



**OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
WORK SESSION
MONDAY, October 15, 2018 – 6:00 PM
CITY HALL**

MEMBERS PRESENT: Jerry D. Roseberry, Mayor; and Councilmembers: George Holt; David Eady; Jim Windham, Mike Ready, Jeff Wearing and Sarah Davis.

OTHERS PRESENT: Matt Pepper, Assistant City Manager; Dave Harvey, Chief; Stacey Mullen, Deputy City Clerk; Scottie Croy, Maintenance Worker II; Hoyt Oliver, Cheryl Ready, Art Vinson, Laurie Vinson, Judy Greer, Peggy Madden, Louise Eady, Mike McQuaide, Darryl Welch, with the Covington News, Randy Simon, Laura Gafnea, Danielle Miller and Dean Douglas Hicks of Oxford College.

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

Agenda (Attachment A)

Mayor's Announcements

Mayor Roseberry announced an invite from Newton County to celebrate the new Community Resource Center on Tuesday, October 16, 2018 from 8:30am-10:30am, with the ribbon cutting at 9:30am. This event will take place at 8205 Hazelbrand Rd in Covington.

Campus Life Center Project

Randy Simon with Oxford College presented plans to make hardscape and landscape improvements within the city's right-of-way, in front of the Campus Life Center building. The council will vote on whether to approve the plans on the November 5, 2018 Regular Council Meeting. (Attachment B)

107 W. Clark Street Renovation Project

Councilmember Wearing discussed the details of the renovation project as it relates to the termite infestation. He reported that Cleary Exterminating discovered active termites under the garage. Though currently not active, the house also experienced termite damage in the past. Cleary estimated about 25% of the garage had been infested with termites. He presented a quote from JACO with costs to repair the termite damage to the garage for \$15,000, termite repair to restore the house for \$4,500 and demolition of the garage for \$8,500. Councilmember Wearing requested a vote to decide on the completion of the termite repair, including whether it would be cost effective to repurpose the garage. **A motion was made by Jeff Wearing, seconded by David Eady, to approve for JACO to repair the termite damage and stabilize the floor at the house and to demolish the garage. The motion was approved 7/0.** (Attachment C)

Uniform Contract

Councilmember Wearing gave an update regarding the current contract with Cintas. Due to the current leasing rate with Cintas, the city is researching a more cost-effective option, which may result to either uniform purchasing or leasing at a lower cost. Cintas has agreed to a meeting on Wednesday, October 17, 2018 to negotiate a better rate. A letter of intent to either cancel or continue service will be required to submit to Cintas by December 23, 2018, which would give time to bring the matter back before the council by the next Regular Session Council Meeting on November 5th, no later than the November 18th Work Session Meeting.

First Reading to Amend the Code Section 40-536.- Livestock and Fowl

City Manager Matt Pepper advised that this was the first reading to amend Sec. 40-536. - Livestock and Fowl to allow for the keeping of up to six chickens in the RR, R-30, R-20 and R-15 residential zoning districts. The amendment requires chickens to be contained within the property at least 20-ft from all property lines. The proposed amendment will require a second reading and a vote for the Regular Session on November 5th. (Attachment D)

Mayor and Council Retreat

Mayor Roseberry announced the agenda for the upcoming Mayor and Council Retreat on Friday, October 26th. The Mayor advised that this year's focus would be on the city's long-term financial sustainability. The guest speakers in attendance would be Charles Hall, CPA; Mike Hopkins, Executive Director of Newton Co. Water & Sewer Authority; Holly Bisig with MEAG Power; Danielle Miller and Laura Gafnea with Oxford College, and Jim Dove & Mott Beck with Northeast GA Regional Commission (NEGRC).

Standby Capacity Charge

Based on figures provided by Chau Nguyen of Electric Cities of GA, Councilmember Eady gave an analysis of the impact of revenue loss projection for the city with customers who installed the 4kw PV solar systems. The analysis was broken down in three groups: cost impact for 10 customers, 60 customers and 100 customers. For the group of 10 customers with solar panels, the annual cost impact was estimated just under \$3,000; for the group of 60 customers (which is just under 10% of the customers in Oxford) the annual cost impact was just over \$17,000; and the cost impact for the 100 customers was \$28,700. Councilmember Eady advised that the projections were optimistic for the market penetration for solar panels in Oxford. He expressed that the number of people estimated to have solar panels installed in Oxford would be a handful. (Attachment E)

A motion was made by Jeff Wearing, seconded by Sarah Davis to adjourn at 6:43 p.m.

Respectfully Submitted,



Stacey Mullen, CMC
Deputy City Clerk

**OXFORD MAYOR AND COUNCIL
WORK SESSION
MONDAY, OCTOBER 15 – 6:00 P.M.
CITY HALL
A G E N D A**

1. **Mayor's Announcements**
2. * **Campus Life Center Project** – Representatives from Oxford College will present their plans to make improvements to the area located in front of the new addition to the Campus Life Center. Given that the proposed area is within the city's right-of-way, the college will need approval from Council to move forward with the improvements.
3. * **107 W. Clark Street Renovation Project** – The *ad hoc* Yarbrough House Renovation Committee will report on the progress of the 107 W. Clark Street Renovation Project.
4. **Uniforms Contract** – Councilmember Wearing will lead a discussion on the city's contract with Cintas to provide uniforms for the Public Works Department.
5. * **First Reading to Amend Code Section 40-536. - Livestock and Fowl** – We will have a First Reading to amend Sec. 40-536. - Live Stock and Fowl to allow for the keeping of up to six chickens in the RR, R-30, R-20, and R-15 residential zoning districts. Per the amendment, the chickens must be contained within the property at least 20 feet from all property lines.
6. **Mayor and Council Retreat** – The Mayor and Council Retreat will be held on Friday, October 26th from 8:30 AM to 4:30 PM in the Council Room. This year, we will focus on the city's long-term financial sustainability.
7. **Standby Capacity Charge** – Councilmember Eady has requested that Council discuss the standby capacity charge in the city's electric rate structure.

*Attachments



EMORY | OXFORD
COLLEGE

Date: October 12, 2018
To: City of Oxford
From: Randy M. Simon, Director of Facilities at Oxford College of Emory University
Subject: Oxford Campus Life Center – Right of Way Improvement Letter Request

This serves as an official request to make landscaping improvements within the City's right-of-way to provide pedestrian access to the proposed Campus Life Center project at the intersection of Pierce and Wesley Streets. The intent is to provide adequate hardscape and softscape to support the proposed 12,000 sq. ft. addition to the former dining hall which will become a multipurpose campus life center that will serve our students, faculty, and staff and the Oxford College community.

In addition to the building setback variance pending, the requested improvements to the landscaping, green spaces, and pedestrian access areas are necessary and will add to the general welfare of the area in the following ways: pedestrian and vehicular safety , aesthetics , and access for students, faculty, and citizens to the planned Campus Life Center.

The proposed improvements are per the attached site plan and pursuant to a full site development package recently reviewed by the Planning Commission.

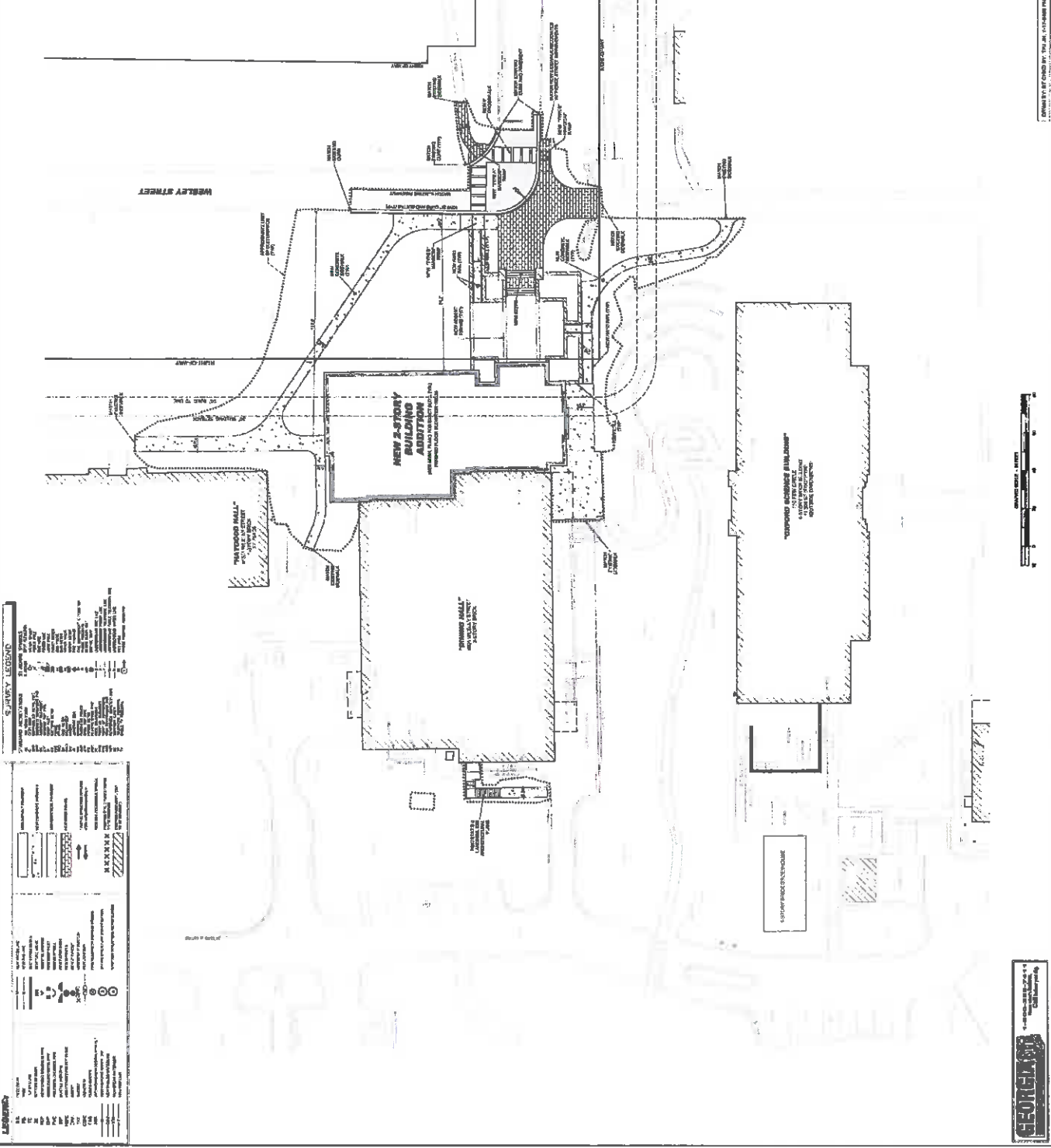
Thank you for your consideration.

Attachment: C4.01 Site Plan Dated 9.12.18



TAX PARCEL ID: 039-9
SITE ZONING: IC
BUILDING SETBACK LINES:
 30' W, 30' S, 30' E, 30' N
BUILDING SUMMARY:
 BUILDING NAME: "C"
 DISTURBED AREA:
 1,074 SQ. FT.
PROJECT DESCRIPTION:
 BUILDING EXPANSION AND RENOVATION

Grid North (CA Mean Zone)



NOT TO SCALE
 THIS PLAN IS FOR INFORMATION ONLY. IT IS NOT A CONTRACT DOCUMENT. THE CONTRACT DOCUMENTS SHALL CONTROL. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE ACCURACY OF ALL INFORMATION PROVIDED HEREON. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE ACCURACY OF ALL INFORMATION PROVIDED HEREON. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE ACCURACY OF ALL INFORMATION PROVIDED HEREON.

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ESTIMATE

City Of Oxford

**Jaco Contracting INC.**

1094 Access Road Suite B
Covington, Georgia 30014

Phone: (770) 349-5399

Web: jacocontracting.com

Estimate #

003433

Date

10/07/2018

Description	Total
Termite Damage to garage	\$15,000.00
<p>Repair all termite damage to the garage structure. This price includes removing and termite damaged wood and replacing it with new wood. To remove some of these sill plates and studs the electrical wiring will have to be removed, the siding will have to be removed, the drywall will have to be removed. Once all that is removed and the wood is replaced all those items can be re installed and painted.</p>	
Floor Repair/ Termite repair on house	\$4,500.00
<p>Stabilize the floor of the home and repair termite damage. The floor will not be leveled but will be supported where the home is safe to hold a large number of people.</p>	
Demo Garage	\$8,500.00
<p>Tear down garage and slab. Haul off all debris. Seed and straw area after.</p>	
Subtotal	\$28,000.00
Total	\$28,000.00

STATE OF GEORGIA
COUNTY OF NEWTON

**AN ORDINANCE TO AMEND THE CODE OF THE
CITY OF OXFORD, CHAPTER 40, ARTICLE III, SPECIFIC USES, BY AMENDING SECTION
40-536 "LIVESTOCK AND FOWL" 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 Constitution of the State of Georgia, effective July 1, 1983, provides in Article IX, Section II, Paragraph IV thereof, that the governing authority of a city may adopt plans and exercise the power of zoning; 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 has long regulated the keeping of Livestock and Fowl by City residents; and

WHEREAS, the Oxford City Council desires to amend its ordinance governing the keeping of such animals in order to continue to balance the desires of such residents against the possibility of causing any nuisance to surrounding properties or creating any health hazard; 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. 40-536. – Livestock and Fowl.

- (a) *General custody.* This chapter recognizes the desire of some residents to keep horses, livestock, chickens or other fowl for personal enjoyment or sustenance. However, the keeping of these animals for any purpose should not cause nuisance to surrounding properties or present a health hazard.
- (b) *Noncommercial custody.* Noncommercial keeping of poultry or livestock is permitted by right in the Agricultural Residential District. ***Noncommercial keeping of poultry (except as otherwise permitted in subsection (c) hereof) or livestock*** ~~is~~ is permitted as a conditional use in the RR and R-30 Districts, under the following provisions:
 - (1) *Livestock.* Horses, cows, ponies, donkeys, and other domestic livestock may be kept, raised or bred for home use and enjoyment, provided that only one such animal shall be permitted for each two acres of land area, and shall be adequately contained by fence within that property.
 - (2) *Fowl.* Ducks, quail, chickens, turkeys, pigeons, pheasants, and other fowl, may be raised for home use provided such fowl are adequately contained within the property. The keeping of fowl is limited to five birds per acre.
 - (3) *Setbacks and fencing.* All domestic livestock or fowl must be kept at least 50 feet from all property lines with fencing adequate to retain any livestock within the required setbacks.
 - (4) *Additional setbacks adjacent to residential districts.* For properties abutting higher density residential districts (e.g., R-7.5, R-15 and R-20), the minimum setbacks shall be increased to 100 feet from all property lines adjacent to these districts.
 - (5) *Noncommercial.* The keeping, breeding, or training of any animals for monetary gain or profit shall be deemed a commercial business and is prohibited in all residential districts.
- (c) ***Laying hens. Noncommercial keeping of up to six chickens that are intended for laying eggs is a permitted use in the RR, R-30, R-20, and R-15 districts; provided that such chickens are contained within the property at least 20 feet from all property lines. No roosters shall be permitted.***

The full text of the City of Oxford Zoning Ordinance, as amended herein, is attached hereto, and made a part hereof, and shall be attached to this Resolution and spread across the minutes of the Oxford City Council.

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 15 day of October, 2018.

Second reading and adoption, this ___ day of _____, 2018.

CITY OF OXFORD

Jerry D. Roseberry, Mayor

Sarah T. Davis, Council Member

David Eady, Council Member

George R. Holt, Council Member

Michael Ready, Council Member

Jeff Wearing, Council Member

James H. Windham, Council Member

ATTEST:

Lauran Willis, City Clerk

{The Seal of the City of Oxford, Georgia}

APPROVED AS TO FORM:

C. David Strickland, City Attorney

TABLE 1. Over-simplified Calculation for Avg. Fixed/Variable Charge (not COs)

Item	FIXED CHARGE (\$/kW)		VARIABLE CHARGE (\$/kWh)	
	Fixed Cost \$	Variable Cost \$	Capacity kW	Retail kWh
Wholesale Power	\$1,125,211	\$330,105	37,379	18,213,611
Operation				
Personnel	\$189,264	\$0	37,379	18,213,611
Contracted Service	\$126,700	\$0	37,379	18,213,611
Supplies	\$24,200	\$14,200	37,379	18,213,611
Depreciation	\$89,779	\$0	37,379	18,213,611
Bad Debt	\$25,500	\$0	37,379	18,213,611
Contingency	\$6,017	\$0	37,379	18,213,611
Transfers to G/F	\$104,277	\$100,000	37,379	18,213,611
Total Costs (w/ Transfer)	\$1,690,948	\$444,305	37,379	18,213,611
Total Costs (no transfers)	\$1,586,671	\$344,305	37,379	18,213,611

TABLE 2. Over-simplified Calculation of Avg. Fixed/Var. charge with 10 customers having 4kW PV solar

Item	FIXED CHARGE (\$/kW)		VARIABLE CHARGE (\$/kWh)	
	Fixed Cost \$	Variable Cost \$	Capacity kW	Retail kWh
Wholesale Power	\$1,125,211	\$330,105	37,047	17,652,461
Operation				
Personnel	\$189,264	\$0	37,047	17,652,461
Contracted Service	\$126,700	\$0	37,047	17,652,461
Supplies	\$24,200	\$14,200	37,047	17,652,461
Depreciation	\$89,779	\$0	37,047	17,652,461
Bad Debt	\$25,500	\$0	37,047	17,652,461
Contingency	\$6,017	\$0	37,047	17,652,461
Transfers to G/F	\$104,277	\$100,000	37,047	17,652,461
Total Costs (w/ Transfer)	\$1,690,948	\$444,305	37,047	17,652,461
Total Costs (no transfer)	\$1,586,671	\$344,305	37,047	17,652,461

4.00 nameplate kW
3.32 actual kW
5,612 annual kWh generated
100 households
(332.00) kW reduction to retail load
(561,150) kWh reduction to retail load
<https://pwwatts.nrel.gov/pwwatts.php>
Use "Oxford, GA" for location
residential system 4KW
default settings

Costs Recovered using Table 1's Fix and Var charged x reduced capacity and usage

w/ Transfer	\$1,675,929	\$430,616	\$2,106,545
no Transfer	\$1,572,578	\$333,697	\$1,906,275
Revenue Shortfall			
w/ Transfer	(\$15,019)	(\$13,689)	(\$28,708)
no Transfer	(\$14,093)	(\$10,608)	(\$24,701)

TABLE 1: Over-simplified Calculation for Avg Fixed/Variable Charge (not COS)

Item	FIXED CHARGE (\$/kW)		VARIABLE CHARGE (\$/kWh)	
	Fixed Cost \$	Variable Cost \$	Capacity kW	Retail kWh
Wholesale Power	\$1,125,211	\$330,105	37,379	18,213,611
	77%	23%		
Operation				
Personnel	\$189,264	\$0	37,379	18,213,611
Contracted Service	\$126,700	\$0	37,379	18,213,611
Supplies	\$24,200	\$14,200	37,379	18,213,611
Depreciation	\$89,779	\$0	37,379	18,213,611
Bad Debt	\$25,500	\$0	37,379	18,213,611
Contingency	\$6,017	\$0	37,379	18,213,611
Transfers to G/F	\$104,277	\$100,000	37,379	18,213,611
Total Costs (w/ Transfer)	\$1,690,948	\$444,305	37,379	18,213,611
	79%	21%		
Total Costs (no transfers)	\$1,586,671	\$344,305	37,379	18,213,611
	82%	18%		

TABLE 2: Over-simplified Calculation of Avg Fixed/Var charge with 10 customers having 4kW PV solar

Item	FIXED CHARGE (\$/kW)		VARIABLE CHARGE (\$/kWh)	
	Fixed Cost \$	Variable Cost \$	Capacity kW	Retail kWh
Wholesale Power	\$1,125,211	\$330,105	37,180	17,876,921
	77%	23%		
Operation				
Personnel	\$189,264	\$0	37,180	17,876,921
Contracted Service	\$126,700	\$0	37,180	17,876,921
Supplies	\$24,200	\$14,200	37,180	17,876,921
Depreciation	\$89,779	\$0	37,180	17,876,921
Bad Debt	\$25,500	\$0	37,180	17,876,921
Contingency	\$6,017	\$0	37,180	17,876,921
Transfers to G/F	\$104,277	\$100,000	37,180	17,876,921
Total Costs (w/ Transfer)	\$1,690,948	\$444,305	37,180	17,876,921
	79%	21%		
Total Costs (no transfer)	\$1,586,671	\$344,305	37,180	17,876,921
	82%	18%		

4.00 nameplate kW
 3.32 actual kW
 5,612 annual kWh generated
 60 households
 (199.20) kW reduction to retail load
 (336,690) kWh reduction to retail load
<https://dvwatts.nrel.gov/dvwatts.php>
 Use "Oxford, GA" for location
 residential system 4KW
 default settings

Costs Recovered using Table 1's Fix and Var charged x reduced capacity and usage

w/ Transfer	\$1,681,937	\$436,092	\$2,118,028
no Transfer	\$1,578,215	\$337,940	\$1,916,156
Revenue Shortfall			
w/ Transfer	(\$9,011)	(\$8,213)	(\$17,225)
no Transfer	(\$8,456)	(\$6,365)	(\$14,820)

TABLE 1. Over-simplified Calculation for Avg. Fixed/Variable Charge (not CO2)

Item	Fixed Cost \$		Variable Cost \$		FIXED CHARGE (\$/kW)		'ARIABLE CHARGE (\$/kWh)	
	Fixed Cost \$	77%	Variable Cost \$	23%	Capacity kW	\$/kW	Retail kWh	\$/kWh
Wholesale Power	\$1,125,211		\$330,105		37,379	\$30.10	18,213,611	\$0.0181
Operation								
Personnel	\$189,264		\$0		37,379	\$5.06	18,213,611	\$0.0000
Contracted Service	\$126,700		\$0		37,379	\$3.39	18,213,611	\$0.0000
Supplies	\$24,200		\$14,200		37,379	\$0.65	18,213,611	\$0.0008
Depreciation	\$89,779		\$0		37,379	\$2.40	18,213,611	\$0.0000
Bad Debt	\$25,500		\$0		37,379	\$0.68	18,213,611	\$0.0000
Contingency	\$6,017		\$0		37,379	\$0.16	18,213,611	\$0.0000
Transfers to G/F	\$104,277		\$100,000		37,379	\$2.79	18,213,611	\$0.0055
Total Costs (w/ Transfer)	\$1,690,948	79%	\$444,305	21%	37,379	\$45.24	18,213,611	\$0.0244
Total Costs (no transfers)	\$1,586,671	82%	\$344,305	18%	37,379	\$42.45	18,213,611	\$0.0189

TABLE 2. Over-simplified Calculation of Avg. Fixed/Var. charge with 10 customers having 4kW PV solar

Item	Fixed Cost \$		Variable Cost \$		FIXED CHARGE (\$/kW)		'ARIABLE CHARGE (\$/kWh)	
	Fixed Cost \$	77%	Variable Cost \$	23%	Capacity kW	\$/kW	Retail kWh	\$/kWh
Wholesale Power	\$1,125,211		\$330,105		37,346	\$30.13	18,157,496	\$0.0182
Operation								
Personnel	\$189,264		\$0		37,346	\$5.07	18,157,496	\$0.0000
Contracted Service	\$126,700		\$0		37,346	\$3.39	18,157,496	\$0.0000
Supplies	\$24,200		\$14,200		37,346	\$0.65	18,157,496	\$0.0008
Depreciation	\$89,779		\$0		37,346	\$2.40	18,157,496	\$0.0000
Bad Debt	\$25,500		\$0		37,346	\$0.68	18,157,496	\$0.0000
Contingency	\$6,017		\$0		37,346	\$0.16	18,157,496	\$0.0000
Transfers to G/F	\$104,277		\$100,000		37,346	\$2.79	18,157,496	\$0.0055
Total Costs (w/ Transfer)	\$1,690,948	79%	\$444,305	21%	37,346	\$45.28	18,157,496	\$0.0245
Total Costs (no transfer)	\$1,586,671	82%	\$344,305	18%	37,346	\$42.49	18,157,496	\$0.0190

Costs Recovered using Table 1's Fix and Var charged x reduced capacity and usage

w/ Transfer	\$1,689,446	\$442,936	\$2,132,382
no Transfer	\$1,585,262	\$343,244	\$1,928,506
Revenue Shortfall			
w/ Transfer	(\$1,502)	(\$1,369)	(\$2,871)
no Transfer	(\$1,409)	(\$1,061)	(\$2,470)

4.00 nameplate kW

3.32 actual kW

5,612 annual kWh generated

10 households

(33.20) kW reduction to retail load
 (\$6,115) kWh reduction to retail load

<https://pwwatts.nrel.gov/pwwatts.php>

Use "Oxford, GA" for location
 residential system 4KW
 default settings