

**OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
REGULAR MEETING
MONDAY, JUNE 1, 2015 – 7:00 P.M.
CITY HALL**

MEMBERS PRESENT: JERRY D. ROSEBERRY, MAYOR; COUNCILMEMBERS: JIM WINDHAM; TERRY SMITH; SARAH DAVIS; GEORGE HOLT; LYN PACE; COUNCILMEMBER DAVID EADY WAS NOT PRESENT

OTHERS PRESENT: Bob Schwartz, City Manager; Dave Harvey, Police Chief; David Strickland, City Attorney; Hoyt Oliver, Carol and Neil Penn, Norbert Thompson, Steve Springer, Mike Ready, Brian Barnard, Officer Kevin McCarthy

The meeting was called to order by the Hon. Jerry D. Roseberry, Mayor and the invocation by Lynn Pace.

Pledge of allegiance

A motion was made by Windham, seconded by Pace to accept the Agenda for the June 1, 2015 Mayor and Council Regular Meeting. The vote was 6 in favor and 0 opposed. The motion was approved. Attachment A

HONORARY COUNCILMEMBER

Mayor Roseberry announced Brian Barnard as the Honorary Councilmember for June as appointed by Mayor Roseberry and presented him with a Proclamation as appreciation for his participation. Attachment B

A motion was made by Pace, seconded by Windham to approve the Minutes of the Regular Meeting May 4, 2015. The vote was 6 in favor with 0 opposed. The motion was approved. Attachment C

A motion was made by Windham, seconded by Davis to approve the Minutes of the May 18, 2015 Public Hearing and Work Session. The vote was 6 in favor with 0 opposed. The motion was approved. Attachment D

PLANNING COMMISSION RECOMMENDATIONS/PETITIONS

None

CITIZENS COMMENTS/CONCERNS

Steve Springer of 104 Green Street addressed the council with concern regarding tethering of animals and the responsibilities of council in relation to ordinances and laws. Mayor Roseberry thanked Mr. Springer for his comments and concerns.

Mayor's Reports

Mayor Roseberry made the following announcements:

Police Department

The Police Department has hired a replacement officer for officer David Steward who recently retired. The new officer is Kevin McCarthy who recently retired from DeKalb PD after 30 years of service. Keven spent 14 years as a detective specializing in burglary investigations. Chief Dave Harvey introduced Officer McCarthy to City Council.

Newton County Tomorrow

Newton County Tomorrow had a meeting with members of the Leadership Collaborative last week. Highlights

included presentations by Frank Turner, Sr., Mort Ewing and Hoyt Oliver. Oxford had a good turnout of council and thanks to those of you who could make the meeting.

Civil War Marker Dedication

The Civil War makers placed across the street from Old Church and recognizing Sherman's March to the Sea was dedicated last Wednesday, May 27, 2015. Anderson Wright president of the Oxford Historical Shrine Society, put together a good program.

Georgia DOT

Mayor Roseberry announced we have a verbal commitment from DOT to install a crosswalk on Emory Street. The College has stated they will pay for the crosswalk and installation. The project is pending signatures from DOT.

Public Park

For those who missed the announcement at the work session - Newton County Commissioner J. C. Henderson has agreed to contribute \$100,000 toward the establishment of a public park in the city. The money will come from the 2011 SPLOST fund. Attachment E

Motion to Write-off Bad Debt

As of April 13, 2015 we had a total of \$20,019.41 in bad debt. In FY2015, we budgeted \$6,500 in Water, \$15,500 in Electric, and \$3,000 in Sanitation for a total of \$25,000. We are requesting a motion to approve the writing off of this bad debt in the amount of \$20,019.41 for FY2015.

A motion was made by Smith, seconded by Windham to approve the writing off of bad debt as of April 13, 2015 in the amount of 20,019.41 for FY2015. The vote was 6 in favor and 0 opposed. The motion was approved. Attachment F

101 Longstreet Circle

City Manager Bob Schwartz presented two bids for demolition of the burned out house at 101 Longstreet Circle. One quote was from Enviroprobe, LLC, for \$17,500.00 and the other quote was from Designed Installations by Jim Williams for \$79,650.00. After review and discussion:

A motion was made by Windham, seconded by Smith to approve the bid from Enviroprobe, LLC., in the amount of \$17,500 for the demolition of the burned out house at 101 Longstreet Circle. The vote was 6 in favor and 0 opposed. The motion was approved. Attachment G

FY2016 ANNUAL BUDGET

City Manager Bob Schwartz recommend a Resolution to adopt the annual operating budget for FY2016 (July 2015 – June 2016), and the Capital Budget for FY2016 – FY2020. There have been no changes in the proposed budgets since the public hearing of May 18. The Budget Resolution has been updated with the correct job titles.

A motion was made by Windham, seconded by Pace to adopt the FY2016 Operating Budget (July 2015 – June 2016) and Capital Budget (July 2015 – June 2020) and Resolution. The vote was 6 in favor and 0 opposed. The motion was approved. Attachment H

INVOICE APPROVAL**INVOICES OVER \$1,000.00**

VENDOR	DESCRIPTION	AMOUNT
ROUTINE MONTHLY BILLS PAID		
Humana	Health Insurance (May)	7,498.50
Newton County BOC	Cornish Creek Water Fund	12,584.00
Newton County Water & Sewer	Services from 3/30 – 4/29	5,268.53
Sophicity	IT in a Box	1,331.96
Southeastern Power Administration	SEPA energy cost	3,299.06
PURCHASES/CONTRACT LABOR		
Associated Printing	Brochures & Calendars for 175 Convocation	5,567.71
Bankcard Center	Lunch Meeting City Mgrs./ Color Prints/ ECG Training (Dustin James)/Elections Training (Stacey Mullen)/Lunch NEGRC (Bob)/Judges ICJE Training Hotel/Chiefs Conference (Chief Harvey)/Jody ECG Registration/Water Distribution Licensing (Jody & Scottie)	2,212.42
Ferguson Waterworks	Tapping Machine for water taps	1,370.02
Georgia Department of Labor	Unemployment Qtr. ending 12/31/2014 Bill (Amanda Vincent)	1,650.00
McNair, McLemore, Middlebrooks	CPA Pre-Audit Planning & Payroll Assistance	2,835.61
Microsoft	Annual Renewal & License for tablets for council	4,429.12
SanTech Products Inc.	55 Gallon Mosquito Spray	1,699.37
Ace/Kimble Services	Sewer Taps Haygood/Emory/Queen Ann	9,250.00
APPROVED CONTRACTS		
ER Snell Contractor	LMIG Super Pave w/ Rap for Cindy Court	16,150.25
Jimmy Harris Trucking	LMIG Asphalt Hauling for Coke Street	2,887.50
Newton County Road Dept	LMIG Hauling and Milling Asphalt, Cindy Ct & Coke Street	1,505.00

A motion was made by Windham, seconded by Smith to approve payment of the invoices. The vote was 6 in favor with 0 opposed. The motion was approved.

Adjourn

A motion was made by Windham, seconded by Holt to adjourn the meeting at 7:50pm. The vote was 6 in favor with 0 opposed. The motion was approved.

Respectfully submitted,



Lauran Willis
City Clerk

**OXFORD MAYOR AND COUNCIL
REGULAR MEETING
MONDAY, JUNE 1, 2015 – 7:00 P.M.
CITY HALL
A G E N D A**

1. Call to Order, Mayor Jerry D. Roseberry
2. Invocation
3. Pledge of Allegiance
4. Motion to accept the Agenda for the June 1, 2015 Mayor and Council Regular Meeting
5. * **Honorary Councilmember** – Mayor Roseberry has appointed Mr. Brian Barnard as the Honorary Councilmember for June.
6. * Motion to approve the Minutes of the Regular Meeting May 4, 2015.
7. * Motion to approve the Minutes of the Public Hearing and Work Session May 18, 2015.
8. Planning Commission Recommendations/Petitions
9. Citizen Concerns
10. Mayor's Report
11. **Motion to Write Off Bad Debt** - As of April 13, 2015 we had a total of \$20,019.41 in bad debt. We request a motion to write off this total. In FY2015, we budgeted \$6,500 in Water, \$15,500 in Electric, and \$3,000 in Sanitation for a total of \$25,000.
12. * **101 Longstreet Circle** – We will have bids for the demolition of this burned out house. We discussed the findings of asbestos at the work session so we have had to get new bids for demolition. We should have the last bid Monday morning.
13. * **FY2016 Budget** – We recommend a Resolution to adopt the annual operating budget for FY2016 (July 2015 – June 2016), the Capital Budget for FY2016 – FY2020, and amend the electric rate schedule. There have been no changes in the proposed budgets since the public hearing of May 18. The Budget Resolution has been updated with correct job titles and to include the amendment to the electric rate schedule. We have attached both budgets, the Budget Resolution, and the amended electric rate schedule.
14. Invoice Approval
15. Adjourn

INVOICES OVER \$1,000.00

VENDOR	DESCRIPTION	AMOUNT
ROUTINE MONTHLY BILLS PAID		
Humana	Health Insurance (May)	7,498.50
Newton County BOC	Cornish Creek Water Fund	12,584.00
Newton County Water & Sewer	Services from 3/30 – 4/29	5,268.53
Sophicity	IT in a Box	1,331.96
Southeastern Power Administration	SEPA energy cost	3,299.06
PURCHASES/CONTRACT LABOR		
Associated Printing	Brochures & Calendars for 175 Convocation	5,567.71
Bankcard Center	Lunch Meeting City Mgrs./ Color Prints/ ECG Training (Dustin James)/Elections Training (Stacey Mullen)/Lunch NEGRC (Bob)/Judges ICJE Training Hotel/Chiefs Conference (Chief Harvey)/Jody ECG Registration/Water Distribution Licensing (Jody & Scottie)	2,212.42
Ferguson Waterworks	Tapping Machine for water taps	1,370.02
Georgia Department of Labor	Unemployment Qtr. ending 12/31/2014 Bill (Amanda Vincent)	1,650.00
McNair, McLemore, Middlebrooks	CPA Pre-Audit Planning & Payroll Assistance	2,835.61
Microsoft	Annual Renewal & License for tablets for council	4,429.12
SanTech Products Inc.	55 Gallon Mosquito Spray	1,699.37
Ace/Kimble Services	Sewer Taps Haygood/Emory/Queen Ann	9,250.00
APPROVED CONTRACTS		
ER Snell Contractor	LMIG Super Pave w/ Rap for Cindy Court	16,150.25
Jimmy Harris Trucking	LMIG Asphalt Hauling for Coke Street	2,887.50
Newton County Road Dept	LMIG Hauling and Milling Asphalt, Cindy Ct & Coke Street	1,505.00



PROCLAMATION

WHEREAS, citizen input is important to the City Council of the City of Oxford so we can better govern our City; and

WHEREAS, it is important to show the citizens of our City how our City operates and how City Council functions; and

WHEREAS, City Council has created the Honorary Councilmember of the Month Program in Oxford; and

WHEREAS, as Mayor I have nominated Brian Barnard to serve for this month.

NOW, THEREFORE, I, Mayor Jerry D. Roseberry, do hereby appoint Brian Barnard as the Honorary Councilmember for the City of Oxford for the month of June.

SO PROCLAIMED, this first day of June 2015.

MAYOR AND CITY COUNCIL OF OXFORD

BY: _____
Mayor

ATTEST: _____
City Clerk



**OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
REGULAR MEETING
MONDAY, MAY 4, 2015 – 7:00 P.M.
CITY HALL**

**MEMBERS PRESENT: JERRY D. ROSEBERRY, MAYOR; COUNCILMEMBERS: JIM WINDHAM; TERRY SMITH;
SARAH DAVIS; DAVID EADY; GEORGE HOLT; LYN PACE**

**OTHERS PRESENT: Bob Schwartz, City Manager; Dave Harvey, Police Chief; David Strickland, City Attorney;
Hoyt and LaTrelle Oliver, Kendra Mayfield, Judy Greer, Carol and Neil Penn, Jeff Wearing, Vivian Harris, Lisa
Dorward, Norbert Thompson, Anderson Wright, Dean Steven Bowen, James Johnson, Landscape Architect for
Oxford College, Noah Schultz, Grandson of Chief Dave Harvey**

The meeting was called to order by the Hon. Jerry D. Roseberry, Mayor and the invocation by Lynn Pace.

Pledge of allegiance

**A motion was made by Smith, seconded by Pace to accept the Agenda for the May 4, 2015 Mayor and Council
Regular Meeting. The vote was 7 in favor and 0 opposed. The motion was approved.** Attachment A

HONORARY COUNCILMEMBER

Mayor Roseberry announced Ms. Jackie Ellis as the Honorary Councilmember for May as appointed by
Councilmember Sarah Davis and presented her with a Proclamation as appreciation for her participation.
Attachment B

**A motion was made by Pace, seconded by Eady to approve the Minutes of the Regular Meeting and Public
Hearing April 6, 2015. The vote was 7 in favor with 0 opposed. The motion was approved.** Attachment C

**A motion was made by Windham, seconded by Smith to approve the Minutes of the April 20, 2015 Work
Session. The vote was 7 in favor with 0 opposed. The motion was approved.** Attachment D

**A motion was made by Eady, seconded by Davis to accept the Minutes from the February 10 and April 14, of
the Trees, Parks, and Recreation Board. The vote was 7 in favor with 0 opposed. The motion was approved.**
Attachment E

**A motion was made by Windham, seconded by Eady to accept the Minutes from the March 10, 2015 Planning
Commission meeting. The vote was 7 in favor with 0 opposed. The motion was approved.** Attachment F

PLANNING COMMISSION RECOMMENDATIONS/PETITIONS

None

CITIZENS COMMENTS/CONCERNS

None

Mayor's Reports

Mayor Roseberry made the following announcements and reminders:

OXFORD LIONS CLUB

The Oxford Lions Club will host a lunch for Oxford city employees and Council on Thursday, May 7th at city hall from noon until 1:00 pm.

NEWTON COUNTY TOMORROW

Newton County Tomorrow will hold the initial meeting of its new Advisory Council (formerly Leadership Collaboration) and NCT Board members on May 22nd at The Center from 8:15 am until 10:00 am.

MEAG

MEAG's Annual Meeting is July 13- 15, 2015 at Amelia Island. The registration fee and the first night's lodging is waived for Oxford's election delegate. The city will pay for the second night's lodging and cost of travel. If your spouse attends you will be responsible for the additional \$125.00 cost. Someone from the city should attend and if you would like to represent the city let the city manager know by May 15, 2015. If no one elects to attend, the mayor or the city manager will attend.

THE GEORGIA TRAIL SUMMIT

The Georgia Trail Summit will be June 4 -6, 2015 in Athens at the Graduate Athens Hotel and Conference Center. The city will receive two free registrations and free publicity in brochures advertising the event. If you would like to attend contact the city manager. Attachment G

ECG Revised Contract

Electric Cities of Georgia has asked that we adopt a Resolution accepting a contract revisions. City Manager Bob Schwartz presented council with a memo detailing the estimated \$8,427 in annual savings. After discussion:

A motion was made by Smith seconded by Windham to adopt a Resolution to accept the contract revisions. Approving Amendment NO. 1 to the intergovernmental participant contract among all participants respecting participation in Electric Cities of Georgia, INC. The vote was 7 in favor and 0 opposed. The motion was approved. Attachment H

Hamill Street

Oxford College has requested that Hamill Street between Haygood and Emory be closed to vehicular traffic. The Planning Commission considered this request at its March 10th meeting and recommends approval subject to the college installing a brick walkway in place of the asphalt and installing breakaway bollards at both ends of the street. The Planning Commission also felt that a pedestrian crossing on Emory Street would enhance this request. City Manager Bob Schwartz presented a copy of the proposed layout for Hamill Street with a copy of an email from Kendra Mayfield reporting on her conversation with DOT on Thursday, April 30th. Schwartz stated he has talked with David Strickland, City Attorney and there is no requirement for conducting a public hearing before making a decision on this request. Attachment I

A motion was made by Holt seconded by Eady to approve the Planning Commission's recommendation to close Hamill Street. The vote was 7 in favor and 0 opposed. The motion was approved.

Chief Dave Harvey asked if the college has made arrangements for parking on Hamill Street. Kendra Mayfield said they will redirect people who park on Hamill to park off the street. The discussion concluded with council requesting City Attorney David Strickland prepare a Memorandum of Understanding outlining terms and conditions.

WHATCOAT STREET

City Manager Bob Schwartz presented two proposed layouts and cost estimates for the Whatcoat Street project for council to decide on a design of the Whatcoat, Pierce and Haygood intersection.

A motion was made by Eady seconded by Windham to move forward with the roundabout option authorizing City Engineer Robert Jordan to proceed with the pre-construction plans at a cost savings of approximately \$2000. The vote was 7 in favor with 0 opposed. The motion was approved. Attachment J

FY2016 ANNUAL BUDGET

City Manager Bob Schwartz presented for discussion drafts of the preliminary annual budget for FY2016 (July, 2015 – June 2016) and the capital budget with the Budget Committee recommendations. The committee will meet again on May 12th to complete its recommendations. Attachment K

INVOICE APPROVAL**INVOICES OVER \$1,000.00**

VENDOR	DESCRIPTION	AMOUNT
ROUTINE MONTHLY BILLS PAID		
City of Covington	Quarterly Sewer Charges 12/31/14 – 3/31/15	10,008.00
City of Oxford	Monthly Utility Billing of City owned properties April	1,410.50
GIRMA	Annual Risk Management Contributions	51,480.00
GMA	GMEBS Retirement Fund (April)	6,383.59
GMA	GMEBS Retirement Fund (May)	6,383.59
Humana	Health Insurance (May)	7,489.50
Newton County BOC	Cornish Creek Water Fund	11,744.00
Newton County Water & Sewer	Services from 2/26/15 – 3/30/15	4,917.29
Southeastern Power Administration	SEPA energy cost	3,077.15
PURCHASES/CONTRACT LABOR		
Ace/Kimble Services	Install Sewer taps 1007 Hull/405 Dowman/1212 Asbury	9,850.00
Bankcard Center	Hotel –GRWA (Jody & Scottie), Lunch 4 City of Covington, coffee, seeds, trees for Huanne Burnett, lunch – Bob @ College, Pole climbing boots (Dustin)	1,093.78
Consolidated Pipe & Supply	4" backflow valve for Science Bld. (College)	1,168.30
Electric Cities of Georgia	Customer Service Certification (Dawn Towns)	1,620.00
Latham Home Sanitation	Waste removal service (March)	5475.18
Latham Home Sanitation	Waste removal service (April)	5475.18
Premier Tree & Shrub Care	Grounds Maintenance City streets & right of way	2,677.00
Strickland & Strickland Law	Legal Services	2820.36
Sensus	1-2" and 1- 4" Meter for Science Building (College)	3,498.12
APPROVED CONTRACTS		
Jordan Engineering	Survey data collection Whatcoat & Pierce Streets etc.	1,875.00
Townsend Tree Service	Powerline Tree Trimming	11,381.60
Tres Thomas	Storm Water Management Plan 2014	3,500.00

A motion was made by Smith, seconded by Windham to approve payment of the invoices. The vote was 7 in favor with 0 opposed. The motion was approved.

Adjourn

A motion was made by Windham, seconded by Eady to adjourn the meeting at 7:48pm. The vote was 7 in favor with 0 opposed. The motion was approved.

Respectfully submitted,

Lauran Willis
City Clerk



**OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
PUBLIC HEARING
MONDAY, MAY 18, 2015 – 6:00 P.M.
CITY HALL**

MEMBERS PRESENT: JERRY D. ROSEBERRY, MAYOR; COUNCILMEMBERS: JIM WINDHAM; SARAH DAVIS; LYN PACE; COUNCILMEMBERS TERRY SMITH, GEORGE HOLT AND DAVID EADY WAS NOT IN ATTENDANCE.

OTHERS PRESENT: Bob Schwartz, City Manager; Lauran Willis, City Clerk; Dave Harvey, Police Chief; Jody Reid, Utility Superintendent; Hoyt and LaTrelle Oliver, Jeff Wearing, Carol & Neil Penn, Cheryl & Mike Ready; Nita Carson, Tom Johnson, Brian Barnard; Len and Brandon Strozier with Omega Mapping.

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

Mayor Roseberry announced the Public Hearing for the purpose of receiving both written and oral comments about the Annual Operating and Capital Budget for City of Oxford for Fiscal Year 2016.

City Manager Bob Schwartz presented the FY2016 Annual Budget detailing each fund and explained the revenues and expenditures with the estimate for FY2015 year end, FY2016 Request, FY2016 committee recommendations and the FY2016 Budget completion if approved. Bob then presented the FY2016 Capital Budget and explained each item as it pertains to the Oxford Capital Improvement Plan for 2016 – 2020 and new project projections. Attachment A

Mayor Roseberry asked if anyone had any comments or questions then proceeded with the following announcement.

The city has received a commitment from the county to make a financial contribution of \$100,000 toward the establishment of a public park in the city. The money will come from the 4th District Parks and Recreation 2011 SPLOST.

There being no further discussion Mayor Roseberry announced that council will vote on the FY2016 Annual Budget and FY2016 Capital Budget at the regular meeting on June 1st. The Public Hearing was closed at 6:25 pm.

Respectfully submitted,

Lauran Willis
City Clerk

**OXFORD MAYOR AND COUNCIL
WORK SESSION
MONDAY, MAY 18, 2015 – 6:00 P.M.
CITY HALL
A G E N D A**

PUBLIC HEARING

A Public Hearing on the FY2016 Budget (July 1, 2015 – June 30, 2016) is scheduled for 6 PM. 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.

1. **Honorary Councilmember** – Mayor Roseberry has appointed Brian Barnard as the honorary councilmember for June.
2. **Coke and George Street Rights-of-Way** – Councilmember Windham has asked for a discussion comparing this Coke and George Streets rights-of-way and the right-of-way of Hamill Street which was recently closed to vehicle traffic.
3. **Bad Debt Right Off** - As of April 13, 2015 we have a total of \$20,019.41 in bad debt. Council will need to determine if we should right off this total. We have budgeted \$6,500 in Water, \$15,500 in Electric and \$3,000 in Sanitation for a total of \$25,000.
4. **Cemetery** – Laurant will present maps and status of cemetery projects with guest Len Strozier and his son Brandon Strozier.
5. **101 Longstreet Circle** – We will present asbestos findings and quotes for demolition.
6. *** FY2016 Budget** – We will discuss the proposed budget. The vote on the budget will be at the June 1st meeting.
7. ***Projects Status Report**

*Attachments

**OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
WORK SESSION
MONDAY, MAY 18, 2015 – 6:00 P.M.
CITY HALL**

MEMBERS PRESENT: JERRY D. ROSEBERRY, MAYOR; COUNCILMEMBERS: JIM WINDHAM; SARAH DAVIS; LYN PACE; COUNCILMEMBERS TERRY SMITH, GEORGE HOLT AND DAVID EADY WERE NOT IN ATTENDANCE

OTHERS PRESENT: Bob Schwartz, City Manager; Lauran Willis, City Clerk; Dave Harvey, Police Chief; Jody Reid, Utility Superintendent; Hoyt and LaTrelle Oliver, Jeff Wearing, Carol & Neil Penn, Cheryl & Mike Ready; Nita Carson, Tom Johnson, Brian Barnard; Len and Brandon Strozier with Omega Mapping.

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

Honorary Councilmember

Mayor Jerry Roseberry introduced Brian Barnard as Honorary Councilmember for June appointed by Mayor Roseberry.

Coke and George Street Rights-of-Way

Councilmember Jim Windham asked for discussion comparing Coke and George Street rights-of-way to Hamill Street which was recently closed to vehicle traffic. Windham elected to hold off on this discussion for a later meeting.

Mayors Announcements

Newton County Tomorrow (NCT) will hold the initial meeting of its new Advisory Council (formerly Leadership Collaboration) and NCT Board members on May 22nd at The Center from 8:15 am until 10:00 am. All City Council members and city management are members of the Advisory Council by virtue of their official positions. You are encouraged to attend this meeting and meet the new NCT Board.

MEAG's Annual Meeting is July 13 – 15, 2015 at Amelia Island. The registration fee and the first night's lodging is waived for Oxford's election delegate. The city will pay for the second night's lodging and cost of travel. If your spouse attends you will be responsible for the additional \$125.00 cost. Unless a Council member volunteers today to make the trip, the city manager will represent the city.

The Georgia Trail Summit will be June 4 -6, 2015 in Athens at the Graduate Athens Hotel and Conference Center. The city will receive two free registrations and free publicity in brochures advertising the event. Councilman Windham plans to attend as the city's representative.

On Wednesday, May 27th at 11:00 am the Oxford Historical Shrine Society will dedicate the Civil War marker at Old Church. Representatives of Georgia Civil War Heritage Trails will be present. The public is invited.

The city has received a commitment from the county to make a financial contribution of \$100,000 toward the establishment of a public park in the city. The money will come from the 4th District Parks and Recreation 2011 SPLOST. Attachment A

Bad Debt Right Off

City Manager Bob Schwartz announced that as of April 13, 2015 we have a total of \$20,019.41 in bad debt. Council will need to determine if we should wright off this total. We have budgeted \$6,500 in Water, \$15,500 in Electric and \$3,000 in Sanitation for a total of \$25,000. This will be on the June agenda for a vote.

Cemetery

City Clerk Lauran Willis presented maps and gave a status of cemetery projects over the last three years with the assistance of Len Strozier and his son Brandon Strozier with Omega mapping.

101 Longstreet Circle

City Manager Bob Schwartz informed council of the asbestos findings at 101 Longstreet Circle and said Jody Reid is in the process of getting quotes for demolition.

FY2016 Budget

City Manager Bob Schwartz presented the proposed budget for Fiscal Year 2016 (July 1, 2015 – June 30, 2016). The budget schedule calls for the budget to be adopted at the regular council meeting on June 1, 2015. The vote on the budget will be presented on the June 1st meeting agenda. Attachment B

Project Status Report

City Manager Bob Schwartz presented a updated project status report and gave a summary of the ongoing projects and a brief discussion of completed projects. Attachment C

There being no further discussion the meeting was adjourned at 7:12 PM.

Respectfully Submitted;

Lauran Willis, CMC
City Clerk

Mayor's Notes for City Council Meeting June 1, 2015

The Police Department has hired a replacement officer for officer David Steward who recently retired. The new officer is Kevin McCarthy who recently retired from DeKalb PD after 30 years of service. Kevin spent 14 years as a detective specializing in burglary investigations.

Newton County Tomorrow had a meeting with members of the Leadership Collaborative last week. Highlights included presentations by Frank Turner, Sr., Mort Ewing and Hoyt Oliver. Oxford had a good turnout of council and thanks to those of you who could make the meeting.

The Civil War marker placed across the street from Old Church and recognizing Sherman's March to the Sea was dedicated last Wednesday. Anderson Wright, president of the Oxford Historical Shrine Society, put together a good program.

GDOT has given a verbal okay to the Hamil Street pedestrian crosswalk and Emory has agreed to pay for it.

For those of you who missed the announcement at the work session – Newton County Commissioner J. C. Henderson has agreed to contribute \$100,000 to the new park in Oxford. The money will come from the 2011 SPLOST fund dedicated to parks and recreation.

Summary

BAD DEBTS Attachment F

AS of 4/13/2015

City of Oxford

FY 2014-2015

WRITE-OFF UNCOLLECTIBLE ACCOUNT LIST

UNCOLLECTABLE DATE:

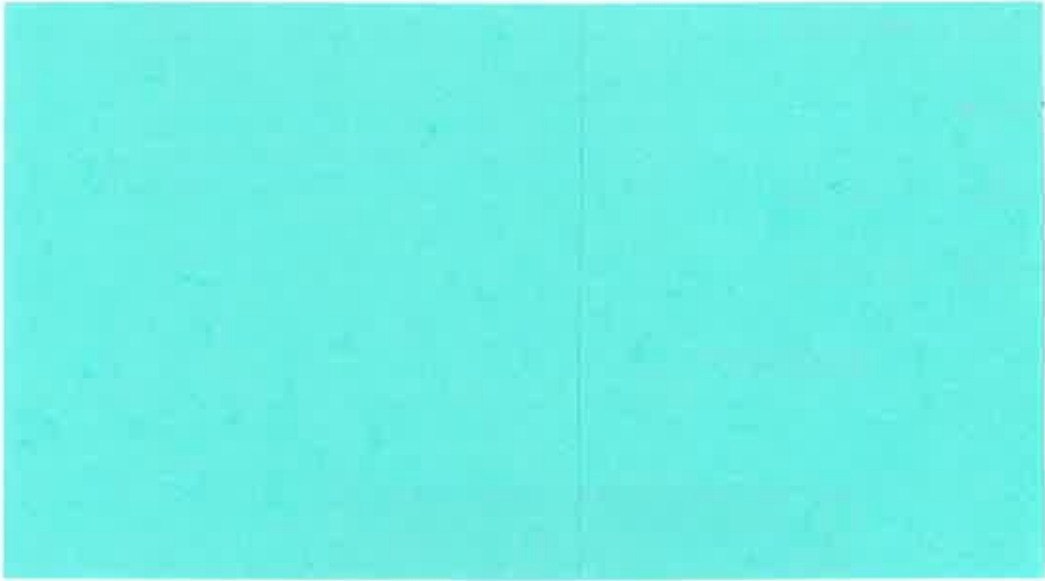
04/13/2015

PRINT ONLY

ACCOUNT NUMBER S NAME

TAX ID TYPE

LAST PAY DATE FINAL DATE BALANCE



04/07/2014 04/30/2014 174.60

01/13/2015 02/13/2015 50.36

10/03/2013 11/22/2013 834.36

02/05/2014 04/15/2014 182.27

61

20,019.41

Budgeted

Water 6,500.00 505-4600-574000-000

Electric 15,500.00 510-4600-574000-000

Sanit 3,000.00 540-4600-574000-000

Enviroprobe, LLC
1931 Highway 11 S
Covington, Georgia 30014
email: enviroprobe@bellsouth.net
Phone: 404-557-9320

Mr. Jody Reid
City of Oxford
110 West Clark Street
Oxford, Georgia 30054

May 29, 2015

Ref: Demolition and Asbestos Containing Materials Abatement Cleanup Cost Proposal
Residential House
101 Longstreet Drive
Oxford, Georgia 30054

Enviroprobe proposes to Demo, cleanup all trash, debris and the Asbestos Containing Materials (ACM's) from the site referenced above.

- Demolition of house
- Load ACMs into lined 30 yd. roll off containers
- Transfer ACMs for disposal to Newton County Landfill
- Submit EPD Abatement notification & Fees
- Backfill with approx. 200 yds. of dirt and grade site
- Roll off Containers T&D
- Disposal of ACM's with manifest
- Certified Abatement Supervisor
- Certified Abatement Workers
- Install silt fence on down gradate slope of site
- Seed and straw site on completion

Total Project Cost \$17,500.00

If you have any questions about the proposal please do not hesitate to call me at (404) 557-9320.
Thank you for the opportunity of being of service to you.

Sincerely



Roy Mote
Environmental Consultant

Asbestos in Buildings:
Inspection and Assessment
Certificate Number 14720



Annual Budget - FY2016

July, 2015 - June, 2016

Public Hearing - May 18, 2015

~

Description	FY2014		FY2015		FY2016		FY2016		FY2016		Explanation
	Actual	Budget	Thru April	Estimate	Request	CM Rec	Bud Comm	Bud Comm			
General Fund											
1 Revenues	802,406	794,500	718,852	807,135	830,913	828,130	828,130	828,130			
Transfers from W&S	100,000	100,000	100,000	100,000	100,000	140,000	140,000	150,000			
Transfers from Electric	300,000	300,000	300,300	300,000	300,000	250,000	250,000	240,000			
Transfers from Sanitation	50,000	50,000	50,000	50,000	50,000	70,000	70,000	70,000			
General Fund Revenues	\$1,252,406	\$1,244,500	\$1,169,152	\$1,257,135	\$1,280,913	\$1,288,130	\$1,288,130	\$1,288,130			
6 Expenditures											
7 City Council	53,122	60,600	48,703	54,964	58,100	57,165	57,165	57,165			
8 General Government	550,281	654,713	501,360	589,752	621,652	611,350	611,350	683,894			
9 Court	10,344	12,000	6,460	11,270	12,100	12,000	12,000	12,000			
10 Police Department	257,872	303,187	271,739	315,340	315,059	303,778	306,614	306,614			
11 Street Department	163,709	209,000	140,819	169,949	231,062	213,375	193,857	193,857			
12 Cemetery	28,035	5,000	5,000	12,350	11,000	11,000	11,000	10,000			
13 Transfers to Capital Fund					0	0	0	24,600			
14 General Fund Expenditures	\$1,063,363	\$1,244,500	\$974,081	\$1,153,625	\$1,248,973	\$1,208,668	\$1,288,130	\$1,288,130			
15 General Fund BALANCE	\$189,043	\$0	\$195,071	\$103,510	\$31,940	\$79,462	\$0	\$0			
16											
Water & Sewer Fund											
17											
18 Revenues	771,951	730,300	632,038	750,016	723,000	723,000	723,000	723,000			
19 W & S Fund Revenues	\$771,951	\$730,300	\$632,038	\$750,016	\$723,000	\$723,000	\$723,000	\$723,000			
20											
Expenditures											
21	538,857	630,300	434,819	525,478	589,376	574,520	573,000	573,000			
22 Transfers to G/F	100,000	100,000	100,000	100,000	100,000	140,000	150,000	150,000			
23 Transfers to Capital Fund			0	130,000	0	0	0	0			
24 W & S Fund Expenditures	\$638,857	\$730,300	\$534,819	\$755,478	\$689,376	\$714,520	\$723,000	\$723,000			
25 W & S Fund BALANCE	\$133,094	\$0	\$97,219	-\$5,463	\$33,624	\$8,480	\$0	\$0			
26											

Description	FY2014	FY2015	Thru	FY2015	FY2016	FY2016	FY2016	Explanation
	Actual	Budget	April	Estimate	Request	CM Rec	Bud Comm	
27 Electric Fund								
28 Revenues	2,416,370	2,556,944	1,894,316	2,530,332	2,531,317	2,418,546	2,418,546	
29 Electric Fund Revenues	\$2,416,370	\$2,556,944	\$1,894,316	\$2,530,332	\$2,531,317	\$2,418,546	\$2,418,546	
30								
31 Expenditures	1,782,489	1,929,650	1,544,917	1,893,890	1,910,091	1,922,255	1,936,979	
32 Transfers to G/F	300,000	300,000	300,300	300,000	300,000	250,000	240,000	
33 Transfers to Capital Fund	0	0	0	0	0	0	0	
34 Comp Trust transfer to Capital Fund	287,141	327,294	0	277,294	241,567	241,567	241,567	
35 Electric Fund Expenditures	\$2,369,630	\$2,556,944	\$1,845,217	\$2,471,184	\$2,451,658	\$2,413,822	\$2,418,546	
36 Electric Fund BALANCE	\$46,740	\$0	\$49,099	\$59,147	\$79,659	\$4,724	\$0	
37								
38 Sanitation Fund								
39 Revenues	143,884	143,500	122,592	147,110	147,665	147,665	147,665	
40 Sanitation Fund Revenues	\$143,884	\$143,500	\$122,592	\$147,110	\$147,665	\$147,665	\$147,665	
41								
42 Expenditures	69,241	93,500	59,847	74,216	75,800	75,500	77,665	
43 Transfers to G/F	50,000	50,000	50,000	50,000	50,000	70,000	70,000	
44 Sanitation Fund Expenditures	\$119,241	\$143,500	\$109,847	\$124,216	\$125,800	\$145,500	\$147,665	
45 Sanitation Fund BALANCE	\$24,643	\$0	\$12,745	\$22,894	\$21,865	\$2,165	\$0	
46								

Description	FY2014	FY2015	Thru	FY2015	FY2016	FY2016	FY2016	Explanation
	Actual	Budget	April	Estimate	Request	CM Rec	But Comm	
GRAND TOTALS								
47								
48 General Fund								
49								
50								
51								
52 Water and Sewer Fund								
53								
54								
55								
56 Electric Fund								
57								
58								
59								
60 Sanitation Fund								
61								
62								
63								
64								
65								
ALL FUNDS TOTAL								
66								
67								
68								
69								
70								
71								
72								

Description	FY2014	FY2015	Thru	FY2015	FY2016	FY2016	FY2016	Explanation
	Actual	Budget	April	Estimate	Request	CM Rec	Bud Comm	
GENERAL FUND - REVENUE								
	83.33%							
1 Real Property Tax-Current Yr.	82,165	95,000	90,812	92,000	96,500	96,500	96,500	
2 Property Tax - Prior Year	7,097	6,000	3,161	7,000	6,500	6,500	6,500	
3 Motor Vehicle Adv	35,045	38,000	26,667	32,000	38,000	38,000	38,000	
4 Motor Vehicle TAVT	52,151	40,000	31,922	38,306	40,000	40,000	40,000	
5 Intangible Tax	1,436	2,100	796	1,850	2,000	2,000	2,000	
6 Real Estate Transfer	711	600	1,428	1,400	2,000	2,000	2,000	
7 Electric Franchise Tax	1,261	1,300	1,368	1,368	1,300	1,300	1,300	
8 Gas Franchise Tax	17,416	12,000	12,274	14,729	12,100	13,000	13,000	
9 TV Cable Franchise Tax	26,599	24,000	21,105	24,000	22,000	22,000	22,000	
10 Telephone Franchise Tax	195	200	3,949	195	200	3,500	3,500	
11 LOST Sales & Use Tax	317,784	310,000	274,606	329,527	340,000	340,000	340,000	
12 General Business License	10,940	12,000	11,400	12,000	12,000	12,000	12,000	
13 Insurance Premium Tax	110,080	112,000	115,097	115,097	116,000	116,000	116,000	
14 Penalty/Interest on Del Taxes	670	750	431	517	600	600	600	
15 Misc. Income	28	1,000	1,598	1,600	1,000	1,000	1,000	
16 Intergovernmental Revenues	17,613	18,000	18,280	18,280	19,000	19,000	19,000	LMIG
17 Printing/Duplicating Service	85	150	138	80	150	150	150	
18 Election Qualifying Fees	225	300	0	225	330	330	330	
19 Cemetery Fees	5,109	4,500	3,895	4,000	4,500	4,500	4,500	City retains 1/3 from lot sales.
20 Bad Check Fees	1,254	1,200	899	1,079	1,233	1,250	1,250	
21 Fines & Forfeitures	52,111	55,000	37,709	45,251	55,000	48,000	48,000	
22 Interest Revenues	3,333	3,400	2,817	3,380	3,400	3,400	3,400	
23 Rents and Royalties	1,650	2,000	1,050	1,700	1,500	1,500	1,500	
24 Lease Agreement Income	32,000	30,000	30,000	30,000	30,000	30,000	30,000	
25 Lease - Verizon	0	24,000	26,050	30,150	24,600	24,600	24,600	Budgeting transfer to capital fund.
26 Proceeds-Dispose of Assets	25,448	1,000	1,400	1,400	1,000	1,000	1,000	
REVENUES TOTAL	\$802,406	\$794,500	\$718,852	\$807,135	\$830,913	\$828,130	\$828,130	

**GENERAL FUND - EXPENDITURES
CITY COUNCIL**

Description	FY2014 Actual	FY2015 Budget	Thru April	FY2015 Estimate	FY2016 Request	FY2016 CM Rec	FY2016 Bud Comm	Explanation
1 Regular Employees	34,800	34,800	29,000	34,800	34,800	34,800	34,800	
2 Social Security (FICA)	3,010	3,300	2,219	2,663	2,800	2,665	2,665	
3 Liability Insurance	14,131	17,000	16,901	16,901	17,000	17,000	17,000	
4 Education & Training	1,181	5,000	583	600	3,000	2,000	2,000	
5 Reg Employees - Election	0	500	0	0	500	700	700	3 poll workers + alternate, if needed (includes training day)
SUBTOTAL	\$53,122	\$60,600	\$48,703	\$54,964	\$58,100	\$57,165	\$57,165	

GENERAL GOVERNMENT

1 Regular Employees	189,795	208,042	173,486	208,183	208,042	205,400	251,482	Includes Comm. Dev. Coord.
2 Overtime	2,886	6,000	3,310	3,972	6,000	6,000	5,000	
3 Group Insurance	32,819	37,079	30,594	36,713	36,000	33,300	41,473	
4 Social Security (FICA)	17,992	16,527	13,573	16,288	16,410	16,200	19,621	
5 Retirement Plan Expense	30,740	25,102	26,051	31,261	31,300	30,310	31,216	
6 Retirement Cont. (DC) 401	3,971	7,135	3,306	3,967	3,800	6,790	8,589	
7 Workers' Comp Insurance	-862	750	544	0	750	750	750	
8 Unemployment Payments	1,320	2,000	4,290	5,000	2,000	2,000	2,000	
9 Professional	107,114	97,000	79,218	95,062	110,000	110,000	89,000	Includes Newton Cnty Tomorrow
10 Professional Services-Fire	18,206	20,000	18,311	18,311	20,000	20,000	20,000	
11 Technical Purchased Service	29,927	31,100	28,361	31,000	31,300	32,200	32,200	
12 Repairs & Maintenance	15,545	20,000	24,427	29,312	22,000	24,200	20,000	Includes ant treatments.
13 Whatcoat Building maintenance					5,000	5,000	5,000	new line item
14 Liability Insurance	15,242	16,000	12,599	12,599	18,350	15,000	15,000	
15 Telephone - Postage	21,542	25,000	17,054	20,465	25,000	24,000	24,000	
16 Advertising & Promotions	8,258	10,000	6,599	7,919	10,000	10,000	6,000	
17 175th City Anniversary	11,452	15,000	13,118	13,118	0	0	0	
18 July 4th parade expenses					5,000	5,000	5,000	new line item
19 Dues & Fees	12,304	10,000	7,973	9,568	11,000	10,000	10,000	
20 Education & Training	5,057	10,000	6,247	7,496	10,000	10,000	8,000	
21 Supplies & Materials	16,151	18,000	14,264	17,117	18,000	18,000	18,000	
22 Energy - Utilities	0	15,500	12,242	14,690	15,500	16,000	16,000	
23 Small Equipment Under \$5,000	6,367	10,000	2,695	4,000	10,000	5,000	5,000	2 replacement PC's and other equipment.

Description	FY2014	FY2015	Thru	FY2015	FY2016	FY2016	FY2016	Explanation
	Actual	Budget	April	Estimate	Request	CM Rec	Bud Comm	
24 Other/Meetings & Events	4,463	6,000	3,009	3,611	6,000	6,000	4,000	
25 Contingency - General	0	48,278	0	0			46,363	
26 Contingencies - cash over & short	-8	200	89	100	200	200	200	
SUBTOTAL	\$550,281	\$654,713	\$501,360	\$589,752	\$621,652	\$611,350	\$683,894	

Description	FY2014	FY2015	Thru	FY2015	FY2016	FY2016	FY2016	Explanation
	Actual	Budget	April	Estimate	Request	CM Rec	Bud Comm	
COURT								
1 Contract Judge	3,750	5,000	3,750	5,000	5,000	5,000	5,000	
2 Contract - Public Defender	500	500	0		500	500	500	
3 Contract - Solicitor	4,800	4,800	2,400	4,800	4,800	4,800	4,800	
4 Education Training/Clerk	150	300	225	270	400	300	300	Send new clerk to training.
5 Education Training/Judge	1,144	1,200	85	1,200	1,200	1,200	1,200	
6 Contract - Translator	0	200	0		200	200	200	
SUBTOTAL	\$10,344	\$12,000	\$6,460	\$11,270	\$12,100	\$12,000	\$12,000	

Description	FY2014	FY2015	Thru	FY2015	FY2016	FY2016	FY2016	Explanation
	Actual	Budget	April	Estimate	Request	CM Rec	Bud Comm	
POLICE DEPARTMENT								
1 Regular Employees	138,500	151,792	132,856	159,427	163,942	153,600	158,112	
2 Overtime	8,464	10,000	6,489	7,787	10,000	10,000	8,000	
3 Group Insurance	14,743	14,832	13,515	16,218	15,300	17,400	17,400	
4 Social Security (FICA)	12,922	12,224	10,660	12,792	13,238	12,600	12,708	
5 Retirement Cont. (DC) 401	5,075	7,133	5,056	6,067	7,133	7,178	7,394	
6 Workers' Comp Insurance	1,879	5,500	6,375	6,376	6,500	6,500	6,500	
7 Tech Purch Serv/Courtware	5,424	6,000	3,006	3,607	5,000	5,000	5,000	
8 Repairs & Maintenance	8,047	8,600	7,424	8,909	8,600	8,600	8,600	
9 Liability Insurance	6,399	6,500	4,218	4,218	6,500	4,500	4,500	
10 Telephone-Postage	6,499	7,500	4,680	5,616	6,646	6,700	6,700	
11 Dues & Fees	181	300	100	120	300	300	300	
12 Education & Training	1,632	2,500	1,205	1,446	2,500	2,500	2,500	
13 Subpoena fee	0	200	0		200	200	200	
14 Prisoner Housing & costs	3,360	3,500	2,295	2,754	4,500	4,500	4,500	
15 Supplies & Materials	4,330	5,200	7,344	8,813	5,200	5,200	5,200	
16 Gasoline	14,411	13,000	6,070	7,284	13,000	10,000	10,000	
17 Small Equipment Under \$5,000	9,721	12,000	10,831	12,000	12,000	12,000	12,000	Includes backup weapons and copier. Moved from capital.
18 Other Supplies-Uniforms	4,220	6,500	2,313	2,776	6,000	6,000	6,000	
19 Training funds - Payable	12,065	14,906	9,144	10,973	13,500	12,000	12,000	
20 E-911 Center	0	15,000	38,158	38,158	15,000	19,000	19,000	FY15 bill was for two years.
SUBTOTAL	\$257,872	\$303,187	\$271,739	\$315,340	\$315,059	\$303,778	\$306,614	

Description	FY2014	FY2015	Thru	FY2015	FY2016	FY2016	FY2016	Explanation
	Actual	Budget	April	Estimate	Request	CM Rec	Bud Comm	
STREET DEPARTMENT								
1 Regular Employees-Street	27,400	27,475	23,250	27,900	28,080	27,475	36,196	Includes 1/3 of new Maint. 1
2 Overtime	1,734	2,400	667	800	2,000	1,500	1,833	
3 Employee Insurance	6,764	7,416	6,267	7,520	7,416	8,100	10,783	
4 Social Security (FICA)	1,680	2,217	1,830	2,196	2,235	2,250	2,909	
5 Retirement Plan Expense	10,513	8,242	8,567	10,280	10,281	10,000	10,270	
6 Retirement Cont. (DC) 401	0	0	0	0	0	0	316	
7 Workers' Comp Insurance	2,532	7,000	8,356	8,356	8,500	8,500	8,500	
8 Professional (arborist)	619	2,000	300	360	2,000	1,000	1,000	
9 Professional - Engineering	0	6,000	4,873	5,848	6,000	6,000	6,000	
10 Disposal Services-Landfill Fees	407	750	526	500	750	750	750	
11 Contract Lawn Care	11,442	25,000	15,823	21,000	25,000	25,000	25,000	
12 Repairs & Maintenance	9,108	25,000	11,780	14,136	25,000	20,000	20,000	
13 Education & Training (new account)	0	0	0	0	1,000	1,000	1,000	Training materials - storm water and water conservation.
14 Contract Labor	43,880	24,000	14,379	17,255	24,000	22,000	0	Replaced with Maint. 1
15 Supplies & Materials	17,912	20,000	11,611	13,933	20,000	18,000	18,000	
16 Gasoline/Diesel	10,339	9,000	3,646	4,375	9,000	7,000	7,000	
17 Small Equipment Under \$5,000	0	2,000	0	0	2,000	2,000	1,500	
18 Uniforms	1,709	2,000	1,747	2,233	2,300	2,300	2,300	
19 Stormwater Management	3,500	3,500	0	3,500	3,500	3,500	3,500	
20 Day, arborist)	5,926	7,000	4,097	4,916	7,000	7,000	7,000	
21 City Tree Removal	8,244	20,000	16,200	19,440	35,000	30,000	20,000	
22 City Trail Maintenance	0	5,000	6,900	5,400	7,000	7,000	7,000	Includes concrete repair and spraying.
23 Sidewalks	0	3,000	0	0	3,000	3,000	3,000	
SUBTOTAL	\$163,709	\$209,000	\$140,819	\$169,949	\$231,062	\$213,375	\$193,857	
CEMETERY								
23 Cemetery mapping services	15,685	0						
24 Cemetery Found. Maint. Suppl.	5,000	5,000	5,000	5,000	6,000	6,000	5,000	Cemetery Foundation requested
25 Tree Removal	7,350	0		7,350	5,000	5,000	5,000	
SUBTOTAL	\$28,035	\$5,000	\$5,000	\$12,350	\$11,000	\$11,000	\$10,000	

WATER & SEWER FUND - REVENUES

Description	FY2014 Actual	FY2015 Budget	Thru April	FY2015 Estimate	FY2016 Request	FY2016 CM Rec	FY2016 Bud Comm	Explanation
1 Water Charges/Sales	473,764	475,000	366,102	439,322	450,000	450,000	450,000	
2 Water Tap Fees	56,501	20,000	57,025	60,000	30,000	30,000	30,000	
3 Sewer Charges/Sales	236,899	232,000	196,448	235,738	236,000	236,000	236,000	
4 Sewer Tap Fees	1,919	2,500	9,925	11,910	4,000	4,000	4,000	
5 Hydrant Meter	2,868	800	2,538	3,046	3,000	3,000	3,000	
TOTAL REVENUES	\$771,951	\$730,300	\$632,038	\$750,016	\$723,000	\$723,000	\$723,000	

WATER & SEWER FUND - EXPENDITURES

6 Regular Employees	24,887	26,151	21,721	26,065	26,151	26,200	34,833	Includes 1/3 of new Maint. I
7 Overtime	2,179	2,500	1,464	1,757	2,500	2,500	2,833	
8 Employee Insurance	-471	0	266	319	320	320	3,008	
9 Social Security (FICA)	2,422	2,192	1,774	2,129	2,172	2,200	2,881	
10 Retirement Cont. (DC) 401	817	1,047	776	931	933	1,050	1,393	
11 Workers' Comp Insurance	56	800	844	844	800	850	850	
12 Legal & Professional	6,600	7,000	3,900	3,900	7,000	4,400	4,400	
13 Sewer Treatment Fees	118,107	125,000	94,492	113,390	110,000	110,000	110,000	
14 Repairs & Maintenance	21,514	25,000	20,629	24,755	30,000	25,000	25,000	To locate and install new taps.
15 Liability Insurance	2,797	3,400	3,242	3,242	3,400	3,400	3,400	
16 Telephone-Postage	1,485	1,200	1,142	1,370	1,200	1,200	1,200	
17 Dues & Fees	1,017	1,500	1,078	1,294	1,200	1,200	1,200	
18 Education & Training	2,512	2,000	1,042	1,250	2,000	2,000	1,000	
19 Contract Labor	0	5,000	0	0	5,000	5,000	5,000	
20 Temporary Labor	0	17,300	8,301	9,961	17,300	17,300	0	Replaced with Maint. I
21 Materials & Supplies	21,872	22,000	14,792	17,750	22,000	20,000	20,000	
22 Energy - Utilities	0	1,900	1,705	2,046	1,900	1,900	1,900	
23 Gasoline/Diesel	3,402	3,400	2,259	2,711	3,400	3,400	3,400	
24 Water for Resale	171,471	180,000	133,157	159,788	180,000	175,000	165,000	
25 Small Equipment Under \$5,000	0	3,000	1,398	1,800	3,000	3,000	3,000	
26 Uniforms	2,312	1,500	2,189	2,597	2,600	2,600	2,600	
27 Depreciation Expense	157,267	160,000	118,648	142,378	160,000	160,000	160,000	
28 Bad Debt Expense	-1,389	6,500	0	5,200	6,500	6,000	6,000	
29 Contingency	0	31,910	0	0	0	0	14,102	
TOTAL EXPENDITURES	\$538,857	\$630,300	\$434,819	\$525,478	\$589,376	\$574,520	\$573,000	

DESCRIPTION

	FY2014	FY2015	Thru	FY2015	FY2016	FY2016	FY2016	FY2016	
	Actual	Budget	April	Estimate	Request	CM Rec	Bud Comm		Explanation

ELECTRIC FUND - REVENUES

1 Electric Sales	1,937,117	2,096,000	1,725,247	2,070,296	2,096,000	1,992,829	1,992,829		ECG estimate.
2 Penalties After the 15th	113,291	115,000	95,912	115,094	115,000	115,000	115,000		
3 Service Charges	8,615	8,500	5,280	6,336	8,500	6,000	6,000		
4 Interest Revenue	163	150	184	221	150	150	150		
5 Municipal Competitive Trust	287,141	277,294	6,603	277,294	241,567	241,567	241,567		
6 Other Rebates-Off System Sales	70,043	60,000	61,090	61,090	70,100	63,000	63,000		
TOTAL REVENUES	\$2,416,370	\$2,556,944	\$1,894,316	\$2,530,332	\$2,531,317	\$2,418,546	\$2,418,546		

ELECTRIC FUND - EXPENDITURES

7 Regular Employees	88,983	94,579	79,263	95,116	95,750	93,700	104,386		Includes 1/3 of new Maint. I
8 Overtime	5,018	4,000	3,344	4,013	5,000	5,000	4,333		
9 Employee Insurance	13,749	14,832	12,751	15,301	15,163	16,600	19,195		
10 Social Security (FICA)	8,155	7,541	6,319	7,583	7,617	7,600	8,317		
11 Retirement Plan Expense	34,861	28,374	29,218	35,062	35,061	34,000	35,016		
12 Retirement Cont. (DC) 401	0	0	0	0	0	0	316		
13 Workers' Comp Insurance	192	1,200	1,256	1,257	1,300	1,300	1,300		
14 Repairs & Maintenance	9,132	6,200	3,776	4,531	6,200	6,200	6,200		
15 Power line Tree Trimming	13,363	25,000	7,036	20,000	25,000	25,000	25,000		
16 Liability Insurance	15,554	16,000	12,184	12,184	16,000	13,000	13,000		
17 Telephone-Postage	7,211	7,000	6,508	7,810	8,700	8,700	8,700		
18 Linemen Training	5,572	6,000	501	6,000	6,000	6,000	6,000		Apprentice training.
19 Contract Labor	0	20,000	0	0	20,000	20,000	20,000		No big storms in FY15.
20 Temporary Labor	0	5,500	8,301	9,961	5,500	5,500	0		Replaced with Maint. I
21 Supplies & Materials	14,544	16,500	11,536	13,843	16,500	15,000	15,000		
22 Energy/Utilities	1,435	5,000	7,819	9,383	7,000	9,500	9,500		
23 Gasoline/Diesel	6,420	9,000	3,519	4,223	9,000	7,000	7,000		
24 Electricity Purchased	1,502,126	1,520,000	1,285,800	1,542,960	1,520,000	1,539,355	1,539,355		ECG estimate.
25 Small Equipment Under \$5,000	976	5,000	212	2,500	5,000	5,000	5,000		
26 Uniforms	3,598	4,000	4,387	5,264	5,300	5,300	5,300		
27 Street Lights	0	2,500	0	2,500	2,500	2,500	2,500		
28 Depreciation	86,364	82,000	61,439	82,000	82,000	82,000	82,000		
29 Bad Debt Expense	-34,764	15,500	-252	12,400	15,500	14,000	14,000		
30 Contingency	0	33,924	0	0	0	0	5,561		
TOTAL EXPENDITURES	\$1,782,489	\$1,929,650	\$1,544,917	\$1,893,890	\$1,910,091	\$1,922,255	\$1,936,979		

Description

SANITATION FUND - REVENUES

	FY2014 Actual	FY2015 Budget	Thru April	FY2015 Estimate	FY2016 Request	FY2016 CM Rec	FY2016 Bud Comm	Explanation
1 Refuse Collection Charges	143,884	143,000	122,592	147,110	147,165	147,165	147,165	
2 Sale of Recycled Materials	0	500	0		500	500	500	
TOTAL REVENUES	\$143,884	\$143,500	\$122,592	\$147,110	\$147,665	\$147,665	\$147,665	

SANITATION FUND - EXPENDITURES

3 College Walk Dumpster Fees	6,650	6,700	5,542	6,650	6,800	6,700	6,700	
4 Contracted Garbage Pickup	63,290	64,800	54,305	65,166	66,000	66,000	66,000	
5 Depreciation	0	6,400	0	0	0	0	0	
6 Bad Debt Expense	-699	3,000	0	2,400	3,000	2,800	2,800	
7 Contingency	0	12,600	0	0	0	0	2,165	
TOTAL EXPENDITURES	\$69,241	\$93,500	\$59,847	\$74,216	\$75,800	\$75,500	\$77,665	



Capital Budget FY2016 - FY2020

July, 2015 - June, 2020

Public Hearing - May 18, 2015

OXFORD CAPITAL IMPROVEMENT PLAN 2016 - 2020 SCHEDULE

PROJECT DESCRIPTION	FY Start	FY Complete	Total Cost	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	STWP
1 Bike/Pedestrian Pathways/Trails	2016	2018	350,000	80,000	160,000	110,000	-	-	38,42
2 Cemetery Mapping	2015	2016	15,000	8,000	7,000	-	-	-	9
3 City Hall and grounds projects *	2016	2016	15,000	15,000	-	-	-	-	-
4 City Master Plan Develop & Implement	2016	2020	500,000	100,000	100,000	100,000	100,000	100,000	23, 24, 25
5 City Park Land Acquisition & Development	2015	2016	250,000	250,000	-	-	-	-	29
6 City Park Playground & Pavilion Design & Build	2016	2020	250,000	20,000	230,000	-	-	-	29
7 Electric Competitive Projects *	2016	2020	500,000	100,000	100,000	100,000	100,000	100,000	-
8 Electric System Improvements	2016	2020	500,000	100,000	100,000	100,000	100,000	100,000	15
9 George Street Park Storm Drainage	2016	2016	40,000	40,000	-	-	-	-	-
10 Moore Street Sidewalk	2015	2016	200,000	200,000	-	-	-	-	38, 42
11 Pedestrian Bridge/Sidewalk*	2015	2018	1,200,000	1,200,000	-	-	-	-	38, 42
12 Pocket Parks	2016	2016	30,000	30,000	-	-	-	-	-
13 Software Upgrades Clerk's Office	2015	2017	30,000	15,000	15,000	-	-	-	5
14 Storm Drainage plans & improvements	2016	2020	35,000	5,000	10,000	5,000	10,000	5,000	-
15 Street Repairs and Resurfacing	2016	2020	500,000	50,000	50,000	150,000	150,000	100,000	10, 24
16 Survey of city rights-of-way	2016	2016	40,000	40,000	-	-	-	-	20
17 Vehicles & Equipment *	2016	2020	353,000	8,000	42,000	52,000	198,000	53,000	-
18 Water/Sewer System Improvements *	2016	2020	1,000,000	200,000	-	300,000	300,000	200,000	15, 17, 35
19 Wayfinding signs	2016	2016	10,000	10,000	-	-	-	-	14
20 Whatcoat Street improvements	2016	2016	200,000	200,000	-	-	-	-	24
TOTALS			\$6,018,000	\$2,671,000	\$814,000	\$917,000	\$958,000	\$658,000	

* see Capital Budget detail sheet

OXFORD CAPITAL IMPROVEMENT PLAN 2016 - 2020 COST ALLOCATION

Line	PROJECT DESCRIPTION	FY Start	FY Complete	Total Cost	City Funds	2011 SPLOST	2017 SPLOST	Grants	Oxford College	Other	STWP 1/23/13 Item #
1	Bike/Pedestrian Pathways/Trails	2017	2019	350,000	80,000		170,000	100,000			38,42
2	Cemetery Mapping	2015	2016	15,000	15,000						9
3	City Hall and grounds projects *	2016	2016	15,000	15,000						
4	City Master Plan Develop & Implement	2016	2020	500,000	250,000		250,000				23,24,25
5	City Park Land Acquisition & Development (County 2011 SPLOST is Other funding source)	2015	2016	250,000	150,000					100,000	29
6	City Park Playground & Pavilion Design & Build	2016	2020	250,000	125,000		125,000			120,000	29
7	Electric Competitive Projects *	2016	2020	500,000	500,000						
8	Electric System Improvements	2015	2020	500,000	500,000						15
9	George Street Park Storm Drainage	2016	2016	40,000	40,000						
10	Moore Street Sidewalk	2015	2016	200,000	50,000	150,000					38,42
11	Pedestrian Bridge/Sidewalk #	2015	2018	1,200,000	60,000			940,000		200,000	38,42
12	Pocket Parks	2016	2016	30,000	30,000						
13	Software Upgrades Clerk's Office	2015	2017	30,000	30,000						5
14	Storm Drainage plans & improvements	2016	2020	35,000	35,000						
15	Street Repairs and Resurfacing	2016	2020	500,000	75,000	35,000	300,000	90,000			10,24
16	Survey of city rights-of-way	2016	2016	40,000	40,000						20
17	Vehicles & Equipment *			353,000	353,000						
18	Water/Sewer System Improvements *	2016	2020	1,000,000	500,000		500,000				15, 17, 35
19	Wayfinding signs	2016	2016	10,000	10,000						14
20	Whatacat Street Improvements	2016	2017	200,000	200,000						24
	TOTALS			\$6,018,000	\$3,058,000	\$185,000	\$1,345,000	\$1,130,000	\$0	\$420,000	

Pedestrian Bridge - GDOT is providing Grant funds; Covington is providing funds shown in column labeled "Other"
 * see Capital Budget Detail sheet

CAPITAL BUDGET FISCAL YEAR 2016

PROJECT DESCRIPTION	FY Start	TOTAL COST FY 2015	CITY FUNDS FY 2015	GRANTS	OXFORD COLLEGE	OTHER	STWP Dated 1/25/13 Item #
1 Bike/Pedestrian Pathways/Trails	2017	80,000	80,000				38,42
2 Cemetery Mapping	2015	8,000	8,000				9
3 City Hall and grounds projects *	2016	15,000	15,000				
4 City Master Plan Develop & Implement	2016	100,000	100,000				23,24,25
5 City Park Land Acquisition & Development (County 2011 SPLOST is other funding source)	2015	250,000	150,000			100,000	29
6 City Park playground & Pavilion Design & Build	2017	20,000	20,000			0	29
7 Electric Competitive Projects *	2016	500,000	100,000				
8 Electric System Improvements	2015	500,000	100,000				15
9 George Street Park Storm Drainage	2016	40,000	40,000				
10 Moore Street Sidewalk	2016	200,000	50,000			150,000	38,42
11 Pedestrian Bridge/Sidewalk #	2015	1,200,000	60,000	940,000		200,000	38,42
12 Pocket Parks	2016	30,000	30,000				
13 Software Upgrades Clerk's Office	2015	15,000	15,000				5
14 Storm Drainage plans & Improvements	2016	5,000	5,000				
15 Street Repairs and Resurfacing	2016	50,000	32,000	18,000			10,24
16 Survey of city rights-of-way	2016	40,000	40,000				20
17 Vehicles & Equipment *	2016	12,000	8,000				
18 Water/Sewer System Improvements *	2016	200,000	200,000				
19 Wayfinding signs	2016	10,000	10,000				14
20 Whatcoat Street improvements	2016	200,000	200,000				24
TOTALS		\$3,475,000	1,263,000	\$958,000	\$0	\$450,000	

Pedestrian Bridge - GDOT is providing Grant funds; Covington is providing funds shown in column labeled "Other"
 * see Capital Budget Detail sheet

OXFORD CAPITAL IMPROVEMENT PLAN FY2015 Results

PROJECT DESCRIPTION	Total Cost	FY 2015 (City Funds)	FY 2015 Est. Total Spent	FY 2015 Balance	NOTES	STWP
1 Bike/Pedestrian Pathways/Trails	50,000	10,000	180	9,820	State Grant was not approved.	38.42
2 Cemetery Mapping	15,000	7,000	0	7,000		9
3 City Archives Preservation/Presentation	20,000	10,000	0	10,000	Emory University will not charge for Archive and digitization services.	2.7
4 City Boundary Survey/Markers	8,000	8,000	6,995	1,005	Project COMPLETED in FY15.	20
5 City Entrance Signs	12,000	12,000	3,040	8,960	Project should be completed in FY15.	14
6 City Master Plan Creation & Implementation	500,000	100,000	37,605	62,395		23,24.25
7 City Park Land Acquisition	150,000	150,000	93,248	56,752		29
8 City Park Pavilion	150,000	0	0	0		29
9 Electric System Improvements	500,000	120,000	118,107	1,893	Project COMPLETED in FY15.	15
10 Maintenance Facility Generator	20,000	20,000	9,110	10,890	Project COMPLETED in FY15.	34
11 Maintenance Facility Lights	3,000	3,000	3,700	-700	Project COMPLETED in FY15.	34
12 Moore Street Sidewalk	100,000	50,000	1,000	49,000	Oxford College preparing storm water plan	38.42
13 North Emory Street Sidewalk	250,000	100,000	4,330	95,670	Project to be deleted in FY16.	38.42
14 Pedestrian Bridge/Sidewalk	1,200,000	60,000	0	60,000		38.42
15 Police Department Equipment	75,000	40,000	35,695	4,305	Project COMPLETED in FY15.	
16 Police Department Vehicle	175,000	35,000	32,072	2,928	Project COMPLETED in FY15.	
17 Seasonal Banners/Wreaths	15,000	12,000	11,944	56	Project COMPLETED in FY15.	14
18 Software Upgrades Clerk's Office	30,000	15,000	7,954	7,046		5
19 Storm Drainage - George St Park	25,000	5,000	3,685	1,315	Prepared plans.	
20 Street Repairs and Traffic Control (LMIG)	500,000	50,000	138,847	-88,847		10.24
21 Utilities Department Vehicles & Equipment	250,000	50,000	20,752	29,248		39
22 Water/Sewer System Improvements	600,000	200,000	9,850	190,150		15,17.39
TOTALS	\$4,648,000	\$1,057,000	\$538,114	\$518,886		
2011 SPLOST						
23 Cook Road pressure reduction valve			40,775			
24 Emory Asbury water line			1,091,347			
25 Moore St water line			112,194			
TOTALS			1,244,316			
			\$1,782,430			

FY2016 Capital Budget Detail

Request Bud Comm

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Electric Competitive Projects

Automated Meter Reading			
Fiber optic network			
City WI-Fi			
SUBTOTAL	\$0		\$0

City Hall and Grounds Projects

Install 4 planters at City Hall	3,700		3,700
Two benches & a picnic table for City Hall	1,900		1,900
2 benches and brick work on Emory St next to City Hall		4,280	4,280
Cabinets and storage shelves in file room		4,875	4,875
SUBTOTAL	\$14,755		\$14,755

Water System Improvements

Replace water main from Wesley going west on Clark and Hull and Oxford Road to the 12 inch line on Cook Road. With 8" ductile iron pipe.	642,555		0
Replace 2" galvanized line serving three homes and church on North Emory & Richardson	11,905		15,000
Replace or rebuild altitude valve on elevated tank	11,000		11,000
SUBTOTAL	\$665,460		\$26,000

FY2016 Capital Budget Detail

Request Bud Comm

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Vehicles and Equipment

2016

Police vehicle - to replace a 2010 Chevy Impala with 67,849 miles; Chevy would become backup vehicle replacing backup with 160,000 miles	24,500	0	
Equipment package for new police vehicle (install radio, new cage, graphics and lights)	6,750	0	
Digital in-car video for new patrol car	5,500	0	
Radar unit for new patrol car	1,600	0	
Reconditioned network multi-page copier	1,800	0	Move to Operating
Four backup weapons (one for each officer)	1,900	0	Move to Operating
Service bucket truck (mini-bucket)	98,000	0	
Swap truck bodies (move the chipper body from the worn out truck body (264,142 miles) to the leaf truck chassis (37,360 miles). The packer body on the leaf truck is worn out - this is the second truck body it has been on.)	8,000	8,000	
Trenching attachment for Bobcat	6,100	0	
SUBTOTAL	\$154,150	\$8,000	

2017

Police Vehicle	0	0	
Police Equipment	12,000	12,000	
Utility Department Vehicles & Equipment	30,000	30,000	
SUBTOTAL	\$42,000	\$42,000	

2018

Police Vehicle	35,000	35,000	
Police Equipment	12,000	12,000	
Utility Department Vehicles & Equipment	5,000	5,000	
SUBTOTAL	\$52,000	\$52,000	

FY2016 Capital Budget Detail

Request Bud Comm

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2019			
Police Vehicle	36,000	36,000	
Police Equipment	12,000	12,000	
Utility Department Vehicles & Equipment	150,000	150,000	
SUBTOTAL	\$198,000	\$198,000	

2020			
Police Vehicle	36,000	36,000	
Police Equipment	12,000	12,000	
Utility Department Vehicles & Equipment	5,000	5,000	
SUBTOTAL	\$53,000	\$53,000	



**CITY OF OXFORD
Electric Service Tariff Book**

INDEX OF RATES

Residential Service (Primary Dwelling)	1
Residential Service (Secondary Uses)	2
Commercial Non-Demand Service	3
Commercial Demand Service	4
Commercial Medium Demand Service	5
Municipal Service	6
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CITY OF OXFORD
Electric Service Tariff Book

RESIDENTIAL SERVICE (Primary Dwelling)

<u>PAGE</u>	<u>EFFECTIVE DATE</u>	<u>REVISION</u>	<u>PAGE NO.</u>
1 of 1	Bills Rendered for the Month of June, 2015	20150518	1.00

AVAILABILITY:

Available in all areas served by the City of Oxford and subject to its service rules and regulations.

APPLICABILITY:

Applicable to domestic uses of the Customer in a separately-metered single-family or apartment dwelling unit. All separately-metered secondary uses (including stand-alone garage, shed, or office) on the same premise are excluded from this rate.

TYPE OF SERVICE:

Single or three phase, 60 hertz, at a standard voltage. Three phase service is available only in those instances where the requesting customer fully reimburses the City for any additional costs incurred in providing the service.

MONTHLY RATE:

SUMMER – May through October Billing

Customer Charge		\$10.00
First 500 kWh	@	8.4¢ per kWh
Next 500 kWh	@	11.6¢ per kWh
Over 1,000 kWh	@	12.4¢ per kWh

NON-SUMMER – November through April Billing

Customer Charge		\$10.00
First 500 kWh	@	8.4¢ per kWh
Next 500 kWh	@	9.0¢ per kWh
Over 1,000 kWh	@	8.6¢ per kWh

Minimum Monthly Bill: Customer Charge

ENVIRONMENTAL COMPLIANCE COST RECOVERY:

The amounts calculated at the above rate shall be subject to increases under the provisions of the effective Environmental Compliance Cost Recovery rider (ECCR).

POWER COST RECOVERY:

The amounts calculated at the above rate are subject to increase or decrease according to the Power Cost Adjustment (PCA) clause.

MULTIPLE SERVICE:

Where two or more dwelling units are served through a single meter, each applicable tier in the monthly rate schedule presented above shall be multiplied by the number of dwelling units served prior to calculating the charge.

CITY OF OXFORD
Electric Service Tariff Book

RESIDENTIAL SERVICE (Secondary Uses)

<u>PAGE</u>	<u>EFFECTIVE DATE</u>	<u>REVISION</u>	<u>PAGE NO.</u>
1 of 1	Bills Rendered for the Month of June, 2015	20150518	2.00

AVAILABILITY:

Available in all areas served by the City of Oxford and subject to its service rules and regulations.

APPLICABILITY:

- Applicable to all separately-metered secondary uses of the Customer (including stand-alone garage, shed or office).
- Primary domestic uses of the Customer in a separately-metered single-family or apartment dwelling unit are excluded from this rate.

TYPE OF SERVICE:

Single or three phase, 60 hertz, at a standard voltage. Three phase service is available only in those instances where the requesting customer fully reimburses the City for any additional costs incurred in providing the service.

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Where two or more dwelling units are served through a single meter, each applicable tier in the monthly rate schedule presented above shall be multiplied by the number of dwelling units served prior to calculating the charge.

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;

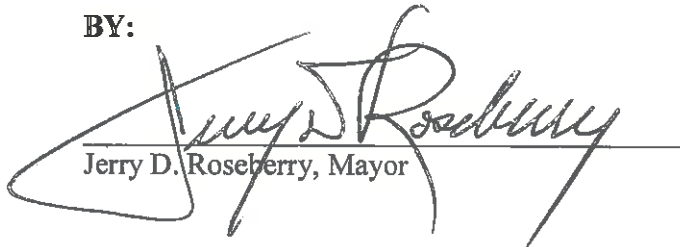
WHEREAS, the City published a public notice setting a Public Hearing date in the local newspaper; and the City conducted a Public Hearing at least one (1) week prior to adoption of the proposed operating budget.

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

1. That the Fiscal Year 2016 (July 2015 -- June 2016) Operating Budget and the Capital Projects Budget be 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 Clerk (1), Associate Clerk (2), Community Development Coordinator (1)
 - c. POLICE DEPARTMENT – Police Chief (1), Lieutenant (1), Officer (2)
 - d. STREET DEPARTMENT – Utility Maintenance Worker I (2)
 - e. WATER AND SEWER DEPARTMENT – Utility Maintenance Worker I (1)
 - f. ELECTRIC DEPARTMENT – Supervisor of Utilities and Public Works (1), 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 1, 2015.

BY:


Jerry D. Roseberry, Mayor

ATTEST:


Lauran S. Willis, City Clerk