



**OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
PUBLIC HEARING
MONDAY, May 21, 2018 – 6:00 PM
CITY HALL**

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

OTHERS PRESENT: Matt Pepper, Assistant City Manager; Dave Harvey, Police Chief; Jody Reid, Utility Superintendent; Lauran Willis, City Clerk; Officer Matthew Roberts, Hoyt Oliver, Cheryl Ready, Peggy Madden, Allyson Epps from Oxford College, Judy Greer, Juanita Carson, Spencer Arnhart, candidate for District 4 Commissioner; Danial Parson from Oxford College.

The meeting was called to order by the Hon. Jerry D. Roseberry, Mayor at 6:00 PM.
Agenda – Attachment A

Mayors Announcements

Roseberry announced the purpose of the public hearing is to discuss the proposed operating budget and the capital budget for FY2019 (July 1, 2018 – June 30, 2019). (Attachment B)

Roseberry asked for any comments or concerns from the citizens or council.

Hoyt Oliver, 312 W. Clark Street, was not aware of money budgeted for the entrance park at Geiger Street. Oliver also questioned the need for the proposed vehicle for transporting people around the city. Hoyt said if it is to be used on the trails is a violation of our ordinances. Roseberry said the city uses similar vehicles for trail maintenance. And if necessary, we could make an ordinance to accommodate for the proposed vehicle on city trails. The purpose behind purchasing the vehicle is that there are citizens who pay taxes to support the trails and can't walk it, and can't use wheel chairs on it because of the steep areas. If the city offers to transport the citizens free of charge at the cities convenience to enjoy the trails there is nothing wrong with it. Oliver said as long as the ordinance reads that way. Roseberry said we can change that, although we don't have to but we can, as long as everyone is treated fairly. Oliver also expressed concern regarding the brush and tall grass along the trails. Roseberry said that should be a part of the maintenance of the trails. There being no further questions or discussion.

The Public Hearing was adjourned at 6:06 PM

Respectfully Submitted;

Lauran Willis, CMC/FOA
City Clerk

**CITY OF OXFORD
PUBLIC HEARING
FY2018 BUDGET REVIEW
AND ADOPTION**

A Public Hearing on the FY2018 Budget is scheduled for Monday, May 15, 2017 at 6:00 p.m. At this meeting, the Mayor and Council will receive both written and oral comments about the Annual Operating and Capital Budget for the City of Oxford. A copy of the budget is available in the office of the City Clerk at City Hall for public inspection. The City Council will review the Budget during its meeting after the Public Hearing on May 15, 2017. The Council is scheduled to adopt the Budget at its regular meeting on Monday, June 5th at 7:00 p.m. All meetings will be held in City Hall at 110 West Clark Street.

**Lauran S. Willis
City Clerk**

OBITUARIES

THE COVINGTON NEWS

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Asphalt Parking Lot Maintenance

A vendor is required to provide the necessary asphalt patching, resurfacing, seal coating and striping services at select schools.

Instructions

All solicitation documents are located on the School System's e-procurement website at the following link:
<https://ncssebid.ionwave.net>

Note: You must be a registered supplier to obtain solicitation documents and participate in the solicitation. New suppliers must first complete the online registration process by selecting "Supplier Registration" at the link above to register your company, and obtain a username and password. All responses must be submitted electronically utilizing the Newton County School System's e-procurement system.

If you have any questions, please contact the Newton County School System's procurement department at 770-385-6874.

CITY OF OXFORD PUBLIC HEARING FY2019 BUDGET REVIEW AND ADOPTION

A Public Hearing on the FY2019 Budget is scheduled for Monday, May 21, 2018 at 6:00 p.m. At this meeting, the Mayor and Council will receive both written and oral comments about the Annual Operating and Capital Budget for the City of Oxford. A copy of the budget is available in the office of the City Clerk at City Hall for public inspection.

The City Council will review the Budget during its meeting after the Public Hearing on May 21, 2018. The Council is scheduled to adopt the Budget at its regular meeting on Monday, June 4th at 7:00 p.m. All meetings will be held in City Hall at 110 West Clark Street.

Lauran S. Willis
City Clerk

**OXFORD MAYOR AND COUNCIL
WORK SESSION
MONDAY, MAY 21, 2018 – 6:00 P.M.
CITY HALL
A G E N D A**

ANNUAL BUDGET PUBLIC HEARING – 6:00 PM

*We will have the public hearing on the proposed operating budget and capital budget for FY2019 (July 1, 2018 – June 30, 2019). We have attached a copy of the public hearing notice.

1. **Mayor's Announcements**
2. * **Disorderly Conduct Ordinance** – Police Chief Dave Harvey will discuss with Council a proposed amendment to the city's current disorderly conduct ordinance.
3. * **Building Inspection Fee Schedule** – Council will discuss a proposed building inspection fee schedule for residential and commercial construction within the city.
4. * **Signs on Oxford Square** – Councilmember Windham has requested that Council discuss the neighborhood sign for Oxford Square. The sign is located within city right-of-way.
5. * **107 W. Clark Street Renovation Project** – Council will discuss how the property located at 107 W. Clark Street will be used.
6. **Whatcoat Street Improvements** – Councilmember Eady has requested that Council discuss moving forward with the proposed improvements to Whatcoat Street concurrent with the re-design of Pierce Street.
7. **Emory Street Sidewalk Project** – Councilmember Windham has requested that Council discuss the city's pedestrian connectivity to Covington.
8. **101 Longstreet Circle Lot** – Councilmember Windham has requested that Council discuss the city park property located at 101 Longstreet Circle.
9. * **Operating Budget and Capital Budget for FY2019** – We have attached the Budget Calendar, the Operating Budget, the Capital Budget, and the Budget Resolution. These will be on the agenda for adoption at the June 4th meeting.
10. **Recycling Pick Up** – Latham Home Sanitation, Inc. has requested to change the day for weekly recycling pick up from Tuesdays to Thursdays. They will provide the city with the fliers for distribution to citizens.

11. July 4th Parade Route and Grand Marshal – We need to confirm the Parade Route. We need to nominate a Grand Marshal at the June 4th meeting.

*Attachments



Annual Budget - FY2019

July 1, 2018 - June 30, 2019

Presented to Council on May 21, 2018

Mayor Jerry D. Roseberry

Councilmembers

Jeff Wearing - Sarah Davis
David Eady - George Holt
Mike Ready - Jim Windham

Matthew Pepper, Assistant City Manager
Lauran Willis, City Clerk
Dave Harvey, Police Chief
Jody Reid, Supervisor of Public Works and Utilities

Acct Number	Description	FY2017 Actual	FY2018 Budget	Thru April	FY 2018 Estimate	FY2019 Recommend	Comments	
GENERAL FUND - REVENUE								
1 100-0000-311100-000	Real Property Tax-Current Yr.	92,633	92,000	83.3%	92,000	95,000	Based on county growth	
2 100-0000-311200-000	Property Tax - Prior Year	1,061	8,000	1,004	1,205	5,000		
3 100-0000-311310-000	Motor Vehicle Adv.	21,398	24,000	17,886	21,463	21,500		
4 100-0000-311315-000	Motor Vehicle TAVT	29,929	28,000	24,800	29,760	28,000		
5 100-0000-311340-000	Intangible Tax	4,864	4,900	3,245	3,894	4,900		
6 100-0000-311600-000	Real Estate Transfer	1,243	2,100	373	447	1,500		
7 100-0000-311710-000	Electric Franchise Tax	2,156	2,000	2,101	2,000	2,000		
8 100-0000-311730-000	Gas Franchise Tax	11,873	7,000	12,026	14,431	12,000		
9 100-0000-311750-000	TV Cable Franchise Tax	28,531	22,000	21,323	25,587	28,000		
10 100-0000-311760-000	Telephone Franchise Tax	8,260	6,800	4,440	6,800	6,800		
11 100-0000-313100-000	LOST Sales & Use Tax	332,280	325,000	293,089	325,000	340,000	Based on county-wide sales tax growth.	
12 100-0000-316100-000	General Business License	11,615	12,000	11,525	12,000	12,000		
13 100-0000-316200-000	Insurance Premium Tax	131,191	136,000	141,828	141,828	141,000	One check per year, based on population.	
14 100-0000-319000-000	Penalty/Interest on Del Taxes	386	1,200	657	788	1,200		
15 100-0000-322901-000	Misc. Income	42	1,000	59	71	1,000		
16 100-0000-335800-000	Intergovernmental Revenues	23,870	25,000	25,000	25,000	25,000	LMIG from GDOT	
17 100-0000-343400-000	Printing/Duplicating Service	103	200	143	171	200		
18 100-0000-341910-000	Election Qualifying Fees	0	500	576	576	600		
19 100-0000-349100-000	Cemetery Fees	1,100	4,500	4,750	5,700	4,000		
20 100-0000-349900-000	Bad Check Fees	720	1,000	480	576	1,000		
21 100-0000-351000-000	Fines & Forfeitures	61,003	68,000	62,721	75,265	70,000		
22 100-0000-361000-000	Interest Revenues	10,073	6,500	21,824	26,189	6,500		
23 100-0000-381000-000	Rents and Royalties	5,450	1,500	550	1,500	1,500		
24 100-0000-381001-000	Lease Agreement Income	30,000	30,000	30,000	30,000	30,000	Whatcoat Building	
25 100-0000-381002-000	Lease - Verizon	25,372	25,845	21,592	25,910	26,941	Water tower antenna - 2.5% annual increase.	
26 100-0000-392300-000	Proceeds-Dispose of Assets	1,503	1,000	0	0	1,000		
REVENUES TOTAL							\$836,656	
							\$836,045	
							\$796,864	
							\$868,161	
							\$866,641	

Acct Number	Description	FY2017 Actual	FY2018 Budget	Thru April	FY 2018 Estimate	FY2019 Recommend	Comments
GENERAL FUND - EXPENDITURES							
CITY COUNCIL							
1 100.1100.51100.000	Regular Employees	34,800	34,800	27,400	32,880	34,800	
2 100.1100.51200.000	Social Security (FICA)	2,662	2,663	2,096	2,515	2,663	
3 100.1100.525100.000	Liability Insurance	11,000	12,000	12,000	12,000	12,000	annual bill in April.
4 100.1100.528600.000	Education & Training	2,200	2,500	2,368	2,842	3,000	New Councilmember
5 100.1400.51100.000	Reg Employees - Election	0	600	420	600	600	
	SUBTOTAL	\$50,662	\$52,563	\$44,284	\$50,837	\$53,063	

Acct Number	Description	FY2017 Actual	FY2018 Budget	Thru April	FY 2018 Estimate	FY2019 Recommend	Comments
GENERAL GOVERNMENT							
1 100.1500.51100.000	Regular Employees	219,381	200,544	165,140	198,168	230,845	Includes 6 employees in FY2019.
2 100.1500.51100.000	Overtime	2,609	5,000	4,023	4,828	5,000	
3 100.1500.51200.000	Group Insurance	35,147	56,430	38,729	46,474	70,452	
4 100.1500.51200.000	Social Security (FICA)	17,081	15,724	12,988	15,586	18,042	
5 100.1500.512400.000	Retirement Plan Expense	32,117	31,213	25,801	30,961	31,560	
6 100.1500.512450.000	Retirement Cont. (DC) 401	8,019	5,925	3,123	6,000	7,141	
7 100.1500.512700.000	Workers' Comp Insurance	850	1,000	850	996	1,000	
8 100.1500.512900.000	Unemployment Payments	0	2,000	0	0	2,000	
9 100.1500.521200.000	Professional	83,363	104,000	67,498	80,998	110,000	City Attorney, CPA firm, audit services, Tax Assessor's Office.
10 100.1500.521200.001	Code Enforcement Services					5,000	Contract with Bureau Veritas.
11 100.1500.521202.000	Fire Services - Newton County	19,511	20,000	21,570	21,570	22,000	one bill per year.
12 100.1500.521900.000	Technical Purchased Service	38,584	38,000	36,878	38,500	40,700	
13 100.1500.522200.000	Repairs & Maintenance	23,378	30,000	20,403	24,483	30,000	
14 100.1500.522200.001	Whatcoat Building maintenance	3,250	5,000	0	0	5,000	
15 100.1500.522206.002	YH Welcome Center					100,000	Welcome Center operations costs.
16 100.1500.523100.000	Liability Insurance	13,026	15,000	15,000	15,000	10,000	annual bill in April.
17 100.1500.523200.000	Telephone - Postage	20,770	24,000	18,834	22,600	24,000	
18 100.1500.523900.000	Advertising & Promotions	6,218	7,000	5,010	6,012	7,000	
19 100.1500.523930.000	July 4th parade expenses	4,936	6,000	2,494	2,993	6,000	
20 100.1500.523600.000	Dues & Fees	9,512	9,000	7,139	8,567	9,000	
21 100.1500.523700.000	Education & Training	6,353	8,000	6,317	7,580	8,000	
22 100.1500.531000.000	Supplies & Materials	21,390	18,000	15,469	18,562	18,000	
23 100.1500.531200.000	Energy - Utilities	13,467	15,000	14,427	17,313	15,000	
24 100.1500.531600.000	Small Equipment Under \$5,000	3,112	5,000	3,340	4,009	5,000	
25 100.1500.531600.001	Computer Upgrades				0	10,000	Upgrades to computer equipment for Clerk's Office and City Manager.
26 100.1500.531700.000	Other/Meetings & Events	3,408	5,000	2,608	3,130	5,000	Includes additional Mayor's meetings.
27 100.1500.579000.000	Contingency - General	0	32,407	0	0	23,089	
28 100.1500.579010.000	Contingencies - cash over & short	133	200	130	156	200	
	SUBTOTAL	\$585,615	\$659,443	\$487,751	\$574,486	\$819,029	

Acct Number	Description	FY2017 Actual	FY2018 Budget	Thru April	FY 2018 Estimate	FY2019 Recommend	Comments
COURT							
1 100.2500.521200.000	Contract - Judge	5,000	5,000	3,750	5,000	5,000	
2 100.2500.521210.000	Contract - Public Defender	0	500	500	600	500	
3 100.2500.521211.000	Contract - Solicitor	4,800	4,800	2,400	4,800	4,800	
4 100.2500.523700.000	Education - Clerk	450	1,550	0	0	1,500	
5 100.2500.523701.000	Education - Judge	1,629	1,200	951	1,200	1,200	
6 100.2500.523850.000	Contract - Translator	0	200	50	60	200	
	SUBTOTAL	\$11,879	\$13,250	\$7,651	\$11,660	\$13,200	
POLICE DEPARTMENT							
7 100.3200.511000.000	Regular Employees	142,596	161,220	103,032	123,638	132,981	
8 100.3200.511300.000	Overtime	12,996	10,000	7,623	9,148	12,000	
9 100.3200.512100.000	Group Insurance	21,578	38,073	15,952	19,142	36,710	2 officers on plan.
10 100.3200.512200.000	Social Security (FICA)	11,835	13,098	8,465	10,158	11,091	
11 100.3200.512450.000	Retirement Cont. (DC) 401	8,458	8,600	3,845	4,615	6,830	
12 100.3200.512700.000	Workers' Comp Insurance	8,370	7,500	7,753	9,304	7,000	
13 100.3200.521900.000	Tech Purch Serv/Courtware	7,672	11,000	6,831	8,197	11,000	
14 100.3200.522200.000	Veh & Equip Repairs & Maint	10,008	9,000	11,710	10,000	9,000	
15 100.3200.523100.000	Liability Insurance	12,966	14,000	14,000	14,000	14,000	annual bill in April.
16 100.3200.523200.000	Telephone-Postage	5,407	5,500	5,844	7,012	5,500	
17 100.3200.523600.000	Dues & Fees	125	250	130	156	250	
18 100.3200.523700.000	Education & Training	1,579	2,000	1,318	1,582	2,000	
19 100.3200.523850.000	Subpoena fee	0	200	0	0	200	
20 100.3200.523900.000	Prisoner Housing & costs	3,135	5,000	9,855	11,826	12,000	Increased volume of inmates brought in by city police officers.
21 100.3200.531100.000	Supplies & Materials	5,217	5,500	2,510	3,012	5,500	
22 100.3200.531270.000	Gasoline	8,877	10,000	7,443	8,932	10,000	cost of fuel increased.
23 100.3200.531600.000	Small Equipment Under \$5,000	13,832	10,000	7,668	10,000	5,000	
24 100.3200.531600.001	Computer Upgrades					5,000	
25 100.3200.531700.000	Uniforms	5,096	5,000	2,799	4,800	5,000	
26 100.3200.571000.000	Training funds - Payable	15,763	20,000	13,660	16,392	20,000	
27 100.3600.342500.000	E-911 Center	16,888	19,000	32,154	32,154	22,500	
	SUBTOTAL	\$312,398	\$354,941	\$262,592	\$304,068	\$333,562	

Acct Number	Description	FY2017 Actual	FY2018 Budget	Thru April	FY 2018 Estimate	FY2019 Recommend	Comments
STREET DEPARTMENT							
1 100.4200.511100.000	Regular Employees-Street	52,466	63,164	45,477	54,573	30,755	allocating 1/3 of meter reader; 3/5 of groundskeeper;
2 100.4200.511300.000	Overtime	1,801	2,000	1,371	1,646	1,000	1/5 equip operator
3 100.4200.512100.000	Employee Insurance	12,917	12,075	7,173	8,607	5,219	one employee covered by Medicare
4 100.4200.512200.000	Social Security (FICA)	4,147	4,985	3,584	4,301	2,429	
5 100.4200.512400.000	Retirement Plan Expense	10,184	10,049	8,257	9,909	2,060	
6 100.4200.512450.000	Retirement Cont. (DC) 401	687	1,501	709	851	1,443	
7 100.4200.512700.000	Workers' Comp Insurance	4,123	3,274	5,713	6,856	5,400	
8 100.4200.521201.000	Professional - Engineering	2,615	3,000	2,300	2,760	3,000	
9 100.4200.522200.000	Veh & Equip Repairs & Maint	17,836	10,000	13,294	15,953	11,000	
10 100.4200.523700.000	Education & Training	225	500	70	84	500	
11 100.4200.523850.000	Contract Labor - Temporary Help	39,247	30,000	43,056	51,667	12,020	new estimate
12 100.4200.531100.000	Supplies & Materials	12,489	16,000	11,741	14,089	13,000	
13 100.4200.531270.000	Gasoline/Diesel	3,852	5,000	6,442	7,730	4,000	cost of fuel increased.
14 100.4200.531600.000	Small Equipment Under \$5,000	610	1,500	1,010	1,212	1,500	
15 100.4200.531700.000	Uniforms	3,375	2,600	3,161	3,793	1,800	
16 100.4200.531800.000	Stormwater Management	3,500	5,500	5,500	5,500	5,500	KCNB contract for \$2,000
17 100.4200.531901.000	City Tree Removal	25,050	30,000	21,900	26,280	30,000	Trees continue to decline
18 100.4200.532100.000	Sidewalks	0	3,000	0	0	3,000	
	SUBTOTAL	\$195,123	\$204,148	\$180,758	\$215,809	\$133,627	

Acct Number	Description	FY2017 Actual	FY2018 Budget	Thru April	FY 2018 Estimate	FY2019 Recommend	Comments
PARKS AND RECREATION DEPARTMENT							
1 100.6200.511100.000	Regular Employees - Parks & Rec.					10,515	allocating 2/5 of groundskeeper.
2 100.6200.511900.000	Overtime					500	
3 100.6200.512100.000	Group Insurance					137	one employee covered by Medicare.
4 100.6200.512200.000	Social Security (FICA)					843	
5 100.6200.512450.000	Retirement Cont. (DC) 401					616	
6 100.6200.512700.000	Workers' Comp Insurance					1,000	
7 100.6200.523850.000	Contract Labor - Temporary Help					5,300	
8 100.6200.521200.000	Professional (arborist)	450	700	488	585	700	
9 100.6200.522200.000	Veh & Equip Repairs & Maint					1,000	
10 100.6200.531100.000	Supplies & Materials					2,000	
11 100.6200.531270.000	Gasoline/Diesel					1,400	cost of fuel increased.
12 100.6200.531700.000	Uniforms					650	
13 100.6200.531600.000	Small Equipment Under \$5,000					500	
14 100.6200.531900.000	Tree Board (pruning, planting, Arbor Day, arborist)	8,342	8,000	1,645	1,974	9,000	
15 100.6200.531910.000	City Park and Trail Maintenance	0	5,000	2,036	2,443	10,000	\$6,500 to replace trail bridge.
	SUBTOTAL	\$8,792	\$13,700	\$4,168	\$5,002	\$44,161	
CEMETERY							
23 100.4900.522200.000	Cemetery Found. Maint. Suppl.	5,000	10,000	10,000	10,000	5,000	Foundation requesting \$5,000.
24 100.4900.531900.000	Tree Removal	900	5,000	4,800	5,760	5,000	
	SUBTOTAL	\$5,900	\$15,000	\$14,800	\$15,760	\$10,000	

Acct Number	Description	FY2017 Actual	FY2018 Budget	Thru April	FY 2018 Estimate	FY2019 Recommend	Comments
WATER & SEWER FUND - REVENUES							
1	505.0000.344210.000	518,256	526,000	416,610	508,000	510,000	
2	505.0000.344215.000	5,718	15,000	5,902	15,000	10,000	
3	505.0000.344255.000	260,738	259,000	218,228	250,000	259,000	
4	505.0000.344256.000	40,007	4,000	2,826	10,000	4,000	
5	505.0000.344280.000	690	500	0	0	500	
	TOTAL REVENUES	\$825,409	\$804,500	\$643,566	\$783,000	\$783,500	
WATER & SEWER FUND - EXPENDITURES							
6	505.4300.511100.000	28,498	36,420	27,670	33,204	37,901	allocating 1/3 of meter reader/equip oper
7	505.4300.511300.000	2,454	3,000	2,523	3,028	3,000	
8	505.4300.512100.000	9,918	11,703	6,857	8,228	12,572	
9	505.4300.512200.000	1,966	3,016	2,310	2,772	3,129	
10	505.4300.512450.000	977	2,164	992	1,190	2,219	
11	505.4300.512700.000	2,741	2,414	2,008	2,409	2,500	
12	505.4300.521200.000	3,900	3,900	3,900	3,900	3,900	
13	505.4300.521300.000	99,225	113,000	98,467	118,161	120,000	
14	505.4300.522200.000	18,295	3,800	4,617	0	0	Split into four accounts below:
15	505.4300.522200.001		16,000	11,529	13,834	16,000	Includes elevated tank and two lift stations.
16			2,000	1,093	1,312	2,000	
17			1,500	1,300	1,559	1,500	
18			300	52	63	300	
19	505.4300.523100.000	1,182	2,500	0	2,000	1,500	annual bill in April.
20	505.4300.523200.000	851	1,200	1,272	1,527	1,500	
21	505.4300.523600.000	1,632	1,400	1,095	1,314	1,300	Includes online bill pay fee.
22	505.4300.523700.000	3,631	2,500	1,731	2,077	2,500	Includes license fees
23	505.4300.523850.000	29,717	30,000	5,875	7,050	25,000	
24	505.4300.531100.000	20,560	22,000	14,027	16,832	22,000	
25	505.4300.531200.000	1,817	1,900	1,757	2,109	1,900	
26	505.4300.531270.000	3,032	3,000	2,770	3,323	4,400	cost of fuel increased.
27	505.4300.531510.000	195,146	218,000	183,479	220,175	218,000	
28	505.4300.531600.000	0	3,000	0	0	3,000	
29	505.4300.531700.000	2,300	3,000	2,260	2,712	2,500	
30	505.4300.561000.000	186,186	186,000	150,399	186,000	180,607	
31	505.4300.574000.000	4,636	9,000	5,763	6,916	7,000	
32	505.4300.582000.000					20,000	
33	505.4300.579000.000	0	15,583	0	0	7,272	
	TOTAL EXPENDITURES	\$618,663	\$698,300	\$533,746	\$641,696	\$703,500	

Acct Number	Description	FY2017 Actual	FY2018 Budget	Thru April	FY 2018 Estimate	FY2019 Recommend	Comments
ELECTRIC FUND - REVENUES							
1 510.0000.344310.000	Electric Sales	2,169,793	2,217,828	2,052,890	2,463,468	2,414,826	ECG estimate.
2 510.0000.344311.000	Penalties After the 15th	120,284	105,000	80,673	96,808	105,000	
3 510.0000.344312.000	Service Charges	5,800	7,000	5,250	6,300	6,000	
4 510.0000.365100.000	Interest Revenue	0	150	0	0	150	
5 510.0000.365101.000	Municipal Competitive Trust	1,821	170,921	3,434	4,121	64,260	
6 510.0000.381000.000	Other Rebates-Off System Sales	1,761	63,000	256	63,000	5,000	
	TOTAL REVENUES	\$2,299,459	\$2,563,899	\$2,142,503	\$2,633,697	\$2,595,236	
ELECTRIC FUND - EXPENDITURES							
7 510.4600.511110.000	Regular Employees	105,475	109,833	93,167	111,800	114,082	allocating 1/3 of meter reader/equip oper
8 510.4600.511300.000	Overtime	3,885	5,000	3,533	4,239	5,000	
9 510.4600.512100.000	Employee Insurance	18,892	21,064	14,583	17,500	22,606	
10 510.4600.512200.000	Social Security (FICA)	8,422	8,785	7,397	8,877	9,110	
11 510.4600.512400.000	Retirement Plan Expense	35,632	34,594	28,733	34,480	35,459	
12 510.4600.512450.000	Retirement Cont. (DC) 401	62	515	185	222	536	
13 510.4600.512700.000	Workers' Comp Insurance	1,949	1,741	1,667	2,000	2,000	
							ECG fees need to be shown separate from power costs. Adjusted estimate after ECG meeting - April 20 meeting.
14 510.4600.521200.000	ECG Professional Services	38,272	59,595	59,272	59,595	60,000	
15 510.4600.522200.000	Veh & Equip Repairs & Maint	7,179	6,200	7,039	8,447	7,200	
16 510.4600.522201.000	Power line Tree Trimming	24,085	25,000	9,104	10,925	35,000	
17 510.4600.523100.000	Liability Insurance	8,080	9,000	0	9,000	8,000	annual bill in April.
18 510.4600.523200.000	Telephone-Postage	7,567	8,000	6,957	8,349	8,000	
19 510.4600.523600.000	Dues & Fees	466	250	0	300	500	Fees for online bill paying.
20 510.4600.525700.000	Linemen Training	6,236	8,000	1,001	1,201	8,000	J. Benton's apprenticeship program.
21 510.4600.531100.000	Supplies & Materials	17,816	16,000	12,788	15,345	16,000	
22 510.4600.531200.000	Energy/Utilities	6,743	7,000	7,474	8,969	7,000	
23 510.4600.531270.000	Gasoline/Diesel	5,573	6,000	5,163	6,195	7,200	cost of fuel increased.
24 510.4600.531530.000	Electricity Purchased	1,462,211	1,473,202	1,198,997	1,438,797	1,455,316	ECG estimate.
25 510.4600.531600.000	Small Equipment Under \$5,000	1,858	2,500	1,742	2,090	2,500	
26 510.4600.531700.000	Uniforms	4,171	4,200	4,067	4,881	4,200	
27 510.4600.541004.000	Street Lights	2,200	2,500	0	0	1,500	
28 510.4600.561003.000	Depreciation	86,145	87,000	76,911	92,293	89,779	
29 510.4600.574000.000	Bad Debt Expense	12,323	28,500	31	38	25,500	
30 510.4600.579000.000	Contingency	0	8,499	0	0	6,488	
	TOTAL EXPENDITURES	\$1,865,242	\$1,932,978	\$1,539,812	\$1,845,543	\$1,930,976	

Acct Number	Description	FY2017 Actual	FY2018 Budget	Thru April	FY 2018 Estimate	FY2019 Recommend	Comments
SANITATION FUND - REVENUES							
1 540.0000.344110.000	Refuse Collection Charges	147,044	147,000	123,906	148,687	169,050	Includes \$3 increase to customers
2 540.0000.344130.000	Sale of Recycled Materials	358	200	0	0	200	
	TOTAL REVENUES	\$147,403	\$147,200	\$123,906	\$148,687	\$169,250	
SANITATION FUND - EXPENDITURES							
3 540.4300.511300.000	Regular Employee - Sanitation					24,384	allocating 4/5 of equipment operator
4 540.4300.511300.000	Overtime					500	
5 540.4300.512100.000	Group Insurance					7,595	
6 540.4300.512200.000	Social Security (FICA)					1,904	
7 540.4300.512400.000	Retirement Plan Expense					8,241	
8 540.4300.512450.000	Retirement Cont. (DC) 401					1,300	
9 540.4300.512700.000	Workers' Comp Insurance					3,250	
10 540.4300.522110.000	Disposal Services-Landfill Fees	6,458	3,000	7,267	8,721	8,000	Organic farm in Walnut Grove no longer accepts chips and leaves.
11 540.4300.522200.000	Vehicle & Equip Repairs & Maint					3,000	
12 540.4300.523100.000	Supplies & Materials					1,000	
13 540.4300.523580.000	Contract Labor					16,773	
14 540.4300.523700.000	Gasoline/Diesel					5,000	cost of fuel increased.
15 540.4300.531700.000	Uniforms					1,300	
16 540.4300.531800.000	Small Equipment Under \$5,000					1,000	
17 540.4300.523900.000	Liability Insurance					3,000	
18 540.4300.522111.000	College Walk Dumpster Fees	6,650	6,700	5,542	6,700	6,700	
19 540.4300.523581.000	Contracted Garbage Pickup	67,633	67,500	56,361	67,633	82,850	New rate increase included.
20 540.4300.523600.000	Dues & Fees	116	100	0	100	500	Fees for online bill paying.
21 540.4300.574000.000	Bad Debt Expense	459	800	581	647	800	
22 540.4300.579000.000	Contingency	0	2,100	0	0	2,154	
	TOTAL EXPENDITURES	\$81,317	\$80,200	\$69,751	\$83,801	\$179,250	

Acct Number	Description	FY2017 Actual	FY2018 Budget	Thru April	FY 2018 Estimate	FY2019 Recommend	Comments
General Fund							
	Revenues	836,656	836,045	796,864	868,161	866,641	
100.0000.391505.000	Transfers from W&S		10,000			70,000	
100.0000.391510.000	Transfers from Electric		400,000			470,000	
100.0000.391540.000	Transfers from Sanitation		70,000			0	
	General Fund Revenues	836,656	1,316,045	796,864	868,161	1,406,641	
	Expenditures						
	City Council	50,662	52,563	44,284	50,837	53,063	
	General Government	585,615	659,443	487,751	574,486	819,029	
	Court	11,879	13,250	7,651	11,660	13,200	
	Police Department	312,398	354,941	262,592	304,068	333,562	
	Street Department	201,581	207,148	188,025	224,530	133,627	
	Parks and Recreation Department	0	0	0	0	44,161	
	Cemetery	5,900	15,000	14,800	15,760	10,000	
	Transfers to Capital Fund		50,215			0	
100.9000.611011.000	General Fund Expenditures	1,168,035	1,352,560	1,005,103	1,181,341	1,406,641	
	General Fund BALANCE	-331,379	-36,515	-208,239	-313,180	0	
Water & Sewer Fund							
	Revenues	825,409	804,500	643,566	783,000	783,500	
	Expenditures	618,663	698,300	533,746	641,696	703,500	
	Transfers to G/F		10,000			70,000	
	Transfers to Capital Fund		100,000			10,000	
505.9000.611003.000	W & S Fund Expenditures	618,663	808,300	533,746	641,696	783,500	
505.9000.611350.000	W & S Fund BALANCE	206,746	-3,800	109,821	141,304	0	
Electric Fund							
	Revenues	2,299,459	2,563,899	2,142,503	2,633,697	2,595,236	
	Expenditures	1,865,242	1,932,978	1,539,812	1,845,543	1,930,976	
	Transfers to G/F		400,000			470,000	
	Transfers to Capital Fund		60,000			120,000	
	Transfers to Sanitation					10,000	
	Comp Trust transfer to Capital		170,921			64,260	
510.9000.611002.000	Electric Fund Expenditures	1,865,242	2,563,899	1,539,812	1,845,543	2,595,236	
510.9000.611350.000	Electric Fund BALANCE	434,217	0	602,692	788,154	0	

Acct Number	Description	FY2017 Actual	FY2018 Budget	Thru April	FY 2018 Estimate	FY2019 Recommend	Comments
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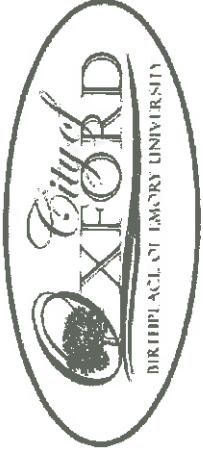
Sanitation Fund

Revenues		147,403	147,200	123,906	148,687	179,250	
Expenditures		74,859	77,200	62,484	75,080	179,250	
	Transfers to G/F		70,000			0	
	Transfers from Electric					10,000	
Sanitation Fund Expenditures		74,859	147,200	62,484	75,080	179,250	
Sanitation Fund BALANCE		72,544	0	61,422	73,607	0	

540.9000.611001.000

ALL FUNDS TOTAL

Revenues	3,961,524	4,684,444	3,582,934	4,284,858	4,964,627
Expenditures	3,651,940	4,724,759	3,078,661	3,668,580	4,964,627
Balance	309,584	-40,315	504,273	616,278	0



Capital Budget FY2019 - FY2023

July, 2019 - June, 2023

Presented to Council on May 21, 2018

Mayor Jerry D. Roseberry

Councilmembers

Jeff Wearing - Sarah Davis
David Eady - George Holt
Mike Ready - Jim Windham

Matthew Pepper, Assistant City Manager
Lauran Willis, City Clerk
Dave Harvey, Police Chief
Jody Reid, Supervisor of Public Works and Utilities

OXFORD CAPITAL IMPROVEMENT PLAN 2019 - 2023 SCHEDULE

Part A

	PROJECT DESCRIPTION	Total Cost	FY2019	FY2020	FY2021	FY2022	FY2023	STWP
1	Asbury Street Park	800,000	800,000	0	0	0	0	12
2	E. Clark Street Utilities	375,000	375,000	0	0	0	0	26
3	Moore Street Sidewalk	190,000	190,000	0	0	0	0	
4	GEFA Sewer Extension - Emory St.	992,000	992,000	0	0	0	0	
5	City Master Plan Develop & Implement	500,000	100,000	100,000	100,000	100,000	100,000	10,23
6	Downtown Development Authority	1,500,000	30,000	30,000	30,000	30,000	30,000	10,24
7	Electric System Improvements	560,000	160,000	100,000	100,000	100,000	100,000	
8	Storm Drainage plans & improvements	100,000	20,000	20,000	20,000	20,000	20,000	
9	Street Repairs and Resurfacing	600,000	100,000	150,000	100,000	150,000	100,000	15
10	Emory Street Sidewalk	650,000	650,000	0	0	0	0	5,15
11	Sidewalks	500,000	100,000	100,000	100,000	100,000	100,000	15
12	Survey Remainder of City ROW	15,000	15,000	0	0	0	0	6,7
13	Pedestrian Crossing - Midblock at Asbury Park	47,000	47,000	0	0	0	0	
14	Streets Department - Chipper Truck	84,000	84,000	0	0	0	0	
15	Yarborough House Renovation/Welcome Center	350,000	350,000	0	0	0	0	17
16	Welcome Center/City Trail Transportation	12,000	12,000	0	0	0	0	15,17
17	George Street Park Parking	21,000	21,000	0	0	0	0	28
18	Water Line Replacement - Queen Ann, etc.	190,000	0	190,000	0	0	0	
19	Replace Water Main Clark, Oxford, Hull	745,000	0	745,000	0	0	0	
20	Whatcoat Street Improvements	300,000	0	300,000	0	0	0	9
21	Business Incubator	200,000	0	50,000	50,000	50,000	50,000	4,18
22	Electric Vehicle Charging Stations	24,000	0	24,000	0	0	0	
23	Smart meters for electric and water	600,000	0	600,000	0	0	0	2
24	Interconnect Walking Trails	700,000	0	300,000	200,000	100,000	100,000	15
25	Police Vehicles	105,000	0	35,000	35,000	35,000	0	
26	Public Works Vehicles & Equipment	217,000	0	130,000	50,000	15,000	22,000	
27	Replace Water Main on Perry Circle	42,000	0	42,000	0	0	0	
28	Replace Water Main on Keel Street, etc.	110,000	0	110,000	0	0	0	
	TOTALS	9,179,000	4,046,000	3,026,000	785,000	700,000	622,000	

CAPITAL BUDGET FISCAL YEAR 2019

Part B

Account Number	PROJECT DESCRIPTION	TOTAL COST FY2019	CITY FUNDS FY2019	2011 SPLOST	2017 SPLOST	LOAN	OTHER	STWP
1 350.6220.541100.001	City Parks Design & Build - Asbury Street Park	800,000	300,000	0	400,000	0	100,000 a	12
2 350.4200.541400.002	E. Clark Street Development - Utilities	375,000	375,000	0	0	0	0	26
3 350.1500.522200.000	Moore Street Sidewalk	190,000	0	15,500	174,500	0	0	
4 350.4300.541400.540	GEFA Sewer Extension - Emory St.	992,000	0	0	467,000	525,000	0	
5 350.1500.541400.002	City Master Plan Develop & Implement	100,000	100,000	0	0	0	0	10,23
6 350.7550.612000.000	Downtown Development Authority	30,000	30,000	0	0	0	0	10,24
7 350.4600.541402.510	Electric System Improvements	160,000	160,000	0	0	0	0	
8 350.4250.541200.000	Storm Drainage Plans & Improvements	20,000	0	0	20,000	0	0	
9 350.4200.541400.001	Street Repairs and Resurfacing	100,000	0	0	75,000	0	25,000 b	15
10 350.4224.541203.000	Pedestrian Bridge/Sidewalk	650,000	0	0	130,000	0	520,000 c	5,15
11 350.4200.541201.000	Sidewalks	100,000	100,000	0	0	0	0	15
12 350.4220.541204.000	Survey Remainder of City ROW	15,000	15,000	0	0	0	0	6,7
13 350.4224.541203.000	Pedestrian Crossing - Midblock at Asbury Park	47,000	0	0	47,000	0	0	
14 350.4300.542200.000	Streets Department - Chipper Truck	84,000	84,000	0	0	0	0	
15 350.6000.541300.000	Yarbrough House Renovation/Welcome Center	350,000	350,000	0	0	0	0	17
16 350.6000.542200.000	Welcome Center/City Trail Transportation	12,000	12,000	0	0	0	0	15,17
17 350.6000.541200.000	George Street Park Parking - Asbury Street	21,000	21,000	0	0	0	0	28
	TOTALS	4,046,000	1,547,000	15,500	1,313,500	525,000	645,000	

Footnotes:

- a This amount represents a contribution from Newton County.
- b Funds from the Local Maintenance Improvement Grant (LMIG).
- c Funds from federal and state grants.

FY2019 Capital Budget Detail

Recommend City Funds Other Funds

Works in Progress

1	Asbury Street Park - Design and build the Asbury Street Park	800,000	300,000	500,000
2	East Clark Street Utilities - Install the water, sewer, and electric utilities for the E. Clark Street Development in preparation for future residential development. Sewer will be funded with the GEFA loan as part of the GEFA sewer extension project. Electric service will be underground. The developer will install the streets, sidewalks, and curb and gutter for the residential development.	375,000	375,000	0
3	Moore Street Sidewalk - To extend the Moore Street sidewalk on the south side of the street west from Emory Street to the city limits at Longstreet Circle.	190,000	174,500	15,500
4	GEFA Sewer Extension Project - Extend the city sewer system to 28 homes using a loan from GEFA. The sewer main will be located along Emory Street/Hwy 81. (Some of the work is in GDOT Hwy 81 right-of-way.) It may be possible to increase amount of the loan after bids are received.	992,000	0	992,000
5	Survey Remainder of City Rights-Of-Way - South and west of city and east of Emory Street. 54,148 right-of-way feet @ \$1/ foot. Rate determined from the FY2017 project. This began in FY2018, and should be completed this fiscal year.	15,000	15,000	0

FY2019 Capital Budget Detail

Recommend City Funds Other Funds

Ongoing Support

6	<p>City Master Plan Development and Implementation - Encourage commercial and residential development in the city. Analysis of service delivery area and city services. Study our infrastructure for future development. Includes strategic property acquisition.</p>	100,000	100,000	0
7	<p>Downtown Development Authority - Intergovernmental agreement funding for new Downtown Development Authority.</p>	30,000	30,000	0
8	<p>Electric System Improvements - Each year we select a project to improve and maintain a reliable electric system. This year we will replace utility poles, wires, switches, and equipment on Williams Street, Oxford North Road, W. Clark Street, and a section of Longstreet Circle. We have rot in the tops and some of the insulators are breaking apart. We will also pay for pole inspections from this account.</p>	160,000	160,000	0
9	<p>Storm Drainage plans and improvements - For minor improvements to our storm drainage system and to help us meet the requirements of our state-mandated storm drainage plan.</p>	20,000	20,000	0
10	<p>Street Repairs and Resurfacing - This project is done annually with some funding from GDOT from the LMIG program. It requires a local funds match. This will include the city cemetery, and Asbury Street from W. Watson to Collingsworth.</p>	100,000	0	100,000
11	<p>Sidewalks - Extend sidewalks throughout the city in locations to be determined. This project will take several years.</p>	100,000	100,000	0

**FY2019 Capital Budget Detail
Scheduled for FY2019**

		Recommend	City Funds	Other Funds
14	Yarbrough House Renovation/Welcome Center - Renovate 107 W. Clark Street to become the city's new welcome center. The work will include updating the building's HVAC system, water/sewer system, structural integrity, exterior, etc. This will also include funds to be used to furnish the welcome center with tables, chairs, etc.	350,000	350,000	0
15	George Street Park Parking - Add 8 parking spaces and a bike rack to the east side of Asbury Street between Allen Memorial Church and George Street. The spaces will be located within the city right-of-way. We will also install a vegetative buffer between the parking spaces and the homes located on George Street.	21,000	21,000	0
16	Welcome Center/City Trail Transportation - The city will purchase an electric golf cart to provide tours of the city's trail system, and other areas of the city, to residents and visitors. The cart will seat 6-8 people, and will be housed on city property.	12,000	12,000	0
17	Chipper Truck - Streets Department - Replace the current chipper truck. The current truck has been in the shop four or five times this last year. We have replaced the rear-end and several major parts over the years.	84,000	84,000	0
18	Pedestrian Crossing - Install a midblock crossing for pedestrian access to Asbury Street Park from the west side of Emory Street.	47,000	0	47,000
19	Emory Street Sidewalk - Extend the sidewalk from I-20 along the west side of Emory Street north to Moore Street. Funded with state and federal funds along with the local share from the city. Oxford College will build a sidewalk on its property from Moore to Pierce.	650,000	0	650,000

FY2019 Capital Budget Detail

Scheduled for FY2020 and Later

Recommend City Funds Other Funds

20	Replace water main on Clark St, Oxford Rd, and Hull St. - This section of the water system is about 40+ years old. It was installed with a very thin, low grade PVC pipe. In the past two years we have repaired the water main six times in different places. This will be funded largely from 2017 SPLOST. We will pursue Community Block Grant funding for this project.	745,000	245,000	500,000
21	Water Line Replacement - Replace existing 6" water line on W Bonnell, Queen Ann, and Stone Streets with 8" water line. This will replace the remaining "transite" water pipe in our system. We will pursue Community Block Grant funding for this project.	190,000	190,000	0
22	Water Main Replacement - Perry Circle - Replace existing 6" water main on Perry Circle. This section of the water system is 40+ years old. It was installed with a very thin, low grade PVC pipe. We have had two main breaks this year.	42,000	42,000	0
23	Water Main Replacement - Keel Street, Cat Paw Court, and Beakhead Court - Replace existing 6" water main on Perry Circle. This section of the water system is 40+ years old. It was installed with a very thin, low grade PVC pipe. We have had two main breaks this year.	110,000	110,000	0
24	Whatcoat Street Improvements - Working with Oxford College to improve Whatcoat Street and Pierce Street. THE DESIGNS AND FUNDING ARRANGEMENTS ARE NOT FINAL.	300,000	300,000	300,000
25	Business Incubator - Construct or purchase a building to use to encourage small business development. Something similar is being done in Auburn, GA.	100,000	100,000	0
26	Electric Vehicle Charging Stations dual capacity 3 stations @ 8,000, installed	24,000	24,000	0
27	Smart meters for electric and water customers - NEED TO SELECT METHOD	600,000	600,000	600,000
28	Interconnect walking trails SELECT LOCATIONS	700,000	700,000	700,000
29	Police Vehicles	100,965	0	100,965
30	Public Works vehicles and equipment	217,000	217,000	0

FY2019 Capital Budget Detail

Recommend City Funds Other Funds

SPLOST Funding Summary

2011 SPLOST		
Transportation: Overage funds to be used to fund Moore Street Sidewalk	15,500	
2017 SPLOST		
Water & Sewer: GEFA Sewer Extension - Emory St.	500,000	
Transportation: Moore Street Sidewalk; Pedestrian/Bridge Sidewalk; Storm Drainage Plans and Improvements	400,000	
Transportation: Street Resurfacing in Later Years	100,000	
Recreation: Asbury Street Park	400,000	
Public Safety: Vehicles in later years	100,965	
2017 SPLOST Subtotal	\$1,500,965	

OXFORD CAPITAL IMPROVEMENT PLAN FY2018 Results

Account Number	PROJECT DESCRIPTION	Total Funds	City Funds	Other	Spent Thru March	Estimate for FY 2018	Balance
1	350.4224.541200.000 Bike/Pedestrian Pathways/Trails	155,000	146,043		146,043	155,000	-
2	350.1500.541400.002 City Master Plan Develop & Implement	100,000	100,000		60,664	65,000	35,000
3	350.6220.541100.001 City Parks Design & Build	800,000	400,000	400,000	19,750	50,000	350,000
4	350.4200.541400.002 E. Clark Street Development	450,000	450,000		4,380	10,000	440,000
5	350.4600.541402.510 Electric System Improvements	175,000	175,000		164,100	164,100	10,900
6	350.4224.541201.000 Moore Street Sidewalk	190,000	190,000		4,065	7,000	183,000
7	350.4224.541203.000 Pedestrian Bridge/Sidewalk	130,000	0	130,000	405	1,000	129,000
9	350.4200.541201.000 Sidewalks	484,500	484,500		-	-	484,500
10	350.4250.541200.000 Storm Drainage plans & improvements	20,000	20,000		-	-	20,000
11	350.4200.541400.001 Street Repairs and Resurfacing	210,000	145,000	65,000	10,798	70,000	140,000
12	350.4220.541204.000 Survey of city rights-of-way	54,200	54,200		20,050	40,000	14,200
13	350.0000.541401.510 Utility Pole Inspection & Replacement	0	23,340		23,340	23,340	-
14	350.4600.542200.000 Utility Dept. Vehicles & Equipment	28,000	28,000		25,957	25,957	2,043
15	350.4600.542200.001 Electric Department (Bucket Truck)	50,000	50,000		15,000	15,000	35,000
16	350.4300.541400.540 Water/Sewer System Improvements	550,000	25,000	525,000	11,013	15,000	535,000
17	350.3200.542201.000 Police Dept. Equipment	8,500	8,500		6,118	6,118	2,382
18	350.7550.612000.000 DDA Downtown	50,000	50,000		34,625	45,000	5,000
19	350.4300.541001.505 Water Line Replacement - Queen Ann, etc.	190,000	190,000		-	-	190,000
	TOTALS	\$3,645,200	\$2,539,583	1,120,000	546,308	692,515	2,576,025