

**OXFORD MAYOR AND COUNCIL
REGULAR SESSION
FEBRUARY 3, 2025 – 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 February 3, 2025 Mayor and Council Regular Meeting.**
3. **Swearing in Councilmember Laura McCanless:** Mayor Eady will swear in Ms. McCanless as she was unable to attend the organizational meeting.
4. **Consent Agenda:**
 - a. *Minutes of the City Council Regular Session on January 6, 2025
 - b. *Minutes of the City Council Work Session on January 21, 2025
 - c. *Minutes of the City Council Special Called Work Session on January 29, 2025
5. **Mayor’s Report:** Reminder of the City and AtkinsRéalis hosting an Open House for the 3 Trails Project on February 26 (Wednesday) at 6:30 p.m. here at City Hall.
6. **Citizen Concerns**
7. ***Emory Street Stormwater Improvements:** During the August Work Session, the Council was informed of the flooding occurring at the corner of Emory St. and E. Wade St. Keck & Wood was authorized to create a plan to correct the situation, which is attached. This plan will address the water flow at 6154 Emory St, the angle of the sidewalk, the undersized pipe and the need for a drop inlet. All of the work will be located within the existing GDOT ROW
8. ***Authorization for the Mayor to Accept the Task Order (TO) from AtkinsRéalis for Pedestrian Lighting on Whatcoat Street:** Through this TO, AtkinsRéalis would revise the Whatcoat Street design plans to incorporate the street and pedestrian lighting in a similar fashion with what has been installed on Emory Street. Peach State is operating under a bid of \$620,864 with an additional \$99,000 in construction contingency. This bid includes a lighting construction allowance of \$250,000. The AtkinsRéalis \$20,000 TO is a not to exceed price.
9. ***Consider Quotes for Underground Electric Service Line E. Watson Street:** There is a new single-family home nearing completion at 112 E. Watson Street. Staff are recommending the service line to the property be installed underground to avoid outages. As required by the purchasing policy, we have three quotes for your consideration.
10. ***Approval of a Resolution Pledging the Matching Funds for the 2025 CDBG Application for Water Line Replacement:** To make our grant application deadline, this Resolution will need to be voted on at our February 3 Regular Meeting. The minimum required match for a

\$750,000 grant application is \$22,500. The City currently has \$250,000 set aside in the FY 2025 Capital Improvement Plan for water line replacement.

11. *Invoices: Council will review the city's recently paid invoices over \$1,000.

12. Executive Session: An Executive Session could potentially be held for Land Acquisition/Disposition, Addressing Pending or Potential Litigation, and/or Personnel.

13. Adjourn

*Attachments



**DRAFT MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
ORGANIZATIONAL MEETING AND REGULAR SESSION
MONDAY, JANUARY 6, 2024 – 7:00 PM
CITY HALL
DRAFT**

ELECTED OFFICIALS PRESENT:

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

APPOINTED/STAFF PRESENT:

Bill Andrew – City Manager
Marcia Brooks – City Clerk/Treasurer
David Strickland – City Attorney
Mark Anglin – Police Chief
Steven Hathorn – Municipal Court Judge
Cheryl Freeman – Municipal Court Solicitor

ELECTED OFFICIALS NOT PRESENT:

Laura McCanless – Councilmember

OTHERS PRESENT: None.

1. The meeting was called to order by Marcia Brooks, City Clerk. Ms. Brooks administered the oath of office to Steven Hathorn, Municipal Court Judge.
2. **Organizational Meeting**
 - a. The Honorable Steven Hathorn administered the Oath of Office to Mayor David S. Eady, and Councilmembers George Holt, Mike Ready, Erik Oliver, Jeff Wearing and Jim Windham.
 - b. The Honorable Steven Hathorn administered the Oath of Office to David Strickland, City Attorney, Cheryl Freeman, Municipal Court Solicitor, Marcia Brooks, City Clerk/Treasurer, and Mark Anglin, Police Chief.
 - c. **Jeff Wearing made a motion to appoint Erik Oliver as Mayor Pro-Tem for 2025. Mike Ready seconded the motion. The motion was approved unanimously (6/0).**
3. **Erik Oliver made a motion to accept the Agenda for the January 6, 2025 Mayor and Council Organizational Meeting and Regular Session. Jeff Wearing seconded the motion. The motion was approved unanimously (6/0).** (Appendix A)
4. **Erik Oliver made a motion to approve the Consent Agenda. Jeff Wearing seconded the motion. The motion was approved unanimously (6/0).**

5. Mayor's Report

Mayor Eady announced that the January Work Session is moved to January 21, 2025 due to the MLK, Jr. Holiday. He also encouraged attendance at the MLK, Jr. Celebration Oxford College will hold at Old Church on January 22, 2025 at 7:30 pm.

He informed the Councilmembers about the change in price for powerline tree trimming by Burford Tree. The contract price has increased by 6.5%.

Erik Oliver made a motion to amend the agenda to include a vote on the Burford Tree contract. Mike Ready seconded the motion. The motion was approved unanimously (6/0).

Erik Oliver made a motion to increase the total amount paid to Burford Tree for powerline tree trimming in FY 2025 by 6.5%, changing the total from \$50,000 to \$53,250. Jeff Wearing seconded the motion. The motion was approved unanimously (6/0).

Mayor Eady announced that Asbury Street Park has been voted the best park in Newton County by readers of Covington News for 2025.

The Police Department will be holding a Community Meeting January 9, 2025 at 6:30 pm.

6. Citizen Concerns

Erik Oliver expressed concern about cleaning up the growth along the sewage easement from W. Clark Street to the arch bridge on the trail.

- 7. 2025 Georgia Forestry Commission (GFC) Trees Across Georgia (TAG) Grant (Appendix B)**
A motion was made by Jim Windham to authorize Mayor Eady to accept the TAG Grant for 2025. The motion was seconded by Erik Oliver. The motion was approved unanimously (6/0).

- 8. Task Order from Carter & Sloope for Issuance and Management of a RFP for Smart Meters (Appendix C)**
A motion was made by Erik Oliver to authorize Mayor Eady to accept the Task Order from Carter & Sloope. The motion was seconded by Mike Ready. The motion was approved unanimously (6/0).

- 9. Safe Streets and Roads for All (SS4A) Grant Application (Appendix D)**
A motion was made by Erik Oliver to authorize Mayor Eady to contract with the Northeast Georgia Regional Commission (NEGRC) to apply for the grant. The motion was seconded by Mike Ready. The motion was approved unanimously (6/0).

- 10. Code of Ordinance amendment – Section 12-20 – SECOND READING/APPROVAL (Appendix E)**
A motion was made by Erik Oliver to accept the second reading of the amendment to City of Oxford Ordinance 12-20 and approve it as final. George Holt seconded the motion. The motion was approved unanimously (6/0).

- 11. City Hall Landscape Proposal (Appendix F)**
Mike Ready made a motion to approve the City Hall landscape proposal from Shades of Green Permaculture. Erik Oliver seconded the motion.

Discussion:

Jeff Wearing asked if Public Works will have to do a lot of work to maintain the design once installed. Mayor Eady stated the intent of the design was to make it low maintenance. Mr. Wearing also asked if mulch would be placed around the trees to keep them looking good. Mayor Eady stated no mulch around the trees is contemplated. Plants will replace the mulch that is used now, and the water hose piping will be replaced. Mr. Wearing stated he just wants it to continue to look nice in the coming years after the investment is made by the City. Erik Oliver added that the trees will need to be periodically fertilized.

Mayor Eady stated that Public Works could take on those responsibilities or a contract for maintenance could be executed. He suggested that the City Council approve the plan and get some clarification from the vendor on what level of maintenance is needed, then address that issue in a future work session.

The motion carried (5/1) with Jim Windham voting Nay.

12. Invoices (Appendix G)

The Mayor and City Council reviewed invoices paid in December 2024 for \$1,000 or more.

13. Executive Session

None

14. Adjourn

Jim Windham made a motion to adjourn at 7:37 p.m. Jeff Wearing 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
WORK SESSION
MONDAY, JANUARY 21, 2025 – 6:30 PM
CITY HALL
DRAFT**

ELECTED OFFICIALS PRESENT:

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

STAFF PRESENT:

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

OTHERS PRESENT: Nick Cole, Kate Verity (Covington News)

Agenda (Attachment A)

1. Mayor’s Announcements

Bill Andrew reviewed items in his project status report that had been sent to the City Council.

2. Committee Reports

- a. **Trees, Parks, and Recreation Board** – Mike Ready provided the report.
- b. **Planning Commission** – No report.
- c. **Downtown Development Authority** – No report.
- d. **Sustainability Committee** – No report.

3. Emory Street Stormwater Improvements (Attachment B)

Bill Andrew reviewed the materials provided showing the proposed repairs. One change is that they will not be addressing any stormwater issues on private property; they will need to be addressed by the homeowner. As indicated in the materials, the corrective action will cost \$49,226.78.

4. **Discussion of House Bill 581** (Appendix C)

Mayor Eady summarized the purpose of House Bill 581. The State is trying to reduce the rate at which valuations increase for owner occupied residences. Part of the burden of meeting the costs of operation would shift to renters and to owners of commercial and industrial properties. They have done this by creating a “floating homestead exemption” which will cap the rate at which valuations can increase based on the Consumer Price Index (CPI). It would not go higher than 3%. This would start with the 2024 valuations. This provision was on the ballot in November and passed.

Oxford would be impacted by this because it would limit the City’s ability to keep the millage rate at the current rate and allow the increases in valuation with the market to cover increases in operating costs. If inflation were to rise higher than the maximum allowed, Oxford would be required to raise its millage rate and/or cut costs to meet its budgetary needs.

However, the bill also provides for an additional 1% sales tax (FLOST) for the county if all municipalities within the county and the county itself agree to opt in to the State’s rate. The 1% sales tax must be approved by the voters in the county. This sales tax would help offset the limiting effects of opting in to the State’s rate. The economic impact of opting in would be to shift the burden of covering the difference in cost from a value-based tax to a regressive tax.

Jim Windham asked what the impact would be of the City opting out. Laura McCanless stated her understanding is property values would increase with the market like they do now rather than with the rate of inflation. Mayor Eady agreed that if Oxford opts out, the status quo would prevail. Ms. McCanless stated she feels like opting in would benefit homeowners on limited incomes who have struggled with paying their property taxes.

Mayor Eady stated the City could increase the millage rate and create a new homestead exemption for homeowners who live in their primary properties.

George Holt expressed his belief that the City should opt in. Doing so would benefit homeowners.

Mike Ready stated he is not in favor of opting in. He feels it would be harmful to the City as a whole.

Mayor Eady is skeptical whether a 1% sales tax will pass, but if it did, he believes using more sales tax to cover City expenses is not beneficial. He believes additional money should be raised through property tax increases (via millage rate increases).

Mayor Eady summarized the issue: as costs to run the general government increase, is the City willing to make the tough choice to raise the millage rate to cover increases in costs if the City opts in?

Mr. Wearing indicated he believes the City should opt out in order to maintain more control over property taxes.

Laura McCanless stated that Oxford only controls 18% of the total assessment of property taxes.

Mayor Eady recommended holding the hearings while the City Council contemplates what would be best for the City. Not having the hearings would preclude Oxford from opting out.

5. Task Order from AtkinsRealis for Pedestrian Lighting on Whatcoat Street (Appendix D)

There is money in the budget for lighting construction for the Whatcoat Street project, but lighting design was not included in the project plans because AtkinsRealis was not asked to include it. The task order for \$20,000 is to have AtkinsRealis develop the lighting design for pedestrian streetlamps on George Street and Whatcoat Street. The same lights would be used as were used with the Emory Street sidewalks. The cost for the design would be in addition to the \$250,000 for construction.

The City Council will vote on the issue at the February regular session.

6. Reprint of the book, Deep Running Roots, Far-Reaching Branches (Appendix E)

There was consensus from the City Councilmembers to get the book to the point that the City is ready to get a printing quote. Erik Oliver also recommended selling copies as opposed to giving them away.

7. Alignment for Old Church to Hull Street Trail (Attachment F)

Bill Andrew reviewed the slides provided to the City Council. Alternative routes for the Old Church to Hull Street trail were provided due to difficulties that have been encountered with easements and resistance from property owners. There are time restrictions with the grant that necessitate making a decision on this issue soon.

A discussion was held concerning the street work required to complete one of the alternative plans. This work would be an additional cost of about \$400,000. This work was not contemplated in the grant funds or in the original cost estimate. Alternatively, relocation of utilities rather than street work might save some money. Bill Andrew was asked to set up a special called work session with the AtkinsRealis engineers to walk the proposed trails, then discuss the options in another work session.

8. Improvements at Asbury Street Park (Attachment G)

Erik Oliver suggested speaking to Jim Williams of Designed Installations about creating some rock walls for seating. He will work on some concepts for seating. Several suggestions were made for pavilion sound attenuation. Mayor Eady asked

Bill Andrew to contact AtkinsRealis to see if they have any sound experts. Mayor Eady feels that professional help is needed to address the park green issues.

9. Other Business

None.

10. Work Session Meeting Review

11. Executive Session

None

12. Adjourn

Mayor Eady adjourned the meeting at 9:12 pm.

Respectfully Submitted,

Marcia Brooks
City Clerk/Treasurer



**DRAFT MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
SPECIAL CALLED WORK SESSION
WEDNESDAY, JANUARY 29, 2025 – 2:17 PM
TRAIL PARKING AREA NEAR 402 W. CLARK ST.
DRAFT**

ELECTED OFFICIALS PRESENT:

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

STAFF PRESENT:

Bill Andrew – City Manager
Jody Reid – Supervisor of Maintenance and
Utilities

ELECTED OFFICIALS NOT PRESENT:

George Holt – Councilmember
Jeff Wearing – Councilmember

OTHERS PRESENT: John Boudreau and Richard Rohrer, Registered Landscape Architects with AtkinsRealis

Agenda (Attachment A)

The meeting was scheduled to begin at 2:00. It was called to order at 2:17 pm once a quorum was present.

1. Mayor’s Announcements

None

2. Resolution Pledging Matching Funds for 2025 CDBG Application for Water Line Replacement (Attachment B)

Mayor Eady reminded the City Council of the earlier conversations and approvals for this CDBG application for water line replacement. The Council was in general agreement that this was a good value for these capital dollars. There was a consensus to approve the \$22,500 match for the \$750,000 grant at the February 3 meeting.

3. Walk W. Clark Street to Hull Street Trail Options

Mayor Eady led the group to the base of the hill on the Fletcher Street right-of-way and Turkey Creek. There was discussion as to whether an elevated trail could scale the hill, and this will be examined further. Staff and consultants will also explore further property acquisition for the Fletcher Street Trail. AtkinsRéalis also presented an alternative route for the W. Bonnell Street Trail, and this will be refined further.

4. **Quotes for Underground Electric Service Line on E. Watson Street** (Attachment C)
Staff received three bids for this work. After examining the three bids, it was generally agreed that Over and Under Contractors, Inc. not only had the lowest bid of \$12,424.68 but also had a long history of working well with the City.
5. **Other Business**
None.
6. **Work Session Meeting Review**
Mayor Eady recapped the next steps needed from staff and AtkinsRéalisis for Item #3.
7. **Executive Session**
None
8. **Adjourn**
Mayor Eady adjourned the meeting at 3:12 pm.

Respectfully Submitted,

Marcia Brooks
City Clerk/Treasurer

208 Emory Street (SR 81)
Stormwater Issues

Water off 6154 Emory St. The 4.2 acre Ballard Property, is emptying onto the sidewalk by their driveway.



Stormwater is being conveyed down Emory Street by the sidewalk.





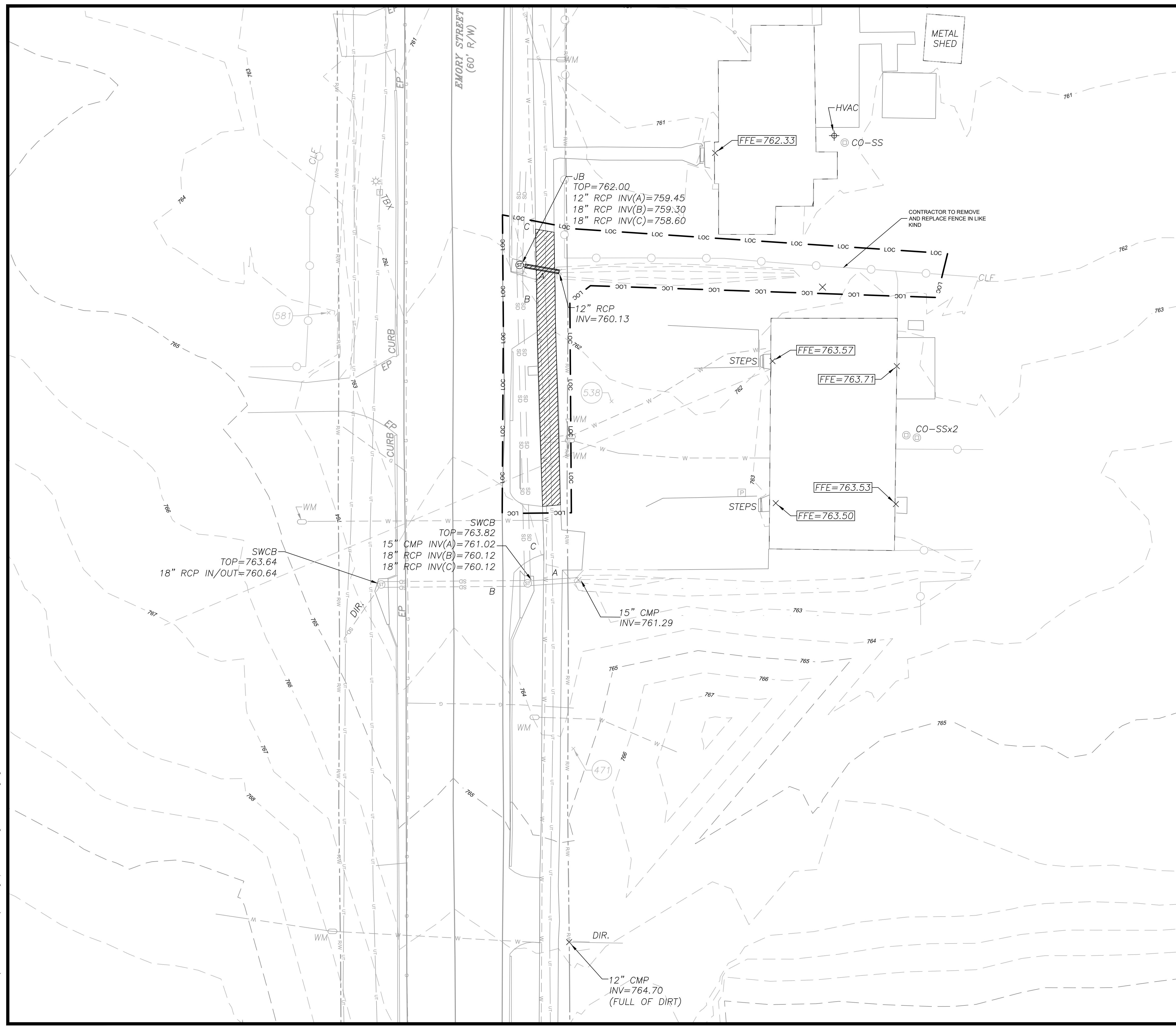
PRELIMINARY

Emory Street Drainage Improvements
Oxford, Georgia
DEMOLITION PLAN

THIS BAR IS
1 INCH LONG
PLOTTED FULL SCALE

Project Manager: _____
Drawn By: **TM** Checked By: _____
Date: --/--
Scale: As Shown

Project No.: **240349**
Drawing No.: **C-2.0**



- GENERAL NOTES:**
- DEMOLITION PLAN HAS BEEN PREPARED TO IDENTIFY MAJOR DEMOLITION ITEMS AND DOES NOT IDENTIFY EVERY SINGLE ITEM AND COMPONENT OF DEMOLITION. GENERAL CONTRACTOR MUST PERFORM A SITE VISIT PRIOR TO PREPARING A BID TO IDENTIFY ALL DEMOLITION ITEMS AND BECOME FAMILIAR WITH THE FIELD CONDITIONS OF THE PROJECT.
 - ALL EROSION AND SEDIMENT CONTROL MEASURES SHALL BE INSTALLED PRIOR TO ANY WORK INCLUDING DEMOLITION.
 - REMOVE SHRUBS AND TREES AS NOTED. ROOTS AND STUMPS TO BE GRUBBED OUT.
 - CONTRACTOR IS RESPONSIBLE FOR THE LEGAL DISPOSAL OF ALL DEBRIS.

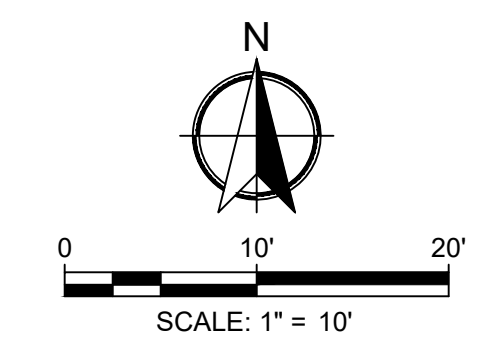
- DEMOLITION NOTES:**
- ALL NEW WORK SHOWN IN THESE PLANS SHALL COMPLY WITH LOCAL, STATE, AND FEDERAL BUILDING AND UTILITY INSTALLATION CODES.
 - ALL MATERIALS AND CONSTRUCTION METHODS SHALL BE IN ACCORDANCE WITH GDOT/CITY OF OXFORD SPECIFICATIONS FOR ROADS AND STRUCTURES. THE CONTRACTOR SHALL USE WHICHEVER SPECIFICATION IS MORE STRINGENT.
 - THERE MAY BE ADDITIONAL UTILITIES NOT SHOWN ON THESE PLANS. THE ENGINEER ASSUMES NO RESPONSIBILITY FOR LOCATIONS SHOWN, AND IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO FIELD VERIFY THE LOCATIONS OF ALL UTILITIES WITHIN THE LIMITS OF CONSTRUCTION AND TO NOTIFY THE OWNER IN CASE OF DISCREPANCIES THAT AFFECT THE CONSTRUCTION PROJECT.
 - THE CONTRACTOR IS RESPONSIBLE FOR NOTIFICATION, COMMUNICATION, AND COORDINATION WITH LOCAL UTILITY COMPANIES IN THE PROCESS OF LOCATION/RELOCATION OF AND THE-INS OF PUBLIC UTILITIES.
 - GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR THE COORDINATION OF ALL NEW RELOCATED, AND/OR REMOVED UTILITIES FOR THE PROJECT.
 - THE CONTRACTOR SHALL NOT DEVIATE FROM THE PLANS OR SPECIFICATIONS WITHOUT THE PRIOR WRITTEN CONSENT OF THE CITY OF OXFORD PROJECT MANAGER.
 - THE CONTRACTOR SHALL SEQUENCE THE WORK AND PROVIDE TEMPORARY MEASURES AS NECESSARY TO MAINTAIN ACCESS TO THE SITE THROUGH ALL ENTRANCES AT ALL TIMES DURING CONSTRUCTION. THESE TEMPORARY PROVISIONS MAY INCLUDE BUT ARE NOT LIMITED TO: TRAFFIC CONTROL, BARRICADES, FLAGPERSON, SIGNAGE, OR OTHER METHODS NECESSARY TO ACCOMPLISH THE WORK.
 - CONTRACTOR SHALL CONSIDER COORDINATION ASPECTS OF CONSTRUCTION EQUIPMENT OPERATIONS DURING DEMOLITION ACTIVITY.
 - CONTRACTOR EQUIPMENT MUST BE STORED WITHIN THE LIMITS OF DISTURBANCE OR DESIGNATED STAGING AREA UNLESS GRANTED WRITTEN CONSENT BY THE CITY OF OXFORD PROJECT MANAGER.
 - THE CONTRACTOR IS RESPONSIBLE FOR COMMUNICATION AND COORDINATION WITH CITY OF OXFORD AS REQUIRED DURING ALL DEMOLITION AND CONSTRUCTION ACTIVITY.
 - THE CONTRACTOR SHALL DISPOSE OF ANY HAZARDOUS MATERIALS IN STRICT ACCORDANCE WITH ALL APPLICABLE LOCAL, STATE, AND FEDERAL LAWS AND REQUIREMENTS.
 - THE CONTRACTOR SHALL CONTACT THE UTILITIES PROTECTION CENTER PRIOR TO ANY EXCAVATION.
 - CONTRACTOR TO LOCATE EXISTING WATER LINE, UNDERGROUND ELECTRICAL LINES, GAS LINES, UNDERGROUND TELEPHONE, AND ANY OTHER UTILITIES LINES DURING DEMOLITION ACTIVITIES AND COORDINATE FIELD LOCATION AND DEPTHS OF THESE UTILITIES WITH THE CITY OF OXFORD PROJECT MANAGER FOR PROPOSED UTILITY CROSSINGS AND PROPOSED PAVEMENT OVER EXISTING UTILITY LINES. THESE LINES MAY BE RELOCATED AND ARE THE RESPONSIBILITY OF THE CONTRACTOR.
 - ANY DISTURBED AREA LEFT EXPOSED FOR A PERIOD GREATER THAN 14 DAYS SHALL BE STABILIZED WITH MULCH OR TEMPORARY SEEDING.

THE CONTRACTOR SHALL REPLACE OR REPAIR ANY FEATURES DAMAGED DURING CONSTRUCTION NOT INTENDED FOR DEMOLITION INCLUDING, BUT NOT LIMITED TO, PAVEMENT, CURBING, SIDEWALKS, LANDSCAPING, SIGNS, OR HARDSCAPE ITEMS. THE CONTRACTOR SHALL REPAIR DAMAGED FEATURES TO ORIGINAL CONDITION OR BETTER AT CONTRACTORS EXPENSE.

CONTRACTOR SHALL BE SOLELY RESPONSIBLE FOR THE LOCATION & PROTECTION OF EXISTING ABOVE AND BELOW GRADE UTILITIES. UTILITIES PRESENTLY IN SERVICE WHICH ARE DAMAGED DURING CONSTRUCTION SHALL BE REPAIRED IMMEDIATELY AT NO ADDITIONAL EXPENSE OF THE OWNER OR UTILITY PROVIDER

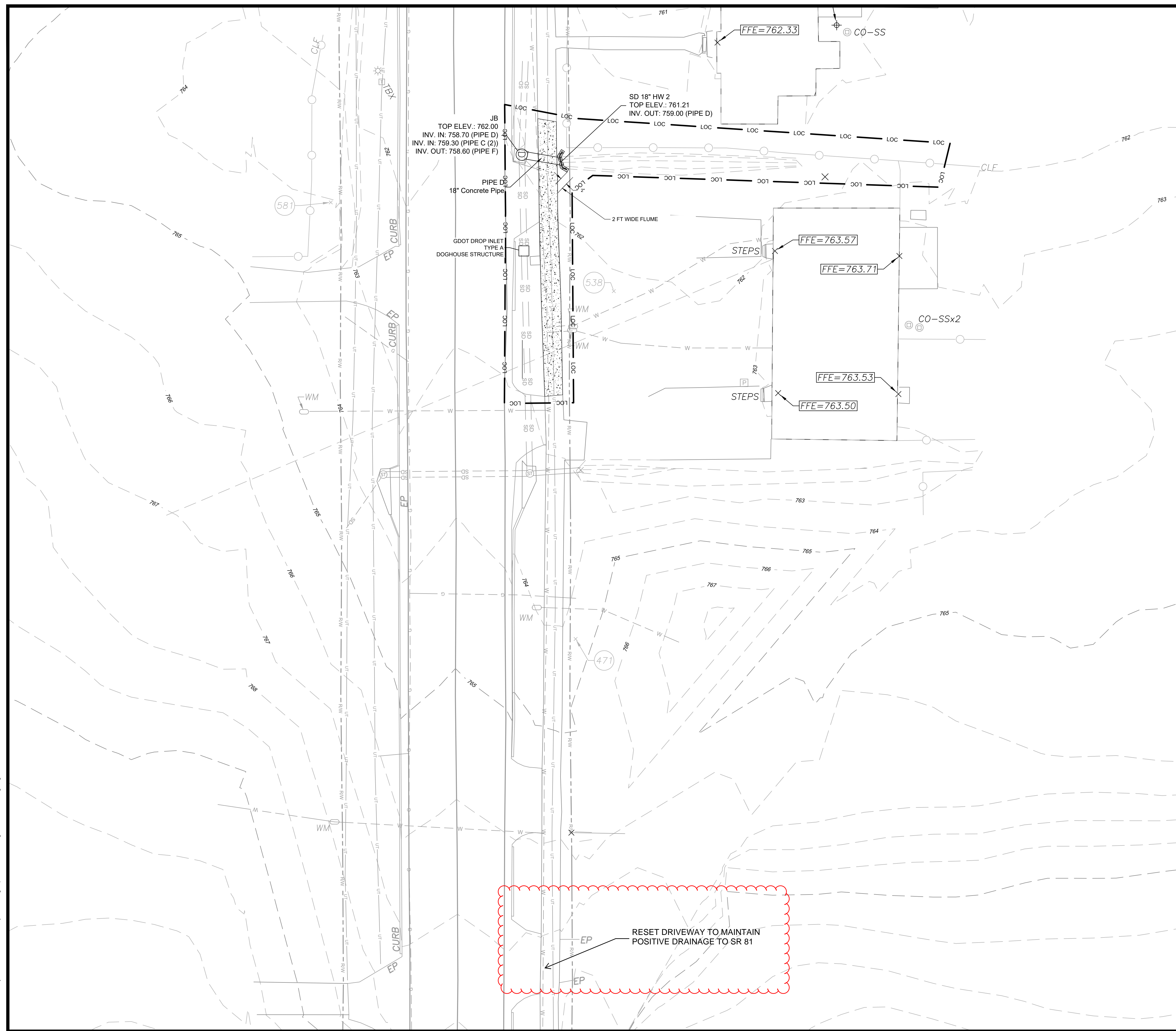
LEGEND

- [Hatched Pattern] EXISTING CONCRETE SIDEWALK & DRIVEWAY TO BE REMOVED AND DISPOSED OF AND REMOVE EXISTING STORM DRAIN PIPES TO DOWNSTREAM STRUCTURE
- [Cross-hatched Pattern] EXISTING LANDSCAPING TO BE REMOVED AND DISPOSED OF. CONTRACTOR TO STOCKPILE TOP 2' OF SOIL AT A LOCATION TO BE COORDINATED WITH THE CITY OF OXFORD PROJECT MANAGER
- [Dashed Line] LOC [Solid Line] LIMITS OF CONSTRUCTION (TYP.)



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- GENERAL NOTES:
1. THE CONTRACTOR SHALL NOTIFY THE CITY OF OXFORD PROJECT MANAGER OF ANY DISCREPANCIES BETWEEN THE SURVEY SHOWN IN THESE PLANS AND FIELD CONDITIONS BEFORE PROCEEDING WITH ANY NEW CONSTRUCTION.
 2. CONTRACTOR IS RESPONSIBLE FOR CORRECT HORIZONTAL AND VERTICAL ALIGNMENT OF ALL TIE-INS BETWEEN PROPOSED AND EXISTING PAVEMENTS, INCLUDING BUT NOT LIMITED TO, SIDEWALKS, CURBS, GUTTERS, UTILITIES, AND WALLS.
 3. CONTRACTOR TO ENSURE A SMOOTH TRANSITION BETWEEN EXISTING AND PROPOSED SURFACES.
 4. PROOF ROLLS WILL BE REDONE IF THE PROJECT IS RAINED ON BEFORE ANY CONCRETE, STONE, OR ASPHALT IS PLACED.
 5. UNDERCUTTING UNSUITABLE MATERIAL IS ACCEPTABLE, USING ONLY APPROVED FILL.
 6. ANY CHANGES MUST BE APPROVED BY THE CITY OF OXFORD PROJECT MANAGER.
 7. GEOTECHNICAL ENGINEER, PROVIDED BY THE CONTRACTOR, SHALL HAVE FINAL DECISION ON PROOF ROLLS.
 8. ALL BUFFERS, TREE SAVE AREAS, AND UNDISTURBED AREAS SHALL BE CLEARLY IDENTIFIED BY FLAGGING AND/OR FENCING PRIOR TO COMMENCEMENT OF ANY LAND DISTURBING ACTIVITIES.
 9. ALL EROSION AND SEDIMENT CONTROL MEASURES AND TREE PROTECTION MEASURES ARE TO BE INSTALLED PRIOR TO ANY LAND DISTURBING ACTIVITIES.
 10. MAXIMUM FILL/CUT SLOPES SHALL BE 2H:1V.
 11. 24-HOUR CONTACT: ANDREW, BILL (770) 786-7004

LEGEND

PROPOSED CONCRETE SIDEWALK

LOC - LIMITS OF CONSTRUCTION (TYP.)

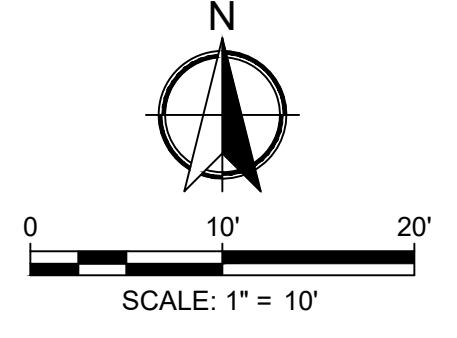
NO.	DATE	REVISION

Emory Street Drainage Improvements
 Oxford, Georgia
SITE PLAN

THIS BAR IS 1 INCH LONG PLOTTED FULL SCALE

Project Manager: _____
 Drawn By: **TM** Checked By: _____
 Date: --/--
 Scale: As Shown

Project No.: **240349**
 Drawing No.: **C-3.0**



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PRELIMINARY

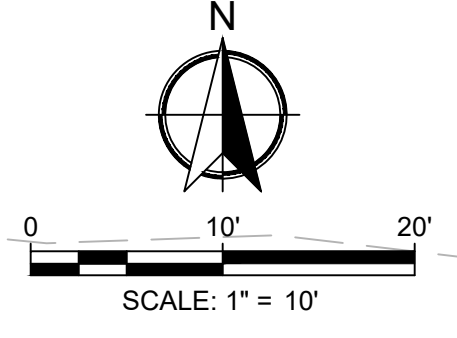
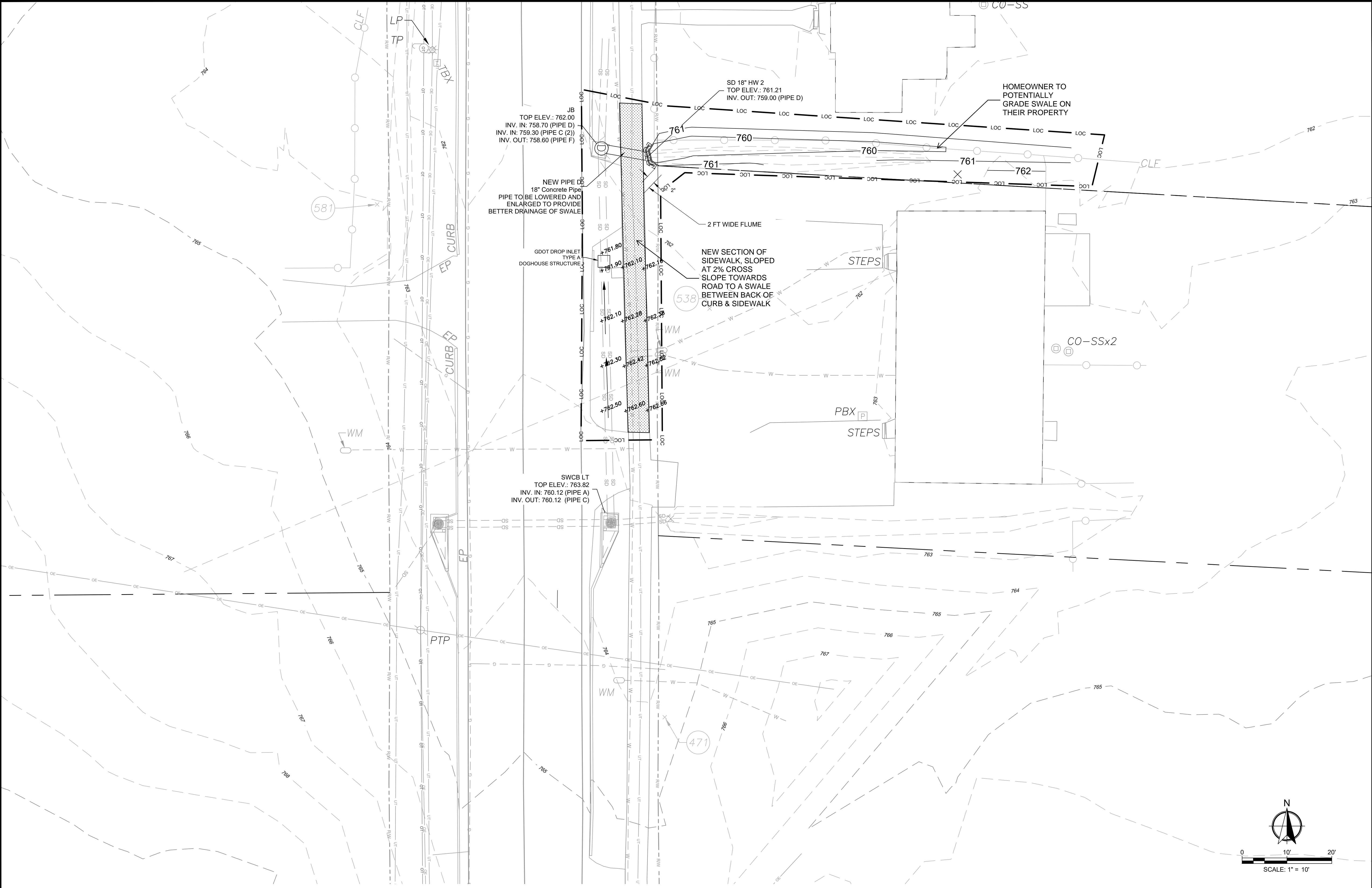
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NO.	DATE	REVISION

Emory Street Drainage Improvements
 Oxford, Georgia

GRADING & DRAINAGE PLAN

THIS BAR IS 1 INCH LONG PLOTTED FULL SCALE	
Project Manager:	---
Drawn By:	Checked By:
TM	---
Date:	---/---/---
Scale:	As Shown
Project No.:	240349
Drawing No.:	C-4.0



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DESCRIPTION: Oxford Drainage Improvement Project
 PROJECT NO.: 240349
 DATE: 1/17/2025
 PREPARED BY: JRO

Item No.	Item	Unit	Quantity	Unit Price	Amount
Startup and Temporary Cost					
1	Grading Complete	LS	1	\$6,204.46	\$6,204.46
2	Mobilization	LS	1	\$10,000.00	\$10,000.00
3	Traffic Control	LS	1	\$722.85	\$722.85
Site					
4	CONC SIDEWALK, 4 IN	SY	50	\$70.00	\$3,500.00
5	DRIVEWAY CONCRETE, 6 IN TK	SY	30	\$85.00	\$2,550.00
Storm System					
6	RECONSTRUCT JUNCTION BOX	EA	1	\$4,500.00	\$4,500.00
7	DROP INLET, GP 1	EA	1	\$5,400.00	\$5,400.00
8	RCP STORM PIPE, 18 IN	LF	10	\$90.00	\$900.00
9	CONC SPILLWAY, TP 3	EA	1	\$3,600.00	\$3,600.00
10	SAFETY END SECTION 18 IN, STORM DRAIN, 4:1 SLOPE	EA	1	\$1,500.00	\$1,500.00
Striping and Signage					
11	RESET HIGHWAY SIGN	EA	1	\$250.00	\$250.00
Erosion Control					
12	SOD	SY	35	\$15.00	\$525.00
13	CONSTRUCT AND REMOVE INLET SEDIMENT TRAP	EA	1	\$260.00	\$260.00
14	MAINTENANCE OF INLET SEDIMENT TRAP	EA	1	\$110.00	\$110.00
15	TEMPORARY SILT FENCE, TP A	LF	100	\$5.00	\$500.00
16	MAINTENANCE OF TEMPORARY SILT FENCE, TP A	LF	100	\$5.00	\$500.00

Total Cost: \$41,022.31

20% Contingency: \$8,204.46

Construction Cost \$49,226.78

Overall Total: \$49,226.78



December 16, 2024

Mr. Bill Andrew, City Manager
City of Oxford
110 W Clark Street
Oxford, GA 30054

Mr. Andrew:

The following is our understanding of the proposed scope of work and fees related to plan revisions for the lighting design for City of Oxford, Georgia Whatcoat Street Realignment Project:

Civil Engineering – Site Lighting

Project Description:

AtkinsRéalis has prepared the Construction Documents for the realignment of the existing intersection of Whatcoat Street, and W. George Street at the common intersection with N. Emory Street/GA Highway 81 in Oxford, Georgia. The City of Oxford has indicated that they may elect to revise the scope to include street lighting and pedestrian lighting.

AtkinsRéalis will provide the services as follows:

I. Lighting Design and Power Plan as a Revision to the 100% Construction Documents:

AtkinsRéalis will perform the site lighting design and provide supplemental plans. The overall Construction Documents will be updated to coordinate with the lighting plans. ***A Lump Sum fee of \$20,000.00 is proposed for the plan revisions.***

It is anticipated that revisions to the following plans may be required:

1. Cover Sheet
2. Mainline Plan
3. General Electrical Notes
4. Demo Plans
5. Lighting Layout Plans and Schedules
6. Power and Circuit Plans
7. Lighting and Power Details
8. QA/QC of revised plans

Also included is a total of 4 hours of coordination with the City of Oxford, which includes a maximum of 4 hours of conference calls and/or Teams Meetings. No in-person meetings are included within the scope.

Assumptions & Exclusions:

1. Includes all previously provided assumptions and exclusions from the original scope and subsequent change orders, except for the sight lighting design.

Sincerely,

A handwritten signature in blue ink, appearing to read "G. Kakunes".

George N. Kakunes, P.E., PMP
Sr. Project Manager



**Attachment 'B' - Hourly Rate Schedule
(Effective through 12/31/2024)**

CIVIL ENGINEERING FEES

CLASSIFICATION

HOURLY RATE

Project Principal	\$ 260.00 to \$280.00
Project Director	\$ 235.00 to \$255.00
Senior Professional	\$ 200.00 to \$220.00
Senior Civil/Electrical Project Manager	\$ 228.00 to \$254.00
Project Manager	\$ 166.00 to \$176.00
Senior Engineer IV	\$ 198.00 to \$210.00
Senior Engineer III	\$ 186.00 to \$196.00
Senior Engineer II	\$ 158.00 to \$170.00
Senior Engineer I	\$ 124.00 to \$138.00
Engineer III	\$ 120.00 to \$128.00
Engineer II	\$ 112.00 to \$124.00
Engineer I	\$ 105.00 to \$116.00
Senior Designer III/GIS Operator	\$ 180.00 to \$200.00
Senior Designer II/GIS Operator	\$ 158.00 to \$178.00
Senior Designer I/GIS Operator	\$ 125.00 to \$154.00
CAD Designer II /Technician	\$ 106.00 to \$120.00
CAD Designer/Technician	\$ 80.00 to \$92.00
Operations/Admin Coordinator	\$ 60.00 to \$80.00

Mileage per the Federal rates in force at the time of service 0.67/mile

Over and Under Contractors, Inc.

Post Office Box 53 Suwanee, Georgia 30024

Office: (770)682-9160

Email: overundercontractor@gmail.com

To: City of Oxford

Attn: Jody Reid

Reference: E. Watson Street

Over and Under to change out the last two poles on Watson St. Then we will open trench from the last pole to approximately 245' down the side of road, punch under the road and continue trenching up hill for an additional 65'. Then we will install (2) 2" pvc conduits in the trench and backfill. Then we will set a 25 KVA single phase transformer. Then we will open trench from transformer to next property over and install (2) 2" conduits and backfill the ditch. Then we will install a single phase T.C. Cabinet. Then we will pull 1/0 primary for the pole to the transformer. Then from the transformer to the TC Cabinet. We will also pull 1/0 UG triplex from the transformer to the TC Cabinet. Then we will terminate all UG primaries, test voltages at transformer and clean up mess.

Over and Under to supply labor, equipment and supervision necessary to complete project.

City of Oxford to supply all materials necessary to complete the project.

We will do this work for the lump sum of \$12,424.68. Should we encounter rock we will remove at cost plus 15%.

Sincerely,



Jerry Blackwell Jr.

January 9, 2025



**City of Oxford
Project**

E. Watson Street U. G. Reconductor Project


Jody,

**Thank you for allowing U-tec the opportunity to bid on the City of Oxford
E. Watson Street U. G. Reconductor Project.**

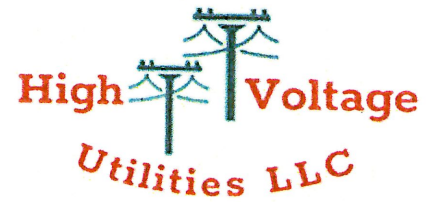
Here is our total price for \$14,925.28. Again, thank you for this opportunity.

**IF ROCK OR ANY OTHER UNFORSEEN OBJECTS WHILE EXCAVATING/Directional
Drilling UTEC WILL NOT BE RESPONSIBLE FOR THE REMOVAL. U-tec will not be
responsible for any non-locatable UTILITIES. Sewer, water, storm drainage.**

David Mathis



75 Clifford Circle
Newborn, Ga 30056
770-238-9548
highvoltageutilitiesllc@aol.com



01/29/2025

City of Oxford
Attn: Jody Reid
105 W Watson St.
Oxford, Ga 30054

Dear Jody,

High Voltage Utilities, LLC, would like to present a quote for changing out two single phase poles, running underground primary to new transformer, running temp, installing two underground security lights, hooking up temp, checking voltage in transformer, and seed and straw area along with clean up area. We will be boring under the road for this project. The location of this project is E Watson St. This quote is for labor and equipment only. The City of Oxford will provide all materials. High Voltage Utilities will obtain all locates for the project.

The price for this is \$29,216.00.

High Voltage Utilities, LLC

Travis Long

Owner



ELECTRIC CITIES OF GEORGIA

HiperWeb (ESTP01)
1/3/25 2:08

Estimate Material List

Estimate #: 904

Part Code	Part Description	Qty	U.O.M.
110-50020	JUNCTION, LOADBREAK, 3-POINT, 15 kV, 200 AMP	1.00	EACH
160-30070	CLAMP, DEADEND, 6-2/0 AWG ACSR, 6-3/0 AWG AAC	1.00	EACH
350-30020	CONNECTOR, SECONDARY BAR, 6-HOLE, 350 MCM PTF6-350CJNU	3.00	EACH
ARRESTER-RP	ARRESTER, SURGE, RISER POLE, 9 OR 10 kV, POLYMER	1.00	EACH
ARRESTERLB-15	ARRESTER, ELBOW, 9 OR 10 kV	1.00	EACH
BRKT-CA	T-BRACKET, STEEL, CUTOUT & ARRESTER, SINGLE-PHASE	1.00	EACH
BUSHING-200LB	BUSHING, INSERT, LOADBREAK 15 kV, 200 AMP	2.00	EACH
CAP-200	CAP, PROTECTIVE, LOADBREAK, INSULATING WITH GROUND, 15 kV, 200 AMP	1.00	EACH
CBNT-TERM1PH2	CABINET, TERMINATING, 1-PHASE, FIBERGLASS, 52-1/2"W x 41-1/2"D x 48"H (NORDIC - ND-2322248)	1.00	EACH
CLEVISSEC	CLEVIS, SECONDARY OR NEUTRAL	2.00	EACH
CLMP-HL	CLAMP, HOT LINE	1.00	EACH
CUTOUT100AMP-SC	CUTOUT, 100 AMP, 15 kV (110 kV BIL), STANDARD CUTOUT, POLYMER	1.00	EACH
ELBOW-1/0	ELBOW, LOADBREAK, 200 AMP, w/o Tst Pt, 15 kV, 175/220mil - 1/0 AWG AL	3.00	EACH
GRIPDE-2	GRIP, DISTRIBUTION, DEADEND, 2 AWG ACSR	1.00	EACH
GRIPKLM-1/0	GRIP, UG PRIMARY CABLE, (KELLUM) SIZE - 1/0 AWG	1.00	EACH
INS-PIN	INSULATOR, PIN, 15 kV, PORCELAIN	1.00	EACH
INS-SPL	INSULATOR, SPOOL, PORCELAIN, 3"	2.00	EACH
INS-SUSP	INSULATOR, SUSPENSION, 15 kV, POLYMER	1.00	EACH
PAD1	PAD, CONCRETE, FOR 1-PHASE TRANSFORMER, 42"x42"	1.00	EACH
PIN-PT	PIN, POLE TOP	1.00	EACH
TERM-1/0	TERMINATION KIT, UG PRIMARY JACKETED CABLE, 1/0 AWG AL, 15 kV	1.00	EACH
U-GUARD2	U-GUARD POLYETHYLENE, 2" - 10' JOINT	5.00	EACH
UGT25-120	TRANSFORMER, PADMOUNT, 1-PHASE, 25 KVA, 7200/12470Y - 120/240	1.00	EACH
WDPOLE40-2	WOOD POLE, CCA, 40'-2	2.00	EACH

CITY OF OXFORD

Resolution

WHEREAS, the City of Oxford desires to submit an application for a Community Development Block Grant (CDBG) to finance Water System Improvements on portions of Asbury Street, Bonnell Street, Cindy Court, Coke Street, Dowman Avenue, Emory Street, Godfrey Street, Queen Ann Street, Stone Street, Watson Street, Wesley Street, and Williams Street; and

WHEREAS, the Mayor and Council have requested the assistance of the Northeast Georgia Regional Commission in preparing the CDBG application; and

WHEREAS, certain actions are required by the City in support of the application;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the City of Oxford by this resolution do hereby approve the submission of a Community Development Block Grant (CDBG) application for \$750,000 with a match of \$22,500 to finance Water System Improvements on Asbury Street, Bonnell Street, Cindy Court, Coke Street, Dowman Avenue, Emory Street, Godfrey Street, Queen Ann Street, Stone Street, Watson Street, Wesley Street, and Williams Street;

BE IT FURTHER RESOLVED, that the Mayor and Council do hereby authorize the Mayor to execute any and all documents necessary to apply for and obtain the CDBG.

BE IT FURTHER RESOLVED, that if awarded, the Mayor and Council designate the Northeast Georgia Regional Commission as the grant administrator, in accordance with local government requirements, the Common Rule Selection Process, and the Community Development Block Grant program guidelines.

Adopted this 3rd day of February, 2025.

BY:

David S. Eady, Mayor

ATTEST:

Marcia Brooks, City Clerk