



**OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
WORK SESSION
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 6:06 PM.
Agenda – Attachment A

Mayors Announcements

Roseberry said AT&T will be installing fiber optic cable in Oxford and that Wentworth will be the first area with other spots around the county

Roseberry introduced our new police officer Matt Roberts.

Roseberry discussed the need to change our policy regarding a waiting period for news hires to be eligible to participate in the city healthcare plan. Roseberry said he has instructed the City Clerk to move forward in contacting our agent to implement a zero day waiting period for new hires.

Disorderly Conduct Ordinance

Chief Harvey gave a presentation regarding the cities current disorderly conduct ordinance, emphasizing the restrictions due to the way our ordinance is written. Chief Harvey introduced a sample of the disorderly conduct ordinance used by the City of Conyers, which better defines the charges and actions. He requested the city adopt this change. Roseberry said we will put this on the next month's agenda, which will require two readings to adopt.

(Attachment B)

Building Inspection Fees

Assistant City Manager Matt Pepper presented a proposed building inspection fee schedule for residential and commercial construction within the city. This item will be on the June 4th regular meeting for a vote.

(Attachment C)

Signs at Oxford Square

Councilmember Jim Windham requested that Council discuss the neighborhood signs at the entrance to Oxford Square. The consensus was to send notice to the citizens in that community requesting their input before the city can move forward with what to do with the signs. Assistant City Manager Matt Pepper will prepare a notice and send to the citizens for their input. (Attachment D)

107 W. Clark Street

Councilmember David Eady gave an update from the committee and said at the last council meeting the committee made four specific recommendations that were voted on and approved. He expressed his understanding for tonight is to have further discussion on the actual use of the house as there have been recommendations from the Historic Committee that Melvin Baker chaired, and Erik Oliver followed that up with some very specific recommendations. Eady said he has heard there are some reservations about how much of the house we could realistically sustain for those purposes alone, and how we would operate a welcome center and museum on a full time bases or should we look into it being for commercial use so the house has other purposes. There has not been any decisions made. We want to have some discussion about it and get some specificity before we move forward. Eady said he feels we should talk to the DDA because the house is in the jurisdiction that was defined for them and whether there has been any discussion on their side as to the commercial aspects of that property and adjacent properties, we wouldn't want to do anything that cross purposes since we chartered the DDA to do. (Attachments E-a & E-b)

Eady said one of the things we discussed as a committee is that Old Church does not have a reception space. For some of us that have relationships with the college we can move over and have it at one of the college facilities but that's not open for everybody. From the outdoor space prospective and possibly indoor space at that house could be an option as a special events location where people may want to put a tent in the back and have access to bathrooms. There is a number of things we need to think about and look at as a community asset as to how this house can serve those needs.

Hoyt Oliver mentioned that we need to begin conversations with the Oxford Historical Society, as Erik mentioned in his report our chances of getting a grant for the historic displays and those kind of things is much better if we partnered with a non-profit. I think that should commence and talking with the HS to find out what kind of things they would suggest that we should put on display.

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. Allyson Epps with Oxford College said she will address the issues with her peers.

101 Longstreet Circle Lot

Councilmember Jim Windham presented discussion regarding the city property on Longstreet Circle and presented several options for the use of that property.

FY2019 Operating Budget and Capital Budget for FY2019

Assistant City Manager Matt Pepper presented a revised Budget Calendar for FY2019 with a proposed Resolution for the FY2019 Annual Budget along with a draft of the FY2019 Operating Budget and Capital Budget. Mayor Roseberry said we will be adopting the budgets in June and asked if any of the Committee's members have any questions or if anyone in the audience had any comments. (Attachment F)

Recycling Pick Up

Assistant City Manager Matt Pepper said Latham Home Sanitation has requested to change the day for the weekly recycling pick up from Tuesdays to Thursdays. They will provide the city with the fliers for distribution to the citizens. After some discussion all members were in agreement to accept the request from Latham. Latham will begin the transition beginning June 1, 2018 and will continue to notify customers for the next three weeks.

July 4th Parade Route and Grand Marshal

City Clerk Lauran Willis gave an update on the progress of the parade and said thanks to the new ladies in the office we are ahead of schedule with getting the plans in place. She stated that the route will be same with the exception of ending on Pierce Street. Instead, we will redirect traffic to West Clark Street to accommodate a for a movie company that will be filming at the College, and for the construction happening on Pierce and Haygood. Willis said we have one nomination for Grand Marshal, if anyone knows anyone they would like to nominate please contact Ms. Davis. We will vote on the Grand Marshal at the June 4th meeting.

Adjourn

A motion was made by Ready, seconded by Eady to adjourn the meeting at 6:59 PM.

Respectfully Submitted;



Lauran Willis, CMC/FOA
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

Sec. 20-1. – Disorderly conduct.

It is unlawful for any person in the City to engage in any violent, tumultuous, obstreperous or similar disorderly conduct tending to infringe on the peace and repose of the citizens of the City. Fighting between two or more persons in which physical contact is made, except that which occurs at boxing or wrestling exhibitions duly authorized by the City, shall be deemed to be disorderly conduct within the meaning of this section.

(Code 1997, § 31-201)

State Law reference— Similar provision, O.C.G.A. § 16-11-39.

• **Sec. 11-1-1. - Disorderly conduct.**


A person commits the offense of disorderly conduct when such person commits any of the following:

- (1) Acts in a violent or tumultuous manner toward another person whereby such person is placed in reasonable fear of the safety of such person's life, limb, or health.
 - (2) Acts in a violent or tumultuous manner toward another person whereby the property of such person is placed in danger of being damaged or destroyed.
 - (3) Without provocation, uses to or of another person in such other person's presence, opprobrious or abusive words which by their very utterance tend to incite to an immediate breach of the peace; that is to say, words which as a matter of common knowledge and under ordinary circumstances will, when used to or of another person in such other person's presence, naturally tend to provoke violent resentment; that is, words commonly called fighting words.
 - (4) Without provocation, uses obscene and vulgar or profane language in the presence of or by telephone to a person under the age of 14 years which threatens an immediate breach of the peace.
 - (5) Knowingly and willfully disobeys or ignores the lawful commands of any law enforcement officer who is in the lawful discharge of his official duties.
 - (6) Does an act or engages in conduct which is designed to, is likely to, or does urge, encourage, or incite others to riot or to commit an immediate breach of the peace.
 - (7) Knowingly provides any false or inaccurate information to a law enforcement officer who is in the lawful discharge of his official duties.
 - (8) Communicates with a person situated within the City of Oxford that is intended to facilitate a violation of the laws prohibiting prostitution as that offense is defined by applicable Georgia law.
 - (9) Communicates with a person situated within the City of Oxford that is intended to facilitate a violation of the laws prohibiting pandering as that offense is defined by applicable Georgia law.
 - (10) Travels to a location within the City of Oxford for the purpose of violating the laws prohibiting prostitution as that offense is defined by applicable Georgia law.
 - (11) Travels to a location within the City of Oxford for the purpose of violating the laws prohibiting pandering as that offense is defined by applicable Georgia law.
- (Code 1990, § 11-1-1; Ord. No. 605, 9-15-1997; Ord. No. 969, § 1, 8-20-2014)

State Law reference— Disorderly conduct, O.C.G.A. § 16-11-39.


Residential Building Permit Fees



Residential Building Permit Fees		
		
Fee Payment	Fees are collected prior to issuance of permit.	
Plan Review Fees	New Single-Family Residential Review	Required without fee
	Residential renovations/ additions	Required without fee
Residential Fee Table	\$0.20 per square feet heated	\$0.10 per square feet unheated
Residential Accessory	\$0.25 per square feet heated	\$50.00 up to 300 square feet; \$0.15 per square foot over 300 SF
Certificate of Occupancy or Completion (C/O or C/C)	New single family detached, condo, or townhome	\$50.00
Trade Permits		
Electrical	Up to 200 AMP Service	\$50.00
	Over 200 AMP Service	\$100.00
	Service Charge	\$50.00
Plumbing		\$50.00 flat fee + \$4.50 per fixture
HVAC		\$50.00 flat fee + \$6.50 per 1,000 square feet
Gas		\$50.00
Signs Requiring a Building Permit	Banner/ Window / Temporary	\$75.00
	Wall mounted	\$100.00
	Monument/ Free Standing	\$200.00
Demolition	Single family residential house	\$100.00
Permit Extensions	First extension	\$50/ 3 months
	Subsequent extension	\$100/ 3 months
	Re-inspection fee	\$50.00
Re-Inspections	For each added trip	\$50.00
Other	Transfer of Permit/change of contractor	\$100.00
	Structure move/relocate	\$300.00
	Siding or Deck Repair/ Replacement	\$100.00
	Inspections outside of normal business hours	\$75 per hour (2 hour minimum)
	Replacement of permits, CO's, etc.	\$25.00
	Swimming Pool Permit	\$200.00
	Fee for work done without a permit	200% of original permit fee
Temporary Construction Trailer (not including electric permit)	\$100.00	

Commercial Building Permit Fees



Commercial Building Permit Fees		
		
Fee Payment	Fees are collected prior to issuance of permit.	
Plan Review Fees	All Commercial/Industrial Plan Reviews	Additional 50% of permit fee
Commercial/ Industrial Permit Fee Table	TOTAL VALUATION	FEE
	\$0.00 to \$5,000.00	\$100.00
	\$5,000.00 to \$50,000.00	\$100 for first \$5,000 plus \$5 for each additional thousand or fraction thereof, to and including \$50,000.00
	\$50,001.00 to \$100,000.00	\$325.00 for the first \$50,000.00 plus \$4.00 for each additional thousand or fraction thereof, to and including \$100,000.00
	\$100,001.00 to \$500,000.00	\$525.00 for the first \$100,000.00 plus \$3.00 for each additional thousand or fraction thereof, to and including \$500,000.00
	\$500,001.00 and up	\$1,725.00 for the first \$500,000.00 plus \$2.00 for each additional thousand or fraction thereof
Certificate of Occupancy or Completion (C/O or C/C)	New Commercial	\$100.00
Trade Permits		
Electrical	Up to 200 AMP Service	\$50.00
	Over 200-400 AMP Service	100 + \$0.225 per AMP over 400
	Service Charge	\$50.00
Plumbing		\$50.00 flat fee + \$4.50 per fixture
HVAC		\$50.00 flat fee + \$6.50 per 1,000 square feet
Gas		\$50.00
Signs Requiring a Building Permit	Banner/ Window / Temporary	\$75.00
	Wall mounted	\$100.00
	Monument/ Free Standing	\$200.00
	Interior (bldg. or tenant space)	\$100.00
Demolition	Commercial building	\$200.00
Permit Extensions	First extension	\$50.00/ 3 months
	Subsequent extension	\$100.00/ 3 months
	Re-inspection fee	\$50.00
Re-Inspections	For each added trip	\$50.00
Other	Transfer of Permit/change of contractor	\$100.00
	Structure move/relocate	\$300.00
	Inspections outside of normal business hours	\$75 per hour (2 hour minimum)
	Replacement of permits, CO's, etc.	\$25.00
	Fee for work done without a permit	200% of original permit fee
	Temporary Construction Trailer (not including electric permit)	\$100.00
	Fire Protection	Plumbing permit + \$1.00 per sprinkler head
Racking System	Plumbing permit + \$1.00 per sprinkler head	





**Historic Preservation Committee Report:
6153 Emory Street & 107 W Clark Street**

Committee Members:

**Melvin Baker, Chairman
Sarah Davis, Vice-Chairman
J.P. Godfrey
Tom Johnson
Jeff Wearing
Kendra Mayfield**

Staff:

Matthew Pepper, Assistant City Manager, City of Oxford

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EXECUTIVE SUMMARY

On July 10, 2017, Mayor Jerry Roseberry of the City of Oxford, appointed the Historic Preservation Committee whose instructions were to examine real estate properties the city has recently acquired and determine their historic significance, if any. The committee was also instructed to suggest possible uses for the properties that would be in keeping with their historical value. And finally the committee was asked to recommend to the city council what actions it should take to protect all or any portion of the properties.

The scope of this report is limited to an overview of historic significance, a walk-through condition assessment and suggestions for possible use of the properties.

We examined the property at 6153 Emory Street and determined that it had no significant history pertaining to the City Of Oxford although it is in a prominent location relative to the city. The house was judged to be an unsuitable candidate for restoration due to its poor physical condition and pest infestations, but the lot may be useful as a “pocket park “and green space.

We examined the property at 107 West Clark Street and determine that it did have historical significance due to its association with the “Yarbrough Oak” and it being a former residence of Atticus Haygood, former Emory College president and Methodist Episcopal Church Bishop. The house has some physical challenges but none that cannot be mitigated by rehabilitation. This house is recommended for preservation and reuse by the city as a multipurpose community venue that would possibly include a welcome center, coffee shop, meeting rooms, historical displays, and similar activities that would bring people together in the city.

Historical Background and Context for 6153 Emory Street



Through a search of the Newton County Courthouse Registry of Deeds, the oldest record found for this property was in 1909 when J.Z. Johnson and Martha Blackstock sold this property to Mrs. V.A. Harper. It is not clear, but it appears to be no building on the property at that time.

This property is sometimes referred to as the “Bloodworth” Property because Rolfe and Jewell Bloodworth purchased the property in 1920 and they and their heirs retained ownership for the longest period of time (until 2005). Rolfe was a River’s Hill farmer and Jewell was a well-known seamstress. The house was probably built between 1910 and 1925 based on the information presented in this document, and the fact that its Craftsman style architecture was popular in America during that period in time. There appears to be no major structural alterations in the original form of this building. For many years now, this property has primarily been rental property. When purchased by the city in 2016, it was being used as a duplex.

There appears to be no significant historic information related to the property located at 6153 Emory Street.

Listed below is the ownership of 6153 Emory Street as recorded in the Newton County Courthouse Registry of Deeds:

NAME	YEAR PURCHASED	BOOK/PAGE
City of Oxford	2016	3469/491
Little Crystal	2014	3266/291
Charles Harvey, Sr.	2011	3088/579
Charles & Deborah Harvey	2005	1969/180
Charles Harvey	2005	1969/178
Stimson/Bailey/Easely Family Trust	1991	398/135-6
Edna Bloodworth Gartner	1940	174/42, 39
Rolfe & Jewell Bloodworth	1920	174/42, 39
Edna Thacker	1920	17/437
Mrs. V.A. Harper	1909	18/53
J.Z. Johnson & Martha Blackstock	N/A	9/161

Inspection of 6153 Emory Street

This house sits on the corner of Geiger Street and Emory Street and was recently annexed into the City of Oxford. It is the first property as you enter into Oxford just north of interstate 20. Tax records also show that the house was built around 1910 and is currently valued at \$44,000.

The **site** of the house has a slight slope from the northwest corner to the southeast corner toward Emory Street and has a large oak tree along Emory Street. There is a variety of thick vegetation on the north and west borders of the property. The south border is Geiger Street and the east border is Emory Street.

A visual inspection of the exterior of the house reveals that the asphalt shingled **roof** is "sagging" in the front and rear of the building. Further inspection of the attic space discloses the trusses are not large enough to adequately support the roof properly.

The **outside walls** are covered with wood shingles in the front and under the gabled sides, with weather board siding on the bottom. The wood siding appears to be in fair condition. The entire outside of the building is painted a dark green.

There is a recessed full width **porch** that is in poor condition. It has many areas of rot and half of the damaged porch has been covered with a layer of plywood. Additionally, the porch is leaning away from the main structure.

The house sits on **brick piers** that are connected by a brick lattice. The brick lattice has been covered by a layer of plywood, probably for insulation purposes and to keep out small animals. The plywood is warped and falling away from the foundation in some places.

Originally built as a single family house, **the interior** is now arranged as a duplex with each side having a front and rear entry, living room, kitchen, one bedroom and one full bath. All of the floors are wood and in poor condition. There are 12 ft. ceilings all having significant water damage. The walls are sheetrock and plaster and have mold and mildew. There is a double sided fire place in the left side but the mantels have been removed. The unit on the right side also has a fireplace with a nice mantel still intact. There is no observable chimney. There are ceiling fans in each unit.

The windows appear to be mostly original sash windows but not in good condition. There are a couple of windows with antique looking glass.

Apparently, the left side was occupied but the right side was last used as a home for dogs. The Oxford maintenance department advised us that the house has been treated several times by an exterminator. However, the left side is probably still infested with fleas, ticks or lice. For this reason, we physically examined the left side and only observed the right side from the doorway.

It was our opinion that this structure is not a good subject for preservation.

Recommendations for Use

Because of its prominent location entering the city and with the completion of the purposed side walk and “pedestrian bridge” crossing Interstate 20 into Oxford, we recommend the creation of a “pocket park” at this location. The park would be a nice respite for pedestrians traveling into and out of the city by bike or on foot. Additionally, an attractive sign welcoming visitors to our city might be appropriate at this site.

Work Recommendations

We recommend the residence at 6153 Emory be demolished and the site be landscaped as a park that would include seating. We also recommend an appropriate sign be placed to welcome visitors to our city.

Historical Background and Context for 107 West Clark Street



The site at 107 West Clark Street is the home of the **“Yarbrough Oak”**. It was one of two trees in Georgia that owns itself (the other is in Athens). The white oak (*Quercus Alba*) was named **“Prince of the Forrest”** by the Reverend John Yarbrough, who began a tradition of devotion to the magnificent old oak. In 1929, the Commissioners of Oxford deeded the tree and the land it sits on to itself.

Retired Georgia Forestry Commission Chief Ranger Beryl Budd estimated from its growth rings in 2002, that the white oak took root as acorn around 1822 in what was then an old growth forest. It grew undisturbed for about 20 years before development sprung up around it that would create the heart of Oxford. By the 1870’s the oak’s canopy circumference was more than 350 feet. But increasing growth and traffic began compacting the soil around it. The Rev. Yarbrough (father-in-law of Atticus Haygood) and his family lived in a house beneath the oak and they began a long tradition of tending it. By 1929, the family passed the tree’s care to the town.

As the years passed, streets were paved, contaminants from a service station soaked increasingly compacted soil, and a fungal disease entered the oak’s aging vascular system. By 1985, when Beryl Budd began his work with Georgia Forestry Commission’s Newton/Rockdale Unit and started advising the city on its care of urban trees, the Yarbrough Oak had begun its decline. Sadly, acknowledging the tree’s inevitable demise, volunteers gathered about 10 gallons of the tree’s acorns in 1999. They were propagated at GFC’s Flint River Nursery and produced some 1100 usable

seedlings. The seedlings were planted in Oxford, Covington, Conyers and Charlie Elliot Wildlife Management Area.

On February 16, 2002, during the Oxford Arbor Day celebration, citizens gathered to wrap their arms around the tree's 18-foot circumference trunk and say good-bye. Some years later, Dr. Hoyt Oliver of Oxford College turned some sections of the massive trunk into "resurrection pieces", including mantles, a table, clocks, pens and bowls. These historic items, along with photographs, stories and memories, preserve the Yarbrough Oak's legacy to this day.



This location is also the site where former Emory College President and Bishop in the Methodist Episcopal Church, **Atticus Greene Haygood** resided on two occasions. Atticus Haygood was born in 1839 in Watkinsville, Georgia. In 1856, at the age of 16, he arrived at Emory College. He performed well enough in his matriculation exams to be placed with the sophomores. By all accounts Haygood was rather depressed by the place. Like many Methodists at the time, his parents would not consider sending their son to the secularizing, devil-ridden, state supported University of Georgia in Athens; nor would they send him to the established northern schools. At that time, Emory College had only an administration building, two Literary Societies Halls (Phi Gamma and Few) and two dormitories (East and West Hall) that accommodated ten students each. The rest of the 150 students boarded in homes throughout the town. Haygood lived at this location with the well-known Methodist preacher, **John Yarbrough** and later married his daughter with whom he had 8 children, four of whom lived to adulthood. He graduated Emory College in 1859. He was ordained in 1858. After graduation Haygood served as minister for several churches and served as a chaplain for the Confederate Army during the Civil War.

Atticus Haygood became Presiding Elder for the North Georgia Conference and served as Emory College president from 1875- 1884. He gained national prominence as a spokesman for the "New South" with his November 25, 1880, Thanksgiving Day sermon from the pulpit of the Oxford Methodist Episcopal Church (now known as The Old Church). In that sermon he promoted Christian tolerance and acceptance and urged

reconciliation with the northern states, courageously promoting renewal of both minds and hearts.

Haygood authored more than 13 books and gave most of his personal library to Emory College when Seney Hall was built.

In 1882, Haygood founded Paine Institute (now Paine College) as a cooperative endeavor between the Methodist Episcopal Church and the predominantly Afro-American Christian Methodist Episcopal Church. Later that year, he was elected Bishop but declined the position. He was elected Bishop again in 1890 and this time he accepted. He was assigned to California where he served until 1893. The Haygoods then moved back to Oxford to live in his in-laws house –the very same house he had moved to as a sophomore nearly four decades before (107 West Clark Street). Until his death in 1896, Haygood lived in a home located on the corner of Wesley Street and W. Clark Street. Haygood Hall, a dormitory on the Oxford campus is named in his honor.

Through a search of the Newton County Courthouse Registry of Deeds, the oldest deeds found thus far were dated January 1855 and another in June 1855. They record that John Yarbrough purchased lots 40 and 27 “adjoining the lot on which said Yarbrough now resides”, bordered on the north by Clark Street, on the west by Asbury Street, on the south by an unnamed street and on the east by Mrs. Smith and Osborn Roger’s lot. Based on the information in this report, we submit that he original house that John Yarbrough built was constructed between 1842 and 1854.

This house is in a prominent location in our city and has definite historic significance to the city and the Oxford College community.

Listed below are the owners of 107 West Clark Street as recorded in the Newton County Courthouse Registry of Deeds:

NAME	YEAR PURCHASED	BOOK/PAGE
City of Oxford	2017	3654/459
Lee B. Atchison	2005	2072/17
Robyn Atchison, Et. Al	1996	637/361
Lee & Robyn Atchison	1990	363/127
Roger & Beverly King	1990	273/274, 272-627-9
Odell Crawford	1986	26/75
Pearl, Paul, & Martha Griffies	1932	16/496, 272/626-9, 221/343-4
Susie, Winnie, & Horace Sandiford/Saudiford	N/A	17/170
John Yarbrough	1855	X/353-4

Inspection of 107 West Clark Street

This property sits directly across from Oxford City Hall and historically was the home of the "Yarborough Oak". Most recently it is referred to as the "Atchison House". Newton County tax records show that this single family Georgian Cottage sits on 0.68 acres and has 2282 square feet of heated floor space. Newton County Courthouse Registry of Deeds shows evidence that the original house was probably built around 1854. Since that time several additions have been made, the latest being the 3 car garage which was added around 1990. Tax records have the current value of the house at \$108,000.

The **site** is a nice flat lot bounded on all sides except the front with a variety of vegetation and trees. The front is modestly landscaped with grass, flowers, and a small brick walkway leading to the front door. The backyard is a large area with a back fence along the tree line and several trees in between. The fence is in need of repair. It is a nice looking area.

A visual inspection of the house from the exterior reveals an asymmetric metal **roof** that is obviously not all original because there are at least two types of metals present, one looks finished and the other looks rusty. There also appears to have been some repairs to the roof and flashing around the two chimneys. There is rot on the fascia and soffit areas around the older structure and garage addition of the house. Further inspection from the attic reveals lots of "daylight" through the roof. There are two stucco masonry chimneys.

The **exterior walls** are covered by "Hardie" boards that are mostly in good shape. There are signs that the house has been recently treated for termites.

The **front porch** has tongue and groove wood ceiling and a concrete floor. The wood ceiling is probably original with some minor water damage and rot but is restorable. The windows are double sash windows that are mostly original with hinges on the outside frame for shutters. The only shutters present are on the front and for some reason they are installed upside down. There are a couple of exceptions to these period windows in the original building and all are in good condition. The railings on the porch show signs of rot but are restorable.

The **foundation** looks to be a concrete foundation with 10 X 4 beams. There is some rot but overall we thought it was in good condition.

There was a **wood deck** on the rear of the house that was removed recently because of its poor condition. There is also a screen porch with a concrete floor on the rear that was not a part of the original structure. It is in excellent condition.

There is a single wood door front entry into a central hallway and large front room. There are two rooms on each side of the hallway and 12 ft. ceilings in each room. Most of the flooring is wood. What little carpet there was in the house has been removed because of mold. The wood floors are good overall but there are several areas that need restoration, especially at thresholds. The ceilings are wood and they have minor water damage. Some of the walls are wood and some are sheetrock. The walls and ceiling have heavy coats of paint.

There are two double fireplaces and a single fire place with original simple mantle.

At the end of the hallway, there is a small bathroom with an antique claw-foot tub. There is a larger bathroom in another room with a sunken tub, shower and bidet.

There is a large room over the three car **garage** with a full bathroom, wet bar and large storage areas. This room has wood floors and everything is in good condition. The actual garage area is unfinished and the garage doors are in poor condition. One of the three garage bays has been partitioned off and a separate room was made, probably for storage and a connection into the original structure. It reeks of mold and mildew. This room leads to the stairs to enter the room above the garage and it leads to the main house.

It is our opinion that this structure should be restored because of its history as it relates to Methodist Bishop and past president of Emory College, Atticus Haygood. It was also home to the “Yarborough Oak”.

Recommendations for Use

We recommend that the residence located at 107 W Clark Street (the Yarbrough House) be used as a multi-purpose facility that might include the following elements:

- **Welcome Center** – A place where visitors can find information about Oxford. The city may use this space to promote its trail system and parks, history, and future projects.
- **Oxford History Museum** – As part of the welcome center, the city can showcase its rich history with a few exhibits scattered throughout the residence. The city may partner with the Oxford Historical Society and Oxford College to plan and carry out this project.
- **Community Center** – In addition to the welcome center, the residence may function as a community center wherein various community, civic, and religious groups may reserve a room to conduct meetings, activities, and classes.
- **Coffee Shop** – The city may lease a portion of the residence to a local coffee shop/bakery. The lease will provide some future revenues to aid in maintaining the property, as well as create a natural tie to the city's future town center development.

Work Recommendations

We recommend preservation and rehabilitation of the residence at 107 Clark Street, Oxford, Georgia for reuse as recommended by this committee by way of maintenance and repair of the existing structure and materials where possible, and retention of the properties' form as it has evolved over time. Furthermore, we recommend that the process of developing work recommendations minimizes the loss of character defining features of the period while taking into account applicable laws, regulations, codes and functional requirements with specific attention given to life safety, fire protection, and energy conservation, abatement of hazardous materials and accessibility for persons with disabilities. If implementation of the recommended task is not eminent because of budgetary or other factors, immediate attention should be given to the roof in order to protect the residence from further deterioration from water

Lastly, we recommend that before any work is initiated that this building undergo a thorough inspection by a certified housing inspector, and that any work implemented be performed by someone with skill and expertise in historic preservation. We should also seek out someone who might also assist us in pursuing grants and alternative funding to complete the project.

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Oxford Historical Society, www.oxfordhistoricalsociety.org/atticus-haygood.html

Thanks to:

Burke Walker, Director of Planning and Government Services, Northeast Georgia Regional Commission

Jordan Shoemaker, Project Specialist, Northeast Georgia Regional Commission

Erik Oliver, Local Historian

Matthew Pepper, Assistant City Manager, Oxford, Georgia

**TOWARD REALIZATION OF A
MULTI-PURPOSE WELCOME CENTER
IN OXFORD, GEORGIA**

**with Ideas and Recommendations for
Preservation, Development, and Funding**

January 31, 2018

Erik Blackburn Oliver
Historian, Grantwriter, and Designer

INTRODUCTION

The city of Oxford appointed a Historic Preservation Committee on July 10, 2017, to assess the historic significance of two, recently-acquired properties and to suggest possible uses for the properties. The Committee completed its work and submitted a report in November, 2017, recommending demolition of 6153 Emory Street but rehabilitation and development of 107 W. Clark Street, also known as the "Yarbrough House," into a welcome center with space for museum display, group gatherings, and a coffee/tea shop.

The Committee further recommended a thorough inspection by a certified housing inspector and to move forward immediately with roof repair/replacement. The Committee advised that any rehabilitation and construction work should be done by/with someone with skill and expertise in historic preservation, and that the City should engage someone who "might assist...in pursuing grants and alternative funding to complete the project."

On November 20, 2017, the City entered into an agreement with me to "conduct appropriate research to identify grants available for preservation of historic properties located in the city of Oxford. Specific attention will be given to the property located at 107 W. Clark Street, Oxford." Further conversations with Mayor Roseberry clarified the need for more specific site and use recommendations based upon the Committee's report (how each use might be realized, which parts of the house to preserve or remove, etc.). Ideally, he would like to have the facility completed and open to the public by the end of 2019.

SITE FAMILIARIZATION AND VALIDATION

As a lifelong resident of Oxford, I have been familiar with the Yarbrough House and its successive owners for decades. However, it was not until conducting research for my Oxford books that I came to learn more about the Yarbrough family, their relationship to Atticus Haygood, and Haygood's relationship to the Yarbrough home as a student boarder, son-in-law, and finally aging bishop/president emeritus, and also about the connection of the Oxford Women's Club to the Yarbrough Oak's designation of self-ownership.

I have been in the Yarbrough House on three occasions since November, measuring and drawing the floorplan, taking photos, and assessing the condition of each room to familiarize myself with the site, to get a better sense of how the site might best fit with the Committee's recommendations, and what the funding needs might be. Having done so, I concur completely with the Committee that the Yarbrough House is uniquely suited to become Oxford's multipurpose welcome center.

Consider that Oxford College of Emory University is, almost wholly, a residential campus today. Each Fall, roughly five-hundred new students arrive from all over the United States and numerous countries, unload their belongings, and move into assigned dormitory rooms. Campus Life and Residence Life staff and members of the sophomore class welcome the new students and their parents with great celebration. Their first introduction to Oxford is on campus.

In contrast, imagine an Emory student of the 19th century disembarking at the Covington train depot and taking a carriage (later mule trolley) to Oxford for the first time, or arriving by horseback or wagon from a regional township. He likely would have been welcomed at the station or at the front door by a member of an Oxford family that was to be his host, for Emory students of the 19th Century boarded in the *homes of Oxford families*, not dormitories. One can imagine that,

upon arrival, his introduction to Oxford was in a front parlor, and that he would then settle into his room and begin to integrate into the family's schedule of meals and prayer in addition to his classes. Thus it is particularly appropriate and wonderful that the City has acquired a *historic home* to be its welcome center, and not just any home, but the home where our most oft-quoted and perhaps most celebrated historical figure, Atticus Haygood, boarded as a student and became a family member.

There are other reasons why the site is so well-suited for a welcome center. For example, it is nearly as old as the town, with estimated construction in the early 1850s, the same period in which the oldest campus buildings still standing were built, Phi Gamma Hall and Few Hall. Fewer than ten years before its construction, the Methodist Church had split, triggered by the issue of clergy owning slaves, most notably Oxford's Bishop James Andrew. Fewer than ten years later, the Civil War began. Rev. John Yarbrough was presiding elder for the Oxford Methodist Church (Old Church) from 1859-1862, pastor from 1863-65, and also pastor to the enslaved population here in 1865. It was in the autumn of 1865 that the Emory campus became a field hospital during the Battle of Atlanta.

The *location* of the Yarbrough House is ideal for a welcome center, as the house is visible from Highway 81 and directly across from City Hall. It is in the very heart of the planned town center district and within 200 yards of at least seven historic sites. The proximate pairing of City Hall and the Yarbrough House, facing each other, makes a pleasing and subtle statement about Oxford's commitment, in Haygood's words, to "stand by what is good and make it better if we can." The handsome modernity of City Hall pays architectural homage in building material (brick) and style to the insitutional grandeur of Seney Hall, the iconic clock tower and administration building on campus erected by President Haygood. City Hall is a 21st Century institutional building ("made better" than previous city halls) that fits aesthetically with Oxford's rich history (architectural complementarity "stood by"). In counterbalance, The Yarbrough House is modest and simple and represents home, family, neighbors, community, history, and heritage. It is a historic residence being preserved ("stood by") and repurposed for modern needs ("made better").

The Yarbrough House has the potential to be a vibrant, multipurpose gathering place. Ideally, it will be a place that people visit repeatedly and frequently, including citizens, students, faculty, staff, and visitors. Diversification of use will help ensure that. The house has ample space in which to erect both permanent and periodic displays to tell the story of Oxford—its past, current projects, and future plans.

ASSESSMENT OF BUILDINGS

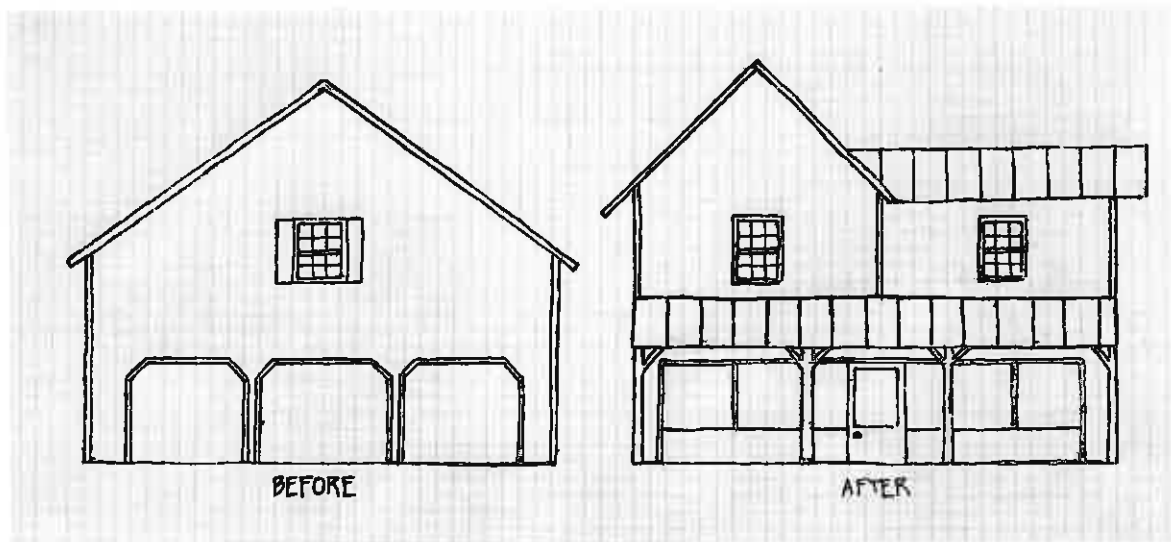
The following section of this report contains ideas from my reflections as a historian and designer and my assessment of the buildings' conditions, relationship to each other, uses identified by the Historic Preservation Committee, and my thirteen years of town center planning for Oxford.



What To Do With The Garage

In its present form, the three-car garage is aesthetically at odds with the historic home. It *diminishes the architectural charm of the house* (See image above). Furthermore, the garage lacks proper sheathing and moisture barrier under its siding. It has rotting fascia/soffit on the east side. Its roof is rusted. However, the frame and concrete slab appear solid. In other words, it needs significant work, but the "bones" are good.

The front facade and roofline could be modified considerably to fix the massing problem and architectural incongruity, as could resheathing the exterior (necessary) in a different material and color than the house. In the sketch below, the second floor is modified, a front porch added, and garage doors replaced with plate glass/wall and central door. This makes the structure look more like a 19th-early 20th Century store. A simpler option would be to keep the roofline but add the porch/plate glass windows and change the roof materials and siding color.

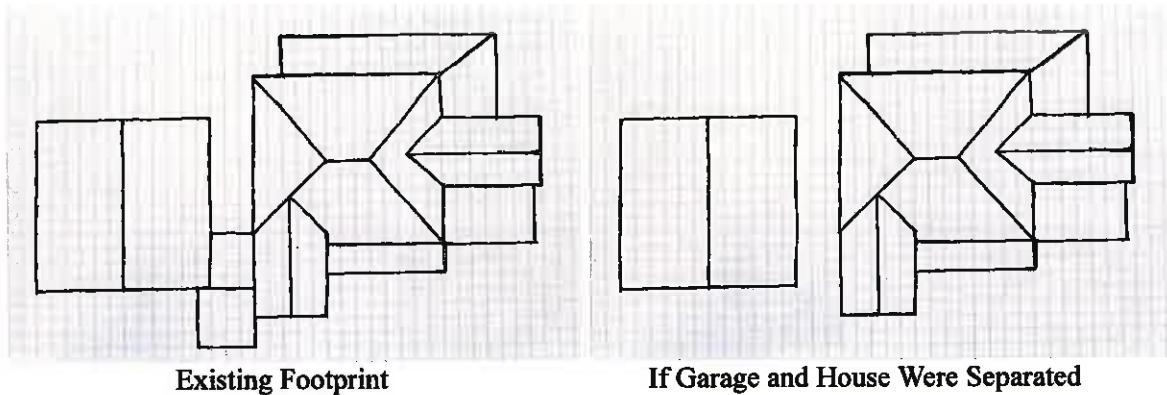


The garage offers opportunities. The open floor plan and concrete slab make this space *more suitable than the house for any kind of coffee/tea house or cafe, and no one room in the house is sufficient for larger group gatherings*. It would be easier to add a sprinkling system to the garage, if required by code for a potential commercial use, whereas it would not be easy or desirable to add the same to the house. The small breezeway connecting the house and garage could be fit with doors and locks to isolate the spaces from each other as needed (e.g. when the welcome center is closed but the coffee/tea house/cafe is not). The City might remove the breezeway entirely and rent the refurbished garage for a commercial enterprise (including upstairs apartment for live/work or AirBnB—much like Rock Store).

Another option is to remove the garage, perhaps leaving the concrete slab for parking and landscaping around it. If the garage is removed, there is also an opportunity to run an alley along the east property line. Parking will be necessary, preferably tucked away as with City Hall.

Recommendation: The Historic Preservation Committee recommended community center and coffee shop as uses for the site and "retention of the property's form as it has evolved over time." The garage's concrete floor and open floor plan downstairs (approximately 900 square feet if third bay partition is removed) will accommodate group gatherings and any food or beverage operation much better than the wood-floored house. Owners have built additions on practically every historic

home in Oxford. Homes grew as space needs changed. Some additions work well, others not so well. I recommend that the garage be kept but, in the process of replacing the siding and roofing, the city change its exterior appearance to better distinguish it from the house. I might remove the connector and rear screened porch to functionally and visibly separate the two buildings, but that's not critical.



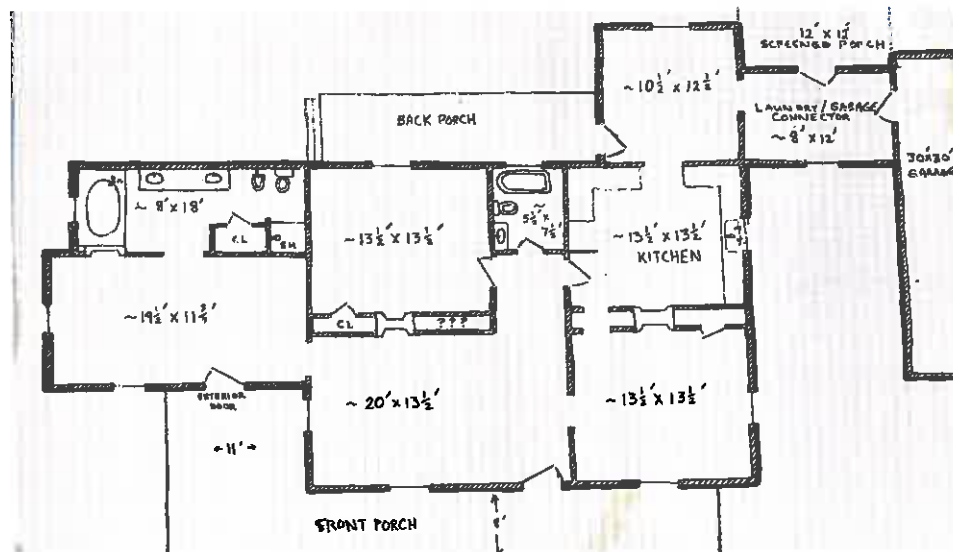
Existing Footprint

If Garage and House Were Separated

The House

The original floorplan appears to have been four equally sized rooms with a central hallway open to the front parlor, back to back fireplaces serving each pair of rooms, and front and rear porches. The front addition on the eastern side of the house and southern addition are quite old, probably added very early on as rooms for students or itinerate ministers.

The King family (owners prior to the Atchisons) added the garage, connector, screened porch in the 1990s and undertook significant renovation of the house. In recent years, Mr. Atchison replaced the wood siding with cementitious siding, repainted, and began but did not finish reroofing.



Recommendations: The Historic Preservation Committee pointed out that the interior of the house is in good condition for the most part and recommended a thorough, professional house inspection. Pending the results of that inspection, my initial recommendations from both a historical and modern use perspective would be to:

Internally:

- Restore the kitchen to the bedroom that it likely was. The room would serve the welcome center better for display/meeting space than a kitchen, and the kitchen is not in good repair.



- Convert the master bathroom into two ADA-accessible bathrooms (one to the left and the other to the right of a small, central hallway). Remove whirlpool tub, vanity, bidet, shower, and closet. Redesign. Alternatively, divide the space, but use one half for a single ADA-accessible bathroom, and the other half for a storage room.



- Remove old wallpaper throughout the house and patch walls. Identify 2-3 Oxford residents with a gift for interior design to research 19th Century interior styles of the Southeast and choose finishes accordingly.
- (Perhaps) Remove the connector to the garage and the screen porch. Reinstall external door and steps.
- At some point, one of the more recent owners knocked out the bricks between back-to-back fireplaces. Recommend having a mason replace those bricks.
- Expose and refinish original floors in rear extension.

Externally:

- Replace roofs on both structures, preferably with something period or that looks period. As mentioned earlier, consider different roof materials/colors for the house and garage respectively.
- The hardiplank used on the house and garage is not the best product available of its kind, but I don't know that it's desirable from a cost perspective to reinstall wood siding, unless the new siding was installed incorrectly on the house as on the garage.
- Repaint exterior compatible to the color palette of nearest homes and businesses (pastel greens, yellows, grays, blues, white)--something cheerful and welcoming.
- Repair, repaint, and rehang shutters.
- Pressure wash, stain, and seal front concrete porch.
- Deck back porch and install railing/stairs.

LANDSCAPE

The large backyard of the 107 W. Clark Street parcel provides much more flexibility for planning Oxford's town center. All planning charrettes and designs since 2005 have been limited to a north/south orientation using the "green space" once occupied by the gas station and repair shop. Now the city has the ability to also think in terms of east/west with more traffic flow/parking options. While long term town center planning continues, parking and landscaping for the welcome center must be addressed during the project period.



Planning Area Before



Planning Area Now

Recommendations:

- So that the city might see and consider the whole of its town center holdings, remove the chainlink fence and thicket of mulberry (?) and leland cypruses. Continue to maintain all as an expanded green for now.
- Consider shielding home(s) to the west (e.g. Burnett) by erecting a brick privacy wall along the western property line of 107 W. Clark Street, identical to the one erected behind city hall. This would also help to define the town center area.
- Develop a parking and landscape plan for the welcome center this Spring – image will be useful/necessary in fundraising.
- Include a portion of the backyard in the landscape plan to develop into a small garden for outdoor programs/receptions.

FUNDING STRATEGIES

In the late 1990s, the Oxford Historical Society undertook a large fundraising campaign to restore Old Church. The campaign was a great success, leaving the Society with more than \$100,000 beyond the project goal. The Society invested those funds and subsequently has been able to draw upon the interest to make additional, periodic repairs and improvements without diminishing the corpus drastically.

The campaign succeeded so well because it captured the hearts of many people with a personal association to Old Church, because it drew in partner institutions like Emory University and the United Methodist Church with direct and rich historical connections (which gave entree to solicit from large donors like the Woodruff Foundation), and because there was a dedicated team of community members (the Society) led by very much esteemed and widely known elder campaign chairs (Dean Emeritus Dr. Bond Fleming, assisted heavily by his wife, Mary Louise, and Society Treasurer Marshall Elizer). According to the memory of some Society members who were involved in the campaign, there very little funding from federal or state resources, if any.

Successful historic preservation fundraising campaigns are strategic, crafted to identify and encourage participation from potential donors who have a particular connection to the site (or purpose) for which funds are being raised. People/institutions interested in the Yarbrough House renovation/welcome center might include: any current or past resident or family of Oxford (including descendants of Yarbrough/Haygood families), Oxford College alumni, Oxford College/Emory University, the Oxford Historical Society, the Newton County Historical Society, the United Methodist Church, etc.

The project should have an illustrated narrative that sets context, tells a story, and speaks to specific needs. Whenever possible, divide the campaign into a variety of funding opportunities and amounts, and look for ways to acknowledge contributors in a permanent display (e.g. donor board).

The Yarbrough House renovation/welcome center project will be much smaller in scope than The Old Church. My sense is that it will have similar appeal to donors, particularly numerous individual donors and families able to give in the range of \$250-\$500. Just locally, we should be able to find a few individual donors and families who would contribute \$1,000-\$5,000, and local institutions, businesses, foundations, and family foundations that would give \$5,000-\$10,000. For example, Newton Trails raised over \$175,000 in *local funds only* to build all but the newest section of the trail in Oxford. People respond and give more readily when the project serves the public, as the trails do and the welcome center will.

There are very few state and federal grant programs that would be applicable to our project, particularly given the short project period (target completion by the end of 2019). Most of the ones that carry large awards are reserved for sites of greater historical significance. There are smaller grants for program development/support to which we might apply after renovation is complete. Federal and state grant programs typically have specific application deadlines (annually), review time before announcement of awards (3-6 months), and often require a considerable amount of administrative oversight and documentation. My sense is that the city does not want to wait a year or more to commence work while waiting to hear back on a federal or state grant award for construction/renovation, but that it might be valuable to apply for program support funds to develop the museum displays/materials.

The city has sufficient funds in hand the council might allocate in the next budget cycle to move forward with roof repair/replacement on the house and proceed with what the council chooses

to do with the garage (repair, redesign, or remove). Likewise, it can allocate enough to develop a more thorough fundraising campaign strategy, project narrative, potential donor list, and to make initial requests.

Once the Council has agreed upon a more precise project scope and had the house and garage inspected by a professional (as recommended by the Historic Preservation Committee), it will be possible to develop a project budget and campaign goal. If the Council wishes to move forward more quickly, it can approximate need, set a reasonable fundraising goal for the project period, and count its expenses as matching funds.

I recommend a campaign of no more than \$125,000--\$150,000 initially, including the city's expenses (but not purchase of the property). Furthermore, my sense is that the campaign will be more successful if the City begins with the Oxford Historical Society as its nonprofit, contributing partner. There will be grant opportunities available only to governments, and others only available to nonprofits. The precedent is Old Church – a City/Society partnership. The Yarbrough House is the second historic property owned by the City. I believe I remember correctly that the Society's charter indicates a mission scope beyond Old Church. It would be good if the campaign launched with seed contributions from both the City and the Society. **A significant contribution from the Society would require a vote by its full membership. The Society traditionally has its annual business meeting in February.**

Recommendations:

- Present project (Mayor Roseberry) at upcoming Oxford Historical Society annual meeting in February and ask the membership of the Society to contribute a portion of its money as an inaugural partner.
- Engage someone to manage the project, starting with developing a fundraising strategy, fundraising materials, and leading a project fundraising team.
- Instead of appointing a committee to oversee the project, engage community members/citizens to be involved in various parts of the project according to their skills and interest (e.g. fundraising, interior design planning and implementation, landscape planning and implementation, museum display planning and curation, etc.), i.e. a team-by-team approach rather than general committee.

SAMPLE of POTENTIAL FEDERAL, STATE, and FOUNDATION GRANT PROGRAMS

[Note: In most cases, narrative is taken directly from websites.]

Georgia Department of Natural Resources/Historic Preservation Division/Tax Incentives and Grants <http://georgiashpo.org>

- **Georgia Heritage Grant Program** - Offers matching funds on a statewide competitive basis to local governments and nonprofit organizations (except for churches and other religious organizations) for the preservation of Georgia Register and National Register-eligible historic properties. The program provides matching grants for development and predevelopment projects. Development projects may include bricks and mortar activities, such as roof, window and foundation repair, or brick repointing. Predevelopment projects may include construction documents, feasibility studies, historic structure reports, or preservation plans.
http://georgiashpo.org/sites/default/files/hpd/pdf/financial_and_technical_assistance/GeorgiaHeritageGrant.pdf

- **Historic Preservation Fund Grant** - Provides pass-through grant funding to Certified Local Governments. Eligible survey and planning activities include surveys, National Register nominations, design guidelines, brochures, web site development, heritage education materials, workshops/conferences, etc. Eligible predevelopment projects include activities such as historic structure reports, preservation plans, or architectural drawings and specifications. <http://georgiashpo.org/hpfgrants>

The Historic Preservation Fund (HPF) Grant program is appropriated annually from Congress through the National Park Service to the states. HPD reserves 10 percent of each year's appropriation for grants to Certified Local Governments (CLGs). The 60/40 matching grants enable cities, towns, and rural areas to undertake projects that aid in the preservation of historic properties.

[Note: Oxford is not listed as a CLG for Historic Preservation as we do not have historic preservation ordinances (and opted against such last time we did a development ordinance overall.)]

Approximately 10-12 grants are awarded annually, depending on the amount of the Historic Preservation Fund allocation. Grant amounts generally range from \$1,000 to \$15,000.

[Note: This is a relatively low amount that might not make competition worth it until we are ready to create the museum and programs]

Applications must be postmarked on or before **February 1, 2018**. Grant awards will be announced in April 2018. Projects may begin in May 2018 and must be completed by September 30, 2019.

[Note: I made multiple attempts to contact the grant program manager, Allison Asbrock, in recent weeks with no response. The deadline for this year's application period has just passed. It's not clear if we would be eligible yet. Allison Asbrock: 770-389-7868 or at allison.asbrock@dnr.ga.gov.]

National Park Service: Save America's Treasures Grant Program

<https://www.nps.gov/preservation-grants/sat/index.html>

Save America's Treasures grants from the Historic Preservation Fund provide preservation assistance to nationally significant historic properties. Grants are awarded through a competitive process and require a dollar-for-dollar, non-federal match, which can be cash or documented in-kind. The grants are administered by the National Park Service (NPS) in partnership with the National Endowment for the Arts (NEA), the National Endowment for the Humanities (NEH), and the Institute of Museum and Library Services (IMLS).

[Note: Contacted the program administrator, and our project really doesn't meet the minimum requirement of being a "nationally significant historic property." This is the ONLY funded federal-direct historic preservation grant program right now, and it was only recently funded again – no funding since 2010.]

National Endowment for the Humanities Challenge Grants

www.neh.gov/grants/guidelines/challenge.html

Challenge grants help institutions and organizations secure long-term support for, and improvements in, their humanities programs and resources. Funds can be used to create endowments for maintenance of facilities. In special circumstances, challenge grants can help with limited direct costs, including construction and renovation of facilities and conservation of collections.

National Endowment for the Humanities: We the People: Interpreting America's Historic Places Grants

www.neh.gov/grants/guidelines/IAHP_Planning.html

www.neh.gov/grants/guidelines/IAHP_Implementation.html

Interpreting America's Historic Places projects may interpret a single historic site or house, a series of sites, an entire neighborhood, a town or community, or a larger geographical region.

Georgia Humanities Council

The Georgia Humanities Council awards grants for cultural programs that bring together and strengthen communities through dialogue and shared experience. Georgia Humanities supports the efforts of nonprofit organizations seeking to foster connections between people and ideas. Through a competitive process, we award grants to such cultural, civic, and educational entities as **museums, libraries, universities, and historical societies** for a range of projects, including **walking tours, exhibitions, author talks, lecture series, and literary festivals**.

Nonprofit organizations with 501 (c)-3 status are encouraged to apply for grants of **up to \$2,000** for humanities programs. Programs must involve at least one humanities scholar, bring the public together for discussion and exchange, and be free and open to the public.

Georgia Humanities offers two application cycles a year, one in the fall and one in the spring. Applications for the fall cycle must be postmarked by September 30, and applications for the spring cycle must be postmarked by March 30.

The next grant deadline is March 30, 2018. Final applications must be postmarked March 30, 2018.

[Note: City not eligible, but Oxford Historical Society is. Very small grant award, but could be helpful once welcome center/museum are established. Perhaps for inaugural event/talk or displays.]

SAMPLE OF GEORGIA FOUNDATIONS

I have been told that the recession of 2008-2009 greatly diminished the Newton-based Arnold Fund, and that the Fund has not awarded grants at large since. I do not believe the Porter Fund has ever made a grant to Oxford, so it might be worthwhile to approach them. Some local families have funds available through the Community Foundation of Greater Atlanta. The following are a sampling of other foundations that make grants available for historic preservation in Georgia:

Adler Family Foundation: The Foundation, founded in 2001, will make contributions to various non-profit organizations which focus on humanities, education, and preservation. For more information, contact the Foundation at 427 Bull Street, Savannah, Georgia 31401.

Exposition Foundation, Inc.: The Foundation's primary areas of interest include the fine arts and higher/ secondary education, as well as support for social services, housing, and health. Historic preservation and historical societies are listed in the Foundation's fields of interest. Giving is limited to organizations in Atlanta, Georgia. For more information, contact the Foundation at PO Box 421099, Atlanta, Georgia 30342.

James J. and Angela Harris Foundation: Grants are awarded to eligible Georgia and North Carolina nonprofits and proposals in all topic areas will be considered. The Foundation supports annual and capital campaigns, building construction/renovation, challenge/matching grants, general operating support, program development, and scholarship funds. There are no application deadlines or forms. Letters of inquiry are due in April and October to PO Box 220427, Charlotte, North Carolina, 28222.

The Synovus Foundation: Formerly C B& T Charitable Trust, the Synovus Trust Company gives primarily in the Columbus, Georgia, area, with an emphasis on youth agencies and higher and early childhood education, museums and the arts, **historic preservation**, health associations, and community development. For more information, call 706-327-3303 or write to The Synovus Foundation, P.O. Box 23024, Columbus, GA. 31902.

[Note: Long shot given focus on Columbus, but Oxford might catch their attention because Edward Lloyd Thomas was the surveyor for both Columbus and Oxford.]

The Telford Family Foundation, Inc.: Located in Georgia and gives grants primarily within the state. The foundation's fields of interest include **historic preservation/historical societies**; human services; protestant agencies & churches. For more information, please contact 706-886-9761 or write to The Telford Family Foundation, 245 W Doyle Street, Toccoa, GA 30577-2311.

Robert W. Woodruff Foundation, Inc.: This is a private foundation with a broad charter to support charitable, scientific and educational activities. Grants generally are limited to tax-exempt public charities located and operating in Georgia. Traditionally, preference has been given to one-time capital projects and to other extraordinary needs of well-established public charities. For more information, call 404-522-6755 or visit woodruff.org/grants-program.

[Note: The Woodruff Foundation has given generously to Oxford College over several decades and most recently provided the majority of the funds for the new science building. They were a major funder of the Old Church restoration project. Given the relatively small scale of our project, it's worth asking them.]

Wormsloe Foundation, Inc.: Established in 1951, this foundation gives primarily in the state of Georgia for projects involving the preservation and study of agriculture, horticulture, forestry, and **historical sites and documents**. For more information, send an initial letter of approach to P.O. Box 8346, Savannah, GA 31412.



Budget Calendar for FY2019

Friday, January 19, 2018	Budget forms distributed to department heads
Friday, February 9, 2018	Department budget requests submitted to City Manager
Monday, March 19, 2018	Council work session on budget to review preliminary budget. Remind Council to begin discussion on millage rate. Discuss budget requests and revenue estimates.
Friday, April 20, 2018	Combined advertisement appears in <i>Covington News</i> for presentation to council, public hearing, and adoption. (At least a week must intervene between the ad & public hearing.)
Monday, May 7, 2018	Draft budget presented at regular city council meeting -7:00 PM. Meeting will include work session on budget (if necessary).
Monday, May 21, 2018	Work session and Public Hearing-6:00 PM (At least a week must intervene between the public hearing and budget adoption.) Remind Council about adopting the millage rate.
Monday, June 4, 2018	Adopt Budget-7:00 PM (Decision point if millage is to be raised.)
Monday, July 2, 2018	Receive Tax Digest from County Tax Commissioner. Note: If Council does not increase millage or adopts the rollback rate, we will have the advertisement of 5 Year History ready for publication.
Friday, July 6, 2018	5 Year History Ad with notice of Public Hearing published.
Monday, July 16, 2018	Hold Public Hearing for Council to adopt millage rate.
Wednesday, July 18, 2018	Tear sheet and PT38 to Tax Commissioner.
Monday, July 24, 2018	Tax Commissioner delivers report to State.

Notice: If the millage rate is increased above the rollback rate, law requires (3) three public hearings and advertising seven days apart from each other prior to final adoption.

**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**

CITY OF OXFORD

RESOLUTION

TO ADOPT AN ANNUAL BALANCED BUDGET IN ACCORDANCE WITH CHAPTER 81, TITLE 36 OF THE OFFICIAL CODE OF GEORGIA ANNOTATED

WHEREAS, the City of Oxford, Georgia, hereinafter referred to as the ("City") pursuant to O.C.G.A. Chapter 81, Title 36 is required to adopt a balanced budget where the sum of estimated net revenues and appropriated fund balances is equal to appropriations; and;

WHEREAS, the City published a public notice setting a Public Hearing date in the local newspaper; and the City conducted a Public Hearing at least one (1) week prior to adoption of the proposed operating budget.

NOW THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF OXFORD

1. That the Fiscal Year 2019 (July 2018 – June 2019) Operating Budget and the Fiscal Year 2019 Capital Budget (July 2018 – June 2023) are adopted this date.
2. That the full time positions funded by this budget shall be limited to:
 - a. CITY COUNCIL – Mayor (1), Councilmember (6)
 - b. GENERAL GOVERNMENT – City Manager (1), City Clerk (1), Deputy City Clerk (1), Associate Clerk/Court Clerk (1), Associate Clerk (2)
 - c. POLICE DEPARTMENT – Police Chief (1), Sargent (1), Officer (1)
 - d. STREET DEPARTMENT –Groundskeeper (1)
 - e. SANTITATION DEPARTMENT – Equipment Operator I/Recycle and Refuse Collection Worker (1)
 - f. WATER AND SEWER DEPARTMENT – Public Works and Utility Maintenance Worker I (1), Equipment Operator I/Meter Reader (1)
 - g. ELECTRIC DEPARTMENT – Supervisor of Utilities and Maintenance (1), Public Works and Utility Maintenance Worker II (1)

3. That no funds appropriated in a contingency account may be spent from that account. Funds in a contingency account must be transferred to another expenditure account before these funds may be expended. Such transfer shall be approved in advance by City Council.

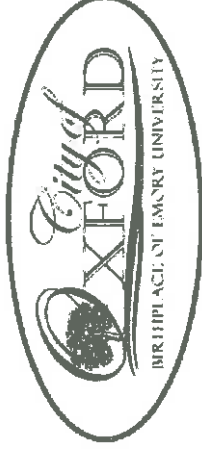
ADOPTED THIS MONDAY, JUNE 4, 2018.

BY:

Jerry D. Roseberry, Mayor

ATTEST:

Lauran S. Willis, City Clerk



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

ANNUAL BUDGET

CITY OF OXFORD

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	
8 100-0000-311790-000	Gas Franchise Tax	11,873	7,000	12,026	14,431	12,000	
9 100-0000-311790-000	TV Cable Franchise Tax	28,531	22,000	21,323	25,587	28,000	
10 100-0000-311790-000	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.
12 100-0000-316300-000	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	
16 100-0000-355800-000	Intergovernmental Revenues	23,870	25,000	25,000	25,000	25,000	LMIG from GDOT
17 100-0000-341400-000	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	
20 100-0000-349300-000	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	
23 100-0000-361000-000	Rents and Royalties	5,450	1,500	550	1,500	1,500	
24 100-0000-361001-000	Lease Agreement Income	30,000	30,000	30,000	30,000	30,000	Whatcoat Building
25 100-0000-361002-000	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	

ANNUAL BUDGET

CITY OF OXFORD

Acct Number	Description	FY2017 Actual	FY2018 Budget	Thru April	FY 2018 Estimate	FY2019 Recommend	Comments
GENERAL FUND - EXPENDITURES							
CITY COUNCIL							
1 100.1100.511100.000	Regular Employees	34,800	34,800	27,400	32,880	34,800	
2 100.1100.512200.000	Social Security (FICA)	2,662	2,663	2,096	2,515	2,663	
3 100.1100.523100.000	Liability Insurance	11,000	12,000	12,000	12,000	12,000	annual bill in April.
4 100.1100.525600.000	Education & Training	2,200	2,500	2,368	2,842	3,000	New Councilmember
5 100.1400.511100.000	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							
1 100.1500.5111000.000	Regular Employees	219,381	200,544	165,140	198,168	230,845	Includes 6 employees in FY2019.
2 100.1500.5115000.000	Overtime	2,609	5,000	4,023	4,828	5,000	
3 100.1500.5121000.000	Group Insurance	35,147	56,430	38,729	46,474	70,452	
4 100.1500.5122000.000	Social Security (FICA)	17,081	15,724	12,988	15,586	18,042	
5 100.1500.5124000.000	Retirement Plan Expense	32,117	31,213	25,801	30,961	31,560	
6 100.1500.5124500.000	Retirement Cont. (DC) 401	8,019	5,925	3,123	6,000	7,141	
7 100.1500.5127000.000	Workers' Comp Insurance	850	1,000	830	996	1,000	
8 100.1500.5129000.000	Unemployment Payments	0	2,000	0	0	2,000	
9 100.1500.5212000.000	Professional	83,363	104,000	67,498	80,998	110,000	City Attorney, CPA firm, audit services, Tax Assessor's Office.
10 100.1500.5212000.001	Code Enforcement Services					5,000	Contract with Bureau Veritas.
11 100.1500.5212002.000	Fire Services - Newton County	19,511	20,000	21,570	21,570	22,000	one bill per year.
12 100.1500.5213000.000	Technical Purchased Service	38,584	38,000	36,878	38,500	40,700	
13 100.1500.5222000.000	Repairs & Maintenance	23,378	30,000	20,403	24,483	30,000	
14 100.1500.5222000.001	Whatcoat Building maintenance	3,250	5,000	0	0	5,000	
15 100.1500.5222000.002	YH Welcome Center					100,000	Welcome Center operations costs.
16 100.1500.5231000.000	Liability Insurance	13,026	15,000	15,000	15,000	10,000	annual bill in April.
17 100.1500.5232000.000	Telephone - Postage	20,770	24,000	18,834	22,600	24,000	
18 100.1500.5233000.000	Advertising & Promotions	6,218	7,000	5,010	6,012	7,000	
19 100.1500.5233200.000	July 4th parade expenses	4,936	6,000	2,494	2,993	6,000	
20 100.1500.5236000.000	Dues & Fees	9,512	9,000	7,139	8,567	9,000	
21 100.1500.5237000.000	Education & Training	6,353	8,000	6,317	7,580	8,000	
22 100.1500.5311000.000	Supplies & Materials	21,390	18,000	15,469	18,562	18,000	
23 100.1500.5312000.000	Energy - Utilities	13,467	15,000	14,427	17,313	15,000	
24 100.1500.5316000.000	Small Equipment Under \$5,000	3,112	5,000	3,340	4,009	5,000	Upgrades to computer equipment for Clerk's Office and City Manager.
25 100.1500.5316000.001	Computer Upgrades				0	10,000	
26 100.1500.5317000.000	Other/Meetings & Events	3,408	5,000	2,608	3,130	5,000	Includes additional Mayor's meetings.
27 100.1500.5790000.000	Contingency - General	0	32,407	0	0	23,089	
28 100.1500.5790100.000	Contingencies - cash over & short	133	200	130	156	200	
	SUBTOTAL	\$585,615	\$659,443	\$487,751	\$574,486	\$819,029	

ANNUAL BUDGET

CITY OF OXFORD

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	Increased volume of inmates brought in by city police officers.
20 100.3200.523900.000	Prisoner Housing & costs	3,135	5,000	9,855	11,826	12,000	
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	

ANNUAL BUDGET

CITY OF OXFORD

Acct Number	Description	FY2017 Actual	FY2018 Budget	Thru April	FY 2018 Estimate	FY2019 Recommend	Comments
STREET DEPARTMENT							
1 100.4200.5111100.000	Regular Employees-Street	52,466	63,164	45,477	54,573	30,755	allocating 1/3 of meter reader; 3/5 of groundskeeper; 1/5 equip operator
2 100.4200.511300.000	Overtime	1,801	2,000	1,371	1,646	1,000	
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	
10 100.4200.522700.000	Education & Training	225	500	70	84	500	
11 100.4200.522850.000	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	

ANNUAL BUDGET

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.
2 100.6200.511500.000	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	Water Charges/Sales	518,256	526,000	416,610	508,000	510,000	
2 505.0000.344215.000	Water Tap Fees	5,718	15,000	5,902	15,000	10,000	
3 505.0000.344255.000	Sewer Charges/Sales	260,738	259,000	218,228	250,000	259,000	
4 505.0000.344256.000	Sewer Tap Fees	40,007	4,000	2,826	10,000	4,000	
5 505.0000.344280.000	Hydrant Meter	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	Regular Employees	28,498	36,420	27,670	33,204	37,901	allocating 1/3 of meter reader/equip oper
7 505.4300.511300.000	Overtime	2,454	3,000	2,523	3,028	3,000	
8 505.4300.512100.000	Employee Insurance	9,918	11,703	6,857	8,228	12,572	
9 505.4300.512200.000	Social Security (FICA)	1,966	3,016	2,310	2,772	3,129	
10 505.4300.512450.000	Retirement Cont. (DC) 401	977	2,164	992	1,190	2,219	
11 505.4300.512700.000	Workers' Comp Insurance	2,741	2,414	2,008	2,409	2,500	
12 505.4300.521200.000	Legal & Professional	3,900	3,900	3,900	3,900	3,900	
13 505.4300.521300.000	Sewer Treatment Fees	99,225	113,000	98,467	118,161	120,000	
14 505.4300.522200.000	Veh & Equip Repairs & Maint	18,295	3,800	4,617	0	0	Split into four accounts below:
15 505.4300.522200.001	Service Contracts		16,000	11,529	13,834	16,000	Includes elevated tank and two lift stations.
16	Building Repairs		2,000	1,093	1,312	2,000	
17	Equipment Repair and Rental		1,500	1,300	1,559	1,500	
18	Vehicle Repairs		300	52	63	300	
19 505.4300.523100.000	Liability Insurance	1,182	2,500	0	2,000	1,500	annual bill in April.
20 505.4300.523200.000	Telephone-Postage	851	1,200	1,272	1,527	1,500	
21 505.4300.523600.000	Dues & Fees	1,632	1,400	1,095	1,314	1,300	Includes online bill pay fee.
22 505.4300.523700.000	Education & Training	3,631	2,500	1,731	2,077	2,500	Includes license fees
23 505.4300.528600.000	Contract Labor	29,717	30,000	5,875	7,050	25,000	
24 505.4300.531100.000	Materials & Supplies	20,560	22,000	14,027	16,832	22,000	
25 505.4300.531200.000	Energy - Utilities	1,817	1,900	1,757	2,109	1,900	
26 505.4300.531270.000	Gasoline/Diesel	3,032	3,000	2,770	3,323	4,400	cost of fuel increased.
27 505.4300.531510.000	Water for Resale	195,146	218,000	183,479	220,175	218,000	
28 505.4300.531600.000	Small Equipment Under \$5,000	0	3,000	0	0	3,000	
29 505.4300.531700.000	Uniforms	2,300	3,000	2,260	2,712	2,500	
30 505.4300.561000.000	Depreciation Expense	186,186	186,000	150,399	186,000	180,607	
31 505.4300.574000.000	Bad Debt Expense	4,636	9,000	5,763	6,916	7,000	
32 505.4300.582000.000	GEFA Loan Interest Payback					20,000	
33 505.4300.579000.000	Contingency	0	15,583	0	0	7,272	
	TOTAL EXPENDITURES	\$618,663	\$698,300	\$533,746	\$641,696	\$703,500	

ANNUAL BUDGET

Acct Number	Description	FY2017 Actual	FY2018 Budget	Thru April	FY 2018 Estimate	FY2019 Recommend	Comments
ELECTRIC FUND - REVENUES							
1	510.0000.344310.000	2,169,793	2,217,828	2,052,890	2,463,468	2,414,826	ECG estimate.
2	510.0000.344311.000	120,284	105,000	80,673	96,808	105,000	
3	510.0000.344312.000	5,800	7,000	5,250	6,300	6,000	
4	510.0000.361000.000	0	150	0	0	150	
5	510.0000.361001.000	1,821	170,921	3,434	4,121	64,260	
6	510.0000.361000.000	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	105,475	109,833	93,167	111,800	114,082	allocating 1/3 of meter reader/equip oper
8	510.4600.511300.000	3,885	5,000	3,533	4,239	5,000	
9	510.4600.512100.000	18,892	21,064	14,583	17,500	22,606	
10	510.4600.512200.000	8,422	8,785	7,397	8,877	9,110	
11	510.4600.512400.000	35,632	34,594	28,733	34,480	35,459	
12	510.4600.512450.000	62	515	185	222	536	
13	510.4600.512700.000	1,949	1,741	1,667	2,000	2,000	
14	510.4600.521200.000	38,272	59,595	59,272	59,595	60,000	ECG fees need to be shown separate from power costs. Adjusted estimate after ECG meeting - April 20 meeting.
15	510.4600.522200.000	7,179	6,200	7,039	8,447	7,200	
16	510.4600.522201.000	24,085	25,000	9,104	10,925	35,000	
17	510.4600.523100.000	8,080	9,000	0	9,000	8,000	annual bill in April.
18	510.4600.523200.000	7,567	8,000	6,957	8,349	8,000	
19	510.4600.523600.000	466	250	0	300	500	Fees for online bill paying.
20	510.4600.523700.000	6,236	8,000	1,001	1,201	8,000	J. Benton's apprenticeship program.
21	510.4600.531100.000	17,816	16,000	12,788	15,345	16,000	
22	510.4600.531200.000	6,743	7,000	7,474	8,969	7,000	
23	510.4600.531270.000	5,573	6,000	5,163	6,195	7,200	cost of fuel increased.
24	510.4600.531530.000	1,462,211	1,473,202	1,198,997	1,438,797	1,455,316	ECG estimate.
25	510.4600.531600.000	1,858	2,500	1,742	2,090	2,500	
26	510.4600.531700.000	4,171	4,200	4,067	4,881	4,200	
27	510.4600.541000.000	2,200	2,500	0	0	1,500	
28	510.4600.561003.000	86,145	87,000	76,911	92,293	89,779	
29	510.4600.574000.000	12,323	28,500	31	38	25,500	
30	510.4600.579000.000	0	8,499	0	0	6,488	
	TOTAL EXPENDITURES	\$1,865,242	\$1,932,978	\$1,539,812	\$1,845,543	\$1,930,976	

ANNUAL BUDGET

CITY OF OXFORD

Acct Number	Description	FY2017 Actual	FY2018 Budget	Thru April	FY 2018 Estimate	FY2019 Recommend	Comments
SANITATION FUND - REVENUES							
1	540.4300.344110.000 Refuse Collection Charges	147,044	147,000	123,906	148,687	169,050	Includes \$3 increase to customers
2	540.4300.344130.000 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	540.4300.511100.000 Regular Employee - Sanitation					24,384	allocating 4/5 of equipment operator
4	540.4300.511130.000 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	540.4300.531100.000 Supplies & Materials					1,000	
13	540.4300.525900.000 Contract Labor					16,773	
14	540.4300.551270.000 Gasoline/Diesel					5,000	cost of fuel increased.
15	540.4300.531700.000 Uniforms					1,300	
16	540.4300.531600.000 Small Equipment Under \$5,000					1,000	
17	540.4300.523100.000 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	

ANNUAL BUDGET

CITY OF OXFORD

Budget FY19 V8

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	
510.9000.611002.000	Transfers to Capital Fund		60,000			120,000	
510.9000.611350.000	Transfers to Sanitation					10,000	
	Comp Trust transfer to Capital		170,921			64,260	
510.9000.611351.000	Electric Fund Expenditures	1,865,242	2,563,899	1,539,812	1,845,543	2,595,236	
	Electric Fund BALANCE	434,217	0	602,692	788,154	0	

ANNUAL BUDGET

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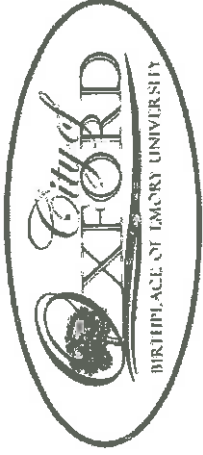
Sanitation Fund

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	

540,0000.611001.000

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

ANNUAL BUDGET

CITY OF OXFORD

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	150,000	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	Yarbrough 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	

Part B

CAPITAL BUDGET FISCAL YEAR 2019

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 Yarborough 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

		800,000	300,000	500,000
1	Asbury Street Park - Design and build the Asbury Street Park.			
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 aquisition.</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

SPOST Funding Summary

2011 SPOST		
Transportation: Overage funds to be used to fund Moore Street Sidewalk	15,500	
2017 SPOST		
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 SPOST 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