISTER AND REGULATE THE USE OF PUBLIC ROADS, HIGHWAYS, AND RIGHTS OF WAYS MAINTAINED BY THE CITY; TO PROVIDE FOR DUE COMPENSATION FOR USE OF CITY PUBLIC ROADS, HIGHWAYS, AND RIGHTS OF WAY; TO CREATE LIABILITY ON THE HOLDER OF RIGHT OF WAY LICENSES; TO PROVIDE AUTHORITY TO THE CITY TO REQUIRE RELOCATION; TO PROVIDE FOR SEVERABILITY; TO PROVIDE AN EFFECTIVE DATE; TO REPEAL ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HEREWITH; AND FOR OTHER PURPOSES.

WHEREAS, the Constitution of the state of Georgia, approved by the voters of the State in November of 1982, and effective July 1, 1983, provides in Article IX, Section II, Paragraph II thereof, that the governing authority of the city may adopt clearly reasonable ordinances, resolutions and regulations; and

WHEREAS, the City of Oxford, Georgia, hereinafter referred to as the (“City”) pursuant to O.C.G.A. Sec. 36-35-3 known as the “Home Rule for Municipalities”, is authorized to amend its Code of Ordinances, for which no opposing provision has been made by general law, and which are not inconsistent with the Constitution or any charter provision applicable thereto; and

NOW THEREFORE, be it ordained by the Mayor and Council of the City of Oxford, Georgia, as follows:

Chapter 28, Article III of the Code of Ordinances of the City of Oxford is hereby amended by substituting and replacing in full said Article III, as follows:

Section 1.

Section 1. Purpose, Definitions, Authority and Scope.

- (a) **Purpose.** This ordinance prescribes the minimum requirements for the accommodation of public and private Utilities within the City's Rights-of-Way.
- (b) **Definitions.** The following words, terms and phrases shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning.
1. **"Broadband Services"** means a wired or wireless terrestrial service that consists of the capability to transmit at a rate of not less than 25 megabits per second in the downstream direction and at least 3 megabits per second in the upstream direction to end users and in combination with such service provides:
 - (i) Access to the internet; or
 - (ii) Computer processing, information storage, or protocol conversion.
 2. **"City"** means the City of Oxford, Georgia.
 3. **"City Manager"** means the City Manager of the City of Oxford, Georgia, or his or her designee.
 4. **"Codified Ordinances"** means all applicable ordinances of the City of Oxford, Georgia.
 5. **"Construct"** means but shall not be limited to, dig, bore, tunnel, trench, excavate, obstruct, install or remove signs, or Facilities, other than landscaping or ornamental plantings, in, on, above, within, over, below, under, or through any part of the Rights of Way. Construct shall also include the act of opening and/or cutting into the surface of any paved or improved surface that is any part of the Right of Way.
 6. **"Construction"** means but shall not be limited to, the act or process of digging, boring, tunneling, trenching, excavating, obstructing, installing or removing signs or Facilities, other than landscaping or ornamental plantings, in, on, above, within, over, below, under, or through any part of the Rights of Way. Construction shall also include the act of opening, boring and/or cutting into the surface of any part of the Right of Way.
 7. **"Emergency"** means a condition that poses a clear and immediate danger to life, health, or safety of a person, or of significant damage or loss of real or personal property.
 8. **"Facility"** or **"Facilities"** means any tangible thing, including but not limited to pipes, mains, conduits, cables, wires, poles, towers, traffic and other signals, and other equipment, appurtenances, appliances and future technology, of any Utility in, on, along, over, or under any part of the Rights of Way within the City.

9. **“Facilities Representative(s)”** means the specifically identified agent(s)/employee(s) of a Utility who are authorized to direct field activities of that Utility and serve as official notice agent(s) for Facilities related information. Utility shall be required to make sure at least one (1) of its Facilities Representatives is available at all times to receive notice of, and immediately direct response to, Facilities’ related Emergencies or situations.
10. **“FCC”** means the Federal Communications Commission or any successor thereto.
11. **“Permit”** means an authorization which grants permission to conduct specific regulated activities on, in, over, under or within any Right-of-Way, and which may be subject to conditions specified in a written agreement with the City or in a related provision of this Ordinance.
12. **“Right(s) of Way”** means the surface and space in, on, above, within, over, below, under or through any real property in which the City has an interest in law or equity, whether held in fee, or other estate or interest, or as a trustee for the public, including, but not limited to any public street, boulevard, road, highway, freeway, lane, alley, court, sidewalk, parkway, or any other place, area, or real property owned by or under the legal or equitable control of the City, now or hereafter, that consistent with the purposes for which it was dedicated, may be used for the purposes of constructing, operating, repairing or replacing Facilities. The term “rights-of-way” shall not include buildings, parks, bridges, rivers, tunnels, viaducts, conduits or other public property or easements that have not been dedicated to compatible uses, except to the extent the use or occupation of such property is specifically granted in a permit or by law. The term “rights-of-way” shall not include private easements or public property, except as set forth in this definition or to the extent the use or occupation of public property is specifically granted in a written approval of registration.
13. **“Service(s)”** means the offering of any service by a Utility for a fee or rate directly to the public, or to such classes of users as to be effectively available directly to the public, or alternatively, the provision of any service by a Utility between two or more points for a proprietary purpose to a class of users other than the general public.
14. **“Service Agreement”** means a valid license agreement, service agreement, franchise agreement, or operating agreement issued by the City or state pursuant to law and accepted by a Utility or entered into by and between the City and a Utility, which allows such Utility to operate or provide Service within the geographic limits of the City.
15. **“Street or Streets”** means the surface of, as well as the spaces above and below, any and all the streets, alleys, avenues, roads, bridges, and tunnels of the City within the geographic limits of the City, as the same now exist or may be hereafter extended or altered, and any location thereon, thereover or thereunder, and any portion thereof.
16. **“Utility or Utilities”** means all privately, publicly, or cooperatively owned systems for producing, transmitting, or distributing communication, broadband services, data, information, telecommunication, cable television, video services, power, electricity, light, heat, gas, oil,

crude products, water/sewer, steam, fire and police signals, traffic control devices, and street lighting systems, and housing or conduit for any of the foregoing, which directly or indirectly serve the public or any part thereof. The term "Utility" may also be used to refer to the owner, operator, Utility, service, contractor or subcontractor, or any agent thereof, of any above-described Utility or Utility Facility.

(c) **Authority.** Pursuant to O.C.G.A. §32-4-92(a)(10) the City may grant permits and establish reasonable regulations for the installation, Construction, maintenance, renewal, removal, and relocation of pipes, mains, conduits, cables, wires, poles, towers, traffic and other signals, and other equipment, facilities, or appliances of any Utility in, on, along, over, or under any part of its municipal street system and of a county road system lying within its municipal limits. Further, 47 U.S.C. § 253(c) provides that the City has authority to manage its public Rights of Way.

(d) **Scope.** The provisions of this ordinance shall apply to all Utilities and Facilities occupying the Rights of Way as provided herein.

Section 2. Construction Permits Required.

(a) **Permit Required.** It shall be unlawful for any Utility to excavate or to Construct, install, maintain, renew, remove or relocate Facilities in, on, along, over or under the public Streets of the City without a Utility Permit in accordance with the terms of this Ordinance.

(b) **Permit Procedure.** Utility Permits shall be obtained from the City Manager or such other person as the Mayor may designate. The written application shall include the following:

1. The name and physical address of the Utility;
2. The nature, extent, and location of any work proposed to be done, along with satisfactory plans as attachments showing in detail the location of the proposed Facility or operations as described in the Permit application. The plans shall show the size or capacity of Facilities to be installed; their relationship to Street features such as Right-of-Way lines, pavement edge, structures, etc., horizontal and vertical clearance to critical elements of the roadway and any other information necessary to evaluate the impact on the Street and its operation;
3. The name and physical address of the person or firm who is to do such work;
4. The name, street address, email address, if applicable, and telephone and facsimile numbers of one (1) or more Facilities Representative(s).
5. The projected dates for the work to be started and finished;
6. An indemnity bond or other acceptable security in an amount to be set by the City to pay any damages to any part of the City Street system or other City property or to any City employee or member of the public caused by activity or work of the Utility performed under authority of the Permit issued;

7. A copy, if requested, of the registrant's certificate of authority (or other acceptable evidence of authority to operate) from the Georgia Public Service Commission and/or the FCC and any other similar approvals, Permits, or agreements; and
 8. A copy, if requested, of the Service Agreement, if applicable or other legal instrument that authorizes the Utility to use or occupy the Right of Way for the purpose described in the application.
- (c) **Permit Fees.** Fees shall be determined by the City, subject to the approval by resolution of the City Council.
- (d) **Issuance of Permit.** If the City Manager determines the applicant has satisfied the following requirements, the City Manager may issue a Permit:
1. Whether issuing of the approval will be consistent with this Ordinance; and
 2. Whether applicant has submitted a complete application and has secured all certificates and other authorizations required by law, if applicable, in order to Construct Facilities in the manner proposed by the applicant; and
 3. The impact on safety, visual quality of the Streets, traffic flow, and other users of the Right of Way and the difficulty and length of time of the project, Construction or maintenance.
- (e) **Emergency Situations.**
1. Each Utility shall, as soon as reasonably practicable, notify the City of any event regarding its Facilities which it considers to be an Emergency. The Utility may proceed to take whatever actions are necessary in order to respond to the Emergency. A Utility who engages in an Emergency excavation shall take all reasonable precautions to avoid or minimize damage to any existing facilities.
 2. In the event that the City becomes aware of an Emergency regarding Utility Facilities, the City may attempt to contact the affected Utility or Facilities Representative. The City may take whatever action it deems necessary in order to respond to the Emergency, including cut or move any of the wires, cables, amplifiers, appliances, or other parts of the Facilities. The City shall not incur any liability to the Utility, for such Emergency actions, and the cost of such shall be paid by each Utility affected by the Emergency.
- (f) **Effective Period of Permit.**

1. Each Permit shall have a set commencement and expiration date based on information provided in the applicant's Permit application.
 2. The Permit shall remain in place until construction is completed or until its expiration date unless the Utility is in default. The City Manager may give written notice of default to a Utility if it is determined that a Utility has:
 - (i) Violated any provision or requirement of the issuance or acceptance of a Permit application or any law of the City, state, or federal government;
 - (ii) Attempted to evade any provision or requirement of this Ordinance;
 - (iii) Practiced any fraud or deceit upon the City; or
 - (iv) Made a material misrepresentation or omission of fact in its Permit application.
- (g) **Cancellation for Cause.** If a Utility fails to cure a default within twenty (20) calendar days after such notice is provided to the Utility by the City, then such default shall be a material breach and City may exercise any remedies or rights it has at law or in equity to terminate the Permit. If the City Manager decides there is cause or reason to terminate, the following procedure shall be followed:
1. City shall serve a Utility with a written notice of the reason or cause for proposed termination and shall allow a Utility a minimum of fifteen (15) calendar days to cure its breach.
 2. If the Utility fails to cure within fifteen (15) calendar days, the City may declare the Permit terminated.
- (h) **Expiration of Permit.** If work has not commenced within six (6) months of the date of issuance, the Permit will automatically expire.
- (i) **Insurance and Bonding Requirements.**
1. Any person seeking to obtain a right of way license shall provide proof of insurance or self-insurance to the City Manager. Such insurance shall cover all work done by such person upon, under, along, and over the public roads and highways and rights of way located within the municipality and shall be maintained during all periods such work is being done.
 2. If deemed necessary, the City may require any person seeking to obtain a right of way license to provide a surety bond before issuance of the license. Such bond shall cover all work done by such person upon, under, along, and over the public roads and highways and

rights of way located within the municipality and shall be maintained during all periods such work is being done.

3. In situations where the city requires the person to provide a surety bond, the person shall deposit with the City Manager a surety bond in an amount determined by the City Manager to be sufficient to ensure satisfactory completion of the work from a surety company authorized to do business in Georgia and fulfillment of the warranty provided for herein and in a form approved by the city attorney. Said bond shall guarantee completion to the satisfaction of the city of all excavation and street restoration work required by this chapter and by the conditions of the license within the time limits set on the license. Said bond shall further guarantee that all excavation and street restoration work shall be free from settling and defects in workmanship or materials for a period of two years after the date said work is completed and accepted by the City. The bond shall be conditioned to protect and save harmless the City and the City Council from all claims and damages for cleaning or repairing any damage by the person and will be used to reimburse the City for any cost incurred to clean or repair city roads or rights of way, to re-ditch or repair existing ditch structure or for other damage caused as a result of the actions of the person after the issuance of the right of way license.
4. In instances where the City has required a surety bond under paragraph (a) of this section in an amount greater than \$20,000.00 the person may opt to secure their right of way license by providing an irrevocable bank letter of credit attesting to solvency to the City in the amount of \$20,000.00.
5. Such bond or irrevocable letter of credit shall protect the City against any damage caused by such person or firm, tendering the surety bond or letter of credit, or any agent, employee or contractor or said person or firm and will be used to reimburse the City for any cost incurred to clean or repair city roads or rights of way, to re-ditch or repair existing ditch structure or for other damage caused as a result of the actions of the person after the issuance of the right of way license. The person responsible for operations under the right of way license will be given notice of the damage and allowed 72 hours to restore the road and right of way to a safe and operable condition as determined by the Utility Manager and the City Manager. All repairs, material used and final releasing condition shall be approved and accepted by the Utility Manager and the City Manager.
6. The bond or letter of credit may be released by the municipal governing authority of the City upon notification of completion by the person or firm obtaining the right of way license and only upon final inspection of the sites and all affected right of ways and city roads. The bond or letter of credit may be retained against future or continuing operations by the person in the City.
7. A surety bond shall be issued by a surety acceptable to the City, and shall contain the following endorsement:

"This bond may not be canceled or allowed to lapse until thirty (30) days after receipt by the City, by certified mail, return receipt requested, of a written notice from the issuer of the bond of intent to cancel or not to renew."

8. The municipal governing authority may require verification of continuing coverage as needed.

Section 3. Required Minimum Standards.

- (a) **Utility Accommodation Policy and Standards Manual.** The Georgia Department of Transportation ("GDOT") 2016 Utility Accommodation Policy and Standards Manual, including all references contained therein to codes, rules, regulations, schedules, forms and appendix items, promulgated by GDOT, as may be amended from time to time is hereby adopted by reference and incorporated in this Ordinance as if fully set forth herein, subject to the amendments and modification contained in this Ordinance. A copy of the manual shall be maintained at the offices of the City Manager or his or her designee and open for public inspection. Any conflicts between the provisions of this Ordinance and the manual shall be resolved in favor of the manual. References to state personnel, agencies, and fees shall be interpreted, where required, as meaning the City municipal equivalents.
- (b) **Protection of Traffic and Roadway.** Unless specifically in the Permit, no Utility may occupy the Rights of Way unless sufficient space is available so that the free flow and safety of traffic and other capacity considerations are not unduly impaired and the installation does not prevent the City from reasonably maintaining the Streets, structures, traffic control devices and other appurtenant facilities, and further provided that maintenance and operations of the Facilities do not jeopardize the traffic, Street structure, other users of the Right of Way or the Right of Way itself or otherwise cause issues related to life, health, or safety of a person, or of significant damage or loss of real or personal property .
- (c) **Grading.** If the grades or lines of any Street within the Right of Way are changed at any time by the City during the term of the Permit and this change involves an area in which the Utility's Facilities are located, then the Utility shall, at its own cost and expense and upon the request of the City upon reasonable notice, protect or promptly alter or relocate the Facilities, or any part thereof, so as to conform with such new grades or lines. In the event the Utility refuses or neglects to so protect, alter, or relocate all or part of the Facilities, the City shall have the right to break through, remove, alter, or relocated all or any part of the Facilities without any liability to the Utility and the Utility shall pay to the City the costs incurred in connection with such breaking through, removal, alteration, or relocation.
- (d) **Installation of Poles and Other Wireholding Structures and Relocation.** Unless otherwise provided in a valid Service Agreement, no placement of any pole or wireholding structure of the Utility is to be considered a vested interest in the Right of Way, and such poles or structures are to be removed, relocated underground, or modified by the Utility at its own expense

whenever the City determines that the public convenience would be enhanced thereby. The Facilities shall be so located and installed as to cause minimum interference with the rights and convenience of property owners.

- (e) **Notice of Intent to Excavate or Demolish.** No Utility shall commence, perform, or engage in blasting or in excavating with mechanized excavating Facilities unless and until the Utility planning the blasting or excavating has given forty-eight (48) hours' notice by submitting a locate request to the One Call Center, beginning the next working day after such notice is provided, excluding hours during days other than working days.

Section 4. Restoration of Property.

- (a) Each Utility shall be responsible for the cost of repairing any Facilities in the Rights of Way and adjoining property or other Facilities which it or its Facilities damage.
- (b) A Utility shall be liable, at its own cost and expense, to replace, restore or repair, any Street, Facilities, or property or structure thereon, thereunder, thereover or adjacent thereto that may become disturbed or damaged as a result of the construction or installation, operation, upgrade, repair or removal of Facilities to a condition as good as or better than its condition before the work performed by the Utility that caused such disturbance or damage. If the Utility does not commence such replacement or repair after twenty (20) calendar days following written notice from the City, the City or the owner of the affected structure or property may make such replacement or repair and the Utility shall pay the reasonable and actual cost of the same.

Section 5. Inspection.

- (a) The Utility shall make the construction site available to the City Manager and to all others as authorized by law for inspection at all reasonable times during the execution and upon completion of the construction.
- (b) At any time, including the time of inspection, the City Manager may order the immediate cessation of any work which poses a serious threat to the health, safety, or welfare of the public, violates any law, or which violates the terms and conditions of the Permit and/or this Ordinance or issue an order to correct work which does not conform to the Permit and/or applicable standards, conditions or codes.
- (c) When the construction under any Permit is completed, the Utility shall notify the City Manager.

Section 6. Other Approvals, Permits and Agreements.

Additional Permits Required. The Utility shall obtain all Construction, building or other Permits or approvals as according to City ordinance, state or federal law. In addition, a Permittee shall comply with applicable laws, shall complete work in a way as to not cause any unnecessary or unauthorized obstructions of sidewalks, Streets, waterways or railways, and is responsible for all work done in the Rights of Way regardless of who performs the work. No Rights of Way obstruction or excavation may be performed when seasonally prohibited or

when conditions are unreasonable for such work, except in the case of an Emergency as outlined in Section 2 (e).

Section 7. Penalties

- (a) Every Utility convicted of a violation of any provision of this Ordinance shall be punished by a fine not exceeding one thousand dollars (\$1,000.00) per violation. Each act of violation and each day upon which any such violation shall occur shall constitute a separate offense. In addition to the penalty prescribed above, the City may pursue other remedies such as abatement of nuisances, injunctive relief, and revocation of licenses or Permits. This shall include the right to stop work which is in violation of this Ordinance, or other applicable provisions of the City's Code and state law.
- (b) A Utility constructing within the Rights of Way without permission or a Permit is considered criminal trespassing. This covers not only buildings but also land, vehicles, and watercraft. Generally, unauthorized entry is considered criminal trespass, which is charged as a misdemeanor, punishable in accordance with applicable law.

Section 8. Aesthetic Standards.

- (a) The City finds it is in the best interest of the City and its residents and businesses to establish aesthetic requirements and other specifications and reasonable conditions regarding placement of facilities in the Rights of Way. These requirements, specifications and conditions are adopted in order to protect the public health, safety and welfare of the residents and businesses of the City and to reasonably manage and protect the Rights of Way and its uses in the City. All standards in this section are based upon the written determinations of the City so long as such determinations are in compliance with federal and state laws, rules, and regulations.
- (b) The objective of this section is to ensure use of the Rights of Way: (i) is consistent with the design, appearance and other features of nearby land uses; (ii) protects the integrity of historic, cultural and scenic resources; and (iii) does not harm residents' quality of life.
- (c) This section applies to all requests to locate Facilities in the Rights of Way and ongoing use of the Rights of Way for such Facilities.
- (d) Placement or modification of Facilities in the Right of Way shall comply with this section at the time the Permit for installation or modification is approved and as amended from time to time. Permittees are required to comply with City Code and applicable law and regulations.
- (e) **Facilities Standards.**
 - 1. Facilities must be compatible in size, mass, and color to similar Facilities in the same zoning area, with a goal of minimizing the physical and visual impact on the area.

2. Facilities in the city shall be visually and architecturally integrated with architecturally significant areas and shall not interfere with prominent vistas or significant public view corridors.
 3. Facilities must be located in alignment with existing trees and/or facilities.
 4. Facilities must maintain the integrity and character of the neighborhoods and corridors in which the facilities are located.
 5. **Undergrounding.** Facilities shall be installed underground in the City, so long as placement underground will not materially impact the provision of service. Any individual requesting to locate Facilities above ground in the City has the burden to demonstrate by clear and convincing evidence that undergrounding will effectively prohibit the provision of the service in question.
- (f) **Town Center.** Facilities installed in the Town Center district of the City shall conform to the provisions of the Town Center zoning district and land usage.
- (g) **Camouflaging.** Facilities must be designed using camouflaging techniques that make them as unobtrusive as possible if:
1. It is not possible or desirable to match the design and color of Facilities with the similar facilities in the same zoning area, as required under Section 8 (a) 1; or
 2. Existing facilities in the area are out of character with a streetscape plan or other aesthetic plan that has been adopted by the City.
- (h) **Concealment.** Facilities shall incorporate specific concealment elements to minimize visual impacts.
- (i) **Installation and Modification Standards.** Installation of new Facilities in, on, along, over, or under the Rights of Way or modification of existing facilities in, on, along, over, or under the Rights of Way shall:
1. Minimize risks to public safety;
 2. Ensure that placement of facilities on existing structures is within the tolerance of those structures;
 3. Ensure that installations and modifications are subject to periodic review to minimize the intrusion on the Right of Way;
 4. Ensure that the City bears no risk or liability as a result of the installations or modifications; and

5. Ensure that use of the Rights of Way does not inconvenience the public, interfere with the primary uses of the Rights of Way, or hinder the ability of the City or other government entities to improve, modify, relocate, abandon, or vacate the Right of Way or any portion thereof, or to cause the improvement, modification, relocation, vacation, or abandonment of Facilities in the Right of Way.
- (j) **Plans for Use.** No Facilities shall be placed in, on, along, over, or under the public Rights of Way unless: (i) there are immediate plans to use the proposed Facility; or (ii) there is a contract with another party that has immediate plans to use the proposed Facility.
 - (k) **Contact Information.** Every Facility placed in the Rights of Way shall at all times display signage that accurately identifies the Facility owner and provides the Facility owner's unique site number, and also provides a local or toll-free telephone number to contact the Facility owner's operations center.

Section 9. Fiber Installations Fee and Broadband Service Compensation.

- (a) **Permits for fiber installations.** In accordance with O.C.G.A. § 46-5-1(b)(19)(B) there will be a one hundred dollars (\$100.00) Permit fee for any new Permit issued for fiber installations.
- (b) **Compensation for Broadband Services.** In accordance with O.C.G.A. § 46-5-1(b)(19)(A), any telephone companies that provide Broadband Services to any location within the geographic limits of the City, payment at the rate of five cents (5¢) per linear foot annually shall be considered due compensation, and for telephone companies that do not provide any Broadband Services to any location within the geographic limits of the City, payment at the rate of nineteen cents (19¢) per linear foot annually shall be considered the payment of due compensation.

Section 10. Other Provisions.

- (a) **Reservation of Regulatory and Police Powers.** The City by issuing a Permit under this Ordinance, does not surrender or to any extent lose, waive, impair, or lessen the lawful powers and rights, which it has now or may be hereafter vested in the City under the Constitution and Laws of the United States, State of Georgia, or the City Charter, or under the provisions of the any Codified Ordinances to regulate the use of the Rights of Way. The Utility by applying for and being issued a written Permit, is deemed to acknowledge that all lawful powers and rights, regulatory power, or police power, or otherwise as are or the same may be from time to time vested in or reserved to the City, shall be in full force and effect and subject to the exercise thereof by the City at any time. A Utility is deemed to acknowledge that its interests are subject to the regulatory and police powers of the City to adopt and enforce general ordinances necessary to the safety and welfare of the public and is deemed to agree to comply with all applicable general laws enacted by the City pursuant to such powers. All Utilities shall comply with City zoning and other land use requirements pertaining to the placement and specifications of Facilities.

- (b) **Compliance.** No person shall be relieved of its obligation to comply with any of the provisions of this Ordinance by reason of any failure of City to enforce compliance.
- (c) **Appeal of Administrative Decisions.** All appeals provided for by this Ordinance and any notification to the City required by this Ordinance shall be in writing and sent via certified mail to the City Manager as specified in this Ordinance.
- (d) **Ordinance Headings.** Ordinance headings are for convenience only and shall not be used to interpret any portion of this Ordinance

Section 2. Repeal of All Ordinances in Conflict

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

Section 3. 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 4. 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 ___ day of _____, 2026.

Second reading and adoption, this ___ day of _____, 2026.

CITY OF OXFORD

David S. Eady, Mayor

Erik Oliver, Councilmember

George Holt, Councilmember

Laura McCanless, Councilmember

Mike Ready, Councilmember

Jeff Wearing, Councilmember

James H. Windham, Councilmember

ATTEST:

Stacey Mullen, City Clerk

{The Seal of the City of Oxford, Georgia}

APPROVED AS TO FORM:

C. David Strickland, City Attorney

CITY OF OXFORD

Resolution

WHEREAS, the City of Oxford desires to submit an application for a Community Development Block Grant (CDBG) to finance Water System Improvements on portions of Asbury Street, Bonnell Street, Cindy Court, Coke Street, Dowman Avenue, Emory Street, Queen Ann Street, Stone Street, Watson Street, Wesley Street and Williams Street; and

WHEREAS, the Mayor and Council have requested the assistance of the Northeast Georgia Regional Commission in preparing the CDBG application; and

And WHEREAS, certain actions are required by the City in support of the application;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the City of Oxford by this resolution do hereby approve the submission of a Community Development Block Grant (CDBG) application for \$1,000,000 with a match of \$1,633,200.00 to finance the Water System Improvements on Asbury Street, Bonnell Street, Cindy Court, Coke Street, Dowman Avenue, Emory Street, Queen Ann Street, Stone Street, Watson Street, Wesley Street and Williams Street;

BE IT FURTHER RESOLVED, that the Mayor and Council do hereby authorize the Mayor to execute any and all documents necessary to apply for and obtain the CDBG.

BE IT FURTHER RESOLVED, that if awarded, the Mayor and Council designate the Northeast Georgia Regional Commission as the grant administrator, in accordance with local government requirements, the Common Rule Selection Process, and the Community Development Block Grant program guidelines.

Adopted this 6th day of April, 2026.

BY:

Laura McCanless, Mayor Pro-Tem

ATTEST:

Stacey Mullen, Interim City Clerk

From: [Isaac St.Clair](#)
To: [Bill Andrew](#)
Subject: CDBG Funding Decision
Date: Tuesday, March 17, 2026 3:57:43 PM
Attachments: [image001.png](#)
Importance: High

Good Afternoon Bill,

Following up on our discussion today, the estimated project cost for the CDBG water main replacement project is **\$2,633,200**.

\$1M of that will be funded with CDBG dollars, leaving a funding deficit of **\$1,633,200**.

For the purpose of the CDBG application, we need to know how the City intends to fund the project. DCA requires the CDBG application to include commitment of funds for the project to ensure it's viable. There are two options:

1. GEFA Application - C&S can submit a GEFA loan application before the CDBG application deadline and use a copy of the application as supporting documentation. This is not a commitment of funding like DCA is asking for but shows intent to fund it that way. It's vague in their application review from last year whether this is sufficient or not to get satisfactory scoring on that part of the application. As we discussed, there are a few drawbacks to this approach:
 - a. The City is unlikely to get principal forgiveness at this stage in the funding cycle.
 - b. Fees associated with drafting and submitting the application.
 - c. Using multiple funding sources adds project complexity, particularly with the various federal compliance programs, and project complexity usually translates to increased project cost.

2. Local Funds (Splost/Water and Sewer Capital Budget) – If the City can instead fund the **\$1,633,200** with local funds, the City can issue a commitment of funding letter to be used in the CDBG application, which should warrant being awarded full points on that section of the CDBG application. This will also eliminate the drawbacks associated with a GEFA application.

My recommendation is to go with Option 2 if the City can fund the project using local funds. I would also recommend the City proceed with a GEFA application during the next Call for Projects this winter in an attempt to get principal forgiveness for the Haygood Ave project, which will also be funded with the Congressional funds.

Either way, we and NEGRC will need to know as soon as possible how the project will be funded so we can adjust the application accordingly. It will take us some time to put together a GEFA application if that option is chosen. Is it possible to get an answer on this before you go on vacation on the 24th?

Thank you,
Isaac



Isaac St.Clair, P.E.

Carter & Sloope, Inc

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City of Oxford
Invoices > \$1,000
Paid March 1-31, 2026

VENDOR	DESCRIPTION	AMOUNT
RECURRING CHARGES		
Newton County Board of Commissioners	Water Purchases- Feb 2026; Inv# 3483	20,682.00
Newton County Board of Commissioners	Landfill Fees- Feb 2026	1,107.32
Newton County Water and Sewer Authority	Sewer Operation Fees – Feb 2026	10,249.46
Card Services Center	Card charges Feb 4- March 7,2026: Quik Trip gas-travel to Jekyll Island for clerks training \$20.55; security cameras for trail \$285.34; Facebook advertisement for Love & Bloom market event \$26.00; GMA Conference Refund (cancellation) \$<-225.00>; Monthly software subscription for police department \$19.99; D2 Cleaner for headstone restoration at cemetery \$593.84; Postage certified mail \$10.48; Publix-drinks for employee appreciation luncheon \$27.99; GPSTC Campus Services- (4) law books for police dept & judge \$228.00; Registration fees- GA Rural Water Association conference (Jody) \$440.00;Chick-fil-a gift cards for Arbor Day- \$100.00; Amazon gift cards for Arbor Day \$100.00; Walmart- supplies for Arbor Day \$28.01; Dunkin Donuts-coffee for budget meeting \$28.55; Badge&Wallet.com-uniform patches for police department \$\$489.35; Card Services- dues/fees \$25.00	2,193.10
Municipal Electric Authority of Georgia (MEAG)	Monthly Electric Purchases for Feb 2026	147,300.52
Electric Cities of Georgia	Consulting and Planning Services for March	7,743.00
Steven Hathorn	January – March Legal and Professional Srvc	1,562.50
U.S. Dept. of Energy	SEPA Energy Cost – February 2026 Inv#B-26-1177	3,593.56
U.S. Dept. of Treasury	Federal Payroll Taxes, January 2026	18,617.80
Courtware Solutions	Licensing, support and maintenance for Municipal Court case management – Feb 2026	1,200.00
BS&A Software	Absorbed Fees (online bill pay) February 2026- Inv#166518	2,680.16
City of Covington	Gas Charges for Maintenance Facility Inv# 0127-02262026	2,008.83
Latham Home Sanitation	Waste/Recycling Removal Srv- February 2026	10,438.75
City of Oxford	Monthly Utility Charges February Billing	2,006.96
PURCHASES/CONTRACT LABOR		
C. David Strickland	Professional Services Jan & Feb 2026 Inv# 15736-55	8,585.00
Kissimmee Utility Authority	Utility Service Aid- Winter Storm 1/23-1/26/2026	115,405.02
The Davey Tree Expert Company	Structural Pruning- March 2026	4,875.00
Beryl Budd	Professional Services- Nov & Dec 2025 Inv# 67 \$2,437.50; Professional Services- Jan & Feb 2026 Inv# 68 \$2,362.50	4,800.00
Carter & Sloope	Plan Review Project 09800.005 Inv#30319 \$1,247.50; Meter Placement RFP Project Inv#30882 \$5,670.00	6,917.50
VC3, Inc	IT In-A-Box Jan 2026 Inv#VC3-236534 \$4,137; IT In-A-Box Feb 2026 Inv# VC3-239729 \$4,137.20; IT In-A-Box March 2026 Inv#VC3-242475 \$4005.24	12,279.64
Peach State Construction CO, LLC	Emory Street Sidewalk Replacement to Soule St Inv# 2430-RET	45,315.65
Cintas	Uniform Services for Public Works- Feb 2026	1,593.24

VENDOR	DESCRIPTION	AMOUNT
Alexander Appraising, LLC	Appraisal Services- Strategic Land Acquisitions Inv# 2026-189	1,600.00