



Where Community Connects

STOCKBRIDGE CITY COUNCIL

Mayor

Anthony Ford

Mayor Pro Tem John Blount

Councilwoman LaKeisha Gantt

Councilman Elton Alexander

Councilwoman Neat Robinson

Councilman Alphonso Thomas

CITY MANAGER

Randy Knighton

CITY CLERK

Vanessa Holiday

DEPUTY CLERK

Randi Rainey

CITY ATTORNEY

Michael Williams

Council Meeting

Agenda

October 29, 2019 6:00 PM



Stockbridge City Hall

4640 N. Henry Blvd.

Stockbridge, GA 30281

Website: www.cityofstockbridge.com

Phone: 770-389-7900

Fax: 770-389-7912



AGENDA COUNCIL MEETING CITY OF STOCKBRIDGE

TUESDAY, OCTOBER 29, 2019 6:00 PM

Mayor & City Council

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

Administration

Randy Knighton, City Manager
Camilla Moore, Asst. City Mngr.
Vanessa Holiday, City Clerk
Michael Williams, City Attorney
Randi Rainey, Deputy City Clerk

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

ROLL CALL

ADOPTION OF THE AGENDA

REVIEW OF THE MINUTES FOR THE FOLLOWING MEETINGS: 10/14/2019

- 1 Draft Minutes of 10/14/2019

PUBLIC COMMENTS

PRESENTATION

- 2 Project Proposal for Interim Youth Enrichment Development/Administration of World-Class Youth Enrichment Programs- The K-Piano Learning Foundation - Presented by: Kenneth L. Wilson Sr. Executive Director

3 **3rd Quarter Summary Reports 2019**

1. Stockbridge Youth Council
2. Downtown Development Authority
3. Economic Development
4. Main Street
5. Conference Center/Events
6. Community Development
7. Public Works
8. Finance - Presented by:

NEW BUSINESS

- 4 Council Consideration to approve use of the Merle Manders Conference Center as the City's Official polling location effective January 1, 2020 in coordination with the schedule of the Henry County Elections Office - Presented by: Dan Richardson- Vice Chair of Henry County Elections
- 5 Council Consideration to approve the City's 2020 Benefits Package - Presented by: Renee Wheeler, John Wiggins
- 6 Council Consideration to approve the City's Updated IT (Information Technology Policy) - Presented by: Recardo Tucker- IT Manager , Renee Wheeler
- 7 Council Consideration to approve the City's Updated Cell Phone & Usage Policy - Presented by: Recardo Tucker- IT Manager, Renee Wheeler
- 8 Council Consideration to approve a Resolution authorizing \$25,000 in matching fund for an ARC (Atlanta Regional Commission) Grant in the amount of \$125,000 applied for by the City's Project Manager Keck & Wood - Presented by: Randy Knighton
- 9 Council Consideration to approve the replacement of the Access Control System for the Municipal Court Building in the amount of \$42,706.95. Funding Source: FY19 Governments Bldg. Budget - Presented by: Decius Aaron
- 10 Council Consideration to approve the City's Street Acceptance Policy - Presented by: Decius Aaron
- 11 Council Consideration to amend Chapter 5- Public Works of the City's Code of Ordinances - Presented by: Decius Aaron
- 12 Council Consideration to amend Chapter 5.12- Solid Waste Collection and Disposal of the City Code of Ordinances - Presented by:
- 13 Council Consideration to amend Chapter 8.30- Stormwater Management of the City's Code of Ordinances - Presented by: Decius Aaron
- 14 Council Consideration to appoint members to the Stockbridge Public Facility Authority - Presented by: Michael Williams

ANNOUNCEMENTS OF UPCOMING MEETINGS & EVENTS

CITY MANAGER'S COMMENTS (Randy Knighton)

CITY CLERK'S COMMENTS (Vanessa Holiday)

COMMENTS FROM THE CITY COUNCIL

MAYOR'S COMMENTS (Mayor Anthony Ford)

EXECUTIVE SESSION (Exemptions to the Georgia Open Meetings Acts)

ADJOURNMENT



October 11, 2019

K-Piano Music Learning Foundation, Inc.
5365 North Henry Blvd. Suite 113
Stockbridge, GA 30281

Stockbridge City Council & Administrative Staff
4640 North Henry Blvd.
Stockbridge, GA 30281

Dear Mrs. Holiday,

We are pleased to present to you a proposal for a Comprehensive Youth Enrichment Program & Interim Youth Enrichment Center. Our plan is to partner with the City of Stockbridge to open a dedicated interim youth enrichment center, develop world-class youth enrichment programs which best present Stockbridge as a world-class metropolitan city with a focus on producing the best and brightest from our community.

Youth initiatives are an area of service where our City has invested, is investing, and plans to make substantial future capital investments towards. This proposed project offers the City of Stockbridge an opportunity to leverage The K-Piano Music Learning Foundation's (KPMLF) subject matter expertise, strategic partnerships with the local schools, faith community, other non-profits partners, and local businesses to immediately and substantially increase the number of youth impacted by the City's youth initiatives.

KPMLF has done the research and we feel confident that this partnership will produce at minimum a Youth Symphonic Orchestra, K-Band & Drumline, Dance & Baton Twirl Group, Robotics Competition Team, Chess Club, & a variety of enrichment classes including coding, financial literacy, health/nutrition, and more. As you review this proposal you will note that KPMLF shall cover 80% of the annual operating budget, totaling \$219,000. The proposed 20% annual contribution of The City of Stockbridge is \$56,000 and represents the cost of the Interim Youth Enrichment Center.

Through this project KPMLF offers a true enhancement of current efforts in a way that systemically offers the youth of our community the competitive advantage in a global society, while simultaneously helping to build a city these young people will one day choose to live, work, and play in as the leaders of tomorrow. On behalf of our Board of Directors, and partner families from this community I am asking that City Council please review this proposal for a Comprehensive Youth Enrichment Program & Interim Youth Enrichment Center and to strongly consider allowing a full presentation to be added to the Council's agenda for a vote. Thank you for your time and support of our local youth.

Sincerely

Kenneth L. Wilson, Sr., Executive Director
The K-Piano Music Learning Foundation
5365 North Henry Blvd. Suite 113
Stockbridge, GA 30281

5365 N. Henry Blvd. Ste 113 Stockbridge, GA 30281

www.kpianoclub.com

770-954-8792 Main

EXECUTIVE SUMMARY

"Project Proposal for Interim Youth Enrichment Center & Development/Administration of World-Class Youth Enrichment Programs"

ORGANIZATION HISTORY: Since it was founded in 2011 in the City of Stockbridge the K-Piano Music Learning Foundation, Inc. (KPMLF) has brought S.T.E.A.M. & recreation themed enrichment into the lives of over 16,000 youth, partnered with the largest school districts in the Greater Atlanta Region, developed the largest summer youth band camp for youth age 5yrs – 13yrs in the State of Georgia, grown to become the 2nd largest summer employer of minority youth in Henry County, and raised and donated over \$100,000 in cash, and in-kind services to the local schools.

- **Mission Statement:** KPMLF has a mission to give youth a comprehensive life advantage in an increasingly competitive global economy through the development and administration of systemic S.T.E.A.M. & recreational enrichment programs, with a defined focus on exploiting the unparalleled developmental benefits of music education.

PROJECT OVERVIEW: The leadership of The City of Stockbridge has a desire to serve the youth of this community, and KPMLF is best able to help the City to achieve it's goals of providing impactful youth enrichment programming to develop the leaders of tomorrow, simultaneously while our City's leadership builds a city these youth can one day choose as their home to live, work, and play in. The Council's sincere desire to serve our community through youth programming is best evidenced by the fact that the City has invested, is currently investing, and is planning a \$10 Million + future capital project related to youth enrichment.

As an organization that was founded in 2011 in the City of Stockbridge, KPMLF brings strong, organic, community partnerships and the expertise that will help the City's leadership achieve the aforementioned goals. As the City's leadership makes deliberate steps towards a \$10 Million + investment in a facility to serve the youth, it is prudent and advantageous for the City to develop key systemic infrastructure, programs, activities, and partnerships to maximize the value and impact of the aforementioned facility from day one of it's completion.

KPMLF proposes a 3-year partnership project with the City of Stockbridge to administrate a *Comprehensive Youth Enrichment Program & Interim Youth Enrichment Center*. This plan would call for the City of Stockbridge to acquire suitable space of approximately 3,000 – 4,000 square feet on a 2-3 year lease to serve as the interim "Stockbridge Youth Enrichment Center". KPMLF would leverage subject matter expertise, strategic partnerships with the local schools, faith community, other non-profits partners, and local businesses to develop and administrate world-class youth enrichment programs which best present Stockbridge as a world-class metropolitan city. The main objectives of this project include the following:

Objective 1: To provide an interim Youth Enrichment Center as a location to house the administration of the planned activities.

Objective 2: To create programming that showcases the thought leadership, innovation, and presents the City of Stockbridge in the best possible manner.

Objective 3: To develop, and administrate high-quality youth programming in a manner that increases the efficiency and reach of the City's youth enrichment activities.

PROJECT OUTPUTS & CORRELATED BENEFITS:

- MUSIC & ART PROGRAMMING:** Countless research has proven that learning to play and read music has tremendous impact, including: increased test scores, increased parental involvement, decreased absenteeism, and decreased disciplinary issues. The integration of an in-depth music program contributes to the social, intellectual, cultural and academic aspects of the community. Currently, Roswell, Alpharetta, and Buckhead are the only cities in Georgia whom have a youth symphonic orchestra. The creation of a world-class youth orchestra, K-Band & Drumline, vocal groups, dance groups, and baton twirl groups, and other performance groups bring both local, and national notoriety to The City of Stockbridge, and offer the youth of our City the many benefits associated with playing an instrument and participating in the arts.

PROGRAM	AGES SERVED	ANNUAL PARTICIPATION
Stockbridge City Youth Orchestra	7 years – 17 years	30 – 70 Youth
K-Band & Drumline	5 years – 17 years	150 – 250 Youth
Dance Performance Group	4 years – 13 years	100 – 150 Youth
Baton/Twirl Group	9 years – 17 years	50 – 75 Youth
Vocal Performance	4 years – 17 years	150 – 200 Youth

Total Youth Served 480 - 745

- S.T.E.A.M. & OTHER ENRICHMENT PROGRAMMING:** More than half of all jobs in demand today did not exist just 10 years ago. This fact suggests that we are training our youth to work in careers that don't yet exist, and to solve problems using solutions that have yet to be invented. By providing enrichment related to technology, and life-skills this City can help to provide our youth with the mental advantage necessary to succeed in an increasingly competitive global economy.

PROGRAM	AGES SERVED	ANNUAL PARTICIPATION
Robotics Competition Teams	10 years – 17 years	30 – 50 Youth
Youth Coding Classes	10 years – 17 years	30 – 50 Youth
Health & Nutrition Classes	8 years – 13 years	30 – 50 Youth
Financial Literacy	13 years – 17 years	50 – 75 Youth
Entrepreneurship Classes	13 years – 17 years	100 - 125 Youth
Chess Club	10 years – 17 years	30 – 50 Youth

Total Youth Served 270 - 400

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*****Estimated number of youth served annually by the proposed project ranges from 750 – 1,145 youth annually.***

PROJECT COSTS: The total annual costs to administrate the proposed project is \$274,920 which is addressed in greater detail in “[Appendix 3-A \(Pro Forma Financials\)](#)”. Per review it is noted that KPMLF would be responsible for administrating, and developing “self-sustaining” youth enrichment programing to cover 80% of the total annual costs in the amount of \$219,000, while the City of Stockbridge would be responsible for the 20% of the annual budget which relates directly to the facility cost of an Interim Youth Enrichment Center in the amount of \$55,920. It is noted that upon completion of the final Youth & Senior Center that this facility cost ends, and the self-sustaining, systemic, youth enrichment programming can be seamless transitioned into the new facility and enhanced based on the new facilities resources. Please see Appendix 3-A for a detailed overview of how operating funds would be administrated. Per review of the 2018, and 2019 Annual Budget for the City of Stockbridge we estimate the average cost per child impacted by the City’s youth initiatives to have exceeded \$1,500 per youth. Based on the operational model proposed in this project we believe the City of Stockbridge can lower the average annual cost per youth impacted to \$59.02. Please see “[Appendix 5-C: Statement of Need](#)” for further detail.

STATEMENT OF NEED

SUMMARY OF NEED: **Section 1.12.b.40** of The City's Charter empowers the City Council to promote, or protect the safety, health, peace, security, good order, comfort, convenience, or general welfare or the city and its inhabitants. The City Council, fulfills the spirit and letter of the Charter, and operating according to the will of the community has invested, is currently investing, and is planning future capital investment in excess of \$10 Million as it relates to youth enrichment.

RATIONAL FOR MORE YOUTH ENRICHMENT ACTIVITIES: Structured and impactful youth activities benefits the cultural, social, academic, and intellectual environment of a community. Studies show that quality youth activities decrease juvenile crime, and that music enrichment increases math & reading scores, and graduation rates. Thus quality of youth enrichment programs directly and indirectly effects the quality of life, the success of the local schools, and subsequently the property values in the community.

Per review of the **2018 Annual Budget**, and the **2019 Annual Budget** for the City of Stockbridge, specifically line item 100-11100-531748 provide detail that a total of **\$36,550** was allocated for youth enrichment activities. While no defined data was available on the City's website, we estimate approximately 10 – 12 youth were directly impacted each year.
****Average Annual Cost Per Student Impacted for 2017-2018 by City of Stockbridge youth initiative was \$1,661.36 (Avg.AC/SI)**

$$\text{Avg.AC/SI} = \$36,550 / (2 \times 11)$$

KPMLF is a local organization with deep community roots, partnerships with the local schools, faith-based organizations, local businesses, and non-profits. By leveraging the partnership whereby the City of Stockbridge provides facility space, KMPLF can develop programming that:

- supports the operations of an interim Youth Enrichment Center, considering the City's contribution of **\$55,920**,
- develops performance groups that best presents the City of Stockbridge in the best possible manner.
- offers the City of Stockbridge high-quality youth programming that increases efficiency, and community reach of 750 – 1,145 students served.
- offers the City an opportunity to have programming, and infrastructure established prior to the completion of the capital project, thus allowing the building to be better utilized from day one of completion.

Based on the City's 20% contribution to the annual program budget, and the number of youth impacted the City can increase efficiency by more than 2,800% gain tremendous

****Average Annual Cost Per Student Impacted for 2020 based on Proposal \$59.02 (Avg.AC/SI)**

$$\text{Avg.AC/SI} = \$55,920 / (947.50)$$

For The City of Stockbridge to become a leading metropolitan city it must develop youth programming that creates the best and brightest, while simultaneously building a community where these youth will choose to live, work, and play as

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adults. KPMLF is best able to help the City to achieve these goals through the proposed project, while offering tremendous savings, and efficiencies to tax payers.

APPENDIX 2-B

STRATEGY, METHODOLOGY, & PROGRAM EVALUATION

STRATEGY SUMMARY: Through the proposed partnership whereby the City of Stockbridge provides an Interim Youth Enrichment Center, and KPMLF develops and administrates impactful youth enrichment programming the City can increase the reach of it's youth programming, decrease average annual spend of \$1,600 per youth impacted to less and \$60 per youth impacted, and prepare the infrastructure necessary to best utilize new facilities identified in capital campaign.

METHODOLOGY:

STEP 1: Solicit input of all key stakeholders (Community, City Council, and City Staff)

- **Community:** Gallup polls indicate that 95% of Americans believe music is essential to a well-rounded education. KPMLF has extensive connections to the parents of the local schools in the City of Stockbridge. KPMLF solicited the feed back of over 200 parents whom attended The Stockbridge Music & Arts Camp administrated by KPMLF at Smith-Barnes Elementary. Based on the results of the aforementioned efforts the families in this community are supportive of a proposal that will provide an Interim Youth Enrichment Center, Quality Programming, & Performance Groups. Parents were excited to know that a proposal is submitted that will allow the taxpayers funds to be used in a more far reaching in efficient manner.
 - Parents agreed to assist in raising the funds necessary to procure start-up instruments, if needed (\$5,000 – 7,500)
 - 50-75 Parents are prepared to attend Council meetings to show support of the proposal.
 - Parents with backgrounds ranging from education, law, public safety, business, etc. are willing to sit on a Parent Advisory board on behalf of the community.
- **City Council:** The KPMLF leadership initially met with former Michael Harris, former City Manager over 9 years ago, and has continued to dialogue with the City Council to discuss creating The Stockbridge City Youth Orchestra, a youth center, and various other ways in which to partner with the City. Based on these conversations KPMLF feels that the City Council is very much aware that the community is in favor of a project such as this one that is being presented.
- **City Manager, City Attorney, & City Clerk:** The KPMLF leadership met with the City Staff to determine the correct structure for the project proposal, to discuss the legality of such a proposal, what precedence it would set, and the process by which this proposal could be added to the Council's agenda for full presentation/discussion/formal vote. Based on the results of this meeting we were able to structure this proposal in a manner consistent with the spirit and letter of The Charter for The City of Stockbridge.
 - **General Concerns Addressed:**
 - Does this open the door for every Non-Profit to partner with the City? Based on the critieria that KPMLF has operated in the City for almost 9 years, provides a service that the City is currently investing in, brings resources that add tremendous value and savings, and other

factors would preclude this from lowering the standard for effective partnerships with the City.

STEP 2: Review City of Stockbridge Charter

Based on a comprehensive review of The Charter for the City of Stockbridge we note that the aforementioned charter gives authority to the Council to approve a partnership/transaction, such as the one being presented.

Compliance Overview of “Youth Music, Arts, & Enrichment Project” (Hereinafter referred to as “Project”)

- said “Project” can be executed in compliance with The City’s Charter, and within the guidelines of applicable laws, ordinances, and/or federal/state/local compliances.
- Said “Project” specifically focuses on an area of service, where The City has invested, is investing, and plans to make substantial future capital investments towards.
- Said “Project”, if viewed subjectively based on key performance indicators, presents the City on opportunity to gain efficiencies, have greater impact, and/or to save The City monies.
- Said “Project” is well supported by the citizens of Stockbridge, and terms of the contract allow for The City to terminate the project with a proper notice.
- Said “Project” aligns with the direction of City Leadership and the will of the people to serve the needs of the youth.
- Said “Project” offers The City an opportunity to develop and structure youth services that specifically cater to it’s needs, and in a manner that will yield tremendous value.

Please refence below sections of The Charter for the City of Stockbridge, which directly address The Council’s expressed authority to approve a well-defined project whereas:

Section 1.12.b.3 Appropriations & Expenditures

Appropriations and expenditures. To make appropriations for the support of the government of the city; to authorize the expenditure of money for any purposes authorized by this charter and for any purpose for which a municipality is authorized by the laws of the State of Georgia; and to provide for the payment of expenses of this city; *Per the spirit and letter of the charter the council may enter into agreements/projects that benefit the municipality.*

Section 1.12.b.7 Contracts. To enter into contracts and agreements with other governments and entities and with private persons, firms, and corporations; *Per the spirit and letter of the charter the council has the expressed authority to enter into agreements/projects with entities including private persons, firms, and corporations.*

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Section 1.12.b.40 Urban Development: To organize and operate an urban redevelopment program; and *Per the spirit and letter of the charter the expressed emphasis is placed on urban redevelopment which includes, the cultural and artistic environment which directly contributes to a successful redevelopment program.*

Section 1.12.b.41 Other Powers: Other powers. To exercise and enjoy all other powers, functions, rights, privileges, and immunities necessary or desirable to promote or protect the safety, health, peace, security, good order, comfort, convenience, or general welfare of the city and its inhabitants; to exercise all implied powers necessary to carry into execution all powers granted in this charter as fully and completely as if such powers were fully stated in this charter; and to exercise all powers now or in the future authorized to be exercised by other municipal governments under other laws of the State of Georgia; and no listing of particular powers in this charter shall be held to be exclusive of others, nor restrictive of general words and phrases granting powers, but shall be held to be in addition to such powers unless expressly prohibited to municipalities under the Constitution or applicable laws of the State of Georgia. *Per the spirit and letter of the charter an expressed emphasis is placed on factors related to the common good of the citizens. Whereas the council can correlate the following benefits expressed in the Charter with program benefits. Countless research suggests that youth involvement in music decreases juvenile delinquency and thereby impacts the measure of safety, peace, security, and good order, and improves academic performance of students involved. High quality music lessons, and other enrichment activities offered to the residents of Stockbridge is very convenient.*

Section 4.11 Boards

The city council shall create by ordinance such boards, commissions, and authorities to fulfill any investigative, quasi-judicial, or quasi-legislative function the city council deems necessary and shall by ordinance establish the composition, period of existence, duties, and powers thereof. *Per the spirit and letter of the charter the council has the authority to structure an agreement for this project to be executed/managed directly with the Council or with a designated Board, Commission, or Authority.*

STEP 3: Submit Project Proposal For Council Review & Request it be reviewed, & added to the agenda.

Summary: This deal is best structured in a manner where the City would acquire lease of a specific building and partner with KPMLF to administrate the program as outlined in the proposal. Should the City of Stockbridge need to put someone on staff to deal with the City's interest in this project it would most likely need to be consider and approve such a position during the budget retreat August 14th – August 16th.

STEP 4: Solicit the support of the community via text/email to support the presentation and consideration of the proposal at City Council Meeting.

STEP 5: Administrate program as outlined in the project proposal (Refer to Addendum 1-B).

EVALUATION/GOVERNANCE: KPMLF has a governing board whom is independent of operations. The success and routine administration of the program can be assessed through sign-in rolls, attendance at board meetings, and review of key reports as needed.

Stockbridge Youth Council

Quarterly Report
Presented by Jayden Williams

Mission Statement

Stockbridge Youth Council is a youth service movement igniting the power to make our mark on the world through community initiatives. Our mission is to inspire, equip, and mobilize youth to take action that create changes in themselves, our community and the world.

SYC Purpose



Vision

The Stockbridge Youth Council is dedicated to educating, bringing awareness, creating exposure and impacting the lives of the youth of the city. With the support of the Stockbridge Youth Council Advisory Committee we are expanding our reach beyond local stockbridge and gaining public exposure and contributions from some of the prestigious companies and organizations in the country to reach our goals.

**This Year's Theme
Secure The Future**



What We've Done

Opening Retreat, College Tour, Voters Registrations, State Of The City



Upcoming Events

Human Trafficking Forum

November 20, 2019 @ 6:00
Ted Strickland Center

SYC Meeting

December 18, 2019 @ 6:00
City Hall

Public Service Christmas

Gala Benefit

December 22, 2019
Location TBD

Accomplishment

Congratulations
Jayden Williams
For becoming the New 2nd
Vice - President of the
Georgia State Youth &
College

Congratulations **JAYDEN WILLIAMS**

NAACP Georgia State Conference 2nd Vice President



" Georgia WE HAVE SOME WORK TO DO! "

~ J Williams

Thank You

On behalf of the
Stockbridge Youth
Council and The
Stockbridge Youth
Council Advisory
Committee, We would like
to thank you for your
continued support!



COMMUNITY IMPACT



Date: 18 October 2019

To: Randy Knighton-City Manager, City of Stockbridge

From: Stockbridge Downtown Development Authority

Re: 2019 3rd QTR Report of Stockbridge Downtown Development Authority to the Board of Mayor and Council (BOMC)

I. EVENTS/2019 DDA Meetings:

Oct 21

Nov 18

Dec 16

II. MARKETING & BRANDING

DDA discussed with JLL about guidance with best plan moving forward pertaining the Firehouse/Master Plan.

III. BUSINESS RECRUITMENT & DEVELOPMENT

JLL will have a plan of action for the DDA to follow be

STRATEGIC PLANNING

DDA has discussed with TSW regarding developing blue prints/design for the firehouse building. Plans are to have design presented at the November.



Stockbridge Main Street Program **3rd Quarter - 2019 Report**

Stockbridge Main Street Program



- Our Mission: To design an identifiable downtown historic district that promotes economic development, encourages cultural enrichment, and nurtures community spirit.





July 2019

August 2019



August 2019



for ECONOMIC
DEVELOPMENT



September 2019

September 3, 2019 Evaluating Feasibility ➤ Syllabus Review ➤ Personal Traits Assessment ➤ Basics of Business	September 10, 2019 Selecting a Business Name ➤ Types of Businesses (Business Entities) ➤ Business Licenses and Permits
September 17, 2019 Business Plan Outline ➤ In-depth Review of the Business Plan	September 24, 2019 Market Research and Development ➤ Market Research Process ➤ Quantitative Research ➤ Qualitative Research
October 1, 2019 Advertising Your Business ➤ What is Advertising ➤ Different Types of Advertising ➤ Location as a form of Advertising	October 8, 2019 Required Start UP Money ➤ 4 Types of Capital ➤ Budget ➤ Basic Concepts
October 15, 2019 Financial Statements ➤ Balance Sheet ➤ Income Statement ➤ Cash Flow Projections	October 22, 2019 Business Plan Review Business Credit ➤ Extensive Business Plan Review ➤ How to establish Business Credit
October 29, 2019 Suppliers and Distribution Channels ➤ Suppliers ➤ Distribution Channels ➤ E-commerce & Merchant Accounts	November 5, 2019 Credit and Access to Capital ➤ Credit ➤ Access to Capital ➤ Loan Programs
November 12, 2019 Presentations ➤ Final Projects Due ➤ Shark Tank	November 19, 2019 Graduation

**New
Partner!**



**29 Small Business are
being served!**

September 2019



September 2019

Piccadilly Puppets



Cochran Library
Partnership Programming



Henry County Library System

Your Destination for
Learning, *Creating* &
Connecting

THANK YOU!



2019 3rd Quarterly Report



FINANCE DEPARTMENT

Finance Summary



Mission: The Finance Department provides professional oversight and consultation to City programs and services regarding financial, accounting, and budgetary practices. Our focus is to ensure compliance to all relevant financial and budgetary regulations, including Georgia Budget Law and state statutes governing financial information.

Department Description: The Finance Department provides financial management services to City departments, and the City Council. The department oversees the preparation and monitoring of the City's annual budget, cash management and investments, and prepares the City's Long Range Financial Forecast.

CITY OF STOCKBRIDGE AS OF SEPTEMBER 30, 2019							
Description	2019 Budget Amended	2019 30-Sep Budget	YTD Actual	2019 Encumbrances	2019 Actual + Encumbrances	YTD 30-Jun Variances	% of YTD Budget
		*					
Taxes	\$9,291,677	\$6,151,258	\$4,713,579		\$4,713,579	(\$1,437,679)	76.63%
Licenses and Permits	\$680,731	\$510,548	\$495,530		\$495,530	(\$15,019)	97.06%
Intergovernmental	\$286,540	\$214,905	\$270,122		\$270,122	\$55,216	125.69%
Fines and Forfeitures	\$87,647	\$65,735	\$65,518		\$65,518	(\$217)	99.67%
Charges for Services	\$80,890	\$60,668	\$99,281		\$99,281	\$38,613	163.65%
Investment Income	\$1,079	\$809	\$1,951		\$1,951	\$1,143	241.25%
Other Revenues	\$451,278	\$338,459	\$216,223		\$216,223	(\$122,236)	63.88%
Total General Fund Revenues	<u>\$10,879,842</u>	<u>\$7,342,381</u>	<u>\$5,862,203</u>	<u>\$0</u>	<u>\$5,862,203</u>	<u>(\$1,480,178)</u>	<u>79.84%</u>
Expenses							
General Government	✔ \$3,466,458	\$2,599,844	\$2,397,611	✔ \$197,036	\$2,594,647	\$5,197	99.80%
Governing Body	\$317,077	\$237,808	\$279,867	\$4,911	\$284,778	(\$46,970)	119.75%
Executive	\$775,970	\$581,977	\$451,171	\$71,281	\$522,452	\$59,525	89.77%
Clerk's Office	\$438,576	\$328,932	\$280,861	\$10,618	\$291,479	\$37,453	88.61%
Finance	\$1,010,102	\$757,577	\$729,098	\$70,391	\$799,489	(\$41,912)	105.53%
Human Resources	\$457,151	\$342,864	\$250,494	\$16,112	\$266,606	\$76,258	77.76%
Business Services	\$202,582	\$151,937	\$103,948	\$226	\$104,173	\$47,763	68.56%
Information Technology	\$265,000	\$198,750	\$302,172	\$23,497	\$325,669	(\$126,919)	163.86%
Judicial	\$204,248	\$153,186	\$137,650	\$12,445	\$150,095	\$3,091	97.98%
Public Safety	\$350,000	\$262,500	\$143,430	(\$19,950)	\$123,480	\$139,020	47.04%
Public Works	\$2,314,617	\$1,735,962	\$1,419,253	\$179,509	\$1,598,762	\$137,201	92.10%
Parks	\$274,106	\$205,580	\$156,591	\$31,874	\$188,464	\$17,115	91.67%
Government Bldgs & Property	\$861,747	\$646,310	\$870,604	\$368,040	\$1,238,645	(\$592,335)	191.65%
City Events	\$286,861	\$215,146	\$167,090	\$16,290	\$183,380	\$31,766	85.24%
Housing and development	\$1,516,144	✔ \$1,024,708	\$768,136	\$246,104	✔ \$1,014,241	✔ \$122,867	98.98%
Code Enforcement	\$154,457	\$115,842	\$94,282	\$660	\$94,941	\$20,901	81.96%
Economic Development	\$149,866	\$112,399	\$89,284	\$748	\$90,032	\$22,368	80.10%
Main Street Program	\$201,650	\$151,238	\$130,025	\$2,268	\$132,294	\$18,944	87.47%
Planning and Zoning	\$285,151	\$213,863	\$89,524	\$2,101	\$91,626	\$122,238	42.84%
Permitting Development	\$557,820	\$418,365	\$293,506	\$240,328	\$533,834	(\$115,469)	0.00%
GIS Planning	\$167,200	\$125,400	\$71,515	\$0	\$71,515	\$53,885	57.03%
Total expenses	<u>\$9,274,181</u>	<u>\$5,991,347</u>	<u>\$6,060,366</u>	<u>\$1,031,348</u>	<u>\$7,091,714</u>	<u>(\$136,078)</u>	<u>118.37%</u>
Operating income (loss)	\$1,605,661	\$1,351,035	(\$198,162)	(\$1,031,348)	(\$1,229,510)	(\$1,344,100)	
Other financing sources (uses):							
Transfer out							
MMCC, TSCC, DDA, Cemetery	(\$397,301)	(\$297,976)	(\$248,101)	\$0	(\$248,101)	(\$49,875)	
URA debt service	(\$1,208,360)	(\$906,270)	(\$1,205,860)	✔ \$0	(\$1,205,860)	\$299,590	
Total other financing sources (uses)	<u>(\$1,605,661)</u>	<u>(\$1,204,246)</u>	<u>(\$1,453,961)</u>	<u>\$0</u>	<u>(\$1,453,961)</u>	<u>\$249,715</u>	
Net Change in fund balances	<u>\$0</u>	<u>\$146,789</u>	<u>(\$1,652,123)</u>	<u>(\$1,031,348)</u>	<u>(\$2,683,471)</u>	<u>(\$1,094,385)</u>	

GF REVENUE QUARTERLY TREND 2016 - 2019



City of Stockbridge - September 2019- Unaudited
Summary Financial Statement as of September 30, 2019

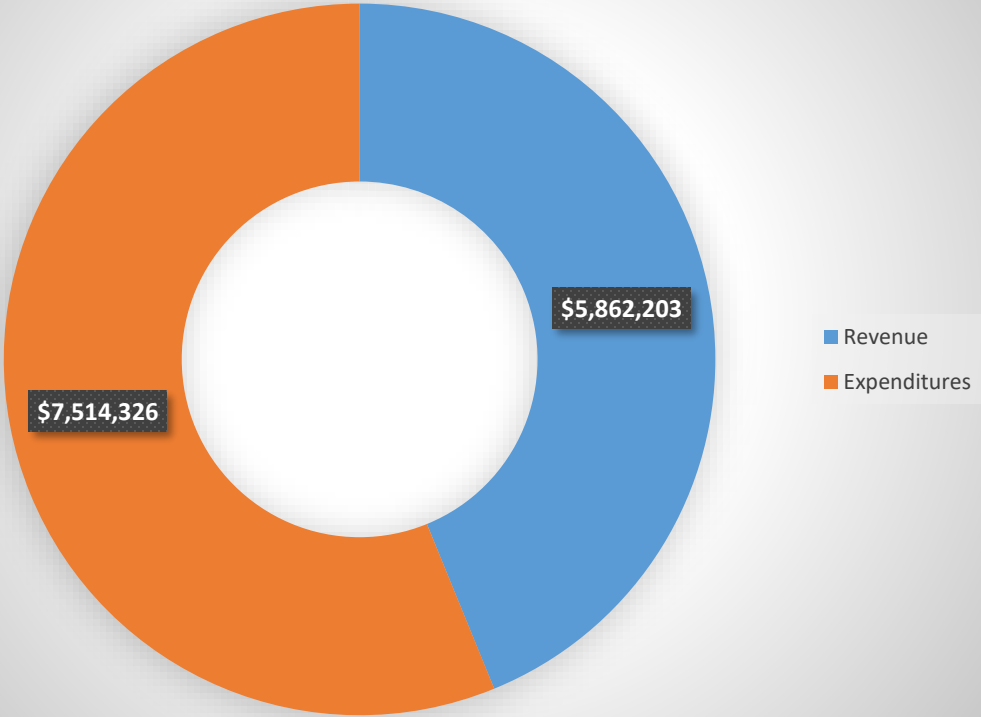
REVENUES

Total General Fund revenues:		<u>\$5,862,203</u>
\$266,921	General Property Taxes, including franchise fees, intangible recording and real estate transfer taxes	
\$3,127,369	General Sales and Use Taxes (Local Option Sales Tax / LOST and TAVT)	
\$489,880	Sales and Use Taxes for beer, liquor, and wine	
\$829,408	Business Taxes (occupational and insurance premium taxes)	
\$495,530	License, Permits and Regulatory Fees	
\$270,122	Intergovernmental - LMIG	
\$99,281	Charges for Services (printing and bad check fees)	
\$65,518	Fines and Forfeitures	
\$1,951	Investment Income	
\$127,086	Rents and Royalties (park pavilions, tower lease, etc.)	
\$89,137	Other Revenues / Transfers In	

EXPENSES

Total General Fund expenses:		<u>\$7,514,326</u>
\$279,867	Governing Body	
\$451,171	Executive	
\$280,861	City Clerk	
\$250,494	HR	
\$89,284	Economic Development	
\$729,098	Financial and Administrative	
\$103,948	Business Services	
\$302,172	Information Technology	
\$870,604	Government Buildings and Property	
\$137,650	Judicial	
\$143,430	Public Safety	
\$1,419,253	Public Works	
\$167,090	City Events	
\$156,591	Parks	
\$94,282	Code Enforcement	
\$130,025	Main Street Program	
\$89,524	Planning and Zoning	
\$293,506	Permitting Development	
\$71,515	GIS Planning	
\$1,453,961	Debt Service Payment for URA and transfer for MMCC	

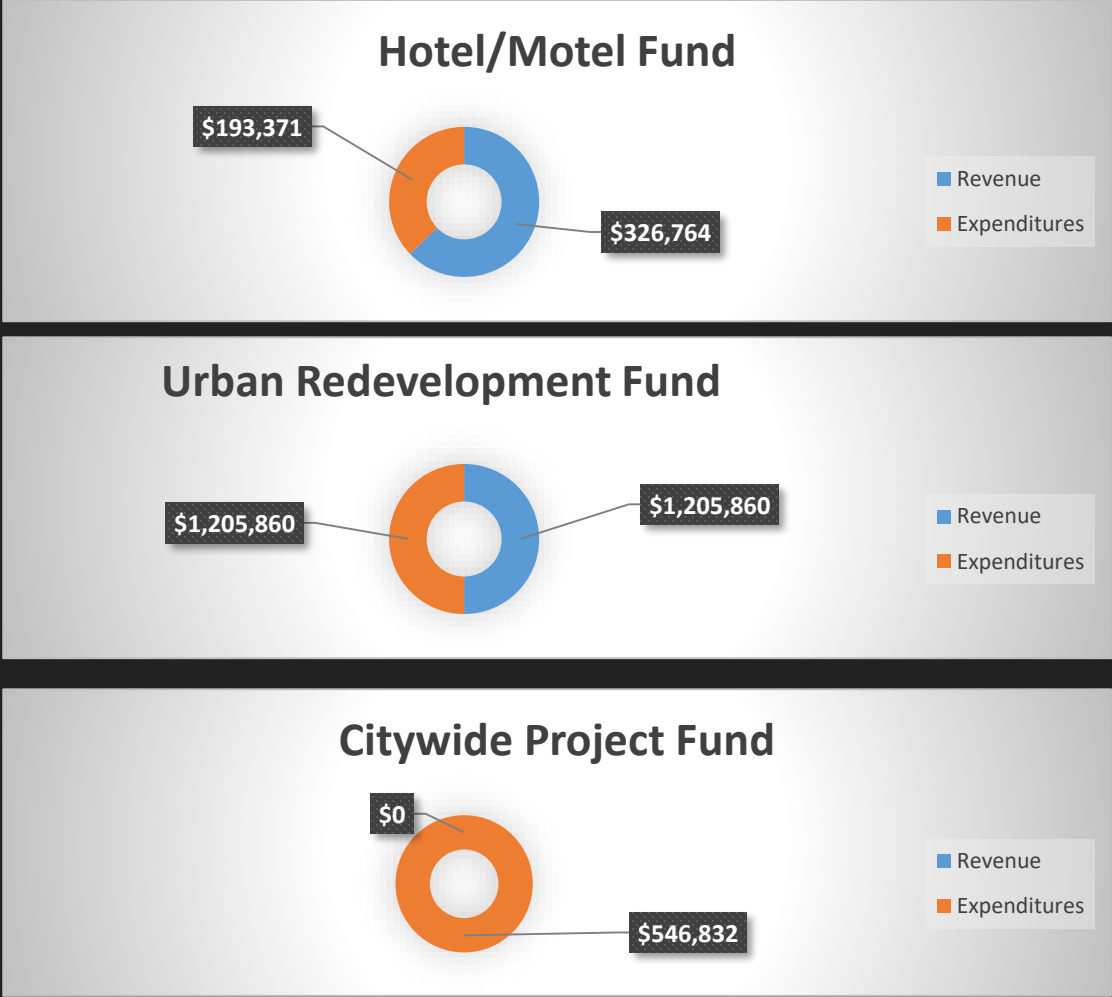
General Fund



City of Stockbridge - September 2019 - Unaudited

Financial Statement - Other Funds as of September 30, 2019

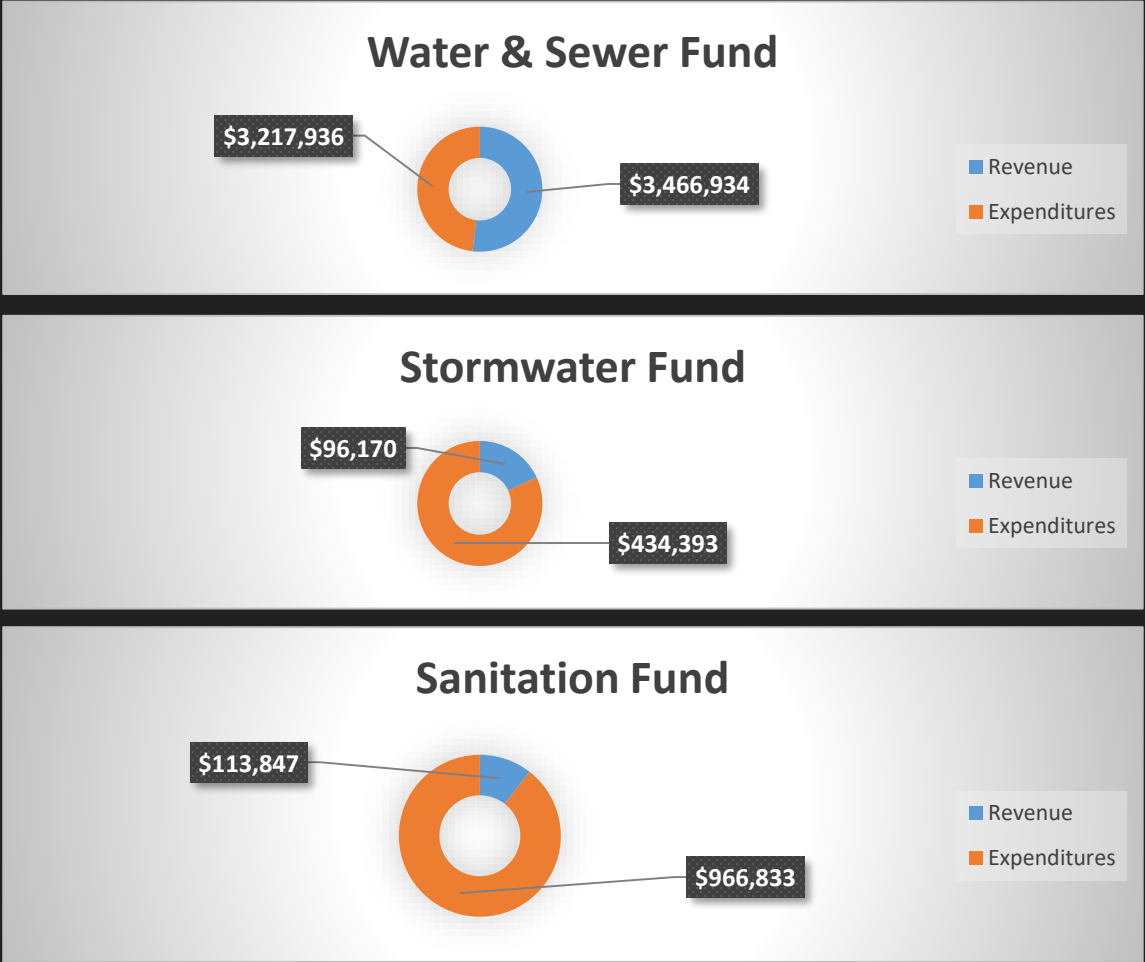
Hotel / Motel Fund			
REVENUES			\$326,764
	\$326,764		
EXPENSES			\$193,371
	\$13,220	City Rebranding	
	\$0	RSVP Program for Main Street	
	\$8,894	Newsletter	
	\$28,303	Tourism	
	\$142,954	To Chamber	
Urban Redevelopment Fund			
REVENUES			\$1,205,860
	\$1,205,860	Transfers In	
EXPENSES			\$1,205,860
	\$680,000	Principal	
	\$525,860	Interest	
Citywide Projects Fund			
REVENUES			\$0
	\$0		
EXPENSES			\$546,832
	\$170,897	Professional Fees	
	\$340,755	Land Purchase	
	\$35,180	Amphitheater	
		Monument Sign	
		Cultural Art Center	



City of Stockbridge - September 2019 - Unaudited

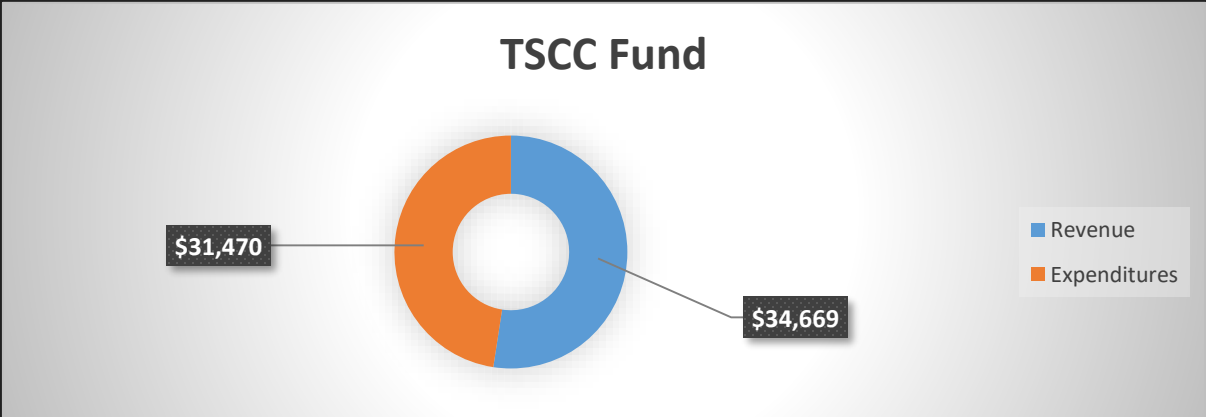
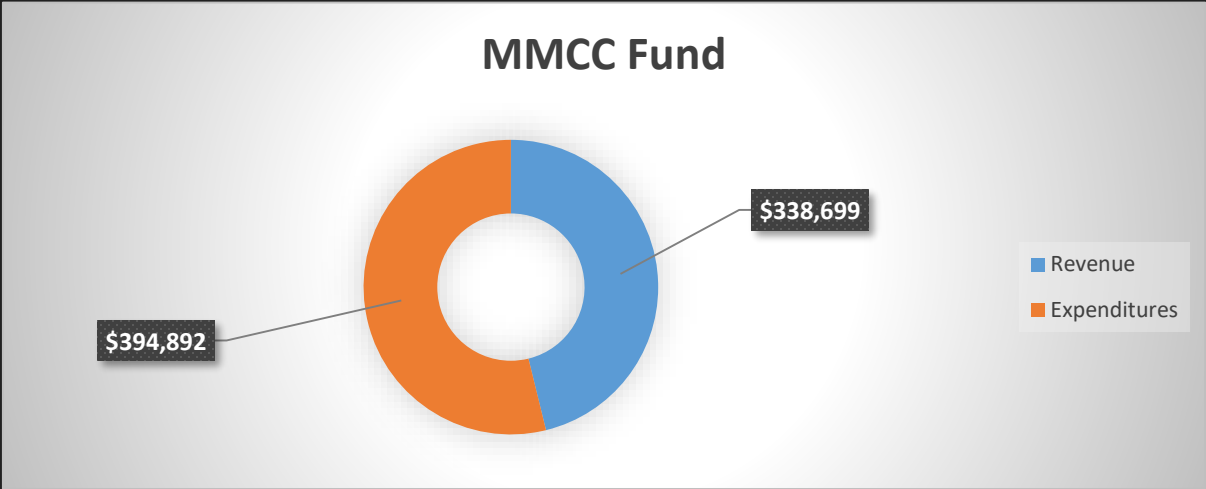
Financial Statement - Enterprise Funds as of September 30, 2019

Water / Sewer Fund			
REVENUES			\$3,466,934
	\$1,189,660	Sewer Revenue	
	\$1,415,641	Water Revenue	
	\$861,633	SPLOST Contributed Capital	
	\$0	Interest Revenue	
EXPENSES			\$3,217,936
	\$1,702,382	Sewer Expenses	
	\$1,100,432	Water Expenses	
	\$26,425	GEFA Interest	
	\$388,696	Depreciation	
	\$0	Transfer Out	
Stormwater Fund			
REVENUES			\$96,170
	\$96,170	Stormwater Revenue	
EXPENSES			\$434,393
	\$402,111	Stormwater Expenses	
	\$32,282	Depreciation	
	\$0	Transfer Out	
Sanitation Fund			
REVENUES			\$113,847
	\$113,847	Sanitation Revenue	
EXPENSES			\$966,833
	\$949,843	Sanitation Expenses	
	\$16,989	Depreciation	



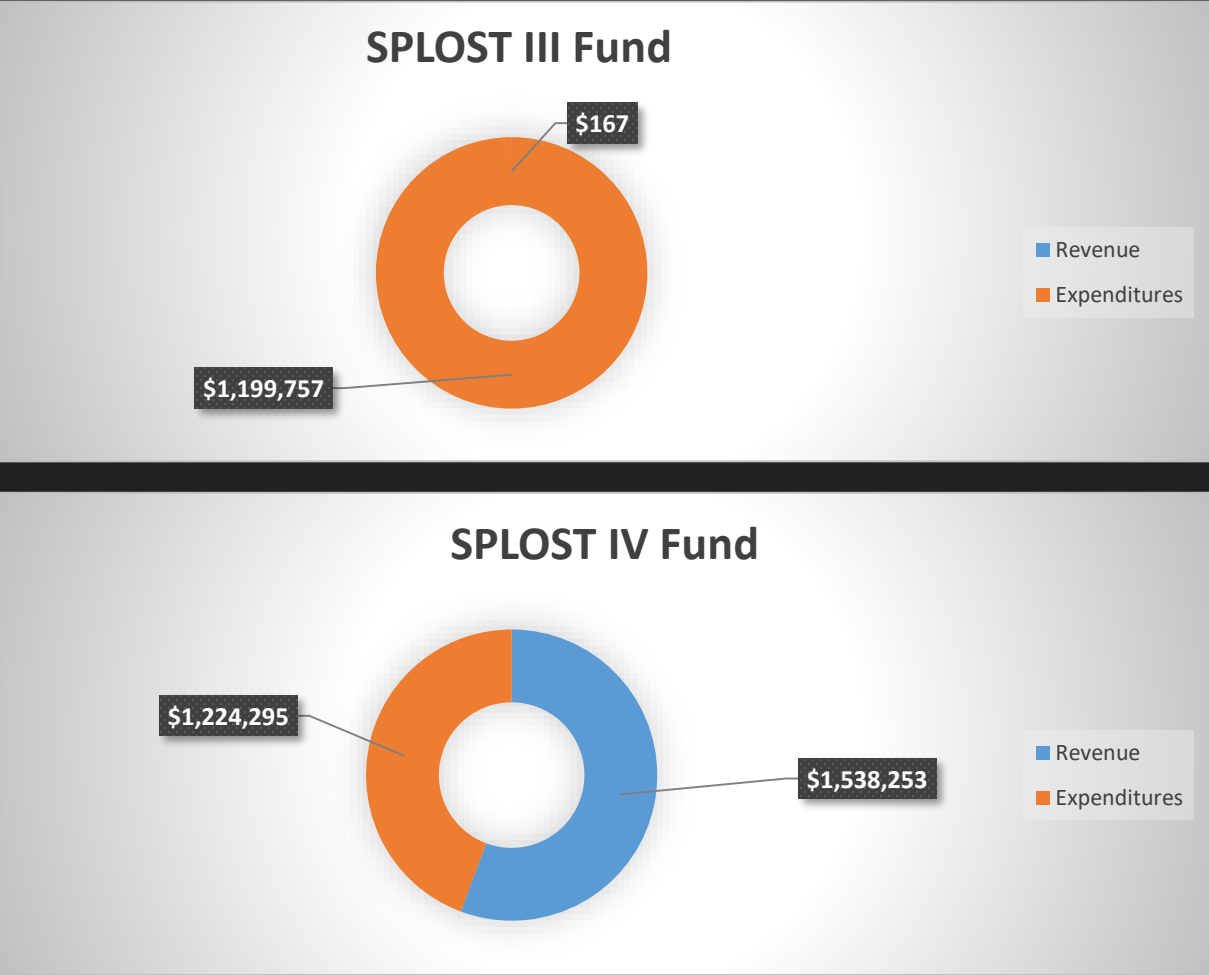
City of Stockbridge - September 2019 - Unaudited
Financial Statement - Conference Funds as of September 30, 2019

MMCC Fund			
REVENUES			\$338,699
	\$90,598	Conference Center Revenues	
	\$248,101	Transfers In	
EXPENSES			\$394,892
	\$350,986	Conference Center Expenses	
	\$43,906	Depreciation	
TSCC Fund			
REVENUES			\$34,669
	\$34,669	Community Center Revenues	
EXPENSES			\$31,470
	\$20,339	Community Center Expenses	
	\$11,132	Depreciation	



City of Stockbridge - September 2019- Unaudited
Financial Statement - SPLOST Funds as of September 30, 2019

SPLOST III		
REVENUES		
		\$167
	\$167	CDBG Reimbursement
		SPLOST Interest Revenues
EXPENSES		
		\$1,199,757
	\$58,300	City Hall & Court Drainage
	\$0	Multiplex Bldg/Renovation
	\$0	GIS Update of Water, Sewer and Storm Pipes
	\$735,273	WWTP Head Works, Phase 2
	\$153,120	SCADA Replacement
	\$24,866	Wells Exploration
	\$228,199	Replace Plastic WTR Lines
SPLOST IV		
REVENUES		
		\$1,538,253
	\$1,475,552	SPLOST Revenues
	\$62,701	SPLOST Interest Revenues
EXPENSES		
		\$1,224,295
	\$0	Land Acquisition - Tye Street
	\$48,600	Administration
	\$20,795	Water Meter Replacement
	\$140	Government Buildings
	\$0	Road Resurfacing
	\$1,000,000	Water & Sewer Line Replacement
	\$154,761	Park Improvements
	\$0	Court Renovation



The background is split horizontally. The top half is teal with a fine, diagonal line pattern. The bottom half is solid black. A white, jagged line separates the two, resembling a torn piece of paper or a speech bubble tail.

QUESTIONS



*Quarterly Departmental Monthly Report
3rd Qtr (July 2019 - September 2019)*

Stockbridge

CULTURAL LEISURE EVENTS

D I V I S I O N

Vision Statement:

To deliver premier service while cultivating loyalty, integrity and memorable experiences for our customers.



■ FACILITY
RENTALS



-MERLE MANDERS
CONFERENCE
CENTER



-TED STRICKLAND
COMMUNITY
CENTER



■ CITY SIGNATURE
EVENTS



■ COUNCIL
INITIATIVES
SUPPORT

CULTURAL, LEISURE & EVENTS SERVICES

CULTURAL, LEISURE & EVENTS DIVISION

REVENUE BY PERIOD JULY 19 – SEPT. 19

	CHECK	CREDIT CARD	TOTAL
FACILITIES (MMCC & TSCC)	28,170.00	21,060.00	49,230.00
EVENT VENDOR/SPONSOR PAYMENTS	6,825.00	13,125.00	19,950.00
AMENTITES (i.e. dance floor, stage, audio etc.)	750.00	1,340.00	2,090.00

TOTAL – 71,270.00

CULTURAL, LEISURE & EVENTS DIVISION

REVENUE BY PERIOD July 19 – Sept. 19 (Breakdown)

	CHECK	CREDIT CARD	TOTAL - net
MMCC BALLROOM	9,810.00	11,090.00	20,900.00
MMCC MTG ROOM 123	11,840.00	940.00	12,780.00
MMCC MTG ROOM 4	3,040.00	900.00	3,940.00
MMCC Training RM	1,950.00	n/a	1,950.00
TSCC	1,500.00	8,130.00	9,630

TOTAL – \$39,570.00

CULTURAL, LEISURE & EVENTS DIVISION

ESTIMATED ATTENDANCE AT EVENTS – JULY – SEPT. 19

	ESTIMATED ATTENDANCE
MMCC	10,660
TSCC	4,500
CITY EVENTS	6,275

TOTAL – 20,775.00

CULTURAL, LEISURE & EVENTS DIVISION

FACILITY USAGE BY TYPE 3rd Qtr

CITY EVENTS

CAREER FAIR

TASTY TUESDAY

BRIDGEFEST (2-DAY EVENT)

SOUNDS OF SUMMER

911 CEREMONY

CITY OF STOCKBRIDGE - EVENTS

SPLOST

PUBLIC WORKS ANNUAL MTG.

**EMPLOYEES FINANCIAL
WELLNESS**

**EMPLOYEES YOGA CLASS
COS - LUNCH & LEARN
MAINSTREET – ENTREPRENEUR 12
WEEK WORKSHOP**

CULTURAL, LEISURE & EVENTS DIVISION

FACILITY USAGE BY TYPE 3rd Qtr

COUNCIL INITIATIVES/PARTNERSHIPS

SENIORS BINGO BASH- TSCC

BACK TO SCHOOL EVENT

YOUTH COUNCIL RETREAT

EX-OFFENDER JOB FAIR

CULTURAL, LEISURE & EVENTS DIVISION

EVENT HIGHLIGHTS – JULY 19 – SEPTEMBER 19



July – Tasty Tuesday

CULTURAL, LEISURE & EVENTS DIVISION

EVENT HIGHLIGHTS 3rd Qtr

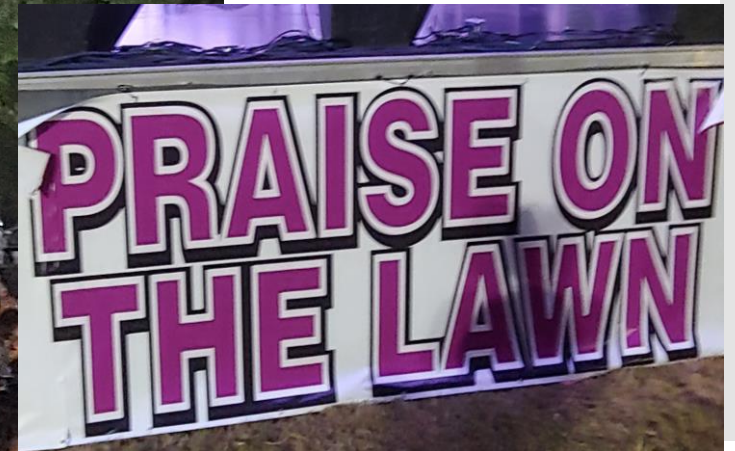


JULY - SOUNDS OF SUMMER LAWN PARTY

CULTURAL, LEISURE & EVENTS DIVISION

Sept. – BRIDGEFEST (FRIDAY)

Inaugural – Praise on the Lawn



SEPT. – BRIDGEFEST (SATURDAY)

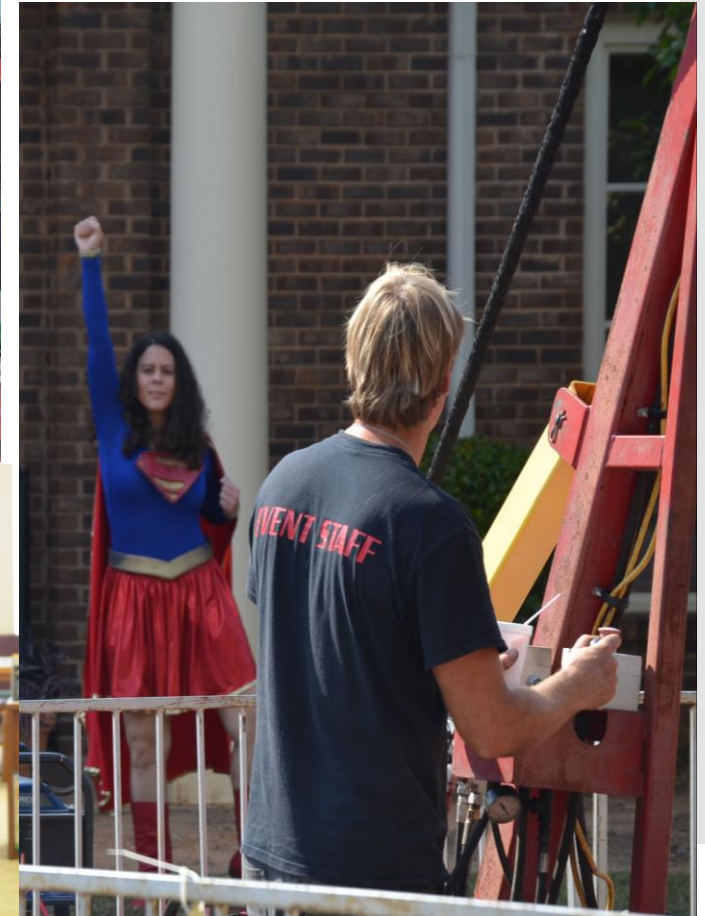
CULTURAL, LEISURE & EVENTS DIVISION

EVENT HIGHLIGHTS JULY 19 – SEPTEMBER 19



CULTURAL, LEISURE & EVENTS DIVISION

EVENT HIGHLIGHTS



**Sept. – BRIDGEFEST
(SATURDAY)
AMAZING KIDZ ZONE
SUPER HERO LANE**





Thank You

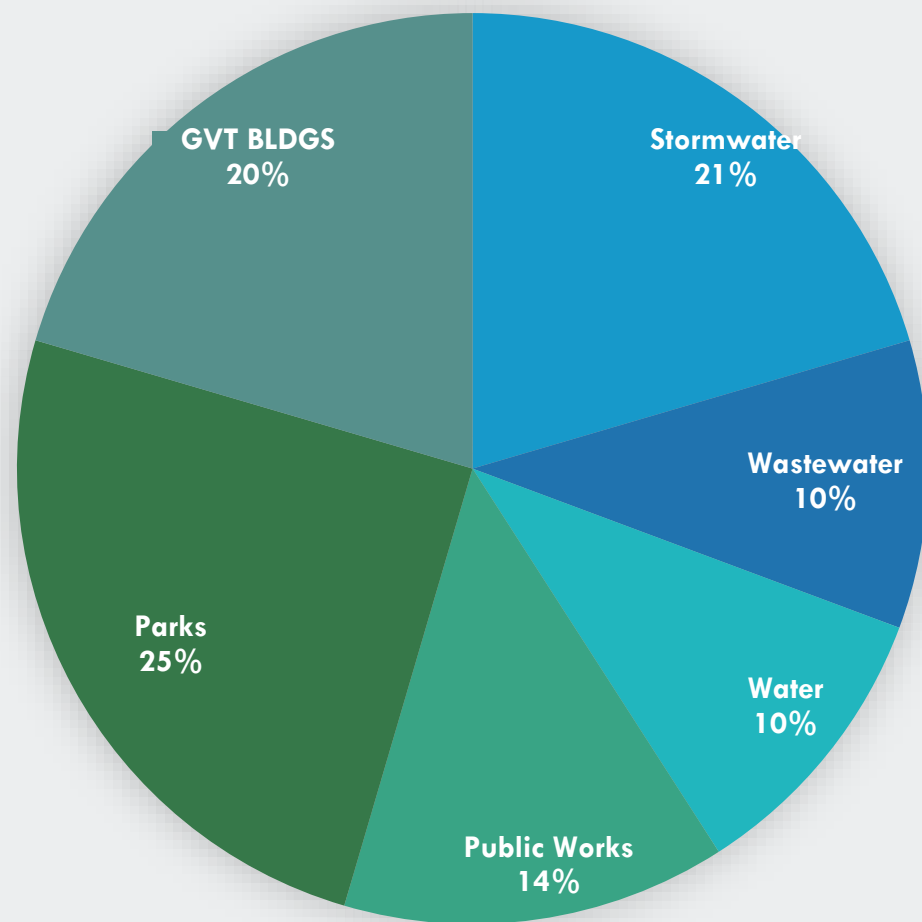
This Photo by Unknown Author is licensed under [CC BY-ND](#)

CULTURAL, LEISURE & EVENTS DIVISION

A large, two-story brick building with a central cupola and a portico, illuminated at night. The building features a central entrance with a portico supported by columns. The roof is dark with several gabled dormers. The cupola is white with a dark dome. The building is surrounded by a lawn and some trees.

PUBLIC WORKS 2019 THIRD QUARTER UPDATE

PUBLIC WORKS PROJECTS



■ Stormwater ■ Wastewater ■ Water ■ Public Works ■ Parks ■ GVT BLDGS

PUBLIC WORKS PROJECTS SUMMARY BY DIVISIONS

2017- 2019

DIVISION	CURRENT PROJECTS	COMPLETED PROJECTS	TOTAL
GOVERNMENT BUILDINGS	6	12	18
PARKS	1	21	22
PUBLIC WORKS	6	6	12
STORMWATER	4	14	18
WATER	5	4	9
SEWER	4	5	9
TOTAL	26	62	88

PUBLIC WORKS PROJECTS 2017 - PRESENT

DIVISION	CURRENT PROJECTS	COMPLETED PROJECTS	TOTAL COST
GOVERNMENT BUILDINGS	\$3,593,266	\$963,160	\$4,556,426
PARKS	\$48,040	\$863,674	\$911,714
PUBLIC WORKS	\$1,971,658	\$2,459,493	\$4,431,151
STORMWATER	\$142,600	\$609,297	\$751,897
WATER	\$537,138	\$1,243,135	\$1,780,273
SEWER	\$5,765,867	\$1,103,652	\$6,869,519
TOTAL	\$12,058,569	\$7,242,411	\$19,300,980

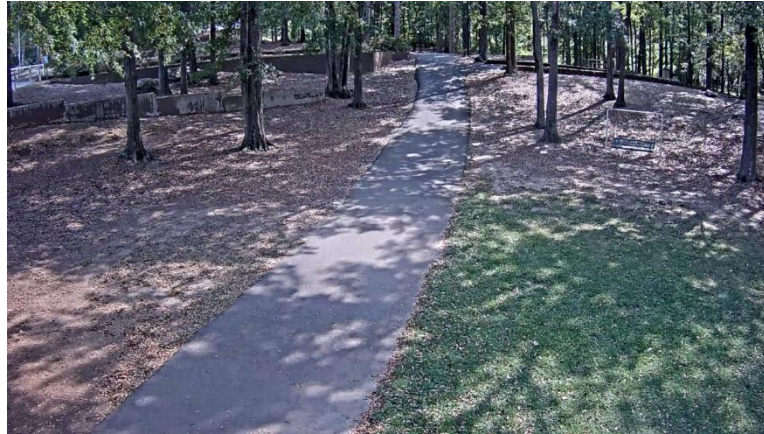
PUBLIC WORKS PROJECTS COMPARISON

DIVISION	2013 - 2016	2017 - PRESENT
GOVERNMENT BUILDINGS	\$16,212	\$4,556,426
PARKS	\$83,186	\$911,714
PUBLIC WORKS	\$1,144,437	\$4,431,151
STORMWATER	\$273,852	\$751,897
WATER	\$8,875	\$1,780,273
SEWER	\$0	\$6,869,519
TOTAL	\$1,526,562	\$19,300,980



WWTP IMPROVEMENTS

GARDNER PARK CAMERAS





MEMORIAL PARK CAMERAS



CLARK PARK CAMERAS

QUESTIONS





MEMORANDUM

TO: Randy Knighton, City Manager
FROM: James Touchton, Economic Development Director
DATE: October 24, 2019
SUBJECT: Economic Development Director Quarterly Report

Economic Development Department

Local and Regional Meeting Attendance by the Economic Development Director

- Henry County Advisory Meeting Council for Quality Growth
- Henry County Business Appreciation Luncheon hosted by the HCDA
- Stockbridge Economic Development Summit
- Greater Atlanta Homebuilder's South Metro Advisory Meeting
- Henry County Chamber of Commerce Business Booster Luncheon
- Carl Vinson Economic Development Certification Class
- Atlanta Regional Commission Land Use Coordinating Committee
- Georgia Economic Developers Association Monthly Meeting

During the last several months I have focused on the finalization of a marketing brochure to help market the City in the Region and at national conferences. Utilizing the in-house design and printing team the City has contracted with, I have been working with our team, on a twelve-page marketing brochure that highlights the City and will assist when recruiting new industry and business. I have attached a DRAFT that is still a work in progress for your review. I expect there to be one or two more iterations of the brochure before it is finalized. Please note this is not the final version, but I anticipate the final glossy brochure to look very close to the DRAFT you have attached.

As we discussed at the budget retreat, having the City create an economic development strategic plan and partner with a site selection service, to help market the City and connect us with the right retailers and companies has been a key focus of mine. The City of Stockbridge is soliciting

written qualifications from firms to provide an Economic Development Strategic Plan to conduct a study to gather input from the community, weigh facts and statistics with that input and produce a well-founded strategic plan that can be properly and cohesively executed by the City's new economic development department in conjunction with other city departments, community leaders and groups and regional entities. It is my vision that Stockbridge will be the City of choice for talent, quality lifestyle, commerce and uniquely vibrant culture. The City will achieve this vision through its mission to provide resources, highest quality services and development opportunities to citizen and the business community. The City of Stockbridge is looking to secure the services of an individual or firm that has extensive experience in conducting a multi-year strategic plan and multi-year action plan for City government. We are currently waiting on bids for this RFQ.

We are also soliciting written qualifications from firms to provide a Site Selection Market Research to conduct a study, gather input from the community, weigh facts and statistics with the intent to produce a well-founded site selection market research plan that can be executed by the city's departments, community leaders and groups and regional entities.

Working with the Downtown Development Authority, we are in the process of evaluating a proposal from TSW to construct a Master Plan that would combine the comprehensive plan, along with the RSVP, with a market research study to have a clear understanding of what business we can attract downtown and the market realities of what we as a City should be pursuing. This would give us a clear plan and direction as we revitalize our downtown. I have attached a presentation by TSW on other successful downtown Master Plans around the Region and the Cities that have used this to revitalize their downtown. We are also exploring a new firm to represent the DDA for legal services.

I have attached an Economic Development 101 presentation that I presented to the Stockbridge Citizen's Academy, which I thought would be useful as you all are talking with constituents throughout the community on the direction, we as a City are going in the economic development realm.

Additionally, I had the opportunity to attend several conferences to bring back ideas to the City that will help advance the economic development mission. As we work to develop our own CVB, I attended the Georgia Governor's Tourism and CVB Conference in LaGrange, where I was able to obtain valuable insight into the establishment of our City CVB, which is currently underway as we work with various entities to get this finalized. I also attended the Georgia Economic Developers Association Annual Meeting, as well as the Georgia Downtown Conference on behalf of the City. Also, I have completed another class with the Cark Vinson Institute to obtain my certification in Economic Development.

There are several potential developments I have been approached about that I am focused on bringing to the City. Right now, we are in the initial stages of discussion and I am hoping that we will have some new announcements of investment by the end of the year.



City of Stockbridge

Meeting Date

October 29, 2019

Staff Recommendation Form For Council Approval/Review

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

FUNDING SOURCE

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

FROM ACCOUNT: N/A

TO ACCOUNT: N/A

PRESENTER: Dan Richardson - H C Elections Office

DEPARTMENT: Clerk's Office

ITEM/PROJECT/EVENT: 2020 Election Voting Schedule /Location

DESCRIPTION:

The Henry County Elections Office has proposed the 2020 Election Voting Schedule to include Early Voting at the Merle Manders Conference Center as noted below. Staff recommends approval.

February 28 (for set up) Voting thru March 20th - April 24 (for set up) Voting thru May 15th.

July 2 (for set up) Voting thru July 17th - October 9 (for set up) Voting thru October 30.

November 18th (for set up) Voting thru November 25th (Run-Off Dates)

Vanessa Holiday, City Clerk CMC

APPROVED BY:

FINANCE _____

CITY MANAGER _____

CITY ATTORNEY _____

AMOUNT

\$

ATTACHMENTS:

☐

STATE OF GEORGIA
HENRY COUNTY
CITY OF STOCKBRIDGE

RESOLUTION NO. _____

A RESOLUTION TO ESTABLISH THE MERLE MANDERS CONFERENCE CENTER AS THE CITY'S OFFICIAL POLLING LOCATION; TO PROVIDE FOR SEVERABILITY; TO REPEAL CONFLICTING RESOLUTIONS; TO PROVIDE JANUARY 1, 2010 AS THE EFFECTIVE DATE; AND FOR OTHER PURPOSES.

WHEREAS, the governing authority of the City of Stockbridge is the Mayor and Council thereof;

WHEREAS, the governing authority of the City of Stockbridge, Georgia desires to establish the Merle Manders Conference Center as the City's official polling location; and,

WHEREAS, the health, safety, and welfare of the citizens of Stockbridge, Georgia, will be positively impacted by the adoption of this Resolution.

NOW THEREFORE, THE COUNCIL OF THE CITY OF STOCKBRIDGE HEREBY RESOLVES:

Section 1. The Merle Manders Conference Center shall serve as the City's official polling location for all elections occurring after January 1, 2020 in coordination with the Henry County Elections Office.

Section 2. The preamble of this Resolution shall be considered to be and is hereby incorporated by reference as if fully set out herein.

Section 3. (a) It is hereby declared to be the intention of the Mayor and Council that all sections, paragraphs, sentences, clauses and phrases of this Resolution are or were, upon their enactment, believed by the Mayor and Council to be fully valid, enforceable and constitutional.

(b) It is hereby declared to be the intention of the Mayor and Council that, to the greatest extent allowed by law, each and every section, paragraph, sentence, clause or phrase of this Resolution is severable from every other section, paragraph, sentence, clause or phrase of this Resolution. It is hereby further declared to be the intention of the Mayor and Council that, to the greatest extent allowed by law, no section, paragraph, sentence, clause or phrase of this Resolution is mutually dependent upon any other section, paragraph, sentence, clause or phrase of this Resolution.

(c) In the event that any phrase, clause, sentence, paragraph or section of this Resolution shall, for any reason whatsoever, be declared invalid, unconstitutional or otherwise unenforceable by the valid judgment or decree of any court of competent jurisdiction, it is the express intent of the Mayor and Council that such invalidity, unconstitutionality or unenforceability shall, to the greatest extent allowed by law, not render invalid, unconstitutional or otherwise unenforceable any of the remaining phrases, clauses, sentences, paragraphs or sections of the Resolution and that, to the greatest extent allowed by law, all remaining phrases, clauses, sentences, paragraphs and sections of the Resolution shall remain valid, constitutional, enforceable, and of full force and effect.

Section 4. All resolutions and parts of resolutions in conflict herewith are hereby expressly repealed.

Section 5. The effective date of this Resolution shall be January 1, 2020.

RESOLVED this 29^h day of October, 2019.

CITY OF STOCKBRIDGE, GEORGIA

Anthony S. Ford, Mayor

ATTEST:

Vanessa Holiday, City Clerk

APPROVED AS TO FORM:

Michael Williams, City Attorney



City of Stockbridge

Staff Recommendation For Council Approval

Meeting Date

10/29/2019

FUNDING SOURCE

☒ Action requested by City Council

☐ For informational purposes only

☐ Budget Amendment Required

FROM ACCOUNT:

TO ACCOUNT:

PRESENTER: Renee Wheeler HR Manager,

ITEM/PROJECT/EVENT: Benefits Renewal Jan. 1, 2020

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

DESCRIPTION: Staff has met with the Broker to go over the benefits for Jan. 1—Dec. 31st which will coincide with the annual budget. The renewal has been provided and before you are the new rates, based on various options for your review and approval. The dental plan will provide a net savings of \$15,589, by changing the contribution model to 100/50 %. Vision Coverage will become voluntary for all employees with a net \$9,123 savings to the budget.

Staff is recommending option 1 the basic renewal or option 3, which is the most fiscally responsible option for the city with a net savings of \$149, 878 to the overall budget.

APPROVED BY:

FINANCE DEPT. _____

CITY MANAGER _____

AMOUNT

\$1,579.592.00

2020 Benefits Renewal



Presentation By:
MSI Benefits Group, Inc.
October 2019





Cigna 2020 Medical Renewal and Options



		OPTION 1		OPTION 2		OPTION 3 - DUAL OPTION	
		Current	Renewal	Single Plan	Open Access Plus	BASE	BUY UP Open Access Plus
Employee	35	Open Access Plus	Open Access Plus	Open Access Plus	Open Access Plus	LocalPlus	Open Access Plus
Employee + Spouse	6	826.69	1,008.42	980.39	980.39	957.32	1,008.42
Employee + Child(ren)	24	1,736.11	2,117.72	2,058.85	2,058.85	2,010.35	2,117.72
Employee + Family	16	1,570.75	1,915.99	1,862.73	1,862.73	1,818.89	1,915.99
Annual Total	81	2,480.14	3,025.25	2,941.15	2,941.15	2,871.93	3,025.25
In-Network		OAP		OAP		Local Plus	
Deductible (Individual / Family)		\$2,500 / \$5,000	\$2,500 / \$5,000	\$3,000 / \$6,000	\$3,000 / \$6,000	\$3,000 / \$6,000	\$2,500 / \$5,000
Coinsurance		100%	100%	100%	100%	100%	100%
PCP Copay		\$30	\$30	\$30	\$30	\$30	\$30
Preventive Care		100%	100%	100%	100%	100%	100%
Specialist Copay		\$60	\$60	\$60	\$60	\$60	\$60
ER Copay		\$250	\$250	\$250	\$250	\$250	\$250
Urgent Copay		\$100	\$100	\$100	\$100	\$100	\$100
Outpatient Surgery		Deductible	Deductible	Deductible	Deductible	Deductible	Deductible
Inpatient Surgery		Deductible	Deductible	Deductible	Deductible	Deductible	Deductible
Out-of-pocket (Individual / Family) (Includes Deductible)		\$5,000 / \$10,000	\$5,000 / \$10,000	\$6,000 / \$12,000	\$6,000 / \$12,000	\$6,000 / \$12,000	\$5,000 / \$10,000
Prescription							
Tier 1		\$10	\$10	\$10	\$10	\$10	\$10
Tier 2		\$35	\$35	\$35	\$35	\$35	\$35
Tier 3		\$60	\$60	\$60	\$60	\$60	\$60
Tier 4		N/A	N/A	25% (\$300 Max)	25% (\$300 Max)	25% (\$300 Max)	N/A
Out-of-Network							
Deductible (Individual / Family)		\$4,000 / \$8,000	\$4,000 / \$8,000	\$4,000 / \$8,000	\$4,000 / \$8,000	\$4,000 / \$8,000	\$4,000 / \$8,000
Coinsurance		80%	80%	80%	80%	Emergency Only	80%
Out-of-pocket (Individual / Family)		\$8,000 / \$16,000	\$8,000 / \$16,000	\$8,000 / \$16,000	\$8,000 / \$16,000	\$8,000 / \$16,000	\$8,000 / \$16,000
Contribution (EE/ES/EC/ESC)		100 / 93 / 92 / 96	100% / 94.19%	95 / 90	95 / 90	95 / 90 - BASE PLAN	
		WEEKLY DEDUCTIONS		WEEKLY DEDUCTIONS		BI-WEEKLY DEDUCTIONS	
Employee		0.00	0.00	11.31	11.05	22.84	22.84
Employee + Spouse		17.71	14.89	24.89	24.30	49.08	49.08
Employee + Child(ren)		17.71	12.18	20.36	19.88	42.29	42.29
Employee + Family		17.71	27.06	45.25	44.18	79.56	79.56
Employee		0.00	0.00	22.62	22.09	45.68	45.68
Employee + Spouse		35.42	29.77	49.78	48.60	98.16	98.16
Employee + Child(ren)		35.42	24.36	40.72	39.76	84.58	84.58
Employee + Family		35.42	54.13	90.50	88.37	159.13	159.13
Annual Net Cost		\$1,358,412	\$1,666,305	\$1,569,753	\$1,532,811		
Percentage of Change			22.67%	15.56%	12.84%		
Annual Net Increase			\$307,893	\$211,341	\$174,399		

NOTE
HRA would not change if the City elected to increase the deductible (would continue to reimburse last \$2,000 of the annual medical deductible) – net deductible would increase from \$500 to \$1,000

- Build-up 36.5% overall / Partnership/Non-Marketing – 22% overall
- Decrements: Local Plus -2.40% / Deductible -1.80% / OOP -0.70% / Specialty Drug -0.28% (-5.18%)



Public Sector Benchmark

State Health Benefit Plan				
		Average	BCBSGA	UHC
Effective Date	7/1/2019		1/1/2018	1/1/2018
Active Employees	79	332	600,000	600,000
Members				
Monthly Premium				
Employee	\$827	\$605	\$660	\$662
Employee + Spouse	\$1,736	\$1,282	\$1,386	\$1,390
Employee + Child(ren)	\$1,571	\$1,220	\$1,122	\$1,125
Employee + Family	\$2,480	\$1,713	\$1,848	\$1,853
Employee Monthly Cost				
Employee	\$0	\$47	\$136	\$173
Employee + Spouse	\$77	\$293	\$349	\$426
Employee + Child(ren)	\$77	\$270	\$251	\$314
Employee + Family	\$77	\$447	\$464	\$567
Employer Contribution				
Employee	100.00%	92.32%	79.39%	73.86%
Add Spouse	91.56%	61.53%	70.66%	65.25%
Add Child(ren)	89.69%	61.70%	75.11%	69.57%
Add Family	95.36%	63.03%	72.39%	66.93%
Health Plan Design	\$2,000 HRA	HRA - 24%		
Deductible	\$2,500	\$2,414	\$1,300	\$1,300
Coinsurance	100%	84.00%	80%	80%
Out of Pocket	\$5,000	\$5,304	\$4,000	\$4,000
PCP Copay	\$30	\$27	\$35	\$35
Specialist Copay	\$60	\$49	\$45	\$45
Rx Deductible	No	Yes - 56%	No	No
Generic Copay	\$10	\$14	\$20	\$20
Brand Copay	\$35	\$39	\$50	\$50

Notes:

- 18 Cities and 27 Counties make up the average
- The SHBP is illustrated due to being the largest plan in the state
- The City of Stockbridge provides an HRA for all members in the amount of \$2,000 pm on the backend of the deductible (this means the net OOP max is \$3,000)



Dental Insurance

Dental Renewal		Current	
Employee Only	33	31.80	
Employee + Spouse	8	71.60	
Employee + Child(ren)	23	68.56	
Employee + Family	18	110.56	
	82		
Deductible		\$50 Indiv. (\$150 Family)	
Preventive		100%	
Basic		80%	
Major		50%	
Annual Maximum Benefit			
Fillings		80%	
Simple Extractions		80%	
Oral Surgery		80%	
Periodontics		80%	
Endodontics (Root Canals)		80%	
Crowns		50%	
Dentures / Bridges		50%	
Orthodontia Coverage		\$1,000 Lifetime Max	
Monthly Premium		\$5,189.16	
Annual Premium		\$62,269.92	
Contribution (EE/Family)		100 / 100	100 / 50
		WEEKLY DEDUCTIONS	
Employee		0.00	0.00
Employee + Spouse		0.00	4.59
Employee + Child(ren)		0.00	4.24
Employee + Family		0.00	9.09
		BI-WEEKLY DEDUCTIONS	
Employee		0.00	0.00
Employee + Spouse		0.00	9.18
Employee + Child(ren)		0.00	8.48
Employee + Family		0.00	18.18

Annual Savings

\$15,489

Notes:

- Dental plan does not renew until 1/1/2021
- City currently contributes 100% towards the cost of the dental insurance per line of coverage
- The 100 / 50 option below shows what the employees would pay weekly/bi-weekly if the City changed contributions to 100% EE and 50% FAM. The City's annual savings from making this change would be approximately \$15,489.

Vision Insurance

			
		Current	
Employee Only	32		5.64
Employee + Spouse	9		10.18
Employee + Child(ren)	23		10.28
Employee + Family	16		15.73
IN-NETWORK			
Routine Eye Exam	80		
		\$10 copay (1 per year)	
Eyeglass Frames		\$130 allowance plus 20% off remaining balance (Every 24 months)	
Eyeglass Lenses		Every 12 months	
Standard Plastic Single		\$25 copay	
Standard Plastic Bifocal		\$25 copay	
Standard Plastic Trifocal		\$25 copay	
Contact Lenses		Every 12 months	
Non-Elective Contact Lenses		Covered in full	
Elective Conventional Lenses		\$120 allowance then 15% off	
Elective Disposable Lenses		\$120 allowance	
		Monthly Premium	\$760.22
		Annual Premium	\$9,122.64
		Percentage of Change	0.00%
Contribution (EE/Family)		100 / 100	0 / 0
		WEEKLY DEDUCTIONS	
Employee		0.00	1.30
Employee + Spouse		0.00	2.35
Employee + Child(ren)		0.00	2.37
Employee + Family		0.00	3.63
		BI-WEEKLY DEDUCTIONS	
Employee		0.00	2.60
Employee + Spouse		0.00	4.70
Employee + Child(ren)		0.00	4.74
Employee + Family		0.00	7.26
		Annual Savings	
		\$9,123	

Notes:

- Vision plan does not renew until 1/1/2021
- City currently contributes 100% towards the cost of the vision insurance per line of coverage
- The 0 / 0 option below shows what the employees would pay weekly/bi-weekly if the City changed contributions to 100% EE paid (voluntary). The City's annual savings from making this change would be approximately \$9,123.



City Benefit 2020 Cost Summary

	<u>Annual Premium/ Expected Cost</u>	<u>Net Annual Cost</u>	<u>% Change</u>	<u>Annual Budget Difference</u>
Medical				
Current	\$1,400,773	\$1,358,412		
Option 1	\$1,708,665	\$1,666,305	22.67%	\$307,893
Option 2	\$1,661,164	\$1,569,753	15.56%	\$211,341
Option 3	\$1,622,070	\$1,532,811	12.84%	\$174,399
Dental				
Current	\$62,270	\$62,270		
100 / 50	\$62,270	\$46,781	-24.87%	-\$15,489
Vision				
Current	\$9,123	\$9,123		
0 / 0	\$9,123	\$0	-100.00%	-\$9,123
Totals				
Current	\$1,472,166	\$1,429,805		
Option 1	\$1,780,058	\$1,713,086	19.81%	\$283,281
Option 2	\$1,732,557	\$1,616,534	13.06%	\$186,729
Option 3	\$1,693,463	\$1,579,592	10.48%	\$149,787

- No changes to the life or disability insurance

Each option below "Totals" includes changing the contribution model on the dental and vision



City of Stockbridge

Staff Recommendation For Council Approval

Meeting Date

10/29/2019

FUNDING SOURCE

☒ Action requested by City Council

☐ For informational purposes only

☐ Budget Amendment Required

FROM ACCOUNT:

TO ACCOUNT:

PRESENTER: Renee Wheeler HR Manager,

ITEM/PROJECT/EVENT: Benefits Renewal Jan. 1, 2020

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

DESCRIPTION: Staff has met with the Broker to go over the benefits for Jan. 1—Dec. 31st which will coincide with the annual budget. The renewal has been provided and before you are the new rates, based on various options for your review and approval. The dental plan will provide a net savings of \$15,589, by changing the contribution model to 100/50 %. Vision Coverage will become voluntary for all employees with a net \$9,123 savings to the budget.

Staff is recommending option 1 the basic renewal or option 3, which is the most fiscally responsible option for the city with a net savings of \$149, 878 to the overall budget.

APPROVED BY:

FINANCE DEPT. _____

CITY MANAGER _____

AMOUNT

\$1,579.592.00

STATE OF GEORGIA
HENRY COUNTY
CITY OF STOCKBRIDGE

RESOLUTION _____

A RESOLUTION AUTHORIZING THE RENEWAL OF CERTAIN MEDICAL, VISION, DENTAL, LIFE AND DISABILITY INSURANCE; 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; and

WHEREAS, the City finds it necessary and desirable to renew certain medical, dental, vision and life & disability insurance policies;

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

1. **Approval of Execution.** The City Council hereby approves the following certain insurance policies for calendar year 2020 with the benefit level for the employees of the City all as presented the Council on October 29, 2019:

Medical Coverage:	CIGNA
Dental:	CIGNA
Vision:	CIGNA
Life and Disability Insurance:	CIGNA

The Mayor or Mayor Pro Tem is hereby authorized to execute said policies with such changes as are recommended by the City Attorney.

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 29^h day of October, 2019.

ANTHONY S. FORD, Mayor

ATTEST:

VANESSA HOLIDAY, City Clerk

(SEAL)

APPROVED AS TO FORM:

MICHAEL WILLIAMS, City Attorney

City of Stockbridge, General IT Policy

Purpose: The intent of the Technology Usage Policy is to define the acceptable use of technology at the City of Stockbridge and to ensure that the City complies with all legally mandated requirements. It outlines the responsibilities of those who work for and on behalf of the City in contributing to the maintenance and protection of its information resources in a secure, stable and cost-effective manner.

Policy Scope: The City of Stockbridge's Technology Usage Policy defines the oversight, use and protection of the City of Stockbridge's computing equipment, network, voice, electronic communications and data repositories. This includes the acquisition, access and use of all software, hardware and shared resources, whether connected to the network, configured off the network, or while in transit (mobile). It applies to all those who work on behalf of the City of Stockbridge including, but not limited to, employees, contractors, consultants, temporaries, supplementals, intern's, volunteers and other workers including all personnel affiliated with third parties. This policy also applies to all equipment that is owned or leased by the City regardless of project and program funding sources.

Use of computers

- Only the employees of the City of Stockbridge and other designated persons are authorized to use or access the department's computers.
- Employees will only use computer software and related equipment in the direct performance of their assigned duties unless authorized by their department head.
- Employees needing assistance with computer related problems should contact the IT Department either by phone, email or submit a computer work order for all hardware or software problems and installations.
- Use of Company computers, networks, and Internet access is a privilege granted by the administration and may be revoked at any time for inappropriate conduct carried out on such systems, including, but not limited to:
 - Sending chain letters or participating in any way in the creation or transmission of unsolicited commercial e-mail ("spam") that is unrelated to legitimate City purposes;
 - Engaging in private or personal business activities, including instant messaging and chat rooms or listening to the radio
 - Misrepresenting oneself or the City;
 - Violating the laws and regulations of the United States or any other nation or any state, city, province, or other local jurisdiction in any way;
 - Engaging in unlawful or malicious activities;
 - Deliberately propagating any virus, worm, Trojan horse, trap-door program code, or other code or file designed to disrupt, disable, impair, or otherwise harm either the Company's networks or systems or those of any other individual or entity;

- Using abusive, profane, threatening, racist, sexist, or otherwise objectionable language in either public or private messages;
- Sending, receiving, or accessing pornographic materials;
- Becoming involved in partisan politics;
- Causing congestion, disruption, disablement, alteration, or impairment of the City networks or systems;
- Maintaining, organizing, or participating in non-work-related Web logs ("blogs"), Web journals, "chat rooms", or private/personal/instant messaging;
- Failing to log off any secure, controlled-access computer or other form of electronic data system to which you are assigned, if you leave such computer or system unattended;
- Using recreational games; and/or
- Defeating or attempting to defeat security restrictions on company systems and applications.

Email Communication

- The electronic mail system is intended for business purposes. Electronic mail communications constitute public records and the City has the right to access or monitor messages for work-related purposes, security, or to respond to public record requests. All messages should be composed with the expectation that they are public. Refrain from using your City email address for anything other than official business.
- Users shall have no expectation of privacy in email messages, whether they are business related or an allowed personal use as provided herein. Use of electronic mail shall be considered consent to City Officials, managers, and other employees to inspect, use, or disclose any electronic mail or other electronic communications and/or data.
- Use of Non-City Email Accounts-Non-City email accounts (like MSN, Yahoo!, Gmail, Hotmail, etc.) may not be used to conduct City business. Likewise, a non-City email account may not be forwarded to a City email account.
- Transmission of Confidential Information-Confidential material must not be sent via electronic mail. Electronic mail messages may be intercepted, viewed, and used for non-approved purposes, especially when corresponding via the Internet, a medium over which the City has no control.
- E-mail communications will conform to the same professional standards as with written and verbal business correspondence. A professional tone should prevail, and content will be consistent with and representative of the City's policies and practices.

- Any attempt to misrepresent one's identity via e-mail is prohibited.
- E-mail is considered part of the public record and is subject to disclosure under Georgia State law. Managing individual e-mail storage and retention is the responsibility of each department, consistent with document and records-retention guidelines. Effort should be made to restrict unnecessary e-mail traffic, including minimizing the size of attachment files; and using network drives instead of large distribution lists to share file attachments with large groups.
- Any emails sent that have customer identifier information (Address, social security number, le) Must be encrypted internally and externally.

Use of software

- No downloaded application software is to be installed on any City equipment by anyone except the IT department. Downloaded software may create conflicts with existing software and result in a partial or complete PC failure.
- Request for new software will be made through the IT office.
- No unapproved software shall be brought into the department and installed onto the department's computers.
- No software from the department shall be copied for personal use.
- No employees shall use the department's computer to develop software to be used outside the department.
- Any software developed on the department's time is the property of the City of Stockbridge.
- All software must be installed or uninstalled by the IT department and will be subject to review at any time.

Use of the internet

- Brief and occasional personal use of the electronic mail system or the Internet is acceptable as long as it is not excessive or inappropriate.
- Use is defined as "excessive" if it interferes with normal job functions, responsiveness, or the ability to perform daily job activities. Electronic communication should not be used to solicit or sell products or services that are unrelated to the City's business; distract, intimidate, or harass coworkers or third parties; or disrupt the workplace.
- Employees should understand that sites visited, number of times visited, and total time connected to each site are maintained and are subject to review.

Security

- Employees of the City of Stockbridge that need to access the department's computers have an individual password that allows them to access the system.
- An employee may not share or offer the use of his or her password so that anyone else may gain access to the system.
- Unauthorized use of another employee's password is prohibited.
- No internet connection shall be installed in City facilities unless first reported and approved by the IT Department.
- All technology projects that involve internet/intranet usage shall first be reported and approved by the IT Department.

Inappropriate Use of Resources

- Any types of hacking, exploration, invasions of privacy, trespassing or other network compromises are prohibited. Excessive utilization of computer resources is prohibited. No one may deliberately attempt to degrade performance of a computer system on the Internet or to deprive authorized personnel of resources or access to any computer system. Deliberate, unauthorized excessive use of these services will be construed as an attempt to deprive others of resources.

Policy Statement for Internet/Intranet Browser(s)

- The Internet is to be used to further the City's mission, to provide effective service of the highest quality to the City's customers and staff, and to support other direct job-related purposes.
- Department Heads have the discretion to work with employees to determine the appropriateness of using the Internet for professional or personal activities.
- The various modes of Internet/Intranet access are City resources and are provided as business tools to employees who may use them for research, professional development, and work-related communications.
- Employees are individually liable for any and all damages incurred as a result of violating City security policy, copyright, and licensing agreements.
- All City policies and procedures apply to employees' conduct on the Internet, especially, but not exclusively, relating to intellectual property, confidentiality, City information dissemination, standards of conduct, misuse of City resources, anti-harassment, and information and data security.
- Employees should not bring personal computers to the workplace or connect them to City electronic systems unless expressly permitted to do so by the City.

- Violation of this policy, or failure to permit an inspection of any device covered by this policy, shall result in disciplinary action, up to and possibly including immediate termination of employment. In addition, the employee may face both civil and criminal liability from the City or from individuals whose rights are harmed by the violation.

STATE OF GEORGIA
HENRY COUNTY GEORGIA
CITY OF STOCKBRIDGE

RESOLUTION NO. _____

**A RESOLUTION TO ADOPT A POLICY WITH RESPECT TO
INFORMATION TECHNOLOGY**

WHEREAS, the City of Stockbridge ("City") is a municipal corporation duly organized and existing under the laws of the State of Georgia and is charged with being fiscally responsible concerning the use and expenditure of all public funds; and

WHEREAS, the City Council desires to establish a policy with respect to Information Technology;

THEREFORE, THE CITY COUNCIL OF THE CITY OF STOCKBRIDGE HEREBY RESOLVES:

SECTION 1. Approval. The policy attached hereto as Exhibit A is hereby approved.

SECTION 2. Public Record. This document shall be maintained as a public record by the City Clerk and shall be accessible to the public during all normal business hours of the City of Stockbridge.

SECTION 3. Authorization of Execution. The Mayor or Mayor Pro Tem is hereby authorized to sign all documents necessary to effectuate this Resolution.

SECTION 4. Attestation. The City Clerk is authorized to execute, attest to, and seal any documents which may be necessary to effectuate this ordinance, subject to approval as to form by the City Attorney.

SECTION 5. Effective Date. This resolution shall become effective immediately upon its adoption by the Mayor and City Council of the City of Stockbridge as provided in the City Charter.

SO REOLVED this 29th day of October, 2019.

ANTHONY S. FORD, Mayor

ATTEST:

APPROVED AS TO FORM:

(SEAL)
VANESSA HOLIDAY, City Clerk

MICHAEL WILLIAMS, City Attorney

EXHIBIT A

INFORMATION TECHNOLOGY POLICY

RESOLUTION NO. _____

**A RESOLUTION TO ADOPT A POLICY WITH RESPECT TO CITY CELL
PHONE AND USAGE**

WHEREAS, the City of Stockbridge ("City") is a municipal corporation duly organized and existing under the laws of the State of Georgia and is charged with being fiscally responsible concerning the use and expenditure of all public funds; and

WHEREAS, the City Council desires to establish a policy with respect to the usage of City-issued cell phones for employees and city officials;

THEREFORE, THE CITY COUNCIL OF THE CITY OF STOCKBRIDGE HEREBY RESOLVES:

SECTION 1. Approval. The policy attached hereto as Exhibit A is hereby approved.

SECTION 2. Public Record. This document shall be maintained as a public record by the City Clerk and shall be accessible to the public during all normal business hours of the City of Stockbridge.

SECTION 3. Authorization of Execution. The Mayor or Mayor Pro Tem is hereby authorized to sign all documents necessary to effectuate this Resolution.

SECTION 4. Attestation. The City Clerk is authorized to execute, attest to, and seal any documents which may be necessary to effectuate this ordinance, subject to approval as to form by the City Attorney.

SECTION 5. Effective Date. This resolution shall become effective immediately upon its adoption by the Mayor and City Council of the City of Stockbridge as provided in the City Charter.

SO REOLVED this 29th day of October, 2019.

ANTHONY S. FORD, Mayor

ATTEST:

APPROVED AS TO FORM:

(SEAL)
VANESSA HOLIDAY, City Clerk

MICHAEL WILLIAMS, City Attorney

EXHIBIT A

CELL PHONE USAGE POLICY

City of Stockbridge Cell Phone Policy

Purpose

The purpose of this policy is to describe the regulations for cell phone and smartphone device administration, procurement of these devices, business and personal use, department accountability/responsibility, individual responsibilities, and service providers.

SCOPE

No Expectation of Privacy: Employees who are issued City cellular phones and/or wireless devices understand that there is no expectation of privacy when using City provided cellular phones and/or wireless devices. The City has the right to review all records related to cellular and/or wireless devices including but not limited to phone logs, text messages, and internet usage logs. Cellphones should be turned off or set to silent or vibrate mode during meetings, conferences and in any circumstance where incoming calls may be disruptive. Users should further be aware that all records are subject to discovery under the Public Records Act.

Personal Cellphones

While at work, employees are expected to exercise discretion in using personal cellphones. Excessive personal calls during the workday can interfere with employee productivity and be distracting to others. Employees are encouraged to make any personal calls during nonwork time when possible and to ensure that friends and family members are aware of City of Stockbridge policy.

City of Stockbridge will not be liable for the loss of personal cellphones brought into the workplace.

Eligibility for City Cellular Phone

- A. Senior management staff in an exempt position that must be available to receive and place time sensitive calls and/or considered on a permanent on-call status.
- B. Full-time employees in a highly specialized position that are considered on an on-call status for extended periods and must maintain communication beyond business hours.
- C. Full-time employees whose job duties regularly require them to be in constant contact with the City or public and they work primarily outside of a City office.
- D. Department heads shall recommend which employees within their departments qualify for a cell phone allowance. The City Manager shall give final approval on all cell phone allowances.

Mobile Devices (General)

- A. The need for a standard issued city purchased mobile device and securing all necessary funds will be the responsibility of each Department Head and/or Supervisor. Costs include any cost for the standard issued device approved by the City, protective case/folio, monthly service fees, licensing fees, client access licenses, business applications, and MDM (Mobile Device Management) licensing.

- B. Any mobile device that connects to the City of Stockbridge network shall be managed by MDM (Mobile Device Management) software and licensing, chosen and managed by Technology Services. This includes any device that accesses City Email, City Phone System, or other system or resource located within the City Network or Networks.
- C. Conditions which must be met for any mobile device to be enabled to access City email: 1. All mobile device users must sign a waiver (Mobile Device Security Request Form_ provided by the Information Technology Department acknowledging the employee has read the Mobile Device Policy and agrees to abide by all policy statements within.
- D. All Department Heads and/or equivalent shall be aware of the FLSA provisions regarding compensation of employees for all time worked and ensure that non-exempt employees understand and are complying with the appropriate use of email during non-scheduled work hours.
- E. If at any time any email enabled device is lost or stolen, the employee for whom the device is assigned is responsible for reporting the loss to the Technology Services Department within 24 hours of discovering a lost/stolen device. The Technology Services Department shall then remotely disable, lock, and/or "wipe" the device, therefore rendering the device inoperable.
- F. All email enabled devices shall be required to automatically "Lock" after a reasonable period of inactivity (no longer than 5 minutes) and must be password protected to "unlock" the device. This is to ensure that a device left unattended will not be able to access devices or information by parties not governed by this policy. These policies shall be enforced by the Mobile Device Management Client.
- G. It shall be considered a violation of this policy for any device approved for connection to the City network to be "hacked", "Jail Broken", "rooted", or any changes to the operating system provided by the manufacturer. Any unauthorized changes to the Operating System of any device compromises security and will result in termination of service to the device.
- H. Other "for a fee" downloads such as Music, Videos, Movies, etc.: will be the sole responsibility of the end user / employee to pay for any downloaded media of any type for which a fee is charged. It shall not be the responsibility of the City or Technology Services to backup, maintain, or otherwise protect any personally downloaded application, content, music, video, movie, etc. unless expressly approved and paid for by City of Stockbridge.

Personal Use of City Owned devices

Personal use of City-Owned devices shall only be used in the event of an emergency.

While Operating A Vehicle

A. Employees whose job responsibilities include regular or occasional driving and who have a cellular phone for business use are expected to refrain from using their phone while driving, except with the use

of a hands-free device and in accordance with applicable laws. Every effort should be made to pull to the side of the road to a safe location prior to answering or initiating a cellular phone calls which may distract them from the safe operations of the vehicle. Employees must adhere to the hands free policy.

B. Text messaging, reading emails, writing emails, or accessing the internet while driving is not allowable under any circumstance and may result in disciplinary action up to and including termination.

C. If a City vehicle is involved in an accident, the employee's supervisor or city manager may request to see the driver's cell phone to verify that the driver was not distracted at the time of the accident. Refusal to accommodate this request shall be considered an admission that the phone was a factor contributing to the accident and may result in disciplinary action up to and including termination.

D. Employees who are charged with traffic violations resulting from the use of their cell phone while driving will be solely responsible for all liabilities that result from such actions and disciplinary action.

E. Employees in possession of city-issued cellphones are expected to protect the equipment from loss, damage or theft. Upon resignation or termination of employment, or at any time on request, the employee may be asked to produce the phone for return or inspection.

Notification of Damage or Stolen City Cellular Phones/Devices

Employees are responsible for maintaining adequate physical protection for all equipment issued to them by the City. Employees shall promptly notify their direct supervisor if any City-owned cellular phone is damaged the cost for replacement will be the responsibility of the employee and/or elected official. If a City issued cell phone/device is stolen, the employee will be required to file a police report and submit the report to human resources and IT to obtain a replacement.

Access to Cell Phone Statements and Records

A. The City reserves the right to monitor the billing and use of all City-issued devices and has the authority to withhold any improper/unauthorized charges from the employee's wages for reimbursement purposes.

B. By accepting the use of a City cell phone, employees agree to promptly reimburse the City for all personal charges made which are deemed by the City to be excessive in frequency and duration. The reimbursement for unlimited plans or when actual charges cannot be determining other disciplinary actions may be issued.

C. The City reserves the right to monitor all usage of City-issued devices and communications by the employee.

D. Employees who receive a cell phone allowance agree to provide their cell phone number to their supervisor, to accept and make city business calls on their phone when required by their supervisor, not represent the cell phone he/she uses as the property of the city.

Video or audio recording devices

The use of camera or other video or audio recording-capable devices on city premises is prohibited without the express prior permission of management and of the person(s) subject to recording. Video or audio recording in restrooms and/or locker rooms is strictly prohibited.

Consequences for Violators

Employees violating this policy will be subject to discipline, up to and including termination of employment.

STATE OF GEORGIA
HENRY COUNTY
CITY OF STOCKBRIDGE

RESOLUTION _____

A RESOLUTION AUTHORIZING APPLICATION TO ATLANTA REGIONAL COMMISSION FOR A CERTAIN GRANT; 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 Atlanta Regional Commission will hold a solicitation for TIP project funding proposals;

WHEREAS, federal funding from the Surface Transportation Block Grant Program (STBG), which includes the set-aside for Transportation Alternatives, ARC's Livable Centers Initiative (LCI) program, and the Congestion Mitigation and Air Quality (CMAQ) program will be awarded to implement projects which support the goals and objectives of the Atlanta Region's Plan;

WHEREAS, sponsors may apply for federal funding to add new projects to the TIP, supplement funding for existing TIP projects and submit proposals for studies and related initiatives which do not result in the construction of physical infrastructure; and

WHEREAS, the City of Stockbridge seeks to apply for federal funding and submit a proposal to perform a planning study to identify proposed recommendations for specific transportation improvements to provide pedestrian and bicycle access in the downtown area within the City of Stockbridge;

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

1. **Support for Application.** The City Council hereby approves supports the City of Stockbridge application to the Atlanta Regional Commission for grants through the 2019 TIP solicitation. The City will provide the required 20% match should grant funds be awarded. The Mayor or Mayor Pro Tem is hereby authorized to execute said policies with such changes as are recommended by the City Attorney. All acts of the City staff and consultants in contemplation and furtherance of this grant application are hereby ratified and approved.
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 29^h day of October, 2019.

ANTHONY S. FORD, Mayor

ATTEST:

VANESSA HOLIDAY, City Clerk

(SEAL)

APPROVED AS TO FORM:

MICHAEL WILLIAMS, City Attorney



City of Stockbridge

Staff/Council Recommendation For Council Approval

Meeting Date

10/29/2019

FUNDING SOURCE

☒ Action requested by City Council

☐ For informational purposes only

☐ Budget Amendment Required

FROM ACCOUNT:

TO ACCOUNT:

PRESENTER: Decius T. Aaron

ITEM/PROJECT/EVENT: Access control for Municipal Court Building

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

DESCRIPTION:

Replace access control system for the Municipal Court Building.

Funding Source: Government Buildings

APPROVED BY:

FINANCE DEPT. _____

CITY MANAGER _____

AMOUNT

\$42,706.95



City of Stockbridge
Stockbridge GA 30281



Qty.	Model	Description	Sourcewell Net Price	
			Each	Extended
5	EK-400-MTSG	EXPANSION KIT WITH,KT-400, IOSMART SINGLE GANG READERS,TR1675,AND,KT-BATT-12	\$2,208.87	\$11,044.35
4	DK-1	DOOR ACCESSORIES KIT W/ TREX	\$171.10	\$684.40
1	EK-400	EKPANSION KIT KT-400, NO RDR	\$1,616.66	\$1,616.66
15	1125TW-N	1125TW-N Recessed Stubby Contact with Screw Terminals, 3/8" Dia, Closed Loop, Wide Gap, White	\$6.25	\$93.75
<u>SOURCEWELL CONTRACT ITEMS - AFTER WARRANTY - EXEMPT FROM MAINTENANCE:</u>				
3000	2412-500FT06	23-4P UTP-CMR SOL BC CAT6 2412 PE/PVC BLUE 305M 500FT BOXES	\$0.19	\$570.00
3000	741802PL-L	18/2c, STR, Unshielded, CMP, Plenum, White, 500' Reel	\$0.18	\$540.00
2	AL600ULACM	ACCESS PWR SPLY, 12/24VDC @ 6A, 8 FUSED	\$394.90	\$789.80
500	740062	18-6C STR BC PVC FOIL SHD PVC JKT BLU CMR/FPLR 75C SPL CC 1000' REEL	\$0.43	\$215.00
2	AL300ULX	BURG/FIRE/ACCESS PWR SPLY, 12/24VDC @ 2.	\$162.10	\$324.20
1	E-COR-WEB-10	10 Web Connection License/ Corporate	\$1,115.73	\$1,115.73
1	E-COR-WEB-3	3 WEB CONNECTION LICENSE CE	\$347.06	\$347.06
Sourced OR "Open Market"Goods				
6	HES1006	OPT H SECURITY LOCK DOOR STRIKE	\$589.29	\$3,535.74
1	E-COR-V8	EP CORPORATE EDITION VERSION 8 USB KEY ONLY	\$541.09	\$541.09
<u>OPEN MARKET ITEMS - AFTER WARRANTY - EXEMPT FROM MAINTENANCE:</u>				
1	Misc	Miscellaneous Materials (EMT/Flex,Box Fittings, Box Tampers, ETC.)	\$714.29	\$714.29
SOURCEWELL Installation Labor				
Installation Labor, Programming and Testing				\$20,574.88
Total			\$42,706.95	



Johnson Controls Security Solutions, LLC
Government Technologies



For Billing/Invoice questions - 1-800-428-7124
option 5
For Service/Technical questions - 1-800-428-7124
option 3

City of Stockbridge
4602 N Henry Blvd
Stockbridge GA 30281
Sourcewell Member #38654

Sourcewell Schedule Price Quote
CONTRACT #031517-TIS

Return Purchase Order & Proposal to the
Local Account Manager listed below.
Thank you!

JCSS Program Mgr: Jeffrey Cappel
JCSS Mgr Phone: 571-213-0842
JCSS Mgr Email: jeffrey.cappel@jci.com

Local Account Mgr: Wil Bush
Local Account Mgr Phone: 478 718 6877
Local Account Mgr Email: wil.bush@jci.com

Proposal Prepared by:
Linda Jones
SLG Sales Support
linda.jones@jci.com

Proposal Date: 09/05/19
Proposal Name: Access Control
Compass Estimate #: 1-4NW8V8B R2
Proposal Expires: 12/04/19

Installation Charges:

Sourcewell Schedule Products	\$17,340.95
Sourcewell Installation Labor	\$20,574.88
Sourced or "Open Market" Goods	\$4,791.12

Installation Charge Summary: **\$42,706.95**

SW-MN Project Discount (OVER \$40,000): -\$427.07

Revised Total Installation Charge Summary: **\$42,279.88**

Annual Services:

Sourcewell Service	2nd Year - Annual Maintenance Charges (One-Year warranty on Equipment and Labor was included for first year)	\$3,240.46
Sourcewell Service	Inspections	\$316.82

Annual Service Charge Summary: **\$3,557.28**

Additional Notes:

Note #1: Rates assume that neither the Davis Bacon Act ("DBA"), nor any other Prevailing Wage Act ("PWR") applies. If this is incorrect, please advise in writing before submittal of a purchase order and provide the applicable prevailing wage determination and we will provide a revised quote.

Note #2: Customer to provide Power and Telco Communications.

Note #3: Price includes a One Year Warranty on Material and Labor.

Note #4: Any award resulting from this proposal that is over \$10,000 or over 30 days from start to completion will be eligible for progress billing.

Note #5: Please include Sourcewell Contract Number 031517-TIS on your Purchase Order.

STATE OF GEORGIA
HENRY COUNTY
CITY OF STOCKBRIDGE

RESOLUTION NO. _____

**A RESOLUTION TO REPLACEMENT OF ACCESS CONTROL SYSTEM
FOR THE MUNICIPAL COURT BUILDING**

WHEREAS, the City of Stockbridge ("City") is a municipal corporation duly organized and existing under the laws of the State of Georgia and is charged with being fiscally responsible concerning the use and expenditure of all public funds; and

WHEREAS, the replacement of the access control system for the Municipal Court Building at a cost of \$42,706.95 is proposed;

THEREFORE, THE CITY COUNCIL OF THE CITY OF STOCKBRIDGE HEREBY RESOLVES:

SECTION 1. Approval of Purchase. The replacement of the access control system for the Municipal Court Building at a cost of \$42,706.95 as presented to the City Council on October 29, 2019 is hereby approved by the City Council. All actions of the City staff, Mayor and Council taken in contemplation of this resolution are hereby ratified and approved.

SECTION 2. Public Record. This document shall be maintained as a public record by the City Clerk and shall be accessible to the public during all normal business hours of the City of Stockbridge.

SECTION 3. Authorization of Execution. The Mayor is hereby authorized to sign all documents necessary to effectuate this Resolution.

SECTION 4. Attestation. The City Clerk is authorized to execute, attest to, and seal any documents which may be necessary to effectuate this ordinance, subject to approval as to form by the City Attorney.

SECTION 5. Effective Date. This resolution shall become effective immediately upon its adoption by the Mayor and City Council of the City of Stockbridge as provided in the City Charter.

[SIGNATURES APPEAR ON FOLLOWING PAGE]

SO RESOLVED this 29th day of October, 2019.

ANTHONY S. FORD, Mayor

ATTEST:

VANESSA HOLIDAY, City Clerk

APPROVED AS TO FORM:

MICHAEL WILLIAMS, City Attorney



City of Stockbridge

Staff/Council Recommendation For Council Approval

Meeting Date

10/29/2019

FUNDING SOURCE

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

FROM ACCOUNT:

TO ACCOUNT:

PRESENTER: Decius T. Aaron

ITEM/PROJECT/EVENT: Approve Street Acceptance Policy

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

DESCRIPTION:

Approve Street Acceptance Policy.

APPROVED BY:

FINANCE DEPT. N/A

CITY MANAGER

AMOUNT

N/A

PURPOSE

The purpose of this policy is to provide the general procedure a developer shall follow to get a proposed road accepted as a City Street.

The developer must satisfactorily complete all the requirements in the Code of Ordinances and this policy prior to receiving formal street acceptance from the City of Stockbridge City Council.

In no case shall a street be accepted by the City prior to installation of the base course of paving material. However, a street can be accepted without surface course or curbing in order to protect these from damage during build out of the lots on the street, if the following conditions are met:

1. A mechanism, acceptable to the City, shall be in place to provide for the cost of curb installation and surface paving.
2. Curb installation and surface paving shall be completed when the lots on the new street are fully developed but no later than one complete construction season from the date of acceptance.

ACCEPTANCE OF ROADS

1. General
 - a. Acceptance of roads into the City Road System of the City of Stockbridge can be accomplished only by an official action of the City Council taken in a regular Council meeting. Current City policy requires adoption by the Council of a resolution of acceptance.
 - b. The City of Stockbridge is without authority to expend public funds or perform any maintenance on a road that is not in the accepted City Road System without specific authority from the City Council.

PROCEDURES

1. Engineering plans showing all grades and drainage must be submitted to the City before construction.
2. Road is built according to approved methods and under the supervision of the consulting engineer.
3. Roads are constructed in compliance with the minimum requirements for the City.

ROAD ACCEPTANCE PROCESS

The application together with such plat, shall be referred by the Mayor and City Council to the City Engineer, who shall investigate such application, plat and proposed subdivision and shall make a report to the Mayor and City Council, showing:

1. The advisability of the City's acceptance of the proposed new streets or extensions in such subdivision as a part of the City's Road System.
2. Whether the proposed names of such proposed new streets conflict with or are likely to be confused with the name of any existing street in the City.
3. Whether the courses of such new streets or extensions are properly oriented with existing streets with which same connect.
4. The proper grade levels of the proposed new streets and extensions.
5. The specifications which shall control the applicant in the laying of the water mains and lines, storm drains and sewers and sewage mains and lines in and along such new streets or extensions, together with the specifications for the curbing, guttering, draining and fine-grading and subsoiling of such proposed new streets and extensions, which specifications shall include the number, location and capacity of any sewage pumping stations to be required of such applicant by the City.

NOTICE OF PROVISIONAL ACCEPTANCE

The Mayor and City Council shall consider such application and, if they deem it for the best interest of the City, shall authorize the provisional acceptance of such proposed new streets and extensions as a part of the City's Road System, conditioned upon the applicant complying with each and every one of the terms of this policy as well as all other requirements the Mayor and City Council deem proper as to change of proposed name of any such proposed new street and as to change of the course of any such proposed new street or extension and as to grade and drainage thereof. Suitable notice of such provisional acceptance and as to the conditions thereof shall be given such applicant by the Mayor and City Council.

COMPLIANCE WITH REQUIREMENTS OF PROVISIONAL ACCEPTANCE BY APPLICANT

Upon receipt of the notice from the Mayor and City Council, it shall be the duty of the applicant within thirty (30) days thereafter to:

1. Change the names of proposed new streets, if required by the Mayor and City Council.
2. Change the courses of such proposed new streets or extensions to comply with the requirements of such Mayor and City Council if required in such provisional acceptance.
3. Rough grade and provide drainage for, at the applicant's own expense, such proposed new streets and extension to the grade and specifications recommended in the City Engineer's report and furnish such satisfactory evidence as the City may require that all expenses thereof have been paid by the applicant.

4. Applicant shall further covenant in said contract to provide to the City, at applicant's expense, a plat of each section of such subdivision, showing thereon the location, as built, of all underground utilities, exclusive of those located within the subdivision streets, including water, sewer, telephone, gas and cable lines and to update such plat whenever additional underground utilities are installed.

STREETS NOT PART OF AN APPROVED SUBDIVISION

1. Any street proposed for acceptance which is not part of a subdivision plan approved by the City, in addition to the requirements above, shall conform to or be modified by the following:
 - a. A plan and profile shall be filed with the City Engineer for approval of the grades and cross sections thereto.
 - b. The plan shall show all lots as then exist adjacent to the street or way with distances recorded on the plan.
 - c. The plan shall be either a reproduction or original mylar drawn to scale. The plans shall also be provided electronically in AutoCad and PDF format.
 - d. All proposed streets shall, as far as practicable, be continuous and in alignment with the existing streets.
 - e. All temporary dead-end streets shall have a turnaround at the end.
 - f. The street shall meet the design and construction standards of the City of Stockbridge.
 - g. A quitclaim deed to the City executed by the owner and containing a complete legal description of the street tied to a permanent recognized survey corner shall be submitted to the City Council.

PROCESS FOR STREET ACCEPTANCE OF PRIVATE ROADS

In the event the City is approached to accept a private road, the City will require the road be brought up to the standards of a public street prior to acceptance by the City, in addition to the applicable requirements for street acceptance found in this policy.

It is the policy of the City of Stockbridge to maintain relative uniformity in the development of new streets, and it is the policy of the City to treat requests for public acceptance of private streets in as consistent and fair a manner as possible. However, the Mayor and City Council will also resist attempts by private developers and homeowners' associations to transfer to the public the responsibility for the perpetual maintenance of private streets that were originally constructed as sub-standard streets, particularly if they were originally constructed as sub-standard streets expressly with the intent, or for the purpose, of avoiding the requirements of the City's subdivision ordinance, and other provisions of the City of Stockbridge Code pertaining to street improvement and maintenance standards.

Generally speaking, the City will not accept responsibility for the perpetual maintenance of privately owned streets unless and until they conform in all respects to the current standards for street construction and improvement as provided by the City of Stockbridge Code relative to street width, construction materials, pavement thickness, curb and gutter, sidewalks, storm drainage, turn-arounds and right-of-way width.

The Mayor and City Council will consider, but is not obligated to approve or accept, the following exceptions to this general policy:

- A. Where new streets and rights-of-ways come into the City's inventory as a result of annexation. This exception is limited to streets that were platted public county roads prior to annexation. Private roads that are annexed into the City shall retain their status as private roads following annexation unless otherwise specifically stipulated by a pre-annexation agreement.
- B. In established and developed neighborhoods, the City may allow a narrower street and/or right-of-way width so long as the street meets City Code in all other respects, and the City shall be free to post and enforce ordinances which prohibit on-street parking as the Mayor and City Council considers appropriate.
- C. In established and developed neighborhoods, the City may waive the sidewalk requirements if the installation of a sidewalk is not practical and would not connect to the City's existing or proposed hike/bike trail or secondary sidewalks system. Financial hardship will not be a reason for a variance.
- D. In established and developed neighborhoods, the City may alter the type of turn-around used at the end of a street but will not waive the need for traffic turn-arounds altogether. Turn-arounds shall be sufficient in size and dimension to allow emergency vehicles and Public Works trucks/equipment to negotiate a turn-around without traversing private property. Driveways are not acceptable for use as a turn-around. There will be no islands or streetlights located in any turn-around in developments.
- E. New or existing private streets will not be accepted into the City's inventory until the City Engineer and Public Works Director determines that all street construction workmanship meets City Code and a maintenance cost analysis has been completed.

Based on site-specific drainage, topographic, parking, sign installation needs or other unique neighborhood features, the City may require that a private owner or association make other improvements, not covered in the Code, prior to a street transfer. This could include relocation of any private structures as determined necessary by the City such as sprinkler systems located in the City's right-of-way. The City will not be held liable for damage to private property that cannot be readily seen or located by the City's staff in the performance of their normal responsibilities.

FINAL ACCEPTANCE

The following process shall be followed for any street proposed for final acceptance, by the City, as part of an approved subdivision:

1. As built drawings of the street(s) are provided to the City Engineer. These drawings shall be provided electronically in AutoCad and PDF format.
2. The City determines that all conditions and standards have been met.
3. Easements and covenants for maintenance of public infrastructure and utilities located on private property are reviewed and accepted by the City Engineer.
4. An individual legal description of each street is reviewed and accepted by the City Engineer.
5. An individual quit claim deed conveying each street to the City is reviewed by the City Engineer.

Roads are accepted subject to a three (3) year maintenance bond in the amount of half of the construction cost. Final acceptance will not be made for three (3) years from the date of the issuance of the final certificate of occupancy and the owner and/or his contractor and the utilities must repair any failure within the three (3) year period at the expense of the owner or his contractor or the utilities responsible. At the end of the three (3) year period, the City Engineer shall conduct a final inspection of the road and if it passes, it will be accepted for maintenance. Traffic control signs and mailboxes are to be placed according to applicable statutes and regulations.

STATE OF GEORGIA
HENRY COUNTY GEORGIA
CITY OF STOCKBRIDGE

RESOLUTION NO. _____

**A RESOLUTION TO ADOPT A POLICY WITH RESPECT TO THE
ACCEPTANCE OF THE DEDICATION OF PUBLIC STREETS**

WHEREAS, the City of Stockbridge ("City") is a municipal corporation duly organized and existing under the laws of the State of Georgia and is charged with being fiscally responsible concerning the use and expenditure of all public funds; and

WHEREAS, the City Council desires to establish a policy with respect to the acceptance of the dedication of public streets;

THEREFORE, THE CITY COUNCIL OF THE CITY OF STOCKBRIDGE HEREBY RESOLVES:

SECTION 1. Approval. The policy attached hereto as Exhibit A is hereby approved.

SECTION 2. Public Record. This document shall be maintained as a public record by the City Clerk and shall be accessible to the public during all normal business hours of the City of Stockbridge.

SECTION 3. Authorization of Execution. The Mayor or Mayor Pro Tem is hereby authorized to sign all documents necessary to effectuate this Resolution.

SECTION 4. Attestation. The City Clerk is authorized to execute, attest to, and seal any documents which may be necessary to effectuate this ordinance, subject to approval as to form by the City Attorney.

SECTION 5. Effective Date. This resolution shall become effective immediately upon its adoption by the Mayor and City Council of the City of Stockbridge as provided in the City Charter.

SO REOLVED this 29th day of October, 2019.

ANTHONY S. FORD, Mayor

ATTEST:

APPROVED AS TO FORM:

VANESSA HOLIDAY, City Clerk

(SEAL)

MICHAEL WILLIAMS, City Attorney

EXHIBIT A

STREET ACCEPTANCE POLICY

PURPOSE

The purpose of this policy is to provide the general procedure a developer shall follow to get a proposed road accepted as a City Street.

The developer must satisfactorily complete all the requirements in the Code of Ordinances and this policy prior to receiving formal street acceptance from the City of Stockbridge City Council.

In no case shall a street be accepted by the City prior to installation of the base course of paving material. However, a street can be accepted without surface course or curbing in order to protect these from damage during build out of the lots on the street, if the following conditions are met:

1. A mechanism, acceptable to the City, shall be in place to provide for the cost of curb installation and surface paving.
2. Curb installation and surface paving shall be completed when the lots on the new street are fully developed but no later than one complete construction season from the date of acceptance.

ACCEPTANCE OF ROADS

1. General
 - a. Acceptance of roads into the City Road System of the City of Stockbridge can be accomplished only by an official action of the City Council taken in a regular Council meeting. Current City policy requires adoption by the Council of a resolution of acceptance.
 - b. The City of Stockbridge is without authority to expend public funds or perform any maintenance on a road that is not in the accepted City Road System without specific authority from the City Council.

PROCEDURES

1. Engineering plans showing all grades and drainage must be submitted to the City before construction.
2. Road is built according to approved methods and under the supervision of the consulting engineer.
3. Roads are constructed in compliance with the minimum requirements for the City.

ROAD ACCEPTANCE PROCESS

The application together with such plat, shall be referred by the Mayor and City Council to the City Engineer, who shall investigate such application, plat and proposed subdivision and shall make a report to the Mayor and City Council, showing:

1. The advisability of the City's acceptance of the proposed new streets or extensions in such subdivision as a part of the City's Road System.
2. Whether the proposed names of such proposed new streets conflict with or are likely to be confused with the name of any existing street in the City.
3. Whether the courses of such new streets or extensions are properly oriented with existing streets with which same connect.
4. The proper grade levels of the proposed new streets and extensions.
5. The specifications which shall control the applicant in the laying of the water mains and lines, storm drains and sewers and sewage mains and lines in and along such new streets or extensions, together with the specifications for the curbing, guttering, draining and fine-grading and subsoiling of such proposed new streets and extensions, which specifications shall include the number, location and capacity of any sewage pumping stations to be required of such applicant by the City.

NOTICE OF PROVISIONAL ACCEPTANCE

The Mayor and City Council shall consider such application and, if they deem it for the best interest of the City, shall authorize the provisional acceptance of such proposed new streets and extensions as a part of the City's Road System, conditioned upon the applicant complying with each and every one of the terms of this policy as well as all other requirements the Mayor and City Council deem proper as to change of proposed name of any such proposed new street and as to change of the course of any such proposed new street or extension and as to grade and drainage thereof. Suitable notice of such provisional acceptance and as to the conditions thereof shall be given such applicant by the Mayor and City Council.

COMPLIANCE WITH REQUIREMENTS OF PROVISIONAL ACCEPTANCE BY APPLICANT

Upon receipt of the notice from the Mayor and City Council, it shall be the duty of the applicant within thirty (30) days thereafter to:

1. Change the names of proposed new streets, if required by the Mayor and City Council.
2. Change the courses of such proposed new streets or extensions to comply with the requirements of such Mayor and City Council if required in such provisional acceptance.
3. Rough grade and provide drainage for, at the applicant's own expense, such proposed new streets and extension to the grade and specifications recommended in the City Engineer's report and furnish such satisfactory evidence as the City may require that all expenses thereof have been paid by the applicant.

4. Applicant shall further covenant in said contract to provide to the City, at applicant's expense, a plat of each section of such subdivision, showing thereon the location, as built, of all underground utilities, exclusive of those located within the subdivision streets, including water, sewer, telephone, gas and cable lines and to update such plat whenever additional underground utilities are installed.

STREETS NOT PART OF AN APPROVED SUBDIVISION

1. Any street proposed for acceptance which is not part of a subdivision plan approved by the City, in addition to the requirements above, shall conform to or be modified by the following:
 - a. A plan and profile shall be filed with the City Engineer for approval of the grades and cross sections thereto.
 - b. The plan shall show all lots as then exist adjacent to the street or way with distances recorded on the plan.
 - c. The plan shall be either a reproduction or original mylar drawn to scale. The plans shall also be provided electronically in AutoCad and PDF format.
 - d. All proposed streets shall, as far as practicable, be continuous and in alignment with the existing streets.
 - e. All temporary dead-end streets shall have a turnaround at the end.
 - f. The street shall meet the design and construction standards of the City of Stockbridge.
 - g. A quitclaim deed to the City executed by the owner and containing a complete legal description of the street tied to a permanent recognized survey corner shall be submitted to the City Council.

PROCESS FOR STREET ACCEPTANCE OF PRIVATE ROADS

In the event the City is approached to accept a private road, the City will require the road be brought up to the standards of a public street prior to acceptance by the City, in addition to the applicable requirements for street acceptance found in this policy.

It is the policy of the City of Stockbridge to maintain relative uniformity in the development of new streets, and it is the policy of the City to treat requests for public acceptance of private streets in as consistent and fair a manner as possible. However, the Mayor and City Council will also resist attempts by private developers and homeowners' associations to transfer to the public the responsibility for the perpetual maintenance of private streets that were originally constructed as sub-standard streets, particularly if they were originally constructed as sub-standard streets expressly with the intent, or for the purpose, of avoiding the requirements of the City's subdivision ordinance, and other provisions of the City of Stockbridge Code pertaining to street improvement and maintenance standards.

Generally speaking, the City will not accept responsibility for the perpetual maintenance of privately owned streets unless and until they conform in all respects to the current standards for street construction and improvement as provided by the City of Stockbridge Code relative to street width, construction materials, pavement thickness, curb and gutter, sidewalks, storm drainage, turn-arounds and right-of-way width.

The Mayor and City Council will consider, but is not obligated to approve or accept, the following exceptions to this general policy:

- A. Where new streets and rights-of-ways come into the City's inventory as a result of annexation. This exception is limited to streets that were platted public county roads prior to annexation. Private roads that are annexed into the City shall retain their status as private roads following annexation unless otherwise specifically stipulated by a pre-annexation agreement.
- B. In established and developed neighborhoods, the City may allow a narrower street and/or right-of-way width so long as the street meets City Code in all other respects, and the City shall be free to post and enforce ordinances which prohibit on-street parking as the Mayor and City Council considers appropriate.
- C. In established and developed neighborhoods, the City may waive the sidewalk requirements if the installation of a sidewalk is not practical and would not connect to the City's existing or proposed hike/bike trail or secondary sidewalks system. Financial hardship will not be a reason for a variance.
- D. In established and developed neighborhoods, the City may alter the type of turn-around used at the end of a street but will not waive the need for traffic turn-arounds altogether. Turn-arounds shall be sufficient in size and dimension to allow emergency vehicles and Public Works trucks/equipment to negotiate a turn-around without traversing private property. Driveways are not acceptable for use as a turn-around. There will be no islands or streetlights located in any turn-around in developments.
- E. New or existing private streets will not be accepted into the City's inventory until the City Engineer and Public Works Director determines that all street construction workmanship meets City Code and a maintenance cost analysis has been completed.

Based on site-specific drainage, topographic, parking, sign installation needs or other unique neighborhood features, the City may require that a private owner or association make other improvements, not covered in the Code, prior to a street transfer. This could include relocation of any private structures as determined necessary by the City such as sprinkler systems located in the City's right-of-way. The City will not be held liable for damage to private property that cannot be readily seen or located by the City's staff in the performance of their normal responsibilities.

FINAL ACCEPTANCE

The following process shall be followed for any street proposed for final acceptance, by the City, as part of an approved subdivision:

1. As built drawings of the street(s) are provided to the City Engineer. These drawings shall be provided electronically in AutoCad and PDF format.
2. The City determines that all conditions and standards have been met.
3. Easements and covenants for maintenance of public infrastructure and utilities located on private property are reviewed and accepted by the City Engineer.
4. An individual legal description of each street is reviewed and accepted by the City Engineer.
5. An individual quit claim deed conveying each street to the City is reviewed by the City Engineer.

Roads are accepted subject to a three (3) year maintenance bond in the amount of half of the construction cost. Final acceptance will not be made for three (3) years from the date of the issuance of the final certificate of occupancy and the owner and/or his contractor and the utilities must repair any failure within the three (3) year period at the expense of the owner or his contractor or the utilities responsible. At the end of the three (3) year period, the City Engineer shall conduct a final inspection of the road and if it passes, it will be accepted for maintenance. Traffic control signs and mailboxes are to be placed according to applicable statutes and regulations.



City of Stockbridge

Staff/Council Recommendation For Council Approval

Meeting Date

10/29/2019

FUNDING SOURCE

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

FROM ACCOUNT:

TO ACCOUNT:

PRESENTER: Decius T. Aaron

ITEM/PROJECT/EVENT: Approve Public Works ordinance update.

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

DESCRIPTION:

Approve Public Works ordinance update.

APPROVED BY:

FINANCE DEPT. N/A

CITY MANAGER

AMOUNT

N/A

STATE OF GEORGIA

CITY OF STOCKBRIDGE

ORDINANCE NO.

AN ORDINANCE TO AMEND CHAPTER 5.04 OF THE STOCKBRIDGE MUNICIPAL CODE; TO PROVIDE FOR SEVERABILITY; TO REPEAL CONFLICTING ORDINANCES; TO PROVIDE AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

WHEREAS, the governing authority of the City of Stockbridge is the Mayor and Council thereof;

WHEREAS, the governing authority of the City of Stockbridge, Georgia desires to adopt a revised ordinance pertaining to streets and sidewalks; and,

WHEREAS, the health, safety, and welfare of the citizens of Stockbridge, Georgia, will be positively impacted by the adoption of this Ordinance.

NOW THEREFORE, THE COUNCIL OF THE CITY OF STOCKBRIDGE HEREBY ORDAINS:

Section 1. That Chapter 5.04 of the Stockbridge Municipal Code is hereby deleted in its entirety and replaced with the provisions attached hereto as Exhibit A.

Section 2. The preamble of this Ordinance shall be considered to be and is hereby incorporated by reference as if fully set out herein.

Section 3. (a) It is hereby declared to be the intention of the Mayor and Council that all sections, paragraphs, sentences, clauses and phrases of this Ordinance are or were, upon their enactment, believed by the Mayor and Council to be fully valid, enforceable and constitutional.

(b) It is hereby declared to be the intention of the Mayor and Council that, to the greatest extent allowed by law, each and every section, paragraph, sentence, clause or phrase of this

Ordinance is severable from every other section, paragraph, sentence, clause or phrase of this Ordinance. It is hereby further declared to be the intention of the Mayor and Council that, to the greatest extent allowed by law, no section, paragraph, sentence, clause or phrase of this Ordinance is mutually dependent upon any other section, paragraph, sentence, clause or phrase of this Ordinance.

(c) In the event that any phrase, clause, sentence, paragraph or section of this Ordinance shall, for any reason whatsoever, be declared invalid, unconstitutional or otherwise unenforceable by the valid judgment or decree of any court of competent jurisdiction, it is the express intent of the Mayor and Council that such invalidity, unconstitutionality or unenforceability shall, to the greatest extent allowed by law, not render invalid, unconstitutional or otherwise unenforceable any of the remaining phrases, clauses, sentences, paragraphs or sections of the Ordinance and that, to the greatest extent allowed by law, all remaining phrases, clauses, sentences, paragraphs and sections of the Ordinance shall remain valid, constitutional, enforceable, and of full force and effect.

Section 4. All ordinances and parts of ordinances in conflict herewith are hereby expressly repealed.

Section 5. Penalties in effect for violations of the City of Stockbridge at the time of the effective date of this Ordinance shall be and are hereby made applicable to this Ordinance and shall remain in full force and effect.

Section 6. The effective date of this Ordinance shall be the date of its enactment.

ORDAINED this 29th day of October, 2019.

CITY OF STOCKBRIDGE, GEORGIA

Anthony S. Ford, Mayor

ATTEST:

Vanessa Holiday, City Clerk

APPROVED AS TO FORM:

Michael Williams, City Attorney

Date Presented to Mayor: _____

Date Received from Mayor: _____

EXHIBIT "A"

CHAPTER 5.04 – STREETS AND SIDEWALKS

Article I. – General Provisions

5.04.010 - Fire, heat or pouring injurious substances prohibited on paved streets.

It is unlawful to place any fire or other harmful hot material upon any paved street, or to empty or pour upon the same any gasoline or other substance likely to injure the same.

5.04.020 - Dragging or sliding objects on pavement.

It is unlawful for any person to drag or slide any object upon any of the paved streets of the city.

5.04.030 – Street repairs.

The Department of Public Works shall maintain and repair the streets and sidewalks of the City of Stockbridge as may be needed.

5.04.040 – Sidewalks.

- A. It shall be unlawful for any person to make or cause to be made any improvements in or upon any public street, public alley, public sidewalk or other public place in the city, either by grading, paving, paving foundation, curbing or guttering or otherwise, without the consent of the city through its governing body, upon and after written application by and on the part of such person.
- B. It is unlawful for any person to encroach upon sidewalks with fences or other structures, without special permission from the mayor and council.

5.04.050 - Gates and doors—Swinging across sidewalks prohibited.

It is unlawful for any person to permit any gate or door to be so mounted, or hung, as to swing or slide over, on or across any portion of a sidewalk or street when opened.

5.04.060 - Damages to public roads—Contractor's responsibility.

- A. Prior to an occupancy permit being issued by the building inspector of Stockbridge, the building inspector shall submit a letter of certification to the city manager stating that no damage has been done to the public roads of the city that lie adjacent to the property upon which the construction has occurred due to such construction activity.
- B. If construction activity has resulted in damage to the public roads of the city that are adjacent to the property upon which construction work has occurred, the party seeking the permit shall first pay the actual cost of all damages to the public roads to the city prior to obtaining the permit.
- C. Any contractor whose activity has resulted in damage to streets adjacent to the construction site, who fails or refuses to pay for same, may be prosecuted in the recorder's court of the city.

5.04.070 - Only licensed contractors to construct sidewalks, lower curbs and the like.

Only approved licensed contractors shall be permitted to construct sidewalks or lower curbs and construct driveways, including any and all concrete slabs to be used for automotive parking or servicing, or driveways across sidewalks in the city.

5.04.080 – Damaging sidewalks or curbs.

It shall be unlawful for any person to break, deface or destroy the curbing of any street, or to construct any entrance into property on any of the paved streets, unless the person shall have first obtained a permit in writing to do so from the city.

5.04.090 Skating on sidewalks and streets.

No person shall ride a bicycle or propel roller skates, skateboards or other similar devices on sidewalks which are properly designated for pedestrians only. The public works director, after approval of the mayor and council, is authorized to erect or have erected signs on any sidewalk or roadway prohibiting the riding of bicycles or propelling of roller skates, skateboards or other similar devices. When such signs are in place, no person shall disobey the signs.

5.04.100 - Construction of downspouts which shed water on sidewalks prohibited.

No person shall be permitted to erect any drain, gutter, downspout, valley, flat or sloping roof of any character that will in any manner drain or shed water on any sidewalk of the city.

5.04.110 - Obstructions in streets and sidewalks.

- A. No person shall be allowed or permitted to obstruct any sidewalk or street in the city by putting any box, table, steps, merchandise or any other similar thing thereon or to use the streets and sidewalks for the display of goods, wares or merchandise of any kind unless otherwise provided in the code or as provided in subparagraph D of this code section.
- B. No person shall put any lumber, wood, boxes, bricks or other substances in any street, alley or sidewalk without a permit from the city and the permit shall be issued only if the obstruction is reasonably unavoidable and interference with the use of the street, alley or sidewalk is as limited as is reasonably possible.
- C. Any person who shall cause any obstruction to be placed in any street, alley or sidewalk of the city as permitted in subsection B of this section, shall display at the obstruction, every night the obstruction may so remain, a sufficient danger signal to warn the traveling public of the obstruction and to enable them to avoid injury from the same.
- D. Provisions of federal and state law such as, but not limited to, Americans with Disabilities Act, shall be adhered to and incorporated by reference and any obstruction causing a violation of the ADA shall be immediately removed and not allowed.

5.04.120 – Obstruction of view at entrances to streets.

- A. It shall be unlawful for any land owner, or the tenant of any land owner, to erect any fence or other device that obstructs the clear view of any adjacent land owner from entering or exiting any street in the city.

- B. It shall be unlawful for any land owner, or the tenant of any land owner, to grow or maintain any hedges, shrubbery, tress, etc. that obstructs the clear view of the entrance or exit of any adjacent land owner from entering or exiting any street in the city.

5.04.130 – Property maintenance along city streets.

Property shall be maintained to side and rear property lines and to the curb or edge of pavement. The owner and/or the tenant must also cut between the curb and sidewalk and ten (10) feet from the curb or termination of the edge of the roadway.

5.04.140 - Banners strung across streets.

The city shall not allow any banners to be strung across the streets within the corporate limits.

5.04.150 - Construction of driveways from private property; permit required; exception; procedure.

- A. No person shall construct, establish, open, grade or in any manner, form or use a driveway or other opening from private property into any street, highway or thoroughfare in the city other than driveways to personal residences without first obtaining a permit from the city.
- B. Before the city may issue a permit for a driveway opening into any public street the applicant shall submit a plan thereof to the city. The plan shall show the width of the proposed driveway and the street into which it leads, with all approaches and dimensions thereof. The proposed opening or driveway shall be approved or disapproved by the city pursuant to standards in the city zoning ordinance.
- C. The public works department is directed to close any driveway or other opening constructed, established, opened, graded or used in violation of this section.

5.04.160 - Destroying, injuring or removing shrubbery, trees, flowers or plants.

No person shall destroy, injure or remove any shrubbery, trees, flowers or plants upon the right of way of any street, alley or sidewalk of the city or other city property except city employees or designated citizens performing planting, replanting and maintenance work. Nothing in this section shall be construed to prohibit private property owners from maintaining or beautifying public rights of way immediately adjacent and contiguous to their property unless there exists a designated city park or planned landscape area provided by the city in which case the city or the group or individual shall be responsible for maintenance, as approved by the city.

Article II – Franchises

5.04.170 - Franchises subject to city ordinance provision.

The exercise of the rights, privileges and powers set forth and granted by any franchise shall be subject to all ordinances regulating and controlling the use of streets, avenues, lanes, sidewalks, highways, alleys and other public grounds and places of the city.

5.04.180 - Use of streets by franchise holders—Requirements and restrictions.

Any person having a franchise or permit to use the streets or other public grounds shall not, at any time, by placing materials or making excavations, obstruct any more of the street or grounds than shall be reasonably necessary for the proper carrying on of its work, and shall always as soon as practicable, remove all obstructions from the streets or grounds and place the same in as good condition as they were prior to such work; and in the construction or extension of its work, such person shall follow the established grades of the streets and grounds, which grades will be furnished by the city when requested to do so.

5.04.190 - Material and workmanship regulations—Compliance required.

Any franchise holder, its successors, lessees or assigns, shall, in maintaining and constructing its plants and distribution systems, use only first-class material and workmanship, of their respective kinds, and shall submit, and be subject to, all reasonable police laws, rules and regulations of the city relating to the construction, operation and maintenance of such structures.

5.04.200 - Suit for damages—Reimbursement of city by holder.

Should any final judgment be recovered, after trial upon its merits, in any suit against the city, on account of any injury done to person or damage done to any property, which may have been caused by any alleged defective construction or conditions, or negligent operation by a franchise holder of the structures or appliances, so used in connection with the franchise, or any portion thereof, the city shall be reimbursed on account thereof in the amount of said judgment by said holder, its successors, lessees or assigns, provided the city shall have previously given the holder, its successors, lessees or assigns prompt notice of the claim when made, and of the suit when instituted, and shall have immediately forwarded to it, its successors, lessees or assigns, correct copies of every summons, petition or other process served upon the city. The holder, its successors, lessees and assigns shall have the right, and at its own expense, and without waiving any of its rights, and without such action being construed as an admission of fault or liability, to settle or defend, or participate in the defense of such claims, cases or causes of action.

Article III. Excavations

5.04-210 – Permit required.

- A. No person shall make any excavation, opening or dig any ditch, trench, tunnel or hole in, along, across or under any street, sidewalk or other city property for the purpose of laying or placing therein any pipe, wires, poles or for any other purposes, unless a completed permit application form and plans have been submitted and approved by the city provided, however, that a permit shall not be required where the work is performed under the direction of the public works department, but in the event the work requires a sidewalk or street to be wholly or partially obstructed, the person shall notify the city at least seventy two hours (72) before obstructing the sidewalk or street unless prevented by sudden emergency.
- B. Utility accommodations in rights-of-way.
 - 1. *Adopted.* The current edition of the utility accommodation policy and standards manual, including all references contained therein to codes, rules, regulations, schedules, forms and appendix items, except Appendix B (Permit Forms and Supporting Documents), promulgated by the State of Georgia Department of Transportation, as may be amended from time to time, is adopted by reference and incorporated in this section as if fully set forth herein, subject to all amendments and modifications contained in this article. A copy of the manual shall be maintained at the offices of the public works director or his designee and the city clerk and open for public inspection.
 - 2. *Administration.* The public works director shall have the authority to administer the Georgia Department of Transportation's utility accommodation policy and standards, as amended from time to time by the state or city, on city roads in incorporated Stockbridge and in accordance with any procedures the City of Stockbridge Public Works Department may establish thereunder.
 - a. *Fees.* The mayor and council shall be authorized to charge fees in accordance with the Georgia Department of Transportation's utility accommodations policy and standards and any other applicable laws that exist now or may be enacted in the future. Fees shall be determined by the public works director and subject to the approval of and publicly disclosed by the mayor and council. Any fee schedule shall be posted at the offices of the public works director or his designee and the city clerk and open for public inspection.
 - b. *Exemptions to permit and fee requirements.*
 - 1. New installation of utilities associated with right-of-way in new subdivisions where the maintenance bonds have not been released by the city.
 - 2. Relocations required due to road improvement projects under the direction of the public works department.
 - 3. Emergency repairs of damaged utilities. Utility company must notify the city/public works department in writing of nature of emergency and repair measure(s) within seven (7) days of incident.

5.04-220 – Application for a permit.

All persons desiring a permit in order to make an opening in any street or sidewalk, as set forth in this chapter, shall make written application therefor, which application shall show the location of the proposed opening, the purpose therefor and the approximate number of square yards of surface to be cut.

5.04.-230 - Terms and conditions for private use of public right-of-way for the purpose of attaching or burying telecommunication cables, facilities or equipment related to telecommunications.

- A. Any private person, firm or corporation (except those which have proper certification from the Georgia Public Service Commission) which desire to cross the public right-of-way of the City of Stockbridge, may do so only by complying with this code section.
- B. Any such private person, firm or corporation shall apply for a permit through the public works director of the city on a form prescribed by the city, and all information contained therein shall be supplied to the public works director.
- C. The following conditions shall apply to any permit granted by the city:
 - 1. In the event the permit is granted in an area where all utilities are underground or where the mayor and council or city manager has designated all future utilities are to be underground, the permit so granted shall likewise be for underground service.
 - 2. In the event the service requested is in an overhead utility section that thereafter becomes underground, said service shall also be moved underground within thirty (30) days or a reasonable time following notification, at the expense of the applicant.
 - 3. As a condition of the acceptance of the authority of the mayor and council to grant this permit, applicant agrees that the city shall not have any liability to the applicant or any third party for any acts of the city and applicant covenants not to sue the city for any damage whatsoever.
 - 4. The applicant hereby agrees that the location, depth, width and all physical location of the service shall be in accordance with the plans approved by the public works director, including the distance from other service providers or other public utilities. In addition, applicant agrees to restore all pavement to city specifications, restore shrubbery, natural areas and all surrounding areas to their previous existing condition.
 - 5. Applicant agrees that any service installed shall not violate O.C.G.A. § 36-30-10.
 - 6. Applicant shall pay a reasonable fee which shall be set by the mayor and council.
 - 7. As a general rule, no service will be authorized on public right-of-way unless same shall run perpendicular to the public right-of-way and not parallel with the public right-of-way.
- C. No private person, firm or corporation shall encroach upon the right-of-way of the city without first having applied for a permit and obtaining approval from the public works director.

5.04.-240 – City indemnified.

Any person obtaining a permit as provided for in this chapter shall agree, as a condition of the issuance of the permit, to indemnify and hold harmless the city against any claims or expenses, including attorneys' fees, for bodily injury or property damage for accidents or occurrences arising out of the person's operations and the permit shall so provide.

5.04.-250 – Street and sidewalk repair after excavation.

When any part of any street, sidewalk, alley or other property of the city shall be torn or dug up for any purpose, the person making the excavation or opening shall have the duty of refilling the excavation or opening so as to restore it to essentially the same condition that existed prior to the excavation or opening and the refilling shall be done in accordance with the standards and specifications of the city's standards and specifications manual.

5.04.-260 – Leaving excavation unprotected prohibited.

It is unlawful for any person, firm or corporation who obtains a permit under this chapter to do any excavation of any kind which may create or cause a dangerous condition in or near any street, alley, sidewalk or public place of the city without placing and maintaining proper guard rails and signal lights or other warnings at, in or around the same, sufficient to warn the public of the excavation or work, and to protect all persons using reasonable care from injuries.

5.04.-270 – Excavation; supervision and control.

All paving repairs of excavations and work in streets, sidewalks, alleys or public ways of the city shall be under the general supervision and control of the public works director or a designee, whose duty it shall be to inspect from time to time the progress thereof. Upon completion, a final inspection shall be made by the public works director or a designee thereof to insure that the street, sidewalk or public way is restored to a condition as good in all respects as before the excavation or work was made or done, and that all debris, materials, tools and equipment are removed.

5.04.-280 – Underground utilities.

Requirements for the underground placement of utilities on City of Stockbridge's right-of-way and utility service(s) on private property within the corporate limits.

- A. All utility and telecommunication companies installing, relocating or replacing (with the exception of general maintenance, repairs or emergency replacement due to an accident or act of God) utilities on public right-of-way shall place all facilities underground unless approved pursuant to paragraphs E or F.
- B. All utility and telecommunication companies installing utility facilities in new residential, commercial, or industrial subdivision developments within the corporate limits shall place all facilities underground.
- C. All utility companies installing or furnishing new utility service connections to new buildings (structures), or other new facilities on private property shall place all utility facilities underground to the nearest existing power pole on the public right-of-way from the point of service. All utility companies installing or furnishing upgraded utility service connections to existing buildings (structures) or existing facilities on private property may place all utility facilities overhead to the nearest existing power pole on the public right-of-way from the point of service. However, when the existing building (structure) or existing facility is served by

underground utility connections, any new or upgraded utility service connections must be installed underground. When a new or upgraded service is required to accommodate a renovation of an existing building (structure) or existing facility, and when the renovation cost exceeds fifty (50%) percent of the assessed value on file with the Henry County Tax Assessor of the existing structure, all utility facilities must be placed underground to the nearest power pole on the public right-of-way from the point of service. Existing residential structures being remodeled or rehabilitated for continued residential occupancy are exempt from the underground utility ordinance provisions.

- D. All utility companies installing, replacing, or upgrading utility facilities on public right-of-way within the corporate limits shall submit location of lines to the public works department and obtain approval from the public works director prior to commencing installation of the utility facilities. All utility companies installing, replacing or upgrading utility facilities on public rights-of-way within the corporate limits shall place such facilities underground at each company's sole expense. All utility companies relocating existing utility facilities to accommodate a roadway improvement project shall relocate such facilities at each company's sole expense in accordance with the project requirements established by the mayor and council.
- E. All appeals or variances to the requirement of placing utilities underground shall be made to the public works department in writing for presentation to and consideration by the mayor and council.
- F. The provisions of this section may be waived by the city in the event of an emergency.

5.04.-290 - Construction in public right-of-way shall comply with Americans With Disabilities Act.

No person, entity or contractor shall construct, establish, open, grade, alter or change in any manner, form or use any property located within the public right-of-way, owned or maintained by any governmental agency, within the City of Stockbridge without complying with the Americans With Disabilities Act, as currently or hereafter amended. Any such work which does not comply with said Act shall be redone at the owner's expense, irrespective of whether such work has been approved by the city. All plans submitted to the city for review shall contain a certificate that said plans and requested permit fully comply with the Americans With Disabilities Act, as amended. The city will rely upon such certificate in issuing any permits or approving any plans.

TABLE OF CONTENTS

Chapter 5 – PUBLIC WORKS

CHAPTER 5.04 – STREETS AND SIDEWALKS

Article I. – General Provisions

5.04.010 - Fire, heat or pouring injurious substances prohibited on paved streets.

5.04.020 - Dragging or sliding objects on pavement.

5.04.030 – Street repairs.

5.04.040 – Sidewalks.

5.04.050 - Gates and doors—Swinging across sidewalks prohibited.

5.04.060 - Damages to public roads—Contractor's responsibility.

5.04.070 - Only licensed contractors to construct sidewalks, lower curbs and the like.

5.04.080 - Damaging sidewalks or curbs.

5.04.090 - Skating on sidewalks and streets.

5.04.100 - Construction of downspouts which shed water on sidewalks prohibited.

5.04.110 - Obstructions in streets and sidewalks.

5.04.120 – Obstruction of view at entrances to streets.

5.04.130 – Property maintenance along city streets.

5.04.140 - Banners strung across streets.

5.04.150 - Construction of driveways from private property; permit required; exception; procedure.

5.04.160 - Destroying, injuring or removing shrubbery, trees, flowers or plants.

Article II – Franchises

5.04.170 - Franchises subject to city ordinance provision.

5.04.180 - Use of streets by franchise holders—Requirements and restrictions.

5.04.190 - Material and workmanship regulations—Compliance required.

5.04.200 - Suit for damages—Reimbursement of city by holder.

Article III. Excavations

5.04.210 - Permit—Required when.

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5.04.-230 - Terms and conditions for private use of public right-of-way for the purpose of attaching or burying telecommunication cables, facilities or equipment related to telecommunications.

5.04.-240 – City indemnified.

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- B. It shall be unlawful for any land owner, or the tenant of any land owner, to grow or maintain any hedges, shrubbery, tress, etc. that obstructs the clear view of the entrance or exit of any adjacent land owner from entering or exiting any street in the city.

5.04.130 – Property maintenance along city streets.

Property shall be maintained to side and rear property lines and to the curb or edge of pavement. The owner and/or the tenant must also cut between the curb and sidewalk and ten (10) feet from the curb or termination of the edge of the roadway.

5.04.140 - Banners strung across streets.

The city shall not allow any banners to be strung across the streets within the corporate limits.

5.04.150 - Construction of driveways from private property; permit required; exception; procedure.

- A. No person shall construct, establish, open, grade or in any manner, form or use a driveway or other opening from private property into any street, highway or thoroughfare in the city other than driveways to personal residences without first obtaining a permit from the city.
- B. Before the city may issue a permit for a driveway opening into any public street the applicant shall submit a plan thereof to the city. The plan shall show the width of the proposed driveway and the street into which it leads, with all approaches and dimensions thereof. The proposed opening or driveway shall be approved or disapproved by the city pursuant to standards in the city zoning ordinance.
- C. The public works department is directed to close any driveway or other opening constructed, established, opened, graded or used in violation of this section.

5.04.160 - Destroying, injuring or removing shrubbery, trees, flowers or plants.

No person shall destroy, injure or remove any shrubbery, trees, flowers or plants upon the right of way of any street, alley or sidewalk of the city or other city property except city employees or designated citizens performing planting, replanting and maintenance work. Nothing in this section shall be construed to prohibit private property owners from maintaining or beautifying public rights of way immediately adjacent and contiguous to their property unless there exists a designated city park or planned landscape area provided by the city in which case the city or the group or individual shall be responsible for maintenance, as approved by the city.

Article II – Franchises

5.04.170 - Franchises subject to city ordinance provision.

The exercise of the rights, privileges and powers set forth and granted by any franchise shall be subject to all ordinances regulating and controlling the use of streets, avenues, lanes, sidewalks, highways, alleys and other public grounds and places of the city.

5.04.180 - Use of streets by franchise holders—Requirements and restrictions.

Any person having a franchise or permit to use the streets or other public grounds shall not, at any time, by placing materials or making excavations, obstruct any more of the street or grounds than shall be reasonably necessary for the proper carrying on of its work, and shall always as soon as practicable, remove all obstructions from the streets or grounds and place the same in as good condition as they were prior to such work; and in the construction or extension of its work, such person shall follow the established grades of the streets and grounds, which grades will be furnished by the city when requested to do so.

5.04.190 - Material and workmanship regulations—Compliance required.

Any franchise holder, its successors, lessees or assigns, shall, in maintaining and constructing its plants and distribution systems, use only first-class material and workmanship, of their respective kinds, and shall submit, and be subject to, all reasonable police laws, rules and regulations of the city relating to the construction, operation and maintenance of such structures.

5.04.200 - Suit for damages—Reimbursement of city by holder.

Should any final judgment be recovered, after trial upon its merits, in any suit against the city, on account of any injury done to person or damage done to any property, which may have been caused by any alleged defective construction or conditions, or negligent operation by a franchise holder of the structures or appliances, so used in connection with the franchise, or any portion thereof, the city shall be reimbursed on account thereof in the amount of said judgment by said holder, its successors, lessees or assigns, provided the city shall have previously given the holder, its successors, lessees or assigns prompt notice of the claim when made, and of the suit when instituted, and shall have immediately forwarded to it, its successors, lessees or assigns, correct copies of every summons, petition or other process served upon the city. The holder, its successors, lessees and assigns shall have the right, and at its own expense, and without waiving any of its rights, and without such action being construed as an admission of fault or liability, to settle or defend, or participate in the defense of such claims, cases or causes of action.

Article III. Excavations

5.04-210 – Permit required.

- A. No person shall make any excavation, opening or dig any ditch, trench, tunnel or hole in, along, across or under any street, sidewalk or other city property for the purpose of laying or placing therein any pipe, wires, poles or for any other purposes, unless a completed permit application form and plans have been submitted and approved by the city provided, however, that a permit shall not be required where the work is performed under the direction of the public works department, but in the event the work requires a sidewalk or street to be wholly or partially obstructed, the person shall notify the city at least seventy two hours (72) before obstructing the sidewalk or street unless prevented by sudden emergency.
- B. Utility accommodations in rights-of-way.
 - 1. *Adopted.* The current edition of the utility accommodation policy and standards manual, including all references contained therein to codes, rules, regulations, schedules, forms and appendix items, except Appendix B (Permit Forms and Supporting Documents), promulgated by the State of Georgia Department of Transportation, as may be amended from time to time, is adopted by reference and incorporated in this section as if fully set forth herein, subject to all amendments and modifications contained in this article. A copy of the manual shall be maintained at the offices of the public works director or his designee and the city clerk and open for public inspection.
 - 2. *Administration.* The public works director shall have the authority to administer the Georgia Department of Transportation's utility accommodation policy and standards, as amended from time to time by the state or city, on city roads in incorporated

Stockbridge and in accordance with any procedures the City of Stockbridge Public Works Department may establish thereunder.

- a. *Fees.* The mayor and council shall be authorized to charge fees in accordance with the Georgia Department of Transportation's utility accommodations policy and standards and any other applicable laws that exist now or may be enacted in the future. Fees shall be determined by the public works director and subject to the approval of and publicly disclosed by the mayor and council. Any fee schedule shall be posted at the offices of the public works director or his designee and the city clerk and open for public inspection.
- b. *Exemptions to permit and fee requirements.*
 - 1. New installation of utilities associated with right-of-way in new subdivisions where the maintenance bonds have not been released by the city.
 - 2. Relocations required due to road improvement projects under the direction of the public works department.
 - 3. Emergency repairs of damaged utilities. Utility company must notify the city/public works department in writing of nature of emergency and repair measure(s) within seven (7) days of incident.

5.04-220 – Application for a permit.

All persons desiring a permit in order to make an opening in any street or sidewalk, as set forth in this chapter, shall make written application therefor, which application shall show the location of the proposed opening, the purpose therefor and the approximate number of square yards of surface to be cut.

5.04.-230 - Terms and conditions for private use of public right-of-way for the purpose of attaching or burying telecommunication cables, facilities or equipment related to telecommunications.

- A. Any private person, firm or corporation (except those which have proper certification from the Georgia Public Service Commission) which desire to cross the public right-of-way of the City of Stockbridge, may do so only by complying with this code section.
- B. Any such private person, firm or corporation shall apply for a permit through the public works director of the city on a form prescribed by the city, and all information contained therein shall be supplied to the public works director.
- C. The following conditions shall apply to any permit granted by the city:
 - 1. In the event the permit is granted in an area where all utilities are underground or where the mayor and council or city manager has designated all future utilities are to be underground, the permit so granted shall likewise be for underground service.
 - 2. In the event the service requested is in an overhead utility section that thereafter becomes underground, said service shall also be moved underground within thirty (30) days or a reasonable time following notification, at the expense of the applicant.

3. As a condition of the acceptance of the authority of the mayor and council to grant this permit, applicant agrees that the city shall not have any liability to the applicant or any third party for any acts of the city and applicant covenants not to sue the city for any damage whatsoever.
 4. The applicant hereby agrees that the location, depth, width and all physical location of the service shall be in accordance with the plans approved by the public works director, including the distance from other service providers or other public utilities. In addition, applicant agrees to restore all pavement to city specifications, restore shrubbery, natural areas and all surrounding areas to their previous existing condition.
 5. Applicant agrees that any service installed shall not violate O.C.G.A. § 36-30-10.
 6. Applicant shall pay a reasonable fee which shall be set by the mayor and council.
 7. As a general rule, no service will be authorized on public right-of-way unless same shall run perpendicular to the public right-of-way and not parallel with the public right-of-way.
- C. No private person, firm or corporation shall encroach upon the right-of-way of the city without first having applied for a permit and obtaining approval from the public works director.

5.04.-240 – City indemnified.

Any person obtaining a permit as provided for in this chapter shall agree, as a condition of the issuance of the permit, to indemnify and hold harmless the city against any claims or expenses, including attorneys' fees, for bodily injury or property damage for accidents or occurrences arising out of the person's operations and the permit shall so provide.

5.04.-250 – Street and sidewalk repair after excavation.

When any part of any street, sidewalk, alley or other property of the city shall be torn or dug up for any purpose, the person making the excavation or opening shall have the duty of refilling the excavation or opening so as to restore it to essentially the same condition that existed prior to the excavation or opening and the refilling shall be done in accordance with the standards and specifications of the city's standards and specifications manual.

5.04.-260 – Leaving excavation unprotected prohibited.

It is unlawful for any person, firm or corporation who obtains a permit under this chapter to do any excavation of any kind which may create or cause a dangerous condition in or near any street, alley, sidewalk or public place of the city without placing and maintaining proper guard rails and signal lights or other warnings at, in or around the same, sufficient to warn the public of the excavation or work, and to protect all persons using reasonable care from injuries.

5.04.-270 – Excavation; supervision and control.

All paving repairs of excavations and work in streets, sidewalks, alleys or public ways of the city shall be under the general supervision and control of the public works director or a designee, whose duty it shall be to inspect from time to time the progress thereof. Upon completion, a final inspection shall be made by the public works director or a designee thereof to insure that the street, sidewalk or public way is

restored to a condition as good in all respects as before the excavation or work was made or done, and that all debris, materials, tools and equipment are removed.

5.04.-280 – Underground utilities.

Requirements for the underground placement of utilities on City of Stockbridge's right-of-way and utility service(s) on private property within the corporate limits.

- A. All utility and telecommunication companies installing, relocating or replacing (with the exception of general maintenance, repairs or emergency replacement due to an accident or act of God) utilities on public right-of-way shall place all facilities underground unless approved pursuant to paragraphs E or F.
- B. All utility and telecommunication companies installing utility facilities in new residential, commercial, or industrial subdivision developments within the corporate limits shall place all facilities underground.
- C. All utility companies installing or furnishing new utility service connections to new buildings (structures), or other new facilities on private property shall place all utility facilities underground to the nearest existing power pole on the public right-of-way from the point of service. All utility companies installing or furnishing upgraded utility service connections to existing buildings (structures) or existing facilities on private property may place all utility facilities overhead to the nearest existing power pole on the public right-of-way from the point of service. However, when the existing building (structure) or existing facility is served by underground utility connections, any new or upgraded utility service connections must be installed underground. When a new or upgraded service is required to accommodate a renovation of an existing building (structure) or existing facility, and when the renovation cost exceeds fifty (50%) percent of the assessed value on file with the Henry County Tax Assessor of the existing structure, all utility facilities must be placed underground to the nearest power pole on the public right-of-way from the point of service. Existing residential structures being remodeled or rehabilitated for continued residential occupancy are exempt from the underground utility ordinance provisions.
- D. All utility companies installing, replacing, or upgrading utility facilities on public right-of-way within the corporate limits shall submit location of lines to the public works department and obtain approval from the public works director prior to commencing installation of the utility facilities. All utility companies installing, replacing or upgrading utility facilities on public rights-of-way within the corporate limits shall place such facilities underground at each company's sole expense. All utility companies relocating existing utility facilities to accommodate a roadway improvement project shall relocate such facilities at each company's sole expense in accordance with the project requirements established by the mayor and council.
- E. All appeals or variances to the requirement of placing utilities underground shall be made to the public works department in writing for presentation to and consideration by the mayor and council.
- F. The provisions of this section may be waived by the city in the event of an emergency.

5.04.-290 - Construction in public right-of-way shall comply with Americans With Disabilities Act.

No person, entity or contractor shall construct, establish, open, grade, alter or change in any manner, form or use any property located within the public right-of-way, owned or maintained by any governmental agency, within the City of Stockbridge without complying with the Americans With Disabilities Act, as currently or hereafter amended. Any such work which does not comply with said Act shall be redone at the owner's expense, irrespective of whether such work has been approved by the city. All plans submitted to the city for review shall contain a certificate that said plans and requested permit fully comply with the Americans With Disabilities Act, as amended. The city will rely upon such certificate in issuing any permits or approving any plans.

STATE OF GEORGIA
HENRY COUNTY GEORGIA
CITY OF STOCKBRIDGE

ORDINANCE NO. _____

AN ORDINANCE TO AMEND CHAPTER 5.04 OF THE STOCKBRIDGE MUNICIPAL CODE; TO PROVIDE FOR SEVERABILITY; TO REPEAL CONFLICTING ORDINANCES; TO PROVIDE AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

WHEREAS, the governing authority of the City of Stockbridge is the Mayor and Council thereof;

WHEREAS, the governing authority of the City of Stockbridge, Georgia desires to adopt a revised ordinance pertaining to streets and sidewalks; and,

WHEREAS, the health, safety, and welfare of the citizens of Stockbridge, Georgia, will be positively impacted by the adoption of this Ordinance.

NOW THEREFORE, THE COUNCIL OF THE CITY OF STOCKBRIDGE HEREBY ORDAINS:

Section 1. That Chapter 5.04 of the Stockbridge Municipal Code is hereby deleted in its entirety and replaced with the provisions attached hereto as Exhibit A.

Section 2. The preamble of this Ordinance shall be considered to be and is hereby incorporated by reference as if fully set out herein.

Section 3. (a) It is hereby declared to be the intention of the Mayor and Council that all sections, paragraphs, sentences, clauses and phrases of this Ordinance are or were, upon their enactment, believed by the Mayor and Council to be fully valid, enforceable and constitutional.

(b) It is hereby declared to be the intention of the Mayor and Council that, to the greatest extent allowed by law, each and every section, paragraph, sentence, clause or phrase of this

Ordinance is severable from every other section, paragraph, sentence, clause or phrase of this Ordinance. It is hereby further declared to be the intention of the Mayor and Council that, to the greatest extent allowed by law, no section, paragraph, sentence, clause or phrase of this Ordinance is mutually dependent upon any other section, paragraph, sentence, clause or phrase of this Ordinance.

(c) In the event that any phrase, clause, sentence, paragraph or section of this Ordinance shall, for any reason whatsoever, be declared invalid, unconstitutional or otherwise unenforceable by the valid judgment or decree of any court of competent jurisdiction, it is the express intent of the Mayor and Council that such invalidity, unconstitutionality or unenforceability shall, to the greatest extent allowed by law, not render invalid, unconstitutional or otherwise unenforceable any of the remaining phrases, clauses, sentences, paragraphs or sections of the Ordinance and that, to the greatest extent allowed by law, all remaining phrases, clauses, sentences, paragraphs and sections of the Ordinance shall remain valid, constitutional, enforceable, and of full force and effect.

Section 4. All ordinances and parts of ordinances in conflict herewith are hereby expressly repealed.

Section 5. Penalties in effect for violations of the City of Stockbridge at the time of the effective date of this Ordinance shall be and are hereby made applicable to this Ordinance and shall remain in full force and effect.

Section 6. The effective date of this Ordinance shall be the date of its enactment.

ORDAINED this 29th day of October, 2019.

CITY OF STOCKBRIDGE, GEORGIA

Anthony S. Ford, Mayor

ATTEST:

Vanessa Holiday, City Clerk

APPROVED AS TO FORM:

Michael Williams, City Attorney

Date Presented to Mayor: _____

Date Received from Mayor: _____



City of Stockbridge

Staff/Council Recommendation For Council Approval

Meeting Date

10/29/2019

FUNDING SOURCE

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

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

FROM ACCOUNT:

TO ACCOUNT:

PRESENTER: Decius T. Aaron

ITEM/PROJECT/EVENT: Approve sanitation ordinance update.

DESCRIPTION:

Approve sanitation ordinance update.

APPROVED BY:

FINANCE DEPT. N/A

CITY MANAGER 

AMOUNT

N/A

TABLE OF CONTENTS

CHAPTER 5 – SOLID WASTE COLLECTION AND DISPOSAL

ARTICLE I. – GENERAL

5.12.100 – Purpose and intent.

5.12.110 – City to be exclusive collector of solid waste; mandatory solid waste service required.

5.12.120 – Definitions.

5.12.130 – Refuse disposal.

5.12.140 - Proper storage.

5.12.150 - Unlawful Disposal of Solid Waste.

ARTICLE II. - GARBAGE, REFUSE AND TRASH COLLECTION BY THE CITY

5.12.200 – Refuse acceptable for collection by city.

5.12.205 – Refuse not acceptable for collection by city.

5.12.210 – Garbage/recycling carts - general.

5.12.215 – Maintenance of garbage/recycling carts.

5.12.220 – Garbage/recycling carts —Location for collection.

5.12.225 – Garbage/recycling carts —Interference with contents.

5.12.230 - Only authorized personnel to remove garbage, refuse, trash and/or recycling.

5.12.235 - Pickup charges—Classification of customers—Frequency of collection.

5.12.240 - Pickup charges—Delinquent payment—Pickup discontinuance.

5.12.245 - Pickup charges—Added to water bill at trailer parks.

5.12.250 - Collection of fees.

5.12.255 – Solid waste transportation and vehicle requirements.

5.12.260 – Collection and disposal of solid waste.

5.12.265 – Yard waste.

5.12.270 – Bulk waste.

5.12.275. – Garbage/recycling collection for disabled persons.

5.12.280 – Move outs and evictions.

5.12.285 – Construction sites and transportation of materials.

5.12.290 - Spills from vehicles; concrete, cement, gravel, sand, dirt and asphalt hauling.

5.12.295 – Confinement of animals.

5.12.296 – Fire prevention.

5.12.297 – Enforcement.

ARTICLE III. – REGULATION OF DUMPING AND LITTERING

5.12.300 - Dumping on lots prohibited.

5.12.310 - Littering prohibited.

5.12.320 - Handbills and other advertising materials.

5.12.330 - Sweeping garbage, refuse and/or trash from stores.

5.12.340 – Weeds - Abatement by the city—Costs.

5.12.350 - Junk—Abatement by the city—Costs.

ARTICLE IV. – RECOVERY OF EXPENSES – PENALTIES - VIOLATIONS

5.12.400 - Expenses—Penalties.

5.12.410 - Reserved.

Chapter 5.12 – SOLID WASTE COLLECTION AND DISPOSAL

Article I – General

5.12.100 – Purpose and intent.

- A. To control the costs of solid waste management to the citizens of the City of Stockbridge.
- B. To protect the health, safety and general well-being of the citizens of the City of Stockbridge.
- C. To enhance and maintain the quality of the environment, conserve natural resources and prevent water and air pollution by providing a comprehensive, rational and effective means of regulating the collection and disposal of solid waste in the City of Stockbridge in accordance with the provisions of the Georgia Rules for Solid Waste Management, as amended.
- D. To control solid waste material in the City of Stockbridge by establishing limitations, prohibiting certain acts causing solid waste disposal problems and to provide for enforcement for violations of the provisions of this ordinance.
- E. To govern the storage, collection and disposal of solid waste produced or otherwise created within the City of Stockbridge.
- F. To encourage and expand solid waste recycling and waste reduction.

5.12.110 – City to be exclusive collector of solid waste; mandatory solid waste service required.

- A. The city shall have the exclusive right to collect and dispose of all residential garbage, trash, recycling, yard waste, bulk waste and other solid waste defined as acceptable for city collection by the remaining portions of this chapter.
- B. In order for the city to provide adequate service to the citizens of the city for the collection, removal and disposal of accumulated refuse, the city may enter into a contract with an independent contractor for such services.
- C. It shall be mandatory for all owners, occupants or persons in possession, charge or control of all dwellings, buildings, places and premises in the City of Stockbridge in and from which solid waste is created, accumulated or produced to use the solid waste collection system of the city and pay for refuse collection service rendered to such dwelling, building, place or premises by a collector or permittee.
- D. The mayor and council shall have the power and authority to contract for and provide a waste collection system employing the use of standardized front-loaded containers to facilitate the collection and hauling of commercial and business garbage and solid waste in the city.

5.12.120 – Definitions.

As used in this chapter:

“Ashes” is defined as the residue from the burning of wood or other combustible materials.

"Bulk Waste" means those items of furniture, such as sofas, chairs, tables, carpets, mattresses, electronics, tubs, toilets, picnic tables, benches and other large items which cannot reasonably be placed in a 95- gallon garbage cart.

"Construction and Demolition Debris" means waste material resulting from construction, remodeling, repairs and demolition operations on houses, buildings and other structures, including driveways and walks and comprising waste and rejected matter such as excavated earth, stones, bricks, plaster, wallpaper, sheetrock and lathes, lumber, shingles, tile, concrete and waste parts occasioned by the installation or replacement of plumbing, heating systems, electrical work and roofing.

"Garbage" shall mean any putrescible or nonputrescible, organic or inorganic, combustible or noncombustible wastes, wastes from the preparation, cooking and serving of foods or liquids, market wastes, wastes from the handling and storage of produce, and those items of solid wastes normally generated as household refuse which can be properly and safely fitted into an approved solid waste container.

"Junk" means any used article of commerce which is composed principally of iron, steel, brass, copper, zinc, or their alloys, or any other base metals, whether enameled or not, and which shall include unusable vehicles or vehicle parts, refrigerators or other household or electrical appliances or gasoline-operated appliances of any description.

Litter means any organic or inorganic waste material, rubbish, refuse, garbage, trash, hulls, peelings, debris, grass, weeds, ashes, sand, gravel, slag, brickbats, metal, plastic, and glass containers, broken glass, dead animals or intentionally or unintentionally discarded materials of every kind and description that are not "waste" as such term is defined in O.C.G.A. § 16-7-51(6).

Multiple-family dwelling (multifamily) means a building designed for or occupied by two (2) or more families, such as apartments, duplexes and triplexes.

"Refuse" means trash, rubbish or items or materials no longer fit for their original intended use.

"Rubbish" is defined to mean nonputrescible solid waste, excluding ashes, consisting of paper, cardboard, tin cans, yard clippings grass clippings, wood, glass, bedding, crockery, metal and similar materials.

"Trash" is defined to mean any nonputrescible, large combustible or noncombustible item of solid waste generated as household refuse.

"Yard Waste" means tree limbs, branches, twigs, grass and shrub trimmings and clippings, bushes, weeds, leaves and general yard and garden waste materials, excluding, stumps, stone and dirt rakings and similar waste materials resulting from routine landscaping activities.

5.12.130 – Refuse disposal.

All disposal of solid waste shall be by a method or methods in accordance with the requirements of the Georgia Rules for Solid Waste Management, as amended and local law.

5.12.140 - Proper storage.

- A. No owner, occupant, tenant or lessee of any property may deposit, store or permit to accumulate any solid waste upon their property that is not stored or disposed of in a manner prescribed by this ordinance.
- B. No person shall place any solid waste in any street, alley, road, highway or other public place, or upon any private property (whether owned by such person or not), within the city, except in proper containers for collection.
- C. The occupant of any premises within the city shall cover and/or secure all solid waste containers, keeping the storage area and area surrounding any containers in a clean, orderly and sanitary manner and preventing the waste from being scattered by animals, wind or other means. In the event that any solid waste stored in a plastic bag or other container becomes torn, spilled or otherwise scattered, the occupant shall be responsible for clean-up of the area.
- D. No person shall store solid waste in such a manner that it may be carried or deposited by the elements upon any public or private premises.
- E. No owner, occupant, tenant or lessee of a building or dwelling may leave outside the building or dwelling, in a place accessible to children, any abandoned or unattended icebox, refrigerator or other receptacle that has an airtight door, without first removing the door.
- F. The occupant of any premises within the city shall ensure that all solid waste is stored on the premises in containers complying with the requirements of this ordinance.
- G. The occupant of any premises within the city shall not store any solid waste, including recycling, yard waste and bulk waste, outside for more than seven (7) days.

5.12.150 - Unlawful Disposal of Solid Waste.

- A. It shall be unlawful for any person to leave, place, throw or deposit, or cause or permit any other person to leave, place, throw or deposit, in or upon any street, alley, sidewalk, public place, public property, or private property within the city limits, solid waste of any kind.
- B. It shall be unlawful for any person to leave, place, throw or deposit within the city's service area, or cause or permit any other person to leave, place, throw or deposit within the city's service area, solid waste of any kind for the purpose of collection and disposal by the city when the solid waste is generated at a location outside the city's service area or from a location where the city does not collect solid waste.
- C. It shall be unlawful for an owner, occupant, tenant or lessee of a building or dwelling or any other person to bury or submerge in water any solid waste material that is not permitted by the Georgia Rules for Solid Waste Management, as amended.
- D. It shall be unlawful for an owner, occupant, tenant or lessee of a building or dwelling or any other person to burn solid waste except as permitted by the Georgia Rules for Solid Waste Management, as amended.

- E. It shall be unlawful for an owner, occupant, tenant or lessee of a building or dwelling or any other person to allow an accumulation of solid waste which creates a fire, health or safety hazard or harborage for rodents or insects.
- F. It shall be unlawful for an owner, occupant, tenant or lessee of a building or dwelling or any other person to deposit in a solid waste container or otherwise set out for solid waste collection and disposal by the city or its authorized representative any waste that is considered unacceptable as defined in Section 5.12.205.
- G. It shall be unlawful for any person using a loading or unloading area to fail to deposit loose debris, paper, packaging material and other trash in the proper containers. The areas shall be kept clean, neat and sanitary.
- H. It shall be unlawful for the owner of any residential rental property to deposit building material at a designated residential collection site.
- I. It shall be unlawful to discard, disperse or dispose of tires in garbage dumpsters or garbage carts.
- J. It shall be unlawful for any person to interfere with, harass or otherwise impede an authorized agent or officer of the city when the agent or officer is inspecting property, investigating possible violations, or otherwise enforcing this section, or when the agent or officer is attempting to do any of the foregoing.
- K. It shall be unlawful for any owner or responsible person to fail to comply with his, her or its responsibilities as set forth in this section.

Article II. - Garbage, Refuse and Trash Collection by the City

5.12.200 – Refuse acceptable for collection by city.

- A. Garbage
- B. Bulk Waste
- C. Yard Waste
- D. Recycling
- E. Rubbish

5.12.205 – Refuse not acceptable for collection by city.

- A. Unless otherwise determined by the city, the following wastes are determined inappropriate for collection and conveyance by the city: incinerator ash; foundry sand; explosives; hospital, pathological and biological waste; dead animals; chemicals and radioactive materials; oil sludge; asbestos; septic tank or other human waste; sewage and other highly diluted, water-carried materials or substances; materials in gaseous form; human remains; street sweepings; ash; mining waste; sludge; and hazardous refuse of any kind, such as cleaning fluids, crank case oils, cutting oils, paints, acids, caustics, poisons and drugs. The city may issue regulations adding or removing items from this list.

- B. Hazardous Waste means any refuse, sludge or other waste material or combinations of refuse, sludge or other waste material in solid, semi-solid, liquid or contained gaseous form which, because of its quantity, concentration or chemical, physical or infectious characteristics may cause or significantly contribute to an increase in mortality or an increase in serious irreversible, or incapacitating reversible illness, or pose a substantial present or potential hazard to human health or the environment when improperly treated, stored, transported or disposed of or otherwise managed. Categories of hazardous waste materials include, but are not limited to explosives, flammables, oxidizers, poisons, irritants and corrosives. The city may issue regulations adding or removing items from this list.
- C. No person shall place or cause to be placed with solid waste to be collected any needles, syringes, lancets, scalpel blades, broken glass, sharp metals and other objects that may cause punctures or cuts unless they are first placed in an appropriate container. An appropriate container is one that is rigid, puncture-resistant, break-resistant and tightly lidded during the handling and transport of solid waste.

5.12.210 – Garbage and recycling carts - general.

- A. A garbage/recycling cart is a plastic, wheeled receptacle having a tight-fitting attached lid, carrying identification of the city and/or the city's authorized representative, with a designated serial number/barcode and whose design, construction and capacity shall be determined by the city.
- B. Garbage/recycling carts shall be required for curbside collection service. The responsibility for obtaining such carts shall be upon the owner or occupant of the premises desiring and otherwise eligible, by the terms of this ordinance, for curbside collection service. The owner or occupant of the premises is required to contact the public works department and request the delivery of carts if none are on the property.
- C. All residential and some small commercial customers will utilize a 95-gallon garbage cart as well as a 65-gallon recycling cart provided by the city's authorized representative. These carts will be provided to every residence and some small commercial customers on a one- time basis. If a cart is removed from the residential or small commercial location the replacement cart will be paid for by the owner and/or occupant of the residential or commercial location.
- D. All refuse, garbage, trash and recycling shall be placed in the garbage and/or recycling cart for collection. The carts shall be placed at curbside for collection purposes and the collection schedule shall be announced by the city. If the carts are not near the curbside at collection time, this will indicate no service is needed.
- E. Additional garbage/recycling carts may be obtained from the city's authorized representative by the owner or occupant for an additional fee and will be serviced according to the provisions of this ordinance.

5.12.215 – Maintenance of garbage/recycling carts.

- A. All garbage/recycling carts issued by the city's authorized representative for use shall remain the city's authorized representative's property and shall only be used for storage of solid waste and/or recycling materials collected by the city's authorized representative. Each person subject to the provisions of this ordinance shall be responsible for the carts assigned and shall not abuse, remove or destroy the carts. If service is discontinued for any reason, the carts shall be left on the premises vacated and if the carts are not left on the vacated premises the cost of the carts may be charged to the utility deposit refund if applicable.
- B. Garbage/recycling carts shall be secured by the resident, between collection days, in such a manner that they are not readily susceptible to theft or vandalism.
- C. It shall be unlawful for any person to willfully damage or destroy any garbage/recycling cart. Anyone found to have intentionally or negligently damaged a cart shall be liable for the replacement or repair cost. Any cart that is stolen shall be replaced at no charge, provided that a police report is submitted to the city.
- D. If the garbage/recycling cart requires physical maintenance, including replacement of wheels, lid or repairs of other wearing or damage, the customer shall call the public works department to request such service. The damaged cart shall be emptied and washed out and left in front of the garage or next to the building/house where it can readily be seen from the street.
- E. Customers shall keep the inside and the outside of the garbage/recycling cart clean. There shall be no markings, such as graffiti or stickers, on the outside of the cart that are not placed there by the city or by the city's authorized representative. Any markings that appear on the outside of the cart that are not placed there by the city or the city's authorized representative shall be promptly removed by the customer. Customers shall routinely wash or rinse out the interior of the cart so that offensive odors are not detected outside of the empty cart.

5.12.220 – Garbage/recycling carts —Location for collection.

- A. No garbage/recycling carts shall be placed on the curbs of streets, alleys or thoroughfares of the city except at the time and place prescribed by this section for collection. At the time of collection, such carts must be placed so as to be accessible to the city's authorized representative in removing the same, but not in such places as will be a detriment to the appearance of the streets, alleys and thoroughfares of the city.
- B. It shall be the duty of every person owning, controlling, managing, operating, policing, renting, or occupying any premises where garbage, refuse, trash and/or recycling accumulates within the corporate city limits to see that all garbage, refuse, trash and recycling are placed, deposited, and kept in the proper authorized carts and that such carts are set out in such a place so as to be accessible by the city's authorized representative. No employee of the city shall assist in the performance of these duties.

5.12.225 – Garbage/recycling carts —Interference with contents.

No person shall remove, scavenge, collect or disturb the contents of any garbage and/or recycling cart set out for removal by the city, without the express permission of the city.

5.12.230 - Only authorized personnel to remove garbage, refuse, trash and/or recycling.

No person, except those duly authorized by the city as city collectors, shall collect, remove or empty garbage/recycling carts or collect or transport garbage, trash, refuse and/or recycling on the streets, alleys and public thoroughfares within the corporate city limits.

5.12.235 - Pickup charges—Classification of customers—Frequency of collection.

- A. Every person owning, controlling, managing, operating, policing, renting, or occupying any premises where garbage, refuse and/or trash accumulates within the corporate city limits shall be a "garbage and refuse customer" for the purposes of this chapter and shall receive garbage, refuse and trash collection services exclusively from those persons authorized by Section 5.12.230 of this chapter.
- B. Except as otherwise provided and except in the case of an emergency arising from an act of God or under circumstances over which the city has or had no control, the city or its authorized representative shall collect, remove and dispose of all household garbage, recycling, yard waste, bulk waste and other solid waste in the city's service area at least once a week (7-day period). If a holiday should fall during the week in which an area is due a regular collection, such collection shall be made the following day, unless otherwise announced by the city.
- C. Charges for garbage, refuse and trash collection services provided by persons authorized by Section 5.12.230 of this chapter shall be fixed by the mayor and council. A current copy of the rate schedule shall be maintained on file in the office of the city clerk and shall be available for public inspection. Rates will be subject to periodic review and adjusted by the mayor and council by separate resolution as necessary to ensure adequate cost recovery for operation of the solid waste collection system.
- D. Garbage and refuse customers shall be classified as either residential, commercial or industrial.
- E. Residential garbage, refuse and trash pickup will occur once per week.
- F. Commercial garbage, refuse and trash pickup will occur twice per week.
- G. Solid waste pickup shall be any time from 6:00 A.M. until 6:00 P.M. on the day of collection. Changes in weather conditions, crew assignment and equipment problems can cause the pickup time to be earlier or later in the day. Solid waste for collection should always be out by 6:00 A.M. on collection day.

5.12.240 - Pickup charges—Delinquent payment—Pickup discontinuance.

- A. Each garbage and refuse collection customer, whether provided water and sewer services from the city or not, shall pay the charges assessed for garbage, refuse, and trash collection, as provided for in Section 5.12.240 of this chapter. Failure to pay the charges assessed shall constitute a violation of this chapter punishable by the City of Stockbridge Municipal Court in accordance with Section 5.12.410 of this chapter.

- B. In addition to any fine or sentence imposed by the City of Stockbridge Municipal Court, the city may, in its sole discretion, suspend sanitation services (garbage pickup and disposal) to any customer or property that has failed to timely pay for services provided by, or on behalf of, the city. Before services are suspended the customer shall be notified, in writing, either by certified mail, return receipt requested, or by leaving notice on the front door or main entrance to the property. Said writing shall notify the customer or resident of the delinquency, the amount owed, and that the designated services will be suspended within ten (10) days of the customer's receipt of the certified mail or within ten (10) days of the leaving of the notice at the door of the property. The notice shall further state that if the customer in good faith disputes the amount owed, he shall contact the city clerk, in person, prior to expiration of the ten (10) day period, to document the dispute. The city manager shall have the authority to rectify any errors in customer billing.
- C. In addition to any fine or sentence imposed by the City of Stockbridge Municipal Court, for charges assessed for sanitation services (garbage pickup and disposal) provided by, or on behalf of, the city, including penalties, a lien shall be created against the property served, including real property. The lien shall be automatically created and perfected against the property when the charges for sanitation services become due without further action by the city, and this section shall operate to notify all persons of the lien created hereby. Any assessment authorized under this section, the interest thereon, and the expense of collection shall be a lien against the property so assessed coequal with the lien of other taxes and shall be enforced in the same manner as are state and county ad valorem property taxes by issuance of a fi. fa. and levy and sale as set forth in title 48 of the Official Code of Georgia Annotated. The lien shall run with the property and shall not be extinguished by the transfer of the lien property by sale, foreclosure or other method. The city may, in its sole discretion, refuse water, sewer or sanitation services to any property upon which a lien exists.

5.12.245 - Pickup charges—Added to water bill at trailer parks.

The sanitation fee for each trailer shall be added to the water bill at the trailer parks where the owner pays the water bill for the entire trailer park.

5.12.250 - Collection of fees.

- A. Garbage, refuse and trash collection service charges ("sanitation service charges") accrued pursuant to this chapter shall be billed and collected in the manner and at the interval deemed most efficient by the city and shall be payable in accordance with the rules and regulations of the city's finance department as applied generally to all bills. A sanitation charge bill may be sent through the United States mail or by an alternate means notifying the customer of the amount of the bill, the date payment is due and the past due date. Failure to receive a bill is not justification for nonpayment. Regardless of the party to whom the bill is initially directed, the owner of each parcel of developed land, as shown from public land records of Henry County, shall be ultimately obligated to pay such sanitation service charge. If a customer is under-billed or if no bill is sent, the city may back bill for a period of up to one (1) year but shall not assess penalties for any delinquency. A one and one-half percent (1.5%) per month late charge shall be billed based on the unpaid balance of any sanitation charge that becomes delinquent.

- B. The sanitation service charges may be billed through any reasonable method as determined and published by the mayor and council. Said methods from which the city may elect to bill a property owner include but are not limited to on a common statement with applicable ad valorem taxes generated through Henry County taxing authority, in conjunction with other utility services provided by the city, or any other method by which the city could bill property owners.
- C. The owner of each property, building, premises, lot or house shall be obligated to pay such sanitation service charges. Any sanitation service charge or portion of a service charge not paid when due may be recovered in an action at law or equity by the city.
- D. In addition to any other remedies or penalties provided by this or any other ordinance of the city, failure to pay any sanitation service charge when billed in conjunction with another utility bill may result in a discontinuance of any or all other utility services provided by the city.
- E. Until such time as the city passes an ordinance or resolution amending the foregoing provisions, the city elects to bill residential customers for sanitation service charges on an annual basis beginning in November of 2009 on the ad valorem tax notices issued through the Henry County tax assessor. All other classification of customers described in Section 5.12.235 shall be assessed beginning in 2010 by a method authorized by the mayor and council via adoption of a resolution or ordinance.
- F. For the purposes of assessment and collection of sanitation service charges, each dwelling, unit or improved space shall be considered a separate sanitation customer or "garbage and refuse customer" if said space is heated, has plumbing and has an entry/exit point to the exterior of the building according to the Henry County tax records.

5.12.255 – Solid waste transportation and vehicle requirements.

- A. All vehicles, except those owned by individuals hauling their own solid waste, shall display an identifying tag or decal.
- B. All haulers under contract to collect residential and commercial waste in the city shall use a compactor or roll-off trucks. Vehicles or containers used for the collection and transportation of garbage or refuse containing garbage shall be covered, leak-proof, durable and of sturdy construction. They shall be cleaned as often as necessary to prevent a nuisance, pollution or insect breeding and shall be maintained in good repair. In cases when the compactor or roll-off trucks cannot proceed on a certain road due to physical barriers or safety concerns, trucks with permanent bed covers shall be acceptable.
- C. All vehicles, both private and commercial, used for the transportation of solid waste shall provide that all solid waste or other items to be disposed of be covered or loads secured by some effective means such to prevent the spillage or loss of waste while being transported. "Effective" shall mean durable, heavy plastic, canvas or tarpaulin tied down or secured to cover the entire load. Loads consisting of building rubbish, limbs and bulk items shall be loaded and secured with rope or tie downs to assure spillage does not occur. Where spillage does occur, the material shall be picked up immediately by the solid waste collector and transporter and returned to the vehicle or container and the area properly cleaned.

- D. If a residential or commercial hauler allows leachate to escape onto the public roadway or ditch line, said leachate shall be cleaned up immediately by the hauler.
- E. Any person collecting and transporting solid waste generated on their property for disposal at an approved disposal site shall comply with this ordinance in all respects.

5.12.260 – Collection and disposal of solid waste.

Trash and refuse collectors are not required to collect from premises where the provisions of this ordinance are violated. The failure to collect any trash or garbage from the premises because of a violation of the provisions of this ordinance shall not relieve the person responsible for such violation from prosecution and penalty, therefore.

If the public right-of-way is damaged during the removal of any solid waste from any property, such person, business or commercial entity shall restore the public right-of-way to the condition that it was in before the damage occurred or shall pay the city in full for any costs and expenses which the city incurs in connection with the performance of that work.

A. Residential Solid Waste Collection and Disposal

The city or its authorized representative shall provide residential solid waste collection and disposal services from eligible residential buildings. The city or its authorized representative is not required to collect any residential solid waste that does not comply with the requirements of this ordinance.

1. The occupant shall place all residential solid waste curbside for collection and disposal by the city or its authorized representative, no later than 6:00 A.M. on the day of collection and no earlier than 7:00 P.M. on the day before the scheduled collection day. The garbage cart shall be removed from curbside no later than 7:00 P.M. on the day of collection. Violations of this section should be reported to the Department of Community Development – Code Enforcement. Upon receiving a complaint, the Department of Community Development – Code Enforcement shall investigate such complaint. Upon finding a violation, the offending party shall be notified in writing to remove the cart. The offending party shall have twenty-four (24) hours after receiving the notice to remove the cart. Any party failing to remove the cart from curbside within the specified time after receiving the notice shall be guilty of a misdemeanor.
2. All garbage carts shall be stored on the property of the owner or occupant of the premises at a site not in public view.
3. All garbage must be bagged and placed inside the garbage cart. The cart shall not be filled to overflowing and the placement of refuse or garbage in a cart that is at full capacity is prohibited. The placement of garbage or refuse next to or outside of a cart is also prohibited. Only the 95- gallon cart provided by the city or its authorized representative will be serviced.
4. The occupant shall place all residential solid waste for collection by the city or its authorized representative within five (5') feet of the edge of the traveled portion of the street or at such other place as approved or designated by the city.

5. All garbage carts shall be maintained in a clean and sanitary condition and in good repair.
6. Any garbage cart that does not conform to the provisions of this section, or that may have ragged or sharp edges or any other defect that will hamper or injure the person collecting the contents thereof, or is likely to cause bags to tear, must be promptly removed and replaced by a proper cart upon receipt of notice to that effect from the city.
7. All sharps shall be placed in a sealed, puncture-proof container prior to disposal.
8. Use of unapproved containers, such as wooden containers, screen/wire containers or fifty-five (55) gallon drums for the storage and collection of solid waste are prohibited.

B. Residential Recycling Collection and Disposal

In order to protect the environment by conserving natural resources and preserving rapidly dwindling landfill space as well as minimizing waste disposal costs, the city encourages all residential occupants to recycle all recyclable materials and implement reduction activities. Therefore, the city or its authorized representative shall provide residential recycling collection and disposal services from eligible residential buildings. The city or its authorized representative is not required to collect any residential recycling that does not comply with the requirements of this ordinance.

1. The occupant shall place all residential recycling curbside for collection and disposal by the city or its authorized representative, no later than 6:00 A.M. on the day of collection and no earlier than 7:00 P.M. on the day before the scheduled collection day. The recycling cart shall be removed from curbside no later than 7:00 P.M. on the day of collection. Violations of this section should be reported to the Department of Community Development – Code Enforcement. Upon receiving a complaint, the Department of Community Development – Code Enforcement shall investigate such complaint. Upon finding a violation, the offending party shall be notified in writing to remove the cart. The offending party shall have twenty-four (24) hours after receiving the notice to remove the cart. Any party failing to remove the cart from curbside within the specified time after receiving the notice shall be guilty of a misdemeanor.
2. All recycling carts shall be stored on the property of the owner or occupant of the premises at a site not in public view.
3. All recycling must be bagged and placed inside the recycling cart. The cart shall not be filled to overflowing and the placement of recycling in a cart that is at full capacity is prohibited. The placement of recycling next to or outside of a cart is also prohibited. Only the 65-gallon cart provided by the city or its authorized representative will be serviced. The following items are acceptable for recycling:
 - a. Cardboard boxes
 - b. Junk mail and magazines
 - c. Newspapers
 - d. Phone books

- e. Office paper
- f. Plastic milk jugs
- g. Plastic detergent bottles
- h. Plastic water and soft drink bottles
- i. Aluminum and tin cans
- j. Plastic jars (NO GLASS)

Items made of recyclable materials, that are not household type containers, are not acceptable like plastic toys or metal fixtures.

Recycling will be collected on an every other week schedule.

- 4. The occupant shall place all residential recycling for collection by the city or its authorized representative within five (5') feet of the edge of the traveled portion of the street or at such other place as approved or designated by the city.
- 5. All recycling carts shall be maintained in a clean and sanitary condition and in good repair.
- 6. Any recycling cart that does not conform to the provisions of this section, or that may have ragged or sharp edges or any other defect that will hamper or injure the person collecting the contents thereof, or is likely to cause bags to tear, must be promptly removed and replaced by a proper cart upon receipt of notice to that effect from the city.
- 7. Use of unapproved containers, such as wooden containers, screen/wire containers or fifty-five (55) gallon drums for the storage and collection of solid waste are prohibited.

C. Commercial Solid Waste Collection and Disposal

- 1. The owners and/or operators of commercial and industrial establishments and/or apartment houses, including public housing consisting of six (6) or more living units, shall, provide commercial containers in sufficient number to adequately contain the garbage and refuse disposal at the location. The type, size, number and location of commercial containers required by this section shall be subject to the approval of the public works director or their designee. It shall be the responsibility of the owner of the property to collect fees from tenants, leases or association owners. Common containers may be requested for commercial garbage service; however, a written request must be submitted to the public works director or their designee for approval before such arrangement is allowed.
- 2. All containers in which solid waste is placed shall be made of metal or plastic, insect-proof, rodent-proof and have a tight-fitting, watertight cover.
- 3. All containers shall be maintained in a clean and sanitary condition and in good repair.
- 4. Any container that does not conform to the provisions of this section must be promptly removed and replaced by a proper container upon receipt of notice to that effect from the city.

Preparation and storage of commercial and multiple dwelling refuse for collection.

1. Before a building permit shall be issued for construction of a commercial establishment, condominium or multiple dwelling, arrangements for the storage of refuse and location of containers must be approved by the Department of Community Development.
2. Commercial containers at existing commercial establishments and multiple dwellings shall be placed at locations approved by the city. Refuse will not be collected from commercial establishments or multiple dwellings unless it is placed in commercial containers, properly located. Cardboard boxes shall be flattened and placed in containers.
3. The occupant, or occupants, of commercial establishments and the management of multiple dwellings serviced by commercial containers shall be responsible for maintaining the area surrounding such commercial containers clean and free of accumulations of refuse.
4. All garbage and rubbish shall be free of liquid and placed in watertight paper or plastic bags with the tops secured prior to placing in commercial containers.
5. Commercial containers containing any of the following items will not be emptied:
 - (a) Large household or industrial appliances
 - (b) Furniture
 - (c) Tires
 - (d) Wooden crates
 - (e) Logs or limbs over four (4') feet in length or four (4") inches in diameter
 - (f) Bed springs
 - (g) Rock, dirt, concrete blocks, etc.
 - (h) Uncontainerized garbage, yard debris and household trash
6. Normal household appliances will be collected on a special fee basis at multiple dwellings served by commercial containers, when placed adjacent to the commercial container and reported to the sanitation provider.
7. It is unlawful to place or cause to be placed in any refuse container for collection any acid, explosive material, inflammable liquids or dangerous or corrosive material of any kind.

Dumpsters

- (a) Each dumpster or roll-off container shall have posted thereon the name, address and phone number of the owner of said dumpster or roll-off container.

- (b) Each dumpster or refuse container shall be equipped with reflectorized tape or other reflective devices adequate to warn others of its presence during night hours.
- (c) No dumpster or refuse container shall be placed in a moving lane of traffic.
- (d) The public works director or their designee shall be notified of the location of all dumpsters or refuse containers placed in any streets, alleys, highways, sidewalks or other public ways within the city.
- (e) The dumpster or refuse container shall be required to be moved if the placement or location of the dumpster or refuse container constitute a safety hazard.
- (f) The placement of garbage or refuse in a dumpster that is at full capacity is prohibited. The placement of garbage or refuse next to or outside of a dumpster or refuse container is also prohibited.
- (g) No dumpster or refuse container shall be placed so as to interfere with public works construction being performed by the city.
- (h) No dumpster or refuse container shall be placed within twenty-five (25') feet of any intersection.
- (i) Dumpsters or refuse containers used in commercial areas shall be maintained and cleaned to prevent the harboring or breeding of vectors including rats, rodents, flies or harmful insects.

D. Industrial Solid Waste Collection and Disposal

1. Industrial customers must contract with private vendors for the collection and disposal of garbage, refuse and trash. Waste or refuse from manufacturing, assembling or processing operations will not be collected by the city. The city reserves the right, after sixty (60) days' notice, to require any industrial customer described in this subsection to receive garbage, refuse and trash collection services exclusively from the city.
2. Any property, trash, belongings or other items placed curbside following an eviction shall be removed within forty-eight (48) hours of the physical eviction by the property owner.

5.12.265 – Yard waste.

The city's yard waste collection service was established for the benefit of its single-family residents. Yard waste includes organic waste generated during regular household landscaping and gardening activities. Examples include leaves, straw, hedges, shrubs, tree trimmings, grass and other inert materials resulting from general residential yard cleaning. Rocks, dirt and gravel are not considered yard waste.

The city or its authorized representative shall not collect yard waste from commercial, multi-family, industrial, institutional or other similar facilities.

How to Prepare Yard Waste

- (1) Yard waste shall be placed within five (5') feet of the curb and at least three (3') feet away from other collection items and obstacles such as mailboxes, phone poles, vehicles, etc. Do not block the sidewalk. If the city or its authorized representative is unable to reach the yard waste due to an obstruction, it will not be collected.
- (2) Yard waste shall not be mixed with household waste or other solid waste.
- (3) Request for service must occur no less than twenty-four (24) hours before scheduled day of service.
- (4) Yard waste must be placed at the curb no later than 6:00 A.M. on the scheduled day of service.
- (5) Limbs and branches shall not exceed four (4') feet in length and the pile should not exceed four (4) cubic yards (approximately the size of the bed of a standard pick-up truck). In the event the amount exceeds four (4) cubic yards and the resident desires to have the debris collected in one pickup, they must call the city or its authorized representative to arrange pickup and pay the appropriate fee.
- (6) Leaves and grass clippings must be bagged in paper or plastic and up to ten (10) bags of yard debris will be removed weekly on the customer's normal collection day. Eleven (11) or more bags are considered bulk service and this service requires scheduling a pickup.
- (7) Pile should weigh no more than seventy-five (75) pounds.
- (8) Leaves, straw, hedges, shrubs, tree trimmings, grass and other inert materials resulting from general residential yard cleaning should not be placed in ditches or along the curbs. When ditches and storm drains get clogged with leaves and debris, water no longer drains from the street – it ponds along streets and can flood intersections and homes.

What We Cannot Collect

- (1) Yard waste that is not properly prepared or is mixed with garbage or other solid waste.
- (2) Yard waste generated by private contractors performing tree removal, mowing, trimming or other landscaping activities at residences. All nurseries, landscape gardening firms, clearing, grading and building contractors and logging and pulpwood related operations shall remove all solid waste which they generate through their work.
- (3) Trimmings where trees are trimmed or cut for compensation whether the compensation is in cash or in the wood from the trees trimmed.
- (4) Trimmings from the original development of a lot.
- (5) Trimmings generated by tree surgeons.
- (6) Tree stumps and root balls.

5.12.270 – Bulk waste.

Acceptable bulk waste items include furniture, carpeting, mattresses, household appliances or “white goods”, including items such as refrigerators, washing machines or dryers.

The city or its authorized representative shall not collect bulk waste from commercial, multi-family, industrial, institutional or other similar facilities.

How to Prepare Bulk Waste

- (1) Bulk waste shall be placed within five (5') feet of the curb and at least three (3') feet away from other collection items and obstacles such as mailboxes, phone poles, vehicles, etc. Do not block the sidewalk. If the city or its authorized representative is unable to reach the bulk waste due to an obstruction, it will not be collected.
- (2) Bulk waste shall not be mixed with household waste or other solid waste.
- (3) Request for service must occur no less than twenty-four (24) hours before scheduled day of service.
- (4) Bulk waste shall be neatly stacked in a pile and not scattered.
- (5) Carpet, padding and rugs shall be rolled in four (4') foot sections and tied or taped and weigh no more than fifty (50) pounds.
- (6) Freezers and refrigerators must have the freon reclaimed and a certification sticker placed on them as required by federal law. Residents must contact a licensed heating/cooling specialist to reclaim the freon before putting it out for collection. Any refrigerator, freezer, icebox or other receptacle that has an airtight door and is accessible to children shall have the door removed prior to being placed curbside for collection.
- (7) For items that contain glass, the glass shall be extensively taped and cross taped to prevent it from shattering.
- (8) Bulk waste should not be placed in ditches or along the curbs. When ditches and storm drains get clogged with debris, water no longer drains from the street – it ponds along streets and can flood intersections and homes.
- (9) No more than three (3) items will be removed during each weekly service at no additional charge.

What We Cannot Collect

- (1) Bulk waste that is not properly prepared or is mixed with garbage or other solid waste.
- (2) Auto parts, dirt, shingles, pallets, concrete blocks, concrete, bricks, fuel/oil tanks, manufacturing process debris, loose or dangerous refuse.
- (2) Debris from work performed by anyone other than the resident.
- (3) Building materials from a contractor.

- (4) Treated lumber and wood.
- (5) Debris from vacant property that has been empty for more than sixty (60) days.
- (6) Debris of any type on vacant lots.
- (7) Debris over seventy-five (75) pounds.

5.12.275. – Garbage/recycling collection for disabled persons.

Any person who is a full-time resident of a single-family residential unit who is disabled to the extent of being incapable of moving their garbage/recycling cart shall obtain a physician's certificate as to this disability and shall not be required to place the cart at curbside. This section does not apply unless all of the persons in a residential unit are disabled and obtain a physician's certificate. These certificates will be mailed to the city's authorized representative for appropriate notification of pickup crews. This subsection also applies to temporary disability not to exceed ninety (90) days (extensions are required).

5.12.280 – Move outs and evictions.

- A. For rental properties, garbage, trash or other solid waste originating from the property during the clean up between the tenants shall be the responsibility of the landlord and/or the property owner. Following an eviction, any property, trash, belongings or other items shall be placed on some portion of the landlord's property, immediately behind the sidewalk, a minimum of five (5') feet behind the curb or off the pavement and shall not be located as to impede or obstruct or divert either pedestrian or vehicular traffic or the flow of surface water or block stormwater structures.

5.12.285 – Construction sites and transportation of materials.

- A. Any person who has secured a building permit shall, prior to the commencement of any construction activity in the city's service area, obtain a container of suitable size and design to contain all solid waste, litter or construction and demolition debris which may be distributed or removed from the property by the winds or elements.
- B. Construction and demolition debris mean those materials resulting from the alteration, construction, destruction, rehabilitation or repair of any physical structure that is built by humans, including, without limitation, houses, buildings, industrial or commercial facilities or roadways. Construction and demolition debris also include particles and dust created during demolition activities.
- C. No person generating solid waste or construction and demolition debris shall allow solid waste or litter of any kind to be blown or be carried by the elements from the premises or property at which the building permit was secured.
- D. Any person engaged in construction or demolition shall remove the solid waste, litter and construction and demolition debris, including structural parts, from the construction site and contain their elements from scattering in the same manner as set out in Section 5.12.140. Construction and demolition debris and other solid waste shall be removed and disposed within

five (5) days of the completion of the project to an approved solid waste or construction and demolition facility.

- E. No solid waste shall be burned except as permitted by the Georgia Rules for Solid Waste Management, as amended.
- F. No person shall bury or submerge in water any solid waste material that is not permitted by the Georgia Rules for Solid Waste Management, as amended.
- G. Any person hauling solid waste, litter or construction and demolition debris shall comply with Section 5.12.255.

5.12.290 - Spills from vehicles; concrete, cement, gravel, sand, dirt and asphalt hauling.

Any person engaged in hauling concrete, cement, gravel, sand, dirt or asphalt on any public street within the corporate limits of the city shall load or fill vehicles so as to not allow spillage of any material onto city streets or sidewalks. All vehicles hauling wet concrete, cement or loose material, are required to use suitable covers, spill prevention and capture devices to prevent materials from blowing, spilling or dripping from the vehicle.

In the event that spillage does occur in spite of the appropriate use of said devices, the person responsible for the operation of the vehicle shall remove the material from the street or sidewalk. Shoveling, sweeping or vacuuming the material and removing it from the roadway is an appropriate response. Failure to properly remove spilled material from a public street or sidewalk or washing spilled material into any storm sewer, sanitary sewer, catch-basin, manholes or other drainage-way is not an acceptable response and is a violation of city policy.

5.12.295 – Confinement of animals.

Any occupant owning or possessing an animal on the premises which may bite or attempt to bite a collector while engaged in collecting refuse shall be required to secure the animal(s) or place the receptacles in such manner that such animal shall not constitute a hazard or endanger a solid waste collector.

5.12.296 – Fire prevention.

It shall be unlawful for any person to set or cause to be set any fire in a solid waste container. No person shall place embers, ashes or other materials into a solid waste container which would create a fire hazard.

5.12.297 – Enforcement.

The city manager along with any city employee the city manager designates shall be empowered to enforce this ordinance. In performance of this duty, but subject to constitutional limitations, the city manager or their authorized representative is hereby authorized to enter, at any reasonable hour, any premises as may be necessary for such enforcement.

If any solid waste disposed of in violation of this ordinance can be identified as having belonged to, been in the possession of, sent to, or received by or to have been the property of any person prior to being disposed of, such identification shall be prima facie evidence that such person disposed of or caused to be disposed of such solid waste in violation of this ordinance.

Photographs or videotapes of an illegal dumping area, litter or of a person committing such offense may be used as evidence to identify the person responsible.

- A. Upon discovery of a violation of this ordinance, the person in violation shall be given written notice describing the violation, and if the city is seeking abatement of the violation, the city shall give the violator fifteen (15) days from the service of the notice to abate the violation.
- B. The notice shall contain the following information:
 - 1. Date;
 - 2. Name of the person to whom the notice is given, however, if the name of the occupant cannot reasonably be determined, it will be deemed sufficient for the notice to be given to "Occupant";
 - 3. Address and/or parcel number of the real property that is subject to the notice;
 - 4. Nature of violation and the action required, including the period of time in which the action is required to be accomplished measured from the time the notice is given;
 - 5. Statement indicating the date of any court appearance required;
 - 6. If the city is seeking abatement of the violation, a statement indicating that the notice becomes final fifteen (15) days after the notice is given;
 - 7. Statement briefly indicating what action can be taken by the city if the notice is not complied with; and
 - 8. Name, address and telephone number of the enforcement authority.
- C. Service of this notice is deemed sufficient if given by one of the following:
 - 1. Sending a copy by registered or certified mail, return receipt requested to the person to be notified; or
 - 2. Delivering a copy personally to the person to be notified;
 - 3. Leaving a copy at the residence of the person to be notified.
- D. It shall be the responsibility of the occupant to abate the existing violation after receipt of a notice. If the notice is not complied with, the city may take appropriate action to abate the violation, and the cost thereof shall be assessed pursuant to Section 5.12.400, or the city may elect to notify the owner of the premises of the violation and order the owner to abate the violation. The owner shall be entitled to the same notice and period of time to abate the violation that was originally given to the occupant. If the owner does not then abate the violation, the city may take appropriate action to abate the violation and assess the costs of the abatement to either the occupant or the owner.
- E. Enforcement of this ordinance against any owner of record shall not in any manner diminish the ability of the city to enforce the ordinance against an occupant of the real property, and the

enforcement of this ordinance against any occupant shall not in any manner diminish the ability of the city to enforce the ordinance against an owner of record of the real property.

- F. This ordinance shall not prohibit a landlord from including a provision in a lease agreement to collect any enforcement costs imposed by the city against the landlord due to the actions or inactions of a tenant.

Article III. - Regulation of Dumping and Littering

5.12.300 - Dumping on lots prohibited.

No garbage, trash, refuse or other offensive or disease producing materials shall be dumped on any lot within the corporate city limits for the purpose of filling or any other purpose.

5.12.310 - Littering prohibited.

No person shall cause to be placed in and upon any of the streets, alleys, sidewalks, public thoroughfares or grounds of the city within the corporate limits of the city any garbage, refuse and/or trash.

All business firms dispensing their product in cups, plates, wrappers, sacks and other similar forms of containers shall provide adequate receptacles upon the premises for collection of refuse. It shall be the express responsibility of all such business firms to collect all cups, plates, wrappers, sacks and other similar forms of containers dispensed by said business that may be discarded upon the premises or neighboring streets and sidewalks. It further shall be the responsibility of said business to collect the aforementioned items from the premises of the neighboring property when the owners of the property specifically request and authorize the business personnel to enter upon their property for that purpose.

5.12.320 - Handbills and other advertising materials.

- A. No person shall loosely scatter or throw any handbills or other advertising matter upon the surface of the public streets, sidewalks, thoroughfares or grounds of the city or within the yards of private residents.
- B. No person shall cause advertisements or handbills to be posted on any public property except by permission of the city. No person, under any circumstance, shall post or place on any wall, materials in such a manner that they may be loosened or blown down by the wind and scattered.
- C. No person shall cause advertisements or handbills to be placed on private property within the corporate limits of the city without the consent of the property owner.
- D. No person shall distribute, place or deposit in the streets of the city or in any of the yards in the city any handbill or other advertisement matter. All such advertisements or handbills shall be delivered personally or by mail.

5.12.330 - Sweeping garbage, refuse and/or trash from stores.

No refuse or trash shall be swept from businesses within the corporate limits of the city onto the streets, sidewalks, alleys or public thoroughfares of the city.

5.12.340 – Weeds - Abatement by the city—Costs.

- A. No person shall allow or permit weeds, grass and other vegetable matter to grow and be upon his premises uncut so as to render the premises unsightly or unhealthy.
- B. The growth and accumulation of weeds, grass, or other vegetable matter so as rendering the premises unsightly or unhealthy, if within one hundred (100') feet of any building or dwelling, is declared to be a nuisance.
- C. The city's code enforcement officer, upon notice of the failure of any person to comply with the requirements of subsection A or B of this section, shall at once notify the violator to clean up the premises within one (1) week. Failure to remove the nuisance after such notice shall constitute a violation of this chapter, punishable by the City of Stockbridge Municipal Court of the city in accordance with Section 5.12.410 of this chapter.
- D. In addition to any fine or sentence imposed by the City of Stockbridge Municipal Court, upon the failure of any person to remove and abate the nuisance, as provided in subsection C of this section, the city may enter upon the premises of the person offending and cause the nuisance to be removed and charge the expense thereof to the owner of the premises. The cost of removal shall be assessed thereon and collected as city taxes are assessed and collected.

5.12.350 - Junk—Abatement by the city—Costs.

- A. It is unlawful for any person to place, abandon, keep, leave, store, suffer or permit the placement, abandonment, leaving, keeping, storage of nonfunctioning motor vehicles, appliances, machinery, or equipment, or parts thereof, out-of-doors upon any public or private land within the city.
- B. Whenever it shall appear that subsection A of this section has been violated, the city shall, in writing, notify the owner or tenant in possession of the property on which the violation exists to abate such violation by removing the materials to a conforming location, or into an enclosed garage, barn, or other building within ten (10) days of the notice. On failure thereof, the city may abate the nuisance as provided in Section 11.08.040, et seq. and assess the cost.
- C. The expenses of the removal of such junk shall be enforceable and collectible from the owner and/or occupier of the premises, in the same manner as delinquent taxes and street improvements are enforced and collected.

Article IV. - Recovery of Expenses— Penalties—Violations

5.12.400 - Expenses—Penalties.

If the city is required to take legal action to enforce the terms and provisions of this chapter or to collect any funds due it in any civil court of this state or any federal court of the United States, the person or entity violating this chapter or failing to pay any funds due the city shall be required to reimburse and pay the city all legal expenses, attorney fees and court costs incurred by the city in the enforcement of this chapter or the collection of any funds due.

- A. The city may take action to abate the violation from real property if any person who has been provided written notice fails, neglects or refuses to comply with the notice or if the violation presents a clear and present danger to the public health, safety and welfare if immediate measures are not taken to alleviate this clear and present danger. The city may abate the violation by contract with a contractor or with city personnel and equipment.
- B. The owner and/or occupant of the real property shall be jointly and severally responsible for the city's cost for the abatement of the violation under this ordinance. The costs for abatement shall be the actual costs of the work performed by the city or a contractor.
- C. The city manager shall send a bill to the person violating this ordinance for the city's cost for abatement of the violation. Payment shall be due fifteen (15) days after the billing date.
- D. If the bill is not paid within thirty (30) days of the due date, the city may file a civil action in a court of competent jurisdiction in Henry County against the violator to collect the costs for the abatement of the violation, including reasonable attorney's fees.

5.12.410 - Reserved.

Revised August 28, 2019

STATE OF GEORGIA
HENRY COUNTY GEORGIA
CITY OF STOCKBRIDGE

ORDINANCE NO. _____

AN ORDINANCE TO AMEND CHAPTER 5.12 OF THE STOCKBRIDGE MUNICIPAL CODE; TO PROVIDE FOR SEVERABILITY; TO REPEAL CONFLICTING ORDINANCES; TO PROVIDE AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

WHEREAS, the governing authority of the City of Stockbridge is the Mayor and Council thereof;

WHEREAS, the governing authority of the City of Stockbridge, Georgia desires to adopt a revised ordinance pertaining to solid waste collection; and,

WHEREAS, the health, safety, and welfare of the citizens of Stockbridge, Georgia, will be positively impacted by the adoption of this Ordinance.

NOW THEREFORE, THE COUNCIL OF THE CITY OF STOCKBRIDGE HEREBY ORDAINS:

Section 1. That Chapter 5.12 of the Stockbridge Municipal Code is hereby deleted in its entirety and replaced with the provisions attached hereto as Exhibit A.

Section 2. The preamble of this Ordinance shall be considered to be and is hereby incorporated by reference as if fully set out herein.

Section 3. (a) It is hereby declared to be the intention of the Mayor and Council that all sections, paragraphs, sentences, clauses and phrases of this Ordinance are or were, upon their enactment, believed by the Mayor and Council to be fully valid, enforceable and constitutional.

(b) It is hereby declared to be the intention of the Mayor and Council that, to the greatest extent allowed by law, each and every section, paragraph, sentence, clause or phrase of this Ordinance is severable from every other section, paragraph, sentence, clause or phrase of this Ordinance. It is hereby further declared to be the intention of the Mayor and Council that, to the greatest extent allowed by law, no section, paragraph, sentence, clause or phrase of this Ordinance is mutually dependent upon any other section, paragraph, sentence, clause or phrase of this Ordinance.

(c) In the event that any phrase, clause, sentence, paragraph or section of this Ordinance shall, for any reason whatsoever, be declared invalid, unconstitutional or otherwise unenforceable by the valid judgment or decree of any court of competent jurisdiction, it is the express intent of the Mayor and Council that such invalidity, unconstitutionality or unenforceability shall, to the greatest extent allowed by law, not render invalid, unconstitutional or otherwise unenforceable any of the remaining phrases, clauses, sentences, paragraphs or sections of the Ordinance and that, to the greatest extent allowed by law, all remaining phrases, clauses, sentences, paragraphs and sections of the Ordinance shall remain valid, constitutional, enforceable, and of full force and effect.

Section 4. All ordinances and parts of ordinances in conflict herewith are hereby expressly repealed.

Section 5. Penalties in effect for violations of the City of Stockbridge at the time of the effective date of this Ordinance shall be and are hereby made applicable to this Ordinance and shall remain in full force and effect.

Section 6. The effective date of this Ordinance shall be the date of its enactment.

ORDAINED this 29th day of October, 2019.

CITY OF STOCKBRIDGE, GEORGIA

Anthony S. Ford, Mayor

ATTEST:

Vanessa Holiday, City Clerk

APPROVED AS TO FORM:

Michael Williams, City Attorney

Date Presented to Mayor: _____

Date Received from Mayor: _____



City of Stockbridge

Staff/Council Recommendation For Council Approval

Meeting Date

10/29/2019

FUNDING SOURCE

☒ Action requested by City Council

☐ For informational purposes only

☐ Budget Amendment Required

FROM ACCOUNT:

TO ACCOUNT:

PRESENTER: Decius T. Aaron

ITEM/PROJECT/EVENT: Approve stormwater ordinance update.

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

DESCRIPTION:

Approve stormwater ordinance update.

APPROVED BY:

FINANCE DEPT. N/A

CITY MANAGER

AMOUNT

N/A

TABLE OF CONTENTS

CHAPTER 8.30 – STORMWATER MANAGEMENT

8.30.010 – Purpose.

8.30.020 - Findings.

8.30.030 - Establishment of a utility and enterprise fund.

8.30.040 - Definitions.

8.30.050 - Scope of responsibility for the city stormwater system.

8.30.060 - Requirements for on-site stormwater systems; inspections and enforcement methods.

8.30.070 - General funding policy.

8.30.080 - Effective date of stormwater charges.

8.30.090 - Stormwater management utility service charges.

8.30.100 - Exemptions and credits applicable to stormwater service charges.

8.30.110 - Stormwater service charge billing, delinquencies, collections.

8.30.120 - Appeals.

Chapter 8.30 - STORMWATER MANAGEMENT

Sections:

8.30.010 – Purpose.

The city is authorized by the state constitution, including, without limitation, article IX, section II, paragraphs I(a) and III(a)(6) thereof, and state law, to provide stormwater management services, systems and facilities throughout the incorporated areas of the city, which services, systems and facilities contribute to the protection and preservation of the public health, safety and welfare, and protection of the natural resources of the city. The Federal Clean Water Act, as amended by the Water Quality Act of 1987 (33 USC 1251 et seq.), other amendments and rules promulgated by the United States Environmental Protection Agency pursuant to the act, place increased emphasis on the role of local governments in developing, implementing, conducting and making available to its citizens and property owners stormwater management services which address water quality and volume impacts of stormwater runoff. The mayor and council have determined that development in the city to date, and the outlook for continued development at an increasing rate in the future, has created and will continue to create a need for stormwater management services, systems and facilities within the city. The city engaged a consultant to perform professional engineering and financial analysis of the city's stormwater management needs and the alternatives available to the city for dealing with stormwater management, and has received, reviewed and considered the results of the consultant's analyses which identify stormwater management needs, propose strategic program goals and priorities, estimate the cost of stormwater management services, systems and facilities, examine reasonable charges by the city for providing such services and facilities and project the rate base available within the city to support such costs. The mayor and council finds and concludes from the professional engineering and financial analyses that it would be desirable to provide for additional stormwater management services, systems and facilities within the city. The mayor and council finds and concludes from the professional engineering and financial analyses that a fair and equitable rate structure for those receiving the benefits of stormwater management services, systems and facilities, the proceeds of which will be dedicated to the city stormwater utility for carrying out its purposes, will be essential if the city is to provide the level of stormwater management services, systems and facilities that would be desirable to meet the existing and future stormwater management needs of the city.

8.30.020 - Findings.

The mayor and council makes the following findings:

- (1) The professional engineering and financing analysis, known as the Stormwater Management Action Plan, prepared by Arcadis G & M, Inc., properly assesses and defines the stormwater management problems, needs, goals, program priorities and funding opportunities of the city.
- (2) Given the problems, needs, goals, priorities and operational opportunities identified in the professional engineering and financial analyses submitted to the city, it is appropriate to authorize the establishment of an accounting unit which shall be dedicated specifically to the management, maintenance, protection, control, regulation, use and enhancement of stormwater management services, systems and facilities in the city in concert with water resource management programs.

- (3) The stormwater needs in the city include, but are not limited to, protecting the public health, safety, and welfare. Provisions of stormwater management services, systems and facilities and regulation of the use therefore renders and/or results in both service and benefit to individual properties, property owners, citizens and residents of the city, and to all properties, property owners, citizens and residents of the city concurrently in a variety of ways as identified in the professional engineering and financial analyses.
- (4) The service and benefit rendered or resulting from the provision of stormwater management services, systems and facilities may differ over time depending on many factors and considerations, including, but not limited to, location, demands and impacts imposed upon the stormwater management services, systems and facilities, and risk exposure. It is practical and equitable to allocate the cost of stormwater management among the owners of properties in proportion to the long-term demands the properties owned impose on the city's stormwater management services, systems and facilities which render or result in services and benefits to such properties and the owners thereof.
- (5) The city presently owns and operates stormwater management systems and facilities which have been developed, installed and acquired through various mechanisms over many years. The future usefulness and value of the existing stormwater management systems and facilities owned and operated by the city, and of future additions and improvements thereto, rests on the ability of the city to effectively manage, protect, control, regulate, use and enhance the stormwater management systems and facilities in the city in concert with the management and regulation of other water resources in the city. In order to do so, the city must have adequate and stable funding for its stormwater management services, systems, and facilities.
- (6) The mayor and council finds, concludes and determines that a stormwater utility provides the most practical and appropriate means of properly delivering stormwater management services, systems and facilities throughout the city, and the most equitable means to regulate the use of a higher level of stormwater management services, systems and facilities in the city through stormwater service charges, user fees and other mechanisms as described in the professional engineering and financial analyses prepared for the city.
- (7) A schedule of stormwater utility service charges based in part on the area of impervious surface located on each property is the most appropriate and equitable means of allocating the cost of stormwater management services, systems and facilities throughout the city. Such service charges may be complemented by other types of charges which address specific needs, including, but not limited to, special service fees, special assessments, use of proceeds from special purpose local option sales taxes and other forms of revenue, as deemed appropriate by the mayor and council.
- (8) The existence of privately owned and maintained on-site or off-site systems, facilities, activities or assets which reduce or otherwise mitigate the impact of a particular property on the city stormwater utility's cost of providing stormwater management services and/or stormwater management systems and facilities should be taken into account to reduce the service charge on that property either in the form of a direct reduction or credit, and that such reduction or credit should be conditional upon continuing provision of such services, systems, facilities, activities or assets in a manner complying with the standards and codes as determined by the city engineer. Reductions or credits for privately owned and maintained stormwater management systems, facilities, activities or assets shall be generally proportional to the affect that such systems have on the stormwater contribution from the property benefited by such systems.

- (9) The area of impervious surfaces on each property is the most important factor influencing the cost of the stormwater management services, systems and facilities provided by the city or to be provided by the city in the future, and that the area of impervious surfaces on each property is therefore the most appropriate parameter for calculating a periodic stormwater service charge.
- (10) It is imperative that the proceeds from all service charges for stormwater management services, systems and facilities, together with any other revenues raised or otherwise allocated specifically to stormwater management services, systems and facilities, be dedicated solely to those purposes, and directs that such proceeds of service charges and revenues shall therefore be deposited into the enterprise accounting fund of the city stormwater utility and shall remain in that fund and be dispersed only for stormwater management capital, operating and nonoperating costs, lease payments and debt service of bonds or other indebtedness for stormwater management purposes.

8.30.030 - Establishment of a utility and enterprise fund.

- A. There is hereby established a stormwater management utility within the Stockbridge utility department which shall be responsible for stormwater management throughout the city's corporate limits, and shall provide for the management, protection, control, regulation, use and enhancement of stormwater systems and facilities.
- B. The city manager and city clerk shall establish a stormwater enterprise fund in the city budget and accounting system, separate and apart from its general fund, for the purpose of dedicating and protecting all funding applicable to the purposes and responsibilities of the utility, including but not limited to rentals, rates, charges, fees and licenses as may be established by the mayor and council. All revenues and receipts of the stormwater utility shall be deposited promptly upon receipt into the stormwater enterprise fund, to be held and invested in trust for the purposes dedicated, and expended exclusively for purposes of the utility, including capital project construction. No other funds of the city shall be deposited in the stormwater enterprise fund or commingled with dedicated stormwater revenues, except that other revenues, receipts and resources not accounted for in the stormwater enterprise fund, including, but not limited to, grants, transfers of city funds, loans and bond proceeds may be combined with and applied to stormwater management capital projects as deemed appropriate by the city council, upon recommendation of the city manager.
- C. The mayor and council hereby transfers to the Department of Public Works operational control over the existing stormwater management systems and facilities owned and heretofore operated by the city and other related assets, including but not limited to properties upon which such facilities are located, easements, rights-of-entry and access and certain equipment.

8.30.040 - Definitions.

"Credit" means a conditional reduction in the amount of a stormwater service charge to an individual property based on the provision and continuing presence of an effectively maintained and operational on-site stormwater system or facility or the provision of a service or activity by property owner, which system, facility, service or activity reduces the stormwater utility's cost of providing stormwater services and facilities. Credits for on-site stormwater systems shall be generally proportional to the affect that such systems have on the peak rate of runoff from the site.

"Customers of the stormwater management utility" includes all persons, properties and entities served by and/or benefiting from the utility's acquisition, management, maintenance, extension and improvement of the public stormwater management systems and facilities and regulation of public and private stormwater systems, facilities and activities related thereto, and persons, properties and entities which will ultimately be served or benefited as a result of the stormwater management program.

"Detached dwelling unit" means developed land containing one (1) structure which is not attached to another dwelling and which contains one (1) or more bedrooms, with a bathroom and kitchen facilities, designed for occupancy by one (1) family. Detached dwelling units may include houses, manufactured homes and mobile homes located on one (1) or more individual lots or parcels of land. Developed land may be classified as a detached dwelling unit despite the presence of incidental structures associated with residential uses such as garages, carports or small storage buildings, or the presence of a commercial use within the dwelling unit so long as such use does not result in additional impervious areas such as parking spaces, playgrounds or structures or additions to the building which are used as offices, storage facilities, meeting rooms, classrooms, houses of worship or similar non-residential uses. Detached dwelling unit shall not include developed land containing structures used primarily for non-residential purposes, manufactured homes and mobile homes located within manufactured home or mobile home parks where the land is owned by others than the owners of the manufactured homes or mobile homes or multiple dwelling unit residential properties.

"Developed land" means all real property altered from its natural state by grading, paving, compaction, construction of structures, impervious services or drainage works so that hydrologic response of the property is changed from that which would occur in the natural undeveloped condition.

"Duplexes and triplexes" means developed land containing two (2) (duplex) or three (3) (triplex) attached residential dwelling units located on one (1) or more parcels of land.

"Equivalent runoff unit (ERU)" is defined to serve as a reference point for comparing dissimilar properties and attaining an equitable distribution of the cost of services and facilities through a stormwater management service charge. The equivalent runoff unit in Stockbridge has been determined through engineering and analysis to include two (2) primary parameters with the following metrics: (1) One (1) acre of gross area, and (2) two thousand (2,000) square feet of impervious area. These units will be used to determine and compute the service charge for all properties within the city.

"Hydrologic response" of a property is the manner and means whereby stormwater collects, remains, infiltrates and is conveyed from a property. It is dependent on several factors including, but not limited to, the presence of impervious area; the size, shape, topographic, vegetative and geologic conditions of a property; antecedent moisture conditions; and groundwater conditions on a property.

"Impervious" means not allowing the passage of water through the surface on the ground or ground covering or a substantial reduction in the capacity for water to pass through the surface of the ground or ground covering as it would under natural conditions. The following types of surfaces will be considered "impervious" for purposes of the stormwater utility: the projected area of buildings; asphalt-, concrete-, brick- or stone-paved areas; improved vehicular drives and parking areas; compacted gravel and soil surfaces; fabric or plastic coverings; and other surfaces that prevent or impede the natural infiltration of stormwater runoff or that change the hydrologic response of the property that existed prior to development.

"Multiple dwelling unit residential properties" means developed land whereon four (4) or more attached residential dwelling units are located and shall include, but not be limited to, apartment houses, condominiums, town homes, attached single-family homes, boarding houses, group homes, hotels and motels, retirement centers and other structures in which four (4) or more family groups

commonly and normally reside or could reside. In the application of stormwater service charge rates, multiple dwelling unit properties shall be treated as other developed lands.

"Other developed land" means, but shall not be limited to, multiple dwelling unit residential properties, manufactured home and mobile home parks, commercial and office buildings, public buildings and structures, industrial and manufacturing buildings, storage buildings and storage areas covered with impervious surfaces, parking lots, parks, recreation properties, public and private schools and universities, research stations, hospitals and convalescent centers, airports, agricultural uses covered by impervious surfaces, water reservoirs and water and wastewater treatment plants.

"Service charges" means the periodic rate, fee or charge applicable to a parcel of land, which charge shall be reflective of the service provided by the city stormwater utility. Service charges are based on measurable parameters which influence the stormwater utility's cost of providing services and facilities, with the most important factor being the amount of impervious area on each parcel of land. The use of impervious area as a service charge rate parameter shall not preclude the use of other parameters, or the grouping of properties having similar characteristics through the use of ranges or rounding up or down to a consistent numerical interval, or the use of flat rate charges for one (1) or more classes of similarly situated properties whose impact on the stormwater utility's cost of providing stormwater management services and facilities is relatively consistent. Stormwater service charges may also include special charges to the owners of particular properties for services or facilities uniquely related to stormwater management of that property, including but not limited to charges for development plan review, inspection of development projects and on-site stormwater control systems and enhanced level of stormwater services above those normally provided by the city.

"Stormwater management systems" includes facilities, operations and programs that address the issues of drainage management (flooding) and environmental quality (pollution, erosion and sedimentation) of receiving rivers, streams, creeks, lakes, ponds and reservoirs through improvements, maintenance, regulation and funding of plants, works, instrumentalities and properties used or useful in the collection, retention, detention and treatment of stormwater or surface water drainage.

"Undeveloped land" means land in its unaltered natural state or which has been notified to such minimal degree as to have a hydrologic response comparable to land in an unaltered natural state shall be deemed undeveloped. Undeveloped land shall have no pavement, asphalt or compacted gravel surfaces or structures which create an impervious surface that would prevent infiltration of stormwater or cause stormwater to collect, concentrate or flow in a manner materially different than that which would occur if the land was in an unaltered natural state.

8.30.050 - Scope of responsibility for the city stormwater system.

- A. The stormwater management utility shall be responsible for stormwater management throughout the corporate limits of the city government. The utility shall provide for the conservation, management, protection, control, use and enhancement of stormwater through planning, acquisition, construction, installation, management, operation, maintenance, regulation, extension and improvement of the public stormwater systems to collect, control, convey, store, detain, retain, recharge and treat stormwater and through regulation of stormwater management systems on private property. It shall be the long-term objective of the city to provide a comparable and consistent level of stormwater service to similarly situated properties throughout the service area.

- B. The city stormwater system consists of all rivers, streams, creeks, branches, lakes, reservoirs, ponds, drainage ways, channels, ditches, swales, storm sewers, culverts, inlets, catch basins, pipes, head walls and other structures, natural or man-made, within the political boundaries of the city of Stockbridge which control and/or convey stormwater through which the city intentionally diverts surface waters from its public streets and properties. The city owns or has legal access for purposes of operation, maintenance and improvements to those segments of this system which: (1) are located within public streets, rights-of-way and easements; (2) are subject to easements, rights-of-entry, rights-of-access, rights-of-use or other permanent provisions for adequate access for operation, maintenance and/or improvement of systems and facilities; or (3) are located on public lands to which the city has adequate access for operation, maintenance and/or improvement of systems and facilities.
- C. Operation and maintenance of stormwater systems and facilities which are located on private property or public property not owned by the city and for which there has been no public dedication of such systems and facilities for operation, maintenance and/or improvement of the systems and facilities shall be and remain the legal responsibility of the property owner, or its occupant, or the homeowner's association in the case of a development, except as that responsibility may be otherwise affected by the laws of the state of Georgia and/or the United States of America. Where no dedication has been made and a private individual, entity or homeowner's association becomes responsible for the maintenance of a facility or pond following the expiration of the developer's four (4) year maintenance bond, an easement in favor of the city shall be required. If, at any time, a responsible party fails to maintain a stormwater facility or pond in the manner contemplated by the city in Chapter 8.24, and specifically Section 8.24.140, then the city will act to maintain the facility or pond in a manner provided for under Chapter 8.24. The private party shall remain responsible for all costs incurred for that maintenance provided by the city. For the purpose of the city's conducting such maintenance activities all final subdivision plats that contemplate stormwater facilities or ponds shall provide for, at minimum, a thirty-foot (30') gravel easement from the existing public roadway to the detention facility or pond.
- D. It is the intent of the ordinance codified in this chapter to protect the public health, safety and general welfare of all properties and persons in general, but not to create any special duty or relationship with any individual person or to any specified property within or without the boundaries of the City of Stockbridge. The city expressly reserves the right to assert all available immunities and defenses in any action seeking to impose monetary damages upon the city, its officers, employees and agents arising out of any alleged failure or breach of duty or relationship as may now exist or hereafter be created. To the extent any permit, plan approval, inspection or similar act is required by the city as a condition precedent to any activity by or upon property not owned by the city, pursuant to the ordinance codified in this chapter or any other regulatory ordinance, regulation or rule of the city or under federal or state law, the issuance of such permit, plan approval or inspection shall not be deemed to constitute a warranty, express or implied, nor shall afford the basis for any action, including any action based on failure to permit or negligent issuance of a permit, seeking the imposition of money damages against the city, its officers, employees or agents.

8.30.060 - Requirements for on-site stormwater systems; inspections and enforcement methods.

- A. The appropriate and efficacious management of the stormwater management system by the city on behalf of all its citizens and in compliance with applicable state and federal law places necessary and appropriate obligations on private property owners as well. All property owners and developers of developed real property within the city shall provide, manage, maintain and operate

on-site stormwater systems sufficient to collect, convey, detain and discharge stormwater in a safe manner consistent with all city development regulations and the laws of the state of Georgia and the United States of America following the expiration of any existing maintenance bond by a builder or developer. The city shall have the right, pursuant to the authority of the ordinance codified in this chapter, for its designated officers and employees to enter upon private and public property owned by entities other than the city, upon reasonable notice to the owner thereof, to inspect the property and conduct surveys and engineering tests thereon in order to assure compliance, as well as to conduct maintenance that has not been properly conducted as contemplated by the city's code.

- B. Any failure to meet the obligations set forth in this chapter shall constitute a nuisance and be subject to an abatement action filed by the city in the municipal court. In the event a public nuisance is found by the court to exist, which the owner fails to properly abate within such reasonable time as allowed by the court, the city may enter upon the property and cause such work as is reasonably necessary to be performed pursuant to the guidelines set out in the city code.
- C. The property owners that are serviced by stormwater facilities and the titleholder to the property upon which the stormwater facilities are located shall be responsible for the continued maintenance and payment of all expenses incurred for the operation, maintenance and repair of facilities.

8.30.070 - General funding policy.

- A. It shall be the policy of the city that funding for the stormwater utility is equitably derived through methods that have demonstrable relationships to the varied demands and costs imposed on the stormwater systems and programs and/or the level of service provided as a result of the provision of stormwater services and facilities.
- B. Service charges for stormwater management shall be fair and reasonable and shall bear a substantial relationship to the cost of providing services and facilities. The cost of stormwater services and facilities may include administrative, operating, capital investment, debt service, engineering and planning and reserve expenses, and may also include related regulatory expenses associated with watershed management requirements. Properties shall be charged rentals, rates, charges, fees or licenses in proportion to their related cost of service impact.
- C. Service charge rates shall be designed to be consistent and coordinated with the use of other funding methods employed for stormwater management by the city, whether within or outside the stormwater utility, including but not limited to plan review and inspection fees, special fees for services, fees in lieu of regulatory requirements, impact fees, system development charges and special assessments.

8.30.080 - Effective date of stormwater charges.

Stormwater service charges shall accrue beginning August 1, 2004, and shall be billed periodically thereafter to customers, except as specific exemptions and credits may apply.

8.30.090 - Stormwater management utility service charges.

- A. There are hereby established stormwater management utility service charges that shall be billed to all properties in the Stockbridge service area, except as specific exemptions or credits may allow for in the ordinance codified in this chapter or shall allow in future ordinances or amendments to this chapter. The stormwater management utility service charges may, but are not required to, include a service rate charge applied to each property. The service rate charge, if applied, shall be related generally to the amount and quality of runoff discharged to the public stormwater systems and stormwater receiving waters and to the costs of services associated with stormwater management. The service charge may also include a base rate charge for certain costs of service common to all stormwater management accounts, and/or special service charges to persons, entities or properties that require services and/or facilities not commonly needed by all persons, entities or properties.
- B. The service rate charge, if applied, shall be reflective of the cost of providing services and facilities to properly control storm-water runoff quantity and quality. The three (3) most important factors in the city's present cost of providing stormwater management services and facilities to individual properties are: (1) the size of each property; (2) the amount of impervious area on each property; and (3) the number of parcels in the service area.
- C. A base rate charge, if applied, shall be structured to recover those stormwater management costs of service that are not related to the size of individual properties or the amount of impervious area on individual properties, and may include, but are not limited to, the cost of billing and accounting for service charges to each account and other administrative and overhead expenses.
- D. Special service charges, if applied, shall be structured to recover the cost of providing to certain persons, entities and properties types or levels of stormwater management services that are not commonly required by all stormwater service charge ratepayers. Such services may include, but are not limited to, private development plan review and inspection, site inspections to verify the operational condition of on-site stormwater management systems, such as private detention/retention and conveyance facilities, monitoring and mitigative activities related to conditions on individual properties that impact water quality and actions to abate conditions on private properties that do not comply with adopted city standards and/or that interfere with proper stormwater management and have been determined to constitute a public nuisance.
- E. The professional engineering and management analysis conducted for the city determined that properties within the city service area classified as single-family residential property can be equitably and fairly charged based on a two-tier (2) grouping according to the number of ERU's and parcel area. This method greatly simplified the computation of charges and reduces significantly the costs associated with individually unique parcel measurements. Tier 1 properties in this class are all parcels up to ten thousand (10,000) square feet in size; Tier 2 properties are parcels greater than ten thousand (10,000) square feet in size. Tier 1 parcels are assessed one (1) ERU, and Tier 2 parcels are assessed two (2) ERU's. The mayor and city council hereby adopt these values as representative of the conditions of single-family residential property in Stockbridge. These values shall serve as the basis on which service rate charges will be calculated. Each single-family residential property shall be billed a stormwater service rate charge for the number of ERU's and the whole number of acres of parcel area. Tier 1 and Tier 2 parcels are assigned an acreage charge based on the actual acreage to the next whole integer.
- F. Properties classified as nonresidential shall be billed on the basis of the number of ERU's and acres calculated to exist. Each acre or fraction thereof and ERU or fraction thereof shall be charged a service rate charge at the rate per ERU of impervious area and each acre unit as defined below.

G. The method of calculating the service rate charge for all properties shall be as follows:

$$\text{Parcel Fee} = (\text{IR}) \times (\text{ERU's}) + (\text{AR}) \times (\text{AU}) + (\text{AF})$$

IR is the impervious area rate as established by this chapter or by amendment to this chapter. It is applied to the number of ERU's rounded to the next whole number. An ERU is defined as two thousand (2,000) square feet of impervious area.

AR is the gross area rate as established by this chapter or by amendment to this chapter. It is applied to the number of acre units (AU's) in the parcel rounded to the next whole acre.

AF is the administrative cost factor established by this chapter or by amendment to this chapter. The AF is applied as a fixed uniform flat charge to each parcel.

H. The annual IR per ERU for the service rate charge applicable to each property shall be as set forth via adoption of a fee schedule on an annual basis by the city unless modified to equitably account for special conditions on an individual property, adjusted for a particular property through the appeal process specified in this chapter, or changed hereafter by ordinance.

I. The annual AR per AU for the service rate charge applicable to each property shall be as set forth via adoption of a fee schedule on an annual basis by the city unless modified to equitably account for special conditions on an individual property, adjusted for a particular property through the appeal process specified in this chapter, or changed hereafter by ordinance.

J. The annual base rate charge AF per each billed account shall be as set forth via adoption of a fee schedule on an annual basis by the city unless changed hereafter by ordinance.

8.30.100 - Exemptions and credits applicable to stormwater service charges.

Except as provided in this section, no public or private property shall be exempt from stormwater utility service charges or receive a credit or offset against such service charges. No exception, credit, offset or other reduction in stormwater service charges shall be granted based on the age, tax or economic status, race or religion of the customer, or other condition unrelated to the stormwater utility's cost of providing stormwater services and facilities. A stormwater utility service charge credit technical manual will be prepared by the city's consulting engineers specifying the design and performance standards of on-site systems, facilities, activities and services which qualify application of a service charge credit, and how such credits shall be calculated. This manual will be separately approved by the mayor and council and, by reference, incorporated herein.

A. Undeveloped land as defined in this chapter shall be exempt from stormwater service charges.

B. Developed land other than individual detached dwelling units, including but not limited to multiple dwelling unit residential properties, manufactured home and mobile home parks, commercial and office buildings, public buildings and structures, industrial and manufacturing buildings, storage buildings and storage areas covered with impervious surfaces, parking lots, public streets, roads, alleys and byways, parks, recreation properties, public and private schools and universities, research stations, hospitals and convalescent centers, airports, agricultural uses covered by impervious surfaces, water reservoirs and water and wastewater treatment plants may receive a stormwater service charge credit. The stormwater service charge credit shall be determined based on the technical requirements and standards contained in the stormwater utility service charge credit technical manual. The stormwater service charge credit may be up to one hundred percent (100%) of the service charge

applicable to a property and shall be proportional to the extent that on-site systems, facilities, services and activities provided, operated and maintained by the property owner reduce or mitigate the stormwater utility's cost of providing services and facilities.

- C. Groups of detached dwelling units represented by an incorporated homeowner's association providing on-site systems, facilities, services or activities which reduce or mitigate the stormwater utility's cost of providing services and facilities may receive a stormwater service charge credit. The stormwater service charge credit shall be determined based on the technical requirements and standards contained in the stormwater utility service charge credit technical manual. The stormwater service charge credit available to groups of detached dwelling units may be up to one hundred percent (100%) of the service charge applicable to the individual properties, and shall be proportional to the extent that on-site systems, facilities, services and activities provided, operated and maintained by the homeowners association reduce or mitigate the stormwater utility's cost of providing services and facilities.
- D. Any credit allowed against the service charge is conditioned on continuing compliance with the city's design and performance standards as stated in the stormwater utility service charge credit technical manual and/or upon continuing the provision of the systems, facilities, services and activities provided, operated and maintained by the property owner or owners upon which the credit is based. A credit may be revoked by the city at any time for noncompliance.
- E. In addition to the foregoing credits based upon the design and performance of on-site systems, an educational credit shall be available to all public and private schools or school systems which agree to teach the WATER WISE program, an environmental science curriculum approved by the Georgia Department of Education, in grades one (1) through twelve (12). The educational credit may be up to fifty percent (50%) of the service charge applicable to a school property and shall be proportional to the extent the approved curriculum is taught. Educational credits may be taken in conjunction with any other credit available under this section. The superintendent of schools shall certify annually to the stormwater utility director, before August 1, the extent to which the curriculum was taught.

8.30.110 - Stormwater service charge billing, delinquencies, collections.

- A. Stormwater management utility service charges shall be billed and collected in the manner and at the interval deemed most efficient by the city and shall be payable in accordance with the rules and regulations of the city finance department as applied generally to all bills. A stormwater service charge bill may be sent through the United States mail or by an alternate means notifying the customer of the amount of the bill, the date the payment is due and the past due date. Failure to receive a bill is not justification for nonpayment. Regardless of the party to whom the bill is initially directed, the owner of each parcel of developed land, as shown from public land records of Henry County, shall be ultimately obligated to pay such fee. If a customer is under billed or if no bill is sent, the city may back bill for a period of up to one (1) year but shall not assess penalties for any delinquency. A one and one-half percent (1.5%) per month late charge shall be billed based on the unpaid balance of any stormwater management utility service charge that becomes delinquent.
- B. The stormwater service charge may be billed through any reasonable method as determined and published by mayor and council. Said methods from which the city may elect to bill a property owner include but are not limited to on a common statement with applicable ad valorem taxes generated through Henry County taxing authority, in conjunction with other utility services provided by the city, or any other method by which the city could bill property owners.

- C. Any stormwater management utility service charge or portion of a service charge not paid when due may be recovered in an action at law or equity by the city.
- D. In addition to any other remedies or penalties provided by the ordinance codified in this chapter or any other ordinance of the city, failure to pay any utility service charge when billed in conjunction with another utility bill may result in a discontinuance of any or all other utility services provided by the city or by other with whom contractual agreements provide for discontinuance of service for nonpayment. The owner of each property, building, premises, lot or house shall be obligated to pay such fee, which shall be enforceable by the city by action at law or equity.
- E. No lien shall be imposed for delinquent collections unless a judgment is first obtained from a court of competent jurisdiction.
- F. Suits for collection shall be commenced by the city in the county of the owner's residence; provided, however, if the owner is not a resident of this state, suit may be filed in the Superior or State Court of Henry County, Georgia. If a suit is instituted by the city for collection, the owner shall pay court costs, litigation expenses and reasonable attorney's fees incurred by the city.
- G. If suit is instituted for the collection of any fees due hereunder or for the enforcement of the provisions of this chapter, the owner shall pay the court costs, litigation expenses and reasonable attorney's fees associated therewith.

8.30.120 - Appeals.

Any customer who believes the provisions of this chapter have been applied in error may appeal in the following manner:

- A. An appeal must be filed in writing with the city manager. In the case of service charge appeals, the appeal shall include a survey prepared by a registered land surveyor or professional engineer containing information on the total property area, the impervious surface area and any other features or conditions which influence the hydrologic response of the property to rainfall events.
- B. Based on the information provided, a technical review shall be conducted by the city's engineer and a written determination will be issued within thirty (30) days stating whether an adjustment to the service charge is appropriate and, if so, the amount of such adjustment.
- C. In response to an appeal, the city manager or their designee may adjust the stormwater service charge applicable to a property in conformance with the general purpose and intent of this chapter.
- D. A decision of the city's engineer which is adverse to an appellant may be further appealed to the city manager within thirty (30) days of receipt of notice of the adverse decision. Notice of the appeal shall be served on the city manager by the appellant, stating the grounds for the appeal. The city manager shall issue a written decision on the appeal within thirty (30) days. All decisions of the city manager shall be served on the appellant personally or by registered or certified mail, sent to the billing address of the appellant.
- E. If the person or entity seeking adjustment or relief from the service charge desires, the decision of the city manager may be appealed in writing to the mayor and city council. Such appeals must be made within thirty (30) days of the decision of the city manager and include a written basis for the appeal. The decision of the mayor and city council shall be final.

- F. This appeal process shall not interfere with the rights of the person or entity to seek judicial relief in a court of competent jurisdiction but shall be exhausted before judicial relief is pursued. Any appeal to the Superior Court of Henry County must be filed within thirty (30) days of the decision of the mayor and city council.
- G. Notices of the appeal and decisions shall be served personally or delivered by registered or certified mail to the address of record.

Revised August 28, 2019

STATE OF GEORGIA
HENRY COUNTY GEORGIA
CITY OF STOCKBRIDGE

ORDINANCE NO. _____

AN ORDINANCE TO AMEND CHAPTER 8.30 OF THE STOCKBRIDGE MUNICIPAL CODE; TO PROVIDE FOR SEVERABILITY; TO REPEAL CONFLICTING ORDINANCES; TO PROVIDE AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

WHEREAS, the governing authority of the City of Stockbridge is the Mayor and Council thereof;

WHEREAS, the governing authority of the City of Stockbridge, Georgia desires to adopt a revised ordinance pertaining to stormwater management; and,

WHEREAS, the health, safety, and welfare of the citizens of Stockbridge, Georgia, will be positively impacted by the adoption of this Ordinance.

NOW THEREFORE, THE COUNCIL OF THE CITY OF STOCKBRIDGE HEREBY ORDAINS:

Section 1. That Chapter 8.30 of the Stockbridge Municipal Code is hereby deleted in its entirety and replaced with the provisions attached hereto as Exhibit A.

Section 2. The preamble of this Ordinance shall be considered to be and is hereby incorporated by reference as if fully set out herein.

Section 3. (a) It is hereby declared to be the intention of the Mayor and Council that all sections, paragraphs, sentences, clauses and phrases of this Ordinance are or were, upon their enactment, believed by the Mayor and Council to be fully valid, enforceable and constitutional.

(b) It is hereby declared to be the intention of the Mayor and Council that, to the greatest extent allowed by law, each and every section, paragraph, sentence, clause or phrase of this Ordinance is severable from every other section, paragraph, sentence, clause or phrase of this Ordinance. It is hereby

further declared to be the intention of the Mayor and Council that, to the greatest extent allowed by law, no section, paragraph, sentence, clause or phrase of this Ordinance is mutually dependent upon any other section, paragraph, sentence, clause or phrase of this Ordinance.

(c) In the event that any phrase, clause, sentence, paragraph or section of this Ordinance shall, for any reason whatsoever, be declared invalid, unconstitutional or otherwise unenforceable by the valid judgment or decree of any court of competent jurisdiction, it is the express intent of the Mayor and Council that such invalidity, unconstitutionality or unenforceability shall, to the greatest extent allowed by law, not render invalid, unconstitutional or otherwise unenforceable any of the remaining phrases, clauses, sentences, paragraphs or sections of the Ordinance and that, to the greatest extent allowed by law, all remaining phrases, clauses, sentences, paragraphs and sections of the Ordinance shall remain valid, constitutional, enforceable, and of full force and effect.

Section 4. All ordinances and parts of ordinances in conflict herewith are hereby expressly repealed.

Section 5. Penalties in effect for violations of the City of Stockbridge at the time of the effective date of this Ordinance shall be and are hereby made applicable to this Ordinance and shall remain in full force and effect.

Section 6. The effective date of this Ordinance shall be the date of its enactment.

ORDAINED this 29th day of October, 2019.

CITY OF STOCKBRIDGE, GEORGIA

Anthony S. Ford, Mayor

ATTEST:

Vanessa Holiday, City Clerk

APPROVED AS TO FORM:

Michael Williams, City Attorney

Date Presented to Mayor: _____

Date Received from Mayor: _____



Where Community Connects

4640 North Henry Blvd. Stockbridge, GA 30281

APPLICATION FOR BOARD, COMMITTEE OR COMMISSION APPOINTMENT

Citizens provide a great insight and knowledge to City government. An avenue that the City of Stockbridge uses to get this insight is through the various Boards and Commissions of the City of Stockbridge. The members of the Boards and Commissions make decisions and help recommend and review policies for the City of Stockbridge and its Mayor and Council. This questionnaire will assist the Mayor and Council in the review process and in determining applicant eligibility requirements and qualifications for Board or Commission membership.

Questions to consider before applying for membership on a Board or Commission:

- Do I fully understand what this Board, Committee or Commission expects from me?
- Am I committed to the goals and mission of this Board, Committee or Commission?
- Can I afford the demands on my time, resources and energy?
- Will I attend meetings regularly, making them a priority for the duration of my appointment?
- Am I willing to perform a reasonable amount of work outside of regularly scheduled Board, Committee or Commission meetings and prepare for each meeting?
- Can I work effectively with the other members of the Board, Committee or Commission?
- Am I willing to participate in necessary Board, Committee or Commission training, education and development activities that will improve my effectiveness in my position?
- Am I willing to complete a Criminal Background Check upon selection?

APPLICANT INFORMATION

Applicant Name: Irvin K Culpepper Jr

Occupation: Financial Professional Employer: Kelso & Company (Retired)

Home Address: 837 Cog Hill City: McDonough Zip: 30253

Home Phone: [REDACTED] Home E-Mail: [REDACTED]

Work Phone: () Work E-Mail: _____

Cell Phone: [REDACTED] Preferred E-Mail: ☒ Home ☐ Work

Name and address of the business entity you own/operate, located within the city limits of Stockbridge (if applicable)

City of Stockbridge

BOARD, COMMITTEE OR COMMISSION APPLICATION

- a) Which Board(s) or Commission(s) do you wish to be appointed to? Stockbridge Development Authority
If applying for the Main Street Advisory Board, which position?
(see positions noted below) _____
- b) How long have you been a resident or business owner/operator in the City of Stockbridge? 5 Years 9 Months
- c) Are you current with all your financial obligations to the City of Stockbridge? ☒ Yes ☐ No
- d) Are you willing and available to attend training sessions on-site and/or off-site if provided by the City? ☒ Yes ☐ No
- e) Available Boards and Commissions and their terms and meeting schedules are listed at the end of this application. Are you able to meet the attendance requirements of the position for which you are applying? ☒ Yes ☐ No
- f) Do you know of any circumstances that would result in you having to abstain from voting on any action before the Board or Commission? ☐ Yes ☒ No If yes, please explain:

None.

- g) Do you or your employer, or your spouse, child, relative or their employers, do business with the City of Stockbridge
☒ Yes ☐ No If yes, please explain:

My wife, Brenda Culpepper, is president of the Eagle's Landing Golf Community HOA which straddles the McDonough Stockbridge line. Our house is actually in the Stockbridge portion of the community.

- h) Do you have any employment or contractual relationship with the City of Stockbridge that would create a continuing or frequently recurring conflict regarding your participation on a Board or Commission? ☐ Yes ☒ No
If yes, please explain:

City of Stockbridge

BOARD, COMMITTEE OR COMMISSION APPLICATION

- i) Please briefly explain your reasons for wishing to serve on the Board or Commission you select:

I have been in the Community for just over 5 1/2 years and have been excited to see the development potential of this area of Henry County. My experience as an investment professional working for over 40 years on Park Avenue in New York City has provided me extensive experience that I would be happy to utilize in helping this area grow. I also served as a director, for over a decade, on the New York City Industrial Development Board.

- j) Are you willing to be considered for appointment to any of the other Boards or Commissions of the City if a position is not available on the Board or Commission of your first choice? ☒ Yes ☐ No If yes, please list the Boards or Commissions for which you would like to be considered (in order of interest):

Development Authority; Downtown Development Authority; Public Facilities Authority, Planning Commission

- k) Please attach a Resume of Qualifications for the Board position for which you are applying.

APPLICANT STATEMENT

I understand that I am applying for appointment to a Board, Committee or Commission office of the City of Stockbridge that the appointing authority may require an interview prior to consideration for appointment; that I will be required to take an oath of office to uphold the City's charter and ordinances; that I may be removed from office for any reason permitted by law or City charter; and that my application will remain on file for consideration for a period of six (6) months, after which time, I will need to file a new application. I always agree to comply with all requirements of the office for which I am applying and to which I may be appointed. All statements and information provided in this application are true to the best of my knowledge.

Signature ScantronData.com
Irvin Kenneth Culpepper, Jr.
Key: 0125815508177232016133304001400

Signature

Irvin K Culpepper Jr

Printed Name

08/26/2019

Date

Please return signed application to:

City Clerk
City of Stockbridge
4640 North Henry Blvd.
Stockbridge, Georgia 30281

Fax: 770.389.7912
Email: cityclerk@cityofstockbridge-ga.gov



Where Community Connects

4640 North Henry Blvd. Stockbridge, GA 30281

APPLICATION FOR BOARD, COMMITTEE OR COMMISSION APPOINTMENT

Citizens provide a great insight and knowledge to City government. An avenue that the City of Stockbridge uses to get this insight is through the various Boards and Commissions of the City of Stockbridge. The members of the Boards and Commissions make decisions and help recommend and review policies for the City of Stockbridge and its Mayor and Council. This questionnaire will assist the Mayor and Council in the review process and in determining applicant eligibility requirements and qualifications for Board or Commission membership.

Questions to consider before applying for membership on a Board or Commission:

- Do I fully understand what this Board, Committee or Commission expects from me?
- Am I committed to the goals and mission of this Board, Committee or Commission?
- Can I afford the demands on my time, resources and energy?
- Will I attend meetings regularly, making them a priority for the duration of my appointment?
- Am I willing to perform a reasonable amount of work outside of regularly scheduled Board, Committee or Commission meetings and prepare for each meeting?
- Can I work effectively with the other members of the Board, Committee or Commission?
- Am I willing to participate in necessary Board, Committee or Commission training, education and development activities that will improve my effectiveness in my position?
- Am I willing to complete a Criminal Background Check upon selection?

APPLICANT INFORMATION

Applicant Name: Shameka A. Jones

Occupation: Business Management Consultant Employer: Mainspring Business Group, LLC

Home Address: 302 Goldenrod Drive City: Stockbridge Zip: 30281

Home Phone: () Home E-Mail:

Work Phone: () Work E-Mail:

Cell Phone: () Preferred E-Mail: ☒ Home ☐ Work

Name and address of the business entity you own/operate, located within the city limits of Stockbridge (if applicable)

City of Stockbridge

BOARD, COMMITTEE OR COMMISSION APPLICATION

a) Which Board(s) or Commission(s) do you wish to be appointed to? Development Authority

If applying for the Main Street Advisory Board, which position?
(see positions noted below)

b) How long have you been a resident or business owner/operator in the City of Stockbridge? 18 Years 11 Months

c) Are you current with all your financial obligations to the City of Stockbridge? ☒ Yes ☐ No

d) Are you willing and available to attend training sessions on-site and/or off-site if provided by the City? ☒ Yes ☐ No

e) Available Boards and Commissions and their terms and meeting schedules are listed at the end of this application.
Are you able to meet the attendance requirements of the position for which you are applying? ☒ Yes ☐ No

f) Do you know of any circumstances that would result in you having to abstain from voting on any action before the Board or Commission? ☐ Yes ☒ No If yes, please explain:

No.

g) Do you or your employer, or your spouse, child, relative or their employers, do business with the City of Stockbridge
☐ Yes ☒ No If yes, please explain:

No.

h) Do you have any employment or contractual relationship with the City of Stockbridge that would create a continuing or frequently recurring conflict regarding your participation on a Board or Commission? ☐ Yes ☒ No
If yes, please explain:

City of Stockbridge

BOARD, COMMITTEE OR COMMISSION APPLICATION

- i) Please briefly explain your reasons for wishing to serve on the Board or Commission you select:

For almost 2 decades, I have witnessed the growth and development of Stockbridge. As a business consultant, I have traveled and worked in numerous cities across the U.S. I would like to contribute to the city's furtherment of creating a "Live, Work, & Play" lifestyle community.

- j) Are you willing to be considered for appointment to any of the other Boards or Commissions of the City if a position is not available on the Board or Commission of your first choice? ☒ Yes ☐ No If yes, please list the Boards or Commissions for which you would like to be considered (in order of interest):

Council of Aging (COA)

- k) Please attach a Resume of Qualifications for the Board position for which you are applying.

APPLICANT STATEMENT

I understand that I am applying for appointment to a Board, Committee or Commission office of the City of Stockbridge that the appointing authority may require an interview prior to consideration for appointment; that I will be required to take an oath of office to uphold the City's charter and ordinances; that I may be removed from office for any reason permitted by law or City charter; and that my application will remain on file for consideration for a period of six (6) months, after which time, I will need to file a new application. I always agree to comply with all requirements of the office for which I am applying and to which I may be appointed. All statements and information provided in this application are true to the best of my knowledge.


Shameka A. Jones

Signature

Shameka A. Jones

Printed Name

08/27/2019

Date

Please return signed application to:

City Clerk
City of Stockbridge
4640 North Henry Blvd.
Stockbridge, Georgia 30281

Fax: 770.389.7912
Email: cityclerk@cityofstockbridge-ga.gov

City of Stockbridge

BOARD, COMMITTEE AND COMMISSION INFORMATION

Council on Aging (COA) The Henry County Council on Aging is a 501(c)(3) non-profit organization made up of nineteen (19) volunteers who serve as directors. Directors are selected by each County Commissioner and City Council members of the four cities. The COA's primary objective is to support programs that serve Henry County senior citizens. Supported programs include Meal-on-Wheels, Nutrition Supplements, In-Home Services, Senior Centers, and Volunteer Activities. The council members serve as advocates on behalf of the senior citizens of Henry County. The COA's primary fundraising event is the Miles-for-Meals Campaign which is held annually on the first Saturday in May. To be eligible to serve as a representative for the City of Stockbridge, an applicant must reside within the city limits of Stockbridge. Term is one (1) year and member is eligible for re-appointment.

Downtown Development Authority (DDA) The DDA's mission is to oversee the revitalization and redevelopment of the central business district and to develop and promote for the public good and general welfare, trade, commerce, industry and employment opportunities. The DDA is comprised of seven (7) members who are:

- (1) a taxpayer residing in the municipal corporation for which the authority is created; or
- (2) an owner or operator of a business located within the downtown development area and a taxpayer residing in the county in which is located the City of Stockbridge; (one such director may be a member of the governing body of the City of Stockbridge and not less than four shall be or represent a party who has an economic interest in the redevelopment and revitalization of the downtown development area defined herein).
- (3) one director who resides outside the county; in which the City of Stockbridge is located, provided, that director owns a business within the downtown development area and is a resident of the State of Georgia; or own and operate a business within the city. Four of the members must have a specific economic interest in the downtown area. The members are appointed by the Mayor and Council and each serve 4-year terms and are eligible for re-appointment.

Regular Meetings are held the 3rd Monday of each month (or as necessary) --

Public Facilities Authority (PFA) which shall be deemed to be a political subdivision of the state and a public corporation. Such corporation shall be separate and distinct from any public corporation or other entity heretofore created by the General Assembly and shall be an instrumentality of the state exercising governmental and proprietary powers. The authority is created for the purpose of promoting the public good and general welfare of the citizens of the city and of the state and financing and providing facilities, equipment, and services within the city, for sale to, lease or sublease to, or operation by any public body or any private person. In connection with the exercise of any of its powers, the members of the authority may make findings or determinations that the exercise of its powers as proposed will promote the public good and general welfare, and assist public bodies in providing facilities, equipment, and services in the city, and such findings or determinations, if made, shall be conclusive and binding and shall not be subject to review.

Three members shall be persons residing in the City of Stockbridge; Four members shall be persons residing in Henry County who possess specific experience, knowledge, or professional expertise in the field of banking, finance, real estate development, community development, or another area of expertise related to economic development. To be eligible for appointment as a member of the authority, a person shall be at least 21 years of age and a resident of Henry County for at least two years prior to the date of his or her appointment and shall not have been a convicted felon. The mayor or any member of the city council may be appointed to serve as one of the seven members of the authority.

City of Stockbridge

BOARD, COMMITTEE AND COMMISSION INFORMATION

Development Authority (DA) The directors shall be taxpayers residing in the county or municipal corporation for which the authority is created, and their successors shall be appointed as provided by the resolution provided for in Code Section 36-62-4. The governing authority of a county or municipality may appoint no more than one member of the governing authority as a director.

Planning Commission formerly known as the Zoning Advisory Board (ZAB) The Planning Commission is an advisory body to the City Council, which is responsible for directing the short and long-range growth and development of the City through maintenance and implementation of the City's General Land Use and Development Plans. The Commission is composed of (6) six members who shall be residents of the City, serve with compensation and shall be appointed upon the basis of the majority of the City Council. Commissioners shall serve a four-year term with a maximum of two full consecutive terms. Commissioner shall not hold any other public office or position with the City of Stockbridge.

Planning Commission meetings are held on the 4th Thursday of every month at 7:00 p.m., with a called meeting taking place in a rare circumstance.

Board of Ethics – The Board of Ethics consists of three (3) residents of the city to be appointed as follows: the mayor shall appoint one (1) resident; and the council members, exclusive of the mayor and by an affirmative vote of the majority of its members, shall appoint two (2) residents. The mayor shall appoint a fifth member, said appointment to be confirmed by the city council. The third member of the board of ethics and all shall serve a two-year term. In the event of a vacancy due to resignation, death, incapacity, disqualification or removal for cause, the appointing party (i.e. the mayor or the council) shall appoint a new qualified resident to fill the remainder of the term. No person shall serve on the board of ethics if the person has or has had within the preceding one (1) year period, any interest in any contract or contracting opportunity with the city or has been employed by the city. Members of the board of ethics with any permit or rezoning application pending before the city, or any pending or potential litigation against the city or any city official charged in the complaint shall be disqualified from serving on the board of ethics for that complaint. An alternative member of the board of ethics shall be selected in the same manner as the disqualified individual. No person shall serve on the board of ethics who has been convicted of a felony involving moral turpitude in this state or in any other state, unless such person's civil rights have been restored and at least ten (10) years have elapsed from the date of the completion of the sentence without a subsequent conviction of another felony involving moral turpitude. No person shall serve on the board of ethics who is less than twenty one (21) years of age, who holds a public elective office, who is physically or mentally unable to discharge the duties of a member of the board of ethics, or who is not qualified to be a registered voter in the City of Stockbridge.

BOARD, COMMITTEE AND COMMISSION INFORMATION

Main Street Advisory Board — The Stockbridge Main Street Program is a community-driven initiative that focuses on conscientious revitalization of the Historic Downtown area. Based on the *Main Street Four-Point Approach™* which explores the four areas of Downtown **Design, Economic Restructuring, Promotion and Organization**, the underlying premise of the Main Street concept is to encourage economic development, within the context of historic preservation, in ways that are appropriate for today's marketplace. Main Street programs across the nation advocate a return to community self-reliance, local empowerment, and the rebuilding of traditional commercial districts based on their unique assets—distinctive architecture, a pedestrian-friendly environment, personal service, local ownership, and a sense of community. The Main Street Advisory Board is comprised of 11 members and will meet once per month (or as necessary). Each Board Member must agree to serve on at least one committee.

Position	Status	Term	Term Notes
City Council Member	Ex officio ¹ Board Member	1 year	Can be reappointed based on the calendar year, and approval by the City Council
Representative from the Downtown Development Authority	Ex Officio Member	1 year	Can be reappointed by the organization, then approved by the City Council.
2 - Stockbridge Residents	Regular Board Member	2 years	Can be reappointed by City Council
2 - Stockbridge Business or Property Owners / Operators (Within the Main Street District)	Regular Board Member	2 years	Can be reappointed by City Council
2- Stockbridge Business or Property Owners / Operators (Outside of the Main Street District)	Regular Board Member	2 years	Can be reappointed by City Council
Architect, Contractor, Interior Designer, or Landscape Architect (Henry County-based)	Regular Board Member	2 years	Can be reappointed by City Council
Representative from a Stockbridge-based Arts Organization	Regular Board Member	1 year	Can be reappointed by the organization, then approved by the City Council.
Representative from a Stockbridge-based financial institution	Regular Board Member	1 year	Can be reappointed by the financial institution, then approved by the City Council.

Main Street Advisory Board Offices² President Vice-President Secretary

¹ An Ex-Officio Board Member serves on the Board because of another office or position that he/she currently holds. The term is Latin, meaning literally "from the office", and the sense intended is "by right of office." Ex Officio members are afforded the same rights as regular Board members, including debate, making formal motions, and voting.

² There is no need for a separate position of Treasurer — City Finance Team will handle financial needs.

City of Stockbridge

Historic Preservation Commission – In the support and furtherance of its findings and determination that the historical, cultural and aesthetic heritage of the City of Stockbridge is among its most valued and important assets and that the preservation of this heritage is essential to the promotion of the health, prosperity and general welfare of the people. To stimulate revitalization of the business districts and historic neighborhoods and to protect and enhance local historic and aesthetic attractions to tourists and thereby promote and stimulate business. To enhance the opportunities for federal or state tax benefits under relevant provisions of federal or state law. To provide for the designation, protection, preservation and rehabilitation of historic properties and districts and to participate in federal or state programs to do the same.

The Commission shall consist of five (5) members appointed by the Mayor and ratified by the City Council. All members shall be residents of Stockbridge and shall be persons who have demonstrated special interest, experience or education in history, architecture or the preservation of historic resources. To the extent available in the City, at least three (3) members shall be appointed from among professionals in the disciplines of architecture, history, architectural history, planning, archaeology or related professions. Members shall serve three-year terms. Members may not serve more than two (2) consecutive terms. In order to achieve staggered terms, initial appointments shall be: one (1) member for one (1) year; two (2) members for two (2) years; and two (2) members for three (3) years. Members shall not receive a salary, although they may be reimbursed for expenses.

PROCEDURES FOR BOARD, COMMITTEE OR COMMISSION APPOINTMENT

- 1) Approximately four weeks before the end of a Board or Commission term, the City Manager will notify the Mayor and Council and the members of the Board or Committee affected of the positions and citizens whose terms will be expiring.
- 2) The City Manager will cause this information to be posted via the City's bulletin board, printed newsletter or other means to inform the residents in the city. This notice will also include qualifications (if any) to serve. The Mayor and Council will set the timeframe for the acceptance of applicants.
- 3) Applications shall be sent to the City Clerk. The Mayor and Council may interview candidates at its discretion. The Mayor and Council retain all responsibilities and rights to select candidates, nominate and confirm appointments as required by City Ordinance.
- 4) After any appointment, the new Board or Commission member, as well as the other members of that Board or Commission will receive notice of the appointment.



**City of Stockbridge
4640 North Henry Blvd.
Stockbridge, GA 30281**



APPLICATION FOR BOARD OR COMMISSION APPOINTMENT

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Questions to consider before applying for membership on a Board or Commission:

- Do I fully understand what this Board or Commission expects from me?
- Am I committed to the goals and mission of this Board or Commission?
- Can I afford the demands on my time, resources and energy?
- Will I attend meetings regularly, making them a priority for the duration of my appointment?
- Am I willing to perform a reasonable amount of work outside of regularly scheduled Board or Commission meetings and prepare for each meeting?
- Can I work effectively with the other members of the Board or Commission?
- Am I willing to participate in necessary Board or Commission training, education and development activities that will improve my effectiveness in my position?

APPLICANT INFORMATION

Applicant Name: Rashawn Rich George

Occupation: Senior Attorney Employer: Federal Aviation Administration

Home Address: 409 Azure Court City: Stockbridge Zip: 30281

Home Phone: [REDACTED] Home E-Mail: [REDACTED]

Work Phone: [REDACTED] Work E-Mail: [REDACTED]

Cell Phone: [REDACTED] Preferred E-Mail: ☒ Home ☐ Work

Name and address of the business entity you own/operate, located within the city limits of Stockbridge (if applicable) _____

City of Stockbridge

BOARD OR COMMISSION APPLICATION

- a) Which Board(s) or Commission(s) do you wish to be appointed to? Community Relations; Board of Ethics
If applying for the Main Street Advisory Board, which position?
(see positions noted below) _____
- b) How long have you been a resident or business owner/operator in the City of Stockbridge? 12 Years 6 Months
- c) Are you current with all of your financial obligations to the City? ☒ Yes ☐ No
- d) Are you willing and available to attend training sessions on-site and/or off-site if provided by the City? ☒ Yes ☐ No
- e) Available Boards and Commissions and their terms and meeting schedules are listed at the end of this application. Are you able to meet the attendance requirements of the position for which you are applying? ☒ Yes ☐ No
- f) Do you know of any circumstances that would result in you having to abstain from voting on any action before the Board or Commission? ☐ Yes ☒ No If yes, please explain:

- g) Do you or your employer, or your spouse, child, relative or their employers, do business with the City of Stockbridge
☐ Yes ☒ No If yes, please explain:

- h) Do you have any employment or contractual relationship with the City of Stockbridge that would create a continuing or frequently recurring conflict with regard to your participation on a Board or Commission? ☐ Yes ☒ No
If yes, please explain:

City of Stockbridge

BOARD OR COMMISSION APPLICATION

- i) Please briefly explain your reasons for wishing to serve on the Board or Commission you select:

I am a Senior Employment & Labor law attorney with the Federal Aviation Administration. In this capacity I represent the FAA in matters brought by its employees before the EEOC as a result of allegations of violations of Title VII, ADA, ADEA. Additionally, I represent the Agency in the appeal of personnel disciplinary action matters before Merit Systems Protection Board (MSPB). One of my duties as a Employment & Labor Law attorney is also to render ethics opinions. In this capacity review requests for ethics determinations and decide if various actions are applicable in accordance with Federal ethics rules and regulations.

In addition to my professional position, I was a member of the Citizens To Keep Stockbridge Together

- j) Are you willing to be considered for appointment to any of the other Boards or Commissions of the City if a position is not available on the Board or Commission of your first choice? ☒ Yes ☐ No If yes, please list the Boards or Commissions for which you would like to be considered (in order of interest):

Main Street Advisory Board, Downtown Development Authority, and Planning Commission

APPLICANT STATEMENT

I understand that I am applying for appointment to a Board or Commission office of the City of Stockbridge that the appointing authority may require an interview prior to consideration for appointment; that I will be required to take an oath of office to uphold the City's charter and ordinances; that I may be removed from office for any reason permitted by law or City charter; and that my application will remain on file for consideration for a period of six (6) months, after which time, I will need to file a new application. I agree to comply at all times with all requirements of the office for which I am applying and to which I may be appointed. All statements and information provided in this application are true to the best of my knowledge.

ESigned.com eSignature
Rashawn Rich George
Reg: 7141060211461151762-155 05/13/18

Signature

Rashawn Rich George

Printed Name

November 13, 2018

Date

Please return signed application to:

City Clerk
City of Stockbridge
4640 North Henry Blvd.
Stockbridge, Georgia 30281

Fax: 770.389.7912
Email: vholiday@cityofstockbridge-ga.gov

City of Stockbridge

BOARD AND COMMISSION INFORMATION

Council on Aging (COA) The Henry County Council on Aging is a 501(c)(3) non-profit organization made up of nineteen (19) volunteers who serve as directors. Directors are selected by each County Commissioner and City Council members of the four cities. The COA's primary objective is to support programs that serve Henry County senior citizens. Supported programs include Meal-on-Wheels, Nutrition Supplements, In-Home Services, Senior Centers, and Volunteer Activities. The council members serve as advocates on behalf of the senior citizens of Henry County. The COA's primary fundraising event is the Miles-for-Meals Campaign which is held annually on the first Saturday in May. To be eligible to serve as a representative for the City of Stockbridge, an applicant must reside within the city limits of Stockbridge.

Downtown Development Authority (DDA) (Regular Meetings are held the 3rd Monday of each month or as necessary) -- The DDA's mission is to oversee the revitalization and redevelopment of the central business district and to develop and promote for the public good and general welfare, trade, commerce, industry and employment opportunities. The DDA is comprised of seven (7) members who are:

(1) a taxpayer residing in the municipal corporation for which the authority is created; or

(2) an owner or operator of a business located within the downtown development area and a taxpayer residing in the county in which is located the City of Stockbridge; (one such director may be a member of the governing body of the City of Stockbridge and not less than four shall be or represent a party who has an economic interest in the redevelopment and revitalization of the downtown development area defined herein).

(3) one director who resides outside the county; in which the City of Stockbridge is located, provided, that director owns a business within the downtown development area and is a resident of the State of Georgia; or own and operate a business within the city. Four of the members must have a specific economic interest in the downtown area. The members are appointed by the Mayor and Council and each serve 4-year terms.

Planning Commission formerly known as the Zoning Advisory Board (ZAB) is responsible for reviewing applications for change in the land use and other items as required by the respective ordinances. The Planning Commission as a whole makes recommendations on zoning changes to the Mayor and Council who make the final decision to approve or deny an applicant's request during a public hearing on the proposal. The Planning Commission is comprised of six(6) members who are appointed by the City Council. Meetings are typically held once a month, although a called meeting may take place in rare circumstances.

The applicant must reside within the city limits of Stockbridge; be a resident of the United States; be at least 18 years of age; have a high school education or the equivalent; have no felony conviction or be judicially determined to be mentally incompetent (unless disability has been removed). Appointees cannot hold any other public office or position with the City.

Board of Ethics – The Board of Ethics consists of three (5) residents of the city to be appointed as follows: the mayor shall appoint one (1) resident; and the council members, exclusive of the mayor and by an affirmative vote of the majority of its members, shall appoint three (3) residents. The mayor shall appoint a fifth member, said appointment to be confirmed by the city council. The third member of the board of ethics and all shall server a two-year term. In the event of a vacancy due to resignation, death, incapacity, disqualification or removal for cause, the appointing party (i.e. the mayor or the council) shall appoint a new qualified resident to fill the remainder of the term. No person shall serve on the board of ethics if the person has, or has had within the preceding one (1) year period, any interest in any contract or contracting opportunity with the city or has been employed by the city. Members of the board of ethics with any permit or rezoning application pending before the city, or any pending or potential litigation against the city or any city official charged in the complaint shall be disqualified from serving on the board of ethics for that complaint. An alternative member of the board of ethics shall be selected in the same manner as the disqualified individual. No person shall serve on the board of ethics who has been convicted of a felony involving moral turpitude in this state or in any other state, unless such person's civil rights have been restored and at least ten (10) years have elapsed from the date of the completion of the sentence without a subsequent conviction of another felony involving moral turpitude. No person shall serve on the board of ethics who is less than twenty one (21) year of age, who holds a public elective office, who is physically or mentally unable to discharge the duties of a member of the board of ethics, or who is not qualified to be a registered voter in the City of Stockbridge.

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City of Stockbridge

rebuilding of traditional commercial districts based on their unique assets—distinctive architecture, a pedestrian-friendly environment, personal service, local ownership, and a sense of community. The Main Street Advisory Board is comprised of 11 members and will meet once per month (or as necessary). Each Board Member must agree to serve on at least one committee.

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Architect, Contractor, Interior Designer, or Landscape Architect (Henry County-based)	Regular Board Member	2 years	Can be reappointed by City Council
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Representative from a Stockbridge-based financial Institution	Regular Board Member	1 year	Can be reappointed by the financial institution, then approved by the City Council.

Main Street Advisory Board Offices² President Vice-President Secretary

¹ An Ex-Officio Board Member serves on the Board because of another office or position that he/she currently holds. The term is Latin, meaning literally "from the office", and the sense intended is "by right of office." Ex Officio members are afforded the same rights as regular Board members, including debate, making formal motions, and voting.

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- 4) After any appointment, the new Board or Commission member, as well as the other members of that Board or Commission will receive notice of the appointment.



Where Community Connects

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JUL 2 2019

City Clerk's Office
City of Stockbridge

4640 North Henry Blvd. Stockbridge, GA 30281

APPLICATION FOR BOARD, COMMITTEE OR COMMISSION APPOINTMENT

Citizens provide a great insight and knowledge to City government. An avenue that the City of Stockbridge uses to get this insight is through the various Boards and Commissions of the City of Stockbridge. The members of the Boards and Commissions make decisions and help recommend and review policies for the City of Stockbridge and its Mayor and Council. This questionnaire will assist the Mayor and Council in the review process and in determining applicant eligibility requirements and qualifications for Board or Commission membership.

Questions to consider before applying for membership on a Board or Commission:

- Do I fully understand what this Board, Committee or Commission expects from me?
- Am I committed to the goals and mission of this Board, Committee or Commission?
- Can I afford the demands on my time, resources and energy?
- Will I attend meetings regularly, making them a priority for the duration of my appointment?
- Am I willing to perform a reasonable amount of work outside of regularly scheduled Board, Committee or Commission meetings and prepare for each meeting?
- Can I work effectively with the other members of the Board, Committee or Commission?
- Am I willing to participate in necessary Board, Committee or Commission training, education and development activities that will improve my effectiveness in my position?
- Am I willing to complete a Criminal Background Check upon selection?

APPLICANT INFORMATION

Applicant Name: T. Edward Collins

Occupation: Commercial Real Estate Broker Employer: Coldwell Banker Commercial Metro

Home Address: 809 Black Diamond Dr City: McDonough Zip: 30253

Home Phone: [REDACTED] Home E-Mail: [REDACTED]

Work Phone: [REDACTED] Work E-Mail: [REDACTED]

Cell Phone: [REDACTED] Preferred E-Mail: ☒ Home ☐ Work

Name and address of the business entity you own/operate, located within the city limits of Stockbridge (if applicable)

City of Stockbridge

BOARD, COMMITTEE OR COMMISSION APPLICATION

Public Facilities Authority or
Development Authority

a) Which Board(s) or Commission(s) do you wish to be appointed to?

If applying for the Main Street Advisory Board, which position?
(see positions noted below)

N/A

b) How long have you been a resident or business owner/operator in the City of Stockbridge? 11 Years 6 Months

c) Are you current with all your financial obligations to the City of Stockbridge? ☐ Yes ☒ No

d) Are you willing and available to attend training sessions on-site and/or off-site if provided by the City? ☒ Yes ☐ No

e) Available Boards and Commissions and their terms and meeting schedules are listed at the end of this application.
Are you able to meet the attendance requirements of the position for which you are applying? ☒ Yes ☐ No

f) Do you know of any circumstances that would result in you having to abstain from voting on any action before the Board or Commission? ☐ Yes ☒ No If yes, please explain:

N/A

g) Do you or your employer, or your spouse, child, relative or their employers, do business with the City of Stockbridge
☐ Yes ☒ No If yes, please explain:

N/A

h) Do you have any employment or contractual relationship with the City of Stockbridge that would create a continuing or frequently recurring conflict regarding your participation on a Board or Commission? ☐ Yes ☒ No
If yes, please explain:

City of Stockbridge

BOARD, COMMITTEE OR COMMISSION APPLICATION

- i) Please briefly explain your reasons for wishing to serve on the Board or Commission you select:

I am very interested in helping to shape the future of the city of Stockbridge, the city where I have spend a number of years working and essentially living since 2008. I was further motivated by the failed attempt of the group trying to annex part of the city and it's citizens into a new city. After seeing that, I felt compelled to get more involved in the city of Stockbridge and it's future.

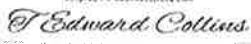
- j) Are you willing to be considered for appointment to any of the other Boards or Commissions of the City if a position is not available on the Board or Commission of your first choice? ☒ Yes ☐ No If yes, please list the Boards or Commissions for which you would like to be considered (in order of interest):

Downtown Development Authority

- k) Please attach a Resume of Qualifications for the Board position for which you are applying.

APPLICANT STATEMENT

I understand that I am applying for appointment to a Board, Committee or Commission office of the City of Stockbridge that the appointing authority may require an interview prior to consideration for appointment; that I will be required to take an oath of office to uphold the City's charter and ordinances; that I may be removed from office for any reason permitted by law or City charter; and that my application will remain on file for consideration for a period of six (6) months, after which time, I will need to file a new application. I always agree to comply with all requirements of the office for which I am applying and to which I may be appointed. All statements and information provided in this application are true to the best of my knowledge.


Key: 07060609110722010630811031000

Signature

T. Edward Collins

Printed Name

07/01/2019

Date

Please return signed application to:

City Clerk
City of Stockbridge
4640 North Henry Blvd.
Stockbridge, Georgia 30281

Fax: 770.389.7912
Email: cityclerk@cityofstockbridge-ga.gov

City of Stockbridge

BOARD, COMMITTEE AND COMMISSION INFORMATION

Council on Aging (COA) The Henry County Council on Aging is a 501(c)(3) non-profit organization made up of nineteen (19) volunteers who serve as directors. Directors are selected by each County Commissioner and City Council members of the four cities. The COA's primary objective is to support programs that serve Henry County senior citizens. Supported programs include Meal-on-Wheels, Nutrition Supplements, In-Home Services, Senior Centers, and Volunteer Activities. The council members serve as advocates on behalf of the senior citizens of Henry County. The COA's primary fundraising event is the Miles-for-Meals Campaign which is held annually on the first Saturday in May. To be eligible to serve as a representative for the City of Stockbridge, an applicant must reside within the city limits of Stockbridge. Term is one (1) year and member is eligible for re-appointment.

Downtown Development Authority (DDA) The DDA's mission is to oversee the revitalization and redevelopment of the central business district and to develop and promote for the public good and general welfare, trade, commerce, industry and employment opportunities. The DDA is comprised of seven (7) members who are:

- (1) a taxpayer residing in the municipal corporation for which the authority is created; or
- (2) an owner or operator of a business located within the downtown development area and a taxpayer residing in the county in which is located the City of Stockbridge; (one such director may be a member of the governing body of the City of Stockbridge and not less than four shall be or represent a party who has an economic interest in the redevelopment and revitalization of the downtown development area defined herein).
- (3) one director who resides outside the county; in which the City of Stockbridge is located, provided, that director owns a business within the downtown development area and is a resident of the State of Georgia; or own and operate a business within the city. Four of the members must have a specific economic interest in the downtown area. The members are appointed by the Mayor and Council and each serve 4-year terms and are eligible for re-appointment.

Regular Meetings are held the 3rd Monday of each month (or as necessary) --

Public Facilities Authority (PFA) which shall be deemed to be a political subdivision of the state and a public corporation. Such corporation shall be separate and distinct from any public corporation or other entity heretofore created by the General Assembly and shall be an instrumentality of the state exercising governmental and proprietary powers. The authority is created for the purpose of promoting the public good and general welfare of the citizens of the city and of the state and financing and providing facilities, equipment, and services within the city, for sale to, lease or sublease to, or operation by any public body or any private person. In connection with the exercise of any of its powers, the members of the authority may make findings or determinations that the exercise of its powers as proposed will promote the public good and general welfare, and assist public bodies in providing facilities, equipment, and services in the city, and such findings or determinations, if made, shall be conclusive and binding and shall not be subject to review.

Three members shall be persons residing in the City of Stockbridge; Four members shall be persons residing in Henry County who possess specific experience, knowledge, or professional expertise in the field of banking, finance, real estate development, community development, or another area of expertise related to economic development. To be eligible for appointment as a member of the authority, a person shall be at least 21 years of age and a resident of Henry County for at least two years prior to the date of his or her appointment and shall not have been a convicted felon. The mayor or any member of the city council may be appointed to serve as one of the seven members of the authority.

BOARD, COMMITTEE AND COMMISSION INFORMATION

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Position	Status	Term	Term Notes
City Council Member	Ex officio ¹ Board Member	1 year	Can be reappointed based on the calendar year, and approval by the City Council
Representative from the Downtown Development Authority	Ex Officio Member	1 year	Can be reappointed by the organization, then approved by the City Council.
2 - Stockbridge Residents	Regular Board Member	2 years	Can be reappointed by City Council
2 - Stockbridge Business or Property Owners / Operators (Within the Main Street District)	Regular Board Member	2 years	Can be reappointed by City Council
2- Stockbridge Business or Property Owners / Operators (Outside of the Main Street District)	Regular Board Member	2 years	Can be reappointed by City Council
Architect, Contractor, Interior Designer, or Landscape Architect (Henry County-based)	Regular Board Member	2 years	Can be reappointed by City Council
Representative from a Stockbridge-based Arts Organization	Regular Board Member	1 year	Can be reappointed by the organization, then approved by the City Council.
Representative from a Stockbridge-based financial institution	Regular Board Member	1 year	Can be reappointed by the financial institution, then approved by the City Council.

Main Street Advisory Board Offices² President Vice-President Secretary

¹ An Ex-Officio Board Member serves on the Board because of another office or position that he/she currently holds. The term is Latin, meaning literally "from the office", and the sense intended is "by right of office." Ex Officio members are afforded the same rights as regular Board members, including debate, making formal motions, and voting.

² There is no need for a separate position of Treasurer – City Finance Team will handle financial needs.

City of Stockbridge

PROCEDURES FOR BOARD, COMMITTEE OR COMMISSION APPOINTMENT

- 1) Approximately four weeks before the end of a Board or Commission term, the City Manager will notify the Mayor and Council and the members of the Board or Committee affected of the positions and citizens whose terms will be expiring.
- 2) The City Manager will cause this information to be posted via the City's bulletin board, printed newsletter or other means to inform the residents in the city. This notice will also include qualifications (if any) to serve. The Mayor and Council will set the timeframe for the acceptance of applicants.
- 3) Applications shall be sent to the City Clerk. The Mayor and Council may interview candidates at its discretion. The Mayor and Council retain all responsibilities and rights to select candidates, nominate and confirm appointments as required by City Ordinance.
- 4) After any appointment, the new Board or Commission member, as well as the other members of that Board or Commission will receive notice of the appointment.



Where Community Connects

4640 North Henry Blvd. Stockbridge, GA 30281

APPLICATION FOR BOARD, COMMITTEE OR COMMISSION APPOINTMENT

Citizens provide a great insight and knowledge to City government. An avenue that the City of Stockbridge uses to get this insight is through the various Boards and Commissions of the City of Stockbridge. The members of the Boards and Commissions make decisions and help recommend and review policies for the City of Stockbridge and its Mayor and Council. This questionnaire will assist the Mayor and Council in the review process and in determining applicant eligibility requirements and qualifications for Board or Commission membership.

Questions to consider before applying for membership on a Board or Commission:

- Do I fully understand what this Board, Committee or Commission expects from me?
- Am I committed to the goals and mission of this Board, Committee or Commission?
- Can I afford the demands on my time, resources and energy?
- Will I attend meetings regularly, making them a priority for the duration of my appointment?
- Am I willing to perform a reasonable amount of work outside of regularly scheduled Board, Committee or Commission meetings and prepare for each meeting?
- Can I work effectively with the other members of the Board, Committee or Commission?
- Am I willing to participate in necessary Board, Committee or Commission training, education and development activities that will improve my effectiveness in my position?
- Am I willing to complete a Criminal Background Check upon selection?

APPLICANT INFORMATION

Applicant Name: Robert William Kolpak

Occupation: Account Manager

Employer: Central Transport

Home Address: _____

City: _____

Zip: _____

Home Phone: _____

Home E-Mail: _____

Work Phone: _____

Work E-Mail: _____

Cell Phone: _____

Preferred E-Mail: ☒ Home

☐ Work

Name and address of the business entity you own/operate, located within the city limits of Stockbridge (if applicable)

City of Stockbridge

BOARD, COMMITTEE OR COMMISSION APPLICATION

- a) Which Board(s) or Commission(s) do you wish to be appointed to? DDA or PFA
If applying for the Main Street Advisory Board, which position? _____
(see positions noted below)
- b) How long have you been a resident or business owner/operator in the City of Stockbridge? 6 Years Months
- c) Are you current with all your financial obligations to the City of Stockbridge? ☐ Yes ☒ No
- d) Are you willing and available to attend training sessions on-site and/or off-site if provided by the City? ☒ Yes ☐ No
- e) Available Boards and Commissions and their terms and meeting schedules are listed at the end of this application. Are you able to meet the attendance requirements of the position for which you are applying? ☒ Yes ☐ No
- f) Do you know of any circumstances that would result in you having to abstain from voting on any action before the Board or Commission? ☐ Yes ☒ No If yes, please explain:

n/a

- g) Do you or your employer, or your spouse, child, relative or their employers, do business with the City of Stockbridge
☐ Yes ☒ No If yes, please explain:

n/a

- h) Do you have any employment or contractual relationship with the City of Stockbridge that would create a continuing or frequently recurring conflict regarding your participation on a Board or Commission? ☐ Yes ☒ No
If yes, please explain:

City of Stockbridge

BOARD, COMMITTEE OR COMMISSION APPLICATION

- i) Please briefly explain your reasons for wishing to serve on the Board or Commission you select:

I would like to be more involved in helping the City of Stockbridge and Henry County attract the type of businesses that add value to our community. Working with a team to formulate a plan and then working the plan to obtain the goal of improving our area.

- j) Are you willing to be considered for appointment to any of the other Boards or Commissions of the City if a position is not available on the Board or Commission of your first choice? ☒ Yes ☐ No If yes, please list the Boards or Commissions for which you would like to be considered (in order of interest):

Public Facilities Authority

Downtown Development Authority

- k) Please attach a Resume of Qualifications for the Board position for which you are applying.

APPLICANT STATEMENT

I understand that I am applying for appointment to a Board, Committee or Commission office of the City of Stockbridge that the appointing authority may require an interview prior to consideration for appointment; that I will be required to take an oath of office to uphold the City's charter and ordinances; that I may be removed from office for any reason permitted by law or City charter; and that my application will remain on file for consideration for a period of six (6) months, after which time, I will need to file a new application. I always agree to comply with all requirements of the office for which I am applying and to which I may be appointed. All statements and information provided in this application are true to the best of my knowledge.

eSignatureExaminer.com

Robert William Kolpak

Key: 077084b8b1027230493306c001x00

Robert William Kolpak

10/24/2019

Signature

Printed Name

Date

Please return signed application to:

City Clerk
City of Stockbridge
4640 North Henry Blvd.
Stockbridge, Georgia 30281

Fax: 770.389.7912
Email: cityclerk@cityofstockbridge-ga.gov