

**OXFORD MAYOR AND COUNCIL
WORK SESSION
MONDAY, MARCH 23, 2020 – 6:30 P.M.
CITY HALL (VIA TELECONFERENCE)
A G E N D A**

1. **Mayor's Announcements**
2. * **Resolution for the Community Development Block Grant Application** – Council must approve a resolution to submit the application for the Community Development Block Grant for the city's proposed water main improvement project. We have attached the resolution.
3. * **FY2021 Operating and Capital Budgets** – Council will review draft copies of the FY2021 operating and capital budgets. We have attached the draft copies of the budget.
4. **City Health Insurance** – The City Clerk will lead a discussion on the city's health insurance options for the upcoming year.
5. **Sanitation Services** – Council will discuss the rate increase requested by Latham Home Sanitation, LLC.
6. **Town Center Development Discussion** – Mayor Eady will lead a discussion on the city's town center development project.
7. * **Whatcoat Street Improvements** – The FY2020 Capital Budget includes \$300,000 to make improvements to Whatcoat Street. We have attached a draft concept plan for the proposed improvements.
8. * **City Welcome Sign Project** – The FY2020 Capital Budget includes \$60,000 to construct a welcome sign and make improvements to the city-owned lot located at 6153 Emory Street. We have attached the bid tabulation.
9. * **SR 81 Sidewalk Study** – The FY2020 Capital Budget includes \$100,000 to repair existing sidewalks located along SR 81 and carry out a study to install a sidewalk along SR 81 from Soule Street to the northern city limits. Staff asked Keck & Wood to provide a quote to complete a concept plan to construct a sidewalk along SR 81. We have attached their quote and an example concept plan.
10. * **Stop Sign Replacement Project** – The Georgia Department of Transportation awarded the city a \$20,000 grant to upgrade our stop signs and posts. The grant funds require a 30% match. We issued a Request for Proposals for the project. We received four bids. We recommend that Council award the contract to Brown's Asphalt Maintenance, Inc for \$21,675. We have attached the copies of the bids.

*Attachments

CITY OF OXFORD

RESOLUTION

WHEREAS, the City of Oxford desires to submit an application for a Community Development Block Grant (CDBG) grant to finance Water System Improvements on Clark Street, Hull Street, Oxford Road, Keel Street, Beakhead Court, Cat Paw's Court, and Perry Circle; 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 to finance Water System Improvements on Clark Street, Hull Street, Oxford Road, Keel Street, Beakhead Court, Cat Paw's Court, and Perry Circle;

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 sixth day of April, 2020.

BY:

David S. Eady, Mayor

ATTEST:

Marcia Brooks, City Clerk

SEAL



Annual Budget - FY2021

July 1, 2020 - June 30, 2021

Mayor and City Council Review - 3/23/20

Mayor David S. Eady

Councilmembers

Jeff Wearing - Lynn Bohanan
Laura McCanless - George Holt
Avis Williams - Jim Windham

Matthew Pepper, City Manager
Marcia Brooks, City Clerk
Dave Harvey, Police Chief
Jody Reid, Supervisor of Public Works and Utilities

	Acct Number	Description	FY2019 Actual	FY2020 Budget	Thru January	FY 2020 Estimate	FY2021 Recommend	Comments
GENERAL FUND - REVENUE					58.3%			
1	100-0000-311100-000	Real Property Tax-Current Yr.	110,827	110,000	113,250	110,000	115,000	
2	100-0000-311200-000	Property Tax - Prior Year	3,728	5,000	3,032	5,198	5,000	
3	100-0000-311310-000	Motor Vehicle Adv.	20,414	21,000	20,379	34,935	5,000	
4	100-0000-311315-000	Motor Vehicle TAVT	49,523	45,000	56,057	96,097	61,000	
5	100-0000-311340-000	Intangible Tax	1,324	3,000	2,548	4,368	3,000	
6	100-0000-311600-000	Real Estate Transfer	1,090	1,000	982	1,683	1,200	
7	100-0000-311710-000	Electric Franchise Tax	2,237	2,200	0	2,000	2,200	
8	100-0000-311730-000	Gas Franchise Tax	14,567	12,000	5,592	9,586	14,000	
9	100-0000-311750-000	TV Cable Franchise Tax	29,842	28,000	22,110	37,903	30,000	
10	100-0000-311760-000	Telephone Franchise Tax	4,440	4,500	0	4,500	4,500	
11	100-0000-313100-000	LOST Sales & Use Tax	404,977	360,000	253,804	435,093	400,000	
12	100-0000-316100-000	General Business License	11,360	11,500	6,583	12,000	11,500	
13	100-0000-316200-000	Insurance Premium Tax	152,453	161,000	161,939	161,939	172,000	One check per year, based on population.
14	100-0000-319000-000	Penalty/Interest on Del Taxes	1,393	1,300	748	1,282	1,200	
15	100-0000-322901-000	Misc. Income	1,334	1,500	21	36	1,000	
16	100-0000-323100-000	General Building Permits	36,155	15,000	4,726	8,102	15,000	
17	100-0000-335800-000	Intergovernmental Revenues	46,038	26,000	0	26,000	28,000	LMIG from GDOT
18	100-0000-341400-000	Printing/Duplicating Service	129	200	102	175	200	
19	100-0000-341910-000	Election Qualifying Fees	0	1,200	792	792	0	
20	100-0000-349100-000	Cemetery Fees	3,100	2,000	3,450	5,914	2,000	
21	100-0000-349300-000	Bad Check Fees	750	1,000	420	720	1,000	
22	100-0000-351000-000	Fines & Forfeitures	102,890	80,000	55,284	94,773	80,000	
23	100-0000-361000-000	Interest Revenues	65,360	30,000	33,206	56,925	30,000	
24	100-0000-381000-000	Rents and Royalties	55	1,500	2,225	3,814	5,000	
25	100-0000-381001-000	Lease Agreement Income	31,710	31,710	0	31,710	31,710	Whatcoat Building
26	100-0000-381002-000	Lease - Verizon	26,602	27,154	15,840	27,154	27,833	Water Tower Antenna - Verizon Wireless
27	100-0000-392300-000	Proceeds-Dispose of Assets	0	1,000	0	0	1,000	
REVENUES TOTAL			\$1,122,298	\$983,764	\$763,090	\$1,172,699	\$1,048,343	

	Acct Number	Description	FY2019 Actual	FY2020 Budget	Thru January	FY 2020 Estimate	FY2021 Recommend	Comments
GENERAL FUND - EXPENDITURES								
CITY COUNCIL								
1	100.1100.511100.000	Regular Employees	30,000	34,800	16,700	28,629	34,800	
2	100.1100.512200.000	Social Security (FICA)	2,295	2,663	1,278	2,190	2,663	
3	100.1100.523100.000	Liability Insurance	10,818	12,000	0	12,000	12,000	Annual bill in April
4	100.1100.523600.000	Education & Training	2,141	3,000	2,900	4,971	5,000	
5	100.1400.511100.000	Reg Employees - Election	0	650	475	475	650	
		SUBTOTAL	\$45,254	\$53,113	\$21,352	\$48,265	\$55,113	

	Acct Number	Description	FY2019 Actual	FY2020 Budget	Thru January	FY 2020 Estimate	FY2021 Recommend	Comments
GENERAL GOVERNMENT								
1	100.1500.511100.000	Regular Employees	221,315	221,854	119,566	204,970	228,123	
2	100.1500.511300.000	Overtime	3,585	5,000	6,021	10,322	5,000	
3	100.1500.512100.000	Group Insurance	64,107	60,313	22,524	38,612	49,319	
4	100.1500.512200.000	Social Security (FICA)	16,968	17,354	9,639	16,524	17,910	
5	100.1500.512400.000	Retirement Plan Expense	37,910	13,348	11,759	20,159	20,500	
6	100.1500.512450.000	Retirement Cont. (DC) 401	3,575	9,715	3,366	5,771	11,129	
7	100.1500.512700.000	Workers' Comp Insurance	269	1,000	725	1,242	1,000	
8	100.1500.512900.000	Unemployment Payments	0	2,000	4,200	7,200	2,000	
9	100.1500.521200.000	Professional	77,652	110,000	54,189	92,896	95,000	City Attorney, CPA Firm, Audit Services, Tax Assessor's Office
10	100.1500.521200.001	Code Enforcement Services	2,315	5,000	910	1,560	5,000	Contract with Bureau Veritas
11	100.1500.521200.002	Building Permit (BV)	0	11,250	3,903	6,691	11,250	Contract with Bureau Veritas
12	100.1500.521202.000	Fire Services - Newton County	23,871	26,500	26,114	26,114	29,000	
13	100.1500.521300.000	Technical Purchased Service	41,417	42,500	34,242	40,700	45,000	
14	100.1500.522200.000	Repairs & Maintenance	21,417	40,000	11,507	19,725	25,000	
15	100.1500.522200.001	Whatcoat Building Maintenance	225	5,000	0	0	5,000	
16	100.1500.522200.002	YH Welcome Center	0	30,000	0	0	5,000	
17	100.1500.523100.000	Liability Insurance	12,019	11,000	0	10,000	11,000	Annual bill in April
18	100.1500.523200.000	Telephone - Postage	25,166	25,200	13,092	22,443	25,500	
19	100.1500.523200.001	Telephone System Upgrades	0	8,200	8,150	8,150	0	
20	100.1500.523300.000	Advertising & Promotions	6,849	7,000	5,188	8,893	7,000	
21	100.1500.523320.000	July 4th Parade Expenses	4,994	6,000	2,769	4,746	6,000	
22	100.1500.523600.000	Dues & Fees	5,770	9,000	5,553	9,519	8,000	
23	100.1500.523700.000	Education & Training	7,399	12,000	3,021	5,180	10,000	
24	100.1500.531100.000	Supplies & Materials	18,784	19,000	12,044	20,646	19,000	
25	100.1500.531200.000	Energy - Utilities	15,507	16,000	9,341	16,013	17,000	
26	100.1500.531600.000	Small Equipment Under \$5,000	1,507	5,000	979	1,679	5,000	
27	100.1500.531600.001	Computer Upgrades	16,312	8,000	0	8,000	0	
28	100.1500.531600.002	Security System Upgrade	0	7,000	6,686	7,000	0	
29	100.1500.531700.000	Other/Meetings & Events	2,279	7,000	2,861	4,904	7,000	
30	100.1500.579000.000	Contingency - General	0	23,392	0	0		
31	100.1500.579010.000	Contingencies - cash over & short	298	200	50	86	200	
		SUBTOTAL	\$631,510	\$764,826	\$378,399	\$619,746	\$670,931	

	Acct Number	Description	FY2019 Actual	FY2020 Budget	Thru January	FY 2020 Estimate	FY2021 Recommend	Comments
COURT								
1	100.2500.521200.000	Contract - Judge	5,000	5,000	3,750	5,000	5,000	
2	100.2500.521210.000	Contract - Public Defender	500	500	0	0	500	
3	100.2500.521211.000	Contract - Solicitor	7,240	4,800	4,280	4,800	4,800	
4	100.2500.523700.000	Education - Clerk	791	3,000	375	643	3,000	
5	100.2500.523701.000	Education - Judge	1,660	1,200	935	1,200	1,200	
6	100.2500.523850.000	Contract - Translator	0	200	0	0	200	
		SUBTOTAL	\$15,192	\$14,700	\$9,340	\$11,643	\$14,700	
POLICE DEPARTMENT								
7	100.3200.511000.000	Regular Employees	98,775	173,830	79,600	136,457	176,635	Includes four (4) fulltime officers - Chief Included
8	100.3200.511300.000	Overtime	10,587	10,000	5,097	8,738	10,000	
9	100.3200.512100.000	Group Insurance	16,865	25,987	6,055	10,380	33,750	
10	100.3200.512200.000	Social Security (FICA)	8,392	14,063	6,485	11,117	14,278	
11	100.3200.512450.000	Retirement Cont. (DC) 401	3,074	10,430	3,024	5,185	9,583	
12	100.3200.512700.000	Workers' Comp Insurance	6,186	7,000	5,213	8,937	7,000	
13	100.3200.521300.000	Tech Purch Serv/Courtware	10,982	11,000	5,735	9,831	11,000	
14	100.3200.522200.000	Veh & Equip Repairs & Maint	5,907	10,000	3,595	6,163	10,000	
15	100.3200.523100.000	Liability Insurance	11,227	12,000	0	14,000	12,000	
16	100.3200.523200.000	Telephone-Postage	7,821	5,500	4,102	7,031	5,500	
17	100.3200.523600.000	Dues & Fees	162	250	100	171	250	
18	100.3200.523700.000	Education & Training	1,645	2,000	1,344	2,304	2,000	
19	100.3200.523850.000	Subpoena fee	0	200	0	0	200	
20	100.3200.523900.000	Prisoner Housing & costs	12,425	12,000	8,015	13,740	13,000	Increased volume of inmates brought in by city police officers
21	100.3200.531100.000	Supplies & Materials	4,317	5,500	3,324	5,698	5,500	
22	100.3200.531270.000	Gasoline	6,741	10,000	4,782	8,198	10,000	
23	100.3200.531600.000	Small Equipment Under \$5,000	3,740	5,000	2,278	3,905	5,000	
24	100.3200.531600.001	Computer Upgrades	3,647	0	0	0	6,500	New laptops for police vehicles
25	100.3200.531700.000	Uniforms	4,095	5,000	2,635	4,517	5,000	
26	100.3200.571000.000	Training funds - Payable	28,712	25,000	14,512	24,877	25,000	
27	100.3800.342500.000	E-911 Center	41,224	43,000	0	0	25,000	
		SUBTOTAL	\$286,526	\$387,760	\$155,896	\$281,251	\$387,196	

	Acct Number	Description	FY2019 Actual	FY2020 Budget	Thru January	FY 2020 Estimate	FY2021 Recommend	Comments
STREET DEPARTMENT								
1	100.4200.511100.000	Regular Employees-Street	27,506	50,780	13,781	23,625	46,616	allocating 1/3 of meter reader; 3/5 of groundskeeper; 1/5 equip operator
2	100.4200.511300.000	Overtime	874	1,000	1,102	1,889	2,000	
3	100.4200.512100.000	Employee Insurance	8,689	15,494	4,895	8,392	17,420	
4	100.4200.512200.000	Social Security (FICA)	2,171	3,961	1,138	1,951	3,719	
5	100.4200.512400.000	Retirement Plan Expense	2,197	0	0	0	0	
6	100.4200.512450.000	Retirement Cont. (DC) 401	520	2,945	471	808	2,797	
7	100.4200.512700.000	Workers' Comp Insurance	2,941	3,500	3,914	3,914	4,000	
8	100.4200.521201.000	Professional - Engineering	2,210	3,000	750	1,286	3,000	
9	100.4200.522200.000	Veh & Equip Repairs & Maint	16,676	12,000	5,781	9,910	12,000	
10	100.4200.523700.000	Education & Training	240	500	0	0	500	
11	100.4200.523850.000	Contract Labor - Temporary Help	9,559	13,104	9,153	15,690	13,104	
12	100.4200.531100.000	Supplies & Materials	18,503	15,000	7,630	13,080	15,000	
13	100.4200.531270.000	Gasoline/Diesel	5,301	6,300	2,029	3,479	5,500	
14	100.4200.531600.000	Small Equipment Under \$5,000	869	1,500	0	0	1,500	
15	100.4200.531700.000	Uniforms	1,631	2,500	1,198	2,054	2,500	
16	100.4200.531800.000	Stormwater Management	5,500	7,000	0	7,000	5,500	KCNB Contract - \$2,000
17	100.4200.531901.000	City Tree Removal	23,100	30,000	13,800	23,657	30,000	Trees continue to decline
18	100.4200.532100.000	Sidewalks	0	3,000	2,352	4,032	3,000	
		SUBTOTAL	\$128,487	\$171,584	\$67,995	\$120,768	\$168,156	

	Acct Number	Description	FY2019 Actual	FY2020 Budget	Thru January	FY 2020 Estimate	FY2021 Recommend	Comments
PARKS AND RECREATION DEPARTMENT								
1	100.6200.511100.000	Regular Employees - Parks & Rec.	7,532	24,882	3,988	6,836	21,882	allocating 2/5 of groundskeeper
2	100.6200.511300.000	Overtime	0	500	0	0	500	
3	100.6200.512100.000	Group Insurance	1,152	7,165	2,086	3,577	8,050	
4	100.6200.512200.000	Social Security (FICA)	560	1,942	305	523	1,712	
5	100.6200.512450.000	Retirement Cont. (DC) 401	254	1,493	134	229	1,313	
6	100.6200.512700.000	Workers' Comp Insurance	358	500	510	874	550	
7	100.6200.523850.000	Contract Labor - Temporary Help	3,683	5,300	4,625	7,929	5,300	
8	100.6200.521200.000	Professional (arborist)	938	700	525	900	700	
9	100.6200.522200.000	Veh & Equip Repairs & Maint	0	1,500	0	0	1,000	
10	100.6200.531100.000	Supplies & Materials	48	20,000	1,596	2,736	10,000	
11	100.6200.531200.000	Energy - Utilities	0	15,000	3,740	6,412	10,000	
12	100.6200.531270.000	Gasoline/Diesel	949	1,800	297	508	500	
13	100.6200.531700.000	Uniforms	653	1,000	463	794	1,000	
14	100.6200.531600.000	Small Equipment Under \$5,000	0	1,000	0	0	1,000	
15	100.6200.531900.000	Tree Board	7,291	9,000	2,343	4,017	9,000	
16	100.6200.531910.000	City Park and Trail Maintenance	2,578	35,000	27,164	46,567	25,000	
		SUBTOTAL	\$25,997	\$126,781	\$47,777	\$81,903	\$97,507	
CEMETERY								
17	100.4900.522200.000	Cemetery Found. Maint. Suppl.	5,000	7,000	0	7,000	5,000	Foundation requesting \$5,000
18	100.4900.531900.000	Tree Removal	4,800	5,000	0	5,000	5,000	
		SUBTOTAL	\$9,800	\$12,000	\$0	\$12,000	\$10,000	

	Acct Number	Description	FY2019 Actual	FY2020 Budget	Thru January	FY 2020 Estimate	FY2021 Recommend	Comments
WATER & SEWER FUND - REVENUES								
1	505.0000.344210.000	Water Charges/Sales	524,586	510,000	360,617	510,000	525,000	
2	505.0000.344215.000	Water Tap Fees	16,124	10,000	0	10,000	10,000	
3	505.0000.344255.000	Sewer Charges/Sales	264,740	260,000	153,707	263,498	260,000	
4	505.0000.344256.000	Sewer Tap Fees	8,351	10,000	475	10,000	50,000	
5	505.0000.344280.000	Hydrant Meter	117	500	0	0	500	
		TOTAL REVENUES	\$813,918	\$790,500	\$514,799	\$793,498	\$845,500	
WATER & SEWER FUND - EXPENDITURES								
6	505.4300.511100.000	Regular Employees	36,158	37,825	22,523	38,610	38,035	allocating 1/3 of meter reader/equip oper
7	505.4300.511300.000	Overtime	1,981	3,000	1,967	3,371	3,000	
8	505.4300.512100.000	Employee Insurance	14,274	11,957	6,950	11,915	13,401	
9	505.4300.512200.000	Social Security (FICA)	3,490	3,123	1,873	3,212	3,139	
10	505.4300.512450.000	Retirement Cont. (DC) 401	1,309	2,270	785	1,346	2,282	
11	505.4300.512700.000	Workers' Comp Insurance	2,205	3,000	3,654	6,264	4,000	
12	505.4300.521200.000	Legal & Professional	3,900	3,900	0	0	3,900	
13	505.4300.521300.000	Sewer Treatment Fees	133,860	122,000	65,516	112,314	122,000	
14	505.4300.522200.000	Veh & Equip Repairs & Maint	3,788	3,800	1,048	1,797	0	Split into four accounts below:
15	505.4300.522200.001	Service Contracts	16,085	16,000	11,865	20,340	17,000	Includes elevated tank and two lift stations
16		Building Repairs		2,000	0	0	2,000	
17		Equipment Repair and Rental		1,500	0	0	1,500	
18		Vehicle Repairs		300	0	0	300	
19	505.4300.523100.000	Liability Insurance	1,100	1,600	0	0	1,600	Annual bill in April
20	505.4300.523200.000	Telephone-Postage	1,405	1,600	574	984	1,500	
21	505.4300.523600.000	Dues & Fees	2,294	1,300	1,398	2,396	2,300	
22	505.4300.523700.000	Education & Training	3,333	3,000	292	501	3,400	Includes license fees
23	505.4300.523850.000	Contract Labor	14,222	20,000	5,300	9,086	15,000	
24	505.4300.531100.000	Materials & Supplies	20,811	22,000	9,357	16,041	22,000	
25	505.4300.531200.000	Energy - Utilities	2,383	2,500	1,155	1,980	2,500	
26	505.4300.531270.000	Gasoline/Diesel	3,623	4,500	2,236	3,833	4,000	
27	505.4300.531510.000	Water for Resale	191,017	212,000	123,692	212,043	212,000	
28	505.4300.531600.000	Small Equipment Under \$5,000	0	3,000	0	0	3,000	
29	505.4300.531700.000	Uniforms	2,678	3,000	1,504	2,579	2,800	
30	505.4300.561000.000	Depreciation Expense	180,610	215,520	105,357	180,612	208,326	
31	505.4300.574000.000	Bad Debt Expense	0	6,000	0	0	6,000	
32	505.4300.582000.000	GEFA Loan Interest Payback	1,412	20,000	2,260	3,875	3,750	
33	505.4300.579000.000	Contingency	0	7,605	0	0	0	
		TOTAL EXPENDITURES	\$641,935	\$734,300	\$369,306	\$633,096	\$698,733	

	Acct Number	Description	FY2019 Actual	FY2020 Budget	Thru January	FY 2020 Estimate	FY2021 Recommend	Comments
ELECTRIC FUND - REVENUES								
1	510.0000.344310.000	Electric Sales	2,509,920	2,508,672	1,524,918	2,614,145	2,508,672	ECG estimate
2	510.0000.344311.000	Penalties After the 15th	89,078	95,000	52,609	90,187	90,000	
3	510.0000.344312.000	Service Charges	7,330	6,000	2,600	4,457	5,000	
4	510.0000.361000.000	Interest Revenue	0	150	2	4	100	
5	510.0000.361001.000	Municipal Competitive Trust	7,607	0	3,226	5,531	4,000	
6	510.0000.381000.000	Other Rebates-Off System Sales	1,740	60,000	2,960	60,000	60,000	
		TOTAL REVENUES	\$2,615,675	\$2,669,822	\$1,586,316	\$2,774,325	\$2,667,772	
ELECTRIC FUND - EXPENDITURES								
7	510.4600.511110.000	Regular Employees	111,647	117,236	68,583	117,572	117,452	allocating 1/3 of meter reader/equip oper
8	510.4600.511300.000	Overtime	3,639	5,000	1,151	1,973	5,000	
9	510.4600.512100.000	Employee Insurance	28,525	33,543	12,479	21,393	29,967	
10	510.4600.512200.000	Social Security (FICA)	8,566	9,351	5,335	9,145	9,367	
11	510.4600.512400.000	Retirement Plan Expense	26,136	33,333	30,046	51,508	53,000	
12	510.4600.512450.000	Retirement Cont. (DC) 401	158	518	185	316	531	
13	510.4600.512700.000	Workers' Comp Insurance	1,160	2,000	1,162	1,993	2,000	
14	510.4600.521200.000	ECG Professional Services	61,408	62,000	36,176	62,016	63,000	ECG fees are shown separate from power costs.
15	510.4600.522200.000	Veh & Equip Repairs & Maint	8,290	7,200	3,696	6,337	7,200	
16	510.4600.522201.000	Power line Tree Trimming	34,992	35,000	0	0	35,000	
17	510.4600.523100.000	Liability Insurance	7,909	9,000	0	0	9,000	Annual bill in April
18	510.4600.523200.000	Telephone-Postage	9,028	8,000	6,295	10,791	9,000	
19	510.4600.523600.000	Dues & Fees	949	500	0	0	1,000	
20	510.4600.523700.000	Linemen Training	4,462	6,000	946	1,621	6,000	A. Ballard's apprenticeship program
21	510.4600.523850.000	Contract Labor	0	0	0	0	10,000	
22	510.4600.531100.000	Supplies & Materials	13,707	16,500	7,668	13,145	16,000	
23	510.4600.531200.000	Energy/Utilities	7,437	7,500	3,616	6,200	7,500	
24	510.4600.531270.000	Gasoline/Diesel	5,430	6,500	3,140	5,383	6,500	
25	510.4600.531530.000	Electricity Purchased	1,374,690	1,419,242	843,686	1,446,319	1,419,242	ECG estimate
26	510.4600.531600.000	Small Equipment Under \$5,000	0	2,500	856	1,467	2,500	
27	510.4600.531700.000	Uniforms	4,822	5,000	2,626	4,502	5,000	
28	510.4600.541004.000	Street Lights	2,280	2,300	0	0	2,300	
29	510.4600.531600.000	Maintenance Facility Security System Upgrade	0	5,800	5,750	9,858	0	
30	510.4600.561003.000	Depreciation	95,380	93,612	55,636	95,376	93,185	
31	510.4600.574000.000	Bad Debt Expense	0	22,500	0	0	10,000	
32	510.4600.579000.000	Contingency	0	9,686	0	0	10,496	
		TOTAL EXPENDITURES	\$1,810,615	\$1,919,822	\$1,089,034	\$1,866,915	\$1,930,239	

	Acct Number	Description	FY2019 Actual	FY2020 Budget	Thru January	FY 2020 Estimate	FY2021 Recommend	Comments
SANITATION FUND - REVENUES								
1	540.0000.344110.000	Refuse Collection Charges	169,699	169,050	100,090	171,583	169,500	
2	540.0000.344130.000	Sale of Recycled Materials	290	200	0	0	100	
		TOTAL REVENUES	\$169,989	\$169,250	\$100,090	\$171,583	\$169,600	
SANITATION FUND - EXPENDITURES								
3	540.4300.511100.000	Regular Employee - Sanitation	18,569	20,313	11,223	19,240	20,821	
4	540.4300.511300.000	Overtime	0	500	48	82	500	
5	540.4300.512100.000	Group Insurance	1,435	7,165	162	277	8,094	
6	540.4300.512200.000	Social Security (FICA)	1,358	1,592	862	1,478	1,631	
7	540.4300.512450.000	Retirement Cont. (DC) 401	599	813	367	628	1,249	
8	540.4300.512700.000	Workers' Comp Insurance	0	500	510	874	500	
9	540.4300.522110.000	Disposal Services-Landfill Fees	7,994	8,000	2,570	4,406	8,000	
10	540.4300.522200.000	Vehicle & Equip Repairs & Maint	6,096	5,000	0	0	5,000	
11	540.4300.531100.000	Supplies & Materials	956	6,500	1,163	1,994	6,500	
12	540.4300.523580.000	Contract Labor	16,138	20,966	8,858	15,185	20,966	
13	540.4300.531270.000	Gasoline/Diesel	1,862	5,000	209	359	3,000	
14	540.4300.531700.000	Uniforms	520	1,000	521	893	1,000	
15	540.4300.531600.000	Small Equipment Under \$5,000	0	1,000	0	0	1,000	
16	540.4300.523100.000	Liability Insurance	0	3,000	0	0	3,000	
17	540.4300.522111.000	College Walk Dumpster Fees	6,096	6,700	3,879	6,650	6,700	
18	540.4300.523581.000	Contracted Garbage Pickup	82,697	82,000	48,240	82,697	89,000	Includes potential rate increase
19	540.4300.523600.000	Dues & Fees	814	500	0	0	500	
20	540.4300.574000.000	Bad Debt Expense	0	4,300	0	0	2,000	
21	540.4300.579000.000	Contingency	0	4,401	0	0		
		TOTAL EXPENDITURES	\$145,132	\$179,250	\$78,612	\$134,763	\$179,461	

Acct Number	Description	FY2019 Actual	FY2020 Budget	Thru January	FY 2020 Estimate	FY2021 Recommend	Comments
General Fund							
	Revenues	1,122,298	983,764	763,090	1,172,699	1,048,343	
100.0000.391505.000	Transfers from W&S		80,000			0	
100.0000.391510.000	Transfers from Electric		470,000			0	
100.0000.391540.000	Transfers from Sanitation		0			0	
	General Fund Revenues	1,122,298	1,533,764	763,090	1,172,699	1,048,343	
	Expenditures						
	City Council	45,254	53,113	21,352	48,265	55,113	
	General Government	631,510	764,826	378,399	619,746	670,931	
	Court	15,192	14,700	9,340	11,643	14,700	
	Police Department	286,526	387,760	155,896	281,251	387,196	
	Street Department	136,481	179,584	70,565	125,174	168,156	
	Parks and Recreation Department	0	0	0	0	97,507	
	Cemetery	9,800	12,000	0	12,000	10,000	
100.9000.611011.000	Transfers to Capital Fund		50,215			0	
	General Fund Expenditures	1,124,763	1,462,198	635,553	1,098,078	1,403,602	
	General Fund BALANCE	-2,465	71,566	127,537	74,621	-355,260	
Water & Sewer Fund							
	Revenues	813,918	790,500	514,799	793,498	845,500	
	Expenditures	641,935	734,300	369,306	633,096	698,733	
505.9000.611003.000	Transfers to G/F		60,000			0	
505.9000.611350.000	Transfers to Capital Fund		0			0	
	W & S Fund Expenditures	641,935	794,300	369,306	633,096	698,733	
	W & S Fund BALANCE	171,983	-3,800	145,493	160,403	146,767	
Electric Fund							
	Revenues	2,615,675	2,669,822	1,586,316	2,774,325	2,667,772	
	Expenditures	1,810,615	1,919,822	1,089,034	1,866,915	1,930,239	
510.9000.611002.000	Transfers to G/F		490,000			0	
510.9000.611350.000	Transfers to Capital Fund		250,000			0	
	Transfers to Sanitation		10,000			0	
510.9000.611351.000	Comp Trust transfer to Capital		0			0	
	Electric Fund Expenditures	1,810,615	2,669,822	1,089,034	1,866,915	1,930,239	
	Electric Fund BALANCE	805,060	0	497,282	907,410	737,533	

Acct Number	Description	FY2019 Actual	FY2020 Budget	Thru January	FY 2020 Estimate	FY2021 Recommend	Comments
-------------	-------------	---------------	---------------	--------------	------------------	------------------	----------

Sanitation Fund

540.9000.611001.000

Revenues	169,989	179,250	100,090	171,583	169,600
Expenditures	137,138	176,250	76,042	130,357	179,461
Transfers to G/F		0			0
Transfers from Electric		10,000			0
Sanitation Fund Expenditures	137,138	176,250	76,042	130,357	179,461
Sanitation Fund BALANCE	32,850	3,000	24,048	41,225	-9,861

ALL FUNDS TOTAL

Revenues	4,551,891	4,994,086	2,864,204	4,740,522	4,731,215
Expenditures	3,577,313	4,926,320	2,093,892	3,598,088	4,212,036
Balance	974,578	67,766	770,312	1,142,434	519,179

CAPITAL IMPROVEMENT PLAN	2019 Actual	2020 Budget	2020 YTD	2021	2022	2023	2024	2025
General								
Yarbrough House Renovation	63,501	350,000	18,700	100,000				
City Master Plan, Develop and Implement	18,697	100,000	181,523	100,000	100,000	100,000	100,000	100,000
City Limit Sign (granite stone) and Landscape		60,000						
Dried Indian Creek Greenway / Protective Corridor				50,000	50,000	50,000	50,000	50,000
Survey City Boundaries and Rights-of-Way	8,055	10,000	5,160					
Electric Vehicle Charging Stations				12,000	12,000			
City Manager Vehicle				20,000				
Parks, Landscapes, and Recreation								
City Parks, Design and Build - Asbury Street	347,789	163,859						
Pollinator Gardens and Rights-of-Way Meadows								
Multi-Use Trails				300,000	200,000	100,000	100,000	100,000
Streets, Sidewalks, and Street Lamps								
Storm Drainage Plans and Improvements		20,000	11,700	20,000	20,000	20,000	20,000	20,000
E. Clark Street Improvements	2,971	450,000	3,060	450,000				
Whatcoat Street Improvements		300,000	1,020	300,000				
Moore Street Sidewalk (2011, 2017 SPLOST)	12,860	222,000	70,426					
Emory Street Sidewalk (\$180K City Funds in FY20)		700,000		500,000				
I-20 Pedestrian Bridge	1,300							
Sidewalk Repairs and Planning	15,179	100,000		100,000	100,000			
Pedestrian Crossing @ Asbury ST Park		75,000		75,000				
Emory Street/Highway 81 Street Lamps				300,000	300,000			
Other Street Lamps						100,000	100,000	100,000
Radar Speed Signs				10,000				
Speed Humps								
Street Repairs and Resurfacing (SPLOST, LMIG)	15,645	250,000	10,988	100,000	150,000	100,000	150,000	100,000
Streets Equipment - Lawnmower(s)		12,000	12,000	24,000				
Streets Utility Vehicle		14,500	14,375					
Streets Chipper Truck	79,044							
Downtown Development Authority (DDA)								
DDA - Town Center, Plan and Develop	28,194	30,000	25,000	30,000	30,000	30,000	30,000	
DDA - Professional Services	1,807			200,000				
Electric								
Electric System improvements	35,148	120,000		100,000	100,000	100,000	100,000	
Public Works Vehicles and Equipment				28,000	28,000			
Smart Meters - Electric		600,000			300,000			
Water and Sewer								
Water Main/Line Replacement								
Queen Ann, Bonnell, Stone Streets		192,000		192,000				

Clark, Oxford, Hull Streets					950,000			
Perry Circle					42,000			
Keel Street, etc.					110,000			
Water and Sewer Equipment - Backhoe		71,126	71,126					
Smart Meters - Water					300,000			
Sewer Camera and Locator				15,059				
Altitude Valve at Water Tower				33,138				
Police								
Police Vehicles				35,000	35,000	35,000	35,000	
TOTALS	630,190	3,840,485		3,094,197	2,827,000	635,000	685,000	470,000

FOR CLERK'S OFFICE USE

SUBJECT PROPERTY INFORMATION:
 CURRENT OWNER: XXXXXX
 DEED RECORD: D.B. XX, P. X
 PLAT RECORD: P.B. XX, P. X
 TAX RECORD: TAX PARCEL ###-###

THE FIELD DATA UPON WHICH THIS PLAT IS BASED HAS A CLOSURE PRECISION OF ONE FOOT IN XXXXX FEET, AND AN ANGULAR ERROR OF XX" PER ANGLE POINT, AND WAS ADJUSTED USING THE COMPASS RULE METHOD.

THIS PLAT CLOSURE ACCURACY IS 1 FOOT IN XXXXXXX FT.

FIELD DATA WAS COLLECTED USING A TOPCON GPT3002W ELECTRONIC TOTAL STATION LEICA TS12 ROBOTIC TOTAL STATION AND A JAVAD TRIUMPH-L5 DUAL-FREQUENCY RTK GLOBAL POSITIONING SYSTEM RECEIVER REFERENCING THE eGPS STATEWIDE NETWORK AND HAVING A RELATIVE POSITIONAL ACCURACY OF LESS THAN 0.04 FEET.

THE FIELD SURVEY WAS COMPLETED IN XXXXX 2019.

THE PROPERTY SHOWN HEREON IS NOT LOCATED WITHIN A FLOODPLAIN AS DETERMINED FROM THE FEDERAL EMERGENCY MANAGEMENT AGENCY MAP PANEL 13159C XXXX FOR XXXXXX COUNTY, GEORGIA DATED XX-XX-XX.

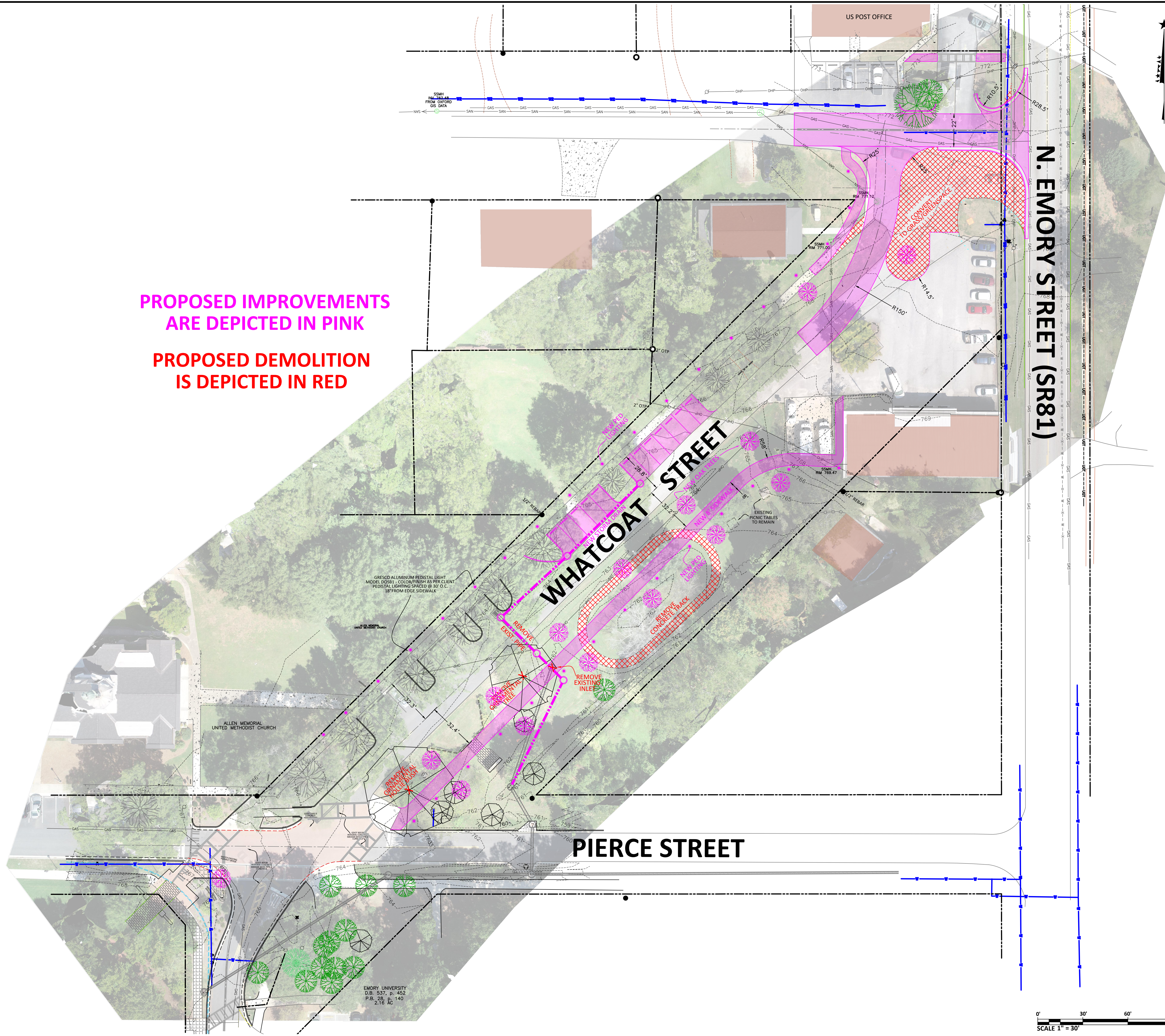
EASEMENTS OR RIGHTS-OF-WAY MAY EXIST WHICH ARE NOT SHOWN HEREON AND MAY BE RECORDED OR UNRECORDED.

HORIZONTAL: STATE PLANE, WEST ZONE, NAD83 (2011).
 VERTICAL DATUM: NAVD88.

**PROPOSED IMPROVEMENTS
 ARE DEPICTED IN PINK**

**PROPOSED DEMOLITION
 IS DEPICTED IN RED**

LEGEND			
○	OPEN-TOP PIPE FOUND	P.O.B.	POINT OF BEGINNING
●	SOLID ROD (REBAR) FOUND	P.O.R.	POINT OF REFERENCE
○	1" SOLID ROD (REBAR) SET	NCF	NOW OR FORMERLY
⊕	BEARING CHANGE (NO PIN SET)	D.B.	DEED BOOK
⊕	SURVEYOR'S TRAVERSE NAIL SET	P.B.	PLAT BOOK
⊕	SURVEYOR'S PK NAIL SET	LL	LAND LOT
○	POWER POLE	OTF	OPEN-TOP PIPE
○		CMF	CONCRETE MON. FD
---	ADJOINING PROPERTY LINE		
---	EASEMENT		
---	OVERHEAD POWER		



JORDAN
 ENGINEERING

144 N. WARREN ST. MONTICELLO, GA. 31064
 TELEPHONE: (706) 888-8899
 Land Planning & Surveying & GIS Classification

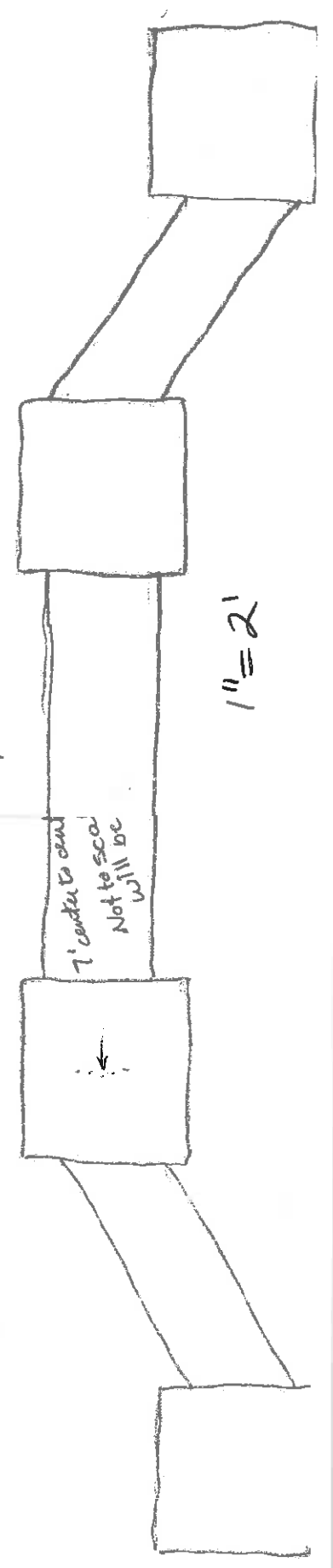
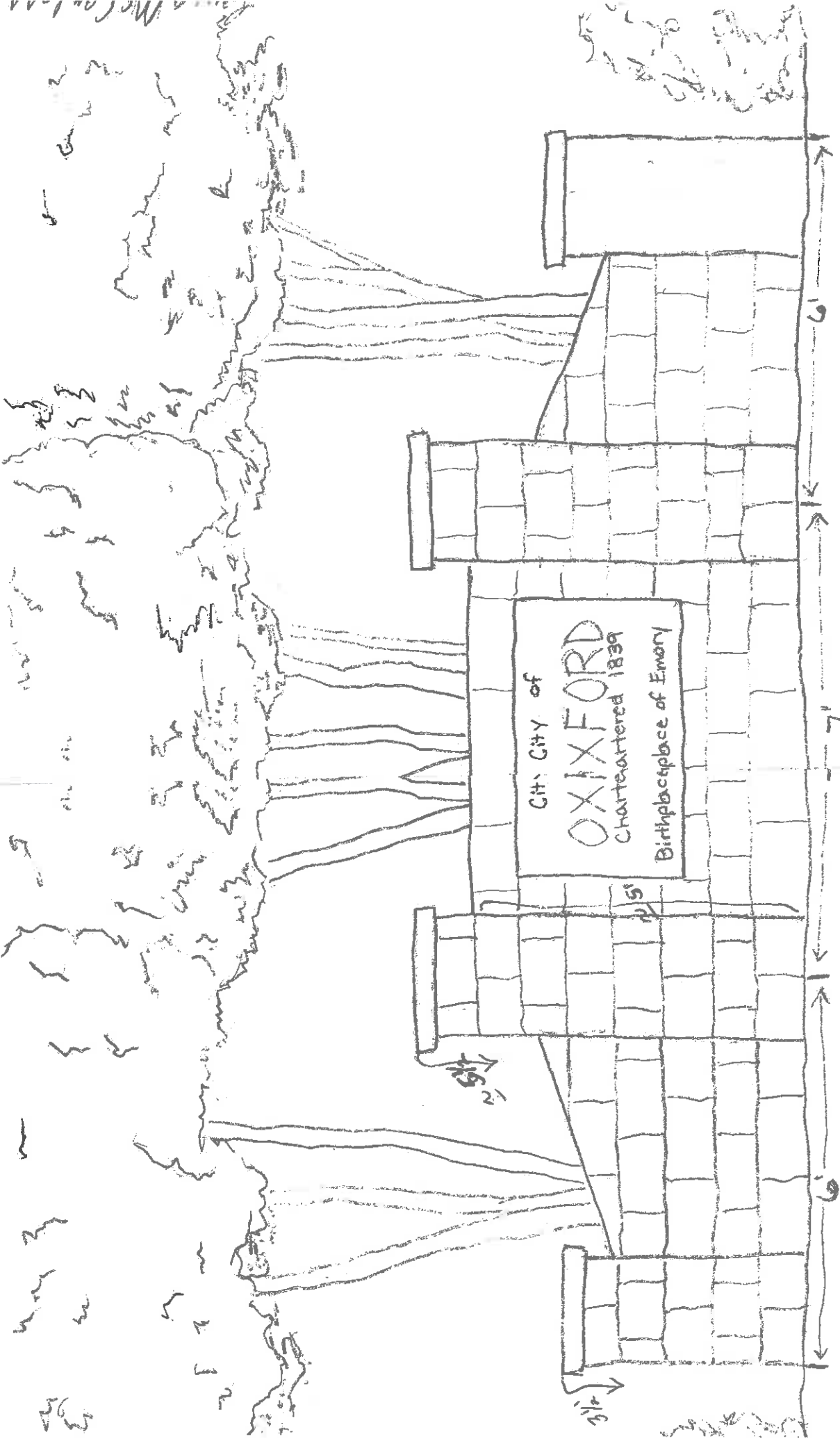
**PROPOSED
 IMPROVEMENTS
 CONCEPT PLAN**

Whatcoat Street Improvements
 Oxford, Newton County, Georgia

Rev	Revision Description	Date
0	Initial Issue - Concept 1	03/12/20
1	City comments addressed	03/16/20
2	City comments addressed	03/18/20

Sheet No.
C1

Mr. ...



March 19, 2020

City of Oxford
Mr. Matthew Pepper, City Manager
mpepper@oxfordgeorgia.org (via email)

Subject: Proposal for SR 81/Emory Street Sidewalk Concept Study

Dear Mr. Pepper:

The City of Oxford is interested in studying the concept and feasibility to install and rehabilitate sidewalk along SR 81/Emory Street from Soule Street to the northern city limits near Bryant Road. Keck & Wood, Inc. ("Engineer") is pleased to submit this proposal for professional services to assist the City of Oxford ("City") with this study.

We propose the following scope of services:

Sidewalk Concept Study: The Engineer will:

1. Meet with City representatives to review and discuss the propose sidewalk scope of work.
2. Prepare sidewalk concept study report, which includes:
 - a. the project location and termini,
 - b. the existing design features (functional classification, posted speed, typical section, right-of-way width, and length of roadway,
 - c. potential alternatives (including proposed design features, property impacts, potential utility impacts, drainage concerns, constructability challenges, and construction cost estimates),
 - d. evaluation of potential locations and treatment for an east-west crossing of SR 81/Emory Street in the vicinity of Asbury Street Park,
 - e. evaluation of costs and conceptual layout of pedestrian lighting,
 - f. conclusions and recommendations.

Compensation for work performed shall be a lump sum fee for the Sidewalk Concept Study. Once the study is completed, the Engineer will submit to the City an invoice for full payment. Our proposed fees are as follows:

Sidewalk Concept Study Lump Sum of \$4,500

Please contact me if you have any questions or need additional information.

Sincerely,



Robert Renwick, PE
Associate Vice President



LEE BYRD RD SIDEWALK CONCEPT STUDY

To: Danny Roberts, City of Loganville
Project Name: Lee Byrd Road Sidewalk Concept Study
K&W Project Number: 190169.00
Date: 11/1/2019
From: Robert Renwick

1. Project Identification Information

- a. **Project Name:** Lee Byrd Road Sidewalk Concept Study
- b. **Project Location and Termini:** City of Loganville. Lee Byrd Road, from Winder HWY to US HWY 78.

2. Existing Design Features:

- i. **Functional Classification:**
 - Lee Byrd Road - Local Road
- ii. **Posted Speed:**
 - Lee Byrd Road – 35 mph
- iii. **Typical Section (Lee Byrd Road):**
 - Lee Byrd Road, from SR 78/Atlanta Highway to SR 81/Winder Highway
 - a. Two 10' to 11' travel lanes, no paved shoulder, no curb and gutter
- iv. **Right of Way Width:**
 - Lee Byrd Road, from SR 78 to SR 81: 80' per Walton County GIS
- v. **Length of Roadway:**
 - Lee Byrd Road, from HWY 78 to SR 81: 1.6 mi

3. Alternatives Considered:

- a. **Alternative 1: Sidewalk along entire West side of Lee Byrd Rd, from SR 78 to SR 81**
 - i. **Proposed Design Features:** 11' travel lanes, 2' curb and gutter, 2' grass strip, 5' sidewalk on West of road
 - ii. **Property Impacts:**
 - With an existing right-of-way width of 80', much of the sidewalk construction can be completed within the existing right-of-way.
 - There are 26 adjacent parcels along the west side of the roadway, with 18 driveways that would require reconstruction to be ADA compliant.
 - The frontage of the west side of Lee Byrd Road consists of an elementary school, an apartment complex, several undeveloped parcels, and several large residential parcels with houses setback far from the roadway. Very little impact will be expected to these parcels from sidewalk construction and associated grading. Approximately seven residential parcels near Bay Creek Road have relatively smaller house setbacks, and may have minimal impacts to front yards from construction activity. Very little mature vegetation or landscaping is expected to be impacted by sidewalk construction.
 - iii. **Utility Impacts:**
 - Utility poles with overhead utilities are present along both sides of Lee Byrd Road. These poles are set back from the edge of pavement by at least 20' in most locations, and would not be expected to be impacted by sidewalk construction.
 - Fire hydrants are located along with west side of Lee Byrd Road. These are offset from the edge of pavement approximately 10' to 15' at most locations. It is expected that

sidewalk construction could work around these hydrants, with minimal impacts such as adjustments to fire hydrant heights at some locations.

- Installation of curb and gutter will require longitudinal piped storm drainage. The design of this storm drainage system would minimize impact to underground utilities, such as water, natural gas, and fiber optic communications. However, some relocation or adjustments to existing underground utilities may be necessary.

iv. Drainage Concerns:

- Lee Byrd Road does not have existing curb and gutter for the majority of the road. Stormwater runoff at all locations is currently collected in roadside ditches, and conveyed to outfalls at low points in the roadway. These drainage patterns will be maintained with a closed pipe system. Therefore, there are no apparent concerns with adding curb and gutter to the west side of Lee Byrd Road.
- An existing box culvert is present on Big Flat Creek within the project limits. Sidewalk construction will likely require extension of this culvert, or modification to the existing headwall. Existing guardrail as this culvert will have to be replaced.

v. Construction Cost Estimates: \$1,350,000

b. Alternative 2: Sidewalk along entire East side of Lee Byrd Rd, from SR 78 to SR 81

- i. Proposed Design Features:** 11' travel lanes, 2' curb and gutter, 2' grass strip, 5' sidewalk on East of road

ii. Property Impacts:

- With an existing right-of-way width of 80', much of the sidewalk construction can be completed within the existing right-of-way.
- There are 42 adjacent parcels along the west side of the roadway, with 47 driveways that would require reconstruction to be ADA compliant.
- The frontage of the east side of Lee Byrd Road consists of dense residential development, with typical house setbacks of 60' from the edge of pavement. Some impact is to be expected to the front yards of these parcels due to sidewalk construction and associated grading.
- 1 possible retaining wall needed, approximately 400 LF

iii. Utility Impacts

- Utility poles with overhead utilities are present along both sides of Lee Byrd Road. These poles are set back from the edge of pavement by at least 20' in most locations, and would not be expected to be impacted by sidewalk construction.
- Installation of curb and gutter will require longitudinal piped storm drainage. The design of this storm drainage system would minimize impact to underground utilities, such as water, natural gas, and fiber optic communications. However, some relocation or adjustments to existing underground utilities may be necessary.

iv. Drainage Concerns:

- Lee Byrd Road does not have existing curb and gutter for the majority of the road. Stormwater runoff at all locations is currently collected in roadside ditches, and conveyed to outfalls at low points in the roadway. These drainage patterns will be maintained with a closed pipe system. Therefore, there are no apparent concerns with adding curb and gutter to the west side of Lee Byrd Road.
- An existing box culvert is present on Big Flat Creek within the project limits. Sidewalk construction will likely require extension of this culvert, or modification to the existing headwall. Existing guardrail as this culvert will have to be replaced.

v. Construction Cost Estimates: \$1,500,000

4. Cost Summary:

Alternative 1: West side from HWY 78 to Winder HWY

CONSTRUCTION SUB-TOTAL	\$1,350,000
ROW SUB-TOTAL	\$20,000
PE SUB-TOTAL (15%)	\$150,000
UTILITIES SUB-TOTAL	\$20,000
CONTINGENCY (10%)	\$155,000
TOTAL	\$1,695,000

Alternative 1: West side from HWY 78 to Winder HWY

Alternative 2: East side from HWY 78 to Winder HWY

CONSTRUCTION SUB-TOTAL	\$1,500,000
ROW SUB-TOTAL	\$50,000
PE SUB-TOTAL (15%)	\$175,000
UTILITIES SUB-TOTAL	\$20,000
CONTINGENCY (10%)	\$175,000
TOTAL	\$1,920,000

Alternative 1+2: Both sides from HWY 78 to Winder HWY

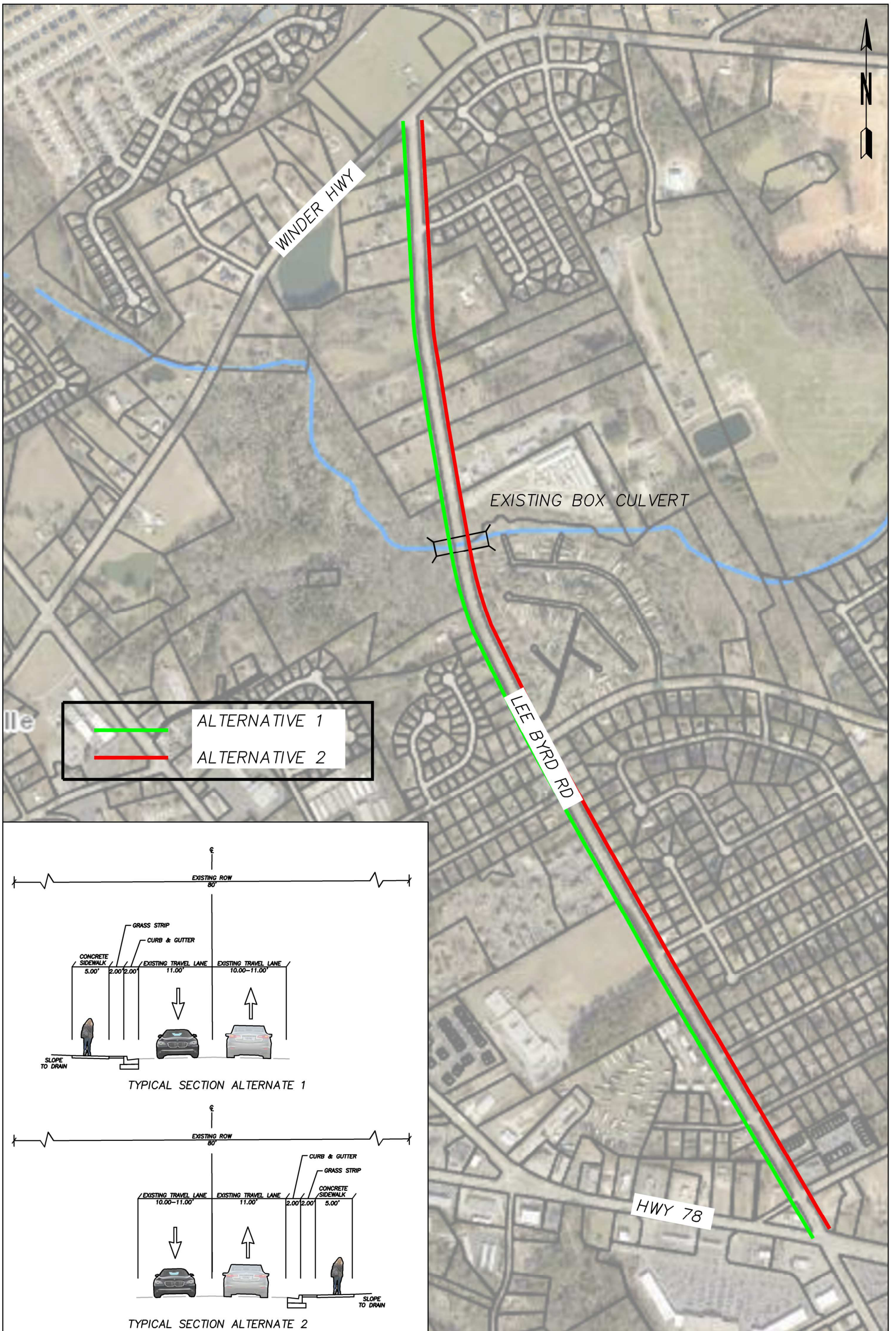
CONSTRUCTION SUB-TOTAL	\$2,750,000
ROW SUB-TOTAL	\$500,000
PE SUB-TOTAL (15%)	\$300,000
UTILITIES SUB-TOTAL	\$70,000
CONTINGENCY (10%)	\$320,000
TOTAL	\$3,509,000

5. Conclusion:

Sidewalk could be constructed on either side of Lee Byrd Road with minimal utility impacts, right-of-way requirements, impacts to adjacent properties, and drainage concerns. If sidewalk is preferred only on one side of the roadway; the west side has fewer parcels along it's frontage, fewer driveway requiring reconstruction, significantly fewer residential properties with relatively short building setbacks, and fewer locations requiring significant grading or retaining walls. In addition, sidewalk on the west side of Lee Byrd Road would provide direct pedestrian connectivity to Bay Creek Elementary School.

Attachments:

1. Concept Evaluation Exhibit



SCALE: 1" = 600'

CHECKED BY: WRR

DRAWN BY: DPS

DATE: 10/31/2019



LEE BYRD RD SIDEWALK
CONCEPT STUDY

JOB NUMBER: 190169.00

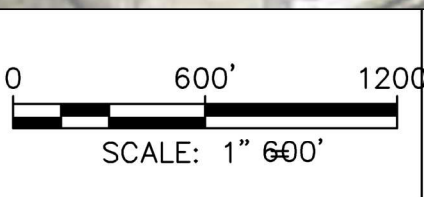


EXHIBIT NO. 1

Bid Tabulation for FY2020 Oxford Sign Project

Brown's Asfalt Maintenance, Inc.	\$21,675
Middle Georgia Signs	\$28,137
RoadSafe Traffic Systems	\$23,645
The L.C. Whitford Co., Inc.	\$48,887



Proposed Estimate

Mail: P.O. Box 276, Winterville, GA 30682 President: Ken Brown
 Shipping: 423 Smithonia Rd, Winterville, GA 30683 Estimator: Tracy Massey
Office: 706-742-7853 Cell: 706-424-6147 EMAIL: brownsasphalt@gmail.com

DATE: 3/16/2020

Project Title: **FY 2020 Oxford Signage Proposal**

Location: Various Roads to receive New Posts and 30" Stop Signs.

<i>Total of proposed items listed below:</i>			\$	21,675.00
--	--	--	----	-----------

Proposed Item	Description	Qty	Units	Unit Price	Total
<div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;"> Furnish all labor, materials, and equipment to remove 113 existing stop signs and corresponding signposts and install new Type 11 Reflective Sheeting stop signs coupled with a Type 7 Galvanized posts. </div>					
	30" x 30" Stop Signs, Type 11 Reflective sheeting, Type 7 Galv Posts.	113	EA	\$	21,675.00

Specifications are understood, adequate and we accept the terms and conditions therein.

Signature of Authorized Representative: Ken Brown, Owner and President of Brown's Asphalt Maintenance, Inc.

Emailed to Matthew Pepper 3/16/2020
mpepper@oxfordgeorgia.org

MIDDLE GEORGIA SIGNS
DESIGNEFFEX, INC.

GDOT & SCDOT DBE CERTIFIED

March 11, 2020

296 Westside Rd.
Mailing Address : PO BOX 496
Cochran, GA 31014
Ph 478-934-1094 Fax 478-934-0888
mgsdfx.com

QUOTE

City of Oxford - Stop Sign Project

	Lump Sum
Installation of stop signs with TP11 sheeting mounted on TP7 posts as per specifications provided	\$25,877.00
Removal of existing stop signs and posts	\$2,260.00

Total: \$28,137.00

Includes all material & labor

3-11-20

John Narius V.P.

3765 Francis Circle
Alpharetta, GA 30004

Phone: 770-346-0610
Fax: 770-346-0525
www.lcwhitford.com



March 16, 2020

The City of Oxford
110 West Clark Street
Oxford, GA 30054
ATTN: Matthew Pepper
mpepper@oxfordgeorgia.org

RE: Stop Sign Replacement Proposal

Dear Mr. Pepper,

The L.C. Whitford Co., Inc. is a family-owned-and-operated general contractor that has been in business for over 100 years in Wellsville, NY. Since 1995 we have also operated a second division located in Alpharetta, GA, which serves the southeastern states. Our specialties include highway signs & sign structure projects along with bridge rehabilitation work.

Among the company's list of past clients here in the southeast is the Atlanta Committee for the Olympic Games, Georgia Department of Transportation, City of Atlanta, MARTA (Metropolitan Atlanta Rapid Transit Authority), Norfolk Southern Railway Company, Oglethorpe Power Corporation, South Carolina Department of Transportation, and many other local governments and businesses.

LCW has been a GDOT industry leader in sign and sign structure installations for many years including major recent replacement projects on I-285, I-75, I-20 and I-16. Currently we are replacing GDOT signs and structures for Tyler Perry Studios in Atlanta, GA. We have also performed many smaller roadway sign replacement projects for numerous municipalities throughout the State.

We are pleased to offer this proposal to the City of Oxford at the lump sum price of \$48,887.00. This price includes all costs to "furnish all labor, materials and equipment to remove 113 existing stop signs and corresponding signposts and install new Type 11 Reflective Sheeting stop signs coupled with a Type 7 Galvanized posts."

If you have any questions or require any additional information, please don't hesitate to contact me. Thank you for considering our proposal.

Sincerely,



Karl C. Young
General Manager
The L. C. Whitford Co., Inc.
www.lcwhitford.com