

**OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
REGULAR MEETING
MONDAY, APRIL 6, 2015 – 7:00 P.M.
CITY HALL**

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

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, Mike Besaw, Jeff Wearing, Curtis Jackson, Eric Oliver, Penny Windham, Vivian Harris, Lisa Dorward, Robert Jordan, City Engineer

The meeting was called to order by the Hon. Jerry D. Roseberry, Mayor and the invocation given by former Councilmember Hoyt Oliver.

Pledge of allegiance

A motion was made by Smith, seconded by Windham to accept the Agenda for the April 6, 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 Mr. Neil Penn and Mrs. Carol Penn as the Honorary Councilmembers for April as appointed by Councilmember Terry Smith and presented them with a Proclamation as appreciation for their participation. Terry Smith extended gratitude and appreciation for their accepting and serving as Honorary Councilmembers. Attachment B

A motion was made by Smith, seconded by Davis to approve the Minutes of the Regular Meeting March 2, 2015. The vote was 6 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 January 26, 2015 Work Session. The vote was 6 in favor with 0 opposed. The motion was approved. Attachment D

A motion was made by Davis, seconded by Smith to approve the Minutes of the March 16, 2015 Work Session. The vote was 6 in favor with 0 opposed. The motion was approved. Attachment E

PLANNING COMMISSION RECOMMENDATIONS/PETITIONS

None

CITIZENS COMMENTS/CONCERNS

Kendra Mayfield, Senior Manager of Operations with Oxford College – The College will host an outdoor concert for students and community on Friday evening, April 10, 2015 from 8pm to 11pm. They are informing nearby residents in advance of the possibility of loud music. Notices have been distributed to the surrounding residents. Attachment F

Lisa Dorward, 1008 Emory Street – Lisa asked Council for a status regarding her proposal at the March 16, 2015 as it pertained to utilities. Mayor Roseberry said this is something that will require further research and will be discussed at a later date.

Curtis Jackson, 506 Haygood – Curtis asked if the College has considered crosswalks on Haygood next to the dorms. Kendra Mayfield said that is an issue they are researching.

Mayor's Reports

Mayor Roseberry made the following announcements and reminders:

BUDGET – Mayor Roseberry announced he has appointed an *ad hoc* budget committee to work with the Mayor and City Manager on preparation of the Operating Budget for fiscal year 2016 and the Capital Budget for 2016 – 2020. The committee will be dissolved upon approval of the budget by the city council. Appointments are:

George Holt – Chairman

Terry Smith – Vice Chairman

Jim Windham – Member

THOMAS TURNER BUILDING -

The maintenance building was named the Thomas Turner Building last Friday in a ceremony held at the maintenance facility. Tom's wife, Sue, unveiled the sign naming the building the Thomas Turner Building.

Mrs. VIVIAN HARRIS -

Oxford resident Vivian Harris has been awarded a New Perspective Scholarship to attend an EEOC training update in Washington, D. C. and she was appointed to the board of Piedmont Technical College. Congratulations to Mrs. Harris on receiving this recognition of her work on behalf of people with disabilities.

TRANSFER OF FUNDS

Council recently approved transfer of funds from the operating checking account to an interest bearing account. Council specified moving the funds to BB&T but BB&T is not accepting interest bearing funds from municipalities at this time. The funds were transferred to the city's MMA at United Bank where the interest rate is .3%.

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 donated \$250 to Georgia Trails and received two free registrations and free publicity in brochures and other material distributed at the meeting. Anyone wishing to attend please notify the Mayor.

SHERMAN'S MARCH TO THE SEA

A marker recognizing General Sherman's march through Oxford has been installed across the street from Old Church.

NEWTON COUNTY TOMORROW

Mayor Roseberry announced the Newton County Tomorrow Board of Directors and representatives from NEGRC and local newspapers will meet in the community room from 9am to 11am Tuesday, April 7, 2015.

Attachment G

CITY ENTRANCE SIGNS – The *ad hoc* committee of Councilmembers Smith and Davis and Judy Greer reported on the alternatives for the color and wording on the signs.

A motion was made by Smith seconded by Davis to approve the color of the city entrance signs to have the

royal blue background with white lettering. The vote was 5 in favor and 1 opposed. Councilmember Jim Windham was opposed and. The motion was approved.

A motion was made by Smith seconded by Davis to approve the lettering on the sign to be Oxford, Chartered 1839. The vote was 6 in favor with 0 opposed. The motion was approved.

WHATCOAT STREET – City Engineer Robert Jordan presented two proposed layouts and cost estimates for the Whatcoat Street project. One design was a conventional design which depicted the alignment of the sidewalks and crosswalks with an estimated cost of \$167,257. The second design was a roundabout layout with an estimated cost of \$188,492. After discussion council asked Mr. Jordan to provide a large print of each proposal layout to be displayed in lobby for citizens to view before making a final decision. Attachment H

JULY 4TH PARADE - Parade committee chairperson Ms. Sarah Davis reported the committee would like to recommend nominating Mr. Norbert Thompson for Grand Marshal for 2015. The committee also recommends keeping the parade route the same as 2014. Attachment I

A motion was made by Davis, seconded by Windham to approve Mr. Norbert Thompson to serve as Grand Marshal for 2015. The vote was 6 in favor with 0 opposed. The motion was approved.

A motion was made by Davis, seconded by Windham to approve to keep the route the same as 2014. The vote was 6 in favor with 0 opposed. Councilmember Lyn Pace was not in attendance. The motion was approved.

1020 EMORY STREET – Mr. Michael Besaw spoke at the March 2nd and March 16th meetings to explore the possibility of purchasing a small lot from the city to add some space to his property at 1020 Emory.

A motion was made by Windham, seconded by Smith to deny the request from Mr. Besaw for the purchase of a small lot of property from the city to expand his driveway. The vote was 6 in favor with 0 opposed. The motion was approved. Attachment J

SEWER AVAILABILITY ORDINANCE - The second reading of an ordinance to require a charge for sewer availability.

A motion was made by Holt, seconded by Smith to table this item for further discussion. The vote was 6 in favor with 0 opposed. The motion was approved. Attachment K

ZONING AMENDMENT – City Manager Bob Schwartz presented the request from Oxford College. Oxford College purchased four lots on the east side of Emory Street. They have asked to rezone three of these lots (602, 604 and 608 Emory) from R7.5 to IC (Institutional Campus). At this time they are not requesting any change in the zoning for the larger lot (approximately 12 acres) which, if it had a house on it, would be numbered 606. The Planning Commission reviewed this request on Tuesday, March 10. After considerable discussion, the Planning Commission recommended that the three lots be rezoned to IC-TA (Institutional Campus – Transitional Area) subject to the conditions and limitations that the only permitted use be residential uses consistent with the existing land use plan and office use (approved as a conditional use in the IC-TA zone) provided that the properties continue to appear as single family residential use.

If the zoning change is approved, then the Oxford College Future Development Plan will be amended to include these four lots as college property with the conditionally approved use as offices for the three houses. After review and discussion of this request.

A motion was made by Holt, seconded by Smith to accept the proposal from Planning Commission for the rezoning of the three lots (602, 604 and 608 Emory) as described. The vote was 4 in favor with 2 opposed Councilmembers Jim Windham and David Eady were opposed, Councilmember Lyn Pace was not in attendance. The motion was approved. Attachment L

INVOICE APPROVAL

INVOICES OVER \$1,000.00

VENDOR	DESCRIPTION	AMOUNT
ROUTINE MONTHLY BILLS PAID		
Cintas	Uniforms	1,026.62
City of Oxford	Monthly Utility Billing of City properties March	1,394.78
GMA	GMEBS Retirement Fund (March)	6,383.59
Humana	Health Insurance (April)	6,819.57
Newton County BOC	Cornish Creek Water Fund	11,432.00
Newton County Water & Sewer	Services from 1/29/15 – 2/26/15	4,917.29
Sophicity	IT in a Box (March)	1,331.96
Sophicity	IT in a Box (April)	1,331.96
Southeastern Power Administration	SEPA energy cost	3,306.00
PURCHASES/CONTRACT LABOR		
City of Covington	E911 Surcharges FY2014	9,539.50
Consolidated Pipe & Supply	¾ K Cop Coil/CI MTR BX w/Touch Pad/5 Gal Micro Solve/3/4 - 232 Curb Stop w/Grip JT	1,883.50
Dial's Diesel Parts & Service, Inc.	Chipper truck repair	2,541.88
Gresco	15 Wood Poles for Oxford Square	3,745.00
Gresco	19 Wood Poles for Oxford Square	4,427.00
Gresco	Materials for Oxford Square Upgrade	1,613.70
Latham Home Sanitation	Waste removal service (February)	5475.18
Premier Tree & Shrub Care	March Grounds Maintenance	1,536.00
Strickland & Strickland	Land Purchase 104 Watson Street	68,112.00
Strickland & Strickland	Land Purchase 62 Acres Emory Street	25,136.00
Strickland & Strickland	Legal Services for March	2,820.36
Steve A. Hathorn	Legal Services January – March	1,250.00
The Hall Company	Laser Utility Bills and Envelopes	1,904.16
Traffic Safety Store	40 Orange/White reflective cone bars and with base	2,609.95
Townsend	Tree Trimming Labor & EQ bucket	7,036.00
Wagner Service Solution	Carpet Cleaning Stairwell/Offices/Courtroom	1,293.87
Utility Service Co. Inc.	Quarterly Tank Maintenance	2,715.32
APPROVED CONTRACTS		
Arbor Equity Inc.	Tree Pruning (30+) along Wesley St.	2,025.00
Carr, Sigsbee & Associates	Appraisal Report 1002 Emory Street	3,000.00
Designed Installations	Repair pavers & concrete at Old Church & walkway pavilion	1,500.00
Ozburn Electrical Contractors Inc.	Installation of Generator at Maintenance Facility	3,501.04

Stewarts Electrical Services	Replace 3 exterior lights w/LED and add 1 at City Hall over Police Department side door.	2,450.00
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A motion was made by Smith, seconded by Eady to approve payment of the invoices. The vote was 6 in favor with 0 opposed. The motion was approved.

Executive Session - to consider real estate transaction and other personnel matters.

A motion was made by Windham, seconded by Smith to go into an Executive Session at 8:23 pm. The vote was 6 in favor, 0 opposed. The motion was approved. After discussion:

A motion was made by Windham, seconded by Smith to exit the Executive Session at 9:15 and go back into the regular session. The vote was 6 in favor, 0 opposed. The motion was approved.

A motion was made by Windham, seconded by Holt to authorize City Attorney Strickland to instruct Ms. Hunt to proceed with the negotiations. The vote was 6 in favor, 0 opposed. The motion was approved.

A motion was made by Windham, seconded by Smith to adjourn the regular session at 9:16 pm. The vote was 6 in favor, 0 opposed. The motion was approved.

Respectfully submitted,



Lauran Willis

City Clerk

**OXFORD MAYOR AND COUNCIL
REGULAR MEETING
MONDAY, APRIL 6, 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 April 6, 2015 Mayor and Council Regular Meeting

5. PUBLIC HEARING

As required by Section 40-638 of the City Code:

The City Council of the City of Oxford, Georgia, will conduct a public hearing on Monday, April 6, 2015 at 7 PM in City Hall at 110 West Clark Street. The purpose of the public hearing is to consider a request from Oxford College to rezone the property at 602, 604, and 608 Emory Street. These three lots are proposed to be rezoned from R7.5 to IC-TA (Institutional Campus – Transitional Area) subject to the conditions and limitations that the only permitted uses be residential uses allowed in the R7.5 zone and which are consistent with the existing land use plan and college office use (approved as a conditional use in the IC-TA zone); provided that any and all buildings on the lots remain on a single family residential scale and retain a single family residential appearance that is consistent with the surrounding residential dwellings. The intent being that the properties continue to appear as single family residential use. For additional information, please contact the City Clerk at 770-786-7004.

6. * **Honorary Councilmember** – Councilmember Terry Smith has appointed Neil and Carol Penn as the joint Honorary Councilmembers for April.
7. * Motion to approve the Minutes of the Regular Meeting March 2, 2015.
8. * Motion to approve the Minutes of the January 26, 2015 Work Session.
9. * Motion to approve the Minutes of the March 16, 2015 Work Session.
10. Planning Commission Recommendations/Petitions
11. Citizen Concerns
12. Mayor's Report

13. **City Entrance Signs** – The *ad hoc* committee of Councilmembers Smith and Davis and Judy Greer will report on several alternatives. We discussed these at the March work session.
14. * **Whatcoat Street** – Robert Jordan will return to review the proposed layout for the street.
15. * **July 4th Parade** – Report from the committee on recommendations for Parade Marshal. We recommend the parade route for final approval.
16. * **1020 Emory** – Mr. Michael Besaw spoke at the March 2nd and March 16th meetings to explore the possibility of purchasing a small lot from the city to add some space to his property at 1020 Emory. We have attached a copy of Mr. Besaw’s request.
17. * **Sewer Availability Ordinance** – We will have second reading of an ordinance to require a charge for sewer availability. We have attached a copy of the ordinance.
18. * **Zoning Amendment** – Oxford College recently purchased four lots on the east side of Emory Street. They have asked to rezone three of these lots (602, 604, and 608 Emory) from R7.5 to IC (Institutional Campus). At this time they are not requesting any change in the zoning for the larger lot (approximately 12 acres) which, if it had a house on it, would be numbered 606. The Planning Commission reviewed this request on Tuesday, March 10. After considerable discussion, the Planning Commission recommended that the three lots be rezoned to IC-TA (Institutional Campus – Transitional Area) subject to the conditions and limitations that the only permitted use be residential uses consistent with the existing land use plan and office use (approved as a conditional use in the IC-TA zone) provided that the buildings remain on a single family residential scale and appearance. The intent being that the properties continue to appear as single family residential use.

If the zoning change is approved, then the Oxford College Future Development Plan will be amended to include these four lots as college property with the conditionally approved use as offices for the three houses. We had attached a blowup of the zoning map with the three lots outlined in purple, and an overhead from Oxford College showing the outline of the three existing houses.

19. Invoice Approval
20. **Executive Session** – to consider real estate transaction. To discuss personnel matters.
21. Adjourn

INVOICES OVER \$1,000.00

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ROUTINE MONTHLY BILLS PAID		
Cintas	Uniforms	1,026.62
City of Oxford	Monthly Utility Billing of City properties March	1,394.78
GMA	GMEBS Retirement Fund (March)	6,383.59
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Newton County BOC	Cornish Creek Water Fund	11,432.00
Newton County Water & Sewer	Services from 1/29/15 – 2/26/15	4,917.29
Sophicity	IT in a Box (March)	1,331.96
Sophicity	IT in a Box (April)	1,331.96
Southeastern Power Administration	SEPA energy cost	3,306.00
PURCHASES/CONTRACT LABOR		
City of Covington	E911 Surcharges FY2014	9,539.50
Consolidated Pipe & Supply	¾ K Cop Coil/CI MTR BX w/Touch Pad/5 Gal Micro Solve/3/4 - 232 Curb Stop w/Grip JT	1,883.50
Dial's Diesel Parts & Service, Inc.	Chipper truck repair	2,541.88
Gresco	15 Wood Poles for Oxford Square	3,745.00
Gresco	19 Wood Poles for Oxford Square	4,427.00
Gresco	Materials for Oxford Square Upgrade	1,613.70
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Strickland & Strickland	Legal Services for March	2,820.36
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Wagner Service Solution	Carpet Cleaning Stairwell/Offices/Courtroom	1,293.87
Utility Service Co. Inc.	Quarterly Tank Maintenance	2,715.32
APPROVED CONTRACTS		
Arbor Equity Inc.	Tree Pruning (30+) along Wesley St.	2,025.00
Carr, Sigsbee & Associates	Appraisal Report 1002 Emory Street	3,000.00
Designed Installations	Repair pavers & concrete at Old Church & walkway pavilion	1,500.00
Ozburn Electrical Contractors Inc.	Installation of Generator at Maintenance Facility	3,501.04
Stewarts Electrical Services	Replace 3 exterior lights w/LED and add 1 at City Hall over Police Department side door.	2,450.00



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, Councilmember Terry Smith has nominated Neil and Carol Penn to serve for this month.

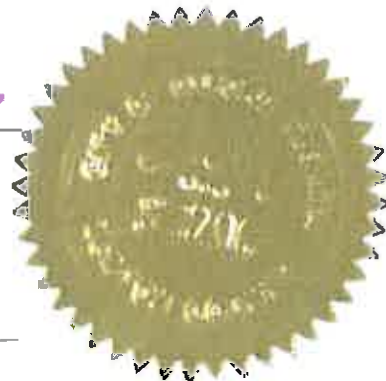
NOW, THEREFORE, I, Mayor Jerry D. Roseberry, do hereby appoint Neil and Carol Penn as the joint Honorary Councilmembers for the City of Oxford for the month of April.

SO PROCLAIMED, this sixth day of April 2015.

MAYOR AND CITY COUNCIL OF OXFORD

BY: _____
Mayor

ATTEST: _____
City Clerk



**OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
REGULAR MEETING
MONDAY, MARCH 2, 2015 – 7:00 P.M.
CITY HALL**

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

**OTHERS PRESENT: Bob Schwartz, City Manager; Dave Harvey, Police Chief; David Strickland, City Attorney;
Hoyt and LaTrelle Oliver, Kendra Mayfield, Judy Greer, J.P. Godfrey, Mike and Cheryl Ready, Carol and Neil
Penn, Norbert Thompson, Nita Carson, Judy Roberts from Nova Scotia (friend of Nita Carson), Mike Besaw**

The meeting was called to order by the Hon. Jerry D. Roseberry, Mayor and the invocation given by Lyn Pace.
Pledge of allegiance

**A motion was made by Smith, seconded by Windham to accept the Agenda for the March 2, 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. Nita Carson as the Honorary Councilmember for March as appointed by
Councilmember Jim Windham and presented her with a Proclamation as appreciation for her participation.
Attachment B

**A motion was made by Windham, seconded by Pace to approve the Minutes of the Regular Meeting February
2, 2015. The vote was 7 in favor with 0 opposed, the motion was approved.** Attachment C

**A motion was made by Eady, seconded by Smith to accept the Minutes of the Planning Commission for
December 9, 2014. The vote was 7 in favor with 0 opposed, the motion was approved.** Attachment D

PLANNING COMMISSION RECOMMENDATIONS/PETITIONS

Planning Commission Chairman Mike Ready gave an update regarding the Development request from property
owner Gina Ruggeri located at 201 Williams Street for the addition of a 400 square foot garage to the east side
of the property attached to the house. The Planning Commission had instructed Ms. Ruggeri that a survey
would be needed to clearly determine the setbacks. Ms. Ruggeri provided a survey prepared by Jordan
Engineering depicting the required setbacks with a 30 ft. build to line on the Williams Street side and a 10 ft.
build to line on the Asbury Street side. Based on these findings the Chair of the Planning Commission approved
the Development request.

CITIZENS COMMENTS/CONCERNS

Mr. Michael Besaw – Mr. Besaw presented a letter to Council for the purpose of the possibility of him
purchasing a parcel of city property adjacent and behind his property at 1020 Emory Street. Mr. Besaw stated
this parcel would allow him driving access to the front of his house to allow a handicap access to the front door
so certain members of his family can enter with ease and without trouble. This item was moved to the March
16, 2015 Work Session for further discussion. Attachment E

Mrs. LaTrelle Oliver – Mrs. Oliver expressed concern regarding the newly purchased property by Oxford College which might have implications for zoning. Mrs. Oliver then read a statement from one of the Cline Scholarship recipients this year's Freshman Elizabeth Joyce Smedley as published in the Allen Memorial Methodist Church newsletter. The statement was "Beth loves going to a small, liberal arts school, but having the promise of a good diploma at the end of it all. She thinks Oxford College is an adorable campus and it's the perfect fit for her. She enjoys Covington Square. Though 'a pain to drive in sometimes', she thinks it is absolutely gorgeous and has a lot of really cool shops and restaurants. She recently spent two hours at Scoops with friends just talking and enjoying themselves. Beth thinks it's cool that it feels sometimes like you're back in an older era. Mrs. Oliver concluded in saying something to ponder "older era". Attachment F

Mayor's Reports

Mayor Roseberry made the following announcements and Reminders:

1. ARBOR DAY IN OXFORD – The Arbor Day celebration on Saturday February 21st was excellent by any measure. We owe special thanks to the Tree Board leaders and volunteers. This is Oxford's 17th year as a Tree City. It was a joint celebration with Oxford College which was awarded its first Tree Campus designation.
2. CITY AND COLLEGE MEETING – The mayor and council will meet with Oxford College Dean Stephen Bowen, Myra Frady and other college representatives on March 5th at 10:00 am in the community room. The college will present an update on construction and newly acquired property. All council members are invited to participate in the meeting. The meeting is open to the public.
3. ECG & MEAG Solar Initiative – If you registered for the ECG - MEAG Solar Initiative meeting (deadline was 2/27/15), it is scheduled for March 9, 2015 at the MEAG Training Center, 148 Powerhouse Road, Forsyth, Georgia. There will be a presentation on the possible impact of recent state legislation on MEAG cities.
4. ENVIRONMENTAL PLANNING: Opportunities and Financing Available – NEGRC will host an educational workshop on environmental planning at their offices in Athens from 10:00 am – until noon on March 24th. Registration deadline is March 19th. RSVP to jball@negrc.org or 706-369-5650.
5. NEWTON COUNTY TOMORROW – Newton County Tomorrow (NCT) held its first meeting since re-organization and expanded the Board of Directors to include the mayors of the five cities in Newton County. The Board now consists of nine elected or appointed officials and eleven citizens as at-large members.
6. OPEN MEETINGS REMINDER – Attorney General Sam Olens has issued open meetings guidelines for public officials. Briefly, council members may not discuss the public's business in private meetings (with some exceptions), including those conducted by electronic means. Any citizen has standing to complain directly to the Attorney General's office. Civil penalties start at \$1,000 for the first offense. Criminal penalties may also apply. The city attorney will speak to this briefly tonight and if council wishes he will speak in greater detail at a future work session. Attachment G

Mayor Roseberry asked City Attorney David Strickland to give a brief summary of these new guidelines. Attorney Strickland said it's all about interpretation whether the discussion is in a meeting or electronically. He advised council they should take caution in predetermining a vote prior to a meeting. It would be best to reserve any comments in relation to a vote for the official meeting. Members can meet to discuss as long as there is no quorum.

Charge for Sewer Availability - City Manager Bob Schwartz presented a first reading of an ordinance by The City Council of the City of Oxford to Amend Chapter 36 Utilities, Article IV sewer service, by adding section 36-93 paragraph (h) minimum sewer charge if unconnected; to repeal all conflicting ordinances; to provide for severability, an effective date; and for other purposes. Attachment H

City Entrance Signs – Councilmember Terry Smith presented on behalf of the ad-hoc sign committee members Ms. Sarah Davis, Ms. Judy Greer, and himself. The goal was to create a recommendation to the Council for city limit signs. The guiding principle was to create signage that is simple and consistent, while at the same time reflective of Oxford’s historic nature. Considerations were given to simplicity, aesthetically pleasing, focus on city, cost (initial cost as well as the cost of maintenance and/or replacement), warranty, ease of installation, rights-of-way issues such as easement or acquisition of property, DOT requirements, including safety and placement and consistency. Mr. Smith stated we have (9) nine locations in the city which need signage. Five (5) of these signs would be for Emory Street North and South, Old Oxford Road, East Soule Street and Moore Street these signs would be 24” x 36” hanging from the arm on a 4” x 4” black metal post. The other four (4) signs would be for East Richardson, West Richardson, Haygood and Stone Streets. These signs would be an 18” x 24” sign mounted on a 4” x 4” black metal post. The material is metal with a poly foam coating as presented to you tonight. For the wordage we focused on Oxford. We wanted people to know they are in Oxford and it was founded in 1839. The maximum cost of all (9) nine signs will be less than \$6,000. After discussion: Attachment I

A motion was made by Smith, seconded by Windham to approve the (9) signs as described from our current vendor Printability with a maximum cost of \$6,000. The vote was 7 in favor with 0 opposed. The motion was approved. After further discussion a motion was made by Eady, seconded by Smith to amend the original motion to hold off and change the wording on the signs to read Chartered 1839 rather than Established 1839 and to allow the committee time to come back with color samples before making a final decision. The vote was 7 in favor with 0 opposed. The motion was approved.

Management of Undeveloped Land Owned by the City – City Attorney David Strickland presented a draft license agreement for the use of city property for Jeffrey and Janice Wearing as it relates to the use of a portion of the unopened rights-of-way of Coke Street and George Street. After discussion:

A motion was made by Holt, seconded by Windham to table this item for further discussion at the March 16, 2015 work session. The vote was 7 in favor with 0 opposed. The motion was approved. Attachment J

Invoice Approval -

A motion was made by Holt, seconded by Eady to approve the invoices. The vote was 7 in favor with 0 opposed. The motion was approved.

INVOICES OVER \$1,000.00

VENDOR	DESCRIPTION	AMOUNT
ROUTINE MONTHLY BILLS PAID		
City of Oxford	Monthly Utility Billing of City owned properties Feb	1,848.16
GMA	GMEBS Retirement Fund (February)	6,383.59
Humana	Health Insurance (March)	6,819.57
Newton County BOC	Cornish Creek Water Fund	10,867.00

Newton County Water & Sewer	Services from 12/30/14 – 1/29/15	4,917.29
Sophicity	IT in a Box	1,331.96
Southeastern Power Administration	SEPA energy cost- January	3,207.10
PURCHASES/CONTRACT LABOR		
Georgia Municipal Association	Workers Comp Self-Insurance Fund 2015	17,376.00
C. David Strickland	Professional Services- January	5,500.61
Bankcard Center	Education & Training, GACP dues, shipping fees, misc. (coffee, honorary councilmember lunch, etc.)	1,088.16
Georgia Department of Labor	Unemployment Benefits-period ending 9/30/14	4,290.00
HD Supply Power Solutions	Supplies for Science Building electric service at Oxford College	12,220.00
Latham Home Sanitation	Waste removal service (January)	5,428.74
Taser International	Body cameras (4) for Police	2,044.17
McNair McLemore Middlebrooks	Payroll services (W2s)	1,676.85
Woco Pep Oil	Gas for city vehicles & equipment	2,375.87
Treadwell, Tamplin & Co.	FY2014 Year End Audit	6,000.00
Newton County B.O.C.	Professional Fire Services 2014	18,310.70
APPROVED CONTRACTS		
Jordan Engineering	Whatcoat sidewalk- layout & estimate	1,185.00
Marable-Pirkle, Inc.	Pole Change Out & Upgrade- Phase A 20% complete	10,580.00
Marable-Pirkle, Inc.	Pole Change Out & Upgrade- Phase B 20% complete	9580.00
Marable-Pirkle, Inc.	Pole Change Out & Upgrade-Phase A 100% complete	42,320.00
Marable-Pirkle, Inc.	Pole Change Out & Upgrade-Phase B 100% complete	38,320.00
Perkins Generator Sales & Service	Generator purchase for Maintenance Facility (final invoice)	2,383.84

Executive Session - to consider real estate transaction.

A motion was made by Smith, seconded by Eady to go into an Executive Session at 8:12 pm. The vote was 7 in favor, 0 opposed. The motion was approved. After discussion:

A motion was made by Windham, seconded by Smith to exit the Executive Session at 8:40 and go back into the regular session. The vote was 7 in favor, 0 opposed. The motion was approved.

City Attorney David Strickland informed council of his negotiations with Mr. Andrew Byrd, property owner of 104 Watson Street – Tax Map and Parcel No. (X0120-00000-004-000). Mr. Byrd has accepted the proposal of \$67,000 for the purchase of his property. Strickland presented a contract and said if council is in agreement with this proposal he will execute the contract for the purchase. After further discussion council asked Attorney Strickland to continue with this purchase.

A motion was made by Windham, seconded by Eady to authorize City Attorney Strickland to proceed with the purchase of the property at 104 Watson Street – Tax Map and Parcel No.(X0120-00000-004-000) at the cost of \$67,000. The vote was 7 in favor, 0 opposed. The motion was approved.

Financials - Mayor Roseberry informed council that as of January 31, 2015 the General Fund Operating account has an excess of \$1,212,976. He informed council that in past it was the practice of the finance committee to only keep \$600,000 to \$700,000 in the operating checking account. After discussion Mayor Roseberry requested

a motion to authorize the City Clerk to move \$500,000 from the checking account at United Bank and move it into a 12 month CD at BB&T.

A motion was made by Smith, seconded by Holt to authorize the City Clerk to move \$500,000 from the United Bank checking account to a 12 month CD at BB & T. The vote was 7 in favor, 0 opposed. The motion was approved.

A motion was made by Windham, seconded by Smith to adjourn the regular session at 8:47 pm. The vote was 7 in favor, 0 opposed. The motion was approved.

Respectfully submitted,

Lauran Willis
City Clerk

**OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
WORK SESSION
MONDAY, JANUARY 26, 2015 – 6:00 P.M.
CITY HALL**

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

OTHERS PRESENT: Bob Schwartz, City Manager; Lauran Willis, City Clerk; Dave Harvey, Police Chief; Jody Reid, Utility Superintendent; Carol & Neil Penn, Vivian Harris, Mike and Cheryl Ready, Hoyt & LaTrelle Oliver, Kendra Mayfield, Mary Godfrey, J.P. Godfrey, Jeff Wearing, Judy Greer, Lisa Dorward, Robert Jordan, Norbert Thompson.

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

Mayor Announcements

Mayor Jerry Roseberry made the following announcements:

1. The Economic Development committee will meet February 13 at 10:00 am to noon at the Historic Winterville Train Depot, 101 Marigold Lane, Winterville, GA. Those interested in attending please RSVP to Julie Ball, jball@negrc.org or call 706-0369-5650 by February 17th.
2. Electric Cities of Georgia, John Giles President has called a meeting of member cities to meet in Oxford's Community room on February 5, 2015 at 9:00 am. The meeting will conduct an Economic Development workshop at City Hall on February 5th. The meeting will be about ECG services, cost allocation methodologies in preparation for ECG's FY16 budget. If you want to attend, ECG request you RSVP Rita Hillhouse at rhillhouse@ecoga.org or call her at 770-563-1256.
3. The proposed meeting for the Board of Commissioners at Charles Elliott scheduled for February 13 has been cancelled.
4. Newton County Tomorrow is going through changes and reorganization. Mayor Roseberry was asked to join the board as chairman. After consulting with the city attorney to examine any possible legal conflicts with him accepting the position. Mayor Roseberry met with Newton County Tomorrow's Executive Director and after some discussion agreed to accept the appointment.

Whatcoat Street

City Engineer Robert Jordan gave an update regarding options of design for Whatcoat Street stating that the main focus and goal is to eliminate a large portion of asphalt while improving the connectivity to the post office and to Pierce Street. Jordan also presented a cost estimate as requested in prior meeting to survey the city right-of-ways. It was requested that Jordan do a layout of the south end of Pierce Street to show the connectivity to the sidewalk in front of Allen Memorial church.

Management of Undeveloped land owned by the city, including rights-of way

City Attorney David Strickland reported on the use and management of land owned by the city in respect to future planning, maintenance, liabilities and permitting private organizations or persons to use property whether it be temporary or long term. Strickland said the city can dispose of property as they see fit or they can allow continued use of property by way of a license and easement. Each would go with the property should they choose to sell, lease or purchase it. He suggested property should be leased at

market value or the city could choose to set a gratuity. Mayor Roseberry said continued discussion of these matters will be on the February work session agenda.

Planning Commission Members

City Manager Bob Schwartz stated the Planning Commission members serve three year terms on a rotating basis. This year the terms of Ron Manson and Vivian Harris expired in December 2014. Both member may be reappointed and both have said they are willing to serve another term. These two members will be on the February business agenda for reappointment by council.

July 4th Parade Committee

Mayor Roseberry said council should appoint a Committee for this year's July 4th Parade at the February business meeting. The parade committee should report back to council at its April meeting including an operational plan for the parade and recommendations for a Grand Marshal.

Grounds Maintenance

City Manager Bob Schwartz informed council that the contract with Premier Tree and Shrub Care was for one year and may be renewed for one additional year. It was recommended the contract be renewed for 2015. This will be on the February meeting for a vote.

Sewer Connection Status

City Manager Bob Schwartz gave an update on where we are with the sewer connections. He stated we have three who have paid and connected, there approximately 18 whose notices will expire on February 5th and Chief Harvey will be writing citations where necessary.

City Entrance Signs

City Manager Bob Schwartz presented the final draft of the primary signs and the secondary signs for review by Council. After discussion it was decided there needed to be a slight modification made to the wording and some council members requested a sample of the composite material before a final vote.

Honorary Councilmember Program

City Manager Bob Schwartz asked should we continue this program on a monthly basis in 2015 or should we scale back to a quarterly program. After discussion the consensus was to continue on a monthly basis starting over with Councilmember Jim Windham who will appoint an honorary member for March.

Project Status Report

City Manager Bob Schwartz presented a copy of the Project Status report making special note of the completed Emory & Asbury Water project and stating there will be a follow up of other ongoing projects at the next work session. Schwartz announced a special service honoring Emory's King Week at Old Church being sponsored by Councilmember and Oxford College chaplain Lyn Pace on Tuesday, January 27 at 7:30pm.

Respectfully Submitted,

Lauran Willis, CMC
City Clerk

**OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
WORK SESSION
MONDAY, MARCH 16, 2015 – 6:00 P.M.
CITY HALL**

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

OTHERS PRESENT: Bob Schwartz, City Manager; Lauran Willis, City Clerk; Dave Harvey, Police Chief; Jody Reid, Utility Superintendent; Mike and Cheryl Ready, Hoyt & LaTrelle Oliver, Kendra Mayfield, Janice Wearing, Lisa Dorward, Norbert Thompson, Betty Griggs, Vivian Harris, Penny Windham, Anderson Wright, Michael Besaw, Carol and Neil Penn, Charles Green, Robert Jordan

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

Honorary Councilmember

Mayor Jerry Roseberry introduced Carol and Neil Penn as Honorary Councilmembers for April appointed by Councilmember Terry Smith. Everyone celebrated and joined in singing happy birthday to Mr. Penn as Mrs. Penn presented him with a birthday cake.

Mayor Announcements and Reminders

Mayor Jerry Roseberry – The city has been invited to be a sponsor of the Georgia Trail Summit in Athens June 4-6, 2015. A contribution of \$250 qualifies for two registrations (\$180 value), recognition in literature and a table in the networking area. The meeting is being sponsored by the National Park Services, Georgia Parks Department, NEGRC (North East Georgia Regional Commission) and others. John Devine of NEGRC is chairing the Host Committee. Everyone was in favor of the registration and promoting the city.

Mayor Jerry Roseberry – Made recognition of the passing of long time Oxford resident and Journalist Claude Sitton who set the pace for reporters covering the civil rights movement in the South in the 1950s and '60s and later won a Pulitzer Prize for distinguished commentary. Sitton was 89 years old.

City Entrance Signs

The ad hoc committee of Councilmembers Smith and Davis and Judy Greer reported on several alternatives for colors of the entrance signs and demonstrated four color options and language for the signs. This item will be on the April 6, 2015 agenda for a vote.

July 4th Parade

Councilmember Sarah Davis gave an update as Chairman of the Parade Committee. Items for discussion were as follows:

1. Committee members – Sarah Davis as Chairman, Lauran Willis and Lisa Dorward. We will be asking members of the Lions Club to join the committee.
2. Parade Route – Chairman Davis stated we need final decision on the Parade Route by the April 6, 2015 Regular Session as we have to send request to interrupt traffic to DOT by April 7, 2015.
3. Nominations for Parade Marshall should be submitted at the April 6th 2015, regular meeting for a vote or may be submitted to Chairman Davis prior to the April 6th meeting.
4. We need to ask for volunteers for Uncle Sam.

Whatcoat Street

City Engineer Robert Jordan presented council with several proposals for a layout of Whatcoat Street. Council asked that he develop a layout and cost concentrated on the mini roundabout and bring it back to council at a later date.

Utilities

Lisa Dorward of 1008 Emory Street presented a report regarding utilities and city policies with comparison to Georgia Power's rate plan and policies. Lisa asked that Oxford establish a program of assistance to help our neighbors suffering from financial hardship. This program would include: An application process to establish financial hardship, reduced rates for families within determined income levels, establishing a special fund similar to Project Share. She also asked that the excessive late fees be abolished. Lisa also asked that we adopt Georgia Power programs which offer a flat-rate pay program, discounted rates for seniors and the disabled and installment payment plans as well as adopt a humanitarian policy of placing a moratorium on disconnections during winter and summer months. In conclusion Lisa asked council to assign a committee to research a program called Pace Financing (Property assessed clean energy) which is a means of financing energy efficiency upgrades or renewable energy installations for buildings. The Pace program financing pays for 100% of the costs for making a home or building energy efficient. In a reply to some of Lisa's concerns and questions Mayor Roseberry provided statistics on the decreased number of disconnects now compared to four years ago while the number of delinquents remain the same. He explained how the city absorbed the 16% increase when MEAG raised their cost rather than passing it along to the citizens, the city refunded deposits to customers who met certain requirements, the city now accepts credit cards as a payment option. As reply to Lisa's concerns regarding additional charges on the utility bills, Councilmember Terry Smith explained the (PCA) Power Cost Adjustment and the (ECCR) Environmental Cost Compliance Recovery. Councilmember Lyn Pace concurred with Ms. Dorward in that the city should provide some type of assistance for those citizens who cannot afford to pay their utility bill and/or research the possibility of some type of hardship fund. Mayor Roseberry expressed how the city is always looking for ways to provide better services to its citizens and thanked Lisa for her presentation.

1020 Emory Street

Mr. Michael Besaw spoke to council regarding the possibility of purchasing a small lot from the city to add some space to his property at 1020 Emory Street as he presented at the March 2nd meeting. Mr. Besaw presented a letter in support of his request and asked council for consideration for assistance with his options. After discussion of his options Mayor Roseberry said council has not made any decision at this time. This item will be moved to a later date.

Coke and George Street Rights-of-Way

City Manager Bob Schwartz provided a draft copy of the license agreement discussed at the March 16th Work Session with a copy of the survey prepared by City Engineer Robert Jordan. It was agreed this item would be moved to the April 20th Work Session.

Sewer Availability Ordinance

City Manager Bob Schwartz – We had the first reading of an ordinance to require a charge for sewer availability. The city attorney will have a report on its legality before it is considered for a second and final reading at the April meeting.

101 Longstreet Circle

City Manager Bob Schwartz – This burned out house was donated to the city. Utility Superintendent Jody Reid has talked with Mr. Gordon Reynolds of AXIS Remedial Sciences who is an accredited asbestos inspector. Mr. Reynolds pricing includes, all permitting, fees and regulated waste disposal and is contingent on all services proposed performed in a single mobilization. All performance will be conducted in accordance with local, state and federal regulations. The total cost should be \$880.00 if he obtains less than 10 samples the cost will be less and if it is determined that more than 10 samples, are needed they will seek verbal approval before exceeding the maximum of \$1,200.00. The City will be responsible for allowing AXIS Remedial Sciences into the structure. Jody said the demolition contractors have indicated they need clearance for asbestos before they can proceed with demolition.

Zoning Amendment

City Manager Bob Schwartz – Oxford College recently purchased four lots on the east side of Emory Street. They have asked to rezone three of these lots (602, 604, and 608 Emory) from R7.5 to IC (Institutional Campus). At this time they are not requesting any change in the zoning for the larger lot (approximately 12 acres) which, if it had a house on it, would be numbered 606. The Planning Commission reviewed this request on Tuesday, March 10. After considerable discussion, the Planning Commission recommended that the three lots be rezoned to IC-TA (Institutional Campus–Transitional Area) subject to the conditions and limitations that the only permitted use be residential uses consistent with the existing land use plan and office use (approved as a conditional use in the IC-TA zone) provided that the buildings remain on a single family residential scale and appearance. The intent being that the properties continue to appear as single family residential use. To conclude Bob stated a public hearing has been scheduled for 7 PM at the beginning of the council meeting on April 6th. If the zoning change is approved, then the Oxford College Future Development Plan will be amended to include these four lots as college property with the conditionally approved use as offices for the three houses.

Hamill Street

City Manager Bob Schwartz – 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 walk way 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. The brick walk way would improve the esthetics for this part of the campus while maintaining access for emergency vehicles. A copy of the proposed layout was presented in the agenda packet. It was agreed to table discussion for this item until the April work session.

Projects Status Report

City Manager Bob Schwartz presented a Projects Status Report through March 16th. He asked council to review the report and contact him with any questions.

There being no further discussion the meeting was adjourned at 8:00 PM.

Respectfully Submitted;

Lauran Willis, CMC
City Clerk



EMORY
OXFORD
COLLEGE

Campus Life

April 6, 2015

Dear Neighbor,

Once each spring semester, the college hosts an outdoor concert for our student community. Our 2015 spring concert will be next Friday evening, April 10, from 8pm to 11pm. Since it is possible that you may hear the music from your home, we wish to inform you well in advance and explain the details of the event.

Oxford College staff and student leaders have been planning the details of this concert for many weeks to ensure it is a safe, fun, and well managed celebration. College staff consulted with town leaders and have been working closely and cooperatively to stay well within noise ordinances and to work together as needed on traffic and crowd control.

Since this event will be restricted *only to students*, we have not advertised in any media outlets – again, in an effort to keep attendance at a manageable number. With a small campus, we can really only accommodate our students for an event such as this.

If you have any questions about the concert, please contact Dean Honi O’Kelley, Oxford’s Director of Student Involvement & Leadership and the point person for this event, at 770-784-8445 prior to the concert or 706-248-4991 on April 10.

Thank you in advance for your understanding.

Sincerely,

Joe Moon
Dean for Campus Life

MAYOR'S NOTES FOR CITY COUNCIL MEETING APRIL 6, 2015

BUDGET

Appoint an ad hoc budget committee to work with the mayor and city manager on preparation of the Operating Budget for fiscal year 2016 and the Capital Budget for 2016 – 2020. The committee will be dissolved upon approval of the budget by the city council. Appointments are:

George Holt – Chairman
Terry Smith – Vice Chairman
Jim Windham – Member

THOMAS TURNER BUILDING

The maintenance building was named the Thomas Turner Building last Friday in a ceremony held at the maintenance facility. Tom's wife, Sue, unveiled the sign naming the building the Thomas Turner Building.

Mrs. VIVIAN HARRIS

Oxford resident Vivian Harris has been awarded a New Perspective Scholarship to attend an EEOC training update in Washington, D. C. And she was appointed to the board of Piedmont Technical College. Congratulations to Mrs. Harris on receiving this recognition of her work on behalf of people with disabilities and others.

TRANSFER OF FUNDS

Council recently approved transfer of funds from the operating checking account to an interest bearing account. Council specified moving the funds to BB&T but BB&T is not accepting interest bearing funds from municipalities at this time. The funds were transferred to the city's MMA at United Bank where the interest rate is .3%.

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 donated \$250 to Georgia Trails and received two free registrations and free publicity in brochures and other material distributed at the meeting.

SHERMAN'S MARCH TO THE SEA

A marker recognizing General Sherman's march through Oxford has been installed across the street from Old Church.

JORDAN
 LAND MANAGEMENT & SURVEYING CONSULTANTS
 1100 NORTH BRIDGE STREET, SUITE 100
 WASHINGTON, DC 20004
 (202) 331-9999
 WWW.JORDANLDC.COM

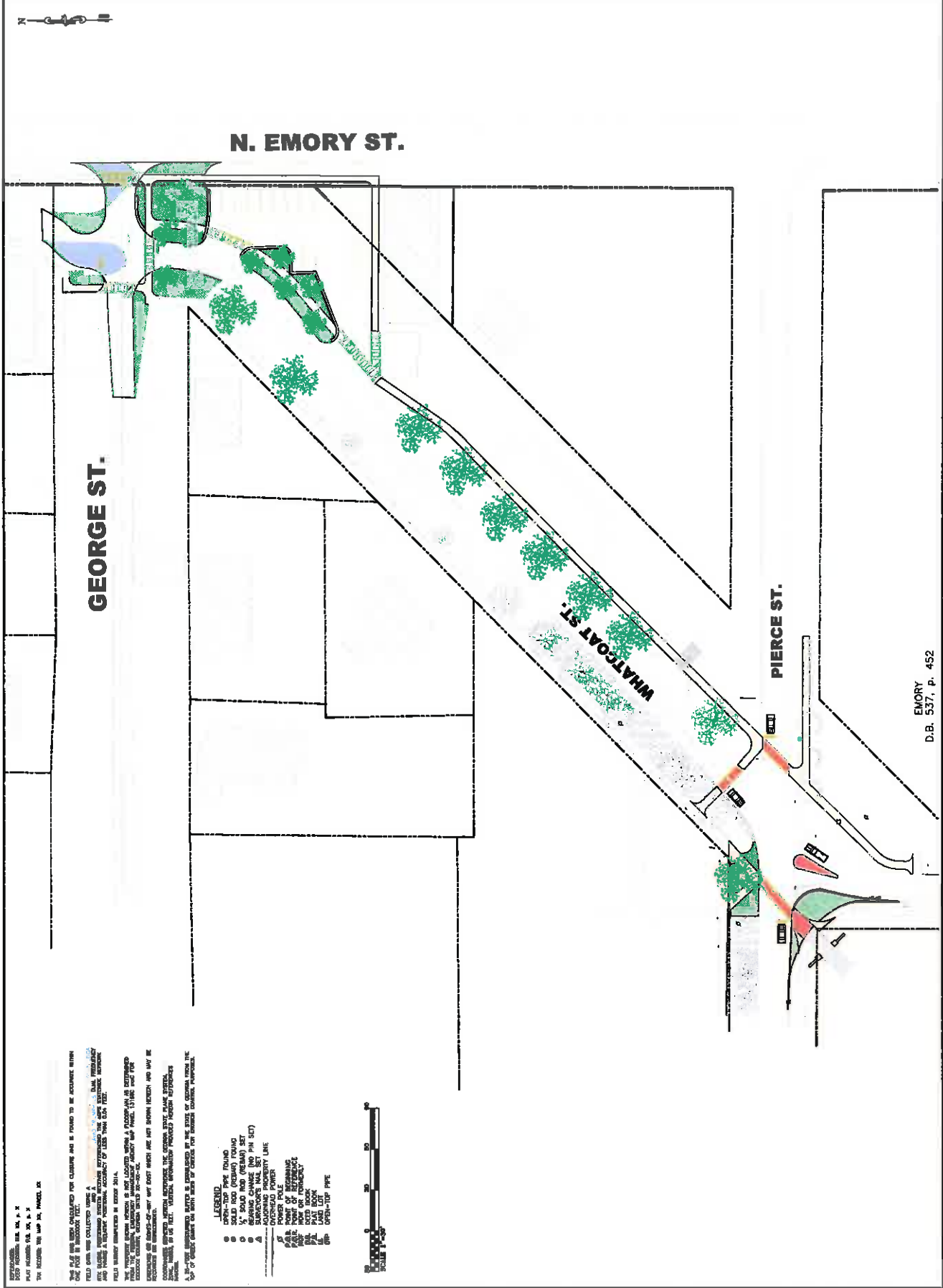


**WHATCOAT STREET
 GEOMETRY CONCEPT**

City of Oxford
 Newton County, Georgia

Revision Description	Date	By	Check	As Made
0 Issue Work	07/26/13			
1 2D Issued for Review	07/18/13			
2 Issued for Construction	07/27/13			

Sheet No. **1.0**



EXPLANATION
 THE PLAN HAS BEEN CALCULATED FOR CLARITY AND IS FOUND TO BE ACCURATE WITHIN ONE FOOT BY MEASURED TECH.
 FIELD DATA WAS COLLECTED USING A **TRIMBLE SHT-200**, **DIM. FREQUENCY** AND **FIXED** A QUALITY ANTENNA, AN ACCURACY OF **TWO MM PER 100 METERS**. FIELD MEASUREMENTS IN JUNE 2014.
 THE PROPOSED SERVICE AREAS IS NOT LOCATED WITH A PLANNED OR ESTABLISHED UTILITY COMPANY, NEITHER UNDER 80-100-15.
 DISTURBANCE TO EXISTING UTILITIES AND SERVICE AREAS SHOULD BE VERIFIED BY THE UTILITY OWNERS PRIOR TO CONSTRUCTION.
 ALL OF THESE INFORMATION BEING IS BASED ON THE STATE OF GEORGIA FROM THE 1/2" OF SCALE PLAN ON WHICH THIS PLAN IS BASED. FOR FURTHER CLARITY, PLEASE REFER TO THE

- LEGEND**
- OPEN-TOP PIPE FOUND
 - OPEN-TOP PIPE PROPOSED
 - V' ROAD RAIL (REMAIN) SET
 - S BOUNDARY CHANGE (NO PIN SET)
 - S BOUNDARY CHANGE (WITH PIN SET)
 - ADJOINING PROPERTY LINE
 - OVERHEAD POWER
 - DATE POINT OF BEGINNING
 - DATE POINT OF INTEREST
 - BAL DATED BOOK
 - LAND LOT
 - OPEN-TOP PIPE

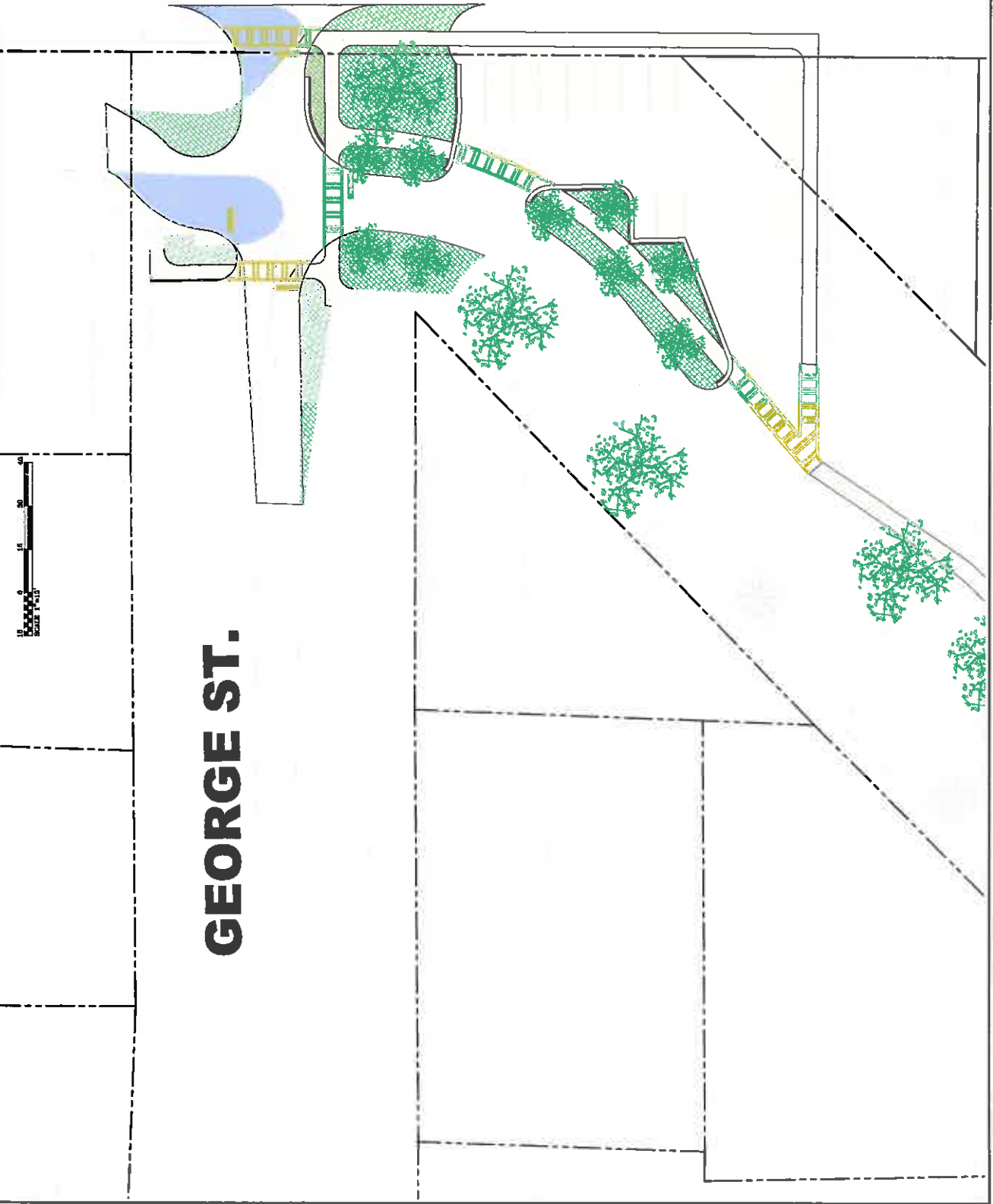


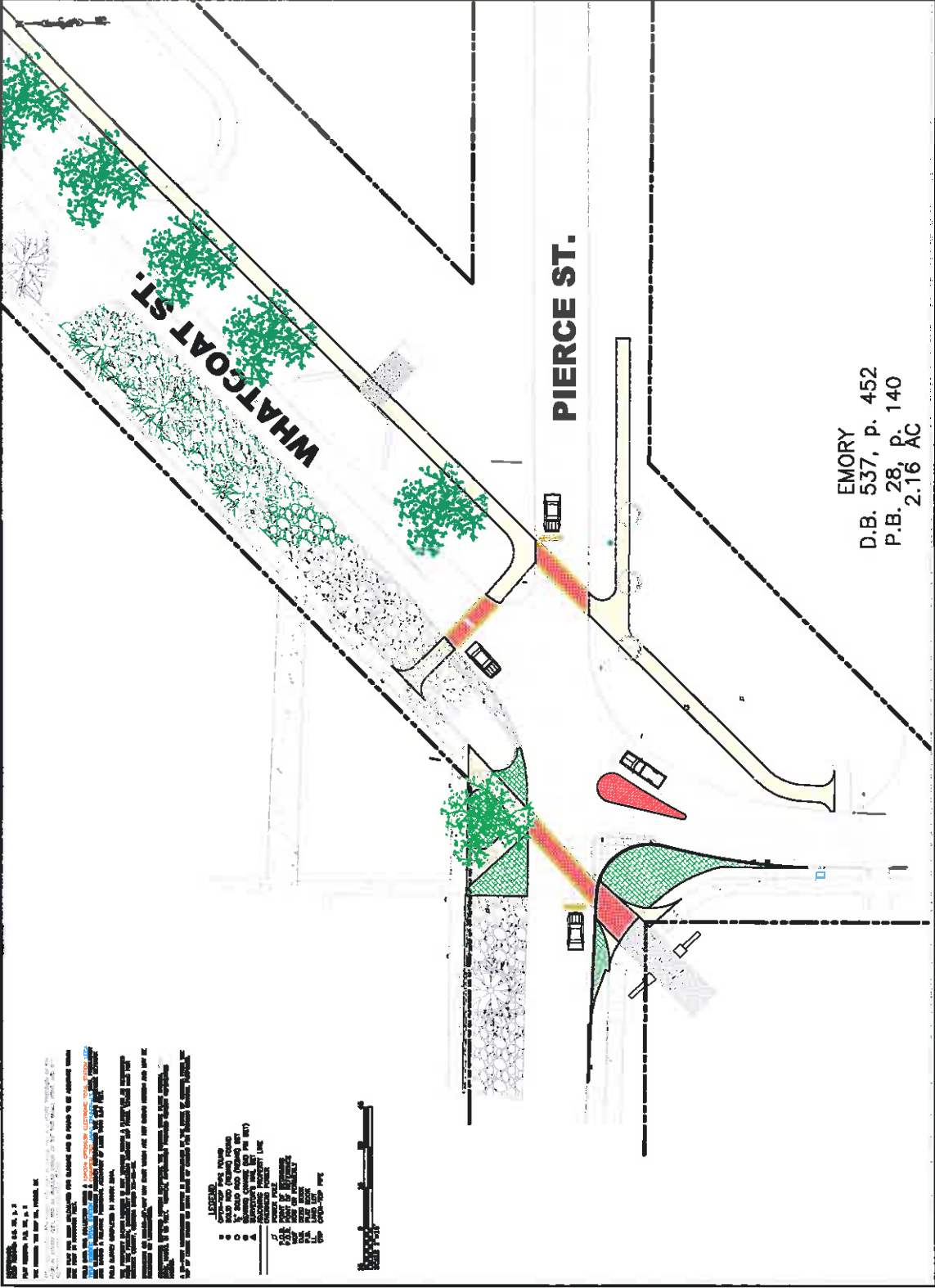
EMORY
 D.B. 537, P. 452



N. EMORY ST.

GEORGE ST.





EMORY
 D.B. 537, p. 452
 P.B. 28, p. 140
 2.16 AC

THE CITY ENGINEER HAS REVIEWED THIS PLANNING AND DESIGN PLAN TO BE A PUBLIC USE OF THE STREETS AND...
 THIS PLAN IS A PRELIMINARY CONCEPT...
 ALL RIGHTS RESERVED BY THE CITY OF OXFORD.

LEGEND:
 ○ OPENING FOR TRUCKS
 ○ OPENING FOR BUSES
 ○ OPENING FOR TRUCKS AND BUSES
 ○ OPENING FOR TRUCKS, BUSES AND PASSENGER CARS
 ○ OPENING FOR PASSENGER CARS
 ○ OPENING FOR TRUCKS, BUSES AND PASSENGER CARS WITH TURNING SPACE
 ○ OPENING FOR TRUCKS, BUSES AND PASSENGER CARS WITH TURNING SPACE AND SIDEWALK
 ○ OPENING FOR TRUCKS, BUSES AND PASSENGER CARS WITH TURNING SPACE AND SIDEWALK AND BIKEWAY

○ CURB CUT FOR SIDEWALK
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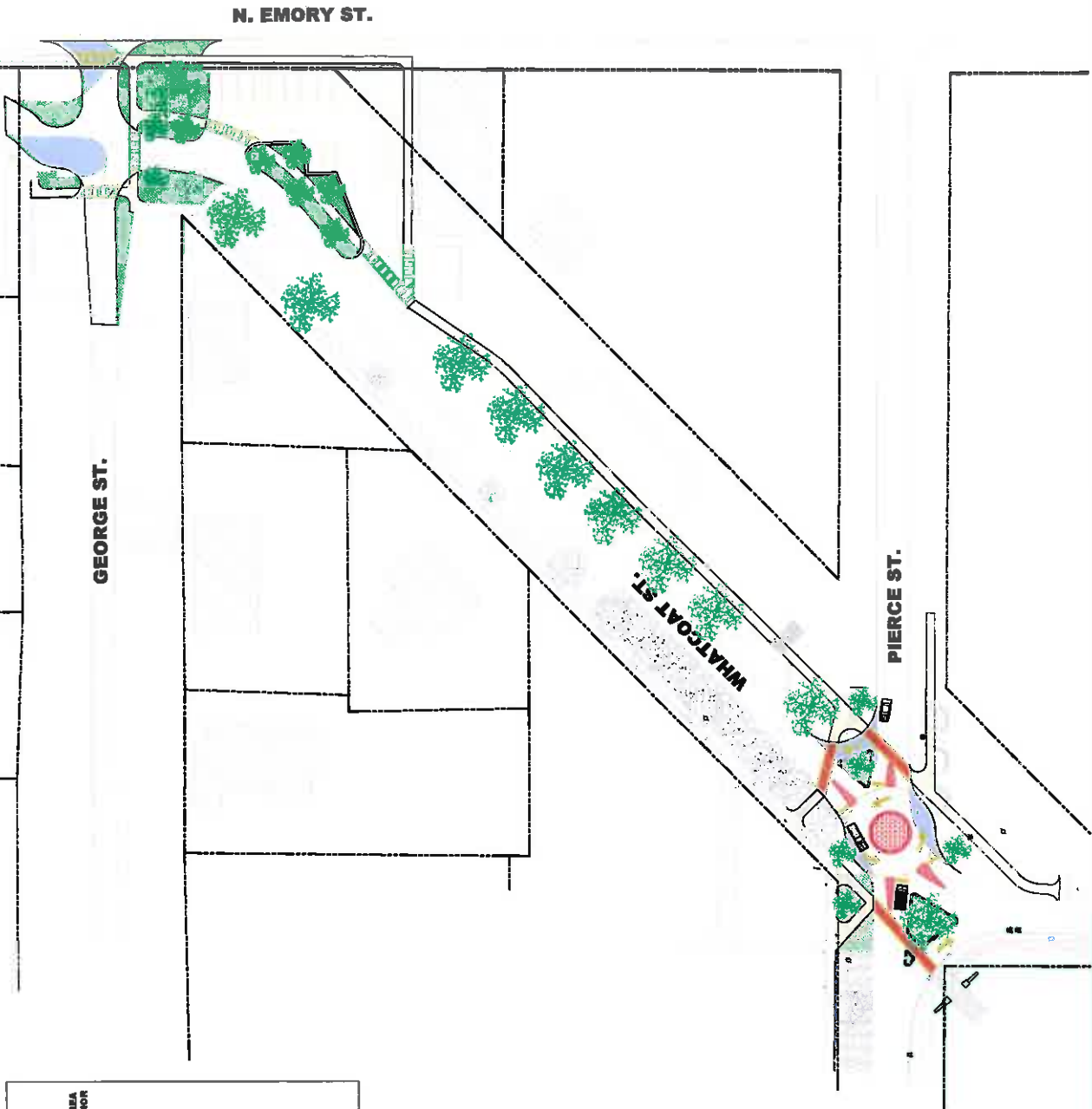
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Whatcoat Conventional layout surveying, design, bidding, and constuction cost estimate

Item	Qty	Units	Unit Cost	Item total	Subtotals
Surveying					
Base topo/asbuilt survey	24	Crew Hrs	\$110.00	\$2,640.00	
Base mapping	16	Hours	\$90.00	\$1,440.00	\$4,080.00
Engineering					
Civil design/construction plans	80	Hours	\$90.00	\$7,200.00	
GDOT meetings/submittals/revisions/permitting	30	Hours	\$90.00	\$2,700.00	\$9,900.00
Contractor Procurement/Bidding					
Bid documents	20	Hours	\$90.00	\$1,800.00	
Coordination/evaluation/selection	12	Hours	\$90.00	\$1,080.00	
Pre-bid/Pre-con meetings	6	Hours	\$90.00	\$540.00	\$3,420.00
Contractor Startup					
Mobilization	1	LS	\$1,500.00	\$1,500.00	
Performance Bond (2% assumed)	0.02	%	\$149,000.00	\$2,980.00	
NPDES Monitoring	12	WK	\$10.00	\$120.00	\$4,600.00
Demolition					
Remove/dispose existing storm drain	40	LF	\$15.00	\$600.00	
Remove all or part of monument access/track	1	LS	\$1,000.00	\$1,000.00	
Sawcut existing pavement	735	LF	\$5.00	\$3,675.00	
Remove existing storm inlet structures	1	EA	\$500.00	\$500.00	
Remove existing concrete sidewalk	75	SY	\$15.00	\$1,125.00	
Pavement milling (1.5" depth)	0	SY	\$3.50	\$0.00	
Remove existing asphalt pavement	884	SY	\$14.00	\$12,376.00	
Remove existing concrete island	32	SY	\$20.00	\$640.00	
Remove existing concrete curb/gutter	90	LF	\$12.00	\$1,080.00	
Remove/dispose existing pavement marking	100	LF	\$0.55	\$55.00	
Remove misc. existing landscaping/borders	1	LS	\$1,000.00	\$1,000.00	
Remove/dispose existing tree (<6" diam)	4	LS	\$100.00	\$400.00	\$22,451.00
Erosion Control/Grassing					
Tree protection fencing	70	LF	\$1.40	\$98.00	
Construction entrance install/rm	1	LS	\$2,500.00	\$2,500.00	
Type A silt fencing/rm	600	LF	\$2.20	\$1,320.00	
Yard inlet sediment traps	1	EA	\$150.00	\$150.00	
Hay bale check dams	2	EA	\$80.00	\$160.00	
Curb Sediment Traps	1	EA	\$150.00	\$150.00	
Temporary grassing	500	SY	\$1.25	\$625.00	
Permanent grassing	200	SY	\$1.25	\$250.00	
Temporary mulching	250	SY	\$0.60	\$150.00	
Sod	175	SY	\$9.00	\$1,575.00	
Inlet sediment protection	1	EA	\$225.00	\$225.00	
4" topsoil, seed, and mulch	200	SY	\$5.50	\$1,100.00	\$8,303.00
Clearing and Earthwork					
Minor grading on southwest side Whatcoat St.	1	LS	\$2,000.00	\$2,000.00	\$2,000.00
Storm Sewer					
Shallow storm manholes (<5')	1	EA	\$2,000.00	\$2,000.00	
12" Nyloplast inlet 2.2' deep with grate	2	EA	\$750.00	\$1,500.00	
Drop Inlet Type A 48"	1	EA	\$1,766.00	\$1,766.00	

8" HDPE (ADS N-12)	50	LF	\$24.00	\$1,200.00	
15" HDPE (ADS N-12)	30	LF	\$26.00	\$780.00	
15" RCP Class III	40	LF	\$38.00	\$1,520.00	
FES Metal DOT 1120 to RCP	1	EA	\$880.00	\$880.00	\$9,646.00
Utilities					
Misc utilities rerouting/reconnection	1	LS	\$2,500.00	\$2,500.00	\$2,500.00
Roadway (pavement, curb/gutter)					
Asphalt pavement (med duty)	104	SY	\$31.58	\$3,284.32	
Concrete sidewalk (4")	773	SY	\$35.00	\$27,055.00	
5" yellow traffic stripe	285	LF	\$0.11	\$31.35	
24" concrete curb and gutter	110	LF	\$12.50	\$1,375.00	
Asphalt milling and 1.25" topping	405	SY	\$10.20	\$4,131.00	
New asphalt topping - Whatcoat/south intersect.	2065	SY	\$9.00	\$18,585.00	
6" thick GAB	86	SY	\$12.00	\$1,032.00	
GDOT 9.5mm SP 1.25" (Type II)	86	SY	\$9.20	\$791.20	
GDOT 19mm SP 2"	86	SY	\$9.20	\$791.20	
GDOT 25mm SP 3"	86	SY	\$9.20	\$791.20	
Tack coat	86	SY	\$0.53	\$45.58	\$57,912.85
Pedestrian/other/misc					
ADA ramps (DOT spec with truncated domes)	12	EA	\$750.00	\$9,000.00	
8' wide brick walkway extension at south intersect.	185	SF	\$13.00	\$2,405.00	
Construction staking and layout	24	HR	\$115.00	\$2,760.00	
crosswalk striping	183	LF	\$7.00	\$1,281.00	
brick traffic island	218	SF	\$15.00	\$3,270.00	
Crosswalks - brick (including demo of exist asph)	522	SF	\$13.00	\$6,786.00	
Crosswalk - colored stamped concrete	0	SF	\$12.00	\$0.00	
Crosswalk - stamped/colored asphalt	0	SF	\$450.00	\$0.00	
Bike Rack	1	EA	\$750.00	\$750.00	
6ft Benches	2	EA	\$1,700.00	\$3,400.00	
Trash/recycling recepticals	2	EA	\$750.00	\$1,500.00	
Contractor site cleanup	1	EA	\$1,500.00	\$1,500.00	
Pedestrian-level street lights		EA	\$4,000.00	\$0.00	
Install future utility sleeves		LF	\$6.00	\$0.00	
Traffic control	1	EA	\$2,500.00	\$2,500.00	\$35,152.00
Landscaping					
2" caliper street trees (installed)	10	EA	\$250.00	\$2,500.00	
1" caliper ornamental trees (installed)	12	EA	\$150.00	\$1,800.00	
Misc. other beds and ornamental plantings	1	LS	\$1,000.00	\$1,000.00	\$5,300.00
Pavement Marking					
Stop bar pavement marking	6	EA	\$82.00	\$492.00	
Signage	1	LS	\$1,500.00	\$1,500.00	\$1,992.00
Total estimate				\$167,257	



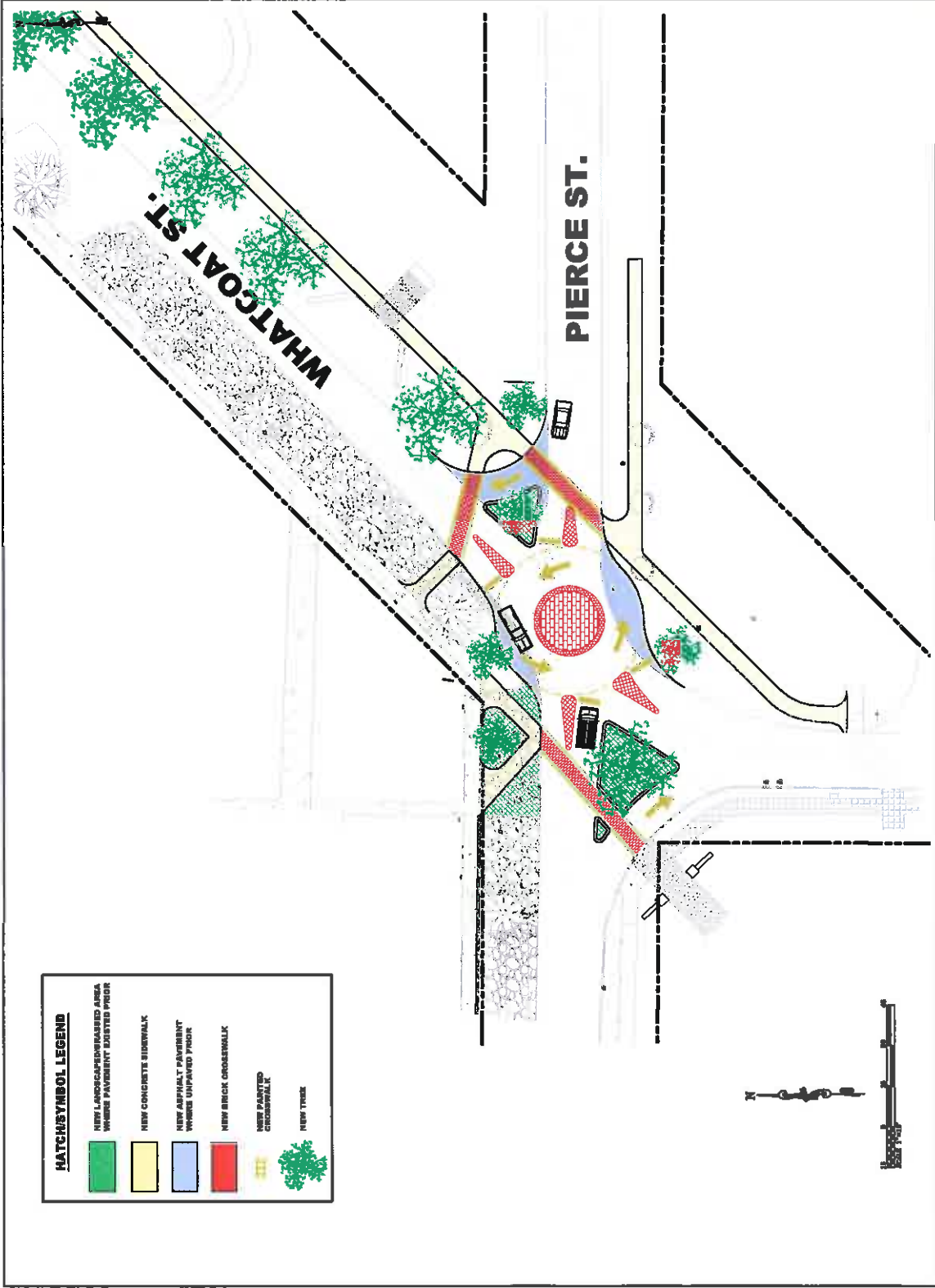
HATCH/SYMBOL LEGEND

	NEW LANDSCAPED AREA WHERE PAVEMENT EXISTED PRIOR
	NEW CONCRETE SIDEWALK
	NEW ASPHALT PAVEMENT WHERE UNPAVED PRIOR
	NEW BRICK CROSSWALK
	NEW PAINTED CROSSWALK
	NEW TREE





Rev.	By	Date	Comments
1	W. J.	10/1/2010	Final
2	W. J.	10/1/2010	Final
3	W. J.	10/1/2010	Final
4	W. J.	10/1/2010	Final
5	W. J.	10/1/2010	Final
6	W. J.	10/1/2010	Final
7	W. J.	10/1/2010	Final
8	W. J.	10/1/2010	Final
9	W. J.	10/1/2010	Final
10	W. J.	10/1/2010	Final



HATCH/SYMBOL LEGEND

	NEW LANDSCAPED AREA WHERE PAVEMENT EXISTED PRIOR
	NEW CONCRETE SIDEWALK
	NEW ASPHALT PAVEMENT WHERE UNPAVED PRIOR
	NEW BRICK CROSSWALK
	NEW PAINTED CROSSWALK
	NEW TREE

DATE	01/26/10
BY	MR. JORDAN
APPROVED	02/16/10
DATE	02/16/10
BY	MR. JORDAN
APPROVED	02/16/10
DATE	02/16/10
BY	MR. JORDAN
APPROVED	02/16/10

City of Oxford
Newton County, Georgia

WHATCOAT STREET
GEOMETRY CONCEPT
(CLOSEUP)



N. EMORY ST.



HATCH/SYMBOL LEGEND

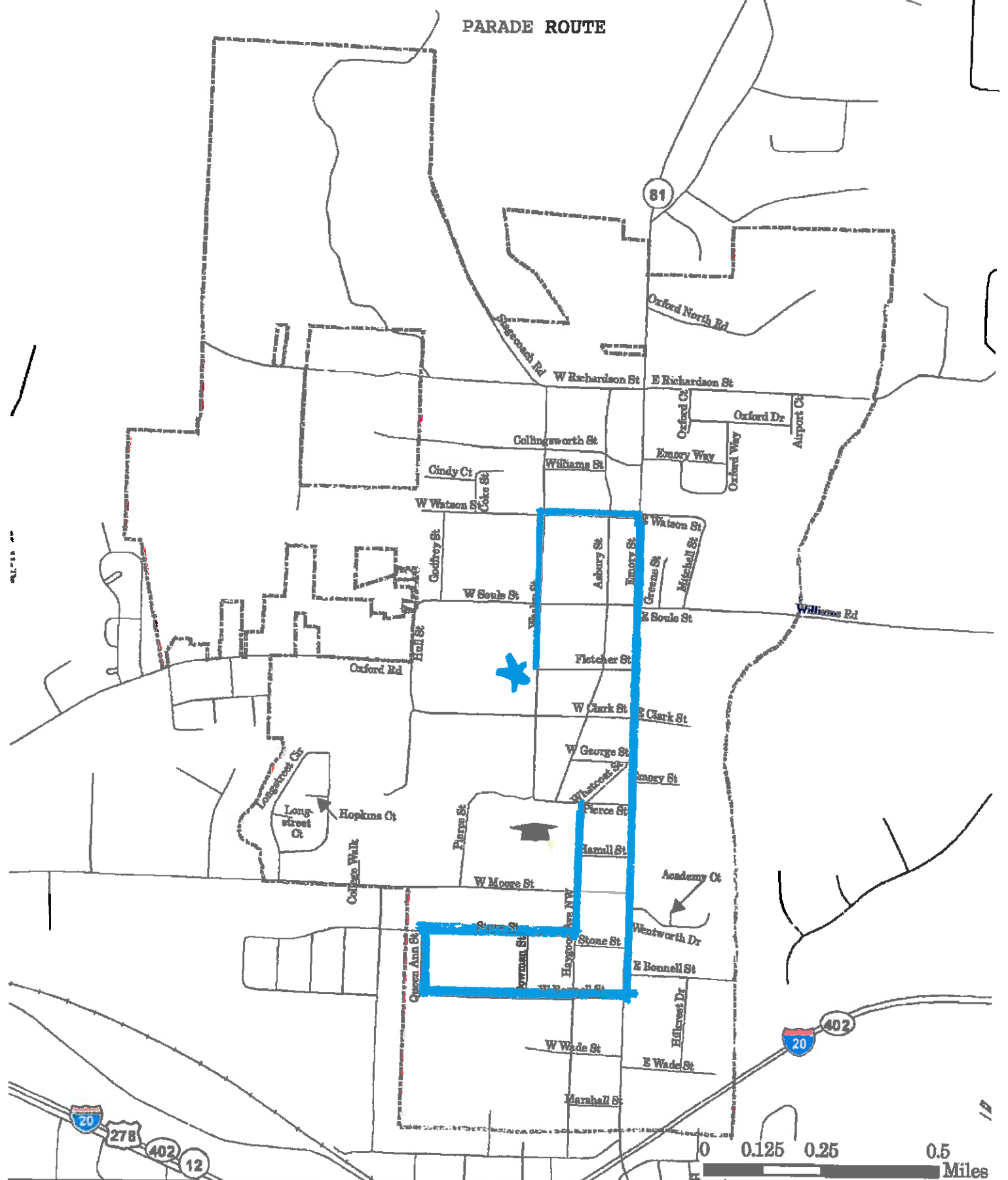
- NEW LANDSCAPED/GRASSED AREA WHERE PAVEMENT EXISTED PRIOR
- NEW CONCRETE SIDEWALK
- NEW ASPHALT PAVEMENT WHERE UNPAVED PRIOR
- NEW BRICK CROSSWALK
- NEW PAINTED CROSSWALK
- NEW TREE







Whatcoat Roundabout layout surveying, design, bidding, and construction cost estimate

<i>Item</i>	<i>Qty</i>	<i>Units</i>	<i>Unit Cost</i>	<i>Item total</i>	<i>Subtotals</i>
Surveying					
Base topo/asbuilt survey	24	Crew Hrs	\$110.00	\$2,640.00	
Base mapping	16	Hours	\$90.00	\$1,440.00	\$4,080.00
Engineering					
Civil design/construction plans	80	Hours	\$90.00	\$7,200.00	
GDOT meetings/submittals/revisions/permitting	30	Hours	\$90.00	\$2,700.00	\$9,900.00
Contractor Procurement/Bidding					
Bid documents	20	Hours	\$90.00	\$1,800.00	
Coordination/evaluation/selection	12	Hours	\$90.00	\$1,080.00	
Pre-bid/Pre-con meetings	6	Hours	\$90.00	\$540.00	\$3,420.00
Contractor Startup					
Mobilization	1	LS	\$1,500.00	\$1,500.00	
Performance Bond (2% assumed)	0.02	%	\$149,000.00	\$2,980.00	
NPDES Monitoring	12	WK	\$10.00	\$120.00	\$4,600.00
Demolition					
Remove/dispose existing storm drain	40	LF	\$15.00	\$600.00	
Remove all or part of monument access/track	1	LS	\$1,000.00	\$1,000.00	
Sawcut existing pavement	628	LF	\$5.00	\$3,140.00	
Remove existing storm inlet structures	1	EA	\$500.00	\$500.00	
Remove existing concrete sidewalk	75	SY	\$15.00	\$1,125.00	
Remove existing asphalt pavement	791	SY	\$14.00	\$11,074.00	
Remove existing concrete island	32	SY	\$20.00	\$640.00	
Remove existing concrete curb/gutter	0	LF	\$12.00	\$0.00	
Remove/dispose existing pavement marking	100	LF	\$0.55	\$55.00	
Remove misc. existing landscaping/borders	1	LS	\$1,500.00	\$1,500.00	
Remove/dispose existing tree (<6" diam)	4	LS	\$100.00	\$400.00	\$20,034.00
Erosion Control/Grassing					
Tree protection fencing	70	LF	\$1.40	\$98.00	
Construction entrance install/rm	1	LS	\$2,500.00	\$2,500.00	
Type A silt fencing/rm	700	LF	\$2.20	\$1,540.00	
Yard inlet sediment traps	2	EA	\$150.00	\$300.00	
Hay bale check dams	3	EA	\$80.00	\$240.00	
Curb Sediment Traps	1	EA	\$150.00	\$150.00	
Temporary grassing	500	SY	\$1.25	\$625.00	
Permanent grassing	200	SY	\$1.25	\$250.00	
Temporary mulching	250	SY	\$0.60	\$150.00	
Sod	200	SY	\$9.00	\$1,800.00	
Inlet sediment protection	1	EA	\$225.00	\$225.00	
4" topsoil, seed, and mulch	250	SY	\$5.50	\$1,375.00	\$9,253.00
Clearing and Earthwork					
Minor grading on southwest side Whatcoat St.	1	LS	\$2,000.00	\$2,000.00	
Minor grading on NW and SE sides of roundabout	1	LS	\$2,000.00	\$2,000.00	\$4,000.00
Storm Sewer					
Shallow storm manholes (<5')	1	EA	\$2,000.00	\$2,000.00	
12" Nyloplast inlet 2.2' deep with grate	3	EA	\$750.00	\$2,250.00	
Drop inlet Type A 48"	1	EA	\$1,766.00	\$1,766.00	

8" HDPE (ADS N-12)	100	LF	\$24.00	\$2,400.00	
15" HDPE (ADS N-12)	30	LF	\$26.00	\$780.00	
15" RCP Class III	40	LF	\$38.00	\$1,520.00	
FES Metal DOT 1120 to RCP	1	EA	\$880.00	\$880.00	\$11,596.00
Utilities					
Misc utilities rerouting/reconnection	1	LS	\$2,500.00	\$2,500.00	\$2,500.00
Roadway (pavement, curb/gutter)					
Asphalt pavement (med duty)	226	SY	\$31.58	\$7,137.08	
Concrete sidewalk (4")	773	SY	\$35.00	\$27,055.00	
5" yellow traffic stripe	500	LF	\$0.11	\$55.00	
24" concrete curb and gutter	0	LF	\$12.50	\$0.00	
Asphalt milling and 1.25" topping	1200	SY	\$10.20	\$12,240.00	
New asphalt topping - Whatcoat	1800	SY	\$9.00	\$16,200.00	
<i>GDOT Pavement spect for north intersection:</i>					
6" thick GAB	86	SY	\$12.00	\$1,032.00	
GDOT 9.5mm SP 1.25" (Type II)	86	SY	\$9.20	\$791.20	
GDOT 19mm SP 2"	86	SY	\$9.20	\$791.20	
GDOT 25mm SP 3"	86	SY	\$9.20	\$791.20	
Tack coat	86	SY	\$0.53	\$45.58	\$66,138.26
Pedestrian/other/misc					
ADA ramps (DOT spec with truncated domes)	12	EA	\$750.00	\$9,000.00	
8' wide brick walkway extension at south intersect.	0	SF	\$13.00	\$0.00	
Construction staking and layout	24	HR	\$115.00	\$2,760.00	
crosswalk striping (for north end of project)	183	LF	\$7.00	\$1,281.00	
brick traffic island - roundabout center	530	SF	\$20.00	\$10,600.00	
Crosswalks - brick (including demo of exist asph)	748	SF	\$13.00	\$9,724.00	
Crosswalk - colored stamped concrete	0	SF	\$12.00	\$0.00	
Crosswalk - stamped/colored asphalt	0	SF	\$450.00	\$0.00	
Bike Rack	1	EA	\$750.00	\$750.00	
6ft Benches	2	EA	\$1,700.00	\$3,400.00	
Trash/recycling recepticals	2	EA	\$750.00	\$1,500.00	
Contractor site cleanup	1	EA	\$1,500.00	\$1,500.00	
Pedestrian-level street lights		EA	\$4,000.00	\$0.00	
Install future utility sleeves		LF	\$6.00	\$0.00	
Traffic control	1	EA	\$3,000.00	\$3,000.00	\$43,515.00
Landscaping					
2" caliper street trees (installed)	10	EA	\$250.00	\$2,500.00	
1" caliper ornamental trees (installed)	12	EA	\$150.00	\$1,800.00	
Misc. other beds and ornamental plantings	1	LS	\$2,000.00	\$2,000.00	\$6,300.00
Pavement Marking					
Stop bar pavement marking	8	EA	\$82.00	\$656.00	
Signage	1	LS	\$2,500.00	\$2,500.00	\$3,156.00
Total estimate				\$188,492	

PARADE ROUTE



-  Oxford
-  Covington
-  Parcels
-  Streams
-  Oxford College
-  Shared-Use Path

OXFORD, GEORGIA



**CITY OF OXFORD
GRAND MARSHALS**

- 1994 VIOLET BANKSTON**
1995 FAIRLEY WADDLETON
1996 FRAN ELIZER
1997 FRED TAYLOR
1998 GARLAND WILLIAMS
1999 BOND FLEMING
2000 LELAND ELLIS
2001 FRANK NOLLEY
2002 MARSHALL ELIZER
2003 ROGER & LORI GLADDEN
2004 CLAUDE & EVA SITTON
2005 J.P. GODFREY
2006 VIRGIL & LUISE EADY
2007 GWEN GREEN
2008 DON BALLARD
2009 TOM & SUE TURNER
2010 REV. TOM & EMMIE JOHNSON
2011 DR. MELVIN & GUSSIE BAKER
2012 HOYT & LATRELLE OLIVER
2013 DEAN STEPHEN BOWEN-RAIN OUT
2014 JUDY GREER
2015 NORBERT THOMPSON

RECEIVED
FEB 20 2015

Mike Besaw
1020 Emory St
Oxford Ga. 30054
Squarebikes@gmail.com

2/15/2015

The City of Oxford
Jerry D. Roseberry
110 West Clark Street
Oxford Ga. 30054

Dear City Council of Oxford:

This letter of intent is for the sole purpose to obtain a small parcel of land that is owned by the city of Oxford, located directly behind and or "in front of" 1020 Emory St Oxford Ga. 30054.

The parcel is only 136' X 105', 14,820 square feet.
(The width of my property 136', and only 105' back)

This parcel would allow me driving access to the front of my home, I simply only want a drive way to the front of my home, allowing handicap access to the front door, so certain members of my family can enter my home with ease and with out any trouble,

I did try and purchase two acres directly behind my home from Emmett O. Hughes that the city ended up obtaining, being that my home has no road frontage and shares an easement driveway, the city frowned upon the idea, and ended up with the entire six acres including the two acres that I wanted as well. If the city of Oxford would consider to grant me this small parcel I would be forever Grateful to a town that I already love and believe in, surly this sliver of an acre will not be missed by the city, I can not build on it, nor can I subdivide the land, I only want drive access to the front of my home. Please see the attached documents showing the very small parcel. I will pay to have it re-surveyed as well.

By chance the city of Oxford would sell me this small parcel, I would be prepared to make an offer in the sum of \$500.00 being that my funds are limited as I am in the process of opening a bicycle shop located on the town square of Covington, joining the camber of commerce, and getting very involved with our community. I ask that the city of Oxford please consider my request. Thank you for your time and acknowledgement.

Sincerely,



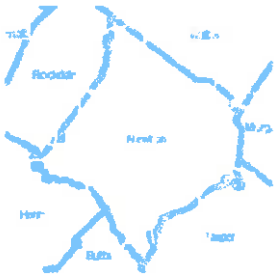
Michael C. Besaw
404-606-8788

[Zoom County](#)
[Zoom to Box](#)
[Zoom In](#)
[Zoom Out](#)
[Pan by Hand](#)
[Get Info](#)
[Zoom To Parcel](#)
[Center On Parcel](#)
[Measure](#)
[Area Tool](#)
[Print Page](#)
[Search Sales](#)
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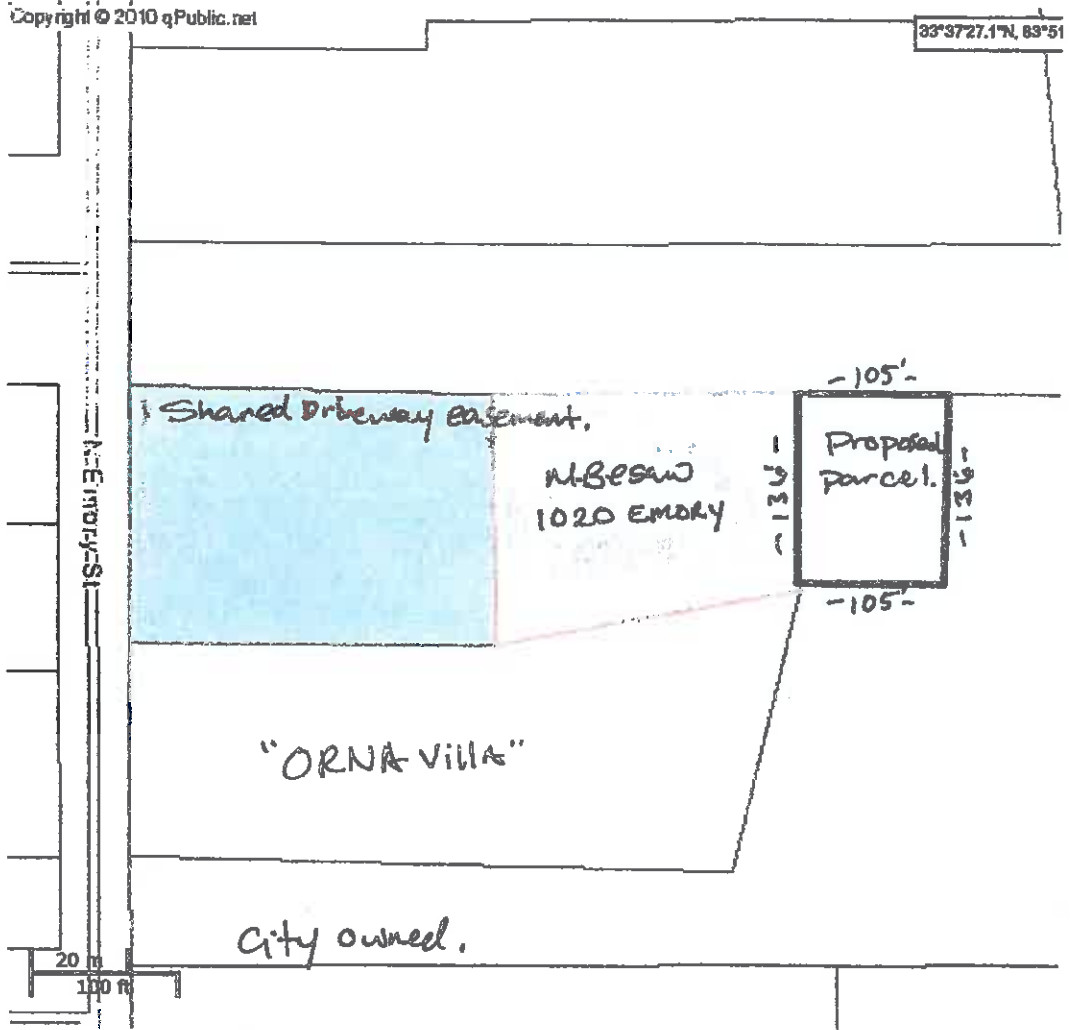
Controls

Available Layers

- Map Index
- Zoning
- Cities
- Parcels
- Parcel Numbers
- Address #
- Yearly Sales
- Roads
- Lakes & Rivers
- Flood Map
- Wet Lands
- Soil Analysis
- Political Districts
- Aerial Photos (2013)
- Aerial Photos



Show Scale

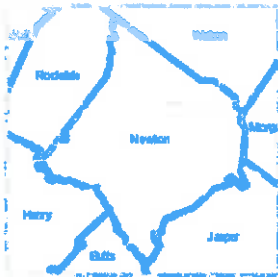


Newton County makes every effort to produce the most accurate information possible. No warranties, expressed or implied, are provided for the last certified taxroll. All data is subject to change before the next certified taxroll.

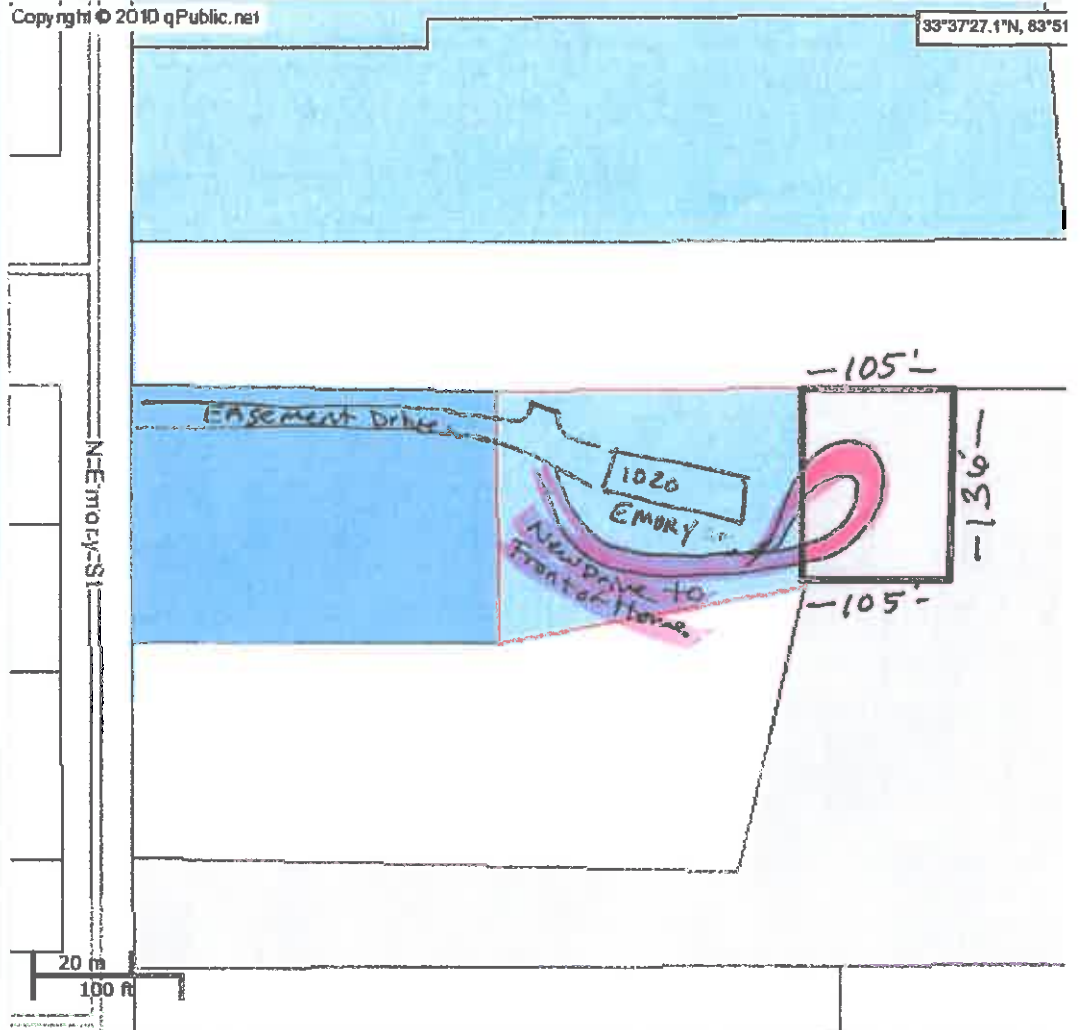
[Zoom County](#)
[Zoom to Box](#)
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[Get Info](#)
[Zoom To Parcel](#)
[Center On Parcel](#)
[Measure](#)
[Area Tool](#)
[Print Page](#)
[Search Sales](#)
[Additional O](#)

Controls

- Available Layers
- Map Index
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Show Scale



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EMORY STREET 60'R/W
 BACK OF WALK IS R/W
ALSO S.R.No. 81



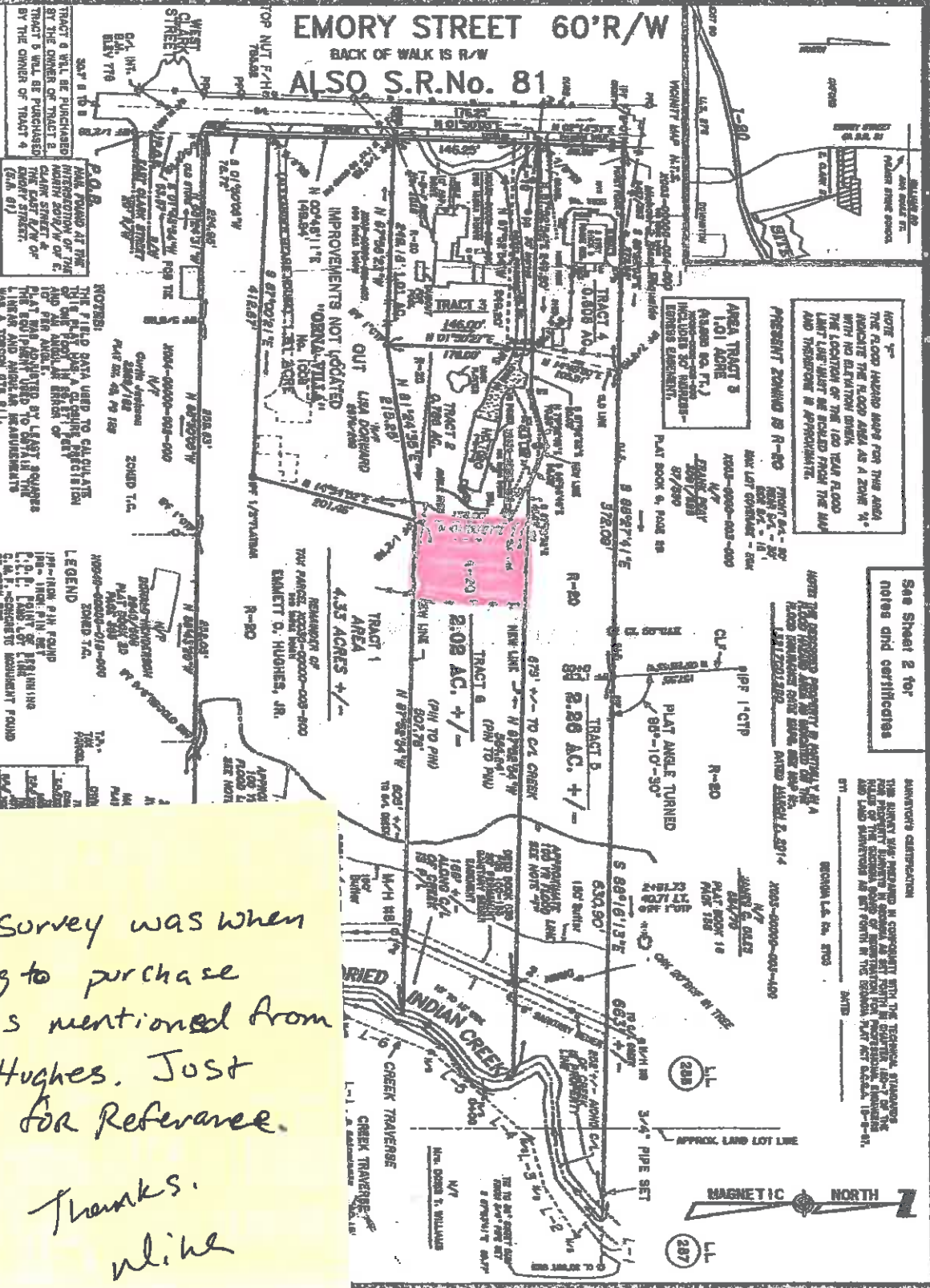
HUSTON ENGINEERING, INC.
 DESIGN ENGINEERS AND SURVEYORS
 SINCE 1964 424 VETERANS DRIVE SUITE 5
 CONYERS, GEORGIA 30012
 PH (770) 483-8471
 FAX (770) 918-9074

TRACT 4 WILL BE PURCHASED BY THE OWNER OF TRACT 2. TRACT 5 WILL BE PURCHASED BY THE OWNER OF TRACT 4 (S.A. 61)

NOTES:
 THE FIELD DATA USED TO CALCULATE THIS PLAT WAS A SURVEY OF PRECISION TO THE ORDER OF 1/100,000. THE PLAT IS A REPRODUCTION OF THE ORIGINAL SURVEY RECORDS. THE ORIGINAL SURVEY RECORDS ARE KEPT AT THE OFFICE OF THE SURVEYOR GENERAL, ATLANTA, GEORGIA. THE ORIGINAL SURVEY RECORDS ARE KEPT AT THE OFFICE OF THE SURVEYOR GENERAL, ATLANTA, GEORGIA.

19.41 AC. +/-
 TOTAL AREA
 (SEE NOTE 1)

LEGEND
 1. 1/4" = 100' PLAT SCALE
 2. 1/4" = 100' FIELD SCALE
 3. 1/4" = 100' PHOTO SCALE
 4. 1/4" = 100' AERIAL SCALE
 5. 1/4" = 100' MAP SCALE
 6. 1/4" = 100' PLAN SCALE
 7. 1/4" = 100' SECTION SCALE
 8. 1/4" = 100' COUNTY SCALE
 9. 1/4" = 100' STATE SCALE
 10. 1/4" = 100' FEDERAL SCALE



NOTE 1- THE FLOOD HAZARD MAP FOR THIS AREA INDICATES THE FLOOD AREA AS A ZONE 1% WITH NO ELEVATION DATA. THE LOCATION OF THE 100 YEAR FLOOD LINE LINE MUST BE OBTAINED FROM THE MAP AND THEREFORE IS APPROXIMATE.

AREA TRACT 3
 1.01 AC +/-
 (SEE S.A. 61)
 (SEE S.A. 61)
 (SEE S.A. 61)

See Sheet 2 for notes and certificates

THE SURVEY WAS PREPARED IN COMPLIANCE WITH THE TECHNICAL STANDARDS FOR SURVEYING PRACTICE IN GEORGIA AS SET FORTH IN CHAPTER 147-1 OF THE RULES OF THE GEORGIA BOARD OF SURVEYING AND MAPPING. THE SURVEY WAS PERFORMED IN 1984 AND IS VALID FOR 20 YEARS FROM THE DATE OF THE SURVEY.

This old survey was when I was trying to purchase the 2 acres mentioned from Emmett + Hughes. Just using this for reference.

Thanks. Mike

110 W. Clark Street
Oxford, GA 30054
Phone 770-786-7004
Fax 770-786-2211
www.oxfordgeorgia.org



Incorporated December 23, 1839

Mayor Jerry D. Roseberry
City Manager Bob Schwartz
City Clerk Lauran Willis

Friday, April 10, 2015

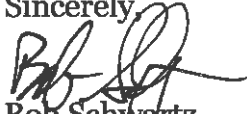
Mike Besaw
1020 Emory Street
Oxford, GA 30054

Dear Mike:

You need to know that at its April 6th meeting, City Council decided not to accept your offer to purchase a portion of city property adjacent to your lot.

Thank you for your offer and your patient attendance at our council meetings.

Sincerely,



Bob Schwartz
City Manager

c: City Council

STATE OF GEORGIA
COUNTY OF NEWTON

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF OXFORD TO AMEND CHAPTER 36 UTILITIES, ARTICLE IV SEWER SERVICE, BY ADDING SECTION 36-93 PARAGRAPH (H) MINIMUM SEWER CHARGE IF UNCONNECTED; TO REPEAL ALL CONFLICTING ORDINANCES; TO PROVIDE FOR SEVERABILITY, AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

WHEREAS, the City pursuant to O.C.G.A. Sec. 36-35-3 known as the “Home Rule for Municipalities”, is authorized under paragraph (a) of the rule to adopt clearly reasonable ordinances, resolutions or regulations related to its property, affairs, and local government for which no provision has been made by general law and which are not inconsistent with the Constitution or any charter provision applicable thereto; and

WHEREAS, the Mayor and Council of the City deem it in the best interest of the government and the residents of the City, and further as a matter of public safety, to establish a minimum sewer fee for those owners whose properties lie within the City, and which are required to be connected to public sewer, but who have failed to timely complete the connection; and

WHEREAS, the Mayor and Council of the City of Oxford have determined that the proper means of addressing said concern is to amend Chapter 36: Utilities; Article IV: Sewer Service: Section 36-93: Use of Public Sewers Required; and

NOW THEREFORE, be it ordained by the Mayor and Council of the City of Oxford that Chapter 36: Article IV: Section 36-93 be amended by adding paragraph (h), as follows:

(Additions are in **underlined bold italics**)

Section 1.

Section 36-93 Use of public sewers required.

(h) Minimum sewer charge if unconnected. Any owner of a property situated within 100 feet of rights-of-way containing public sewer, who has been timely notified of the requirement to connect to the public sewer line as required by paragraph (e), and who has not done so, shall be

charged the minimum sewer charge each month until the required connection is properly made. This charge shall begin at the conclusion of any associated judicial proceedings, and shall be included within the City's utility bill and shall be in addition to any judicial penalties incurred for failing to comply with the requirements of paragraph (e).

Section 2. Repeal of All Ordinances in Conflict

All ordinances and resolutions or portions thereof in conflict with this ordinance are repealed to the extent of their conflict.

Section 3. Severability

If any section, sentence, clause or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance, and such remainder shall remain in full force and effect.

Section 4. Effective Date

Pursuant to Sec. 2-21 (9) (D), this Ordinance shall be in full force and effect five (5) days after its final passage.

First reading, this 2nd day of March 2015.

Second reading and adoption, this 6th day of April 2015.

CITY OF OXFORD

Jerry D. Roseberry, Mayor

Sarah T. Davis, Council Member

David Eady, Council Member

George R. Holt, Council Member

Lyn Pace, Council Member

Terry A. Smith, Council Member

James H. Windham, Council Member

ATTEST:

Lauran Willis, City Clerk

{The Seal of the City of Oxford, Georgia}

APPROVED AS TO FORM:

C. David Strickland, City Attorney



APPLICATION FOR DEVELOPMENT PERMIT APPROVAL

This is NOT a Building Permit, but is a requirement for an application to the Newton County Planning & Development Department for the appropriate required Newton County Building Permit.

All applicable items must be filled out, or marked N/A.

Completed form to be submitted 14 days before next meeting of Planning Commission.

1) GENERAL INFORMATION

Name of Applicant: Oxford College of Emory University Date of Application: 3/6/15

Address of Applicant: 810 Wharfcoat St. Oxford, GA 30054

Telephone # (s) of Applicant: 770.784.8478

Address / Subdivision / Lot# / Parcel#(s) where the proposed work will occur (list all): 602, 604 & 608 Emory Street.

Owner of above location(s): Emory University

Name of General Contractor (if different from Applicant): _____

Type of work: New building Addition Alteration Renovation Repair Moving
 Land Disturbance Demolition Other

Type of dwelling: Single Family Multi-family Included Apartment Number of units: 3

Briefly describe the proposed work: Request Amendment of zoning to institutional campus.

Does the proposed work change the footprint (ground outline), of any existing structures or add structure(s)? NO YES
If "No" is checked; no further information is required, and the City Clerk can approve this document.

If "Yes" is checked, list additions to: Heated Sq.ft. _____ Unheated Sq.ft. _____ Garage Sq.ft. _____ New Sq.ft. _____
 Is the above lot in the Special Flood Hazard Area on FEMA's Flood Insurance Rate Map? Yes No

2) ZONING DISTRICT (the setback requirements and the zoning map are available from the City Clerk)

Zoning District _____

Setback requirements:

Front setback _____ ft. Side setback _____ ft. Rear setback _____ ft.

Minimum required lot width at building line _____ ft.

3) MECHANICAL INFORMATION

A) Sewerage (if plumbing is included in proposed work): City Sewer Septic Is this a change? Yes No

If so, describe (use additional pages as required): _____

B) Water Supply (if plumbing is included in proposed work): City Water Well Is this a change? Yes No

If so, describe: _____

C) Number of Baths (if plumbing is included in proposed work): Full Half Is this a change? Yes No

If so, describe: _____

D) Heating: (if HVAC is included in proposed work): Electric Gas Oil Propane Other

Is this a change? Yes No If so, describe: _____

4) STRUCTURAL INFORMATION

Type of Foundation: Moveable Pier & Footer Slab on grade Basement Other

Type of Construction: Frame Masonry Structural Insulated Panel Insulated Concrete Form Panelized Industrialized Manufactured

5) SITE PLAN DRAWINGS (required for changes to the footprint of existing structures)

- A) Attach an accurate scale drawing or copy of official plat showing shape, size, dimensions, and location of the lot. Note the Zoning District on all drawings.
B) Show the applicable minimum setback lines on all drawings, and the dimensions from the existing and proposed structure(s) to the lot lines.
C) Attach a dimensioned drawing, showing the location of any proposed work that changes, or adds to the footprint of any structure(s) on the site.
D) The following dimensions below MUST be included on the drawings:
Width of lot at proposed work location ___ feet Width of new work ___ feet
Depth of lot at proposed work location ___ feet Length of new work ___ feet
Height of new work ___ feet (the maximum habitable area is 35' above grade for R districts; 45' in P1 districts)

I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS DOCUMENT AND KNOW IT TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THE TYPE OF WORK WILL BE FOLLOWED. GRANTING OF PLANNING APPROVAL DOES NOT PRESUME TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISIONS OF ANY OTHER STATE OR LOCAL ORDINANCE OR REGULATION REGARDING CONSTRUCTION, OR THE PERFORMANCE OF CONSTRUCTION.

[Handwritten signature]
Signature of Applicant

[Handwritten signature]



----- OFFICIAL USE ONLY -----
DEVELOPMENT PERMIT

Date Received by City Clerk: _____

Date Reviewed by the Planning Commission: _____

The proposed work contemplated by this application meets the appropriate development standards for the Zoning District noted above. This is not a building permit in Newton County.

Approved by: _____ Date: _____
Planning Commission

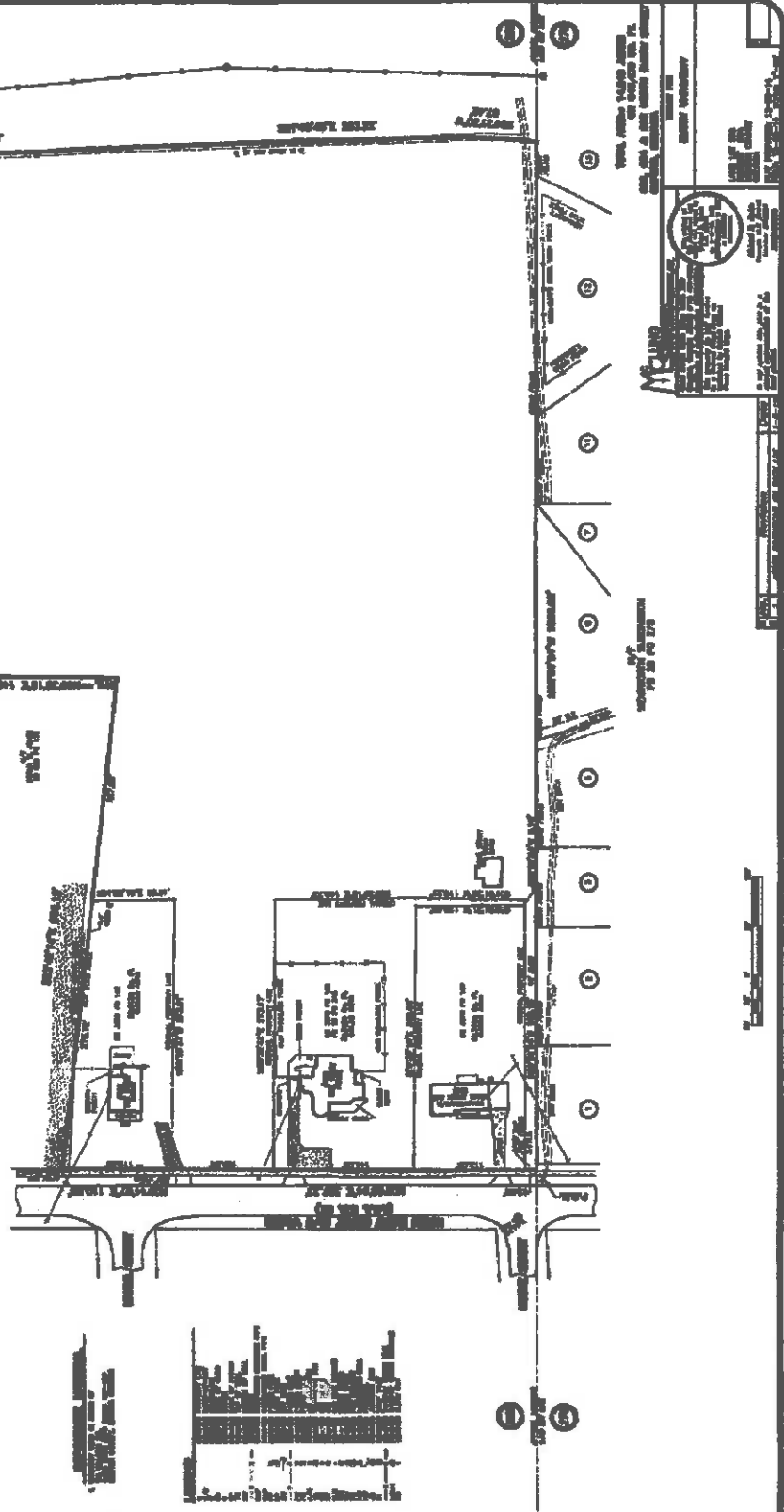
Development approval is hereby issued, and the applicant is authorized to apply for a building permit with the City of Oxford Building Inspector, designated as the Newton County Planning & Development Department. This Development Approval expires six months from date issued.

Issued by: _____ Date: _____
Zoning Administrator

NOTE: this document must be accompanied by all supporting documentation, also signed by the Planning Commission, for consideration by the Newton County Planning & Development Department for a building permit.

N
MAGNETIC

1. ALL DIMENSIONS ARE IN METERS UNLESS OTHERWISE SPECIFIED.
2. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL AUTHORITIES.
3. THE CONTRACTOR SHALL MAINTAIN ACCESS TO ALL ADJACENT PROPERTIES AT ALL TIMES.
4. THE CONTRACTOR SHALL PROTECT ALL EXISTING UTILITIES AND STRUCTURES.
5. THE CONTRACTOR SHALL MAINTAIN A SAFE WORKING ENVIRONMENT AT ALL TIMES.
6. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REMOVAL OF ALL DEBRIS AND WASTE MATERIALS.
7. THE CONTRACTOR SHALL MAINTAIN THE EXISTING DRIVEWAY AND SIDEWALKS.
8. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL TREES AND PLANTS.
9. THE CONTRACTOR SHALL MAINTAIN THE EXISTING FENCE AND GATE.
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1. ALL DIMENSIONS ARE IN METERS UNLESS OTHERWISE SPECIFIED.
2. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL AUTHORITIES.
3. THE CONTRACTOR SHALL MAINTAIN ACCESS TO ALL ADJACENT PROPERTIES AT ALL TIMES.
4. THE CONTRACTOR SHALL PROTECT ALL EXISTING UTILITIES AND STRUCTURES.
5. THE CONTRACTOR SHALL MAINTAIN A SAFE WORKING ENVIRONMENT AT ALL TIMES.
6. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REMOVAL OF ALL DEBRIS AND WASTE MATERIALS.
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EMORY
OXFORD
COLLEGE

Finance and Operations

March 6, 2015

Bob Schwartz
City of Oxford
Zoning Administrator

Dear Mr. Schwartz,

Oxford College of Emory University requests an amendment from the current zoning for 602, 604, and 608 Emory Street to become zoned as Institutional Campus. It is the intent of Oxford College to improve and utilize these buildings as offices for faculty and staff. We formally request the consideration of this zoning change to accommodate the extreme need for office space at Oxford College. Oxford College is prepared to move quickly to assess and restore the buildings to create spaces appropriate for office use. Consideration will also be made to ensure that changes made to the buildings will allow them to remain an aesthetically appropriate part of the community.

Sincerely,

Kendra Mayfield
Sr. Manager, Operations
Oxford College of Emory University

Oxford College of Emory University
216 Sney Hall
100 Hamill Street
Oxford, Georgia 30054
An equal opportunity, affirmative action university

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oxford-financial@istserv.cc.emory.edu
www.oxford.emory.edu/finance

DRAFT

OXFORD PLANNING COMMISSION

Minutes – March 10, 2015

MEMBERS: Mike Ready, Chair; Jonathan Eady, Vice-Chair; Shawn Gaither, secretary; Penny England, and Ron Manson. Vivian Harris was absent.

STAFF: Bob Schwartz, city manager and zoning administrator.

GUESTS: Kendra Mayfield with Oxford College.

OPENING: Mr. Ready called the meeting to order and welcomed Kendra Mayfield.

APPROVAL OF MINUTES: Upon motion of Mr. Manson, seconded by Ms. England, the minutes for the meeting of February 10, 2015 were approved.

GABE PROPERTIES: At the February meeting, the Planning Commission authorized the chair to issue a development permit for the garage at 201 Williams Street when presented with a boundary survey which shows the entire property and locates the current and proposed structure accurately on the survey. Mr. Ready reported that the proper survey had been submitted; that it met the zoning code requirements; and that he and Mr. Schwartz had approved the development permit. As an aside, he noted that the original surveyor contacted by GABE properties had, in turn, contacted Robert Jordan for some background information. After some discussion the original surveyor had asked Robert Jordan to do the survey. It was just too complicated to handle.

Oxford College Jolley Residential Sign – Oxford College has submitted a request for the approval of a double sided sign on Pierce Street to identify the Jolley Residential Center. Ms. Mayfield explained that the signs were to better identify the Jolley Residential Center for emergency vehicles. The sign on Few Circle did not require the approval of the Planning Commission because it was not on city right-of-way. The sign on Pierce Street would be on the right-of-way but is located 15 feet from the curb.

Upon motion of Mr. Eady, seconded by Ms. Gaither, the request for the sign was approved as submitted. All members voted in favor.

Oxford College Future Development Plan Amendment and Rezoning Request – Oxford College has purchased four lots on the east side of Emory Street (602, 604, 606, and 608 Emory). The college would like to use the houses at 602, 604, and 608 as offices. This request is both an amendment to the Future Development Plan and a rezoning request for 602, 604, and 608 Emory from R7.5 to IC. The request does not include the property at 606 Emory which is the approximately twelve acre tract.

The Planning Commission discussed the Criteria for Amendments to the Official Zoning Map §40-638 (g) (1 through 8) and this request with Ms. Mayfield. The members noted the

advantage of keeping the same look as residential houses. After considerable discussion the following motion was made.

Upon motion of Mr. Eady, seconded by Ms. England, the Planning Commission recommended to City Council that the three lots be rezoned from R7.5 to IC-TA (Institutional Campus – Transitional Area) subject to the conditions and limitations that the only permitted uses be residential uses allowed in the R7.5 zone and which are consistent with the existing land use plan and college office use (approved as a conditional use in the IC-TA zone); provided that any and all buildings on the lots remain on a single family residential scale and retain a single family residential appearance that is consistent with the surrounding residential dwellings. The intent being that the properties continue to appear as single family residential use. All members voted in favor.

Oxford College Future Development Plan Amendment and Request to Close Street – Oxford College has requested that Hamill Street be closed to vehicular traffic between Haygood and Emory and that the college be permitted to install a brick walk way on the right-of-way. After a recommendation from the Planning Commission, City Council will vote on the street closing.

The Planning Commission conducted a vigorous discussion of the reasons for or against closing the street. Mr. Schwartz reported that he and Ms. Mayfield were working with GDOT on the possibility of a marked pedestrian crossing with caution lights on Emory Street (SR81). If Hamill Street was closed to traffic that would become the ideal location for a pedestrian crossing. After further discussion the motion was:

Upon motion of Mr. Manson, seconded by Ms. Gaither, the Planning Commission recommended that City Council approve the closure of Hamill Street between Haygood and Emory to vehicular traffic based on the agreement of Oxford College: to install and maintain a brick walk way and breakaway traffic bollards at both ends of the street and to pay the cost of maintaining Hamill Street for pedestrian traffic and emergency vehicles for the duration of such closure to vehicular traffic.

ADJOURNMENT: Mr. Ready adjourned the meeting at 8:45 PM.

Submitted by:

Shawn Gaither, secretary

Oxford Zoning Map



March 6, 2015



Sources: Esri, HERE, DeLorme, USGS, Intermap, Incament P Corp., NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand),



Oxford College
16 February 2015 Future Development Plan Revisions
Emory Road Properties