

City of Oxford Short-Term Work Program 2013-2018

	Implementation Element	Functional Area	Timeframe	Cost Estimate	Funding Source	Responsible Party
1	Conduct review and assessment of city charter	Admin.	2013	Minimal	City	City, NEGRC
2*	Digitize and archive city records (assign duties to existing staff member or student intern)	Admin.	2013-2018	Minimal	City, Grants	City
3	Work with Newton County to ensure location of new EMS/fire station within or near Oxford	Admin.	2013-2015	None	NA	City, County
4	Increase ordinance enforcement and building and safety inspections	Admin.	2013-2018	Minimal	City	City
5	Purchase software to streamline internal processes (inspections, permitting, work orders, etc.)	Admin.	2013-2014	Unknown	City	City
6	Enroll in the Certified Literate Community Program, if appropriate	Admin.	2013-2015	Minimal	City	City
7*	Display information highlighting Oxford's history at City Hall	Admin.	2013	Minimal	City	City
8	Update self-guided tour and brochure of city and college	Admin.	2013	Minimal	City	City, NEGRC
9	Update records of Oxford's historic cemetery, for use as part of a city walking tour	Admin.	2013	Minimal	City	City
10	Work with GDOT and county BOC to divert truck through-traffic off of SR81/Emory St. and onto SR142, and to apply traffic-calming measures on SR81 within the Oxford city limits	Admin.	2013-2017	\$752,000	GDOT	City, County, GDOT
11	Develop ordinance for solar energy (utility committee)	Admin.	2013-2014	Minimal	City	City
12	Conduct annual review of all enterprise funds (cost and rate structure)	Admin.	2013-2018	Minimal	City	City
13	Pursue Georgia Camera Ready certification	Economic Development	2013	Minimal	City	City
14	Develop a marketing plan to promote high-quality residential and commercial development	Economic Development	2014-2015	\$10,000-\$20,000	City, DCA	City, NEGRC, Consultant

* Indicates item carried over directly from 2008-2012 STWP

	Implementation Element	Functional Area	Timeframe	Cost Estimate	Funding Source	Responsible Party
15	Explore use of "smart meters" for electric and water utilities; implement if appropriate	Infrastructure	2013-2014	Minimal	City	City
16*	Complete Moore/Cook waterline loop	Infrastructure	2013	\$195,000	City	City
17*	Per 2007 ordinance, ensure that all potential customers within 100' of sewer lines tap in and pay fees	Infrastructure	2013-2018	Varies	City	City
18	Work with the city of Covington, GDOT, and ARC to complete a bicycle/ pedestrian bridge over I-20 and a sidewalk from the bridge to the Town Center	Infrastructure	2013-2015	Oxford: \$50,000 Overall: \$1,250,000	City, GDOT	City, Covington, ARC, GDOT
19	Replace water mains on Emory St. and Asbury St.	Infrastructure	2013-2014	\$1,000,000	SPLOST	City
20	Survey city boundary and update GIS datasets	Planning	2013	Unknown	City	City, NEGRC, Consultant
21	Update GIS datasets, including public infrastructure, parcels, buildings, etc.	Planning	2014-2016	\$2,000- \$10,000 (depending on data)	City, DCA	NEGRC
22	Develop plan for use of GIS	Planning	2013-2014	\$1,000	City, DCA	City, NEGRC
23	Reconfigure design of streets for Town Center development	Planning	2013-2014	Unknown	City	City
24	Design and install streetscape improvements to George and Whatcoat streets	Planning	2013-2014	Unknown	City	City
25	Develop Master Plan for Town Center development	Planning	2014-2015	\$10,000- \$30,000	City, DCA	City, NEGRC
26	Develop Sustainability Plan to include transportation, biodiversity, resource conservation, invasive species, etc.	Planning	2014-2015	\$15,000- \$30,000	City, DCA	City, NEGRC
27	Assess multi-use trail system and develop use and maintenance ordinance	Planning	2013	\$5,000- \$10,000	City, GDOT	City, NEGRC
28	Address potential for golf cart usage on city streets and multi-use trails	Planning	2013	Minimal	City, GDOT	City, NEGRC
29	Develop Passive Recreation Plan	Planning	2013-2014	\$10,000- \$15,000	City	City, NEGRC, College
30	Develop Citywide Wi-Fi Feasibility Study	Planning	2013-2014	\$1,000- \$5,000	City	City, Consultant

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	Implementation Element	Functional Area	Timeframe	Cost Estimate	Funding Source	Responsible Party
31	Ensure consistency of city's zoning ordinance with its goal to accommodate a variety of new residents, in concert with zoning updates for county's 2050 plan	Planning	2013-2014	\$1,000-\$5,000	City, DCA	City, NEGRC
32	Identify and pursue opportunities for infill development	Planning	2013-2018	Minimal	City	City
33	Audit and, if necessary, revise local ordinances and future development map	Planning	2013-2014	Varies	City	City, NEGRC
34	Participate in pre-disaster mitigation planning process with Newton County	Planning	2014-2015	\$500-\$1,000 (city's share)	City	City, County
35	Conduct regular water quality monitoring on local streams	Planning	2013-2018	Minimal	City	City, Georgia Adopt-A-Stream, College
36	Pursue state and/or federal historic designations or other protections for districts and/or properties	Planning	2014-2016	Minimal	City, DCA	City, NEGRC
37	Study potential for provision of rural public transportation service	Planning	2013	Minimal	City, GDOT	City, County, NEGRC
38	Participate in the activities of the Northeast Georgia Bicycle and Pedestrian Task Force	Planning	2013-2018	None	City	City
39	Prepare a plan for development of city's Service Delivery Area as it pertains to water and sewer services	Planning	2013-2015	Minimal	City	City
40	Develop tree management plan and adjust tree ordinance accordingly	Planning	2013-2015	\$5,000-\$10,000	City, DCA	City, NEGRC
41*	Identify, mark, and develop material about all historic properties in Oxford	Planning	2014-2016	\$5,000-\$10,000	City, DCA	City, NEGRC
42*	Implement Central Newton County Plan for Bicycling and Walking	Planning	2013-2018	Varies	City, DCA, GDOT	City, NEGRC, GDOT
LR 1*	Encourage and assist homeowners in upgrading safety and efficiency of homes	Admin.	Long-Range	Minimal	City	City
LR 2*	Study benefits of annexing existing/potential industrial sites to diversify tax base	Planning	Long-Range	Minimal	City, DCA	City, NEGRC

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CITY OF OXFORD

RESOLUTION OF ADOPTION

WHEREAS, the 1989 Georgia General Assembly enacted House Bill 215, the *Georgia Planning Act*, Requiring all local governments to prepare a five year Short Term Work Program in accordance with the *Minimum Planning Standards and Procedures* promulgated by the Georgia Department of Community affairs; and


WHEREAS, the Short Term Work Program for the City of Oxford dated January 23, 2013, has been prepared in accordance with the *Minimum Planning Standards and Procedures*; and

WHEREAS, the Short Term Work Program for City of Oxford, dated January 23, 2013, has been approved by the Georgia Department of Community Affairs and the Northeast Georgia Regional Commission.

NOW THEREFORE, BE IT RESOLVED by City of Oxford Mayor and City Council that the Short Term Work Program for City of Oxford dated January 23, 2013, as approved by the Georgia Department of Community Affairs is hereby adopted, and furthermore, that the Northeast Georgia Regional Development Center shall be notified of said adoption within seven (7) days of the adoption of this resolution.


Adopted this 1st day of April, 2013.

BY:



Mayor

ATTEST:



City Clerk