



City of Stockbridge
Bringing People
Together

STOCKBRIDGE CITY COUNCIL

Mayor Judy Neal

Mayor Pro Tem Anthony S. Ford

Councilman Elton Alexander

Councilman John Blount

Councilwoman LaKeisha Gantt

Councilwoman Neat Robinson

CITY MANAGER

Michael Harris

CITY CLERK

Vanessa Holiday

DEPUTY CLERK

Randi Rainey

CITY ATTORNEY

Michael Williams

**Council Meeting
Agenda**

December 27, 2016 6:00 PM



Council Chamber 2nd Floor

4640 N. Henry Blvd.

Stockbridge, GA 30281

Website: www.cityofstockbridge.com

Phone: 770-389-7900

Fax: 770-389-7912



AGENDA COUNCIL MEETING CITY OF STOCKBRIDGE

TUESDAY, DECEMBER 27, 2016 6:00 PM

Mayor & City Council

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

Administration

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

I. Call to Order

II. Roll Call

Present

Absent

Mayor Pro Tem Ford

Councilman Alexander

Councilman Blount

Councilwoman Gantt

Councilwoman Robinson

III. Invocation

IV. Pledge of Allegiance

V. Adoption of the Agenda

VI. Review of Minutes for 11/14/16 and 11/29/16

OLD BUSINESS

Item # 1 - PUBLIC HEARING

Final Reading and Adoption of Proposed FY2017 Operating Budget

Presented by: Michael Harris, City Manager and Linda Nabers, City Treasurer

Item # 2 - Main Street Advisory Board Appointments

Presented by: Michael Harris, City Manager and Lisa Fareed-Muhammad, Main Street Program Assistant

NEW BUSINESS

Item # 3 - Main Street Advisory Board By-Laws Update

Presented by: Michael Harris, City Manager and Lisa Fareed-Muhammad, Main Street Program Assistant

PUBLIC COMMENTS

All persons wishing to speak for public comment must sign in with the City Clerk prior to the beginning of the meeting. You must sign your name, address, and phone number. You will be able to address the Mayor and Council for three (3) minutes.

CITY MANAGER'S COMMENTS

Michael Harris

COUNCIL'S COMMENTS

Councilman Alexander

Councilman Blount

Mayor Pro Tem Ford

Councilwoman Gantt

Councilwoman Robinson

MAYOR'S COMMENTS

Mayor Judy Neal

EXECUTIVE SESSION (Exemptions to the Georgia Open Meetings Acts)

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

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

ANNOUNCEMENT OF UPCOMING MEETINGS & EVENTS

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

- All City offices will be closed on Monday, January 2, 2017 in observance of New Year's Day. City services will resume at 8:00 a.m. on Tuesday, January 3, 2017.
- Council Meeting – Monday, January 9, 2017 at 6:00 p.m. at City Hall in the Council Chamber.
- Main Street Advisory Board Meeting - Friday, January 13, 2017 at 9:00 a.m. at City Hall in the Levi Meeting Room.
- All City offices will be closed on Monday, January 16, 2017 in observance of Martin Luther King, Jr. Holiday. City services will resume at 8:00 a.m. on Tuesday, January 17, 2017.
- Stockbridge Zoning Advisory Board Meeting – Thursday, January 20, 2017 at 6:00 p.m. at City Hall in the Levi Meeting Room.
- Downtown Development Authority Board Meeting – Monday, January 23, 2017 at 6:00 p.m. at City Hall in the Levi Meeting Room.
- Council Work Session – Tuesday, January 31, 2017 at 6:00 p.m. at City Hall in the Council Chamber.

Motion to Adjourn.

ORDINANCE NO. _____

AN ORDINANCE ADOPTING THE CITY BUDGET FOR FISCAL YEAR 2017 FOR THE CITY OF STOCKBRIDGE; TO REPEAL CONFLICTING ORDINANCES; TO PROVIDE AN EFFECTIVE DATE; AND FOR OTHER PURPOSES

WITNESSETH:

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 providing public services to residents located within the corporate limits of the City;

WHEREAS, the City Manager has submitted to the City Council a proposed operating budget for fiscal year 2017 as required by Sections 2.21(5) and 6.24 of the City Charter;

WHEREAS, the City Council has had an opportunity to examine the proposed budget;

WHEREAS, the City Council has complied with Chapter 81 of Title 36 of the Georgia Code by holding the properly noticed public hearings on and adoption of the City budget as follows:

First Reading and Public Hearing: November 14, 2016

Second Reading and Public Hearing: November 29, 2016

Public Hearing: December 12, 2016

Third Reading and Adoption: December 27, 2016

WHEREAS, Section 6.25 (b) of the City Charter provides that after conducting a budget hearing the City Council shall adopt the final operating budget for the ensuing fiscal year not later than December 31 of each year;

WHEREAS, Section 6.25 (b) of the City Charter provides that the adoption of the budget shall take the form of an appropriations ordinance setting out the estimated revenues by sources making appropriations according to fund, and by organizational unit, purpose, or activity; and

WHEREAS, having complied with all necessary legal requirements, the City Council wishes to adopt the Fiscal Year 2017 budget with the budget amendment marked accordingly and attached hereto;

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

SECTION 1. Adoption by Reference. The documents attached hereto as Exhibit "A" comprised of an annual operating budget for fiscal year 2017, an organizational chart and a pay and classifications document are incorporated herein by reference and are hereby adopted as the Budget for Fiscal Year 2017 for the City of Stockbridge, Georgia.

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. Approval of Execution. The Mayor is hereby authorized to sign all documents necessary to effectuate this Ordinance.

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. Codification and Severability.

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

(b) It is hereby declared to be the intention of the City 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 City 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 section, paragraph, sentence, clause or phrase 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 City 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 sections, paragraphs, sentences, clauses, or phrases of the ordinance and that to the greatest extent allowed by law all remaining Sections, paragraphs, sentences, clauses, or phrases of the ordinance shall remain valid, constitutional, enforceable, and of full force and effect.

SECTION 5. Repeal of Conflicting Provisions. Except as otherwise provided herein, all ordinances or parts of ordinances in conflict with this ordinance are hereby repealed.

SECTION 6. Effective Date. This ordinance 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 ORDAINED this _____ day of _____, 2016.

JUDY NEAL, Mayor

ATTEST:

(SEAL)
VANESSA HOLIDAY, CITY CLERK

APPROVED AS TO FORM:

MICHAEL WILLIAMS, CITY ATTORNEY

Date Presented to Mayor: _____

Date Received from Mayor: _____

CITY OF STOCKBRIDGE
GENERAL FUND
MULTI-YEAR COMPARISON

	Adopted Budget 2012	Adopted Budget 2013	Adopted Budget 2014	Adopted Budget 2015	Adopted Budget 2016	Proposed Budget 2017
General Fund Departments						
Governing Body	11100					
Executive	\$255,174	\$255,317	\$255,318	\$229,720	\$246,192	\$281,100
Administration	13000	\$390,650	\$450,000	\$432,498	\$627,055	\$614,500
IT Services / Support	15100	\$1,845,650	\$1,992,209	\$2,219,443	\$1,783,738	\$1,580,315
General Government Buildings & Services	15350				\$73,000	\$93,000
Municipal Court	15650	\$287,900	\$333,450	\$333,450	\$488,751	\$722,500
Police	25000	\$833,840	\$810,051	\$778,080	\$657,903	\$782,878
Public Works	32100	\$675,000	\$775,000	\$185,000	\$755,000	\$755,000
City Events	42200	\$2,424,808	\$2,774,530	\$2,531,897	\$2,334,262	\$2,236,192
Parks	61900		\$170,150	\$170,150	\$112,000	\$110,500
Code Enforcement	62200	\$508,240	\$147,400	\$125,000	\$95,000	\$56,000
Main Street Program	74500	\$118,245			\$173,260	\$209,435
Planning and Development	75500				\$144,510	\$181,580
	75700		\$194,751			\$89,900
Other Financing Uses (Debt Service & Transfers)	90000	\$1,782,958	\$1,297,966	\$1,212,904	\$1,256,293	\$1,379,686
		<u>\$9,122,465</u>	<u>\$9,006,073</u>	<u>\$8,438,491</u>	<u>\$8,730,492</u>	<u>\$9,057,678</u>
						<u>\$10,434,250</u>

Amount of Change	Account Number	Reason for Change
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(\$5,000)	100-11100-531747	Civic Events - Circus cancelled
\$5,000	100-15100-523855	Contract Services for Community Partnerships
\$30,000	100-15650-522219	Interchange landscaping at SR138 & Hudson Bridge
(\$5,000)	100-42200-531233	Street Lighting for Public Works
\$5,000	100-62200-531222	Ga Power Electricity for addition of Reeves Creek Lighting
\$7,500	100-75700-531701	Historic Preservation Committee
		Membership Dues and Applications \$750
		Consultant \$4,000
		Supplies \$250
\$2,750	100-75700-531702	Training and Travel \$2,500
		Zoning Advisory Board
		Supplies \$250
\$500	100-11100-531132	Training and Travel \$2,500
		Committee Supplies
		Ethics Committee Training and Travel \$500
\$40,750		

CITY OF STOCKBRIDGE
GENERAL FUND

Account	Account Name	2013	2014	2015	2016	2017
		Actual	Actual	Actual	ADOPTED BUDGET	Proposed Budget
100-00000-311500	INTANGIBLE RECORDING TAX	-\$51,822	-\$34,175	-\$35,043	-\$35,000	-\$35,000
100-00000-311600	REAL ESTATE TRANSFER	-\$18,547	-\$9,667	-\$16,612	-\$9,500	-\$10,000
100-00000-311710	FRANCHISE TAX-ELECTRIC	-\$993,107	-\$1,068,307	-\$1,111,355	-\$1,020,000	-\$1,087,600
100-00000-311715	FRANCHISE TAX-EMC		-\$5,996	-\$5,987	-\$5,000	-\$5,000
100-00000-311720	FRANCHISE TAX-COLLEGE PK.	-\$8,383	-\$9,381	-\$7,833	-\$8,000	-\$8,000
100-00000-311730	FRANCHISE TAX-GAS	-\$84,153	-\$85,822	-\$92,568	-\$75,000	-\$85,500
100-00000-311750	FRANCHISE TAX-TELV CABLE	-\$159,240	-\$170,012	-\$179,524	-\$145,000	-\$165,000
100-00000-311760	FRANCHISE TAX-TELEPHONE	-\$103,224	-\$110,873	-\$132,306	-\$100,000	-\$110,000
100-00000-311790	FRANCHISE TAX-OTHER	-\$2,262	-\$3,420	-\$8,983	-\$5,000	-\$5,000
100-00000-313100	LOCAL OPTION SALES/USE TX	-\$3,280,524	-\$3,403,706	-\$3,597,732	-\$3,018,082	-\$3,546,450
100-00000-313110	HOTC - AVT TAX	-\$231,993	-\$271,113	-\$226,911	-\$225,000	-\$122,000
100-00000-314201	BEER TAX	-\$362,349	-\$365,680	-\$376,376	-\$357,000	-\$360,000
100-00000-314202	LIQUOR TAX-PACKAGE SALES	-\$130,135	-\$158,658	-\$172,210	-\$147,000	-\$150,000
100-00000-314203	WINE TAX	-\$95,284	-\$104,277	-\$112,984	-\$99,750	-\$100,000
100-00000-314204	CONSUMPTION TAX - LIQUOR	-\$33,612	-\$34,735	-\$42,728	-\$32,000	-\$35,000
100-00000-316100	OCCUPATIONAL TAX	-\$548,768	-\$346,274	-\$477,955	-\$475,000	-\$530,000
100-00000-316112	GA MUNICIPAL LICENSE FEE		-\$28,100	-\$5,450	-\$20,000	-\$25,000
100-00000-316113	MISC BUSINESS TAX		-\$9,742	-\$2,598	-\$5,000	-\$5,000
100-00000-316150	OCCUPATIONAL TAX ADMIN.	-\$68,850	-\$88,349	-\$78,287	-\$68,000	-\$70,000
100-00000-316200	INSURANCE PREMIUM TAX	-\$1,322,407	-\$1,419,779	-\$1,516,512	-\$1,510,000	-\$1,610,000
100-00000-316300	FINANCIAL INSTITUTION TAX		-\$67,596	-\$69,422	-\$60,000	-\$60,000
100-00000-319111	FORECLOSED/VACANT-REG FEE	-\$2,800	-\$11,100	-\$5,300	-\$5,000	-\$5,000
100-00000-321110	OT ALCOHOLIC BEV-BEER	-\$55,236	-\$27,430	-\$46,290	-\$43,100	-\$43,100
100-00000-321120	OT ALCOHOLIC BEV-WINE	-\$49,125	-\$22,125	-\$40,265	-\$38,000	-\$38,000
100-00000-321130	OT ALCOHOLIC BEV-LIQUOR	-\$115,737	-\$65,345	-\$103,000	-\$95,000	-\$95,000
100-00000-321141	OT HOTEL LOUNGE POURING	-\$3,000				
100-00000-321150	OT APPLICATION FEE	-\$1,830	-\$1,260	-\$420	-\$2,100	-\$2,100
100-00000-321200	OT REGULATORY FEE	-\$18,078	-\$19,670			
100-00000-323100	OCCUPATIONAL TAX PENALTY	-\$2,232	-\$6,802	-\$13,284	-\$1,800	-\$1,800
100-00000-323400	OCCUPATIONAL TAX-INTEREST	-\$1,203	-\$3,566	-\$1,642	-\$1,000	-\$500
100-00000-334311	GRANTS FOR STREETS	-\$329,367		-\$182,679	-\$125,000	-\$239,600
100-00000-341400	PRINTING & DUPLICATING SERVICES	-\$165	-\$187	-\$512		
100-00000-341910	OTHER - ELECTION QUALIFYING FEES	-\$3,060		-\$2,016		
100-00000-349300	BAD CHECK FEE	-\$1,165	-\$1,000	-\$550	-\$500	-\$500
100-00000-351140	FINES & FORFEITURES	-\$1,131,672	-\$1,210,910	-\$1,059,330	-\$1,105,836	-\$1,103,000
100-00000-351145	CODE ENFORCEMENT FINES					-\$10,000

**CITY OF STOCKBRIDGE
GENERAL FUND**

Account	Account Name	2013	2014	2015	2016	2017
		Actual	Actual	Actual	ADOPTED BUDGET	Proposed Budget
100-00000-361000	INTEREST REVENUES	-\$48,447	-\$9,675	-\$2,404	-\$1,000	-\$1,000
100-00000-361015	PENALTY & INT ALCOHOL TAX			-\$650		
100-00000-381100	SPRINT COM - RENT	-\$28,256	-\$30,966	-\$45,140	-\$40,000	-\$40,000
100-00000-381200	PARK PAVILION RENTAL	-\$16,611	-\$17,144	-\$21,485	-\$20,000	-\$30,000
100-00000-381300	T-MOBILE TOWER LEASE	-\$33,469	-\$34,808	-\$39,331	-\$32,000	-\$35,000
100-00000-383000	INS.REIM.DAM./STOLEN PROP	-\$5,334	-\$29,538	-\$13,310	-\$2,500	-\$2,500
100-00000-389013	CITY EVENTS REVENUES	-\$3,690	-\$8,460	-\$10,995	-\$6,500	-\$8,500
100-00000-389030	MISCELLANEOUS	-\$6,901	-\$153,908	-\$2,929	-\$5,000	-\$5,000
100-00000-389038	MAIN STREET SPONSORS			-\$700	-\$500	-\$600
100-00000-389040	FROM RESERVES		\$0			-\$1,537,500
100-00000-392100	SALE OF FIXED ASSETS	-\$2,041		-\$18,587		
100-00000-391100	OPERATING TRANSFER IN	-\$417	\$0		-\$113,510	-\$111,000
		-\$9,335,494	-\$9,439,156	-\$9,880,195	-\$9,057,678	-\$10,434,250

CITY OF STOCKBRIDGE
GENERAL FUND

Governing Body

Account	Account Name	2013	2014	2015	2016	2017
		Actual	Actual	Actual	ADOPTED BUDGET	Proposed Budget
100-11100-511120	MAYOR	\$10,538	\$10,800	\$10,800	\$16,800	\$16,800
100-11100-511121	COUNCIL	\$40,964	\$42,000	\$42,000	\$60,000	\$60,000
100-11100-512100	GRP INSRNC MEDICAL/DENTAL	\$56,781	\$33,608	\$35,274	\$52,600	\$75,700
100-11100-512110	GROUP INSURANCE LIFE	\$247	\$129	\$152	\$300	\$300
100-11100-512111	GROUP INSURANCE VISION	\$521	\$373	\$418	\$477	\$500
100-11100-512200	MEDICARE 1.45%	\$186	\$742	\$740	\$1,115	\$1,200
100-11100-512400	PENSION	\$6,970	\$6,046	\$4,967	\$8,600	\$10,800
100-11100-512700	WORKERS COMPENSATION	\$1,273		\$1,235	\$2,000	\$2,000
100-11100-512851	HRA, \$1,000 DEDUCTIBLE	\$2,317	\$2,625		\$6,000	\$6,000
100-11100-521101	OFFICIAL/ADMINISTRATIVE	\$3,238	\$0	\$1,330	\$10,800	\$12,000
100-11100-521210	ACCOUNTING, ANNUAL AUDIT	\$0	\$4,629	\$3,000	\$5,000	\$5,000
100-11100-521217	LEGAL	\$8,160				
100-11100-521222	IT TOTAL TECH	\$8,940	\$23,435			
100-11100-521301	CODIFICATION	\$6,993	\$5,177	\$5,035	\$10,000	\$10,500
100-11100-523231	CELL PHONES	\$5,118	\$9,802	\$7,052	\$7,000	\$6,000
100-11100-523310	PUBLIC NOTICES	\$3,879	\$2,497	\$1,608	\$5,000	\$5,000
100-11100-523400	PRINTING & BINDING	\$294	\$3,089	\$1,346	\$4,000	\$4,000
100-11100-523500	TRAVEL	\$12,139	\$8,712	\$10,346	\$12,000	\$12,000
100-11100-523600	DUES & FEES	\$2,125	\$700	\$46	\$1,500	\$600
100-11100-523700	EDUCATION & TRAINING	\$11,930	\$11,055	\$10,655	\$15,000	\$16,000
100-11100-523860	P O SALARIES - EXTRA DUTY	\$10,283	\$15,680			
100-11100-523910	COUNCIL INITIATIVE		\$5,946	\$5,019	\$12,500	\$7,500
100-11100-531110	COMPUTER EXPENSE	\$18,711	\$8,934	\$11,060	\$6,000	\$5,500
100-11100-531130	OFFICE SUPPLIES	\$1,316	\$1,610	\$1,011	\$1,500	\$1,500
100-11100-531132	COMMITTEE SUPPLIES		\$0	\$65	\$500	\$2,000
100-11100-531270	ENERGY-GASOLINE/DIESEL	\$645	\$0	\$26		
100-11100-531700	MISCELLANEOUS EXPENSE	\$22,849	\$3,996	\$8,838	\$3,500	\$3,500
100-11100-531701	HOSPITALITY/FOOD/BEVERAGE	\$949	\$1,625	\$2,013	\$2,000	\$3,000
100-11100-531747	CIVIC EVENTS	\$4,014		\$2,596	\$2,500	\$4,000
100-11100-531748	YOUTH ADVISORY COUNCIL					\$10,000
100-11100-531750	UNIFORMS	\$375	\$373	\$325	\$600	\$600
		\$240,645	\$203,493	\$166,956	\$246,192	\$281,100

CITY OF STOCKBRIDGE
GENERAL FUND

Executive

Account	Account Name	2013	2014	2015	2016	2017
		Actual	Actual	Actual	ADOPTED BUDGET	Proposed Budget
100-13000-511100	REGULAR EMPL. SALARIES	\$278,146	\$235,218	\$394,147	\$431,500	\$515,100
100-13000-512100	GRP INSRNC MEDICAL/DENTAL	\$24,938	\$29,091	\$36,039	\$50,000	\$81,000
100-13000-512110	GROUP INSURANCE LIFE	\$980	\$772	\$1,458	\$1,600	\$2,000
100-13000-512111	GROUP INSURANCE VISION	\$243	\$324	\$535	\$600	\$900
100-13000-512200	MEDICARE 1.45%	\$824	\$3,388	\$5,834	\$6,300	\$7,400
100-13000-512400	PENSION	\$31,833	\$31,298	\$42,300	\$60,200	\$65,000
100-13000-512401	RETIREMENT CONTRIBUTION		\$8,275	\$11,562	\$12,400	\$12,500
100-13000-512600	UNEMPLOYMENT INSURANCE	\$990	\$3,234	\$0	\$3,000	\$3,600
100-13000-512700	WORKER'S COMPENSATION	\$2,411	\$1,201	\$2,130	\$3,900	\$4,200
100-13000-512850	HRA REIMBURSEMENT	\$1,000	\$0	\$141	\$3,000	\$5,000
100-13000-521222	IT TOTAL TECH	\$6,989	\$7,106			
100-13000-522210	MAINTENANCE AGREEMENTS		\$0	\$0	\$500	
100-13000-522250	AUTO & TRUCK REPAIR	\$197	\$0	\$0	\$500	
100-13000-522320	RENTAL OF EQUIP & VEHICLE	\$2,260	\$1,872	\$2,249	\$2,500	\$2,500
100-13000-523231	CELL PHONES	\$2,402	\$2,513	\$3,251	\$3,400	\$3,500
100-13000-523400	PRINTING & BINDING	\$374	\$228	\$49	\$300	\$1,200
100-13000-523500	TRAVEL	\$4,260	\$1,443	\$5,560	\$6,000	\$6,000
100-13000-523600	DUES & FEES	\$2,253	\$553	\$2,189	\$2,500	\$2,500
100-13000-523700	EDUCATION & TRAINING	\$8,635	\$1,662	\$6,220	\$8,000	\$8,000
100-13000-531110	COMPUTER EXPENSE	\$45,345	\$2,054	\$7,089	\$10,000	\$10,000
100-13000-531130	OFFICE SUPPLIES	\$4,382	\$2,146	\$3,255	\$4,000	\$4,500
100-13000-531270	ENERGY-GASOLINE/DIESEL	\$2,750	\$1,047			
100-13000-531700	MISCELLANEOUS EXPENSE	\$14,335	\$2,220	\$1,536	\$2,500	\$2,500
100-13000-531701	HOSPITALITY/FOOD/BEVERAGE	\$1,136	\$157	\$91	\$1,500	\$1,500
100-13000-531750	UNIFORMS	\$318	\$153	\$101	\$300	\$300
		\$436,986	\$335,957	\$525,796	\$614,500	\$739,200

CITY OF STOCKBRIDGE
GENERAL FUND

Account	Account Name	2013	2014	2015	2016	2017
		Actual	Actual	Actual	ADOPTED BUDGET	Proposed Budget
100-15100-511100	REGULAR EMP. SALARIES	\$655,721	\$543,366	\$402,686	\$420,400	\$448,900
100-15100-511300	OVERTIME	\$4,734	\$2,434	\$1,258	\$3,000	\$3,000
100-15100-512100	GRP INSRNC MEDICAL/DENTAL	\$76,437	\$76,621	\$69,857	\$115,000	\$115,000
100-15100-512101	FEES GRP INS	\$375	\$900	\$952	\$4,000	\$3,000
100-15100-512103	COMMUNITY HEALTH NETWORK	\$1,820				
100-15100-512110	GROUP INSURANCE LIFE	\$2,456	\$1,393	\$1,427	\$1,700	\$1,800
100-15100-512111	GROUP INSURANCE VISION	\$810	\$769	\$697	\$855	\$900
100-15100-512200	MEDICARE 1.45%	\$1,334	\$7,873	\$6,865	\$6,100	\$6,600
100-15100-512400	PENSION	\$66,823	\$86,017	\$53,124	\$75,600	\$63,500
100-15100-512600	UNEMPLOYMENT INSURANCE	\$4,620	\$14,520	\$503	\$12,490	\$10,900
100-15100-512700	WORKERS COMPENSATION	\$2,276	\$4,765	\$2,742	\$4,900	\$5,000
100-15100-512800	EMPLOYEE ASSISTANCE PROG.	\$1,104	\$1,256	\$1,326	\$1,300	\$1,100
100-15100-512851	HRA, \$1,000 DEDUCTIBLE	\$1,423	\$0	\$2,149	\$11,000	\$9,000
100-15100-521100	CONSULTANT FEES	\$35,992	\$0	\$56,087	\$25,000	\$75,000
100-15100-521210	ACCOUNTING, ANNUAL AUDIT	\$42,321	\$68,466	\$62,500	\$65,000	\$65,000
100-15100-521217	LEGAL	\$261,357	\$114,973	\$305,640	\$200,000	\$200,000
100-15100-521218	LEGAL - OTHER	\$14,310	\$467,292	\$59,999	\$50,000	\$50,000
100-15100-521219	LEGAL, SMITH WELCH WHITE			\$71,648		
100-15100-521222	IT TOTAL TECH	\$33,140	\$26,956			
100-15100-521223	PAYROLL FEES	\$11,098	\$45,190	-\$17,021	\$10,000	\$14,000
100-15100-521230	ENGINEERING FEES		\$5,000			
100-15100-521240	APPRAISALS	\$3,925	\$800			
100-15100-521335	SHREDING	\$1,396	\$672	\$476	\$2,000	\$2,800
100-15100-522210	MAINTENANCE AGREEMENTS	\$33,134	\$60,264	\$31,055	\$55,000	\$55,000
100-15100-522214	FACILITY CLEANING, 4640	\$8,208	\$32,832			
100-15100-522219	LANDSCAPING	\$2,000				
100-15100-522220	MAINTENANCE & CLEANING	\$33,503	\$1,801			
100-15100-522230	EQUIPMENT REPAIRS	\$30	\$331	\$82	\$500	\$500
100-15100-522250	AUTO & TRUCK REPAIR	\$1,209	\$1,169	\$1,200	\$1,500	\$1,500
100-15100-522320	RENTAL OF EQUIP & VEHICLE	\$14,124	\$13,004	\$5,871	\$10,000	\$10,000
100-15100-523110	INSURANCE GEN. LIABILITY	\$234,084	\$235,471	\$244,685	\$175,000	\$174,500
100-15100-523111	INS. POLLUTION CONTROL	\$25,637	\$8,545	\$0	\$0	\$0
100-15100-523231	CELL PHONES	\$4,110	\$3,439	\$241	\$1,000	\$800
100-15100-523240	AT&T CLUB SERVICE	\$4,701	\$5,740	\$7,137	\$5,800	\$6,000
100-15100-523246	TELECOMMUNICATION	\$27,081	\$24,105	\$24,849	\$30,000	\$27,000
100-15100-523300	ADVERTISING		\$300	\$175	\$1,500	\$1,500

Administration

CITY OF STOCKBRIDGE
GENERAL FUND

Account	Account Name	2013	2014	2015	2016	2017
		Actual	Actual	Actual	ADOPTED BUDGET	Proposed Budget
100-15100-523305	NEWSLETTER	\$8,407	\$10,046	\$21,255		
100-15100-523310	PUBLIC NOTICES		\$874	\$362	\$100	\$100
100-15100-523400	PRINTING & BINDING	\$1,997	\$2,444	\$1,585	\$2,500	\$2,500
100-15100-523450	SECURITY ASSESSMENT	\$3,290				
100-15100-523500	TRAVEL	\$5,045	\$2,156	\$1,822	\$5,000	\$6,000
100-15100-523800	DUES & FEES	\$16,889	\$25,561	\$6,712	\$16,350	\$15,000
100-15100-523700	EDUCATION & TRAINING	\$6,656	\$3,558	\$3,912	\$10,000	\$10,000
100-15100-523850	PERSONNEL SERVICE	\$75,188	\$112,240	\$51,771	\$50,000	\$40,000
100-15100-523851	INTERN HELP				\$10,000	\$10,000
100-15100-523855	CONTRACT SERVICES	\$500	\$2,250		\$8,120	\$14,000
100-15100-523858	CODE ENFORCEMENT	\$3,073				
100-15100-523901	BANK CHARGES	\$20,435	\$4,678	\$1,354	\$5,000	\$10,000
100-15100-523909	CREDIT CARD EXPENSES	\$15,323	\$13,095	\$3,040	\$15,000	\$10,000
100-15100-523930	DRUG TESTING, VACCINES	\$4,980	\$3,470	\$680	\$8,000	\$6,000
100-15100-523936	HR EXPENSES	\$1,127	\$3,141	\$4,053	\$8,000	\$8,000
100-15100-523937	HEALTH & WELLNESS	\$18,091	\$13,887	\$35,467	\$35,000	\$35,000
100-15100-523940	POSTAGE	\$12,616	\$8,030	\$5,117	\$10,000	\$10,000
100-15100-523945	WEB SITE	\$75	\$0	\$1	\$5,000	\$5,000
100-15100-531110	COMPUTER EXPENSE	\$50,183	\$25,573	\$38,184	\$35,000	\$40,000
100-15100-531120	ELECTION EXPENSE	\$15,500		\$7,527	\$500	\$16,000
100-15100-531130	OFFICE SUPPLIES	\$22,660	\$16,626	\$17,592	\$15,000	\$16,000
100-15100-531140	SUPPLIES & MATERIALS	\$886				
100-15100-531142	HAND TOOLS & SMALL EQUIPMENT			\$3,948		
100-15100-531270	ENERGY-GASOLINE/DIESEL	\$2,577	\$2,520			
100-15100-531290	CABLE	\$162	\$950	\$0	\$100	\$100
100-15100-531700	MISCELLANEOUS EXPENSE	\$42,119	-\$466	\$7,877	\$10,000	\$10,000
100-15100-531701	HOSPITALITY/FOOD/BEVERAGE	\$16,760	\$5,282	\$5,936	\$5,000	\$5,000
100-15100-531709	CITY REBRANDING INITIATIVE					\$70,000
100-15100-531710	CHRISTMAS DECORATIONS	\$1,275	\$650	\$3,179	\$5,000	\$5,000
100-15100-531720	SIGNS	\$1,244	\$96	\$0	\$1,000	\$1,000
100-15100-531750	UNIFORMS	\$1,578	\$364	\$1,363	\$1,000	\$1,000
100-15100-541406	STORM WATER/PROPERTY TAX	\$7,654	\$7,466	\$8,381	\$9,000	\$9,000
100-15100-542300	FURNITURE & FIXTURES	\$16,486	\$0	\$0	\$5,000	\$5,000
100-15100-542400	COMPUTER SOFTWARE	\$143,685				
100-15100-542500	EQUIPMENT	\$19,869	\$0	\$0	\$10,000	\$10,000
100-15100-542512	LIVABLE COMM INITIATIVE		\$3,401	\$3,184		

CITY OF STOCKBRIDGE
GENERAL FUND

Account	Account Name	2013	2014	2015	2016	2017
		Actual	Actual	Actual	ADOPTED BUDGET	Proposed Budget
100-15100-573200	LIABILITY INSURANCE DEDUCT	\$4,789	\$10,324	\$6,805	\$7,000	\$7,000
		\$2,122,415	\$2,134,485	\$1,639,017	\$1,580,315	\$1,733,000

CITY OF STOCKBRIDGE
GENERAL FUND

IT Services

Account	Account Name	2013	2014	2015	2016	2017
		Actual	Actual	Actual	ADOPTED BUDGET	Proposed Budget
100-15350-521211	IT TOTAL TECH GOVERNING			\$16,562	\$20,000	\$22,000
100-15350-521212	IT TOTAL TECH EXECUTIVE			\$8,042	\$10,000	\$15,000
100-15350-521213	IT TOTAL TECH ADMINISTRATION			\$25,377	\$30,000	\$39,000
100-15350-521214	IT TOTAL TECH GOVT BUILDINGS			\$3,203	\$4,000	\$5,000
100-15350-521215	IT TOTAL TECH COURTS			\$8,250	\$10,000	\$10,000
100-15350-521216	IT TOTAL TECH PUBLIC WORKS			\$6,647	\$10,000	\$13,500
100-15350-521217	IT TOTAL TECH CODE ENFORCE			\$1,602	\$2,000	\$3,000
100-15350-521218	IT TOTAL TECH MAIN STREET			\$2,008	\$7,000	\$8,000
100-15350-531110	COMPUTER EXPENSE					\$225,000
100-15350-541400	FIBER NETWORK INFRASTRUCTURE					\$350,000
		\$0	\$0	\$71,691	\$93,000	\$690,500

Buildings & Facilities

CITY OF STOCKBRIDGE GENERAL FUND						
Account	Account Name	2013	2014	2015	2016	2017
		Actual	Actual	Actual	ADOPTED BUDGET	Proposed Budget
100-15650-511100	REGULAR EMP. SALARIES				\$175,000	\$138,250
100-15650-511300	OVERTIME					\$5,000
100-15650-512100	GRP INSRNC MEDICAL/DENTAL				\$62,200	\$57,600
100-15650-512110	GROUP INSURANCE LIFE				\$1,500	\$1,500
100-15650-512111	GROUP INSURANCE VISION				\$1,400	\$1,400
100-15650-512200	MEDICARE 1.45%				\$2,500	\$2,100
100-15650-512400	PENSION				\$31,700	\$19,400
100-15650-512700	WORKERS COMPENSATION				\$2,200	\$2,500
100-15650-512851	HRA, \$1,000 DEDUCTIBLE				\$2,000	\$2,000
100-15650-521222	IT TOTAL TECH	\$2,999	\$5,232			
100-15650-521230	ENGINEERING FEES	\$1,950	\$1,850		\$50,000	\$50,000
100-15650-522210	MAINTENANCE AGREEMENTS	\$4,108	\$15,126	\$18,631	\$25,000	\$25,000
100-15650-522214	FACILITY CLEANING, 4840			\$29,288	\$50,000	\$50,000
100-15650-522216	LANDSCAPING/PLANTS NEW CH	\$27,876	\$32,580	\$20,600	\$17,000	
100-15650-522218	CLEANING COURT			\$17,812	\$21,000	\$15,000
100-15650-522219	LANDSCAPING			\$43,231	\$27,000	\$120,000
100-15650-522220	MAINTENANCE & CLEANING	\$17,787	\$18,774	\$31,523	\$25,000	\$25,000
100-15650-522222	STREETSCAPE - LANDSCAPING	\$20,532	\$22,215		\$6,000	
100-15650-522224	FOUNTAIN MAINTENANCE	\$2,347	\$8,595	\$2,560	\$4,000	\$4,000
100-15650-522230	EQUIPMENT REPAIRS	\$2,214	\$12,127	\$7,726	\$10,000	\$10,000
100-15650-522310	RENTAL OF LAND & BUILDING		\$50	\$600	\$1,000	\$1,000
100-15650-522320	RENTAL OF EQUIP & VEHICLE				\$1,000	\$1,000
100-15650-531110	COMPUTER EXPENSE		\$35,742	\$3,302	\$5,000	\$5,000
100-15650-531140	SUPPLIES & MATERIALS	\$12,316	\$6,867	\$459	\$10,000	\$10,000
100-15650-531142	HAND TOOLS & SMALL EQUIP.	\$239	\$2,000	\$293	\$7,500	\$7,500
100-15650-531143	SECURITY UPGRADE		\$944		\$65,000	\$30,000
100-15650-531222	GA POWER ELECTRICITY	\$11,347	\$17,278	\$17,513	\$18,000	\$18,000
100-15650-531224	GA PWR, LIGHTS, TAG OFFICE	\$3,157	\$2,389	\$2,410	\$3,000	\$3,000
100-15650-531225	GA PWR, 4840 CITY HALL	\$58,702	\$66,073	\$65,690	\$65,000	\$65,000
100-15650-531271	ADMIN VEHICLES			\$6,273	\$6,500	\$6,500
100-15650-531280	CABLE	\$817		\$831	\$1,500	\$1,500
100-15650-531700	MISCELLANEOUS EXPENSE		\$1,075	\$1,500	\$3,000	\$3,000
100-15650-531720	SIGNS			\$0	\$2,500	\$2,500
100-15650-541100	SITES		\$2,771			
100-15650-542500	EQUIPMENT		\$4,145		\$20,000	\$20,000
		\$389,974	\$265,854	\$270,242	\$722,500	\$702,750

CITY OF STOCKBRIDGE
GENERAL FUND

Municipal Court

Account	Account Name	2013	2014	2015	2016	2017
		Actual	Actual	Actual	ADOPTED BUDGET	Proposed Budget
100-25000-511140	JUDGE	\$41,189	\$37,397	\$41,600	\$44,100	\$14,700
100-25000-511141	SOLICITOR	\$32,983	\$28,040	\$31,150	\$33,800	\$11,200
100-25000-511142	COURT CLERK & ASSISTANTS	\$158,210	\$145,140	\$142,402	\$144,600	\$115,200
100-25000-511300	OVERTIME	\$107				
100-25000-512100	GRP INSRNC MEDICAL/DENTAL	\$44,666	\$27,253	\$14,199	\$20,000	\$6,500
100-25000-512110	GROUP INSURANCE LIFE	\$620	\$538	\$557	\$1,020	\$1,020
100-25000-512111	GROUP INSURANCE VISION	\$489	\$329	\$151	\$737	\$360
100-25000-512200	MEDICARE 1.45%	\$933	\$3,043	\$3,082	\$3,120	\$2,045
100-25000-512400	PENSION	\$36,851	\$17,044	\$21,500	\$26,100	\$19,800
100-25000-512600	UNEMPLOYMENT INSURANCE	\$809	\$0	\$0	\$1,001	\$1,000
100-25000-512700	WORKER'S COMPENSATION	\$1,125	\$2,042	\$1,853	\$3,000	\$3,000
100-25000-512851	HRA, \$1,000 DEDUCTIBLE	\$1,458	\$0	\$2,000	\$3,000	\$3,000
100-25000-521221	LEGAL - INDIGENT	\$15,630	\$39,778	\$53,515	\$50,000	\$10,000
100-25000-521222	IT TOTAL TECH	\$7,212	\$7,408			
100-25000-521225	INTERPRETER	\$438	\$263	\$140	\$500	\$100
100-25000-521226	ZSI PROBATION	\$8,648	\$9,501	\$12,234	\$10,000	\$10,000
100-25000-521301	CODIFICATION		\$631	\$578	\$800	\$800
100-25000-521310	COURT SOFTWARE	\$10,891	\$11,349	\$16,752	\$30,000	\$1,500
100-25000-521335	SHREDING	\$294	\$808	\$447	\$700	\$700
100-25000-522210	MAINTENANCE AGREEMENTS	\$5,895	\$5,519	\$4,424	\$6,000	\$5,000
100-25000-522218	CLEANING - COURT	\$3,706	\$24,654			
100-25000-522219	LANDSCAPING	\$9,384	\$6,984			
100-25000-522220	MAINTENANCE & CLEANING	\$13,562	\$1,869			
100-25000-522230	EQUIPMENT REPAIRS	\$218	\$1,544	\$0	\$1,500	\$1,500
100-25000-522320	RENTAL OF EQUIP & VEHICLE	\$1,828	\$1,458	\$1,129	\$2,000	\$2,000
100-25000-523220	GEORGIA TECHNOLOGY AUTH.	\$89	\$113	\$124	\$150	\$150
100-25000-523245	TELECOMMUNICATIONS	\$9,415	\$8,484	\$8,550	\$10,000	\$10,000
100-25000-523310	PUBLIC NOTICE		\$100			
100-25000-523400	PRINTING & BINDING	\$1,069	\$1,129	\$1,128	\$1,200	\$100
100-25000-523500	TRAVEL	\$1,083	\$901	\$1,250	\$2,000	\$2,000
100-25000-523600	DUES & FEES	\$609	\$840	\$160	\$800	\$800
100-25000-523700	EDUCATION & TRAINING	\$1,239	\$1,350	\$1,000	\$3,000	\$2,000
100-25000-523860	P O SALARIES - EXTRA DUTY	\$48,178	\$45,480			\$11,500
100-25000-523902	CREDIT CARD EXPENSES	\$1,956	\$2,938	\$2,305	\$3,000	\$3,000
100-25000-523940	POSTAGE	\$400	\$400	\$400	\$1,000	\$250
100-25000-531110	COMPUTER EXPENSE	\$29,396	\$1,545	\$4,972	\$2,500	\$2,500

CITY OF STOCKBRIDGE
GENERAL FUND

Account	Account Name	2013	2014	2015	2016	2017
		Actual	Actual	Actual	ADOPTED BUDGET	Proposed Budget
100-25000-531139	OFFICE SUPPLIES	\$2,388	\$1,639	\$1,665	\$2,000	\$1,000
100-25000-531140	SUPPLIES & MATERIALS	\$272				
100-25000-531142	HAND TOOLS	\$1,176				
100-25000-531211	INTRL GAS,4545 MUNI COURT	\$2,382	\$2,761	\$2,202	\$2,000	\$2,000
100-25000-531222	GA PWR,4602 MUNICIPAL CRT	\$9,623	\$10,668	\$11,041	\$10,500	\$10,500
100-25000-531280	CABLE COURTS	\$895	\$800	\$831	\$750	\$750
100-25000-531700	MISCELLANEOUS EXPENSE	\$4,069	\$324	\$562	\$5,000	\$5,000
100-25000-531710	CHRISTMAS DECORATIONS	\$675	\$250	\$0	\$250	\$250
100-25000-531720	SIGNS	\$210	\$88	\$0	\$250	\$250
100-25000-531750	UNIFORMS	\$643	\$225	\$0	\$700	\$700
100-25000-542300	FURNITURE & FIXTURES			\$564	\$2,000	\$1,000
100-25000-542400	COMPUTER SOFTWARE	\$3,857	\$39,314	\$0	\$2,000	\$2,000
100-25000-573001	BRAIN & SPINAL INJURY	\$2,429	\$1,805	\$1,835	\$3,800	
100-25000-573002	STATE PROBATION SYS FUND	\$1,318	\$1,069	\$1,150	\$1,600	
100-25000-573003	FINES 10% JAIL				\$70,000	
100-25000-573004	VICTIMS ASSIST FUND				\$35,000	
100-25000-573005	BOND REFUND	\$62,558	\$67,700	\$41,842	\$40,000	
100-25000-573006	GA CRIME VICTIMS FUND	\$719	\$582	\$706	\$1,100	
100-25000-573007	CTY DRUG ABUSE TR AND EDU	\$14,496	\$9,374	\$9,811	\$13,000	
100-25000-573008	P. O. A&B FUND	\$40,025	\$42,204	\$38,325	\$42,000	
100-25000-573009	P. O. TRAINING FUND	\$56,452	\$63,965	\$58,263	\$60,000	
100-25000-573010	INDIGENT DEFENSE FUND	\$70,628	\$78,854	\$71,082	\$70,000	
100-25000-573011	DRIVERS ED/TRAINING FUND	\$17,506	\$9,276	\$7,964	\$15,000	
100-25000-573020	WITNESS FEES	\$375	\$150	\$150	\$500	\$500
100-25000-573100	RESTITUTION		\$823	\$447		
		\$805,170	\$767,734	\$615,842	\$782,878	\$265,675

CITY OF STOCKBRIDGE
GENERAL FUND

Police Services

Account	Account Name	2013	2014	2015	2016	2017
		Actual	Actual	Actual	ADOPTED BUDGET	Proposed Budget
100-32100-523215	PAYMENT TO HENRY COUNTY	\$435,000	\$500,000	\$500,000	\$755,000	
100-32100-523600	DUES & FEES	\$4,282				
100-32100-523860	P O SALARIES - EXTRA DUTY	\$78,826	\$67,395	\$76,560		\$350,000
100-32100-523861	P O SALARIES - COURTS			\$48,660		
100-32100-523862	P O SALARIES - PARKS			\$66,765		\$50,000
100-32100-542200	VEHICLES	\$129,135		\$0		
100-32100-573003	FINES 10% JAIL	\$65,772	\$69,977	\$65,838		
100-32100-573004	VICTIMS ASSIST. FUND	\$32,618	\$34,343	\$32,652		
		\$745,644	\$671,715	\$790,475	\$755,000	\$400,000

CITY OF STOCKBRIDGE
GENERAL FUND

		2013		2014		2015		2016		2017	
Account	Account Name	Actual	Actual	Actual	Actual	Actual	ADOPTED BUDGET	Proposed Budget			
100-42200-511100	REGULAR EMPL. SALARIES	\$689,238	\$742,402	\$775,174		\$706,100		\$712,600			
100-42200-511300	OVERTIME	\$5,946	\$10,366	\$6,019		\$20,000		\$20,000			
100-42200-512100	GRP INSRNC MEDICAL/DENTAL	\$166,475	\$162,205	\$180,721		\$239,500		\$200,000			
100-42200-512110	GROUP INSURANCE LIFE	\$4,206	\$3,367	\$3,192		\$3,607		\$3,610			
100-42200-512111	GROUP INSURANCE VISION	\$2,007	\$1,940	\$1,830		\$1,880		\$1,880			
100-42200-512200	MEDICARE 1.45%	\$2,430	\$10,560	\$10,961		\$10,300		\$11,000			
100-42200-512400	PENSION	\$128,212	\$120,580	\$129,743		\$128,200		\$99,800			
100-42200-512600	UNEMPLOYMENT INSURANCE	\$6,270	\$4,950					\$5,000			
100-42200-512700	WORKERS COMPENSATION	\$112,122	\$34,104	\$30,940		\$48,105		\$48,500			
100-42200-512851	HRA, \$1,000 DEDUCTIBLE	\$2,000	\$6,532	\$6,850		\$15,000		\$15,000			
100-42200-521201	PROFESSIONAL	\$4,400	\$0	\$0		\$10,000		\$10,000			
100-42200-521222	IT TOTAL TECH	\$9,633	\$6,274								
100-42200-521230	ENGINEERING FEES	\$4,880	\$9,050	\$29,875		\$25,000		\$25,000			
100-42200-522210	MAINTENANCE AGREEMENTS	\$4,606	\$2,344	\$4,365		\$6,000		\$6,000			
100-42200-522220	MAINTENANCE & CLEANING	\$3,373	\$2,289	\$1,909		\$5,000		\$5,000			
100-42200-522230	EQUIPMENT REPAIRS	\$13,515	\$14,658	\$14,726		\$15,000		\$15,000			
100-42200-522241	LMIG S013642-PRC,3 STRTS	\$402,687	\$54,562	\$72,471		\$55,000		\$35,000			
100-42200-522242	STREET/TRACK MAIN. & REP.	\$881	\$3,960	\$7,140		\$5,000		\$5,000			
100-42200-522250	AUTO & TRUCK REPAIR	\$29,024	\$11,436	\$53,873		\$50,000		\$40,000			
100-42200-522253	DAMAGE TO CITIZEN VEHICLE	\$215	\$998	\$232		\$2,500		\$2,500			
100-42200-522320	RENTAL OF EQUIP & VEHICLE	\$903	\$1,280	\$2,055		\$4,000		\$4,000			
100-42200-523231	CELL PHONES	\$10,245	\$8,471	\$8,752		\$10,000		\$8,000			
100-42200-523245	TELECOMMUNICATIONS	\$11,299	\$13,394	\$10,050		\$15,000		\$12,000			
100-42200-523400	PRINTING & BINDING	\$196	\$98	\$0		\$1,000		\$500			
100-42200-523500	TRAVEL	\$2,152	\$1,105	\$408		\$4,000		\$3,000			
100-42200-523600	DUES & FEES	\$354	\$1,085	\$516		\$2,000		\$2,000			
100-42200-523700	EDUCATION & TRAINING	\$2,832	\$1,792	\$574		\$10,000		\$7,500			
100-42200-523848	SEASONAL/SUMMER EMPLOY	\$33,862									
100-42200-523800	LICENSES		\$0	\$0		\$2,500		\$2,500			
100-42200-523850	PERSONNEL SERVICE	\$100,072	\$110,559	\$101,775		\$115,000		\$130,000			
100-42200-523851	UTILITY PROTECTION SERV.	\$2,145	\$2,152	\$2,400		\$4,000		\$4,000			
100-42000-523930	DRUG TESTING, VACCINES		\$290	\$115		\$3,000		\$3,000			
100-42200-523935	DRIVERS LICENSES	\$10	\$0	\$0		\$1,000					
100-42200-523940	POSTAGE		\$22	\$59		\$3,000		\$1,000			
100-42200-523960	REIMBURSEMENT/REPAIRS		\$13,310			\$5,000		\$2,500			
100-42200-531110	COMPUTER EXPENSE	\$12,816	\$2,831	\$2,964		\$3,000		\$3,000			

CITY OF STOCKBRIDGE
GENERAL FUND

Account	Account Name	2013	2014	2015	2016	2017
		Actual	Actual	Actual	ADOPTED BUDGET	Proposed Budget
100-42200-531114	PIN POINT				\$1,000	
100-42200-531130	OFFICE SUPPLIES	\$4,822	\$4,058	\$1,097	\$5,000	\$5,000
100-42200-531140	SUPPLIES & MATERIALS	\$35,084	\$33,054	\$21,367	\$20,000	\$20,000
100-42200-531142	HAND TOOLS & SMALL EQUIP.	\$14,415	\$16,000	\$11,473	\$15,000	\$15,000
100-42200-531145	MOSQUITO SPRAYING			\$0	\$2,000	\$1,000
100-42200-531211	NTRL GAS,4545 MUNI COURT	\$10,366	\$10,186	\$9,445	\$10,000	\$10,000
100-42200-531222	GA POWER ELECTRICITY	\$22,641	\$14,773	\$14,678	\$18,000	\$18,000
100-42200-531233	STREET LIGHTS, OUTSIDE	\$336,624	\$358,027	\$364,582	\$400,000	\$465,000
100-42200-531240	ENERGY-BOTTLED GAS			\$0	\$1,000	\$1,000
100-42200-531270	ENERGY-GASOLINE/DIESEL	\$40,700	\$45,791	\$33,411	\$40,000	\$40,000
100-42200-531700	MISCELLANEOUS EXPENSE	\$1,885	\$2,397	\$1,571	\$5,000	\$5,000
100-42200-531710	CHRISTMAS DECORATIONS	\$3,281	\$2,078	\$5,795	\$15,000	\$15,000
100-42200-531720	SIGNS	\$1,283	\$223	\$1,765	\$2,500	\$2,500
100-42200-531740	TIRE EXPENSE	\$3,600	\$5,693	\$5,619	\$8,000	\$8,000
100-42200-531750	UNIFORMS	\$17,585	\$11,240	\$11,189	\$20,000	\$20,000
100-42200-541403	PAVING	\$1,806	\$9,933	\$0	\$25,000	\$10,000
100-42200-542200	VEHICLES	\$357,997	\$29,526	\$0	\$75,000	\$51,990
100-42200-542400	COMPUTER SOFTWARE	\$24,625		\$0	\$5,000	
100-42200-542500	EQUIPMENT	\$86,038	\$15,910	\$0	\$10,000	\$66,000
		\$2,768,070	\$1,916,857	\$1,940,681	\$2,236,192	\$2,167,380

CITY OF STOCKBRIDGE
GENERAL FUND

City Events

Account	Account Name	2013	2014	2015	2016	2017
		Actual	Actual	Actual	ADOPTED BUDGET	Proposed Budget
100-61900-511100	REGULAR EMPL. SALARIES					\$43,100
100-61900-512100	GRP INSRNC MEDICAL/DENTAL					\$19,800
100-61900-512110	GROUP INSURANCE LIFE					\$1,100
100-61900-512111	GROUP INSURANCE VISION					\$680
100-61900-512200	MEDICARE 1.45%					\$685
100-61900-512400	PENSION					\$6,700
100-61900-512600	UNEMPLOYMENT INSURANCE					\$1,650
100-61900-512700	WORKERS COMPENSATION					\$1,100
100-61900-512851	HRA, \$1,000 DEDUCTIBLE					\$1,000
100-61900-523231	CELL PHONES					\$1,000
100-61900-523300	ADVERTISING	\$7,834	\$421	\$0	\$4,000	\$4,000
100-61900-531705	HOLIDAY GALA	\$14,695	\$15,067	\$16,451	\$15,000	\$20,000
100-61900-531710	CHRISTMAS DECORATIONS	\$26,329	\$10,698	\$0	\$10,000	\$10,000
100-61900-531712	MAIN STREET PROGRAM	\$30,159	\$24,581			
100-61900-531722	MEMORIAL DAY MARCH		\$7,342	\$5,120	\$6,000	\$6,000
100-61900-531729	SOUNDS OF SUMMER		\$8,664	\$26,819	\$37,500	\$40,000
100-61900-531731	PRETTY IN PINK					\$5,000
100-61900-531732	CAREER FAIRS					\$1,500
100-61900-531733	911 CEREMONY					\$500
100-61900-531734	BRIDGEFEST	\$25,031	\$21,884	\$26,836	\$25,000	\$25,000
100-61900-531736	FOOD TRUCKS					\$15,000
100-61900-531737	VETERAN'S DAY PARADE		\$7,252	\$8,742	\$10,000	\$10,000
100-61900-531746	CITY/COUNTY ANNUAL DINNER	\$1,475	\$1,320	\$2,692	\$3,000	
		\$104,524	\$97,229	\$86,660	\$110,500	\$213,815

CITY OF STOCKBRIDGE
GENERAL FUND

Parks

Account	Account Name	2013	2014	2015	2016	2017
		Actual	Actual	Actual	ADOPTED BUDGET	Proposed Budget
100-62200-522225	BRIDGE MAINTENANCE			\$0	\$2,500	\$5,000
100-62200-522230	EQUIPMENT REPAIRS	\$4,872	\$528	\$2,895	\$3,000	\$3,000
100-62200-522250	AUTO & TRUCK REPAIR		\$0	\$0	\$2,500	\$2,500
100-62200-523220	GEORGIA TECHNOLOGY AUTH.	\$241	\$232	\$220	\$1,000	\$1,000
100-62200-523240	AT&T CLUB SERVICE	\$1,515	\$2,072	\$2,744	\$2,500	\$3,500
100-62200-523860	P O SALARIES - EXTRA DUTY	\$38,040	\$63,045			
100-62200-523902	CREDIT CARD EXPENSES	\$3,115	\$2,027	\$0		
100-62200-523935	DRIVERS LICENSES			\$0	\$500	\$500
100-62200-531140	SUPPLIES & MATERIALS	\$14,465	\$21,211	\$9,977	\$15,000	\$15,000
100-62200-531222	GA POWER ELECTRICITY	\$14,469	\$16,203	\$19,025	\$15,000	\$20,000
100-62200-531270	ENERGY-GASOLINE/DIESEL	\$275	\$0	\$0	\$4,000	\$4,000
100-62200-531720	SIGNS	\$7,300				
100-62200-542300	FURNITURE & FIXTURES	\$133,315	\$18,620	\$1,888	\$5,000	\$1,000
100-62200-542400	COMPUTER SOFTWARE			\$0		\$5,000
100-62200-542500	EQUIPMENT		\$10,455	\$1,551	\$5,000	\$5,000
		\$217,807	\$134,391	\$38,110	\$56,000	\$65,500

CITY OF STOCKBRIDGE
GENERAL FUND

Code Enforcement

Account	Account Name	2013	2014	2015	2016	2017
		Actual	Actual	Actual	ADOPTED BUDGET	Proposed Budget
100-74500-511100	REGULAR EMPLOYEE SALARIES					
100-74500-511300	OVERTIME			\$97,305	\$104,500	\$109,705
100-74500-512100	GRP INSRNC MEDICAL/DENTAL			\$53		
100-74500-512110	GRP INSRNC MEDICAL/DENTAL			\$10,618	\$35,000	\$13,905
100-74500-512110	GROUP INSURANCE LIFE			\$409	\$500	\$150
100-74500-512111	GROUP INSURANCE VISION			\$157	\$1,000	\$180
100-74500-512200	MEDICARE 1.45%			\$1,404	\$1,535	\$1,600
100-74500-512400	PENSION			\$12,974	\$17,500	\$15,400
100-74500-512700	WORKERS COMPENSATION			\$123	\$2,000	\$2,100
100-74500-512850	HRA REIMBURSEMENT					\$2,000
100-74500-523231	CELL PHONES				\$1,800	\$1,800
100-74500-523245	TELECOMMUNICATIONS			\$1,474	\$3,500	\$3,500
100-74500-523500	TRAVEL			\$1,110	\$1,000	\$1,000
100-74500-523600	DUES & FEES			\$0	\$500	\$200
100-74500-523700	EDUCATION & TRAINING			\$720	\$2,000	\$2,500
100-74500-531110	COMPUTER EXPENSE			\$0	\$2,000	\$2,000
100-74500-531140	SUPPLIES & MATERIALS			\$2,243	\$2,500	\$2,000
100-74500-531270	GASOLINE				\$2,700	\$2,700
100-74500-531740	TIRE EXPENSE				\$100	\$100
100-74500-531750	UNIFORMS			\$282	\$1,300	\$1,000
100-74500-542200	VEHICLES				\$30,000	\$30,000
100-74500-542300	FURNITURE & FIXTURES					\$1,000
		\$0	\$0	\$128,872	\$209,435	\$192,840

CITY OF STOCKBRIDGE
GENERAL FUND

Main Street Program

Account	Account Name	2013	2014	2015	2016	2017
		Actual	Actual	Actual	ADOPTED BUDGET	Proposed Budget
100-75500-511100	REGULAR EMPLOYEE SALARIES			\$57,327	\$71,800	\$101,500
100-75500-512100	GRP INSRNC MEDICAL/DENTAL			\$12,693	\$18,200	\$26,550
100-75500-512110	GROUP INSURANCE LIFE			\$233	\$1,100	\$120
100-75500-512111	GROUP INSURANCE VISION			\$134	\$680	\$350
100-75500-512200	MEDICARE 1.45%			\$718	\$1,100	\$1,500
100-75500-512400	PENSION			\$6,561	\$12,950	\$14,300
100-75500-512600	UNEMPLOYMENT INSURANCE			\$0	\$1,650	\$600
100-75500-521700	WORKERS COMPENSATION			\$346	\$1,100	\$1,100
100-75500-512851	HRA, \$1,000 DEDUCTIBLE			\$0	\$1,000	\$2,000
100-75500-521200	PROFESSIONAL FEES				\$8,000	\$4,000
100-75500-523231	CELL PHONES			\$528	\$1,000	\$1,000
100-75500-523245	TELECOMMUNICATIONS				\$3,500	\$3,000
100-75500-523400	PRINTING & BINDING			\$539	\$5,000	\$3,000
100-75500-523500	TRAVEL			\$1,203	\$2,000	\$3,000
100-75500-523600	DUES & FEES			\$1,500	\$3,000	\$1,200
100-75500-523700	EDUCATION & TRAINING			\$2,000	\$5,000	\$3,000
100-75500-523851	INTERN HELP					\$2,100
100-75500-523940	POSTAGE			\$406	\$2,000	\$1,000
100-75500-523945	WEB SITE					\$3,000
100-75500-531110	COMPUTER EXPENSE				\$2,500	\$1,500
100-75500-531140	SUPPLIES & MATERIALS			\$4,791	\$10,000	\$7,500
100-75500-531701	HOSPITALITY/FOOD			\$3,110	\$7,500	\$5,000
100-75500-531725	PROMOTIONAL SUPPLIES			\$15,732	\$15,000	\$14,000
100-75500-531750	UNIFORMS					\$125
100-75500-542300	FURNITURE & FIXTURES				\$7,500	\$5,000
		\$0	\$0	\$107,821	\$181,580	\$205,445

CITY OF STOCKBRIDGE
GENERAL FUND

GIS / Planning

Account	Account Name	2013	2014	2015	2016	2017
		Actual	Actual	Actual	ADOPTED BUDGET	Proposed Budget
100-75700-511100	REGULAR EMPLOYEE SALARIES				\$35,000	\$37,850
100-75700-512100	GRP INSRNC MEDICAL/DENTAL				\$18,200	\$7,600
100-75700-512110	GROUP INSURANCE LIFE				\$500	\$100
100-75700-512111	GROUP INSURANCE VISION				\$1,000	\$300
100-75700-512200	MEDICARE 1.45%				\$600	\$600
100-75700-512400	PENSION				\$6,300	\$6,300
100-75700-512600	UNEMPLOYMENT INSURANCE				\$1,000	\$700
100-75700-521700	WORKERS COMPENSATION				\$200	\$600
100-75700-512851	HRA, \$1,000 DEDUCTIBLE				\$1,000	\$1,000
100-75700-521200	PROFESSIONAL FEES					\$134,000
100-75700-523231	CELL PHONES				\$1,000	\$1,000
100-75700-523245	TELECOMMUNICATIONS				\$3,500	
100-75700-523500	TRAVEL				\$1,000	\$1,000
100-75700-523600	DUES & FEES				\$500	\$1,200
100-75700-523700	EDUCATION & TRAINING				\$2,000	\$3,500
100-75700-531110	COMPUTER EXPENSE				\$10,000	\$45,000
100-75700-531140	SUPPLIES & MATERIALS				\$8,000	\$6,000
100-75700-531701	HISTORIC PRESERVATION					\$7,500
100-75700-531702	ZONING ADVISORY BOARD					\$2,750
100-75700-531750	UNIFORMS				\$100	\$500
100-75700-541100	LAND ACQUISITION / SITES					\$1,000,000
		\$0	\$0		\$89,900	\$1,256,400
100-90000-611200	TRANSFER TO MMCC	\$78,644	\$143,239	\$67,389	\$168,235	\$231,785
100-90000-611300	TRANSFER TO SDPA					\$45,000
100-90000-611350	TRANSFER TO TE	\$330,365				
100-90000-611501	TRANSFER TO SPLOST II	\$29,331				
100-90000-612000	TRANSFER TO URA	\$1,210,981	\$1,211,585	\$1,210,851	\$1,211,451	\$1,213,860
100-90000-612005	TRANSFER TO TSCC	\$72,337				
Totals		\$9,552,602	\$7,872,548	\$7,660,405	\$9,057,678	\$10,434,250

Other Financing Uses

\$217,108	-\$1,566,607	-\$2,219,791	\$0	\$0
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CITY OF STOCKBRIDGE
GENERAL FUND

Account	Account Name	2013	2014	2015	2016	2017
		Actual	Actual	Actual	ADOPTED BUDGET	Proposed Budget
555-00000-381000	RENTS & ROYALTIES					
555-00000-381201	EQUIPMENT RENTAL	-\$146,767	-\$159,784	-\$162,072	-\$160,000	-\$155,000
555-00000-381301	DANCE FLOOR RENTAL	-\$1,185	-\$3,090		-\$1,000	-\$1,000
555-00000-389001	LINEN RENTAL	-\$8,680	-\$10,655	-\$500	-\$5,000	-\$5,000
555-00000-389004	KITCHEN RENTAL \$600	-\$130			-\$130	
555-00000-389007	CANCELLATION FEE	-\$13,955	-\$16,950	-\$100	-\$15,000	-\$15,000
555-00000-389030	MISCELLANEOUS		-\$3,539	-\$825		
555-00000-391100	OPERATING TRANSFERS IN		-\$500	\$200		
555-00000-392505	CONTRIBUTED CAPITAL - DDA	-\$78,544	-\$143,239	-\$67,389	-\$168,235	-\$231,785
				-\$307,457		
		-\$249,251	-\$337,767	-\$538,143	-\$339,365	-\$407,785

555-15650-511100	REGULAR EMPL. SALARIES	\$58,149	\$46,380	\$72,259	\$108,600	\$132,200
555-15650-511300	OVERTIME			\$2,528		
555-15650-512100	GRP INSRNC MEDICAL/DENTAL	\$15,571	\$9,312	\$15,314	\$36,400	\$47,400
555-15650-512110	GROUP INSURANCE LIFE	\$295	\$166	\$193	\$1,050	\$900
555-15650-512111	GROUP INSURANCE VISION	\$165	\$105	\$146	\$600	\$600
555-15650-512200	MEDICARE 1.45%	\$215	\$708	\$756	\$1,600	\$1,920
555-15650-512401	RETIREMENT CONTRIBUTION	\$14,529	\$7,471	\$6,760	\$19,550	\$18,600
555-15650-512600	UNEMPLOYMENT INSURANCE					\$2,500
555-15650-512700	WORKERS COMPENSATION	\$5,618	\$3,603	\$3,268	\$2,400	\$2,700
555-15650-512851	HRA, \$1,000 DEDUCTIBLE	\$2,015			\$2,000	\$3,000
555-15650-521222	IT Services for MMCC	\$730	\$1,073	\$641	\$2,000	\$3,000
555-15650-521340	WEBSITE	\$429	\$600	\$464	\$800	\$1,000
555-15650-522200	REPAIRS & MAINTENANCE	\$1,915	\$3,223	\$1,265	\$2,500	\$2,500
555-15650-522210	MAINTENANCE AGREEMENTS	\$1,695	\$1,704		\$2,500	\$2,500
555-15650-522213	FACILITY CLEANING	\$11,071	\$8,423	\$31,557	\$22,000	\$22,000
555-15650-522219	LANDSCAPING	\$17,109	\$16,342	\$19,926	\$18,000	\$18,000
555-15650-522220	MAINTENANCE & CLEANING	\$60,178	\$27,351	\$4,909	\$5,040	\$5,040
555-15650-522230	EQUIPMENT REPAIRS	\$2,846	\$347	\$244	\$7,500	\$7,500
555-15650-522251	AUTO EXPENSE	\$197			\$200	\$200
555-15650-522320	RENTAL OF EQUIP & VEHICLE	\$547	\$328	\$186	\$600	\$600
555-15650-523231	CELL PHONES	\$723	\$1,073	\$970	\$3,000	\$2,500
555-15650-523245	CBEYOND COMMUNICATIONS	\$7,525	\$3,341	\$1,849	\$3,150	\$2,150
555-15650-523310	PUBLIC NOTICES	\$1,095				
555-15650-523400	PRINTING & BINDING	\$425				
555-15650-523500	TRAVEL				\$500	\$500
555-15650-523600	DUES & FEES	\$165		\$0	\$1,000	\$1,000
555-15650-523700	EDUCATION & TRAINING	\$22	\$356	\$179	\$1,000	\$1,000
555-15650-523850	Personel Services					\$40,000

MMCC

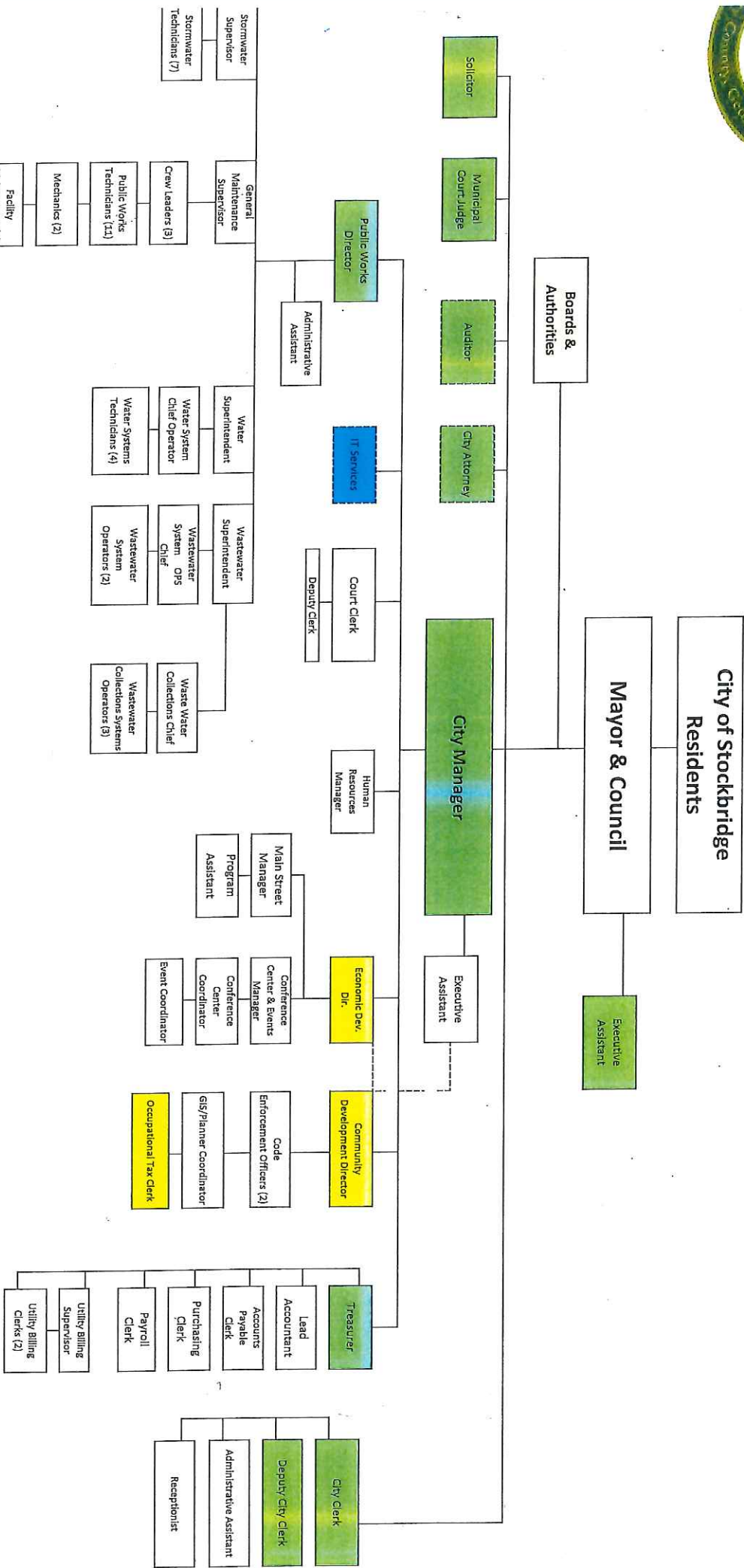
**CITY OF STOCKBRIDGE
GENERAL FUND**

Account	Account Name	2013	2014	2015	2016	2017
		Actual	Actual	Actual	ADOPTED BUDGET	Proposed Budget
555-15650-523902	MERCHANT FEES CREDIT CARD	\$818		\$1,500	\$2,250	\$2,250
555-15650-523933	LINEN	\$3,642	\$3,913	\$937	\$4,000	\$4,000
555-15650-531110	COMPUTER EXPENSE	\$2,195	\$577	\$2,896	\$2,000	\$2,000
555-15650-531130	OFFICE SUPPLIES	\$1,142	\$1,508	\$2,143	\$2,500	\$2,500
555-15650-531140	SUPPLIES & MATERIALS	\$619	\$1,243	\$1,027	\$1,000	\$1,000
555-15650-531142	HAND TOOLS & SMALL EQUIP.	\$480	\$7,994	\$789	\$100	\$1,000
555-15650-531213	NATURAL GAS	\$1,604	\$404		\$2,500	\$2,500
555-15650-531232	GA POWER ELECTRICITY	\$26,007	\$25,506	\$24,364	\$25,000	\$25,000
555-15650-531271	FUEL	\$527	\$1,052	\$901	\$500	\$500
555-15650-531704	OTHER SUPPLIES			\$171	\$525	\$525
555-15650-531708	FOOD AND BEVERAGE	\$15	\$2,224		\$200	\$200
555-15650-531710	CHRISTMAS DECORATIONS	\$2,050	\$1,896	\$1,500		\$5,000
555-15650-531720	SIGNS				\$50	\$50
555-15650-531725	PROMOTIONAL SUPPLIES	\$141			\$2,500	\$2,500
555-15650-531750	UNIFORMS				\$450	\$450
555-15650-541200	SITE IMPROVEMENTS		\$66,285		\$3,500	\$3,500
555-15650-542500	EQUIPMENT	\$5,777	\$1,651		\$50,000	\$35,000
555-15650-561000	DEPRECIATION	\$99,146	\$84,937	\$90,617		
555-15650-575000	LOSS ON DISPOSAL OF ASSETS	\$314,605				
		\$661,997	\$331,099	\$290,061	\$339,365	\$407,785



City of Stockbridge -- Organizational Chart -- Proposed January 1, 2017

Proposed



Appointed Position

New/Amended Position

Job Title: Economic Development Director

Job Summary: This position is responsible for facilitating community and economic development planning and initiatives; identifying and fostering economic development opportunities; securing funding for economic development activities and programs; assisting local organizations, businesses and individuals with establishing economic development plans and projects; and marketing the City in order to expand economic development opportunities.

Class Characteristics: This is the full-performance classification level.

Major Duties:

- Administers the Stockbridge Community Partnership Grant Program;
- Assists local organizations, businesses and individuals with establishing economic and community development plans, businesses and projects;
- Becomes familiar with the existing inventory of available buildings and business and residential development sites within the community, to include both public and private buildings and land areas;
- Develops, plans, organizes and implements marketing strategies to promote the Merle Manders Conference Center, Ted Strickland Community Center, and Stockbridge Multiplex Facility;
- Facilitates community and economic development planning in order to identify and establish economic development opportunities;
- Identifies opportunities for community economic development in order to development sectors, projects and initiatives;
- Manages the city's branding, website, and internal and external communications, including the city newsletter and social media initiatives;
- Manages the city's Hotel/Motel Tax for use in promoting the city and its economic development initiatives;
- Monitors legislation and regulations relating to economic development, and report findings to the appropriate impacted parties;
- Participates in and provides staff resources and assistance to coordinate unified economic development efforts to the Stockbridge Small Business Association, Urban Redevelopment Authority and Downtown Development Authority;

Job Title: Economic Development Officer (continued)

- Promotes business and economic development through personal contacts with community leaders, management officials of existing business and industry, industrial real estate community, the news media, and others;
- Promotes the community in order to expand economic development opportunities; develops and implements a marketing strategy for the City for the retention, expansion, and recruitment of business and industry;
- Provides professional economic development advice, assist in the application and permitting process, and serve as an advocate for economic development in line with the Comprehensive Plan, zoning ordinances, and goals as established by the city;
- Coordinates and facilitates public and private efforts to retain and expand existing businesses; development and implementation of economic revitalization strategies; cultivates working relationships with federal, state, and other local and nonprofit agencies offering economic development programs;
- Securing funding for economic development activities and programs;
- Serves as City liaison with local, county, regional and state economic development boards and committees;
- Works closely with the Henry County Chamber of Commerce to identify areas of concern in the promotion of business location and expansion within the city;
- Performs other duties as assigned.

Knowledge Required by the Position:

- Ability to coordinate and set up audio/visual equipment;
- Ability to effectively express ideas orally and in writing;
- Ability to establish and maintain effective working relationships with the governmental officials, business and industrial representatives, the news media, and others as otherwise necessitated by work assignments;
- Ability to exercise considerable independent judgment and discretion in establishing, applying and interpreting policies and procedures;
- Ability to gather, analyze and interpret industrial and economic data and to make sound recommendations from the information;
- Ability to learn basic photography and videography and related equipment;
- Ability to organize workflow and coordinate activities for short-term and long-term projects;

Job Title: Economic Development Officer (continued)

- Ability to solve problems and make decisions using independent judgment;
- Ability to work independently;
- Considerable knowledge of land and building values, urban design, municipal finances, tax credit incentives and funding sources for economic development or redevelopment; historic preservation.
- Considerable knowledge of laws and ordinances affecting the economic and industrial development process;
- Considerable knowledge of the available resources of the city;
- Considerable knowledge of the methods and techniques used in business solicitation or industrial promotion;
- Excellent written and verbal communication skills;
- General knowledge of current and projected economic trends;
- Knowledge of City ordinances, policies and procedures;
- Knowledge of community trends and market analyses techniques;
- Knowledge of implementation of state, regional and municipal ordinances;
- Knowledge of local government organization and the functions and practices of a municipal planning unit;
- Knowledge of modern office procedures and equipment;
- Skill in using a variety of computer programs for administrative functions and website management;
- Skilled in the collection, analysis and presentation of technical data;
- Thorough knowledge of the principles, practices and procedures of public planning, and economic and industrial development;
- Working knowledge of general management and business organization principles and practices.

Supervisory Controls: The work of this position is performed under the general supervision of the City Manager.

Guidelines: Guidelines include City and departmental safety manuals, policies and procedures.

Complexity: The work consists of supervisory duties.

Personal Contacts: Contacts are typically with GIS/Planner, senior management, co-workers, elected officials, vendors, contractors, developers, local and state government agencies, news media, business and community leaders, and the general public.

Purpose of Contacts: Contacts typically occur in order to give and exchange information, solve problems, resolve conflicts and provide services.

Physical Demands: This work is performed indoors in an office setting and involves occasional light lifting.

Work Environment: This work is performed indoors in an office setting. Some work will be performed outdoors.

Supervisory and Management Responsibility: This position is responsible for the management and supervision of the Conference Center & Events Manager and Main Street Manager.

Minimum Qualifications: Bachelor's degree in Marketing, Economics, Business Administration, Public Administration, Real Estate or a related field supplemented by six (6) years of increasingly responsible experience in Marketing development, Real Estate development, Economic development, Urban and Regional Planning or a related field; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job; valid State of Georgia Driver's License.

Job Title: Community Development Director

Job Summary: This position is responsible for assisting the City Manager in facilitating community development, planning and zoning and geographical information systems; code enforcement, and business licensing.

Class Characteristics: This is the full-performance classification level.

Major Duties:

- Plans, directs, and supervises planning/GIS staff engaged in the day-to-day zoning code implementation, long-term plan activities, permit issuances and regulation;
- Assists local organizations, businesses and individuals with establishing economic and community development plans, businesses and projects;
- Makes recommendations and presentations to Mayor and Council regarding planning and zoning and all departmental matters; Identifies crisis and alternatives for policy makers; identifies code and planning issues of community-wide socio-economic significance and the impact of these issues in the community; develops reports based on analysis of legislation on the short-and long range community development issues;
- Analyzes planning issues and determines project schedules and priorities;
- Manages and assists City staff in the enforcement of local ordinances and in interpreting, make recommendations for amending city codes, zoning ordinance and regulations, comprehensive plans, the land use plan, related maps and building codes;
- Maintains the database of information for planning purposes, official City maps, including zoning, annexation and similar maps;
- Assists in the development and implementation of zoning subdivision regulations, capital improvement plans, land use plans, annexation studies and other plans, studies and codes to meet the City's needs;
- Monitors developments related to planning, building, land use, grant and bond programs and redevelopment matters; evaluates the impact of each upon City operations and recommends policy changes;
- Coordinates city planning activities with other City divisions, departments and agencies as needed;
- Responsible for the development and management of all GIS data for the City; maintains GIS datasets for utility billing, planning, parks, water, sewer and stormwater functions; develops maps, overlays and new data sets as required;

Job Title: Community Development Director (continued)

- Manages and ensures the effective operation of Code Enforcement, Occupational Tax, Permitting and other administrative areas as assigned;
- Supervises, directs and evaluates assigned staff;
- Assists with employee performance appraisals, recruitment and training of assigned staff;
- Performs other duties as assigned.

Knowledge Required by the Position:

- Ability to perform in a responsible managerial and administrative capacity in overseeing the daily operations of assigned departments;
- Knowledge of or ability to understand and interpret municipal laws, policies, codes and regulations;
- Knowledge of or ability to learn the City's organizational structure, departmental functions and inter-relationships;
- Ability to maintain confidentiality and exercise considerable skill in handling sensitive information and data;
- Ability to effectively express ideas orally and in writing;
- Ability to establish and maintain effective working relationships with the governmental officials, business and industrial representatives, the news media, and others as otherwise necessitated by work assignments;
- Ability to exercise considerable independent judgment and discretion in establishing, applying and interpreting policies and procedures;
- Ability to gather, analyze and interpret industrial and economic data and to make sound recommendations from the information;
- Ability to organize workflow and coordinate activities for short-term and long-term projects;
- Ability to instruct others in work procedures and provide specific project direction;
- Ability to work independently;
- Knowledge of the available resources of the city;
- Excellent written and verbal communication skills;
- Knowledge of local government organization and the functions and practices of a municipal planning unit;
- Knowledge of modern office procedures and equipment;
- Skill in using a variety of computer programs for administrative functions and website management;
- Skilled in the collection, analysis and presentation of technical data;

- Thorough knowledge of the principles, practices and procedures of public planning, and economic and industrial development;
- Working knowledge of general management and business organization principles and practices.

Job Title: Community Development Director (continued)

Supervisory Controls: The work of this position is performed under the general supervision of the City Manager.

Guidelines: Guidelines include City and departmental safety manuals, policies and procedures.

Complexity: Work requires the exercise of independent thinking within the limits of guidelines, policies, standards and precedents. The work consists of administrative and supervisory duties.

Personal Contacts: Contacts that typically occur with co-workers, elected officials, vendors, contractors, developers, local and state government agencies, and the general public.

Purpose of Contacts: Contacts typically occur in order to give and exchange information, solve problems, resolve conflicts and provide services.

Physical Demands: This work is performed indoors in an office setting and involves occasional light lifting.

Job Title: Community Development Director

Work Environment: This work is performed indoors in an office setting.

Supervisory and Management Responsibility: This position is responsible for the management and supervision of the Code Enforcement Officers, GIS/Planner, and Occupational Tax Clerk.

Minimum Qualifications: Bachelor's degree in Business Administration, Public Administration, Urban & Regional Planning or related field supplemented by five to seven (5 to 7) years of increasingly responsible experience in municipal management as a Senior Level Department

Director; Planning Director or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job; preferred: Master's Degree in Urban/Regional Planning, Economics or related field. AICP certification preferred. Valid State of Georgia Driver's License required.

Job Title: Occupational Tax Clerk

Job Summary: This position processes business occupancy applications and collects occupational business tax payments to ensure all businesses in the City are licensed and properly regulated.

Class Characteristics: This is the full-performance classification level.

Major Duties:

- Processes business occupancy applications and renewals, issues certificates of occupancy, and provides customer service on application process;
- Maintains business occupancy application forms, documents and instructions in print and digital format;
- Coordinates with City Clerk and Code Enforcement as well as county fire, planning and zoning, building, health and other departments as necessary to ensure businesses are in compliance with relevant ordinances and inspection requirements;
- Manages business occupancy applications using computer-based application system;
- Manages collections, reporting and compliancy requirements for City's Hotel/Motel Tax, Alcohol Beverage Sales Tax Report, and Wine/Malt Beverage Sales Report;
- Maintains accurate filing system for application documentation;
- Processes payments;
- Manages account payments in a computerized account management system and reconciles account balances;
- Compiles data for monthly and annual financial reports as required by local, state or federal law;
- Manages annual occupational certification renewal process;
- Performs other duties as assigned.

Knowledge Required by the Position:

- Knowledge of or ability to understand and interpret municipal laws, policies, codes, and regulations;
- Knowledge of modern records management techniques;
- Skill in using a variety of computer programs for administrative functions;
- Ability to communicate clearly and effectively, orally and in writing;
- Ability to read, analyze and interpret complex documents;
- Ability to prepare clear and concise reports;
- Ability to maintain confidentiality and exercise considerable skill in handling sensitive information and data;

Job Title: Occupational Tax Clerk (continued)

- Ability to establish and maintain effective working relationships with city and county officials, employees and the public.
- Quick learner and strong computer skills: advanced Microsoft Office skills, especially Microsoft Word and Excel;
- Knowledge of modern office procedures and equipment;
- Consistently demonstrate ability to respond to changing situations in a flexible manner in order to meet current needs, such as reprioritizing work as necessary;
- Ability to take the initiative to make decisions/choices without direct supervision;
- Expert knowledge of or ability to learn City ordinances, policies and procedures;
- Ability to carry out oral and written instructions;
- Ability to maintain an organized office environment;
- Knowledge of basic accounting principles, practices and procedures;
- Ability to exercise judgment to resolve constituent inquiries.

Supervisory Controls: The work of this position is performed under the general supervision of the Community Development Director.

Guidelines: Guidelines include state and federal laws and regulations governing occupational taxes; City and departmental rules and regulations, and City ordinances, policies and procedures.

Complexity: The work consists of clerical and customer service duties and requires the exercise of independent thinking within the limits of guidelines, policies, standards and precedents.

Personal Contacts: Contacts typically occur with the city's code enforcement officer, city and county staff, and the general public.

Purpose of Contacts: Contacts are typically to give and exchange information, resolve conflicts, solve problems and provide services.

Physical Demands: This work is performed indoors in an office setting and involves occasional light lifting.

Work Environment: This work is performed indoors in an office setting.

Supervisory and Management Responsibility: None.

Job Title: Occupational Tax Clerk (continued)

Minimum Qualifications: Associates degree or two (2) years of college or technical coursework supplemented by three (3) years of experience performing administrative support and clerical duties; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job; ability to accurately type a minimum of 25 words per minute.

City of Stockbridge PROPOSED FY2017 Pay Scale

Job Title	Billing Department	Reports To	Pay Grade	Minimum	Maximum	Minimum	Maximum
General Maintenance Technician	Stormwater	Stormwater Supervisor	10	\$ 11.00	\$ 16.26	\$ 22,880.00	\$ 33,820.80
Public Works Technician	Public Works	Crew Leader	10	\$ 11.00	\$ 16.26	\$ 22,880.00	\$ 33,820.80
Receptionist	Administration	City Clerk	10	\$ 11.00	\$ 16.26	\$ 22,880.00	\$ 33,820.80
Sanitation Technician	Sanitation	Crew Leader	10	\$ 11.00	\$ 16.26	\$ 22,880.00	\$ 33,820.80
Stormwater Technician	Stormwater	Stormwater Supervisor	10	\$ 11.00	\$ 16.26	\$ 22,880.00	\$ 33,820.80
Wastewater Collections Systems Operator I	Sewer	Wastewater Reclamation Plant Superintendent	10	\$ 11.00	\$ 16.26	\$ 22,880.00	\$ 33,820.80
Wastewater Systems Operator I	Sewer	Wastewater Reclamation Plant Superintendent	11	\$ 12.00	\$ 17.72	\$ 24,960.00	\$ 36,857.60
Water Systems Technician I	Water	Water Superintendent	11	\$ 12.00	\$ 17.72	\$ 24,960.00	\$ 36,857.60
Utility Billing Clerk	Sanitation	Utility Billing Supervisor	12	\$ 12.90	\$ 19.06	\$ 26,832.00	\$ 39,644.80
Utility Billing Clerk	Sewer	Utility Billing Supervisor	12	\$ 12.90	\$ 19.06	\$ 26,832.00	\$ 39,644.80
Mechanic	Public Works	General Maintenance Supervisor	13	\$ 14.00	\$ 20.69	\$ 29,120.00	\$ 43,036.20
Wastewater Collections Systems Operator II	Sewer	Wastewater Reclamation Plant Superintendent	13	\$ 14.00	\$ 20.69	\$ 29,120.00	\$ 43,036.20
Wastewater Systems Operator II	Sewer	Wastewater Reclamation Plant Superintendent	13	\$ 14.00	\$ 20.69	\$ 29,120.00	\$ 43,036.20
Water Systems Technician II	Water	Water Superintendent	13	\$ 14.00	\$ 20.69	\$ 29,120.00	\$ 43,036.20

City of Stockbridge PROPOSED FY2017 Pay Scale

Job Title	Billing Department	Reports To	Pay Grade	Minimum	Maximum	Minimum	Maximum
Administrative Assistant	Administration	City Clerk	14	\$ 14.63	\$ 21.61	\$ 30,430.40	\$ 44,948.80
Administrative Assistant	Public Works	Public Works Director	14	\$ 14.63	\$ 21.61	\$ 30,430.40	\$ 44,948.80
Administrative Assistant	Municipal Court	Court Clerk	14	\$ 14.63	\$ 21.61	\$ 30,430.40	\$ 44,948.80
Program Assistant	Main Street	Main Street Manager	14	\$ 14.63	\$ 21.61	\$ 30,430.40	\$ 44,948.80
Deputy Court Clerk	Municipal Court	Court Clerk	14	\$ 14.63	\$ 21.61	\$ 30,430.40	\$ 44,948.80
Conference Center Coordinator	Merle Manders Conference Ct.	Conference Center & Events Manager	14	\$ 14.63	\$ 21.61	\$ 30,430.40	\$ 44,948.80
Accounts Payable Clerk	Administration	Treasurer	15	\$ 15.38	\$ 23.89	\$ 31,990.40	\$ 49,691.20
Crew Leader	Public Works	General Maintenance Supervisor	15	\$ 15.38	\$ 23.89	\$ 31,990.40	\$ 49,691.20
Crew Leader	Sanitation	General Maintenance Supervisor	15	\$ 15.38	\$ 23.89	\$ 31,990.40	\$ 49,691.20
Occupational Tax Clerk	Administration	Community Development Director	15	\$ 15.38	\$ 23.89	\$ 31,990.40	\$ 49,691.20
Payroll Clerk	Administration	Treasurer	15	\$ 15.38	\$ 23.89	\$ 31,990.40	\$ 49,691.20
Stormwater Supervisor	Stormwater	Public Works Director	15	\$ 15.38	\$ 23.89	\$ 31,990.40	\$ 49,691.20
GIS/Planner	GIS	Community Development Director	16	\$ 16.13	\$ 23.89	\$ 33,550.40	\$ 49,691.20
Code Enforcement Officer	Code Enforcement	Community Development Director	16	\$ 16.13	\$ 24.02	\$ 33,550.40	\$ 49,661.60

City of Stockbridge PROPOSED FY2017 Pay Scale

Job Title	Billing Department	Reports To	Pay Grade	Minimum	Maximum	Minimum	Maximum
Deputy City Clerk	Administration	City Clerk	16	\$ 16.13	\$ 24.02	\$ 33,550.40	\$ 49,961.60
Mechanic/ASE Certified	Public Works	General Maintenance Supervisor	16	\$ 16.13	\$ 24.02	\$ 33,550.40	\$ 49,961.60
Utility Billing Supervisor	Water	Treasurer	16	\$ 16.13	\$ 24.02	\$ 33,550.40	\$ 49,961.60
Wastewater Systems Operator III	Sewer	Wastewater Reclamation Plant Superintendent	16	\$ 16.13	\$ 24.02	\$ 33,550.40	\$ 49,961.60
Water Systems Technician III	Water	Water Superintendent	16	\$ 16.13	\$ 24.02	\$ 33,550.40	\$ 49,961.60
Wastewater Systems Operator IV	Sewer	Wastewater Reclamation Plant Superintendent	17	\$ 16.93	\$ 25.01	\$ 35,214.40	\$ 52,020.80
Water Systems Technician IV	Water	Water Superintendent	17	\$ 16.93	\$ 25.01	\$ 35,214.40	\$ 52,020.80
Procurement Specialist	Administration	Treasurer	17	\$ 16.93	\$ 25.01	\$ 35,214.40	\$ 52,020.80
Executive Assistant	Governing Body	Mayor & Council	18	\$ 17.78	\$ 26.26	\$ 36,982.40	\$ 54,620.80
Executive Assistant	Administration	City Manager	18	\$ 17.78	\$ 26.26	\$ 36,982.40	\$ 54,620.80
Wastewater Collections Chief Operator	Wastewater	Wastewater Reclamation Plant Superintendent	21	\$ 20.58	\$ 30.40	\$ 42,806.40	\$ 63,232.00
Wastewater Systems Chief Operator	Wastewater	Wastewater Reclamation Plant Superintendent	21	\$ 20.58	\$ 30.40	\$ 42,806.40	\$ 63,232.00
Water System Chief Operator	Water	Water Superintendent	21	\$ 20.58	\$ 30.40	\$ 42,806.40	\$ 63,232.00
Conference Center & Events Manager	MMCC	Economic Development Director	21	\$ 20.58	\$ 30.40	\$ 42,806.40	\$ 63,232.00

City of Stockbridge PROPOSED FY2017 Pay Scale

Job Title	Billing Department	Reports To	Pay Grade	Minimum	Maximum	Minimum	Maximum
Court Clerk	Municipal Court	City Manager	21	\$ 20.58	\$ 30.40	\$ 42,806.40	\$ 63,232.00
Main Street Manager	Main Street	Economic Development Director	21	\$ 20.58	\$ 30.40	\$ 42,806.40	\$ 63,232.00
Human Resources Manager	Executive	City Manager	22	\$ 21.61	\$ 32.30	\$ 44,948.80	\$ 67,184.00
Lead Accountant	Administration	Treasurer	22	\$ 21.61	\$ 32.30	\$ 44,948.80	\$ 67,184.00
Facilities Supervisor	Public Works	Public Works Director	25	\$ 25.01	\$ 36.96	\$ 52,020.80	\$ 76,876.80
General Maintenance Supervisor	Public Works	Public Works Director	25	\$ 25.01	\$ 36.96	\$ 52,020.80	\$ 76,876.80
Wastewater Reclamation Plant Superintendent	Sewer	Public Works Director	25	\$ 25.01	\$ 36.96	\$ 52,020.80	\$ 76,876.80
Water Superintendent	Water	Public Works Director	25	\$ 25.01	\$ 36.96	\$ 52,020.80	\$ 76,876.80
Public Works Director	Public Works	City Manager	27	\$ 27.58	\$ 42.76	\$ 57,366.40	\$ 88,940.80
Economic Development Director	Executive	City Manager	27	\$ 27.58	\$ 42.76	\$ 57,366.40	\$ 88,940.80
City Clerk	Executive	Mayor & Council	28	\$ 28.96	\$ 42.80	\$ 60,236.80	\$ 89,024.00
Treasurer	Executive	City Manager	28	\$ 28.96	\$ 42.80	\$ 60,236.80	\$ 89,024.00
Vacant			30	\$ 29.82	\$ 45.04	\$ 62,025.60	\$ 93,683.20
Community Development Director		City Manager	32	\$ 30.74	\$ 53.88	\$ 63,939.20	\$ 112,070.40

City of Stockbridge PROPOSED FY2017 Pay Scale

Job Title	Billing Department	Reports To	Pay Grade	Minimum	Maximum	Minimum	Maximum
Vacant			34	\$ 39,54	\$ 55.15	\$ 82,243.20	\$ 114,712.00
City Manager	Executive	Mayor & Council	36	\$ 42.78	\$ 63.22	\$ 88,982.40	\$ 131,497.60

**STATE OF GEORGIA
COUNTY OF HENRY
CITY OF STOCKBRIDGE**

RESOLUTION NO. _____

A RESOLUTION NAMING AND APPOINTING MEMBERS OF THE MAIN STREET ADVISORY BOARD TO FILL A CERTAIN VACANCIES; PROVIDING FOR SEVERABILITY; REPEALING INCONSISTENT RESOLUTIONS; PROVIDING FOR AN EFFECTIVE DATE OF THIS RESOLUTION; AND FOR OTHER PURPOSES.

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

WHEREAS, as the result of certain expirations of terms, certain vacancies exist on the Main Street Advisory Board for the City of Stockbridge; and

WHEREAS, the City Council finds it necessary and proper to name certain individuals to fill such vacancies.

NOW THEREFORE, THE MAYOR AND CITY COUNCIL OF THE CITY OF STOCKBRIDGE HEREBY RESOLVE AS FOLLOWS;

Section 1. **Board of Directors** – The Mayor and City Council of the City of Stockbridge resolve that there is hereby named and appointed as members of the Main Street Advisory Board the following named persons, which appointments are contingent upon the successful passage of a background check:

<u>Name</u>	<u>Terms of Office</u>
_____	until _____
_____	until _____
_____	until _____
_____	until _____

The Mayor and Council of the City further resolve that commencing with the date of adoption of this resolution each of the persons named above as directors shall serve in such capacity for the term set forth opposite his or her respective name.

Section 2. **Documents** – The City Clerk is authorized to execute, attest to, and seal any documents which may be necessary to effectuate this Resolution, subject to approval as to form by the City Attorney.

Section 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.

Section 4. **Repeal of Conflicting Provisions** - All City resolutions inconsistent with this Resolution are hereby repealed.

Section 5. **Effective Date** - This Resolution shall be effective immediately upon the date of its adoption by the City Council and Mayor as provided in the City Charter.

SO RESOLVED, this the _____ day of _____, 2016.

CITY OF STOCKBRIDGE, GEORGIA

JUDY NEAL, MAYOR

ATTEST:

VANESSA HOLIDAY, CITY CLERK

APPROVED AS TO FORM:

MICHAEL WILLIAMS, CITY ATTORNEY

**STATE OF GEORGIA
COUNTY OF HENRY
CITY OF STOCKBRIDGE**

RESOLUTION NO. _____

A RESOLUTION NAMING AND APPOINTING MEMBERS OF THE MAIN STREET ADVISORY BOARD TO FILL A CERTAIN VACANCIES; PROVIDING FOR SEVERABILITY; REPEALING INCONSISTENT RESOLUTIONS; PROVIDING FOR AN EFFECTIVE DATE OF THIS RESOLUTION; AND FOR OTHER PURPOSES.

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<u>Name</u>	<u>Terms of Office</u>
_____	until _____
_____	until _____
_____	until _____
_____	until _____

The Mayor and Council of the City further resolve that commencing with the date of adoption of this resolution each of the persons named above as directors shall serve in such capacity for the term set forth opposite his or her respective name.

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SO RESOLVED, this the _____ day of _____, 2016.

CITY OF STOCKBRIDGE, GEORGIA

JUDY NEAL, MAYOR

ATTEST:

VANESSA HOLIDAY, CITY CLERK

APPROVED AS TO FORM:

MICHAEL WILLIAMS, CITY ATTORNEY

Stockbridge Main Street Program

Statement of Intent

Dear Advisory Board Member:

Your appointed term on the Stockbridge Main Street Advisory Board is coming to a close. Please provide us with an indication of your plans for involvement with this Board at the end of your term.

— Thank You!

Name: Mildred E. Reed

Contact Address: 530 Creekview Overlook

City: Stockbridge State: GA Zip: 30281

Cell Phone: (770) 389-7900 Business Phone: (770) 389-7900

Email Address: mreed@stockbridgega.gov

Name of Business(es) or Current Employer:

Position Held on the Board: SDOA Repres

It is my intention to:

- ☒ Remain on the Board for another term.
☐ Terminate my Board term at the end of this year.
☐ Other:

Signature: Mildred E Reed Date: 10/7/2014

Please complete and return this form to the Stockbridge Main Street Program:

Stockbridge Main Street Program
Stockbridge City Hall
4640 N. Henry Blvd.
Stockbridge, GA 30281

or mainstreet@cityofstockbridge-ga.gov

Anika Potts
688 Pathwood Lane
Stockbridge, GA 30281

10/07/2016

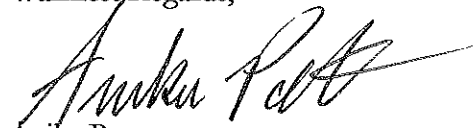
Kira Harris-Braggs
Main Street Manager

Mrs. Harris-Braggs,

I have enjoyed serving as a member of the Main Street Advisor Board this past term. I feel a lot of the work we have outlined in our work plans are starting to be implemented and/or addressed. I would like to be reappoint to continue serving on the Main Street Advisor Board to assist the program in its continued efforts to make the Stockbridge Main Street District an identifiable downtown historic district that promotes economic vitality, encourages cultural enrichment, and nurtures community spirit.

Thank you for considering my request

Warmest Regards,



Anika Potts
Main Street Advisory Board Secretary

Stockbridge Main Street Program

Statement of Intent

Dear Advisory Board Member:

Your appointed term on the Stockbridge Main Street Advisory Board is coming to a close. Please provide us with an indication of your plans for involvement with this Board at the end of your term.

— Thank You!

Name: Ebony Gurndy

Contact Address: 118 Surge Stone Lane

City: Stockbridge State: GA Zip: 30281

Cell Phone: _____ Business Phone: _____

Email Address: _____

Name of Business(es) or Current Employer: AOC Eco Solutions

Position Held on the Board: Small Bus Owner Outside MS

It is my intention to:

- ☒ Remain on the Board for another term. - as Citizen Rep.
☐ Terminate my Board term at the end of this year.
☐ Other: _____

Signature: Ebony Gurndy Date: 10/7/16

Please complete and return this form to the Stockbridge Main Street Program:

Stockbridge Main Street Program
Stockbridge City Hall
4640 N. Henry Blvd.
Stockbridge, GA 30281

or mainstreet@cityofstockbridge-ga.gov

Stockbridge Main Street Program

Statement of Intent

Dear Advisory Board Member:

Your appointed term on the Stockbridge Main Street Advisory Board is coming to a close. Please provide us with an indication of your plans for involvement with this Board at the end of your term.

— Thank You!

Name: Anthony S. Ford, Mayor Pro Tem

Contact Address: 4640 NORTH HENRY BLVD

City: STOCKBRIDGE State: GA Zip: 30281

Cell Phone: (770) 389-7900 Business Phone: (770) 389-7900

Email Address: aford@cityofstockbridgega.gov

Name of Business(es) or Current Employer: CITY OF STOCKBRIDGE
MAYOR PRO TEM

Position Held on the Board: BOARD MEMBER, COUNCIL REPRESENTATIVE

It is my intention to:

☐ Remain on the Board for another term.

☒ Terminate my Board term at the end of this year. CITY COUNCIL

☐ Other: APPOINTMENT
JANUARY 2017

Signature: Anthony S. Ford

Date: 7 October 2016

Please complete and return this form to the Stockbridge Main Street Program:

Stockbridge Main Street Program
Stockbridge City Hall
4640 N. Henry Blvd.
Stockbridge, GA 30281

or mainstreet@cityofstockbridge-ga.gov



Airstrike Aerial Photography, LLC

BOARD OR COMMISSION APPLICATION

a) Which Board(s) or Commission(s) do you wish to be appointed to? Main Street or other appropriate

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

As best fits for community needs

b) How long have you been a resident or business owner/operator in the City of Stockbridge? 10 Years 2 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:

BOARD OR COMMISSION APPLICATION

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

I am willing to do whatever we can to help move Stockbridge forward and improve our business appearance

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):

Any position that the City felt appropriate and that my knowledge and service could benefit our community

APPLICANT STATEMENT

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eSigned via GreenFaxDoc.com
Donald L. Gordon
Key: 69b42405d4918d0073c862c02e079e

Signature

Donald L. Gordon

Printed Name

12/08/2016

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

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RECEIVED

City of Stockbridge NOV 4 2016
4640 North Henry Blvd. City Clerk's Office
Stockbridge, GA 30281 City of Stockbridge



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APPLICANT INFORMATION

Applicant Name: Lea Sanders

Occupation: Manager/owner Restaurant Employer: Self Employed

Home Address: 245 Rustic Rd City: Stockbridge Zip: GA

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) _____

Olympia Pizza, 5537 N. Henry Blvd.

BOARD OR COMMISSION APPLICATION

- a) Which Board(s) or Commission(s) do you wish to be appointed to? Main Street Board
- If applying for the Main Street Advisory Board, which position?
(see positions noted below) business owner -
outside Main Street District
- b) How long have you been a resident or business owner/operator in the City of Stockbridge? 5 Years 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
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If yes, please explain:
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City of Stockbridge

BOARD OR COMMISSION APPLICATION

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It would like to see the City of Stockbridge
grow and thrive. A city that is vibrant provides
an environment that causes businesses to grow.

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DDA

Board of Ethics

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Lea Sanders
Signature

Lea Sanders
Printed Name

11/4/2016
Date

Please return signed application to:

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Fax: 770.389.7912
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City of Stockbridge

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City of Stockbridge

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City of Stockbridge

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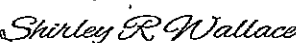
Community Service is important for many reasons. Taking part and volunteering in my community is my way of insuring all of Stockbridge residence have reason to want to stay within the city and strive for a better quality of living. One of my favorite things about community service is to bring awareness to the opportunities and choices to the residents that are in our city.

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alligned via ScanformDocu.com

Key: 10421405419145307048220208209

Signature

Shirley Wallace

Printed Name

11/09/2016

Date

Please return signed application to:

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- 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: Rangadevi Dasi Chakraborty

Occupation: Student Employer: n/a

Home Address: 128 ventura trail 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 OR COMMISSION APPLICATION

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

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? 2 Years 11 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:

BOARD OR COMMISSION APPLICATION

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

I wish to serve on the Main Street Advisory Board because I'm sick and tired of driving to Atlanta every time I want to go do something fun with my friends. I need Stockbridge to step up its game and become a respectable city. I come with a ton of creative ideas and plans for this Board to consider. It's time that tax dollar are spent in Stockbridge, and that we can fix our own roads.

- 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):

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 via ScanSignDocs.com

Rangadevi Chakraborty

Key: c7ba42d05d191d50070d5b2a02a276a

Rangadevi Chakraborty

11/11/2016

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: 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.

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(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.

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 ZAB 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 ZAB is comprised of five (5) 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 (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 one (2) resident. 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) 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.

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*TM 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

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.

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
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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.

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

PROCEDURES FOR BOARD 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 may 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

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 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: Shirley Wallace

Occupation: Program Analyst

Employer: VA

Home Address: 310 Torre Trail

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 OR COMMISSION APPLICATION

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

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? ___ Years 84 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.
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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:

Community Service is important for many reasons. Taking part and volunteering in my community is my way of insuring all of Stockbridge residence have reason to want to stay within the city and strive for a better quality of living. One of my favorite things about community service is to bring awareness to the opportunities and choices to the residents that are in our city.

- 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):

Zoning Board and Ethics Board

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eSigned via ScanformDocu.com
Shirley R. Wallace
Key: cfb42405d1916b0870c4e2c02a3279a

Signature

Shirley Wallace

Printed Name

11/09/2016

Date

Please return signed application to:

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City of Stockbridge

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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.

RESOLUTION NO. _____

**A RESOLUTION TO APPROVE THE REVISED BYLAWS OF THE
STOCKBRIDGE MAIN STREET ADVISORY BOARD**

WHEREAS, the City of Stockbridge ("City") is a municipal corporation duly organized and existing under the laws of the State of Georgia and is governed by a City Council; and

WHEREAS, the City Council desires to approve the revised bylaws of the Stockbridge Main Street Advisory Board;

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

SECTION 1. Approval of Agreement. The bylaws 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 _____ day of _____, 2016.

JUDY NEAL, Mayor

ATTEST:

VANESSA HOLIDAY, City Clerk

APPROVED AS TO FORM:

MICHAEL WILLIAMS, City Attorney



By-Laws of the Stockbridge Main Street Advisory Board

Adopted August 11, 2014

Updated December 15, 2015

Proposed Update: December 27, 2016

BY-LAWS OF THE STOCKBRIDGE MAIN STREET ADVISORY BOARD

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BY-LAWS OF THE STOCKBRIDGE MAIN STREET ADVISORY BOARD

The City of Stockbridge became a candidate for National Main Street designation by being accepted into the Georgia Department of Community Affairs Office of Downtown Development's *Georgia Main Street Start-up Program* in December 2013. The following by-laws have been created to provide the framework within which the Stockbridge Main Street Program Advisory Board shall function:

Article I. ADVISORY BOARD PURPOSE

The Stockbridge Main Street Program (hereinafter Main Street) shall have a governing Advisory Board. The Stockbridge Main Street Advisory Board (hereinafter the Board) shall be comprised of a group of concerned stakeholders—representing business and property owners/operators, citizens, community groups, government officials, schools, and various professionals who are genuinely interested in the overall revitalization of the Stockbridge Main Street District (hereinafter Main Street District) and the City of Stockbridge's (hereinafter the City) historic downtown area with an emphasis on the four components of the Main Street Four-Point Approach®:

Section 1.01 Design

Design explores the avenues for getting the Main Street District into top physical shape—creating a safe, inviting environment for restaurant goers, shoppers, workers, and visitors. It takes a close look at aspects such as the district's buildings, storefronts, signage, public spaces, parking areas, street furniture, public art, landscaping, merchandising, window displays, and promotional materials. An appealing atmosphere, created through attention to all of these visual elements, conveys a positive message about the Main Street District and what it has to offer. Design activities also include instilling good maintenance practices, enhancing the district's physical appearance through the rehabilitation of historic buildings, encouraging appropriate new construction, and developing sensitive design management systems, while also educating business and property owners about design quality and long-term planning.

Section 1.02 Economic Vitality

Economic **vitality** focuses on creating a Main Street District that serves the needs of today's consumers. This is accomplished by active efforts to retain and expand already successful downtown businesses, providing a balanced commercial mix, sharpening the competitiveness of downtown businesses, and attracting new businesses to the area.

Section 1.03 Organization

Organization provides management, establishes consensus, and inspires cooperation through the building of partnerships among the various groups that have a stake in the Main Street District. This component brings everyone—business and property owners/operators, citizens, community groups, government officials, schools, and various professionals—to the table with the common goals of implementing positive change, effecting economic sustainability, and encouraging advocacy for the downtown.

Section 1.04 Promotion

Promotion takes many forms. It has the ultimate goal of creating a positive image that will rekindle community pride and improve consumer and investor confidence in the Main Street District. Advertising, retail promotions, special events, and marketing campaigns help sell the image and promise of Main Street to the community and surrounding region. Promotions are designed to communicate the district's unique characteristics, business establishments, and activities to shoppers, restaurant goers, investors, potential business/property owners, and especially visitors.

Article II. CITY OF STOCKBRIDGE COMMITMENT

As stipulated by the *Memorandum of Understanding*¹ between the City of Stockbridge (the City) and the Georgia Department of Community Affairs Office of Downtown Development (DCA), the City agrees to:

Section 2.01 Identify, through boundaries, a Main Street District.
(See *Article VII* of these By-laws)

Section 2.02 Provide a Training and Travel Budget for the program.
A budget for required training and travel (a minimum of \$1,500 per year) shall be provided for the Main Street Program Manager and Advisory Board members to obtain DCA-approved education and technical assistance so that they can learn and stay abreast of Main Street trends; successfully implement the Main Street Four-Point Approach®; and stay in compliance with both statewide and national Main Street standards.

¹ The *Memorandum of Understanding* (MOU) between the City of Stockbridge and the Georgia Department of Community Affairs (DCA) is an annually renewable agreement that is required for participation in the Georgia Main Street Program. DCA is the sponsoring state agency for the administration of the Georgia Main Street Program and is licensed by the National Main Street Center® to designate, assess, and recommend accreditation for Main Street Programs within the State of Georgia.

Section 2.03 Hire a full-time, paid program manager.

The Main Street Program Manager shall facilitate the daily operations of the Main Street Program.

Section 2.04 Appoint a working Board of Directors for the program.

All appointments to the Main Street Advisory Board shall be made by the City of Stockbridge Mayor and Council (hereinafter the Mayor and Council) according to the City's established Board and Commission Appointment procedures.

Section 2.05 Support a systematic approach to Downtown Revitalization.

Through Main Street programming, projects, and initiatives, the City shall support all components of the Main Street Four-Point Approach.[®]

Section 2.06 Possess a historic preservation ethic.

Through Main Street programming, projects, and initiatives, the City shall maintain a healthy historic preservation ethic.

Section 2.07 Host at least one meeting per year that includes an update about the Stockbridge Main Street Program².

At least once per calendar year, the Mayor and Council will invite the Main Street Program Manager and/or members of the Board to attend a Council meeting or workshop to provide an update, about Main Street programming, projects, and initiatives.

Section 2.08 Maintain an annual membership with the National Main Street Center.

To maintain National Main Street accreditation, the Stockbridge Main Street Program must sustain an annual membership with the National Main Street Center.

Section 2.09 Maintain an annual membership with the Georgia Downtown Association.

To maintain status as a Georgia Main Street Program, the Stockbridge Main Street Program must sustain an annual membership with the Georgia Downtown Association.

² This does not have to be a meeting that is specifically called for the purposes of providing the community with a Main Street Update. The update can be presented at any regularly scheduled Council Meeting or workshop.

Article III. The Stockbridge Main Street Advisory Board

Section 3.01 The Stockbridge Main Street Advisory Board shall serve in an advisory capacity.

The Board shall serve in an advisory capacity to the Main Street staff, providing business, community, economic, and policy-related expertise.

Section 3.02 Board Members

The Board shall consist of members who:

- (a) are citizens of the State of Georgia and the United States;
- (b) are at least eighteen (18) years of age;
- (c) have a high school education or the equivalent;
- (d) have a genuine interest in implementing policy to create a positive change in the Stockbridge Main Street District;
- (e) have a genuine interest in the successful commercial revitalization in the Stockbridge Main Street District;
- (f) have a genuine interest in historic preservation;
- (g) are willing to serve a minimum one (1) to two (2) year term of service (depending upon the position held);
- (h) are willing to attend a least eight (8) hours of approved training;
- (i) are willing to attend regularly scheduled, monthly Board and committee meetings during their term of service;
- (j) are willing to volunteer a minimum of eight (8) hours of time to Stockbridge Main Street programming per term of service (does not include Board meetings and required trainings); and
- (k) have not been convicted of a felony involving moral turpitude³.

Section 3.03 Board Member Appointment

All Board members shall be approved and appointed by the Mayor and Council according to the City's established Board appointment procedures.

- (a) **Application:** All persons interested in serving on the Board must complete and submit the City's *Application for Board or Commission Appointment* to the City Clerk. This application is available on the City's Website: www.cityofstockbridge.com
- (b) **Appointment Deadlines:** New Board appointments and/or re-appointments for all vacant positions and/or positions with terms expiring in the current year, should be made no later than December 31st of that same year.

³ Moral turpitude generally refers to a crime that encompasses a base or vile act. The following offenses have typically been found to be crimes of moral turpitude: crimes which involve either an intent to defraud or an intent to steal as an element; crimes which involve an element of intentional or reckless infliction of harm to persons or property; and sex crimes, in which "lewd" intent is an element. Additionally, felonies and some misdemeanors in which malice is an element are commonly held to be crimes of moral turpitude.

Section 3.04 Board positions available for appointment⁴ include:

Position	Status	Term	Term Notes
City Council Member	Ex officio ⁵ 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 Board Member	1 year	Can be reappointed by the organization, then approved by the City Council.
3 - Stockbridge Residents [added to further ensure a truly representative cross-section of the existing Stockbridge community.]	Regular Board Member	2 years	Can be reappointed by the City Council
2 - Stockbridge Business or Property Owners / Operators (Within the Main Street District)	Regular Board Member	2 years	Can be reappointed by the City Council
2- Stockbridge Business or Property Owners / Operators (Outside of the Main Street District)	Regular Board Member	2 years	Can be reappointed by the City Council
Architect, Contractor, Interior Designer, <u>or</u> Landscape Architect (Henry County-based)	Regular Board Member	2 years	Can be reappointed by the 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.

⁴ A minimum of four (4) Board members must be appointed to the Board at all times.
(See Article III, Section 3.16(f) of these *By-laws*.)

⁵ 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.

Section 3.05 Addition or Removal of Board positions

The addition or removal of Board positions as listed in Article III, Section 3.04 of these *By-laws* must:

- (a) Be proposed at a regularly scheduled monthly Board meeting.
- (b) Be approved by majority vote; and
- (c) Be approved by the Mayor and Council.

Section 3.06 Board Member Terms of Service

All Board members, with the exception of the City Council, DDA, Financial Institution, and Arts Organization representatives, shall have an initial two-year term of service. The City Council, DDA, Financial Institution, and Arts Organization representatives shall have an initial single-year term of service, but can be reappointed by City Council for an additional term(s).

- (a) A year in the term of service is one calendar Year⁶.
- (b) All terms of service are renewable.
- (c) The Board member's calendar year starts on January 1st.⁷
- (d) All Board members must submit a ***Statement of Intent***⁸ at least sixty (60) days prior to the end of their term of service.
(See Article 3, Section 3.16(d))

Section 3.07 Board Members Representing Other Designated Organizations

- (a) Members who serve on the Board as representatives from other designated organizations, may serve on the Board at the will of said organization.
- (b) Members who serve on the Board as Representatives from other designated organizations must be currently active and in good standing with said organization.

⁶ A calendar year runs from January 1st to December 31st.

⁷ If appointed to the Board after January 1st, the member will complete the remainder of the current year. His/her term of service will not officially begin to toll until January 1st of the following year. For example, if a member is appointed to the board on July 1, 2014 and has a two-year term, he/she will serve on the board through December 31, 2014. He/she will then continue as a Board member, with his/her term of service starting to toll on January 1, 2015. The term of service will extend from January 1, 2015 to December 31, 2016.

⁸ The *Stockbridge Main Street Advisory Board Statement of Intent* form can be obtained from the Main Street Program Manager.

Section 3.08 Ex Officio Board Members

Ex Officio Board Members serve on the Board to provide special insight and program support. They are voting members, but may not serve as Board officers.

Section 3.09 Board Member Conduct

All Board members must always conduct themselves in a professional manner which is conducive to conducting Main Street business.

- (a) **Communications:** Said conduct includes verbal, written and electronic communications with other Board members, Main Street staff, City Staff, City Council members, the Mayor, and the public.
- (b) **Behavior:** Combativeness, rudeness, unmitigated conflict of interest, and/or general disrespect toward other Board members, Main Street Staff, City staff, City Council members, the Mayor, and/or the public during the conducting of Main Street business, or while representing Main Street and/or Main Street interests will not be tolerated.
- (c) **Board member Misconduct** is grounds for removal from the Board and/or a Board office. (See Article III, Section 3.17 of these By-laws)

Section 3.10 Board Member Training

All Board members must attend the scheduled, Main Street annual planning meeting/retreat and must commit to attending a minimum of eight (8) hours of approved training per term of service.

Section 3.11 Board Member Volunteerism

All Board members must commit to provide a minimum of eight (8) hours of time to Main Street programming per two-year term of service (does not include Board meetings, committee meetings, or required trainings).

Section 3.12 Board Member Committee Involvement

All Board members must serve on at least one (1) Main Street Committee. (See Article VI of these By-Laws.)

Section 3.13 Board Member Compensation

Service on the Board is voluntary. All members shall serve without compensation.

Section 3.14 Member in "Good Standing"

A Board member is in "good standing" if he/she:

- (a) has been properly appointed to the Board;
- (b) has accrued no more than two (2) unexcused absences in the calendar year;
- (c) has accrued no more than three (3) excused absences in the calendar year;
- (d) has completed a minimum of two (2) hours of training by the end of the calendar year;
- (e) has volunteered a minimum of four (4) hours of time to Main Street programming by the end of the calendar year, and
- (f) has served on at least one Main Street Committee.

Section 3.15 Member with "Provisional Membership"

A Board member will have "provisional membership" if he/she:

- (a) has not met one or more of the *Member in "Good Standing"* criteria listed in Article III, Section 3.13 of these by-laws; or
- (b) has violated the Board Member Conduct requirements listed in Article III, Section 3.09 of these By-laws.

Section 3.16 Remedy to "Provisional Membership"

"Provisional Membership" can be remedied by:

- (a) Correcting any "provisional membership" issue(s) (i.e. providing proof of excused absence, attending minimum required training, performing required minimum volunteer hours, etc.); or
- (b) Obtaining a waiver⁹ for any "provisional membership" issue(s) from the Main Street Program Manager.

Section 3.17 Board Vacancies

The Board must move with expediency to fill all Board positons and/or office vacancies.

- (a) All vacant Board positions should be filled within sixty (60) Days of vacancy, except where the vacancy is due to unexpected circumstances.
- (b) All vacant Board offices should be filled within (15) business days of the vacancy.

⁹ Waivers are only available at the discretion of the Main Street Program Manager.

(c) Appointments to fill Board position vacancies must be done according to the City's established Board or appointment policies and procedures.

(d) Board Vacancy Due to Term of Service Expiration

At least sixty (60) days prior¹⁰ to the end of a Board member's term of service, the Board member must formally indicate whether, or not, he/she wants to continue their service on the Board. This can be done **in writing [added for specificity]** by either:

- (1) Submitting a *Statement of Intent* form **or letter [Added to provide additional vehicle for communication]** indicating his/her plans to apply for reappointment to the Board to the Main Street Program Manager, in addition to submitting the City's required *Application for Board or Commission Appointment* to the City Clerk. This application is available on the City's Website: www.cityofstockbridge.com, or can be picked-up in person at Stockbridge City Hall; or
- (2) Submitting **[changed for verb tense consistency]** a *Statement of Intent Form or letter [Added to provide additional vehicle for communication]* indicating his/her plans to retire from the Board.

(e) Board Vacancy Due to Unexpected Circumstances

When a Board vacancy occurs due to unexpected circumstances, the Board should take immediate steps to recruit a replacement Board member and have that Board member appointed to the Board. In this instance, the Board has an additional 30 days, for a total of ninety (90) days to fill the vacancy.

(f) Minimum Board Appointments

There must be at least four (4) Board members appointed to the Board at all times.

¹⁰ Statements of Intent for Board Members whose terms of service are about to expire, must submit a Statement of Intent form to the Main Street Program Manager before November 1st of the year in which the term is due to expire.

Section 3.18 Removal of Board Members and Officers

Removal of a member from the Board or the office he/she holds requires a majority vote of the Board.

(a) Members may be removed from the Board or the office he/she holds for several reasons, including:

- (1) Board member misconduct
- (2) Dereliction of duty
- (3) Gross by-laws violation(s)
- (4) Commission of a felony involving moral turpitude
- (5) Unresolved conflict of interest issues (See Article III, Section 3.18 of these *By-laws*.)
- (6) Failure to remedy "provisional membership" issues

(b) Before the removal, all current Board members must be informed of the proposed removal.

(c) Before being removed, the Board member or officer must be:

- (1) informed of the proposed removal by letter that indicates the reason for the proposed removal
- (2) given at least 10 business days to respond to the proposed removal

(d) Voting for the removal of a member from the Board or the office he/she holds must be conducted at a regularly scheduled, monthly Board meeting.

- (1) Voting may be done by ballot.
- (2) The member selected for removal from the Board or removal from office may be present at the meeting, but will not be eligible to vote on the matter.

(e) If a member is removed from the Board or the office he/ she holds, the vacancy must be filled in a timely manner.
(See Article III, Section 3.16 of these *By-laws*.)

(f) If a member is removed from the Board or the office he/she holds, the Mayor, Council, and the City Manager must be notified of the removal.

Section 3.19 Board Member Conflict of Interest¹¹

A conflict of interest arises when member(s) of the Board and/or any Main Street committee member is in the position to influence program operations in a way that could directly or indirectly bring about monetary benefits or an unfair advantage to that member, or any of his/her immediate family members. Be it known that:

- (a) No member shall be disqualified from holding any Board office, dealing with Main Street, either as vendor, purchaser, or otherwise, or contracting or entering into any other transaction with the Main Street Program; and
- (b) No Main Street transaction shall be voidable by reason of the fact that any member or officer has an interest in the concern with which such transaction is entered into, provided that:
 - (1) The interest of such member or officer is fully disclosed and deemed acceptable to the Board;
 - (2) Such transaction is duly approved by the Board members who do not share the same interest;
 - (3) The interested Board member or officer voluntarily abstains from voting and/or lobbying on the matter;
 - (4) The interested Board member or officer is not counted in determining the existence of a quorum at the meeting(s) at which the transaction is being voted on and/or the matter being determined; and
 - (5) The minutes of said meeting(s), at which such votes are taken, clearly records the disclosure and abstention of the interested Board member or officer, in addition to the rationale for approval or disapproval of the matter.

¹¹ It is not automatically an unacceptable conflict of interest for a board, committee or staff member to derive personal or professional benefit from a Main Street activity. Many associated with Main Street, such as downtown business and property owners, stand to gain some benefit from their service to the organization. Such indirect benefit is entirely proper.

Article IV. Board Meetings

The Board shall host regularly scheduled monthly meetings.

Section 4.01 Board Meeting Date

Board meetings will be held on a date designated by the Board. Once established, the Board will meet on that date for an entire calendar year, unless otherwise scheduled by the Main Street Program Manager. *If the need arises to change the Board meeting date, an alternate date is acceptable if approved by a majority vote of the Board and with proper notice to the public (See section 4.04). [Added to provide for alternate meeting dates and/ or rescheduled meetings.]*

Section 4.02 Board Meeting Time

Board meetings will be held at a time designated by the Board. Once established, the Board will meet at that time for an entire calendar year, unless otherwise scheduled by the Main Street Program Manager.

Section 4.03 Board Meeting Location

Meetings will be held in the Stockbridge City Hall Building, unless otherwise determined by the Main Street Program Manager.

Section 4.04 Board Meeting Public Notification

Public notification of the Board meeting schedule for the current year will be made no later than January 15th on the City's website *and in the City's legal organ of record [added for compliance with City Policy.]*. In addition, the Main Street Program will adhere to all City public meeting notification policies. *In the event there is a need for changing a scheduled Board meeting date, the public must be notified via the City's public meeting notification policies. [Added to provide for proper notice of alternate meeting dates and/ or rescheduled meetings.]*

Section 4.05 Board Meeting Attendance

Board members, by accepting their appointment, agree to attend all regularly scheduled Board Meetings.

Section 4.06 Board Meeting Absences

A Board member cannot accrue more than two (2) unexcused absences and/or three (3) excused absences from regularly scheduled Board meetings.

- (a) **Excused Absence** – If a Board member is unable to attend a regularly scheduled Board meeting, he/she must contact the Main Street Manager by telephone or email at least one hour prior to the scheduled meeting. (Notice of at least 24 hours is preferred.) If required notice is received, the absence is excused. The accrual of more than three (3) excused absences in a calendar year, automatically converts the Board member's membership into a "Provisional Membership."
- (b) **Unexcused Absence** – If a Board member is unable to attend a regularly scheduled Board meeting, and fails to give the Main Street Manager proper notice as described in *Article IV, Section 4.05(a)* of these by-laws, the absence is unexcused. The accrual of more than two (2) unexcused absences in a calendar year, automatically converts the Board member's membership to a "Provisional Membership."
- (c) Waiver of an unexcused absence is only available at the discretion of the Main Street Manager.
- (d) The accrual of more than five (5) absences, whether excused or unexcused, in a calendar year, automatically converts the Board member's membership to a "Provisional Membership."

Section 4.07 Annual Meeting / Retreat

A mandatory, annual meeting/retreat shall be held no later than April 30th of each year to facilitate Main Street Program planning.

Section 4.08 Board Quorum

A Board quorum¹² shall be established when at least one officer (Board Chairman, Vice Chairman, or Secretary) and two (2) other Board members are present at the Board meeting.

Section 4.09 Majority Vote

Majority vote is established when the number of voters or votes in agreement, constitutes more than half of the total number available.

- (a) **Board Majority Vote:** All action(s) of the Board that require a vote shall be determined by majority vote of those in attendance at any Board meeting where a quorum is present.

¹² A quorum is the minimum number of members in an organization or committee that is required to be present in order to conduct business.

- (b) **Committee Majority Vote:** All action(s) of any Main Street committee shall be determined by majority vote of those in attendance at any committee meeting.

Section 4.10 Tie Vote [Added to handle this situation.]

A tie vote occurs when the number of voters or votes in agreement and against are equal. In the event of a tie vote regarding any action(s) of the Main Street Advisory Board and/or a Main Street committee, the deciding vote shall be cast by the Main Street Manager.

Section 4.11 Proxy Vote¹³ [Added to handle this situation, in emergency situations.]

In the event that there is an exigent situation which requires an immediate vote and a Board member is unable to vote in person, their proxy may be provided in writing to the Main Street Manager, who will, in turn, present the proxy vote when it is time for votes to be cast.

Article V. Board Officers

There shall be three (3) mandatory Board officers¹⁴. Terms will last for one year. Officers may be re-elected for additional terms by majority vote. Those officers shall include:

Section 5.01 Chairman

The Chairman shall preside at all Advisory Board meetings, but may at his or her discretion or at the suggestion of the Board arrange for another officer or the Main Street Manager to preside. The Chairman shall also perform such duties as are usually incumbent upon the office, in addition to such duties as may be directed by a vote of the Board and/or Organization committee. The Chairman shall be one of the officers who may sign official documents for the Board and/or Main Street.

Section 5.02 Vice Chairman

The Vice Chairman shall act in the absence or disability of the Chairman, and/or serve as an assistant to the Chairman. The Vice Chairman shall perform such duties as are usually incumbent upon the office, in addition to such duties as may be directed by a vote of the Board and/or Organization Committee. The Vice Chairman shall be one of the officers who may sign official documents for the Board and/or Main Street.

¹³ A proxy vote is a ballot/vote cast by one person on behalf of another person who has voting power, but is unable to attend the meeting to vote in person

¹⁴ There is no need for the office of Treasurer. All financial matters will be handled by the Main Street Program Manager and the City's financial staff.

Section 5.03 Secretary

The Secretary shall work cooperatively with the Main Street **staff [changed from manager]** to ensure that minutes of all Advisory Board meetings, proceedings, and annual meetings/retreats are accurately recorded; that all program minutes, financial records and correspondence are maintained in good order; that copies of the minutes for the previous Board meeting are attached to the agenda of the next regular Board meeting; and that regular meetings of the Advisory Board are scheduled and properly posted. The Secretary shall perform such duties as are usually incumbent upon the office, in addition to such duties as may be directed by a vote of the Board and/or Organizations committee. The Secretary shall be one of the officers who may sign official documents for the Board and/or Main Street.

Section 5.04 Officer Nominations

Officers shall be nominated from the current Board membership, and shall be elected by a majority vote. (See Article IV, Section 5.05)

Section 5.05 Officer Elections

Board Officers Elections shall be held annually and overseen by the Nominating Committee. (See Article VI, Section 6.05 of these By-laws.)

- (a) **Notice of Elections:** All Board members must be notified of any upcoming election at least five (5) business days prior to the meeting where the election will be held.
- (b) **Date of Elections:** Elections should be held no later than November 30th of every year, except where a board position has been unexpectedly vacated after that date. In this instance, a "special election" can be held to fill the position.
- (c) **Voting:** All voting must be done in person by show of hands or by submitting a ballot.
- (d) **Majority Vote:** Officers are elected by majority vote as established by Article 4, Section 4.09 of these By-laws.
- (e) **Special Election:** A "special election" is one that takes place due to an unexpected vacancy or creation of a new office. All policies and procedures that apply to regular elections, also apply to "special elections."
- (f) **Elections Oversight:** All elections shall be administered by the Main Street Program Manager and at least one (1) member of the Nominating Committee.

Section 5.06 Additional Board Officers

Additional officers may be added by recommendation of the Organization Committee, members of the Board, and/or the Main Street Program Manager.

- (a) These officers shall be elected by majority vote at any Board meeting where a quorum is present.
- (b) These officers shall automatically become members of the Organization Committee.

Article VI. Main Street Committees

The Advisory Board shall establish four (4) standing committees **and a Nominating Committee** to achieve Main Street goals and facilitate program initiatives. **With the exception of the nominating committee**, these committees **will meet as deemed necessary** and shall be based on the Main Street Four-Point Approach™, which focuses on Design, Economic **Vitality [changed from Restructuring due to National Main Street refocus]**, Promotion, and Organization.

Section 6.01 Design Committee

The Design Committee is a group formed from existing Board members and community stakeholders that are focused on shaping the physical image of Main Street. (See Article I, Section 1.01 of these By-laws.) This Committee's primary goal is to create a Main Street District that is attractive and safe for consumers, investors, property owners, business owners/operators, and visitors. To succeed, the Committee shall endeavor to persuade said business owners/operators and property owners, as well as civic leaders, to adopt viable approaches for making physical improvements to the buildings, businesses, and public areas within the Main Street District.

- (a) **Design Committee Members:** There must be at least three (3) members on the Design Committee, with at least one person serving as the Committee Chairman.
- (b) **Design Committee Meetings:** Once established, the Design Committee should meet at least once per **year [changed from quarter]**, but can meet as many times as deemed necessary by the Main Street Manager and/or Design Committee Chairman.
- (c) **Collaboration:** The duties of the Design Committee may be designated to or shared by an established Historic Preservation Commission, Historical Society, or similar organization that works collaboratively with Main Street. (See Article VI, Section 6.07 of these By-Laws.)

Section 6.02 Economic Vitality [changed from Restructuring due to National Main Street refocus] Committee

The Economic Vitality [changed from Restructuring] Committee is a group formed from existing Board and community stakeholders that are tasked with analyzing current market forces to develop long-term solutions. (See Article I, Section 1.02 of these By-laws.) Priorities for this committee include, but are not limited to, new business recruitment, current business retention, creative utilization and/or revitalization of existing properties, and sharpening the overall competitiveness of businesses within the Main Street District.

- (a) **Economic Vitality [changed from Restructuring] Committee Members:** There must be at least three (3) members on the Economic Vitality Committee, with at least one person serving as the Committee Chairman.
- (b) **Economic Restructuring Committee Meetings:** Once established, the Economic Vitality [changed from Restructuring] Committee should meet at least once per year [changed from quarter], but can meet as many times as deemed necessary by the Main Street Manager and/or Economic Vitality [changed from Restructuring] Committee Chairman.
- (c) **Collaboration:** The duties of the Economic Vitality [changed from Restructuring] Committee may be designated to or shared by the Stockbridge Downtown Development Authority, or similar organization that works collaboratively with Main Street. (See Article VI, Section 6.07 of these By-Laws.)

Section 6.03 Organization Committee

The Organization Committee functions as Board's "Executive Committee." It is the responsibility of this group to establish Board Policy, assist the Main Street Manager with program budgeting, and communicate with program staff to ensure that Main Street is serving its mission. The Organization committee is empowered to make and implement major organizational decisions. (See Article I, Section 1.03 of these By-laws.)

- (a) **Organization Committee Members:** The Organization Committee consists of all Board Officers and Committee Chairmen, with the Board Chairman also serving as the chair of the Organization Committee.

(b) **Organization Committee Meetings:** Once established, the Organization Committee should meet at least once per year, but can meet as many times as deemed necessary by the Main Street Manager and/or Board Chairman.

(c) **Exigent Situations:** In exigent situations where the full Board cannot be convened, the Organization Committee can be called upon to make decisions for the Board. In Exigent situations, a quorum is established when all three officers and at least one other Organization Committee member is present and able to discuss and/or vote on the matter.

Section 6.04 Promotion Committee

The Promotion Committee is a group, formed from existing Board and community stakeholders, which is tasked with cultivating the Main Street District's image as the center of commerce, culture, and community life for the City's residents and visitors. This is achieved by creating an aggressive marketing strategy that reaches beyond the local community; hosting engaging activities and special events; and working closely with businesses and property owners to create incentives for residents and visitors to shop, dine, do business, and enjoy recreational activities in the Main Street District. (See Article I, Section 1.04 of these By-laws.)

(a) **Promotion Committee Members:** There must be at least three (3) members on the Promotion Committee, with at least one person serving as the Committee Chairman.

(b) **Promotion Committee Meetings:** Once established, the Promotion Committee should meet at least once per **year [changed from quarter]**, but can meet as many times as deemed necessary by the Main Street Manager and/or Promotion Committee Chairman.

(d) **Collaboration:** The duties of the Promotion Committee may be designated to or shared by a local merchants association, or similar organization that works collaboratively with Main Street. (See Article VI, Section 6.07 of these By-Laws.)

Section 6.05 Nominating Committee

The nominating committee is a group formed from existing Board and Main Street Committee members for the purpose of nominating candidates for Board offices, **committee chairmanships and other leadership positions associated with Main Street. [added to accommodate all positions associated with Main Street and programmatic outreach efforts.]**

- (a) **Nominating Committee Members:** There must be at least three (3) members on the Nominating Committee, with at least one person serving as the Committee Chairman.
- (b) **Nominating Committee Meetings:** The nominating committee will meet at least once per year to prepare for annual elections **of Board officers**. All other meetings will be called as needed.

Section 6.06 Other Committees and Project Coordinators

The Advisory Board may form special committees and/or appoint project coordinators to oversee specific Main Street activities and initiatives, and/or projects when deemed necessary.

Section 6.07 Committee Collaboration

With the exception of the Organization and Nominating Committees, the goals, objectives, and responsibilities of Main Street Committees can be achieved by, and/or in cooperation with, partnering organizations (i.e. the Downtown Development Authority (DDA), the Historic Preservation Commission (HPC), merchant associations, etc.)

Article VII. Main Street District Boundaries

Main Street and its Board shall confine the majority of its activities to the area designated as the Stockbridge Main Street District, but may use its discretion—based on the Main Street mission, vision, and established goals— when operating in other areas of the City.

Section 7.01 Main Street District Boundaries – Description

The Main Street District shall encompass the downtown area around the City's town square (across from City Hall) and shall be generally identified as the area around Stockbridge City Hall Complex that is bounded by:

- Clark Park
- The Old Stockbridge High School Property,
- Tye Street, and
- MLK, Sr. Heritage Trail (See Attachment A - Stockbridge Main Street District Map.)

Section 7.02 Main Street District Boundaries – Modification

The Main Street District boundaries may be modified at any time upon recommendation of the Board and approval by the Council.

Article VIII. Miscellaneous

Section 8.01 By-laws Modification

These by-laws may be modified at any time upon recommendation of the Board and approval by the Stockbridge City Council.

Section 8.02 General Financial Practices

Main Street, the Board, and all committees shall comply with the City's established purchasing and financial recording policies.

Section 8.03 Fundraiser Depositories

Proceeds¹⁵ from Main Street-hosted and/or co-hosted events, fundraisers, and/or initiatives, unless otherwise determined by the Board, shall be deposited into an established account for the City's *Façade Grant Program* by the City's Finance staff after funds are verified by the Main Street Program Manager and the Downtown Development Authority (DDA) Treasurer. [Added to include the DDA officer who facilitates the Façade Grant Program].

Section 8.04 Fiscal Year

The fiscal year for the Stockbridge Main Street Program coincides with that of the City.

¹⁵ Proceeds are funds realized from Main Street events, fundraisers and initiatives, after all commissions, expenses, fees, and taxes have been deducted.

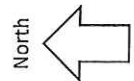
ATTACHMENT A



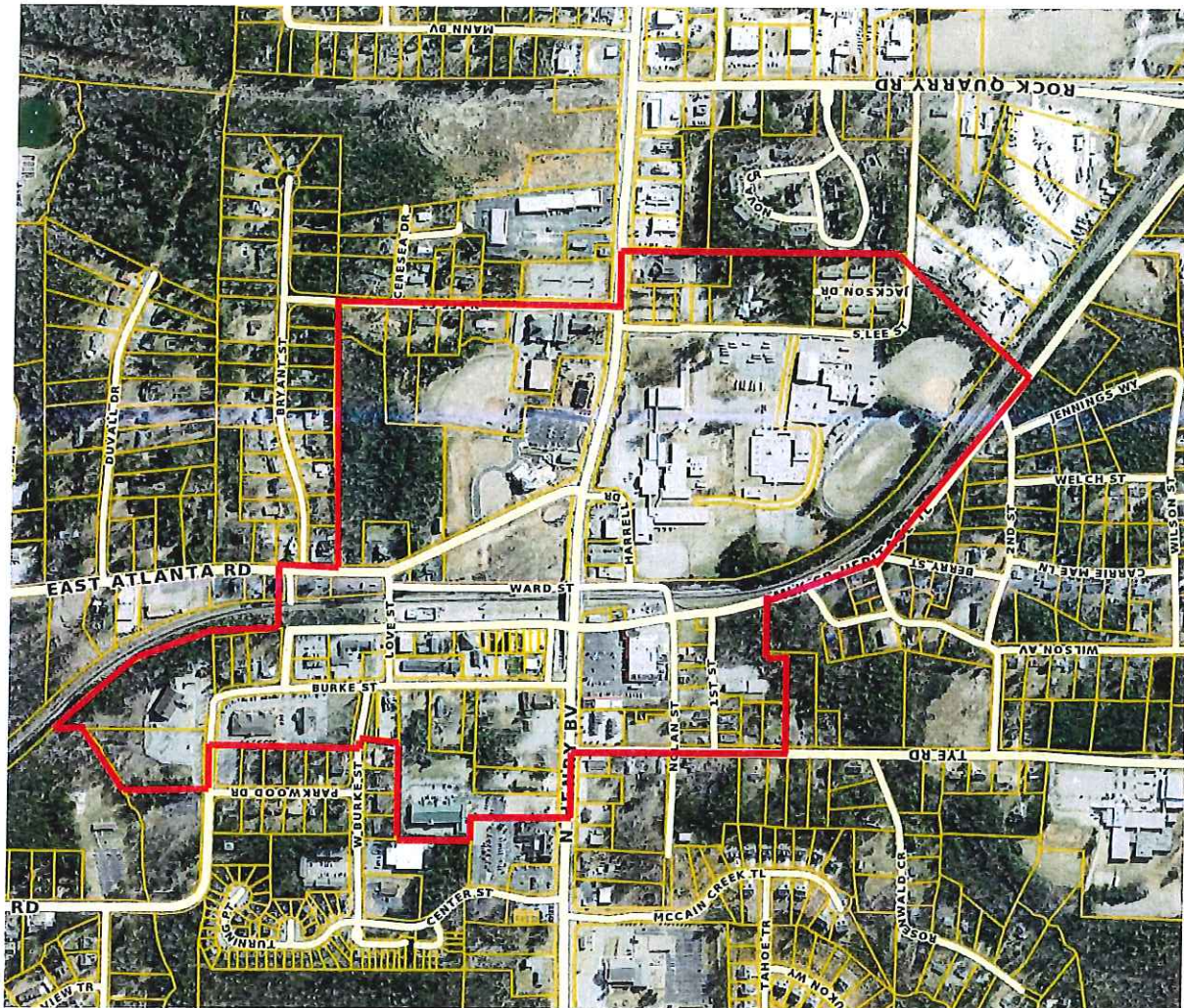
December 14, 2015

Legend

Boundary



Not to Scale



Stockbridge Main Street District