



City of Stockbridge

Bringing People

Together

STOCKBRIDGE CITY COUNCIL

Mayor

Anthony Ford

Mayor Pro Tem LaKeisha Gantt

Councilman Elton Alexander

Councilman John Blount

Councilwoman Neat Robinson

Councilman Alphonso Thomas

CITY MANAGER

Randy Knighton

CITY CLERK

Vanessa Holiday

DEPUTY CLERK

Randi Rainey

CITY ATTORNEY

Michael Williams

**Council Meeting
Agenda
April 9, 2018 6:00 PM**



Stockbridge City Hall

4640 N. Henry Blvd.

Stockbridge, GA 30281

Website: www.cityofstockbridge.com

Phone: 770-389-7900

Fax: 770-389-7912



AGENDA COUNCIL MEETING CITY OF STOCKBRIDGE

MONDAY, APRIL 9, 2018 6:00 PM

Mayor & City Council

Mayor Anthony S. Ford
Councilman Elton Alexander
Councilman John Blount
Councilwoman LaKeisha Gantt
Councilwoman Neat Robinson
Councilman Alphonso Thomas

Administration

Randy Knighton, City Manager
Vanessa Holiday, City Clerk
Randi Rainey, Deputy City Clerk
Michael Williams, City Attorney

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

ROLL CALL

ADOPTION OF THE AGENDA

ADOPTION OF THE MINUTES

- 1 Approval of draft SCM minutes for February 2, 2018
- 2 Approval of draft City Council Meeting minutes for February 12, 2018
- 3 approval of draft Work Session Meeting for February 27, 2018

PUBLIC COMMENTS

CEREMONIAL

- 4 Proclamation presented to Chris kinney- U.S Olympian
- 5 Service Award to Carlos Smith

OLD BUSINESS

- 6 **PUBLIC HEARING CONTINUED:** Conditional Use Request: CU-17-09-S
Applicant: Reggie Sylvian 128 Bayberry Hills McDonough, GA 30253
Agent: Arkos Engineering 125 Westbridge Ind. McDonough, GA 30253
Location: 3952 Walt Stevens Road LL 7& 26, 12th District
Parcel ID No.: 034-02014000
Request: Conditional Use for Funeral Home in C-2 (General Commercial)

NEW BUSINESS

- 7 Council Consideration to approve the User Agreement with the Georgia Crime Information Center (GCIC), the National Crime Information Center (NCIC) and the Criminal Justice Information System (CJIS) and to designate Judge Matthew McCord as the City's Agency Head
- 8 Council Consideration to approve Full Tank Service Maintenance provided by American Tank Maintenance for (10) Ten years in an amount not to exceed \$614,190.00 Re: RFP17ITB082817-DRR
- 9 Council Consideration to approve Task Order No. 7 for Carter & Sloope to replace water service lines in the amount of \$90,700.00
- 10 Council Consideration to approve Task Order No.8 for Carter & Sloope to replace Central Line Water Main in the amount of \$50,400.00
Funding Source: SPLOST
- 11 Council Consideration to approve Elevator Repair/Municipal Court Bldg. by Schindler Elevator in the amount of \$16,434.00

DISCUSSION

- 12 Council Discussion: Supplier Diversity
- 13 Council Discussion: Vehicle Waiver Policy

QUARTERLY REPORTS APRIL 24, 2018

CITY MANAGER'S COMMENTS (Randy Knighton)

CITY CLERK'S COMMENTS (Vanessa Holiday)

COMMENTS FROM THE CITY COUNCIL

MAYOR'S COMMENTS (Mayor Anthony Ford)

EXECUTIVE SESSION (Exemptions to the Georgia Open Meetings Acts)

ANNOUNCEMENTS OF UPCOMING MEETINGS & EVENTS

ADJOURNMENT



Mission: To provide visionary leadership and superior municipal services that enhance the quality of life for citizens while creating a welcoming business atmosphere focused on sustainability and expansion of tourism and cultural events.



**SUMMARY MINUTES
SPECIAL CALLED
COUNCIL MEETING**

FEBRUARY 2, 2018 6:00 P.M.

Mayor & City Council

Mayor Anthony S. Ford
Councilman Elton Alexander
Councilman John Blount
Councilwoman LaKeisha Gantt
Councilwoman Neat Robinson
Councilman Alphonso Thomas

Administration

Randy Knighton, City Manager
Vanessa Holiday, City Clerk
Randi Rainey, Deputy City Clerk
Michael Williams, City Attorney

Call to Order by Mayor Ford

Invocation by Councilman Blount

Pledge of Allegiance was recited in unison.

City Clerk, Vanessa Holiday was asked to proceed with a verbal roll call. All members of Council were present except Mayor Pro Tem Gantt.

Councilman Blount motioned to approve the Agenda; second by Councilman Thomas. The motion passed 3-1 (Alexander opposed).

Motion to convene Executive Session for Personnel, Litigation and Real Estate made by Councilman Blount; second by Councilman Thomas. The motion passed 4-0.

Mayor Pro Tem Gantt joined the meeting in Executive Session at 6:10 P.M.

Motion to adjourn Executive Session made by Councilman Blount; second by Councilman Thomas. The motion passed 5-0.

Motion to reconvene the Special Called Meeting made by Councilman Alexander; second by Councilman Thomas. The motion passed 5-0.

Motion to adjourn the meeting made by Councilman Blount; second by Councilman Thomas. The motion passed 5-0.

Respectfully submitted by:

Vanessa Holiday, City Clerk CMC

Anthony S. Ford, Mayor

Stockbridge

Mission: To provide visionary leadership and superior municipal services that enhance the quality of life for citizens while creating a welcoming business atmosphere focused on sustainability and expansion of tourism and cultural events.



SUMMARY MINUTES COUNCIL MEETING

MONDAY, FEBRUARY 12, 2018 6:00 P.M.

Mayor & City Council

**Mayor Anthony S. Ford
Councilman Elton Alexander
Councilman John Blount
Mayor Pro Tem LaKeisha Gantt
Councilwoman Neat Robinson
Councilman Alphonso Thomas**

Administration

**Randy Knighton, City Manager
Vanessa Holiday, City Clerk
Randi Rainey, Deputy City Clerk
Michael Williams, City Attorney**

Call to Order by Mayor Ford

Invocation by Pastor Cecilia Green.

Pledge of Allegiance was recited in unison.

City Clerk, Vanessa Holiday was asked to proceed with a verbal roll call. All members of Council were present except Councilman Thomas.

Mayor Pro Tem Gantt motioned to amend the Agenda to remove Public Hearing Item #6; second by Councilman Alexander. The motion passed 4-0.

Mayor Pro Tem Gantt motioned to approve the Minutes of the following meetings: 12/11/2017 and 12/19/2017; second Councilman Alexander. The motion passed 4-0.

There were no Public Comments.

Councilman Thomas joined the meeting at 6:08 P.M.

Mayor Anthony S. Ford issued the STATE OF THE CITY ADDRESS:

Welcome citizens to 2018, which will be a very prosperous and successful year for the City of Stockbridge, and its citizens.

The "State of Our City is Strong, Very Strong"

In February 2016 as the Mayor Pro Tem/Interim Mayor I gave a State of City Address and the primary theme was "Teamwork is the Key to Success". Well, teamwork makes champions or championships. If I may use a sports analogy, i.e. the 1995 Braves; 2016 Stockbridge Tigers; 2016 Falcons; 2017 UGA Bulldogs or even the 3-time State Champion Eagle's Landing Christian Academy Chargers. "Teamwork is the Key to Success".

As I look to my right and left I see my immediate "Teammates": Mayor Pro Tem LaKeisha Gantt, Councilman Elton Alexander, Councilwoman Neat Robinson, Councilman John Blount and Councilman Alphonso Thomas. What I envision and foresee is the interlocking of arms with my teammates as we successfully move the City of Stockbridge forward toward a very bright future. Whereas, no one is left behind and together, we are moving forward in lock step together as one and handling the citizens business just as you elected us to do. You citizens are first.

The Interlocking of arms with my teammates reminds me so much of the peaceful protests led by Rev. Dr. Martin Luther King, Jr. as we were fighting for Civil Rights of all people. This is especially meaningful since our City of Stockbridge is the ancestral home of the "King Family" and the birthplace Rev. Martin Luther King, Sr. better known as "Daddy King".

The "State of Our City is Strong, Very Strong"

We have a very active; competent and confident staff full of leaders that have an extreme amount of expertise to ensure their areas of responsibility are handled efficiently.

City Manager, Randy Knighton
City Clerk, Vanessa Holiday,
Community Development Director, Camilla Moore
Public Works Director, Decius Aaron
Human Resources Manager, Renee Wheeler
City Events Manager, Cie Cie McGee
Public Information Officer, Shana Thornton
Main Street Program Manager, Kira Harris-Braggs

The "State of the City is Strong, Very Strong"

We are financially stable with \$15 million in Reserves, a \$9 million Operating Budget and currently, the citizens of Stockbridge do not pay a city property tax.

We need each of you to support the City's position as we implement our Strategic Plan for protecting our City's boundaries against the proposed City of Eagles

Landing. There are individuals attempting to de-annex nearly half of our City, which includes our primary economic corridor that assists in funding Stockbridge's daily operations that supports our citizens. We need you to join our efforts, read the materials on the website, sign the appropriate documents to support our efforts and then return it to the city staff for future use. This collective documentation is used to alert the Georgia State House and Senate members of our citizen's desire to remain as one City within the current city limits. We need your support as we stand together to "Keep Stockbridge Together".

There were several 2017 events and Council Initiatives that deserve to be highlighted as being extremely successful for the City of Stockbridge. These community-focused activities are budgeted for and will continue during the 2018 calendar year. The Renaissance Strategic Visioning & Planning (RSVP) project initiated by our Main Street Program, BridgeFest featuring HispaniFest, our Summer Concert Series, our Summer Main Street Movies, Memorial Day March, 9/11 Remembrance Ceremony, Veterans Day Parade and Luncheon, Food Truck "Tasty Tuesdays", Pretty in Pink Luncheon and the Love Walk, the Citizens Academy, our Youth Council, Christmas Gala and many, many more individual City Council initiatives and exciting activities are scheduled for our citizens.

We truly look forward to a very prosperous 2018 that will include the completion of our Comprehensive Plan which will outline our city's growth and economic strategy for the next twenty years, to include the development of our downtown Main Street Area and Downtown District. We look forward to planning and forward movement on our cultural arts center, splash pad and amphitheater. We also continue to make progress on the Jodeco Road, Atlanta South Development Project and look forward to announcing an official groundbreaking ceremony.

It will take us all working collectively together as "One Team" to make living in the City of Stockbridge an outstanding experience. We look forward to a very bright future for our City and along with the City Council, the intent is to always move the city toward success as we look to obtain the "Live, Work, and Play" concept for our community.

The "State of Our City is Strong, Very Strong"

May God continue to Bless the Citizens of Stockbridge. Thank you for listening.

CEREMONIAL PRESENTATIONS

1. Mayor Ford read the 2018 National African-American History Month Proclamation and was joined by the City Council as the Proclamation was read.
2. Mayor Ford read a Letter of Congratulations from the United States Vice President Mike Pence, to Stockbridge resident Chris Kinney of the 2018 U.S. Olympic Team competing in the XXIII Olympic Winter Games, with an open invitation to Chris Kinney upon his return.

OLD BUSINESS

3. Council Consideration to approve recommendation of staff for Municipal Court and City Hall building repairs in conjunction with the protocol provided by Penta Engineering in the amount of \$54,980.00 (Court) and \$2,150.00 (City Hall).

Presented by: Decius Aaron, Public Works Director

Mr. Aaron noted this is Phase I of the renovations for the Municipal Court and City Hall. Mr. Aaron referenced Council's approval of Epic to renovate both the Municipal Court and City Hall. Mr. Aaron noted the cost to renovate/repair the Municipal Court building is \$54,980.00 and to make repairs to City Hall is \$ 2,150.00.

Councilman Blount motioned to approve Phase I of the Municipal Court renovations/repairs in the amount of \$54,980 and City Hall repairs in the amount of \$2,150; second by Mayor Pro Tem Gantt. The motion passed 5-0.

PUBLIC HEARING

4. **Continuation of Public Hearing: RZ-17-25-S**

Applicant: STKR Investments 201 SE 12th St. Suite 100 Ft. Lauderdale, FL

Location: Campground Rd. Extension and Hwy 42 N LL 33 & 34, 7th Dist.

Request: Rezoning from M-1 (Light Manufacturing) to MUND (Mixed Use Neighborhood Development. Parcel IDs: 071-01034001 and 071-01034019 Lot Size: 64.27 +/- acres Proposed Use: Commercial and Residential Development

Presented by: Camilla Moore, Community Development Director

Ms. Moore noted this rezoning case was heard in November 2017 with the applicant asking for a rezoning from M-1 (light industrial) to MUND (mixed use). Ms. Moore also noted Henry County recommended approval with certain conditions; City staff recommended approval with a different set of conditions, and the Planning Commission approved the same set of conditions as City staff. Ms. Moore presented the Staff Recommendation and Conditions as follows:

APPROVAL W/CONDITIONS: M-1 (Light Manufacturing) to MUND (Mixed Use Neighborhood Development)

Should the ZAB and Mayor/Council **APPROVE** the Application, it should be subject to the owner's agreement to the following enumerated conditions. Where these conditions conflict with the stipulations and offerings contained in the Letter of Intent, these conditions shall supersede unless specifically stipulated by Mayor and Council.

1. To the owner's agreement to abide by the following:
 - a. To the site plan received by the Department of Community Development on August 11, 2017. Said site plan is conceptual only and must meet or exceed the requirements of the Zoning Resolution and these conditions prior to the approval of a Land Disturbance Permit. In the event the Recommended Conditions of Zoning cause the approved site plan to be substantially different, the applicant shall be required to complete the concept review procedure prior to application for a Land Disturbance Permit. Unless otherwise noted herein, compliance with all conditions shall be in place prior to the issuance of the first Certificate of Occupancy.
2. The two site plans, included with these conditions, are conceptual only and subsequent development plans must meet or exceed the requirements of the

Zoning Resolution and these conditions prior to the approval of a Land Disturbance Permit. Unless otherwise noted herein, compliance with all conditions shall be in place prior to the issuance of the first Certificate of Occupancy.

3. Development plans shall require the approval of HCDOT.
4. Owner/Developer shall coordinate with HCDOT for access and median openings.
5. All access locations shall be located to meet the minimum spacing requirements per the Henry County Code, shall meet the minimum intersection sight distance requirements, and where required shall have a deceleration land/acceleration taper.
6. If utilized, access from Old Ivy Path shall be improved per HCDOT development standards. The improvements may require either the extension of Old Ivy Path right-of-way through the site to connect with Campground Road Extension or a dedicated public turnaround located on site.
7. If Pod A is developed, access will be provided from Campground Road Extension. Should an emergency access be required it shall connect to White Petal Road.
8. Additional Conditions to clarify the intent of development requested by the Applicant:
The development shall meet the development standards as follows:
 - A. Single Family Detached Residential Development Facade Standards shall comply with Section 12.02.088 as amended on 1/30/18 with the following modification:
 - a. Square footage for Custom Homes (2,100 sf – single story, 2,500 sf – two stories)
 - B. Single Family Detached Residential Development Standards
 - i. Lots size area variable and shall be a minimum of 5,500 square feet to 21,780 sq. ft.
 - ii. Lot widths shall be a minimum of fifty feet (50').
 - iii. Minimum front yard setback shall be twelve feet (12').
 - iv. Minimum side yard setback shall be five feet (5').
 - v. Minimum rear yard setback shall be twenty feet (20').
 - vi. Private alleys are not required.
 - C. Single Family Attached Residential Development Standards shall meet the requirements of Section 12.02.0311 Townhouses - Multiple Family District - RM-2; except as follows.
 - i. Private alleys are not required.
 - ii. The amenity package shall be submitted to Community Development for review and approval prior to the issuance of the first Certificate of Occupancy.

9. The development shall meet the commercial standards outlined in *Section 12.02.044 C-3 Highway Commercial District*.

PUBLIC HEARING

Speakers in Favor: None

Speakers Opposed: None

Ms. Moore noted Council's approval of an Ordinance that states the square footage must be 2,500 sq. ft. Ms. Moore also noted the applicant is asking for a single unit of 2,100 sq. ft. Staff recommends a single unit of 2,100 sq. ft. and a two-story unit with 2,500 sq. ft.

Wanda Moore, the applicant's representative noted the applicant has no objections to the square footage as recommended.

Councilman Alexander motioned to approve with staff recommendations; second by Mayor Pro Tem Gantt. The motion passed 5-0.

PUBLIC HEARING

5. Conditional Use Request: CU-17-09-S

Applicant: Reggie Sylvain 128 Bayberry Hills McDonough, GA 30253

Agent: Arkos Engineering 125 Westridge Ind. McDonough, GA 30253

Location: 3952 Walt Stephens Road LL 7 & 26, 12th District.

Parcel ID No. 031-02014000

Request: Conditional Use for funeral home in C-2 (General Commercial) Zoning

Presented by: Camilla Moore, Community Development Director

Item removed from the Agenda per the applicant's request.

PRESENTATIONS

6. 2018 Comprehensive Plan Process

Presented by: Camilla Moore, Community Development Director

Ms. Moore outlined the City's 2018 Comprehensive Plan and was joined by members from The Collaborative Firm, LLC: Amanda Clement, Assistant Director, Planning & Economic Development and Dannelle Crowe, Director of Marketing & Communications and Community Engagement.

7. Stockbridge Youth Council Presentation

Youth Council Members: Kelli Crews, Aaron Rose and Aaniyah Kendrick each gave an overview of their trip to the National League of Cities in Charlotte, NC and the Mayor's Day Conference, Atlanta, GA.

Special Recognition of Kelli Crews: Stockbridge Youth Council Chair

Kelli Crews was congratulated on being accepted to the 2018 Disney Dreamers Academy.

NEW BUSINESS

8. Council Consideration to approve Roadway Lighting Assistance for Western Parallel Connector from Hudson Bridge to Jonesboro – P.I. No. 0014482;

Presented by: Decius Aaron, Public Works Director

Decius Aaron, Public Works Director

Mr. Aaron noted the City has reached out to GDOT with concerns with the lighting on the Western Parallel Connector off Hudson Bridge and Jonesboro Road. noting GDOT started construction on the lights and that part of the agreement with the City is to have the City pay for the electrical cost and the maintenance on the lights. Mr. Aaron also noted the agreement stated if the lights are damaged, it is the City's responsibility to repair the poles. Mayor Ford inquired on the cost, Mr. Aaron stated the cost is estimated to be \$25-30/per pole, per month.

Mayor Pro Tem Gantt motioned to approve the Roadway Lighting Assistance for Western Parallel Connector from Hudson Bridge to Jonesboro – P.I. No. 0014482; second by Councilman Alexander. The motion passed 5-0.

9. Council Consideration to approve the use of the Merle Manders Conference Center on April 18, 2018 for the First Responders Appreciation Luncheon

Presented by: Councilman Alphonso Thomas

Councilman Thomas stated he would like to host the 2nd First Responders Appreciation Luncheon on Wednesday, April 18, 2018 at 12:00 PM to honor Henry County's First Responders.

Councilman Alexander asked if it would be a City Event or Council Initiative. Councilman Thomas expressed he has taken the lead and it is a partnership with District 4 County Commissioner.

Councilman Blount motioned to approve the use of the Merle Manders Conference Center on April 18, 2018 for the First Responders Appreciation Luncheon; second by Mayor Pro Tem Gantt. The motion passed 3-0-2 (Alexander/Robinson Abstained).

10. Council Consideration to approve the use of the Merle Manders Conference Center on July 28, 2018 for the Back-to-School event.

Presented by: Councilman John Blount

Councilman John Blount stated he would like to use the Merle Manders Conference Center on July 28, 2018 for the Back-to-School event.

Councilman Thomas motioned to approve the Merle Manders Conference Center on July 28, 2018 for the Back-to-School event; second by Mayor Pro Tem Gantt. The motion passed 4-0-1 (Alexander Abstained).

COMMENTS FROM THE CITY MANAGER

Mr. Knighton offered condolences on behalf of the City to the family of Chase Maddox, Locust Grove officer killed in the line of duty, and to the two sheriff officers also injured and recovering, noting the great sacrifice these officers make and respond in the face of danger.

COMMENTS FROM THE CITY CLERK

No Comment.

COMMENTS FROM THE CITY COUNCIL

Councilman Thomas – no comment.

Councilman Blount – no comment.

Mayor Pro Tem Gantt – no comment.

Councilman Alexander thanked everyone for coming out and agreed with Ms. Moore regarding citizens participation with the City's Comprehensive Plan; noted the Hearing under the dome on tomorrow, February 13, 2018 regarding the proposed city issue and asked everyone to show up in support to keep Stockbridge together; spoke in opposition of the Censure of him issued by the Council.

Councilman Blount called for a Point of Order followed by a Motion to cease the conversation as a rebuttal would not be allowed due to Executive Session privileged information; there was a second by Councilman Thomas. The motion passed: 4-1. (Alexander Opposed).

Councilwoman Robinson thanked Councilman Thomas for acknowledging the Henry County First Responders; offered condolences to Lake City Mayor Willie Oswald and offered condolences to her former classmates, parents of Officer Chase Maddox of Locust Grove; noted life is short and to continue to pray for the City; and thanked everyone for coming out.

COMMENTS FROM THE MAYOR

Mayor Ford offered condolences to the Maddox family and two sheriff officers in Locust Grove; wished everyone a Happy Valentine's Day; and asked everyone to keep the faith and keep the City in Prayer, God Bless.

EXECUTIVE SESSION (if necessary)

Mayor Pro Tem Gantt motioned to convene into Executive Session for Real Estate, Litigation and Personnel; second by Councilman Blount. The motion passed 5-0.

Councilwoman Robinson motioned to adjourn Executive Session; second by Councilman Alexander. The motion passed 5-0.

Councilman Alexander motioned to reconvene the meeting; second by Councilwoman Robinson. The motion passed 5-0.

11. Downtown Development Authority Board Appointments

Presented by: Michael Williams, City Attorney

Mayor Pro Tem Gantt motioned to appoint Calvin Gleaton for a term of four (4) years; second by Councilman Alexander. The motion passed 4-0 (Councilman Thomas Recused).

12. Main Street Advisory Board Appointments

Presented by: Michael Williams, City Attorney

Councilman Thomas motioned to re-appoint Linda Jones and Alison Ramsey for a term of two (2) years; second by Mayor Pro Tem Gantt. The motion passed 5-0.



Mission: To provide visionary leadership and superior municipal services that enhance the quality of life for citizens while creating a welcoming business atmosphere focused on sustainability and expansion of tourism and cultural events.



**SUMMARY MINUTES
WORK SESSION MEETING
TUESDAY, FEBRUARY 27, 2018 4:00 P.M.**

Mayor & City Council

**Mayor Anthony S. Ford
Councilman Elton Alexander
Councilman John Blount
Mayor Pro Tem LaKeisha Gantt
Councilwoman Neat Robinson
Councilman Alphonso Thomas**

Administration

**Randy Knighton, City Manager
Vanessa Holiday, City Clerk
Randi Rainey, Deputy City Clerk
Michael Williams, City Attorney**

Call to Order by Mayor Ford at 4:00pm.

Invocation by Ms. Mildred Reed

Pledge of Allegiance was recited in union.

City Clerk, Vanessa Holiday was asked to proceed with a verbal roll call. All members of Council were present except Mayor Pro Tem Gantt and Councilman Alexander.

Councilman Thomas motioned to adopt the Agenda as printed; second by Councilwoman Robinson. The motion passed 3-0.

Mayor Pro Tem Gantt joined the meeting at 4:03 P.M.

Review of the Minutes of the following meetings: 1/8/2018, Public Hearing 1/8/2018 and 1/30/2018 No action by the Council

PUBLIC COMMENTS

All persons wishing to speak for public comment must sign in with the City Clerk prior to the beginning of the meeting. You must sign your name, address, and phone number. You will be able to address the Mayor and Council for three (3) minutes. Speakers must respect all members of the elected body, officials, and staff. Defamation, unruliness and/or swearing will not be tolerated while meetings are in session

Ms. Reed, asked for the support of the Mayor & Council for the Henry County Council on Aging Annual Miles for Meals Walk. The walk will take place May 5, 2018 (the 1st Saturday in May) at the Jason Harper Event Center from 10:00 a.m. - 12:00 noon. Ms. Reed also referenced Mr. Tyrone Anderson and Mrs. Mary Jo Blount and herself as Stockbridge representatives on the Council on Aging board for Henry County.

Mr. William Roberts informed the Mayor & Council of the growing trend of Pickle Ball in Henry County and surrounding areas and asked that the tennis courts at Gardner Park be striped to accommodate the sport. No action by the Council.

OLD BUSINESS:

1. Council Consideration to approve Agenda and Meeting Procedures Policy. (2) year contract.

Presented by: Michael Williams, City Attorney

Mayor Pro Tem Gantt motioned to approve the Agenda and Meeting Procedure Policy; second by Councilman Thomas. The motion passed 4-0.

NEW BUSINESS:

2. Council Consideration to approve Judicial Alternatives of Georgia Probation Services Agreement for the Stockbridge Municipal Court.

Presented by: Michael Williams, City Attorney

Mayor Pro Tem Gantt motioned to approve Judicial Alternatives of Georgia Probation Services Agreement for the Stockbridge Municipal Court; second by Councilwoman Robinson. The motion passed 4-0.

3. Council Consideration to establish a new division under the General Fund – De-Annexation - Division #15700

Presented by: Randy Knighton, City Manager

Councilwoman Robinson motioned to establish a new division under the General Fund- De-Annexation- Division #15700; second by Councilman Blount. The motion passed 4-0.

4. Council Consideration to approve the use of the Ted Strickland Community Center on March 22, 2018 for the Senior Fun Day event.

Presented by: Mayor Pro Tem Gantt

Item Postponed at the request of Mayor Pro Tem Gantt.

5. Council Consideration to approve the use of the Merle Manders Conference Center on April 26, 2018 for the Non-Profit Mixer event.

Presented by: Mayor Pro Tem Gantt

Councilman Blount motioned to approve the use of the Merle Manders Conference Center on April 26, 2018 for the Non-Profit Mixer event; second by Councilman Thomas. The motion passed 4-0.

DISCUSSION:

6. Council Consideration to review Resolution No. R18-910 for Roadway Lighting Assistance for Western Parallel Connector from Hudson Bridge to Jonesboro – P.I. No. 0014482;
Presented by: Randy Knighton, City Manager
Councilman Thomas motioned to hold signing the agreement for 30 days; second by Mayor Pro Tem Gantt. The motion passed 4-0.

Councilman Alexander joined the meeting at 4:20 P.M.

QUARTERLY BOARD & COMMITTEE REPORTS

(Will present at the April 24, 2018 Work Session meeting)

COMMENTS FROM THE CITY MANAGER

Mr. Randy Knighton noted he and Mayor Ford attended the Georgia Power luncheon and received the annual check for Franchise Fees payable to the City.

COMMENTS FROM THE CITY CLERK

Mrs. Vanessa Holiday noted the City has added CodeRED the City's website; a free app to receive alerts from Henry County 911 in the event of weather-related emergencies.

COMMENTS FROM THE CITY COUNCIL

Councilman Thomas thanked the community for their support, with special thanks to the faith-based community, along with staff and the Council to Keep Stockbridge Together.

Councilman Blount thanked everyone for following the course of Keeping Stockbridge Together as the efforts are effective and noted he is looking forward to a positive outcome.

Mayor Pro Tem Gantt thanked everyone for attending, commended the works of staff with a special thanks to City Manager, Randy Knighton and Community Development Director, Camilla Moore for their due diligence in working to Keep Stockbridge Together; and noted her confidence in a victory for the City.

Councilman Alexander noted it was a challenge arriving for the 4PM meetings; referenced the item approved by Council related to the Agenda and meeting procedures; (Mayor Ford noted the Council had approved the Item earlier in the meeting); Councilman Alexander referenced an item that he had asked to be placed on the Agenda and had not been (Mayor Ford noted the item was being heard at the March 27th meeting); Councilman Alexander noted he was opposed to funding the lobbyists; encouraged citizens to be engaged as the bills in the General Assembly had already crossed over and urged citizens to rally to Keep Stockbridge Together.

Councilwoman Robinson noted all members of the Council were elected officials and each one has a voice; thanked Congressman David Scott for allowing the Youth Council to visit his office and thanked PIO Officer, Shana Thornton for her attendance as well; thanked staff and wants the City to be successful in their bid to Keep Stockbridge Together.

COMMENTS FROM THE MAYOR

Mayor Ford noted that a consensus was three votes of the Council; noted the Council has voted on a strategy and that while someone may not approve of the strategy, the Council would move in the direction based on the consensus; noted he believes the City is moving in the right direction; noted the House Bills & Senate Bills are not all passed and that Crossover Day is tomorrow, February 28th; asked everyone to keep the faith and God Bless.

Mayor Ford read the following News & Announcements:

- Main Street Advisory Board Meeting, Friday, March 9, 2018 at 9:00 A.M. at City Hall in the Levi Meeting Room
- City Council Meeting, Monday, March 12, 2018 at 6:00 P.M. at City Hall in the Council Chamber
- Planning Commission Meeting, Thursday, March 15, 2018 at 6:00 P.M. at City Hall in the Chamber
- Downtown Development Authority Meeting, Monday March 19, 2018 at 6:00 P.M. at City Hall in the Levi Meeting Room
- Youth Council Meeting, Wednesday, March 14, 2018 at 5:30 P.M. at City Hall in the Chamber
- Council Retreat, Tuesday, March 20th and Wednesday, March 21st from 8:00 A.M. – 5:00 P.M. Buford, Georgia
- Youth Council Advisory Committee Meeting, Wednesday, March 21, 2018 at 6:00 P.M. at City Hall in the Levi Meeting Room
- Stockbridge Association of Businesses Meeting, Thursday, March 22, 2018 at 6:00 P.M. at Ted Strickland Community Center 130 M L King, Sr. Heritage Trail.
- Council Work Session Meeting, Tuesday, March 27, 2018 at 4:00 P.M. at City Hall in the Levi Meeting Room

UPCOMING EVENT(S) & ANNOUNCEMENTS

- Youth Symposium – Location: Stockbridge High School, Saturday, March 5th from 9:00 AM – 3:00 PM (Councilman Blount)
-

- Senior Fun Day – Location: Ted Strickland Community Center, Postponed (Mayor Pro Tem Gantt)
- Paint Henry Blue – Thursday, March 29, 2018 at 7:00 PM at McDonough Municipal Court 369 Macon St., McDonough, GA 30253.
- All City Offices will be closed Friday, March 30, 2018 for Good Friday.

EXECUTIVE SESSION (if necessary)

Councilman Thomas motioned to convene Executive Session for Personnel, Real Estate and Litigation; second by Mayor Pro Tem Gantt. The motion passed 5-0.

Councilman Blount motioned to adjourn Executive Session; second by Councilwoman Robinson. The motion passed 5-0

Councilman Blount motioned to reconvene the regular meeting; second by Councilman Thomas. The motion passed 5-0.

Mayor Pro Tem Gantt motioned to sign engagement letter with the law firms Balch Bingham, Robbins Firm and Wilson Morton & Downs for potential litigation; second by Councilman Blount. The motion passed 4-0-1 (Alexander abstained).

ADJOURN

Councilman Blount motioned to adjourn the meeting; second by Councilman Thomas. The motion passed 5-0.

Respectfully submitted by:

Vanessa Holiday, City Clerk CMC

Anthony S. Ford, Mayor



THE VICE PRESIDENT

WASHINGTON

February 2, 2018

The Honorable Anthony S. Ford
Mayor of Stockbridge
4640 North Henry Boulevard
Stockbridge, Georgia 30281

Dear Mayor Ford:

As leader of the United States delegation to the 2018 Olympic Winter Games, I am proud to join the people of Stockbridge in honoring your community's own Chris Kinney as a member of the U.S. Olympic Team in PyeongChang, South Korea.

Together, the members of our Olympic Team represent the strength of our Nation and the destiny of American greatness at home and around the world. I join Americans everywhere in applauding these athletes and cheering them on as they reach for their dreams.

On behalf of the American people, I want you to know how proud we are of your community for representing America on the world stage. Please know that I will be rooting for Chris and rallying behind Team U.S.A. as they compete in the XXIII Olympic Winter Games in PyeongChang.

May God bless the people of Stockbridge, may God bless our 2018 Olympic Team, and may God bless the United States of America.

Sincerely,

A large, stylized handwritten signature in black ink, which appears to read "Mike Pence".

Michael R. Pence
Vice President of the United States

**Service Award to
Carlos Smith –
former DDA Vice-
Chairman
Presented by:
Mayor Ford**

Reggie Sylvain
128 Bayberry Hills
McDonough, GA 30253
404-578-5654

To: The City of Stockbridge
From: Reggie Sylvain
Date: April 4, 2018
RE: Condition Use Permit

Please be advised that I would like request a 120 day hold on my request for a Conditional Use Permit for the property located at 3952 Walt Stephens Road, Land Lot 7 and 26 of the 12th District.

Thanks for you prompt attention to this matter.

Reggie Sylvain

STATE OF GEORGIA
COUNTY OF HENRY
CITY OF STOCKBRIDGE

RESOLUTION _____

A RESOLUTION AUTHORIZING THE CITY OF STOCKBRIDGE TO EXECUTE AN AMENDED AGREEMENT BETWEEN THE CITY AND GEORGIA CRIME INFORMATION CENTER, NATIONAL CRIME INFORMATION CENTER, AND CRIMINAL JUSTICE INFORMATION SYSTEM REGARDING GUIDELINES TO ENSURE SECURITY, PRIVACY, ACCURACY AND COMPLETENESS OF CRIMINAL HISTORY CHECKS; APPOINTING AN AGENCY HEAD; APPOINTING A PRIMARY TERMINAL AGENCY COORDINATOR AND AN ALTERNATE TERMINAL AGENCY COORDINATOR; PROVIDING FOR TRAINING RESOURCES AS NECESSARY; AUTHORIZING MAYOR TO SIGN ALL DOCUMENTS NECESSARY TO EFFECTUATE THIS RESOLUTION; AUTHORIZING CITY CLERK TO ATTEST SIGNATURES AND AFFIX THE OFFICIAL SEAL OF THE CITY, AS NECESSARY; REPEALING INCONSISTENT RESOLUTIONS; PROVIDING FOR AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

WHEREAS, the City of Stockbridge ("City") is a municipal corporation located within Henry County, Georgia duly organized and existing under the laws of the State of Georgia and is charged with providing public services to residents located within the corporate limits of the City;

WHEREAS, the City is empowered pursuant to Section 4.10 of the City Charter to prescribe the functions or duties and establish, abolish, or alter all non-elective offices, positions of employment, departments and agencies of the City;

WHEREAS, the City operates and manages its municipal court to enforce ordinances and state law;

WHEREAS, the City has previously adopted a resolution dated April 25, 2017 approving the execution of a user agreement ("User Agreement") with the Georgia Crime Information Center ("GCIC"), the National Crime Information Center ("NCIC"), and the Criminal Justice Information System ("CJIS") to establish guidelines to ensure the security, privacy, accuracy and completeness of dissemination of record information, including wanted/missing persons, drivers' histories, criminal histories, hit procedures, guns, articles, boats and securities, a copy of said resolution being attached hereto as Exhibit "A" and made a part hereof;

WHEREAS, under the previous agreement, the presiding City Clerk was designated as the Agency Head, the Municipal Court Clerk was designated as the Terminal Agency Coordinator, and the Deputy Municipal Court Clerk was designated as the Alternate Terminal Agency Coordinator;

WHEREAS, the City finds it necessary to execute a new User Agreement to designate an Agency Head and confirm a new Terminal Agency Coordinator and Alternate Terminal Agency Coordinator, as described in the proposed new User Agreement, attached hereto as Exhibit "B"; and

WHEREAS, the City wishes to authorize the Mayor to execute the User Agreement attached as Exhibit "B".

THEREFORE, IT IS NOW RESOLVED BY THE CITY COUNCIL OF THE CITY OF STOCKBRIDGE, GEORGIA, AS FOLLOWS:

1. **Agency Head.** The City Council hereby reaffirms that the duties of Agency Head specified in the User Agreement. The City Council hereby designates the Municipal Court Judge as the Agency Head, authorized to fulfill all duties required pursuant to the User Agreement.
2. **Terminal Agency Coordinator.** The City Council hereby affirms the duties of Terminal Agency Coordinator specified in the User Agreement. The City Council designates the Municipal Court Judge as the Terminal Agency Coordinator, authorized to fulfill all duties required pursuant to the User Agreement.
3. **Training Resources.** The City shall provide training and certification resources necessary for the aforementioned designees to perform the duties described in Exhibit "B" and all other duties required by law in an expeditious and financially prudent manner. In the event the City finds it ' necessary to fulfill the role of TAC during the training and certification period, the City may appoint a law enforcement officer to temporarily complete said duties.
4. **Approval of Execution.** The City hereby approves the new User Agreement attached hereto as Exhibit "B," and the Mayor is hereby authorized to execute said User Agreement between the City of Stockbridge and the GCIC, NCIC and CRS. All other policies and regulation of the City previously in existence which relate to GCIC, NCIC and CRS shall remain in full force and effect.
5. **Documents.** The City Clerk is authorized to execute, attest to, and seal any documents which may be necessary to effectuate the Agreement, subject to approval as to form by the City Attorney.
6. **Severability.** To the extent any portion of this Resolution is declared to be invalid, unenforceable or non-binding, that shall not affect the remaining portions of this Resolution.
7. **Repeal of Conflicting Provisions.** All City resolutions are hereby repealed to the extent they are inconsistent with this Resolution.

8. **Effective Date.** This Resolution shall be effective on the date of its approval by the City Council and Mayor as provided in the City Charter.

SO BE IT RESOLVED this _____ day of _____ 2018

ANTHONY S. FORD, Mayor

ATTEST:

VANESSA HOLIDAY, City Clerk

(SEAL)

APPROVED AS TO FORM:

MICHAEL WILLIAMS, City Attorney



*City of
Stockbridge*

Staff/Council Recommendation For Council Approval

Meeting Date

03/27/2018

- ☒ Action requested by City Council
- ☐ For informational purposes only
- ☐ Budget Amendment Required

FUNDING SOURCE

- ☒ GENERAL FUND
- ☐ FUND BALANCE
- ☐ SPLOST
- ☐ CDBG
- ☐ GRANT FUNDING
- ☐ COUNCIL INITIATIVE
- ☐ SPONSORSHIP
- ☐ DEPT. FUND BALANCE

FROM ACCOUNT: 505-44200-522210

PRESENTER: DONALD R. RILEY, CPPB

ITEM/PROJECT/EVENT: 17ITB082817-DRR, FULL SERVICE TANK
MAINTENANCE

DESCRIPTION: American Tank Maintenance shall provide Full Service Tank Maintenance for the City of Stockbridge. The Water Services Department request approval of lowest responsive and responsible bidder to American Tank Maintenance, in an amount not too exceed \$614,190.00 for full service perpetual maintenance program for Tank Maintenance.

The full-service perpetual maintenance program from a firm that will provide professional asset management, internet reporting accessibility, engineering services (specific to the maintenance of existing water storage tanks covered by this ITB), all inspection services (washout & visual), all repair and painting services. Additionally, each prospective firm may include such other information as he or she deems pertinent to the proper evaluation of their bid.

It was MANDATORY that each prospective bidder; interested in this bid, climb and inspect the interior and exterior of each tank prior to the submission of their bid. All bidders are responsible for obtaining any information pertinent to the proper evaluation of the vessel.

Each firm is responsible for testing the current materials in place on the Tank for hazardous content. All work must comply with OSHA Confined Space Entry, Georgia Environmental Protection Division,

A.W.W.A., S.S.P.C., Code of Federal Regulations, N.S.F. Regulations and all other state and federal regulations. Bids will ONLY be considered, and MUST be in writing to provide the contracted maintenance of the following tanks:

1,000,000 Gallon Elevated Tank
100,000 Gallon Elevated Tank
300,000 Gallon Standpipe Tank
500,000 Gallon Elevated Tank

APPROVED BY:

FINANCE DEPT. _____

CITY MANAGER _____

AMOUNT

\$ 614,190.00



City of Stockbridge

Agenda Item Summary:

Page 1 of 2

Council Meeting Date
03/27/2018

Requesting Agency

Water Services Department

Requested Action *(Identify appropriate Action or Motion, purpose, cost, timeframe, etc.)*

Request approval of lowest responsive and responsible bidder – **Water Services** - RFP#17ITB082817-DRR in the amount not too exceed \$614,190.00 with American Tank Maintenance, (Perry, GA) for the purchase Full Service Tank Maintenance. The term of this Agreement shall be for one (1) year with nine (9), one (1) year automatic renewable options.

Requirement for Council Action *(Cite specific City policy, statute or code requirement)*

In accordance with City of Stockbridge Procurement code, sections 3.30.080 (B) requests for approval of competitive sealed bidding, shall be approved by the City of Stockbridge City Council.

Is this Item Goal Related? *(If yes, describe how this action meets the specific Council Focus Area or Goal)*

☒ Yes ☐ No

Summary & Background

(First sentence includes Agency recommendation. Provide an executive summary of the action that gives an overview of the relevant details for the item.)

The Water Services Department request approval of lowest responsive and responsible bidder to American Tank Maintenance, in an amount not too exceed \$614,190.00 for full service perpetual maintenance program for Tank Maintenance.

The full-service perpetual maintenance program from a firm that will provide professional asset management, internet reporting accessibility, engineering services (specific to the maintenance of existing water storage tanks covered by this ITB), all inspection services (washout & visual), all repair and painting services. Additionally, each prospective firm may include such other information as he or she deems pertinent to the proper evaluation of their bid.

It was MANDATORY that each prospective bidder; interested in this bid, climb and inspect the interior and exterior of each tank prior to the submission of their bid. All bidders are responsible for obtaining any information pertinent to the proper evaluation of the vessel.

Each firm is responsible for testing the current materials in place on the Tank for hazardous content. All work must comply with OSHA Confined Space Entry, Georgia Environmental Protection Division, A.W.W.A., S.S.P.C., Code of Federal Regulations, N.S.F. Regulations and all other state and federal regulations. Bids will ONLY be considered, and MUST be in writing to provide the contracted maintenance of the following tanks:

**1,000,000 Gallon Elevated Tank
100,000 Gallon Elevated Tank
300,000 Gallon Standpipe Tank
500,000 Gallon Elevated Tank**

Agency Director Approval

City Manager's
Approval

Typed Name and Title

Phone

Signature

Date

Fiscal Impact / Funding Source*(Include projected cost, approved budget amount and account number, source of funds, and any future funding requirements.)*

Water & Sewer Account – Maintenance 505-44200-522210 - \$614,190.00

Exhibits Attached*(Provide copies of originals, number exhibits consecutively, and label all exhibits in the upper right corner.)*

Exhibit 1: Tabulation Sheet

Exhibit 2: Department Recommendation

Source of Additional Information*(Type Name, Title, Agency and Phone)*

Decius T. Aaron, Public Works Director at (678) 833-3350



City of Stockbridge

Staff/Council Recommendation For Council Approval

Meeting Date

04/9/2018

- ☒ Action requested by City Council
- ☐ For informational purposes only
- ☐ Budget Amendment Required

FROM ACCOUNT:

TO ACCOUNT:

PRESENTER: Decius T. Aaron

ITEM/PROJECT/EVENT: Central Line Water Main Replacement

FUNDING SOURCE

- ☐ GENERAL FUND
- ☐ FUND BALANCE
- ☒ SPLOST
- ☐ CDBG
- ☐ GRANT FUNDING
- ☐ COUNCIL INITIATIVE
- ☐ SPONSORSHIP
- ☐ DEPT. FUND BALANCE

DESCRIPTION: Carter & Sloope, Inc. Task Order No. 8 to replace Central Line water main.

Funding Source: SPLOST III

APPROVED BY:

FINANCE DEPT. _____

CITY MANAGER _____

AMOUNT

\$50,400.00

Task Release

THIS ___ day of _____, 2018 the undersigned Owner offers and the undersigned Engineer agrees to provide and perform services as identified herein (the "Work") on a project identified herein (the "Project") under the terms and conditions set forth herein and in a certain extension of **Master Agreement** for engineering services, dated January 31, 2017, between the Owner and the Engineer (the "Master Agreement") which is incorporated herein by reference and made a part hereof as if fully restated herein.

1. The Project:

- 1.1 This Task Release is for a Project described as:
Central Line Water Main Replacement

2. The Work:

- 2.1 Engineer shall provide the following Work on the Project as defined herein and as follows:

- A. Preliminary Engineering*
- B. Engineering Design*
- C. Permitting Assistance*
- D. Bidding*
- E. Construction Administration*
- F. Construction Observation*

A. Preliminary Engineering

The Engineer will meet with the Owner to discuss and define the project scope and boundaries of the project. We will also schedule two (2) site visits with the Owner at the proposed project site location. Other preliminary work may include field work and preliminary opinions of probable project costs prior to entering the design phase.

B. Engineering Design

Carter & Sloope, Inc. will use a Registered Land Surveyor to complete linear surveying on the project and to determine property lines, right-of-way, and critical areas of the project. Prior to beginning surveying, we will contact the Utilities Protection Center and request a design locate to determine above ground utilities or below ground utilities that are marked by the utility owner. It has been our experience that most non-municipal utility owners like the phone, power and cable companies, do not respond or respond very slowly to these types of requests. It has been our experience that local knowledge from

Owner's personnel is extremely valuable so we will work closely with the Owner in identifying areas of potential conflict. Carter & Sloope will not conduct any subsurface investigations or subsurface utility engineering (SUE) to locate existing utilities unless requested by the Owner as an additional service.

Once surveying is completed, we will prepare preliminary design documents for the proposed water main route on Central Line. At approximately 60% completion, we will meet with Owner's personnel to present the preliminary design for review. Within four (4) weeks after receipt of any comments, we will address any comments the Owner has with the preliminary design and then prepare and furnish detailed final design Drawings and Specifications in a 16-division format (100% complete) indicating the scope, extent and character of the work to be performed and furnished by the Contractor during the construction of the project. We will submit the 100% complete Drawings and Specifications to the Owner for their review and approval and we will review any comments and recommendations and incorporate needed changes in the final design 100% complete Documents, which will include detailed construction plans and technical specifications of the following components:

- a. Abandonment of the existing 8" water main on Central Line
- b. Construction of the proposed 8" water main and related appurtenances such as service lines, valves, fire hydrants, etc.
- c. Soil erosion & sediment control plan

C. Permitting Assistance

Carter & Sloope will provide technical criteria, written descriptions, and design data to assist the Owner in obtaining permits required for the project with the understanding that it is the Owner's sole responsibility to secure permits and pay all necessary permit fees. We will complete the necessary permit applications and submit the required copies of the final construction drawings and technical specifications to the appropriate review agencies for approval of the necessary permits to construct the project. We will also assist the Owner in consultations with such authorities and revise the Drawings and Specifications and permit applications in response to directives from such authorities, if necessary. We anticipate the following:

- a. *Land Disturbing Permit Application* to the Local Issuing Authority, which is Henry County.
- b. *NPDES Permit Application for Temporary Stormwater Discharge Associated from Construction Activity for Infrastructure Construction Projects (GAR 100002)*;
- c. *Drinking Water Project Submittal* to submit to the Georgia Department of Natural Resources, Environmental Protection Division (EPD);

D. Bidding

C&S will assist the Client in advertising and obtaining competitive and qualified bids for the project in accordance with local and State law. The advertisement period shall last a minimum of 30 days and the Client will pay all necessary advertising fees. C&S will provide the Client with the necessary Bidding Documents, which will include one (1) full-size hard copy set of final design Drawings and Specifications to be kept on file during the

advertisement period. The client may place a copy of the Advertisement for Bids (Section 00100) on their website during the advertisement period, however, electronic copies of the entire set of Bidding Documents shall not be placed on the Client's website, FTP site or other electronic platform during Bidding for download by bidders or any third party without the Engineer's consent and approval.

C&S will maintain a record of prospective bidders to whom Bidding Documents have been issued and receive and process nominal fees or charges from bidders to compensate the Engineer for costs associated with printing, reproduction and shipping the Bidding Documents to bidders. We will respond to Requests for Information (RFIs) and issue Addenda as appropriate to clarify, correct, or change the Bidding Documents. We will also consult with the Client and participate in all decisions as to the acceptability of substitute materials, subcontractors, suppliers, and other individuals and entities proposed by prospective contractors for those portions of the project as to which such acceptability is required by the Bidding Documents. We do not believe a pre-bid conference is necessary for this type of project so we have excluded that from our Scope of Work, however, one can be added as an Additional Service if requested by the Client.

C&S will attend and manage the Bid Opening, review bids, and prepare a Certified Bid Tabulation. We will provide a Letter of Recommendation to the Client regarding award of the contract as appropriate and assist in assembling and executing the contracts for the Project.

C&S will prepare the Notice of Award and Contract Documents and forward them to the selected Contractor for execution. We will receive the executed contracts, bonds and insurance documents from the contractor and forward them to the Client for their review and approval.

E. Construction Administration

Management of construction efforts (i.e. "construction management" services) are specifically excluded from our Scope of Work; however, during construction, C&S will provide professional services in the general administration of the construction contract and act as the Owner's representative to the extent and limitations of the duties, responsibilities and authority of the Engineer as established in this written Agreement and in the Contract Documents. After the contracts have been executed by all parties, C&S will complete, with reasonable promptness, the following tasks as needed during construction of the project:

- a. *Pre-Construction Conference:* Attend and lead one (1) pre-construction conference that will be hosted by the Owner at their office and issue a Notice to Proceed to the selected Contractor.
- b. *Baselines and Benchmarks:* As appropriate, establish baselines and benchmarks for locating the Work which, in the Engineer's judgment, are necessary to enable the Contractor to proceed.

- c. *Clarifications and Interpretations (Field Orders)*: Respond in writing with reasonable promptness to Requests for Information (RFI's) and issue necessary clarifications and interpretations of the Contract Documents as appropriate to the orderly completion of Contractor's work. Such clarifications and interpretations will be consistent with the intent of and reasonably inferable from the Contract Documents and shall be provided as part of the Engineer's Scope of Services; however, if the Contractor's request for information, clarification, or interpretation are, in the Engineer's professional opinion, for information readily apparent from reasonable observation of field conditions or a review of the Contract Documents, or are reasonably inferable there from, the Engineer shall be entitled to compensation for Additional Services for the Engineer's time spent responding to such request provided the Engineer notify Owner in advance that it deems such request to be so apparent, seek compensation for such clarification and interpretation and Owner does not timely instruct the Engineer not to undertake the clarification or interpretation. Should the Owner agree to reimburse the Engineer for these Additional Services, the Engineer shall prepare a Change Order for the Owner that will deduct the cost of these Additional Services from the Owner's contract with the Contractor.
- d. *Change Orders*: Review and recommend Change Order justifications and prepare change orders to modify the Contract Documents as may be necessary.
- e. *Shop Drawings and Samples*: Review and approve or take other appropriate action in respect to Shop Drawings and Samples and other data which Contractor is required to submit, but only for general conformance with the information given in the Contract Documents and compatibility with the design concept of the completed Project as a functioning whole as indicated by the Contract Documents. Such reviews and approvals or other action will not extend to means, methods, techniques, sequences, or procedures of construction or to safety precautions and programs incident thereto.
- f. *Schedules*: Review and determine the acceptability schedules which the Contractor is required to develop and to submit to Engineer, including the Progress Schedule, Schedule of Submittals, and Schedule of Values. Since C&S will have no control over any Contractor's schedule or work progress, we cannot develop and control the construction schedule beyond establishing the contract time and establishing liquidated damages if the Contractor does not obtain substantial completion within the required contract time.
- g. *Substitutes and "or equal"*: Evaluate and determine the acceptability of substitute or "or-equal" materials and equipment proposed by the Contractor, but subject to the provisions outlined in Additional Services.
- h. *Progress Meetings*: C&S will attend progress meetings at the jobsite as needed, but at a minimum, on a monthly basis. We will prepare meeting agendas, lead the progress meetings and issue meeting minutes for review and approval by the Owner and Contractor.

i. *Applications for Payments:* Based on Engineer's observations as an experienced and qualified professional and on review of Applications for Payment and accompanying supporting documentation:

1) Determine the amount that Engineer recommends Contractor be paid. Such recommendations of payment will be in writing and will constitute Engineer's representation to Owner, based on such observations and review, that, to the best of Engineer's reasonable knowledge, information and belief, Contractor's Work has progressed to the point indicated, the quality of such Work is generally in accordance with the Contract Documents, to the results of any subsequent tests called for in the Contract Documents, and being entitled to such payment appear to have been fulfilled in so far as it is Engineer's responsibility to observe Contractor's Work. In the case of unit price work, Engineer's recommendations of payment will include final determinations of quantities and classifications of Contractor's Work (subject to any subsequent adjustments allowed by the Contract Documents).

2) By recommending any payment to the Contractor, Engineer shall not thereby be deemed to have represented that observations made by Engineer to check the quality or quantity of Contractor's Work as it is performed and furnished have been exhaustive, extended to every aspect of Contractor's Work in progress, or involved detailed or special inspections of the Work beyond the responsibilities specifically assigned to Engineer in this Agreement. Neither Engineer's review of Contractor's Work for the purposes of recommending payments nor Engineer's recommendation of any payment including final payment will impose on Engineer responsibility to supervise, direct, or control Contractor's Work in progress or for the means, methods, techniques, sequences, or procedures of construction or safety precautions or programs incident thereto, or Contractor's compliance with Laws and Regulations applicable to Contractor's furnishing and performing the Work beyond the responsibilities specifically assigned to the Engineer in this Agreement. It will also not impose responsibility on Engineer to make any examination to ascertain how or for what purposes Contractor has used the moneys paid on account of the Contract Price, or to determine that title to any portion of the Work in progress, materials, or equipment has passed to Owner free and clear of any liens, claims, security interests, or encumbrances, or that there may not be other matters at issue between Owner and Contractor that might affect the amount that should be paid.

j. *Record Drawings:* We will prepare and furnish the Owner one (1) set of reproducible and one (1) electronic copy in Adobe PDF format of the Project Record Drawings showing appropriate record information that is annotated and furnished to us by the Contractor in accordance with the Contract Documents after construction is complete.

k. *Contractor's Completion Documents:* Receive from the Contractor and transmit to the Owner operating and maintenance manuals, schedules,

guarantees, bonds, certificates or other evidence of insurance required by the Contract Documents, certificates of inspection, tests and approvals, Shop Drawings, Samples and other data, including the annotated Record Documents and Record Drawings which are to be assembled by Contractor and furnished to us.

- l. Substantial Completion:* After receiving notice from Contractor that they consider the entire Work complete and ready for its intended use, we will conduct one (1) pre-final observation in company with the Owner and Contractor to observe the Contractor's work to determine if, based on the Engineer's professional opinion and belief and based only on information available at the time of pre-final on-site observation, the Work is substantially complete. If we do not consider the Work substantially complete, we will notify the Contractor in writing giving reasons therefore. If, after considering any objections of Owner, Engineer considers the Work substantially complete, Engineer shall deliver a certificate of Substantial Completion to Owner and Contractor in accordance with the provisions in the Contract Documents. Attached to the certificate will be a punch-list of items that, in the Engineer's professional opinion, knowledge and belief, are deficient and must be completed or corrected before we recommend final payment be made to the Contractor by the Owner. The certificate of Substantial Completion is intended to be interpreted only as an expression of professional opinion and therefore does not constitute an expressed warranty or guarantee.
- m. Final Notice of Acceptability of the Work:* After receiving notice from the Contractor that the punch-list items are completed, we will conduct one (1) final on-site observation in company with Owner and the Contractor to determine if the completed Work of Contractor is acceptable in the Engineer's professional opinion, reasonable knowledge and belief and based only on information available at the time of final on-site observation and to the extent of the services provided by Engineer under this Agreement, so that Engineer may recommend, in writing, final payment to Contractor. We will notify the Contractor and the Owner in writing of any particulars in which the final observation reveals that the Work is incomplete or defective.
- n. Project Completion Statement:* EPD will require a statement from the Engineer of Record that the project has been completed in accordance with the approved plans and specifications and that the Contractor has satisfactorily completed the project. Therefore, after we conduct the final on-site observation, we will, upon determining that in the Engineer's professional opinion and belief and based only on information available at the time of final on-site observation, furnish a letter to EPD and one (1) copy to the Owner that the Project is completed in accordance with EPD's approved Drawings and Specifications. The Statement of Project Completion is intended to be interpreted only as an expression of professional opinion and therefore does not constitute an expressed warranty or guarantee. The statement of project completion will be for the sole use of the Owner and the Georgia Department of Natural Resources, Environmental Protection Division and cannot be used or

relied upon by any third party without the expressed written permission from Carter & Sloope, Inc.

- o. Limitation of Responsibilities:* Engineer shall not be responsible for the acts or omissions of any Contractor, or of any subcontractors, suppliers, or other individuals or entities performing or furnishing any portions of the Work, or any agents or employees of any of them. The Engineer shall not be responsible for the failure of any Contractor to perform or furnish the Work in accordance with the Contract Documents or any laws, codes, rules or regulations.

F. Construction Observation

C&S will provide visits to the Project site two (2) times per week, or as otherwise agreed to in writing by the Owner and the Engineer, during construction, to observe the progress and quality of Contractor's executed Work. Such visits and observations by Engineer, and/or his representative, if any, are not intended to be an exhaustive check or to extend to every aspect of Contractor's Work in progress or to involve detailed inspections or Special Inspections or tests of Contractor's Work in progress beyond the responsibilities specifically assigned to the Engineer in this Agreement and the Contract Documents, but rather our site visits will be limited to spot checking and similar methods of general observation of the Work based on Engineer's exercise of professional judgment. Based on information obtained during such visits and general observations, Engineer will determine, in general, if the Work is proceeding in accordance with the Contract Documents, and Engineer shall keep the Owner informed of the progress of the Work. Continuous onsite observation by a Resident Project Representative at the Project site will not be included in our budget, unless requested by the Owner and agreed to by the Engineer as Additional Services in accordance with the terms of this Agreement and the Agreement amended accordingly. The purpose of Engineer's visits to, and representative's visits, if any, at the Project site will be to enable Engineer to better carry out the duties and responsibilities assigned to and undertaken by Engineer during the Construction Phase, and, in addition, by the exercise of Engineer's efforts as an experienced professional, to become generally familiar with the Work in progress and to determine, in general, if the Work is proceeding in accordance with the Contract Documents and that Contractor has implemented and maintained the integrity of the design concept of the completed Project as a functioning whole as indicated in the Contract Documents. The Engineer and/or his representative will not supervise, direct or have control over Contractor's work during such visits or as a result of such observations of Contractor's Work, nor will we have authority over or responsibility for the means, methods, techniques, sequences, or procedures of construction selected or used by Contractor's furnishing and performing the Work. These rights and responsibilities are solely those of the Contractor in accordance with the Contract Documents. Accordingly, we will neither guarantee the performance of any Contractor nor assume responsibility for any Contractor's failure to furnish and perform the Work in accordance with the Contract Documents.

- a. *Jobsite Safety:* Neither the professional activities of the Engineer, or the presence of the Engineer or its employees and sub-consultants at a construction site / Project site, shall impose any duty on the Engineer, nor relieve the Contractor of its obligations, duties and responsibilities including, but not limited to, construction means, methods, sequence, techniques or procedures necessary for performing, superintending and coordinating the Work in accordance with the Contract Documents and any health or safety precautions required by any regulatory agencies. The Engineer and its personnel have no authority to exercise any control over any construction contractor or its employees in connection with their work or any health or safety programs or procedures. The Owner agrees that the Contractor shall be solely responsible for jobsite safety, and warrants the intent shall be carried out in the Owner's contract with the Contractor. The Owner also agrees that the Contractor shall defend and indemnify the Owner, the Engineer and the Engineer's sub-consultants and they shall be made additional insureds under the Contractor's policies of general liability insurance.
- b. *Inspections and Tests:* The Engineer will require special inspections or tests of Contractor's work as deemed reasonably necessary, and receive and review all certificates of inspections, tests, and approvals required by Laws and Regulations or the Contract Documents. Engineer's review of such certificates will be for the purpose of determining that the results certified indicate compliance with the Contract Documents and will not constitute an independent evaluation that the content or procedures of such inspections, tests, or approvals comply with the requirements of the Contract Documents. Engineer shall be entitled to rely on the results of such tests.
- c. *Defective Work:* The Engineer will recommend to Owner that the Contractor's Work be rejected while it is in progress if, on the basis of Engineer's or his representative's observations, Engineer believes that such Work will not produce a completed Project that conforms generally to the Contract Documents or that it will threaten the integrity of the design concept of the completed Project as a functioning whole as indicated in the Contract Documents.
- d. *Disagreements between Owner and Contractor:* The Engineer will render formal written decisions on all duly submitted issues relating to the acceptability of Contractor's work or the interpretation of the requirements of the Contract Documents pertaining to the execution, performance, or progress of Contractor's Work; review each duly submitted Claim by Owner or Contractor, and in writing either deny such Claim in whole or in part, approve such Claim, or decline to resolve such Claim if Engineer in its discretion concludes that to do so would be inappropriate. In rendering such decision, Engineer shall be fair and not show partiality to Owner or Contractor and shall not be liable in connection with any decision rendered in good faith in such capacity.

3. **Contract Time:**

Upon execution of this Contract and commitment by Owner of funds to complete the Project, Engineer will commence performance of its services hereunder, and will complete same within a time period mutually established between Owner and Engineer to meet Project schedules.

4. **Fee Summary:**

Fee Basis

We propose to complete our work for Basic Services described herein for the lump sum amounts or hourly, not-to-be exceeded, amounts as scheduled below. Hourly, not-to-exceed amounts shall be determined in accordance with our Hourly Fee Schedule. No fee amount may be exceeded without prior written approval from the Owner.

<u>Task No.</u>	<u>Description</u>	<u>Fee Basis</u>
1	Preliminary Engineering	Lump Sum \$ <u>6,300</u>
2	Engineering Design/Permitting	Lump Sum \$ <u>13,000</u>
3	Bidding	Lump Sum \$ <u>6,200</u>
4	Construction Administration	Hourly not-to-exceed \$ <u>7,800</u>
5	Construction Observation (assumes <u>128</u> man-hours)	Hourly not-to-exceed \$ <u>17,100</u>
		<i>Total of Items 1 - 5 Inclusive: \$ <u>50,400</u></i>

Fee amounts listed above shall not-exceed the amounts listed without prior written authorization.

Hourly rates for Basic Services Additional Services are listed provided in the Master Agreement.

- 4.1 The Owner agrees to pay the Engineer for the Work described the **amounts up to the not-to-exceed pricing provided herein** for the agreed upon scope described herein.
- 4.2 **Reimbursable Expenses/Sub-Consultants**
There are no fees for reimbursable expenses from Carter & Sloope, Inc. for the Basic Services of the Engineer. All costs associated with normal travel, meals, printing/reproduction, etc. are included in our lump sum fees.
- 4.3 **Additional Services:** Services not included within the Basic Scope of Services above, which are considered Additional Services, are specifically excluded from the Scope of the Engineer's services, but can be provided on an hourly basis in accordance with Exhibit A in the Master Agreement executed between the Owner and the Engineer. Additional Services include, but are not limited to, the following:

- a. Services resulting from significant changes in the scope, extent, or character of the portions of the Project designed or specified by Engineer or its design requirements including, but not limited to, changes in size, complexity, Owner's schedule, character of construction, or method of financing; and revising previously accepted reports, Drawings or Specifications, or other project related documents when such revisions are required by changes in Laws and regulations enacted subsequent to the date of this proposal or are due to any other causes beyond Engineer's control.
- b. Services required as a result of Owner providing incomplete or incorrect Project information to Engineer.
- c. Furnishing services of Engineer's Sub-Consultants, if any, for other than Basic Services.
- d. Preparing for, coordinating with, participating in and responding to structured independent review processes, including, but not limited to construction management, cost estimating, project peer review, value engineering, and constructability review requested by Owner; and performing or furnishing services required to revise studies, reports, Drawings, Specifications, or other Bidding Documents as a result of such review processes.
- e. Preparing additional Bidding Documents or Contract Documents for alternate bids or prices requested by Owner for the Work or a portion thereof.
- f. Assistance in connection with bid protests, rebidding, or renegotiating contracts for construction, materials, equipment, or services.
- g. Providing Construction Phase services beyond the construction Contract Times, which is estimated at 8 months, or man-hours listed herein.
- h. Preparing to serve or serving as a consultant or witness for Owner in any litigation, arbitration, or other dispute resolution process related to the Project. Preparation time for deposition and trial testimony or arbitration will be charged at hourly rate multiplied by 1.25. Actual time for deposition, trial testimony or arbitration including travel time will be charged at hourly rate multiplied by 2.0. Reimbursable expenses will be charged at actual cost multiplied by 1.15.
- i. Providing more extensive services required to enable Engineer to issue notices or certifications requested by Owner and not specifically provided in the Basic Services.
- j. Services in connection with Work Change Directives and Change Orders to reflect changes requested by Owner so as to make compensation commensurate with the extent of the Additional Services rendered.
- k. Services in making revisions to Drawings and Specifications occasioned by the acceptance of substitute materials or equipment other than "or-equal" items; and services after the award of the Construction Contract in evaluating and determining the acceptability of a substitution which is found to be inappropriate for the Project or an excessive number of substitutions.
- l. Additional or extended services during construction made necessary by (1) emergencies or acts of God endangering the Work, (2) the presence at the Site of any Hazardous Materials and/or Environmental Conditions (the presence of asbestos, PCBs, petroleum, hazardous substances or waste, and radioactive materials), (3) Work damaged by fire or other cause during construction, (4) a significant amount of defective, neglected, or delayed work by Contractor, (5) acceleration of the progress schedule involving services beyond normal working hours, or (6) default by Contractor.
- m. Reviewing Shop Drawings more than two (2) times as a result of repeated inadequate submissions by Contractor. In such an event, the Engineer shall

- prepare a Change Order for the Owner that will deduct the cost of these Additional Services from the Owner's contract with the Contractor.
- n. Geotechnical engineering. The Owner should contract directly with a geotechnical engineer for geotechnical consulting services.
 - o. Archeological and Historical Preservation consulting;
 - p. Delineating wetlands or flood plain determinations.
 - q. U.S. Army Corps of Engineering Permitting;
 - r. Providing topographic surveys or construction surveys and/or staking to enable Contractor to perform its work and any type of property or boundary surveys or easements or related engineering or surveying services needed for the transfer of interests in real property; and providing other special field surveys not specifically detailed in the Basic Services.
 - s. Assistance with funding alternative including, but not limited to, loan/funding applications, grant writing, engineering reports, rates studies, etc. unless specifically included in the Basic Services;
 - t. Environmental Surveys including, but not limited to, wetlands, endangered species, cultural resources, historic preservation resources or special sub-consultants for permits;
 - u. Preparing for and participating in public meetings and/or public hearings unless specifically included in the Basic Services;
 - v. Other services performed or furnished by Engineer not otherwise detailed or provided for in this Agreement.
 - w. All building and permit fees and building inspection fees

5. The Primary Contacts:

- 5.1 The Engineer designates the following individual as its primary contact for day-to-day communications with the Owner under this Task Release:

<u>Martin C. Boyd, P.E.</u>	<u>(706) 769-4119</u>
Name	Phone
	<u>mboyd@cartersloope.com</u>
	Email

- 5.2 The Owner designates the following individual as its primary contact for day-to-day communications with the Engineer under this Task Release:

_____	_____
Name	Phone

	Email

WITNESS the signatures of the Owner's and the Engineer's authorized representatives placed on duplicate copies of this Task Release on the day and year first above written.

Carter & Sloope, Inc. ("Engineer")	City of Stockbridge ("Owner")
 _____ Signature By: <u>Martin C. Boyd, PE.</u> Title: <u>Senior Engineer</u> Date: <u> April 19 </u> , 2017	 _____ Signature By: <u>Randy Knighton</u> Title: <u>City Manager</u> Date: <u> </u> , 2017

Supplier Diversity Policy

The City of Stockbridge (City) is committed to diversifying the suppliers of its contracted goods and services and has elected to do so by maximizing the opportunities for small minority, women and disadvantaged business enterprises to participate in the City's contracts. Accordingly, the City has established this Supplier Diversity Policy in accordance with applicable law and regulations.

It is the policy of the City to ensure that all MBEs, WBEs and DBEs (as defined below) have an equal opportunity to receive and participate in City contracts. It is also the City's policy:

- To ensure nondiscrimination in the award and administration of all City contracts;
- To create a level playing field on which MBEs, WBEs and DBEs can compete fairly for City contracts;
- To ensure that the Supplier Diversity Policy is narrowly tailored in accordance with applicable law; and
- To help remove barriers to the participation of MBEs, WBEs and DBEs in City contracts.

Definitions

Disadvantaged Business Enterprise (DBE): A for-profit small business concern that is at least 51 percent owned by one or more individuals who are both socially and economically disadvantaged or, in the case of a publicly owned business, at least 51 percent of all classes of the stock are owned by one or more such individuals; whose management, policies, major decisions and daily business operations are independently managed and controlled by one or more of the socially and economically disadvantaged individuals who own it; is a Small Business Enterprise as defined by the U. S. Small Business Administration regulations (13 CFR Part 121), averaged over three years; and the person(s) meeting the criteria, as socially and economically disadvantaged, cannot have a personal net value over \$1,320,000.00.

Minority Business Enterprise (MBE): A sole proprietorship, partnership, limited liability company, or corporation owned, operated and controlled by Minority Group Members who (a) have at least 51% ownership of the business entity; (b) maintain day-to-day operational and managerial control of the business entity; and (c) have interest in capital and earning commensurate with the Minority Group Member(s)' percentage of ownership.

Women's Business Enterprise (WBE): A sole proprietorship, partnership, limited liability company, or corporation owned, operated and controlled by one or more women who (a) have at least 51% ownership of the business entity; (b) maintain day-to-day operational and managerial control of the business entity; and (c) have an interest in capital and earnings commensurate with women's percentage of ownership.

Diversity Goal

Based on applicable law, the City may (1) set goals for the participation of MBEs, WBEs and DBEs for any contracting opportunity; (2) help the prime contractor find qualified MBE, WBE and DBE subcontractors; and (3) monitor the performance of the prime contractor to ensure that it is using good faith efforts to meet the participation goals. Regardless of whether or not a goal is established for a contracting opportunity, the City encourages the full participation of all qualified businesses.

The City has established a goal of insuring that at least 25% of the value of all contracting opportunities is awarded to qualified MBEs, WBEs and DBEs.

Insuring Performance

It is the City's expectation that all prime contractors use their best good faith efforts to assist the City in meeting its supplier diversity goals. Best faith efforts can be demonstrated in a numerous ways. It is strongly encouraged that prime contractors utilize the numerous resources available to them to identify qualified MBEs, WBEs and DBEs. The following organizations can assist prime contractors in identifying methods to increase supplier diversity:

Georgia Minority Supplier Development Council
<http://www.gmsdc.org/>

National Association of Women Owned Businesses
<http://www.nawboatlanta.org/>

Additionally, the City recognizes certifications of MBEs, WBEs and DBEs from any of the following entities:

Georgia Department of Transportation
<http://www.dot.ga.gov/doingbusiness/dbePrograms/Pages/default.aspx>

Clayton County

http://www.claytoncountyga.gov/pdfs/central_svcs/SLBE%20Certified%20Vendors%20List.pdf

Fulton County

<http://www.fultoncountyga.gov/fcpccd-home>

DeKalb County

<http://www.dekalbcountyga.gov/purchasing/pdf/supplierList.pdf>

The City of Atlanta

<http://atlantaga.gov/index.aspx?page=130>

MARTA

<http://www.itsmarta.com/dbe-program.aspx>

U.S. Small Business Administration

<http://www.sba.gov/content/disadvantaged-businesses>



City of Stockbridge Passenger Waiver and Hold Harmless Agreement

Pursuant to my participation as a passenger in a City of Stockbridge vehicle during the period described below, I acknowledge, accept, and assume the risks and dangers of being a passenger within the confines of the event or activity for which I am being transported. I hereby waive on my behalf, and on behalf of any person claiming by, through or under me, any and all claims or causes of action which I may now or hereafter have against the City of Stockbridge, its Sponsors, Event Coordinators, their representatives, officers, directors, agents or employees, arising out of any injuries I may sustain while present as a passenger, and will hold the same harmless against any and all claims resulting from such injuries.

This Waiver and Hold Harmless Agreement shall be binding upon me and my heirs, personal representatives and assigns. I acknowledge that at all times I am not acting as an employee of the City of Stockbridge. Therefore, I shall not be entitled to participation in, or receive any employee benefits or welfare plans.

Date: _____ through _____ (Waiver applies for one year time period)
(Today's date) (Date in one year)

I, _____, hereby acknowledge that I have read, understand, and agree to the statements above and sign this acknowledgement below of my own free will.

Street Address: _____ Home Phone: _____

City/State/Zip: _____

Signature: _____ Date: _____



**CITY OF STOCKBRIDGE
PASSENGER WAIVER FORM**

PROGRAM: _____

Please read the following and sign below:

I/We, the below participant(s) and/or spouse, do hereby consent to my/our/this/her participation in the above Program including all activities incidental to the Program. I/We assume all responsibilities for, and risk and hazards of, participation in the Program, including transportation to and from all activities in the Program/ In consideration of being allowed to participate in the Program, I/We hereby release and forever discharge the City of Stockbridge, the City of Stockbridge Recreation & Parks Division, and their respective officials, officers, employees, sponsors, organizers, supervisors, volunteer, participants and agents, from any and all claims, actions or causes of action of whatever kind and nature, including claims for property damage, bodily injury or death, arising out of, or sustained as result of, my/our/this/her participation in the Program and all activities incidental to the Program. I hereby give the City of Stockbridge ("City") permission to take photographs of me or photographs in which I may be involved with others without compensation to me. These photographs may be used by the City for promotional and information purposes in print, on the City website and in other media.

	NAME (print)	HOME ADDRESS (print) (#, street, city, and zip)	PHONE	BIRTHDATE	SIGNATURE
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