



**OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
WORK SESSION
MONDAY, JUNE 20, 2023 – 6:30 PM
CITY HALL**

ELECTED OFFICIALS PRESENT:

David Eady - Mayor
George Holt – Councilmember
Jeff Wearing – Councilmember
Jim Windham – Councilmember
Erik Oliver – Councilmember

STAFF PRESENT:

Marcia Brooks – City Clerk/Treasurer
Bill Andrew – City Manager
Mark Anglin – Police Chief
Jody Reid – Utilities/Maintenance
Superintendent

ELECTED OFFICIALS NOT PRESENT:

Laura McCanless – Councilmember
Mike Ready – Councilmember

OTHERS PRESENT: None

Agenda (Attachment A)

- 1. Mayor's Announcements**
- 2. Committee Reports**

Trees, Parks, and Recreation Board – Mayor Eady asked that the Trees, Parks, and Recreation Board make a recommendation regarding the landscaping and tree layout around the City Hall building due to a lack of space close to the building. Jim Windham recommended adding the other properties adjacent to City Hall. Mayor Eady also would like them to work on a landscape plan for the City in general. He asked Bill Andrew to raise these issues with the Committee.

He also asked that the TPR Board work with ReForest ATL on removing invasive species plants behind Old Church and along the lowland area adjacent to Turkey Creek.

A discussion was held about repairing the bridge on the trail near the Emory Police Department and removing kudzu along the George Street Park trail.

Jeff Wearing asked if there would be any conflict of interest if he loans a brush cutter to the City for some of this work. Mayor Eady stated he did not think there would be as

long as there was no financial gain. It needs to be coordinated with an overall prioritization and resource plan for this work with the TPR Board.

- a. **Downtown Development Authority (DDA)** – David Eady provided the report for this Authority.
- b. **Planning Commission** – No report provided.
- c. **Sustainability Committee** – No report provided.

3. **Review of proposal by THE EVENT, a NNT Experience Company, for event management at The Old Church (Attachment B)**

Bill Andrew discussed a proposal he received from the company. This is only to be used as a template to launch discussions on how to handle management of events at Old Church in the future. It can also be used as the groundwork for a Request for Proposals for the management function. Reception area and parking issues were also discussed. The vendor made some recommendations for changes to the Old Church facility which were also discussed. The company's proposal also includes calendar management through a CRM application. George Holt also raised issues about structural safety. It was generally agreed that the fees should pay for the cost of the City to allow the event to be held plus long-term maintenance costs. The City Councilmembers would like obtain clarification on the proposed cost structure.

Following this discussion, the City Council discussed cleaning issues at Asbury Street Park. Mayor Eady asked that staff do some research about the cost to bring in a service on weekends or hire someone to do that or allow a current employee to earn overtime to do it.

Mayor Eady asked if there should be a fee for traffic control at Old Church events. He also asked Chief Mark Anglin to work on a plan and some signage for overflow parking at Asbury Street Park.

4. **Review of City Fees, Tariffs, and Fines (Attachment C)**

Marcia Brooks reviewed the changes marked in the document. The City Council agreed verbally that the Community Room should not be available for rent to the public due to complications with opening and closing the room.

Rental fees for Old Church were revised:

Non-filming events:

- \$500 for first day
- \$400 for each additional day
- \$100 non-refundable deposit required
- Balance must be paid no later than five (5) days prior to event
- Cancellation – All money paid refundable if cancelled five days or more prior to event. No refund if cancelled in less than five (5) days prior to event

Filming events:

- \$5,000 per day

5. **Need for Water Line Easement on “E. George Street”** (Attachment D)

Bill Andrew explained that there is a need for a 20' easement. Robert Jordan is working on the drawing. A question that came up today is how to handle the current water meters, which are not in the City right of way, so technically the City does not currently have access to them. He asked Mr. Jordan to work on an easement for each of the water meters.

6. **Review of Electric Costs and Next Steps for Yarbrough House** (Attachment E)

A request was made for electric service at Yarbrough House. The cost to do this work will be around \$2,500.00. Erik Oliver and Jeff Wearing advised not to proceed with the work. They will use a generator when electricity is needed.

7. **Authorization for the City Manager to accept the Improving Neighborhood Outcomes in Disproportionally Impacted Communities Terms and Conditions** (Attachment F)

Mayor Eady advised the City must accept the agreement by July 14. Erik Oliver is opposed to accepting the grant.

George Holt asked why a trail is needed with an existing right of way. Mayor Eady stated it is about providing a safe corridor for bike and pedestrian movement. Mr. Holt has been a proponent of creating a right-angle turn to make his area of the street better and does not favor spending money on this trail.

Erik Oliver stated he might support a different plan for spending the money that puts a trail somewhere else.

Jim Windham stated his concern about loss of tree cover to put in this trail. He is undecided at the moment on the decision.

Mayor Eady is concerned about how it would reflect on the City if we accept the grant then decide later the preference is to do something else.

Erik Oliver suggested rerouting the proposed trail down Clark Street to join with the Town Center Development and the trail behind Orna Villa.

Jim Windham stated it was his understanding that the trail can only go where it is currently proposed. Mayor Eady stated that an alternate plan can be discussed with the State Office of Planning and Budget (OPB).

Mr. Oliver stated he would help with the conversation with OPB if needed and he would support the alternate route he described.

Bill Andrew advised he would check with OPB.

Mr. Windham stated that a wide trail in front of houses will not improve property values in his opinion.

Jeff Wearing stated that a trail would be an improvement because it addresses a safety issue and supports increases in property values for that reason. Mayor Eady conceded that a sidewalk in a front yard would be less of an aesthetic change than a trail in a front yard.

8. Funding Request: Archway Partnership Opportunity for Newton County and the City of Oxford (Attachment G)

Funding for this partnership was included in the FY 2024. A vote of support is needed specifically for it from the City Councilmembers. Currently the City pays \$3,600 per year to Newton County Tomorrow. The partnership would increase this amount by \$3,100 per year. All members present approved the increase for one year.

9. Other Business

Jim Windham made a recommendation to put the flags up along Emory Street from Juneteenth through July 4 to connect the two holidays. He also recommended that the City purchase a Juneteenth flag to display.

It was agreed that the painting work at Old Church would not be completed by July 3, and therefore the Historical Society picnic will be held behind Yarbrough House.

10. Work Session Meeting Review

11. Executive Session

No Executive Session was held.

12. Adjourn

The meeting was adjourned by Mayor Eady at 9:21 p.m.

Respectfully Submitted,

Marcia Brooks



City Clerk/Treasurer