



**OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
REGULAR SESSION
MONDAY, AUGUST 7, 2023 – 7:00 PM
CITY HALL**

ELECTED OFFICIALS PRESENT:

David Eady – Mayor
George Holt – Councilmember
Laura McCanless – Councilmember
Mike Ready – Councilmember
Jim Windham – Councilmember
Jeff Wearing – Councilmember
Erik Oliver – Councilmember

APPOINTED/STAFF PRESENT:

Bill Andrew – City Manager
Marcia Brooks – City Clerk/Treasurer
Mark Anglin – Police Chief
David Strickland – City Attorney

OTHERS PRESENT: Laura Gafnea (Oxford College)

1. The meeting was called to order by the Honorable David S. Eady, Mayor.
2. **Erik Oliver made a motion to accept the agenda for the August 7, 2023 Mayor and Council Regular Meeting. Jeff Wearing seconded the motion. The motion was approved unanimously (7/0).** (Attachment A)
3. **Erik Oliver made a motion to accept the Consent Agenda for August 7, 2023. Jeff Wearing seconded the motion. The motion was approved unanimously (7/0).** (Attachment B)
4. **Mayor's Report**
None.
5. **Citizen Concerns**
None.
6. **Adoption of the Millage Rate for FY 2024** (Attachment C)

Mike Ready made a motion to approve the proposed 2023 millage rate of 5.444. Laura McCanless seconded the motion. The motion was approved unanimously (7/0).

7. **2 MW Solar Electric Generation Plant Bid** (Attachment D)

Mayor Eady stated that the item to be decided now is whether to move forward with the project. Details will still need to be worked out in the forthcoming Power Purchase Agreement (PPA) if the vote is affirmative.

Mike Ready made a motion to move forward with the 2 MW solar electric generation plant project. Laura McCanless seconded the motion. The motion was approved unanimously (7/0).

Laura McCanless made a motion to proceed with a PPA with Peak Solarworks because their bid was the lowest. Jim Windham seconded the motion.

Discussion:

Jim Windham stated that approval of Peak Solarworks should be contingent upon them being able to deliver at the price they proposed.

Laura McCanless amended her motion to proceed with a PPA with Peak Solarworks provided that they can meet the City's needs. Jim Windham seconded the motion. The motion was approved unanimously (7/0).

8. **Ratification of Acceptance by City Manager of the "Improving Neighborhood Outcomes in Disproportionally Impacted Communities" Terms and Conditions** (Attachment E)

Jim Windham made a motion to ratify the approval. Mike Ready seconded the motion.

Discussion:

Mayor Eady advised that a committee is meeting this week to discuss proposals for modifying the route of the trail. The committee includes Bill Andrew, Mayor Eady, Jim Windham, Erik Oliver, Chester Clagg, Jeff Prine, Dwayne Ford, Lowell Chambers, Sarah Kominsky, and John Dubrose.

The motion was approved unanimously (7/0).

9. **Adoption of City Fees, Tariffs, and Fines** (Attachment F)

Laura McCanless recommended a refundable deposit of \$500 for rental of Old Church due to the potential for damage to the church. Jeff Wearing recommended changing the \$100 nonrefundable deposit to a \$100 cleaning fee. The City Councilmembers agreed that further discussions are needed, but there are potential renters inquiring about Old Church, so a fee schedule needs to be established.

Laura McCanless made a motion to accept the fee schedule with the recommended changes. Jeff Wearing seconded the motion. The motion was approved unanimously (7/0).

A committee chaired by Mike Ready and including Jim Windham and Erik Oliver will make future recommendations to amend the fee schedule for Old Church. The City Council also agreed to sponsor the MLK event and the Folk Advent event. Laura Gafnea offered to work with the committee on some standards for Oxford College events. Erik Oliver also asked that the committee look at parking and reception matters related to rental of Old Church.

10. **Invoices** (Attachment G)

Jeff Wearing asked if an itemized detail is available for the Jordan Engineering invoice. Mayor Eady, Bill Andrew and Mike Ready spoke of the need to update the specifications for the Whatcoat Street modifications, which is what Mr. Jordan has been working on. Mr. Wearing asked for any attachments that were submitted with the invoice.

11. **Executive Session**

None.

12. **Adjourn**

Laura McCanless made a motion to adjourn at 7:42 p.m. Mike Ready seconded the motion. The motion was approved unanimously (7/0).

Respectfully Submitted,



Marcia Brooks
City Clerk/Treasurer

OXFORD MAYOR AND COUNCIL
REGULAR SESSION
AUGUST 7, 2023 – 7:00 P.M.
CITY HALL – 110 W. CLARK ST. OXFORD, GA 30054
A G E N D A

1. **Call to Order – Mayor David S. Eady**
2. **Motion to accept the Agenda for the August 7, 2023 Mayor and Council Regular Meeting.**
3. **Consent Agenda**
 - a. *Minutes of the Regular Session June 5, 2023
 - b. *Minutes of the Special Called Meeting June 13, 2023
 - c. *Minutes of the Work Session June 20, 2023
 - d. *Minutes of the Regular Session July 10, 2023
 - e. *Minutes of the Work Session July 17, 2023
 - f. *Minutes of the Public Hearing July 31, 2023, 9:00 a.m.
 - g. * Minutes of the Public Hearing July 31, 2023, 6:00 p.m.
4. **Mayor's Report**
5. **Citizen Concerns**
6. ***Adoption of the Millage Rate for FY2024**
7. ***Consider Choosing a Bid for the 2 MW Solar Electric Generation Plant from the Cherry Street, Inman Solar, and Peak Solarworks Proposals**
8. ***Ratification for the City Manager to have accepted the Improving Neighborhood Outcomes in Disproportionally Impacted Communities Terms and Conditions:** Due to the grant being due by July 17, the City Manager accepted the grant electronically, with the understanding from the Governor's Office of Planning and Budget that it could be rescinded, if needed. The grant award is \$2,200,000 with a match of \$1,315,398. For the FY 2024 budget, \$200,000 has been budgeted towards this match. It is anticipated the total match would be spent over two fiscal years. The local money is meant to pay for: utility pole relocation, construction contingency, right-of-way/easements, survey, engineering, permitting and construction administration while the grant would cover the construction costs.
9. ***Adoption of City Fees, Tariffs, and Fines:** Attached is an amended fee schedule with the changes discussed for Old Church during the June 20, 2023 meeting. Also see the elimination of the rental fees for the Community Center and making the online credit card fees \$0.00. These changes were discussed on June 20 but since there were no changes in the document the Council voted on, these changes were not approved by the Council.
10. ***Invoices –** Council will review the city's recently paid invoices over \$1,000.
11. **Executive Session -** An Executive Session could potentially be held for Land Acquisition/Disposition, Addressing Pending or Potential Litigation, and/or Personnel.
12. **Adjourn**

*Attachments

Covington News: Please run this block ad: July 9, 2023 and July 16, 2023

CURRENT 2023 PROPERTY TAX DIGEST AND 5 YEAR HISTORY OF LEVY

The Mayor and Council of the City of Oxford do hereby announce that the millage rate will be set at a meeting to be held at the Oxford City Hall on August 7, 2023 at 7:00 PM. Pursuant to the requirements of O.C.G.A., 48-5-32, the Mayor and Council do hereby publish the following presentation of the current year's tax digest and levy, along with the history of the tax digest and levy for the past five years.

CITY OF OXFORD	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Real & Personal	20,285,798	22,155,784	24,368,394	28,812,997	36,781,116	43,142,692
Motor Vehicles	824,640	729,820	593,120	500,270	458,960	447,030
Mobile Homes	480	480	480	480	480	480
Timber-100%					0	0
Heavy Duty Equipment				41,995	169,200	151,014
Gross Digest	21,110,918	22,886,084	24,961,994	29,355,742	37,409,756	43,741,216
Less M&O Exemptions	3,270,355	3,369,150	3,385,009	3,465,976	3,558,609	3,657,795
Net M&O Digest	17,840,563	19,516,934	21,576,985	25,889,766	33,851,147	40,083,421
Gross M&O Millage	22.710	22.860	23.611	20.945	20.419	19.815
Less Rollbacks	16.094	16.235	16.989	15.501	14.975	14.371
Net M&O Millage	6.622	6.622	6.622	5.444	5.444	5.444
Net Taxes Levied	\$118,140	\$129,241	\$142,883	\$140,944	\$184,286	\$218,214
Net Taxes \$ Increase	\$118,140	\$11,101	\$13,642	-\$1,939	\$43,342	\$33,928
Net Taxes % Increase	10.67%	9.40%	10.56%	-1.36%	30.75%	18.41%



● Cherry Street
— Energy

Supporting your transition
to renewable energy.

About Us

Who we are

Cherry Street Energy is a power company, generating 100% renewable energy and making it simple for your organization to become more sustainable.

Our Process

Solar made simple.

We perfected these 6 steps so you don't have to



- 1 Site Consultation**
 - _rate analysis
 - _project assessment
- 2 Diligence & Design**
 - _engineering analysis
 - _detailed site diligence
- 3 Permit & Insure**
 - _local authority approval
 - _liability coverage
- 4 Solar Installation**
 - _premium equipment
 - _utility interconnection
- 5 Monitor & Maintain**
 - _24/7 monitoring
 - _rapid repairs
- 6 Improvements**
 - _system upgrades
 - _resilience add's

Our Value

Solar without the financial risk.

We build, maintain, and improve your solar array

5

**No upfront
investment**

**No maintenance
costs**

**No hidden
fees or tariffs**

You only pay for the energy produced on-site

**Clear and
transparent
energy rates**

**Pricing
certainty for
20+ years**

**No cost if
solar panels
malfunction**

Our Customers

Commercial
& industrial

University, hotel
& multifamily

Cities &
municipalities



● Cherry Street

Our Experience



City of Oxford
July 2023

Our Expertise

We can determine the best solution for your solar implementation.

Step — ①

Analyze Billing Info

Our rate analysts put each individual site under the microscope to determine the solar impact and make sure it's on their utility's best rate schedule.

Step — ②

On-Site Analysis

Our team visits each site to gather information, confirm interconnection ability, and make sure it's a good candidate for our premium solar installation.

Step — ③

Create Project Plan

We combine our billing analysis with our on-site analysis to create a long-term plan for solar implementation across your organization's portfolio.

The 3 steps above are based on the hierarchy represented below



Financial Feasibility

Appropriate utility rate for solar
Energy use pattern matches solar production

Structural Feasibility

Roof Mount

- Roof age <10 years
- Not obstructed by buildings or trees
- Not planned to be demolished or sold

Ground Mount

- Level ground
- No construction planned on site
- Close to interconnection point

Project Details

Overall Project goals, timing constraints, social/community benefits, etc.

Proposal

Here's what we recommend.

Site Details

Annual CO2 Emissions
Reduction (lbs)
2.7 million

Assumptions

- Field conditions are conducive for solar energy infrastructure.
- Assume interconnection will be accepted and take place in adjacent property. (Within 200 ft from CSE AC Panel or Transformer.
- The final point of interconnection has not been decided, which may impact the final pricing.
- Assumes our design will not require a reverse relay connection from the utility.
- Final pricing to be provided after site evaluation and Geotech review is conducted.

City of Oxford - Ground Mount

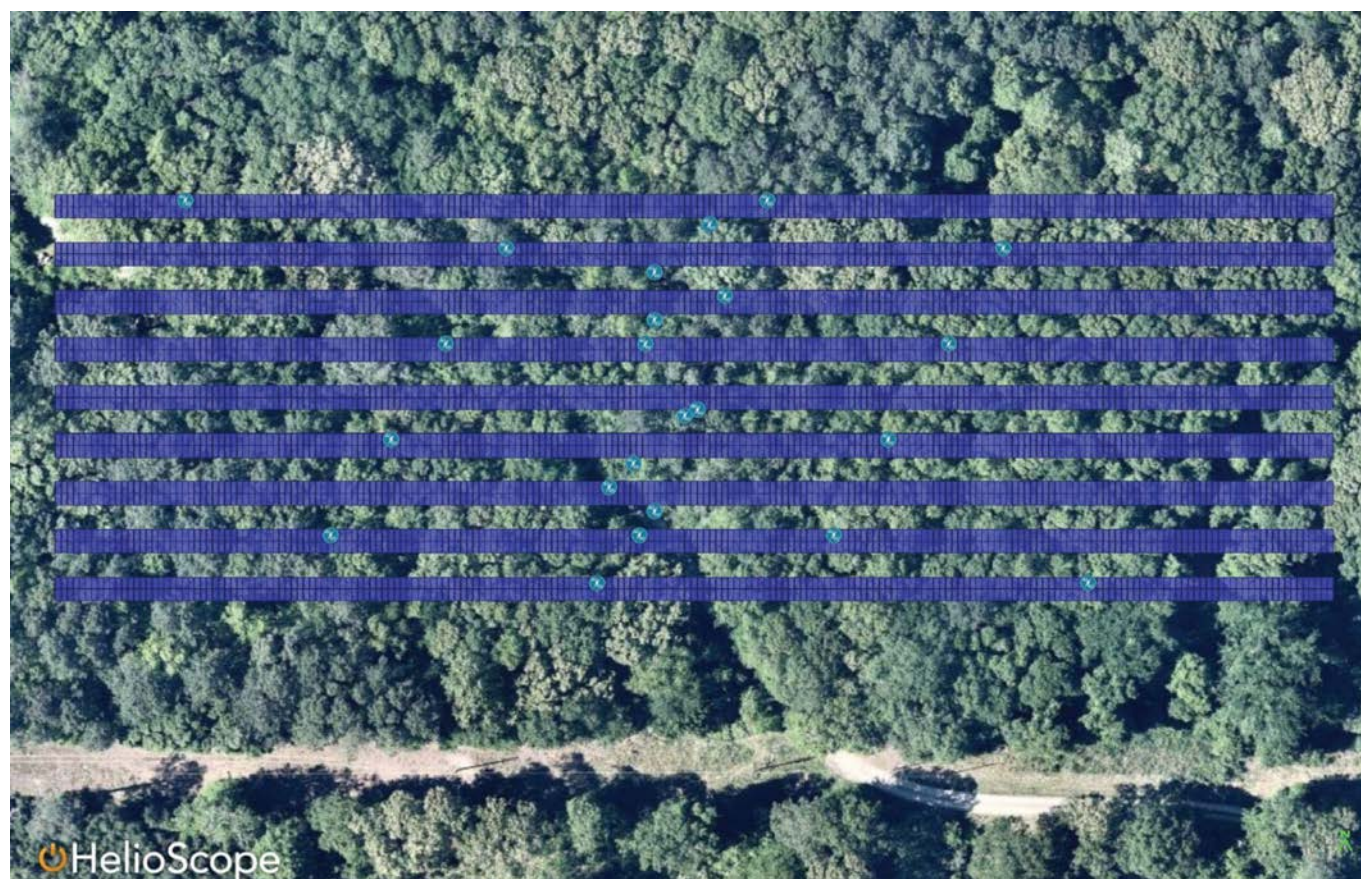
Parcel X060 048

1.8MW

System Size (DC)

7.6-8.6¢

Energy price per kWh



Financial Impact

All info is preliminary. Review of interval data is required to confirm financial findings. Renderings represented will be confirmed once a structural review is conducted in the design process.

Assumptions

- Field conditions are conducive for solar energy infrastructure.
- Assume interconnection will be accepted and take place in adjacent propert. (Within 200 ft from CSE AC Panel or Transformer.
- The final point of interconnection has not been decided, which may impact the final pricing.
- Assumes our design will not require a reverse relay connection from the utility.
- Final pricing to be provided after site evaluation and Geotech review is conducted.

***Offer valid for 45 days**

20

Year contract term

Energy Price/kWh
8.6¢

Annual Escalation
1.5%

Annual Generation
(kWhs)
2,830,000

25

Year contract term

Energy Price/kWh
7.9¢

Annual Escalation
1.75%

Annual Generation
(kWhs)
2,830,000

30

Year contract term

Energy Price/kWh
7.6¢

Annual Escalation
2.0%

Annual Generation
(kWhs)
2,830,000

\$3,000,000

Avoided Construction & Maintenance Costs

Thank You! 

Proposal

City of Oxford Solar Farm

Inman Solar Incorporated



July 7, 2023
Inman Solar Incorporated
320 North Highland Avenue NE
Atlanta, GA 30307
Otso Lehmussaari
otso@inmansolar.com
347-449-0405

Cover Letter

Inman Solar is pleased to provide this Proposal in response to your RFP for the Solar in Oxford, GA. As a local developer and EPC contractor with almost 100 similar projects completed in our home state of Georgia, we are confident of our ability to deliver this project efficiently in schedule and on budget.

Our partner in this Proposal is Madison Energy Investments. Based in Virginia, they specialize in owning and operating distributed solar farms with a large part of their fleet in Georgia. As the counterparty to the Power Purchase Agreement, Madison has experience from dozens of similar projects with cities and school districts.

Based on the guidance provided by Oxford, the proposed solar farm is 2 MW_{AC} on the Emory University parcel on Richardson St. The first-year production is 4,900 MWh, which is 25% of the Oxford annual load. The output will be split between the circuits A and B so all the power is consumed behind the MEAG meter. A preliminary site plan is included as Exhibit 1.

We propose a Power Purchase Agreement with a 25-year term selling the power to Oxford at the flat rate of \$0.0726/kWh. This includes the full turn-key delivery of the solar farm and delivering the power to both circuits at the Point of Interconnection at the intersection of Richardson St and Wesley St.

Large portion of the project costs are fixed, so increasing the system size will result in lower PPA rate. A 2.8MW_{AC} project could sell the output at a flat rate of \$0.0665/kWh. In this scenario, 36% of the Oxford load system would be served by solar and only 9% of the solar would be exported to MEAG.

The proposed PPA rates include all the construction and financing costs for the lifetime of the project. The construction budget is appropriately conservative reflecting the civil challenges of the Emory parcel (trees, topo and rock), but there needs to be more detailed design to confirm the buildability of the site. The PPA rates are intended to be budgetary in the sense, that aside from major economic shifts, they will in no instance be exceeded as the project moves further in development. On the contrary, any benefit from lowered interest rates or more ideal site would be passed on to the PPA rate.

The first section of this Proposal contains the experience and qualifications of Inman Solar and Madison Energy Investments with relevant references listed in Exhibit 2. The following Sections detail the customer business case, the proposed solar farm, and the pricing. Also, the alternatives site at Geiger St. is contemplated. The pricing section covers the PPA rate under the different size options.

We are excited to be considered for this opportunity and look forward to discussing our Proposal in more depth.

Sincerely,



Otso Lehmuusaari

VP of Development, Inman Solar

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List of Exhibits

Exhibit 1 – Site Plan

Exhibit 2 – Selected References

Exhibit 3 – Load and solar generation profiles

Exhibit 4 – Annual Production

1. Experience and Qualifications

Inman Solar (Inman) is a full-service solar developer and EPC Contractor based in Atlanta, GA. Since its founding in 2009, Inman Solar has completed 170 solar installations totaling 170 MW of installed solar capacity. Our customers include local and federal governments, Fortune 500 companies, and small businesses across 11 states and Washington DC. The vast majority of our work has been in our home state of Georgia and in the past 7 years, Inman Solar has delivered 80 ground-mounted solar projects between 200 and 4,500 kW in size. The closest Inman installation is only 3 miles from Oxford by the Georgia International Horse Park, which is a similar rocky site with a steep slope well observable from Centennial Parkway.

Inman's 2023 pipeline consists of 7 ground-mounted projects in Georgia sized 2-3 MW_{AC} totaling 20 MW. In Huntsville, AL, Inman is the EPC contractor for a 40MW solar farm selling power to Huntsville Utilities. The project is Owned by Toyota Tsusho America and supplies 70% of the usage of the adjacent Toyota engine plant.

Inman Solar's partner as the long-term owner of the solar farm and counterparty to the Power Purchase Agreement is Madison Energy Investments (Madison). They are a distributed generation platform with over 300 MW in operating assets, out of which ~10% are in Georgia. Madison specializes in municipal projects, and they sell power to dozens of cities and school districts through PPA's. References from relevant Inman and Madison projects are included as Exhibit 2.



Example of a fixed tilt installation in Conyers, GA on solid rock with ground screw foundations

2. Customer Case

The City of Oxford buys wholesale power from the Municipal Electric Authority of Georgia (MEAG). The city is served by two substations feeding their respective circuits 4108A and 4108B. The hourly load data for the year 2022 was provided in the RFP material. The goal of Oxford is to offset the amount of used wholesale electricity by entering into a Power Purchase Agreement (PPA) for the output of a solar farm connecting to the City's distribution grid.

The rates paid by Oxford to MEAG consist of the wholesale rate and a transmission fee. Any solar generation exceeding the load will be exported into the transmission system and compensated at the wholesale rate. The transmission fee is assumed to be \$0.01/kWh, which is the difference in value of the solar generation that is self-consumed versus exported to MEAG.

Potential Locations

Oxford has identified a suitable parcel on W Richardson St, owned by Emory University. Emory has expressed willingness to allocate 10 acres of the 176-acre parcel for solar, but may be open to providing more land. For the purposes of this Proposal we have considered a 2MW_{AC} solar farm as the smallest scenario, using ~16 acres of land including the access road and shade buffers. There is enough buildable land on the Emory parcel for a larger system.

The City has also identified parcels right next to the south substation on Geiger St NW. The two parcels best suitable are C062 001 owned by the Newton County Board of Education and X007 021 owned by a private person. Between these two parcels, there is ~16 acres of usable land after excluding setbacks and the transmission RoW, so the south parcels are a viable alternative. The build cost between the Emory parcel and Geiger St location is very similar due to both sites being wooded and with topo.

For the Emory parcel, the Point of Interconnection (POI) to both circuits A and B are at the intersection of Richardson and Wesley St., approximately 0.6 miles from the parent parcel along Richardson St. At Geiger St, the POI would be inside the substation. In both cases Inman Solar will deliver the power to the POI and include the overhead or underground line in their scope.

There is a further possibility to explore other parcels around the city. For example, northwest of the airport, there is a large open parcel not far from the circuits A and B. Following project award, Inman Solar can perform a targeted land campaign to explore the viability of these sites.

3. Oxford Load and Solar Generation

The year 2022 hourly load profiles for circuits 4108A and 4108B were provided in the RFP. We analyzed the profiles and compared them to the output of a single-axis tracker solar farm. The goal was to optimize the split of the solar output between the two circuits and understand how the sizing of the solar farm impacts the amount of the generated solar that is fed into the transmission system.

There is no hard cap on the size of the solar farm imposed by MEAG, so the main limiting parameter is the amount of available land.

Using industry-standard simulation methods and loss analysis, the proposed solar farm will produce ~1800 kWh/kW_{DC}. A 2 MW_{AC} solar farm will have a DC-ratio of 1.36, so it will correspond to a 2.711 MW_{DC} solar farm with the output of 4,880,500 kWh. The output for production scenarios is shown in the below table.

Size AC	Size DC	Specific Production kWh/kW	Production (kWh)
2,000	2,711	1,800	4,880,484
2,200	2,983	1,800	5,368,532
2,400	3,254	1,800	5,856,581
2,600	3,525	1,800	6,344,629
2,800	3,796	1,800	6,832,678
3,000	4,067	1,800	7,320,726

For the purpose of the analysis, we only analyzed the daytime hours when solar is producing. Absent high demand charges, there is no economic case for Battery Storage, so that was excluded from the evaluation. We compared the hourly load as well as typical 12x24 hours to derive a sensitivity of system size vs. exported power.

The Oxford load data appears to be driven by air conditioning load, which correlates with the solar output. The analysis was done using both a typical meteorological year (TMY) and actual year 2022 weather data.

The results of the hourly evaluations are shown in Exhibit 3. The most important results are shown in the below table. It shows the split of the solar output between circuit A and B on the rows and the amount of exported energy on the columns. The percentage of solar that is exported to MEAG grows as a function of the system size. The peak export in kW is shown in the lower section.

System Size AC (kW)	2000	2200	2400	2600	2800	3000
System Size DC (kW)	2711.38	2982.518	3253.656	3524.794	3795.932	4067.07
Solar Production (kWh)	4,873,497	5,360,846	5,848,196	6,335,546	6,822,895	7,310,245
Percentage of Solar Exported	0%	1%	3%	5%	8%	10%
Output of solar to circuit A	Exported Solar Power to MEAG					
50.0%	-172,888	-273,463	-396,724	-545,454	-725,516	-939,197
55.0%	-92,670	-168,254	-272,620	-412,443	-591,526	-811,160
60.0%	-37,927	-99,893	-199,882	-344,247	-532,134	-755,140
65.0%	-20,855	-79,044	-188,222	-345,764	-539,742	-764,493
70.0%	-45,302	-120,271	-243,920	-410,353	-611,599	-846,379
75.0%	-93,637	-208,669	-362,370	-544,722	-758,102	-1,011,028
	Max. Export (kW)					
40.0%	582	696	810	924	1,038	1,153
45.0%	487	591	696	801	905	1,010
50.0%	392	487	582	677	772	867
55.0%	426	530	635	739	844	949
60.0%	521	635	749	863	977	1,091
65.0%	616	739	863	987	1,110	1,234

4. Description of the Proposed Solar Farm

A preliminary site plans are included as Exhibit 1. Single-axis trackers (SAT) are the best racking solution for the project. Compared to fixed tilt, the solar window of a SAT is much longer and more balanced. SAT's provide 15% more output per kW_{AC} nameplate capacity than fixed tilt, but require slightly more land. The solar modules will be modern bifacial modules in power class over 535W from a Tier 1 manufacturer. The grid-tied inverter and Balance of System equipment will be highest industry standard with proven track record in Georgia.

On the Geiger St. site, despite the north-facing slope, all the area is buildable. The challenge on the Emory site is the topography and laying out the tracker tables efficiently to maximize production and minimize grading. There are steep hills on the east and the west side of the proposed solar area and the south side of the Parent Parcel slopes north towards the stream intersecting the parcel. A detailed 3D analysis of the site will be performed following the project award to determine the final layout. A charting of the surface rock is also needed to ensure the amount of refusals stays low.

Existing vegetation can be left in place on the property boundaries, maintaining a vegetative screen from nearby streets and residences. The trackers will be no taller than 8' at their maximum tilt and the electrical equipment is less than 8' tall.

The output of the solar modules degrades on average 0.5% per year. Because of the high DC-to-AC ratio, the annual decrease in the output will be less than that for the first 10 years. The annual output for the 25-year PPA term is tabulated in the Exhibit 4.

5. Scope of Work

The provided PPA rate covers all the costs associated with developing, designing, constructing, and operating the solar farm. Inman Solar will perform geotechnical, wetlands, endangered species and any other necessary environmental studies needed to permit and build the site. The site will be built according to industry standards and all applicable codes and regulations.

The power will be delivered to the POI at the intersection of Richardson St and Wesley St. It is assumed that Inman Solar can install an overhead line along the street and build a separate feeder across the road from the existing overhead line. We expect to provide a gang-operated air-break switch at the POI, any protective relaying is not included in the scope.

Zero rent was assumed to be paid by the solar farm. The solar farm will pay personal property taxes to the City and Newton County. Using FMV value \$0.80/W_{DC} and 13 years depreciation schedule (Group 3 - machinery), the first year property taxes will be ~\$39,000 and total property taxes for 25-years will be \$470,000k.

Because of the electrical equipment, the site will be fenced with a 7' chain link fence. Especially for the Geiger St. location, it is possible to add informational signs to the back of the ballfields telling about solar energy. The output of the solar farm can be sent to the City of Oxford for display on their website.

Listed exclusions from the PPA rate:

- Hazardous materials, contaminated or unsuitable soils
- Bedrock
- Interconnection or metering fees beyond the Point of Interconnection
- Primary metering, relay protection or telemetry equipment

Inman Solar will perform site studies to evaluate the conditions once the site location is more defined.

6. PPA Pricing

The below table summarizes the PPA rate as a function of the system size. The larger size helps with the construction and financing costs of the system, so there is a downward trend going from 2 to 3 MW_{AC} system.

PPA rate (\$/kWh)						
Project Size (kWac)	2000	2200	2400	2600	2800	3000
Project Size (kWdc)	2711.38	2982.518	3253.656	3524.794	3795.932	4067.07
PPA rate (\$/kWh)	\$0.0726	\$0.0711	\$0.0696	\$0.0680	\$0.0665	\$0.0650

In addition to the savings from the solar energy, the City of Oxford and Newton County will receive Personal Property taxes as a second stream of income from the project.

There is no simple way to seek a better PPA rate. The Emory site is challenging due to the topography and the clearing will be expensive. This is offset by assuming zero lease payments, so even finding a more suitable site would not necessarily mean a lower PPA rate. Even though the construction budget includes contingencies for the civil work, it is hard to estimate the final cost once all the design is completed. Therefore, Inman will want to retain the option of finding an easier-to-build site with potential to interconnect to the Oxford grid.

7. Analysis of Value to Oxford

Value of the solar output to Oxford is contemplated in this section. Assumed wholesale rate for Oxford's purchased energy is \$0.08/kWh plus the transmission fee of \$0.01/kWh. Exporting the electricity back to MEAG, the transmission fee is deducted from the price.

As the size of the project grows, more energy is exported to MEAG. This, however, has a negligible impact on the average value of the generated solar, as at least 90% is consumed behind the MEAG meter. Hence, the largest driving factor on maximizing the value of the project is to lower the PPA rate

through larger project size. For example, the savings from power purchases after the PPA payments is doubled going from a 2 to 3 MW_{AC} project size.

Assumptions						
Wholesale Rate	0.08	\$ /kWh				
Transmission Fee	0.01	\$ /kWh				
Specific Production	1,797	kWh/kWdc				
Sensitivity Analysis (kW)						
Project Size (kWac)	2000	2200	2400	2600	2800	3000
Project Size (kWdc)	2711.38	2982.518	3253.656	3524.794	3795.932	4067.07
Generated Solar	4,873,497	5,360,846	5,848,196	6,335,546	6,822,895	7,310,245
Oxford Load (A+B)	19,054,655	19,054,655	19,054,655	19,054,655	19,054,655	19,054,655
Self-consumption	4,700,608	5,087,383	5,451,472	5,790,091	6,064,793	6,299,217
Exported to MEAG	172,888	273,463	396,724	545,454	758,102	1,011,028
Sensitivity Analysis (\$)						
Value of Self-consumed Energy (\$)	\$423,055	\$457,864	\$490,632	\$521,108	\$545,831	\$566,930
Value of Exported Energy (\$)	\$13,831	\$21,877	\$31,738	\$43,636	\$60,648	\$80,882
Total Value of Solar (\$)	\$436,886	\$479,742	\$522,370	\$564,745	\$606,480	\$647,812
Average Value of Savings (\$/kWh)	\$0.090	\$0.089	\$0.089	\$0.089	\$0.089	\$0.089
PPA Rate (\$/kWh)	\$0.073	\$0.071	\$0.070	\$0.068	\$0.067	\$0.065
PPA Payments (\$)	\$353,816	\$381,022	\$406,742	\$430,975	\$453,723	\$474,983
Value of Solar (\$)	\$83,070	\$98,719	\$115,628	\$133,769	\$152,757	\$172,829

8. Next Steps

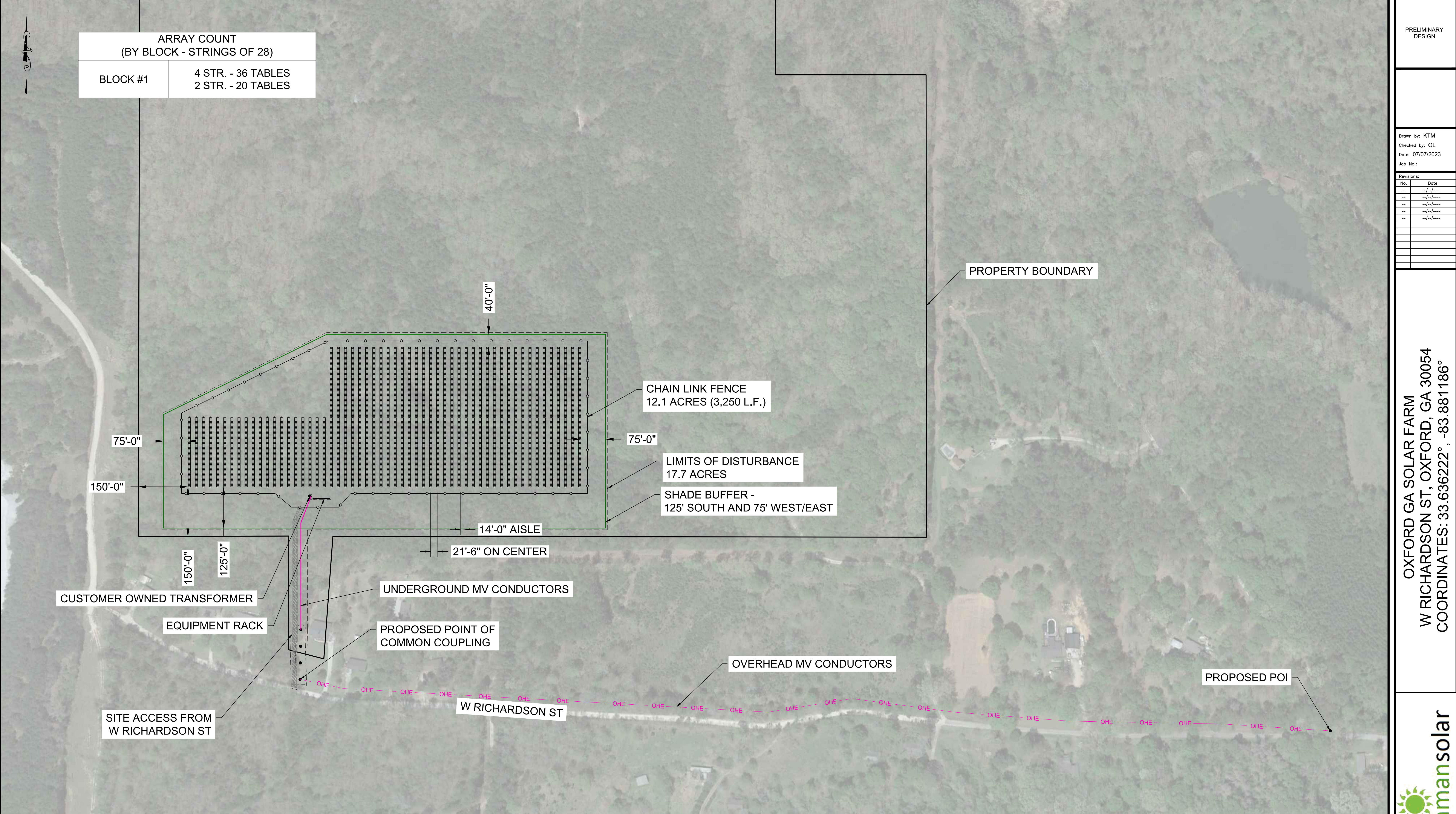
If awarded the project, Inman Solar will start the detailed development work to determine the buildability of the sites. The first step would be to refresh the Notice of Interest from Emory University and confirm the allowable land area for the solar project. At the same time, we will start the engineering to get detailed cost analysis of the site and topography.

If the Emory parcel is usable, the next step would be to decide the project size and get approval from Emory on the preliminary layout. Alternatively and in parallel, Inman would explore the Geiger St. location and proceed to look for new parcels of land outside the initial two sites. At this point, Inman would start conversations with MEAG about requirements on the interconnection as well as coordinate the details on the distribution side with the Oxford staff.

When the land is selected, Inman will work jointly with the City to prepare a Lease with the landowner. At this stage, we will perform the typical real estate and environmental due diligence consisting of title work, a wetland delineation and Phase 1 Environmental Site Assessment.

Immediately After the project award, the parties can start circulating the Power Purchase Agreement. Depending on the timeline to finalize the location, the development and due diligence process will take

~6 months, so the expectation would be to execute the main agreements (Lease, PPA, Interconnection Agreement) in Q1/24. The construction will take 9 months from the completion of the due diligence, so the commercial operation would start between the end of 2024 and the beginning of 2025.



PROJECT:	OXFORD GA SOLAR FARM
Size:	2,807.84 kW DC / 2,000 kW AC
Address:	W Richardson St, Oxford, GA 30054
Module:	VSUN 545W
Module Qty:	5,152
Tilt:	+/- 52° E-W
Azimuth:	180°
Mounting System:	Ground Mount

A

PV03

SITE PLAN

Scale: 1" = 125'

1/4 ACRE

1/4 ACRE

SQUARE ACRE

100'50'0100'200'

SCALE IN FEET

PRELIMINARY DESIGN	
Drawn by: KTM Checked by: OL Date: 07/07/2023 Job No.:	
Revisions:	
No.	Date
--	--/--/----
--	--/--/----
--	--/--/----
--	--/--/----
--	--/--/----
--	--/--/----

OXFORD GA SOLAR FARM
W RICHARDSON ST, OXFORD, GA 30054
COORDINATES: 33.636222°, -83.881186°

Sheet Title:
SITE PLAN

Scale:
AS NOTED

Sheet No.:
PV03



GPC DG RFP 2020

Size	55 MW on 16 sites; 13 for Safari Energy, 3 for Duke Energy
EPC Contractor	Inman Solar
Contract Value	~\$55MM
Utility	Georgia Power
Offtaker	Georgia Power
Owner	Safari Energy, Duke Energy
Project Awarded	9-12/2021
Start Of Construction	11/2021 - 6/2022
Commercially Operational	6/2022 – 2/2023

Inman Solar developed and performed the turn-key EPC scope for this portfolio of 16 projects. All projects are interconnected to the Georgia Power Distribution grid. For 13 of these, Inman Solar was the developer originating the projects and submitting them into the Georgia Power RFP Program.

Inman Solar was able to deliver all projects within requested schedule despite the major supply chain challenges the whole industry was facing. Due to the long delay between bid submittals and project awards, only half of the total program capacity could be built as the economics changes drastically between 2019 and 2022. Inman Solar was able to successfully complete all of its awarded projects and also acquired projects from other developers.

In parallel to the main portfolio solar to Safari Energy, Inman Solar continued our long relationship with Duke Energy and constructed their portfolio of three sites as the EPC contractor.

Contact Information

Safari Energy (Owner)
 Jeff Sohn, Director of Asset Acquisition
 (212) 935-2500
jsohn@engie.com

Duke Energy (EPC Customer)
 John Moeller, Senior Project Manager
 513.520.3260
John.Moeller@duke-energy.com

Moccasin Bend Wastewater Treatment Plant

Size (kW DC)	4, 000 kW
EPC Contractor	Inman Solar
Contract Value	\$4,906,667.00
Utility	Electric Board of Chattanooga
Offtaker	City of Chattanooga
Owner	City of Chattanooga
Project Awarded	11/2019
Notice To Proceed	04/2020
Start Of Construction	04/2020
Commercially Operational	11/2020

Chattanooga established a program to decrease electrical spending at their largest wastewater treatment plant. In the resulting RFP, Inman Solar was selected based on lowest levelized cost of energy (LCOE) over the project lifetime.

The project is connected to the medium-voltage network supplying the wastewater plant. Thanks to an automated switching system, there are no exports from the WWTP to the grid, and the standard interconnection agreement with EPB could be used with no additional required Interconnection studies.

The Moccasin Bend Solar Farm was successfully completed on schedule despite the COVID-related supply chain issues that surfaced just before the NTP. Inman was awarded the City of Chattanooga Innovation Award for 2020 thanks to the successful execution of this project.



Contact Information

Jacobs (Owner's Engineer)
Matt Reece, Construction Project Manager
423.779.3075
matt.reece@jacobs.com

case study

VILLAGE OF MINSTER, OHIO

This \$6.5 million project includes a 6.561 MW ground-mount system that produces 8,397 MWh annually to support the Village of Minster, Ohio. MEI provided a turnkey solution to support the municipality and aide in their sustainability and savings efforts.



system size:
6,561 kW



location:
Minster, OO



client / offtaker:
Village of Minster, Ohio



partners:
Eitri Foundry



completed:
December 2021

case study

CITY OF WAPAKONETA, OHIO

This project includes a \$17.6 million, 17.985 MW dc / 13.500 MW ac ground mount system serving the citizens of Wapakoneta, Ohio. The system produces 25,340 MWh annually.



system size:
17,986 kW



location:
Wapakoneta, OH



client / offtaker:
City of Wapakoneta, Ohio



partners:
Eitri Foundry



completed:
December 2021

case study

CITY OF BOULDER, COLORADO

Madison Energy Investments worked closely with local partners and the City of Boulder to complete a multi-site solar portfolio across 13 city facilities. The solar portfolio is an integral part of the City of Boulder's robust sustainability program. The portfolio was completed in September 2020.



system size:
3,000 Kw



location:
Boulder, CO



client / offtaker:
The City of Boulder, Colorado



partners:
Unico Solar Investors, Namaste Solar



completed:
Q3 2020

Exhibit 3 – Summary of Load and Solar Generation Analysis

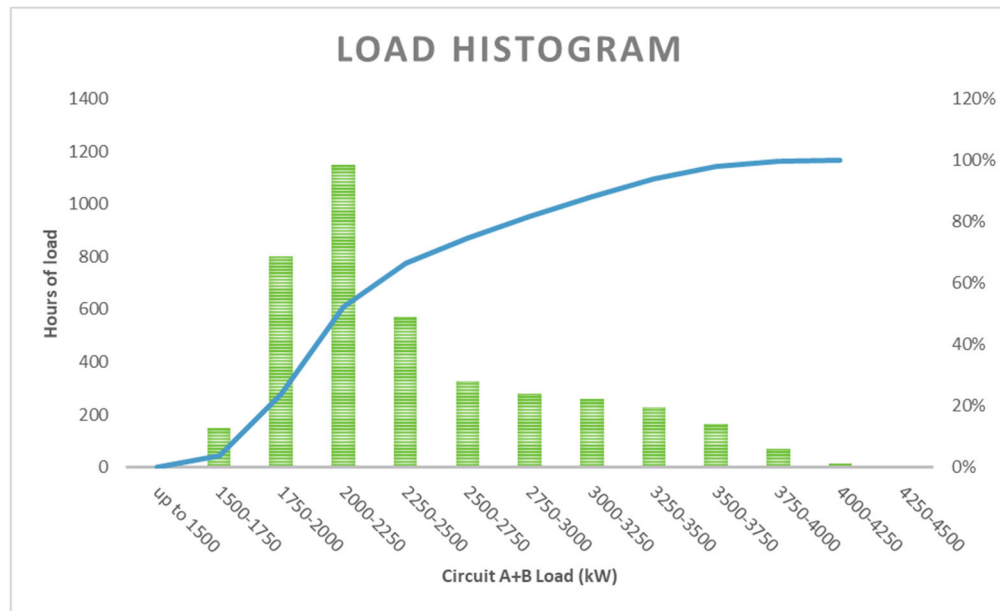
City of Oxford Load for year 2022

The below two tables show the 24x12 style combined A+B load hours for the solar window. Darker green is higher load, darker yellow lower load. There is a significant increase in load from the winter and shoulder months to summer. The winter months have a small day-time valley, where as the shoulder month load is more constant during the day. Note that the outages have been manually removed from the data.

4801A + B												
Min. Load	1	2	3	4	5	6	7	8	9	10	11	12
8	1,507	1,714	1,618	1,610	1,501	1,855	2,116	2,062	1,621	1,537	1,564	1,656
9	1,556	1,784	1,628	1,687	1,576	2,023	2,242	2,296	1,735	1,649	1,627	1,693
10	1,568	1,811	1,685	1,737	1,519	2,180	2,288	2,324	1,980	1,710	1,675	1,687
11	1,570	1,750	1,720	1,799	1,558	2,316	2,273	2,377	2,041	1,796	1,678	1,633
12	1,564	1,744	1,744	1,777	1,557	2,485	2,298	2,567	2,117	1,837	1,643	1,589
13	1,610	1,779	1,739	1,760	1,669	2,648	2,390	2,576	2,179	1,855	1,658	1,618
14	1,660	1,771	1,734	1,801	1,699	2,711	2,623	2,631	2,218	1,873	1,625	1,591
15	1,663	1,744	1,699	1,794	1,690	2,527	2,660	2,645	2,137	1,580	1,633	1,643
16	1,727	1,763	1,709	1,768	1,688	2,467	2,675	2,627	2,091	1,725	1,694	1,705
17	1,795	1,829	1,715	1,839	1,717	2,513	2,746	2,541	2,045	1,913	1,712	1,805
18	1,800	1,983	1,805	1,850	1,735	2,465	2,567	2,525	2,057	1,955	1,736	1,810

4801A + B												
Average Load	1	2	3	4	5	6	7	8	9	10	11	12
8	2,294	2,151	1,929	1,855	1,919	2,380	2,467	2,435	2,152	1,852	2,025	2,191
9	2,213	2,110	1,950	1,919	2,040	2,610	2,686	2,619	2,336	1,934	2,048	2,153
10	2,147	2,090	1,957	2,003	2,168	2,837	2,906	2,809	2,514	2,025	2,077	2,121
11	2,081	2,062	1,963	2,048	2,307	3,043	3,097	2,993	2,671	2,070	2,090	2,074
12	2,023	2,042	1,972	2,102	2,422	3,219	3,251	3,171	2,799	2,123	2,094	2,061
13	1,973	2,030	2,005	2,143	2,526	3,343	3,367	3,314	2,923	2,163	2,077	2,015
14	1,958	2,035	2,028	2,183	2,632	3,386	3,450	3,426	3,008	2,196	2,069	2,008
15	1,960	2,034	2,019	2,179	2,665	3,400	3,484	3,462	3,009	2,172	2,064	2,020
16	2,054	2,047	1,993	2,171	2,640	3,331	3,421	3,383	2,967	2,146	2,116	2,133
17	2,213	2,158	2,003	2,163	2,582	3,238	3,314	3,296	2,858	2,109	2,158	2,224
18	2,258	2,232	2,040	2,136	2,476	3,110	3,190	3,169	2,771	2,154	2,173	2,250

The histogram below shows that 60% of day-time hours have a load between 1750 and 2250 kW (green bars). The blue line shows the cumulative load plateauing after 3000 kW.



Solar Generation

The below heat charts show the minimum and average hourly output for 2000 kWac system.

PV Output 2000 kWac												
Max	1	2	3	4	5	6	7	8	9	10	11	12
0	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3
1	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3
2	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3
3	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3
4	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3
5	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3
6	-3	-3	-3	-3	-3	2	-3	-3	-3	-3	-3	-3
7	-3	63	181	186	690	739	542	200	59	-3	121	10
8	846	1778	1840	1740	1693	1561	1514	1398	1064	606	1529	887
9	1855	1962	1962	1962	1962	1962	1923	1894	1877	1808	1789	1669
10	1867	1962	1962	1962	1962	1962	1962	1962	1962	1954	1879	1673
11	1768	1962	1962	1962	1962	1962	1962	1962	1962	1952	1832	1552
12	1677	1962	1962	1962	1962	1962	1962	1962	1962	1919	1765	1501
13	1686	1962	1962	1962	1962	1962	1962	1962	1962	1910	1720	1548
14	1767	1962	1962	1962	1962	1962	1962	1962	1962	1916	1783	1640
15	1830	1962	1962	1962	1962	1962	1962	1962	1962	1948	1850	1643
16	1569	1962	1962	1962	1962	1962	1962	1962	1962	1926	1819	848
17	193	876	1962	1962	1962	1962	1952	1915	1888	1718	1052	-3
18	-3	-3	1405	1786	1722	1693	1692	1598	1281	416	12	-3
19	-3	-3	83	337	603	724	710	445	89	-3	-3	-3
20	-3	-3	-3	-3	-3	20	20	-3	-3	-3	-3	-3
21	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3
22	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3
23	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3

On clear days, the system will produce close to its nameplate capacity every month besides December and January. As can be seen, the generation profile is almost flat for the entire day because of the single-axis trackers.

PV Output 2000 kWac													
Average		1	2	3	4	5	6	7	8	9	10	11	12
0	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3
1	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3
2	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3
3	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3
4	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3
5	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3
6	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3
7	-3	11	37	74	279	447	247	69	10	-3	26	-3	-3
8	418	682	597	956	1031	987	1044	809	562	276	679	457	-3
9	1127	1063	1191	1423	1437	1392	1445	1271	1253	1120	1170	1006	-3
10	1182	1307	1294	1452	1557	1595	1644	1429	1420	1309	1151	1123	-3
11	1103	1312	1517	1527	1650	1655	1667	1523	1588	1422	1191	1086	-3
12	1132	1261	1508	1602	1699	1701	1569	1505	1503	1385	1152	1054	-3
13	1096	1325	1446	1561	1634	1657	1524	1710	1449	1431	1209	996	-3
14	1070	1297	1451	1534	1648	1684	1583	1779	1468	1366	1198	1029	-3
15	1085	1383	1363	1540	1576	1567	1534	1718	1434	1437	1134	1090	-3
16	800	1278	1370	1488	1572	1550	1582	1601	1314	1385	653	493	-3
17	54	382	1131	1322	1520	1437	1612	1321	1122	1034	148	-3	-3
18	-3	-3	468	1117	1206	1109	1108	958	533	119	-2	-3	-3
19	-3	-3	18	161	342	475	439	177	17	-3	-3	-3	-3
20	-3	-3	-3	-3	-3	2	3	-3	-3	-3	-3	-3	-3
21	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3
22	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3
23	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3

The goal of the analysis was to find the optimal output to each circuit A and B and determine the amount of exports as a function of the system size. The results are tabulated below with the system size growing from left to right and percentage of the solar fed to circuit A growing from top to bottom.

Even though the amount of generated solar exported to the MEAG transmission system grows as a function of the size, it will stay under 10% of the total solar generation. The Oxford load is 19,000 MWh so even at the 3000 kW_{AC} system size, the exports would be 4% of the total load.

System Size AC (kW)	2000	2200	2400	2600	2800	3000
System Size DC (kW)	2711.38	2982.518	3253.656	3524.794	3795.932	4067.07
Solar Production (kWh)	4,873,497	5,360,846	5,848,196	6,335,546	6,822,895	7,310,245
Percentage of Solar Exported	0%	1%	3%	5%	8%	10%
Output of solar to circuit A	Exported Solar Power to MEAG					
50.0%	-172,888	-273,463	-396,724	-545,454	-725,516	-939,197
55.0%	-92,670	-168,254	-272,620	-412,443	-591,526	-811,160
60.0%	-37,927	-99,893	-199,882	-344,247	-532,134	-755,140
65.0%	-20,855	-79,044	-188,222	-345,764	-539,742	-764,493
70.0%	-45,302	-120,271	-243,920	-410,353	-611,599	-846,379
75.0%	-93,637	-208,669	-362,370	-544,722	-758,102	-1,011,028

Exhibit 4 – Annual Production during PPA term

Year	Size (kWac)					
	2,000.00	2,200.00	2,400.00	2,600.00	2,800.00	3,000.00
	MWh	MWh	MWh	MWh	MWh	MWh
1	4873	5360	5848	6335	6822	7310
2	4866	5360	5848	6335	6822	7310
3	4850	5360	5848	6335	6822	7310
4	4834	5360	5848	6335	6822	7310
5	4817	5360	5848	6335	6822	7310
6	4801	5360	5848	6335	6822	7310
7	4785	5360	5848	6335	6822	7310
8	4768	5360	5848	6335	6822	7310
9	4750	5360	5848	6335	6822	7310
10	4733	5360	5848	6335	6822	7310
11	4715	5360	5848	6335	6822	7310
12	4698	5360	5848	6335	6822	7310
13	4679	5360	5848	6335	6822	7310
14	4660	5360	5848	6335	6822	7310
15	4641	5360	5848	6335	6822	7310
16	4623	5360	5848	6335	6822	7310
17	4604	5360	5848	6335	6822	7310
18	4584	5360	5848	6335	6822	7310
19	4564	5360	5848	6335	6822	7310
20	4544	5360	5848	6335	6822	7310
21	4523	5360	5848	6335	6822	7310
22	4503	5360	5848	6335	6822	7310
23	4482	5360	5848	6335	6822	7310
24	4461	5360	5848	6335	6822	7310
25	4439	5360	5848	6335	6822	7310



Peak Solarworks Proposal to City of Oxford for 2MW Solar Plant

July 7, 2023

- I. Executive Summary**
- II. Generation Details**
- III. Distribution Options**
- IV. Pricing Details**
- V. Partnership Information**
- VI. Exhibits**

I. Executive Summary

Peak Solarworks proposes to build and maintain a 2MW solar plant to sell electricity to the City of Oxford for a fixed rate of \$0.047/kWH through a 15-year or 20-year PPA through Oxford Solar 1 LLC (OS1). The plant will be located on property owned by Oxford College at 490 Richardson Street and the Point of Delivery (POD) will be at an existing 12kV distribution pole on site. Peak Solarworks will also build an outdoor classroom on-site for faculty and students to safely gather and learn about engineering and design of solar plants and electrical power..

Peak Solarworks also commits to maintaining **ownership** of the plant through OS1. This is not a tax equity flip for us. We will own, operate, and maintain the plant for the duration of the PPA, maximizing up-time for your supplemental generation goals.

While this plant has many benefits to the citizens of Oxford, the main objectives are to:

1. Provide renewable energy to Oxford College
2. Provide supplemental generation to address upcoming shortfalls
3. Add solar energy to the City's portfolio to attract new industry
4. Engage and expose the students of Oxford College to the engineering and design of this renewable solar resource powering the Oxford campus.

Working with MEAG Power we have already identified and addressed many challenges to enable this project, specifically:

1. Impact to transmission system and need for a System Impact Study.
2. Distribution testing requirements
3. Fault conditions and anti-islanding

However, there are more challenges ahead, including:

1. Distribution system design optimization and reliability
2. Minimizing use of the MEAG Transmission system (reducing the Transmission Charge)
3. Other potential transmission and distribution grid challenges
4. Potential site and environmental challenges
5. Completing the lease agreement with Oxford College
6. Advising on sell-back agreement with MEAG Power

Our ownership team is uniquely qualified to guide the City and work with MEAG and the College through these and any other challenges that arise. Biren Patel, PE, PMP is a seasoned electrical engineer actively providing grid engineering services to Georgia Power and MEAG since 2005. Chad Hofstadter, PE, LEED AP is a civil engineer specializing in municipal projects for rural GA. Jamie Porges, **Oxford Alumni class of '88** former CEO and Founder of Radiance Solar, built the very first 12kV interconnected 1MW solar project in GA, and the on-campus 1MW UGA demonstration project open to students and professors. Although lengthy, please review **Section V** for additional details on our team. We are well suited to work with you through the challenges ahead without the need for additional outside consultants.

II. Generation Details

Peak Solarworks will engineer, procure, and install all required equipment, electrical conductors, monitoring applications, meters and any other miscellaneous items needed to fully deliver a 2.64 MW DC / 2 MW AC, operating solar project to fulfill Peak Solarworks' obligation under a proposed PPA with the City of Oxford.

Peak Solarworks shall procure all permits and licenses.

Peak Solarworks shall perform a high accuracy LiDAR topographical survey of the site and will perform all geotechnical and pile testing required to ensure the solar system meets code requirements and structural requirements of the equipment suppliers. Peak Solarworks will clear and grade the proposed site and will stabilize the site to ensure it meets all State of Georgia requirements for erosion and sediment control standards. Except for extreme unforeseen circumstances, we will be responsible for all costs associated with site preparation.

Design & Engineering:

Peak Solarworks is responsible for complete design and engineering for the PV system to include, but not be limited to, the following:

- a) 50% and 90% drawings for review prior to project commencement.
- b) Topographic survey
- c) Stamped civil and ES&PC drawings
- d) Stamped structural drawings
- e) Stamped electrical drawings
- f) Arc Flash study
- g) Step and Touch Potential study
- h) Surveying and staking for placement of array components

Procurement:

Peak Solarworks will procure and deliver, to the site, all equipment including the step-up transformer(s). Specific equipment will include, but not be limited to:

- a) (4,992) 530W Boviet Vega series solar modules or Tier 1 equivalent
- b) (16) Siemens Blue Planet 125kW inverters
- c) Array Technologies (ATI) DuraTrack HZ v3 tracking system inclusive of piles, racking, and tracking motors.
- d) Wattch revenue grade monitoring system with weather station
- e) All electrical switchgear between the inverters and the transformer
- f) All DC and AC conductors and related conduit and fittings.
- g) All wire management components for DC conductors
- h) 2MVA 12kV/480V step-up transformer(s) and all related medium voltage infrastructure

to interconnect the solar plant to City of Oxford's existing 12kV electrical distribution system.

- i) Metering and associated equipment (metering CTs and PTs) will be supplied by the City.

Installation and Project Management:

Peak Solarworks will perform all installation and project management services, including but not limited to:

- a) Installation of solar array components:
 - i. Racking piles
 - ii. Racking
 - iii. Modules
 - iv. DC home runs and integration into the inverters
 - v. Inverters
 - vi. AC Equipment: Conduits, conductors, subpanels, and disconnects
 - vii. 12kV medium voltage transformer and switchgear to the POI
- b) PV Performance Testing and Commissioning
- c) Maintenance of a safe safe worksite following OSHA safety standards
- d) Removal of all construction debris from the jobsite
- e) Installation and commissioning a Wattch revenue grade monitoring system
- f) All necessary activities related to interconnecting the solar plant to City of Oxford's existing 12kV electrical distribution system.

III. Distribution Options

We have studied the provided meter data and the City of Oxford's substation and distribution system. As the system lies now, over production on the North circuit (4801B) would require the City to sell a large portion (just over half) of the power to MEAG at the wholesale rate and repurchase it at the wholesale rate plus MEAG transmission charge (approximately \$0.008/kWH) to feed the South circuit. With no additional changes to the distribution system, at our proposed PPA rate, the City would still save money on electricity consumed on the North circuit, enjoy a margin for electricity sold to the transmission system and be revenue neutral for the South circuit.

Combining Circuits:

Of the 8760 hours in 2022, the majority exceeded 2MW of combined load (Meter 4801A and 4801B) and most of the remaining hours were outside of peak sun hours. Combining the loads of the North and South circuit would enable the City to directly consume most of the power from the plant without having to sell to MEAG and repurchase, saving the city roughly \$20,000 a year in transmission charges. The City has at two existing options for combining the circuits: close the Normally Open RLB 664 at the substation or close the Normally Open gang-operated switch at 1106 Wesley St between Fletcher and W Soule.

Combining the circuits has one significant drawback: A fault to one circuit now causes an outage to the other, reducing the reliability you enjoy today.

We propose one interconnection on a 3-phase distribution pole located on the parcel at 490 Richardson Street. (We have analyzed the existing 3-phase conductor and it is suitable for this project. For future expansion, the conductor could be upgraded at low-cost to match the conductor just east at the pole on Wesley St.) We also recommend replacing the N.O. RLB 663 at the substation (or the G.O. switch on at 1106 Wesley) with a sectionalizing recloser that can receive a Direct Transfer Trip signal to open should breaker 252 or 242 open. This would sectionalize the two newly combined circuits thus maintaining the reliability you currently have. During a fault condition, the faulted circuit would be out and the healthy circuit would come back on-line. If that healthy circuit is the South circuit, you would not be able to get solar power to it while the fault remains on the North. However, only 1 day in 2022 and 3 days in 2021 had this scenario totaling 6 hours over 2 years. (2020 data was not considered because the data sheet provided looks to be a copy of 2021) Even at full sun, the missed out solar consumption is extremely negligible.

Dividing the Plant:

Alternatively, we could divide the plant into two smaller plants (size ratio based on consumption) and have two step-up transformers and two interconnections, one to the North circuit and one to the South. The City of Oxford would have to close or remove the G.O. switch at 1106 Wesley and move it (or replace with new) to the pole at Richardson and Wesley.

The load profiles of each circuit would also change a bit unpredictably, since the customers on Wesley St, Collingsworth St, Watson, Soule, and others would move from the North circuit to the South. We would have to study this to correctly divide the plant to the right size ratio, but there would still be uncertainty as the loads change over time, and more power would be sold back to MEAG and repurchased with a transmission charge versus combining the circuits.

While the cost to the City for a new G.O. switch will be less than the sectionalizing recloser we proposed in combining the circuits, the lost savings from the additional transmission charges, plus the equipment associated with a second interconnection (meter, CT/PT, fused switch, etc). There will be significant cost additions to our plant, but we will honor the same proposed PPA rate if it is determined that this is the better option for the reliability of its citizens.

Other Options:

Peak Solarworks is happy to explore additional options, including substation upgrades, on-site switchgear at the plant, distribution line upgrades, transmission metering placement, etc. to optimize cost and reliability.

Recommendation:

We believe combining circuits and adding a sectionalizer is the best solution from the data we have. It allows the solar plant to access loads on both circuits without any reduction in reliability, minimal increase in system complexity (failure points), and for a low cost. However, we are happy to work with the City and MEAG Power to gather additional outage and cost data to analyze and quantify the different options for you. Our long-standing professional engineering relationship with MEAG Power enables us to help you find the best solution and avoid unnecessary costs such as system impact studies and facilities studies.

IV. Pricing Details

Peak Solarworks proposes to sell electricity through OS1 to the City of Oxford at a rate of \$0.047/kWH through a 15-year Power Purchase Agreement (PPA). Alternatively, if the City prefers, we will honor the \$0.047/kWH rate for a 20-year PPA. At the end of the PPA term, the plant can be sold at Fair Market Value to the City of Oxford, the College of Oxford, or the PPA with Peak Solarworks can be extended at a renegotiated rate.

Fixed Rate:

\$0.047/kWH, all inclusive, no additional fees or surcharges, no escalation.

Term Length:

City of Oxford can choose a 15-year PPA or 20-year PPA.

Pricing Assumptions:

Price includes the construction of an on-site, open-air facility for student and faculty to use as a classroom, meeting, or event space. Once built, the facility will be owned and maintained by the College of Oxford.

Peak Solarworks commits to maintaining ownership of the plant for the duration of the PPA.

Peak Solarworks will perform electrical and lawn maintenance of the plant and leased portion of the parcel.

Fair Market Value (FMV) will be determined by a third-party appraiser.

Rate assumes the College of Oxford provides a \$1/yr land lease agreement with OS1 in exchange for the plant's Renewable Energy Credits. OS1 will negotiate in good-faith with College of Oxford to reach a land lease agreement.

V. Partnership Information

We are not a financial institution, rather we are a partnership of local Georgia residents and solar professionals who build, own, and maintain solar plants just like the one proposed here.

Jamie Porges (Oxford College Class of '88)

A veteran solar executive and entrepreneur, Jamie co-founded Atlanta based Radiance Solar in 2007 and led Radiance as CEO until the company's successful acquisition in Q4 2022. Under his leadership, Radiance grew to become a regional leader in the construction and maintenance of commercial and utility scale solar projects with over 300 projects built in North America and Mexico and over 100MW of projects under operations and maintenance. In 2022, Georgia Trend named Porges one of Georgia's most influential business leaders.

Biren Patel, PE, MBA, PMP

Biren is a Substation Design Engineer with 20 years experience working on high voltage transmission substations for electric utilities. For the last decade, Biren and his company have also been designing solar plants and solar interconnections for developers and EPCs. Biren is a licensed PE in 16 states, a certified PMP, and an IEEE member since 2003. Biren holds a BSEE degree from Ga Tech and an MBA from UGA. In 2011, he founded Biren Patel Engineering and performs work for clients including Southern Company, Duke Energy, FPL/NextEra, MEAG Power, and Georgia Transmission Corp. Biren is the recipient of several prestigious awards: Engineering News Record Top 40 under 40, UGA Top 40 under 40, 6-times UGA Bulldog-100 and the 2023 Michael J Bryan Award.

Chad Hofstadter, PE, LEED AP, APM

Chad has 16 years of experience in civil engineering. His design experience includes designs and modeling for numerous municipal water distribution systems, wastewater collection and treatment plant designs, C&D and MSWL landfill design, road and hydraulic design, pavement management, SWPPP, and Solar Civil engineering and design. His firm, Hofstadter & Associates performs engineering services to over 50 City and County governments across Georgia. Chad has been the civil Engineer for Record for over 60 solar projects in Georgia, Alabama, and Florida, yielding over 300 MW of successfully designed and permitted single axis tracker arrays, including over 50 Georgia Power REDI projects which are similar in scope to this one. Chad also owns, operates and maintains 1.1 MW of solar generation across 4 plants.

Pat Hutchinson

Pat is the founder of Cansink, whose core business is the manufacture and installation of helical piles. Pat has been engaged in the solar business since 2011 as a solar developer, solar asset owner, solar subcontractor, and solar rack and pile manufacturer. Cantsink has been a solar subcontractor supplying rack, piles and installation services to the solar industry since 2012 and has been consistently ranked in the Top 25 solar subcontractors in the US by Solar Power World magazine. Pat was also an early investor with Jamie in Radiance. Pat also built, owns, and maintains 20MW of solar across several 1-3 MW plants just like the one proposed here.

www.peakssolarworks.com

404-825-3920

VI. Exhibits

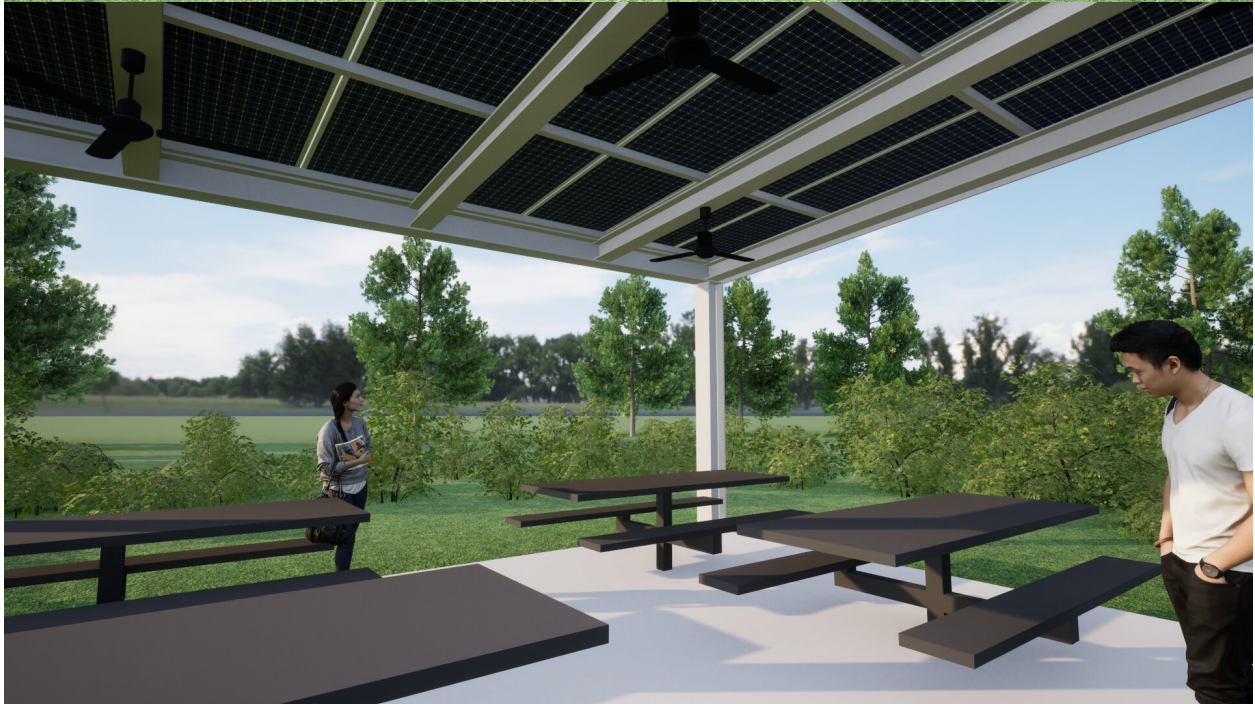
Rate Comparison:

Rate (\$/kWH)	Expected Annual Cost (\$)*
\$0.062	\$260,400
\$0.057	\$239,400
\$0.052	\$218,400
\$0.047	\$197,400

**Based on estimated annual production of 4,200,000 kWh per year, each 0.5 cent rate reduction results in an annual savings of \$21,000*

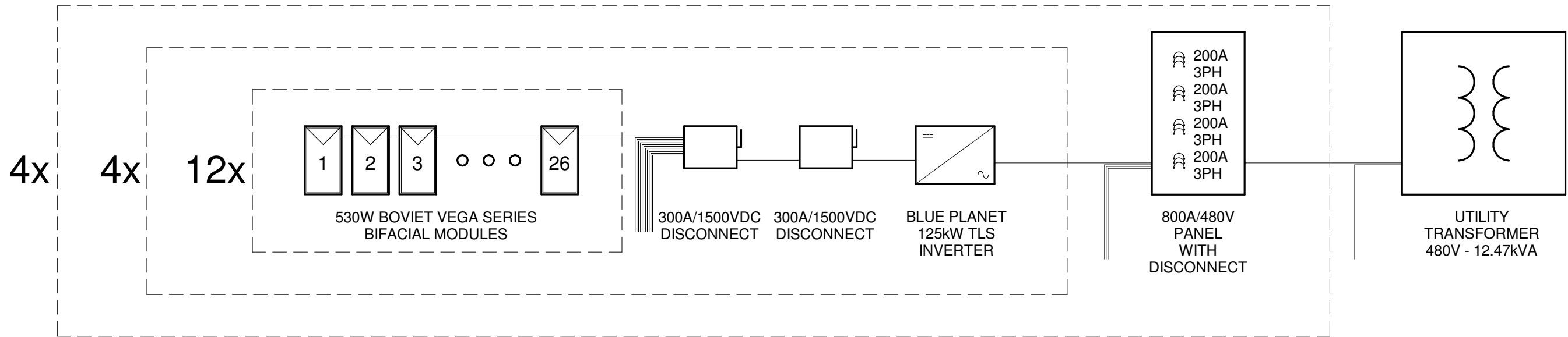
Artists' rendering for sample solar classroom:



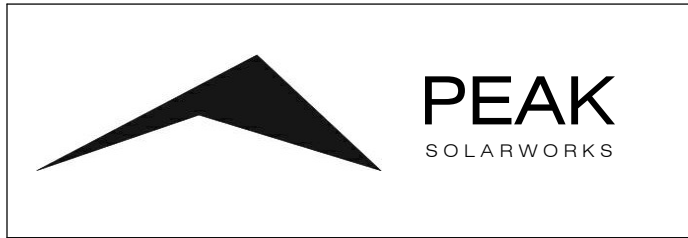


Sample design and layout:

(See the following pages)



1 One Line Diagram
3/32" = 1'-0"



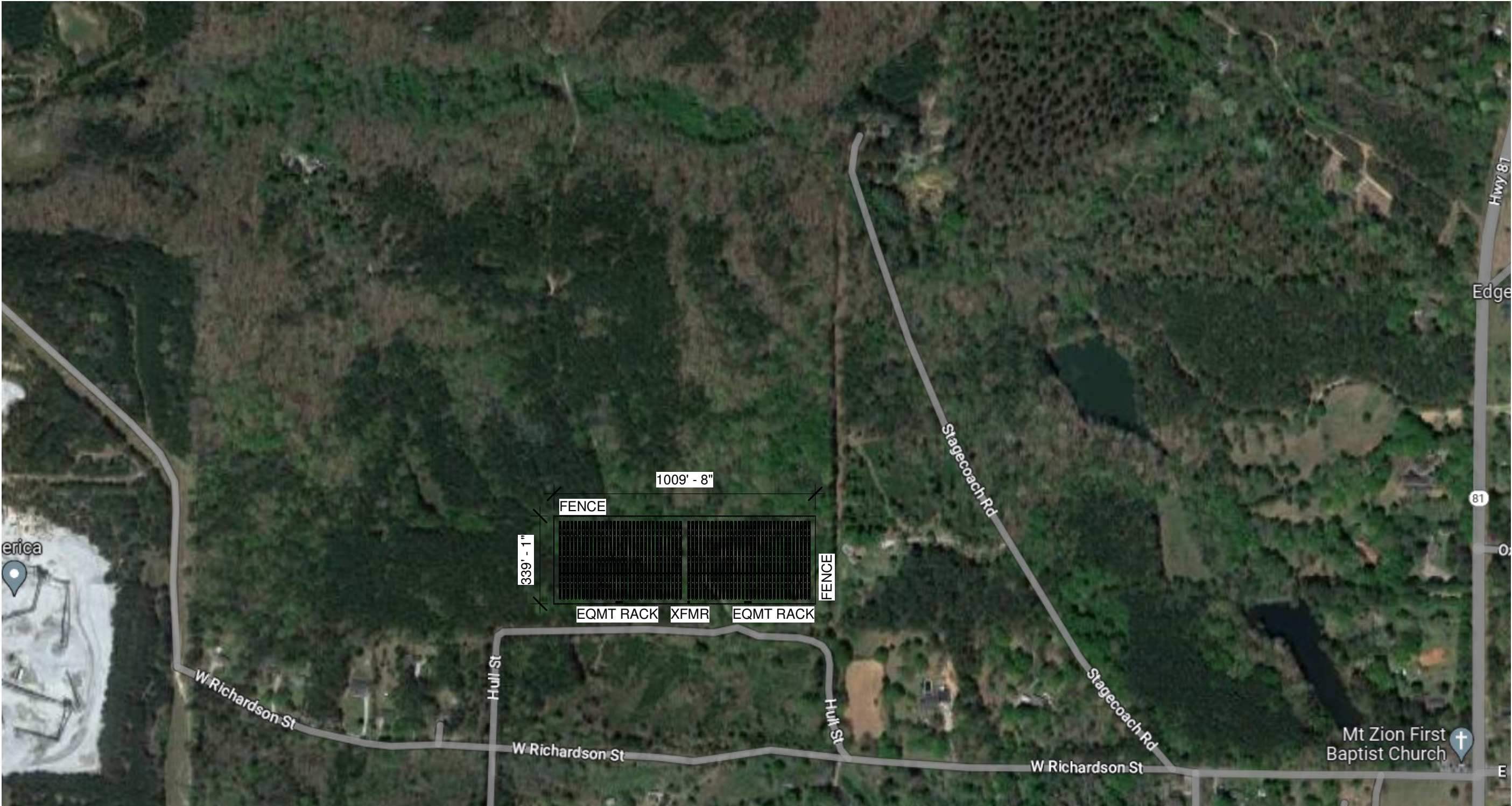
Oxford Solar Array

Oxford, Georgia

SYSTEM	SUMMARY
(4,992)	530W BOVIET VEGA SERIES BIFACIAL MODULES
(16)	125kW INVERTER (125 TL3-US)
(192)	STRINGS OF 26
2.64576	MW DC
2.00000	MW AC
1.32288	DC:AC RATIO
RACKING	ATI DURATRACK HZV3
TILT	52.-52 DEGREES
AZIMUTH	90°, 270°

No.	Description	Date

One Line Diagram		
Project number	Project Number	A010
Date	Issue Date	
Drawn by	Author	
Checked by	Checker	
		Scale 3/32" = 1'-0"



1 Aerial Underlay
1" = 400'-0"



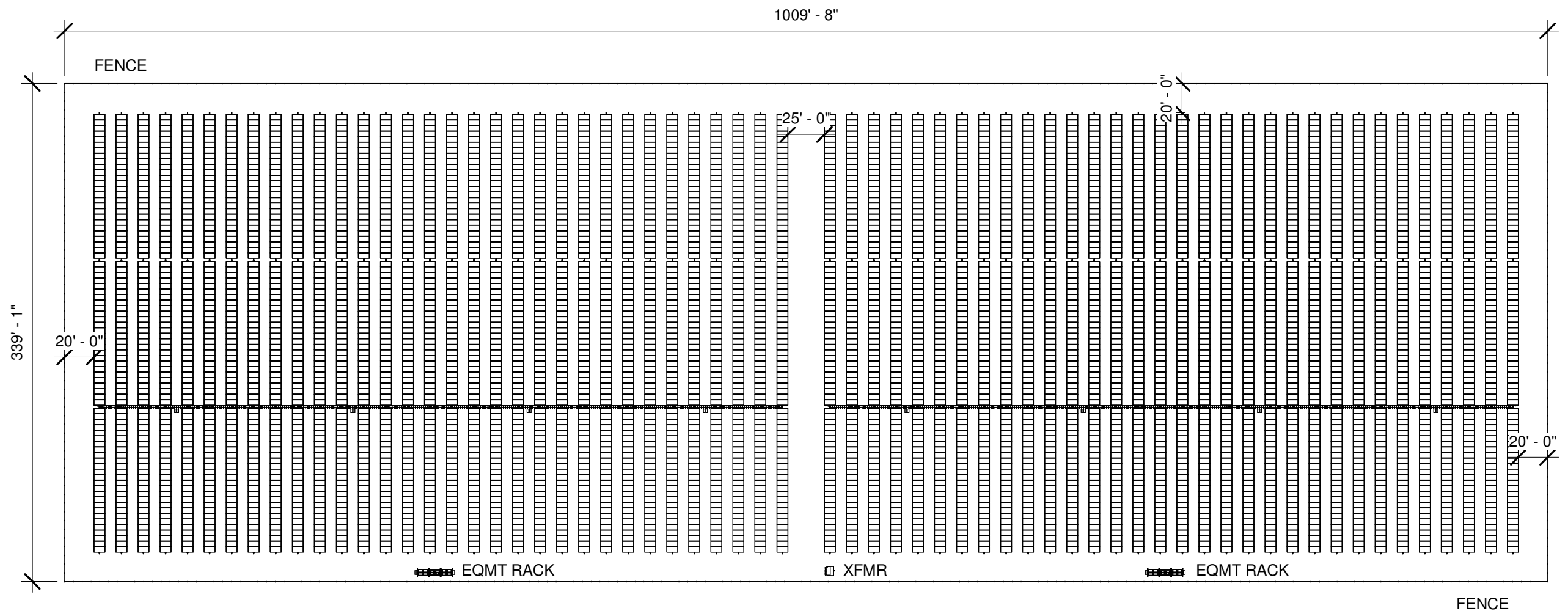
Oxford Solar Array

Oxford, Georgia

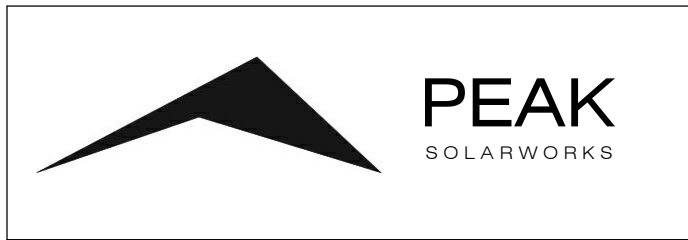
SYSTEM	SUMMARY
(4,992)	530W BOVIET VEGA
(16)	SERIES BIFACIAL MODULES
(192)	125kW INVERTER (125 TL3-US)
2.64576	STRINGS OF 26
2.00000	MW DC
1.32288	MW AC
RACKING	DC:AC RATIO
TILT	ATI DURATRACK HZV3
AZIMUTH	52.-52 DEGREES
	90°, 270°

No.	Description	Date

Aerial		
Project number	Project Number	A101
Date	Issue Date	
Drawn by	Author	
Checked by	Checker	
		Scale 1" = 400'-0"



1 Plan
1" = 80'-0"



Oxford Solar Array
Oxford, Georgia

SYSTEM	SUMMARY
(4,992)	530W BOVIET VEGA
(16)	SERIES BIFACIAL MODULES
(192)	125kW INVERTER (125 TL3-US)
2.64576	STRINGS OF 26
2.00000	MW DC
1.32288	MW AC
RACKING	DC:AC RATIO
TILT	ATI DURATRACK HZV3
AZIMUTH	52.-52 DEGREES
	90°, 270°

No.	Description	Date

Overall Plan		
Project number	Project Number	A102
Date	Issue Date	
Drawn by	Author	
Checked by	Checker	
		Scale 1" = 80'-0"

Sample construction schedule:

(See the following pages)

2MW Oxford Solar Sample Construction Schedule

<u>Activity Name</u>	<u>Days to Energization</u>
PROJECT DEVELOPMENT	
PPA Signature	1
Lease Signature	60
Survey Mobilized	70
Geotechnical Testing	90
ENGINEERING AND DESIGN	
50% Engineering and Design Complete	110
90% Engineering and Design Complete	140
Issued for Construcion	
Complete & Issue Stamped IFC Civil Site Plan	150
Release Final Construction Drawings	
PERMITTING	
Land Use Review and Permitting	175
Building Permit Review and Permit Complete	200
Electrical Permit Review and Permit Complete	200
MECHANICAL PROCUREMENT	
Foundation and Racking Purchase Order Issued	200
PV Module Purchase Order Issued	200
ELECTRICAL PROCUREMENT	
Inverter Procurement	200
Combiner Box/Harness and Cable Procurement	220
MVAC/HVAC SWITCHGEAR PROCUREMENT	
Procure MVAC Switchgear & Transformer	220
SITE PREP/MOBILIZATION	
Site Clearing & Civil works, Site Fully tabilized	225-275
Site Clearing & Civil works, Site Fully Stabilized	
MECHANICAL ASSEMBLY	
Site Clearing & Civil works, Site Fully tabilized	300
Racking	360-390
Modules	360-390
ELECTRICAL	
Inverter Foundations	300
DC Dorsal Conductor Install	310-330
Combiner Box/Harness Install	310-330
Inverter Install	330-350
DC Stringing and Homerun Wiring	390-400
DAS Install	390-400
MEDIUM VOLTAGE FEEDER CABLING AND SWITCHGEAR	
Trenching and cabling	330-350

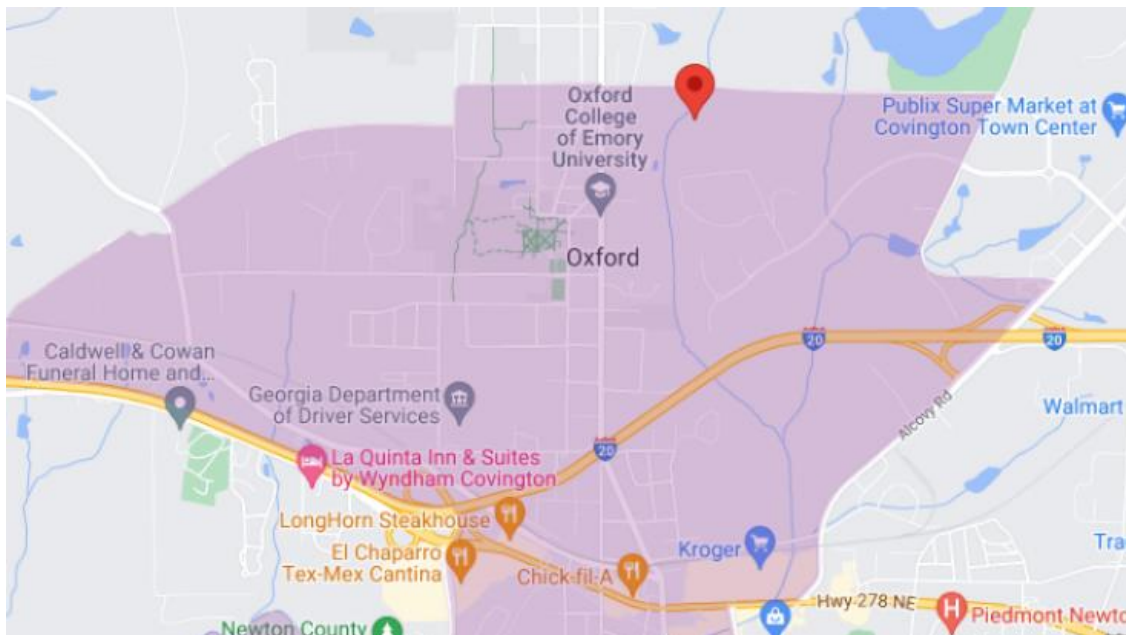
Switchgear	330-350
COMMISSIONING	
Pre-energization	400-410
Post-energization	410-430
SUBSTANTIAL COMPLETION	
PUNCHLIST	
Project Punchlist and Closeout	430-450
PERFORMANCE TESTING	
DAS Completion and Testing	430-450
Performance Test (Capacity)	430-450
FINAL COMPLETION/COMMERCIAL OPERATION	460



Memo

To: Mayor and City Council
From: Bill Andrew, City Manager
Date: July 13, 2023
Re: **Update on the Improving Neighborhood Outcomes in Disproportionally Impacted Communities Grant**

Mayor Eady and I have had a detailed conversation with Ms. Jen Wade, the Grants Division Director with the Governor's Office of Planning and Budget. Several issues have been clarified which led us to request the Council consider accepting the grant so we may reconsider the route of the trail within the Qualified Census Tract (QCT) as depicted in purple below:



As you can see from this email below from Ms. Wade, there would be no risk to accept the grant for the time we would need to consider a new route:

Bill - Thanks for the call today. To recap our discussion, OPB will consider a scope change for the project as long as it still resides in a QCT. We discussed potentially moving the street that still resides in a QCT. I am not sure where you guys heard that you would have to demonstrate the scope change is

the better choice. It may be helpful to take a look at what we look for in the scope change request. You can find the form and the information [here](#). You just need to tell us why this change is being made for the project. It may be as simple as access to a street, or something not being approved in a council meeting. If for some reason, the project does not move forward, you would just need to let us know and we will walk you through what we need from you in a memo to terminate the terms and conditions. There won't be any penalty for canceling anything if you don't have a project for grant spent. This will allow you guys some planning time to figure out how to adjust the project to make it work.

Hope this helps clarify.

Best,

Jen Wade
Grants Division Director

I would recommend we accept the grant so we may then use any of the expenses we incur as matching funds towards the grant. In the end, if we choose not to participate in this program, we may simply cancel as mentioned above by Ms. Wade.

A Bike/Ped Trail Route Study Team made up of the following would be my recommendation in order to have the route folded into Newton County's Yellow River Trail:

David Eady
Erik Oliver
Bill Andrew
Duane Ford, Newton Trails
Chester Clegg, Newton County Engineer
Jeff Prine, Yellow River Trail Coordinator

CITY FEE SCHEDULE

Adopted: 1/6/2014

Amended: 8/7/2023

Administration Fees - Miscellaneous		
	Dishonored Check Fee (each)	30.00
Businesses General		
	Occupation Taxes for all businesses annually other than insurance companies (based on number of employees) <ul style="list-style-type: none">• 1-10 employees \$20.00• 11-20 employees \$40.00• 21-30 employees \$60.00• 31-40 employees \$80.00• 41-50 employees \$100.00• 51+ employees \$200.00	
	Insurance Company License Fee (paid annually)	40.00
Court Costs		
	Fines - Schedule Attached (fees subject to Judge's discretion) (2/20/2023)	
	Copy of Police Accident Report (first copy free) Additional Copies	3.00
	Miscellaneous Police Report (first copy free)	3.00
Elections		
	Qualification Fees:	
	Mayoral Candidate Fee is 3% of prior year annual salary	3%
	Council Post Candidates Fee is 3% of prior year annual salary	3%
Facsimile (Fax)		
	Facsimile to Local Destination per Page	.10
	Facsimile to Long Distance (out of area code) Plus .10 per page	1.00 .10
Farmer's Market		
	Permit processing fee Vendors must obtain a permit and complete a release form. Permit is for one year.	5.00
Rental of City Property		
	Rental Fees for City Green - 917 Emory Street – price per day Non-Profit and Government Entities exempt from fees	500.00

	Rental Fees for Asbury Street Park Pavilion <ul style="list-style-type: none">• Non-Commercial Use<ul style="list-style-type: none">○ \$50 for two (2) hours○ \$25 for each additional hour○ \$50 cleaning deposit required (refundable if property cleaned to original state)• Commercial/Government Use<ul style="list-style-type: none">○ \$100 for two (2) hours○ \$50 for each additional hour○ \$50 cleaning deposit required (refundable if property cleaned to original state)	
	Rental Fees for West Clark (City Hall) Community Center	Schedule attached
	Rental Fees for Old Church Non-filming events: <ul style="list-style-type: none">○ \$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: <ul style="list-style-type: none">○ \$5,000 per day	
Public Records		
	Notary Fee per Notarial Act	2.00
	Photocopies – each page	.10
	Reproductions other than photocopies – each page	.10
	Search fees – the hourly rate of the lowest paid, full-time employee who, in the discretion of the custodian of the records, has the necessary skill and training to perform the request	Varies
	Documents written to disk or external drive device - each	4.00
Utilities		
	Deposits	
	Homeowners/Property Owners	
	Water Only	50.00
	Water & Sewer	100.00
	Electric & Water	150.00
	Electric/Water/Sewer	150.00

	Renters/Leasing	
	Water Only	50.00
	Water & Sewer	100.00
	Electric & Water	500.00
	Electric/Water/Sewer	500.00
Miscellaneous Fees		
	Electric Saw Service for New Construction (non-refundable)	100.00
	Final Notice (mailer notice of late payment disconnect)	25.00
	Reconnection Fee for Non-Payment (Disconnection for delinquency and reconnection fee) In addition to past due billing, late charges and final notice fee <u>No reconnect for non-payment after 4:30 p.m.</u>	50.00
	Security Light Fee (9.00 plus tax 0.63)	9.63
	Property Owner request for connect/disconnect for Rental (no refund) In addition to usage on the meter at the current rate structure. A refundable deposit will be required as it applies to services at the location.	50.00
	Late Fee – as percentage of total amount delinquent	10%
Credit Card Processing Fees		
<ul style="list-style-type: none">In Office – 3.5% of transaction (4% for citations) (minimum \$1.50)Online<ul style="list-style-type: none">Utility bills – no feeCitations – 6% of transaction		
Solid Waste/Recycling Removal Fees		
	Where solid waste/recycling removal services are provided, are due on all properties with active services (No Exceptions). <ul style="list-style-type: none">Fee includes recycles and yard waste not in excess (attached schedule).Fee is a flat rate of \$30.00 per roll cart.Additional carts are \$30.00 for each extra cart.Two (2) 18-gal. recycle bins are provided for each household included in the solid waste fee.Large recycling roll cart - \$9.00 per monthBulk Item/White Goods Removal - \$25 per item (max 2 per address per week)	
Excessive Yard Waste		

	Yard waste to include leaves, grass clippings, brush, shrub trimmings, or limbs less than 3" in diameter in the amount of 6 cubic yards (one pickup truck load) will be collected by the city at no additional charge. Any customer seeking collection for an amount in excess of six (6) cubic yards will be billed as determined by the Superintendent of Public Works for a fee not less than 50.00 and not more than \$200. Fee to be paid at time of obtaining permit.	50.00 – 200.00
Hydrant Meter		
	Refundable Deposits upon return of meter. Homeowners with pools are encouraged to use hydrant meter, as billing adjusts for filling swimming pools are not permitted.	
	Residential	100.00
	Commercial	200.00
	A service charge of \$3.00 per day rental fee plus fee per thousand gallons used (based on current water rate structure)	
Utilities		
	Electric Rates (see attached rate tariff) (12/1/14) (9/1/16) (4/28/2020)	
	Water Rates (see attached rate tariff) (revised 9/12/16)	
	Sewer Rates (see attached rate tariff)	
Yard Sale Permits		
	Vendors must obtain a permit. Ordinance allows two (2) yard sales annually per property.	3.00
Tap Fees		
	Fee by size and type of service	



**DRAFT MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
WORK SESSION
MONDAY, JULY 17, 2023 – 6:30 PM
CITY HALL
DRAFT**

ELECTED OFFICIALS PRESENT:

David Eady - Mayor
George Holt – Councilmember
Jeff Wearing – Councilmember
Jim Windham – Councilmember
Laura McCanless – Councilmember
Mike Ready – 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:

Erik Oliver – Councilmember

OTHERS PRESENT: Art Vinson, Laurie Vinson, Laura Gafnea (Oxford College), Mike McQuaide, Pat Hutchinson and Jamie Porges (Peak Solarworks)

Agenda (Attachment A)

1. **Mayor's Announcements**
2. **Committee Reports**
 - a. **Trees, Parks, and Recreation Board** – No report.
 - b. **Planning Commission** – Bill Andrew provided the report.
 - c. **Downtown Development Authority (DDA)** – Mike Ready provided the report.
 - d. **Sustainability Committee** – No report.
3. **Review of the 2 MW Solar Electric Generation Plant Proposals from Cherry Street, Inman Solar, and Peak Solarworks** (Attachment B)

Mayor Eady summarized the issue: This project would connect the solar power generated to our distribution lines but not to transmission lines, so the power generated would stay within the City of Oxford. Two locations are being considered. One location is close to the substation, and the other location is the Whelchel property owned by Oxford College on the north side of Oxford. The optimal connection point is the corner

of West Richardson St. and Wesley St, which would allow the north and south circuits to be connected. A commitment from Oxford College is needed to utilize the Whelchel property, however, this cannot be completed until the new Dean comes on board. The City of Oxford requested proposals from the three companies named.

Jim Windham stated that the three proposals were very different, making it difficult to compare them. He did find the alternative location of Geiger Street (proposed by Cherry Street) to be an interesting idea. He stated that Cherry Street brought up environmental impact site assessment while the other two did not. Mayor Eady stated that a Level 1 environmental site review has been completed.

Mr. Windham stated that he is very concerned about the loss of trees in Oxford and is concerned with how many trees would be taken out at either of the proposed sites.

Mayor Eady summarized the forecast from MEAG for the next ten years for Oxford. In 2023 and 2024 Oxford does not have enough capacity to meet its minimum requirements. Once the new solar project goes online that Oxford has already agreed to participate in, there will be just enough capacity for a couple of years, then further out there will not be enough capacity. There are also uncertainties with Plant Scherer that may further reduce Oxford's available capacity. This is why the 2 MW project being discussed is so important. It will give Oxford a surplus, but the City should easily be able to sell that surplus on the market.

Laura McCanless asked if Cherry Street and Peak Solarworks could address the Geiger Street property as an alternative site. Mayor Eady stated that the Whelchel property qualifies for REAP grant assistance, which figures heavily into the Cherry Street and Peak Solarworks proposals. The Geiger Street property is not eligible for this assistance. The City also does not have a good feel for the willingness of the Newton County Board of Education to help with the Geiger Street property.

Ms. McCanless stated she shares Mr. Windham's concern about taking out trees, given the City's sustainability goals. Mayor Eady stated there is no other cleared space in Oxford that could be used for this purpose. Mr. Windham stated there are privately owned properties near Oxford, and also suggested using the cemetery for solar panels.

Mike Ready asked what MEAG's plan for replacement of Scherer. Mayor Eady stated they will be putting out a new Integrated Resource Plan this year that will have to address Scherer. Mr. Ready also asked how Oxford will deal with additional demand in the future. Mayor Eady acknowledged that Oxford has been approached by developers but the land in question is not in Oxford's electric service area. He believes it is more likely that industrial growth could occur. He does not believe the areas within the Oxford service area subject to residential growth will put Oxford in the negative for capacity.

Laura McCanless recommended that properties adjacent to Oxford be checked for suitability without impact to trees as Mr. Windham suggested.

The bidders were invited to the meeting. Only Peak Solarworks was in attendance. They spoke of the restorative efforts they are willing to make to the property and the maintenance efforts required after the project is implemented.

Mr. Ready mentioned that price should not be the only factor in the decision. Mr. Windham asked how confident Peak Solarworks is about the grant. They advised they have been awarded the grant.

Mayor Eady stated that MEAG is working on 10-year projections with and without the 2 MW solar addition. This information should be ready when a vote is taken in the July regular session.

4. **Governor's Office of Planning and Budget's Improving Neighborhood Outcomes in Disproportionally Impacted Communities Grant for the Bike/Ped Path Update** (Attachment C) 1:12

Mayor Eady explained that after the vote on this issue at the most recent meeting, Bill Andrew spoke to the Director of the division at OPB that manages this grant. Mr. Andrew explained the information he obtained in a memo to the City Council.

In summary, the City can accept the grant without any punitive action if the City later decides not to move forward with it. No check will be cut; the grant is based on reimbursement. Any funds used for engineering or planning can be used toward the grant match. Also, scope changes can be considered as long as the new scope meets the objectives of the grant purpose.

Mr. Andrew distributed a map showing the census tract. The project has to stay within that area. The census tract is from the south side of Soule Street south to the Covington city limits. Mayor Eady proposes that the City accept the Terms and Conditions of the grant and appoint a committee to work with Atkins to identify some alternative trail locations.

Laura McCanless appreciated that the census tract provides opportunities to serve underserved communities further south in the City toward the Covington city limits than they previously believed.

Mayor Eady stated that the new understanding of the census tract area allows for several options for serving underserved communities and for facilitating interconnectivity with other trails.

The City must agree to the Terms and Conditions by midnight tonight to move forward. A consensus is needed tonight to move forward, and a vote will be taken at the next regular session to appoint a committee to work on alternatives. Mr. Andrew has compiled a list of potential committee members and asked for names of anyone else who wishes to participate.

Laura McCanless stated she supports this plan. There were no other concerns raised by other City Councilmembers.

5. Review of July 4th Parade Expenses and Budget (Attachment D)

The City Council reviewed the list of expenses and sources of revenue for the July 4, 2023 July 4th parade.

6. Asbury Street Park Turf Ponding Issues (Attachment E)

During the July 4, 2023 event at Asbury Street Park there was excessive ponding on the turf. However, Jody Reid advised that he forgot to turn off the irrigation equipment before the event, so the ponding was much worse because of that. However, he acknowledged that ponding is a problem. This issue was reviewed more than two years ago and was referred to the Trees, Parks and Recreation Board for recommendations.

Laura McCanless stated there are a number of sustainable methods to make the turf drain water more naturally, including allowing beneficial bugs and microbes to be in the soil. She suggested reaching out to the State Botanical Garden for assistance and advice. Jim Windham also suggested speaking to Daniel Parson at Oxford College Farm.

Mayor Eady recommended that Bill Andrew re-engage the Board on this issue and ask them for some recommendations to correct the problem. Marcia Brooks stated that as long as the expense is \$5,000 or more, it can be considered a capital improvement and therefore can be paid for from SPLOST funds. The City Council agreed that the problem should be corrected for the long term even if the cost is higher, and not spend money that may not correct the problem.

7. Invoices paid for \$1,000 or more in June 2023 (Attachment F)

No discussion.

8. Other Business

Bill Andrew provided updates on the CDBG 2021 grant work and the sidewalk project. A discussion was held about pros and cons of various light poles for the sidewalk project.

Jim Windham suggested having an app created for the City of Oxford to communicate information to residents.

Jody Reid stated that the new city limit signs will be up in the next few days. Bill Andrew provided some details on the placement of the signs in relation to issues with easement and rights-of-way.

Jody Reid provided feedback on the electric mowers they tried out. Based on their experience, he does not recommend purchasing one at this time.

9. Work Session Meeting Review

10. Executive Session

No Executive Session was held.

11. Adjourn

The meeting was adjourned by Mayor Eady at 8:39 p.m.

Respectfully Submitted,

Marcia Brooks

City Clerk/Treasurer



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

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



**DRAFT MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
REGULAR SESSION
MONDAY, AUGUST 7, 2023 – 7:00 PM
CITY HALL
DRAFT**

ELECTED OFFICIALS PRESENT:

David Eady – Mayor
George Holt – Councilmember
Laura McCanless – Councilmember
Mike Ready – Councilmember
Jim Windham – Councilmember
Jeff Wearing – Councilmember
Erik Oliver – Councilmember

APPOINTED/STAFF PRESENT:

Bill Andrew – City Manager
Marcia Brooks – City Clerk/Treasurer
Mark Anglin – Police Chief
David Strickland – City Attorney

OTHERS PRESENT: Laura Gafnea (Oxford College)

1. The meeting was called to order by the Honorable David S. Eady, Mayor.
2. **Erik Oliver made a motion to accept the agenda for the August 7, 2023 Mayor and Council Regular Meeting. Jeff Wearing seconded the motion. The motion was approved unanimously (7/0).** (Attachment A)
3. **Erik Oliver made a motion to accept the Consent Agenda for August 7, 2023. Jeff Wearing seconded the motion. The motion was approved unanimously (7/0).** (Attachment B)
4. **Mayor's Report**
None.
5. **Citizen Concerns**
None.
6. **Adoption of the Millage Rate for FY 2024** (Attachment C)

Mike Ready made a motion to approve the proposed 2023 millage rate of 5.444. Laura McCanless seconded the motion. The motion was approved unanimously (7/0).

7. 2 MW Solar Electric Generation Plant Bid (Attachment D)

Mayor Eady stated that the item to be decided now is whether to move forward with the project. Details will still need to be worked out in the forthcoming Power Purchase Agreement (PPA) if the vote is affirmative.

Mike Ready made a motion to move forward with the 2 MW solar electric generation plant project. Laura McCanless seconded the motion. The motion was approved unanimously (7/0).

Laura McCanless made a motion to proceed with a PPA with Peak Solarworks because their bid was the lowest. Jim Windham seconded the motion.

Discussion:

Jim Windham stated that approval of Peak Solarworks should be contingent upon them being able to deliver at the price they proposed.

Laura McCanless amended her motion to proceed with a PPA with Peak Solarworks provided that they can meet the City's needs. Jim Windham seconded the motion. The motion was approved unanimously (7/0).

8. Ratification of Acceptance by City Manager of the "Improving Neighborhood Outcomes in Disproportionally Impacted Communities" Terms and Conditions (Attachment E)

Jim Windham made a motion to ratify the approval. Mike Ready seconded the motion.

Discussion:

Mayor Eady advised that a committee is meeting this week to discuss proposals for modifying the route of the trail. The committee includes Bill Andrew, Mayor Eady, Jim Windham, Erik Oliver, Chester Clagg, Jeff Prine, Dwayne Ford, Lowell Chambers, Sarah Kominsky, and John Dubrose.

The motion was approved unanimously (7/0).

9. Adoption of City Fees, Tariffs, and Fines (Attachment F)

Laura McCanless recommended a refundable deposit of \$500 for rental of Old Church due to the potential for damage to the church. Jeff Wearing recommended changing the \$100 nonrefundable deposit to a \$100 cleaning fee. The City Councilmembers agreed that further discussions are needed, but there are potential renters inquiring about Old Church, so a fee schedule needs to be established.

Laura McCanless made a motion to accept the fee schedule with the recommended changes. Jeff Wearing seconded the motion. The motion was approved unanimously (7/0).

A committee chaired by Mike Ready and including Jim Windham and Erik Oliver will make future recommendations to amend the fee schedule for Old Church. The City Council also agreed to sponsor the MLK event and the Folk Advent event. Laura Gafnea offered to work with the committee on some standards for Oxford College events. Erik Oliver also asked that the committee look at parking and reception matters related to rental of Old Church.

10. **Invoices** (Attachment G)

Jeff Wearing asked if an itemized detail is available for the Jordan Engineering invoice. Mayor Eady, Bill Andrew and Mike Ready spoke of the need to update the specifications for the Whatcoat Street modifications, which is what Mr. Jordan has been working on. Mr. Wearing asked for any attachments that were submitted with the invoice.

11. **Executive Session**

None.

12. **Adjourn**

Laura McCanless made a motion to adjourn at 7:42 p.m. Mike Ready seconded the motion. The motion was approved unanimously (7/0).

Respectfully Submitted,

Marcia Brooks
City Clerk/Treasurer



DRAFT MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
REGULAR SESSION
MONDAY, JULY 10, 2023 – 7:00 PM
CITY HALL
DRAFT

ELECTED OFFICIALS PRESENT:

David Eady – Mayor
George Holt – Councilmember
Jeff Wearing – Councilmember
Mike Ready – Councilmember
Erik Oliver – Councilmember

APPOINTED/STAFF PRESENT:

Bill Andrew – City Manager
Mark Anglin – Police Chief
David Strickland – City Attorney
Stacey Mullen – Deputy City Clerk

ELECTED OFFICIALS NOT PRESENT:

Laura McCanless – Councilmember
Jim Windham – Councilmember

OTHERS PRESENT: None.

1. The meeting was called to order by the Honorable David S. Eady, Mayor.
2. **Mike Ready made a motion to accept the agenda for the July 10, 2023 Mayor and Council Regular Meeting. Erik Oliver seconded the motion. The motion was approved unanimously (5/0).** (Attachment A)
3. There were no Consent Agenda items.
4. **Mayor's Report**
Mayor Eady advised he will be sending the City Councilmembers proposals for a solar project that will be discussed at the July work session and voted on at the August regular session. Mayor Eady thanked Sydney Chacon and Chief Anglin for the great job with the July 4th parade. He mentioned one lesson learned for next year, to rope off the cemetery to prohibit parking there.
5. **Citizen Concerns**
Erik Oliver asked Bill Andrew about the status of the Old Church painting and lead abatement project. Mr. Andrew did not have any specific updates, but he expects the job will be completed within the contract term.

Mr. Andrew asked about the status of a community meeting with Archer Aviation. Mayor Eady advised he has not heard any more information about a meeting being planned. Mr. Andrew

stated he spoke to the Newton County engineer last week and was told that Newton County does not have any funding for road improvements on their part of Williams Road.

Mr. Andrew stated that the permit for the North Emory Street sidewalk/crosswalk project was finally received from the Georgia Department of Transportation (GDOT).

Erik Oliver asked about the status of the new city limit signs. Mr. Andrew advised the City is waiting for the contractor to put them up.

6. Review of City Fees, Tariffs, and Fines Schedule Changes (Attachment B)

Jeff Wearing made a motion to approve the new schedule. Mike Ready seconded the motion. The motion was approved unanimously (5/0).

7. Third Amendment to the MEAG Solar Power Purchase Contract (Attachment C)

Jeff Wearing made a motion to approve the third amendment to the MEAG solar power purchase contract. Mike Ready seconded the motion. The motion was approved unanimously (5/0).

8. Authorization for the City Manager to accept the Improving Neighborhood Outcomes in Disproportionately Impacted Communities Terms and Conditions (Attachment D)

Mike Ready made a motion to approve acceptance by the City Manager of the Terms and Conditions. Erik Oliver seconded the motion to open the issue for discussion.

Discussion:

Erik Oliver reiterated his comments from the June work session, that he feels the wrong route is designated, and the cost is too high.

Mike Ready stated he thought the route was walked and a change to the route was discussed. Mayor Eady stated that the City is not able to move the route to the north side of Soule Street. The engineering firm will provide drawings for a couple of options within the allowed area and provide cost estimates for those options. It seemed at the time that most concerns were mitigated. They could also make special provisions at locations where the trail would interfere with residential property. Mr. Ready asked what the fluctuation in the cost would be by having two proposals. Mayor Eady advised that there are considerable contingencies in the project budget that should address any price fluctuations.

Mayor Eady stated this vote is to agree to accept the funds. If the City accepts them now and elects later not to accept them, this action may reflect poorly on the City of Oxford and reduce the City's chances of receiving future funds.

Bill Andrew stated that the officials working on the Yellow River trail with connectivity to the Georgia International Horse Park are interested in connecting with this proposed trail.

Erik Oliver mentioned several inaccuracies on the map of the Yellow River trail. Mayor Eady stated the map was adopted a couple of years ago. Jeff Wearing expressed concerns about obligating funds without having accurate plans.

Mayor Eady stated that the City has \$900,000 for design and engineering of the trail on the east side of Oxford on Dried Indian Creek. The proposed trail on Soule Street is intended to connect to that trail as well as the Yellow River trail. It is known that running a sidewalk from Hull Street to Emory Street would be a significant cost. The City's Complete Streets and Trails Plan includes provisions to improve pedestrian access on Soule Street.

Erik Oliver expressed concerned about spending \$3.5 million for a trail that would only connect to Dried Indian Creek until further notification is received about connectivity by other partners. The Yellow River trail connectivity is not guaranteed right now. He is opposed to including the cost of the culvert repairs on Soule Street in this cost. He feels the City should not pay any money to help Archer with their traffic until they pay toward it. He agrees that safe pedestrian access is needed on Soule Street but feels that the City should pay for it with its own funds.

Mayor Eady stated that part of the reason for the culvert replacement is to increase the flow capacity because the current hydrology shows that the current culvert is not adequate for a 100-year flood event, and water would top the road. The City must notify the State of Georgia by July 14, 2023, whether the funds will be accepted.

Mr. Oliver stated it seems an inappropriate use of trail money to get at an unrelated issue, the culvert under Soule Street.

The motion was denied by a majority (3/2). Erik Oliver, Jeff Wearing, and George Holt voted nay. Mike Ready and David Eady voted yes.

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

Erik Oliver made a motion to approve the funding request. Mike Ready seconded the motion. The motion was approved unanimously (5/0).

10. Invoices

Invoices were not available for review.

11. Review of Millage Rate Proposal for FY 2024 budget (Attachment F)

Mayor Eady stated that this item needs to be discussed because of timing issues and deadlines for advertising.

The City Councilmembers discussed the factors influencing the increase in property value assessments. Erik Oliver stated he would like to see a decrease in utility rates concurrent with property tax increases due to assessment changes.

Mayor Eady stated that the City budget has steadily increased and will continue to increase. The increase is largely due to the budget showing the City as fully staffed. The City is trying to raise revenue to match that increase in costs.

A majority of the Councilmembers were in favor of advertising the rate at 5.444.

12. Adjourn

Erik Oliver made a motion to adjourn at 7:48 p.m. Jeff Wearing seconded the motion. The motion was approved unanimously (5/0).

Respectfully Submitted,

Marcia Brooks
City Clerk/Treasurer



**DRAFT MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
REGULAR SESSION
MONDAY, JUNE 5, 2023 – 7:00 PM
CITY HALL
DRAFT**

ELECTED OFFICIALS PRESENT:

David Eady – Mayor
George Holt – Councilmember
Laura McCanless – Councilmember
Mike Ready – Councilmember
Jim Windham – Councilmember
Erik Oliver – Councilmember

APPOINTED/STAFF PRESENT:

Marcia Brooks – City Clerk/Treasurer
Bill Andrew – City Manager
Mark Anglin – Police Chief
Jody Reid – Supervisor of Utilities and
Maintenance
David Strickland – City Attorney

ELECTED OFFICIALS NOT PRESENT:

Jeff Wearing – Councilmember

OTHERS PRESENT: Art Vinson, Troy Willis

1. The meeting was called to order by the Honorable David S. Eady, Mayor.
2. **Erik Oliver made a motion to approve the agenda for the June 5, 2023 Mayor and Council Regular Meeting. Mike Ready seconded the motion.**

Discussion:

Jim Windham stated that he does not feel that there has been adequate discussion on items 6, 11 and 12 to vote on these issues. He proposes to table these items when they are brought up.

Erik Oliver amended his motion to leave items 6, 11, and 12 on the agenda and not take any votes but allow for discussion. Mike Ready seconded the motion.

The motion was approved unanimously (6/0). (Attachment A)

3. **Erik Oliver made a motion to accept the Consent Agenda for June 5, 2023. Mike Ready seconded the motion. The motion was approved unanimously (6/0).** (Attachment B)
4. **Mayor's Report**
None.

5. Citizen Concerns

Art Vinson asked the City Council to address the issue of vehicular noise in Oxford, also augmented by airplane noise. Laura McCanless added that City of Covington officials should be asked to remind their pilots to turn into the less populated area of Newton County.

Jim Windham mentioned his concern about tractor trailer vehicles using Soule Street illegally.

Erik Oliver mentioned that there is a golf cart on the trail almost every day.

Art Vinson questioned the need to crack down on golf cart use. He knows of one elderly person who uses one for helping with mobility issues.

6. Resolution to adopt an Annual Balanced Budget for FY 2024 (Attachment C)

Jim Windham made a motion to table discussion of this item to the next Work Session. Laura McCanless seconded the motion.

Discussion:

Mr. Windham clarified that he is not opposed to discussion of the issue as long as a vote is not taken at this meeting.

Jim Windham amended his motion to table this issue for a vote but discuss it during this meeting. Mike Ready seconded the motion. The motion was approved unanimously (6/0).

Jim Windham made a motion to modify the agenda to move Item #6 to the end of the agenda. Laura McCanless seconded the motion. The motion was approved unanimously (6/0).

7. Second Amendment to the Power Purchase Contract (Attachment D)

Jim Windham made a motion to approve the amendment. Mike Ready seconded the motion. The motion was approved unanimously (6/0).

8. Resolution for the Transfer of Funds in the General Operating Account (Attachment E)

A discussion was held about which funds the City Council had previously discussed moving money to. During the previous Work Session, the City Council had agreed to split the funds between the Electric and Water/Sewer Capital accounts. Although the Georgia Fund 1 account has a much higher interest rate, it requires a resolution from the City Council to access the funds. Bill Andrew stated that the process is electronic, and the funds are actually readily accessible. Marcia Brooks confirmed that the funds are transferred electronically as well.

Laura McCanless made a motion to move the balance in the General Operating Account exceeding \$900,000 to Georgia Fund 1. George Holt seconded the motion. The motion was approved unanimously (6/0).

9. Planning Commission Appointment

Jim Windham made a motion to approve the Planning Commission's recommendation to appoint Troy Willis to the Planning Commission. Erik Oliver seconded the motion. The motion was approved unanimously (6/0).

10. Indigo Energy proposal for EV Charging Station for MachE at City Hall (Attachment F)

Erik Oliver made a motion to approve the proposal. Mike Ready seconded the motion. The motion was approved unanimously (6/0).

11. Budget Adjustment for Electric Lawnmower

George Holt made a motion to table a vote on this issue but allow discussion. Laura McCanless seconded the motion. The motion was approved unanimously (6/0).

A discussion was held about the condition of the City's gasoline mowers and the pros and cons of electric mowers. George Holt and Laura McCanless both expressed reservations about spending \$50,000 on a lawnmower. Mayor Eady pointed out that there are less expensive options. There is more upfront cost but expenses over time are reduced with electric mowers.

Jody Reid advised that one of their mowers is six years old and everything on it has been rebuilt. It is in the shop right now.

Jim Windham stated that even though he has an electric lawnmower at home, he is very reluctant to approve purchase of one for the work the City does. He also expressed concern about the cost. He would want to see a demonstration before approving this purchase.

Mayor Eady stated he would work with Bill Andrew and Jody Reid to set up a demonstration of various models and brands. Ms. McCanless asked for some data from users at Georgia Tech where electric lawnmowers have been implemented.

Erik Oliver asked if Jody Reid is down a mower. Mr. Reid stated he is, that the six-year-old mower is in the shop. Mr. Oliver stated the City should go ahead and spend the funds budgeted for a gasoline mower. Mr. Windham agreed.

Mayor Eady asked if Mr. Reid would have sufficient equipment once the mower comes out of the shop. Mr. Reid stated that he would as long as they all are operational. Mayor Eady stated that a new one should not be purchased unless one breaks down. George Holt agreed. Laura McCanless stated that she approves waiting because the \$1,600 just spent would be wasted if the mower was replaced now.

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

Mayor Eady summarized what has occurred up to this point and that this issue has not been on a Work Session agenda due to the timing of the award and short turnaround time. Amendment of the Capital Budget would also be required since the matching portion was not contemplated in the Capital Budget. However, he did send the information to all City Councilmembers for review. Since then, he has found out that the City has more time to make a decision on acceptance of the grant.

Erik Oliver expressed concern about the total cost of the project compared to previous trails installed in Oxford. Mayor Eady acknowledged that there is no comparison between earlier projects and this one in terms of cost, but the scope is also much larger for the proposed trail.

Laura McCanless stated that although she does want the Turkey Creek culvert on Soule Street to be replaced, she does not believe it will be allowed as part of the project work. She pointed out that the City would be committed to bridging both Turkey Creek and Dried Indian Creek in this project, but that could be accomplished without doing road work.

Jim Windham suggested abandoning the trail section going north to East Richardson Street because the work of this project would accomplish the goal of connecting the planned trail system.

Ms. McCanless feels strongly that the trail cannot run through yards. It must be as close to the road as possible as a courtesy to homeowners, regardless of the width of rights-of-way.

Erik Oliver stated he is pro-trail but opposed to the location of this proposed trail being on the south side of Soule Street and will vote no.

Mr. Windham asked if a rough drawing could be obtained showing the proposed route's proximity to houses, trees impacted, etc. Mayor Eady suggested the City Council could walk the proposed route with an engineer.

13. **Invoices** (Attachment H)

No discussion.

6. **Continuation of Budget Discussion**

Jim Windham suggested a budget work session prior to the next scheduled work session, with a vote on the budget prior to the regular work session.

Mr. Windham has concerns about the 4% COLA increase in pay scale across the board, given the 14.1% increase made for all employees in February of 2022. He is not critical of any specific positions but feels the total is getting scary, especially in light of the high cost of equipment the City is considering and the replacement schedule for police cars. He also feels that more than one consolidated session with all City Councilmembers is needed before the budget is finalized.

George Holt added that he believed the COLA being discussed was in anticipation of the federal government's adjustment in November, to be effective in January 2024. However, the budget documentation distributed appears to indicate the 4% COLA is effective July 1, 2023.

Mayor Eady pointed out that the FY 2023 budget included a 5.1% COLA and a step increase, both to be awarded on anniversary date, effective July 1, 2023. They were not based on the federal increase.

Marcia Brooks recommended not awarding the COLA on anniversary date again because it required staff to keep track of two pay scales and created inequities between employees. She recommended that the pay scale be adjusted for everyone at one time for any COLA awarded.

Mr. Windham stated that the budget resolution does not indicate that the City Council will make a decision based on economic indicators for the COLA. It states that the COLA will be automatic effective July 1, 2023.

George Holt asked how many Flock cameras are in the budget. Mark Anglin advised that the subscription requires a minimum annual expense of \$15,000. Mr. Holt requested more clarity in the future on the changes between versions of the proposed budget.

George Holt and Mike Ready asked why the non-cash lease items for the Verizon lease and the Whatcoat Street lease must be included with revenue, as these items falsely overstate actual revenue the City will be taking in. Marcia Brooks advised these amounts are related to the implementation of GASB 87 but she would follow up with the City's financial advisors to get a further explanation of how the false overstatement would be offset.

14. Executive Session

None.

15. Adjourn

Jim Windham made a motion to schedule a budget work session for June 13, 2023 at 6:30 p.m. Laura McCanless seconded the motion. The motion was approved unanimously (6/0).

Jim Windham made a motion to adjourn at 9:20 p.m. Erik Oliver seconded the motion. The motion was approved unanimously (6/0).

Respectfully Submitted,

Marcia Brooks
City Clerk/Treasurer



**DRAFT MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
SPECIAL CALLED VOTING MEETING
TUESDAY, JUNE 13, 2023 – 7:42 PM
CITY HALL
DRAFT**

ELECTED OFFICIALS PRESENT:

David Eady – Mayor
George Holt – Councilmember
Laura McCanless – Councilmember
Mike Ready – Councilmember
Jim Windham – Councilmember
Erik Oliver – Councilmember

APPOINTED/STAFF PRESENT:

Marcia Brooks – City Clerk/Treasurer
Bill Andrew – City Manager
Mark Anglin – Police Chief

ELECTED OFFICIALS NOT PRESENT:

Jeff Wearing – Councilmember

OTHERS PRESENT: Barbara Cole, Nick Cole, Art Vinson

1. The meeting was called to order by the Honorable David S. Eady, Mayor.
2. Mike Ready made a motion to accept the agenda for the June 13, 2023 Mayor and Council Special Called Voting Meeting. Laura McCanless seconded the motion. The motion was approved unanimously (6/0). (Attachment A)
3. **FY 2024 Budget Resolution** (Attachment B)

Erik Oliver made a motion to accept the FY 2024 budget resolution with the following conditions: cost of living allowance (COLA) of 4% will be included in the budget but will not be effective July 1 and until separate action is taken by the City Council; add \$20,000 to the Georgia Fund 1 total for the FY 2024 Capital Budget to cover the cost of an electric lawn mower. Mike Ready seconded the motion. The motion was approved unanimously (6/0).

4. **Adjourn**

Jim Windham made a motion to adjourn at 7:45 p.m. Laura McCanless seconded the motion. The motion was approved unanimously (6/0).

Respectfully Submitted,

Marcia Brooks
City Clerk/Treasurer



**DRAFT MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
SPECIAL CALLED WORK SESSION
TUESDAY, JUNE 13, 2023 – 6:30 PM
CITY HALL
DRAFT**

ELECTED OFFICIALS PRESENT:

David Eady – Mayor
George Holt – Councilmember
Laura McCanless – Councilmember
Mike Ready – Councilmember
Jim Windham – Councilmember
Erik Oliver – Councilmember

APPOINTED/STAFF PRESENT:

Marcia Brooks – City Clerk/Treasurer
Bill Andrew – City Manager
Mark Anglin – Police Chief

ELECTED OFFICIALS NOT PRESENT:

Jeff Wearing – Councilmember

OTHERS PRESENT: Barbara Cole, Nick Cole, Art Vinson

1. The meeting was called to order by the Honorable David S. Eady, Mayor.
2. **Review of FY 2024 Budget** (Attachment B)

Mayor Eady started the discussion by asking for each Councilmember's comments.

George Holt

- Noted that the interest lines in question under revenue had been removed.
- Requested clarification on the reason for the two budget discussions held with some members of City Council.
- Stated that to his knowledge the City Council has not voted to change the pay scale by 4%, and the Employee Handbook states that the Council will vote when this should happen. The City Council has not voted to change the pay scale since the 14.1% increase in February of 2022. However, the City Council would include a percentage to be used for this purpose if the City Council approved it during the year. Mayor Eady stated that the pay scale was increased for FY 2023 by 5.1% based on review of several economic indicators as part of the FY 2023 Operating Budget, which the City Council approved.

Jim Windham

- Objects to all employees across the board receiving a 4% COLA. He does not believe salaried employees should receive the COLA.
- Stated that salaries were voted on in the past as a separate item on the agenda.

Mayor Eady suggested passing the budget with estimates for a 4% COLA to be approved and implemented at some point in the future if the City Council agrees to do so. The COLA will not be effective July 1. Mr. Holt and Mr. Windham both agreed to this solution.

Mike Ready

- Confirmed that in the past the City Council did vote separately on the salary budget and requested that this process be used next year.
- The budgeted COLA needs to be more than 2.5% (the amount in previous years) whenever it is passed because of current economic factors.
- Recommended \$35,000 for electric mower for FY 2024. Mayor Eady suggested increasing the balance used from Georgia Fund 1 or SPLOST 2017 or 2023. He confirmed that any budgeted item over \$10,000 must be brought before the City Council with bids.

Laura McCanless

- Requested that the Flock camera amount in Service Contracts in the Police Department budget reflect the purchase of three cameras rather than five cameras in order to avoid having extra floating cash in the budget. Mayor Eady stated that the Police Department budget can be reduced by \$4,000 to cover the cost of three cameras plus installation costs. However, Mark Anglin stated that the cost for car cameras is higher than the budget reflects. The decision was to make no changes to the Service Contracts line item in the Police Department budget.

Erik Oliver

- Asked about funds for Old Church event management, maintenance, operations, and the paint job. Mayor Eady advised that the City plans to pay for the painting work out of FY 2023 funds. Everything that is billed by June 30 can be paid from FY 2023 funds. Bill Andrew suggested covering immediate costs with the Parks and Recreation maintenance budget and coming back to amend the budget when more information is known about the anticipated revenue and expenditures.
- Asked for clarification that tonight's vote does not include approval of the grant which has been discussed for a trail on Soule Street. Mayor Eady confirmed it does not, and the budget only includes an expenditure of \$200,000 in match funds for FY 2024, which the City Council can decide to spend differently if desired.

Process Improvements Recommended by Jim Windham

- Would like to see category totals for the full budget
- Would like a running list of changes as the budget is developed
- Would like for Oxford to prepare something similar to City of Trenton to present the budget on the website
- Recommends that a remote-control thermostat be installed in Old Church and that a heat pump be installed since Oxford does not provide gas.
- Contract Labor for different purposes should be explained better
- Capital improvement plan organized by item

3. Other Business

4. Meeting Review

5. **Executive Session**
None.

6. **Adjourn**
Mayor Eady adjourned the meeting at 7:42 p.m.

Respectfully Submitted,

Marcia Brooks
City Clerk/Treasurer



**DRAFT MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
PUBLIC HEARING
OXFORD CITY HALL
MONDAY, JULY 31, 2023 – 9:00 A.M.
DRAFT**

ELECTED OFFICIALS PRESENT: None

STAFF MEMBERS PRESENT: City Manager Bill Andrew

OTHERS PRESENT: None

The public hearing was called to order at 9:00 a.m. by Bill Andrew.

Mr. Andrew adjourned the Public Hearing at 9:15 a.m.

Respectfully Submitted,

Marcia Brooks
City Clerk/Treasurer



**DRAFT MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
PUBLIC HEARING
OXFORD CITY HALL
MONDAY, JULY 31, 2023 – 6:00 P.M.
DRAFT**

ELECTED OFFICIALS PRESENT: None

STAFF MEMBERS PRESENT: City Clerk/Treasurer Marcia Brooks

OTHERS PRESENT: None

The public hearing was called to order at 6:00 p.m. by Marcia Brooks.

Ms. Brooks adjourned the Public Hearing at 6:15 p.m.

Respectfully Submitted,

Marcia Brooks
City Clerk/Treasurer

City of Oxford
Invoices >=\$1,000
Paid July 2023

VENDOR	DESCRIPTION	AMOUNT
RECURRING CHARGES		
City of Oxford Utilities	May-June 2023 services	1,945.94
Newton County Water & Sewerage Authority	Sewer Treatment Fees, 5/30/2023 – 6/29/2023	7,776.40
Newton County Board of Commissioners	Water Purchased for Resale – May 2023; Invoice #3101 – 13,728.00 Water Purchased for Resale – June 2023; Invoice #3114 – 23,937.00	37,665.00
Newton County Board of Commissioners	Landfill Charges, June 2023	1,092.42
Newton County Development Services	Land disturbance permit – CDBG 2021 project	1,774.00
City of Covington	Quarterly Sewer Services, March – June 2023	11,766.00
Georgia Municipal Association	GMEBS Retirement, July 2023, invoice #445825	2,034.75
Georgia Municipal Association	GMEBS Life & Health Premiums, July 2023 – 13,262.52 GMEBS Life & Health Premiums, August 2023 – 14,183.03	27,445.55
Georgia Municipal Association	Workers Comp Audited Annual Premium, 2022	1,868.00
Northeast Georgia Regional Commission	FY 2024 per capita dues	2,022.00
Municipal Electric Authority of Georgia (MEAG)	Monthly Electric Purchases for June 2023	104,832.16
Southeastern Power Administration (SPA)	SEPA Energy Cost June 2023 – invoice #B-23-2261	2,773.39
Electric Cities of Georgia	Consulting and planning services for July 2023	5,984.00
U.S. Dept. of Treasury	Federal Payroll Taxes, July 2023	17,541.17
Covington News	Advertising for July 4 th Parade, Vacancy, and FY 2024 Budget Hearing, June 2023	1,020.00
Courtware Solutions	Licensing, support and maintenance for Municipal Court case management – June 2023	1,200.00
Latham Home Sanitation	Residential and Commercial Waste Removal Services June 2023	7,372.89
Bureau Veritas	Code Enforcement – February – April 2023 – 3,510.00 Permit Fees – May 2023 – 1,041.00	4,551.00

VENDOR	DESCRIPTION	AMOUNT
PURCHASES/CONTRACT LABOR		
C. David Strickland, P.C.	Legal services, June, 2023	1,680.00
Jordan Engineering	Whatcoat asbuilt survey	9,760.00
Atkins	General project administration; Soule Street Trail; pavement task order; Whatcoat St. intersection design;	5,766.87
Keck + Wood	Emory Street Sidewalk Replacement W. Soule to Post Office – Phase II	8,970.00
HCS Services	Water main repair, 804 Emory Street – 1,250.00 Long side water service, 651 Airport Road – 2,450.00	3,700.00
Cintas	Uniform expenses for Public Works, June 2023	1,512.65
Scarborough Tree	Emergency removal of tree from roadway 7/4/2023	1,200.00

Continued on back

VENDOR	DESCRIPTION	AMOUNT
Over and Under General Contractors, Inc.	Emergency electrical repairs 7/2/2023 – 617.28, P. O. 15148 7/4/2023 – 1,582.36, P.O. 15148 7/17/2023 – 614.13	2,813.77
Utility Service Co., Inc.	Quarterly Tank Maintenance	3,122.62
Georgia Hydrant Services, Inc.	Fire Hydrant repairs, 120 Oxford W. Drive and 20 Oxford West Ct., P. O. #15103	1,875.00
American Field Maintenance	Repair damaged concrete – Turkey Creek Path behind Old Church (approved by City Council at 9/6/2023 meeting)	2,950.00
Gerald Whitley	Remove old city limits/wayfinding signs and install new signs	4,625.00
SignCraft	Round city limits/wayfinding signs	1,865.00
Jarod Environmental, Inc.	12 cones purchased for July 4 parade	1,249.00
Covington Rental Center	Rental of tents for July 4 event at Asbury Street Park	1,715.80
Gresco	Electrical materials for underground service at 804 Emory Street (to be reimbursed by homeowner)	23,745.45
Benise-Dowling & Associates	Painting and Lead Paint Abatement, Old Church – work through June 30, 2023	10,550.00
Interceptor Public Safety	Lightbar installed on new police vehicle (SPLOST 2017)	2,606.00
Ed's Public Safety, Inc.	Trade-in of pistols for Police Department	2,335.00
DragonEye Technology LLC	LIDAR system for Police Department	2,140.00
OMG National	Promotional items for Police Department	2,700.49
Jeff Wearing	Reimbursement for expenses – painting Yarbrough House	1,074.56
Orlando Fuentes-Martinez	Cash Bond Refund (by order of Judge Hathorn related to Municipal Court case)	1,000.00

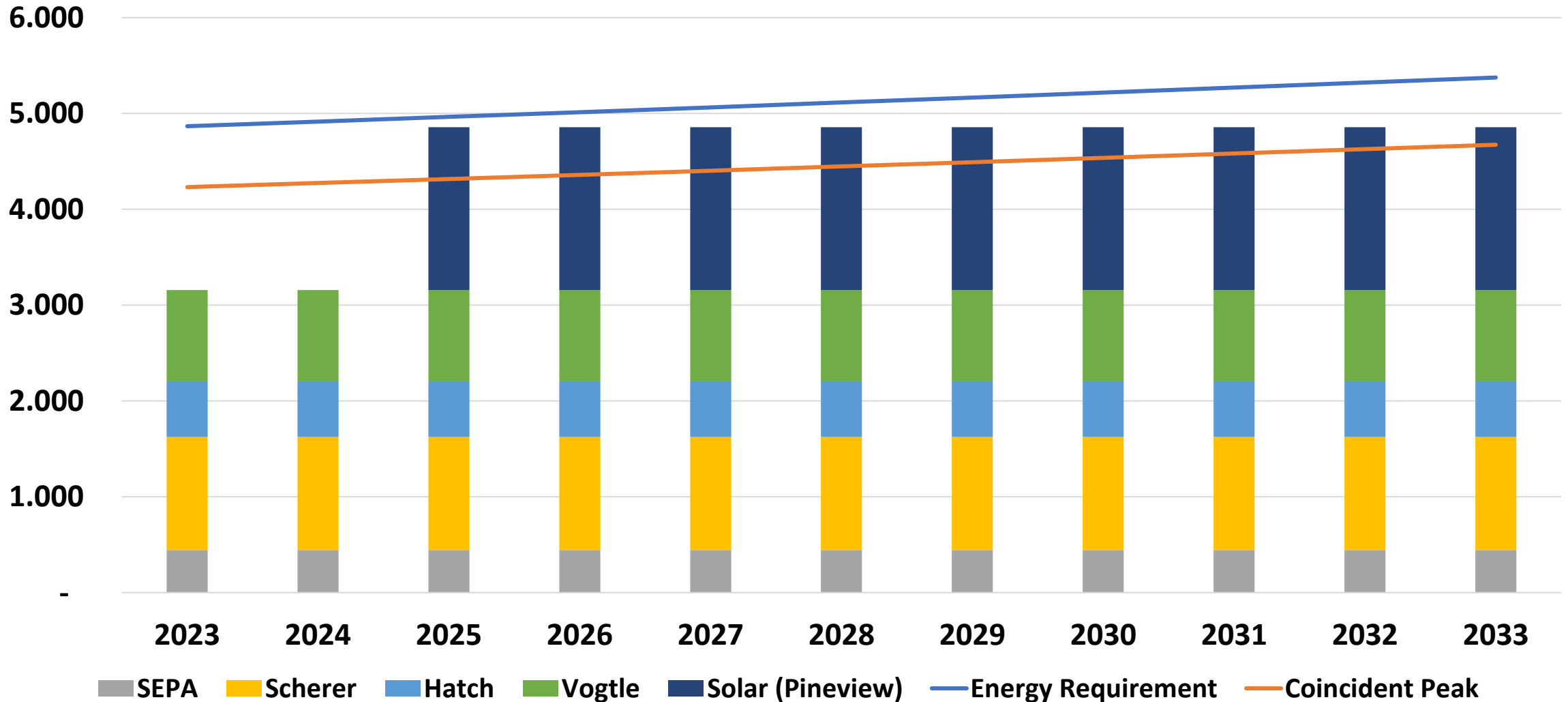
City of Oxford Electric Utility Solar Options -Discussion-

Prepared by
David S. Eady
Mayor

7 August 2023

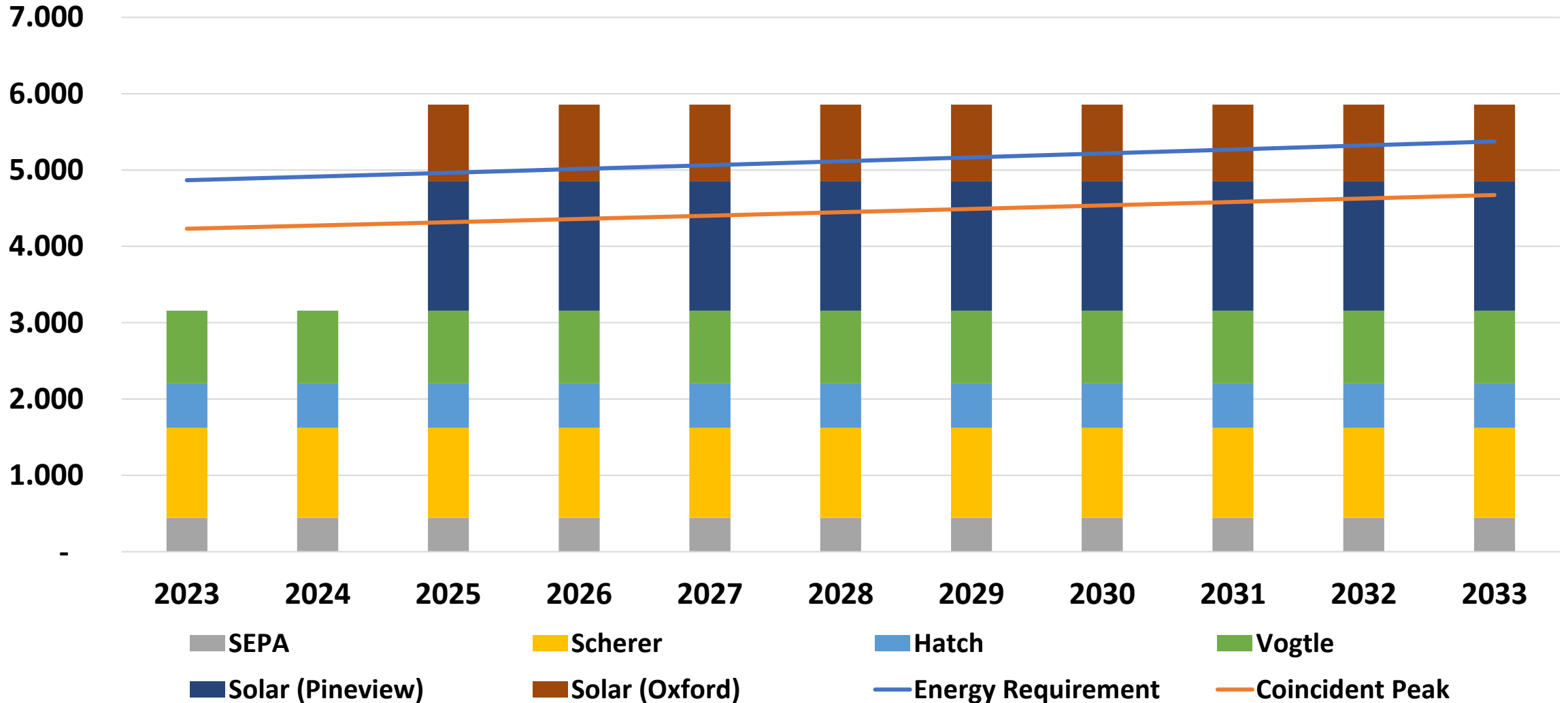
Energy Requirement vs. Capacity

(with 3.397MW solar thru MEAG)



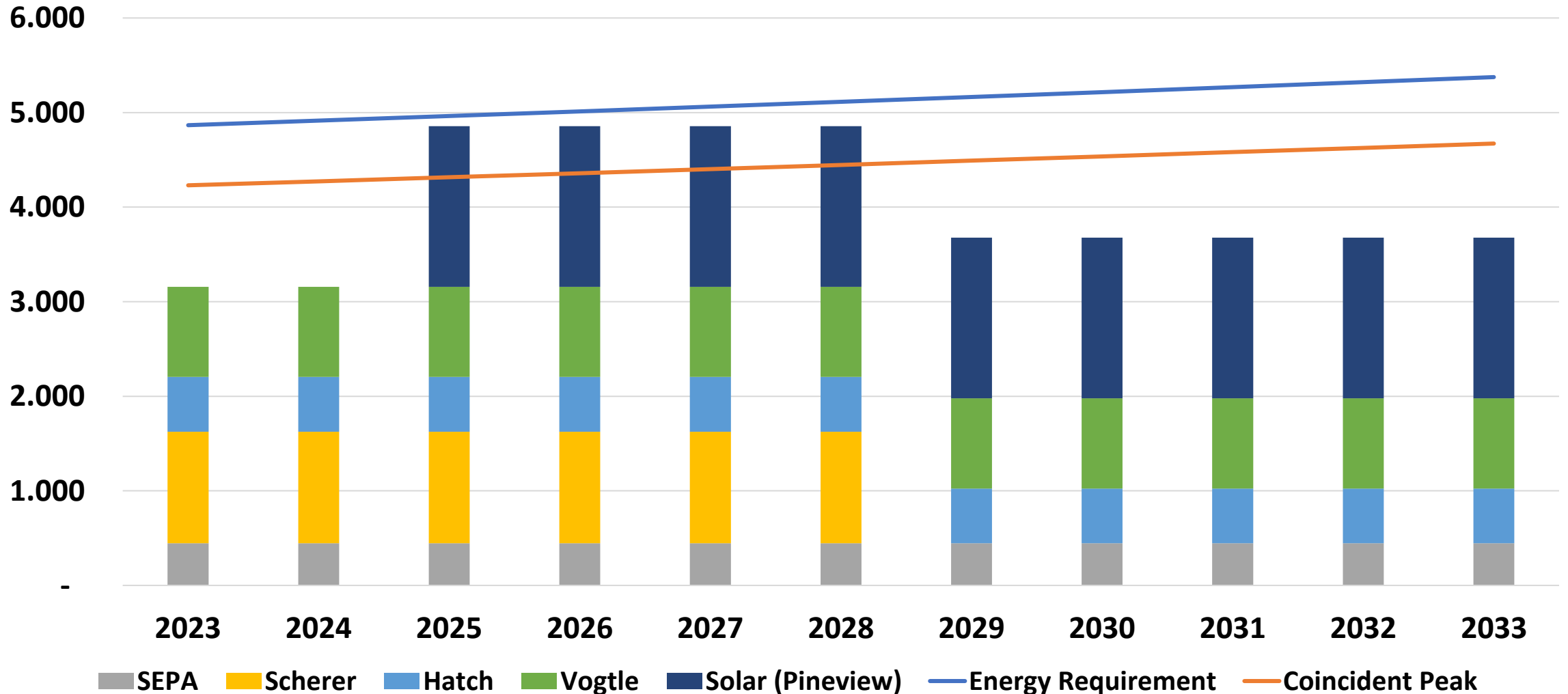
Energy Requirement vs. Capacity

(with additional 2MW solar in Oxford)

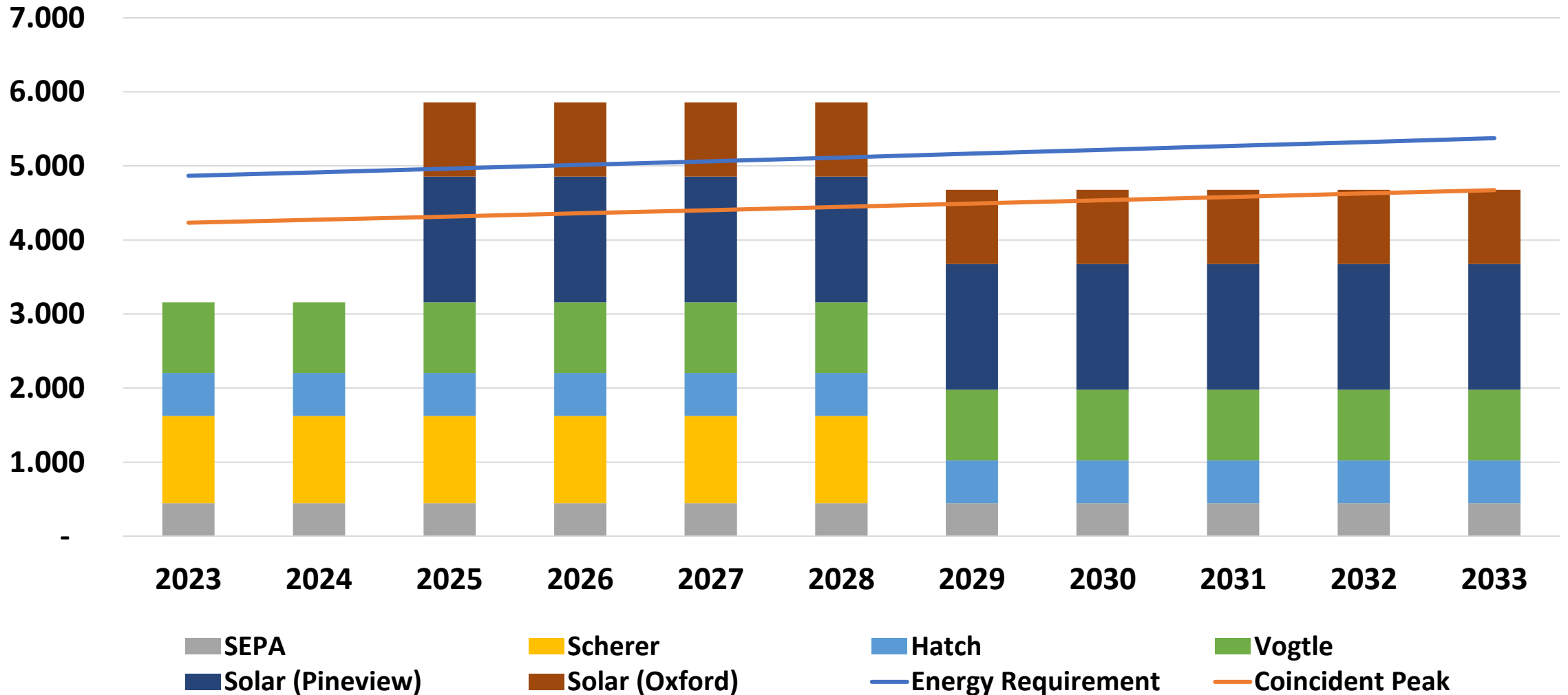


Energy Requirement vs. Capacity

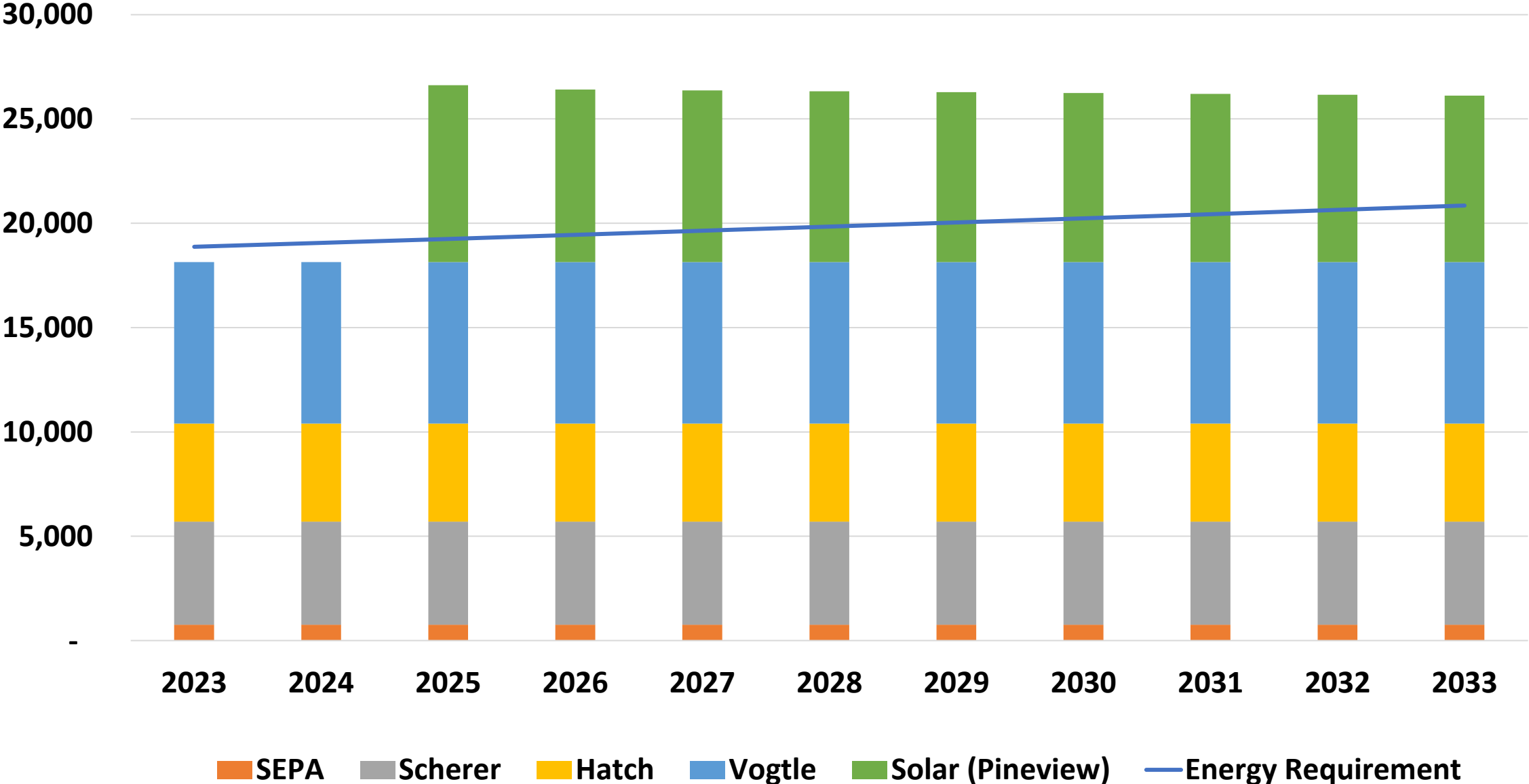
(without Plant Scherer)



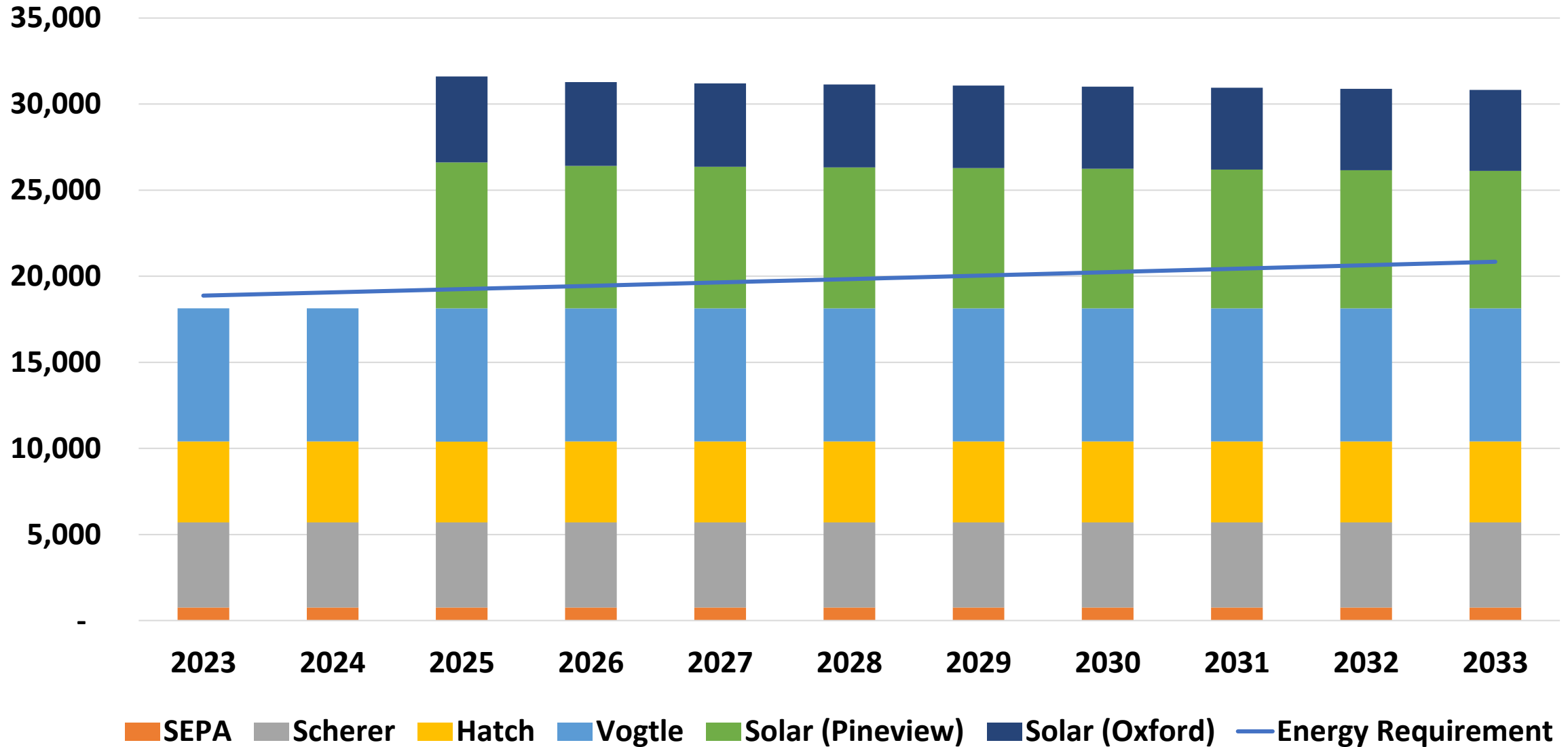
Energy Requirement vs. Capacity (without Plant Scherer)



Energy Requirement vs. Resources

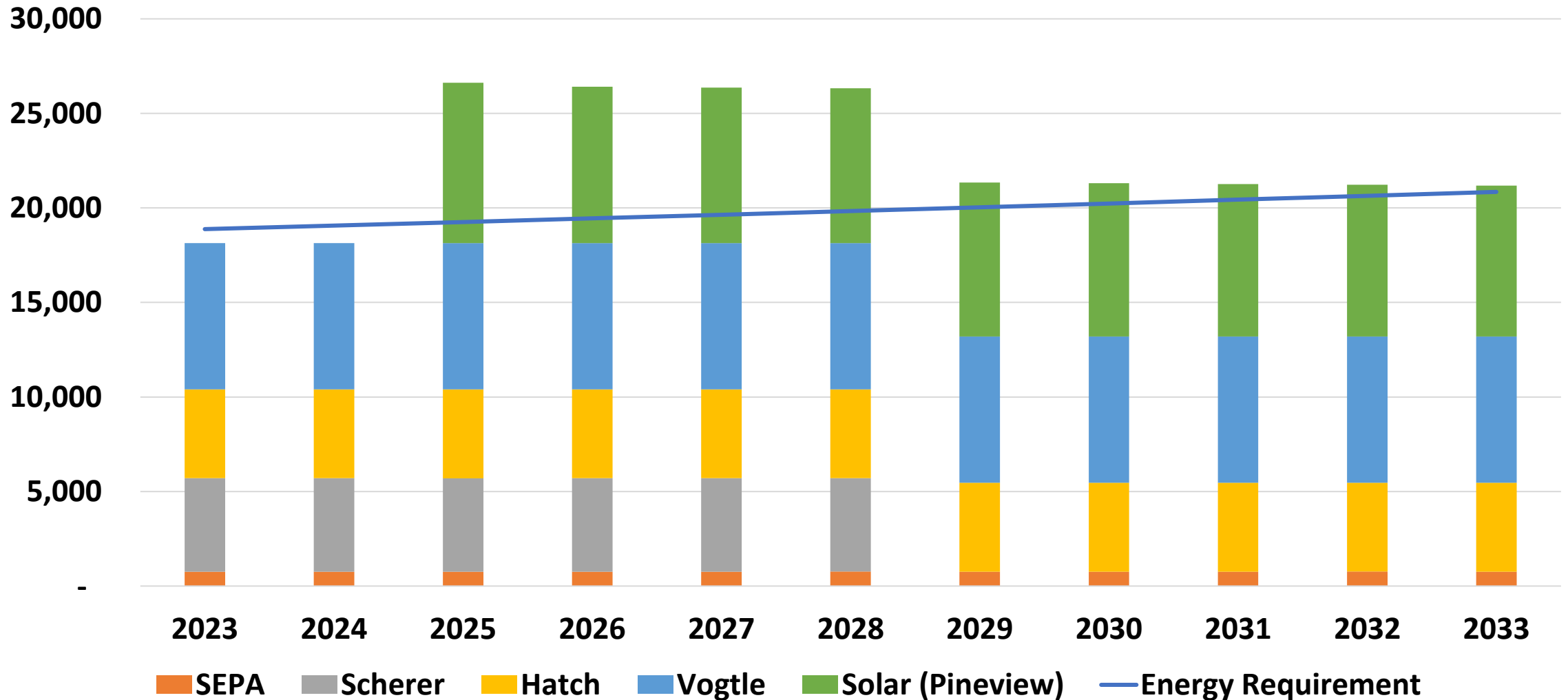


Energy Requirement vs. Resources



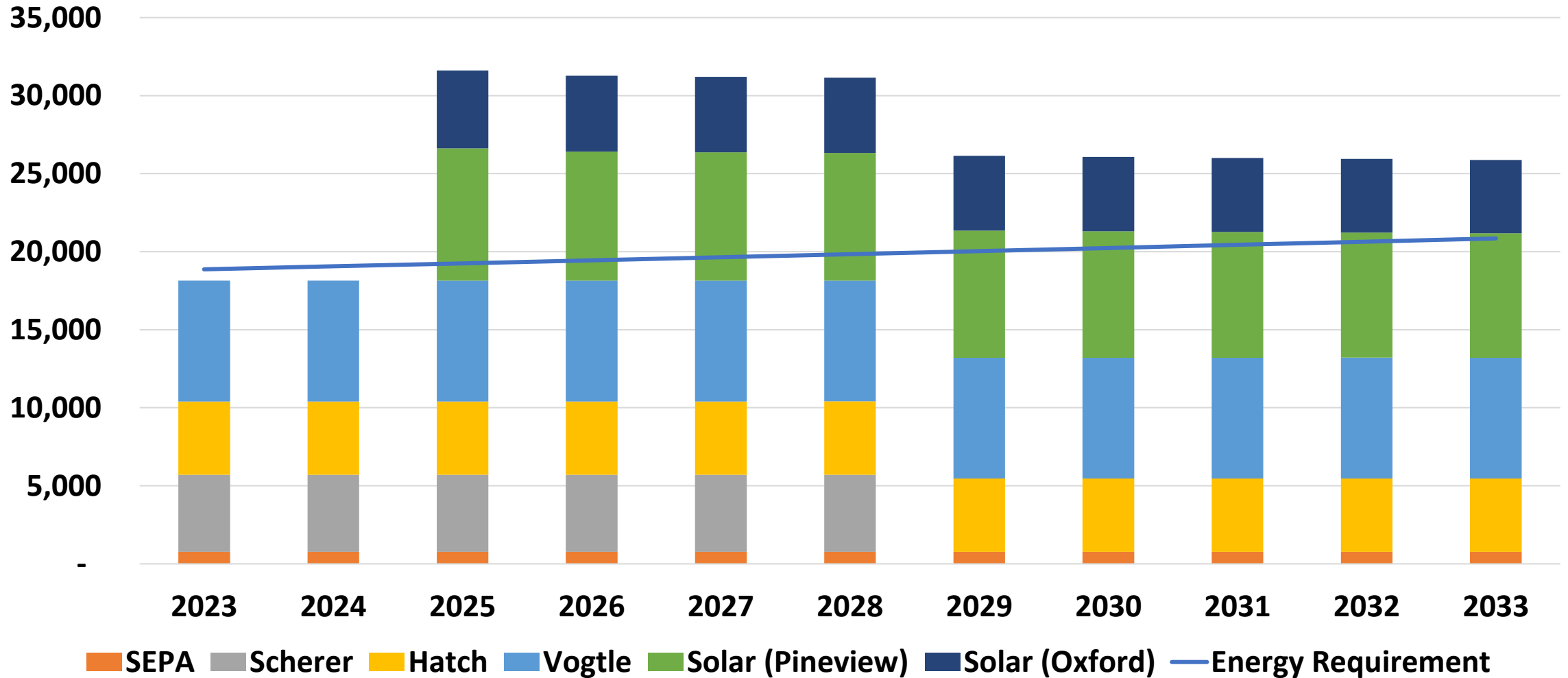
Energy Requirement vs. Resources

(without Plant Scherer)

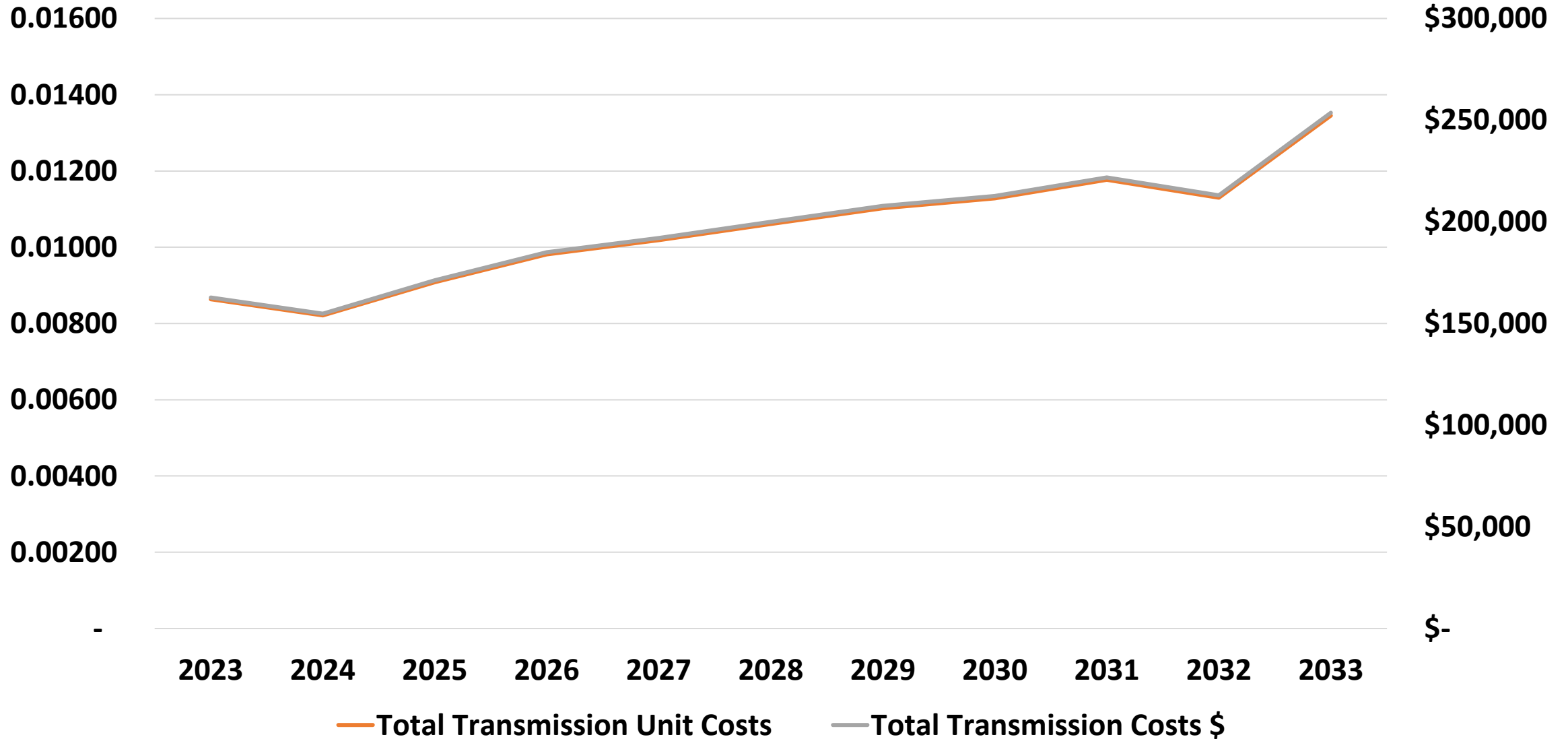


Energy Requirement vs. Resources

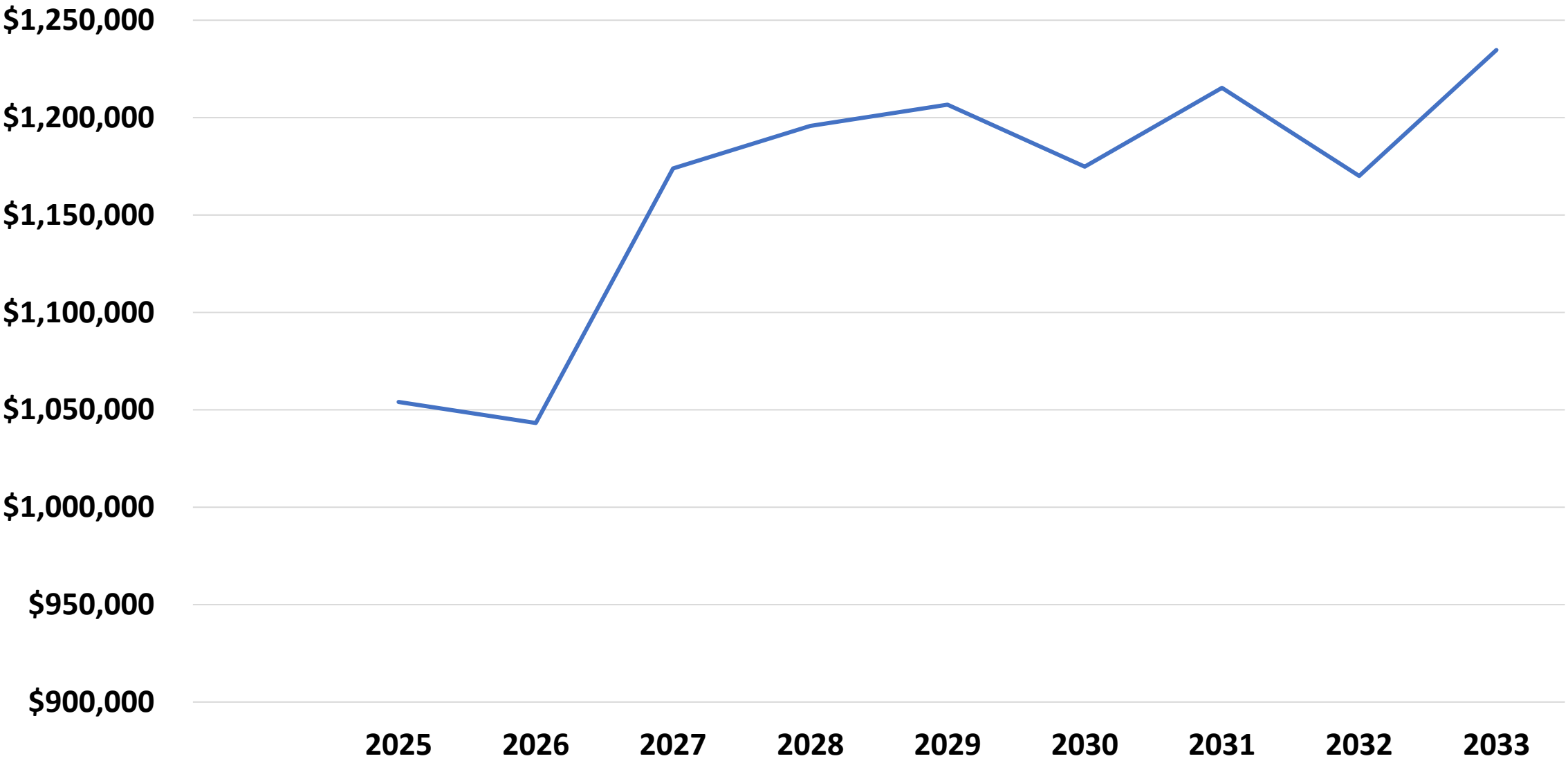
(without Plant Scherer)



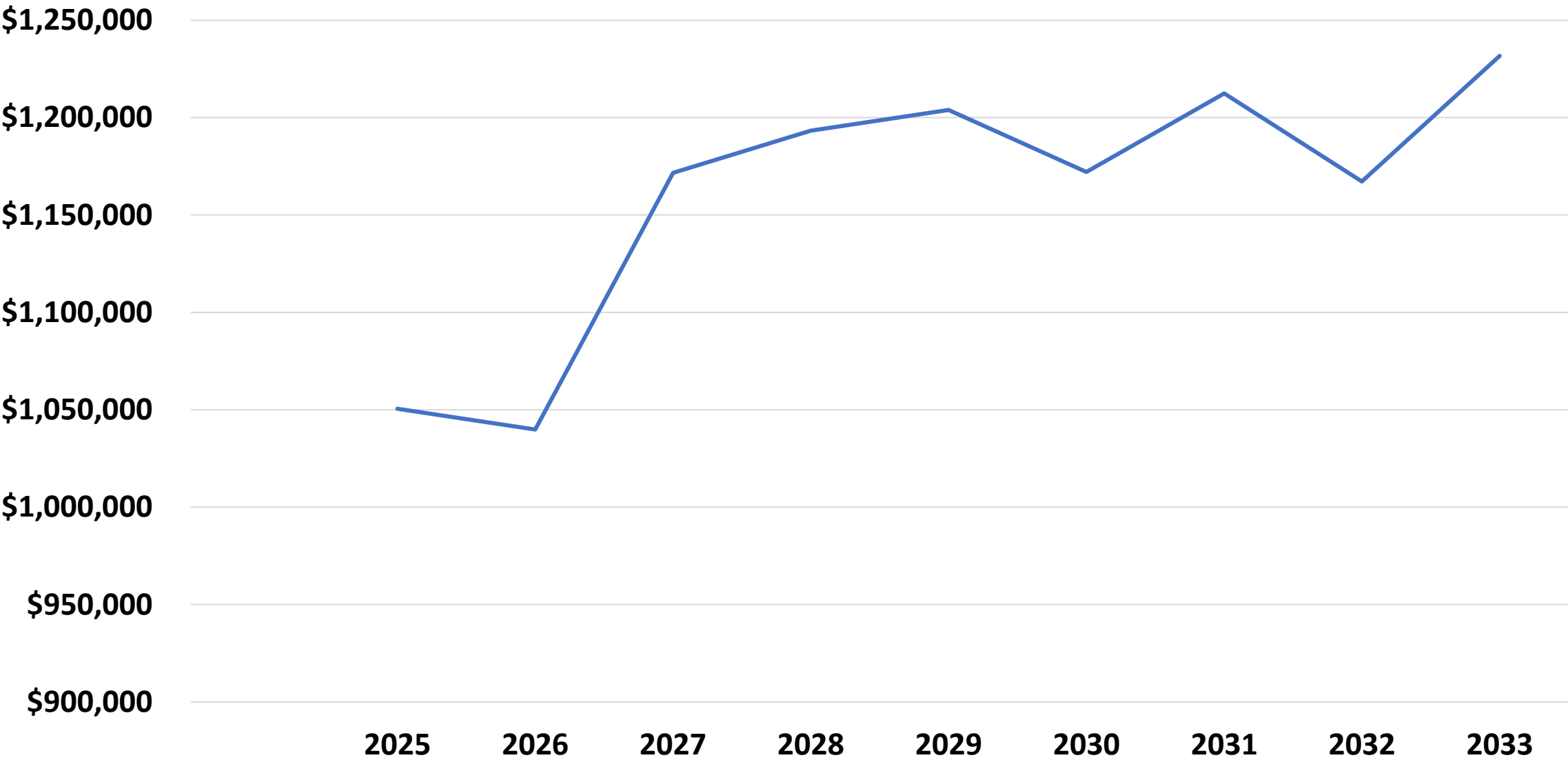
Transmission Costs



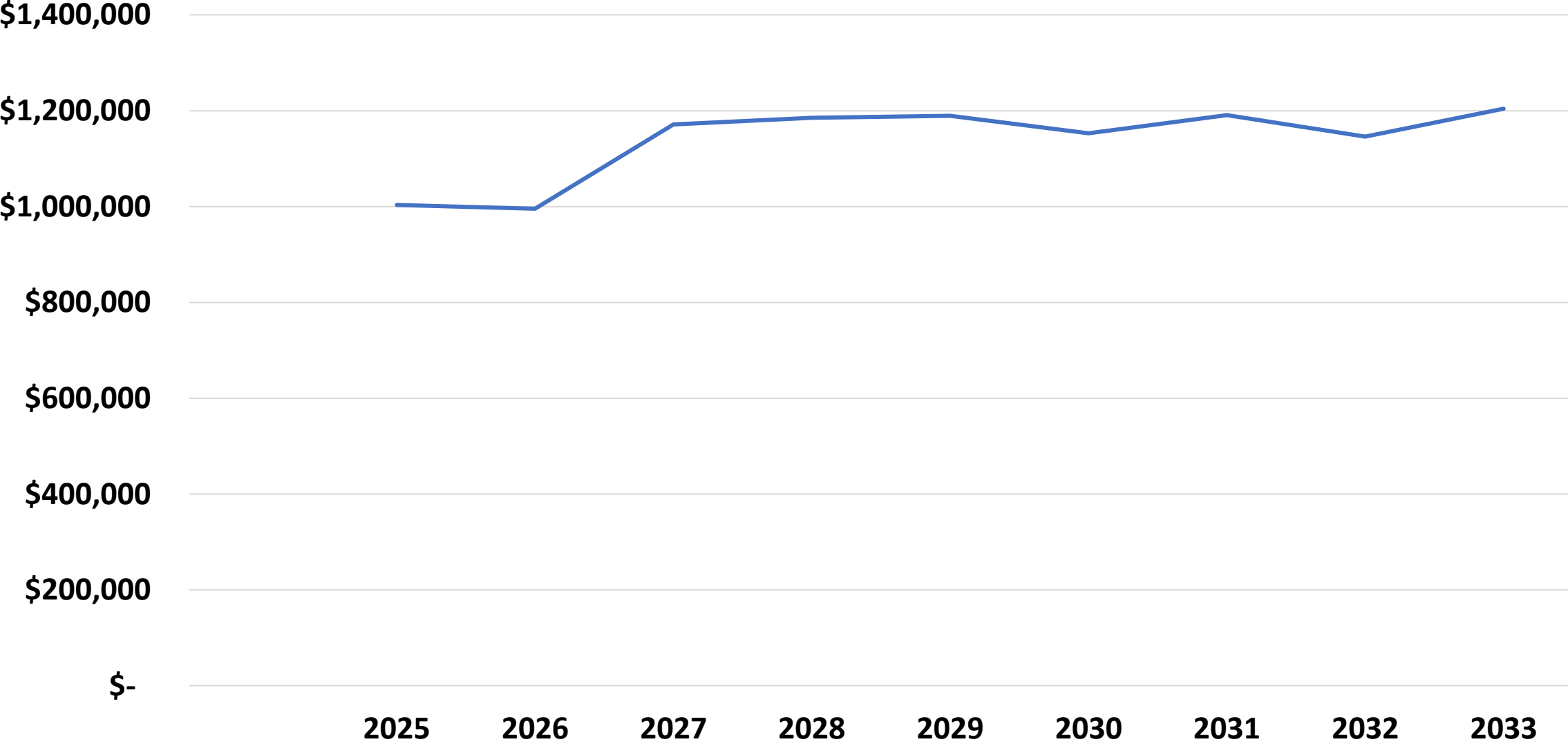
Baseline: Total Power Costs



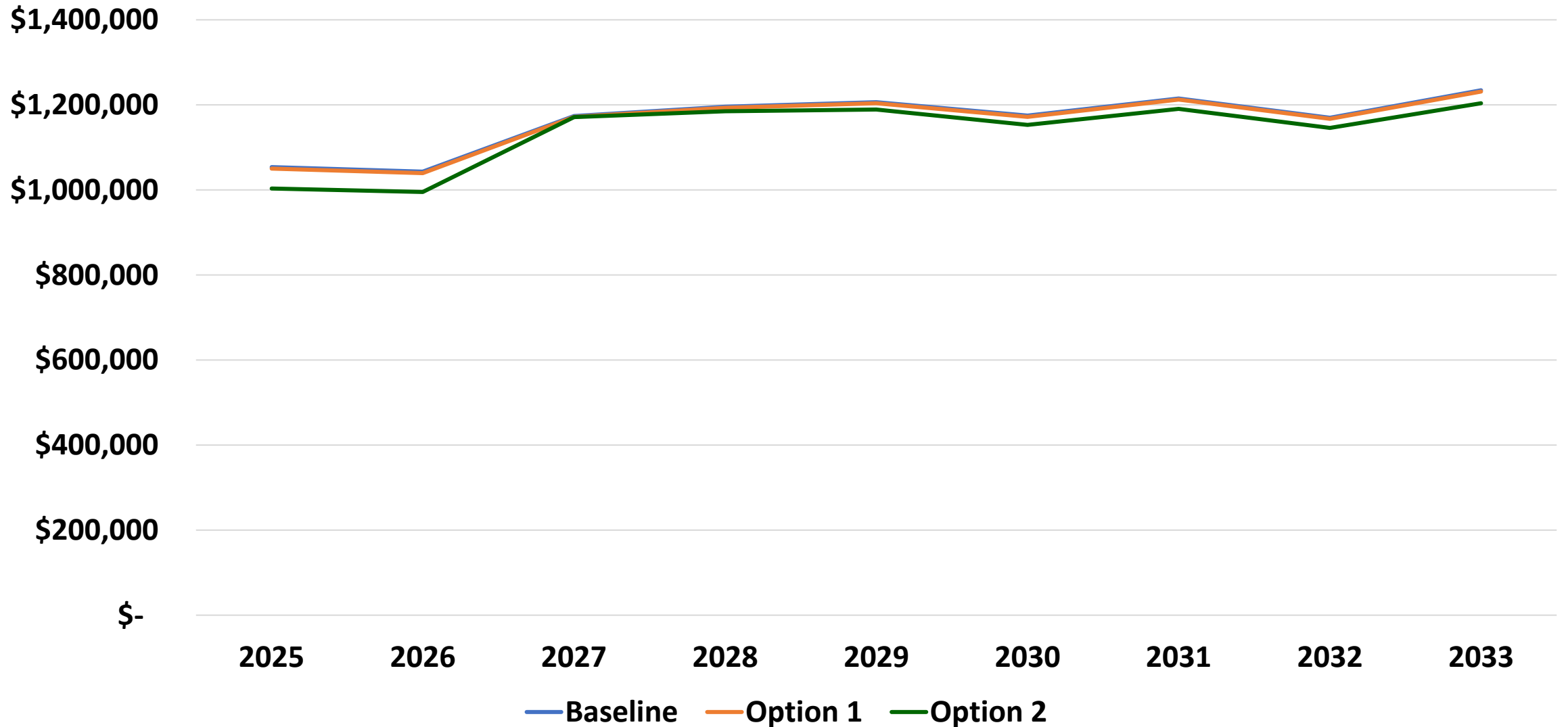
Option 1: Total Power Costs



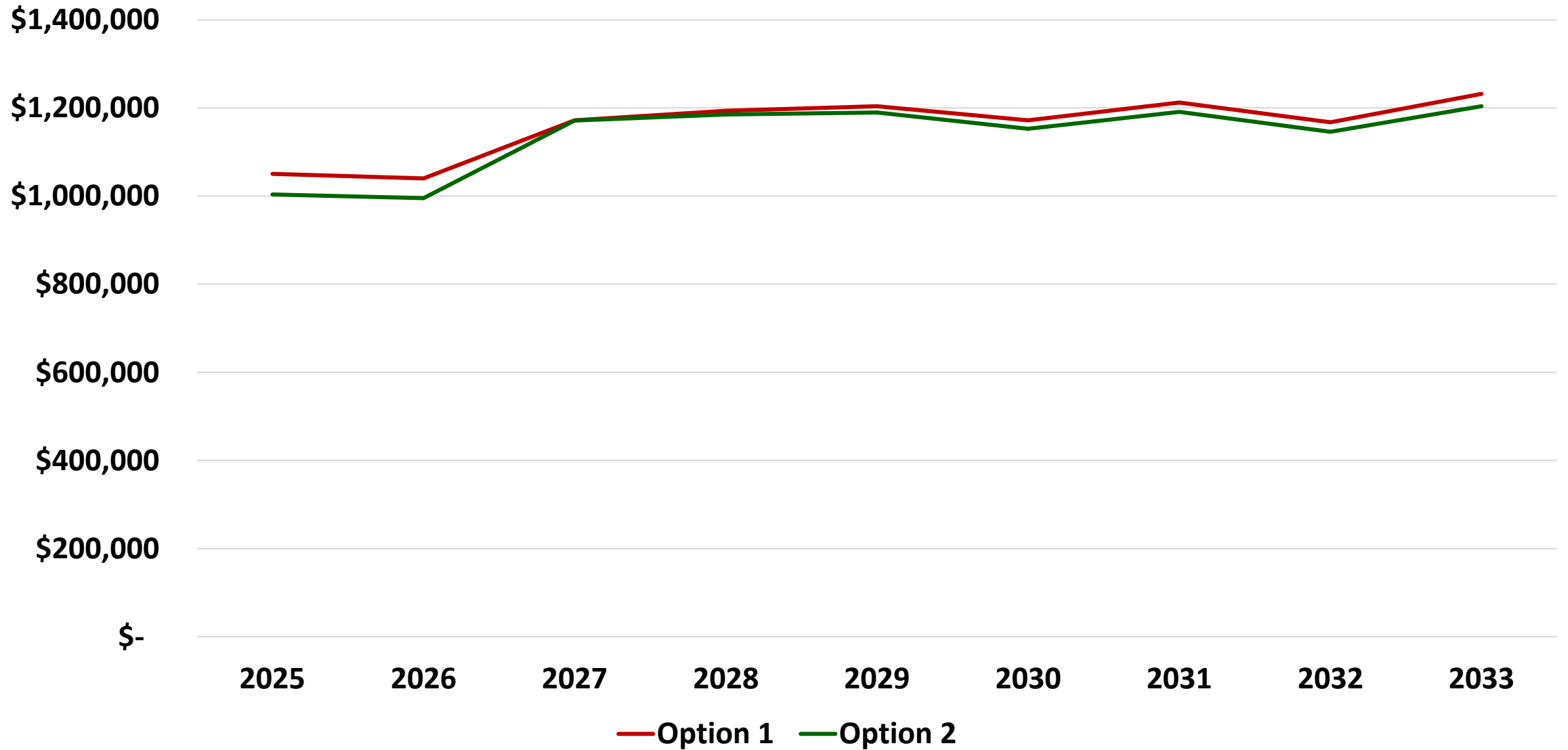
Option 2: Total Power Costs



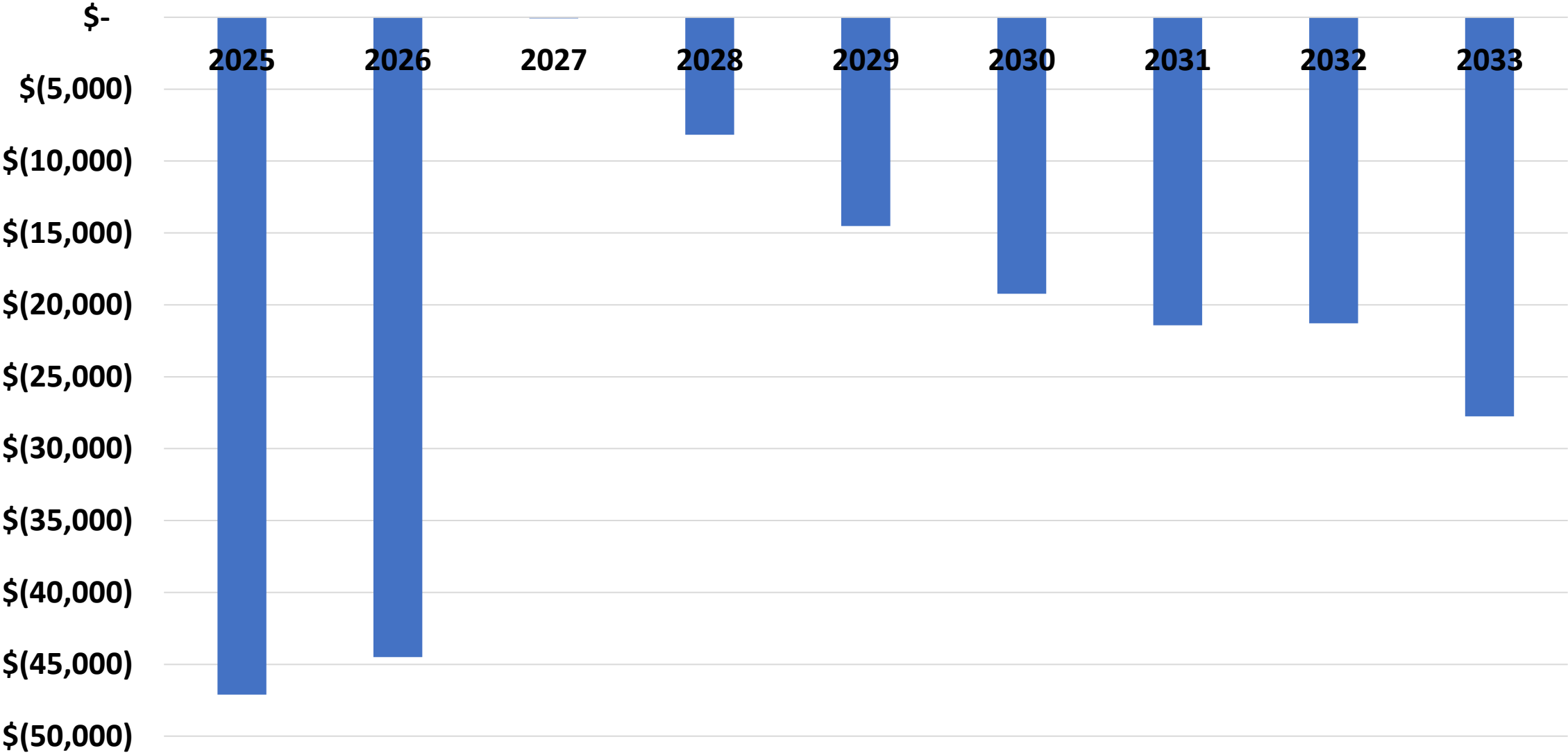
Total Power Costs



Total Power Costs



Option 2 vs. Option 1



Total Power Costs

