



**OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING**  
**Oxford Mayor and Council Regular Meeting**  
**Monday, August 1, 2022 – 7:00 PM**  
**Oxford City Hall**

**ELECTED OFFICIALS PRESENT:**

David Eady – Mayor  
George Holt – Councilmember  
Laura McCanless – Councilmember  
Mike Ready – Councilmember  
Jim Windham – Councilmember  
Lynn Bohanan – Councilmember

**APPOINTED/STAFF PRESENT:**

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

**ELECTED OFFICIALS ABSENT:**

Jeff Wearing – Councilmember

**OTHERS PRESENT:** None

1. Call to order: Hon. David S. Eady, Mayor

2. Pledge of Allegiance

3. **Agenda Adoption** (Attachment A)

**Motion to adopt the agenda for the August 1, 2022 Mayor and Council Regular Meeting – Jim Windham**

**Second – Laura McCanless**

**Approved unanimously 6/0**

4. **Consent Agenda** (Attachment B)

- a. Minutes of the Work Session June 22, 2022
- b. Minutes of the Special Called Council Meeting June 24, 2022
- c. Minutes of the Regular Session Council Meeting July 11, 2022
- d. Minutes of the Public Hearing 9:00 a.m. on July 18, 2022
- e. Minutes of the Public Hearing 6:00 p.m. on July 18, 2022
- f. Minutes of the Special Called Council Meeting July 18, 2022
- g. Minutes of the Work Session July 18, 2022

**Motion by Jim Windham to amend June 22, 2022 Work Session minutes to reflect that Jim Windham was told someone with the Newton County Board of Commissioners would take the Oxford resolution forward once it was passed.**

**Second – Laura McCanless**

**Motion to accept Consent Agenda with amended minutes for June 22, 2022 Work Session – Mike Ready**

**Second – Lynn Bohanan**

**Approved unanimously 6/0**

#### **5. Mayor's Announcements**

It is his understanding that the Newton County Board of Commissioners will be voting this evening on the Intergovernmental Agreement (IGA) for the 2023 SPLOST referendum.

The IGA is for a six-year SPLOST and splits the projected amount of \$108 million with 78% going to Newton County and 22% going to the cities of Newton County distributed according to their population percentages. Any excess collections will be allocated using the same formulas. The final agreement is due to the State by August 4, 2022.

#### **6. Citizen Concerns**

Laura McCanless shared a concern about vehicles racing at the intersection of Williams Road and City Pond Road which was passed on to Covington Police by Chief Anglin.

#### **7. Approval of MOA with Northeast Georgia Regional Commission (NEGRC) for the Georgia Outdoor Stewardship Program (GOSP) for Grant Application Preparation**

(Attachment C)

**A motion to approve the MOA was made by Jim Windham**

**Second – Laura McCanless**

**Discussion:**

Laura McCanless advised she thought the city's recent purchase of land could be included in the city's match. Mayor Eady advised that the land purchase was outside the period allowed for considering it as eligible for the match portion, but it is still an important point to bring up in the application.

Jim Windham asked if there is still discussion about the DDA giving land back to the city in relation to this grant. Laura McCanless stated such a land exchange would be beneficial for the grant application because it would demonstrate a community partnership. She advised the DDA had discussed it and the only stipulation they had was that it should be a natural entry point for the trail accessible to the downtown district. Mayor Eady advised it could be placed on the August work session agenda and on the DDA August meeting agenda.

**The motion was approved unanimously (6/0).**

#### **8. Consideration of Holding the FY 2023 City Millage to be the Same as the FY 2022 Rate** (Attachment D)

The proposed millage rate for 2022 is 5.444, which is the same millage rate imposed last year. While the millage rate is not being increased, this is considered a tax increase by State law because of an increase in the valuation of city property.

**A motion to set the 2022 millage rate at 5.444 was made by Mike Ready  
Second – Laura McCanless**

**Discussion:**

Jim Windham asked what the effect would be of not increasing the tax. Mayor Eady stated that this impact is shown on the materials published in the newspaper. It is the amount of the tax increase. Mr. Windham asked what percent of the city's revenue property tax comprises. Mayor Eady stated estimated property tax revenue as a percentage of total revenue for the General Fund for FY 2023 is about 10%. Mr. Windham asked what the issue is with transferring money from Enterprise funds to General funds. Mayor Eady stated part of it is transparency and accuracy in terms of paying for the services of maintaining the city. If revenue is not generated through property taxes, it will have to be generated through utility bills.

Mr. Windham stated that homeowners can take steps to control their costs for utility payments, but they cannot control what they pay for taxes. He is not comfortable with requiring homeowners to pay higher property taxes after several years of not increasing property taxes or utility rates and taking steps during the COVID-19 pandemic to help residents.

Mayor Eady stated that costs in the general fund to run the city are increasing and if the increased costs are not covered by property taxes, they will have to be covered by utility rate increases. His intention is to lower utility rate costs. The electric rate structure is based on the city needing a portion of those payments to cover general fund expenditures, and that has not been required for the last three years.

Mr. Windham stated that he always wants to be able to point to how the money that is spent by the City Council helps the constituents.

Laura McCanless stated that it is also important to point out to constituents that over 29% of their tax payment goes to the county and to schools. Oxford is not getting much of the full tax pie in Newton County.

**The motion carried (4/2). Jim Windham and George Holt voted nay.**

**9. Invoices (Attachment E)**

A clarification was made about the tree trimming costs listed being part of the annual tree trimming that is planned around the city.

**10. Executive Session**

**Jim Windham made a motion to enter Executive Session at 7:46 p.m. to discuss real estate matters. Mike Ready seconded the motion. The motion was approved unanimously (6/0).**

**Jim Windham made a motion to exit Executive Session at 8:05 p.m. Mike Ready seconded the motion. The motion was approved unanimously (6/0).**

**13. Adjourn 8:29 p.m.**

**Motion – George Holt  
Second – Jim Windham**

**Approved unanimously 6/0**

Respectfully Submitted,

A handwritten signature in blue ink that reads "Marcia Brooks". The signature is written in a cursive style.

Marcia Brooks  
City Clerk/Treasurer

**Oxford Mayor and Council**  
**Regular Session**  
**Monday, August 1, 2022 – 7:00 p.m.**  
**Oxford City Hall**  
**Agenda**

1. Call to Order, Mayor David S. Eady
  2. Pledge of Allegiance
  3. Motion to accept the Agenda for the August 1, 2022 Mayor and Council Regular Meeting
  4. CONSENT AGENDA
    - a. \*Minutes of the Work Session Council Meeting on June 22, 2022
    - b. \*Minutes of the Special Called Council Meeting on June 24, 2022
    - c. \*Minutes of the Regular Session Council Meeting on July 11, 2022
    - d. \*Minutes of the Public Hearing 9:00 a.m. on July 18, 2022
    - e. \*Minutes of the Public Hearing 6:00 p.m. on July 18, 2022
    - f. \*Minutes of the Special Called Council Meeting on July 18, 2022
    - g. \*Minutes of the Work Session Council Meeting on July 18, 2022
  5. Mayor's Announcements
  6. Citizen Concerns
  7. **\*Approval of MOA with NE Georgia Regional Commission for the Georgia Outdoor Stewardship Program (GOSP) for Grant Application Preparation** – The pre-application is due October 14, 2022. Second-level applications are due May 30, 2023. Grants range from \$500,000 to \$3,000,000. A minimum match of 25% is required. It has been determined the \$900,000 Congressional Earmark may be used as match.
  8. **Consideration of Holding the FY 2023 City Millage to be the same as the FY 2022 Rate** – The City Council will consider holding the FY 2023 millage rate to be the same as the FY 2022 millage rate of 5.444 mills, which will lead to a 29.93% increase in taxes levied due to increased property value assessments.
  9. **\*Invoices** – Council will review the city's recently paid invoices over \$1,000
  10. Executive Session
  11. Adjourn
- \*Attachments



**DRAFT MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING  
WORK SESSION  
MONDAY, JUNE 22, 2022 – 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  
Lynn Bohanan – Councilmember

**STAFF PRESENT:**

Marcia Brooks – City Clerk/Treasurer  
Bill Andrew – City Manager  
Mark Anglin – Police Chief  
Jody Reid – Public Works/Maintenance  
Supervisor

**OTHERS PRESENT:** None

**Agenda (Attachment A)**

**1. Mayor's Announcements**

- a. The Newton County Board of Commissioners has invited the mayors of the cities in the county to a meeting June 27, 2022 at 6:00 p.m. at the historic courthouse to discuss SPLOST negotiations. The meeting is open to the public, and he encourages everyone to attend.

**2. Committee Reports**

- a. **Trees, Parks, and Recreation Board** – Mike Ready provided the report for this Board.
- b. **Sustainability Committee** – Laura McCanless provided the report for this Committee.
- c. **Planning Commission** – Bill Andrew provided the report for this Commission.
- d. **Comprehensive Plan Steering Committee** – Jim Windham provided the report for this Committee.
- e. **Downtown Development Authority (DDA)** – Mike Ready provided the report for this Authority.

3. **Review of the Georgia Secure Deposit Program** (Attachment B)

At a previous meeting, the City Council discussed moving two accounts to another bank. The City Council had expressed concerns about having all accounts at one bank. However, City Manager Bill Andrew presented information documenting that the State of Georgia requires that banks protect the deposited funds of government agencies regardless of amount. The banks provide information each year documenting that the funds are adequately secured.

In light of this information, he feels that the City's two Truist accounts previously discussed could be moved to United Bank, which has all of the City's other accounts. Staff have a good rapport with the United Bank staff, and the Police Department does not have issues making deposits at United Bank.

Several Council members expressed that they were comfortable with all accounts being with United Bank. George Holt advised that a letter to United Bank signed by Mayor Eady should be prepared to document that the change was authorized.

4. **Change in Meeting Date for the Council's regular meeting on July 4, 2022**

The City Council's regular meeting for July falls on the Independence Day holiday. Due to the extraordinary effort on the part of staff to prepare for and execute the parade and celebration on July 4<sup>th</sup>, Mayor Eady recommended that the regular session for July be moved to July 11<sup>th</sup>. No concerns were raised.

5. **Review and Discussion of Six-Month Police Department Report** (Attachment C)

Chief Mark Anglin gave a presentation outlining the six-month report he had prepared for the City Council.

6. **Nominations Needed for the Oxford Planning Commission**

There is a vacancy on the Oxford Planning Commission because Zach May is moving out of town. Dave Huber has offered to serve in this capacity. There are no other nominations. This nomination will be voted out in July.

7. **Review of Coke Street Trail Scope of Work and Budget Estimate** (Attachment D)

Laura McCanless stated she was impressed with the thoroughness of Robert Jordan's estimate. The next step will be to obtain actual bids for the work.

8. **Other Business**

- The City Council reviewed the latest draft of the proposed firearms resolution. Jim Windham advised that a Newton County Commissioner has agreed to move the resolution forward as soon as it is passed by Oxford. The resolution will be voted on in a Special Called meeting Friday, July 24, 2022 at 7:00 p.m. Upon passing, Jim Windham suggested it be sent to all the local, state, and federal representatives.
- Mayor Eady notified the City Council that the intention for 2022 property taxes is to maintain the millage rate passed in 2021. Public hearings will be held in the near future regarding this proposal. The rationale is that the cost of doing business is

increasing, and the City just got back to where it was in 2007. He also mentioned that Oxford's electric rates are some of the highest in the state. Oxford has been taxing electric customers with its rates and relying on moving money to the General Fund each year while keeping property taxes low.

**9. Work Session Meeting Review**

- a. Georgia Secure Deposit Program – write memo to move all accounts to United Bank
- b. July 2022 regular session – rescheduled to July 11, 2022
- c. Oxford Planning Commission vacancy – vote on nomination of Dave Huber at July 11, 2022 meeting
- d. Firearms Resolution – vote at Special Called Meeting June 24, 2022
- e. Property Taxes – three hearings will be held to discuss the proposal to maintain the current millage rate for 2022.

**10. Executive Session**

None.

**11. Adjourn**

The meeting was adjourned by Mayor Eady at 8:42 p.m.

Respectfully Submitted,

Marcia Brooks  
City Clerk/Treasurer





**DRAFT MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING  
SPECIAL CALLED MEETING  
WEDNESDAY, JUNE 24, 2022 – 7:00 PM  
Via Zoom  
DRAFT**

**ELECTED OFFICIALS PRESENT:**

George Holt – Councilmember  
Lynn Bohanan – Councilmember  
Laura McCanless – Councilmember  
Mike Ready – Councilmember  
Jim Windham – Councilmember  
Jeff Wearing – Councilmember

**STAFF PRESENT:**

Bill Andrew – City Manager

**ELECTED OFFICIALS ABSENT:**

David Eady – Mayor

**OTHERS PRESENT:** None.

1. Call to Order: Hon. Mike Ready
2. **Agenda Adoption** (Attachment A)  
**Motion to adopt the agenda – Jeff Wearing**  
**Second – George Holt**  
**Approved unanimously (6/0)**
3. **Consideration of a Resolution on Improving Laws Regarding Automatic Weapons, Semi-Automatic Weapons, and Large-Capacity Magazines Without Infringing on Constitutional Rights to Bear Arms (Attachment B)**  
**Motion to adopt the resolution – Jim Windham**  
**Second – Jeff Wearing**  
**Approved unanimously (6/0)**
4. **Adjourn**  
**Motion to adjourn – Jim Windham**  
**Second – George Holt**  
**Approved unanimously (6/0)**

Respectfully Submitted,

Marcia Brooks  
City Clerk/Treasurer



**DRAFT MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING**  
**Oxford Mayor and Council Regular Meeting**  
**Monday, July 11, 2022 – 7:00 PM**  
**Oxford City Hall**  
**DRAFT**

Meeting Recording Available at <https://youtu.be/5Wo8Tp7r8bU>

**ELECTED OFFICIALS PRESENT:**

David Eady – Mayor  
George Holt – Councilmember  
Laura McCanless – Councilmember  
Mike Ready – Councilmember  
Jim Windham – Councilmember  
Lynn Bohanan – Councilmember

**APPOINTED/STAFF PRESENT:**

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

**ELECTED OFFICIALS ABSENT:**

Jeff Wearing – Councilmember

**OTHERS PRESENT:** None

1. Call to order: Hon. David S. Eady, Mayor

2. Pledge of Allegiance

3. **Agenda Adoption** (Attachment A)

**Motion to adopt the agenda for the July 11, 2022 Mayor and Council Regular Meeting**  
**– Mike Ready**

**Second – Lynn Bohanan**

**Approved unanimously 6/0**

4. **Consent Agenda** (Attachment B)

a. Minutes of the Regular Session June 6, 2022

b. Minutes of the Special Called Council Meeting June 22, 2022

**Motion to approve Consent Agenda – Mike Ready**

**Second – Lynn Bohanan**

**Approved unanimously 6/0**

**5. Mayor's Announcements**

Mayor Eady thanked the staff for their hard work on the July 4<sup>th</sup> parade.

Mike Ready reminded everyone about the public hearings on the millage rate on the following Monday.

**6. Citizen Concerns**

None.

**7. Water Service Area Swap (Attachment C)**

Mike Hopkins with Newton County Water and Sewer Authority (NCWSA) had previously spoken to the City Council regarding a service area swap, to be formalized as an amendment to the Service Delivery Strategy (SDS). He had requested to speak to the City Council at this meeting about approval of the SDS amendment but withdrew his request this afternoon pending scheduling of a meeting to discuss the City of Oxford's concerns that were raised. The City Council reviewed and discussed the documents Mr. Hopkins provided.

**8. Nomination for Dave Huber to serve on the Oxford Planning Commission**

(Attachment D)

**Motion to approve the nomination – Laura McCanless**

**Second – George Holt**

**Approved unanimously (6/0)**

**9. Review of SPLOST Budget (Attachment E)**

Mayor Eady stated that communication with the Newton County Board of Commissioners has been a challenge regarding the next SPLOST budget. Bill Andrew had been advised the County was offering the same percentages as the 2017 SPLOST budget. However there had been no formal discussion. Mayor Eady was recently advised that the Intergovernmental Agreement had to be executed by July 19, 2022. Various breakouts between the cities and the county were discussed. The breakout portrayed in the handout is based on 2020 population numbers. The cities have discussed several other breakouts.

Jim Windham suggested requesting a larger portion for the repair of the water line on Haygood Avenue because it supports Oxford College.

Bill Andrew recommended that a Special Called Meeting be held prior to the Work Session on July 18, 2022 to vote on the final recommendation from Newton County.

Mr. Windham stated that the Dried Indian Creek restoration is important to the entire county and deserves a larger amount.

**10. Task Order 1 for Atkins Engineering (Attachment F)**

A task order has been prepared for general engineering services up to \$50,000 on a per hour basis. The purpose of this task order is for Atkins to handle some of the project and program management responsibilities that staff is not able to dedicate time to. This amount was approved in the FY 2023 budget.

**Motion to approve the task order – Mike Ready**

**Second – Laura McCanless**

Discussion:

George Holt asked if this request is for work that the City Council will know about. He also believes that some things in the list are things the City Manager does. Mayor Eady stated the purpose of this task order is to augment the band width of the City staff and to stay on top of issues such as working with GDOT on the City's projects that involve them.

Bill Andrew stated that the invoices will be shared with the City Council. Mayor Eady added that a report will be given to the City Council monthly.

Jim Windham asked if there would be another task order for \$50,000 when that money is used up. Mayor Eady stated he hopes the money will last through the fiscal year, but there may be another request if the need arises, which would require a budget amendment subject to the City Council's approval.

**Approved unanimously (6/0)****11. Invoices** (Attachment F)

No votes taken.

**12. Executive Session**

Jim Windham made a motion to enter Executive Session at 8:15 p.m. to discuss real estate matters. Mike Ready seconded the motion. The motion was approved unanimously (6/0).

Jim Windham made a motion to exit Executive Session at 8:48 p.m. George Holt seconded the motion. The motion was approved unanimously (6/0).

**13. Adjourn** 8:49 p.m.

**Motion – Jim Windham**

**Second – Lynn Bohanan**

**Approved unanimously 6/0**

Respectfully Submitted,

Marcia Brooks  
City Clerk/Treasurer



**DRAFT MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING  
PUBLIC HEARING  
OXFORD CITY HALL  
MONDAY, JULY 18, 2022 – 9:00 A.M.  
DRAFT**

**ELECTED OFFICIALS PRESENT: Mike Ready**

**STAFF MEMBERS PRESENT: City Manager Bill Andrew, City Clerk/Treasurer Marcia Brooks**

**OTHERS PRESENT: Art Vinson, Susan Ballard**

The public hearing was called to order at 9:00 am by the Hon. Mike Ready, Mayor Pro Tempore

City Manager Bill Andrew explained that the City has proposed to keep its millage rate the same as it was in 2021. However, the property tax values increased in 2022 by 29.93%. State law requires the City of Oxford to advertise a tax increase under these circumstances and hold three public hearings. A second public hearing is scheduled for today at 6:00 p.m., and a third public hearing at 6:30 p.m. on August 1, 2022. Mr. Andrew opened the floor to public comment.

**Susan Ballard**

Ms. Ballard stated that when she received the information, she did not understand how the 30% increase would impact her on her taxes. She also asked how the increase in revenue will be targeted, whether it will be put back into the town for its residents or if the college will receive a big part of it.

**Art Vinson**

Mr. Vinson has been trying to figure out the hocus pocus presented by the numbers. He understands that the assessed value is driven by market forces and the assessors have to follow a process driven by law to assess property values each year. He believes the millage rate is under the control of the City Council. If you have a huge increase in the assessment, you can moderate the increase in taxes that property owners pay by lowering the millage rate. With those two facts in mind, the question becomes, if we are not lowering the millage rate, what are we doing with all this extra money that's coming in, with a 30% year over year change as shown in the materials. He asked if we debated and voted on the money that's coming in.

Mike Ready explained that the budget was adopted not knowing exactly what the millage rate would be, since the digest comes every year after the adoption of the budget.

Mr. Ready adjourned the Public Hearing at 9:06 am.

Respectfully Submitted,

Marcia Brooks  
City Clerk/Treasurer



**DRAFT MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING  
PUBLIC HEARING  
OXFORD CITY HALL  
MONDAY, JULY 18, 2022 – 6:00 P.M.  
DRAFT**

**ELECTED OFFICIALS PRESENT: David Eady, Jim Windham**

**STAFF MEMBERS PRESENT: City Manager Bill Andrew, City Clerk/Treasurer Marcia Brooks, Police Chief Mark Anglin**

**OTHERS PRESENT: None**

The public hearing was called to order at 6:00 pm by the Hon. David Eady, Mayor.

Mayor Eady adjourned the Public Hearing at 6:10 pm.

Respectfully Submitted,

Marcia Brooks  
City Clerk/Treasurer



**DRAFT MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING  
SPECIAL CALLED MEETING  
WEDNESDAY, JULY 18, 2022 – 6:30 PM  
CITY HALL  
DRAFT**

**ELECTED OFFICIALS PRESENT:**

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

**STAFF PRESENT:**

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

**ELECTED OFFICIALS ABSENT:**

Jeff Wearing – Councilmember  
Lynn Bohanan – Councilmember

**OTHERS PRESENT:** Mike McQuaide, Art Vinson

1. Call to Order: Hon. Mayor Eady
2. **Agenda Adoption** (Attachment A)  
**Motion to adopt the agenda – Laura McCanless**  
**Second – Mike Ready**  
**Approved unanimously (5/0)**
3. **Consideration of the Proposed 2023 SPLOST Budget and Intergovernmental Agreement (IGA) (Attachment B)**  
**Motion to authorize the Mayor to sign the IGA with a 78/22 split or an 80/22 split –**  
**Laura McCanless**  
**Second – Mike Ready**  
**Approved unanimously (5/0)**
4. **Adjourn**  
**Motion to adjourn – Jim Windham**  
**Second – Laura McCanless**  
**Approved unanimously (5/0)**

Respectfully Submitted,

Marcia Brooks  
City Clerk/Treasurer





**DRAFT MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING  
WORK SESSION  
MONDAY, JULY 18, 2022 – 6:45 PM  
CITY HALL  
DRAFT**

**ELECTED OFFICIALS PRESENT:**

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

**STAFF PRESENT:**

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

**ELECTED OFFICIALS NOT PRESENT:**

Jeff Wearing – Councilmember  
Lynn Bohanan – Councilmember

**OTHERS PRESENT:** Mike McQuaide, Art Vinson

**Agenda (Attachment A)**

1. **Mayor's Announcements**
2. **Committee Reports**
  - a. **Trees, Parks, and Recreation Board** – Mike Ready provided the report for this Board.
  - b. **Sustainability Committee** – Laura McCanless provided the report for this Committee.
  - c. **Planning Commission** – Bill Andrew provided the report for this Commission.
  - d. **Downtown Development Authority (DDA)** – Mike Ready provided the report for this Authority.
3. **Consider the Purchase of Art and Map from Mr. Erik Oliver**

Laura McCanless stated that the art and map are very nice and felt the topographical map could be used by the Planning Commission. She stated she did not have any strong feelings about the art depicting the tower of Seney Hall. She suggested Mr. Oliver might approach Oxford College about this piece.

George Holt stated that other artists in Oxford should have an opportunity to present their work to the City Council. Perhaps at some point artists could be invited to contribute works for display in the Council Chamber.

The City Council was not amenable to purchasing the items.

4. **Guest Speaker Kathryn Moore, Georgia Conservancy**

Mike McQuaide has spoken with Kathryn Moore with the Georgia Conservancy about coming to speak to the Oxford community on the creative use of residential zoning for the conservation of small towns. She is available September 21<sup>st</sup> or September 28<sup>th</sup> in the evening. She will need assistance with audio/visual equipment. The City Council agreed to invite her to come on September 28<sup>th</sup> at 7:00 p.m. The City will advertise the meeting.

5. **Discussion of Possible Changes to City Ordinance Code Section 34-26. Vehicle Gross Weight (Attachment B)**

The Oxford Police Department has written several citations to residents of Oxford in the last few months for parking vehicles in excess of 10,000 pounds at their homes. These vehicles are used for work. They have also written citations to individuals driving through Oxford in such vehicles, including one who was delivering equipment to Asbury Street Park for the City. The citation was written because the individual traveled on roads where such vehicles are not allowed to get to the park.

The City Council agreed that further research is needed regarding this issue. George Holt stated that the current ordinance allows the delivery of equipment within the City without regard to the road(s) that were used. Chief Anglin advised that his staff will write warnings for violations of this ordinance until a decision is made to change the ordinance or leave it as is.

6. **Other Business**

7. **Work Session Meeting Review**

8. **Executive Session**

None.

9. **Adjourn**

The meeting was adjourned by Mayor Eady at 8:30 p.m.

Respectfully Submitted,

Marcia Brooks  
City Clerk/Treasurer

# MEMORANDUM OF AGREEMENT

## City of Oxford Grant Application

This Agreement made and entered into by and between the Northeast Georgia Regional Commission (hereinafter "NEGRC") and the City of Oxford, Georgia (hereinafter "LOCAL GOVERNMENT").

Witnesseth:

The LOCAL GOVERNMENT agrees to engage the NEGRC and the NEGRC hereby agrees to develop and submit a GOSP grant application, for the LOCAL GOVERNMENT as described below:

1. **Term**: The term of this Agreement shall commence upon execution and shall continue until June 30, 2023.
2. **Project Overview**: This project involves assistance with planning, mapping, grant writing, and other related tasks as necessary. Local elected officials, staff, and residents are available to provide information and coordinate work alongside NEGRC staff. The NEGRC, on behalf of and in coordination with the LOCAL GOVERNMENT, will develop and submit a GOSP grant application for the 2022-2023 funding cycle.
3. **Scope of Work**:
  - a. **LOCAL GOVERNMENT Responsibilities**:
    - i. Promptly furnish to the NEGRC data and information requested by the NEGRC that is needed for rendering of services herein. The LOCAL GOVERNMENT shall provide to the NEGRC all such information as is available to the LOCAL GOVERNMENT and the LOCAL GOVERNMENT's consultants and contractors, and the NEGRC shall be entitled to rely upon the accuracy and completeness thereof.
    - ii. When applicable, appoint relevant staff, officials, residents, and others to participate in activities related to the GRANT PREPARATION.
    - iii. Designate a person (or persons) to act as the LOCAL GOVERNMENT's representative(s) with respect to the services to be rendered under this Agreement. Such person(s) shall have complete authority to transmit instructions, receive information, interpret and define the LOCAL GOVERNMENT's policies and decisions with respect to materials, equipment, elements and systems pertinent to the NEGRC's services.
    - iv. Respond to inquiries by NEGRC staff regarding the GRANT PREPARATION in a timely manner, not to exceed five (5) business days.
    - v. Execute applicable documents regarding the GRANT PREPARATION.
    - vi. Provide adequate meeting space, as requested by the NEGRC, and arrange for publication of all required advertisements.
    - vii. Perform all Activities assigned to the LOCAL GOVERNMENT as outlined in the project implementation schedule, included as **ATTACHMENT A**.
  - b. **NEGRC Responsibilities**:
    - i. When applicable, facilitate community input opportunities and activities.
    - ii. Designate a person (or persons) to act as the NEGRC's representative(s) with respect to the services to be rendered under this Agreement. Such person(s) shall serve as the primary contact to transmit instructions and receive information pertinent to this Agreement and, with oversight from the Director of Planning & Government Services, shall have the authority to interpret and define the NEGRC's policies and decisions with respect to materials, equipment, elements and systems pertinent to this Agreement.
    - iii. Respond to inquiries by the LOCAL GOVERNMENT regarding the GRANT PREPARATION in a timely manner, not to exceed five (5) business days.
    - iv. Perform all Activities assigned to the NEGRC as outlined in the project implementation schedule, included as **ATTACHMENT A**.
4. **Compensation**: The LOCAL GOVERNMENT agrees to pay the NEGRC a fee of \$1,000.00 for providing the services described herein. The NEGRC will invoice the LOCAL GOVERNMENT for services rendered by June 30th of each year during which the project is active. A final invoice will be issued at project completion. Payment is expected within 30 days of each invoice.
5. **Changes in the work**: Changes to the work shall be authorized in writing by the Chief Elected Official, be accepted by the NEGRC, and describe, as applicable, the revised scope of work, specifications, schedule, deliverables, and compensation. The provisions of this Agreement shall apply to all such revisions.

6. **Ownership of Work Product:** Unless stated otherwise in work orders or writings, after payment in full of the NEGRC's compensation, the LOCAL GOVERNMENT shall be assumed to own all work products developed herein. The NEGRC retains the right to include work product as part its portfolio.
7. **Termination:** This Agreement may be terminated by either party at any time by written notice at least thirty (30) days in advance of the desired termination date. Upon termination, the LOCAL GOVERNMENT shall pay the NEGRC for all reasonable time and expenses incurred to date whereupon the NEGRC shall furnish to the LOCAL GOVERNMENT all work products completed to date.
8. **Severability and Reformation:** Any provision or part thereof of this Agreement held to be void or unenforceable under any law shall be deemed stricken and all remaining provisions shall continue to be valid and binding upon the parties. The parties agree that this Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision which comes as close as possible to expressing the intention of the stricken provision.
9. **Agreement:** This Agreement, including any applicable Attachment(s), constitutes the entire Agreement between the parties and supersedes all prior written and oral understandings between them. This Agreement may not be amended in any respect other than by written instrument signed by both parties.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement as of the date written.

*Acting for and on behalf of:*  
Northeast Georgia Regional Commission  
305 Research Drive  
Athens, Georgia 30605-2795

*Acting for and on behalf of:*  
City of Oxford  
110 W Clark St.  
Oxford, GA 30054



\_\_\_\_\_  
Burke Walker, Executive Director  
Northeast Georgia Regional Commission

\_\_\_\_\_  
David Eady, Mayor  
City of Oxford

Date: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Bill Palmer, Chairperson  
Northeast Georgia Regional Commission

Date: \_\_\_\_\_

## ATTACHMENT A

### INTENDED PROJECT SCHEDULE City of Oxford Grant Application

The following project implementation schedule is provided as a general guide. Tasks will be undertaken and pursued in such sequence as to assure their expeditious completion and as may be required elsewhere in this memorandum. All services required herein shall be completed on or before June 30, 2023.

<b>Activity</b>	<b>Timeframe</b>
NEGRC conducts meetings with Oxford Sustainability Committee and/or Oxford City Council	August 2022-October 2022
NEGRC and LOCAL GOVERNMENT produces and submits grant pre-application	October 14, 2022
Successful applicants are notified by Georgia DNR	Spring 2023
NEGRC and LOCAL GOVERNMENT produces second-level application, if invited by Georgia DNR.	Spring 2023
NEGRC and LOCAL GOVERNMENT produces and submits grant second-level application	May 30, 2022
Successful applicants are notified by Georgia DNR	Summer 2023
Project Completion & Closeout	June 2023

# **NOTICE OF PROPERTY TAX INCREASE**

The City of Oxford has tentatively adopted a 2022 millage rate which will require an increase in property taxes by 29.93 percent. All concerned citizens are invited to the public hearings on this tax increase to be held at the Oxford City Hall, 110 W. Clark Street, Oxford, Georgia on July 18, 2022 at 9:00 AM.

Times and places of additional public hearings on this tax increase are at the Oxford City Hall, 110 W. Clark Street, Oxford, Georgia, on July 18, 2022 at 6:00 PM and August 1, 2022 at 6:30 PM. This tentative increase will result in a millage rate of 5.444 mills, an increase of 1.254 mills. Without this tentative tax increase, the millage rate will be no more than 4.190 mills. The proposed tax increase for a home with a fair market value of \$100,000 is approximately \$37.62 and the proposed tax increase for non-homestead property with a fair market value of \$100,000 is approximately \$50.16.

# CURRENT 2022 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 1, 2022 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>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
Real & Personal	18,334,025	20,285,798	22,155,784	24,368,394	28,812,997	36,781,116
Motor Vehicles	1,088,540	824,640	729,820	593,120	500,270	458,960
Mobile Homes	480	480	480	480	480	480
Timber-100%						0
Heavy Duty Equipment					41,995	169,200
Gross Digest	19,423,045	21,110,918	22,886,084	24,961,994	29,355,742	37,409,756
Less M&O Exemptions	3,302,207	3,270,355	3,369,150	3,385,009	3,465,976	3,558,609
Net M&O Digest	16,120,838	17,840,563	19,516,934	21,576,985	25,889,766	33,851,147
Gross M&O Millage	23.200	22.710	22.860	23.611	20.945	20.419
Less Rollbacks	16.578	16.094	16.235	16.989	15.501	14.975
Net M&O Millage	6.622	6.622	6.622	6.622	5.444	5.444
Net Taxes Levied	\$106,752	\$118,140	\$129,241	\$142,883	\$140,944	\$184,286
Net Taxes \$ Increase	\$1,321	\$11,388	\$11,101	\$13,642	-\$1,939	\$43,342
Net Taxes % Increase	1.25%	10.67%	9.40%	10.56%	-1.36%	30.75%

**City of Oxford**  
**Invoices >=\$1,000**  
**Paid July 1-26, 2022**

VENDOR	DESCRIPTION	AMOUNT
<b>RECURRING CHARGES</b>		
<b>Newton County Board of Commissioners</b>	Water Purchased for Resale – June, 2022; invoice #2980	20,965.00
<b>Northeast Georgia Regional Commission</b>	FY 2023 per capita dues	2,308.00
<b>Georgia Municipal Association</b>	GMEBS Life and Health Insurance Program, July 2022 Premium, invoice #324912	10,473.42
<b>Municipal Electric Authority of Georgia (MEAG)</b>	Monthly Electric Purchases for June 2022	133,244.19
<b>Electric Cities of Georgia</b>	Consulting and planning services for July 2022	5,588.00
<b>Phoenix Personnel</b>	Temporary Employee Charges: Week Ending 6/12/2022 – 1,388.80 Week Ending 6/19/2022 – 1,615.60	3,004.40
<b>IRS</b>	Federal Payroll Taxes, July 2022	16,605.07
<b>VC3 (formerly Sophicity)</b>	Computer hardware, software, and network services July 2022 – invoice #81664	2,404.92
<b>Latham Home Sanitation</b>	Commercial Waste Removal Services June 2022	7,372.89

VENDOR	DESCRIPTION	AMOUNT
<b>PURCHASES/CONTRACT LABOR</b>		
<b>Beryl Budd</b>	City arborist services, May-June 2022	2,775.00
<b>Harris Computer Systems</b>	Invoice for annual services – August 2022 to July 2023	23,206.84
<b>Axon Enterprise, Inc.</b>	Body Camera Equipment (new contract approved by City Council 3/8/2022)	3,187.92
<b>EarthSpirits.net, Inc.</b>	Two Bicycles for Police Department, P.O. 14163	4,109.97
<b>DragonEye Technology, LLC</b>	Two Lidar units with batteries, rechargers for Police Department, P. O. 14553	4,387.95
<b>Pi-Jon, Inc.</b>	Gasoline for Public Works and Police Dept. vehicles – invoice #A18025	3,114.71
<b>Covington Rental</b>	Tents for July 4 <sup>th</sup> Celebration, P. O. 14565	1,260.00
<b>Carter &amp; Sloope</b>	Engineering services for Water & Sewer projects: CDBG Grant Local Match (30%) – 14,301.90 FY 2023 Capital budget project – 1,237.50 Application for Grant for Lead/Copper Rule Conformance – 1,365.00	16,904.40
<b>ReForest ATL</b>	Invasive vegetation removal at Asbury Street Park, May and June 2022 (final invoice)	4,430.00
<b>Westview Electric</b>	Rebuild of sewer pump motor for Richardson Street pump station; P. O. 14647	4,726.58
<b>Burford's Tree, LLC</b>	FY 2022 Power line tree trimming	11,934.00