



**OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING  
WORK SESSION  
MONDAY, SEPTEMBER 21, 2020 – 6:30 PM  
VIA TELECONFERENCE**

**ELECTED OFFICIALS PRESENT:**

David Eady – Mayor  
George Holt – Councilmember  
Jim Windham – Councilmember  
Jeff Wearing – Councilmember  
Lynn Bohanan – Councilmember  
Avis Williams – Councilmember

**APPOINTED/STAFF PRESENT:**

Matt Pepper – City Manager  
Marcia Brooks – City Clerk/Treasurer  
Melissa Pratt – Associate Clerk  
Jody Reid – Utility Superintendent  
Dave Harvey – Police Chief

**ELECTED OFFICIALS NOT PRESENT:**

Laura McCanless - Councilmember

**OTHERS PRESENT:** Art Vinson, Holly Bisig (MEAG), Steve Jackson (MEAG), Laura Gafnea (Oxford College)

**Agenda** (Attachment A)

**1. Mayor's Announcements**

Mayor Eady announced that Butch Reid requested that his meeting with him regarding an excessive water meter reading be rescheduled.

Mayor Eady announced his intention to create an Ad-Hoc Committee to determine how the City can memorialize the contributions of African Americans in Oxford including enslaved African Americans. The Committee would also be responsible for reviewing existing markers in public spaces in Oxford. He feels that their contributions have been very important and have been overlooked. He plans to ask a Councilmember to chair the committee. It will be comprised of African American members of the community.

He asked the Councilmembers to email him their thoughts about potential committee members. He will withhold his thoughts about potential committee members until he receives recommendations from the other Councilmembers. He will have more information at the October 5<sup>th</sup> Regular Council Meeting. Creation of this committee is part of his

commitment to working on building an anti-racist culture within Oxford. Part of that is recognizing the City's history and the fullness of the contributions of African Americans.

James Windham mentioned that one monument was installed in a corner of the cemetery.

## 2. **Solar Resource Discussion**

Steve Jackson of Municipal Electric Authority of Georgia (MEAG) shared a presentation regarding an integrated electric resource plan for the City of Oxford through 2045. The presentation focused on the rightsizing and resizing of the city's electric portfolio. Several factors feed into this plan, including projections for economic growth, anticipated costs and reliability of various electric resources, and identifying lowest costs.

In 2020-2023, the City will need to purchase additional power to meet its anticipated demand and reserve requirements. Starting in 2024, the plan adds 4 MWs of solar resources which generates 2 MGWs of capacity per year. Solar resources do not require fixed costs and are paid for when they are received. As a result, the City will realize cost savings over time. The City has also made market power purchases for several years, and the solar resources will be a fixed cost for twenty years, which will be lower than market rates.

Mr. Jackson added a caveat that although these projections are reasonable, they are estimates based on current information. Once the solar resources are added, Oxford's energy profile should be 100% non-emitting. MEAG hopes to have a contract ready for the City's review within the next few weeks with a goal to have the contract in place by the end of 2020.

Mayor Eady stated that he had shared the information about adding solar resources to the energy mix with Oxford College. Oxford College was quite pleased that the City would be able to claim that their energy profile will be 100% non-emitting once the solar resources come online, as this is a goal of Oxford College.

Mayor Eady asked Mr. Jackson to speak about the step-up charge. Mr. Jackson stated that in the past they have taken on debt to finance the addition of electric resources providers to their offerings. In this case a third party is constructing and owning the resource and MEAG is simply signing the purchase agreement. The third party is responsible for securing finances for the project.

However, the third party is counting on the revenues that they expect to receive from generating the power. If a participant does not pay, MEAG will sell the output into the market. If selling the output does not cover the shortfall, the other participants would be responsible for paying the shortfall until the fault is cured. Each participant's responsibility is capped at 25%. If the step-up were implemented, it would be for a short period of time as it is a cash flow issue for the defaulting participant. Hopefully, the City would be reimbursed for any costs associated with a step-up by the defaulting participant. MEAG has never had to implement the step-up but it has been included in contracts that with other resource providers and it helps them get a lower price.

George Holt asked when the City of Oxford would find out its cost. Mr. Jackson indicated he hopes to have a contract to the City within a few weeks for review.

James Windham asked if the City could receive information on the magnitude of risk the other MEAG cities have taken on as a result of their participation in the funding of Plant Vogtle, and how much solar energy they plan to purchase in the coming years. Mr. Jackson stated the City would know what cities are purchasing the new solar resources as they execute agreements with MEAG to do so. Many of the participants involved in Vogtle are not taking output for the first twenty years. The ones who do plan to take output understand what their commitments are and are making financial plans to address those commitments. MEAG is supporting them to help them understand these commitments.

3. **Emory Street Sidewalk Replacement Project** (Attachment C)

At the August work session, a plan for replacement of the sidewalk from the city-owned greenspace to Soule Street on the west side of Emory Street/SR 81 was discussed. Staff was asked to have the plans updated to include installing conduit for pedestrian lighting. The revised plans were presented. Mayor Eady also advised that since the August work session, the issue of which material to use had come up. This project was funded for \$100,000 in the FY2021 Capital Budget as a repair, but to determine the cost of replacement based on these plans, the City will need to let the project out for bids. Matt Pepper advised he is awaiting an order-of-magnitude estimate to get an idea of the true cost.

Jeff Wearing asked if the conduit would be a separate part of the bid request. Mayor Eady advised it would be bid as part of the project.

Jim Windham asked if any additional information was available about the materials to use. Mayor Eady indicated that no other alternatives have been identified besides the information that had been emailed to Councilmembers by Laura McCanless about more sustainable alternatives. Mr. Windham suggested another alternative would be brick, which would be more costly up front.

Mayor Eady stated that one option is to add Flash to the concrete mix rather than Portland cement to reduce the ecological footprint. He wants to capture the desires of the Council to know what to include in the bid. One challenge will be finding someone who is qualified to bid and who is familiar with alternative options for replacing sidewalk.

Mayor Eady provided an update on the sidewalk project from Soule Street north to the City Limits. The City is considering applying for federal funds for this project, however, the possible timeframe for applying for and receiving the funds is not acceptable to Mayor Eady. Based on the City's experience with the I-20 sidewalk, it could take as much as seven years. Mayor Eady asked that the Councilmembers think about other ways this project could be funded, since it is a priority for the citizens.

#### 4. **Water Main Replacement Project**

The City of Oxford was not selected to receive a CBDG grant this year for replacement of a section of the City's water system. The City now has the option to work with the Northeast Georgia Regional Commission (NEGRC) to shore up its application and submit it again next year for the grant or to identify alternative funding and complete the project sooner. Matt Pepper stated that 58 of 85 projects were awarded grants. Of the 58 awarded, 28 were related to water/sewer infrastructure, which shows how competitive the process is. The NEGRC advised him the City does not need to modify its application or Preliminary Engineer's Report but can submit letters of support to bolster its position. If the application is resubmitted, there would be an application fee of \$1,500.

Mayor Eady stated waiting until the next year would mean waiting for the money until sometime in late 2021 or 2022. He asked Jody Reid what the risk is of waiting. Mr. Reid stated that for awhile there were breaks in the area covered by the application every other month, resulting in customers going without water and the City losing a lot of water. For the past several months the City has been fortunate not to have a break in this area.

James Windham asked what the typical life of a water system is. Mr. Reid advised the life of a water system is generally about 40 years. However, the line in question has 180 class PVC which is very brittle and breaks easily, and it also is laid on top of rock which increases the chance of breakage.

Mr. Windham requested information on how many breaks there had been in the area and what the breaks have cost the City. If the breaks have cost the City a significant amount of money, the City perhaps should not wait to repair the line. He also recommended having the water tested at locations in the area because breaks can impact quality of water. George Holt expressed concern about the quality of water in the area as well. He also mentioned that this project had been in the Capital Budget for several years.

Jody Reid stated for the most part his staff had been able to fix the breaks in the area under pressure or flush it from both directions, reducing the need to issue boil water advisories. He estimates there have been two to three breaks per year there, and each break has taken between four to six hours to repair.

Jeff Wearing asked if there are emergency funds that could be requested based on water quality deficiencies. Mayor Eady stated that there is money sitting in the bank that is set aside for capital water and sewer expenses. The City also has access to low-cost loans from the Georgia Environmental Finance Authority (GEFA). Mayor Eady stated he does not consider these issues as causing toxicity in the water. If borrowing money would be more expensive than allowing the City's funds to earn money, it would be better to spend the money the City has for this purpose.

Matt Pepper stated that the current engineering estimate for the project is \$1.34 million. Mayor Eady requested placement of the issue on the October 5<sup>th</sup> Council Meeting agenda for a vote to replace the water main with existing funds and not reapply for the grant.

## 5. **Right of Way Survey** (Attachment D)

Councilmembers received a large amount of information concerning a contract with Jordan Engineering over the past six years to establish the outer boundaries of the City of Oxford, to survey the original town plan, and to survey the rights of way. There is a small amount of additional work to add information about easements on Stagecoach Road and Richardson Street. Jordan Engineering has proposed completing the additional work for \$1,760.00. Upon completion of this additional work, the completed package can be delivered to Newton County GIS so that the information can be updated in the county's records.

George Holt stated that Jordan Engineering continued to bill the City of Oxford for this work for several months after they completed the work included in the scope of their two proposals for the city boundaries and rights of way. He does not agree with continuing to do the work and not doing anything with the results. He asserted that the City should request surveys as they are needed rather than surveying the entire City.

Mayor Eady stated that the work was being done in phases. The second phase was just the original 1837 town plan. He sent a third proposal with various options that the City Council approved over time. The invoices sent to the Council included a lot of unrelated work that was completed by Jordan Engineering during this period. The current proposal is to complete the dataset so that it can be submitted to Newton County GIS showing the surveyed boundaries and encroachments. There have been a number of times this information has been needed and taking a proactive approach now will put the City in a good position for future development requests.

Mr. Holt asked if a Scope of Work could be obtained from Jordan Engineering to know exactly what they propose to do so that he can verify that the work they said they would do was completed. Mayor Eady stated that they had provided a detailed proposal, but additional information could be requested if the City Council feels it is needed. Mr. Holt stated the City usually develops the Scope of Work for the vendor. Mayor Eady stated that Jordan Engineering is usually given the information verbally for what is needed, and they develop the proposal.

Mr. Windham indicated that based on his initial review, he is not sure all the markers are placed correctly on the diagrams provided. He feels they were given a lot of information and are not ready to vote on the proposal at the October Regular Session. He feels that this work can be postponed until and if it is needed.

Mayor Eady agreed that is it a lot of information and stated the decision does not have to be rushed.

Avis Williams asked if the City ever received an all-encompassing Scope of Work for the complete job, or if it has been a section-by-section Scope of Work. Mayor Eady stated the City contracted with Jordan Engineering to survey all city boundaries and rights-of-way and install markers at intersections. Along the way in his role as City Engineer, he has assembled about 90% of the private parcel information that goes with the city boundaries

and rights-of-way. The current proposal would complete 100% of the private parcel information.

Mr. Holt asked if surveys could be completed as they are needed. He asserted that the City spent money on all of this work, and it is sitting on the shelf – nothing has been done with it. Mayor Eady stated that the information had been used in several projects, and what started the initiative to survey the rights-of-way was that there had not been an accurate survey of Wesley Street and Asbury Street prior to the Oxford College Dining Hall being built. The Dining Hall was going to be on City property, and that was determined based on a reactive survey, with the results being less than optimal.

Mr. Windham suggested bringing Scopes of Work back to the Council for review before proceeding on projects such as the previously discussed water main replacement so that any concerns can be settled in advance.

**6. Native Vegetation Ordinance (Attachment E)**

Councilmember Laura McCanless coordinated with the Sustainability Committee, the Trees, Parks, and Recreation Board, the State Botanical Garden and the Georgia Native Plants Society to develop a proposal for a new ordinance. The draft ordinance requires all plantings on city property to be native to Georgia. An approved planting list is included and needs to be incorporated. The first reading for this ordinance proposal will be the October Regular Session on October 5<sup>th</sup>, 2020.

**7. Proposed Amendment to Sec. 8-124. Non-license sales (Attachment F)**

Marcia Brooks discussed a proposal to modify the City's Non-license sales ordinance to accommodate planned changes to the Farmer's Market. The changes are to allow other items to be sold in addition to farm and garden produce, and to add a daily rental fee per 100 square feet of space occupied by vendors.

James Windham expressed concerns about charging a fee per space when the market is first kicked off since it has not been marketed in the past. He is not sure what they would be paying for. Mayor Eady suggested the fee could be included in the ordinance but suspended for a period of time due to the current economic situation in the accompanying ordinance.

Lynn Bohanan asked where \$5 had come from. Mayor Eady stated other markets were researched and the fee was determined based partly on that research. Ms. Bohanan stated a fee that small does not seem worthwhile. Jeff Wearing stated he thought \$5 is appropriate.

Mayor Eady stated the fee can be dropped or it can be suspended. The Council agreed at the previous meeting to get some procedures in place and tweak them as it progresses. Mayor Eady feels this is a good way to start.

Melissa Pratt pointed out that \$5 a day for 8 days a month works out to \$40 a month, which seems to be quite reasonable and in line with other markets.

Mr. Windham stated his desire that if the ordinance is passed, he would like to see it enforced.

Mayor Eady stated the first reading of the ordinance proposal will be the October Regular Session on October 5<sup>th</sup>, 2020. Mayor Eady stated the fee could be placed in the fee schedule rather than in the ordinance.

**8. Annual Mayor and Council Retreat**

Traditionally the City Council has held a retreat, which essentially has been a day-long strategy session. Mayor Eady does not want to have an all-day Zoom call but believes a couple of sessions on Friday mornings could be held on Zoom. Possible topics include: amendments to the City's zoning ordinances with a strategic focus; Trees, Parks, and Recreation Board discussing their mission and goals for the coming year; and short, mid-, and long-term plans for the Sustainability Committee. Mayor Eady asked Matt to check everyone's calendars to determine what Friday dates would work best for everyone.

Mayor Eady adjourned the meeting at 8:21 p.m.

Respectfully Submitted,



Marcia Brooks  
City Clerk/Treasurer

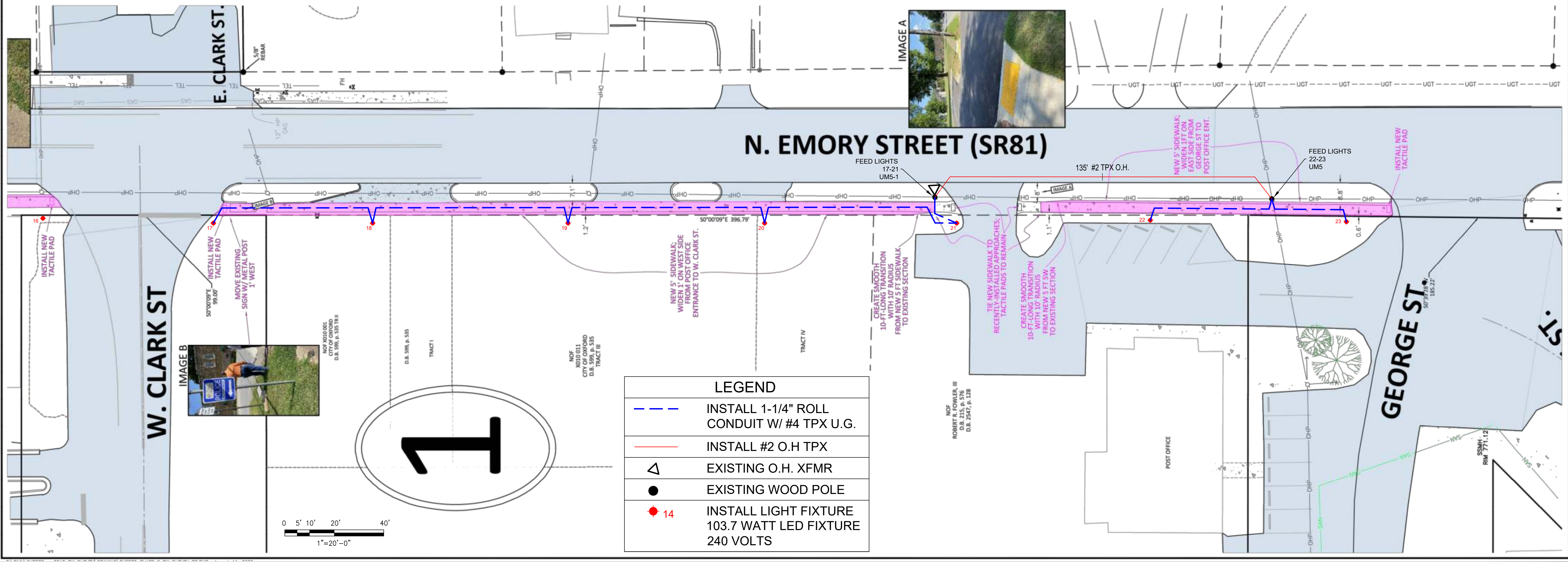
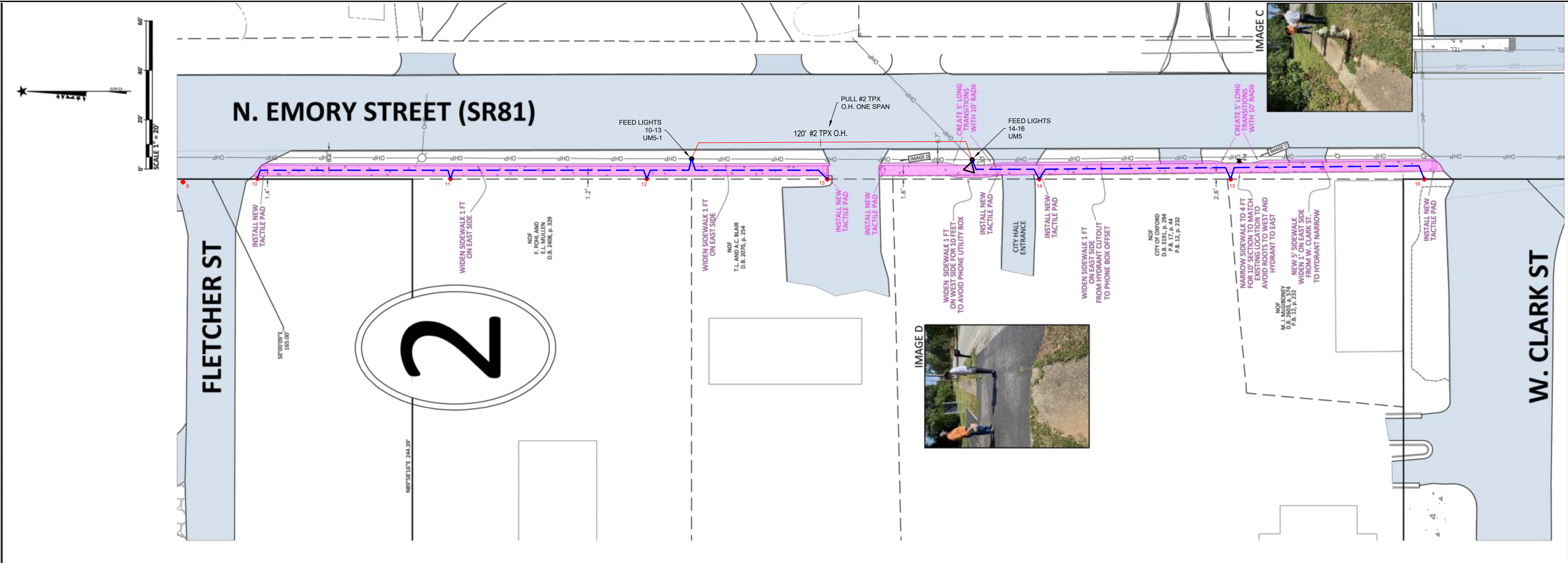
**OXFORD MAYOR AND COUNCIL  
WORK SESSION  
MONDAY, SEPTEMBER 21, 2020 – 6:30 P.M.  
CITY HALL (VIA TELECONFERENCE)  
A G E N D A**

1. **Mayor's Announcements**
2. **Solar Resource Discussion** – We have an opportunity to diversify our power resources to include solar energy. Council will discuss the options related to the level of investment in solar resources the city is willing to undertake.
3. **\*Emory Street Sidewalk Replacement Project** – The FY2021 Capital Budget includes \$100,000 to make repairs to the existing sidewalk that runs along the westside of Emory Street/SR 81 from the city-owned greenspace to Soule Street. At the August Work Session, we discussed installing conduit for pedestrian lighting. We have attached a draft copy of the plans with the conduit shown.
4. **Water Main Replacement Project** – The FY2021 Capital Budget includes \$1,360,000 to replace a 40+ year old section of our water system that serves Oxford Road, Keel Street, and Perry Circle. We were not selected for the 2020 Community Development Block Grant funding for this project. We have the option to re-apply for the 2021 award phase.
5. **\*Right-of-Way Survey** – Jordan Engineering has completed the city's right-of-way survey as agreed to in the original scope of work. It is proposed that we hire Jordan Engineering to complete an expansion of the city-wide right-of-way in the northwestern quadrant of the city. We discussed this item at the August Work Session. We have attached the proposal. In addition, we have attached the original proposal, the minutes from when it was approved, and a list of the invoices.
6. **\*Native Vegetation Ordinance** – Council will discuss the adoption of a native vegetation ordinance. We have attached draft copies of the proposed ordinance and planting list.
7. **\*Proposed Amendment to Sec. 8-124. Non-licensed sales** – Staff will present to Council a proposed amendment to the sections of the city's non-licensed sales ordinance pertaining to the farmers market.
8. **Annual Mayor and Council Retreat** – Council will continue their discussion on this year's retreat.

\*Attachments

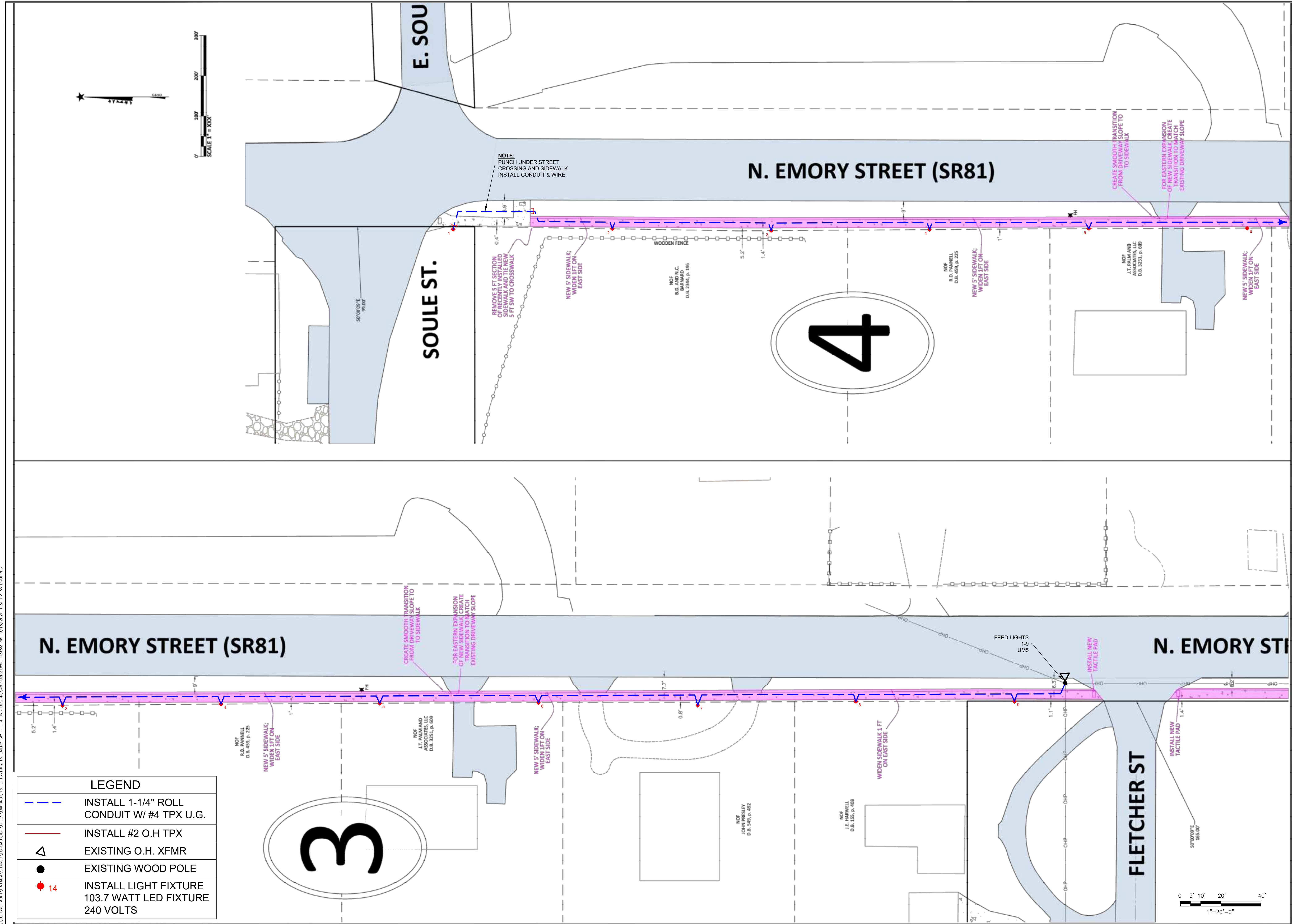


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LEGEND	
	INSTALL 1-1/4" ROLL CONDUIT W/ #4 TPX U.G.
	INSTALL #2 O.H. TPX
	EXISTING O.H. XFMR
	EXISTING WOOD POLE
	INSTALL LIGHT FIXTURE 103.7 WATT LED FIXTURE 240 VOLTS





NOTE:  
PUNCH UNDER STREET  
CROSSING AND SIDEWALK.  
INSTALL CONDUIT & WIRE.

N. EMORY STREET (SR81)

SOULE ST.

4

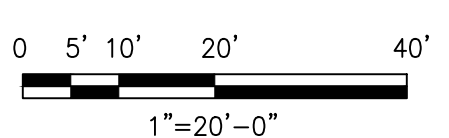
FLETCHER ST

N. EMORY STREET (SR81)

N. EMORY ST

LEGEND

- INSTALL 1-1/4" ROLL CONDUIT W/ #4 TPX U.G.
- INSTALL #2 O.H. TPX
- EXISTING O.H. XFMR
- EXISTING WOOD POLE
- INSTALL LIGHT FIXTURE 103.7 WATT LED FIXTURE 240 VOLTS



CITY OF OXFORD  
PROPOSED 5-FT CONCRETE SIDEWALK PLAN  
NORTH EMORY STREET  
NEWTON COUNTY  
ELECTRICAL DISTRIBUTION SERVICES

Engineer: G. Lee	Drafter: D. Koppes
Date: 9/15/20	Scale: 1:20
Drawing No.: 481902R2	Sheet No.: 2 of 2

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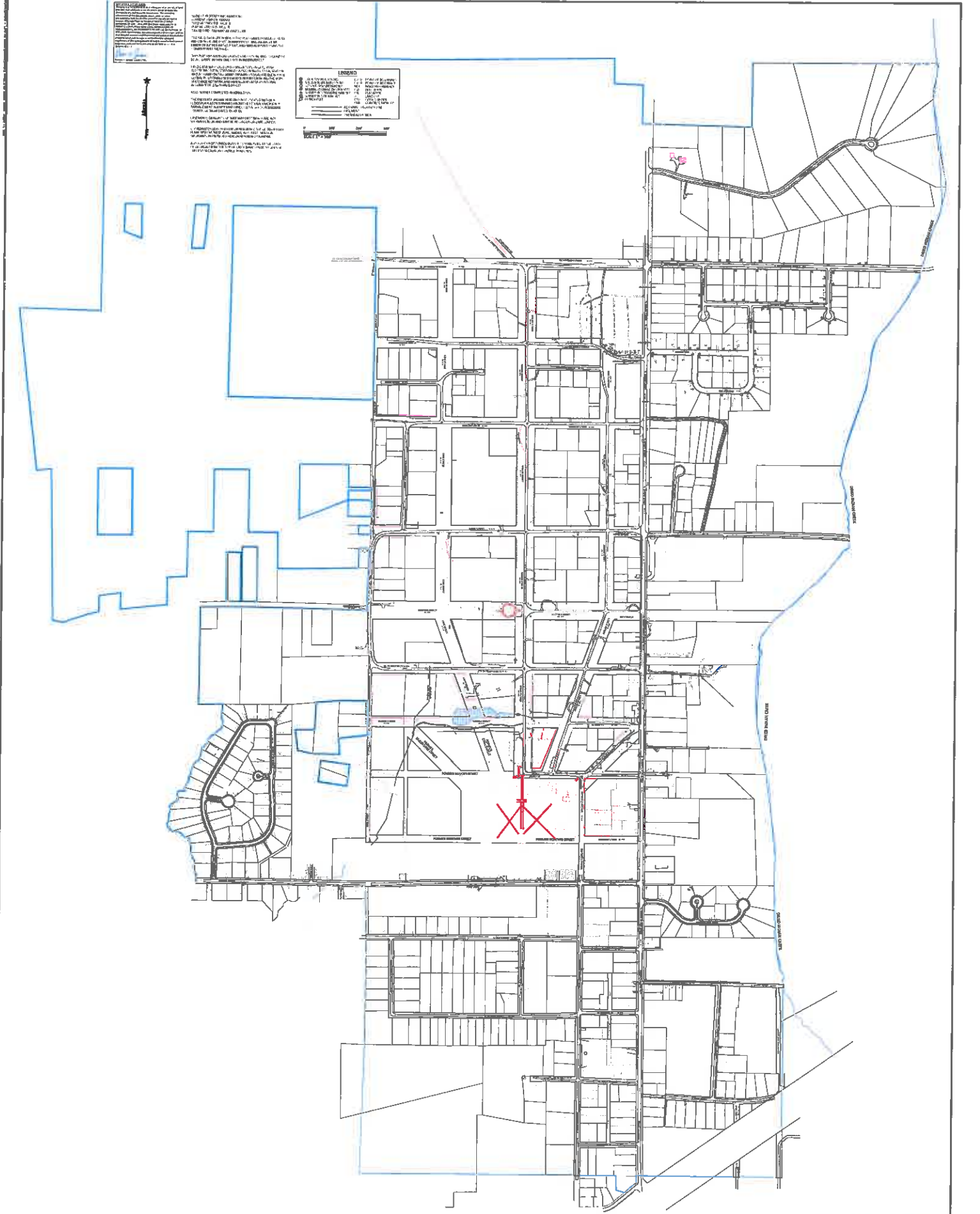
**NOTICE:** This map is a preliminary map and is not intended to be used for any legal purpose. It is subject to change without notice. The City of Oxford reserves the right to modify, amend, or cancel this map at any time without notice.

**LEGEND**

- City of Oxford Right-of-Way
- County Right-of-Way
- State Right-of-Way
- Private Right-of-Way
- Proposed Right-of-Way
- Utility Right-of-Way
- Water Right-of-Way
- Other Right-of-Way

**LEGEND**

- City of Oxford Right-of-Way
- County Right-of-Way
- State Right-of-Way
- Private Right-of-Way
- Proposed Right-of-Way
- Utility Right-of-Way
- Water Right-of-Way
- Other Right-of-Way



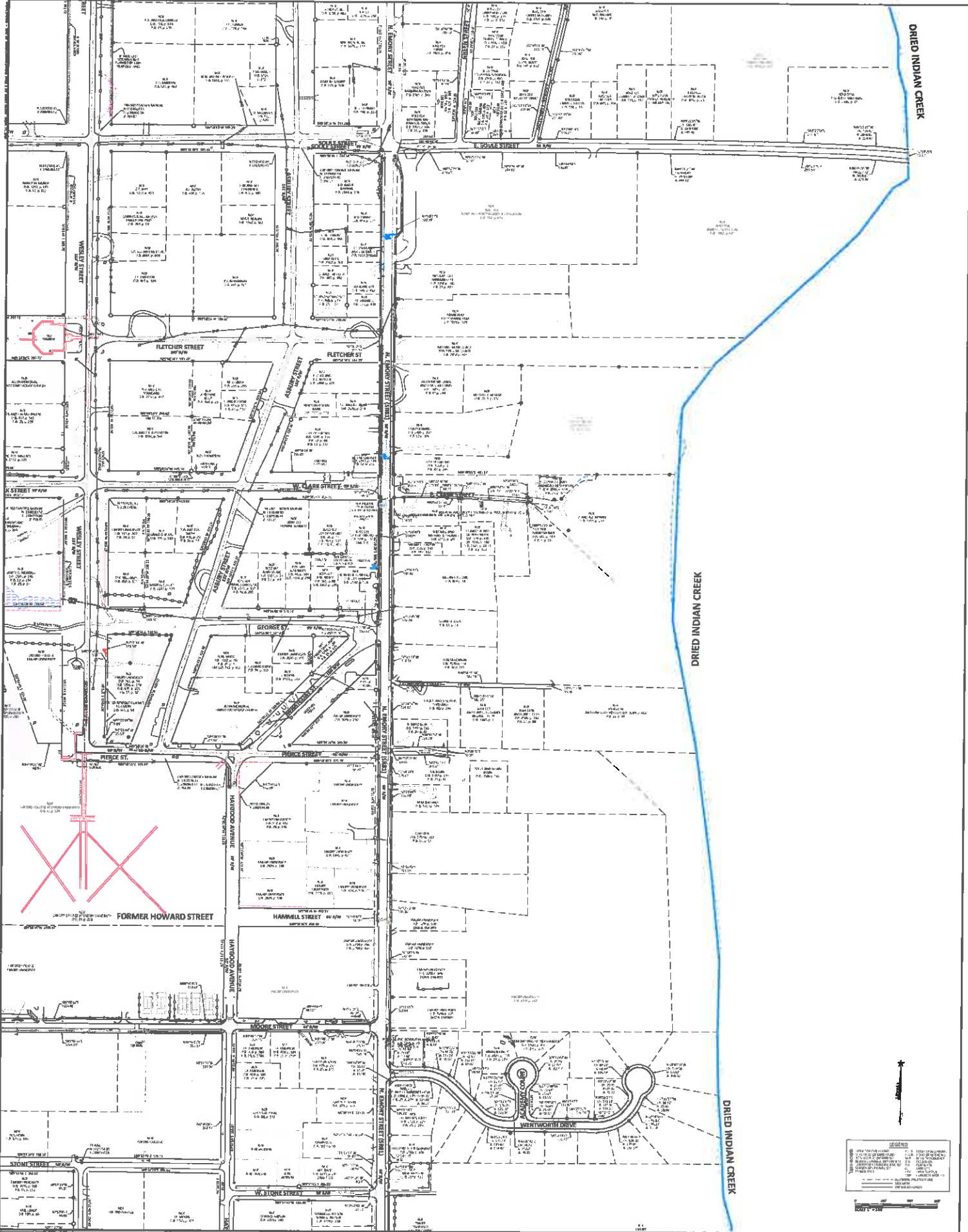
Sheet No.	5 of X
City of Oxford	
Project No.	
Scale	
Date	
Drawn by	
Checked by	

City of Oxford Rights-of-Way Survey  
Oxford, Newton County, Georgia

**OVERVIEW:  
CITY OF OXFORD RIGHTS-OF-WAY**







DRIED INDIAN CREEK

DRIED INDIAN CREEK

DRIED INDIAN CREEK

LEGEND	
[Symbol]	EXISTING RIGHT-OF-WAY
[Symbol]	PROPOSED RIGHT-OF-WAY
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[Symbol]	PROPOSED DRIVEWAYS
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[Symbol]	PROPOSED GUTTER
[Symbol]	PROPOSED DRAINAGE



**NOTICE TO CONTRACTORS**  
 THIS PLAN IS A PRELIMINARY PLANNING TOOL. IT IS NOT TO BE USED FOR CONSTRUCTION. THE CITY OF OXFORD RESERVES THE RIGHT TO MODIFY OR CHANGE THIS PLAN AT ANY TIME WITHOUT NOTICE. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE ACCURACY OF ALL INFORMATION AND CONDITIONS ON THE GROUND. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY OF OXFORD AND THE STATE OF GEORGIA. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY OF OXFORD AND THE STATE OF GEORGIA. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY OF OXFORD AND THE STATE OF GEORGIA.

**LEGEND**  
 ALL RIGHTS-OF-WAY ARE SHOWN WITH DASHED LINES.  
 EXISTING RIGHTS-OF-WAY ARE SHOWN WITH SOLID LINES.  
 PROPOSED RIGHTS-OF-WAY ARE SHOWN WITH DOTTED LINES.  
 EASEMENTS ARE SHOWN WITH DASHED LINES AND A 'E' IN A CIRCLE.  
 UTILITIES ARE SHOWN WITH DOTTED LINES AND A 'U' IN A CIRCLE.  
 STRUCTURES ARE SHOWN WITH SOLID LINES AND A 'S' IN A CIRCLE.  
 TREES ARE SHOWN WITH A 'T' IN A CIRCLE.  
 STREETS ARE SHOWN WITH SOLID LINES AND A 'ST' IN A CIRCLE.



1" = 500'



5 of X

City of Oxford Rights-of-Way Survey  
 Oxford, Newton County, Georgia

CITY OF OXFORD  
 RIGHTS-OF-WAY

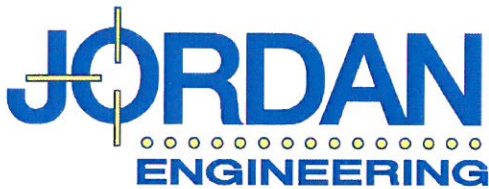










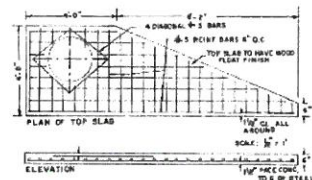


144 N. Warren Street, Monticello, Georgia 31064  
 (706) 468-8999 robert@jordan-eng.com (706) 504-9629 fax



# Cost Proposal

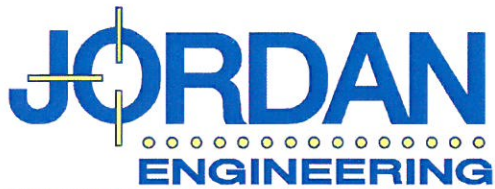
Date	Proposal No.
3/13/2014	768



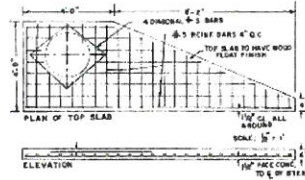
Client/ Address
City of Oxford Att: Box Schwartz, City Manager

Project
City Boundary Monu...

Work Phase	Task/Item	Qty	Units	Unit Cost	Total
<b>Research</b>	Review city charter, old maps, land lot maps, modern deeds, and modern plat to gather information to accurately determine the legal boundaries of the city at the corners identified in the attached sketch.	4	Hours	90.00	360.00
<b>Recon</b>	Field visit the locations of each of the corners to be established to: 1 - search for physical evidence such as property corners, old rocks called for in old documents, markers under carpet of new buildings, the old creek ford, hedgerows, et cetera. 2 - notify private property owners and get permission to walk across their property to access the corner locations 3 - determine best and most cost-effective method to perform conventional traverses	8	Hours	90.00	720.00
<b>Survey control</b>	2-man GPS crew: Establish GPS pairs. Our best estimate is that we need to establish survey-grade GPS control pairs at five locations to determine the coordinates of the nine city boundary corners identified on the attached sketch. The pairs will be located as close to the corners as can be done with GPS, then conventional surveying will be required to traverse from the new GPS points to the city corners.	8	Crew Hours	110.00	880.00
<b>Corner coordinates</b>	2-man survey crew: After establishing control coordinates as described in the above task, we will survey from new control points to city boundary corners using conventional survey traverse to determine the coordinates of the nine city corners depicted on the attached sketch. The total estimated footage of traverse from control points to corners is about 6500 feet.	32	Crew Hours	110.00	3,520.00
			<b>Total</b>		



144 N. Warren Street, Monticello, Georgia 31064  
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# Cost Proposal

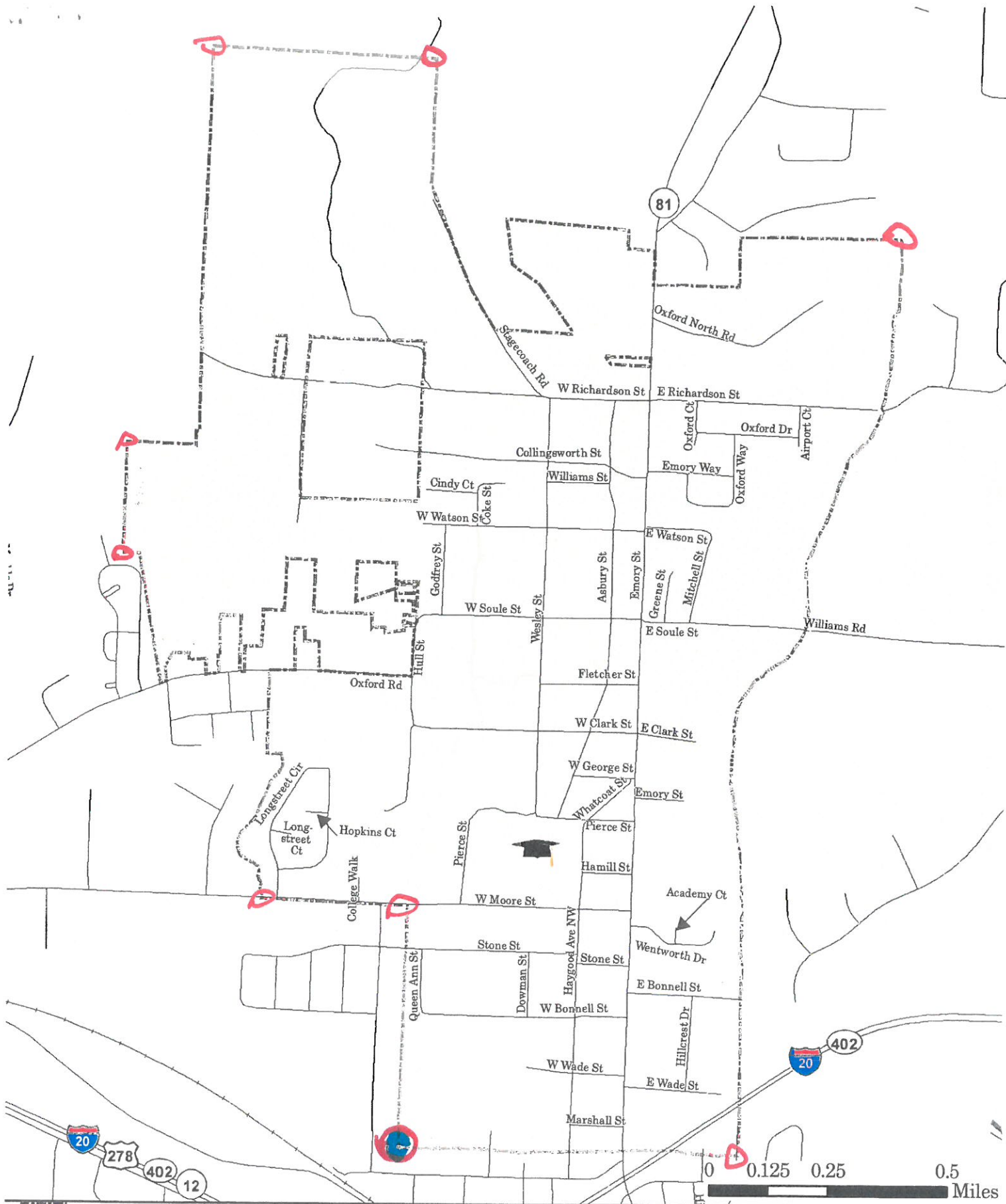
Date	Proposal No.
3/13/2014	768

Client/ Address
City of Oxford Att: Box Schwartz, City Manager

Project
City Boundary Monu...

Work Phase	Task/Item	Qty	Units	Unit Cost	Total
<b>Custom Monuments</b>	Install custom corner monuments (see attached description) stating "City of Oxford City Boundary" with city seal or other custom text as requested. Includes 2-3/8" diameter by 36" long aluminum post driven 2' into the ground to witness or replace existing monuments if applicable. Includes one-time setup fee from Bernsten and shipping.	9	Monuments	55.00	495.00
<b>Monument installation</b>	2-man survey crew: Installation of nine custom Bernsten monuments	6	Hours	110.00	660.00
<b>Project management</b>	General coordination, communication, oversight, city correspondence, and other project-management related activities for all tasks listed above.	4	Hours	90.00	360.00

<b>Total</b>					\$6,995.00
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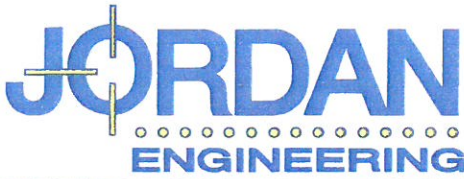
- Oxford Shared-Use Path
- Covington Parcels
- Streams
- Oxford College

# OXFORD, GEORGIA

0 0.125 0.25 0.5 Miles

**NEGRC**  
 NORTH EAST GEORGIA  
 REGIONAL COMMISSION  
 Geographic Information System





144 N. Warren Street, Monticello, Georgia 31064  
 (706) 468-8999 robert@jordan-eng.com (706) 504-9629 fax

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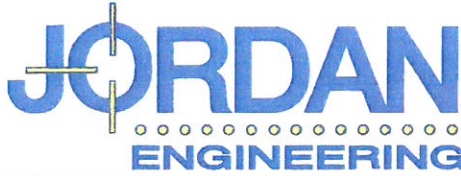
# Proposal

Date	Proposal No.
10/2/2015	917

### Client

City of Oxford  
 Att: Box Schwartz, City Manager  
 110 West Clark Street  
 Oxford, GA 30054

			Project		
			Unopened RW survey		
Work Phase	Task/Item	Qty	Units	Unit Cost	Total
	<p>Jordan Engineering will perform surveys of the rights-of-way of the streets included in the original Oxford 1837 town plan. Streets (developed and undeveloped) to be included in this survey are all original streets on the town plan bounded on the south by W. Moore Street, on the north by Richardson Street, on the east by N. Emory Street, and on the west by Hull Street. The bounding streets as described will be included. In addition, rights-of-way of a few streets that have been added after the founding of the city will be included: Williams Street, Cindy Court, and Godfrey Street. Sections of rights-of-way of Howard, Majors, Coke, and McKendree Streets that have been deeded to Emory University in the southwestern part of the original town plan will not be included in the survey. The length of right-of-way lines to be surveyed and platted will be approximately 22 miles.</p> <p>The proposed scope of work will include the following items:</p> <p><i>350-4220-541204-000</i></p> <p><i>PO 10756</i></p>				
			<b>Total</b>		



144 N. Warren Street, Monticello, Georgia 31064  
(706) 468-8999 robert@jordan-eng.com (706) 504-9629 fax

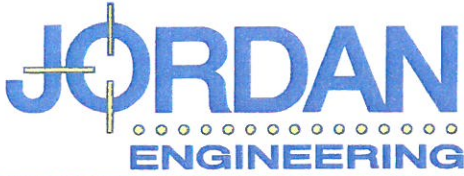
# Proposal

Date	Proposal No.
10/2/2015	917

## Client

City of Oxford  
Att: Box Schwartz, City Manager  
110 West Clark Street  
Oxford, GA 30054

			Project		
			Unopened RW survey		
Work Phase	Task/Item	Qty	Units	Unit Cost	Total
<b>Boundary Survey</b>	<p>1a - A recordable boundary survey of each right-of-way line for streets as described above. The plat will be issued on 24" x 36" sheets with an index sheet and will meet State of Georgia plat specifications. The proposed scale of the recordable plat will be determined by the amount of information to be depicted and scale required to depict and label the information in a legible fashion. Accompanying 200 dpi, 2-color tiff images of each sheet will be supplied for recording purposes, as will dwg-formatted images and five sets of hard copy signed prints.</p> <p>1b - This boundary survey scope item includes depiction and referencing of some limited boundary monumentation placed by other surveyors during prior surveys in various locations throughout the city, but would not include a thorough search for monumentation at all parcels in all areas of the city as described in a later scope item below.</p> <p>1c - This boundary survey scope item also includes location, widths, and referencing of all existing asphalt pavement and street centerlines for all streets that have been developed and paved. Street locations will aid future surveyors and city public works and utility crews in quickly determining the right of way locations at specific points anywhere in the city.</p> <p>1d - The horizontal surveying and mapping will reference the Georgia State Plane Coordinate System, NAD83, in US feet.</p>	1	RW Plat	23,000.00	23,000.00
			<b>Total</b>		



144 N. Warren Street, Monticello, Georgia 31064  
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# Proposal

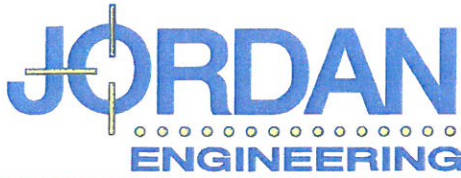
Date	Proposal No.
10/2/2015	917

## Client

City of Oxford  
 Att: Box Schwartz, City Manager  
 110 West Clark Street  
 Oxford, GA 30054

			Project		
			Unopened RW survey		
Work Phase	Task/Item	Qty	Units	Unit Cost	Total
<b>Reference Monuments</b>	Optional item 2a - We will establish permanent survey control monuments at locations at approximately 10 street intersections throughout the city for use by future surveyors in using our overall city survey. The permanent monuments will be custom brass discs inscribed with "City of Oxford survey control point" and set in concrete bases flush with the ground within the right-of-way (in most cases near street intersections). These monuments will not represent actual right-of-way line corners, but will serve as permanent, easily-accessible and intervisible reference points for future surveys. This scope item includes the surveying of the reference locations, purchase of the custom discs, and installation of the monuments.	10	Monuments	450.00	4,500.00
<b>Encroachments</b>	Optional item 3a - Using aerial photography and field reconnaissance, we will identify, field locate, and depict on the survey any above-ground encroachments such as walls, patios, buildings, fences, et cetera encroaching into the city rights-of-way from adjoining private properties. The encroachments would be described on the final survey with notes and dimensions.	1	LS	6,000.00	6,000.00
<b>Corner R/W Pins</b>	We will establish capped rebar property corner pins at ALL intersections of street right-of-way lines within the subject area of Oxford. This scope item would involve setting approximately 112 corner monuments. The pins would be driven flush to the ground and would be capped with a plastic yellow cap inscribed with the surveyor's name and registration number as required by Georgia law.	1	LS	7,400.00	7,400.00
			<b>Total</b>		





144 N. Warren Street, Monticello, Georgia 31064  
 (706) 468-8999 robert@jordan-eng.com (706) 504-9629 fax

# Proposal

Date	Proposal No.
10/2/2015	917

## Client

City of Oxford  
 Att: Box Schwartz, City Manager  
 110 West Clark Street  
 Oxford, GA 30054

			Project		
			Unopened RW survey		
Work Phase	Task/Item	Qty	Units	Unit Cost	Total
<b>Record Parcel Locations</b>	<p>Optional item 4a - Through courthouse research we will obtain legal descriptions for those parcels where information is available and will mathematically reconstruct private parcels on the final survey as accurately as is possible. In some cases that means existing corner monuments can be located and exactly boundary lines can be depicted. In other cases where corner monuments are not available or where legal descriptions are vague, only approximate property lines will be depicted. For some lots, no monumentation and no good legal description may exist and no lines may be depicted on the final survey.</p> <p>This scope item includes 40 crew-hours of field data searching and data collection time looking for existing monumentation.</p> <p>Additional features requested on the final survey such as utility locations, trees, signs, or any other features requested by the City can be negotiated on a case-by-case basis.</p>	1	LS	8,000.00	8,000.00
<b>Total</b>					<b>\$48,900.00</b>





CAMPUS



ROW Survey Invoice Summary

<b>Fiscal Year</b>	<b>#</b>	<b>Date</b>	<b>Amount</b>
<b>FY2015</b>	1	7/1/14	\$530.00
	2	7/31/14	\$4,345.00
	3	10/30/14	\$1,340.00
	4	10/31/14	\$780.00
<b>FY2016</b>	5	8/31/15	\$1,052.50
	6	10/5/15	\$3,930.00
	7	11/30/15	\$3,290.00
	8	12/31/15	\$5,893.75
	9	1/31/16	\$3,520.00
	10	3/1/16	\$5,121.77
	11	3/31/16	\$5,787.50
	12	4/29/16	\$3,867.50
	13	5/31/16	\$3,760.00
	14	6/29/16	\$7,705.00
<b>FY2017</b>	15	7/26/16	\$3,197.00
	16	8/31/16	\$3,660.00
	17	9/30/16	\$745.00
	18	10/31/16	\$540.00
	19	12/30/16	\$1,800.00
<b>FY2018</b>	20	9/29/17	\$4,435.00
	21	10/31/17	\$6,265.00
	22	11/30/17	\$1,260.00
	23	12/29/17	\$3,435.00
	24	1/31/18	\$4,655.00
	25	2/28/18	\$8,390.00
	26	3/28/18	\$3,370.00
	27	4/30/18	\$2,320.00
	28	5/31/18	\$180.00
	29	6/29/18	\$660.00
<b>FY2019</b>	30	10/31/18	\$1,660.00
	31	11/30/18	\$1,235.00
	32	12/31/18	\$1,265.00
	33	1/31/19	\$1,195.00
	34	5/31/19	\$450.00
	35	6/30/19	\$2,250.00
<b>FY2020</b>	36	8/16/20	\$1,200.00
	37	11/30/19	\$1,260.00
	38	12/31/19	\$3,180.00
<b>FY2021</b>	39	7/29/20	\$630.00
<b>TOTAL</b>			<b>\$110,160.02</b>

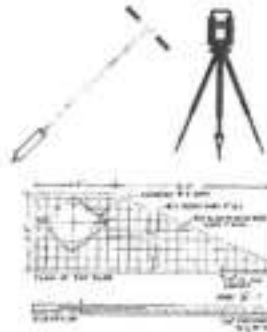
350-420-9222.000

# JORDAN ENGINEERING

144 N. Warren Street, Monticello, Georgia 31064  
(706) 468-8999 robert@jordan-eng.com (706) 504-9629 fax

## Invoice

DATE	INVOICE NO.
7/1/2014	13068



**RECEIVED**  
JUL 09 2014

CLIENT
City of Oxford Att: Box Schwartz, City Manager

DUE DATE	PROJECT
7/31/2014	City Boundary Monuments

Date	ITEM	QUANTITY	UNITS	RATE	AMOUNT
6/26/2014	2-man survey crew: North monuments, control points, SW monument, recon and GeoXT work.	4	Crew Hours	110.00	440.00
6/30/2014	Discussion with Ernie Smith regarding <u>Oxford city boundaries</u> and monument locations	1	Hour	90.00	90.00
<p><i>Work completed in June 2014.</i></p> <p><i>OK to pay [Signature] 7/9/14</i></p> <p><i>FY 2015</i></p> <p><i>CITY BOUNDARIES</i></p>					

Please note: all accounts more than 30 days past due are subject to a 2% per month interest charge.

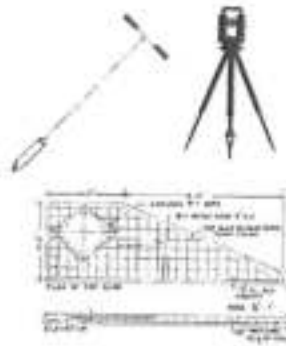
**Total** \$530.00

*Thank You*

# JORDAN

ENGINEERING

144 N. Warren Street, Monticello, Georgia 31064  
 (706) 468-8999 robert@jordan-eng.com (706) 504-9629 fax



## Invoice

DATE	INVOICE NO.
7/31/2014	13102

**RECEIVED**  
 AUG 04 2014

**CLIENT**

City of Oxford  
 Att: Box Schwartz, City Manager

<b>DUE DATE</b>	<b>PROJECT</b>
8/31/2014	City Boundary Monuments

ITEM	QUANTITY	UNITS	RATE	AMOUNT
Technical assistant: Survey mapping and calculations	3	Hour	75.00	225.00
2-man survey crew: Survey work and recon to locate additional monuments	26	Hours	110.00	2,860.00
RLS: City boundary monuments	14	Hours	90.00	1,260.00

This invoice represents work completed on the City Boundary project in July 2014.  
 The project was authorized through **Oxford PO No 09864**.  
 The project is roughly 70% complete.

The total proposal amount is \$6995.  
 Prior months billing on the project totals \$530.  
 The remaining balance to be invoiced for this project is \$2120

*OK Bob*  
*8/5/14*

*350-4200-541100-001*

Please note: all accounts more than 30 days past due are subject to a 2% per month interest charge.

**Total** \$4,345.00



144 N. Warren Street, Monticello, Georgia 31064  
 (706) 465-8999 robert@jordan-eng.com (706) 504-9629 fax

# Invoice

DATE	INVOICE NO.
10/30/2014	13152

City of Oxford  
 Att: Box Schwartz, City Manager  
 110 W. Clark Street  
 Oxford, GA 30054

**RECEIVED**  
 OCT - 9 2014

Date	ITEM	QTY	UNITS	DUE DATE	PROJECT	
				9/30/2014	City Boundary Monuments	
				RATE	AMOUNT	
	Final research and data to tie down southern boundary and corners	6	Hours	90.00	540.00	
	Custom corner markers from Bernsten	1	LS	800.00	800.00	
This invoice represents work completed in September 2014 on the City boundary project. Oxford PO# 09864  350-4200-541100-001 BOUNDARY SURVEY [Signature] 10/9/14						
<b>Total</b>					<b>\$1,340.00</b>	

# JORDAN

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144 N. Warren Street, Monticello, Georgia 31064  
 (706) 468-8999 robert@jordan-eng.com (706) 504-9629 fax

RECEIVED  
 NOV - 6 2014

## Invoice

ISSUE DATE	INVOICE NO.
10/31/2014	13176

City of Oxford  
 Att: Box Schwartz, City Manager

Date	ITEM	QTY	UNITS	DUE DATE	PROJECT	
				11/30/2014	City Boundary Monuments	
				RATE	AMOUNT	
10/29/2014	Set Oxford boundary monuments in concrete	2	Hours	90.00	180.00	
10/29/2014	2-man GPS crew:	2.5	Crew Hours	110.00	275.00	
10/29/2014	2-man survey crew:	3	Crew Hours	110.00	330.00	
10/29/2014	Less \$5 to match original cost proposal amount	1	Adjustment	-5.00	-5.00	
This invoice reflects the final bill for the City Boundary project. Oxford PO# 9864  						
<b>Total</b>					<b>\$780.00</b>	



144 N. Warren Street, Monticello, Georgia 31064  
 (708) 468-8999 robert@jordan-eng.com (706) 504-9629 fax


# Invoice

ISSUE DATE	INVOICE NO.
8/31/2015	13457



City of Oxford  
 Att: Box Schwartz, City Manager  
 110 West Clark Street  
 Oxford, GA 30054

DUE DATE	PROJECT
8/31/2015	Unopened RW survey

Date	ITEM	QTY	UNITS	RATE	AMOUNT
7/21/2015	Research, preliminary legwork	2	Hours	90.00	180.00
8/26/2015	Deed and Plat research	2	Hours	75.00	150.00
8/26/2015	Initial recon and field data collection	5.75	Crew Hours	110.00	632.50
8/26/2015	Research/data reduction/mapping	1	Hour	90.00	90.00
<p>This invoice represents work completed on the Oxford R/W survey in August 2015.</p> <p>Oxford P.O.# 10655</p> <p>350.4220 541204.000</p> 					
<b>Total</b>					<b>\$1,052.50</b>





144 N. Warren Street, Monticello, Georgia 31064  
 (706) 468-0999 rcben@jordan-eng.com (706) 504-9629 fax

# Invoice

RECEIVED  
 OCT 15 2015

ISSUE DATE	INVOICE NO.
10/5/2015	13476

City of Oxford  
 Att: Box Schwartz, City Manager  
 110 West Clark Street  
 Oxford, GA 30054

DUE DATE	PROJECT
10/5/2015	Unopened RW survey

Date	ITEM	QTY	UNITS	RATE	AMOUNT
7/21/2015	Research, prelim work	2	Hours	90.00	180.00
8/26/2015	Deed and plat research - Newton Co	2	CAD Hours	75.00	150.00
9/8/2015	Asbury Street R/W investigation - deed/plat research, GPS data collection, 1837 plat reconstruction, and dining hall survey evaluation, correspondence, and meetings	2	Hours	90.00	180.00
9/9/2015	Asbury Street R/W investigation - deed/plat research, GPS data collection, 1837 plat reconstruction, and dining hall survey evaluation, correspondence, and meetings	7	Hours	90.00	630.00
9/10/2015	Asbury Street R/W investigation - deed/plat research, GPS data collection, 1837 plat reconstruction, and dining hall survey evaluation, correspondence, and meetings	6	Hours	90.00	540.00
9/11/2015	Asbury Street R/W investigation - deed/plat research, GPS data collection, 1837 plat reconstruction, and dining hall survey evaluation, correspondence, and meetings	2	Hours	90.00	180.00
9/14/2015	Dining Hall right-of-way research, exhibits, discussions with Councilman Eady, and attendance of Planning and Zoning hearing	5.5	Hours	90.00	495.00
9/15/2015	Dining Hall right-of-way research, exhibits, discussions with Councilman Eady, and attendance of Planning and Zoning hearing	5	Hours	90.00	450.00
9/16/2015	Additional data collection and analysis - Wesley St sidewalks, wall, etc	5	Hours	90.00	450.00
9/17/2015	Additional data collection and analysis - Wesley St sidewalks, wall, etc	1	Hours	90.00	90.00
9/18/2015	Additional data collection and analysis - Wesley St sidewalks, wall, etc	1	Hours	90.00	90.00
9/24/2015	Data collection - sidewalk on Wesley Street and wall/sidewalk on Clark St.	2.5	Hours	90.00	225.00
9/24/2015	Update 1837 RW figure based on new info from more formal map and new assumptions about road bearings and grid layout	3	Hours	90.00	270.00

<b>Total</b>
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144 N. Warren Street, Monticello, Georgia 31084  
(706) 468-8999 robert@jordan-eng.com (706) 504-9629 fax

# Invoice

ISSUE DATE	INVOICE NO.
10/5/2015	13476

City of Oxford  
Att: Box Schwartz, City Manager  
110 West Clark Street  
Oxford, GA 30054

DUE DATE	PROJECT
10/5/2015	Unopened RW survey

Date	ITEM	QTY	UNITS	RATE	AMOUNT
	<p>This invoice represents work completed in September on Oxford rights-of-way, primarily work to support the Dining Hall site investigation.</p> <p>Unopened R/Ws Oxford P.O. # 10655</p> <p><i>350-4220-541204000</i></p> <p><i>SURVEY OF CITY RIGHTS-OF-WAY</i></p> <p><i>[Signature] 10/15/15</i></p>				

<b>Total</b>	<b>\$3,930.00</b>
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144 N. Warren Street, Monticello, Georgia 31064  
 (706) 498-8999 rober@jordan-eng.com (706) 504-9629 fax

RECEIVED  
 DEC - 7 2015

# Invoice

DATE	INVOICE NO.
11/30/2015	13530

City of Oxford  
 Att: Box Schwartz, City Manager  
 110 West Clark Street  
 Oxford, GA 30054

DUE DATE	PROJECT
12/30/2015	Old Town RWs

ITEM	QTY	UNITS	RATE	AMOUNT
Data collection, control loops, feature collection, property pin search	3	Crew Hours	110.00	330.00
Oxford R/W Survey Project Discussion with Robert and John Crew	1	Tech assist Hrs	75.00	75.00
Data collection, control loops, feature collection, property pin search	8	Crew Hours	110.00	880.00
Data collection, control loops, feature collection, property pin search	8.5	Crew Hours	110.00	935.00
Data collection, control loops, feature collection, property pin search	4	Crew Hours	110.00	440.00
Deed and plat research - Newton Co courthouse	7	Hours	90.00	630.00

This invoice represents work completed in November 2014 for the City-wide R/W survey project

Oxford PO# 10756 *SURVEY CITY ROWS*

*540-4220-541204-000*

*OK Bob [Signature]*  
*12/7/15*

<b>Total</b>	<b>\$3,290.00</b>
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# JORDAN

ENGINEERING

144 N. Warren Street, Monticello, Georgia 31064  
 (706) 468-8999 roben@jordan-eng.com (706) 504-9629 fax

## Invoice

ISSUE DATE	INVOICE NO.
12/31/2015	13555

City of Oxford  
 Att: Box Schwartz, City Manager  
 110 West Clark Street  
 Oxford, GA 30054

**RECEIVED**  
 JAN 14 2016

DUE DATE	PROJECT
1/29/2016	Old Town RWs

Date	ITEM	QTY	UNITS	RATE	AMOUNT
12/15/2015	gps points ,and worked on r/w as-built	8.5	Crew Hours	110.00	935.00
12/17/2015	Deed and plat research and CAD work	2	Hours	75.00	150.00
12/18/2015	r/w as-built	7.75	Crew Hours	115.00	891.25
12/18/2015	RW survey calculations	2	Hours	90.00	180.00
12/21/2015	RW survey calculations/research	1	Hour	90.00	90.00
12/22/2015	R/W as-built	7.5	Crew Hours	115.00	862.50
12/22/2015	RW survey calculations/research	1	Hour	90.00	90.00
12/23/2015	R/W as-built	4	Crew Hours	115.00	460.00
12/23/2015	Deed and plat research and CAD work	5.75	Hours	75.00	431.25
12/23/2015	RW survey calculations/research	1	Hour	90.00	90.00
12/24/2015	R/W as-built	2	Crew Hours	115.00	230.00
12/24/2015	RW survey calculations/research	1	Hour	90.00	90.00
12/28/2015	traverse r/w	8.5	Crew Hours	115.00	977.50
12/28/2015	Calculations and mapping	1.5	Hours	90.00	135.00
12/30/2015	Newton Co courthouse - deed and plat research	3.75	Hours	75.00	281.25
<p>This invoice represents work completed in December 2015            Oxford PO 10756</p> <p>350-4220-541204-000</p> <p>OK [Signature]            1/14/16</p>					

<b>Total</b>	<b>\$5,893.75</b>
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FEB - 8 2016

Invoice

ISSUE DATE	INVOICE NO.
1/31/2016	13577

144 N. Warren Street, Monticello, Georgia 31064  
(706) 468-8889 robert@jordan-eng.com (706) 504-9629 fax

City of Oxford  
Att: Box Schwartz, City Manager  
110 West Clark Street  
Oxford, GA 30054

			DUE DATE	PROJECT	
			2/29/2016	Old Town RW's	
Date	ITEM	QTY	UNITS	RATE	AMOUNT
1/5/2016	Control loops - ties, and additional data collection	8.25	Crew Hrs	110.00	907.50
1/13/2016	Data collection and feature collection within rights-of-way	8	Crew Hrs	110.00	880.00
1/18/2016	Data collection and feature collection within rights-of-way	8	Crew Hrs	110.00	880.00
1/21/2016	Data collection and feature collection within rights-of-way	7.75	Crew Hrs	110.00	852.50
Oxford PO # 10756					
350-4220-541204-000					
SURVEY CITY ROW'S					
OK [Signature]					
2/9/16					
<b>Total</b>				\$3,520.00	



144 N. Warren Street, Monticello, Georgia 31064  
 (706) 468-8999 robert@jordan-eng.com (706) 504-9629 fax

# Invoice

ISSUE DATE	INVOICE NO.
3/1/2016	13622



City of Oxford  
 Att: Box Schwartz, City Manager  
 110 West Clark Street  
 Oxford, GA 30054

Date	ITEM	QTY	UNITS	DUE DATE	PROJECT
				4/22/2016	Old Town RWs
				RATE	AMOUNT
2/9/2016	Research, legal - spoke with Jeff Lucas regarding case history for old right-of-way locations	1	Hour	90.00	90.00
2/12/2016	Materials: brass discs	1	LS	806.77	806.77
2/15/2016	Balance traverses and data management	2.5	Hours	90.00	225.00
2/16/2016	Establish possible locations for permanent Control/assist John. Hendrix	8	Crew Hours	110.00	880.00
2/16/2016	Balance traverses and data management	2	Hours	90.00	180.00
2/16/2016	ran boundary loop and looked for prop cors	8	Crew Hours	115.00	920.00
2/22/2016	boundary for r/w	8	Crew Hours	115.00	920.00
2/23/2016	boundary for r/w	8	Crew Hours	115.00	920.00
2/26/2016	Calls/research - search for historical data - Emory, archives, Columbus GA, etc	2	Hours	90.00	180.00
<p>This invoice represents work completed in February 2016.</p> <p>Oxford PO 10655</p> <p>350,4220.54 1204000</p> <p>SURVEY CITY RIGHTS-OF-WAY</p> <p>OK [Signature]</p> <p>3/18/16</p>					
<b>Total</b>					<b>\$5,121.77</b>





144 N. Warren Street, Monticello, Georgia 31064  
(706) 468-8999 robert@jordan-eng.com (706) 504-9629 fax

# Invoice

ISSUE DATE	INVOICE NO.
3/31/2016	13648

City of Oxford  
Att: Box Schwartz, City Manager  
110 West Clark Street  
Oxford, GA 30054

Date	ITEM	QTY	UNITS	DUE DATE	PROJECT
				4/29/2016	Old Town RWs
				RATE	AMOUNT
3/1/2016	Tuesday 03-01-2016 GPS points 1,2,8, 10 and LL monument	8	Hours	95.00	760.00
3/7/2016	Deed and plat research	1	Hour	90.00	90.00
3/8/2016	Control Points locations	1	Hour	90.00	90.00
3/9/2016	Set 10 monuments in concrete in the city of Oxford .	8	Hours	110.00	880.00
3/11/2016	Locate monuments with gps and cleaned the areas up	4	Hours	115.00	460.00
3/16/2016	Ran another traverse loop and reshot monuments	8.75	Hours	115.00	1,006.25
3/21/2016	Checked traverse with gun and gps also went around and cleaned up a few missed areas and measured cl road at lark and Emory St to old stone bldg	7.5	Hours	115.00	862.50
3/29/2016	Ran another closed traverse loop and collected feature data	8	Hours	115.00	920.00
3/30/2016	Ran another closed traverse loop and collected feature data	6.25	Hours	115.00	718.75
<p>This invoice represents work completed on the old town RW project in March 2016.</p> <p>Oxford PO # 10756</p> <p>350-4220-541204-000</p> <p>SURVEY CITY</p> <p>OK [Signature] 4/22/16</p>					
<b>Total</b>					<b>\$5,787.50</b>

# JORDAN ENGINEERING


144 N. Warren Street, Monticello, Georgia 31064  
(706) 455-8995 robert@jordan-eng.com (706) 504-9629 fax

## Invoice

DATE	INVOICE NO.
4/29/2016	13681

**RECEIVED**  
MAY - 9 2016

City of Oxford  
Att: Box Schwartz, City Manager  
110 West Clark Street  
Oxford, GA 30054

ITEM	QTY	UNITS	DUE DATE	PROJECT
			5/30/2016	Old Town RWs
			RATE	AMOUNT
Traverse loop and data collection to support rights-of-way boundary survey	6	Crew Hours	110.00	660.00
Traverse loop and data collection to support rights-of-way boundary survey	8.25	Crew Hours	110.00	907.50
Traverse loop and data collection to support rights-of-way boundary survey	8	Crew Hours	110.00	880.00
Traverse loop and data collection to support rights-of-way boundary survey	8	Crew Hours	110.00	880.00
Data management and evaluation to begin platting work	6	Hours	90.00	540.00
This invoice reflects work completed in April 2016				
Oxford PO # 10756				
350-4220-541204-000				
				
			<b>Total</b>	\$3,867.50



144 N. Warren Street, Monticello, Georgia 31064  
(706) 468-8999 robert@jordan-eng.com (706) 504-9629 fax

# Invoice

ISSUE DATE	INVOICE NO.
5/31/2016	13722

RECEIVED  
JUN - 6 2016

City of Oxford  
Att: Box Schwartz, City Manager  
110 West Clark Street  
Oxford, GA 30054

			DUE DATE	PROJECT	
			6/30/2016	Old Town RWs	
Date	ITEM	QTY	UNITS	RATE	AMOUNT
5/9/2016	started on new loop ,ben stayed and gps points	3.25	Crew Hrs	110.00	357.50
5/11/2016	ran another loop and ben gps points.	4.75	Crew Hrs	110.00	522.50
	Work on boundary line resolution, evaluation of evidence, and right-of-way mapping.	32	Hours	90.00	2,880.00
	Oxford PO # 10756				
	This invoice represents work completed in May 2016.				
	350.4220, 541204.000				
	<i>OK [Signature]</i>				
<b>Total</b>					\$3,760.00



144 N. Warren Street, Monticello, Georgia 31064  
 (706) 468-8999 robert@jordan-eng.com (706) 504-9629 fax

RECEIVED  
 JUL - 8 2016

# Invoice

ISSUE DATE	INVOICE NO.
6/29/2016	13762

City of Oxford  
 Att: Box Schwartz, City Manager  
 110 West Clark Street  
 Oxford, GA 30054

Date	ITEM	QTY	UNITS	DUE DATE	PROJECT	
				7/29/2016	Old Town RWs	
				RATE	AMOUNT	
5/9/2016	Start on new loop; GPS control points	3.25	Crew Hrs	110.00	357.50	
5/11/2016	Ran control loop and set more GPS points	4.75	Crew Hrs	110.00	522.50	
6/1/2016	Right-of-way research, calculations, and platting	7	PE Hrs	90.00	630.00	
6/19/2016	Platting and r/w corner point creation for crew	3	PE Hrs	90.00	270.00	
6/20/2016	Loop traverse and pin set	8	Crew Hrs	110.00	880.00	
6/23/2016	Set r/w pins	7.5	Crew Hrs	110.00	825.00	
6/24/2016	Set r/w pins	6	Crew Hrs	110.00	660.00	
6/27/2016	Set r/w pins	8	Crew Hrs	110.00	880.00	
6/27/2016	Right-of-way research, calculations, and platting	6	PE Hrs	90.00	540.00	
6/28/2016	Right-of-way research, calculations, and platting	6	PE Hrs	90.00	540.00	
6/28/2016	Set r/w pins	8	Crew Hrs	110.00	880.00	
6/29/2016	Right-of-way research, calculations, and platting	8	PE Hrs	90.00	720.00	
This invoice represents work completed in June 2016 Oxford PO 10756  350.4220.541204.000 OK [Signature] 7/8/16						
<b>Total</b>				<b>\$7,705.00</b>		





144 N. Warren Street, Monticello, Georgia 31064  
 (706) 468-8996 robert@jordan-eng.com (706) 504-9529 fax

# Invoice

DATE	INVOICE NO.
7/29/2016	13794

**RECEIVED**  
 AUG - 8 2016

City of Oxford  
 Att: Box Schwartz, City Manager  
 110 West Clark Street  
 Oxford, GA 30054

ITEM	QTY	UNITS	DUE DATE	PROJECT
			8/30/2016	Old Town RWs
			RATE	AMOUNT
Reset a couple modified pins and set a few more r/w monuments	1.75	Crew Hrs	110.00	192.50
set monuments	2.5	Crew Hrs	110.00	275.00
set monuments	6	Crew Hrs	110.00	660.00
Site recon and mapping detail addition	7	Hrs	90.00	630.00
Research, data reduction, platting	16	Hrs	90.00	1,440.00
This invoice represents work completed in July 2016 Oxford PO 10756  350.4220.541204.000  OK				
<b>Total</b>				\$3,197.50



RECEIVED  
SEP 12 2016

**Invoice**

144 N. Warren Street, Monticello, Georgia 31064  
(706) 468-8999 robert@jordan-eng.com (706) 504-9629 fax

ISSUE DATE	INVOICE NO.
8/31/2016	13832

City of Oxford  
Att: Box Schwartz, City Manager  
110 West Clark Street  
Oxford, GA 30054

Date	ITEM	QTY	UNITS	DUE DATE	PROJECT	
				9/30/2016	Old Town RWs	
				RATE	AMOUNT	
8/6/2016	Plat preparation	2	Hrs	90.00	180.00	
8/7/2016	Plat preparation	2	Hrs	90.00	180.00	
8/8/2016	Plat preparation	4	Hrs	90.00	360.00	
8/9/2016	Plat preparation	4	Hrs	90.00	360.00	
8/10/2016	Plat preparation	2	Hrs	90.00	180.00	
8/11/2016	Plat preparation	4	Hrs	90.00	360.00	
8/12/2016	Plat preparation	4	Hrs	90.00	360.00	
8/15/2016	Prepare for and attend council worksession to present draft version of right-of-way survey	4	Hrs	90.00	360.00	
8/22/2016	Located additional houses located near the right-of-way lines	3	Hrs	110.00	330.00	
8/23/2016	Platting	3	Hrs	90.00	270.00	
8/25/2016	Platting	2	Hrs	90.00	180.00	
8/29/2016	Work to finish plat	4	Hrs	90.00	360.00	
8/29/2016	Prep and attend 'town hall' meeting to review plat	2	Hrs	90.00	180.00	
<p>This invoice represents work completed in August 2016 on the RW project.</p> <p>Oxford PO # 10756</p> <p>350,422.00 @ 54,1204.000</p> <p>OK B/S</p>						
<b>Total</b>					<b>\$3,660.00</b>	

# JORDAN

ENGINEERING


144 N. Warren Street, Monticello, Georgia 31064  
 (706) 468-8999 robert@jordan-eng.com (706) 504-9629 fax

## Invoice

ISSUE DATE	INVOICE NO.
9/30/2016	13865

**RECEIVED**  
 OCT 11 2016

City of Oxford  
 Att: Box Schwartz, City Manager  
 110 West Clark Street  
 Oxford, GA 30054

Date	ITEM	QTY	UNITS	DUE DATE	PROJECT
				10/28/2016	Old Town RWs
				RATE	AMOUNT
8/6/2016	Plat preparation	4	Hrs	90.00	360.00
8/22/2016	Located additional structures close to r/w lines	3	Crew Hrs	110.00	330.00
9/16/2016	Set last r/w corners	0.5	Crew Hr	110.00	55.00
<p>This invoice represents work completed in September 2016.</p> <p>Oxford PO 10756</p> <p>350.4220.541204.000</p> 					
<b>Total</b>					<b>\$745.00</b>



144 N. Warren Street, Monticello, Georgia 31064  
 (706) 488-8999 robert@jordan-eng.com (706) 504-9629 fax

# Invoice

DATE	INVOICE NO.
10/31/2016	13914

City of Oxford  
 Att: Box Schwartz, City Manager  
 110 West Clark Street  
 Oxford, GA 30054

**RECEIVED**  
 NOV - 7 2016

ITEM	QTY	UNITS	DUE DATE	PROJECT
			11/30/2016	Old Town RWs
			RATE	AMOUNT
Plat preparation / printing / preparation to record Oxford PO # 10756  <i>350 · 4220 · 541204 · 000</i>	6	Hours	90.00	540.00
<b>Total</b>				\$540.00





144 N. Warren Street, Monticello, Georgia 31064  
 (706) 488-8999 robert@jordan-eng.com (706) 504-8629 fax


# Invoice

DATE	INVOICE NO.
12/30/2016	13994

City of Oxford  
 Att: Box Schwartz, City Manager  
 110 West Clark Street  
 Oxford, GA 30054

**RECEIVED**  
 JAN 12 2017

DUE DATE	PROJECT
1/31/2017	Old Town RWs

ITEM	QTY	UNITS	RATE	AMOUNT
Final plat version - review, comments, printing, review, recording Oxford PO 10756 - this concludes billing on this project  <i>350.4220.541204.000</i> 	20	Hrs	90.00	1,800.00

<b>Total</b>	<b>\$1,800.00</b>
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# Invoice

144 N. Warren Street, Monticello, Georgia 31064  
(706) 468-8999 www.jordan-eng.com

ISSUE DATE	INVOICE NO.
9/29/2017	14316

City of Oxford  
Att: Matt Pepper, Asst. City Manager  
110 West Clark Street  
Oxford, GA 30054



<b>DUE DATE</b>	<b>PROJECT</b>
10/31/2017	R/W 2017

Date	ITEM	QTY	UNITS	RATE	AMOUNT
9/22/2017	field coordination	0.5	Hrs	90.00	45.00
9/25/2017	Control, traverse, recon, data collection	9	Crew Hrs	110.00	990.00
9/25/2017	field coordination, research, data management	1	Hrs	90.00	90.00
9/26/2017	Control, traverse, recon, data collection	9	Crew Hrs	110.00	990.00
9/26/2017	field coordination, research, data management	2	Hrs	90.00	180.00
9/27/2017	field coordination, research, data management	2	Hrs	90.00	180.00
9/28/2017	Control, traverse, recon, data collection	9	Crew Hrs	110.00	990.00
9/28/2017	field coordination, research, data management	1	Hr	90.00	90.00
9/29/2017	Control, traverse, recon, data collection	8	Crew Hrs	110.00	880.00
This represents work completed in September 2017					
<p><i>Acct. # 350.4220.541204.000</i></p> <p><i>Ok my</i></p>					

<b>Total</b>	<b>\$4,435.00</b>
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144 N. Warren Street, Monticello, Georgia 31064  
 (706) 468-8999 www.jordan-eng.com

# Invoice

Issue Date	Invoice No.
10/31/2017	14362

**RECEIVED**  
 NOV 16 2017

City of Oxford  
 Att: Matt Pepper, Asst. City Manager  
 110 West Clark Street  
 Oxford, GA 30054

Due Date	Project
11/30/2017	R/W 2017

Date	Description	Qty	Item	Rate	Item total
10/2/2017	research, field coordination	1	CAD Oxford hrs	75.00	75.00
10/2/2017	GPS, Robot Map.	9	Oxford Hrs	110.00	990.00
10/3/2017	research, field coordination	1	CAD Oxford hrs	75.00	75.00
10/3/2017	GPS, Robot Map.	9	Oxford Hrs	110.00	990.00
10/4/2017	Establish and mark aerial targets - Oxford North and other streets	2	Oxford PE hrs	90.00	180.00
10/4/2017	GPS, Robot Map.	9	Oxford Hrs	110.00	990.00
10/4/2017	cad, research, data management, field coordination	3	CAD Oxford hrs	75.00	225.00
10/5/2017	cad, research, data management, field coordination	5.5	CAD Oxford hrs	75.00	412.50
10/6/2017	GPS, Robot Map.	8	Oxford Hrs	110.00	880.00
10/9/2017	cad, research, field coordination, data management	1	CAD Oxford hrs	75.00	75.00
10/10/2017	cad, research, field coordination, data management	0.5	CAD Oxford hrs	75.00	37.50
10/11/2017	cad, research, field coordination, data management	0.5	CAD Oxford hrs	75.00	37.50
10/12/2017	cad, research, field coordination, data management	0.5	CAD Oxford hrs	75.00	37.50
10/5/2017	1-man recon. locate property corners	7	CAD Oxford hrs	90.00	630.00
10/6/2017	1-man recon. locate property corners	7	CAD Oxford hrs	90.00	630.00

Acct #: 350.9220.541204.000

*Ok nyl*

<b>Total</b>	<b>\$6,265.00</b>
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144 N. Warren Street, Monticello, Georgia 31064  
(706) 468-8999 www.jordan-eng.com

**Invoice**

Issue Date	Invoice No.
11/30/2017	14401

**RECEIVED**  
DEC 29 2017

City of Oxford  
Att: Matt Pepper, Asst. City Manager  
110 West Clark Street  
Oxford, GA 30054

Due Date	Project
1/15/2018	R/W 2017

Date	Description	Qty	Item	Rate	Item total
10/5/2017	Locate property corners and r/w features	7	1-man crew Hrs	90.00	630.00
10/6/2017	Locate property corners and r/w features	7	1-man crew Hrs	90.00	630.00
<p>This invoice represents work completed in November 2017</p> <p><i>Acct # - 350.4220.541204.000</i></p> <p><i>OK</i> <i>mp</i></p>					

<b>Total</b>	<b>\$1,260.00</b>
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144 N. Warren Street, Monticello, Georgia 31064  
(706) 468-8999 www.jordan-eng.com

# Invoice

Issue Date	Invoice No.
12/29/2017	14426

City of Oxford  
 Att: Matt Pepper, Asst. City Manager  
 110 West Clark Street  
 Oxford, GA 30054

Due Date	Project
1/31/2018	R/W 2018

Date	Description	Qty	Item	Rate	Item total
12/27/2017	RW 2017: control installation, traverse, and data collection	8.5	Deno Crew	120.00	1,020.00
12/28/2017	Imagery collection - N. Emory St	1.5	Ox PE hrs	90.00	135.00
12/28/2017	RW 2017: control installation, traverse, and data collection	9.5	Deno Crew	120.00	1,140.00
12/29/2017	Imagery collection - N. Emory St	2	Ox PE hrs	90.00	180.00
12/29/2017	RW 2017: control installation, traverse, and data collection	8	Deno Crew	120.00	960.00
<p>Acct. # 350.4220,542204.000</p> <p>ok mf</p>					
<b>Total</b>					<b>\$3,435.00</b>



144 N. Warren Street, Monticello, Georgia 31064  
 (706) 468-8999 www.jordan-eng.com

# Invoice

Issue Date	Invoice No.
1/31/2018	14465

City of Oxford  
 Att: Matt Pepper, Asst. City Manager  
 110 West Clark Street  
 Oxford, GA 30054

Due Date	Project
2/28/2018	R/W 2018

Date	Description	Qty	Item	Rate	Item total
12/28/2017	Imagery and recon - E. Bonnell extension region	1.5	Ox PE hrs	90.00	135.00
1/3/2018	RW and GPS George St, Emory and ATT Lines Emory.	9	Oxford Hrs	110.00	990.00
1/4/2018	RW and GPS George St, Emory and ATT Lines Emory.	6	Oxford Hrs	110.00	660.00
1/8/2018	RW and feature data collection	6	Oxford Hrs	110.00	660.00
1/9/2018	RW and feature data collection	6	Oxford Hrs	110.00	660.00
1/10/2018	RW and feature data collection	6	Oxford Hrs	110.00	660.00
1/12/2018	RW and feature data collection	4	Oxford Hrs	110.00	440.00
1/12/2018	cad, data management	3	Oxford hrs	90.00	270.00
1/15/2018	research	1	Oxford hrs	90.00	90.00
1/15/2018	cad, data management,	1	Oxford hrs	90.00	90.00

*Acct: 350.4220.541204.000*

*Ok myp*

<b>Total</b>	<b>\$4,655.00</b>
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144 N. Warren Street, Monticello, Georgia 31054  
(706) 468-8999 www.jordan-eng.com

# Invoice

ISSUE DATE	INVOICE NO.
2/28/2018	14499

City of Oxford  
Att: Matt Pepper, Asst. City Manager  
110 West Clark Street  
Oxford, GA 30054



DUE DATE	PROJECT
3/30/2018	R/W 2018

Date	ITEM	QTY	UNITS	RATE	AMOUNT
2/8/2018	GPS Moore ST and locate RW	5	Crew Hrs	110.00	550.00
2/9/2018	GPS Moore ST and locate RW	5	Crew Hrs	110.00	550.00
2/12/2018	Locate exist R/W and Pin Recon	5	Crew Hrs	110.00	550.00
2/13/2018	cad, field coordination, data management, research	4	CAD Hrs	90.00	360.00
2/14/2018	PIN and GPS points	2	Crew Hrs	110.00	220.00
2/14/2018	cad, field coordination, data management, research	5	CAD Hrs	90.00	450.00
2/15/2018	Locate exist R/W and Pin Recon	5	Crew Hrs	110.00	550.00
2/15/2018	cad, field coordination, data management, research	5	CAD Hrs	90.00	450.00
2/16/2018	Locate exist R/W and Pin Recon	5	Crew Hrs	110.00	550.00
2/16/2018	cad, field coordination, data management, research	3	CAD Hrs	90.00	270.00
2/19/2018	cad, field coordination, data management, research	5	CAD Hrs	90.00	450.00
2/19/2018	Research and recon	2	Crew Hrs	90.00	180.00
2/20/2018	cad, field coordination, data management, research	1	CAD Hrs	90.00	90.00
2/20/2018	R/W Recon, Set Control for Robot & Drone.	8	Crew Hrs	110.00	880.00
2/21/2018	cad, field coordination, data management, research	1	CAD Hr	90.00	90.00
2/21/2018	R/W Recon, data collection, Set Control for Robot & Drone.	8	Crew Hrs	110.00	880.00
2/22/2018	R/W Recon, data collection, Set Control for Robot & Drone.	8	Crew Hrs	110.00	880.00
2/28/2018	R/W data collection	4	Crew Hrs	110.00	440.00

*Acct #: 350.4220.541204.000*

*Ok  
mjp*

<b>Total</b>	<b>\$8,390.00</b>
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144 N. Warren Street, Monticello, Georgia 31064  
(706) 468-8999 www.jordan-eng.com

# Invoice

DATE	INVOICE NO.
3/28/2018	14523

City of Oxford  
Att: Matt Pepper, Asst. City Manager  
110 West Clark Street  
Oxford, GA 30054

DUE DATE	PROJECT
4/30/2018	R/W 2018

ITEM	QTY	UNITS	RATE	AMOUNT
RW data collection	8	Crew Hrs	110.00	880.00
RW data collection	6	Crew Hrs	110.00	660.00
Soule Street data, field coordination, data management	0.5	CAD Hrs	90.00	45.00
Soule Street data, field coordination, data management	1.5	CAD Hrs	90.00	135.00
Recon Pins and flag - survey features	6.5	Crew Hrs	110.00	715.00
Recon Pins and flag - survey features	8.5	Crew Hrs	110.00	935.00

*Acct #: 350.4220.541204.000*

*ok*

*mp*

<b>Total</b>	<b>\$3,370.00</b>
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**Invoice**

144 N. Warren Street, Monticello, Georgia 31064  
 (706) 468-8999 www.jordan-eng.com

Issue Date	Invoice No.
4/30/2018	14572



**City of Oxford**  
**Att: Matt Pepper, Asst. City Manager**  
 110 West Clark Street  
 Oxford, GA 30054

Due Date	Project
5/30/2018	R/W 2018

Date	Description	Qty	Item	Rate	Item total
4/3/2018	research, data management, field coordination	1	CAD Hrs	90.00	90.00
4/3/2018	SOLO Alley RW	4	Oxford Hrs	110.00	440.00
4/3/2018	Mapping	3	Oxford Hrs	110.00	330.00
4/4/2018	SOLO Alley RW	2.5	Oxford Hrs	110.00	275.00
4/4/2018	Mapping	3.5	Oxford Hrs	110.00	385.00
4/13/2018	Dig up flag PINS RW	3	Hrs	120.00	360.00
4/26/2018	RW	4	Oxford Hrs	110.00	440.00
<p><i>Acct. # 350-4220.54/204.000</i></p> <p><i>Ok myf</i></p>					
<b>Total</b>					<b>\$2,320.00</b>



144 N. Warren Street, Monticello, Georgia 31064  
(706) 468-8999 www.jordan-eng.com

# Invoice

DATE	INVOICE NO.
5/31/2018	14614



City of Oxford  
Att: Matt Pepper, Asst. City Manager  
110 West Clark Street  
Oxford, GA 30054

ITEM	QTY	UNITS	DUE DATE	PROJECT
			6/30/2018	R/W 2018
			RATE	AMOUNT
data management, field coordination	1	Hrs	90.00	90.00
field coordination	1	Hrs	90.00	90.00
<p>Acct #: 350.4220.541204.000</p> <p>ok mp</p>				
<b>Total</b>				\$180.00

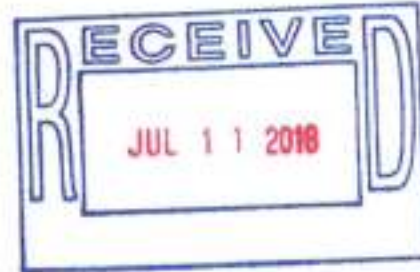


144 N. Warren Street, Monticello, Georgia 31064  
(706) 468-8999 www.jordan-eng.com

# Invoice

ISSUE DATE	INVOICE NO.
6/29/2018	14655

City of Oxford  
Att: Matt Pepper, Asst. City Manager  
110 West Clark Street  
Oxford, GA 30054



DUE DATE	PROJECT
7/30/2018	R/W 2018

Date	ITEM	QTY	UNITS	RATE	AMOUNT
	Collect additional aerial imagery	6	Hrs	110.00	660.00
<i>Acct #: 350.4220.541201.000</i>					

<b>Total</b>	<b>\$660.00</b>
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144 N. Warren Street, Monticello, Georgia 31064  
 (706) 468-8999 www.jordan-eng.com

# Invoice

Issue Date	Invoice No.
10/31/2018	14853



City of Oxford  
 Att: Matt Pepper, Asst. City Manager  
 110 West Clark Street  
 Oxford, GA 30054

Due Date	Project
11/30/2018	R/W 2018

Date	Description	Qty	Item	Rate	Item total
10/2/2018	imagery capture - Haygood and surrounding streets	2	Ox PE hrs	90.00	180.00
10/3/2018	javad for flyover	3	Oxford Hrs	110.00	330.00
10/9/2018	cad, E Richardson St	1	Oxford hrs	90.00	90.00
10/16/2018	cad, data management	1	Oxford hrs	90.00	90.00
10/17/2018	cad, data management	1	Oxford hrs	90.00	90.00
10/26/2018	admin tracing parcel info	8	Oxford Hrs	110.00	880.00
<p>This invoice represents work completed in October 2018</p> <p><i>Ok mp</i></p> <p><i>Acct#: 350.4220.541204.000</i></p>					

<b>Total</b>	<b>\$1,660.00</b>
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144 N. Warren Street, Monticello, Georgia 31064  
 (706) 468-8999 www.jordan-eng.com

# Invoice

Issue Date	Invoice No.
11/30/2018	14897

**City of Oxford**  
**Att: Matt Pepper, City Manager**  
**110 West Clark Street**  
**Oxford, GA 30054**

Due Date	Project
12/31/2018	R/W 2018

Date	Description	Qty	Item	Rate	Item total
11/8/2018	research, cad, data management, build parcels & RW	5	Oxford hrs	90.00	450.00
11/9/2018	research, cad, data management, build parcels & RW	1	Oxford hrs	90.00	90.00
11/12/2018	Emory Way CAD	5.5	Oxford Hrs	110.00	605.00
11/12/2018	CAD and map prep	1	Oxford hrs	90.00	90.00
<p><i>Act #! 350.4220.541201.000</i></p> <p><i>OK</i></p> <p><i>WJ</i></p>					
<b>Total</b>					<b>\$1,235.00</b>



144 N. Warren Street, Monticello, Georgia 31064  
(706) 468-8999 www.jordan-eng.com

# Invoice

Issue Date	Invoice No.
12/31/2018	14933

**City of Oxford**  
**Att: Matt Pepper, City Manager**  
**110 West Clark Street**  
**Oxford, GA 30054**

Due Date	Project
1/31/2019	R/W 2018

Date	Description	Qty	Item	Rate	Item total
12/4/2018	calc set pins	1	Oxford hrs	90.00	90.00
12/5/2018	calc set pins	1	Oxford hrs	90.00	90.00
12/14/2018	3DCivil tracing	2.5	Oxford Hrs	110.00	275.00
12/26/2018	Flight of Stone Street and Queen Anne St	2	Ox PE hrs	90.00	180.00
12/26/2018	cad, project management	0.5	Oxford hrs	90.00	45.00
12/27/2018	cad, project management	1.5	Oxford hrs	90.00	135.00
12/28/2018	Mapping - 2018 RW survey	3	Ox PE hrs	90.00	270.00
12/31/2018	Linework	2	Ox PE hrs	90.00	180.00
<p><i>Acct #: 350.4220.54124.000</i></p> <p><i>OK</i></p> <p><i>mp</i></p>					

<b>Total</b>	<b>\$1,265.00</b>
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144 N. Warren Street, Monticello, Georgia 31064  
 (706) 468-8999 www.jordan-eng.com

**Invoice**

Issue Date	Invoice No.
1/31/2019	14991



City of Oxford  
 Att: Matt Pepper, City Manager  
 110 West Clark Street  
 Oxford, GA 30054

Due Date	Project
2/28/2019	R/W 2018

Date	Description	Qty	Item	Rate	Item total
1/4/2019	R/W tracing	7	1-man crew hrs	90.00	630.00
1/4/2019	project management, review, cad, research	0.75	Oxford hrs	90.00	67.50
1/8/2019	cad, research, project management	0.75	Oxford Hrs	110.00	82.50
1/9/2019	cad, research, project management	0.5	Oxford Hrs	110.00	55.00
1/23/2019	Right of way research; reconstruct GDOT maps on Hwy 81	3	Ox PE hrs	90.00	270.00
1/24/2019	Right of way research; reconstruct GDOT maps on Hwy 81	1	Ox PE hrs	90.00	90.00
<p>Acct #: 350.7220.541204.000</p> <p>ok mpf</p>					
<b>Total</b>					<b>\$1,195.00</b>



144 N. Warren Street, Monticello, Georgia 31064  
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# Invoice

Issue Date	Invoice No.
5/31/2019	15210



City of Oxford  
 Att: Matt Pepper, City Manager  
 110 West Clark Street  
 Oxford, GA 30054

Due Date	Project
6/28/2019	R/W 2018

Date	Description	Qty	Rate	Units	Item total
5/31/2019	boundary resolution	5	90.00	Ox PE hrs	450.00
<p><i>Acct #: 350-4220-541204-000</i></p> <p><i>ok mp</i></p>					
<b>Total</b>					<b>\$450.00</b>

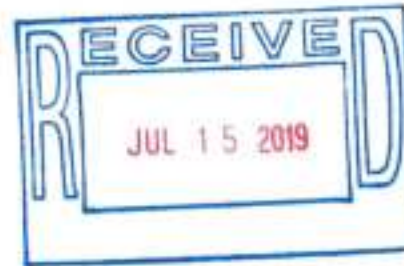




144 N. Warren Street, Monticello, Georgia 31064  
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# Invoice

Issue Date	Invoice No.
6/30/2019	15257



City of Oxford  
 Att: Matt Pepper, City Manager  
 110 West Clark Street  
 Oxford, GA 30054

Due Date	Project
7/31/2019	R/W 2018

Date	Description	Qty	Rate	Units	Item total
6/11/2019	check rw mnmts / set rw mnmts	7.5	120.00	BP crew hrs	900.00
6/12/2019	Boundary resolution and data management	2	90.00	Ox PE hrs	180.00
6/13/2019	Boundary resolution and data management	2	90.00	Ox PE hrs	180.00
6/18/2019	Boundary resolution and research	4	90.00	Ox PE hrs	360.00
6/19/2019	Boundary resolution and research	3	90.00	Ox PE hrs	270.00
6/20/2019	Boundary resolution and research	4	90.00	Ox PE hrs	360.00
<p><i>Acct #: 350.4220.541204.000</i></p> <p><i>cle mp</i></p>					
<b>Total</b>					<b>\$2,250.00</b>



144 N. Warren Street, Monticello, Georgia 31064  
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# Invoice

Issue Date	Invoice No.
7/31/2019	15307



City of Oxford  
 Att: Matt Pepper, City Manager  
 110 West Clark Street  
 Oxford, GA 30054

Due Date	Project
8/30/2019	R/W 2018

Date	Description	Qty	Rate	Units	Item total
7/8/2019	E George St RW data	6	120.00	BP crew hrs	720.00
7/8/2019	Moore St Oxford Boundary at creek set pins	0.5	120.00	BP crew hrs	60.00
7/8/2019	Courthouse research Emory Village	0.5	120.00	BP crew hrs	60.00
7/25/2019	Pierce St alley recon and locates	3	120.00	BP crew hrs	360.00
<p><i>ok mp</i></p> <p><i>Acct #: 380.4220.541204.000</i></p>					
<b>Total</b>					<b>\$1,200.00</b>



144 N. Warren Street, Monticello, Georgia 31064  
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# Invoice

Issue Date	Invoice No.
11/30/2019	15520

**RECEIVED**  
 DEC 13 2019

City of Oxford  
 Att: Matt Pepper, City Manager  
 110 West Clark Street  
 Oxford, GA 30054

Due Date	Project
12/31/2019	R/W 2018

Date	Description	Qty	Rate	Units	Item total
	Boundary resolution, CAD, research, calculations	14	90.00	Ox PE hrs	1,260.00
<p><i>Acct #: 350.4720.541204.000</i></p> <p><i>Ok mp</i></p>					
<b>Total</b>					<b>\$1,260.00</b>

CU  
1/16



144 N. Warren Street, Monticello, Georgia 31064  
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# Invoice

Issue Date	Invoice No.
12/31/2019	15585

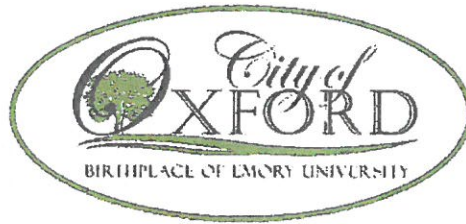
City of Oxford  
 Att: Matt Pepper, City Manager  
 110 West Clark Street  
 Oxford, GA 30054

Due Date	Project
1/31/2020	R/W 2018

Date	Description	Qty	Rate	Units	Item total
12/17/2019	Solo. Marshall St. data management, recon, research, calculations, and platting	4 30	120.00 90.00	Ox PE hrs	480.00 2,700.00
<i>350.4220.541204.000</i>					

<b>Total</b>	<b>\$3,180.00</b>
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**OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING  
REGULAR MEETING  
MONDAY, OCTOBER 5, 2015 – 7:00 P.M.  
CITY HALL**

**MEMBERS PRESENT: JERRY D. ROSEBERRY, MAYOR; COUNCILMEMBERS: JIM WINDHAM; TERRY SMITH;  
SARAH DAVIS; GEORGE HOLT; DAVID EADY; LYN PACE**

**OTHERS PRESENT: Bob Schwartz, City Manager; Dave Harvey, Police Chief; David Strickland, City Attorney;  
Hoyt & LaTrelle Oliver, Mike & Cheryl Ready, Vivian Harris, Anderson Wright, Patsy Burke, Kendra Mayfield,  
Dean Myra Frady, Jeff Wearing, Robert Jordan, Kibbie Hatfield, Carol and Neil Penn, William Moran**

The meeting was called to order by the Hon. Jerry D. Roseberry, Mayor and the invocation given by Lyn Pace.

Pledge of allegiance

**A motion was made by Holt, seconded by Smith to accept the Agenda for the October 5, 2015 Mayor and Council Regular Meeting. The vote was 7 in favor and 0 opposed. The motion was approved.** Attachment A

**HONORARY COUNCILMEMBER**

Mayor Roseberry announced Ms. Kibbie Hatfield as the Honorary Councilmember for October appointed by Councilmember Jim Windham. Mayor Roseberry presented her with a Proclamation as appreciation for her participation. Attachment B

**A motion was made by Pace, seconded by Eady to approve the Minutes of the Regular Meeting, September 8, 2015. The vote was 7 in favor with 0 opposed. The motion was approved.** Attachment C

**A motion was made by Windham, seconded by Eady to approve the Minutes of the August 17 and September 21, 2015 Work Session. The vote was 7 in favor with 0 opposed. The motion was approved.** Attachment D

**PLANNING COMMISSION RECOMMENDATIONS/PETITIONS**

None

**CITIZENS COMMENTS/CONCERNS**

Mr. William Moran addressed Council with an inquiry regarding payment of invoices to Oxford College for Hamill Street Project. Mayor Roseberry informed Mr. Moran the city has a contract with the college for various projects and they reimburse the city once the invoices have been submitted according to the contract agreement.

**Mayor's Reports**

Mayor Roseberry reminded Council of the state mandated comprehensive plan review on October 16, 2015 at 8:30 AM at The Center. Attachment E

**Red Ribbon Week**

Mayor Roseberry presented a Proclamation to Brandon Borg making October 23-31 Red Ribbon Week in Oxford as part of a program with the General Raymond G. Davis Metro Atlanta Young Marines unit of Canton, GA. Attachment F

**Newton County Hazard Mitigation Plan Update 2015-2020**

Jody Noland presented the new five year update of the Newton County Hazard Mitigation Plan 2015-2020 in Newton County with FEMA and GEMA at the October 5, 2015 Work Session.

**A motion was made by Smith, seconded by Windham to adopt the new five year update of the Newton County Hazard Mitigation Plan 2015-2020 in Newton County with FEMA and GEMA. The vote was 7 in favor with 0 opposed. The motion was approved. Attachment G**

**Oxford College Dining Hall**

A request was received from Oxford College for the construction of a new dining hall. We have issues with the property survey and a request from Oxford College for permission to install two drainage structures under the Wesley Street right-of-way both of which require action from the Council. Robert Jordan, City Engineer presented a revised survey for the block where Oxford College is planning to build the new dining hall. Jordan summarized the issues and presented various pieces of evidence which he reviewed in detail at the October 5, 5:00 o'clock work session. Based on Robert's review from the work session Mayor Roseberry asked for a vote on this item. Councilmember Holt stated he would like to entertain a motion that we either license the eight feet or sell it. Councilmember Windham stated he feels we would be better to swap than sell it.

A motion was made by Eady, seconded by Holt to grant a license to the college to construct according to the existing site plan as opposed to an exchange of the property so we maintain the integrity of the city property as established in 1837 by the town surveyed by R.L. Thomas. And to develop the lot to minimize our existing landscape and that we proceed in a license rather than a sale. City Attorney David Strickland explained to the Council that the motion to grant a license would not be approved by Emory's attorney because the license could be revoked by future city councils. After discussion:

**A motion was made by Windham, seconded by Smith to amend Eady's motion to provide a land swap on the east side and west side via Quitclaim Deed of Gift. The council voted 5 to 1 to accept Windham's amendment to Eady's motion. Councilmember Eady voted no and Councilmember Lyn Pace recused. The council voted 5 to 1 to approve the motion as amended.** Attachment H

**Survey of City Right-of-Way**

City Manager Bob Schwartz indicated we have a request to authorize a purchase order for Jordan Engineering to complete the survey of the city rights-of-way. After discussion:

**A motion was made by Eady, seconded by Windham to accept Robert Jordan's proposal in its entirety and**



move forward with the survey of all the city rights-of-way. The vote was 5 in favor with 1 nay vote by Councilmember George Holt. The motion was approved.

**George Street Park Drainage Bids**

City Engineer Robert Jordan presented his evaluation of the six bids received for the George Street Park drainage improvements project with a recommendation that the City enter contract negotiations with the low bidder, Ace/Kimble Services, for the low bid amount of \$79,775. After discussion regarding amending the budget to accommodate for this project:

A motion was made by Windham, seconded by Holt to move forward to amend the capitol budget and to proceed with this project and approve the low bid in the amount of \$79,775. The vote was 7 in favor with 0 opposed. The motion was approved. Attachment I

**Drainage Structures under the Wesley Street right-of-way**

City Engineer Robert Jordan explained there is a requirement by NPDES and NC regulations to not release more water from a site after it is developed. Since the College will be releasing stormwater from the roof and various areas from the site through a storm sewer system that connects to the George Street Park drain system, they have to find a way to store some of the water and release it more slowly. They have chosen to do that by storing it in long underground pipes that are proposed to be located on the right-of-way of Wesley Street.

A motion was made by Eady, seconded by Windham to permit Oxford College to add two drainage structures on the Wesley Street right-of-way. The vote was 6 in favor with Councilmember Lyn Pace recused. The motion was approved.

**Review of proposal from Church Street Services, LLC**

Councilmember Jim Windham presented discussion regarding contracting with Church Street Services, LLC to provide consulting services as the city develops a Master Plan. There being no further discussion.

A motion was made by Windham seconded by Holt to accept the letter of agreement from Kay Lee of Church Street Services, LLC to provide consulting services for the city as to the Letter of Agreement and scope of work and fee structure. The vote was 7 in favor with 0 opposed. The motion was approved. Attachment J

**VOICE APPROVAL**

**INVOICES OVER \$1,000.00**

VENDOR	DESCRIPTION	AMOUNT
	<b>ROUTINE MONTHLY BILLS PAID</b>	
City of Oxford	Monthly Utility Billing of City owned properties Oct	1,832.07
Humana	Health Insurance (October)	6,138.29
Southeastern Power Administration	SEPA energy cost	3,523.91
	<b>PURCHASES/CONTRACT LABOR</b>	
AllStar Alarms	Hardwire Outdoor Intercom System for Police Dept	1,650.00

## Chapter 38 - VEGETATION<sup>[1]</sup>

Footnotes:

--- (1) ---

**State Law reference**— Plant disease, pest control and pesticides, O.C.G.A. § 2-7-1 et seq.; forest resources and other plant life, O.C.G.A. § 12-6-1 et seq.; timber harvesting and removal requirements, O.C.G.A. § 12-6-23 et seq.

### ARTICLE I. - IN GENERAL

#### Sec. 38-1. - Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

*Buildable area* means the area of a lot remaining after minimum yard and open space requirements of the City's zoning ordinance set forth in chapter 40 have been met.

*Drip line* means the line enclosing the area directly beneath the tree's crown from which rainfall would drip from the outermost branch tips of the tree or group of trees collectively.

*Parks, trails, and gardens* mean existing or planted vegetation on property owned by the City, maintained by the City and which are open to the public for purposes of recreation, education, and other appropriate uses. Regulations for the use of such areas may be established by the City in consultation with the trees, parks and recreation board.

*Street trees* means trees and other sizable woody vegetation on land lying between property lines on either side of all streets, avenues, or ways within the City, including designated, but unopened City street rights-of-way.

(Ord. of 12-5-2011(06), § 1(39-101))

#### **Sec. 38-2. – Native Vegetation**

**All Oxford city owned, or controlled property shall be landscaped exclusively with regionally native (to the Georgia Piedmont) forbs, ornamental grass, shrubs, and trees, except for on land specifically designated for the cultivation of edible plants.**

Secs. 38-2—38-32. - Reserved.

### ARTICLE II. - TREES, PARKS AND RECREATION BOARD

#### Sec. 38-33. - Creation and establishment.

There is hereby created and established a City Trees, Parks, and Recreation Board for the City which shall consist of seven members, a minimum of five members who shall be citizens and residents of this City, and up to two members who may be non-residents who own property within the City, all who shall be appointed by the Mayor with the approval of the City Council.

The Trees, Parks, and Recreation Board may include as non-voting participants in its meetings persons who are not residents of the City, but whose knowledge or experience will contribute to the work of the Trees, Parks, and Recreation Board. The immediate past chairperson of the Trees, Parks, and Recreation Board shall serve as a non-voting, ex-officio member of the Board for one year following his tenure.



(Ord. of 12-5-2011(06), § 1(39-102); Ord. of 12-16-2013, § 1)

Sec. 38-34. - Term of office; vacancies.

Each member of the Trees, Parks and Recreation Board shall serve for a three year term and may succeed themselves for unlimited terms. The chairperson of the Trees, Parks and Recreation Board shall be selected annually by board members. In the event that a vacancy occurs during the term of any member, his successor shall be appointed by the Mayor and City Council to serve for the unexpired portion of the term. Should any member fail to perform his duties as a member of the Trees, Parks and Recreation Board, the majority of members of the Trees, Parks and Recreation Board may recommend that a replacement member be appointed.

(Ord. of 12-5-2011(06), § 1(39-103))

Sec. 38-35. - Compensation.

Members of the Trees, Parks and Recreation Board shall serve without compensation, but may be reimbursed by the City for any pre-approved expenses incurred in connection with their responsibilities.

(Ord. of 12-5-2011(06), § 1(39-104))

Sec. 38-36. - Duties and responsibilities.

- (a) It shall be the responsibility of the Trees, Parks and Recreation Board to study, investigate, and counsel the City concerning street trees, parks, trails, and gardens in the City.
- (b) The Trees, Parks and Recreation Board shall also develop or update annually, and administer a written plan for the care, preservation, pruning, planting, replanting, removal or distribution of trees and shrubs along streets and in other public areas such as parks, trails, gardens, and plantings around City buildings and facilities. Such plan will be presented annually to the City Council, and upon their acceptance and approval shall constitute the annual City tree plan.
- (c) The Trees, Parks and Recreation Board, when requested by the City Council, shall consider, investigate, make findings, report and recommend upon any special matter of question coming within the scope of its work.

(Ord. of 12-5-2011(06), § 1(39-105))

Sec. 38-37. - Officers, rules, quorum, and record of proceedings.

The Trees, Parks and Recreation Board shall choose its own officers, make its own rules and regulations, and keep a record of its proceedings. A majority of the members shall constitute a quorum for the transaction of business.

(Ord. of 12-5-2011(06), § 1(39-106))

Sec. 38-38. - Review by City Council.

Any person may appeal any recommendation of the City Trees, Parks and Recreation Board to the City Council that may hear the matter and make a final decision.

(Ord. of 12-5-2011(06), § 1(39-119))

Secs. 38-39—38-44. - Reserved.

### ARTICLE III. - TREE MANAGEMENT

Sec. 38-45. - City tree plan.

The City tree plan developed by the Trees, Parks and Recreation Board shall serve as a guideline for all work on street, park and public trees in the City. The Mayor and City Council, employees of the City, and any persons or firms employed for services to the City that involve street trees or trees in other public areas, will be guided by the annual City tree plan. Any proposed action, which would depart significantly from this tree plan shall first be brought to the attention of the Trees, Parks and Recreation Board for comments. However, nothing in this section shall prohibit the City Council from taking needed emergency measures as provided for elsewhere in this Code.

(Ord. of 12-5-2011(06), § 1(39-105))

Sec. 38-46. - Tree care standards and guidelines.

The Trees, Parks and Recreation Board shall establish and submit to the City Council standards and guidelines for the planting and maintenance of street, park, and public trees in the City. Such standards and guidelines shall be in accord with standards and guidelines established by such agencies as ISA (International Society of Arboriculture), the American National Standards Institute, and other appropriate agencies. Copies of these tree maintenance standards and guidelines shall be available through the office of the City Clerk.

(Ord. of 12-5-2011(06), § 1(39-118))

Sec. 38-47. - List of trees.

The Trees, Parks and Recreation Board shall develop a list of trees that are desirable or undesirable for planting in the City. These will be classified as small, medium and large trees.

(Ord. of 12-5-2011(06), § 1(39-107))

Sec. 38-48. - Compliance with tree standards and guidelines required.

City employees shall be trained in the use of the standards and guidelines for work on City trees. Any firm doing tree work in the City (planting, pruning, treating, or removing street, park, and public trees) shall be provided with a copy of the tree maintenance standards and guidelines and shall in its contract with the City agree to follow provisions of the standards and guidelines.

(Ord. of 12-5-2011(06), § 1(39-118))

Sec. 38-49. - Barriers to be installed during tree work activities.

Effective barriers shall be installed at the dripline of trees when construction activity is taking place.

(Ord. of 12-5-2011(06), § 1(39-118))

Sec. 38-50. - Tree contractors required to carry liability insurance.

Each firm contracting to do tree work for the City shall file evidence of possession of liability insurance indemnifying the City of any personal injury or damage resulting from the pursuit of such endeavors as herein described.

(Ord. of 12-5-2011(06), § 1(39-118))

Sec. 38-51. - Certified arborist to supervise pruning of City trees.

Pruning of public trees shall be in accordance with specifications provided by an ISA Certified Arborist.

(Ord. of 12-5-2011(06), § 1(39-118))

Sec. 38-52. - Non-interference.

It is unlawful for any person to prevent, delay, or interfere with City employees or any agents of the City while they are engaged in and about the planting, cultivating, mulching, pruning, spraying, or removing of any street trees, or park trees.

(Ord. of 12-5-2011(06), § 1(39-117))

Sec. 38-53. - Timber harvesting notification.

A notice of timber harvesting activity form (on the State Forestry Commission website) is required to be submitted to the City prior to harvesting of trees from a property, unless the property is one acre or smaller within a single-family residential zone.

(Ord. of 12-5-2011(06), § 1(39-121))

Sec. 38-54. - Spacing of trees.

The spacing of street trees may not be closer together than 15 feet apart for small trees, medium trees, 20 feet apart for medium trees, and 25 feet apart for large trees. Exceptions to this spacing may be made in special plantings designed or approved by an arborist in consultation with the Trees, Parks and Recreation Board.

(Ord. of 12-5-2011(06), § 1(39-108))

Sec. 38-55. - Distances from curb and sidewalk.

The distances trees may be planted from the curbs or curblines and sidewalks shall not be closer than two feet for small trees, three feet for medium trees, and five feet for large trees. Where a paved City street does not have curb or sidewalk, these planting distances shall be doubled to four feet, six feet and ten feet, respectively, measured from the edge of the pavement. Distances of plantings from street drainage ditches, where these exist, shall be determined by the City in consultation with the Trees, Parks and Recreation Board on a case-by-case basis for specific streets or portions of streets.

(Ord. of 12-5-2011(06), § 1(39-109))

Sec. 38-56. - Distances from street corners, fire hydrants and other infrastructure.

No street tree shall be planted closer than 35 feet from any street corner, measured from the point of nearest intersecting curbs, curb lines or pavements. No street tree shall be planted closer than 20 feet from any fire hydrant or utility pole. No street tree shall be planted closer than 25 feet to any driveway or mailbox.

(Ord. of 12-5-2011(06), § 1(39-110))

Sec. 38-57. - Utility lines.

No tree shall be planted under overhead utility distribution lines if the average mature height of the tree is greater than the lowest overhead wire. No street tree may be planted over or within 20 feet of any underground water line, sewer line, transmission line or other utility line. Pruning shall be done in accordance with ANSI Standards and International Society of Arboriculture Best Management Practices.

(Ord. of 12-5-2011(06), § 1(39-111))

Sec. 38-58. - Public tree care.

- (a) The City shall have the right to plant, prune, maintain and remove trees, plants and shrubs within the lines of all streets, alleys, avenues, and public grounds as may be necessary to insure public safety or to enhance the symmetry and beauty of such public grounds. This section does not prohibit the planting of street trees by adjacent property owners providing that the selection and location of the trees is in accord with the tree plan and with all relevant sections of this article, and they obtain written permission from the Trees, Parks and Recreation Board before planting.
- (b) The Trees, Parks and Recreation Board may recommend to the City to remove or to order to be removed any tree or part thereof which is:
  - (1) In an unsafe condition or which by reason of its nature is injurious to sewers, electric power lines, gas lines, water lines, or any other public improvements; or
  - (2) Affected with any injurious fungus, insect or other pest.

(Ord. of 12-5-2011(06), § 1(39-112); Ord. of 3-5-2018)

Sec. 38-59. - Trees, cutting or defacing.

It is unlawful for any person to cut deface or destroy any tree on public property in the City unless authorized by the governing body, after recommendation by the Trees, Parks and Recreation Board.

(Ord. of 3-3-2014, § 1)

**Editor's note**— Ord. of 3-3-2014, § 1, amended the Code by repealing former § 38-59, which pertained to tree topping and derived from Ord. of 12-5-2011(06), § 1(39-114).

Sec. 38-60. - Pruning, corner clearance.

Every owner of any tree overhanging any street or right-of-way within the City shall prune the branches so that such branches shall not obstruct the light from any street light or obstruct the view of any street intersection and so that there shall be a clear space of eight feet above the surface of the street or sidewalk. The City shall have the right to require pruning of any tree or shrub on private property when it interferes with the proper spread of light along the street from a street light or interferes with visibility of any traffic control device or sign.



(Ord. of 12-5-2011(06), § 1(39-114))

Sec. 38-61. - Removal of dead or diseased trees.

- (a) The City shall have the right to recommend the removal of any dead or diseased trees on private property within the City when such trees constitute a hazard to life or property, or when such trees harbor insects or disease which constitute a potential threat to other trees within the City.
- (b) When trees on private property are judged by the City to constitute a potential immediate hazard to City utility lines or to persons using City street rights-of-way, the City may require owners of such trees to trim or remove such trees at the owner's expense. The City will notify owners of such hazardous trees by registered mail, giving a reasonable period of time for the tree owner to take remedial action. The owners shall remove all dead, diseased, or dangerous trees, or broken or decayed limbs which constitute a danger to the safety of the public.
- (c) After the designated time period, if no remedial action has been taken, the City may notify the owners of such hazardous trees that the City will assume no liability for any harm which may occur to property or persons from such trees, and that tree owners may be held responsible for expenses and liabilities incurred should such hazardous trees cause damage or harm on, or to, public property.

(Ord. of 12-5-2011(06), § 1(39-115))

Sec. 38-62. - Tree canopy cover on new development.

- (a) Each new development within the City shall be required to conserve, or plant if trees are not available for conservation, a specified amount of tree canopy cover as a percent of the buildable land area. The tree canopy cover requirements are shown in table 38-62.

TABLE 38-62. TREE CANOPY COVER REQUIREMENTS BY ZONING DISTRICT

Zoning District	Tree Canopy Coverage (in percent)
R-30 Single-Family Residential - Low Density District	40
R-20 Single-Family Residential - Low To Medium Density District	30
R-15 Single-Family Residential - Medium Density District	30
R-7.5 Single-Family Residential - High Density District	20
R-TH Residential Townhouse District	10
INST Institutional District	40
IC Institutional Campus District	40

OP	Office Professional District	20
C	Commercial District	20
TC	Town Center District	N/A

- (b) The tree canopy shall be well-distributed throughout the property. Trees planted to achieve tree canopy cover requirements shall be chosen from the City tree species list, in good health, and shall be a minimum of five inches in caliper. Further, all parking areas with five or more parking spaces shall be designed to have 50 percent tree canopy cover within 15 years after completion of construction or renovation. Tree canopy cover credits for newly planted trees are included in the City tree species list.
- (c) All plans for subdivision development should be reviewed by the Trees, Parks and Recreation Board prior to any site disturbance including tree removal, soil disturbance including grading, grubbing, or timber harvesting or the issuance of any permits for such activities.

(Ord. of 12-5-2011(06), § 1(39-120))

# City of Oxford Approved Planting List

## A. Canopy Trees

<i>Common Name</i>	<i>Botanical Name</i>
Red Maple	Acer rubrum
River birch	Betula nigra
Hickories	Carya ovata, C. tomentosa, C. Ovalis
Black Walnut	Juglans nigra
Sugarberry	Celtis laevigata
Persimmon	Diospyros virginiana
American Beech	Fagus grandifolia
Sweetgum	Liquidambar styraciflua
Tulip Poplar	Liriodendron tulipifera
Black Gum	Nyssa sylvatica
Eastern Red Cedar	Juniperus virginiana
Loblolly Pine	Pinus taeda
Short Leaf Pine	Pinus echinata
Virginia Pine	Pinus virginiana
Sycamore	Platanus occidentalis
White Oak	Quercus alba
Scarlet Oak	Q. coccinea
Southern Red Oak	Q. falcata
Overcup Oak	Q. lyrata
Post Oak	Q. stellata
Swamp Chestnut Oak	Q. michauxii Chesnut
Oak	Q. prinus
Shumard Oak	Q. shumardii
Water Oak	Q. nigra
Willow Oak	Q. phellos
Black Willow	Salix nigra
Elm	Ulmus rubra, U. alata, U. americana

## B. Understory Trees

<i>Common Name</i>	<i>Botanical Name</i>
Southern Sugar Maple	Acer barbatum
Serviceberry	Amelanchier canadensis
Pawpaw	Asimina triloba
Ironwood	Carpinus caroliniana
Eastern Redbud	Cercis canadensis

Flowering Dogwood	Cornus florida
Cockspur Hawthorn	Craetagus crus-galli
Parsley Hawthorn	Craetagus marshalii
Green Hawthorn	Craetagus viridis
Washington Hawthorn	Craetagus phaenopyrum
Carolina Silverbell	Halesia carolina
American Holly	Ilex opaca
Big-leaf Magnolia	Magnolia macrophylla
Umbrella Magnolia	Magnolia tripetala
Hophornbeam	Ostrya virginiana
Sourwood	Oxydendrum arboreum
Georgia Oak	Quercus georgiana
Sassafras	Sassafras albidum
Crabapple	Malus angustifolia

### C. Shrubs

<b>Common Name</b>	<b>Botanical Name</b>
Buckeye	Aesculus sylvatica, A. parviflora, A. pavia
Tag Alder	Alnus serrulata
Red Chokeberry	Aronia arbutifolia
Sweet shrub	Calycanthus floridus
American Beautyberry	Callicarpa americana
Buttonbush	Cephalanthus occidentalis
Sweet Pepperbush	Clethra alnifolia
Silky Dogwood	Cornus amomum, C. foemina
American Strawberry Bush	Euonymus americanus
Witchhazel	Hamamelis virginiana
Wild Hydrangea	Hydrangea arborescens
Oakleaf Hydrangea	Hydrangea quercifolia
Possumhaw	Ilex decidua
Winterberry	I. verticillata
Itea, Virginia Sweetspire	Itea virginica
Spice Bush	Lindera benzoin
Chickasaw and Hog Plum	Prunus angustifolia, P. umbellata
Wild Plum	P. americana
Piedmont Azalea	Rhododendron canescens,
Oconee Azalea	Rhododendron flammeum
Smooth or Winged Sumac	Rhus glabra, R. copallinum
Elderberry	Sambucus canadensis
Maple-leaf Viburnum	Viburnum acerifolium
Swamphaw Viburnum	Viburnum nudum, V. cassinoides



Arrowwood	Viburnum dentatum
Blackhaw Viburnum	Viburnum prunifolium
Hazelnut	Corylus Americana
NineBark	Physocarpus opulifolius
Mayhaw	Crataegus aestivalis
Devil's Walkingstick	Aralia spinosa
Littlehip Hawthorne	Crataegus spathulata
Strawberry Bush	Euonymus americanus
Drooping Leucothoe	Leucothoe fontanesiana
Hoptree\Wafer-Ash	Ptelea trifoliata
American Bladdernut	Staphylea trifolia
American Snowbell	Styrax americanus, S. gradifolius
Sparkleberry	Vaccinium arboretum
Yellow-Root	Xanthorhiza simplicissima

## D. Ground layer Plants

<i>Common Name</i>	<i>Botanical Name</i>
<b>Ferns</b>	
Southern Lady Fern	Athyrium filix-femina
Sensitive fern	Onoclea sensibilis
Cinnamon fern	Osmunda cinnamomea
Royal fern	Osmunda regalis
Christmas fern	Polystichum acrostichoides
Southern Chain fern	Woodwardia aereolata
Swamp Fern	Thelypteris palustris
<b>Flowering Perennials</b>	
Swamp Milkweed	Asclepias incarnata
Butterflyweed	Asclepias tuberosa
New England Aster	Aster novae-angliae
Turtlehead	Chelone glabra Lanceleaved
Coreopsis	Coreopsis lanceolata
Hardy ageratum	Eupatorium coelestinum
Joe-Pye Weed	Eupatorium fistulosum
Wild Geranium	Geranium maculatum
Narrow-leaved sunflower	Helianthus angustifolius
Hibiscus (not shrub althea)	H. moscheutos
Gayfeather	Liatris spicata, L. aspera
Cardinal Flower	Lobelia cardinalis
Great Lobelia	Lobelia siphilitica
Partridgeberry	Mitchella repens
Evening Primrose	Oenothera speciosa, O. fruticosa

Obedient Plant	Physostegia virginiana
Solomon's Seal	Polygonatum biflorum
Black-Eyed Susan	Rudbeckia hirta
Cutleaf Coneflower	Rudbeckia lacinata
False Solomon's Seal	Smilacina racemosa
Goldenrod	Solidago spp. (look for clumping species)
Stoke's Aster	Stokesia laevis
Foamflower	Tiarella cordifolia
Spiderwort	Tradescantia virginiana
Ironweed	Vernonia noveboracensis
Yellow-root	Xanthorhiza simplicissima

## E. Emergents for Wetland/Bog Areas

### (Not Applicable for most Buffer Re-vegetation)

<i>Common Name</i>	<i>Botanical Name</i>
Blue-flag Iris	Iris virginica, I.versicolor
Soft Rush or native rushes	Juncus effuses
Arrow Arum	Peltandra virginica
Pickerelweed	Pontederia cordata
Arrowhead-Duck Potato	Sagittaria latifolia
Lizardtail	Saururus cernuus
Bulrush	Scirpus validus
Fire Flag	Thalia dealbata

## F. Grasses and Grass-like Plants (from seed, plug, or pot)

<i>Common Name</i>	<i>Botanical Name</i>
Autumn bentgrass	Agrostis perennans
Broomsedge	Andropogon virginicus, A. ternarius
River cane	Arundinaria gigantea
Tussock sedge	Carex stricta (and other native Carex)
River oats	Chasmanthium latifolium
Wood oats	Chasmanthium sessiliflorum
Virginia wildrye	Elymus virginicus
Leathery rush	Juncus coriaceus
Soft rush	Juncus effusus
Path rush	Juncus tenuis
Beaked panic grass	Panicum anceps
Red-Topped Panic Grass	Panicum rigidulum
Switchgrass	Panicum virgatum
Indian grass	Sorghastrum nutans
Purple top	Tridens flavus

**G. Invasive Plant list (Species that shall not be used)**

<b><i>Common Name</i></b>	<b><i>Botanical Name</i></b>
Tree-of-heaven	Ailanthus altissima (P. Mill.)
Devil's Horsewhip/ Chaff flower	Achyranthes aspera
Mimosa	Albizia julibrissin Durazz.
Alligator weed	Alternanthera philoxeroides (Mart.) Griseb.
Porcelain berry	Ampelopsis Brevipedunculata
Oriental bittersweet	Celastrus orbiculatus Thunb.
Chinese yam	Dioscorea oppositifolia
Water hyacinth	Eichhornia crassipes
Thorny olive	Elaeagnus pungens Thunb.
Autumn-olive	Elaeagnus umbellata Thunb.
Ground Ivy	Glechoma hederacea
Japanese hops	Humulus japonicus
English ivy	Hedera helix
Hydrilla	Hydrilla verticillata (L. f.)
Shrubby lespedeza	Lespedeza bicolor Turcz.
Sericea lespedeza	Lespedeza cuneata (Dum.-Cours.)
Chinese privet	Ligustrum sinense Lour.
Waxleaf privet	Ligustrum japonicum
Japanese honeysuckle	Lonicera japonica Thunb.
Herder Amur honeysuckle	Lonicera maackii (Rupr.)
Winter honeysuckle	Lonicera fragrantissima
Japanese climbing fern	Lygodium japonicum (Thunb. ex Murr.)
Chinaberry	Melia azedarach
Nepalese browntop	Microstegium vimineum (Trin.)
Marsh dayflower	Murdannia keisak (Hassk.) Hand.-Maz.
Heavenly bamboo	Nandina domestica
Bradford (Callery) Pear	Pyrus calleryana (any cultivar)
Princesstree	Paulownia Tomentosa (Thunb.) Sieb. & Zucc. ex Steud.
Golden bamboo	Phyllostachys aurea Carr. ex A.& C. Rivière
Japanese knotweed	Polygonum cuspidatum Siebold & Zucc.
Kudzu	Pueraria montana var. lobata (Lour.) Merr.
Multiflora rose	Rosa multiflora Thunb. ex Murr.
Small Chinese tallowtree	Triadica sebifera (L.)
Big periwinkle	Vinca major L.
Common periwinkle	Vinca minor L.
Chinese wisteria	Wisteria sinensis (Sims) DC.
Japanese wisteria	Wisteria floribunda

Sec. 8-124. - Non-licensed sales.

(a) *Purpose.* The purpose of this section is to preserve conditions of health, safety, and appropriate community standards in the City by providing for the regulation of items offered for sale to the public in residential districts of the City.

(b) *Definitions.* The following words, terms and phrases, when used in this section, shall have the meanings ascribed to them in this subsection, except where the context clearly indicates a different meaning:

*Civic organizations* means chartered non-profit organizations including but not limited to civic clubs, churches, historical societies, Scouts, garden clubs, etc.

*Customary appurtenances* means attachments normally used with motorized vehicles, including but not limited to trailers, plows, mower decks, campers, etc.

*Farmers' market* means seasonal market sponsored by the City, located on city property, and open for sales of farm and garden produce, flowers, and plants; handmade craft or art items; and non-commercial food products prepared or grown by residents of Newton County and counties contiguous to Newton.

*For sale* means offering to the public by signs, advertisements, or other public notices of goods and items for purchase.

*Motorized vehicles* means any vehicle operated by gasoline or diesel-fueled motor, including but not limited to automobiles, trucks, tractors, boats, motorcycles, all-terrain vehicles, campers, jet skis, lawn mowers, etc.

*Multiple family yard or garage sale* means advertised sales of household items by two or more residents the City, on the premises of one or more property owners or tenants belonging to the group sponsoring the sale.

*Residential district* means properties zoned as residential on the official city zoning map.

*Seasonal produce* means vegetables, fruits, flowers, nuts, grains, and other produce grown by the owner of the property whereon they are offered by sale to the public.

*Yard or garage sale* means advertised sales of household items on the premises of property owner or tenants of a residence

(c) *Notification of non-licensed sale required.* Any person or civic organization offering non-licensed items for sale with the city limits must notify city hall staff of such sale, on form available from the City. This notification form must include:

- (1) Proposed date of sale;
- (2) Address of property on which sale is to be conducted;
- (3) Name and telephone number of person conducting sale;
- (4) Type of item or goods to be offered for sale.

(d) *Items permitted to be offered for sale.* The following categories of items may be offered for sale by Oxford residents in residential districts of the City:

- (1) *Yard or garage sale items, by single family or multiple families, on the premises of at least one property owner or tenant.* Yard or garage sales may be conducted for a period of no more than two consecutive days. Yard or garage sales on any given property are limited to one sale every six months. Persons conducting yard or garage sales are limited to one sale every six months, regardless of location of such sales. Signs must conform to city sign regulations and must be signed and dated by all persons offering items for sale. No signs may be attached to any tree, bush, utility pole, street sign or stop sign. Signs must be removed within 24 hours after the conclusion of the yard or garage sale. No signs may be placed within the city limits advertising yard or garage sales outside of the city limits.



- (2) *Yard or bazaar sales by non-profit, chartered civic organizations.* Time and sign regulations will be the same as for individual, family, or residential group-sponsored sales. Sales by civic organizations may be held on public or institutional premises, and may include for sale foods and seasonal items from non-residents of the City.
  - (3) *Seasonal produce offered for sale in season.* Seasonal fruits, vegetables, nuts, grains, and other produce may be offered for sale in season. Such produce must have been grown by the owners of the property whereupon it is offered for sale. Signs offering produce for sale must conform to the city sign ordinance. No fruit or vegetable stand offering for sale produce other than that grown by the property owner (or owner's family members) may be operated in residential districts of the City.
- (e) *Motorized vehicles and appurtenances.* Motorized vehicles and appurtenances may be offered for sale in the City, subject to the following:
- (1) Vehicles must be displayed on the property of the owner or tenant of the property whereon they are offered for sale.
  - (2) No more than one motorized vehicle, with its customary appurtenances, if any, may be offered for sale at a time. If appurtenances such as campers, trailers, etc., are offered for sale without a vehicle, no more than one such appurtenance may be offered for sale at a time.
  - (3) Any motorized vehicle required by the state to be licensed must be in operative condition and must display a current, valid license. This includes but is not limited to cars, trucks, motorcycles, boats, etc. Any motorized vehicle offered for sale in inoperative condition or without current license will be classified as a "junk car" subject to city regulations.
  - (4) Motorized vehicles or their appurtenances may be displayed for sale for a period of no longer than two months. "For Sale" signs must be dated and signed by the owner to show the date of first offering for sale. A period of at least six months must elapse before the same vehicle, or any other vehicle or appurtenance, may be offered again for sale upon the same premises.
- (f) *Farmers' market.* The City may, at its discretion, operate a farmers' market on premises owned by the City. Such farmers' market shall be subject to the following regulations:
- (1) Farm and garden produce, plants, flowers, handmade craft and art items, and non-commercial food products –offered for sale must have been grown or prepared by residents of Newton County or of those counties contiguous with Newton County.
  - (2) Growers-Residents of Newton County or one of its contiguous counties who wish to sell at the farmers' market must register annually with the office of the City Clerk, and must sign a release form annually that absolving-absolves the City of any liability in connection with such sales.
  - (3) The office of City Clerk will issue to the grower-applicant an annual permit, which must be on display at all times of sales through the farmers' market.
  - (4) Persons selling at farmers' market are responsible for their own displays (tables, pickups, tents, etc.) Normally, each person selling may occupy 100 square feet (ten feet by ten feet) of space. Those requiring more space should notify the City Clerk in advance. There shall be a fee of five dollars (\$5) per 100 square foot space per day.
  - (5) Spaces used for sales must be kept free of litter. At the end of a sales day, spaces must be left clean.
  - (6) Sales of produce are permitted during hours set by the city.
- (g) *Items prohibited from offerings for sale.* Any and all items, goods, and services not expressly permitted by this section to be offered for unlicensed sale in residential districts are prohibited from being publicly offered for sale.
- (h) *Penalties.* Violations of any provision of this article shall be subject to cease-and-desist orders by designated officers of the City, including police officers, maintenance supervisors, Mayor or

members of the City Council. Such violations shall also be considered as offenses subject to penalties established by the City Council.

(Code 1997, § 32-106; Ord. of 2-2-2004; Ord. of 12-5-2005; Ord. of 4-5-2009(01), § 32-106)



# OXFORD ELECTRIC SYSTEM

City Council Work Session  
September 21, 2020

# Integrated Resource Plan (IRP)



## What is an IRP?

- A roadmap to meet future capacity and energy requirements.
  - Accounts for growth and energy efficiency
  - Considers a variety of supply-side resources
  - Ensures reliable service in cost-effective ways



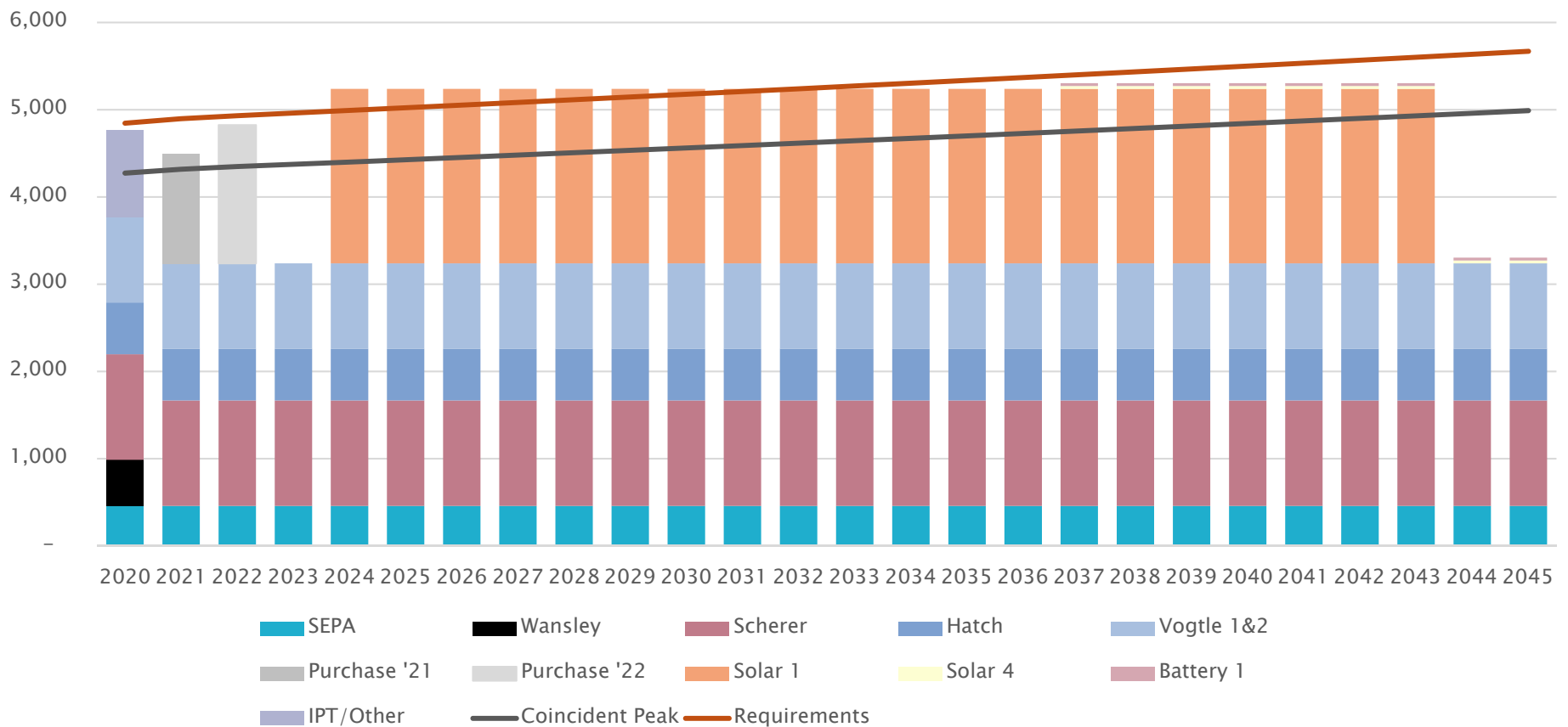
# Integrated Resource Plan (IRP)



## Recommendations from IRP Study

- Release the output of Wansley Coal units
- Continue with Solar RFP
- Continue efforts for nuclear license renewals

# Oxford Capacity adding Solar



# Solar Resource



- Oxford is considering 4MWs of solar which yields 2MWs of capacity
- Fixed priced product for 20 years
- Non-emitting Resource; by adding 4MWs of solar Oxford's energy profile will be 100% non-emitting