



**OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING  
REGULAR SESSION  
MONDAY, MAY 3, 2021 – 7:00 PM  
Via Teleconference**

**ELECTED OFFICIALS PRESENT:**

David Eady – Mayor  
George Holt – Councilmember  
James Windham – Councilmember  
Jeff Wearing – Councilmember  
Laura McCanless – Councilmember  
Lynn Bohanan – Councilmember

**APPOINTED/STAFF PRESENT:**

Matt Pepper – City Manager  
Marcia Brooks – City Clerk/Treasurer  
Michelle Middleton – Associate Clerk  
Jody Reid – Supervisor of Utilities & Maintenance  
Dave Harvey – Chief of Police  
C. David Strickland – City Attorney

**ELECTED OFFICIALS NOT PRESENT:**

Avis Williams – Councilmember

**OTHERS PRESENT:** Mike Ready, Art Vinson, Anderson Wright, Jonathan Eady, Brian Barnard, Barbara Cole, Dr. Laklieshia Izzard, Daniel Parson, Deborah Vanderbunt, Linda Jones, Amy (last name unknown), 470-808-9334 (name unknown)

1. The meeting was called to order by the Hon. David Eady, Mayor.
2. Invocation.
3. **A motion was made by Jeff Wearing to accept the Agenda for May 3, 2021. George Holt seconded the motion. The motion was approved unanimously (6/0).** (Attachment A)
4. **A motion was made by Jeff Wearing to accept the Consent Agenda for May 3, 2021. George Holt seconded the motion. The motion was approved unanimously (6/0).** (Attachment B)
5. **Planning Commission Recommendations/Petitions**  
None.
6. **Citizen Concerns**  
Mike Ready advised that about ten volunteers are needed to work on the George Street Park fence with the Trees, Parks, and Recreation Board on Saturday, May 8<sup>th</sup>. Jeff Wearing advised that anyone interested in helping should contact him by email at

[jeff@readyrentall.com](mailto:jeff@readyrentall.com) so that he can organize and plan the work based on equipment available and abilities of volunteers.

7. **COVID-19 Community Update**

This topic was reserved for Pastor Charlie Williams to provide an update however he was not in attendance.

8. **Report on Spring Festival**

Staff member Michelle Middleton gave a report on the Oxford Farmers Market Spring Festival held the previous week. She advised that given this was the City's first attempt at an event for the farmers market, it went very well. There were seven vendors each day, and Daniel Parson from Oxford College Farm also resumed his weekly sales during the festival.

Vendor Linda Jones advised that Ms. Middleton did a great job with the festival and was very helpful and supportive to the vendors. She had a great time and enjoyed the new vendors coming in. The only problem she saw was patrons were confused about where to park, and the parking area was too far for older people to walk from to get to the vendors.

Vendor Deborah Vanderbunt advised that access from Emory Street should not be blocked because most of the patrons come from the openings on Emory Street. She echoed Ms. Smith's praises for Ms. Middleton and thanked her for her support.

Mayor Eady thanked Ms. Middleton for championing the effort to organize the spring festival. He also thanked the vendors for their comments and for their participation.

Ms. Jones commented that the start time for Saturday is very early. She advised that her earliest patrons do not come until about 9:30-10:00 a.m.

9. **Downtown Development Authority Greenspace Proposal** (Attachment C)

Brian Barnard presented the most recent proposal for work on the greenspace. The Downtown Development Authority (DDA) would like to move forward on the work with approval of the City Council. He also stated that a decision needs to be made by the City Council on how the property will be conveyed to the DDA in such a way that allows the DDA to perform the work and to manage it.

Mr. Barnard noted one change from the design distributed. A delineation for parking was suggested like the one used in the spring festival that could be moved as needed. The DDA would also champion well-placed highly visible signage once the changes have been installed.

Jonathan Eady added that the DDA does not propose a solid fence along Emory Street. They propose intermittent fencing that would allow for easy walk-up traffic from Emory Street to the vendor displays. Clear signage and parking area designations should clear up the confusion patrons are experiencing.

Mr. Barnard stated that the two curb cuts on Emory Street would have fencing along them, but the fencing would be movable to allow for entry of vendors as needed. Mr. Barnard advised that the DDA recommends the crossbuck style of fencing. This style is more consistent with the existing aesthetic of the community and is more sturdy and more formal, given that the part facing Emory Street is the center-point of the greenspace.

Mr. Eady stated that the DDA has provided a proposed form of motion to address the approval of the design and the enabling of the DDA to execute the improvements to the property.

Mayor Eady stated there are two questions at hand. One is whether the Councilmembers have any questions about the design. The other is the enabling of the DDA to execute improvements through a one-year renewable lease agreement that allows cancellation with notice which gives them the authority to enter the property and make improvements. Otherwise, they do not have any authority to make the proposed improvements.

George Holt and James Windham indicated they do not have enough information to comment. Mr. Windham added he is not sure what is being accomplished by the proposed changes.

Jeff Wearing stated that there is not a defined purpose for the greenspace, but he believes the proposed changes are a good start. Giving authority to the DDA to begin something to make the area a better community event place with parking spaces and signage is a good way to get the community more actively involved. The lease agreement will limit their actions to a certain degree, but it is a good start. Lynn Bohanan and Laura McCanless agreed.

**Jeff Wearing made a motion to accept the design concept for the greenspace presented by the DDA. Laura McCanless seconded the motion. The motion carried by a majority with James Windham voting nay (5/1).**

**Laura McCanless made a motion to allow the Mayor to enter into a one-year renewable agreement with the DDA with a 30-day notice cancellation clause to authorize the DDA to make the improvements approved by the City Council to the City of Oxford greenspace. Jeff Wearing seconded the motion.**

Discussion:

George Holt asked why a lease is necessary. Mayor Eady advised that the DDA is not authorized to make the changes without an agreement. Jonathan Eady added that the DDA needs to be authorized by the City to spend the funds allocated to them on property not owned by them.

**The motion carried by a majority with James Windham voting nay (5/1).**

**10. Resolution for the Community Development Block Grant (CDBG) Application**

(Attachment D)

Matt Pepper advised that this is the same action taken the first time the City applied for the CDBG in 2020. This action is required as part of the application process.

**Jeff Wearing made a motion to approve the resolution for the CDBG application. Laura McCanless seconded the motion. The motion was approved unanimously (6/0).**

**11. Little Library** (Attachment E)

Mayor Eady stated that a proposal was made by Nick and Barbara Cole to install a second Little Library at Asbury Street Park. Matt Pepper advised the Trees, Parks, and Recreation Board has recommended placing the new Little Library between the two posts near the current Little Library as depicted in the attached photo.

**James Windham made a motion to accept the offer from Nick and Barbara Cole and approve the recommendation of the Trees, Parks, and Recreation Board regarding placement of the new Little Library. Jeff Wearing seconded the motion. The motion carried unanimously (6/0).**

**12. Longstreet Circle Paving Project** (Attachment F)

Matt Pepper advised that the City's annual paving project is to mill and repave Longstreet Circle. Eight bids were received. The lowest bid was from Garrett Paving Company for \$181,524.40. Staff recommends awarding the contract for this work to Garrett Paving Company.

**George Holt made a motion to award the contract for the paving project on Longstreet Circle to Garrett Paving Company. James Windham seconded the motion. The motion was approved unanimously.**

**13. Electric System Improvements** (Attachment G)

Mayor Eady stated that improvements are made to the electric system each year based on need. Jody Reid advised there are several pull offs on Highway 81 that need to be replaced as well as some wires and poles in the vicinity of Mainstay Academy. Bids were obtained from several vendors for this work. Staff recommends awarding the contracts for this work to the lowest bidders, Marable-Pirkle, Inc. for \$79,200 to complete the work and Gresco for \$55,224.20 for materials.

Mayor Eady reminded the City Council that historically the City buys the materials for this annual work. Jody Reid advised that doing so avoids payment of sales tax, lowering the cost.

**Laura McCanless made a motion to award the contracts for the electrical system improvements to Marable-Pirkle, Inc. and Gresco. James Windham seconded the motion. The motion was approved unanimously (6/0).**

14. **Invoices** (Attachment H)

James Windham asked which vehicle Police Vehicle #4 is. Chief Harvey advised it is the 2016 vehicle. The cost for repairs was included in the last report he sent out.

Mr. Windham asked how close to the right-of-way the dogwood trees at 1008 Emory Street are. Jody Reid advised that they are in the sewer line easement. Replacement of the dogwoods was promised as part of the sewer line project.

15. **Executive Session**

Real estate matters were discussed.

16. **Adjourn**

**A motion was made by George Holt to adjourn at 9:02 p.m. James Windham seconded the motion. The motion was approved unanimously (6/0).**

Respectfully Submitted,



Marcia Brooks  
City Clerk/Treasurer