



City of Stockbridge
Bringing People
Together

STOCKBRIDGE CITY COUNCIL

Mayor Pro Tem

Anthony S. Ford

Councilman Elton Alexander

Councilman John Blount

Councilwoman LaKeisha Gantt

Councilwoman Neat Robinson

CITY MANAGER

Michael Harris

CITY CLERK

Vanessa Holiday

DEPUTY CLERK

Randi Rainey

CITY ATTORNEY

Michael Williams

**Council Meeting
Agenda
August 8, 2016 6:00 PM**



Council Chamber 2nd Floor

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, AUGUST 8, 2016 6:00 PM

Mayor & City Council

Vacant, Mayor
Anthony S. Ford, Mayor Pro Tem
Elton Alexander, Councilman
John Blount, Councilman
LaKeisha Gantt, Councilwoman
Neat Robinson, Councilwoman

Administration

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

I. Call to Order

II. Roll Call

Present	Absent
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Mayor Pro Tem Ford	_____	_____
Councilman Alexander	_____	_____
Councilman Blount	_____	_____
Councilwoman Gantt	_____	_____
Councilwoman Robinson	_____	_____

III. Invocation

IV. Pledge of Allegiance

V. Adoption of the Agenda

VI. Approval of Minutes for 6/13/2016 and 6/28/2016

June 13, 2016 Draft Minutes

June 28, 2016 Draft Minutes

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.

OLD BUSINESS

Item #1 - Resolution to approve recommendation Allsouth Constructors (Contract A) and Sol Construction, LLC (Contract B) to complete the Willow Springs & Southwinds Pump Station Rehabilitation. C & S Project No. S9100.004/RFP #201606-08 Engineer: Martin C. Boyd, P.E. Carter & Sloope, Inc. Bid Date: 7/26/2016 - Presented by: Michael Harris, City Manager

PUBLIC HEARING

Item #2 -

Conditional Use – CU-16-05-S

Cobblestock Partners, LP of Dallas, TX requests a conditional use for the property located at 5365 North Henry Blvd, in Land Lot 59 of the 12th District. The property consists of 2.65 +/- acres, and the request is for a church in the C-2 (General Commercial) zoning district.

- Presented by: Dale Hall, Administration & Community Development

Item #3 -

Resolution to request approval of the Short-Term Work Program and Capital Improvement Element Annual Update and Adoption and Amendment to the Henry County Comprehensive Plan.

- Presented by: Dale Hall, Administration & Community Development

X. NEW BUSINESS

Item #4 - Resolution appointing a Chaplain for the City Council - Presented by:

XI. DISCUSSION

Item #5 -

Hambrick Cultural Arts Center (AKA Multiplex) Building Assessment

- Presented by: Michael Harris, City Manager

CITY MANAGER'S COMMENTS

Michael Harris

COUNCIL'S COMMENTS

Councilman Alexander

Councilman Blount

Councilwoman Gantt

Councilwoman Robinson

MAYOR'S COMMENTS

Mayor Pro Tem Anthony S. Ford

ANNOUNCEMENT OF UPCOMING MEETINGS & EVENTS

All meetings will be held at City Hall unless otherwise noted. Meeting dates and times are subject to change. Please check the city's website www.cityofstockbridge.com or contact City Hall offices at 770.389-7900 for information.

- Food Truck Tasty Tuesdays – 5:30 – 9:00 p.m. EVERY TUESDAY – CITY HALL
- Ethics Board Meeting – August 11th at 6:30 p.m. in the Patrick Henry Meeting Room – City Hall.
- Main Street “Date Night” Movie (for age 18 and older) any children present must be accompanied by an adult – August 13th on the City Hall lawn. Seating starts at 8 p.m. showing the movie X-Men Apocalypse. Bring your lawn chairs and blankets. Food vendors will be on site.
- Downtown Development Authority Board Meeting August 15th at 6:00 p.m. in the Levi Meeting Room – City Hall.
- Women’s Health Talk w/Northside Radiology Associates spearheaded by Councilwoman Robinson - August 16th at 6:30 p.m. at the Merle Manders Conference Ctr. 111 Davis Rd. Stockbridge, GA
- Housing Forum spearheaded by Councilwoman Robinson - August 18th at 6:00 p.m. at the Hambrick Cultural Arts Ctr. 146 Burke St. Stockbridge, GA
- Free Sounds of Summer Concert Series – August 20th on lawn across from City Hall from 6:00 p.m. to 9:30 p.m. featuring 85 South & the Soul Cartel Band. Bring your lawn chairs and blankets. Food vendors will be on site.
- City Council Retreat – August 25-26, 2016 9:00 a.m. – 5:00 p.m. at 110 Meeting Place – Lafayette Room – Fayetteville, GA
- Work Session Meeting, Tuesday, August 30, 2016 at 6:00 p. m. City Hall Chamber

EXECUTIVE SESSION (Exemptions to the Georgia Open Meetings Acts)

- I. Meeting to discuss or vote to authorize the settlement of a matter covered by the attorney-client privilege as provided in Georgia Code section 50-14-2(1) and 50-14-3(b)(1)(A). The subject discussed was {identify the case or claim discussed but not the substance of the attorney-client discussion}.

- II. Meeting to discuss or vote to authorize negotiations to purchase, dispose of or lease property as provided in Georgia Code section 50-14-3(b)(1)(B).
- III. Meeting to discuss or vote to authorize the ordering of an appraisal related to the acquisition or disposal of real estate as provided in Georgia Code section 50-14-3(b)(1)(C),
- IV. Meeting to discuss or vote to enter into a contract to purchase, dispose of, or lease property subject to approval in a subsequent public vote as provided in Georgia Code section 50-14-3(b)(1)(D).
- V. Meeting to discuss or vote to enter into an option to purchase, dispose of, or lease real estate subject to approval in a subsequent public vote as provided in Georgia Code section 50-14-3(b)(1)(E).
- VI. Meeting to discuss or deliberate upon the appointment, employment, compensation, hiring, disciplinary action or dismissal, or periodic evaluation or rating of a public officer or employee as provided in Georgia Code section 50-14-3(b)(2).
- VII. Meeting to interview one or more applicants for the position of the executive head of an agency as provided in Georgia Code section 50-14-3(b)(2).
- VIII. Pursuant to the attorney-client privilege and as provided by Georgia Code section 50-14-2(1), a meeting otherwise required to be open was closed to the public in order to consult and meet with legal counsel pertaining to pending or potential litigation, settlement, claims, administrative proceedings, or other judicial actions brought or to be brought by or against the agency or any officer or employee or in which the agency or any officer or employee may be directly involved and the matter discussed was {identify the matter but not the substance of the discussion.}.
- IX. Staff meeting held for investigative purposes under duties or responsibilities imposed by law as provided by Georgia Code section 50-14-3(a)(1).

Motion to Adjourn.

Stockbridge

Bringing People Together



DRAFT MINUTES COUNCIL MEETING

MONDAY, JUNE 13, 2016 6:00 p.m.

Mayor & City Council

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

Administration

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

The Meeting was called to order by Mayor Pro-Tem Ford at 6:02pm and asked citizens to pray for the Orlando shooting victims and also asked that everyone keep this Country in their prayers.

The invocation was provided by Sheryl Shaw and Ariel Shaw with a special prayer for tragedy in Orlando this past weekend and the 2015 Emanuel 9 victims.

The 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 with the exception of Councilwoman Gantt; a quorum was confirmed.

Councilman Alexander motioned to amend the Agenda moving Item #11 to item #5, with all other items shifting down on the Agenda; second by Councilwoman Robinson; the motion passed 4-0.

Councilman Blount motioned to approve the Minutes of 4/11/2016 and 4/26/2016; second by Councilman Alexander; the motion passed 4-0.

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.

Mrs. Toye Powell spoke in favor of Saturday operating library hours at the Stockbridge Cochran Library.

Mrs. Tavaras Powell spoke in favor of Saturday operating library hours at the Stockbridge Cochran Library.

CEREMONIAL

Mr. Ernest Earn, VP Georgia Association of Water Professionals presented the Gold Award to the City of Stockbridge Water Dept. staff members: Water System Technicians Rex Hill, Jesus Hernandez, Chad Hitzeman, Chief Water System Operator Michael Robinson, and Water Superintendent Jeff Bledsoe.

The City's Water Department staff received this award from the Georgia Association of Water Professionals (GAWP) for maintaining 100% compliance with the Safe Drinking water Act (federal rules governing drinking water).

Mayor Pro Tem Ford presented a Proclamation to the Henry County Toastmasters Club #2367 President, Tendai Mudisi-Soley. Toastmasters International is a world leader in communication and leadership development.

OLD BUSINESS

ITEM #1 – Ordinance – Budget Amendment 2016-008 includes Events Coordinator Job Description, Pay & Classification Scale and Organizational Chart.

Presented by: Renee Wheeler, Human Resources Manager

Mr. Harris noted based on the last conversation, every item for the Events Coordinator Position was merged into one.

Mayor Pro Tem Ford inquired on the pay scale where Ms. Wheeler indicated the pay scale if approved would be \$30,000 - \$49,000.

Councilman Alexander stated the public should know the present Council is very active and deems the position to be necessary.

Mr. Harris expressed the position's salary reflects remainder of the current fiscal year and is not the full year's amount of the salary. Mr. Harris stated the total amount estimates at \$26,000 which is a portion of the salary to include insurance, workman's compensation, travel & education, computers, and other expenses for an estimated total of \$58,445. Once the position is filled, staff can better assess the pay.

Councilwoman Robinson motioned to approve the Ordinance for the Events Coordinator Position; second by Councilman Alexander; the motion passed 4-0.

ITEM #2 – Resolution to approve contract with Lamar County for Landfill Services

Presented by: Michael Harris, City Manager

Mr. Harris stated the City has been in contract with Lamar County for 20+ years, which allows the City's waste to be transferred to their location and noted the City owns and

operates the Transfer Station. Mr. Harris further noted part of the proposed agreement states Lamar County will serve as the agent to run and manage the Transfer Station. The contract between the City of Stockbridge and Lamar County is up for renewal for a term of the next three years where Mr. Harris intends to renegotiate the contract to discuss more favorable terms as there have been several discussions relating to an increase in fees. Mr. Harris stated the City's position is that it would be more appropriate to make the increases in annual increments; from \$20 to \$21 this year, and in incremental increase of \$3 per ton, per year over the next five (5) years, which will eventually be set at \$35. Mr. Harris also noted that for every ton of waste going to the recycling center landfill will be less money the city will have to pay for waste disposal.

Councilman Blount motioned to approve the Resolution to approve a contract with Lamar County for Landfill Services; second by Councilman Alexander; the motion passed 4-0.

ITEM #3 – Resolution to approve contract with Pond & Company for Public Works Facility Design.

Presented by: Michael Harris, City Manager

Mr. Harris expressed this project is identified as a SPLOST project; RFP's have been drafted, submitted and vetted to design the new public works facility. Staff recommends the approval of the contract for Pond & Company. Mr. Harris stated this is a standard AIA/ Task Order contract starting from scratch and noted staff will monitor the cost throughout the project.

Councilwoman Robinson motioned to approve the Resolution to contract with Pond & Company for the new Public Works Facility design; second by Councilman Alexander; the motion passed 4-0.

ITEM #4 – Resolution – Establishing guidelines for Alcohol at City Events.

Presented by: Steven Quinn, City Attorney

Attorney Quinn (sitting in for Mr. Williams) stated the City has been hosting events where some events serves alcohol and noted the City's Attorney, Michael Williams, had drafted a policy to govern alcohol being served at certain events. The three things that are being considered are: vendor accountability, protection of the public and protection of the City.

Councilman Alexander inquired if there was a provision on the limitations of the number of drinks served. Attorney Quinn replied there is a provision that allows a two (2) drink limitation.

Councilman Blount expressed the wording does not put a limitation on drinking, but rather on purchasing alcohol.

Councilwoman Robinson noted no alcohol at the food truck events. Mr. Harris stated the last conversation mentioned no alcohol at the movies and Sounds of Summer events, but was not clear with the food truck events.

Mayor Pro Tem Ford stated he remembers Councilman Alexander saying yes to the food truck events. Mr. Alexander expressed Council did not come to a consensus with the food truck. Mr. Alexander suggested monitoring alcohol consumption, while trying to re-coup what was spent to host the events.

Councilwoman Robinson noted her disapproval of serving alcohol at the food truck events.

Councilman Blount motioned to approve the Resolution establishing guidelines for alcohol at City Events; second by Councilman Alexander; the motion passed 4-0.

CEREMONIAL

Mayor Pro Tem Ford presented Certificate to Matt Moore of Union Grove High School - 110 Meter Georgia State Record – 2016. Matt will attend the University of Tennessee on a full track scholarship.

COUNCIL DISCUSSION

ITEM #11 – Discussion of opening the Stockbridge Library on Saturday during the summer months.

Presented by: Councilman Alexander

Councilman Alexander stated Henry County has had tremendous amounts of budgetary cuts with funding libraries and that he had conversations with those individuals without access to computers or the internet and expressed his desire to fund the library board to be able to open on Saturday during the summer months.

Councilman Alexander introduced Henry County Library Director Carolyn Fuller who made a request to the Council to fund the salary and expenses for Saturday hours at the Stockbridge Cochran Library.

Councilwoman Robinson supported the additional hours and also encouraged all citizens to reach out to their County Commissioner and to attend the County Meeting to express the importance of having the libraries open on the weekends, particularly as the kids return to school from the summer break.

Councilman Blount stated he had worked and partnered with Stockbridge Elementary school and is for the libraries to be open as much as possible; but also believes citizens should reach out to the County and demand and ask why Stockbridge is not being funded like other cities are for extended library hours as libraries are county-funded.

Mayor Pro Tem Ford asked Ms. Fuller to remain in contact with the Executive Assistant to Mayor and Council, Davida Robinson and City Manager, Michael Harris to keep the City informed on new information.

City Treasurer, Linda Nabers noted if the City should approve, there would be a budget amendment required in the amount of \$10,080 taken from Fund Balance for FY16 to cover the additional hours from August 1 – December 31, 2016.

No action was taken by the Council.

NEW BUSINESS

ITEM #5 – Ordinance – Amending the Stockbridge Municipal Code with respect to Littering.

Presented by: Steven Quinn, City Attorney

Attorney Quinn stated the City was contacted by the State EPD who has requested the City to add a specific language to the codes which would prohibit construction sites from littering on the site.

Councilman Blount motioned to approve the Ordinance amending the Stockbridge Municipal Code with respect to littering; Councilman Alexander provided the second; the motion passed 4-0.

ITEM #6 – Resolution to approve City's Benefits and Insurance Policy

Presented by: Wendell Strickland – Strongside Solutions & Renee Wheeler, HR Mgr

Mr. Strickland of Strongside Solutions noted he has been the City's insurance broker since 2011, and in that time, Strongside Solutions has been able to reduce cost, implement a wellness program, and include a split/deductible that has been able to keep rates down. Mr. Strickland further noted the total dollar savings since 2011 in hard dollars was over \$459,000 for a City with 60-70 employees.

Mr. Strickland stated the 2016-2017 Benefits Renewal came in with a 19% increase, or around \$125,330 increase in premium.

Mr. Strickland shopped around and came back with (3) three proposals. United Healthcare was the most competitive and he was able to get the renewal down from 19% to 9%, which represents a cost reduction of over \$65-66,000 for medical insurance. Mr. Strickland stated Humana (dental insurance) increased over 5% in the 2015-2016 year which represents a \$2,000 increase; with no other competitors. Mr. Strickland also stated EyeMed (vision insurance) has a 40 month rate guarantee, and was not marketed this year. Mr. Strickland mentioned Mutual of Omaha has been the City's long/short-term life insurance, where he was able to negotiate a rate with no increase.

Mr. Strickland recommends the City renew with United Healthcare, and to remain with Humana, EyeMed, and Mutual of Omaha for life insurance and to maintain the wellness program.

Councilwoman Robinson expressed her concerns with Eyemed not having enough coverage, and would like for Strongside Solutions to reconsider looking at EyeMed.

Mr. Harris expressed there was a reduction from 19% to 9%, which is still an increase to the City and noted that over the years, the City has taken the full burden of these increases and further noted, this is not a sustainable model.

Mr. Harris stated that after speaking with a few staff members, recommendations will be submitted with the budget hearing regarding the City's percentage of the premiums. Mr. Harris noted that based on the new rates, city employees pay between 5-6% of all premium cost; when typically employees would pay in at rates of 25-40%.

Councilman Blount motioned to approve the Resolution to approve the second; the motion passed 4-0.

PUBLIC HEARING

ITEM #7– Planning & Zoning – Rezoning Request - RZ-16-08-S Applicant: Omega Communities 2 Metroplex Drive, Suite 2020 Birmingham, AL 35209

Agent: James Taylor (Same address) Location: Southeast corner of the intersection of Highway 42 and Brannon Road Land Lots: 1 & 2 of the 7th District Parcel ID: 070-01-007-012 Request: Rezone from C-2 (General Commercial) to C-1 (Office-Institutional)

Presented by: Dale Hall, Administration & Community Services Director

Mr. Hall stated the applicant is requesting to rezone the property from C-2 (General Commercial) to OI (Office-Institutional) for a senior living development of between 100-200 units, consisting of approximately 120 independent living units, 32 assisted living units, and 32 memory care units. Mr. Hall also stated the proposed development will share access to the existing church and Christian academy campus, with a Variance Request VR-16-03-S running concurrently with the Rezoning Request RZ-16-08-S regarding parking and façade requirements. Mr. Hall noted staff is asking to put conditions of zoning on the property, instead of variances.

Mr. Hall noted this rezoning item has gone before the ZAB (Zoning Advisory Board) in May 2016 with staff recommending approval with 9 conditions. Those conditions are as follows:

1. The allowable uses of the subject property for residents shall include assisted living facility. Any assisted living facility shall be a state-licensed use in which domiciliary care is provided to adults who are provided with food. Shelter, and personal services within independent living units which could include kitchen facilities in which residents have the option of preparing and serving some or all of their own meals. Other uses may include hospital, convalescent center, nursing home, hospice, clinic, or similar institution devoted primarily to the diagnosis and treatment of the sick or injured. In no case shall a multi-family dwelling be permitted. Non-residential uses permitted in the OI zoning district shall be allowed.
2. The number of independent living units shall be limited to 120.
3. The City of Stockbridge shall have architectural control over the development of the subject property. All buildings shall be constructed of brick, stucco, stone, glass or any combination thereof, allowing a uniform design with the existing church campus.
4. Any dumpster(s) shall be placed on a concrete pad and enclosed on three (3) sides. The enclosure shall be constructed of a material consistent with the structures on the existing church campus and shall be a minimum of eight feet (8') in height.
5. Sixty feet (60') of right-of-way from the centerline of Hwy 42 North is required to be

preserved all along the subject property's frontage along Hwy 42 North.

6. No direct access shall be permitted to Hwy 42 or Brannan Rd. Access to the subject property shall be limited to the private driveway shared with the existing campus. If the subject property is owned by a different owner than the owner of the existing campus, an access easement shall be recorded at the Henry County courthouse with a copy provided to the City of Stockbridge.
7. Required buffers shall remain undisturbed. In places where the City of Stockbridge may determine that vegetation within the buffers are inadequate, buffers may be required to be enhanced. Landscaping shall exceed the minimum required by the landscaping ordinance.
8. In order to provide for consistent signage throughout Eagles Landing development area, the property owner shall be allowed to submit a master sign plan for approval utilizing signage standards currently approved for other properties under the jurisdiction of the Eagles Landing property owners association.
9. Any independent living unit shall meet or exceed the requirements (or its equivalent) for multi-family accessible dwelling units of the Georgia Accessibility Code (120-3-20-.54) as amended.

Mr. Hall also included the Variance Request VR-16-03-S with the following requests; a reduction to the numbers of required spaces for the independent units from two (2) parking spaces per unit to one (1) parking space per unit; and the ability to use hardy plank on the building's exterior façade.

Agent, James Taylor stated this would be a senior lifestyle continuing care community consisting of 3 different components: independent living, assisted living and memory care. Mr. Taylor also noted this would be a luxury community which will consist of: a wellness center, massage and spa salon, fitness center, outdoor pool, walking trails, full commercial kitchens, etc. and that previous projects had been financed using 142D Bonds, which means setting aside 20% of units for those making 50% or less of the areas gross median income.

Councilman Blount inquired on the typical age for that type of community. Mr. Taylor replied the minimum age is 62; however, the average age for independent living is between 70-82, assisted living is between 80-85 and memory care is mid 80's and beyond.

Mayor Pro Tem Ford opened the Public Hearing.

PUBLIC HEARING

APPLICANT: Jeff Siebert of Greenbrier spoke in favor

SPEAKERS IN FAVOR – Pastor Tim Dowdy – Eagle's Landing Church

SPEAKERS OPPOSED – None

Councilman Alexander motioned to approve the rezoning request RZ-16-08-S from C2 to C1 with (9) nine conditions; second by Councilwoman Robinson; the motion passed 4-0.

ITEM #8 — Planning & Zoning – Variance Request – VR-16-03-S Applicant: Omega Communities 2 Metroplex Drive, Suite 2020 Birmingham, AL 35209 Agent: James Taylor (Same address) Location: Proposed Assisted Living/Independent Living on Highway 42 at Brannon Road Land Lots: 1 & 2 of the 7th District Parcel ID: 070-01-007-012 Request: 1) Reduce the minimum number of independent living parking spaces; 2) Allow cement fiberboard of exterior façade Presented by: Dale Hall, Administration & Community Services Director
Mayor Pro Tem Ford opened the Public Hearing.

PUBLIC HEARING

The Applicant, Jeff Siebert of Greenbrier and Pastor Tim Dowdy of Eagle's Landing Church spoke in favor.

Darlene Jackson inquired as to whether or not the facility would be open to all to apply, and it was stated by the applicant that everyone would be able to apply for residency.

SPEAKERS OPPOSED – None

Councilman Alexander motioned to approve the Variance Request VR-16-03-S with reduced parking; second by Councilwoman Robinson; the motion passed 4-0.

Councilwoman Robinson motioned to approve the Variance Request VR-16-03-S to allow façade to be cement fiber board and stone for the first level with final approval by the City Manager; second by Councilman Alexander; the motion passed 4-0.

ITEM #9 - Annexation Request - AX16-44 - Owner/Applicant: May & Carter Oil Company of Jackson, GA request an annexation into the City of Stockbridge for property located at 2240 Jodeco Rd. in Land Lot 78 of the 6th District. The property consist of 1.66 acres Parcel ID No. 053-01016000 Presented by: Dale Hall, Administration & Community Development Director
Mayor Pro Tem Ford opened the Public Hearing.

PUBLIC HEARING

SPEAKERS IN FAVOR – None

SPEAKERS OPPOSED – None

Councilman Alexander motioned to approve the Annexation request AX16-44; second by Councilwoman Robinson; the motion passed 4-0.

ITEM #10 - Annexation Request - AX16-45 Owner/Applicant: Minesh Patel of 1448 Tether Lane McDonough, GA request an annexation into the City of Stockbridge for property located at 2239 Jodeco Rd. in Land Lot 78 of the 6th District. The property consist of .59 acres Parcel ID No. 053-01015001. Presented by: Dale Hall, Administration & Community Development Director
Mayor Pro Tem Ford opened the Public Hearing.

PUBLIC HEARING

SPEAKERS IN FAVOR – None

SPEAKERS OPPOSED – None

Councilman Blount motioned to approve AX16-45; second by Councilman Alexander; the motion passed 4-0.

CITY MANAGER'S COMMENTS

Michael Harris noted the change in the new starting hours for the Transfer Station from 5am to 6am.

COUNCIL'S COMMENTS

Councilman Alexander thanked everyone for tuning in and spoke to the rebranding of the City and beautification efforts and the City's new image including the proposal for Barack Obama Way.

Councilman Blount thanked everyone for attending and streaming in and stated that his first priority was to the citizens and to also work in a collaborative effort with everyone.

Councilwoman Gantt was not in attendance.

Councilwoman Robinson thanked everyone for attending and commended staff on a job well done; congratulated the Water Dept. for receiving the Gold Award, and stated her support of the Saturday library hours and asked everyone to show up at the Commissioners meeting and speak up so your voice can be heard.

MAYOR PRO TEM'S COMMENTS

Anthony S. Ford welcomed citizen engagement with the Council; commended the staff for their efforts and noted an outstanding job by the City's Water Dept. and award; asked that everyone keep in prayer the families of the Emanuel 9 and the mass shooting victims of Orlando; and wished all the fathers a "Happy Father's Day".

Mayor Pro Tem Ford read the following News and Announcements:

All meetings will be held at City Hall unless otherwise noted. Meeting dates and times are subject to change. Please visit the city's website www.cityofstockbridge.com, Facebook page or contact City Hall offices at 770.389-7900 for updates and detailed information.

- Food Truck Tasty Tuesdays – 5:30 – 9:00 p.m. EVERY TUESDAY – CITY HALL
- Stockbridge Goodwill Youth Job Fair – Wednesday, June 15, 2016 from 10:00 a.m. to 2:00 pm – Merle Manders Conference Center
- Coffee with a Cop spearheaded by Mayor Pro Tem Ford, Saturday, June 18, 2016 11 a.m. at Silver Bay Seafood Restaurant 5425 N. Henry Blvd. Stockbridge, GA
- Building Committee Meeting, Chairperson Mayor Pro Tem Ford, Tuesday, June 21, 2016 at 6:00 p.m. City Hall – Patrick Henry Meeting Room
- City Council Work Session, Tuesday, June 28, 2016 6 p.m. Council Chamber
- Public Works Committee Meeting, Chairperson Councilwoman Robinson, Wednesday, June 29, 2016 at 5:00 p.m. City Hall - Patrick Henry Meeting Room.

- Finance Committee Meeting, Chairperson Councilwoman LaKeisha Gantt, Wednesday, June 29, 2016 at 5:30 p.m. City Hall - Levi Meeting Room
- Community Relations Committee Meeting, Chairperson Councilman John Blount, Thursday, June 30, 2016 at 6:30 p.m. City Hall - Levi Meeting Room

EXECUTIVE SESSION (Exemptions to the Georgia Open Meetings Act)

None

Councilman Alexander motioned to adjourn the meeting at 8:38pm; second by Councilman Blount; the motion passed 4-0.

Respectfully submitted by:

Vanessa Holiday, City Clerk CMC

Anthony S. Ford, Mayor Pro Tem

Stockbridge

Bringing People Together



DRAFT MINUTES WORK SESSION MEETING

TUESDAY, JUNE 28, 2016 6:00 p.m.

Mayor & City Council

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

Administration

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

The Meeting was called to order by Mayor Pro-Tem Ford at 6:04pm.

The invocation was provided by Apostle Prince Owens.

The 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 and a quorum was confirmed.

Councilwoman Gantt motioned to remove the ChooseAtl Program presentation from the Agenda; second by Councilman Alexander; the motion passed 5-0.

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.

There were no Public Comments.

PRESENTATIONS

Miller Edwards, CPA of Mauldin & Jenkins presented the FY2015 Annual Financial Report and noted the City is in a favorable position.

Mr. Edwards thanked staff and noted that he was delighted to have completed the FY2015 on time as the previous two years had not been due to the DDA issues.

Mr. Edwards also noted as of December 31, 2015, the City has about \$30 million of total assets and \$94 million in cash and investments, and \$60+ million in fixed assets. The City's total long-term debt equals \$17 million; with adding the net pension liability, which makes the City 87% covered.

Mr. Edwards stated if you look at the General Fund, SPLOST III and IV, URA (Urban Redevelopment Fund), DDA (Downtown Development Authority Fund) and other governmental funds that total is between \$7-8 million worth of cash and investments at the end of the year. Mr. Edwards further stated total assets equals around \$15.6 million, the total Fund Balance equals \$14.6 million, and compared to revenue which equals \$9.8 million, is more than a year's worth of Fund Balance.

Mr. Edwards expressed there were two serious findings in the audit report: the Stockbridge DDA in regards to having one person control and manage everything and also making adjustments with contracts and retainments.

Councilwoman Gantt thanked staff for their hard work.

Melvenia Marable, PhD, LCSW, LCCC, CCDPD, LCPC-AC of the Counseling Center Stockbridge, GA made a presentation requesting a Letter of Support for a Transitional Home outside of City Limits/Not in Subdivision. Ms. Marable stated they are located at 3887 Walt Stevens Rd, Stockbridge GA and they are seeking to provide housing for those in need, starting with women first. Ms. Marable expressed they are looking to finalize the housing section within the next 30 days and will be housing roughly 8 females in a 3-4 bedroom, which is 2 clients per room. No action was taken by the Council.

Dale Hall, Administration & Community Development Director presented a timeline for the Bicycle, Pedestrian and Trail Plan Proposal prepared by the Jaeger Company.

Mr. Hall explained in November 2015, the City put together a proposal to do a Bicycle, Pedestrian and Trail Plan, with the overall goal of providing a safe, connected and efficient transportation system for the citizens. Mr. Hall noted the supporting objectives including identifying sound and feasible programs of investments; creating a safe system that would minimize mobile conflicts and developing an integrated pedestrian network that accommodates a wide range of users and abilities from children to senior. Mr. Hall expressed there were 3 proposals submitted and awarded the bid to the lowest qualified bidder the Jaeger Company. Mr. Hall stated some things stood out is the company stated it will not provide a "cookie cutter" design; they will look to see what the city wants.

Mr. Hall noted the three (3) phases:

- Phase I- Inventory and Analysis- this is the time data will be collected throughout the study area (task 1-4);
- Phase II- Opportunity Phase- the collected data is reviewed, opportunities are identified and presented graphically upon project maps (task 5 & 6); and
- Phase III- Final bicycle and pedestrian trail plan strategy developed, along with supporting mapping and graphics presentation developed and brought before

Council for final approval (task 7-9).

Mr. Hall stated the project is scheduled for completion in October 2016.

At the request of Mayor Pro Tem Ford, Mr. Hall noted the status of completion to date: Task 1 was completed between January and February 2016. Task 3 is being completed now and the information obtained will be put together. Mr. Hall stated a citizen's survey was compiled to see what the citizens like and dislike; the survey will close after the July 4th holiday and all the data will be compiled and this would bring the City through task 4, which is scheduled to end in July, with Phase 2 to follow. Mr. Hall stated the consultants have proposed an Open House meeting for the public to receive input from the public and for the public to review the proposals; this will be scheduled in late August.

Mr. Hall referenced the contract notes the City will pay a percentage based upon what has been completed. Mayor Pro Tem Ford asked has anything been paid. Mr. Hall responded yes, about 15% of the project has been completed to date.

Councilwoman Gantt inquired on when the project was started. Mr. Hall stated the City solicited three bids in November 2015; The Jaegar was chosen and awarded the project in late December 2015, and the project began in mid-January.

City Manager, Michael Harris noted the Jaegar Company was selected through Professional Services.

Councilman Blount made a request to get Council updated and informed with on-going projects. Mr. Harris stated the request has been noted and staff will be more mindful on keeping Council informed going forward.

NEW BUSINESS

ITEM #1 –Resolution to fill vacancies on the Main Street Advisory Board.

Presented by: Kira Harris-Braggs, Main Street Manager

Mrs. Harris-Braggs stated she is requesting approval for two (2) vacancies on the Main Street Advisory Board. Mrs. Harris-Braggs noted she had received two (2) applications from citizens who would like to fill the vacancies of the Architect Landscape Designer or Interior Designer, and the local banker position. Mrs. Harris-Braggs presented Wanda Moore to fill the landscape design position with having over 25 years of experience and planning. Ms. Moore also served as a Planner for the Cities of Hiram and Griffin GA, as well as worked with historic preservation commissions. Mrs. Harris- Braggs noted this position is specifically seeking someone with historic preservations. Mrs. Harris- Bragg presented Shomari Burtch, a Banker for over 20 years and currently works at the Wells Fargo on North Henry Blvd. Mr. Burtch has Main Street experience and has served as a Main Street Advisory Board Chairman for the City of McDonough, and has already volunteered with the City of Stockbridge Main Street programs.

Councilwoman Gantt motioned to appoint Wanda Moore of Falcon Design for a 2-yr, term; second by Councilman Alexander; the motion passed 5-0.

Councilwoman Gantt motioned to appoint Shomari Burtch for a 2-yr. term; second by Councilwoman Robinson; the motion passed 5-0.

ITEM #2 – Resolution to approve Change Order No. 1 – Berry Street Sidewalks.

Presented by: Michael Harris, City Manager

Mr. Harris noted this is Phase 2 of the project; with the lighting phase already completed. Mr. Harris expressed there is a line by line item breakdown of what is included in the contract. Mr. Harris stated the estimated amount used in the contract was \$129,000 plus a \$10,000 contingency and noted there was an issue with a water line relocation which cost a few days of digging. Mr. Harris asked for approval of the net overall addition to the contract in the amount of \$1,088.80.

Councilwoman Gantt motioned to approve Change Order No.1-Berry Street Sidewalks in the amount of \$1,088.80; second by Councilman Blount; the motion passed 5-0.

COUNCIL DISCUSSION - PLANNING & ZONING

ITEM #3 - DISCUSSION - PUBLIC HEARING TO BE HELD ON JULY 11, 2016

Annexation AX16-46 Owner/Applicant: Tony and Cheryl Oglesby request annexation into the City of Stockbridge for property located at of 515 Country Club Dr. Stockbridge, GA 30281 in Land Lot 14 of the 6th District; Parcel ID No. 051-D02008000.

Presented by: Dale Hall, Administration & Community Development Director

Mr. Hall stated this item is for discussion purposes as there will be a Public Hearing held on July 11th. Mr. Hall stated the applicant is requesting to have 100% annexation of their property.

No Action. Item to be presented on July 11, 2016.

ITEM #4 – DISCUSSION - City Initiated Technical Update to Zoning Ordinance Unified Development Code (UDC) of the City of Stockbridge

Presented by: Dale Hall, Administration & Community Development Director

Mr. Hall referenced last year when the City was spoke about updating the City's Technical Code to eliminate conflicts and inconsistencies with the existing codes, specifically dealing with Section 8.36 of the zoning codes. The zoning codes were originally adopted in 1986 and amended multiple times since then. Mr. Hall also mentioned the County's Unified Land Development Code update in 2009.

Mr. Hall noted the City hired Bill Johnson of Strategic Planning Initiatives last year as a Consultant to assist with the technical code update which would reorganize the existing codes.

Mr. Hall noted that on May 12, 2016, the ZAB (Zoning Advisory Board) recommended approval of the revisions with staff recommendations which includes having a Master Definition Section and other sections.

Councilwoman Gantt and Councilman Alexander both expressed they would like to see substantive sections changed. Attorney Williams reminded Council one of the changes to be included with this update is for the City of Stockbridge to move away from Henry

County's Zoning Advisory Board and bring that function in-house to see changes made more quickly for the City.

No Action. Item to be presented on July 11, 2016.

ITEM #5 – DISCUSSION – Feasibility Study for Police Services

Presented by: Michael Harris, City Manager

Mayor Pro Tem Ford stated he asked staff to include this item on the Agenda as he wanted the Council to be clear of the process required.

Mr. Harris noted there have been several conversations in regards to the Annexation Study for the City, and staff had been directed by the previous Council to move forward with that particular study as a priority. Mr. Harris noted he reached out to the Carl Vinson Institute to provide a quote for a feasibility study on police and fire services; however, at that time, the Annexation Study was being pushed to the forefront.

Going forward this study we'll broaden the assessment of the advantages and disadvantages of an alternative service provision agreement as well as an inventory guide for effective and efficient services.

Councilwoman Gantt noted she is in favor of the study, but would like to go over finances with the Treasurer to make sure there are enough funds and will add this item to the Finance Committee Meeting Agenda.

Councilman Alexander expressed he thinks it would be irresponsible of Council to not take steps in order to secure the City.

Councilwoman Robinson stated she was aware that Mr. Harris had reached out to smaller cities and wanted to know if there feasibility reports from those cities. Mr. Harris stated he had met with the City of Lovejoy and was told they utilized county officers for a period of time. A few suggestions they had was to start small with one or two of the city's own police vehicles for a designated time frame and to also utilize off-duty officers.

Councilwoman Gantt inquired if the previous Council completed a study, because if so, she does not want to spend extra money on another study. Mr. Harris noted staff has searched and has been unable to find a Police Feasibility Study in the City's records.

Mr. Harris noted following the Finance Committee Meeting, he would provide Council with an outline of the cost and the funding source for the Police Feasibility Study.

No Action taken.

CITY MANAGER'S COMMENTS

Michael Harris noted negotiations were currently ongoing between United Healthcare and Piedmont Facilities/Physicians and there may be a change in providers if an agreement is not reached between the groups by July 1, 2016.

Councilwoman Gantt motioned to agree to change the City's Medical Benefits Policy to Cigna Healthcare as a contingency only if the agreement between UHC and Piedmont is

not reached by the deadline of June 30, 2016; second by Councilwoman Robinson; the motion passed 4-1 (Alexander opposed).

COUNCIL'S COMMENTS

Councilman Alexander thanked everyone for coming out and tuning in; referenced zoning changes to the Code and wants to guarantee quality and values of property for citizens; noted a pool was needed, especially for the disadvantaged; celebrated the latest unemployment number at 5.9%; and asked the Finance Dept. to include the Economic Development Director position on the 6/29/16 Agenda.

Councilman Blount thanked everyone for coming out and assures residents the Council is moving forward – together; noted the Community Relations Committee is meeting on Thursday, 6/30/16 and asked citizens to come out and give their input and ideas in a collaborative effort.

Councilwoman Gantt thanked everyone for coming out; referenced the recent GMA Conference and training; thanked staff for their support; thanked citizens for their continued support and prayers; very pleased with the “I Love Stockbridge” sentiments.

Councilwoman Robinson thanked everyone for coming out; referenced the GMA Training and extra workshops and seminars with good information; thanked staff and noted everyone needs to go the extra mile; and appreciates the feedback from employees regarding the insurance.

MAYOR PRO TEM'S COMMENTS

Anthony S. Ford thanked everyone for coming out; referenced the GMA Conference that happens every June, great team effort – conference allows them to become more educated to better serve the citizens of Stockbridge; wished everyone a Happy 4th of July (Independence Day) and asked everyone to be safe; wished City Manager, Michael Harris a happy birthday, along with Councilwoman Robinson on her upcoming birthday.

Mayor Pro Tem Ford read the following News and Announcements:

ANNOUNCEMENT OF UPCOMING MEETINGS & EVENTS

All meetings will be held at City Hall unless otherwise noted. Meeting dates and times are subject to change. Please visit the city's website www.cityofstockbridge.com, Facebook page or contact City Hall offices at 770.389-7900 for updates and detailed information.

- Food Truck Tasty Tuesdays – 5:30 – 9:00 p.m. EVERY TUESDAY – CITY HALL
- Public Works Committee Meeting, Wednesday, June 29, 2016 at 5pm at City Hall, Patrick Henry Meeting Room – Councilwoman Neat Robinson, Chair.
- Finance Committee Meeting, Wednesday, June 29, 2016 at 5:30pm at City Hall, Levi Meeting Room – Councilwoman LaKeisha Gantt, Chair.
- Community Relations Committee Meeting, Thursday, June 30, 2016 at 6:30pm at City Hall, Levi Meeting Room – Councilman John Blount, Chair.
- Main Street Board Meeting, Friday, July 1, 2016 9:00 a.m. City Hall – Levi Meeting Room

- Main Street 2016 Movie Series – Saturday, July 9, 2016 7:30pm City Hall Lawn
Featuring:
- City Council Meeting, Monday, July 11, 2016 6 p.m. Council Chamber
- Sounds of Summer Concert, Saturday, July 16, 2016 on the Stockbridge City
Lawn across from City Hall – 6pm – 9:30 pm. Liz Brasher & Drakarr & An
Experience
- Downtown Development Authority Board Meeting, Monday, July 18, 2016 at
6:00 p.m. – Levi Meeting Room.
- Town Hall Meeting, spearheaded by Councilman Alexander, Monday, July 21,
2016 at 7pm. Location TBD.
- City Council Work Session, Tuesday, July 26, 2016 6 p.m. Council Chamber
- Annual Back to School Kick-Off spearheaded by Councilman Blount, Saturday,
July 30, 2016 10am – 2pm at the Merle Manders Conference Center

Councilwoman Gantt motioned to convene into Executive Session for items A-F & H; second by Councilwoman Robinson provided the second. Motion passed 5-0.

EXECUTIVE SESSION (Exemptions to the Georgia Open Meetings Act)

Councilwoman Gantt motioned to adjourn Executive Session; second by Councilwoman Robinson. Motion passed 5-0.

Councilwoman Gantt motioned to reconvene into Work Session; second by Councilman Alexander. Motion passed 5-0.

Councilwoman Gantt motioned to adjourn the meeting; second by Councilwoman. Motion passed 5-0.

Respectfully submitted by:

Vanessa Holiday, City Clerk CMC

Anthony S. Ford, Mayor Pro Tem



August 3, 2016

Mr. Michael C. Harris
City of Stockbridge
4640 North Henry Blvd.
Stockbridge, GA 30281

RE: City of Stockbridge
Willow Springs & Southwinds Pump Station Rehabilitation
C&S Project No.: S9100.004

Dear Mr. Harris:

As you are aware, bids were received and opened for the referenced project on July 26, 2016 at 2:00 PM. We have checked, corrected and tabulated the base bids received as follows:

Contract A:

	<u>Contractor</u>	<u>Total Base Bid</u>	<u>% Over Low Bid</u>
1.	Allsouth Constructors, Inc.	\$791,982.00	-
2.	Willow Construction, Inc.	\$823,345.27	3.96%
3.	Sol Construction, LLC.	\$837,350.00	5.42%
4.	C. Geiger Construction, Inc.	\$862,195.00	8.87%
5.	P.F. Moon and Company, Inc.	\$885,000.00	11.74%
6.	Rehab Construction Co., Inc.	\$1,050,029.12	32.58%
7.	Layne Heavy Civil	\$1,164,864.00	47.08%

Carter & Sloope has determined that **Allsouth Constructors, Inc. is the responsive low bidder** for Contract A of this project when evaluated on the basis of the Base Bid amount.

Contract B:

	<u>Contractor</u>	<u>Total Base Bid</u>	<u>% Over Low Bid</u>
1.	Sol Construction, LLC.	\$173,370.00	-
2.	RDJE, Inc.	\$174,390.00	0.59%
3.	Site Engineering, Inc.	\$236,885.00	36.64%
4.	Layne Heavy Civil	Non-Responsive	-

Carter & Sloope has determined that **Sol Construction, LLC. is the responsive low bidder** for Contract B of this project when evaluated on the basis of the Base Bid amount.

Two contractors submitted bids for both Contract A and B – Sol Construction and Layne Heavy Civil; however, Layne Heavy Civil's bid for Contract B was declared non-responsive because of a math error that could not be corrected. Sol Construction offered a deduct of \$5,000 if awarded both Contract A and B, which would result in a total price for both Contracts of \$1,005,720.00; however, awarding both contracts to Sol Construction would cost more than if the Contracts are awarded to Allsouth Constructors, Inc. for Contract A at a cost of \$791,982 and Sol Construction, LLC. For Contract B at a cost of \$173,370.00, which as a total price of \$965,352.00.

In an effort to provide the City with several design options, we requested and received several additions/deductions prices from the bidders on Contract A, which are shown in the attached Certified Bid Tab. We have summarized these prices below for the low responsive bidder, Allsouth Constructors, Inc. for modifying the project scope.

<u>Contract A Addition / Deduction Items</u>	<u>Amount</u>
1. Deduct for Multiple Contract Bid: If the Contractor chooses to offer bids on Contract A and Contract B for this Project and has determined that a deduct would result if awarded both Contracts, a deduct price may be offered below and will be deducted from the Contract A total lump sum bid price in Item No. 1 in Article 5.03; deduct the amount of:	(\$ 0.00)
2. Jib Crane: For deleting all Work required for furnishing and install the jib crane at the Willow Springs Pump Station site; including but not limited to foundation, crane, hoist, electrical and other appurtenances deduct the amount of:	(\$8,000)
3. Davit Crane: For furnishing one (1) series 5PT30 Davit Crane with a 3,000 lbs. load capacity pedestal mounted to concrete wet well at Willow Springs Pump Station Site. Add the amount of:	\$16,000
4. Concrete Drive: For installing 8" thick 4,000 psi concrete drive per the detail on Sheet 9 in lieu of asphalt paving at Willow Springs Pump Station Site, Add the amount of:	\$10,000

After careful consideration of the addition/deduction pricing, we do not recommend accepting these offered additions or deductions. Since the low bidder for Contract A and B both appear to have adequate experience, technical ability, and financial capability to complete these projects and has successfully completed similar projects, **Carter & Sloope recommends that Contract A be awarded to Allsouth Constructors, Inc. in an amount equal to the Base Bid amount of \$791,982.00 and Contract B be awarded to Sol Construction, LLC. in an amount equal to the Base Bid amount of \$173,370.00. The total cost for Contract A and B is \$965,352.00. The budget for this scope of work was \$1,110,000.00 so the bid prices are approximately 15% under the budgeted amount.**

We are enclosing one (1) copy of the "Bid Opening Minutes," "Bid Opening Attendance" sheet, and certified "Bid Tabulation" for your records. We are also enclosing four (4) copies of the Notice of Award for this project. Please execute all four (4) copies of the Notice of Award and return them to our office as soon as possible. We will prepare four (4) originals of the Agreement and forward them to you when the Contractor has executed the Agreement and delivered all the necessary Payment and Performance bonds and Certificates of Insurance.

Mr. Michael C. Harris
Page 3

August 3, 2016

If you have any questions or need any additional information, please call us.

Sincerely,



Martin C. Boyd, P.E.

MCB:hdc

Enclosures: Bid Opening Minutes – 1 copy
 Bid Opening Attendance – 1 copy
 Certified Bid Tabulation – 1 copy
 Notice of Award – 4 copies

BID OPENING MINUTES
S9100.004 – RFP #201606-08 CITY OF STOCKBRIDGE
July 26, 2016

It is now 2:00 PM. Bids for the City of Stockbridge- Willow Springs and Southwinds Pump Station Rehabilitation are now closed and the Owner is no longer accepting bids.

Introductions:

The Bids will be opened and read aloud, stating whether or not a Bid Bond is attached, the Addendums have been noted.

We will begin with sealed bid from:

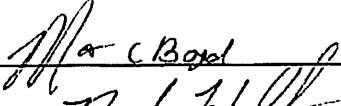
1. P.F. Moon and Company, Inc.
Bid Bond (~~is~~) (is not) attached
Addenda 1 - 4 (~~are~~) (are not) noted
Base Bid-Lump Sum Contract A, amount of \$ 985,000
Base Bid-Lump Sum Contract B, amount of \$ No Bid
2. Site Engineering, Inc.
Bid Bond (~~is~~) (is not) attached
Addenda 1 - 4 (~~are~~) (are not) noted
Base Bid-Lump Sum Contract A, amount of \$ No Bid
Base Bid-Lump Sum Contract B, amount of \$ 218,885.⁰⁰
3. R D J E, INC.
Bid Bond (~~is~~) (is not) attached
Addenda 1 - 4 (~~are~~) (are not) noted
Base Bid-Lump Sum Contract A, amount of \$ No Bid
Base Bid-Lump Sum Contract B, amount of \$ 174,390.⁰⁰
4. REHAB CONSTRUCTION CO., INC.
Bid Bond (~~is~~) (is not) attached
Addenda 1 - 4 (~~are~~) (are not) noted
Base Bid-Lump Sum Contract A, amount of \$ 1,050,029.¹²
Base Bid-Lump Sum Contract B, amount of \$ No Bid
5. ALLSOUTH CONSTRUCTIONS, INC.
Bid Bond (~~is~~) (is not) attached
Addenda 1 - 4 (~~are~~) (are not) noted
Base Bid-Lump Sum Contract A, amount of \$ 791,982.⁰⁰
Base Bid-Lump Sum Contract B, amount of \$ No Bid
6. LAYNE HEAVY CIVIL
Bid Bond (~~is~~) (is not) attached
Addenda 1 - 4 (~~are~~) (are not) noted
Base Bid-Lump Sum Contract A, amount of \$ 1,164,864.⁰⁰
Base Bid-Lump Sum Contract B, amount of \$ 415,670.⁰⁰

7. SOL CONSTRUCTION, LLC
Bid Bond (is) (is not) attached
Addenda 1 - 4 (are) (are not) noted
Base Bid-Lump Sum Contract A, amount of \$ 837,350.⁰⁰
Base Bid-Lump Sum Contract B, amount of \$ 173,370.⁰⁰
8. WILLOW CONSTRUCTION, INC.
Bid Bond (is) (is not) attached
Addenda 1 - 4 (are) (are not) noted
Base Bid-Lump Sum Contract A, amount of \$ 781,000.⁰⁰
Base Bid-Lump Sum Contract B, amount of \$ NO BID
9. C. Geiger Construction, INC
Bid Bond (is) (is not) attached
Addenda 1 - 4 (are) (are not) noted
Base Bid-Lump Sum Contract A, amount of \$ 862,195.⁰⁰
Base Bid-Lump Sum Contract B, amount of \$ NO BID
10. _____
Bid Bond (is) (is not) attached
Addenda 1 - 4 (are) (are not) noted
Base Bid-Lump Sum Contract A, amount of \$ _____
Base Bid-Lump Sum Contract B, amount of \$ _____
11. _____
Bid Bond (is) (is not) attached
Addenda 1 - 4 (are) (are not) noted
Base Bid-Lump Sum Contract A, amount of \$ _____
Base Bid-Lump Sum Contract B, amount of \$ _____
12. _____
Bid Bond (is) (is not) attached
Addenda 1 - 4 (are) (are not) noted
Base Bid-Lump Sum Contract A, amount of \$ _____
Base Bid-Lump Sum Contract B, amount of \$ _____

Willow Construction, INC. ON Contract A

At this time, the apparent low Bidder is SOL CONSTRUCTION, LLC ON Contract B with a Base Bid Amount of \$ 173,370.⁰⁰ ^{781,000.⁰⁰ Contract A} _{Contract B}. All "Base Bid" amounts will be reviewed and a formal award made within the next 15 to 60 days. We appreciate your interest in this project and we hereby officially adjourn this Bid Opening.

2:14 PM JULY 26, 2016

Signature: 

Signature: _____



BID OPENING ATTENDANCE

OWNER: City of Stockbridge PROJECT NO.: S9100.004 - RFP #201606-08

PROJECT: Willow Springs and Southwinds Pump Station Rehabilitation

DATE: July 26, 2016 TIME: 2:00 PM

NAME	REPRESENTING
MARTY BOYD	CAPITAL & SCOOPS, INC.
Craig Geiger	C. Geiger Construction Co., Inc.
Reginald Brandy	P.F. Moon
Joshua Haynes	Rehab Construction Co., Inc.
Rachel Pent	RAJE, Inc.
Tamara Isbell	Site Engineering
Brad Holsinger	City of Stockbridge
Adam Daniel	CITY OF STOCKBRIDGE
MARK GRAVER	WILLOW CONSTRUCTION, INC.
Sandra Murphy	Layne Heavy Civil, Inc.
Donna Hedges	Self Construction
Linda Nabers	City of Stockbridge

City of Stockbridge

EXECUTIVE SUMMARY

CITY COUNCIL MEETING

Meeting Date:

August 8, 2016

Department Requesting Agenda Item:

Planning & Zoning

Action Type:

☒

Action requested by City Council

☐

For informational purposes only

Attachments/Exhibits for Agenda Item:

1. Executive Summary
2. Legal Ad
3. Draft ZAB Minutes, July 14, 2016
4. Sign Photo
5. Staff Report
6. Application
7. Letter of Intent

Presenter:

City Staff

Applicant:

Cobblestock Partners

Number: CU-16-05

Agenda Item:

Cobblestock Partners, LP of Dallas, TX requests a conditional use for the property located at 5365 North Henry Boulevard, in Land Lot 59 of the 12th District. The property consists of 2.65+/- acres, and the request is for a church in the C-2 (General Commercial) zoning district.

Background:

See attached staff report.

Recommendation:

The Zoning Advisory Board recommended **Approval** with the staff recommended conditions.



HENRY COUNTY PLANNING & ZONING

*Conditional Use Evaluation Report
Henry County Zoning Advisory Board*

CU-16-05-S

City of Stockbridge

Advisory Board Member: Quaneisha Robinson-Green, (678) 429-9935

Staff Report Prepared By: Edward Morrow, Planner I

Applicant: Cobblestock Partners
4311 W. Lovers Lane, #100
Dallas, Texas 75209
(404) 662-2522

Location: 5365 North Henry Boulevard
Stockbridge, Georgia 30281
Land Lot 59 of the 12th District

Parcel ID: S07-04-025-000

Request: Conditional Use

**Proposed Use/
Purpose:** Church/Religious Facility

Current Land Use: Multi-tenant Commercial Building

Posted Sign: June 27, 2016

ZAB Meeting: July 14, 2016

Size of Tract: 2.65 +/- acres

Road Access: North Henry Boulevard

Zoning History:

The subject property is currently zoned C-2 (General Commercial) according to the Official City of Stockbridge Zoning Map, adopted on December 10, 2012. The property was previously zoned R-3 with no prior record of rezoning on file (RZ-08-04-S). The Stockbridge City Council approved the request for rezoning on June 9, 2008 for the development of the existing multi-tenant commercial buildings. The following six (6) conditions were attached to the rezoning:

1. The structure shall consist of brick or masonry product on all four sides.
2. Dumpster(s) shall be placed on a concrete pad and enclosed on three (3) sides. The enclosure shall be constructed of brick, stone, stucco or any combination thereof provided it is consistent with the design features of structures on the site, and shall not exceed eight feet (8') in height.
3. An exterior lighting plan shall require all lighting to be of moderate brightness and consist of downcast lighting.
4. A detailed landscaping plan shall be submitted. The Development Plan Review Department shall have final approval of the plan.
5. There shall be a Master Sign Development Plan reviewed and approved by the Henry County Planning and Zoning Department prior to application for the first sign permit.
6. Notwithstanding anything to the contrary herein, no zoning conditions imposed herein shall be interpreted or applied in such a manner so as to require any violation of any existing building, development, stormwater and/or any other applicable codes.

ZAB Meeting: July 14, 2016

A request for a conditional use ran concurrently with the rezoning application (CU-08-13-S). The conditional use for a greenhouse/plant nursery was also approved on June 9, 2008 with the following three (3) conditions:

1. The greenhouse/plant nursery shall be covered and shall have an eight foot (8') high security fence consisting of brick or stone columns and ornamental fencing to enclose the area on all three (3) sides.
2. The greenhouse/plant nursery shall not exceed 3,240 square feet.
3. Notwithstanding anything to the contrary herein, no zoning conditions imposed herein shall be interpreted or applied in such a manner so as to require any violation of any existing building, development, stormwater and/or any other applicable codes.

Table 1.0 illustrates the zoning and current land uses for the adjacent properties.

Table 1.0 Current Zoning & Land Uses of Adjacent Properties

	Current Zoning	Land Use
North	OI (Office/Institutional) C-2 (General Commercial)	Vacant Restaurants/Multi-tenant Commercial
East	C-2 (General Commercial) C-3 (Heavy Commercial)	Mini-Storage Restaurant Minor Auto Repair/Retail
South	R3 (Single-Family Residential) C-2 (General Commercial)	Residential
West	C-2 (General Commercial)	Vacant

Source: Official Zoning Map -- City of Stockbridge (Adopted December 10, 2012)

Executive Summary:

The applicant is requesting a conditional use to allow a church/religious facility to be operated in an existing multi-tenant shopping center. The subject property is zoned C-2 (General Commercial) consisting of 2.65+/- acres. The City of Stockbridge Code of Ordinances allows church/religious facilities to be located within a commercial zoning district subject to the approval of a conditional use. The subject property was previously approved for use as a church for a six month period.

Development Regulations Appurtenant to this Request:

- City of Stockbridge Ordinance No. 03-76
- Section 3-7-292. Application procedure; evaluation
- All other applicable codes

City of Stockbridge Ordinance No. 03-76

Section 2 of Ordinance No. 03-76 amends 8.36, Section 8.36.010 of the Code of Ordinances of the City of Stockbridge, Georgia, which incorporated Section 3-7-153 of the Code of Henry County Georgia, to expressly permit the conditional use of religious facilities in the C-2 zoning district "unless the city has specifically found health or safety issues which advise against such a conditional use."

Criteria Point 1. *The proposed use shall not cause traffic congestion or conditions that will adversely affect other nearby properties in the area.*

The subject property has road access from North Henry Boulevard, which is classified as a major arterial road on the Henry County Functional Road Plan. The conditional use may be approved with conditions which will help to mitigate any effects the proposed use may have on surrounding properties.

Criteria Point 2. *The physical conditions of the site, including topography, drainage, size, and shape are suitable for the proposed development.*

The physical conditions of the site appear to be suitable for the requested use as a church/religious facility. The applicant is requesting to place a conditional use within an existing site that has already been developed.

Criteria Point 3. *There are adequate public facilities to serve the proposed use.*

Water and Sewer:

A letter from the City of Stockbridge Water Department dated June 6, 2016 indicates that water and sewer services to the subject property should be sufficient to accommodate a "small church."

Pedestrian Circulation:

The proposed development will generate an increase in pedestrian traffic in the area. Currently, there are sidewalks serving the subject property.

Vehicular Circulation:

Road access to the site is available via North Henry Boulevard. The parking lot currently accommodates approximately 130 vehicles plus two loading spaces for large commercial vehicles.

The applicant will be required to meet the City of Stockbridge Code of Ordinances requirement of 1 parking space per every three (3) seats in the main assembly area, while also meeting the minimum parking requirements for all existing tenants on the site.

Criteria Point 4. *The applicant has made a binding agreement for any specific limitations or conditions necessary to protect the public interest and assure the continued beneficial use and enjoyment of nearby properties or that no special limitations are necessary to protect the public.*

Planning staff is unaware of any binding agreements for specific limitations or conditions that may or may not have been made by the applicant with the surrounding property owners. If approved, the applicant will be required to comply with any zoning conditions placed on the request by the Mayor and Council of the City of Stockbridge.

Criteria Point 5. *That the conditional use or conditional exception with specific limitations and design features as may have been required will further the aims of the land use plan and will not be unduly detrimental to nearby properties*

The conditional use, with specific limitations and required design features as required within the City of Stockbridge Code of Ordinances, should not be unduly detrimental to nearby properties.

Recommendation:

The Planning and Zoning Staff recommends **Approval** of this request.

Attachments:

- Application
- Survey Plat/ Site Plan
- Site Photos
- Tax Map
- Zoning Map
- Aerial Map

**Henry County Planning & Zoning
Conditional Use Request Application**

Cobblestock Partners, LP. Phone: **404.662.2522** Date: **5-16-2016**
Name of Applicant
Address Applicant: **4311 W. Lovers Lane #106** Fax: _____ Pager/Cell #: _____
City: **Dallas** State: **TX** Zip: **75209** E-mail: **twouters@murchisoncommercial.com**
Name of Agent: **TOM WOUTERS** Phone: _____ Date: _____
Address Agent: **SAME** Fax: _____ Pager/Cell #: _____
City: _____ State: _____ Zip: _____ E-mail: _____

THE APPLICANT NAMED ABOVE AFFIRMS THAT THEY ARE THE OWNER OR AGENT OF THE OWNER OF THE PROPERTY DESCRIBED BELOW AND REQUESTS

Conditional use being requested **church/ministry**
Address of Property: **5365 N. Henry Blvd.** (Street Address) Nearest intersection to the property: **Askew Drive and N. Henry**
Size of Tract: **2.65** acre(s), Land Lot Number(s): **LOT 59**, District(s): **12**
Property Tax Parcel Number: **507 0402 5000** (Required)

MM
Witness' Signature

George Murchison
Printed Name of Witness

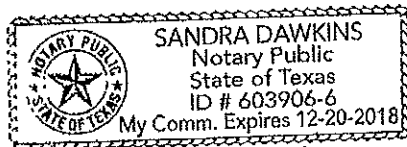
Sandra Dawkins
Notary

Tom Wouters, Cobblestock Partners, LP.
Signature of Applicant/s

TOM WOUTERS
Printed Name of Applicant/s

Laurie M. Harford, Esq.
Signature of Agent
Holloway Law Group

NOTARY STAMP:



(For Office Use Only)

Total Amount Paid \$ **510.00** Cash _____ Check # **1009** Received by: **EM** (FEES ARE NON-REFUNDABLE)

Application checked by: **EM** Date: **6-16-16** Map Number(s): **5-07**

Pre-application meeting: **5/24/16** Date: _____

Zoning Advisory Board Decision: _____

BOC Decision: _____

Planning Director's Signature: _____ Date: _____

COBBLESTOCK PARTNERS, LP

LETTER OF INTENT

From: COBBLESTOCK PARTNERS, LP

To: HENRY COUNTY PLANNING AND ZONING DEPARTMENT

Subject: CONDITIONAL USE APPLICATION - 5365 N HENRY BOULEVARD, SUITE 117/119, STOCKBRIDGE, GA - ALL ABOUT CHANGE MINISTRIES (PROPOSED TENANT) - LETTER OF INTENT

Date: MAY 16, 2016

The intent of the attached Conditional Use Application is to allow a church use (All About Change Ministries) in the building located at 5365 N Henry Boulevard, Suites 117/119.

Please do not hesitate to call me with any questions.

Sincerely,

Cobblestock Partners, LP



Tom Wouters
Property Manager

MCRE MANAGEMENT PARTNERS, LLC
4311 WEST LANE, SUITE 100
DALLAS, TEXAS 75209

ATTN: TOM WOUTERS
(O) 404-662-2522
TWOUTERS@MURCHISONCOMMERCIAL.COM



Legend

Request

CU-16-05-S

- C1
- C2
- C3
- M1
- M2
- O1
- PD
- R2
- R3
- R3RM
- RA
- RD
- RM
- RM2
- RM3
- RMH

Scale: 1"= 800'

Current Zoning Map

This map is for graphical representation only. It is not a legal document.



Legend

Request



CU-16-05-S

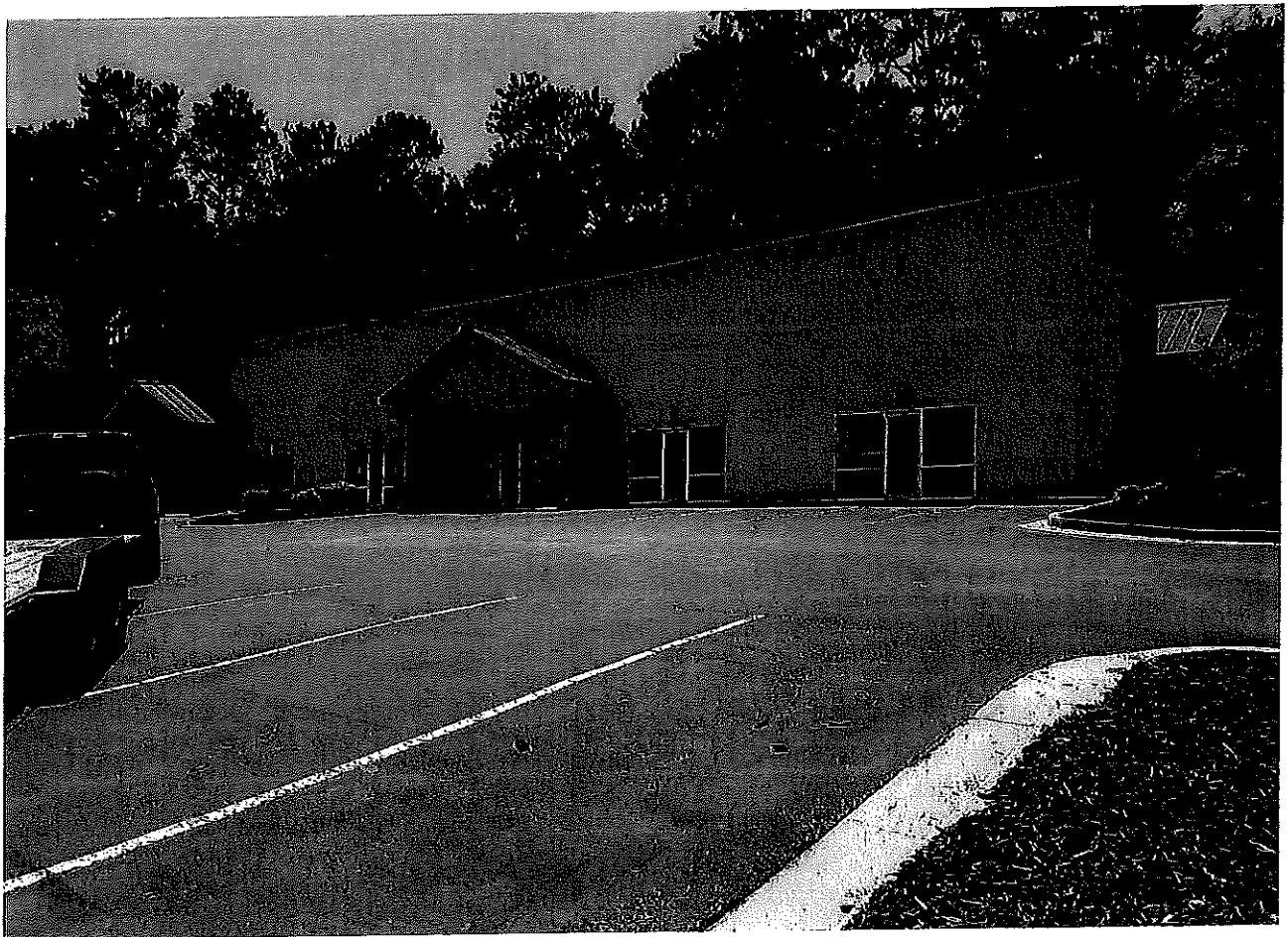
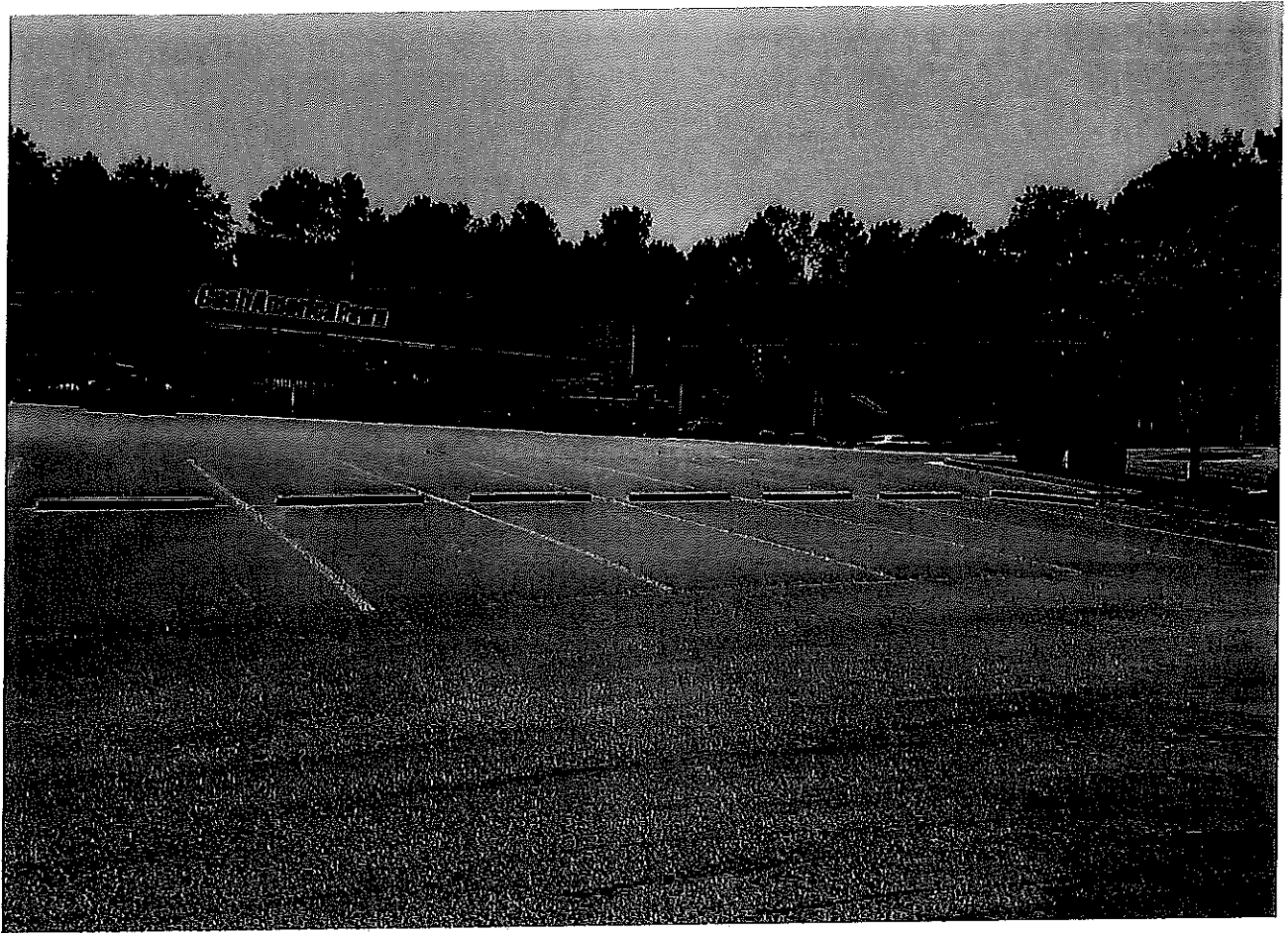
AERIAL MAP

Scale: 1" = 800'



This map is for graphical representation only. It is not a legal document.





RESOLUTION NO. _____

CITY OF STOCKBRIDGE, GEORGIA

**SHORT TERM WORK PROGRAM AND CAPITAL IMPROVEMENTS ELEMENT
ANNUAL UPDATE TRANSMITTAL**

WHEREAS, the City of Stockbridge, Georgia has prepared an annual update to its Short Term Work Program and Capital Improvements Element; and

WHEREAS, the annual update of the Short Term Work Program and Capital Improvements Element was prepared in accordance with the Development Impact Fee Compliance Requirements and the Minimum Planning Standards and Procedures for Local Comprehensive Planning established by the Georgia Planning Act of 1989, as amended; and a Public Hearing was held on August 8, 2016, in the Stockbridge City Council Chambers;

NOW, THEREFORE BE IT RESOLVED THAT the Stockbridge City Council does hereby authorize the Henry County Planning and Zoning Department to transmit the annual update of the Short Term Work Program and Capital Improvements Element covering the five-year period 2016-2020, and this resolution to the Atlanta Regional Commission and Georgia Department of Community Affairs as required by the Georgia Planning Act.

BE IT SO RESOLVED this 8th day of August, 2016.

Anthony Ford, Mayor Pro Tem

ATTEST:

Vanessa Holiday, City Clerk

City of Stockbridge

EXECUTIVE SUMMARY

CITY COUNCIL MEETING

Meeting Date:

August 8, 2016

Department Requesting Agenda Item:

Planning and Zoning

Action Type:

- ☒ *Action requested by City Council*
- ☐ *For informational purposes only*

Attachments/Exhibits for Agenda Item:

1. Resolution to Transmit the Short Term Work Program 2016-2020 and Capital Improvements Element Annual Update
2. Legal Ad
3. Short Term Work Program 2016-2020 and Capital Improvements Element Annual Update

Presenter:

Dale Hall, Administration and Community Services Director

SHORT TERM WORK PROGRAM AND CAPITAL IMPROVEMENTS ELEMENT ANNUAL UPDATE ADOPTION AND AMENDMENT TO THE HENRY COUNTY COMPREHENSIVE PLAN

The Short Term Work Program 2016-2020 and Capital Improvements Element Update (STWP/CIE) has been prepared by the Henry County Planning and Zoning Department with input from the City Manager to update the status of projects undertaken to accomplish the goals and objectives of the Comprehensive Plan in accordance with the Development Impact Fee Compliance Requirements and the Minimum Planning Standards and Procedures for Local Comprehensive Planning established by the Georgia Planning Act. A Public Hearing and approval to transmit the STWP/CIE to the Atlanta Regional Commission (ARC) is requested.

Additional Comments / Recommendation:

Henry County Planning and Zoning staff in conjunction with the City Manager has reviewed the document and made necessary updates. Staff recommends approval of transmitting the document to the Atlanta Regional Commission and Department of Community Affairs.

**Short-Term Work Program
Update 2016-2020
CITY OF STOCKBRIDGE, GEORGIA**

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SHORT TERM WORK PROGRAM ANNUAL UPDATE.....Page 2-5

CAPITAL IMPROVEMENT ELEMENT.....Page 6-7

Short-Term Work Program Update 2016-2020

Community Facilities						
Item	Activity	Years	Responsible Party	Cost Estimate	Funding Source	Status
1.	Multiplex Renovation	2015-2017	Henry County, City of Stockbridge	\$500,000	SPLOST III & IV	Assessment Complete
2.	Swimming Pool/Splash Pad Feasibility Study	2015-2016	Public Works	\$50,000	General Fund	
3.	Wastewater Treatment Plant Upgrade Plans/Engineering	2015-2017	Public Works	\$2,000,000	General Fund, SPLOST III, IV	
4.	Water supply source development	2015-2018	Public Works	\$3,600,000	SPLOST III, IV	Engineering
5.	City water meter replacement – intelligent meters & SCADA Replacement	2015-2018	Public Works	2,250,000	SPLOST III, IV, General Fund	Out for Bid
6.	Water main and service line replacement	2016-2019	Public Works	\$250,000	SPLOST IV	Ongoing
7.	New water Treatment facility	2016-2019	Public Works	\$3,000,000	SPLOST IV	Planning stages
8.	New water main construction	2015-2018	Public Works	\$250,000	SPLOST IV	Ongoing
9.	GIS - Infrastructure inventory and detailed mapping	2016-2019	Public Works	\$250,000	SPLOST IV	
10.	Sewer – infiltration and inflow study	2016-2017	Public Works	\$750,000	SPLOST IV	
11.	Sewer reconstruction & Pump Station replacement	2015-2019	Public Works	\$1,000,000	SPLOST IV, General Fund	Design Complete; Construction Phase
12.	New Maintenance shop	2016-2019	Public Works	\$3,000,000	SPLOST IV	Design Phase
13.	Parks Improvements including handicap play equip	2015-2019	Public Works	\$1,000,000	CDBG, SPLOST IV	Equipment Installed – Memorial Park
Subtotal				\$17,900,000		

Short-Term Work Program Update 2016-2020

Economic Development						
Item	Activity	Years	Responsible Party	Cost Estimate	Funding Source	Status
14.	Establish Stockbridge Business Assoc.	2015-2016	City of Stockbridge	\$50,000	DDA	Underway
15.	Create Economic Development Marketing Plan	2016-2017	City of Stockbridge	\$100,000	Hotel/ Motel	
16.	Apply for an Opportunity Zone designation	2015-2016	City of Stockbridge	\$25,000	General Fund	Receiving Quotes
17.	Create a Citywide Marketing Plan	2016-2018	City of Stockbridge	\$25,000	General Fund	On-going
18.	Technical College Expansion	2015-2018	City of Stockbridge	\$250,000	General Fund	
Subtotal				\$450,000		

Land Use						
Item	Activity	Years	Responsible Party	Cost Estimate	Funding Source	Status
19.	Update City Code including zoning and construction codes	2015-2017	City of Stockbridge and Henry County	\$100,000	General Funds	Technical Update Complete
20.	Overlay District feasibility	2015-2016	City of Stockbridge	\$40,000	SPLOST IV	
21.	Comprehensive Plan Update	2016-2019	City of Stockbridge and Henry County	\$100,000	General Fund	
22.	LCI Implementation	2015-2019	City of Stockbridge	\$250,000	General Fund	On-Going
Subtotal				\$490,000		

Short-Term Work Program Update 2016-2020

Transportation						
Item	Activity	Years	Responsible Party	Cost Estimate	Funding Source	Status
23.	Bike Pedestrian and Trail Master Plan	2015-2017	City of Stockbridge	\$50,000	General Fund	On-going
24.	Rock Quarry Road Extension Engineering and ROW Acquisition	2016-2018	City of Stockbridge and Henry County	\$3,000,000	SPLOST IV	
25.	South Berry Street Sidewalks	2015-2016	Public Works	\$150,000	General Fund	On-going
26.	Sidewalk – repair and reconstruction	2015-2016	Public Works	\$500,000	SPLOST IV	On-going
27.	Burke Street - Streetscape	2016-2018	Public Works	\$1,500,000	General Fund, TE, CDBG	Nearing Completion
28.	Davis Road from Clark Park to Highway 42 (Sidewalks and Streetscape)	2015-2018	City of Stockbridge	\$500,000	SPLOST, TE General Fund	Design complete; In R/W acquisition phase
29.	Davidson Parkway to Flippen Road By-Pass (Design and ROW Acquisition)	2015-2018	Public Works	\$5,000,000	SPLOST	
Subtotal				\$11,270,000		

Short-Term Work Program Update 2016-2020

Completed Projects						
1.	Update Sign Ordinance	2013	City of Stockbridge	In-Kind	General Fund	Complete
2.	Multiuse trail for Reeves Creek Phase 2: From Dabney-Hunter-Simmons Park to Tye Street	2015	City of Stockbridge	\$700,000	General Funds, LCI, TE	Complete
3.	Update Comprehensive Transportation Plan	2015-2016	City of Stockbridge and Henry County	\$20,000	General Fund	Complete
4.	Road Assessment and Pavement Analysis	2016-2018	Public Works	\$50,000	SPLOST IV	Complete

CITY OF STOCKBRIDGE, GEORGIA
CAPITAL IMPROVEMENTS ELEMENT
UPDATE 2016-2020

PUBLIC FACILITY: CITY OF STOCKBRIDGE
SERVICE AREA: PUBLIC WORKS

PROJECT DESCRIPTION	START DATE	END DATE	ESTIMATED COST	PORTION CHARGEABLE TO IMPACT FEES	OTHER FUNDING SOURCES	TOTAL EXPENDITURES FOR THE YEAR 2014	IMPACT FEE EXPENDITURES FOR THE YEAR 2014	IMPACT FEES ENCUMBERED THROUGH THE YEAR 2014	STATUS/REMARKS
Water Supply Source Development									
Flippen Road Well Exploration	2015	2017	\$ 1,125,000	\$0	SPLOST	\$0	\$0	\$0	
Flippen Road Well	2015	2017	\$ 750,000	\$0	SPLOST	\$0	\$0	\$0	
Pinehurst/Rustic Road Well	2015	2017	\$ 625,000	\$0	SPLOST	\$0	\$0	\$0	
Wastewater Plant Upgrade	2015	2019	\$ 1,000,000	\$0	SPLOST	\$0	\$0	\$0	
New Water Treatment Facility	2015	2019	\$ 3,000,000	\$0	SPLOST	\$0	\$0	\$0	
New Maintenance Shop	2015	2019	\$ 3,000,000	\$0	SPLOST	\$0	\$0	\$0	
TOTAL			\$ 9,500,000	\$0		\$0	\$0	\$0	

City of Stockbridge Annual Impact Fee Financial Report 2015

Public Facility Service Area:	Water	Sewer
Impact Fee Fund Balance from 2014	\$63,953	\$105,775
Impact Fees Collected in 2015	\$7,998	\$11,088
Accrued Interest 2015	\$28	\$47
Administrative/Other Costs		
Impact Fee Refunds		
Project Expenditures		
Impact Fee Fund Balance Ending 2015	\$71,979	\$116,910
Impact Fees Encumbered	\$71,979	\$116,910

TOTAL

\$188,889

RESOLUTION NO. _____

A RESOLUTION APPOINTING A CHAPLIN FOR THE CITY COUNCIL; AUTHORIZING THE 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 U.S. Supreme Court ruled in 1983 in Marsh v. Chambers that legislative chaplains are permissible under the Constitution of the United States of America;

WHEREAS, In 2014, the U.S Supreme Court ruled in Town of Greece v. Galloway that sectarian prayers at the beginning of legislative sessions are permissible under the Constitution of the United States of America; and

WHEREAS, the City finds it necessary and desirable to appoint and set forth the duties of a Chaplain to the City Council;

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

1. **Appointment of Chaplain.** The City Council of the City of Stockbridge hereby appoints Pastor Terrance Gattis to the position of Chaplain for the City Council. The Council may remove or otherwise change the appointment of the Chaplain at any time in its sole discretion. The position of Chaplain shall be a non-paid voluntary position, and the Chaplain shall be responsible for the following:
 - a. The Chaplain shall be available to the City Council to provide spiritual guidance and counsel on an as-needed basis whenever the circumstances shall require.
 - b. The Chaplain shall be responsible for coordinating the attendance of appropriate clergy to render invocations for all meetings of the City Council unless directed otherwise.
 - c. The Chaplain shall be responsible for providing comfort to the City of Stockbridge during times of grief or discord within the community.

2. **Documents.** The City Clerk is authorized to execute, attest to, and seal any documents which may be necessary to effectuate the amendment, subject to approval as to form by the City Attorney.
3. **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.
4. **Repeal of Conflicting Provisions.** All City resolutions are hereby repealed to the extent they are inconsistent with this Resolution.
5. **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 _____ 2016.

Anthony S. Ford, Mayor Pro Tem

ATTEST:

VANESSA HOLIDAY, City Clerk

(SEAL)

APPROVED AS TO FORM:

MICHAEL WILLIAMS, City Attorney

PROPERTY CONDITION ASSESSMENT REPORT



MultiPlex Building

Stockbridge, Georgia

PREPARED FOR:

City of Stockbridge
4640 North Henry Boulevard
Stockbridge, GA 30281

NOVA Project Number: 0516028

July 18, 2016



PROFESSIONAL | PRACTICAL | PROVEN



July 18, 2016

CITY OF STOCKBRIDGE
4640 North Henry Boulevard
Stockbridge, GA 30281

Attention: Mr. Michael C. Harris
City Manager

Subject: Property Condition Assessment
MULTIPLEX BUILDING
146 Burke Street
Stockbridge, Georgia 30281
NOVA Project Number 0516028

Dear Mr. Harris:

NOVA Engineering and Environmental, LLC (NOVA) has completed the authorized Property Condition Assessment (PCA) for the Multiplex Building located in Stockbridge, Georgia. The work was performed in general accordance with NOVA Proposal Number 002-05165225 dated May 27, 2016.

The PCA work was performed in general accordance with ASTM International *Standard Guide for Property Condition Assessments: Baseline Property Condition Assessment Process, Designation: E2018-15*, unless otherwise stated herein. The attached report presents our understanding of the project information, a description of the environmental consulting services provided by NOVA, and our findings and conclusions.

We appreciate your selection of NOVA and the opportunity to be of service on this project. If you have any questions, or if we may be of further assistance, please do not hesitate to contact us.

Sincerely,
NOVA Engineering and Environmental, LLC

Mickias Adera
Building Envelope Project Professional

David A. Miller, P.E.
Principal

Michael J. Wright
Senior Project Manager / Principal

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APPENDICES

- Appendix A – Site Photographs
- Appendix B – Needs Expenditure Spreadsheet
- Appendix C – Core and Opening Locations and Testing Results
- Appendix D – Personnel Qualifications
- Appendix E – Qualifications of Recommendations

COMMONLY USED ACRONYMS

Following are regulatory and technical acronyms commonly used in NOVA Property Condition Assessment reports:

ADA	The Americans with Disabilities Act
ACM	Asbestos-Containing Materials
AST	Aboveground Storage Tank
ASTM	ASTM International
BOMA	Building Owners and Managers Association
BUR	Built-up Roof
EIFS	Exterior Insulation and Finish System
EMF	Electro Magnetic Fields
EMS	Energy Management System
EUL	Expected Useful Life
EPA	United States Environmental Protection Agency
FEMA	Federal Emergency Management Act
FHA	Fair Housing Act
FIRMS	Flood Insurance Rate Maps
FOIA	U.S. Freedom of Information Act
FOIL	Freedom of Information Letter
FM	Factory Mutual
HVAC	Heating, Ventilation and Air Conditioning
IAQ	Indoor Air Quality
LUST	Leaking Underground Storage Tank
NFPA	National Fire Protection Association
OSHA	Occupational Safety and Health Administration
PCA	Property Condition Assessment
PCB	Poly-chlorinated Biphenols
PCR	Property Condition Report
PML	Probable Maximum Loss
RCRA	Resource Conservation and Recovery Act
RTU	Rooftop Unit
RUL	Remaining Useful Life
STC	Sound Transmission Class
UST	Underground Storage Tank

CODING GROUPS

CC – Code Compliance

Projects required modifying or replacing existing building systems in order to comply with current codes. (Code violations will have an additional indicator, which will allow them separation within this code & within the total body of work.

CR – Capital Renewal

Projects required replacing building systems and components at the end of their projected life. Typical project cost will be greater than \$40,000. Capital renewal projects will be for future years only.

DR – Deferred Renewal

Projects required for replacement of a failed building system or component in order to restore proper function. Projects in this group are typically defined by a replacement cost exceeding \$40,000. Replacement need is determined by the repair cost exceeding 60% of the replacement cost. Projects in this group will not have a future need year; they will only have a current need year.

DM – Deferred Maintenance

Projects required for repair of a failed building system or component in order to restore proper function. Projects in this group are typically defined by a repair cost greater than \$40,000 or exceeding 30% of the replacement cost, but not exceeding 60% of the replacement cost. Projects in this group will not have a future need year; they will only have a current need year.

RM – Routine Maintenance

Projects required for repair of a failed building system or component in order to restore proper function. Typical repair costs will be less than 30% of the replacement cost and less than \$40,000.

HL – Health and Life Safety

Building and site conditions that when reviewed deal with the adequacy of health, safety, regulatory, and related considerations.

TR – Timely Repair and Replacements

These are system and equipment conditions that when corrected within certain time constraints should reduce the probability of operational failure.

DI – Desirable Improvements

Projects required for repair of a failed building system or component in order to restore proper function. Typical repair costs will be less than 30% of the replacement cost and less than \$40,000.

EC – Energy Conservation

Energy conservation measures for the reduction of energy consumption having an expected payback of less than 7 years.

1.0 SUMMARY

NOVA Engineering and Environmental, LLC (NOVA) has completed the authorized Property Condition Assessment (PCA) for the structure identified as the City of Stockbridge Multiplex Building, located in Stockbridge, Georgia. The PCA work was performed in general accordance with ASTM International *Standard Guide for Property Condition Assessments: Baseline Property Condition Assessment Process, Designation: E2018-15*, unless otherwise stated herein.

The Subject Property consists of an approximately 4.8-acre parcel located north of North Henry Boulevard at 146 Burke Street in Stockbridge, Georgia with a single-story structure of approximately 22,000 square feet. The property is reported to have been constructed around 1990 as an office facility for a banking tenant and has been largely vacant since 2007. The northern half the building was recently occupied by Multiplex Building with signs of active renovation works. The Subject Property contains associated asphalt paved parking to the east and west of the office building. The site also contains greenspace including trees, grass, and low-growing vegetation. The City of Stockbridge is requesting a limited property condition assessment to assist in determining the feasibility of renovation / replacement options.

Property Name	Stockbridge Arts and community Center
Property Address	146 Burke Street Stockbridge, Georgia 30281
Building Use	Office / Multiplex
Property Size	3.0 acres
Number of Buildings	One (1)
Number of Stories	One (1)
Gross Square Footage	Approximately 22,000 square feet
Year Constructed	Approximately 1990
Insured Value	Not provided
Occupancy Status	Partially occupied at northern half of building

The building expenditure summary section provides an executive overview of the findings from the assessment. Further details of these expenditures are included within each respective report section and within the Estimated Expenditure forecast in the Appendix of this report.

BUILDING ELEMENT	CONDITION	GROUP	COST FOR IMMEDIATE NEEDS	NEEDS OVER TERM
SITE ELEMENTS				
Topography	Good	RM		
Storm Water	Fair	RM		
Ingress & Egress	Good	RM		
Paving, Curbing & Parking	Fair	DR	\$910	\$48,626
Flatwork	Good	RM	\$7,596	\$7,596
Landscaping & Appurtenances	Fair	RM	\$2,775	
Recreational Facilities	N/A	RM		
Utilities	Good	RM		
STRUCTURAL/ BUILDING ENVELOPE				
Foundation	Fair	RM	\$3,500	
Building Frame	Good	RM		
Exterior Walls	Poor	RM	\$6,546	
Exterior Windows and Doors	Good	RM		
Roofing	Poor	DR	\$572,000	
Exterior and Interior Stairs	Good	RM		
Patio, Terrace and Balcony				
INTERIOR ELEMENTS				
Common Areas	Poor	DM	\$8,249	
Interior Finishes	Poor	DM	\$148,817	
MECHANICAL AND ELECTRICAL				
HVAC Systems	Poor	DR	\$4,000	
Plumbing and Gas	Fair	RM	\$2,000	
Electrical	Fair	RM	\$3,800	
LIFE SAFETY / FIRE PROTECTION				
Life Safety / Fire Protection	Fair	RM		
Accessibility	Fair		\$15,300	
Additional Considerations	N/A			
TOTAL, UNIFLATED			\$767,293	\$48,212
Inflation Factor, 3%				
TOTAL, INFLATED			\$767,293	\$58,688

This summary is provided for convenience and should not be substituted for review of the full report, including all attachments as provided herein.

2.0 INTRODUCTION

2.1 GENERAL

NOVA Engineering and Environmental, LLC (NOVA) was authorized by Mr. Michael C. Harris of City of Stockbridge to perform a PCA for the approximately 4.8-acre property located at 146 Burke Street in Stockbridge, Henry County, Georgia (the "Subject Property").

2.2 PURPOSE

This PCA was performed to assist the Client in evaluating the physical aspects of the Subject Property by identifying and communicating readily observable physical deficiencies to the Client. The term "physical deficiencies" includes the presence of conspicuous defects and material deferred maintenance of a Subject Property's material systems, components, or equipment as observed during completion of the PCA. This definition specifically excludes deficiencies that may be remedied with routine maintenance, miscellaneous minor repairs, normal operating maintenance, etc., and excludes de minimis conditions that generally do not present material physical deficiencies of the Subject Property.

This PCA addresses existing conditions relating to the Subject Property. NOVA makes no representation regarding the future or potential use of the Subject Property, except for those items explicitly stated in this report.

This assessment was conducted in general accordance with the scope and limitations of ASTM International *Standard Guide for Property Condition Assessments: Baseline Property Condition Assessment Process, Designation: E2018-15*, unless otherwise stated herein. Our assessment, conclusions and recommendations are based on site conditions, observations, interviews, and a review of readily available information, as they existed at the time of our assessment.

2.3 SCOPE OF SERVICES

PCAs are described as general characterizations of physical conditions that are identifiable through practically reviewable information and visual, non-invasive observations for the purpose of identifying physical deficiencies. The areas viewed on the Subject Property were randomly selected by NOVA's field observer and were considered to be representative. Please note that viewing was limited to only those areas that were readily accessible, did not contain unsafe conditions and where access permission was granted. NOVA did not evaluate any concealed conditions such as behind locked doors, above ceilings, behind walls, underground, etc.

Services performed for this project include a process involving and/or considering the following:

- Review of government agency provided information concerning the Subject Property that is reasonably ascertainable and practically reviewable from standard sources.
- Review of other information provided by the Client, as outlined in Section 7.6 of ASTM E2018-15.

- Interview of the Client, owner and others knowledgeable about the history of the Subject Property.
- A walk-through survey of the subject property to observe material systems and components and identify physical deficiencies and any unusual features.
- Estimate costs for repair and/or capital reserve items based on a 10-year evaluation period requested by the Client.
- Preparation of this PCA report summarizing our services, findings, and conclusions.

Testing, measuring, or preparing calculations for any system or component to determine adequacy, capacity, or compliance with any standard is outside the scope of this PCA. This PCA also does not identify routine repair or maintenance items.

The sampling and testing of soil, air is beyond the scope of this study, except as noted below. The identification of corrosive drywall (Chinese drywall), asbestos containing materials (ACM), radon, vapor encroachment, lead based paint (LBP), lead in drinking water, wetlands, Waters of the United States, Waters of the State, regulatory compliance, cultural and historic resources, industrial hygiene, health and safety, ecological resources, rare or endangered species, air quality, noise impacts, biological agents and mold are also beyond the scope of this PCA. No implication is intended as to the relative importance of these additional items, and this list of items is not intended to be all inclusive.

Destructive Testing for Observations – As part of this assessment and as requested by the Client, NOVA performed non-ASTM services consisting of destructive openings at several areas of the foundation/floor slab and interior side of the perimeter walls to observe hidden as-built conditions and test relative humidity conditions.

- a. NOVA utilized Ground Penetrating Radar (GPR) scanning to locate and avoid reinforcing steel prior to coring the existing slab on grade in three (3) locations to identify slab thickness and confirm the presence of a vapor barrier.
- b. NOVA performed four (4) small openings in the exterior sheathing from the inside of the building to observe the weather barrier and wall cavity conditions behind the brick masonry.
- c. NOVA installed ten (10) Ligno-DuoTec BW Moisture Probes to provide in-situ moisture contents/relative humidity measurements in the concrete slab.

2.4 TERMINOLOGY

The physical condition of building components is typically defined as being in one (1) of three (3) categories:

- 1) **Good Condition** — In working condition and does not require immediate or short term repairs; however, may be subject to routine maintenance and repair due to age and normal wear and tear.

- 2) **Fair Condition** — In working condition; but, may require immediate or short term repairs or replacement. Defects or deferred maintenance items to major elements will require substantial repair or replacement in the near future to prevent further deterioration, restore it to good condition, prevent premature failure, or to prolong its expected useful life.
- 3) **Poor Condition** — Not in working condition, or requires immediate or short term repairs or replacement. Present condition could contribute or cause the deterioration of contiguous elements or systems.

It should be noted that a term applied overall to a system does not preclude that a part, section, or component of the system may differ in condition.

2.5 ASSUMPTIONS

The information gathered during this assessment was information that was “reasonably ascertainable” and “practically reviewable.” This is, by definition, information that is publically available and obtainable within reasonable time and cost constraints, and is provided by the source in a manner and in a form that, upon examination, yields information relevant to the Subject Property without the need for extraordinary analysis of irrelevant data. Records that cannot be feasibly retrieved by reference to the location of the property (such as records that are sorted chronologically) are not considered practically reviewable.

2.6 LIMITATIONS AND EXCEPTIONS

NOVA has performed a PCA in accordance with ASTM E2018-15, which is a limited inquiry into a property's physical condition and is not sufficient to discover every physical deficiency. No PCA can wholly eliminate uncertainty regarding the potential for physical deficiencies in connection with a property. Performance of this practice is intended to reduce, but not eliminate, uncertainty regarding the potential for physical deficiencies in connection with a property, and this practice recognizes reasonable limits of time and cost.

The appropriate level of inquiry is variable and is not to be construed as technically exhaustive. Not every property will warrant the same level of assessment. Consistent with good commercial or customary practices, the appropriate level of assessment will be guided by the type of property subject to assessment, the expertise and risk tolerance of the Users, and the information developed in the course of the inquiry.

NOVA's findings, opinions, and conclusions are based on information which is reasonably ascertainable and practically reviewable from standard sources at the time of the assessment through site reconnaissance, visual assessment of physical conditions, records review, interviews and other standard investigative techniques used in the industry at this time. It is possible that other information exists or may subsequently become known that may impact or change the assessment after NOVA's services are complete.

In conducting this PCA and preparing this report, NOVA reviewed, interpreted, and relied upon information provided by others, including, but not limited to individuals, government authorities, subcontractors, and other entities. NOVA has not performed an independent evaluation of the accuracy or completeness of such information.

NOVA's assessment represents our professional opinion, only. Therefore, NOVA cannot, under any circumstances, make a statement of warranty or guarantee, expressed or implied, that physical deficiencies are limited to those that are discovered while we are performing the PCA.

Specific limitations, exceptions, and/or data gaps/failures related to this PCA are as follows:

- The current property owner was contacted but did not respond to NOVA's request (via their representative) to complete a Pre-Survey Questionnaire as of the date of this PCA report.
- At the request of the Client, property owners, tenants, and/or site managers were not contacted for interviews regarding the Subject Property's history and use.

NOVA's professional opinion regarding the significance and/or materiality of these limiting conditions, exceptions, and/or data gaps/failures is provided in Section 10.0.

2.7 SPECIAL TERMS AND CONDITIONS

The Terms and Conditions for this PCA were set forth in NOVA's Proposal Number 002-05165225, dated May 27, 2016. No additional special terms and/or conditions were established for this PCA.

2.8 USER RELIANCE

NOVA's PCA report, along with the findings and conclusions contained in the report, either in completed form, summary form, or by extraction, is prepared, and intended, for the sole use of the Client and therefore may not contain sufficient information for other purposes or parties.

The contents of NOVA's report will continue to be the property of NOVA. NOVA's report may not be disclosed to, used by, or relied upon by, any person or entity other than the Client without the express written consent of NOVA. A reliance letter will be issued to other related parties as discussed with and agreed to by NOVA.

Authorization for disclosure to a third party or authorization for third-party reliance on a final report will be considered by NOVA upon the written request of the Client. NOVA reserves the right to deny authorization to allow disclosure or reliance of NOVA's report to third parties.

3.0 SITE DESCRIPTION

3.1 LOCATION AND LEGAL DESCRIPTION

The Subject Property consists of an approximately 4.80-acre parcel located at 146 Burke Street, Henry County, Georgia. A legal description of the Subject Property was not provided to NOVA.

3.2 SUBJECT PROPERTY AND VICINITY GENERAL CHARACTERISTICS

The vicinity of the Subject Property is generally developed with commercial and light-industrial land uses, and is bordered by the following.

DIRECTION	LAND USE DESCRIPTION/OBSERVATIONS
NORTH	A wooded buffer area with West Burke Street beyond.
EAST	Green space with Burke Street beyond.
SOUTH	Various parking and site access roads with Hamilton Bank beyond.
WEST	Wooded buffer with commercial/industrial beyond

Select photographs of the Subject Property taken by NOVA during the site reconnaissance activities (see Section 6.0) are included as Appendix B.

3.3 CURRENT USE OF THE PROPERTY

The Subject Property is currently used for periodic community theater use and activities.

3.4 DESCRIPTIONS OF PROPERTY IMPROVEMENTS

The Subject Property is currently developed with a single-story structure of approximately 19,704 square feet, which was reportedly constructed around 1990 as an office facility for a banking tenant and has been largely vacant since 2007. The Subject Property is bordered by West Burk Street to the north, North Henry Street to the south and Burke Street to the east. The Subject Property contains associated asphalt paved parking to the east, west and south of the building. The site also contains greenspace including trees, grass, and low-growing vegetation.

The Subject Property contains several storm water drop inlets and storm water catch basins.

Utilities for the site are provided by the City of Stockbridge Water Department. Electricity is provided by Georgia Power.

4.0 USER PROVIDED INFORMATION

The Client provided the following information or knowledge:

4.1 PRE-SURVEY QUESTIONNAIRE

A Pre-Survey Questionnaire was provided to the client. No information was provided.

4.2 PREVIOUSLY PREPARED PROPERTY CONDITION ASSESSMENT REPORTS

The Client has stated they are not aware of any previous PCA reports for the Subject Property.

4.3 SYSTEM OR COMPONENT STUDIES

The Client has stated that they do not have any studies specifically prepared on a system or component of the Subject Property.

4.4 ACTUAL OR PURPORTED KNOWLEDGE

The Client has stated that they do knowledge of actual or purported physical deficiencies of the Subject Property.

4.5 DOCUMENTS

There were no documents provided by the Client.

5.0 GOVERNMENT RECORDS REVIEW

5.1 BUILDING AND FIRE CODE COMPLIANCE

NOVA contacted the Henry County Fire Department on June, 2016 via a Freedom of Information Act (FOIA) request letter for the purpose of conducting a records search of outstanding fire code violations associated with the subject property. No response from the department was received at the time this report was issued. Any pertinent information, when obtained, will be forwarded.

This PCA does not include overall costs associated with potential outstanding violations or fines imposed on the subject property, as specific information was not provided to NOVA to confirm what potential violations or fines are outstanding, if any. Providing potential costs for outstanding violations or fines is considered beyond the scope of this PCA.

6.0 INTERVIEWS

As part of the PCA, interviews were conducted with select persons familiar with the Subject Property to provide insight into conditions material to recognized physical deficiencies in connection with the Subject Property.

6.1 INTERVIEW WITH OWNER

NOVA interviewed City of Stockbridge City Manager, Mr. Michael C. Harris, identified by the Client as the Point-of-Contact (POC). Mr. Jones stated that the city has owned the Subject Property since September of 2014. Mr. Jones stated that he is unaware of any physical deficiencies with the Subject Property. Mr. Jones stated that only routine maintenance, miscellaneous minor repairs, and normal operating maintenance, etc. had been performed since he acquired the property.

6.2 INTERVIEWS WITH SITE MANAGER

Not applicable, the Subject Property does not have a site manager or equivalent.

6.3 INTERVIEWS WITH OCCUPANTS

Not applicable.

6.4 INTERVIEWS WITH OTHERS

None.

7.0 SITE ELEMENTS

7.1 TOPOGRAPHY

7.1.1 Description

The Subject Property is currently developed with a single-story structure of approximately 19,704 square feet, which was reportedly constructed around 1990 as an office facility for a banking tenant and has been largely vacant since 2007. The Subject Property is bordered by West Burk Street to the north, North Henry Boulevard to the south and Burke Street to the east. The Subject Property contains associated asphalt paved parking to the east, west and south of the building. The site also contains greenspace including trees, grass, and low-growing vegetation. At north and south elevations, the landscape slope appears to drain water toward the building. Some low-growing vegetation are in contact with the building foundation and wall structures.

7.1.2 Condition

No significant erosion or slope movement was observed.

Good	Fair	Poor
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7.1.3 Recommendations

No physical deficiencies were identified that require projected capital or deferred maintenance expenditures within the study period. Routine maintenance, miscellaneous minor repairs, and normal operating maintenance will be required. Regrading to redirect surface water away from the structure is recommended in Section 7.6.3 of this report.

7.2 STORM WATER DRAINAGE

7.2.1 Description

Storm water is conveyed via below grade piping to the campus combined system. Roof drains (downspouts) discharge water directly on to the surface immediately surrounding the building. This can be landscaped areas or hard surfaces such as sidewalks.

7.2.2 Condition

Two (2) areas of significant ponding were observed. The storm sewer piping was inaccessible and its condition was not verifiable during the site visit. Some visually apparent problems with the systems were observed on the west elevation. Two (2) storm drop inlets on west elevation had excessive amount of fallen leaves and other

vegetation blocking the drainage. No assessment for compliance with Federal, State or Local rules and regulations concerning storm water run-off was made as part of this PCA.

Good	Fair	Poor
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7.2.3 Recommendations

- Remove debris from drainage inlets.
- Maintain route cleaning and removal of fallen vegetation from the pavement

7.3 INGRESS AND EGRESS

7.3.1 Description

The site is accessed via an entrance from Burke Street on the east and from various parking and site access roads with Hamilton Bank beyond on the south.

7.3.2 Condition

Ingress and egress at the property appear to be adequate.

Good	Fair	Poor
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7.3.3 Recommendations

No physical deficiencies were identified that require projected capital or deferred maintenance expenditures within the study period. Routine maintenance, miscellaneous minor repairs, and normal operating maintenance will be required.

7.4 PAVING, CURBING AND PARKING

7.4.1 Description

The parking areas, drive aisles, and service drives are paved with asphalt. The driveway vacant banking loading dock are paved with concrete. The curbs are constructed of cast-in-place concrete.

No physical count for number of parking was conducted due to lack of proper paint for the parking on the pavement. There are no signs for handicapped-designated parking spots. Parking spaces are equipped with concrete curb stops.

7.4.2 Condition

Linear cracking and areas of alligator cracking were observed in the asphaltic drive lanes. Some portions of the pavement have vegetation through the pavement cracks.

Good	Fair	Poor
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7.4.3 Recommendations

- Repairs are recommended for areas of deteriorating paving, in particular, the linear and alligator cracking in the asphalt drive lanes and may require sealing the cracks.
- Paint for parking dividers including handicap spots is required prior to reopening of the facility to public.
- Annual asphalt repairs and maintenance.
- Repaint rusting metal components of exterior light fixtures at the driveway and parking including others throughout the site.

7.5 FLATWORK

7.5.1 Description

Minimal flatwork is present, and primarily in the form of entrances, landings at mechanical space exits, ADA access ramps or landings at ancillary exit doors, and the area around the subject building. The observed flatwork was constructed of cast-in-place concrete.

7.5.2 Condition

- The sidewalks and steps generally appeared to be in fair condition. No significant trip hazards were observed during site reconnaissance. There are no perimeter sealants at the flatwork to wall transitions

Good	Fair	Poor
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7.5.3 Recommendations

- Add perimeter sealants at the flatwork to wall transitions
- New ADA access ramps closer to the entrance doors on east elevation north end is recommended. The current posted mark for ADA parking is in the middle of the building where the entrance traffic is low.
- Annual concrete repair.

7.6 LANDSCAPING AND APPURTENANCES

7.6.1 Description

Landscaped features were observed to be in generally good condition. At the north and south elevations, the landscape slope appears to drain water towards the building. Some low-growing vegetation are in contact with the building foundation and wall structures. Tall grassy area on North elevation has minor overgrowth and uneven terrain. There were some parking islands that need mulch replacement. There is slight erosion in lawn on Southern portion of site.

7.6.2 Condition

The subject property contains landscaping including trees, grass, and low-growing vegetation. At the north and south elevations, the landscape slope appears to drain water toward the building. Some low-growing vegetation are in contact with the building foundation and wall structures. At the south elevation, tall trees appear to be covering the light fixtures.

The lighting is owned by the property and generally appeared in good condition. Night observations were not made; however, no site lighting deficiencies were reported by property personnel. Nothing herein shall operate as an assessment of the adequacy of site lighting conditions in terms of tenant security or the security of the property.

Good	Fair	Poor
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7.6.3 Recommendations

- The landscaping and signage should continue to be maintained during the term; however, no costs have been included in the Reserve as this is considered an operating expense.
- Since the lighting appears and is reported to be in good condition, funds for immediate repairs and/or replacement have not been estimated and are not included in the Reserve. Any lighting repairs or replacements should be handled as a maintenance item.
- Cut down the low growing vegetation that are in direct contact with the building wall, especially the one on east elevation near the condenser units.
- At the south elevation, either trim the trees or move the light fixtures to a different location.
- Correct the slope of the landscape to drain away from the building.
- Clean site on a routine basis to avoid excessive amount fallen leaves from blocking ground drainage systems including gutters and downspouts.
- Recover landscaped islands in the parking areas with mulch where needed.
- Cut down tall grass area along North elevation.

7.7 RECREATIONAL FACILITIES

Not Applicable

7.8 UTILITIES

7.8.1 Description

Utilities for the site include water and sewer, which are metered at concrete utility boxes and are provided by the City of Stockbridge Water Department. Electricity is provided by Georgia Power with step down transformers located in the Utility Room at the building exterior alcoves. Natural Gas provider was not known by the maintenance personnel.

7.8.2 Condition

Utilities were observed to be in generally good condition. Those utilities that were operational, were adequate for the systems which were present.

Good	Fair	Poor
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7.8.3 Recommendations

No physical deficiencies were identified that require projected capital or deferred maintenance expenditures within the study period. Routine maintenance, miscellaneous minor repairs, and normal operating maintenance will be required.

8.0 STRUCTURAL FRAME AND BUILDING ENVELOPE

8.1 FOUNDATIONS

8.1.1 Description

Buildings of this structural type would typically be sitting on a foundation system comprised of reinforced concrete spread footings, a foundation wall system and a concrete floor slab (providing soil conditions were appropriate for such loads).

8.1.2 Condition

While the footings and foundations were not explored, no notable settlement was observed in the exterior of the structure to suggest any foundational settlement or movement. The concrete slab was observable from the interior of the building and was tested. The test cores showed a slab comprised of cast in-place concrete of at least four (4) inches thickness reinforced with wire mesh and sitting on a vapor barrier.

The floor slab and surrounding grade and flat work were observed to be generally in fair condition, however, there are several locations showing signs of moisture intrusion into the building at the wall to foundation transition and below the foundation and slab system. Delaminated carpet and lifted floor tile were observed throughout the building showing evidence of excessive moisture under the slab on grade. NOVA conducted concrete coring of the slab on grade to determine the availability vapor barrier under the slab. At all the locations coring was performed, a vapor barrier membrane was found under the slab, but moisture was observed in under-slab soils and high humidity levels were present in the slab itself. The Concrete RH testing and Slab Core Observations are attached to this report in the appendix.

Good	Fair	Poor
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8.1.3 Recommendations

- Perform a Forensic Assessment to identify moisture sources surrounding the building and within the building perimeter to discover possible remedies.

Recommended Needs Over Term:

- No Recommended Needs can be determined at this time. Possible moisture remediation efforts may be required but can only be determined after detailed Assessment.

8.2 BUILDING FRAME

8.2.1 Description

The structural frame for the building is a pre-engineered steel building frame consisting of moment-connected columns, roof beams, corner frames and build-outs for the bays. These frames are connected by struts, purlins, girts, and other framing members to resist lateral loads such as wind loads and to supply attachment points for interior and exterior walls, ceilings and roof components.

The structural frame support (columns and beams) for the portico and drive-through canopy is unknown though assumed to be structural steel.

8.2.2 Condition

Good	Fair	Poor
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8.2.3 Recommendations

No physical deficiencies were identified that require projected capital or deferred maintenance expenditures within the study period. Routine maintenance, miscellaneous minor repairs, and normal operating maintenance will be required.

8.3 EXTERIOR WALLS

8.3.1 Description

The exterior walls consist largely of steel stud infill attached to the horizontal girt system of the pre-engineered metal building frame. The studs are spaced at regular intervals and are sheathed on the inside surface with gypsum wall board, and sheathed on the exterior surface by a moisture resistant gypsum sheathing board and what appears to be an asphalt impregnated paper. There is paper-faced fiberglass batt type insulation between the studs with the paper face to the inside surface. The majority of the exposed exterior wall surface is brick veneer, with some areas of EIFS and stucco facades. We assume that a cavity exists between the exterior wall sheathing and the brick veneer providing an air space and a moisture drainage cavity (as would be typical) as we observed weep holes at the bottom of most wall locations. The tops of brick veneer walls are finished with metal parapet caps, cornices or fascia trim in most locations.

The portico and the bank drive-through coverings are constructed of decorative architectural columns (fiber reinforced plaster or polymer) with painted wood fascia, moldings and trims. The underside of the portico and drive-through surface is observed to be EIFS or stucco.

There is a cantilevered porch providing rain protection for the service area entrance that has an EIFS covering.

8.3.2 Condition

The brick veneer walls were observed in mainly in good structural condition. No settling or movement was observed in the brick veneer, control joint sealants at brick veneer locations were observed in good condition exhibiting normal wear and deterioration. Wood, EIFS and stucco finishes were observed at main entrance portico locations and the vertical surfaces and underside of the drive-through respectively and are in poor to fair condition depending on specific location. Architectural columns at north and south entrances are generally in fair condition with minor cracks and separated seams observed.

However, due to very poor drainage from roof edges, gutters, downspouts, leader heads, etc. water and moisture intrusion is evident at many brick veneer locations, many fascia and wood trim locations and at stucco/EIFS locations. There was efflorescence and biological growth on the wall at different locations. Where this has occurred at brick veneer surfaces there is staining, biological growth and efflorescence in the brick and mortar with likely in-migration of moisture into the wall cavity. Evidence is observable at interior locations of this condition.

Where this has occurred at wood fascia surfaces there is staining, paint and substrate deterioration and in some locations complete substrate failure.

Good	Fair	Poor
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8.3.3 Recommendations

Recommended Immediate Needs:

- Roof and roof drainage issues must be addressed before any successful wall, fascia, or moisture intrusion repairs can be effective.
- Repair moisture intrusion issues at walls on all elevations.

Recommended Needs Over Term

- Remove efflorescence, mold and staining on brickwork.
- Repair water and moisture damage and surface cracking in stucco and EIFS
- Repair and repaint wood fascia, cornices and moldings at portico and drive through areas. Repair and repaint columns.
- Renew control joints wall surfaces throughout the site.

8.4 EXTERIOR WINDOWS AND DOORS

8.4.1 Description

Storefront entrance systems and adjacent windows were observed to be constructed of aluminum frames with insulated glass and integral mullions. Other windows are aluminum framed fixed windows with insulated glass and integral mullions. These windows are set in pre-cast stone frames within the brick veneer wall. Exterior service entrances (West Elevation) were observed to be hollow metal door units with welded hollow metal frames. There are ballistic glass service windows at the south end of the former bank area.

8.4.2 Condition

Storefront entrance systems and windows are generally in good condition. Some deteriorated sealant was observed around window and door perimeters.

Good	Fair	Poor
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8.4.3 Recommendations

Recommended Needs Over Term:

- Repair sealant joints around window and door assemblies throughout site.

8.5 ROOFING

8.5.1 Description

The roof system for the structure is comprised of coated, snap-lock standing seam metal panels spanning the purlin system of the pre-engineered metal building frame. A layer of thin, vinyl-faced insulation is installed between the roof panels and the purlins as is standard in many pre-engineered building packages. Gutters, Through-wall scuppers and leader heads, downspouts, valley and ridge flashing, as well as wall and penetration flashing is also coated metal.

8.5.2 Condition

The roof system as a whole is generally in poor condition. The roof panels show signs of deflection and wear, with the surface coating scratched, deteriorated and worn in places. The roof system has many exposed fasteners with grommets that are loose, missing and deteriorated. The flashings at walls and at ridge and valley connections have deteriorated sealants and some appear to be improperly installed. The eaves and gutters are deteriorated badly with corrosion, rusted and open seams, poorly installed sealants and improperly detailed roof edges. Gutters appear to lack slope towards drains and exhibit signs of standing water, biological and plant growth. There is

evidence that water from gutter locations is overflowing off the back side directly into the exterior wall. Improper drainage from roof and gutter systems is causing deteriorated soffit conditions, efflorescence, algae growth, damaged EFIS and other issues.

Rainwater from downspouts discharges too close to the building at flatwork to wall transitions and may be causing or contributing to water intrusion into the structure and under the slab. Brick veneer, behind downspout, near gutter end dams and at spill points have indication of intrusion. Localized interior areas have indications of ongoing roof leaks.

Good	Fair	Poor
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8.5.3 Recommendations

Recommended Immediate Needs:

- Replace complete roof system and all drainage components.

8.6 EXTERIOR AND INTERIOR STAIRS

Not applicable.

8.7 PATIO, TERRACE AND BALCONY

Not applicable.

9.0 INTERIOR FINISHES

9.1 COMMON AREAS AND TENANT AREAS

9.1.1 Description

Interior finishes consist of the following:

1. Ceilings: 2 X 2 lay-in acoustical tile in a suspended grid system. It is noted that the upper building insulation is fiberglass batt type insulation laid on top of the suspended ceiling tiles.
2. Walls: Painted gypsum wallboard wall surfaces on metal studs. There are some instances of ceramic tile in restrooms. There are also some moveable wall panels dividing a large training type room. There are some very minor quantities of painted concrete block walls.
3. Floors: The concrete floor slab is covered with vinyl composition tile, ceramic floor tile or carpet.
4. Interior doors appear to be commercial grade wood doors set in hollow metal frames.

9.1.2 Condition

The condition of much of the interior is poor, apparently due to the large amounts of water and moisture infiltration from above, high humidity levels in the air and moisture in the floor slab. The fiberglass batt insulation on the ceiling is problematic. In many locations it has been moved (for maintenance activities above the ceiling) and not put back, in some locations, it is missing. Generally, the insulation is not homogenous, tight and continuous. Current Building Codes prohibit this practice.

Most of the building was reportedly vacant since 2007. Recently, the northern end of the building has opened to periodic activities by the Stockbridge Community and Arts Center.

Ceiling systems show signs of extreme humidity with tiles sagging. Many ceilings are water stained either from roof leaks or from condensation dripping from HVAC units and ductwork.

The interior sides of the exterior walls have water damage at several locations. In some cases, there were signs of water intrusion from the roof and walls which have led to paint delamination, deteriorated drywall, and mold growth. Both tile and carpet finishes throughout the building are delaminated and heaved, showing excessive moisture issues in the floor slab.

Good	Fair	Poor
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9.1.3 Recommendations

Recommended Immediate Needs:

- The sources of water intrusion both from above and below must be understood and resolved.
- High humidity levels must also be resolved by either separating the large unoccupied attic space from the occupied space below the ceiling – or by moving the sealed and insulated layer to the roof and combining the spaces and into one conditioned volume.

Recommended needs over term:

- Proceed with replacing interior finishes as needed based on renovation and future use requirements.

10.0 MECHANICAL AND ELECTRICAL SYSTEMS

10.1 HVAC SYSTEMS

10.1.1 Description

Generally, the building appears to be heated and cooled (conditioned) by split system heat pumps with supplemental electric heat. Indoor air handling units are located in dedicated mechanical rooms while supplemental fan coil units and electric heat units are located in the attic space along with all of the ductwork. Exterior condensing units are located on concrete pads outside in close proximity to the building. The system is zoned to serve individual tenants and space loads. The system appears to be designed as a complete and integrated system with one manufacturer's units (Ruud).

The Individual HVAC system components appear to be in generally operable condition, with manufacturing dates (typically 1998) on the observed units.

10.1.2 Condition

The overall HVAC system condition rates poor due to some specific conditions that counteract its effectiveness to operate optimally. The largest element effecting the capability of the HVAC system is the attic space where many of the HVAC system components are located. As described in the previous section, the attic space sits directly below a poorly insulated metal roof system and is also ventilated directly to the outside. The attic environment then is unconditioned and matches the outside conditions. In addition, the attic space is very poorly isolated from the occupied and conditioned space directly below it, so much of the humidity, heat, and cold conditions are mixing with occupied space and increasing the effective volume. It is highly likely that the systems were designed as if the attic space were perfectly isolated from the occupied space and thus designed for only the occupied space volume.

The physical condition of the building works against the HVAC system to control moisture and humidity in the air in addition to properly cooling the spaces. It would be noted that if the future use and occupancy of the facility becomes an Assembly Occupancy by Code the outside air requirements (thus humidity control requirements) increase substantially.

Another issue contributing to building moisture is the condensate drains from the indoor units drain towards the structure and were observed depositing condensate water at the bottom of the building where it transitions from exterior walls to flatwork.

Typical effective service-life for similar units is 15-20 years when properly maintained; consequently, the systems components are nearing their useful life span.

Good	Fair	Poor
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10.1.3 Recommendations

- Building conditions and moisture related issues should be resolved prior to or in conjunction with any HVAC related renovations.
- These units should be scheduled for renovation or replacement along with any renovation, redesign activity or change of Occupancy Type for the Building as a whole.

10.2 PLUMBING AND GAS

10.2.1 Description

The plumbing system is light commercial duty with largely PVC infrastructure. The plumbing fixtures consist of various sinks and lavatories, tank-type toilets and flush valve urinals. The facets and trim are also light commercial grade. Countertops, and associated cabinetry appear to be plastic laminate grade as well as plastic laminate toilet partitions.

10.2.2 Condition

Interior plumbing and gas systems in the subject property are in generally fair condition. There are restrooms with removed toilet seats, and other restrooms with posted "do not use" signs. Not all fixtures were tested and it is assumed the "do not use" signs are posted because fixtures are broken and non-functional.

Good	Fair	Poor
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10.2.3 Recommendations

Recommended Immediate Needs:

- Test and repair non-functional fixtures and install new toilet seats at locations where that are missing.

10.3 ELECTRICAL

10.3.1 Description

The electrical power and lighting systems appear normal and assembled neatly in place. In the main electrical room, the main power disconnect, main power distribution panels and subsequent branch power panels are neatly arranged and power conduit is neatly installed. Available power appears adequate if not robust for a building of this size.

Power disconnects appear at equipment locations. Power outlets and switches appear to be in normal quantities throughout the facility. Emergency power systems or generators were not observed.

Interior lighting systems are mainly lay-in fluorescent type set into the ceiling grid system operated by typical wall mounted switches. Exterior lighting systems consist of surface mounted wall packs, recessed lighting in soffit locations. It would appear that exterior lighting is controlled by a timer system. Not all systems were tested and not all light fixtures were observed while illuminated although some, including exterior lights, were on.

10.3.2 Condition

The electrical power systems appear to robust and adequate for a facility this size. The main electrical room is clean and well laid out. The Main Distribution Panel, various other panels and circuit boards appear to be clean and in good repair. The unoccupied condition of the building, however has led to some disrepair of power and lighting systems and there will be some work required to return them to a fully functioning status.

Good	Fair	Poor
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10.3.3 Recommendations

While there were no physical deficiencies were identified that require immediate attention, if repurposing of the structure is projected, a thorough electrical study which evaluates the current configuration against future purpose is recommended. Routine maintenance, miscellaneous minor repairs, and normal operating maintenance will be required.

11.0 VERTICAL TRANSPORTATION

Not applicable

- Removal of Remaining Barriers. Providing access to the goods, services, facilities, privileges, advantages, or accommodations.

The ADA in its purist form relates only to facilities Occupied or significantly altered after March 13, 1991. For facilities with Certificates of Occupancy issued prior to March 13, 1991 and not significantly alter after this date, the ADA is seen as a “good practice guide” with a requirement to complete accessibility upgrades typically made by civil suit and employee / user request.

The building received its initial Certificate of Occupancy before the March 13, 1991 implementation of the ADA. As a result, the building is not required to comply with the ADAAG.

The first consideration of the ADAAG relates to measures that will enable individuals with disabilities to physically approach and enter a place of public accommodation. The priority of “getting through the door” recognizes that providing actual physical access to a facility from public sidewalks, public transportation, or parking, is generally preferable to any alternative arrangement in terms of both business efficiency and the dignity of individuals with disabilities. In general, terms this can mean exterior access to the building.

The ADAAG requires that signs that identify permanent rooms and spaces, such as those identifying restrooms and exits or providing room numbers, must have Braille and raised letters or numbers, so that they may be read visually or tactilely. The signs must also meet specific requirements for mounting location, color contrast, and non-glare surface.

13.1.2 Condition

Disabled pedestrians using wheelchairs are able to access the building through the main entrances. The entrances provide a clear opening width exceeding the minimum of 32”.

Accessible restrooms are provided within the building. The building consists of one main level and all spaces appear to be accessible.

Signs used to identify offices, restrooms and other permanent rooms and spaces within the building do not meet ADAAG requirements. We would recommend this be a part of any future renovation activity.

The doors throughout most of the building have door handles that are compliant with the ADAAG requirements. Only a few at service areas were found to have non-compliant door knobs.

Good	Fair	Poor
------	------	------

13.1.3 Recommendations

- New ADA access ramps closer to the entrance doors on east elevation north end is recommended. The current posted mark for ADA parking is in the middle of the building where the entrance traffic is low.

14.0 ADDITIONAL CONSIDERATIONS

Not Applicable.

15.0 DEVIATIONS AND DATA GAPS

Deletions or substantial deviations from the ASTM E2018-15 standard practice were not noted. Data gaps include the following:

- The current property owner was contacted but did not respond to NOVA's request (via their representative) to complete a Pre-Survey Questionnaire as of the date of this PCA report.
- At the request of the Client, property owners, tenants, and/or site managers were not contacted for interviews regarding the Subject Property's history and use.

However, it is our professional opinion that these data gaps are not significant, and do not impact the findings or conclusions of this report.

16.0 ADDITIONAL SERVICES

No additional Non-ASTM services were requested by the Client during the completion of this Phase I ESA, except as noted in Section 2.3.

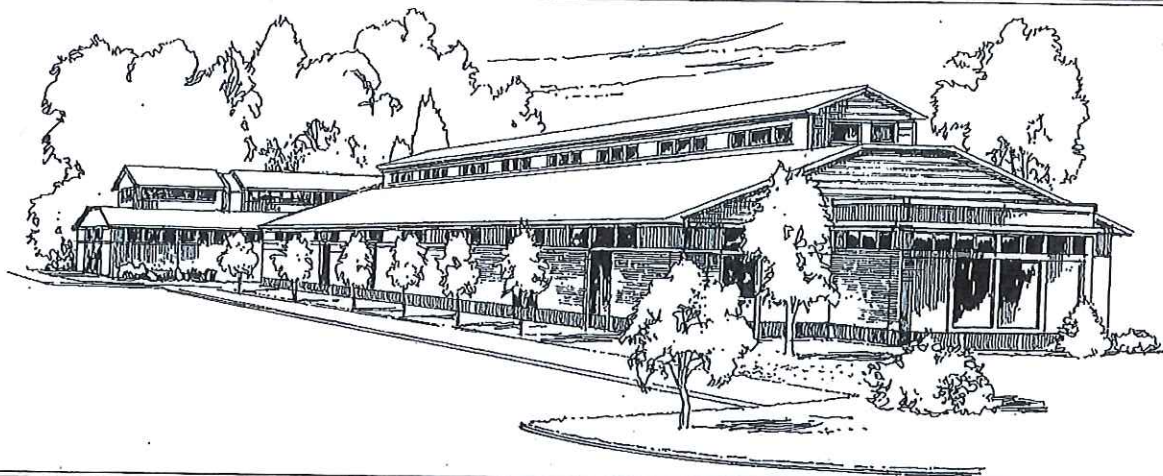
APPENDIX A

SITE PHOTOS

July 13, 2010
NOVA Project No. 0310020
CITY OF STOCKBRIDGE
MULTI-PLEX BUILDING
340 Duke Street
Stockbridge, Georgia 30261

Year 1 begins 12 months after site occupancy

- Code Compliance
- Capital Reserve
- Deferred Renewal
- Deferred Maintenance
- Routine Maintenance
- Health and Life Cycle
- Timely Repair and
- Sustainable Improvements
- Energy Conservation


Costs per square foot of floor area

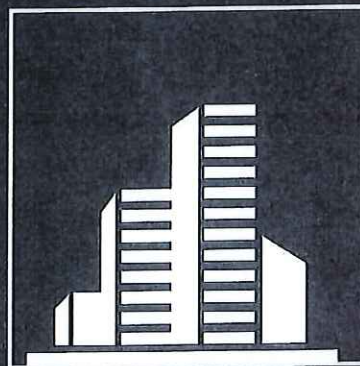
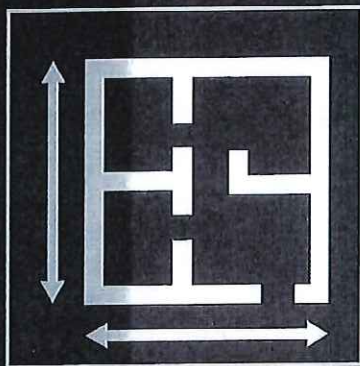
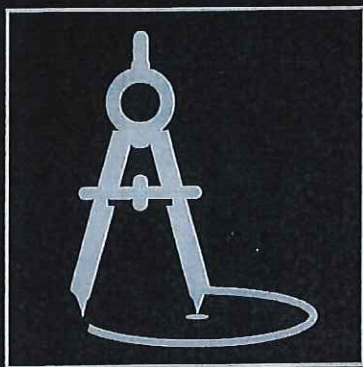
Exterior Wall	S.F. Area	4000	6000	8000	10000	12000	14000	16000	18000	20000
	L.F. Perimeter	260	340	420	453	460	510	560	610	600
Face Brick with Concrete Block Back-up	Bearing Walls	176.55	167.45	162.95	155.90	149.15	147.15	145.70	144.55	140.95
	Steel Frame	171.95	164.05	160.10	153.95	148.25	146.60	145.25	144.25	141.15
Decorative Concrete Block	Bearing Walls	155.20	148.05	144.50	139.05	133.90	132.35	131.25	130.35	127.60
	Steel Frame	157.80	151.65	148.60	144.05	139.85	138.60	137.60	136.90	134.60
Tilt Up Concrete Wall Panels	Bearing Walls	157.90	151.20	147.85	142.85	138.15	136.75	135.65	134.85	132.30
	Steel Frame	153.30	147.75	145.00	141.00	137.20	136.10	135.20	134.55	132.55
Perimeter Adj., Add or Deduct	Per 100 L.F.	23.15	15.45	11.60	9.20	7.70	6.65	5.85	5.20	4.60
Story Hgt. Adj., Add or Deduct	Per 1 Ft.	2.90	2.55	2.35	2.00	1.70	1.65	1.55	1.55	1.35
For Basement, add \$33.50 per square foot of basement area										

The above costs were calculated using the basic specifications shown on the facing page. These costs should be adjusted where necessary for design alternatives and owner's requirements. Reported completed project costs, for this type of structure, range from \$84.10 to \$265.65 per S.F.

Common additives

Description	Unit	\$ Cost	Description	Unit	\$ Cost
Bar, Front bar	L.F.	415	Movie Equipment		
Back bar	L.F.	330	Projector, 35mm	Each	12,200 - 16,700
Booth, Upholstered, custom straight	L.F.	241 - 440	Screen, wall or ceiling hung	S.F.	8.70 - 13.20
"L" or "U" shaped	L.F.	249 - 425	Partitions, Folding leaf, wood		
Bowling Alleys, incl. alley, pinsetter			Acoustic type	S.F.	81.50 - 134
Scorer, counter & misc. supplies, average	Lane	62,500	Seating		
For automatic scorer, add	Lane	10,900	Auditorium chair, all veneer	Each	300
Emergency Lighting, 25 watt, battery operated			Veneer back, padded seat	Each	315
Lead battery	Each	320	Upholstered, spring seat	Each	315
Nickel cadmium	Each	885	Classroom, movable chair & desk	Set	81 - 171
Kitchen Equipment			Lecture hall, pedestal type	Each	258 - 610
Broiler	Each	4000	Sound System		
Coffee urn, twin 6 gallon	Each	2975	Amplifier, 250 watts	Each	2025
Cooler, 6 ft. long	Each	4100	Speaker, ceiling or wall	Each	208
Dishwasher, 10-12 racks per hr.	Each	4225	Trumpet	Each	400
Food warmer	Each	725	Stage Curtains, Medium weight	S.F.	10.60 - 39
Freezer, 44 C.F., reach-in	Each	5125	Curtain Track, light duty	L.F.	86.50
Ice cube maker, 50 lb. per day	Each	1950	Swimming Pools, Complete, gunite	S.F.	90.50 - 113
Range with 1 oven	Each	3000			

RSMeans[®] Square Foot Costs



Designed to provide reliable, early estimates of building costs

2014

35th annual edition

Cost data from the most quoted name in construction