



**OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
WORK SESSION
MONDAY, SEPTEMBER 17, 2018 – 6:00 PM
CITY HALL**

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

OTHERS PRESENT: Matt Pepper, City Manager; Luran Willis, City Clerk; Jody Reid, Utility Superintendent; Dave Harvey, Police Chief; Peggy Madden, Hoyt Oliver, Cheryl Ready, Louise Eady, Laurie and Art Vinson; Dean Hicks, Allyson Epps, Randy Simon, Danielle Miller, and James Johnson, from Oxford College; Laura Gafnea, Director of Community Relations from Oxford College.

Agenda Attachment A

Honorary Councilmember of the Month

Mayor Roseberry introduced Laura Gafnea as the Honorary Councilmember for October.

Mayor's Announcements

Mayor Roseberry reminded every one of the protocols for open meetings as it relates to quorums.

Campus Life Center Project

Dean Hicks from Oxford College presented their design concept for the Campus Life Center before turning over the discussion to James Johnson from Oxford to explain the details and answer any questions. The Planning Commission recommended that Council grant Oxford College a variance to build within the setback for the proposed project. This item will be on the October 1, 2018 Regular Session for a vote. Attachment B

Handicap Ramp for Old Church

Mayor Roseberry lead discussion on the design for a handicap ramp at Old Church. Council was presented with three different options prepared by Designed Installations by Jim Williams. After discussion the majority was in favor of Option 3: Which included the install of a 36'x5'6" ramp at church entry. The ramp will have composite top and bottom rails, pickets decking, sides, post sleeves, and post caps. The structural material will be treated yellow pine. Will relocate pavers as shown on drawing. Council asked City Manager Matt Pepper to meet with Mr. Williams to get clarification and confirm the type of materials that will be used. This item will be on the October 1, 2018 Regular Session. Attachment C

107 W. Clark Street Renovation Project

Councilmember Jeff Wearing gave an update on the Yarbrough House Renovation. Wearing said that construction will begin tomorrow September 18, 2018.

Uniforms Contract

Councilmember Jeff Wearing requested Council discuss the city's contract with Cintas which provides uniforms for the Public Works Department. Wearing asked that this item be moved to the October work session allowing him time for further research. Attachment D

Recommendation to Amend Code Section 40-536. - Livestock and Fowl.

This item will be on the October 1, 2018 Regular Session for a first reading. Attachment E

Rezoning Request

Planning Commission recommended approval of a request from City Council to rezone the following lots from "R-20" to "Institutional" in preparation for the construction of a city park: 102, 104 and 106 W. Watson Street, 1307 Emory Street, 1311 Emory Street, Parcel X012 002 (located on Asbury Street), and Parcel X012 006 (located on Emory Street). Council will hold Public Hearing scheduled for Monday, October 1, 2018 at 7:00 PM and will vote on the request at the regular session following the public hearing. Attachment F

A motion was made by Windham, seconded by J. Wearing to adjourn at 7:12 PM.

Respectfully Submitted,



Lauran Willis, CMC/MMC/FOA
City Clerk

**OXFORD MAYOR AND COUNCIL
WORK SESSION
MONDAY, SEPTEMBER 17, 2018 – 6:00 P.M.
CITY HALL
A G E N D A**

1. **Honorary Councilmember of the Month** – Mayor Roseberry appointed Laura Gafnea as the Honorary Councilmember for October.
2. **Mayor’s Announcements**
3. * **Campus Life Center Project** –Representatives from Oxford College will present to Council their design concept for the Campus Life Center project. The Planning Commission recommends that Council grant Oxford College’s variance request to build within the setback for the proposed project. We have attached the design concept and the formal variance request for the project.
4. * **Handicap Ramp for Old Church** – Mayor Roseberry will lead a discussion on the design for a handicap ramp at Old Church.
5. **107 W. Clark Street Renovation Project** – The ad hoc Yarbrough House Renovation Committee will report on the progress of the 107 W. Clark Street Renovation Project.
6. * **Uniforms Contract** – Councilmember Wearing has requested that Council discuss the city’s contract with Cintas to provide uniforms for the Public Works Department.
7. * **Review Recommendation to Amend Code Section 40-536. - Livestock and Fowl** – Council will continue the discussion on the Planning Commission’s recommendation to amend Sec. 40-536. - Live Stock and Fowl to allow for the keeping of up to six chickens in the RR, R-30, R-20, and R-15 residential zoning districts. Per the amendment, the chickens must be contained within the property at least 20 feet from all property lines.
8. * **Rezoning Request** – The Planning Commission recommends approval of the request from City Council to rezone the following city-owned lots from “R-20” to “Institutional” in preparation for the construction of a city park: 102 W. Watson Street, 104 W. Watson Street, 106 W. Watson Street, 1307 Emory Street, 1311 Emory Street, Parcel X012 002 (located on Asbury Street), and Parcel X012 006 (located on Emory Street). We have a public hearing scheduled for Monday, October 1st at 7 PM. We have attached a copy of the Public Hearing Notice and a copy of the design for the park drawn by the city engineer.

*Attachments



EMORY | OXFORD
COLLEGE

Date: August 15, 2018
To: City of Oxford
From: Douglas Hicks, Dean of Oxford College of Emory University
Subject: Oxford Campus Life Center – Variance Request

This serves as an official request for variance to build within the setback for the Oxford College property at the intersection of Pierce and Wesley Streets. The site is a part of the larger Oxford College 50-acre parcel (Newton County Tax Map Number X0090-00000-009-000). The intent is to provide the ability to add a 12,000 sq. ft. addition to the former dining hall to become a multipurpose campus life center that will serve our students, faculty, and staff and will welcome visitors and Oxford neighbors to campus.

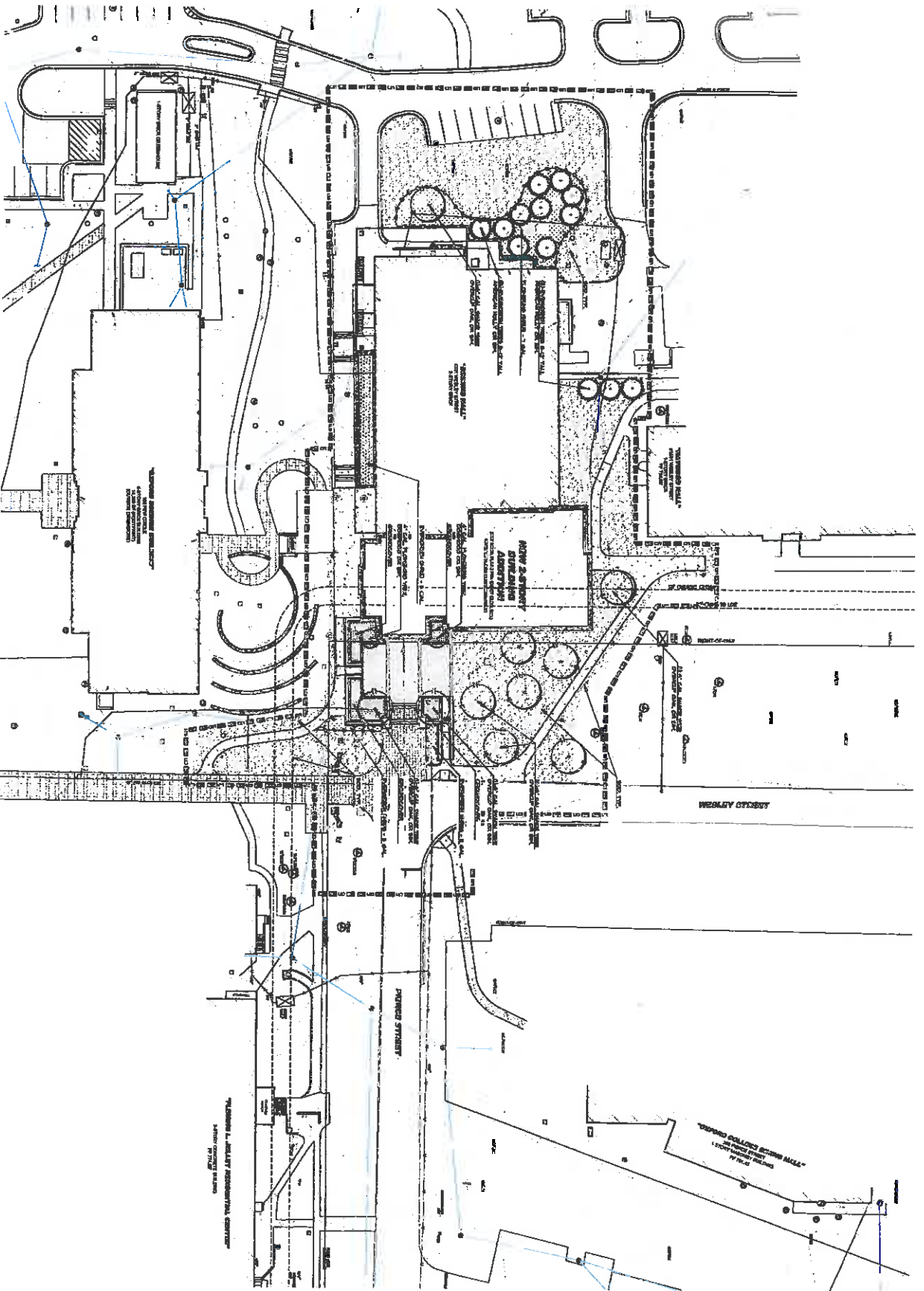
The proposed addition will be partially constructed within the 20-foot build-to line (Sec. 40-40 Build-to lines & Sec. 40-41 minimum required yards and building setbacks) but will not extend into the City's right-of-way. In addition, the college is requesting the ability to make site improvements to provide pedestrian access and ample green space to the building within the City of Oxford right-of-way. Pursuant to Sec. 40-714 (*Oxford Georgia Code of Ordinance version June 12, 2018*), the requested variance and the building itself will be in harmony with the purpose and intent of city ordinance code. It will not be injurious to the neighborhood or to the general welfare of the community and is the minimum variance that will make possible the proposed use of the land, building, or structure in the zoning district in which the development is located.

Indeed, we believe that this project, including the adaptations to the landscaping, green spaces, and pedestrian access that have been made in collaborative conversation with the Oxford Planning Commission, will add to the general welfare in these ways: pedestrian safety, vehicular safety/flow at this corner, the aesthetics of this area, and access for students, faculty, and citizens to the Dining Hall, the planned Campus Life Center, and the campus quadrangle.

Thank you for your consideration.

LEGEND

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| 1/32" = 1'-0" | 1/64" = 1'-0" | 1/128" = 1'-0" |
| 1/256" = 1'-0" | 1/512" = 1'-0" | 1/1024" = 1'-0" |
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EMERY
 OXFORD
 COLLEGE
 CAMPUS LIFE CENTER

| NO. | DESCRIPTION | DATE | BY | CHECKED |
|-----|-------------------------|----------|----|---------|
| 1 | ISSUED FOR PERMIT | 10/15/08 | JW | MS |
| 2 | ISSUED FOR CONSTRUCTION | 11/10/08 | JW | MS |
| 3 | ISSUED FOR CONSTRUCTION | 11/10/08 | JW | MS |
| 4 | ISSUED FOR CONSTRUCTION | 11/10/08 | JW | MS |
| 5 | ISSUED FOR CONSTRUCTION | 11/10/08 | JW | MS |
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| 7 | ISSUED FOR CONSTRUCTION | 11/10/08 | JW | MS |
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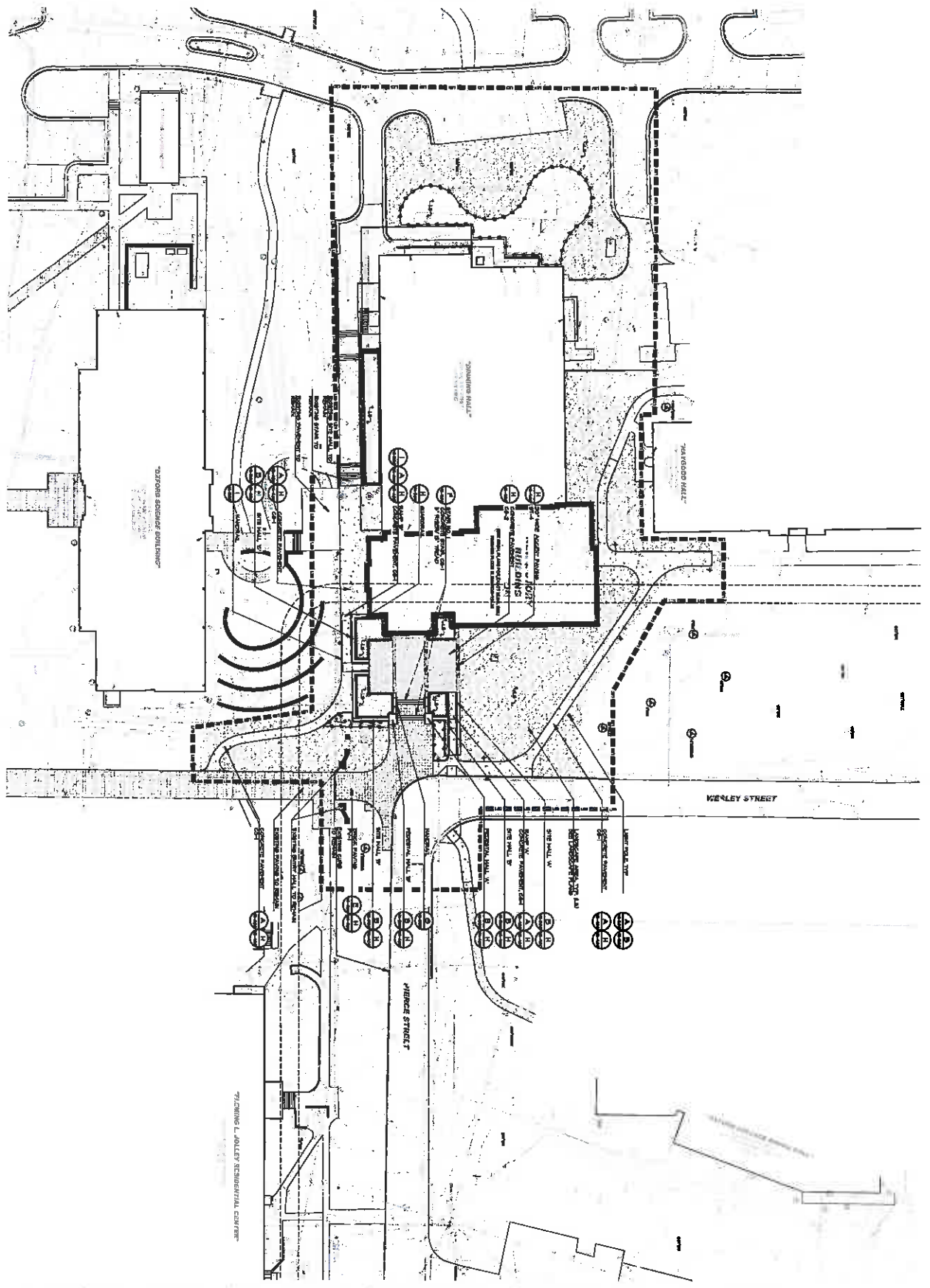
EMORY
 OXFORD
 COLLEGE
 CAMPUS LIFE CENTER

LANDSCAPE DEVELOPMENT PLAN

LS-100



HANDSCAPE IMPROVEMENT PLAN



SSW
 ARCHITECTURE
 ENGINEERING
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EMORY COLLEGE OF ENGINEERING & TECHNOLOGY
 1000 UNIVERSITY AVENUE, SUITE 2000
 ATLANTA, GA 30303
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| NO. | DESCRIPTION | DATE | BY |
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| 2 | ISSUED FOR PERMITTING | 10/15/10 | SSW |
| 3 | ISSUED FOR PERMITTING | 10/15/10 | SSW |
| 4 | ISSUED FOR PERMITTING | 10/15/10 | SSW |
| 5 | ISSUED FOR PERMITTING | 10/15/10 | SSW |
| 6 | ISSUED FOR PERMITTING | 10/15/10 | SSW |
| 7 | ISSUED FOR PERMITTING | 10/15/10 | SSW |
| 8 | ISSUED FOR PERMITTING | 10/15/10 | SSW |
| 9 | ISSUED FOR PERMITTING | 10/15/10 | SSW |
| 10 | ISSUED FOR PERMITTING | 10/15/10 | SSW |

EMORY
 OXFORD
 COLLEGE
 CAMPUS LIFE CENTER

HS-100
 HANDSCAPE
 IMPROVEMENT
 PLAN

PAVING



DESIGNED INSTALLATIONS

by *Jim Williams*

215 STONE LEA DRIVE • OXFORD, GA 30054 • PHONE/FAX 770-787-3778 • CELL 770-317-2670
EMAIL pdibjw@bellsouth.net

Estimate

City of Oxford
To: Matt Pepper
Re: Old church paver renovation

9/11/18

Option 1

- Remove existing steps.
- Install flashing and waterproofing to protect base of church.
- Install fill dirt to facilitate proper grade to ADA requirements.
- Remove and reinstall pavers to meet ADA minimum requirements.
- Seed and straw all disturbed areas.

Total:

\$19,980.00

Option 2

- Remove existing steps.
- Install flashing and waterproofing to protect base of church.
- Install fill dirt to minimize grade change and maintain a plaza.
- Remove and reinstall all pavers in front of the church to maintain a minimal slope.
- Seed and straw all disturbed areas.

Total:

\$27,400.00

Option 3

- Install 36'x5'6" handicap ramp at church entry
(The ramp will have composite top and bottom rails, pickets, Decking, sides, post sleeves, and post caps.)
(The structural material will be treated yellow pine)
- Relocate pavers as shown on drawing

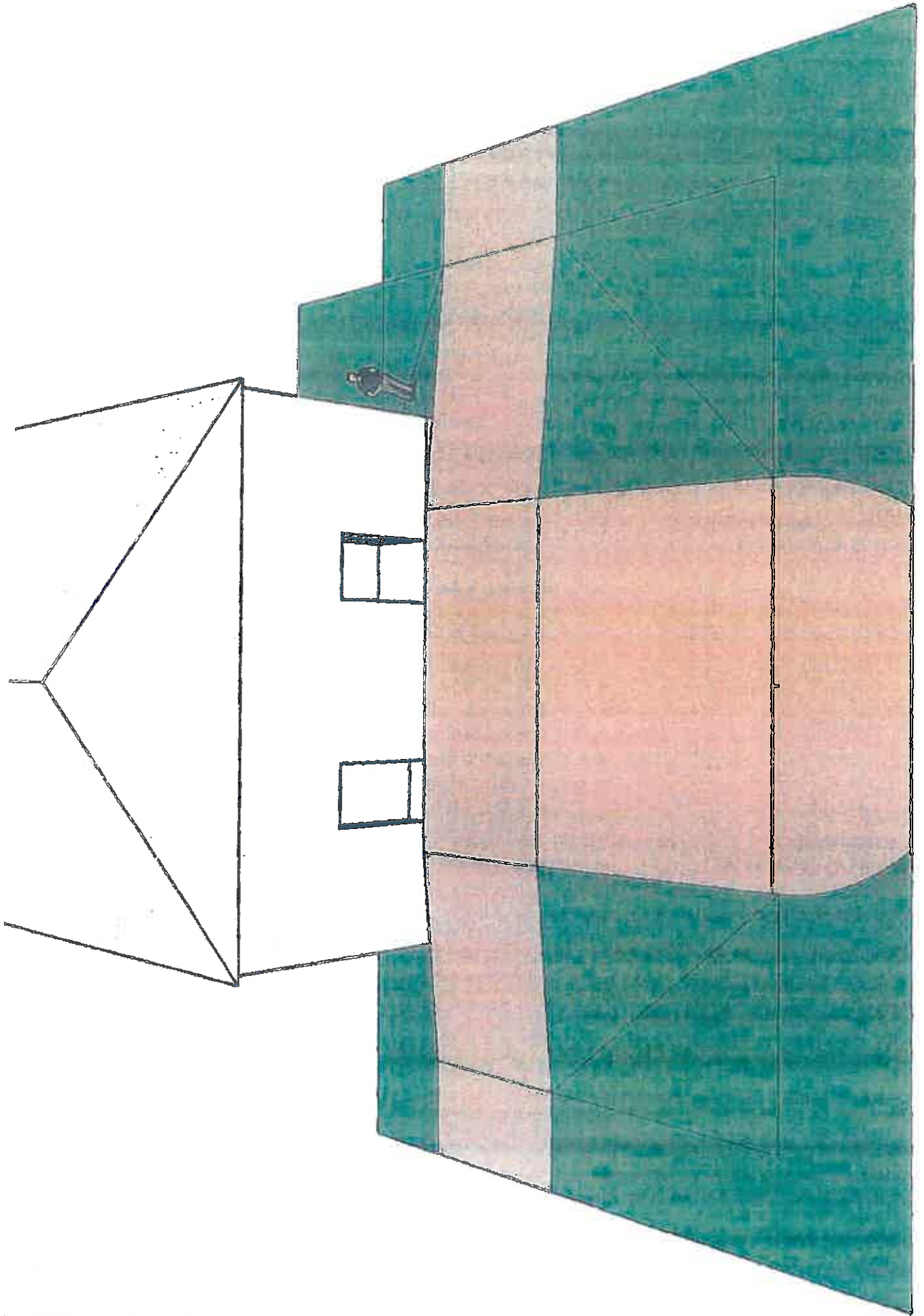
Total:

\$18,174.00

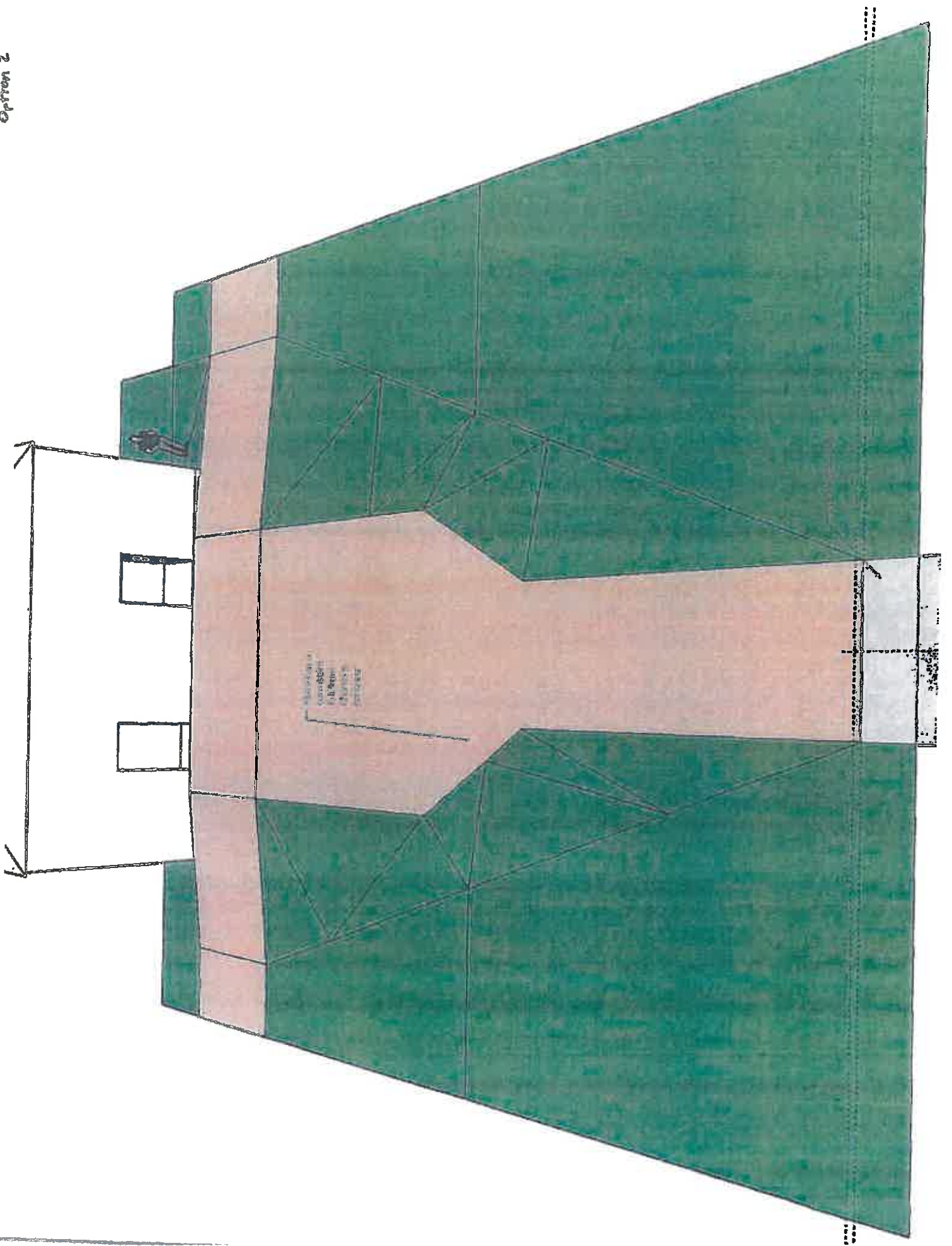
Respectfully,

Tim Martin

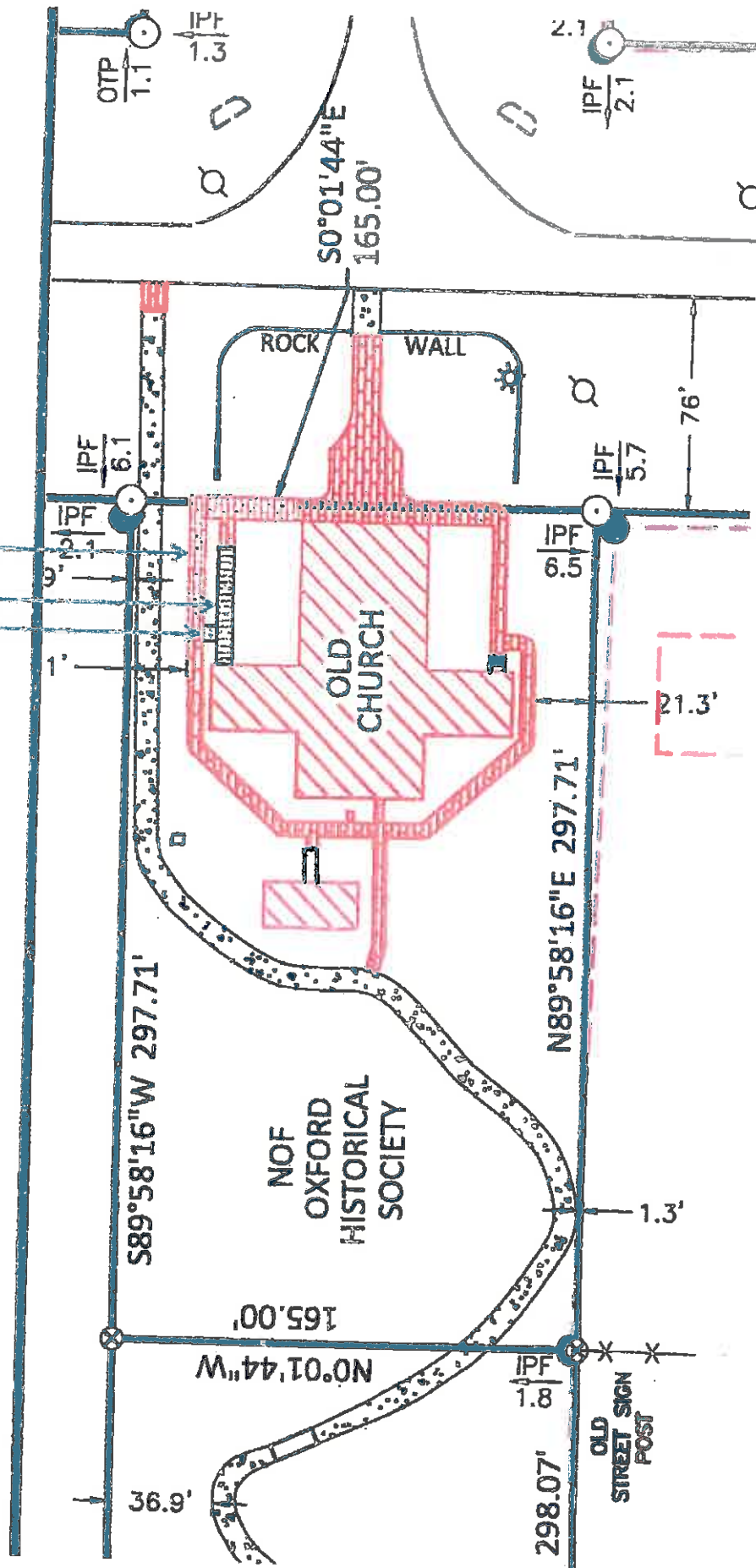
Option 1



Option 2



Re-directed brick walkway
36-foot ramp
Steps down to brick walkway





Attachment D
New Renewal

Location No. 201

STANDARD UNIFORM RENTAL SERVICE AGREEMENT

Contract No. _____

Customer No. _____

Date FEBRUARY 13, 2005

Customer CITY OF OXFORD

Phone (770) 786-7004

Address 110 WEST CLARK ST.

City OXFORD

State GA. Zip 30054

UNIFORM PRICING:

| Item # | Description | Inventory | Changes | Weekly Price |
|------------|-------------|-----------|---------|--------------|
| 905 | shirt/pant | 11/11 | 5 | 6.50 |
| 670 or 910 | Jacket | 1 | 1 | .50 |
| | | | | |
| | | | | |
| | | | | |

- This agreement is effective as of the date of execution for a term of 60 months from date of installation.
- The additional charges listed below are subject to adjustment by Company effective upon notice to Customer, which notice may be in the form of an invoice.
- Name Emblem \$ 1.25 ea • Company Emblem \$ 2.25 ea
- Custom Emblem \$ _____ ea • Embroidery \$ _____ ea
- COD Terms \$ _____ per week charge for prior service (if Amount Due is Carried to Following Week)
- Credit Terms - Charge Payments Due 10 Days After End of Month
- Automatic Lost Replacement Charge: Item _____ % of Inventory _____ \$ _____ Ea.
- Automatic Lost Replacement Charge: Item _____ % of Inventory _____ \$ _____ Ea.
- Weekly Minimum Charge \$ 35.00 per week
- Make-Up Charge \$ 1.25 per garment (waved on installation)
- Seasonal Sleeve Change \$ NA per change per week.
- Under no circumstances will the Company accept textiles bearing free liquid. Shop towels may not be used to clean up oil or solvent spills.
Shop towel container \$ _____ per week.
- Artwork Charge for LogoMat \$ _____
- Special Cut Garment Charge \$.10 per garment/week in inventory if shirt is 3XL+ or pant
- Uniform Storage Lockers: \$ _____ ea/week, Laundry Lock-up: \$ _____ ea/week Shipping: \$ _____ 48"
- Service Charge \$ 7.95 per week.

This Service Charge is used to help Company pay various fluctuating current and future costs including, but not limited to, costs directly or indirectly related to the environment, energy issues, service and delivery of goods and services, in addition to other miscellaneous costs incurred or that may be incurred in the future by Company.

- Size Change: Customer agrees to have employees measured by a Cintas representative using garment "size samples". A charge of \$ 3.00 per garment will be assessed for employees size changed within 4 weeks of installation.
- Other _____

FACILITY SERVICES PRODUCTS PRICING:

| Item # | Description | Rental Freq. | Inventory | Unit Price |
|--------|-------------|--------------|-----------|------------|
| | | | | |
| | | | | |
| | | | | |
| | | | | |

Cintas Loc. No. 201 Please Sign Name [Signature]
 By [Signature] Please Print Name Carol A. Poole
 Title SALES REP Please Print Title City Clerk

Accepted - GM: _____



STANDARD UNIFORM RENTAL SERVICE AGREEMENT

The customer, its successors and assigns ("Customer") orders from CINTAS CORPORATION or any of its subsidiaries, successors and assigns ("Company") all of the Customer's requirements of garment rental services and other items covered by this agreement during the term of this agreement all in accordance with the pricing, terms and conditions contained herein. Pricing is based on 52 weeks billing per rental item per year.

All garments will be cleaned and maintained by Company. Any garments that require replacement due to normal wear will be replaced by Company at no charge to Customer.

Unless specified otherwise, the garments supplied under this agreement are not flame retardant or acid resistant and contain no special flame retardant or acid resistant features. Flame retardant and acid resistant garments are available from Company upon request. Customer agrees to notify its employees that their garments are not designed for use in areas of flammability risk or where contact with hazardous materials is possible. Customer warrants that none of the employees for whom garments are supplied under this agreement require flame retardant or acid resistant clothing.

Customer agrees to notify Company, in writing, of any hazardous materials that may be picked up by Company in the soiled garments or other textiles serviced under this agreement. In no case will hazardous materials be present to the extent that they may be harmful to Company's employees.

The weekly rental charge for any individual leaving the employ of Customer can be terminated, but only after all garments issued to that individual, or the value of same, have been returned to Company. All garments and other rented items remain the property of Company. If items are lost or damaged by any means Customer will pay the then current replacement values for said items.

This agreement is effective as of the date of execution. The initial term of this agreement shall be as set forth on the front of this agreement and shall automatically renew for the same period of time unless Company is notified, to the contrary, in writing, 60 days in advance of the expiration of the then current term. Upon each anniversary date of this agreement, Company will automatically increase the uniform garment prices then in effect by the amount of the increase in the Consumer Price Index for the previous twelve months or 5%.

Customer hereby agrees to defend, indemnify and hold harmless Company from any claims and damages arising out of or associated with this agreement.

Company guarantees to deliver the highest quality textile rental service at all times. Any complaints about the quality of the service which have not been resolved in the normal course of business must be sent by registered letter to Company's General Manager. If Company then fails to resolve any material complaint in a reasonable period of time, Customer may terminate this agreement provided all rental items are paid for at the then current replacement values or returned to Company in good and usable condition.

Additional customer employees, products and services may be added to this agreement and shall automatically become a part of and subject to the terms hereof. If this agreement is terminated early, the parties agree that the damages sustained by Company will be substantial and difficult to ascertain. Therefore, if this agreement is terminated by Customer prior to the applicable expiration date for any reason other than documented quality of service reasons which are not cured as set forth above, or terminated by Company for cause at any time, Customer will pay to Company, as liquidated damages and not as a penalty, the greater of 50% of the average weekly invoice total multiplied by the number of weeks remaining in the unexpired term, or buy back all garments and other products allocated to Customer at the then current replacement values.

Customer shall also be responsible for any unpaid charges on Customer's account prior to termination.

Any dispute or matter arising in connection with or relating to this agreement shall be resolved by binding and final arbitration under applicable state or federal laws providing for the enforcement of agreements to arbitrate disputes. Any such dispute shall be determined on an individual basis, shall be considered unique as to its facts, and shall not be consolidated in any arbitration or other proceeding with any claim or controversy of any other party.

Customer certifies that Company is in no way infringing upon any existing contract between Customer and any other service provider.

Sec. 40-536. - Livestock and fowl.

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

(Code 1997, § 40-713; Ord. of 2-6-2012, § 1(40-713))

Public Hearing

The City Council of the City of Oxford, Georgia, will conduct a public hearing on Monday, October 1, 2018 at 7 PM in City Hall at 110 West Clark Street. The purpose of the public hearing is to consider a request from City Council to rezone seven city-owned parcels: 102 W. Watson Street, 104 W. Watson Street, 106 W. Watson Street, 1307 Emory Street, 1311 Emory Street, Parcel X012 002 (located on Asbury Street), and Parcel X012 006 (located on Emory Street). The recommendation of the Planning Commission is that these parcels be rezoned from "R-20" to "Institutional". For additional information, please contact the City Hall at 770-786-7004.

FLY THE COOP

BY FROM 1A

team. His dad was a coach in the sport and his brother, Nick, is currently a cross-country coach himself.

He was a true scholar-athlete, a junior at Georgia Tech yr Carter, United States Representative John Lewis, Senator Max Cleland, and Rev. Sammy

a.m. and travel into Loganville, through Monroe and

State we've had the opportunity by the local fans when they discovered we had traveled up from Georgia to see their beloved baseball teams play.

In Boston, a guy who seemed to be a fan of the team, I met him at the college and friend of Sam Mills. Sam Mills placed great im-

products and services from local businesses including a

I either can't or won't deal with the details of the day we lost him. For some reason, my mind blanks out. It is just as well. It doesn't change anything.

One of the first calls I received was from my relationship with the surrounding community. Providing space for conversations about meaningful topics like peace and social justice is what it means for us to be a liberal arts college.

That's why we're excited to announce that Georgia native and resident, The Reverend Barbara Brown Taylor, will be this year's lecture series keynote speaker. She is a New York Times best-selling author, teacher, and episcopal priest. A former Candler School of Theology faculty member as well as Emerita Professor of Religion

entertainment for the event. Fugate said, "I describe

is not a full-on affair. I don't know about other columnists and their readers, but I feel a very special and personal relationship with you. We have laughed together and cried to-

various, strenuously, otherwise nation in the world with emerging fault lines between Americans of different faiths, cultures,

view are available for \$100. He said interested

Mr. Harris said, "My life is now divided into the time before November 26, 2017, and the time after that date. I clearly see the futility of most things over which we argue, worry,

and open to the public, and will be held on Tuesday, Oct. 2 at Allen Memorial United Methodist Church on the Oxford Col-

donations can be made on PayPal.me/foram/coon

cruel. Don't waste a minute of it grinding over the small stuff. Yesterday is gone and we aren't guaranteed a tomorrow. Today is precious. Life it well and make the world just a bit bet-

The Rev. Dr. Lynn Pace is the college chaplain at Oxford College of Emory University.

The City of Mansfield's Mayor and Council will be attending a Planning Retreat on Saturday, September 22, from 8 am - 12 pm. This meeting will be held at the Rockdale Chamber, 936 Green St, Conyers, GA 30012.



PUBLIC HEARING

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Southern Heartland Arts, Inc. and our corporate show sponsor

Invite you to attend our Annual Artful Harvest

UnifredBank
More than just your money

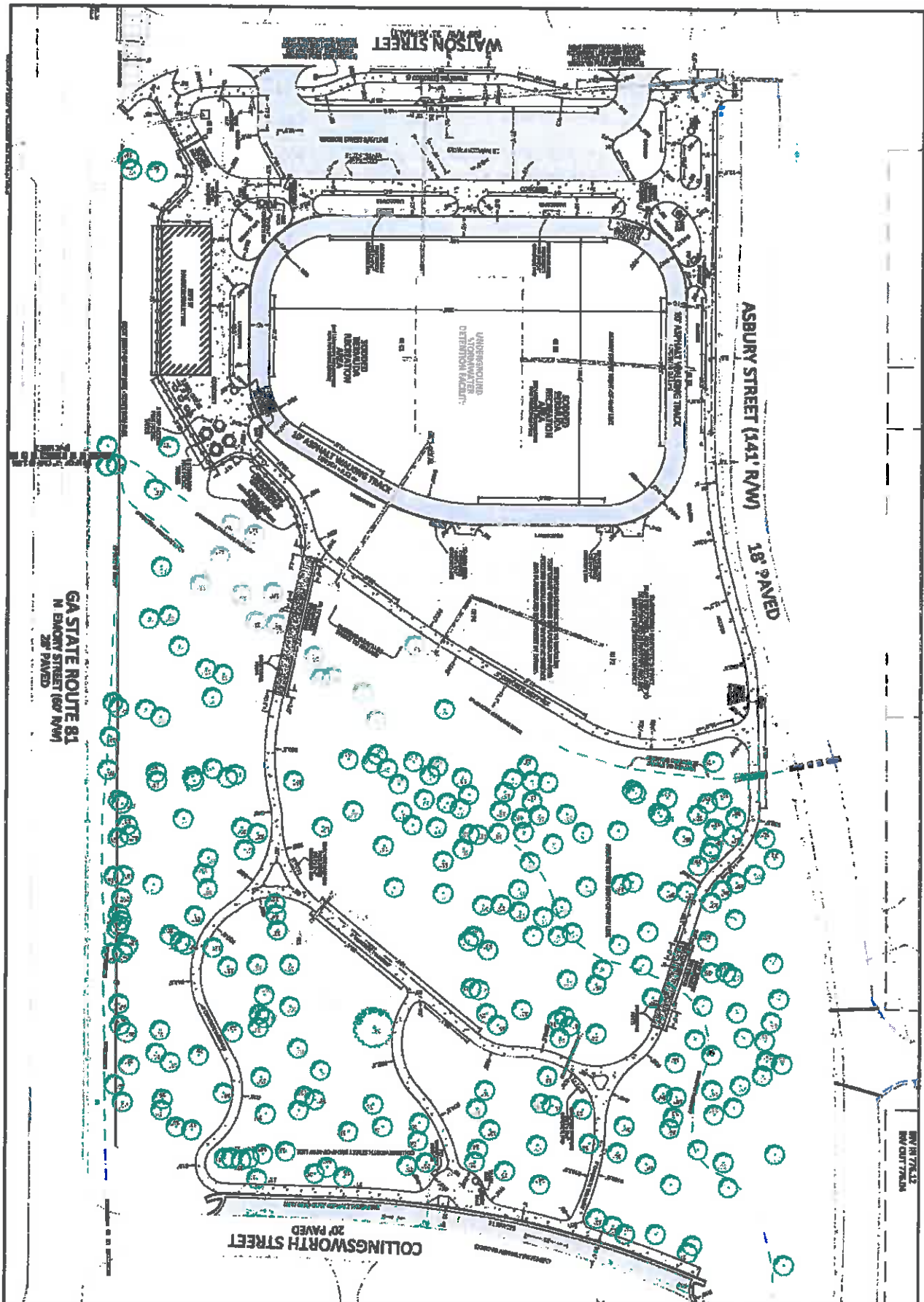
COME BY AND VIEW OUR HIGH IMPACTUAL PAUL ART EXHIBIT ANTIDILAWEST

SHOW DATES: September 7 - September 23

Southern Heartland Art Gallery

192 Monticello Street
Oxford, Georgia
Historic Square

Judged Art Show
Opens September 7, 2018



| NO. | DESCRIPTION | DATE |
|-----|------------------|----------|
| 1 | PRELIMINARY PLAN | 11/11/11 |
| 2 | REVISION | 11/11/11 |
| 3 | REVISION | 11/11/11 |
| 4 | REVISION | 11/11/11 |
| 5 | REVISION | 11/11/11 |
| 6 | REVISION | 11/11/11 |
| 7 | REVISION | 11/11/11 |
| 8 | REVISION | 11/11/11 |
| 9 | REVISION | 11/11/11 |
| 10 | REVISION | 11/11/11 |

Ashbury Street Park
 City of Oxford, Newton County, Georgia

GEOMETRY PLAN



JORDAN B. JOHNSON
 PROFESSIONAL ENGINEER
 STATE OF GEORGIA
 LICENSE NO. 10000
 1111 W. BROAD STREET, SUITE 100
 ATLANTA, GEORGIA 30334
 404.525.1111

NOT IN TYPICAL
 NEW CUT TYPICAL