

**OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING**

**SPECIAL CALLED WORK SESSION**

**FY2025 OPERATING AND CAPITAL BUDGETS**

**FY 2025-2029 CAPITAL IMPROVEMENT PLAN**

**THURSDAY, APRIL 18, 2024 – 8:00 AM**

**ELECTED OFFICIALS PRESENT:**

David Eady – Mayor

George Holt – Councilmember

Laura McCanless – Councilmember

Mike Ready – Councilmember

**APPOINTED/STAFF PRESENT:**

Marcia Brooks – City Clerk/Treasurer

Bill Andrew – City Manager

Mark Anglin – Police Chief

Jeff Wearing – Councilmember

Erik Oliver – Councilmember

Jim Windham – Councilmember

**OTHERS PRESENT:** None.

**Agenda** (Attachment A)

1. The meeting was called to order by the Honorable David S. Eady, Mayor.
2. **Review of Requests Submitted by Councilman Erik Oliver** (Attachment B)
3. History storyboards in City Hall – add $2,000 to Furniture and Fixtures under Department 1500 (Operating budget).
4. Display cabinets for City Hall – add $3,000 to Furniture and Fixtures under Department 1500 (Operating budget).
5. Continued improvements to Yarbrough House - Combine with #4 and budget for both together – add $10,000 to Operating budget. Bill Andrew advised that a temporary pole is being run in the next week or so on the Town Green for vendors at the Farmer’s Market. Recommendations are to add a deck on the Green and add some fencing to improve and further delineate parking areas. Decision was made to defer building a deck on the Green to a future fiscal year.
6. Continued improvements to Farmers Market - See #3.
7. Sound buffering of pavilion at park - Jim Windham recommended checking with a sound engineer to see what would be appropriate before spending money. Temporary solution of acoustic curtain was suggested.
8. Removal/replacement of deck behind Old Church- Jim Windham recommends that this be made a priority. It should also be bigger to accommodate events.
9. Parking improvements in proximity to Old Church – Mr. Oliver will share concept plan by next work session.
10. Re-editing/formatting and re-issue of 175th Anniversary book. Mayor Eady suggested that Mr. Oliver serve on a committee with Louise Eady and Lisa Dorward to investigate having UGA Press reformat the book. Defer most of cost for production to FY 2026.
11. Development/design of city seasonal and event banners. Desire expressed to have some consistency with the Christmas light displays.
12. Drainage improvements in cemetery and other key areas – already covered in budget.
13. **FY 2025 Capital Budget and FY 2025-2029 Capital Improvement Pla**n
14. Changed interview room to overall space analysis and reduced from $50,000 to $30,000.
15. Catova Creek and Three Trails Project – Mayor Eady and Bill Andrew provided clarification on how costs would be spread over the CIP.
16. No mower needed for FY 2025 per Jody Reid.
17. Clarification on some numbers under Streets, Drainage, Street Lamps including two years of the repaving schedule. City Council requested the schedule.
18. Modified E. Clark Street cost. Engineering and design cost in FY 2025, construction in FY 2026.
19. F150 Lightning (electric models) - based on estimates, $55,000 was added to be divided between Water/Sewer and Electric.
20. Trailer for Public Works cost reduced – actual bid received.
21. Removed allocations for DDA.
22. Some of cost of financial software must be carried to FY 2025.
23. Estimate of $75,000 to repair the green at Asbury Street Park.
24. Added $40,000 for speed tables on East and West Soule Street (six).
25. Benches and canopies at Asbury Street Park – reduced to $60,000. Bill Andrew suggested using these funds to hire a park planner to make recommendations for all the issues related to Asbury Street Park and come up with a Phase 2 plan before spending money on specific items.
26. Bucket truck can be deferred to FY 2026.
27. Mayor Eady asked if depreciation expense could be left off the budget or if the amounts could be transferred to the enterprise fund capital accounts. Marcia Brooks advised she would check with the auditors.
28. Retain $250,000 transferred from Municipal Comp Trust for the defunct solar project in the Electric fund to use for other capital investments.
29. Mayor Eady suggested taking out a GEFA loan to fund the water/sewer projects needed in anticipation of future 2023 SPLOST revenue.
30. **FY 2025 Operating Budget**
31. Old Church event contract – Include $5,000 on the revenue and expenditure sides.
32. Completed Electric Franchise revenue FY 2025 estimate.
33. Added revenue and expenditure lines for TAG Grant.
34. Request to separate out revenue for Town Center Green, Old Church, and Asbury Street Park pavilion.
35. Updated employee insurance amounts based on employees’ actual selections.
36. Reduce Computer Upgrades in City Clerk’s office – two computers need to be purchased ASAP in FY 2024.
37. Moved leaf and brush debris removal costs from Solid Waste to Streets.
38. Stormwater Management – slight increase for annual stormwater report.
39. Parks cameras line added – estimates needed. Adding $24,000 pending estimates.
40. Distinguish supplies and materials for cleaning supplies from costs for trees, etc.
41. Added $2,200 to Supplies and Materials for replacement of eleven Bradford pear trees. Reduced to $1,600 (for eight trees) because Public Works can only water a certain amount of trees.
42. **Other Business**

Chief Mark Anglin reviewed the City of Oxford Police Department annual report.

1. **Work Session Meeting Review**
2. **Executive Session**

None.

1. **Adjourn**

Mayor Eady adjourned the meeting at 11:55 a.m.

Respectfully Submitted,



Marcia Brooks  
City Clerk/Treasurer