

STOCKBRIDGE CITY COUNCIL

Mayor At-Large

Anthony S. Ford

Mayor Pro Tem Kyle D. Berry, Sr.

Council District 3

Councilmember Elton Alexander

Council District 5

Councilmember Yolanda Barber

Council District 4

Councilmember LaKeisha Gantt

Council District 1

Councilmember Alphonso Thomas

Council District 2

CITY MANAGER

Frederick Gardiner

CITY CLERK

Vanessa Holiday

INTERIM CITY TREASURER

Lakeisha Gaines

CITY ATTORNEY

Quinton G. Washington

Work Session Meeting Agenda September 24, 2024 6:00 PM



Stockbridge City Hall

4640 N. Henry Blvd.

Stockbridge, GA 30281

Website: www.stockbridgega.org

Phone: 770-389-7900

Fax: 770-389-7912

Translation and Interpretation Services are available with (7) days prior notice. Please contact the City's HR Manager at 770-389-7908 for assistance.



AGENDA WORK SESSION MEETING CITY OF STOCKBRIDGE

TUESDAY, SEPTEMBER 24, 2024 6:00 PM

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

ROLL CALL

ADOPTION OF THE AGENDA

REVIEW OF THE MINUTES

- 1 Review of the September 9, 2024 Council Meeting Minutes
Review of the August 23, 2024 Council Budget Retreat Meeting Minutes
Review of the August 22, 2024 Council Budget Retreat Meeting Minutes
Review of the August 21, 2024 Council Budget Retreat Meeting Minutes
Review of the August 27, 2024 Council Work Session Meeting Minutes
Review of the August 12, 2024 Council Meeting Minutes

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

PRESENTATION

- 2 Park System Plan Presentation - Presented by: Decius Aaron, Peyton Peterson with TSW

CONSENT AGENDA

- 3 Council consideration to approve the use of the Merle Manders Conference Center for the Police Department Annual Awards Gala
Consideration for the approval of Lichty Commercial Construction, Inc. contract for Court Renovation - Presented by: N/A

NEW BUSINESS

- 4 Council consideration to approve a new position: Accountant II and the reclassification of Senior Accountant to Accounting Manager. - Presented by: Lakeisha Gaines

ANNOUNCEMENTS OF UPCOMING MEETINGS & EVENTS

UPCOMING MEETINGS & ANNOUNCEMENTS: Council meetings will be held in the City Council Chamber. Meeting dates, locations and times are subject to change or contact City Hall offices at 770-389-7900 or visit the website www.stockbridgega.org for updates.

- **Community Meeting to discuss the Stockbridge Trails Plan, Wednesday, September 25th from 6pm - 7:30pm at the Merle Manders Conference Center, 111 Davis Rd. Stockbridge.**
- **Community Zoning and Information Meeting: Wednesday, October 2nd from 6:00 p.m. – 7:00 p.m. at City Hall in the Council Chamber (Oct 2)**
- **Stockbridge Citizens-Police Advisory Council meeting 1st Thursday of each month at 6:00 p.m. at the Stockbridge Police Community Room 4545 N. Henry Blvd. – (Oct 3)**
- **Youth Council Meeting 1st Monday of each month at 6:30 p.m. - City Hall Levi Meeting Room (Oct 7)**
- **Citywide Development Authority Meeting, 2nd Tuesday of each month, 6:00 p.m.- City Hall Levi Meeting Room (Oct 8)**
- **The Main Street Advisory Board Meeting on the 2nd Friday of each month at 9am – Location is the Downtown Connection Center 130 M L King Sr. Heritage Trail. (Oct 11)**
- **City Council Meeting, 2nd Monday of each month at 6:00 p.m. - City Hall Council Chamber (Oct 14)**
- **Downtown Development Authority Meeting, 3rd Tuesday of each month Stockbridge Downtown Center 130 M L King, Sr. Heritage Trail (Oct 15)**
- **Youth Council Advisory Committee Meeting, 6:30 p.m.- 3rd Tuesday of each month Levi Meeting Room - City Hall (Oct 15)**
- **Planning Commission Meeting, 3rd Thursday of each month, 6:30 p.m. - City Hall Council Chamber - (Oct 17)**
- **City Council Work Session Meeting, Last Tuesday of each month: Tuesday, July 30th at 6:00 p.m. - City Hall Council Chamber (Oct 29)**

UPCOMING CITY EVENTS/INITIATIVES

- **Join Councilwoman LaKeisha Gantt in partnership with Atlanta Food Truck Park for Night Market at the Stockbridge Amphitheater Parking Lot from 6pm – 9:30pm – September 26th, October 10th, November 11th, and November 21st. There will be vendors, Food Trucks, Activities, Games, Music, and Vibes. Contact Tan Bowers at thepeaceofmine@gmail.com for registration and additional information.**

- Join the City of Stockbridge for the Annual BridgeFest Event! The City of Stockbridge Government is hosting this annual event for the COMMUNITY on Saturday, September 28, 2024! We will have a live concert, food trucks, vendors, and more! Get ready for fun at the Stockbridge Amphitheater.
- Join Councilman Alexander for the District 5 Hudson Bridge Rd. Community Cleanup on Saturday, October 5th from 9am – 11am. Please park in the Walmart parking lot.
- Please come out and enjoy the Cops & Clergy Softball Game during Faith & Blue Weekend on Saturday, October 10th at 7pm - Location: J P Moseley Park 1041 Millers Mill Rd. Stockbridge
- Join Councilman Alphonso Thomas for the monthly Senior Bingo Bash on Wednesday, October 16th from 10am - 12pm at the Merle Manders Conference Center, 111 Davis Rd. for raffles, prizes, games, snacks and fun!
- Join the City of Stockbridge for the 50 Shades of Pink Love Walk to highlight breast cancer awareness and survivors at Clark Community Park 111 Davis Rd. on Saturday, October 19th from 10:30am – 1:00 p.m.
- Join Councilwoman Lakeisha Gantt for the Annual Fall Festival at Clark Community Park 111 Davis Rd. on Saturday, October 26th from 12pm – 4:00 p.m.
- Join Mayor Anthony Ford for the monthly *Meet the Mayor* on Wednesday, October 28th from 10am – noon at Stockbridge City Hall.
- Join Councilman Thomas for the *Don't Trash Stockbridge* initiative centered around education highlighting the causes and effects of Littering and Illegal Dumping. More information to follow.
- Councilman Thomas is honoring Veterans with a Continuous Salute all year long. Please send your pictures of Veterans with their name, branch, rank, and years of service.

Please contact Rosalynd Rawls to schedule an appointment for *Meet the Mayor* and for more information on Council Initiatives and events at 678-833-3348 or via email: rrawls@stockbridgega.org

2024 Stockbridge Amphitheater Summer Concert Series

1. Saturday, October 5th featuring Monica, Tamar, and Sevyn Streeter, with a Salute to the Ladies of the Divine 9. (Rescheduled Show)
2. Saturday, October 12th featuring That Girl Lay Lay and Friends Youth Concert
3. Sunday, October 13th Kings, and Queens of Southern Soul Show featuring King George, Tucka, Sir Charles Jones, Pokey Bear, TK Soul, West Love and Derek "The Change Man" Smith
4. Sunday, October 20, 2024, (Rescheduled Show) featuring Charlie Wilson with Special Guest El DeBarge
5. Saturday, October 26, 2024, Boney James Slow Burn Tour with Special Guest Damien Escobar.

Stockbridge Main Street Tiny Tent Concert Series (Weather Permitting)

1. Fridays from 6 pm - 8 pm. Location: 130 MLK Sr Heritage Trail in Stockbridge. Enjoy good music, local restaurants, and OUR community... all in ONE gorgeous location! Bring your family or make it a date night! Just don't forget your lawn chair!

MAYOR'S COMMENTS (Mayor Anthony Ford)

EXECUTIVE SESSION (Exemptions to the Georgia Open Meetings Acts)

ADJOURNMENT



COUNCIL FY2025 BUDGET RETREAT
August 21, 2024
10:00 a.m.
Summary Minutes

Mayor & City Council

Mayor Anthony S. Ford
Mayor Pro Tem Kyle Berry
Councilman Elton Alexander
Councilwoman Yolanda Barber
Councilwoman LaKeisha Gantt
Councilman Alphonso Thomas

Administration

Frederick Gardiner, City Manager
Vanessa Holiday, City Clerk
Lakeisha Gaines, Interim City Treasurer
Quinton Washington, City Attorney

Staff in Attendance: Decius Aaron, Ryan Anderson, William Conner, Richard Godfrey, Demeatrius Ivey, Ron Momon, Rosalynd Rawls, Shana Thornton, Frank Trammer, and Renee Wheeler

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

The meeting was called to order at 10:09 a.m. by Mayor Ford.

Invocation by Mayor Ford

Pledge of Allegiance recited by all in attendance.

The City Clerk was asked to proceed with Roll Call. All the members were present except Councilmember Gantt.

DAY ONE AGENDA

Mr. Gardiner reviewed the Day One Agenda Outline and noted the City is trending significant growth and development and the budget needs to reflect anticipated needs to service the residents and businesses; noted the Henry County and Clayton County Water Authorities serve a large area of the city, with the City of Stockbridge Water only servicing the core residents and businesses, to include the downtown area, noting storm water & downtown development and infrastructure will be priority projects. Mr. Gardiner noted new development brings new value and increases the tax bases; and referenced million-dollar homes are currently under construction in the city; noted the City of Stockbridge has an opportunity to be the Beacon of the Southern Crescent; and noted opportunities are also lost when developers and investors view the city's Council meetings and have conversations with members from GMA. Mr. Gardiner noted the draft general fund budget presented today is \$29,182.11 and represents a 9% increase with no increases to development or impact fees; noted

LOST (Local Option Sales Tax) is expected to increase and referenced the Hotel/Motel Tax dollar revenue and is dictated by the price of the room rate per night, referencing the Red Roof Inn with annual reporting of Hotel/Motel Tax of \$6,000.00.

Councilmember Alexander suggested the city audit the annual hotel reporting; and referenced the Amphitheater payoff in 2025 that will free up funds once paid off.

Mr. Gardiner noted most municipalities carry debt service, and that in addition to the freed-up bond payments for the Amphitheater, a third-party option is recommended for the Amphitheater in 2025 that will also free up funds, and suggests the city be prudent by placing the savings from the Amphitheater payments and production of the concerts be placed in the bank for a rainy day.

NEW BUSINESS

1. Police Department FY2025 Budget Presentation – Presented by Chief Frank Trammer

Chief Trammer referenced the department coming on board in May 2022, and Code Enforcement being added in January 2023; referenced the Council's approval of the funding mechanism for the (4) four new Public Safety Officers (Council Retreat February 2024); noted the COPS Grant will expire in 2026; noted the current year budget is trending over budget and the proposed FY2025 represents a 15-17% increase with overtime cost increase of 64%; presented the FY22 – FY26 Budget Chart and comparisons; noted the department has 67 full-time sworn officers, 19 full-time civilian staff, 6 part-time staff for a total of 86 department staff; presented Historical Calls for Service for 2021-2023; presented Workload Based Calculations; noted 80 employees represent a fully staffed department for effective community policing; noted Key Challenges: Staffing Shortages, Relying on the Henry County Police Department for services; Inability to Respond to Accidents; Recruitment & Retention, ; and Resource Strains from Annexations; noted the Percentage Change in Violent Crime 2021-2023; presented Average Salary Comparisons in the metro area and the city of Dunwoody; noted the Key Opportunities: grant funding; Stockbridge Police Foundation; DEA Task Force Participation – One Officer (funds specifically earmarked); Crime Suppression Unit; Traffic Unit Implementation; and School Speed Detection Cameras; presented Traffic Unit Fines vs. Costs and Red Speed data.

Discussion included: fuel expenses and the city partnering with a local vendor for fuel at a discounted rate, likewise for pursuit rated tires; moving toward Lightning electric vehicles for the department fleet for budgeting and environmental purposes and tax credits, where applicable; meetings are being scheduled with the city's Grant Administrator to apply for new grants to offset expenses where possible; part-time officers being assigned to Municipal Court and City Hall; referenced maintenance agreements with outside vendors, specifically Henry County regarding for services; noted issues remain in the area of Code Enforcement, and more needs to be done regarding the enforcement of violations.

Chief Trammer noted there are currently (3) Code Enforcement Officers. (1) Working Supervisor and (2) Code Enforcement Officers with one officer on leave; and suggested there may need to be (6) Officers – (1) Supervisor, and (5) Officers, one for each District.

Ms. Gaines noted there is \$15,000.00 for Nuisance and Abatement in the Non-Departmental Budget.

Mr. Aaron stated \$15,000 is not enough to remedy the homeless encampments, illegal dumping throughout the city, and disposal costs, and suggests the city outsource the service.

Councilmember Gantt joined the meeting at 11:32 a.m.

Chief Trammer announced recent promotions within the department: Richard Godfrey to Assistant Chief; Paton to Major and Gilbert-Ramsey to Interim Captain, and highlighted department accomplishments:

Further discussion suggested the Code Enforcement department continues to struggle and is headed in the wrong direction and that the department will require someone well versed in Code Enforcement to make the department more of a priority; and noted the Community Development department knows and is familiar with the Code, and the police officers are not.

Mr. Gardiner noted that in regard to Code Enforcement and officers going onto private property, the Georgia Statute states that if you can see the violation from the street, the issue can be addressed and cited and is not trespassing.

Attorney Washington stated the Court would make the final determination, noting the Code allows for the complaint to be issued and a hearing within 10 days.

By consensus, the Council agreed to schedule a follow-up meeting specifically to discuss Code Enforcement and to determine which department is best suited to manage Code Enforcement.

Chief Trammer discussed the needs of the department, noting grant funding has helped a great deal to cover many of the expenses, and the COPS grant will expire in 2026; noted the department will continue to apply, noting the grant only covers new officers, who must remain with the department for three (3) years.

Council discussion: perception of police presence and neighborhood patrol, and not wanting to over police, while remaining safe; and noted with the city's growth, annexations and development, the department must meet those needs and continue to be able to provide police services.

Mr. Gardiner stated he would work with Chief Trammer and the Treasurer to find a way to add the requested positions, if it is the will of the Council.

2. Public Works FY2025 Budget Presentation - Presented by: Decius Aaron

Mr. Aaron reviewed the FY2025 Budget Objects noting the increasing demands of a growing community, improving service levels and working with a constraint on resources and maintaining staffing levels; reviewed the Public Works Budget Principles; FY2025 Budget Priorities: Identify a funding source to renovate the Public Works Maintenance Shop; Conduct an in-depth financial assessment of the infrastructure of the annexed areas and develop a master plan for addressing capital projects and maintenance issues; conduct a facilities assessment of all City buildings; close the transfer station and incorporate the land into Memorial Park for additional parking; and traffic signals maintenance; reviewed highlights of the department, receiving the Platinum Award for the Water System, and a Gold Award for the Wastewater Treatment Facility; resurfaced eight miles of road; completed the East Atlanta Rd/Lee Street improvement project; completed the Mays Crossing lift station rehabilitation project and repaired the Amphitheater retention pond.

Mr. Aaron reviewed the staffing requests for FY2025, requesting the replacement of the Assistant Public Works Director to a Project Manager position; the addition of three (3) Stormwater Technicians; reclassification of the Executive Assistant position to Public Works Administrative Analyst; and the addition of an Automated Metering Infrastructure (AMI) Technician.

Councilmember Alexander noted the Council was intentional with the Assistant Public Works Director having an Engineering Degree.

Councilmember Thomas agreed, noting the City needs to have an Engineer on staff; and stated that when adding new positions to the city, there is a process, and each new proposed position would need to go through the proper procedures.

Mr. Aaron stated should the position be approved; the applicant would be required to have an Engineering Degree.

Mr. Aaron referenced the new 2023 EPA rule for water line replacements, noting lines installed after 1997, there is an assumption of no lead, and the initial survey is due to the EPD on October 15th.

Mr. Aaron noted Enterprise Fleet Management will present at the upcoming Work Session on August 27th to discuss lease/purchase options; and noted the Stormwater Department has incurred a number of major expenses, especially in the newly annexed areas.

Mr. Aaron reviewed the Department Challenges: Department funding; Inability to replace critical vehicles and equipment in a timely manner; providing services in the annexed areas; increasing solid waste collection and disposal costs; changes in the federal lead and copper

rules; changes in NPDES permit discharge limits; federal and state stormwater management mandates; recruitment challenges; aging infrastructure for which replacement costs were underfunded over the years; and homeless encampments; and reviewed the Opportunities: Upgrade infrastructure, parks, and city buildings via SPLOST and TSPLOST funds; implement annual Consumer Price Index (CPI) adjustments to ensure that Enterprise Funds remain self-supporting; and improve compensation for Public Works staff to reduce turnover.

Councilmember Thomas noted that he was not aware of the Council denying any requests brought to the Council to fund Public Works projects and replacement of vehicles, and increasing contracts cover the newly annexed areas.

Councilmember Gantt asked where Public Works is using outside contractors for services.

Mr. Aaron noted contractors are providing Right-of-Way services, sanitation, stormwater, sidewalks, and landscaping.

Councilmember Thomas asked what the General Maintenance daily duties consist of.

Mr. Aaron noted the General Maintenance maintains the parks, litter pickup, mowing and bush hog cutting, repairing potholes and chipper services, noting staff cannot encroach upon the Norfolk Southern/Railroad areas.

Mayor Ford noted the city needs a plan on how to increase Public Works salaries, noting the Minimum Wage is \$15/hr.

Councilmember Barber asked if there are any opportunities to bring Landscaping in-house.

Mr. Aaron noted that bringing those contracted services in-house would increase salary and benefits, noting there are fourteen (14) General Maintenance staff who are specifically assigned to mowing, litter control the maintenance of standard mowing of rights-of-way for the most part, and that you have to weigh the pros and cons where contractors have the responsibility of mowing and maintaining the major thoroughfares weekly.

Councilmember Alexander agreed, noting the contractors have saved the city money on salaries, benefits, and equipment.

Councilmember Barber noted the city needs to create opportunities to enter into the Public Works field by bringing in Interns for some of the Administrative positions, and Temporary positions, and cut back on some of the contract work.

Mr. Gardiner noted that the city can look at utilizing community service workers.

Ms. Wheeler noted they would not be covered under the city's Workers Compensation policy. Attorney Washington stated the City would have liability, and that it would depend on if the work was on a voluntary basis or mandated by the court.

Councilmember Thomas asked staff to research what would be required to use community service workers, especially on the weekend, and to put in the safeguards.

Councilmember Gantt noted a number of steps would be required to oversee community service.

Councilmember Barber noted the city should be looking to minimize the city's expenses, and every employee is potentially a liability, noted the city's population has grown and changed and there are other municipalities who are using community service, and the city of Stockbridge needs to look at how we can do the same.

Mr. Gardiner confirmed staff would look into it.

Councilmember Alexander noted he removed himself from the Keep Stockbridge Beautiful platform, and that the city would provide the service; and noted contractors deliver a high level of service, whereas, as temp worker would deliver a low level of service; and noted the city needs to apply for Keep America Beautiful, if not already done; and noted a salary survey should be routine to make sure the city is keeping in line with comparable salaries in the area.

Ms. Wheeler noted that not all employees and temporary workers are brought in at the \$15 minimum wage level.

Councilmember Alexander asked what the turnover numbers are for the city.

Ms. Wheeler noted the largest turnover is from the Police Department; and that other areas of the city are less than 2% and would provide a breakdown of turnovers.

3. Economic Development – Presented by: Frederick Gardiner

Mr. Gardiner gave an overview of the department, noting three positions, the Director, which is currently vacant, and two positions for Administrative Support and the Economic Development Coordinator, Office of Downtown Development, Office of Economic Vitality and Office of Marketing & Attraction.

Councilmember Alexander asked for the status to fill the vacancy of the Economic Development Director position.

Mr. Gardiner noted a prospect was interviewed yesterday, noting the search is active.

Mr. Gardiner reviewed the proposed FY2025 Department Budget; noted Major Initiatives include the TAD Project; and presented the Patrick Henry Parkway project.

Mr. Gardiner gave an overview of the Main Street Department and proposed FY2025 department budget, noting the department has two staff members, a Downtown Manager, and a Coordinator, and all are housed in the Economic Development offices; referenced the success of the Tiny Tent events taking place on Friday nights to energize the downtown area; referenced a proposed project to re-design the old police department and put in turf with no effect on the Alleyway Project; implement a lighting project in the downtown; and is speaking with the owners of the remaining vacant buildings (neither which has a kitchen).

Councilmember Gantt suggested the city consider a Community Grease Trap as a DDA Project.

Mr. Gardiner noted there have been discussions regarding a pad for two dumpsters and adding parking in the rear; cleaning up the railroad yard to add parking with brick pavers similar to downtown Locust Grove.

Councilmember Barber asked if there have been any discussions with Food Depot.

Mr. Gardiner noted the owner of Food Depot has expressed interest in improvements to the storefront and parking lot.

Councilmember Thomas noted Code Enforcement needs to address the car wash at the corner of N. Henry & Tye Street, and the former jewelry store; and also noted the Harrell Drive apartments were being renovated following a fire in a section of the units.

Councilmember Gantt noted the CDA (Citywide Development Authority) is looking at implementing the Citywide Façade Grant Program.

Mr. Gardiner noted the area under the bridge is considered for murals; and that he is meeting with the County Chair and County Manager to discuss the TAD, followed by a meeting with the Henry County School Board.

4. Community Development – Presented by: Ryan Anderson

Mr. Anderson referenced the Four Business Units for Community Development: Administration, Planning & Zoning (GIS), Building/Fire/Permitting & Inspections, and Business Services, all in support of economic growth; noted the Top Priorities are: Accountability (Taking Ownership), Consistency & Credibility, Efficiency & Expectation, and Statistical Measures (KPIs); reviewed the Department Organizational Chart, noting the request for positions and reclassifications; noting the request for FY2025 increase the number for Building Inspectors

from 1 to 2 personnel; Increase the Senior Planner from 1 to 2 personnel, and defund the Planner 1 position.

Mr. Anderson presented the city's Zoning Map, the Future Land Use Map, Council District Map; noted there are currently 1,325 units under construction in the city, noting the city is growing fast, and presented population forecasts near 50,000 by the year 2030, noting the need for long range, smart planning; and that beginning in 2025, the department will target two corridor studies to start planning for this growth and is requesting to begin partial on-boarding for In-House Building, Permitting Division in FY2025 modernizing the department, implementing new Sages software to replace EnerGov in the amount of \$100,000, and is a savings of \$30,000 annually compared to the current software; and requests to begin the Areas of Study: Hwy. 138, Eagles Landing, North Henry Blvd., East Atlanta Rd., and Rock Quarry Rd. noting most studies are only good for ten years, and is requesting the purchase of (2) two inspections vehicles (approximately \$65,000).

Mr. Anderson noted the proposed FY2025 Department Budget was comparable to FY2024, with a decrease to the overall budget.

Mr. Anderson noted the department will bring a Zoning map to the Council for approval based on the rezonings that have been approved by the City Council, along with a Comprehensive Plan Update; if approved, will move forward with Sages software; noted Veritas is no longer the contractor for the city, and that most positions have already been brought in-house with the exception of the Engineer; noted there is approximately 400 acres along the Western Parallel Connector for commercial development, noting the city is not land-locked.

Councilmember Thomas asked Mr. Anderson to thoroughly review the Comprehensive Plan to see what can be done within the city's Comprehensive Plan to stop all of the amendments from coming before the Council.

Councilmember Barber asked who is responsible for reviewing the city's housing inventory; and stated there have been more multifamily developments approved for Council District 4, and there has been a lack of development proposals for single family detached homes presented to the Council, and that diverse options are needed.

Mr. Anderson stated that developers receive funding based on a feasibility study that they have conducted.

Councilmember Barber asked who determines if the development meets the growth and planning needs of the city.

Mr. Anderson stated developments are market driven.

Mr. Gardiner noted that regarding the development of the City of Stockbridge, single-family detached homes were built first, then townhomes, followed by apartments.

Councilmember Alexander noted townhomes are only 2% of the city's housing inventory, noting townhomes are considered single-family homes without a yard, and single-family detached homes have a yard.

Councilmember Barber as the Council to consider as a Condition for new developments, to set aside a percentage of units for Public Services employees such as police officers, teacher, medical staff, etc.

Adjourn

Motion to adjourn the meeting at 5:00 p.m. was made by Councilmember Gantt; seconded by Mayor Pro Tem Berry. The motion passed unanimously 5-0.

Respectfully submitted by:

Vanessa Holiday, City Clerk

Anthony S. Ford, Mayor



COUNCIL FY2025 BUDGET RETREAT
August 22, 2024
9:00 a.m.
Summary Minutes

Mayor & City Council

Mayor Anthony S. Ford
Mayor Pro Tem Kyle Berry
Councilman Elton Alexander
Councilman Yolanda Barber
Councilwoman LaKeisha Gantt
Councilman Alphonso Thomas

Administration

Frederick Gardiner, City Manager
Vanessa Holiday, City Clerk
Lakeisha Gaines, Interim City Treasurer
Quinton Washington, City Attorney

Staff in Attendance: Decius Aaron, Ryan Anderson, William Conner, Econuel Ingram, Demeatrius Ivey, Rosalynd Rawls, Genea Stanley, Shana Thornton, Frank Trammer, Charisma Webster, and Renee Wheeler

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

The meeting was called to order by Mayor Ford at 9:43 a.m.

Invocation by Councilman Thomas

Pledge of Allegiance recited by all in attendance.

The Clerk was asked to proceed with the Roll Call. All the members were present except Councilmember Gantt.

Adoption of the Agenda: Motion to adopt the Agenda made by Mayor Pro Tem Berry; seconded by Councilmember Barber. The motion passed unanimously 4-0.

DAY TWO AGENDA

Day One Recap by Mr. Frederick Gardiner

Mr. Gardiner noted there were several concerns and issues around Code Enforcement, including where the department should be managed, and funding for nuisance and abatement; and reviewed the Agenda Outline for Day Two.

NEW BUSINESS

1. Municipal Court - Proposed FY2025 Budget - Presented by: Genea Stanley

Ms. Stanley reviewed the year to date citations, revenue and clearance rate of 79%, noting Pre-Trial Diversion cases can take up to six months to clear, and the numbers do not reflect school zone case, which a number of citizens are protesting; reviewed the 2021, 2022, 2023 noting significant increases beginning in 2022 with the implementation of the Stockbridge Police Department; reviewed the spending trends for 2022, 2023 and 2024; noted a request for a Capital Improvement Project that previously approved and has now stalled in the Procurement Department; requests additional training, the Public Defender, Municipal Judge Training and Hospitality.

Councilmember Alexander asked what the renovations are for the court.

Ms. Stanley referenced renovations to the Courtroom to accommodate the those who appear for court cases, and also to payment window for security purposes.

Ms. Stanley referenced Personnel with the current staffing level at three (3) members with a desire to increase staff in FY2026.

Councilmember Thomas asked about the case load for Code Enforcement citations.

Ms. Stanley noted the cases have increased, however, there needs to be more clarity in this area and seeks guidance from Judge McCord.

Attorney Washington noted he has spoken with Judge McCord, and noted the City Council needs to decide with regard to the issuance of warrants by local ordinance as it relates to Code Enforcement.

Mr. Gardiner noted a Bench Warrant can be issued for Failure To Appear (FTA).

Councilmember Thomas suggested that a conversation needs to take place for the Council to act to make the city's departments more efficient and asked the City Manager to follow up with Judge McCord. Mr. Gardiner confirmed.

Councilmember Alexander noted there is no reason to delay the action, noting the City Council approved stiff residential and commercial fines.

Ms. Stanley noted there are no penalties or late fees that are being assessed, nor are there warrant fees.

Councilmember Alexander noted that it is important for the behavior of the defendant to change.

Judge McCord joined the meeting at 10:15 a.m. and noted the court has approximately 10 -15 Failure to Appear cases each month; and noted several are renters, and that the businesses are being cited, and not the business owner, who may live in a different state, and recommends the City Attorney create a procedure that could shut down the business or place a lien on the business.

Councilmember Alexander agreed that a Lien or Business Shut Down would be appropriate to get the owners attention to act.

Mr. Gardiner stated that it was his understanding that the citation must be delivered in person and presented to someone at the business location, who would then notify the business owner.

Councilmember Thomas stated that the bottom line is to find ways to make the city more efficient and effective relating to Code Enforcement and Nuisance and Abatement, and recommends funding be placed in the budget.

Judge McCord stated in regard to homeless encampments, you can't fine individuals who have no money, and they can't do community service without an address, which makes jail the only option; and regarding the nuisance items such as failure to maintain properties, if the law is in place, the court can act and require the grass to be cut, or if cut by the city, send the resident a bill, and if the bill is not paid, they would receive a notice to appear in court and perhaps ending with a lien on the property; however, the court can only act if the law is in place, noting Municipal Court Judges are limited in their authority.

Councilmember Thomas stated the quality of life is diminished when there is no action taken against those who fail to comply and maintain their properties.

Judge McCord stated he welcomes the opportunity to meet with staff and others to produce a plan to address the issues, and commended Court Administrator, Genea Stanley, on her handling of the court and the volume of cases coming through the court.

Judge McCord noted FTA (Failure to Appear) Warrant Fees must be statutorily authorized and range from \$50 - \$100.

Motion to approve an Ordinance to set the FTA (Failure to Appear) fee at \$100.00 effective September 1, 2024 was made by Councilmember Alexander; seconded by Councilmember Barber. The motion passed unanimously 4-0.

Motion to approve an Ordinance to set the Warrant Fee at \$150.00 effective September 1, 2024 was made by Councilmember Alexander; seconded by Mayor Pro Tem Berry. The motion passed unanimously 4-0.

Councilmember Gantt joined the meeting at 10:39 a.m.

Councilmember Barber stated these discussions are the reasons she has requested the Departments present quarterly reports and keep the Council updated on matters of the City, noting this dialogue has been extremely helpful.

Mr. Gardiner noted he has proposed a true Work Session format and is open to moving in that direction.

Mr. Thomas stated he has received complaints about school zone signage, and perhaps that is why there are disputes regarding those citations.

Ms. Stanley reviewed the FY2024 highlights of the department; reviewed the proposed FY2025 budget; reviewed the List of Surcharges; reviewed the features and court schedule; and the requested items to consider in the FY2025 budget for the court.

Councilmember Barber asked Ms. Stanley if additional staff is needed now, instead of waiting until FY2026.

Ms. Stanley's responded that there is a need to bring in a Clerk I at \$35,000 salary, plus benefits.

Councilmember Barber asked Mr. Gardiner to add the position of Court Clerk 1 and funding to the FY2025 Budget as requested by Ms. Stanley.

2. Governing Body - Presented by: Rosalynd Rawls

Ms. Rawls presented the Governing Body's Proposed FY2025 Budget, noting in comparison to FY2024, a request is being made for additional overtime for the Administrative Assistant; Workers Compensation has moved to the Human Resources Department Budget, Copier Rental has moved to the IT Department Budget ; Miscellaneous Expenses have been reduced; Hospitality is being increased; and the Youth Council line item along with \$6000 from Civic Events is being moved to the Clerk's Department Budget, noting the Clerk's Office manages the Youth Council's In/Out expenditures and coordinates with the Youth Council Committee Chair and Treasurer directly, and manages and coordinates the annual Municipal Dinner.

Councilmember Gantt asked about the process of transferring funds within the department.

Ms. Gaines noted in some cases, sponsorships are received that offset the cost of the expenses that may not been seen on the department budget but are reflected in the total cost of the event, and that funds are also transferred to/from accounts if available.

Ms. Rawls reviewed the Civic Events to include: The NAACP Breakfast and Parade, South Metro Development Conference, Henry County Chamber Annual Dinners, ARC State of the Region Breakfast, State of Henry County Address, and First Readers Luncheon.

Councilmember Barber referenced a sponsorship she provided to the Stockbridge High School band, noting she conferred with the City Manager, and former City Treasurer, John Wiggins and there was no objection.

Councilmember Alexander noted he was advised there must be a benefit to the city.

Councilmember Thomas noted the Stockbridge High School band and ROTC perform for the City at several events including Memorial Day, 911, Veterans Day programs.

Attorney Washington noted that going forward, sponsorships should come from the City and not an individual initiative.

Councilmember Gantt requested the Council approve Resolution to reactivate the Henry County Schools Partners In Education Program.

Councilmember Thomas requested a listing of the schools to be included, and a copy of the overview of the program, noting the Stockbridge Cluster included Austin Road schools, and did not include Red Oak.

Ms. Rawls confirmed she had a list of the schools that include residents of the City and would provide the information to the Council.

Ms. Holiday notified the Council that she just provided the Mayor & Council the information for Partners in Education via email for review.

Motion to approve a Resolution to reactivate the Partners in Education Program was made by Councilmember Gantt; seconded by Councilmember Barber. The motion passed unanimously 5-0.

Councilmember Barber stated that only one newsletter was published and mailed out in 2023, noting the newsletter was not sent to the newly annexed residents; and stated she would be partnering with the schools again this year, noting she is preparing for a Council initiative for girls at eight elementary schools in the Stockbridge cluster.

Ms. Thornton advised the next edition is scheduled to be released in early September.

3. Office of the City Clerk - Presented by: Vanessa Holiday

Ms. Holiday gave an overview of the Clerk's Office noting the role and overall duties and responsibilities of the department with the Deputy beginning the Municipal Clerk certification process in September, noted no changes to the staffing levels for FY2025, and reviewed the various software applications utilized by the department; referenced the current boards and committees, noting the increased meetings and activity with two additional boards to be activated, pending the hiring of the Economic Development Director; presented the proposed FY2025 Department Budget, noting an increase in Elections and Committee Expenses, a decrease in computer software expenditures; and referenced the Civic Events and Youth Council line items that were moved from the Governing Body Budget to the Clerk's Office Budget as referenced in the previous presentation.

Councilmember Alexander asked about the publication of the upcoming SPLOST Referendum. Ms. Holiday noted that she has been in contact with the Henry County Elections Office and will notify the city's Public Information Officer once the notice is published to add to the city's social media platform, and the newsletter if received prior to distribution.

4. Human Resources - Presented by: Renee Wheeler

Ms. Wheeler introduced Mr. John Leggett with MSI Benefits who gave an overview of the proposed FY2025 Medical Benefits and Insurance Plans; noting this is the 2nd full year with United Health Care who is expected to hold the rates, noting the renewal is due in early September; noted pharmacy accounts for 25% of the claims for the city, however, based on the claims experience for the past year, a decrease of the plan's premium is expected; noted the average cost per employee is \$21,000 annually.

Mr. Leggett recommended the city move to the Veracity RX Pharmacy Benefits Program where prescriptions can be mailed to members' homes, noting the city's current avg. RX cost is \$160 and with Veracity, the cost would avg. \$80; and recommended the city move its EAP which offers three visits, and the new vendor offer unlimited visits.

Ms. Wheeler noted they will also market the Disability Plan for a better product; noting the Benefits Renewal Package will be presented to the Council for approval at the October 14th meeting.

Ms. Wheeler noted there have been a number of challenges in the Human Resources Department over the last year, citing the current statistics for the last 5 years: As of 8/20/2024 there are 185 active employees and 25 terminated, As of 8/20/2023 there were 155 active employees and 38 terminated; As of 8/20/2022 there were 146 active employees and 21 terminated; As of 8/20/2021 there were 78 active employees and 11 terminated; and as of 8/20/20 there were 79 active employees and 4 terminated.

Ms. Wheeler noted the workloads of various departments have increased tremendously since 2020, and the following department personnel requests have been submitted for FY2025, noting all job descriptions will be included in the Budget Book.

Finance – the addition of an Accounting Specialist and Accountant 2 position, and to reclassification for the Senior Accountant to an Accounting Manager position.

Procurement – Reclassification of the Procurement Clerk to Procurement Coordinator and Procurement Specialist to Contract Specialist.

Human Resources – Addition of a Human Resources Generalist position.

Economic Development – Reclassification of the Administrative Assistant to Executive Assistant.

Community Development – Addition of a Building Inspector position.

Events – Addition of a Conference Center Coordinator position.

Police – Addition of an Accountant 1 position.

Public Works – Addition of (3) three Stormwater Technicians and the reclassification of the Stormwater Technician to AMI Meter Technician, and reclassification of the Executive Assistant to Administration Analyst.

Ms. Wheeler referenced the Code Enforcement Department, noting the current challenges with finding a good Supervisor to lead the department.

Councilmember Alexander recommends a Director with the power and authority to act.

Councilmember Thomas agreed, noting the need for results; and noted it the department appears to rely on SeeClickFix, and that a 3-member department should be sufficient with no need for a Code Enforcement Officer in each district; and noted the Code Enforcement deficiency needs to be resolved before the budget is adopted; and noted the request for a Public Works Assistant Director with an Engineering background was intentionally approved by the Council and is not sure why the title needs to be changed when the person can do the same duties as outlined for the Project Manager.

Mr. Gardiner noted that the number of Code Enforcement Officers is not based on the size of the city, but rather the condition of the city, and recommends (4) four GAPE Certified, and one of the four being a highly trained working supervisor.

Chief Trammer noted the Police Department inherited Code Enforcement in 2023, and during that time, there have been a number of personnel changes.

Councilmember Barber noted there needs to be more focus on recruitment and interns for departments outside of city hall, and this may be an area where the city could try to use Stockbridge residents, and interns, and some type of apprenticeship, and asked Ms. Wheeler when and where intern positions are advertised.

Ms. Wheeler noted the department makes the request for an intern, and the positions are advertised on the city's website.

Ms. Wheeler reviewed the opportunities for city to include: Staff Training and Development; Compensation Tools; Employee Well-Being; and Semi-Annual Training; reviewed the city's eleven (11) Departments: Executive, Information Technology, Municipal Court, Finance, Economic Development, Community Development, Clerk's Office, Public Works, Police and Governing Body; and noted the goals for 2025: Succession Planning, Ongoing EEOC, ADA, FLSA Compliance Training; Leadership Training; Additional Staff Support and the Implementation of a Compensation Software Tool.

5. Events/Conference Center - Presented by: Charisma Webster & Econuel Ingram

Ms. Webster noted the Merle Manders Conference Center has booked 264 events to date, 13 citywide events, and an extensive advertising campaign with social media, flyers, radio promotions, billboards and digital banners; and noted the Events Department is seeking a 50% Budget Increase for FY2025 in the amount of \$808,750 for city events, noting the increase is needed to promote exciting events for the citizens who live and work in Stockbridge, and to appeal to, reach and draw attendees from outside of Stockbridge; referenced the City Events FY2024 and FY2025 Budgets noting the increases in performer's fees, fireworks costs, , supplies, entertainment equipment, décor and catering costs, specifically when events are held at the amphitheater, with holiday events where vendors charge for overtime or double time fees, and concert events require additional trailers used as dressing rooms and additional parking attendants; increased EMT staff due to the heat, and additional police officers (paid at overtime rate) for crowd control; and noted staff will continue to seek sponsorships.

Mayor Ford noted the budget costs appear to be too much, noting he would like to see the continuation of all proposed city events, but to cut back on the expenses.

Councilmember Gantt agreed, noting the events need to be streamlined, specifically July 4th, and Juneteenth, and referenced the Market Night Food Truck Themed events.

Staff noted there are currently two stage events during Food Truck Tuesdays where vendors pay \$80/each week for 15 weeks.

Councilmember Barber noted the city has imposed a city tax on its residents and year over year costs have increased the budget for free entertainment for residents and non-residents, and therefore cannot support this budget, noting there is too much being spent.

Councilmember Thomas noted the bottom line is \$808,000 is too much, and suggest the city can do a great job, as has been done in the past for BridgeFest, July 4th and Juneteenth with less funds, noting there is great local talent and does not need the big named groups for city events, leaving that to the paid Amphitheater Concert Series.

Councilmember Gantt agreed the costs needs to be reduced and more use of local acts.

Councilmember Alexander noted the events bring people into the downtown; noted the concerts have a later start time and the concerts have three to four artists; and noted the biggest issue is the city is failing on the sponsorship side, noting the Council has been kind to fund in perpetuity, however, it was only supposed to be seed money to grow the event, and that the major focus needs to be sponsorship; and supports mirroring the FY2024 budget. Councilmember Thomas suggested one headliner and local artists.

Councilmember Gantt suggested hosting BridgeFest on the lawn across from city hall, and not the Amphitheater, with more diverse artists; and to enhance the Food Truck events; noted the Volunteer Gala began following the 2018 Eagles Landing Referendum in 2018; and asked if the Council wants to bring in a skating rink.

Mayor Ford noted the 9/11 City Event was not included on the Events List for FY2025.

Mr. Ingram noted the event will take place, there is no budget.

By consensus of the Council, all events for FY2025 need to be streamlined and reduce the costs; and the following events will have performers as follows: One artist (Headliner) at Level 1, One artist at Level 3 (High Local) and One artist at Level 5 (Local).

Councilmember Barber reiterated that all events must be reduced.

Councilmember Thomas recommended putting the savings toward other needed services, such as Nuisance and Abatement.

Ms. Holiday noted, based on the Decoration Committee's recommendation, the Holiday Decoration Line Item was increased to add holiday décor in the newly annexed areas of the city.

Councilmember Gantt exited the meeting at 3:15 p.m.

6. Finance - Presented by: Lakeisha Gaines

Ms. Gaines reviewed the department's Mission; reviewed the department's Organizational Chart noting the request for additional positions and reclassification of positions within the department, noting if approved, the need for personnel services would be eliminated; reviewed the FY2025 Proposed Budget, noting the largest increase is in additional staffing; and reviewed the department highlights with successful reporting and receiving the Certificate of Achievement for Financial Reporting from GFOA, and noted the FY2023 Audit has been submitted timely, and will be presented at the September 9, 2024 Council Meeting; noted the City is now a member of the American Purchasing Society and the Procurement Team will be obtaining certifications related to their specific positions; and noted as the city continues to grow, staffing may need to increase to keep up with the needs of the city to insure accuracy, integrity and checks and balance; and noted the city will pay off the Series 2 Bonds in August 2025; and requests the city transfer to P-cards.

Councilmember Barber noted there is a \$2 million dollar budget approved by the Council for the Amphitheater Consultant and expenditures, and asked who is responsible for reconciling the Amphitheater reports; and stated that budget amendments should be presented to the Council.

Ms. Gaines noted the Amphitheater reports are being reconciled monthly, and are up to date, and have been distributed.

Councilmember Thomas noted as a matter of policy, all Budget Amendments are to be presented to the City Council for approval.

Mr. Gardiner stated two Budget Amendments will be presented to the Council at the next meeting: PD Budget Amendment, and Amphitheater Budget Amendment.

Councilmember Alexander noted the city needs to be more active with applying for grants to take the stress of the city's budget; and asked Ms. Gaines what would have been her ask for the city's millage rate.

Ms. Gaines responded 3.77 is not enough to provide services for a city of this size, noting taxes generate revenue to help fund services; noted the city is not a for profit entity; and noted the police department is the largest and most costly department of the budget.

Ms. Gaines noted there are processes that need to be put in place and utilizing the current ERP system to its full capabilities; noted there needs to be a backup for Payroll and Accounts Payable along with a separation of duties to account for better checks and balances.

Councilmember Alexander noted that once she gains access to FreshTix that she submit reports to the Governing Body and recommended the City Clerk also have access for recordkeeping; and referenced the McDonalds event.

There was discussion of the McDonalds event, ticket sales, payments, and reporting.

Councilmember Barber requested the Governing Body receive reporting following each event/concert and asked if the Finance department has a person in place to begin processing tax payments following the passing of the referendum in November.

Ms. Gaines asked the Council to consider this to be her official ask for the new Accounting position in 2024 to be in place when the 2025 year begins.

Councilmember Barber made a request of Mayor Ford to reactivate the Finance Committee; and stated that she would like to be appointed Chair of the Finance Committee; and noted she is the only member of Council currently not serving as a Council Liaison or on a Board or Committee in any capacity.

Mayor Ford noted he would take the appointment into consideration.

Ms. Holiday noted the city's Charter states the Mayor has the sole authority to appoint the Chair of each Committee, noting the Council Liaisons are not appointed to the Mayor's committees.

7. Information Technology: Presented By: Demeatrius Ivey

Mr. Ivey gave an overview of the proposed FY2025 IT Department budget noting an increase with a number of line items being removed from department budgets to the IT Department Budget; noted there are no requested personnel changes for 2025, but need to be considered for 2026 due to the city's growth; noted challenges with the department have been vendor coordination and backorders that have caused delays with the completion of projects; and better communication with internal and external clients; noted the opportunities include exploring grants to aid with financial support for technology upgrades, being able to implement new technology and remaining competitive and forward thinking; and presented new projects with include contract restructuring, consolidation of programs throughout the city and equipment upgrades.

Councilmember Gantt re-joined the meeting at 4:39 p.m.

Councilmember Alexander inquired about upgrading phones and laptops/tablets in 2024 if possible; positioning cameras in the Chamber to broadcast members as they speak, improving the ability to display documents for the public to view, and the installation of a voting system; and the capabilities to stream off site townhall meetings, and establish a channel for the city.

Mr. Ivey noted the current system allows two platforms to stream at the same time, and the city is streaming to Civic and Facebook.

Councilmember Thomas asked how often the city surpluses items no longer serviceable to the city.

Mr. Ivey noted a list of items are being compiled to be submitted to the City Council for approval.

Councilmember Barber asked for the status of OpenGov.

Mr. Gardiner noted the platform is currently being worked on by staff with a Go Live date in October or November 2024; and noted staff will come back with a new model for Events with hard cost associated with events that take place at the Amphitheater.

Adjourn

Motion to adjourn the meeting at 4:59 p.m. was made by Councilmember Barber; seconded by Councilmember Thomas. The motion passed 4-0. (Councilmember Gantt was not present for the vote).

Respectfully submitted by:

Vanessa Holiday, City Clerk CMC

Anthony S. Ford, Mayor



COUNCIL FY2025 BUDGET RETREAT
August 23, 2024
10:00 a.m.
Summary Minutes

Mayor & City Council

Mayor Anthony S. Ford
Mayor Pro Tem Kyle Berry
Councilman Elton Alexander
Councilman Yolanda Barber
Councilwoman LaKeisha Gantt
Councilman Alphonso Thomas

Administration

Frederick Gardiner, City Manager
Vanessa Holiday, City Clerk
Lakeisha Gaines, Interim City Treasurer
Quinton Washington, City Attorney

Staff in Attendance: Decius Aaron, William Conner, Demeatrius Ivey, Rosalynd Rawls, Shana Thornton, and Renee Wheeler

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

The meeting was called to order by Mayor Ford. At 10:05 a.m.

Invocation by Mayor Pro Tem Berry

Pledge of Allegiance recited by all in attendance.

The Clerk was asked to proceed with the Roll Call. All the members were present except Councilmember Gantt.

Adoption of the Agenda: Motion to adopt the Agenda made by Mayor Pro Tem Berry; seconded by Councilmember Barber. The motion passed unanimously 4-0.

NEW BUSINESS

1. Previous Day Recap - Presented by: Frederick Gardiner

Mr. Gardiner noted proposed budget presentations for the Governing Body, Clerk's Office, HR, Finance, IT and Events, noting feedback from the Council.

Councilmember Gantt joined the meeting at 10:15 a.m.

2. Executive Department - Presented by: Frederick Gardiner

Mr. Gardiner reviewed the department noting there are no requested personnel changes for FY2025; reviewed the following Major Projects: Norfolk Southern Railroad Depot, noting the culture at the railroad has changed, and the company seems to be more receptive to the community; Patrick Henry Master Plan Initiative; OpenGov Implementation Initiative; Downtown Mixed-Use Project Initiative; Tax Allocation District (TAD) Negotiation with Henry County Board of Commissioners and Henry County School Board members; Georgia Power Utilities Relocation (Stockbridge Downtown); Electric Charging Station Project Initiative (Police & Public Works); Annexation Planning Initiative; and North Henry Highway Streetscape (Obtaining renderings for a turning lane, Federal assistance and TSPLOST options); noted to make the Vision happen, the needs are: City Council Full Support of the Vision; Full Support of the Stockbridge Community, and Full Support of the Henry County Board of Commissioners and Henry County Board of Education; reviewed the proposed department budget, noting the training requirements and continuing education; reviewed renderings of downtown Stockbridge in 2018 and 2019 and the proposed renderings with the new downtown vision, estimating the GA Power cost to be around \$4 million dollars.

Councilmember Alexander noted the idea was to attack the interstate corridors with commercial, noting Henry County has prevented development with a moratorium; noting with the county's millage rate and impact fee increase, developers are driven to other areas outside of the county, including Stockbridge.

Councilmember Thomas asked about the city's Wayfinding Project and Digital Reader Board.

Mr. Gardiner noted the vendor for the Wayfinding was approved by the City Council and is being incorporated in phases, noting ARPA funding must be used by December 31, 2024; and noted the location of the Digital Reader Board is in progress noting the locations to be East Atlanta Road on the city hall side of the street, and on Eagles Landing Parkway on the lawn.

Councilmember Barber referenced the residents in the downtown area, noting she does not want any resident to be displaced, and asked why the city abandoned the original plan for the residents in and around the downtown area.

Mr. Thomas noted the former broker, Mr. Capehart, presented a plan to the Council and that the contract has ended.

Councilmember Gantt noted the 2012 LCI (Livable Cities Initiative) needs to be updated due to the changes in population; and noted the City of Stockbridge was featured on the ARC webpage.

3. Amphitheater - Presented by: Harold Young and Tanya Barnhill

Mr. Young noted the Amphitheater is approaching its third year of success, noting the public loves the Amphitheater and noted his excitement for the many accolades received for the Stockbridge Amphitheater.

Mr. Young gave an overview of the Amphitheater staff, noting their roles and responsibilities, and introduced Tanya Barnhill of TM Consultants.

Ms. Barnhill noted this is her second-year marketing the Stockbridge Amphitheater, noting that in addition to the standard marketing via radio, television, social media, and billboards, the marketing campaign added WLCK (radio), Eblasts text emails and text messaging a Street Team who is distributing manual flyers, which is very labor intensive, but effective.

Councilmember Barber asked about the frequency and schedule of radio ads.

Ms. Barnhill noted advertising will begin no later than 30 days out and run from 6am to 10pm.

Councilmember Thomas asked if there is data tracking consumers who visit the Amphitheater.

Ms. Barnhill responded yes, noting zip codes are being used to reach out to consumers.

Councilmember Thomas noted the dedicated Uber/Lyft signage are not being utilized effectively, noting there is no signage to indicate the location.

Mr. Young noted it is difficult to relocate Rideshare concert goers in the event of rain, with no vehicle to return to, and there needs to be a designated area for those patrons; presented testimonials and reviews of the Amphitheater and noted the sponsors: VyStar and Piedmont Henry.

Councilmember Alexander expressed his concerns regarding concert advertising, attendance, and sponsorships.

Mr. Young responded that every show is not going to be a sellout, noting the McDonalds concert was a revenue-sharing show, not a rental, which did not go well, noting the lessons learned from this type of venture.

Councilmember Alexander noted the Council needs results, with city staff gaining access to ticket sales and other revenue centers, and reporting submitted to Ms. Gaines.

Mr. Young noted the city will be utilizing Ticketmaster.

Councilmember Alexander suggested more Amphitheater Concert signage along the major corridors of the city to alert local patrons of concerts; and noted there were issues with the stockbridgeamp.com website; and asked who is responsible for sponsorship.

Mr. Young noted Mr. James Smartt is the Director of Marketing, noting there are current talks with a potential sponsor for naming rights, and another major potential sponsor.

Councilmember Thomas noted the objective of the retreat is to see how we can be more productive and wants to see accomplishments come out of the retreat.

Mr. Young noted every concert has its own individual budget, noting rain insurance can range from \$30,000 to \$85,000 per show, and must be purchased two weeks in advance of the concert.

Mayor Pro Tem Berry suggested using the CodeRed Platform to determine whether or not to shut down the show.

Councilmember Barber asked for the pros and cons of using a third party such as Ticketmaster.

Mr. Young noted pros: Ticketmaster is being used in more than 120 Amphitheaters, they have a major database; great image and bring in top artists, and there would be no duplication of tickets.

Mr. Young noted cons: There is an 18% fee, a 5% fee and 15% royalties, and that a \$100 ticket would cost \$142.00.

There was a consensus of the Council to hold another meeting with Mr. Young regarding the Amphitheater, ticket sales and expenses.

Mayor Pro Tem Berry exited the meeting at 12:55 p.m.

Councilmember Barber agreed concert reports and information needs to be sent to the Interim Treasurer timely following each concert, and the city needs sponsorship information by category; and asked if any 2025 shows have been booked.

Mr. Young noted he is working with a top broker; however, no concerts can be booked until the budget is approved.

Mr. Gardiner noted the city's current model is not sustainable and will require a third party to book 2025 shows.

Councilmember Barber asked what the impact to the Amphitheater budget when concerts are canceled or rescheduled.

Mr. Young stated artists and production must be paid for the canceled and second show.

Councilmember Gantt stated there needs to be negotiations on behalf of the city to include a Force of Nature clause; noted the wayfinding and promotion of events is the responsibility of the city; and noted the online color of seats need to be shaded differently to show seat sold and those seats that are still available, noting there needs to be more contrast in color.

Mr. Gardiner noted \$500,000 was approved for Phase I of the Wayfinding Project.

Councilmember Barber asked why would the city pay 100% of the expenses for the rescheduled concert due to factors that are out of our control (such as weather), and asked if the rescheduled shows are being renegotiated.

Mr. Young presented the remaining upcoming concerts; and suggested a Winter Wonderland and Pop-Up Ice Skating Rink Event at the Amphitheater (Pit Area) to run from November 29th through December 25th, noting the event aims to create a festive holiday atmosphere for the community, providing a unique and enjoyable family-friendly experience.

4. Financial Advisor - Presented by: Edmund Wall

Mr. Wall reviewed the city's Long-Term Debt noting as of December 31, 2021 highlighted Governmental Activities: URA revenue bonds \$9,615,000; Public Facilities Authority revenue bonds \$28,805,000; Accrued compensated absences \$146,737; Net pension liability \$86,699/ Business type Activities: GEFA notes payable \$1,120,169; Accrued compensated absences \$61,918, Net pension liability \$54,490 for a total of Long-Term Debt Activity \$1,236,577; reviewed the URA Revenue Bonds noting the City entered into an agreement with a financial institution that provided the issuance of revenue bonds for the purchase of land and construction of structures and improvements for the New Town Center. Various bond issues were used by the City during the purchase and construction phases. During the year ended December 31, 2021, the City repaid various bond issues in the amount of \$745,000. Amounts outstanding at year-end of \$9,615,000 reflect total drawdowns to date net of repayments, if any. Urban Redevelopment Fund long-term liabilities outstanding at December 31, 2021, are as follows: Series 2005 B Revenue bonds payable to Capital One Bank, in the total amount of \$7,330,000, interest rate at 4.45%, matures 02/01/2031; Series 2006 A Revenue bonds payable to Capital One Bank, in the total amount of \$4,795,000, current interest at 4.58%, matures 02/01/2031; Series 2006 C Revenue bonds payable to Capital One Bank, in the total amount of \$5,000,000, current interest rate at 4.865%, matures 02/01/2031; reviewed the Public Facilities Authority Revenue Bonds noting the City entered into an agreement with a financial institution that provided for the issuance of revenue bonds for the purchase of land and equipment for the Amphitheater, and Cultural Arts Center, and the improvements of trails. Various bond issues were used by the City during the purchase and construction phases.

Amounts outstanding at year-end of \$25,808,000 reflect total drawdowns to date net of repayments, if any. Public Facilities Authority Fund long-term liabilities outstanding at December 31, 2021, are as follows: Series 2021 B Revenue Bonds payable to Truist Bank in the total amount of \$1,030,000, interest at 1.04%, matures 12/31/2025; Series 2021 A Revenue bonds payable to Truist Bank, in the total amount of \$9,910,000, current interest at 1/32%, matures 12/31/2025; Series 2021 C Revenue bonds payable to Truist Bank in the total amount of \$14,865,000, current interest at 2.53%, matures 12/31/2036; reviewed the Water and Sewer Long-term Debt, noting the City issues revenue bonds and enters into construction note agreements with the Georgia Environmental Finance Authority (GEFA) where in both types of debt the government pledges include derived from the acquired or constructed assets to pay debt service. Amounts outstanding at the end of the current fiscal year related to a note issued in 2010 to finance construction projects to improve the City's water distribution facilities. The note was issued by GEFA in the total amount of \$1,911,900. During the year ended December 31, 2021, the City repaid \$93,480 of the note payable. Amounts outstanding at year-end of \$1,120,169 reflect total drawdowns to date net of repayments, if any, and presented a chart of the annual requirement to pay GEFA's note outstanding; presented the proposed Phase I and Phase 2 of the TAD (Tax Allocation District Project), noting a potential project \$326 million dollars and potential revenue of \$4,911,000 for the city; presented the Stockbridge 2023 Tax Digest of \$1,925,738; presented the LOST Collections and proposed SPLOST VI share at 15% or \$9,000,000/year over 6 years for a total of \$54,000,000 or \$58,000,000 as projected.

Councilmember Alexander expressed excitement of paying off the Amphitheater, taking financial pressure off the General Fund Budget, and commended the Council for bonding at the low interest rates in the 1's.

Mr. Wall noted the City at the time had an \$18 million dollar fund balance that was turned into cash for projects; and agreed with great timing on the low interest rate compared to today; and noted the URA Bonds mature in 2031 and can be re-financed to take pressure off of the General Fund Budget.

Councilmember Barber asked if the funds can be re-allocated.

Mr. Wall's response was yes.

Councilmember Alexander noted there is Trail funding in TSPLOST.

Mr. Wall referenced HB581, a Statewide Referendum and would be a Statewide Constitutional Amendment that will be on the November 2024 ballot where the County can call for a 1% sales tax (LOST), and if passed, will reduce the City's millage rate, taking the burden off residents; noting there is no impact on businesses, and homeowners are automatically opted in and would have to opt out.

Councilmember Barber that this would be a win for homeowners, but a decrease in revenue for the City.

Recap - Presented by: Frederick Gardiner

Mr. Gardiner noted the take aways from the Budget Retreat – Evaluate Code Enforcement, Events, and the Amphitheater, noting the feedback from Council; noted revenues may be understated; and will revise the Budget Books to include page numbers and Department Tabs.

Councilmember Alexander asked for an update on the renovations of the roof collapse on North Henry Blvd.

Mr. Anderson noted he would provide the Council with an update on that project as well as the Best Western Plus hotel.

Councilmember Gantt asked if there is a time limit on projects, and if not recommended the Ordinance be changed.

Adjourn

Motion to adjourn the meeting at 2:47 p.m. was made by Councilmember Barber; seconded by Councilmember Alexander. The motion passed 4-0. (Mayor Pro Tem Berry was not present for the vote).

Respectfully submitted by:

Vanessa Holiday, City Clerk CMC

Anthony S. Ford, Mayor



CITY COUNCIL MEETING SUMMARY MINUTES

MONDAY, August 12, 2024 6:00 P.M.

Mayor & City Council

Mayor Anthony S. Ford At-Large
Mayor Pro Tem Kyle Berry – Council District 3
Councilmember Elton Alexander – Council District 5
Councilmember Yolanda Barber – Council District 4
Councilmember LaKeisha Gantt – Council District 1
Councilmember Alphonso Thomas – Council District 2

Administration

Frederick Gardiner – City Manager
Vanessa Holiday – City Clerk
Cassandra Lester – Deputy City Clerk
Lakeisha Gaines – Interim City Treasurer
Quinton Washington – City Attorney

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

Invocation by Mayor Ford at 6:09 p.m.

Invocation by: Ms. Sadria Strong

The Pledge of Allegiance was recited by all in attendance.

City Clerk, Vanessa Holiday was asked to proceed with a verbal roll call. All the members were present.

Motion to amend the Agenda to remove Item #4, noting the item is already addressed in the City's Comprehensive Plan was made by Mayor Pro Tem Berry; seconded by Councilmember Alexander. The motion passed unanimously 5-0.

Motion to adopt the Agenda was made by Councilmember Alexander; seconded by Councilmember Barber. The motion passed unanimously 5-0.

Motion to approve the Council Meeting Minutes July 8, 2024, Special Called Meeting Minutes - SPLOST VI July 15, 2024, Millage Rate Public Hearing Meeting Minutes July 15, 2024, Millage Rate Public Hearing Meeting Minutes July 19, 2024, Millage Rate Public Hearing Meeting Minutes July 22, 2024, Council Work Session Meeting Minutes July 30, 2024 was made by Councilmember Alexander; seconded by Mayor Pro Tem Berry. The motion passed unanimously 5-0.

PUBLIC COMMENTS

There were no public comments.

CEREMONIAL REVIEW

2. Mayor Ford reviewed the proclamations presented to Briana's Heart of Gold; Dr. Amanda Phillips and for National Black History Month; reviewed the swearing in for Samantha Samuels and Antonio Gordon to the Public Facilities Authority Board; and recognized the Stockbridge Citizens-Police Advisory Council for runner up for the "Dr. Curtis McClung Award of Excellence."

OLD BUSINESS

3. DE-ANNEXATION CASE #DX-2024-02 for the Manderley Subdivision – Phase 2. Consideration of an Ordinance to de-annex from the Corporate Limits of the City of Stockbridge nine parcels within the Manderley Subdivision, representing Phase I, as are listed below. The request was made by the owners of the nine parcels, which are located in Land Lots 8 and 9 of District 12. The parcels would become part of unincorporated Henry County. The City Council previously approved (on April 30, 2024) De-Annexation Case #DX-2024-01 for the Manderley Subdivision, Phase I, which concerned ten nearby parcels.

1. 160 Jasper Drive (Parcel #013A01023000).
2. 165 Jasper Drive (Parcel #013A01024000).
3. 195 Jasper Drive (Parcel #013A01050000).
4. 310 Kerrith Drive (Parcel #013A01039000).
5. 320 Kerrith Drive (Parcel #013A01038000).
6. 325 Kerrith Drive (Parcel #013A01025000).
7. 510 Portloe Court (Parcel #013A01049000).
8. 515 Portloe Court (Parcel #013A01047000).
9. 520 Portloe Court (Parcel #013A01048000).

Presented by: Ryan Anderson, Community Development Director
Mr. Anderson noted the de-annexation application was received June 14, 2024 and presented an aerial photo of the proposed area; noting the request has been vetted by the city's legal counsel.

Councilmember Alexander noted unincorporated Henry County residents will pay more in taxes due to the County's tax increase, and the City of Stockbridge Millage Rate will remain the same.

Councilmember Gantt noted she had met with some residents, and the concern was promises made and unkept, and would abide by the law; noting a great majority of residents in the city wanted public safety, and that the millage was implemented to help pay for those services; and expects the County to govern the same way regarding annexation and de-annexation requests.

Motion to approve De-Annexation DX-2024-02 was made by Councilmember Gantt; seconded by Councilmember Alexander. The motion passed unanimously 5-0. De-Annexation effective in approximately 45 days.

Mayor Ford read the Public Hearing Rules and Procedures

PUBLIC HEARING

4. COMPREHENSIVE PLAN CASE #CP-2024-04. (To be located in Council District 5.)

Consideration of a request for a Comprehensive Land Use Amendment of property at 425 Country Club Drive, to change the property's future land use designation from 'High-Density Residential' to 'Low-Density Mixed-Use' to allow for the conversion of an assisted living facility to a hotel boutique. The applicant is Stuart Hope, on behalf of Stockbridge Propco, LLC. The property is located in Land Lot 14 of District 7, with 6.92 +/- acres within the Stockbridge City Limits.

Presented by: Ryan Anderson, Community Development Director

Item was not heard, citing the item is addressed in the City's Comp Plan.

5. REZONING CASE #RZ-2024-05. (To be located in Council District 5.)

Consideration of a request for the Rezoning of property at 425 Country Club Drive, to rezone the property from 'OI' (Office Institutional) to 'C2' (General Commercial) to allow for a hotel boutique. The applicant is Stuart Hope, on behalf of Stockbridge Propco, LLC. The property is located in Land Lot 14 of District 7, with 6.92 +/- acres within the Stockbridge City Limits.

Presented by: Ryan Anderson, Community Development Director

Mr. Anderson gave an overview of Rezoning Case #RZ-2024-05, noting the property was previously a hotel and was rezoned as a senior living facility in 2004 and that the Planning Commission recommends denial, and staff recommends approval.

Mr. Jon W. Jordan, attorney for the applicant noted the property will close due to lack of funding no matter what is decided tonight with the rezoning, as the facility has fallen on hard times; and noted the proposed boutique hotel will benefit the community as a high-end establishment and provide new employment opportunities, revenue, and offer an excellent event center as well.

Ms. Venuss Gervin, the purchaser and developer noted she renovates hotels and brings them back to life; noted the city does not have any upscale hotels in the area, and this facility would fill that void.

Public Hearing Opened

Speakers in Favor: Susan Clowdus, Charles Marshall, Brenda Culpepper, Keith Thompson, and Rex Cagle

Speakers Opposed: Malinda Childs, Sophia Oliver, and Bruce Meadows

Mayor Ford asked the representatives to address the concerns regarding the closing of the facility, notification, and the cost of the new facility in comparison to their current rates, and transition of the residents to the new facilities, along with the displacement of staff.

Mr. Jon Jordan noted that he has been made aware that there is availability at other local facilities but could not confirm the cost comparisons, as he was unaware of any rate guarantees, and reiterated that no matter the outcome from today's meeting, the facility is closing.

Mr. Grant Milton, from the facility's Management Team noted their notification and transition of residents follows State law, as required.

Councilmember Alexander noted there is a 30-day legal notice requirement, and that the owner can work out extensions with residents.

Mr. Milton noted the management team is currently working to transition the (19) nineteen remaining residents.

Councilmember Gantt questioned the leases and terms for the residents.

Mr. Grant noted all residents are under a month-to-month lease.

Councilmember Thomas stated he wanted to make sure the remaining residents have a full opportunity to relocate in a humane way.

Councilmember Barber stated she was curious to know what the current rates were of the other facilities in comparison to the current rate that the exiting patients residents are paying, noting she had watched the Planning Commission meeting when this proposal was presented and heard the concerns expressed by a resident who lives in the adjacent neighborhood (The Villages) regarding access to her neighborhood; and asked the potential new property owner if she has plans to restrict access into the adjacent neighborhood.

Councilmember Gantt stated questions need to be answered by the owner (who was not present) and asked why the facility's website was still advertising for new residents, and scheduling visits if the facility is set to close, noting the owner needs to respond; and noted there needs to be compassion for the residents and staff, and not just the sell and development of property, but also a level of care for the residents, noting this is an aging population of people, and that she will not vote in approval on this matter tonight.

The website manager for the facility stated she had no idea the facility was closing.

Mayor Pro Tem Berry asked the representatives to elaborate on the "safe place," further asking where the residents would go once discharged; and asked if the employees are going to receive severance packages; noting there needs to be more communication regarding the transition, and asked how soon the matter can be addressed.

Mr. Jon Jordan suggested the matter be Tabled to meet with the team to seek answers.

Councilmember Thomas stated that he is on board with the progress of the facility, however, the owner needs to come back and answer questions.

Mr. Milton noted the owner does not live in the area; however, the Regional Operations Manager does, and would be able to come back with information for the Council.

Councilmember Alexander noted the 30-day timeframe is a great concern for the Council and asked Ms. Gervin if as the new owner, she would be amenable to extending the timeframe for the transition of residents to a 60–90-day timeframe.

Ms. Gervin stated that she believes in the project and is willing to wait to allow for the relocation of the residents.

Mr. Jon Jordan stated they would get notices out and asked the Council to Table the matter until the September 9, 2024 meeting.

Motion to Table to the September 9, 2024 Council Meeting, with the Requestor submitting a 50-90 plan to the relocation/transition of residents was made by Councilmember Alexander; seconded by Mayor Pro Tem Berry. The motion passed unanimously 5-0.

NEW BUSINESS

6. Council consideration to approve the Stormwater Division to use the \$573,653.00 allocated to SPLOST V to perform stormwater repairs within the stormwater management system. The Stormwater Division proposes to utilize Site Engineering, the City's On-Call Water & Sewer Emergency & Operational Repair/Maintenance and Construction Services vendor.

Presented by: Decius Aaron, Public Works Director

Mr. Aaron noted there were several Stormwater repair projects that are ongoing and asked for approval of the request.

Motion to approve was made by Councilmember Gantt; seconded by Mayor Pro Tem Berry. The motion passed unanimously 5-0.

7. Council consideration to fill a vacancy on the Ethics Committee and appointing a member to fill an unexpired term.

Presented by: Quinton Washington, City Attorney

Attorney Washington noted there is one vacancy and two applicants and asked the Council to select.

Councilmember Gantt noted she was not familiar with either applicant.

Councilmember Alexander asked the City Clerk if both candidates have been vetted.

City Clerk, Vanessa Holiday, noted both candidates meet the criteria as city residents, and have cleared background checks through the Municipal Court.

Motion to appoint Mary Scott to fill the unexpired term was made by Councilmember Barber; seconded by Councilmember Thomas. The motion passed 3-0-2. (Barber, Berry, and Thomas approved) (Alexander and Gantt Abstained).

8. Council consideration to fill a vacancy on the Downtown Development Authority Board and appoint a member to fill an unexpired term.
Presented by: Quinton Washington, City Attorney

Attorney Washington noted there is one vacancy on the board, and one applicant.

Councilmember Alexander noted a member of the DDA Board made the recommendation for Mr. Jerry Mays.

Motion to appoint Jerry Mays to fill the unexpired term was made by Councilmember Alexander; seconded by Mayor Pro Tem Berry. The motion unanimously 5-0.

UPCOMING MEETINGS & ANNOUNCEMENTS: Council meetings will be held in the City Council Chamber. Meeting dates, locations and times are subject to change or contact City Hall offices at 770-389-7900 or visit the website www.stockbridgega.org for updates.

- Citywide Development Authority Meeting, 2nd Tuesday of each month, 6:00 p.m.- City Hall Levi Meeting Room (Aug 13)
- Planning Commission Meeting, 3rd Thursday of each month, 6:30 p.m. - City Hall Council Chamber - (Aug 15)
- Downtown Development Authority Meeting, 3rd Tuesday of each month Stockbridge Downtown Center 130 M L King, Sr. Heritage Trail (Aug 20)
- Youth Council Advisory Committee Meeting, 6:30 p.m.- 3rd Tuesday of each month Levi Meeting Room - City Hall (Aug 20)
- City Council Work Session Meeting, Last Tuesday of each month: Tuesday, July 30th at 6:00 p.m. - City Hall Council Chamber (Aug 27)
- Community Zoning and Information Meeting: Thursday, August 7th from 6:00 p.m. – 7:00 p.m. at City Hall in the Council Chamber (Sep 4)
- Stockbridge Citizens-Police Advisory Council meeting 1st Thursday of each month at 6:00 p.m. at the Stockbridge Police Community Room 4545 N. Henry Blvd. – (Sep 5)
- City Council Meeting, 2nd Monday of each month at 6:00 p.m. - City Hall Council Chamber (Sep 9)
- Youth Council Meeting 2nd Monday of each month at 6:30 p.m. - City Hall Levi Meeting Room (Sep 9)
- The Main Street Advisory Board Meeting on the 2nd Friday of each month at 9am – Location is the Downtown Connection Center 130 M L King Sr. Heritage Trail. Sep 13)

UPCOMING CITY EVENTS/INITIATIVES

- Join Councilman Alphonso Thomas for the monthly Senior Bingo Bash on Wednesday, August 14th from 10am - 12pm at the Merle Manders Conference Center, 111 Davis Rd. for raffles, prizes, games, snacks and fun!
- Join Councilwoman LaKeisha Gantt in partnership with Atlanta Food Truck Park for Night Market at the Stockbridge Amphitheater Parking Lot from 6pm – 9:30pm – August 15th. There will be vendors, Food Trucks, Activities, Games, Music, and Vibes. Contact Tan Bowers at tan@atlantafoodtruckpark.com for registration and additional information.
- Join Councilman Thomas for the 2nd District Curb, Gutter and Sidewalks Town Hall on Thursday, August 15th from 6:30pm – 8:00pm at Floyd Chapel Baptist Church Family Life Center located at 104 First Street Stockbridge, GA
- Join Mayor Anthony Ford for the monthly Meet the Mayor on Wednesday, August 26th from 10am – noon at Stockbridge City Hall.
- Join the Stockbridge Citizens-Police Advisory Council for the Zone 2 Public Safety Forum/ Back to School Safety Day on Monday, August 19th from 6:00 pm to 7:30 pm at Stockbridge First United Methodist Church 4863 N. Henry Blvd.
- Join Councilman Thomas for the Don't Trash Stockbridge initiative centered around education highlighting the causes and effects of Littering and Illegal Dumping. More information to follow.
- Councilman Thomas is honoring Veterans with a Continuous Salute all year long. Please send your pictures of Veterans with their name, branch, rank, and years of service.

Please contact Rosalynd Rawls to schedule an appointment for Meet the Mayor and for more information on Council Initiatives and events at 678-833-3348 or via email: rrawls@stockbridgega.org

SAVE THE DATE! Join the City of Stockbridge for the 9/11 Remembrance on Wednesday, September 11th beginning at 8am on the steps of City Hall. 4640 N. Henry Blvd. Stockbridge.

SAVE THE DATE! BridgeFest 2024 is coming! Are you ready! The City of Stockbridge Government is hosting this annual event for the COMMUNITY on Saturday, September 28, 2024! We will have a live concert, food trucks, vendors, and more! Get ready for fun at the Stockbridge Amphitheater! Questions? Please email bbradley@stockbridgega.org as soon as possible for vendor opportunities.

2024 Stockbridge Amphitheater Summer Concert Series

- Saturday, August 17th – Monica, featuring Tamar, Sevyn Streeter, and Pretty Tammy the DJ.
- Saturday, September 14th 3-yr Anniversary Celebration – Kool and the Gang, with Special Guest Morris Day and The Time.
- Sunday, October 20, 2024, (Rescheduled Show) Charlie Willson with Special Guest El DeBarge
- Saturday, October 26, 2024, Boney James Slow Burn Tour with Special Guest Damien Escobar.

Chris Tucker & Friends

- Saturday, August 24, 2024, Chris Tucker & Friends. Live Music and Comedy. Benefits the Chris Tucker Foundation.

Stockbridge Main Street Tiny Tent Concert Series

- Fridays (Weather Permitting) The show will start at 6 pm and will end at 8 pm. The show will take place at 130 MLK Sr Heritage Trail in Stockbridge, GA. Enjoy good music, local restaurants, and OUR community... all in ONE gorgeous location! Bring your family or make it a date night! Just don't forget your lawn chair!

MAYOR'S COMMENTS

Mayor Ford referenced the 2024 Olympics that just concluded in Paris with the USA at the top of the medal count; and noted Vanessa Holiday's cousin, Grant Holloway won the gold medal in the 110 Hurdles meet, and Daniel Roberts from Eagles Landing High School won the silver medal in the same race, and looks forward to the Olympics coming to Los Angeles in 2028; and referenced the golf events that took place at the Eagles Landing Country Club featuring the Legends of the LPGA, and the World Long Distance Drive Contest where he and Councilman Alexander attended and proclamations from the City were presented at both events.

Motion to adjourn the meeting at 8:28 p.m. was made by Councilmember Alexander; seconded by Mayor Pro Tem Berry. The motion passed unanimously 5-0.

Respectfully submitted by:

Vanessa Holiday, City Clerk CMC

Anthony S. Ford, Mayor



CITY COUNCIL WORK SESSION MEETING SUMMARY MINUTES

TUESDAY, AUGUST 27, 2024 6:00 P.M.

Mayor & City Council

Mayor Anthony S. Ford At-Large
Mayor Pro Tem Kyle Berry – Council District 3
Councilmember Elton Alexander – Council District 5
Councilmember Yolanda Barber – Council District 4
Councilmember LaKeisha Gantt – Council District 1
Councilmember Alphonso Thomas – Council District 2

Administration

Frederick Gardiner – City Manager
Vanessa Holiday – City Clerk
Cassandra Lester – Deputy City Clerk
Lakeisha Gaines – Interim City Treasurer
Quinton Washington – City Attorney

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

The meeting was called to order by Mayor Ford at 6:09 p.m.

Invocation by Councilmember Gantt.

The Pledge of Allegiance was recited by all in attendance.

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

Motion to amend the Agenda to add a BUDGET AMENDMENT Section for an Amphitheater Item following the Consent Agenda was made by Councilmember Gantt; seconded by Councilmember Alexander. The motion passed unanimously 4-0.

Mayor Pro Tem Berry joined the meeting at 6:13 p.m.

Motion to adopt the Agenda was made by Councilmember Gantt; seconded by Councilmember Alexander. The motion passed unanimously 5-0.

REVIEW OF THE MINUTES

1. Review of the Minutes for the June 10, 2024 Council Meeting. There was no action taken.

PUBLIC COMMENTS

There were no public comments.

PRESENTATION

2. Henry County Transportation Advisory Group Update

Presented by: Eniel Gonzalez

Mr. Gonzalez presented the Henry County Transportation 2nd Quarter Update noting the Roads Projects (SPLOST & TSPLOST), Transit Service and Transportation Planning. Mr. Gonzalez referenced the Rock Quarry Rd. (TSPLOST) project that has moved to January 2025 due to environmental issues; referenced the Western Parallel Connect GDOT project that has been certified with a scheduled completion in 2026; referenced the US 23/State 42 Widening GDOT project from SR 138/North Henry Blvd. to I-675 is underway and is scheduled to be completed in 2027; referenced the US 42 Widening GDOT project from downtown McDonough to SR 138/North Henry Blvd. In Stockbridge will be obtaining ROW acquisition 2027-2028 and construction scheduled to being in 2030; referenced the Henry County Transit Service, noting information was available online on the Henry County website including the tentative schedule, fees and routes; referenced the grant received by Henry County for Transportation of \$2 million dollars per year, with a local County match of \$400,000.00 and will support initial three years of operations; and presented the timeline with service proposed to begin in early 2025; noted local bus stop placemaking, with Henry County winning a \$125,000 Community Development Assistance Program (CDAP) grant in 2023 to create art and creative signage; referenced Henry County crash trends, noting Henry County won a SS4A safety grant for a Comprehensive Safety Action Plan, noting 2 of the 4 cities joined as partners to share a 20% local match; noted the County executed an agreement with the USDOT to receive an \$825K SMART grant; referenced the Henry County Trails and Wayfinding Plan for signage to be placed along the trails throughout the County; and referenced the SPLOST VI Referendum that will be on the November 5, 2024 ballot, noting more information can be found on the website under the SPLOST VI Information on the SPLOST Department page. Mr. Gonzalez noted he attends the Transportation meetings and receives a great deal of support and information from the Henry County staff.

The Mayor & members of Council thanked Mr. Gonzalez for his thorough presentation and updates.

DISCUSSION

3. Enterprise Fleet Lease Discussion

Presented by: Decius Aaron, Public Works Director and

TaJae Bodrick, Fleet Consultant – Enterprise Fleet Management

Mr. Bodrick noted he has been with Enterprise Fleet for eight years and has been working with Mr. Aaron the Public Works Director and Mr. Godfrey, Assistant Police Chief since April 2024. Mr. Bodrick reviewed the Fleet Synopsis for the City of Stockbridge noting the

current fleet age of vehicles, with 25% 10 years or older, 38% 6 years or older; noted older vehicles have higher fuel costs, maintenance costs and tend to be unreliable, causing increased downtime and loss of projectivity; reviewed the overall objective of converting to a lease plan and the savings of \$221,857 over a ten year span; the benefits of safety with a newer vehicle; and noted the plan would piggyback on the Sourcewell awarded RFP #060618-EFM; noted that a partnership between Enterprise Fleet Management and the City of Stockbridge will improve buying power, and implement a tighter controlled resale program to lower total cost of ownership and in turn minimize operational spending; noted the City of Stockbridge could reduce fuel costs by 72%, and by shifting from reactively replacing inoperable vehicles to proactively planning vehicle purchases, the City of Stockbridge will be able to replace all of its vehicles over the course of 5 years while creating an annual savings of \$22,185; and noted the City of Stockbridge will leverage Enterprise Fleet management's ability to sell vehicles at an average of 109% above Black Book value.

Mr. Bodrick noted Enterprise is considered the pioneer of Electric Vehicles, and that the city would need to determine the quantity of EV Charging Stations based on vehicles for city use only, or public use; noted cities and counties have a mixed bag of vehicles that include hybrid and electric vehicles, and that the infrastructure needs to catch up, noting Enterprise could tailor to the city's needs and goals, and identified cities and counties throughout the state that are currently utilizing the Enterprise Fleet Maintenance program;

Mr. Bodrick noted the City would have a dedicated, local account team with access to vehicle tracking, reporting and metrics.

Councilmember Alexander asked how many charging stations are required for the municipalities that are referenced, and inquired about the price point for EV's?

Mr. Bodrick noted the EV Market has a variety of vehicles to choose from, and that is where the cost would be determined.

Councilmember Barber noted majority of the city's Police Department pursuit vehicles are less than three years old with low mileage, and asked what the cost would be to replace the pursuit vehicles.

Mr. Bodrick noted the majority of the city's police vehicles are 2018 - 2022 models, and there are no plans to replace the fleet of pursuit vehicles.

Mayor Pro Tem Berry asked what the maintenance savings would look like vs. the city's current plan.

Mr. Bodrick noted belts, hoses, oils changes and transmission would go away with electric vehicles.

Councilmember Thomas referenced the fuel costs and consumption for the city is expecting that it is exceedingly high and requested an annual report for the Police and Public Works Departments to compare the actual savings in real dollars.

4. **CONSENT AGENDA**

Motion to remove Item #4 from the Consent Agenda was made by Councilmember Barber; seconded by Councilmember Alexander. The motion passed unanimously 5-0.

Council consideration to approve the third renewal of the City of Stockbridge On-Call Sidewalk Replacement and Repairs Contract No. 2021-0008 with DAF Concrete, Inc., in the amount of \$300,000.00. The funding source is from SPLOST and Department Budgeted Funds.

Presented by: Decius Aaron, Public Works Director

Mr. Aaron noted this is the vendor's third renewal and requested approval.

Councilmember Barber noted the contract amount was \$250,000.00 and asked for an explanation of the increase to \$300,000.00.

Mr. Aaron noted the additional funds are to cover the newly annexed areas of the city and that a list is being prepared.

Motion to approve was made by Councilmember Barber; seconded by Councilmember Alexander. The motion passed unanimously 5-0.

BUDGET AMENDMENT ADDED TO THE AGENDA:

Budget Amendment 2024-01 – Ordinance to amend the FY2024 Operating Budget to transfer funds from the General Fund (100) to the Amphitheater Fund (565) to cover the expenses for the remaining shows for 2024; and to be reimbursed to the General Fund following each concert.

Presented by: Lakeisha Gaines, Interim City Treasurer and Harold Young, Amphitheater General Manager.

Ms. Gaines noted the budget amendment request is to fund rescheduled shows that were rained out.

Councilmember Barber stated that going forward, the General Manager needs to negotiate the artists' contracts to include a force of nature clause, and other items beyond the city's control to prevent the reoccurrence of the city funding duplicate shows, and the negotiations will be solidified prior to the rider being signed.

Mr. Young confirmed, noting the rescheduled contracts have been renegotiated, and that all of the fees are not being paid by the City.

Councilmember Thomas asked Ms. Gaines to confirm that the funds would be reimbursed back to the original funding source following the concerts.

Ms. Gaines confirmed.

Councilmember Gantt asked if the budget amendment request is all that is needed, or will another request come to the Council for the remaining shows?

Mr. Young stated that based on discussions with Ms. Gaines, the requested budget amendment is sufficient at this time to conduct the remaining concerts.

Motion to approve the Amphitheater Budget Amendment in the amount of \$500,000.00 was made by Councilmember Alexander; seconded by Mayor Pro Tem Berry. The motion passed 5-0.

NEW BUSINESS

5. Council Consideration to approve the fourth renewal option of RFP (Request for Proposal) 201508-02, Sanitation Collections Services Contract with Waste Industries South Atlanta, LLC/GFL Environmental (formerly Waste Industries) in the amount of \$1,800,000.00. Funding Source: Sanitation Department Budget.
Presented by: Decius Aaron, Public Works Director

Mr. Aaron noted this is the fourth contract renewal for GFL; and that prices are good with residents paying \$22/per month in comparison to other surrounding municipalities and those of comparable size.

Mr. Thomas noted citizens need more information and education regarding bulk pickup services provided by the City to eliminate illegal dumping.

Councilmember Barber questioned the \$319,000.00 difference between the prior contract amount and the current request.

Mr. Aaron noted the GFL is now providing services to the entire city, to include the newly annexed residents.

Motion to approve was made by Councilmember Gantt; seconded by Mayor Pro Tem Berry. The motion passed 4-0-1 (Councilmember Alexander Abstained).

Mr. Gardiner asked for a point of privilege to introduce Mr. Isiah Tatum, a jazz musician and developer who has shown interest in building a hotel in the city along Hwy. 138.

Mr. Thomas noted Mr. Tatum performed at the city's annual Volunteer Gala.

6. Council consideration to approve the East Atlanta Road/Lee Street Roadway Improvement Change Order No.3 with Summit Construction for the additional work included in the supplemental plan set "Lee Street Improvements" all related infrastructure and pedestrian improvements to Bryant Street and along the Amphitheater Entrance Roadway in the amount of \$145,583.97. Funding Source is from SPLOST.
Presented by: Decius Aaron, Public Works Director
Mr. Aaron noted the request is to make improvements to add sidewalks to Bryant Street and add a retaining wall.

Motion to approve was made by Councilmember Barber; seconded by Mayor Pro Tem Berry. The motion passed unanimously 5-0.

7. Council Consideration to amend an Ordinance - Section 5.16.040 to add D) Owner shall be authorized to sell unused plots to the City of Stockbridge at the original purchase price. Authorize the City Clerk to record the transfer of unused plots from the owner to the City of Stockbridge.
Presented by: Vanessa Holiday, City Clerk
Ms. Holiday requested approval to amend the Ordinance to allow for the City Clerk to record the transfer of unused plots back to the City.

Motion to approve was made by Councilmember Gantt; seconded by Councilmember Alexander. The motion passed unanimously 5-0.

8. Council consideration to fill a vacancy and appoint a member to the Public Facilities Authority Board for a 4-year term.
Presented by: Quinton Washington, City Attorney
Attorney Washington referenced the vacancies and applicants for the Public Facilities Authority Board.

Ms. Holiday noted there are three vacancies and one applicant.

Councilmember Gantt asked where the city is on establishing Districts on each of the Boards and Committees.

Ms. Holiday noted the Planning Commission, and the Police Advisory Council are the only Boards/Committees at this time assigned by District, noting the Downtown Development Authority and the Citywide Development Authority, and Main Street Advisory Board have specific criteria for Board Members, and that the Council amended the Youth Council Advisory Committee to include Henry County residents, who are not assigned to District within the city limits, therefore making it difficult.

The Council agreed that the application should be revised whereas resumes are to be submitted.

Ms. Holiday noted page three of the current board application calls for a resume, however, it is not mandated.

Mr. Thomas noted the makeup of each board is different and needs to be addressed separately as the requirements for one board may not meet the requirements of another board; and recommended the Attorney draft a mockup of what that would look like.

Motion to Table the appointment at this time and tasked the City Attorney with drafting an amended application, mandating a resume of qualifications to be attached, and to draft a policy and procedures to appoint members by District with required minimum of one year of residency was made by Councilmember Gantt; seconded by Councilmember Alexander. The motion passed unanimously 5-0.

Attorney Washington noted he could bring a draft to the Council at the October 14, 2024 meeting.

9. Council consideration to fill a vacancy and appoint a member to the Youth Council Advisory Committee to fill an unexpired term.
Presented by: Quinton Washington, City Attorney

Motion to Table the appointment at this time and task the City Attorney with drafting an amended application, mandating a resume of qualifications to be attached, and to draft a policy and procedures to appoint members by District with required minimum of one year of residency was made by Councilmember Gantt; seconded by Mayor Pro Tem Berry. The motion passed unanimously 5-0.

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- Youth Council Meeting 2nd Monday of each month at 6:30 p.m. - City Hall Levi Meeting Room (Sep 9)
- Citywide Development Authority Meeting, 2nd Tuesday of each month, 6:00 p.m.- City Hall Levi Meeting Room (Sep 10)
- The Main Street Advisory Board Meeting on the 2nd Friday of each month at 9am – Location is the Downtown Connection Center 130 M L King Sr. Heritage Trail. (Sep 13)
- Planning Commission Meeting, 3rd Thursday of each month, 6:30 p.m. - City Hall Council Chamber - (Sep 19)
- Downtown Development Authority Meeting, 3rd Tuesday of each month Stockbridge Downtown Center 130 M L King, Sr. Heritage Trail (Sep 17)
- Youth Council Advisory Committee Meeting, 6:30 p.m.- 3rd Tuesday of each month Levi Meeting Room - City Hall (Sep 17)
- City Council Work Session Meeting, Last Tuesday of each month: Tuesday, July 30th at 6:00 p.m. - City Hall Council Chamber (Sep 24)

UPCOMING CITY EVENTS/INITIATIVES

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- Join Councilman Alphonso Thomas for the monthly Senior Bingo Bash on Wednesday, September 18th from 10am - 12pm at the Merle Manders Conference Center, 111 Davis Rd. for raffles, prizes, games, snacks and fun!
- Join Mayor Anthony Ford for the monthly *Meet the Mayor* on Wednesday, September 23RD from 10am – noon at Stockbridge City Hall.
- BridgeFest 2024 is coming! The City of Stockbridge Government is hosting this annual event for the COMMUNITY on Saturday, September 28, 2024! We will have a live concert, food trucks, vendors, and more! Get ready for fun at the Stockbridge Amphitheater! Questions? Please email bbradley@stockbridgega.org as soon as possible for vendor opportunities.
- Join Councilman Thomas for the *Don't Trash Stockbridge* initiative centered around education highlighting the causes and effects of Littering and Illegal Dumping. More information to follow.
- Councilman Thomas is honoring Veterans with a Continuous Salute all year long. Please send your pictures of Veterans with their name, branch, rank, and years of service. Please contact Rosalynd Rawls to schedule an appointment for *Meet the Mayor* and for more information on Council Initiatives and events at 678-833-3348 or via email: rrawls@stockbridgega.org

2024 Stockbridge Amphitheater Summer Concert Series

- Saturday, September 14th 3-yr Anniversary Celebration – Kool and the Gang, with Special Guest Morris Day and The Time.
- Saturday, October 5th featuring Monica, and Tamar (Rescheduled Show)
- Saturday, October 12th featuring That Girl Lay Lay and Friends Youth Concert
- Sunday, October 13th Kings and Queens of Southern Soul Show featuring King George, Tucka, Sir Charles Jones, Pokey Bear, TK Soul, West Love and Derek “The Change Man” Smith
- Sunday, October 20, 2024, (Rescheduled Show) featuring Charlie Wilson with Special Guest El Debarge
- Saturday, October 26, 2024, Boney James Slow Burn Tour with Special Guest Damien Escobar.

Stockbridge Main Street Tiny Tent Concert Series

- Fridays (Weather Permitting) The show will start at 6 pm and will end at 8 pm. The show will take place at 130 MLK Sr Heritage Trail in Stockbridge, GA. Enjoy good music, local restaurants, and OUR community... all in ONE gorgeous location! Bring your family or make it a date night! Just don't forget your lawn chair!

MAYOR'S COMMENTS

Mayor Ford noted it's Back to School for students at all levels from elementary to college and asked that everyone keep our students in prayer; noted the Labor Day weekend is approaching and marks the end of Summer, and the beginning of Fall, which also means football season and wished everyone a successful season. Mayor Ford also noted he received (3) Thank You Letters from members of the LPGA who were honored recently by the City of Stockbridge with a proclamation at the Eagles Landing Country Club and expressed their appreciation.

EXECUTIVE SESSION

Motion to convene Executive Session for Personnel, Litigation and Real Estate was made by Councilmember Gantt; Seconded by Councilmember Alexander. The motion passed unanimously 5-0.

Motion to adjourn Executive Session and sign and Affidavit was made by Councilmember Alexander; seconded by Councilmember Gantt. The motion passed unanimously 5-0.

Motion to reconvene the meeting was made by Councilmember Gantt; seconded by Mayor Pro Tem Berry. The motion passed unanimously 5-0.

Motion to enter into a MOU (Memorandum of Understanding) with the Downtown Development Authority for parking improvements with paving and striping on Burke Street was made by Councilmember Alexander; seconded by Councilmember Gantt. The motion passed 4-0-1 (Councilmember Barber Abstained citing her support of the efforts of the DDA, and noting that an invoice was not provided, nor was the cost or project details).

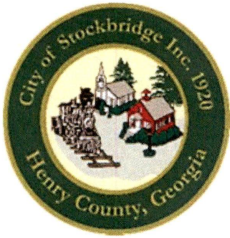
Councilmember Alexander noted the project is being paid for by the Downtown Development Authority.

Motion to adjourn the meeting at 8:10 p.m. was made by Mayor Pro Berry; seconded by Councilmember Gantt. The motion passed unanimously 5-0.

Respectfully submitted by:

Vanessa Holiday, City Clerk CMC

Anthony S. Ford, Mayor



City of Stockbridge

AGENDA ITEM

MEETING DATE

September 24, 2024

FUNDING SOURCE

- ☐ RESOLUTION
- ☐ ORDINANCE
- ☐ CONTRACT APPROVAL/RENEWAL
- ☐ PUBLIC HEARING
- ☒ PRESENTATION
- ☐ BID SELECTION/AWARD
- ☐ TASK ORDER
- ☐ CHANGE ORDER
- ☐ BUDGET AMENDMENT
- ☐ BUDGET TRANSFER
- ☐ PAYMENT APPROVAL
- ☐ OTHER

- ☐ GENERAL FUND
- ☐ FUND BALANCE
- ☐ SPLOST or TSPLOST
- ☐ ARPA
- ☐ GRANT
- ☐ HOTEL/MOTEL TOURISM
- ☐ COUNCIL INITIATIVE
- ☐ PARTNER/SPONSOR
- ☐ DEPARTMENT FUND BALANCE
- ☐ BONDING

ACCOUNT TRANSFER FROM:

ACCOUNT TRANSFER TO:

PRESENTER: Decius Aaron and Peyton Peterson, TSW

DEPARTMENT: Public Works

ITEM/PROJECT/EVENT:

Parks System Plan

BACKGROUND INFORMATION:

The Stockbridge Parks System Master Plan analyzes the parks, park facilities, and trails owned and maintained by the City of Stockbridge, including Clark Community Park, Gardner Park, Memorial Park, Unity Monument Park, Municipal Park, Stockbridge Amphitheater, and the Reeves Creek Trail. This plan provides a 10-year outlook for park improvements including new conceptual designs for each of the existing City-owned parks, operations and maintenance plans to ensure the improvements are sustainable, and new parkland recommendations to meet population projections.

BACKGROUND INFORMATION:

STAFF RECOMMENDATION:

APPROVALS:

CITY MANAGER _____

CITY TREASURER _____

CITY ATTORNEY _____

PROCUREMENT Shakera Hall

☐ FINANCIAL IMPACT ☒ N/A

AMOUNT \$

ATTACHMENTS:

☒

CITY OF STOCKBRIDGE PARKS

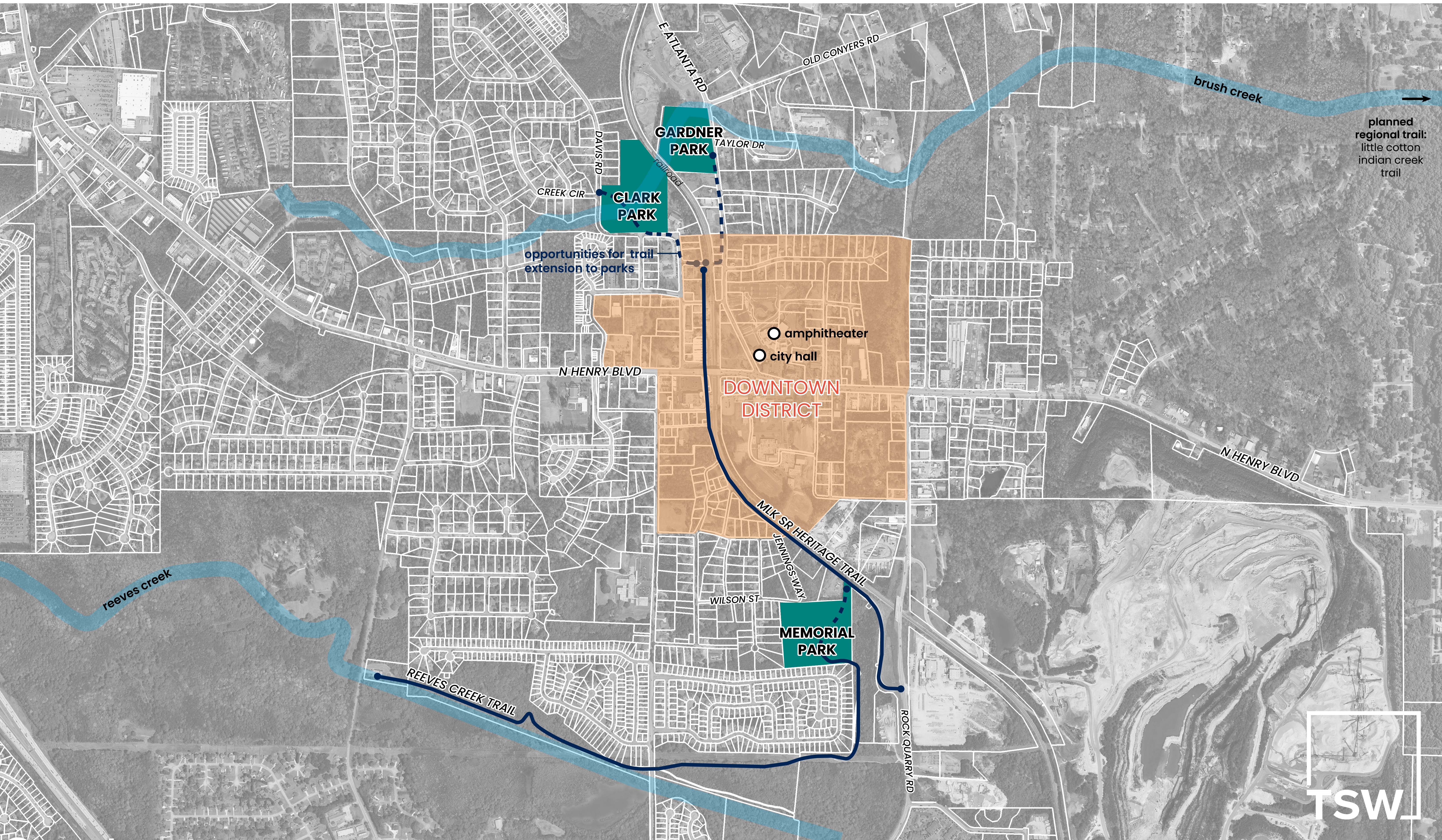
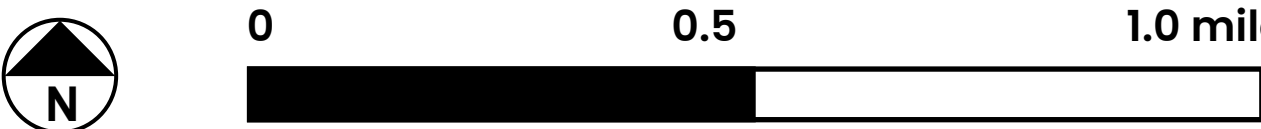
SCHEMATIC DESIGN
MAY 2024



PLANNING • ARCHITECTURE
LANDSCAPE ARCHITECTURE

Atlanta, GA | Tulsa, OK | Chattanooga, TN

PROJECT LOCATIONS



COMMUNITY THEMES

- **Clark Park**
- **Memorial Park**
- **Gardner Park**

DOWNTOWN HISTORY

RAILROAD HERITAGE

early growth of Stockbridge as a community was due to railroad presence, as stopping point between Macon and Atlanta

- Southern Railroad came to Stockbridge in 1881
- Rail depot located downtown

TYE ST NEIGHBORHOOD HISTORY

historic African American
neighborhood and childhood
community of MLK Sr.

MLK SR. LEGACY

PLACES:

- Floyd Chapel Baptist Church
 - First sermon by “Daddy King”
- Green Front Cafe
 - Believed to be first restaurant in Stockbridge
 - Important hub of Tye St community activity
- Rosenwald School for African Americans
 - One of 259 schools in Georgia (and two in Henry County) built by Rosenwald Fund to educate African Americans in rural segregated south

PEOPLE:

- Martin Luther King, Sr.
- Carrie Mae Hambrick
- Leonard Smith
- Rena Barnes

REEVES CREEK

UPPER OCMULGEE RIVER BASIN

BRUSH CREEK

- Brush Creek and Reeves Creek drain into the 982 sq. mi Upper Ocmulgee River Basin that it shares with 29 other cities and five other counties
- Bald Eagle and Chattahoochee Crayfish are protected species found in aquatic/semi-aquatic environments

QUARRY INDUSTRY

**PANOLA
MOUNTAIN
+ PIEDMONT
GRANITE
OUTCROPS**

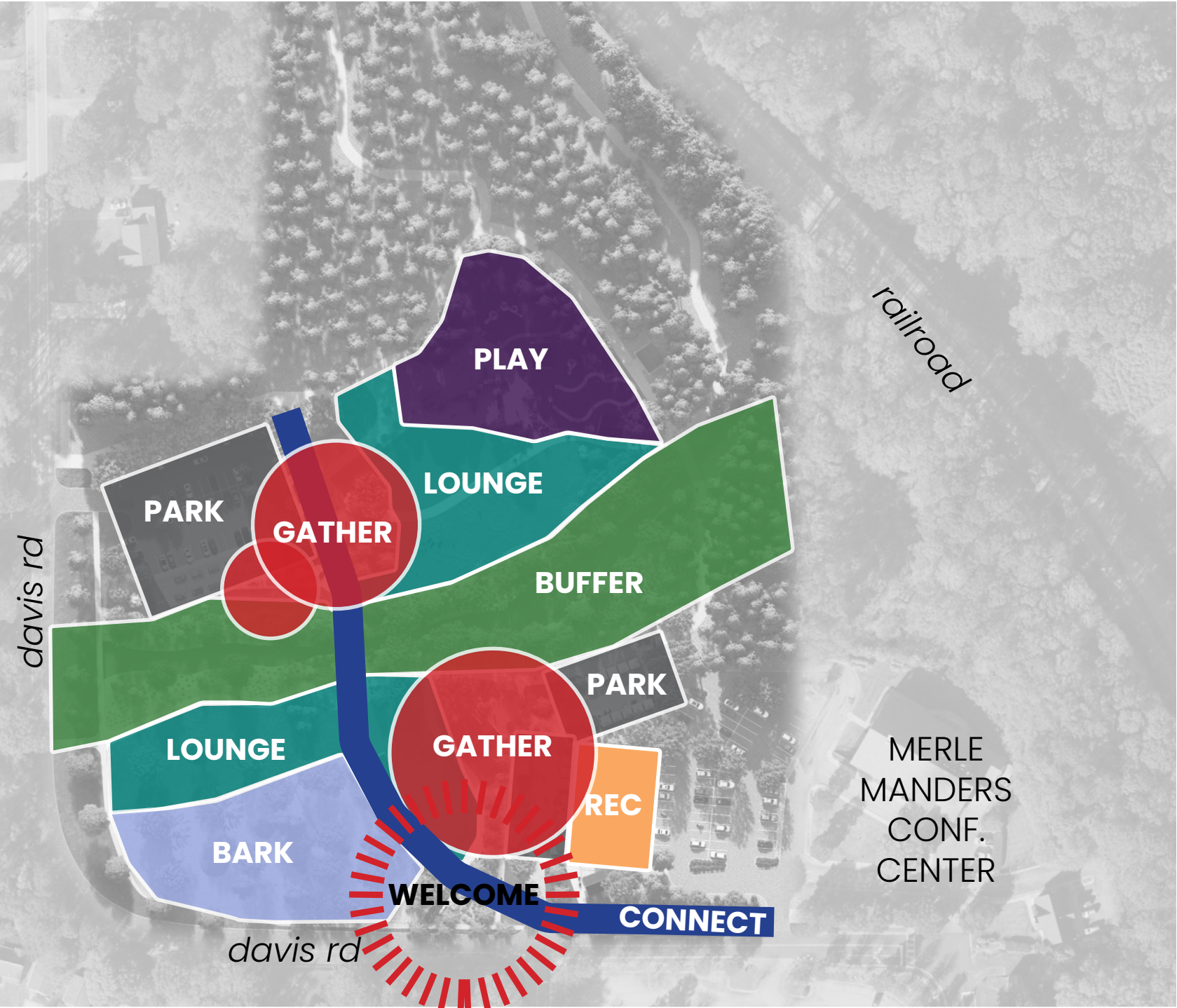
unique ecosystem, and source of
industry for Stockbridge

- Panola Mountain located in Stockbridge; GA is home to more granite outcrops than any other state
- Unique landscape with many endemic species
- Stockbridge Stone Company Quarry – est. 1875, supplied gravel and stone to booming Atlanta

CLARK PARK

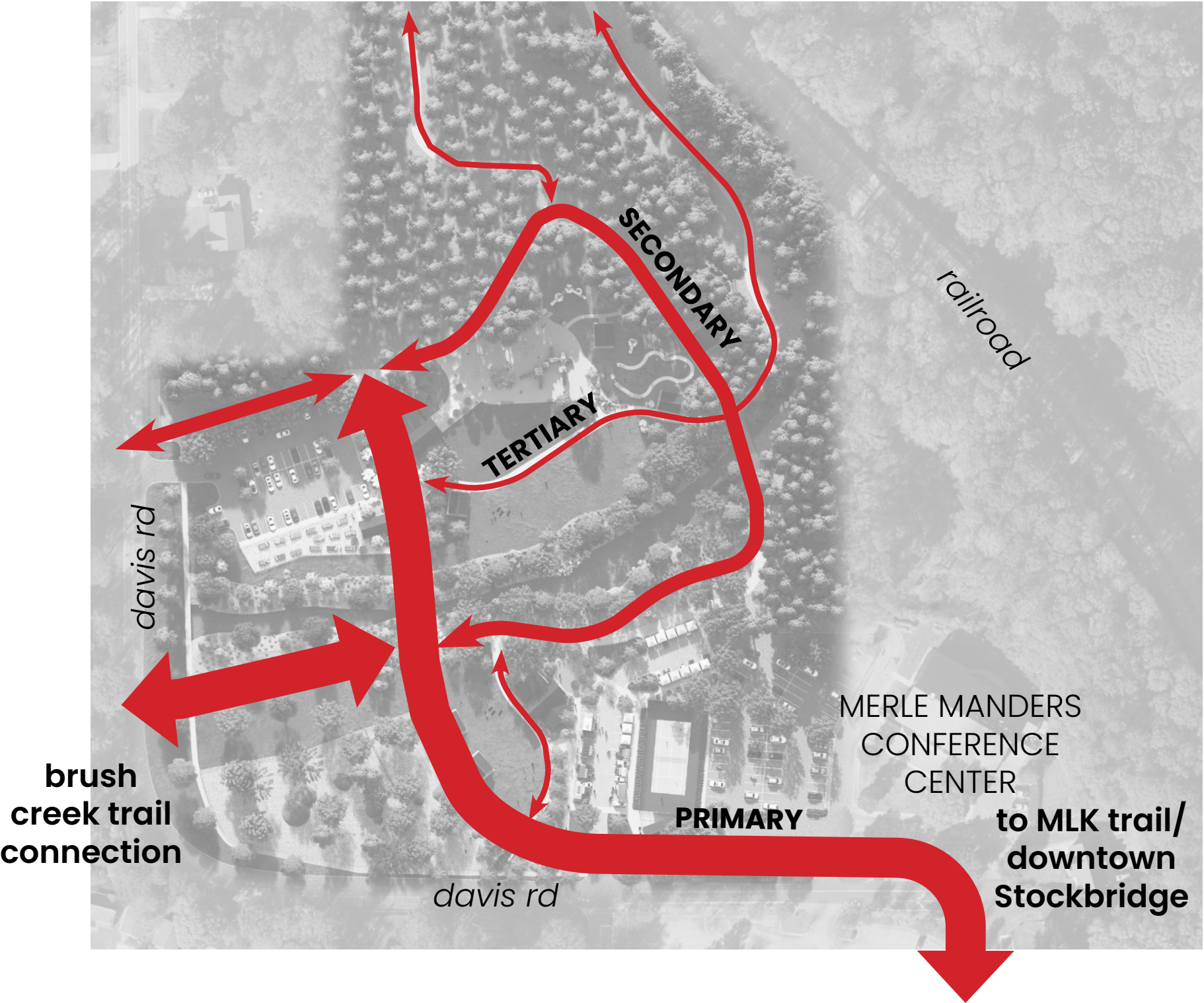
FRAMEWORK DIAGRAMS

PROGRAMMING



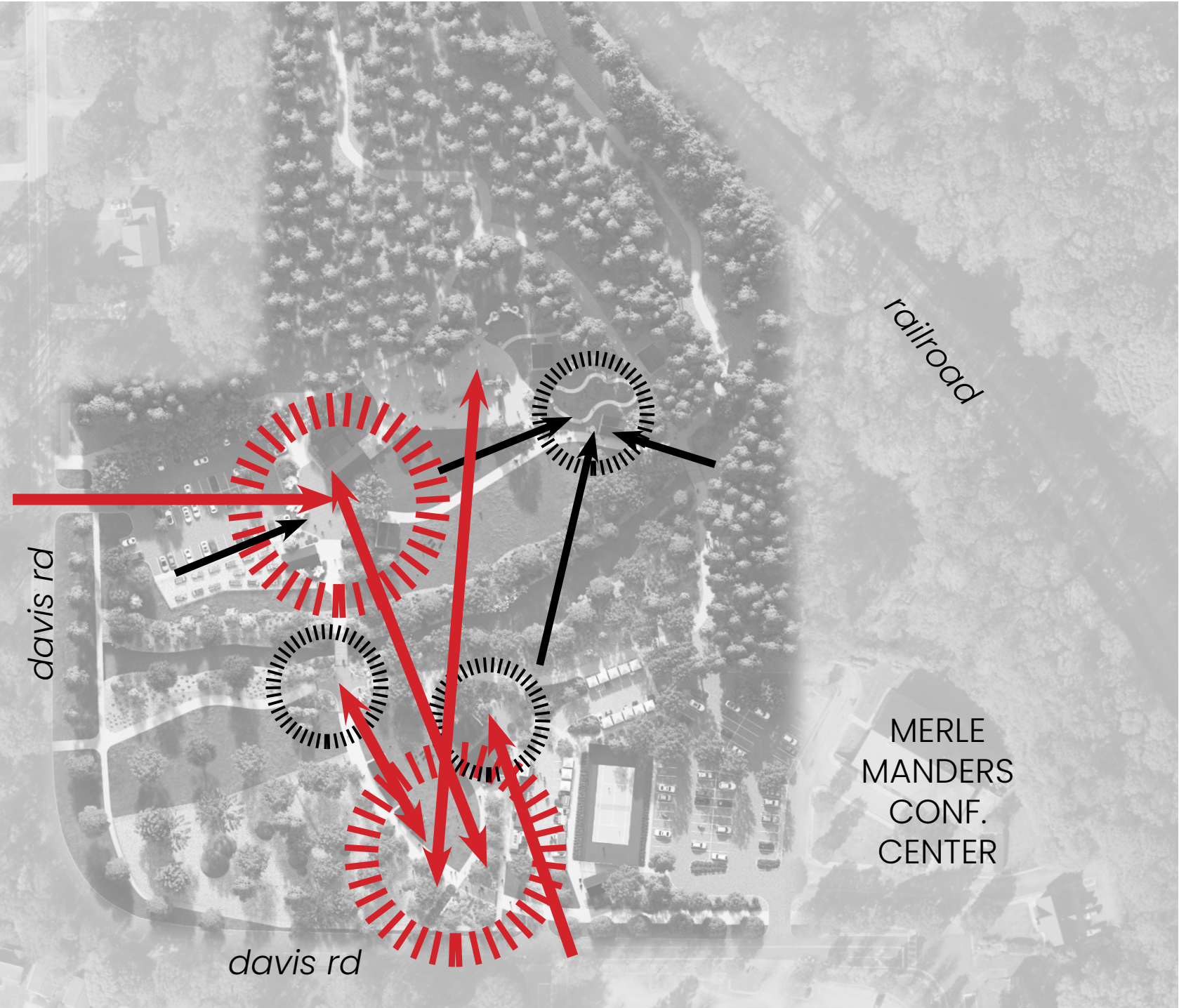
- Improve connectivity
- Distribution of programming

PEDESTRIAN CIRCULATION



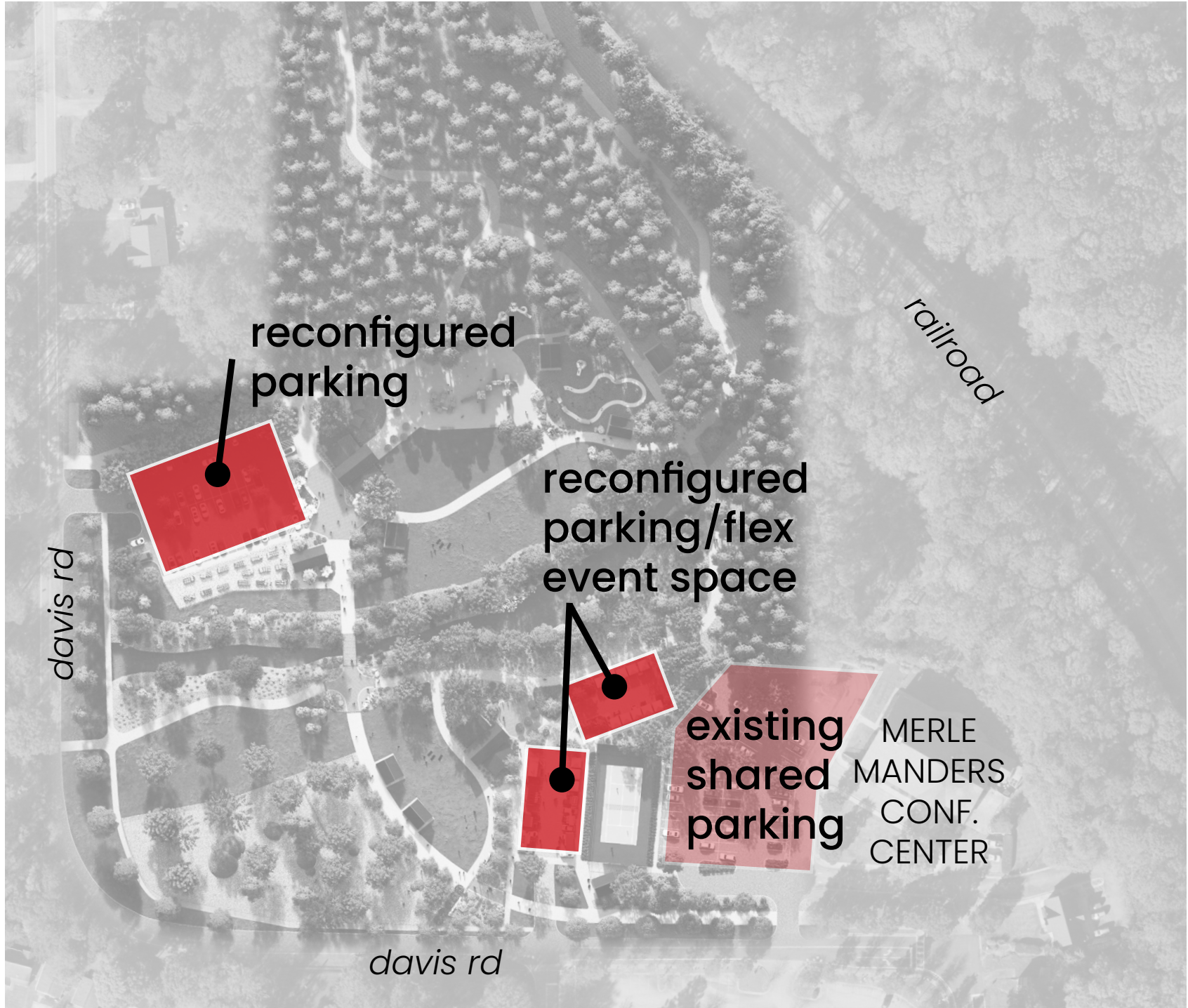
- Extension of MLK, Sr. Trail to Clark Park
- Establishment of Brush Creek Trail through park, to further connect to regional trail network

VIEWSHEDS



- Primary nodes
- Primary viewsheds
- Secondary nodes
- Secondary viewsheds

PARKING



Approx. Parking Counts

Current: 183
Proposed: 183

CLARK PARK

OVERALL PLAN

COMMUNITY THEMES
FOR CLARK PARK:

- 1. DOWNTOWN HISTORY
- 2. RAILROAD HERITAGE
- 3. MLK SR LEGACY
- 4. BRUSH CREEK + UPPER OCMULGEE RIVER BASIN

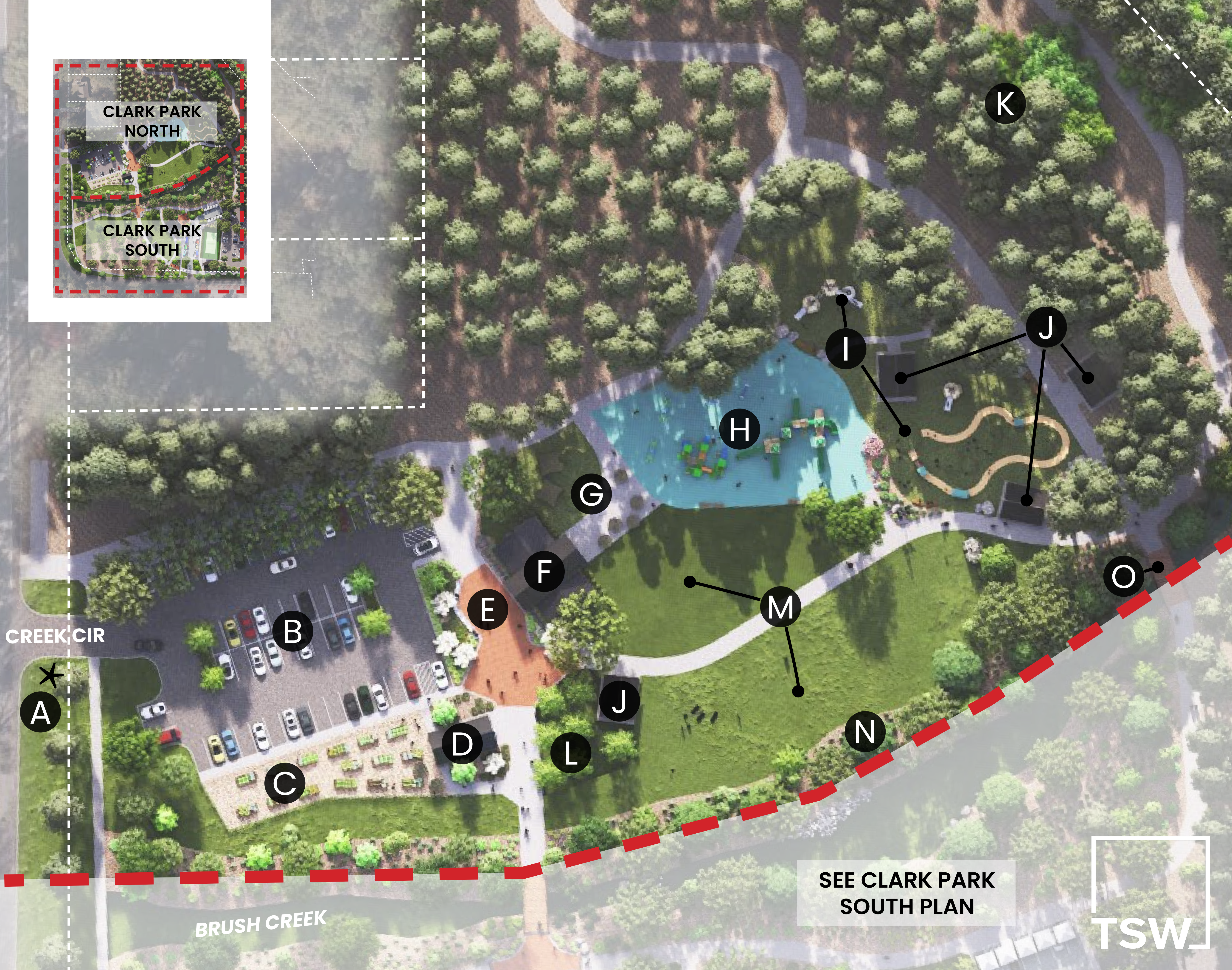


CLARK PARK

PLAN – NORTH

LEGEND

- A** PARK ENTRANCE SIGN
- B** PARKING LOT – NORTH
- C** COMMUNITY GARDEN
- D** SMALL RESTROOM BUILDING + GARDEN CENTER
SEE ENLARGEMENT PLAN
- E** ENTRANCE PLAZA – NORTH
- F** LARGE RESTROOM BUILDING
SEE ENLARGEMENT PLAN
- G** GATHERING PLAZA AT PLAYGROUND
- H** EXISTING PLAY AREA
RESURFACING + EQUIPMENT UPGRADES
- I** NATURAL PLAY AREA
- J** SMALL PAVILION, TYP.
SIZE: 22' X 28'
- K** CANOPY ROPES COURSE AND WOODLAND TRAIL
- L** TREE BOSQUE + PICNIC AREA
- M** OPEN LAWN
- N** BRUSH CREEK FLOOD MITIGATION + BANK STABILIZATION
- O** NEW BRIDGE OVER BRUSH CREEK, TYP.



CLARK PARK

PLAN – SOUTH

LEGEND

- A** BRUSH CREEK TRAIL
- B** BRUSH CREEK FLOOD MITIGATION + BANK STABILIZATION
- C** TRAIL NODE PLAZA
BRUSH CREEK TRAIL AND MLK SR. TRAIL CROSSING
- D** OPEN LAWN
- E** SMALL PAVILION, TYP.
SIZE: 22' X 28'
- F** LARGE RESTROOM BUILDING
SEE ENLARGEMENT PLAN
- G** ENTRANCE PLAZA – SOUTH
- H** PARKING LOT – SOUTH/
FLEXIBLE EVENT SPACE
- I** LARGE DOG PARK
- J** SMALL DOG PARK
- K** GATEWAY FEATURE
- L** TENNIS COURT
- M** EXISTING PARKING LOT
(SHARED WITH MERLE MANDERS CONFERENCE CENTER)



STOCKBRIDGE, GA



SEE CLARK PARK NORTH PLAN



CLARK PARK

PERSPECTIVE
AERIAL 1

LEGEND

- A BRUSH CREEK FLOOD MITIGATION + BANK STABILIZATION
- B COMMUNITY GARDEN
- C GATEWAY PLAZA
- D OPEN LAWN
- E PLAY AREA
- F TENNIS COURT

KEY MAP



STOCKBRIDGE, GA



CLARK PARK

PERSPECTIVE

AERIAL 2

LEGEND

- A WAYFINDING SIGNAGE
- B INTERACTIVE ART
- C RESTROOM BUILDING
COMMUNITY ART WALL
- D PARKING LOT / FLEXIBLE
EVENT SPACE
- E PAVILION CLUSTER

KEY MAP



STOCKBRIDGE, GA



'PHOTO SOURCE: (DOWNTOWN STOCKBRIDGE, GA) GOOGLE EARTH STREETVIEW



CLARK PARK

PERSPECTIVE

AERIAL 3

LEGEND

- A** PLAY ZONE
- B** RESTROOM BUILDING
COMMUNITY ART WALL
- C** ENTRANCE PLAZA – NORTH
- D** TREE BOSQUE + PICNIC
AREA
- E** RESTROOM + GARDEN SHED
BUILDING

KEY MAP



STOCKBRIDGE, GA

'PHOTO SOURCE: (LOCOMOTIVE TRAIN) PIXABAY



TSW

CLARK PARK

PERSPECTIVE GATEWAY

LEGEND

- A GATEWAY FEATURE
- B COMMUNITY GREEN + PAVILIONS
- C SEATWALLS
- D PARKING LOT/FLEXIBLE EVENT SPACE

KEY MAP



STOCKBRIDGE, GA



CLARK PARK

PERSPECTIVE
NATURAL PLAY AREA

THEME:
RAILROAD HERITAGE

LEGEND

- A SLIDES
- B CUSTOM TRAIN PLAY
- C BENCHES
- D CLIMBING MOUNDS
- E PAVILION CLUSTER
PICNIC TABLES
TRASH CANS

KEY MAP



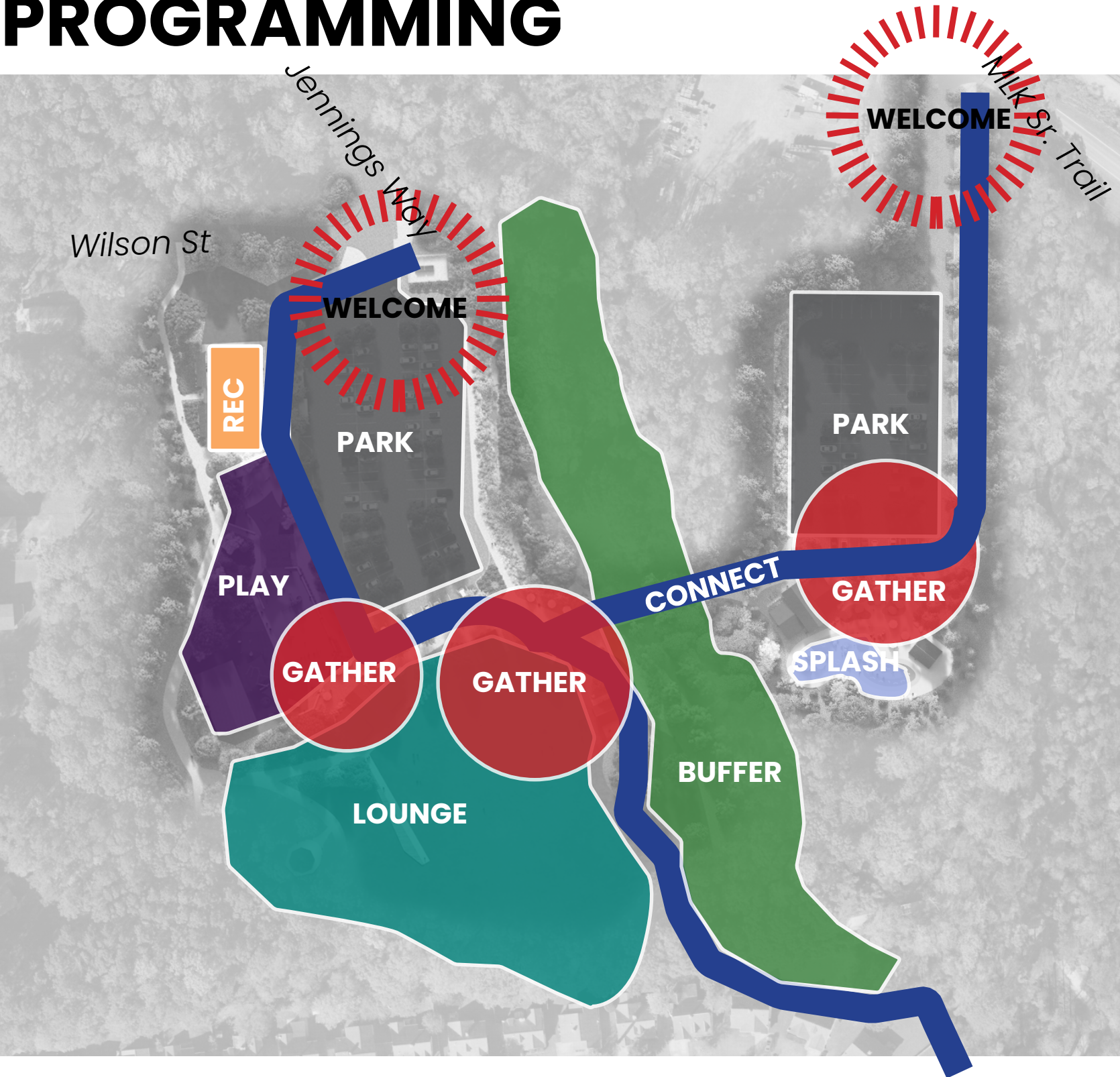
STOCKBRIDGE, GA



MEMORIAL PARK

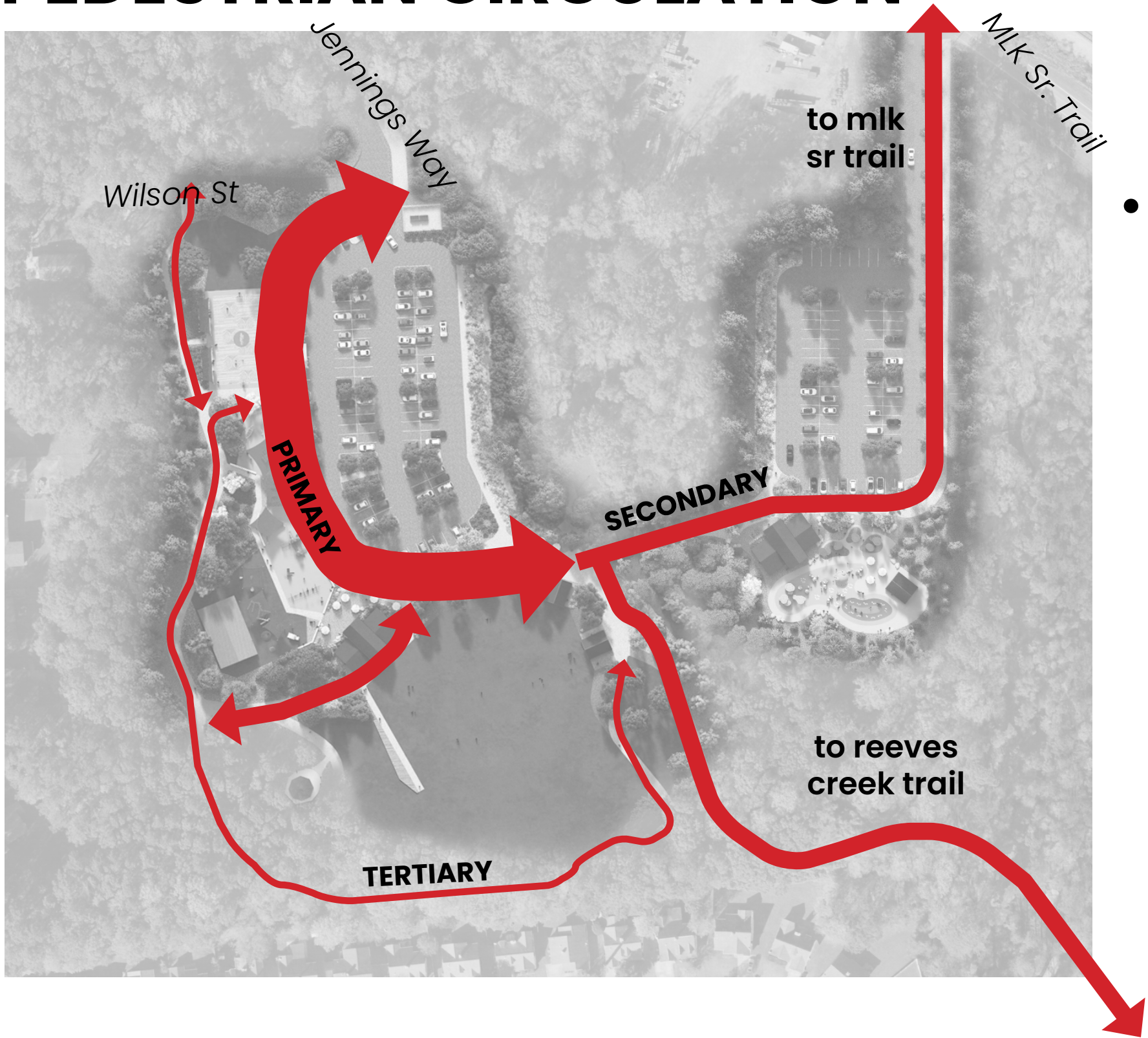
FRAMEWORK DIAGRAMS

PROGRAMMING



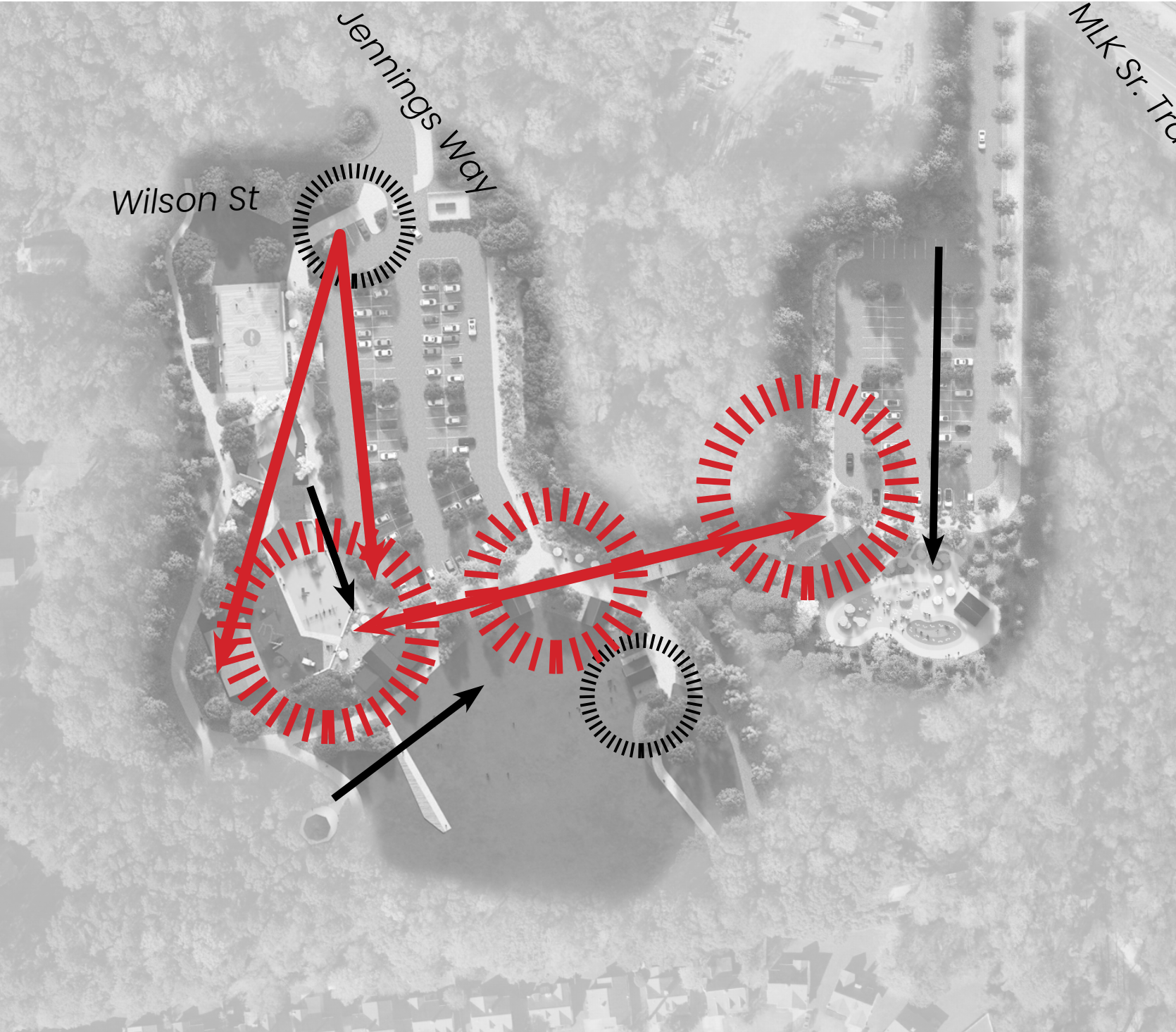
- Improve connectivity and internal circulation
- Land acquisition
- Expand parking, play zone and new splash pad

PEDESTRIAN CIRCULATION



- Connection to Reeves Creek and MLK Sr. Trails

VIEWSHEDS



- Primary nodes
- Primary viewsheds
- Secondary nodes
- Secondary viewsheds

PARKING



- Approx. Parking Counts
- Current: 48
- Proposed: 168

MEMORIAL PARK

OVERALL PLAN

COMMUNITY THEMES
FOR MEMORIAL PARK:

- 1. TYE STREET
NEIGHBORHOOD
HISTORY + MLK SR
LEGACY
- 2. RAILROAD HERITAGE
- 3. REEVES CREEK +
OCMULGEE RIVER
BASIN
- 4. PIEDMONT GRANITE
OUTCROPS

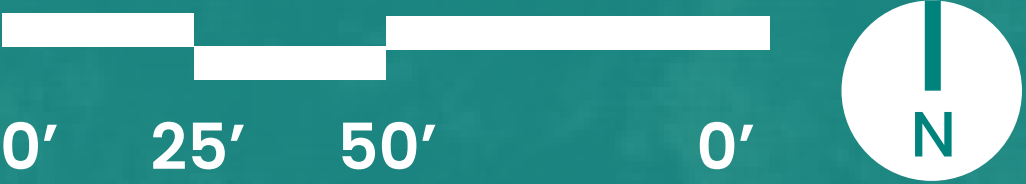


MEMORIAL PARK

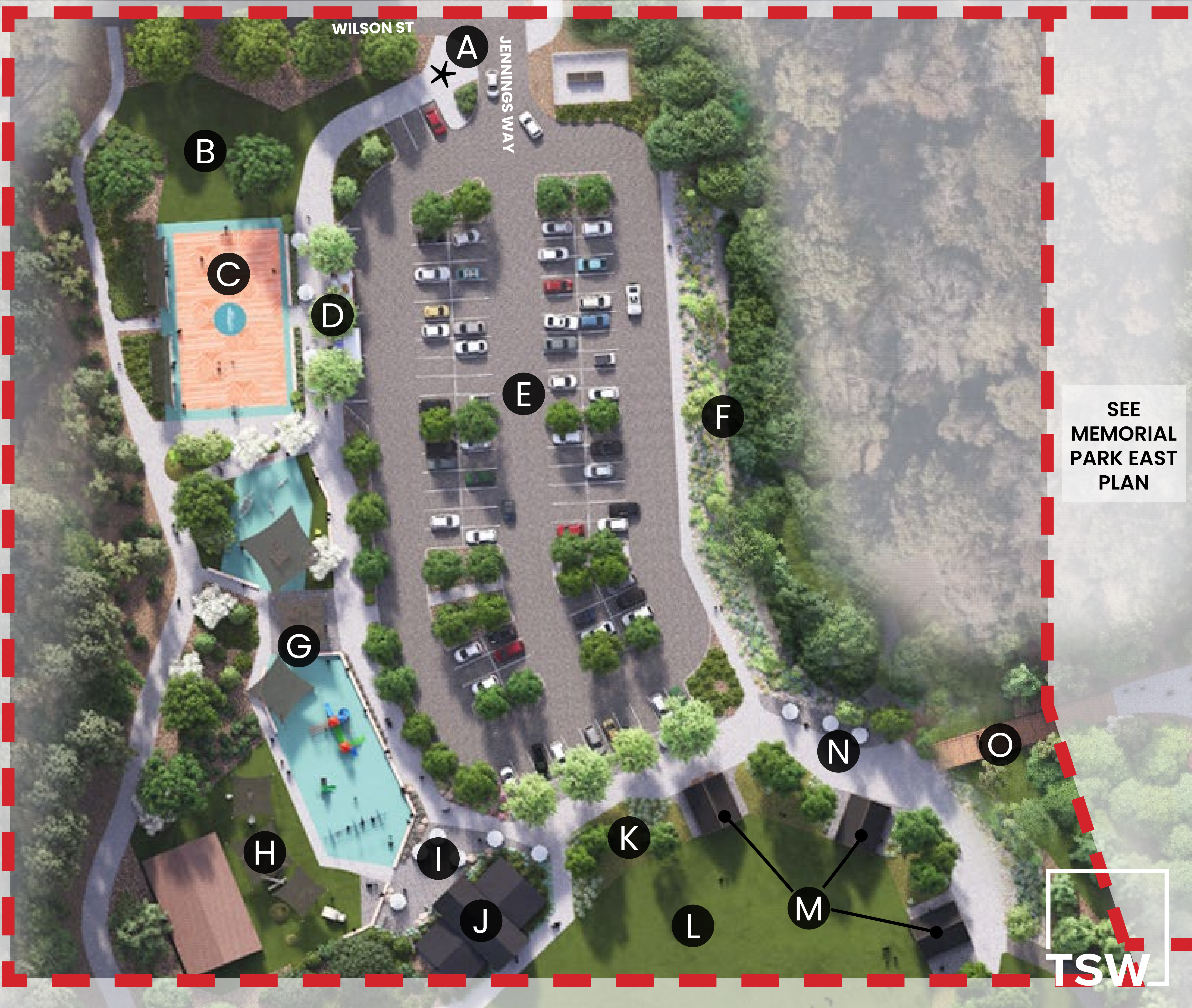
PLAN – WEST

LEGEND

- A** PARK ENTRANCE SIGN
- B** GATEWAY LAWN
- C** BASKETBALL COURT + SEATING AREA
- D** FOOD TRUCK ZONE
- E** PARKING LOT – WEST
- F** BIOSWALE
- G** EXISTING PLAY AREA RESURFACING, SHADE + EQUIPMENT UPGRADES
- H** HILLSIDE NATURAL PLAY
- I** ENTRANCE PLAZA
- J** LARGE RESTROOM BUILDING
SEE ENLARGEMENT PLAN
- K** LANDSCAPE MOUNDS
- L** FLEX LAWN
- M** SMALL PAVILION, TYP.
SIZE: 22' X 28'; QTY: 3
- N** TRAILHEAD PLAZA
- O** BOARDWALK



STOCKBRIDGE, GA



MEMORIAL PARK

PLAN – EAST

LEGEND

- A** BOARDWALK
- B** ENTRANCE PLAZA
- C** BIOSWALE
- D** PARKING LOT – EAST
- E** LARGE RESTROOM BUILDING
SEE ENLARGEMENT PLAN
- F** ARTIFICIAL TURF SEATING MOUNDS
- G** SPLASH PAD
RIPARIAN WOODLAND THEME
- H** SMALL PAVILION, TYP.
SIZE: 22' X 28'; QTY: 1



STOCKBRIDGE, GA

SEE MEMORIAL
PARK WEST PLAN



MLK SR.
HERITAGE
TRAIL

CONNECTION
TO MLK SR.
HERITAGE
TRAIL



MEMORIAL PARK

PERSPECTIVE

AERIAL 1

LEGEND

- A** **FOOD TRUCK ZONE**
12' X 80' PARKING AREA
CAFE TABLES
- B** **BASEKETBALL COURT**
84' X 50' FULL SIZE COURT
120 LF SEAT WALLS
SHADE SAILS
- C** **PLAY AREA**
- D** **RESTROOM BUILDING**
- E** **SHADE SAILS**

KEY MAP



STOCKBRIDGE, GA



MEMORIAL PARK

PERSPECTIVE

AERIAL 2

LEGEND

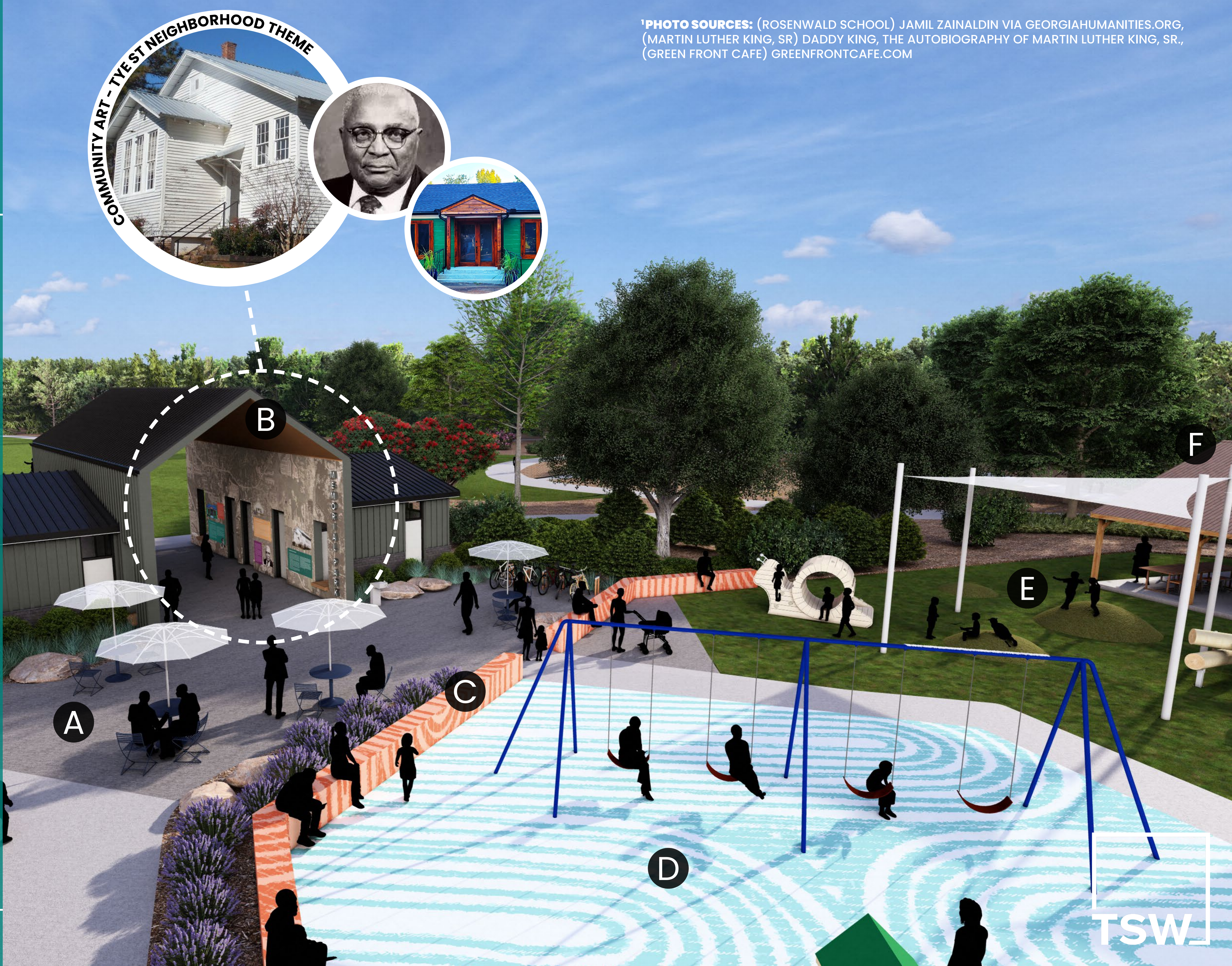
- A** ENTRANCE PLAZA
CAFE TABLES
WATER FOUNTAIN
BIKE RACKS
WAYFINDING
- B** RESTROOM BUILDING
COMMUNITY ART WALL
- C** SEATWALLS
- D** EXISTING PLAY AREA
RESURFACING AND
EQUIPMENT UPGRADES
- E** HILLSIDE PLAY AREA
ARTIFICIAL TURF
NATURAL PLAY
SHADE STRUCTURES
- F** EXISTING PAVILION

KEY MAP



STOCKBRIDGE, GA

PHOTO SOURCES: (ROSENWALD SCHOOL) JAMIL ZAINALDIN VIA GEORGIAHUMANITIES.ORG,
(MARTIN LUTHER KING, SR) DADDY KING, THE AUTOBIOGRAPHY OF MARTIN LUTHER KING, SR.,
(GREEN FRONT CAFE) GREENFRONTCAFE.COM



TSW

MEMORIAL PARK

PERSPECTIVE

AERIAL 3

LEGEND

- A** SPLASH PAD
RIPARIAN WOODLAND THEME
- B** RESTROOM BUILDING -
INDIVIDUAL STALLS
COMMUNITY ART WALL
- C** ENTRANCE PLAZA
- D** BOARDWALK
- E** FLEX LAWN

KEY MAP



STOCKBRIDGE, GA



PHOTO SOURCE: (OCMULGEE RIVER BASIN) ALAN CRESSLER, VIA FLICKR



MEMORIAL PARK

PERSPECTIVE

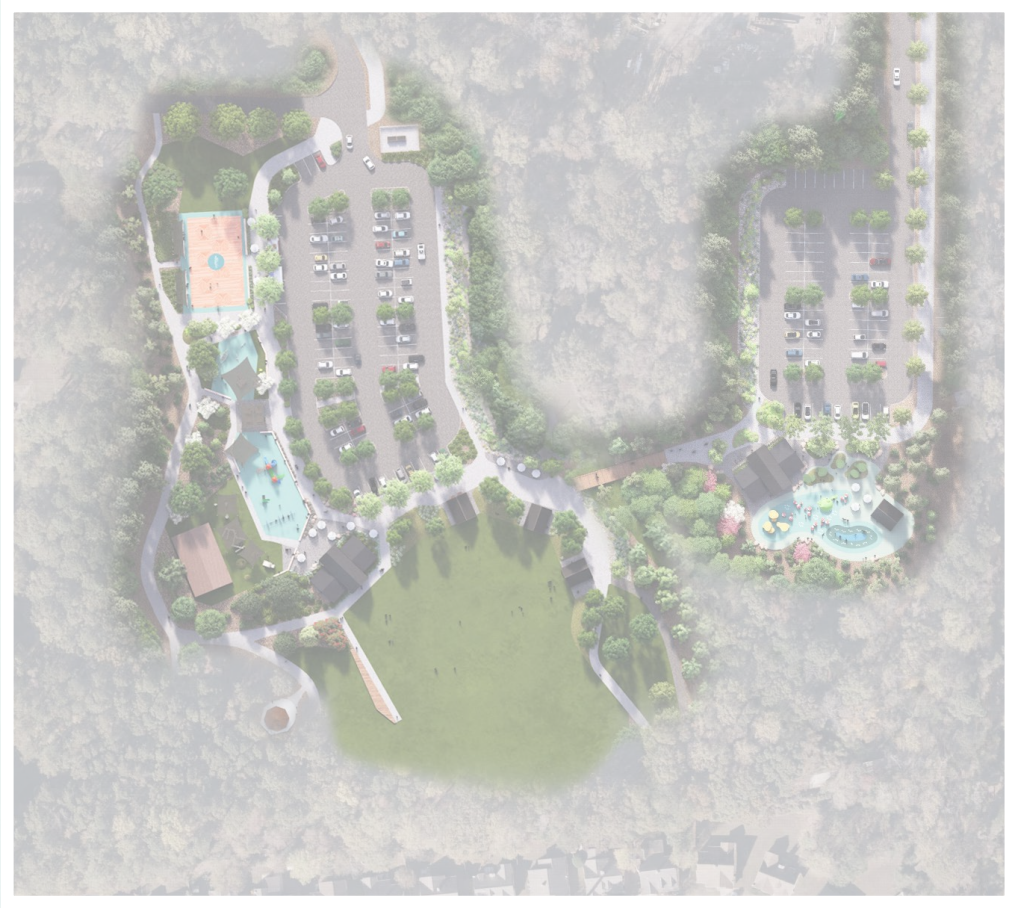
SPLASH PAD

THEME:
RIPARIAN WOODLAND
CREATURES AND
HABITAT

LEGEND

- A ARTIFICIAL TURF SEATING MOUNDS
- B ARTFUL TREE SHADE STRUCTURE
- C TREE FROG CLIMB AND SLIDE
- D MUSHROOM SPRAYERS
- E CANOPY SPRAYERS

KEY MAP



STOCKBRIDGE, GA



MEMORIAL PARK

PERSPECTIVE BOARDWALK

LEGEND

- A FLEX LAWN**
(2) 80' X 110' FLEX USE
ATHLETIC FIELDS
- B PAVILION CLUSTER**
PICNIC TABLES
TRASH CANS
- C BOARDWALK**
- D BIOSWALE**
- E TRAILHEAD PLAZA**

KEY MAP



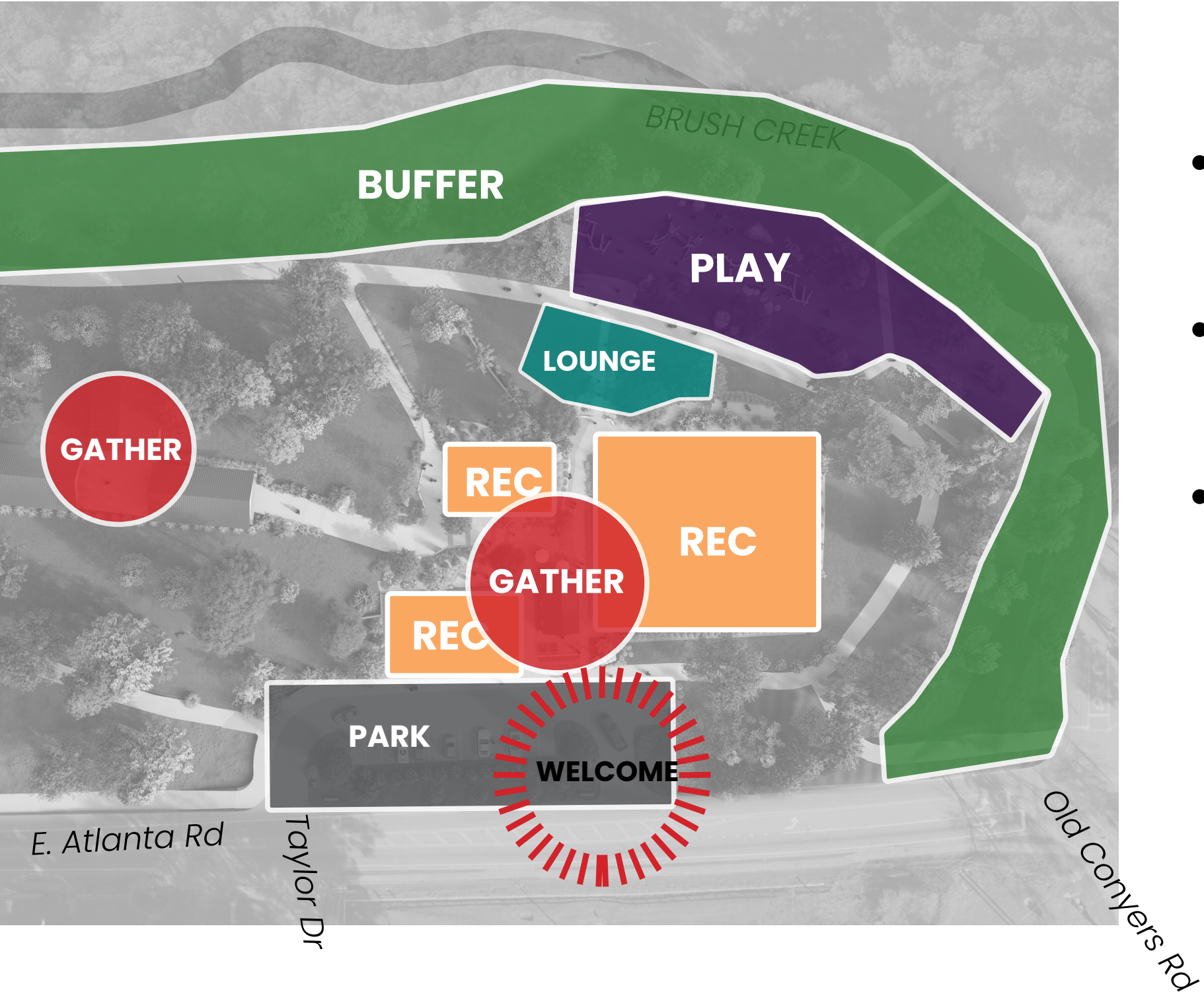
STOCKBRIDGE, GA



GARDNER PARK

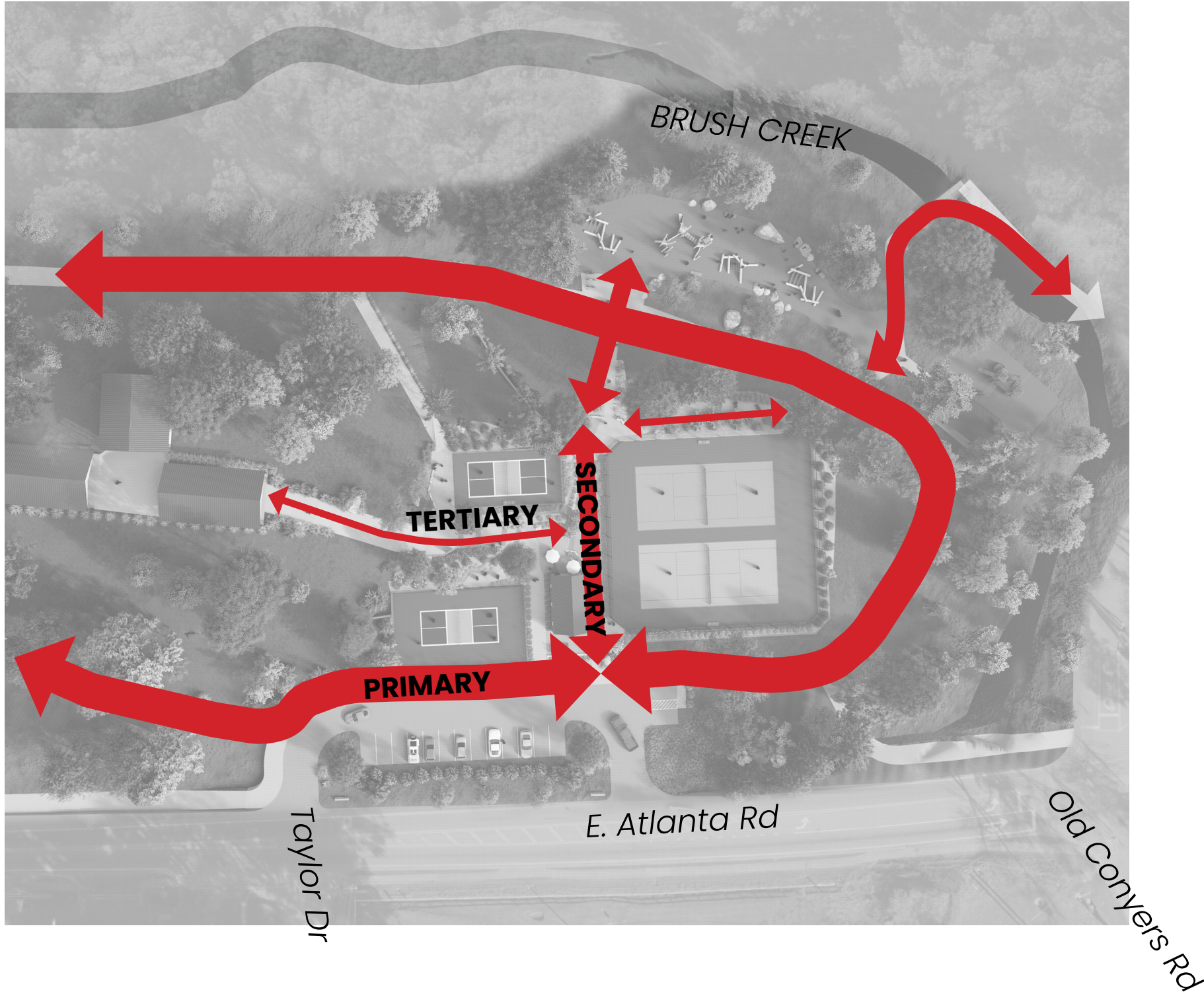
FRAMEWORK DIAGRAMS

PROGRAMMING

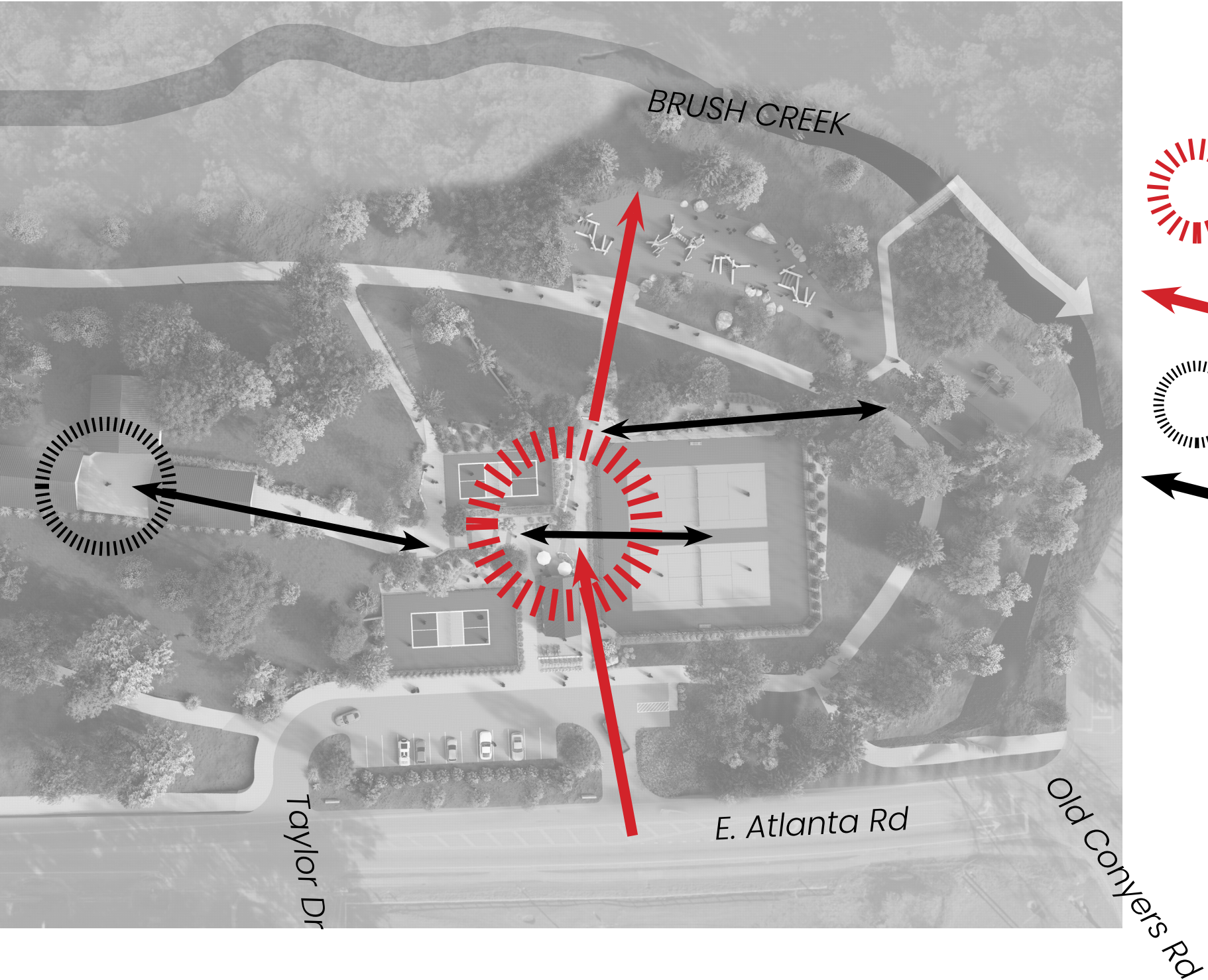


- Improve connectivity and ADA access
- Expand play opportunities
- Add pickleball courts

PEDESTRIAN CIRCULATION

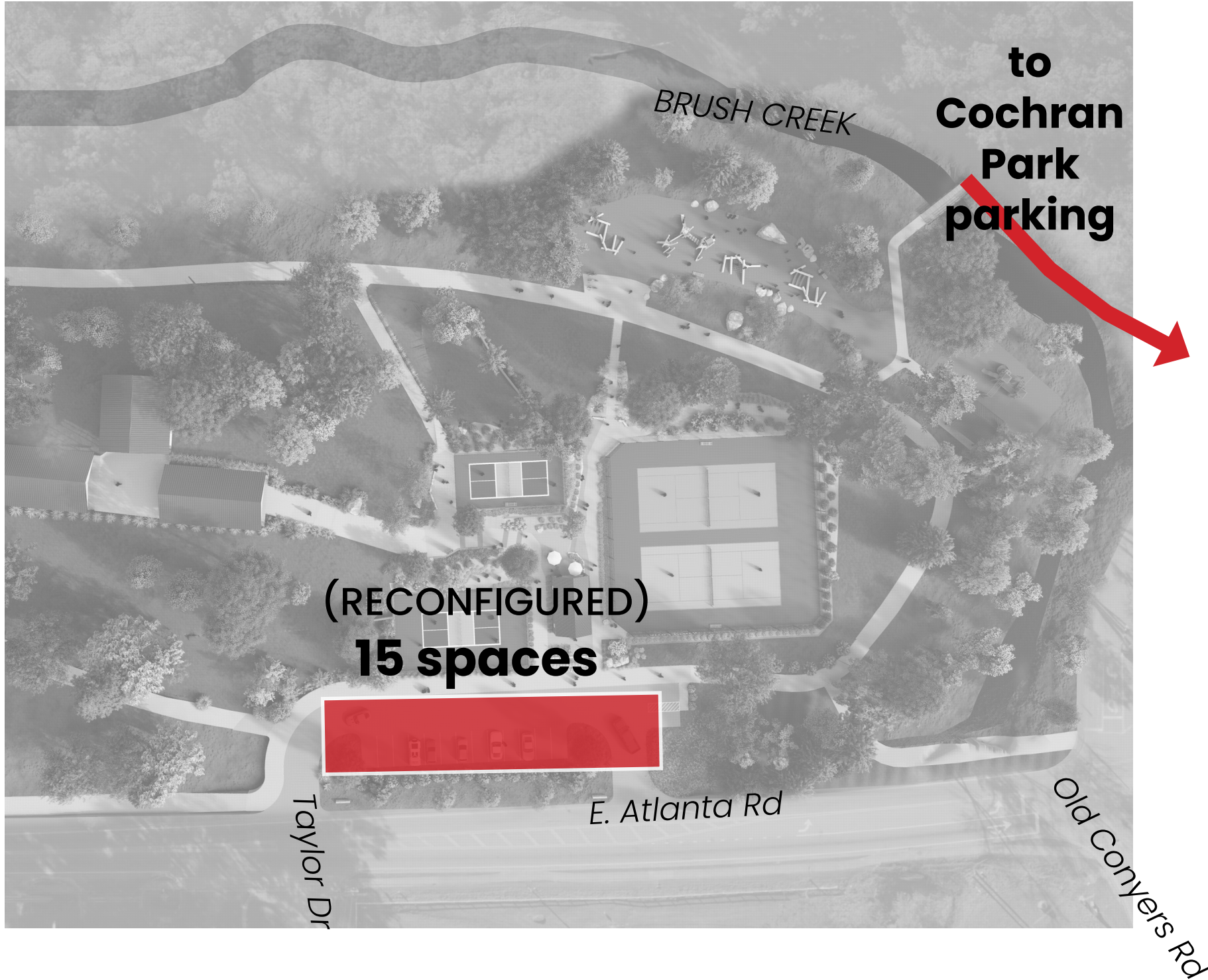


VIEWSHEDS



- Primary nodes
- Primary viewsheds
- Secondary nodes
- Secondary viewsheds

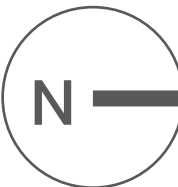
PARKING



Reconfigured to accomodate ADA, and improve entry/exit conditions onto E Atlanta Rd

Approx. Parking Counts:
Current: 20
Proposed: 15 + shared parking with Cochran Park

*Future expansion of Gardner Park would include additional parking zones



GARDNER PARK

OVERALL PLAN

COMMUNITY THEMES
FOR GARDNER PARK:

- 1. PANOLA MOUNTAIN
+ PIEDMONT
GRANITE OUTCROPS
- 2. ROCK QUARRY
INDUSTRY
- 3. BRUSH CREEK
- 4. UPPER OCMULGEE
BASIN
- 5. RAILROAD HERITAGE



0' 20' 40' 80'

STOCKBRIDGE, GA

N

GARDNER PARK

OVERALL PLAN

LEGEND

- A UPPER PICKLEBALL PLAZA
- B ADA PICKLEBALL COURT
- C PARK ENTRANCE SIGN
- D STANDARD PICKLEBALL COURT
- E PARKING LOT
- F ENTRANCE PLAZA
- G RESTROOM BUILDING
SEE ENLARGEMENT PLAN
- H LOWER PICKLEBALL PLAZA
- I OVERLOOK PLAZA
- J HILLSIDE LAWN
- K NATURAL PLAY AREA
- L SMALL PAVILION
SIZE: 22' X 28'; QTY: 1
- M NEW HEADWALL



STOCKBRIDGE, GA



GARDNER PARK

PERSPECTIVE

AERIAL 1

LEGEND

- A** EXISTING PAVILIONS
- B** ADA PICKLEBALL COURT
44' X 74' PLAYING SURFACE
- C** RESTROOM BUILDING
COMMUNITY WALL ART
- D** WAYFINDING SIGNAGE
- E** EXISTING TENNIS COURTS

KEY MAP



STOCKBRIDGE, GA



GARDNER PARK

PERSPECTIVE

AERIAL 2

LEGEND

- A** STANDARD PICKLEBALL COURT
30' X 60' PLAYING SURFACE
- B** EXISTING TENNIS COURT
- C** TENNIS OVERLOOK PLAZA

KEY MAP



STOCKBRIDGE, GA



GARDNER PARK

PERSPECTIVE

AERIAL 3

LEGEND

- A TENNIS OVERLOOK PLAZA
- B TERRACED LANDSCAPE
- C SEATWALL

KEY MAP



STOCKBRIDGE, GA



GARDNER PARK

PERSPECTIVE
NATURAL PLAY AREA

THEME:
PANOLA MOUNTAIN
+ PIEDMONT GRANITE
OUTCROPS

- LEGEND
- A EXISTING LOOP TRAIL
 - B BALANCING LOGS
 - C SITTING BOULDERS
 - D HILLSIDE LAWN
 - E CLIMBING BOULDER
 - F BIKE PARKING
 - G SLIDES

KEY MAP



STOCKBRIDGE, GA



GARDNER PARK

PERSPECTIVE
PICKLEBALL PLAZA

LEGEND

- A** PICKLEBALL OVERLOOK PLAZA
- B** EXISTING TENNIS COURTS
- C** WAYFINDING SIGNAGE
- D** PICKLEBALL COURTS

KEY MAP



STOCKBRIDGE, GA



ARCHITECTURE

THEMES



- Simple use of materials
- Borrowed forms from local vernacular architecture, with contemporary take
- Gathering spaces with opportunities for storytelling

LARGE RESTROOM BUILDING

ARCHITECTURE
MATERIALS



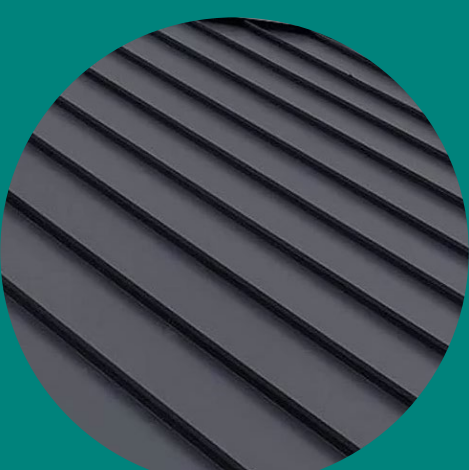
BRICK
CLADDING



FIBER CEMENT
SIDING



WOOD-LOOK
SOFFIT

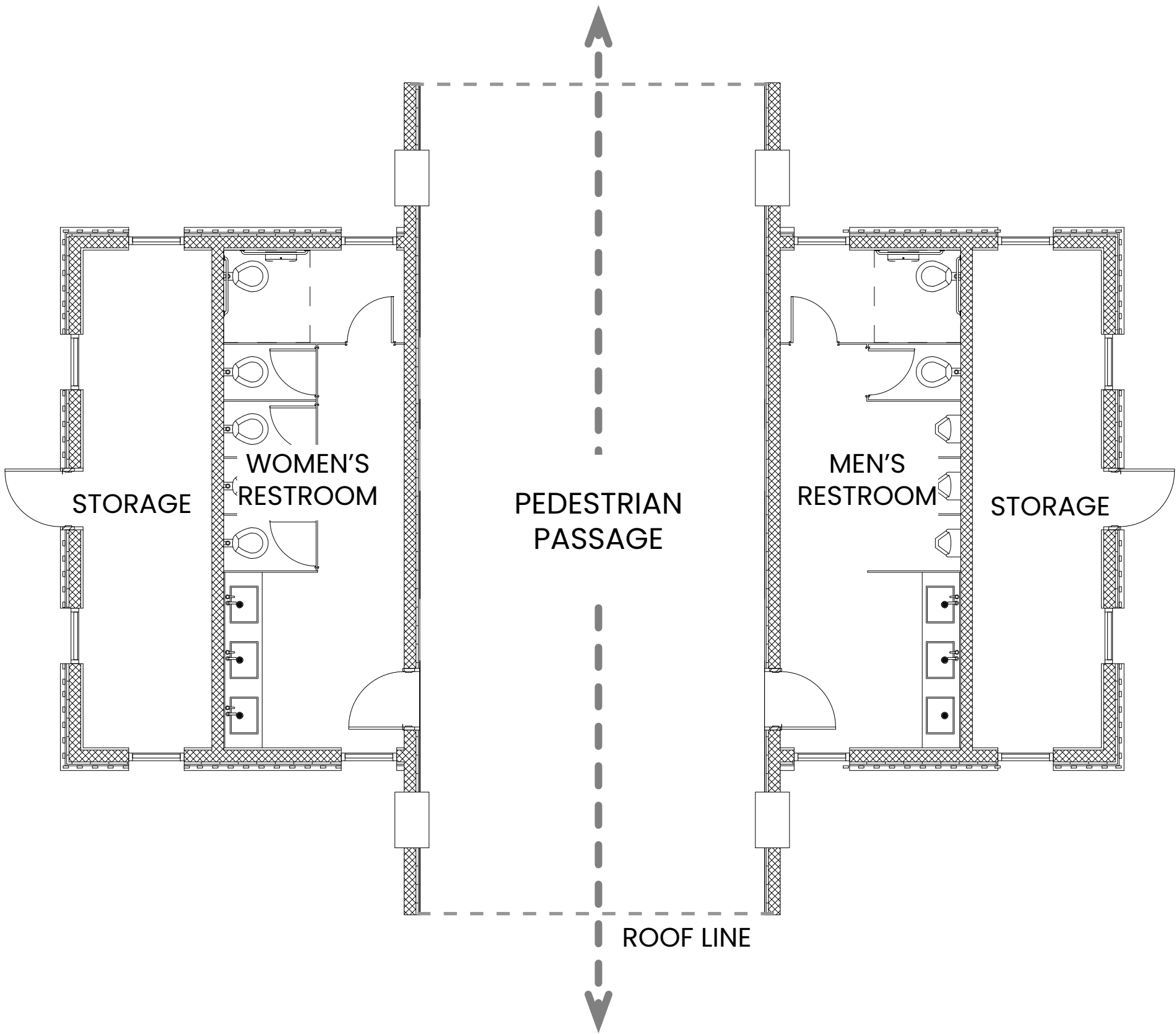


STANDING SEAM
METAL ROOF

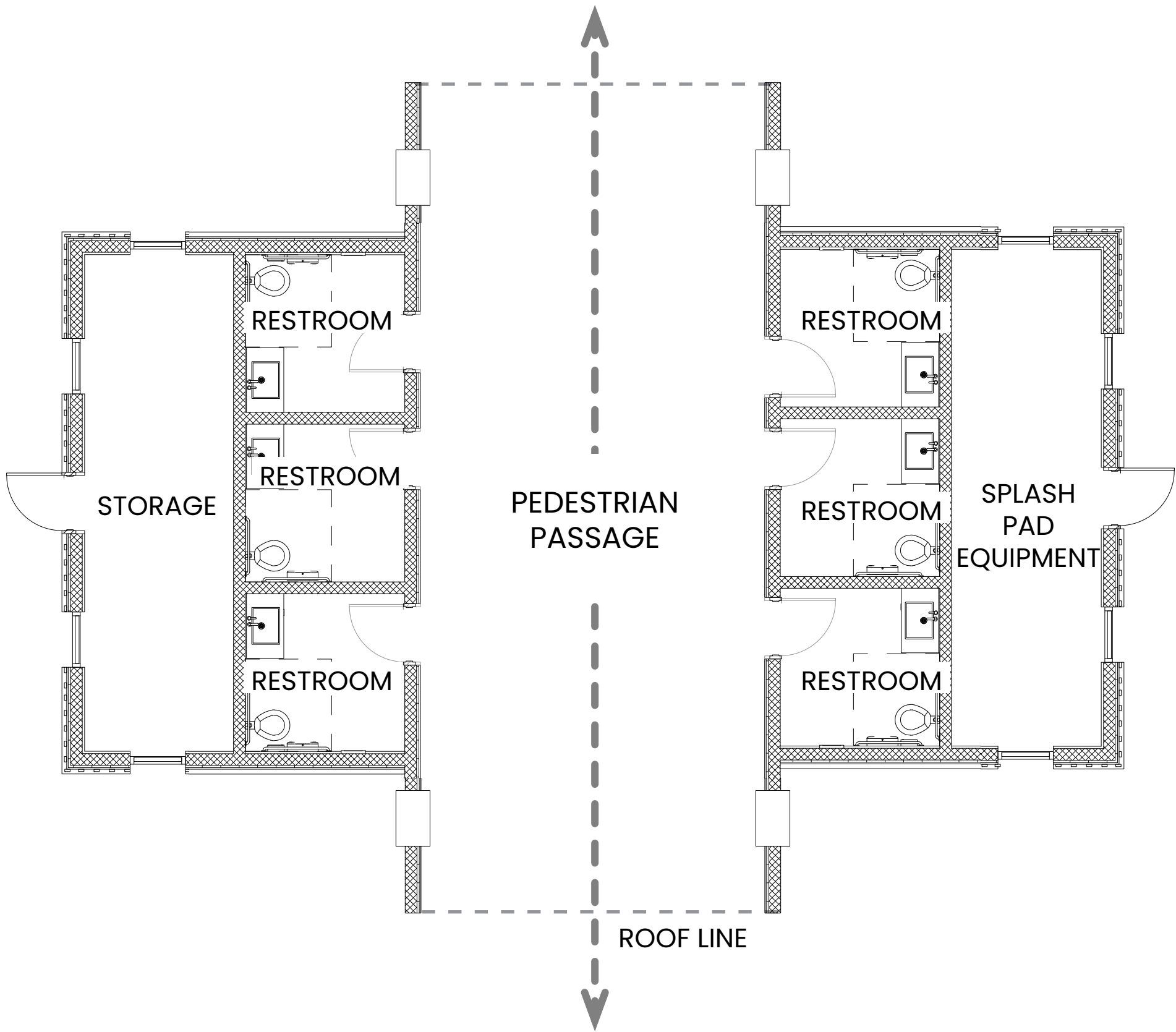
SIZE

1,092 SF (CONDITIONED)
915 SF (NON-CONDITIONED)

STOCKBRIDGE, GA



FLOOR PLAN - COMMUNAL STALLS



FLOOR PLAN - INDIVIDUAL STALLS (SPLASH PAD ONLY)



GRAPHIC WALL
park name
themed community art
interpretive text

SMALL RESTROOM BUILDING

ARCHITECTURE
MATERIALS



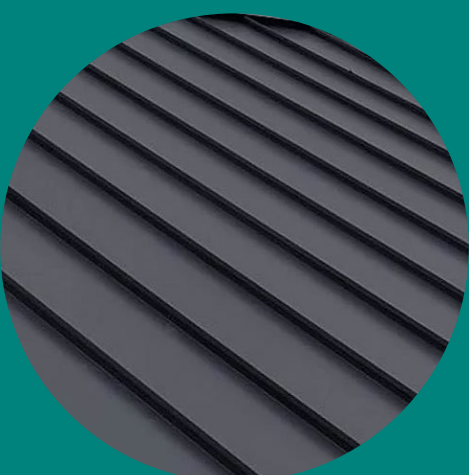
BRICK
CLADDING



FIBER CEMENT
SIDING



WOOD-LOOK
SOFFIT

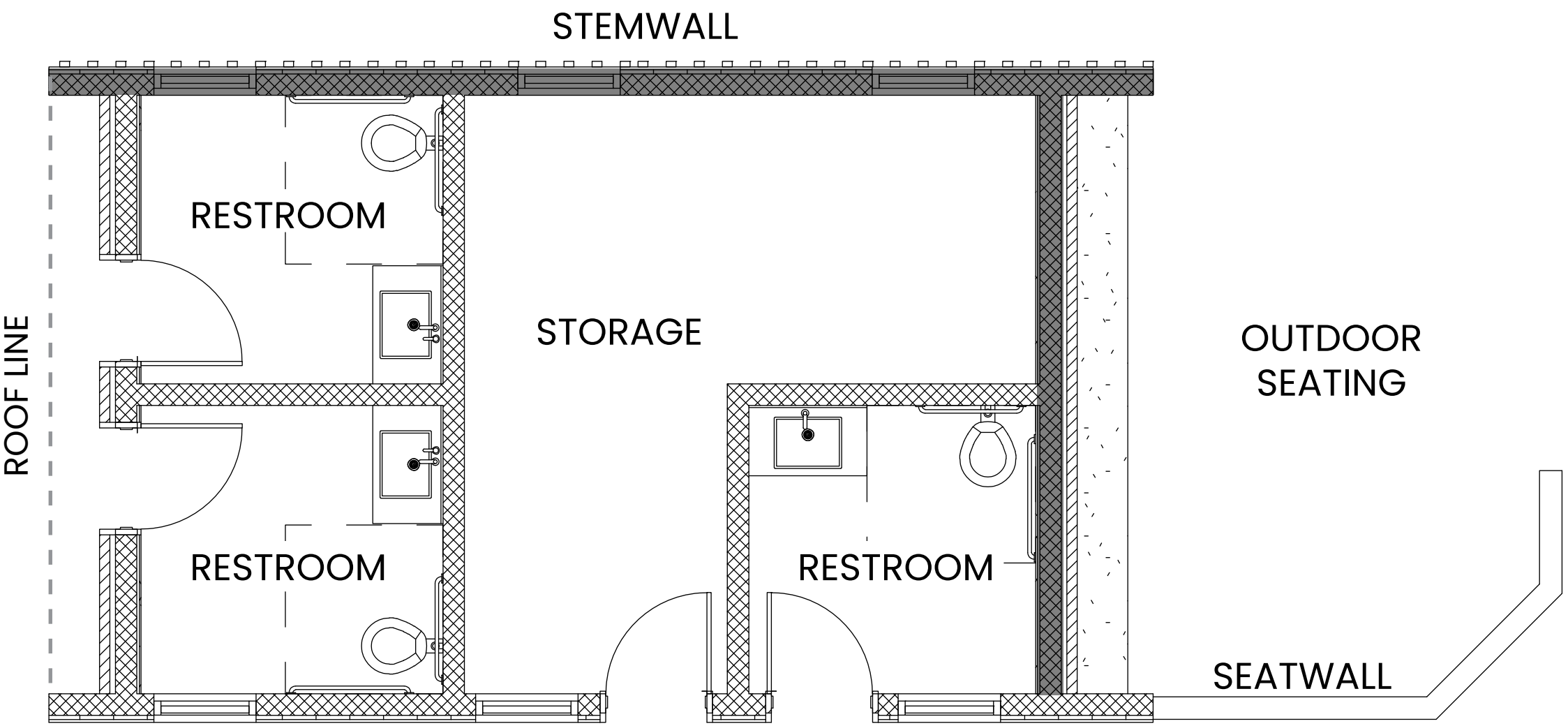


STANDING SEAM
METAL ROOF

SIZE

617 SF (CONDITIONED)

STOCKBRIDGE, GA



FLOOR PLAN



PERSPECTIVE - FRONT SIDE

GRAPHIC WALL
park name
themed community art
interpretive text



PERSPECTIVE - BACK SIDE

GARDEN SHED + RESTROOM

ARCHITECTURE
MATERIALS



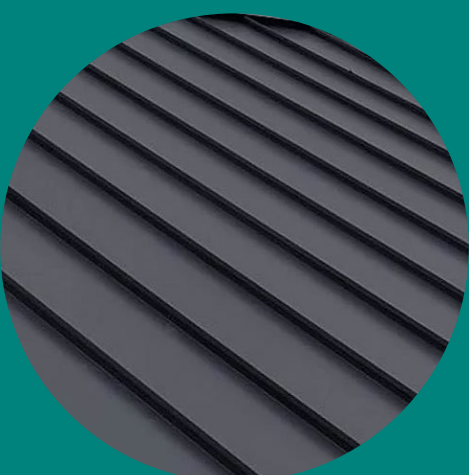
BRICK
CLADDING



FIBER CEMENT
SIDING



WOOD-LOOK
SOFFIT

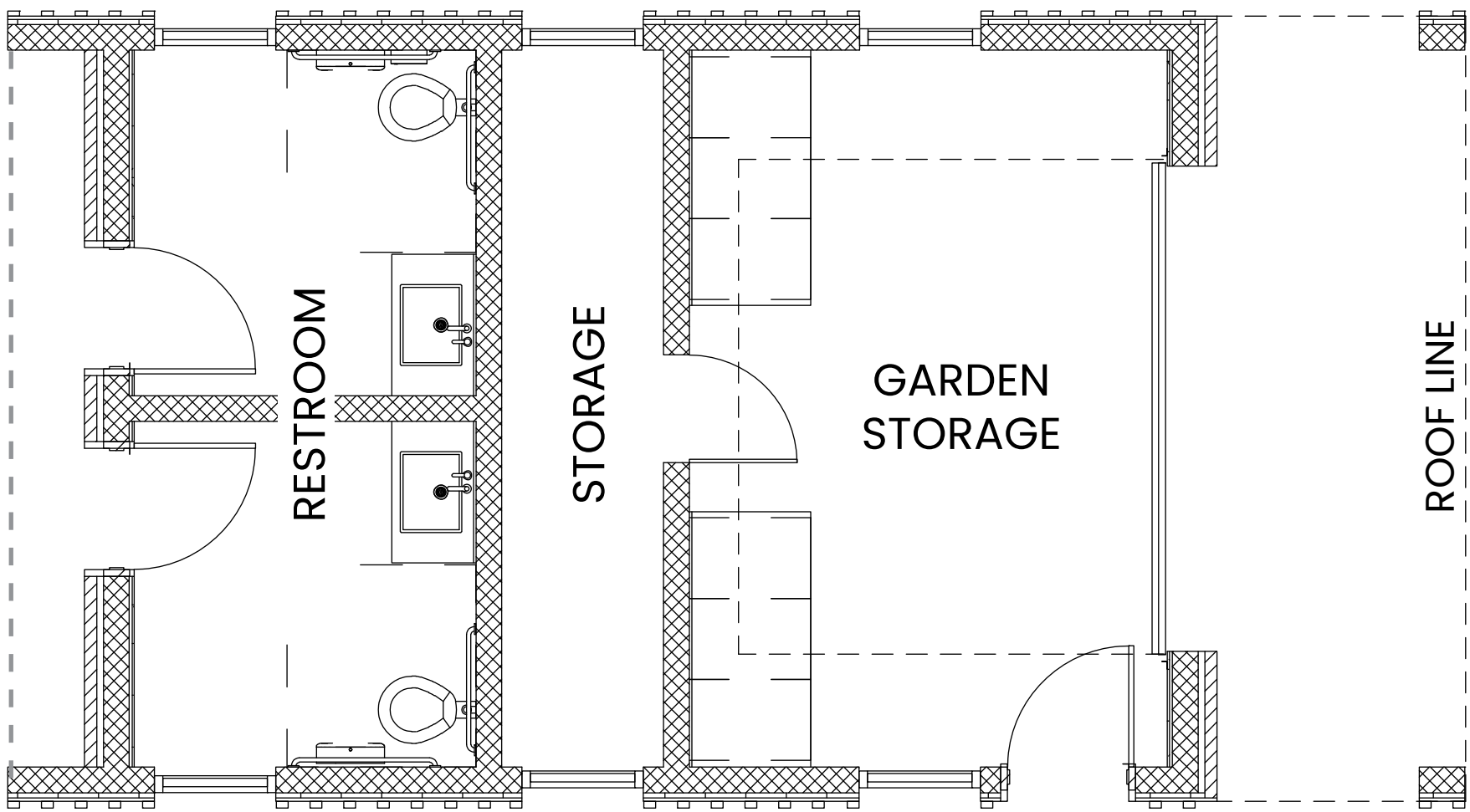


STANDING SEAM
METAL ROOF

SIZE

332 SF (CONDITIONED)
378 SF (NON-CONDITIONED)

STOCKBRIDGE, GA



FLOOR PLAN – INDIVIDUAL STALL RESTROOMS



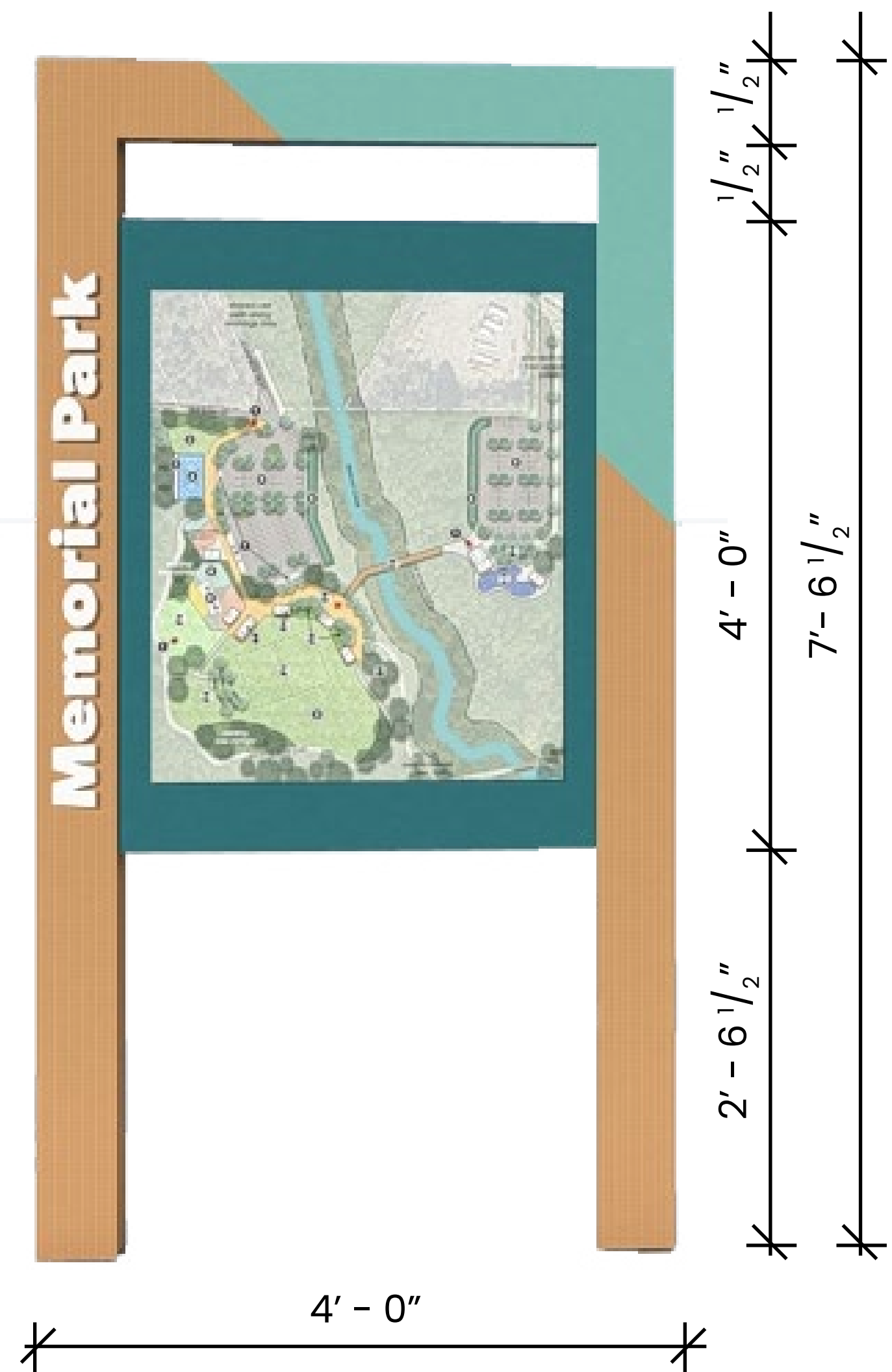
PERSPECTIVE – RESTROOM SIDE



PERSPECTIVE – GARDEN CENTER SIDE



SIGNAGE
FAMILY
ELEVATIONS



WAYFINDING SIGN
LOCATED AT KEY INTERSECTIONS AND
DECISION POINTS THROUGHOUT THE
PARKS



PARK IDENTIFIER SIGN
LOCATED AT VEHICULAR ENTRANCES TO THE PARKS

COST
ESTIMATE

DESCRIPTION	MEMORIAL	CLARK	GARDNER
PLANNING AND LAND ACQUISITION	\$50,000	\$0	\$395,000
DEMO + INFRASTRUCTURE	\$486,727	\$518,079	\$334,076
HARDSCAPE	\$2,923,974	\$2,279,695	\$1,177,766
SOFTSCAPE	\$511,083	\$646,901	\$296,536
ARCHITECTURE	\$1,560,000	\$1,725,000	\$343,500
FF&E	\$161,500	\$148,500	\$69,500
ELECTRICAL	\$120,000	\$140,000	\$57,500
PROJECT SUBTOTAL	\$5,813,283	\$5,458,175	\$2,278,878
GENERAL CONDITIONS (8%)	\$465,063	\$436,654	\$182,310
CONTRACTOR FEE (6%)	\$348,797	\$327,490	\$136,733
BONDS AND INSURANCE (3%)	\$174,398	\$163,745	\$68,366
CONTINGENCY (15%)	\$871,992	\$818,726	\$341,832
COST ESCALATION (5%)	\$290,664	\$272,909	\$113,944
PROJECT FINAL TOTAL	\$7,964,198	\$7,477,699	\$3,122,063
PARK SYSTEM MASTER PLAN TOTAL	\$7,991,818	\$7,936,658	\$2,267,000*

*Gardner Park Park System Master Plan Cost excludes land acquisition

FINAL TOTAL (all three parks)	\$18,563,960
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This cost estimate is intended only for use as a preliminary evaluation of the general magnitude of the general costs associated with the project. The water and sewer are assumed to remain as is. The material quantities shown herein are subject to change. Unit prices are compiled from job costs of similar projects when such information is available. In the absence of this source of information, other published references may be used to determine approximate unit prices. Variation in items such as raw material costs, labor efficiency, wage rates, and union practices will affect final project costs.



QUESTIONS?

NEXT STEPS





City of Stockbridge

AGENDA ITEM

MEETING DATE

SEPTEMBER 24, 2024

FUNDING SOURCE

- ☒ RESOLUTION
- ☐ ORDINANCE
- ☐ CONTRACT APPROVAL/RENEWAL
- ☐ PUBLIC HEARING
- ☐ PRESENTATION
- ☐ BID SELECTION/AWARD
- ☐ TASK ORDER
- ☐ CHANGE ORDER
- ☐ BUDGET AMENDMENT
- ☐ BUDGET TRANSFER
- ☐ PAYMENT APPROVAL
- ☐ OTHER

- ☐ GENERAL FUND
- ☐ FUND BALANCE
- ☐ SPLOST IV
- ☐ TSPLOST
- ☐ CDBG
- ☐ GRANT FUNDING
- ☐ COUNCIL INITIATIVE
- ☐ PARTNER/SPONSOR
- ☐ DEPARTMENT FUND BALANCE
- ☐ BONDING

ACCOUNT TRANSFER FROM:

ACCOUNT TRANSFER TO:

PRESENTER: CONSENT AGENDA

DEPARTMENT: POLICE DEPARTMENT

ITEM/PROJECT/EVENT: STOCKBRIDGE POLICE ANNUAL GALA 02/8/2025

COUNCIL REQUEST TO APPROVE THE USE OF MERLE MANDERS CONFERENCE CENTER ON FEBRUARY 8TH, 2025 FOR POLICE DEPARTMENT ANNUAL AWARDS GALA.

BACKGROUND INFORMATION:

SIGNATURES:

CITY MANAGER _____

CITY TREASURER _____

CITY ATTORNEY _____

☐ FINANCIAL IMPACT ☒ N/A

AMOUNT: NO BUDGET

ADJUSTMENT IS REQUIRED

ATTACHMENTS:

**CITY OF STOCKBRIDGE
COOPERATIVE AGREEMENT CONTRACT PURCHASE**

Sourcewell Contract No. GA-A09-040820-LIY

TITLE: Courthouse Renovation - Lichty Commerical Construction, LLC

MATERIAL DESCRIPTION:

Renovation for Courthouse

Requisition No.

Approval to Issue Purchase Order

I recommend the award via Purchase Order for the renovations for the courthouse to Lichty Commerical Constructions, LLC for the total dollar amount of \$73,471.66. The award is based on the City Council's procedure for purchases from other government contracts.

Shakera Hall

Shakera Hall, Procurement Manager, Procurement Division

Date _____

I approve the award via Purchase Order for the renovations for the courthouse to Lichty Commerical Constructions, LLC for the total dollar amount of \$73,471.66. The award is based on the City Council's procedure for purchases from other government contracts.

Anthony S Ford, City of Stockbridge Mayor

Date _____

Work Order Signature Document

EZIQC Contract No.: GA-A09-040820-LIY

☒

New Work Order



Modify an Existing Work Order

Work Order Number: 126838.00

Work Order Date: 03/21/2024

Work Order Title: CS Municipal Court- Payment Window and Elevated Platform

Owner Name: City of Stockbridge

Contractor Name: Lichty Commercial Construction, Inc.

Contact: Al Barnes

Contact: Josh Cauthen

Phone: 678-225-9439

Phone: 678-732-9221

Work to be Performed

Work to be performed as per the Final Detailed Scope of Work Attached and as per the terms and conditions of EZIQC Contract No GA-A09-040820-LIY.

Brief Work Order Description:

Payment window, office configuration, platform in auditorium

Time of Performance

See Schedule Section of the Detailed Scope of Work

Liquidated Damages

Will apply:



Will not apply:



Work Order Firm Fixed Price: \$73,471.66

Owner Purchase Order Number:

Approvals

Owner

Date

Contractor

Date

Detailed Scope of Work

To: Josh Cauthen
Lichty Commercial Construction, Inc.
3445 Buffington Ctr
Atlanta, GA 30349
678-732-9221

From: Al Barnes
City of Stockbridge
4640 N. Henry Blvd
Stockbridge, GA 30281
678-225-9439

Date Printed: March 21, 2024

Work Order Number: 126838.00

Work Order Title: CS Municipal Court- Payment Window and Elevated Platform

Brief Scope: Payment window, office configuration, platform in auditorium

☐

Preliminary

☐

Revised

☒

Final

The following items detail the scope of work as discussed at the site. All requirements necessary to accomplish the items set forth below shall be considered part of this scope of work.

Please see attached SOW and WOP for 126838.00 CS Municipal Court Payment Window and Elevated Platform.

Contractor

Date

Owner

Date

Contractor's Price Proposal - Summary

Date: March 21, 2024

IQC Master Contract #: GA-A09-040820-LIY

Work Order Number: 126838.00

Owner PO #:

Work Order Title: CS Municipal Court- Payment Window and Elevated Platform

Contractor: Lichty Commercial Construction, Inc.

Proposal Name: CS Municipal Court- Payment Window and Elevated Platform

Proposal Value: \$73,471.66

01 - General Requirements	\$6,518.30
06 - Wood, Plastic, and Composites	\$1,232.96
08 - Openings	\$26,651.42
09 - Finishes	\$27,633.54
12 - Furnishings	\$1,279.58
26 - Electrical	\$10,155.86
Proposal Total	\$73,471.66

This total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding.

The Percentage of NPP on this Proposal: %

Contractor's Price Proposal - Detail

Date: March 21, 2024
IQC Master Contract #: GA-A09-040820-LIY
Work Order Number: 126838.00
Owner PO #:
Work Order Title: CS Municipal Court- Payment Window and Elevated Platform
Contractor: Lichy Commercial Construction, Inc.
Proposal Name: CS Municipal Court- Payment Window and Elevated Platform
Proposal Value: \$73,471.66

Sect.	Item	Modifier.	UOM	Description	Line Total
Labor	Equip.	Material	(Excluded if marked with an X)		

01 - General Requirements

1	01 52 13 00 0032		MO	8' x 8' x 40' Storage Container						\$1,113.09
				Installation	Quantity	Unit Price	Factor	=	Total	
					3.00	312.00	1.1892		1,113.09	
2	01 52 13 00 0032	0016	MOD	For Each Delivery And Removal, Two Round Trips, Add						\$486.78
				Installation	Quantity	Unit Price	Factor	=	Total	
					1.00	409.33	1.1892		486.78	
3	01 56 16 00 0003		SF	6 Mil, Plastic Sheeting, Applied To Walls						\$570.82
				Installation	Quantity	Unit Price	Factor	=	Total	
					2,000.00	0.24	1.1892		570.82	
4	01 56 16 00 0082		SF	1/8" Thick, Masonite For Temporary Floor Protection						\$1,878.94
				Installation	Quantity	Unit Price	Factor	=	Total	
					2,000.00	0.79	1.1892		1,878.94	
5	01 66 19 00 0012		SF	Removal, Transportation, Return And Reinstallation Of Office Furniture And FurnishingsIncludes desks, tables, file cabinets, chairs, storage boxes, bookshelves, office equipment, computers, and other furniture and furnishings. Quantity equals total floor space.						\$399.57
				Installation	Quantity	Unit Price	Factor	=	Total	
					800.00	0.42	1.1892		399.57	
6	01 74 19 00 0015		EA	30 CY Dumpster (4 Ton) "Construction Debris"Includes delivery of dumpster, rental cost, pick-up cost, hauling, and disposal fee. Non-hazardous material.						\$2,069.10
				Installation	Quantity	Unit Price	Factor	=	Total	
					3.00	579.97	1.1892		2,069.10	

Subtotal for 01 - General Requirements **\$6,518.30**

06 - Wood, Plastic, and Composites

7	06 11 16 00 0013		LF	2" x 6" Wood Floor Joist						\$684.98
				Installation	Quantity	Unit Price	Factor	=	Total	
					400.00	1.44	1.1892		684.98	
8	06 16 33 00 0020		SF	3/4" CD Grade Plywood Floor DeckingApplied to floor or joists.						\$547.98
				Installation	Quantity	Unit Price	Factor	=	Total	
					256.00	1.80	1.1892		547.98	

Subtotal for 06 - Wood, Plastic, and Composites **\$1,232.96**

08 - Openings

Contractor's Price Proposal - Detail Continues..

Work Order Number: 126838.00

Work Order Title: CS Municipal Court- Payment Window and Elevated Platform

Proposal Name: CS Municipal Court- Payment Window and Elevated Platform

Proposal Value: \$73,471.66

Sect.	Item	Modifier.	UOM	Description	Line Total
Labor	Equip.	Material	(Excluded if marked with an X)		
08 - Openings					
9	08 12 13	13 0041	EA	3' x 6'-8" Through 7'-2" High, 5-3/4" Deep, 16 Gauge, Knock Down Hollow Metal Door Frame	\$206.92
			Installation	Quantity 0.00 x Unit Price 346.60 x Factor 1.1892 = Total 0.00	
			Demolition	3.00 x 58.00 x 1.1892 = 206.92	
10	08 14 16	00 0447	EA	3'-0" x 6'-8" x 1-3/4" Thick, 5 Ply, Particleboard Core (PC), Birch Faced Wood Door	\$124.15
			Installation	Quantity 0.00 x Unit Price 319.14 x Factor 1.1892 = Total 0.00	
			Demolition	3.00 x 34.80 x 1.1892 = 124.15	
11	08 43 19	00 0002	SF	Stainless Steel Storefront Framing Assembly	\$1,864.69
			Installation	Quantity 40.00 x Unit Price 37.90 x Factor 1.1892 = Total 1,802.83	
			Demolition	18.00 x 2.89 x 1.1892 = 61.86	
12	08 56 59	00 0007	EA	6-3/16" Diameter, Polished Stainless Steel, No-Draft Speak-Thru (Brixwell 834LPS)Includes gaskets and mounting screws for installation on glass from 1/4" (6 mm) to 1/2" (12 mm) thick. Require a minimum hole diameter of 2-1/4" (57 mm), and will cover holes up to 4-1/4" (108 mm). Recommended hole diameter is 3-1/2" (89 mm).	\$452.35
			Installation	Quantity 2.00 x Unit Price 190.19 x Factor 1.1892 = Total 452.35	
13	08 56 59	00 0009	EA	16" Wide x 10" Deep x 1-9/16" High, Brushed Stainless Steel, Standard Drop-In Deal Tray (CRL CTDB16)	\$886.69
			Installation	Quantity 2.00 x Unit Price 372.81 x Factor 1.1892 = Total 886.69	
14	08 88 53	00 0021	SF	1.25" Ballistic Resistant Acrylic Glass, 7.5 LB/SF	\$23,116.62
			Installation	Quantity 40.00 x Unit Price 485.97 x Factor 1.1892 = Total 23,116.62	
Subtotal for 08 - Openings					\$26,651.42

09 - Finishes

15	09 01 60	91 0012	SY	Grinding Of Existing Concrete Floor Prior To Installation Of FlooringUp to 1/8" of material per pass	\$707.81
				Quantity	Unit Price
			Installation	120.00 x	4.96 x
					Factor = Total
					1.1892 = 707.81
16	09 01 60	91 0013	LF	Up To 6" Wide, Hand Detail Work/Grinding At Wall Of Existing Concrete Floor Prior To Installation Of FlooringUp to 1/4" of material per pass	\$1,251.04
				Quantity	Unit Price
			Installation	100.00 x	10.52 x
					Factor = Total
					1.1892 = 1,251.04
17	09 01 90	52 0015	SF	Hand Scrape, Repair And Sand Severely Damaged Drywall Surfaces , Surface Preparation	\$2,637.17
				Quantity	Unit Price
			Installation	2,640.00 x	0.84 x
					Factor = Total
					1.1892 = 2,637.17

Contractor's Price Proposal - Detail Continues..

Work Order Number: 126838.00

Work Order Title: CS Municipal Court- Payment Window and Elevated Platform

Proposal Name: CS Municipal Court- Payment Window and Elevated Platform

Proposal Value: \$73,471.66

Sect.		Item		Modifier.		UOM		Description		Line Total	
Labor	Equip.	Material	(Excluded if marked with an X)								
09 - Finishes											
18	09	22	16	13	0010		SF	3-5/8" Width, 16" On Center, 20 Gauge, Non Load Bearing, Non Structural, Galvanized Steel Stud Framing With Tracks And Runners			\$926.39
							Installation	Quantity	Unit Price	Factor	Total
								200.00	x	2.82	670.71
							Demolition	500.00	x	0.43	255.68
19	09	22	16	13	0010	0011	MOD	For >100 To 300, Add			\$92.76
							Installation	Quantity	Unit Price	Factor	Total
								200.00	x	0.39	92.76
20	09	29	10	00	0012		SF	5/8" Type C Fire Rated Gypsum Board			\$1,075.04
							Installation	Quantity	Unit Price	Factor	Total
								400.00	x	1.41	670.71
							Demolition	1,000.00	x	0.34	404.33
21	09	29	10	00	0012	0054	MOD	For >128 To 320, Add			\$61.84
							Installation	Quantity	Unit Price	Factor	Total
								200.00	x	0.26	61.84
22	09	29	10	00	0038		SF	Up To 10' High, Walls, Tape, Spackle And Finish Gypsum Board			\$228.33
							Installation	Quantity	Unit Price	Factor	Total
								400.00	x	0.48	228.33
23	09	29	10	00	0051		LF	Corner Bead, Galvanized Steel For Gypsum Board			\$273.52
							Installation	Quantity	Unit Price	Factor	Total
								100.00	x	2.30	273.52
24	09	29	10	00	0051	0013	MOD	For Up To 100, Add			\$22.59
							Installation	Quantity	Unit Price	Factor	Total
								100.00	x	0.19	22.59
25	09	51	13	00	0017		SF	2' x 2' x 5/8" Thick, Square Edge, Mineral Fiber Acoustical Ceiling Panel (Armstrong Cortega Fire Guard)			\$2,635.27
							Installation	Quantity	Unit Price	Factor	Total
								800.00	x	2.43	2,311.80
							Demolition	800.00	x	0.34	323.46
26	09	53	23	00	0004		SF	2' x 2' Grid, Hot Dipped Galvanized Steel, 15/16" T Bar Ceiling Suspension System			\$1,845.64
							Installation	Quantity	Unit Price	Factor	Total
								800.00	x	1.65	1,569.74
							Demolition	800.00	x	0.29	275.89
27	09	65	13	13	0016		LF	6" High, 1/8" Thick, Type TS Thermoset Vulcanized Rubber Wall Base, All Colors			\$2,366.03
							Installation	Quantity	Unit Price	Factor	Total
								240.00	x	7.42	2,117.73
							Demolition	240.00	x	0.87	248.30
28	09	68	13	00	0024		SY	28 Ounce, Patterned, Nylon Carpet Tile			\$7,173.73
							Installation	Quantity	Unit Price	Factor	Total
								120.00	x	50.27	7,173.73

Contractor's Price Proposal - Detail Continues..

Work Order Number: 126838.00

Work Order Title: CS Municipal Court- Payment Window and Elevated Platform

Proposal Name: CS Municipal Court- Payment Window and Elevated Platform

Proposal Value: \$73,471.66

Sect.	Item	Modifier.	UOM	Description	Line Total
Labor	Equip.	Material	(Excluded if marked with an X)		

09 - Finishes

29	09	68	16	00	0055	SY	30 Ounce, Medium Traffic, Non Patterned, Nylon Broadloom Carpet						\$2,211.91
						Installation	Quantity		Unit Price		Factor	=	Total
							0.00	x	46.69	x	1.1892		0.00
						Demolition	120.00	x	15.50	x	1.1892	=	2,211.91
30	09	91	23	00	0058	SF	1 Coat Primer, Brush Work, Paint Interior Plaster/Drywall Walls						\$1,114.52
						Installation	Quantity		Unit Price		Factor	=	Total
							1,320.00	x	0.71	x	1.1892		1,114.52
31	09	91	23	00	0060	SF	2 Coats Paint, Brush Work, Paint Interior Plaster/Drywall Walls						\$2,103.46
						Installation	Quantity		Unit Price		Factor	=	Total
							1,320.00	x	1.34	x	1.1892		2,103.46
32	09	91	23	00	0239	LF	1 Coat Primer, Brush/Roller Work, Paint Interior Metal Door Frame And Trim						\$53.98
						Installation	Quantity		Unit Price		Factor	=	Total
							51.00	x	0.89	x	1.1892		53.98
33	09	91	23	00	0241	LF	2 Coats Paint, Brush/Roller Work, Paint Interior Metal Door Frame And Trim						\$115.23
						Installation	Quantity		Unit Price		Factor	=	Total
							51.00	x	1.90	x	1.1892		115.23
34	09	91	23	00	0259	EA	1 Coat Primer, Brush/Roller Work, Both Faces, Paint Interior Wood Door						\$262.00
						Installation	Quantity		Unit Price		Factor	=	Total
							3.00	x	73.44	x	1.1892		262.00
35	09	91	23	00	0261	EA	2 Coats Paint, Brush/Roller Work, Both Faces, Paint Interior Wood Door						\$475.28
						Installation	Quantity		Unit Price		Factor	=	Total
							3.00	x	133.22	x	1.1892		475.28

Subtotal for 09 - Finishes **\$27,633.54**

12 - Furnishings

36	12 55 19 00 0003	EA	72" Long x 18" High x 12" Wide Steel Bench					\$1,279.58
		Installation	Quantity		Unit Price		Factor	Total
			2.00	x	538.00	x	1.1892	= 1,279.58

Subtotal for 12 - Furnishings **\$1,279.58**

26 - Electrical

37	26 05 19 16 0199	MLF	3 Conductors, #10 AWG, Type MC, Solid Or Stranded, Galvanized Steel Armored Cable					\$5,833.42
		Installation	Quantity		Unit Price		Factor	Total
			1.00	x	4,068.43	x	1.1892 =	4,838.18
		Demolition	1.00	x	836.90	x	1.1892 =	995.24
38	26 51 19 00 0083	EA	2' x 4', 4,000 Lumens, Panel Type, Lay-In/Troffer LED Fixture (PlanLED Galaxy GL240-40)					\$4,322.44
		Installation	Quantity		Unit Price		Factor	Total
			7.00	x	493.97	x	1.1892 =	4,112.00
		Demolition	7.00	x	25.28	x	1.1892 =	210.44

Contractor's Price Proposal - Detail Continues..

Work Order Number: 126838.00
Work Order Title: CS Municipal Court- Payment Window and Elevated Platform

Proposal Name: CS Municipal Court- Payment Window and Elevated Platform
Proposal Value: \$73,471.66

Sect.	Item	Modifier.	UOM	Description	Line Total
Labor	Equip.	Material	(Excluded if marked with an X)		
Subtotal for 26 - Electrical					\$10,155.86
Proposal Total					\$73,471.66

This total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding.

The Percentage of NPP on this Proposal: %

Client - City of Stockbridge

Detailed Scope of Work

Print Date: March 21, 2024
Work Order Number: 126838.00
Work Order Title: CS Municipal Court- Payment Window and Elevated Platform
Contractor: GA-A09-040820-LIY - Lichy Commercial Construction, Inc.
Brief Scope: Payment window, office configuration, platform in auditorium

To: Josh Cauthen
Lichy Commercial Construction, Inc.
3445 Buffington Ctr
Atlanta, GA 30349
678-732-9221

From: Al Barnes
City of Stockbridge
4640 N. Henry Blvd
Stockbridge, GA 30281
678-225-9439

The following items detail the scope of work as discussed at the site. All requirements necessary to accomplish the items set forth below shall be considered part of this scope of work.

Detailed Scope:

Please see attached SOW and WOP for 126838.00 CS Municipal Court Payment Window and Elevated Platform.

Owner

Date

Contractor

Date

Detailed Scope of Work

Lichty Commercial Construction, Inc. (LCCI)
Municipal Court Renovations
City of Stockbridge
4640 N Henry Blvd
Stockbridge, GA 30281

Summary Scope

LCCI proposes the following detailed scope renovate the municipal court office.

Drawings and Specifications

N/A

Detailed Scope of Work

- Office Scope
 - Project Management and Supervision
 - Move furniture into portable storage (personal items, computers, etc. excluded)
 - Install temporary protections.
 - Demo and haul off the following:
 - Ceiling tiles and grid
 - Lights
 - Electrical and data outlets
 - Three (3) walls
 - Three (3) doors
 - One (1) Service window
 - Flooring and cove base
 - Cut in opening and install new 6' wide bullet proof service window with two (2) transaction trays and two (2) speak through holes.
 - Install four (4) new electrical outlets and data boxes.
 - Data cabling by owner.
 - Patch drywall as needed.
 - Install new ceiling grid and tiles.
 - Install seven (7) new lights.
 - Paint all walls.
 - Install new carpet and cove base.
 - Move furniture back in.
 - Final Clean.
- Holding Cell Scope
 - Project Management and Supervision.
 - Move furniture into portable storage (personal items, computers, etc. excluded)
 - Install temporary protections.
 - Install two (2) 5ft security bench in the holding cell.
 - Move furniture back in.
 - Final Clean.
- Courtroom
 - Project Management and Supervision

- Move furniture into portable storage (personal items, computers, etc. excluded)
- Install temporary protections.
- Install 6" elevated platform in courtroom for Judge's seating.
- Install new flooring, cove base, and trim as needed on new platform.
- Move furniture back in.
- Final clean

Details that Apply to All Work Areas:

1. Contractor shall utilize the latest issue of the Sourcewell Specifications for all work.
2. Submittals are to be provided to the Owner as part of the submittal process prior to installation by the contractor.
3. Maintain clean work areas at all times. Remove and dispose of all demolished materials and construction debris. Site must be cleaned every day at the completion of work. Contractor shall take extra precautions to pick up all debris, nails and fasteners from the ground and all surrounding area, and finishing with magnetic pickup to insure safety and cleanliness.
4. All measurements and quantities supplied in this scope of work are approximate in nature and are supplied as a convenience for the contractor. The contractor is responsible for field verification of all measurements and quantities.
5. Contractor shall verify all new and existing conditions and dimensions at job site prior to the proposed process start of construction, and during construction.
6. The Contractor shall perform all work, make all deliveries and have access to work areas between 7:30 A.M. and 5:00 P.M. Monday through Friday and, upon written permission of the Owner, may make deliveries and have access to work areas at any hour of any day, but shall bear without any contribution from the Owner, any extra expense and responsibility for doing so, including, without limitation, its own overtime expense. Contractor shall coordinate inspections as required.
7. Parking will be made available for the Contractor by the Owner and the Contractor shall coordinate all parking with the Owner prior to beginning work.
8. Contractor shall obtain approvals in advance for all lay down and storage areas.
9. All salvageable materials remain the property of the Owner.
10. Contractor shall coordinate inspections as required.
12. Prior to any shut-down of any system (electrical, mechanical, etc.), Contractor shall supply, not less than five (5) working days notice to the Architect with a copy to the Owner. No shutdown of any system shall occur until the Contractor has received permission from the Owner in writing.
13. Contractor is responsible for protection of all surfaces including those not in the scope of work from construction dust, debris or damage during construction up until final acceptance. The methods of protection including plastic, paper, sealing doors or windows, etc.
14. Final clean up and disposal: Remove debris, rubbish, and waste material from the property of the Owner on a daily basis. Upon completion of work, all construction areas shall be left clean and free from debris. Clean all dust, dirt, stains, hand marks, paint spots, droppings, and other blemishes.
15. Contractor shall not be required to pay Davis Bacon Wage Rates.

Exclusions:

Any and all work associated with hazardous materials including asbestos, lead, and mold is excluded from this scope of work. If at any time hazardous materials are uncovered, work will stop until the appropriate method of abatement or removal is determined. Method of removal

may initiate a contract modification. All signage, mechanical, plumbing, sprinkler, and data/voice work.

Submittals:

1. Contractor shall submit to Owner, three cut sheets / samples of flooring, rubber base, ACT, and paint.
2. Contractor shall submit a proposed schedule showing a proposed duration of construction.
3. The Contractor shall submit for approval the manufacturer's cut sheets for materials utilized for this project prior to commencing any work.

Permitting:

At the time of issuance of a Purchase Order for this Work, it is understood that permits are not required for this Work. If this changes, the Contractor will be responsible for obtaining such applicable permits and the Owner will be responsible for compensating the Contractor for permit fees and any design necessary to obtain such permits or related approvals as described in the EZIQC master contract documents (i.e. permit fees are dollar for dollar reimbursable and professional design and engineering fees are paid for at hourly rates published in the Construction Task Catalog).

Project Schedule

1. All work shall be completed during normal working hours (7:30am to 5pm) as directed by Owner.
2. Contractor to propose a detailed construction schedule and submit with proposal package.
3. Project construction will be scheduled upon receipt of the PO.
4. The work shall be completed within 30 calendar days from date of the Purchase Order issuance. The Contractor will coordinate a specific schedule for on-site activities with the Owner's representative.
5. Assumes work will be completed in one phase.

Owner Responsibilities

1. Remove all furniture/equipment prior to work commencing.
2. Provide access to the worksite during normal working hours.
3. VCT Waxing
4. Relocating/moving personal items, computers, phones, printers, etc.
5. Data Cabling.

Contract Document Order of Precedence:

Contract documents shall govern in the order first listed below:

1. This Detailed Scope of Work
2. Owner issued Contract Documents
 - a. Specifications, Drawings, and Sketches.
 - b. Other documents referenced immediately above.
3. EZIQC master contract document

CONTRACT MODIFICATION

made by and between

Lichty Commercial Construction, Inc.
3445 Buffington Ctr
Atlanta, GA 30349
("Contractor")

and

Sourcewell
202 12th Street NE, PO Box 219
Staples, MN 56479

Contractor and Sourcewell have entered into an Indefinite Quantity Construction Contract, Contract Number: **GA-A09-040820-LIY**, with an effective date of April 20, 2020, an initial term of one year, and three (3) bilateral options to extend the term for an additional term. The parties have previously exercised the first bilateral option extending the Contract through April 19, 2022.

Under the Contract terms, a new Construction Task Catalog® is to be furnished on the anniversary of the solicitation to remain in effect for a twelve (12) month period. However, as a result of recent market conditions, the parties have agreed to modify the contract by the issuance of an interim Construction Task Catalog®, which will remain in effect until the earlier of the issuance of the next Construction Task Catalog® or contract expiration.

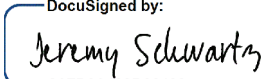
IN CONSIDERATION OF the mutual agreement described in this Modification, the parties agree as follows:

MODIFICATION:

The following will be the interim Construction Task Catalog®, and will remain in effect until the earlier of the issuance of the next Construction Task Catalog® or contract expiration.

[May 2021: Sourcewell Georgia, Northern](#)

Sourcewell

DocuSigned by:

C0FD2A139D06489...
By: _____
Jeremy Schwartz

Title: Chief Procurement Officer

Date: 9/22/2021 | 11:16 AM CDT

Lichty Commercial Construction, Inc. - GA-A09-040820-LIY

DocuSigned by:

E34E7601024F4D2...
By: _____
Jeff Hackney

Title: Vice President

Date: 9/22/2021 | 11:11 AM CDT

INDEFINITE QUANTITY CONSTRUCTION CONTRACT

IFB NUMBER: GA-040820 – State of Georgia

GEOGRAPHIC AREA: State of Georgia, Northern Georgia Area

This Contract dated April 20, 2020, by and between Sourcewell (Formerly NJPA) and Lichty Commercial Construction, Inc. at the following address, 3445 Buffington Center, Atlanta, GA 30349 hereinafter referred to as the CONTRACTOR.

WITNESSETH: Sourcewell and CONTRACTOR for the consideration hereafter agree as follows:

ARTICLE 1. CONTRACT DOCUMENTS

- A. Contract Documents: This Contract; the IFB Documents; (Book 1 - Project Information, Instructions to Bidders and Execution Documents; Book 2 - IQCC Standard Terms and Conditions and General Conditions; Book 3 - Construction Task Catalog (CTC); Book 4 - Technical Specifications) and Addenda thereto; all payment and performance bonds (if any), material and workmanship bonds (if any); wage rate decisions and certified payroll records (if any); Notice of Award; all modifications issued thereto, including Supplemental Purchase Orders/Change Orders and written interpretations and all Purchase Orders and accompanying documents (Requests for Proposals, Detailed Scopes of Work, Purchase Order Proposals, etc.) issued hereunder.
- B. The terms and conditions of a Purchase Order issued by a Sourcewell Member in connection with any Project, including supplemental technical specifications referenced therein, shall govern.
- C. The Contractor shall, within two (2) business days of receipt of a Purchase Order from a Sourcewell Member, provide notification to Sourcewell or their designated representative of each Purchase Order by forwarding a copy of the Purchase Order via email to PO@EZIQC.com or via facsimile to (864) 233-9100.
- D. The Contractor shall, within two (2) business days of sending an Invoice to a Sourcewell Member, provide notification to Sourcewell or their designated representative of each Invoice by forwarding a copy of the Invoice via email to Invoice@EZIQC.com or via facsimile to (864) 233-9100.

ARTICLE 2. SCOPE OF WORK

- A. The Contractor shall provide the services required to develop each Purchase Order in accordance with the procedures for developing Purchase Orders set forth in the IQCC Standard Terms and Conditions and the Contract Documents.
- B. Each Purchase Order developed in accordance with this Contract will be issued by an individual Sourcewell Member. The Purchase Order will require the Contractor to perform the Detailed Scope of Work within the Purchase Order Completion Time for the Purchase Order Price.
- A. It is anticipated that the Contractor will perform Work primarily in the Geographic Area set forth above. However, the parties may agree that the Contractor can perform Work in a different Geographic Area at its current Adjustment Factors.

ARTICLE 3. THE CONTRACT PRICE

- A. This Contract is an indefinite-quantity contract for construction work and services. The Estimated Annual Value of this Contract is \$2,000,000. This is only an estimate and may increase or decrease at the discretion of Sourcewell.
- B. The Contractor shall perform any or all Tasks in the Construction Task Catalog for the Unit Price appearing therein multiplied by the following Adjustment Factors:

TO BE ENTERED BY SOURCEWELL:

- a. **Normal Working Hours – Non Secure Areas:** Work performed from 7:00am until 4:00pm Monday to Friday, except holidays. Contractor shall perform Tasks during Normal Working Hours for the Unit Price set forth in the CTC multiplied by the Adjustment Factor of:

1.1892.

(Specify to four (4) decimal places)

- b. **Other Than Normal Working Hours – Non Secure Areas :** Work performed from 4:00pm to 7:00am Monday to Friday, and any time Saturday, Sunday and Holidays. Contractor shall perform Tasks during Other Than Normal Working Hours for the Unit Price set forth in the CTC multiplied by the Adjustment Factor of:

1.2973.

(Specify to four (4) decimal places)

- c. **Normal Working Hours – Secure Areas:** Work performed from 7:00am until 4:00pm Monday to Friday, except holidays. Contractor shall perform Tasks during Normal Working Hours for the Unit Price set forth in the CTC multiplied by the Adjustment Factor of:

1.2432.

(Specify to four (4) decimal places)

- d. **Other Than Normal Working Hours – Secure Areas:** Work performed from 4:00pm to 7:00am Monday to Friday, and any time Saturday, Sunday and Holidays. Contractor shall perform Tasks during Other Than Normal Working Hours for the Unit Price set forth in the CTC multiplied by the Adjustment Factor of:

1.3514.

(Specify to four (4) decimal places)

- e. **Non Pre-priced Adjustment Factor:** To be applied to Work deemed not to be included in the CTC but within the general scope of the work:

1.2432.

(Specify to four (4) decimal places)

ARTICLE 4. TERM OF THE CONTRACT

- A. This Contract has an initial term of one (1) year and a bilateral option provision for three (3) additional terms. The total term of the Contract cannot exceed two (4) years. One additional one-year renewal-extension may be offered by Sourcewell to Contractor beyond the original two-year term if Sourcewell deems such action to be in the best interests of Sourcewell and its Members. The Contractor may withdraw from the Contract on each anniversary of the award, provided that the Contractor gives 60 Days written notice of its intent to withdraw. Sourcewell may, for any reason, terminate this Contract at any time.
- B. All Purchase Orders issued during a term of this Contract shall be valid and in effect notwithstanding that the Detailed Scope of Work may be performed, payments may be made, and the guarantee period may continue, after such term has expired. All terms and conditions of the Contract apply to each Purchase Order.

ARTICLE 5. SOFTWARE LICENSING

- A. Sourcewell selected The Gordian Group's (Gordian) software, data and services (IQCC System) for their IQCC program. The system includes Gordian's proprietary ezIQ, eGordian and Bid Safe IQCC applications (IQCC Applications) and construction cost data (Construction Task Catalog), which shall be used by the Contractor to prepare and submit Price Proposals, subcontractor lists, and other requirements specified by Sourcewell and Sourcewell Members. The Contractor's use, in whole or in part, of Gordian's IQCC Applications and Construction Task Catalog and other proprietary materials provided by Gordian for any purpose other than to execute work under this Contract for Sourcewell and Sourcewell Members is strictly prohibited unless otherwise stated in writing by Gordian. The Contractor hereby agrees to abide by the terms of the following IQCC System License:

ARTICLE 6. IQCC SYSTEM LICENSE

- A. Gordian hereby grants to the Contractor, and the Contractor hereby accepts from Gordian for the term of this Contract or Gordian's contract with Sourcewell, whichever is shorter, a non-exclusive right, privilege, and license to Gordian's proprietary IQCC System and related proprietary materials (collectively referred to as "Proprietary Information") to be used for the sole purpose of executing Contractor's responsibilities to Sourcewell and Sourcewell Members under this Contract ("Limited Purpose"). The Contractor hereby agrees that Proprietary Information shall include, but is not limited to, Gordian's IQCC Applications and support documentation, Construction Task Catalog, training materials, marketing materials and any other proprietary materials provided to Contractor by Gordian. In the event this Contract expires or terminates as provided herein, or the Gordian's contract with Sourcewell expires or terminates, this IQCC System License shall terminate and the Contractor shall return all Proprietary Information in its possession to Gordian.
- B. Contractor acknowledges that Gordian shall retain exclusive ownership of all proprietary rights to the Proprietary Information, including all U.S. and international intellectual property and other rights such as patents, trademarks, copyrights and trade secrets. Contractor shall have no right or interest in any portion of the Proprietary Information except the right to use the Proprietary Information for the Limited Purpose set forth herein. Except in furtherance of the Limited Purpose, Contractor shall not distribute, disclose, copy, reproduce, display, publish, transmit, assign, sublicense, transfer, provide access to, use or sell, directly or indirectly (including in electronic form), any portion of the Proprietary

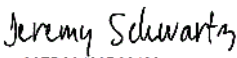
Information.

- C. Contractor acknowledges and agrees to respect the copyrights, trademarks, trade secrets, and other proprietary rights of Gordian in the Proprietary Information during and after the term of this Contract and shall at all times maintain complete confidentiality with regard to the Proprietary Information provided to Contractor, subject to federal, state and local laws related to public disclosure. Contractor further acknowledges that a breach of any of the terms of this Contract by Contractor will result in irreparable harm to Gordian for which monetary damages would be an inadequate remedy, and Gordian shall be entitled to injunctive relief (without the necessity of posting a bond) as well as all other monetary remedies available at law or in equity. In the event that it becomes necessary for either party to this IQCC System License to enforce the provisions of this Contract or to obtain redress for the breach or violation of any of its provisions, whether by litigation, arbitration or other proceedings, the prevailing party shall be entitled to recover from the other party all costs and expenses associated with such proceedings, including reasonable attorney's fees.
- D. In the event of a conflict in terms and conditions between this IQCC System License and any other terms and conditions of this Contract or any Purchase Order, Order or similar purchasing document (Purchase Order) issued by Sourcewell or a Sourcewell Member, this IQCC System License shall take precedence.

IN WITNESS WHEREOF, the parties hereto have executed this Contract the day and year first above written.

By:

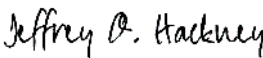
Sourcewell

DocuSigned by:

C0FD2A139D06489...

Authorized Signature

Jeremy Schwartz- Director of Operations & Procurement/CPO
Print Name

Contractor

DocuSigned by:

841538AE1650408...

Authorized Signature

Jeffrey O. Hackney
Print Name

CONTRACT MODIFICATION

made by and between

Lichty Commercial Construction, Inc.
3445 Buffington Ctr
Atlanta, GA 30349
("Contractor")

and

Sourcewell
202 12th Street NE, PO Box 219
Staples, MN 56479

Contractor and Sourcewell have entered into an Indefinite Quantity Construction Contract, Contract Number: **GA-A09-040820-LIY**, with an effective date of April 20, 2020, an initial term of one year, and three (3) bilateral options to extend the term for an additional term. The parties have previously exercised the first bilateral option extending the Contract through April 19, 2022.

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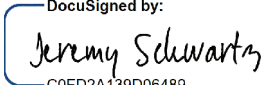
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[May 2021: Sourcewell Georgia, Northern](#)

Sourcewell

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By: _____
Jeremy Schwartz

Title: Chief Procurement Officer

Date: 9/22/2021 | 11:16 AM CDT

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DocuSigned by:

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By: _____
Jeff Hackney

Title: Vice President

Date: 9/22/2021 | 11:11 AM CDT

INDEFINITE QUANTITY CONSTRUCTION CONTRACT

IFB NUMBER: GA-040820 – State of Georgia

GEOGRAPHIC AREA: State of Georgia, Northern Georgia Area

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WITNESSETH: Sourcewell and CONTRACTOR for the consideration hereafter agree as follows:

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- A. Contract Documents: This Contract; the IFB Documents; (Book 1 - Project Information, Instructions to Bidders and Execution Documents; Book 2 - IQCC Standard Terms and Conditions and General Conditions; Book 3 - Construction Task Catalog (CTC); Book 4 - Technical Specifications) and Addenda thereto; all payment and performance bonds (if any), material and workmanship bonds (if any); wage rate decisions and certified payroll records (if any); Notice of Award; all modifications issued thereto, including Supplemental Purchase Orders/Change Orders and written interpretations and all Purchase Orders and accompanying documents (Requests for Proposals, Detailed Scopes of Work, Purchase Order Proposals, etc.) issued hereunder.
- B. The terms and conditions of a Purchase Order issued by a Sourcewell Member in connection with any Project, including supplemental technical specifications referenced therein, shall govern.
- C. The Contractor shall, within two (2) business days of receipt of a Purchase Order from a Sourcewell Member, provide notification to Sourcewell or their designated representative of each Purchase Order by forwarding a copy of the Purchase Order via email to PO@EZIQC.com or via facsimile to (864) 233-9100.
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- B. Contractor acknowledges that Gordian shall retain exclusive ownership of all proprietary rights to the Proprietary Information, including all U.S. and international intellectual property and other rights such as patents, trademarks, copyrights and trade secrets. Contractor shall have no right or interest in any portion of the Proprietary Information except the right to use the Proprietary Information for the Limited Purpose set forth herein. Except in furtherance of the Limited Purpose, Contractor shall not distribute, disclose, copy, reproduce, display, publish, transmit, assign, sublicense, transfer, provide access to, use or sell, directly or indirectly (including in electronic form), any portion of the Proprietary

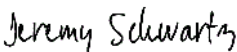
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- C. Contractor acknowledges and agrees to respect the copyrights, trademarks, trade secrets, and other proprietary rights of Gordian in the Proprietary Information during and after the term of this Contract and shall at all times maintain complete confidentiality with regard to the Proprietary Information provided to Contractor, subject to federal, state and local laws related to public disclosure. Contractor further acknowledges that a breach of any of the terms of this Contract by Contractor will result in irreparable harm to Gordian for which monetary damages would be an inadequate remedy, and Gordian shall be entitled to injunctive relief (without the necessity of posting a bond) as well as all other monetary remedies available at law or in equity. In the event that it becomes necessary for either party to this IQCC System License to enforce the provisions of this Contract or to obtain redress for the breach or violation of any of its provisions, whether by litigation, arbitration or other proceedings, the prevailing party shall be entitled to recover from the other party all costs and expenses associated with such proceedings, including reasonable attorney's fees.
- D. In the event of a conflict in terms and conditions between this IQCC System License and any other terms and conditions of this Contract or any Purchase Order, Order or similar purchasing document (Purchase Order) issued by Sourcewell or a Sourcewell Member, this IQCC System License shall take precedence.

IN WITNESS WHEREOF, the parties hereto have executed this Contract the day and year first above written.

By:

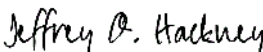
Sourcewell

DocuSigned by:

C0FD2A139D06489...

Authorized Signature

Jeremy Schwartz- Director of Operations & Procurement/CPO
Print Name

Contractor

DocuSigned by:

841538AE1650408...

Authorized Signature

Jeffrey O. Hackney
Print Name



City of Stockbridge

AGENDA ITEM

MEETING DATE

September 24, 2024

☐	RESOLUTION
☐	ORDINANCE
☐	CONTRACT APPROVAL/ RENEWAL
☐	PUBLIC HEARING
☐	PRESENTATION
☐	BID/SOLICITATION AWARD
☐	TASK ORDER
☐	CHANGE ORDER
☐	BUDGET AMENDMENT
☐	BUDGET TRANSFER
☐	PAYMENT APPROVAL
☒	OTHER

☒	GENERAL FUNDS
☐	FUND BALANCE
☐	SPLOST OR TSPOST
☐	ARPA
☐	GRANT
☐	HOTEL/MOTEL
☐	TOURISM
☐	COUNCIL INITIATIVE
☐	PARTNER/SPONSOR
☐	DEPARTMENT FUND
☐	BALANCE

PRESENTER: Lakeisha Gaines

DEPARTMENT: Finance

ACCOUNT TRANSFER FROM:

ACCOUNT TRANSFER TO:

ITEM/PROJECT/EVENT:

Request for New Position – Accountant II

Request for Position Reclass – From Senior Accountant to Accounting Manager

BACKGROUND INFORMATION:

Due to the continued growth of the City of Stockbridge, and the increased work load, Finance is requesting an additional position to ensure that work is completed accurately and in a timely manner. Additional staff provides the necessary checks, balances, and compliance that is required for success.

The Finance Department currently has 4 positions that directly work in Accounting: Treasurer, Senior Accountant, Accountant I and the Accounts Payable Clerk. The Accountant II will help alleviate the mounting workload that staff is facing. This position will be responsible for bank and credit/P-Card reconciliations and be the designated back up for Payroll. The reclass of the Senior Accountant to the Accounting Manager – will allow for the Manager to take on more of the reporting

responsibilities, as well as Manage the accounting team of 3.

With the addition of the Accountant II – the pay grade would be the same as the Senior Accountant thus the request for the reclass. The Accounting Manager will move to pay grade 116. Due to vacant positions and staff changes within the department, there have been some salary savings. The current Budgeted amount for FY24 is \$575,778.65, with the YTD at \$262,421.72. There are enough funds to hire for the new position and compensate the position reclass for the remaining 9 pay periods, while remaining within the Budget.

STAFF RECOMMENDATION:

Staff is recommending the approval of the new position of the Accountant II, as well as the reclass. Once approved, we will begin the process of hiring for the Accountant II.

Attachments: Job Descriptions (2) and YTD Finance Budget Report (1)

APPROVALS:

CITY MANAGER _____

CITY TREASURER Lakeisha Gaines

CITY ATTORNEY _____

DEPARTMENT HEAD Lakeisha Gaines

☐ FINANCIAL IMPACT ☒ N/A

AMOUNT \$

ATTACHMENTS: ☒

Job Title: Accountant 2 (new)

Job Summary: The position is responsible fiscal monitoring to develop, prepare, audit, revise and/or maintain a variety of accounting and financial reports, statements, transactions and records of a moderate complexity in accordance with applicable laws, codes, statutes, rules, regulations and ordinances. Employees receive general supervision by the Accounting Manager to perform tasks within a broad framework of policies and procedures and occasionally participate in decisions of meaningful impact.

Class Characteristics: This is a full-time exempt classification level. To perform this job successfully, an individual must be able to perform the essential job functions satisfactorily. Reasonable accommodation may be made to enable individuals with disabilities to perform the primary job functions herein described. Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out in the job description, but which may be reasonably considered to be incidental in the performing of their duties just as thought they were actually written out in this job description.

Essential Job Functions:

- Prepares, examines, or analyzes accounting records, financial statements or other financial reports to assess accuracy, completeness and conformance to reporting and procedural accounting methods.
- Maintains general ledger accounts with subsidiary ledgers for all departments and programs including adjusting journal entries and reconciliation of bank statements.
- Assists with aspects of fiscal year-end closing activities including the preparation of the Annual Comprehensive Financial Report, including all adjusting and closing of accounts.
- Reviews and analyzes financial entries to ensure correct accounting treatment, classification, and integrity of data.
- Assists in the preparation of Debt service scheduled for year end.
- Records Debt Service interest accrual and amortization transactions.
- Prepares and balances interest expense schedule.
- Prepares grant reimbursements requests.
- Records, monitors and transfers to small CIP accounts.
- Records fixed assets research as necessary
- Performs fixed assets transactions and depreciation including lease assets.
- Performs monthly bank reconciliations of the central bank and trustee bank accounts.

- Prepares journal entries and enters into Incode/Tyler.
- Tests ERP when patches/updates are made.
- Assists in the review, development and/or implementation of effective financial procedures and provides guidance to achieve objectives of the overall financial operation.
- Performs analysis of various general ledger accounts.
- Reconciles Accounts Payable to the General Ledger.
- Performs other related duties as assigned.

Knowledge, Skills and Abilities:

- Knowledge and understanding of the accounting and budget processes, internal controls, bookkeeping procedures, automated accounting systems, fund accounting encumbrances, accounting system requirements and knowledge of applicable laws, statutes, rules, codes and ordinances.
- Intermediate knowledge of generally accepted accounting principles (GAAP), theory, practice and standards established by the Governmental Accounting Standards Board GASB) and the Financial Accounting Standards Board (FASB) relative to financial statement preparation, general ledger maintenance and reconciliation, and fund accounting.
- Knowledge of City, County and State laws and statutes.
- Skills in internal, oral and written communications.
- Skill in decision making and good judgment.
- Ability to prepare statistical and financial information for business planning and evaluation and to analyze and solve accounting issues, strong computer skills including demonstrated experience in creating complex spreadsheets, word processing, e-mail and Internet applications required (Excel, Word, etc.). Skill in using automated and computerized financial systems.
- Demonstrated skills to analyze information and situations independently.
- Ability to use standard office equipment such as computer, calculator, scanner, copy machine, etc.
- Ability to identify problems and relevant factors, formulate logical conclusions and suggest alternative solutions.
- Ability to establish and maintain cooperative working relationships with peers, the public and elected officials.
- Knowledge of city organizational structure, processes, and inter-relationships.
- Ability to work in a team-oriented, problem-solving environment.
- Ability to make decisions in accordance with standard operating procedures and supervisory directions.

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

Guidelines: Guidelines include GAAP, GASB and other federal and state regulations governing municipal accounting and financial management; City and departmental safety manuals, policies and procedures.

Complexity: The work consists of administrative and recordkeeping duties and requires the application of basic knowledge of public finance, budgeting, procurement and accounting.

Personal Contacts: Contacts are typically with co-workers, elected officials and the general public.

Purpose of Contacts: Contacts typically occur in order to give and exchange information 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 and without exposure to adverse environmental conditions.

Supervisory and Management Responsibility: None.

Minimum Qualifications: Requires a bachelor's degree in accounting; supplemented by five (5) years of formal training and experience in financial analysis and actual experience in preparing governmental financial statements that conform to those standards or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills and abilities for this job.

The City has the right to revise this job description at any time. This description does not represent in any way a contract of employment.

The City of Stockbridge commits to a policy of equal employment opportunity for applicants and employees, complying with local, state and federal laws. The City's policy is to employ qualified persons without discrimination regarding race, creed, color, religion, age, sex, country of national origin, marital status, disability, sexual orientation, gender identity, genetic information, political affiliation, ethnicity, or status in any other group protected by federal, state, local laws.

Job Title: Accounting Manager

Job Summary: This position is to manage the operations, staff, and resources of the accounting division within the city's Department of Finance, including financial reporting, forecasting, auditing, accounting system management, accounts payable, accounts receivable, account reconciliations, journal entries, budget entries, general accounting entries, record-keeping and all other accounting-related functions. Responsible for fixed assets, internal control auditing and reporting under the direct supervision of the Finance Director.

This is a full-time exempt classification level. To perform this job successfully, an individual must be able to perform the essential job functions satisfactorily.

Essential Job Function:

- Assists City Treasurer in the daily operations of the department.
- Ensures the month end and year end closing processes are completed in adherence to deadlines.
- Reviews operational and programmatic reports prepared by subordinate staff; analyzes information, activities, and transactions; and ensures accuracy and timeliness of division operations.
- Develops and administers division operating budgets; monitors budgets, expenditures and revenues; and maintains accurate records of division's financial transactions.
- Receives and/or prepares a variety of administrative forms pertaining to division operations including payroll documents, contracts, invoices and budget revisions; and reviews, approves, and/or submits documents for processing.
- Manages the establishment and maintenance of division files, records, lists, documentation and databases; reviews correspondence, records and reports prepared by subordinates; reviews customer service, billing and statistical information; and prepares a variety of division operational and statistical reports.
- Manages accounting activities and services including general ledger, cash management, and financial reporting.
- Serves as a resource to assist the Finance Department staff in daily accounting functions.
- Responsible for accurate and timely reconciliation of some of the City's bank accounts;
- Guides other departments by researching and interpreting accounting policy; applies observations and recommendations to operational issues.
- Reviews and makes appropriate corrections to transactions in the General Ledger.
- Maintains journal entry files and reviews systems-generated journal entries for completeness; determines the cause of discrepancies and implements systems corrections as necessary;
- Identifies and corrects problems related to the various record-keeping systems utilized by the City in the daily accounting operations;
- Trains employees on the current accounting systems methods and procedures;
- Coordinates work with auditors in the preparation of financial analyses and annual reports; directs the preparation of the city's Comprehensive Financial Report (CAFR); collects financial and administrative information and compiles data for financial statements and reports to accurately reflect the city's financial conditions.
- Reviews and approves financial accounting records, reconciles transactions and financial.

Job Title: Accounting Manager (continued)

activities according to GAAP, GASB, Federal and State laws/rules and city polies; corrects errors.

- Performs other duties as required.

Knowledge Required by the Position:

- Knowledge of Federal and State Laws and regulations regulating financial statements, government accounting and government finance.
- Knowledge of city's administrative policies and procedures, contract administration, and the principles and practices of supervising staff and resources.
- Knowledge and application of computer hardware and software operations as they pertain to accounting and financial functions.
- Knowledge of Federal and State accounting and auditing rules and regulations;
- Knowledge of the functions, organizations, staffing and operating procedures of the City departments;
- Skill in communicating detailed accounting information clearly and concisely;
- Ability to maintain strict confidentiality;
- Ability to use independent, professional judgment to interpret laws and regulations, assure accounting procedure and practices compliance, make sound recommendations and/ or implement appropriate accounting mechanisms;
- Ability to accurately assess financial system needs and implement procedures for efficient financial management.
- Ability to plan and manage monthly financial reports, bank reconciliations, annual audit, internal audits, cash receipt, fixed assets and grant accounting.
- Ability to understand, interpret, and apply legal and financial documents, rules, and regulations.
- Ability to act as a first-line supervisor, including instructing, reviewing work, maintaining standards, and coordinating activities.
- Ability to maintain sustained attention to detail and to work under the pressure of rigid deadlines, promote a positive work environment and encourages teamwork to accomplish results.
- Ability to work independently from general instructions and broad work expectations.
- Ability to organize work for maximum efficiency.

Supervisory Controls: Work is performed under the direct supervision of the City Treasurer.

Guidelines: Guidelines include governmental Generally Accepted Accounting Principles (GAAP), Governmental Accounting Standards (GAS), State and Federal laws and regulations governing municipal financial administration, City and departmental rules and regulations, and City ordinances, policies and procedures. These guidelines are clear and specific but may require some interpretation in application.

Complexity: The position consists of using governmental accounting principles and related administrative and technical tasks.

Job Title: Accounting Manager (continued)

Scope and Effect: This position is accountable for the accuracy and professional integrity of the City's financial systems, compliance requirements, financial reports and analysis, and advice given. Work is performed according to detailed and complex policies, regulations and/or accounting principles requiring some independent judgment in interpretation and application.

Personal Contacts: Contacts are typically with co-workers and other City employees.

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

Physical Demands: The work is typically performed with the employee sitting at a desk with intermittent standing or walking. The employee occasionally lifts.

Work Environment: The work is typically performed in an office.

Supervisory and Management Responsibility: This position exercises supervision of the Accounts Payable, Payroll and Accounting personnel.

Minimum Qualifications:

Requires a bachelor's degree required in Finance, accounting, or a closely related field; five (5) years of progressively responsible experience supervising accounting, bank reconciliation, fixed assets, cash receipting and audits with a municipal or local government experience preferred; equivalent combination of education and experience which provides the requisite knowledge, skills, and abilities for this job.

The City has the right to revise this job description at any time. This description does not represent in any way a contract of employment.

The City of Stockbridge commits to a policy of equal employment opportunity for applicants and employees, complying with local, state and federal laws. The City's policy is to employ qualified persons without discrimination regarding race, creed, color, religion, age, sex, country of national origin, marital status, disability, sexual orientation, gender identity, genetic information, political affiliation, ethnicity, or status in any other group protected by federal, state, local laws.

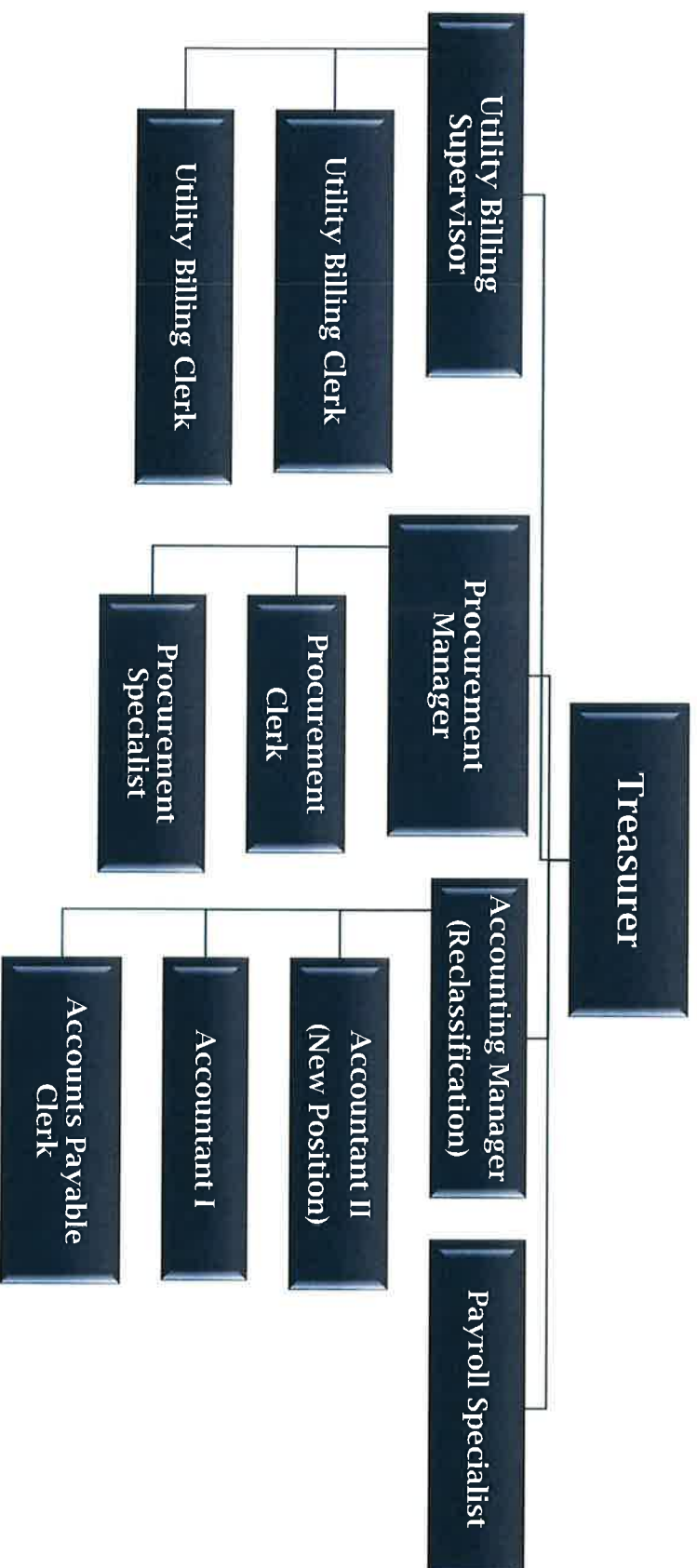
Employee Acknowledgment

Date



REQUEST FOR NEW POSITION AND RECLASS OF A POSITION

PRESENTED BY: LAKEISHA GAINES



New Position and Reclassed Position

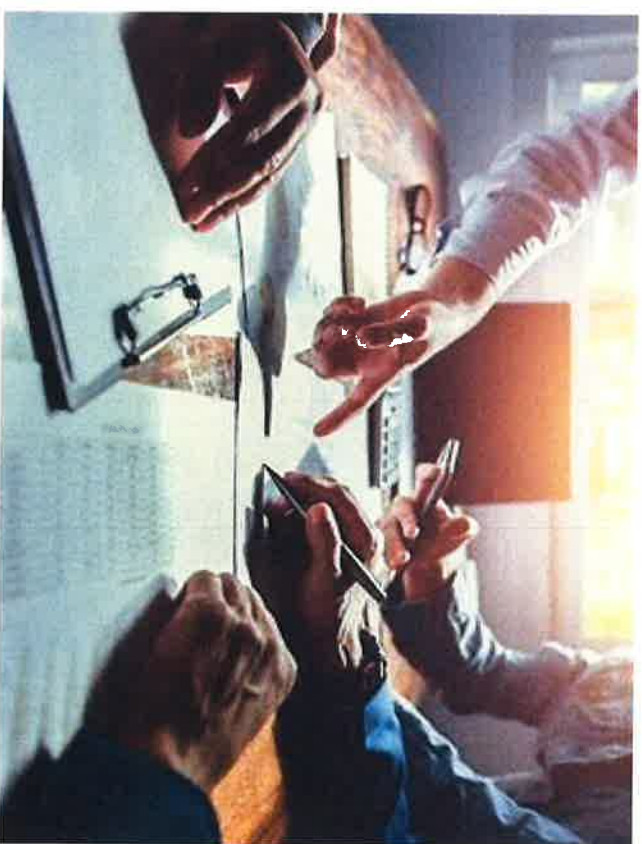
- ❑ **Accountant II** - (New Role) - This position will report to the Accounting Manager and focus on bank reconciliations, maintain inventory & fixed assets (which includes depreciation and amortization of Stockbridge's assets), reconcile the WEX gas cards, supervise the Finance Intern (seasonal) and be the designated back-up for payroll.
 - ❑ The pay class for this role is 113 (min \$58,750.73, mid \$74,907.18)
- ❑ **Accounting Manager** - (Reclass from the Senior Accountant) This position will step into more of a managerial and reporting role, manage the Accountant II, Accountant I and the Accounting Clerk, complete the City Manager's Monthly report, manages the Financial reporting for the Grants, assist with the Audit, In charge of Month End Close, maintains the compliance for GASB 86, 87 & 96, maintains Internal Controls, handles the Accounts Receivables and Accounts Payables, assist the Treasurer in creating Processes, Procedures and SOPs, Approves wires & ACHs, assist with the annual budget preparation, back-up the Treasurer as needed.
 - ❑ The pay class for this role is 117 (min \$74,171.44, med \$94,568.59) this will be a pay increase of 10%



BUDGET FOR FY 2024

Current Budget

- ☐ Budgeted Salary - \$575,778.65
- ☐ YTD Salary (as of September 9 - pay period)- \$289,370.58
- ☐ Projected salary for the remainder of the year - \$269,488.63
- ☐ Estimated Year End total \$531,910.35
- ☐ Remaining budget of \$43,868.30





City of Stockbridge

Budget Report

Account Summary

For Fiscal: 2024 Period Ending: 08/31/2024

Division: 15100 - FINANCIAL ADMINISTRATION

Expense

Class: 51 - PERSONAL SERVICES AND EMPLOYEE BENEFITS

100-15100-511100	REGULAR EMPL SALARIES	575,778.65	575,778.65	35,407.06	262,411.72	0.00	313,366.93	54.42 %
100-15100-511300	OVERTIME	200.00	200.00	82.91	742.60	0.00	-542.60	-271.30 %
100-15100-512100	GRP INSRNC MEDICAL/DENTAL	134,696.90	134,696.90	13,720.53	107,187.75	0.00	27,509.15	20.42 %
100-15100-512101	FEES GRP INS	2,500.00	2,500.00	274.50	2,106.00	0.00	394.00	15.76 %
100-15100-512110	GROUP INSURANCE LIFE	1,875.00	1,875.00	0.00	944.58	0.00	930.42	49.62 %
100-15100-512111	GROUP INSURANCE VISION	1,250.00	1,250.00	68.52	459.22	0.00	790.78	63.26 %
100-15100-512200	MEDICARE 1.45%	7,500.00	7,500.00	514.98	3,787.09	0.00	3,712.91	49.51 %
100-15100-512400	PENSION	59,000.00	59,000.00	4,801.01	38,408.08	0.00	20,591.92	34.90 %
100-15100-512600	UNEMPLOYMENT INSURANCE	5,250.00	5,250.00	0.00	3,285.00	0.00	1,965.00	37.43 %
100-15100-512700	WORKER'S COMPENSATION	5,000.00	5,000.00	176.63	1,815.91	0.00	3,184.09	63.68 %
100-15100-512800	EMPLOYEE ASSISTANCE PROG.	1,625.00	1,625.00	0.00	1,428.30	0.00	196.70	12.10 %
100-15100-512851	HRA DEDUCTIBLE	24,000.00	24,000.00	0.00	0.00	0.00	24,000.00	100.00 %
Class: 51 - PERSONAL SERVICES AND EMPLOYEE BENEFITS Total:		818,675.55	818,675.55	55,046.14	422,576.25	0.00	396,099.30	48.38 %

Class: 52 - PURCHASED / CONTRACTED SERVICES

100-15100-521100	CONSULTANT FEES	20,000.00	20,000.00	0.00	1,750.00	0.00	18,250.00	91.25 %
100-15100-521210	ACCOUNTING/ANNUAL AUDIT	50,000.00	50,000.00	0.00	97,000.00	0.00	-47,000.00	-94.00 %
100-15100-521223	PAYROLL FEES	10,000.00	10,000.00	0.00	9,472.21	11,371.59	-10,843.80	-108.44 %
100-15100-522210	MAINTENANCE AGREEMENTS	48,000.00	48,000.00	0.00	30,102.96	0.00	17,897.04	37.29 %
100-15100-522250	AUTO & TRUCK REPAIR	0.00	0.00	0.00	373.31	0.00	-373.31	0.00 %
100-15100-522320	RENTAL OF EQUIP & VEHICLE	400.00	400.00	0.00	0.00	0.00	400.00	100.00 %
100-15100-522341	COPIER RENTAL	4,000.00	4,000.00	0.00	1,301.51	930.49	1,768.00	44.20 %
100-15100-522340	AT&T CLUB SERVICE	10,000.00	10,000.00	2,204.96	15,491.76	0.00	-5,491.76	-54.92 %
100-15100-522346	TELECOMMUNICATION	22,000.00	22,000.00	1,803.26	14,182.76	0.00	7,817.24	35.53 %
100-15100-522400	PRINTING & BINDING	500.00	500.00	0.00	978.24	0.00	-478.24	-95.65 %
100-15100-523500	TRAVEL	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	100.00 %
100-15100-523600	DUES & FEES	2,000.00	3,000.00	0.00	1,416.00	480.00	1,104.00	36.80 %
100-15100-523700	EDUCATION & TRAINING	10,000.00	7,000.00	0.00	0.00	480.00	6,520.00	93.14 %
100-15100-523850	PERSONNEL SERVICE	0.00	10,588.04	0.00	103,181.18	22,930.86	-115,524.00	-1,091.08 %
100-15100-523851	INTERN HELP	0.00	0.00	852.00	3,160.00	0.00	-3,160.00	0.00 %
100-15100-523901	BANK CHARGES	5,000.00	5,000.00	0.00	531.21	0.00	4,468.79	89.38 %
100-15100-523905	COLLECTION FEE HENRY COUNTY	0.00	0.00	13.15	2,730.51	0.00	-2,730.51	0.00 %
100-15100-523909	CREDIT CARD EXPENSES	15,000.00	15,000.00	0.00	21,811.57	210.00	-7,021.57	-46.81 %

Budget Report

For Fiscal: 2024 Period Ending: 08/31/2024

[100-15100-523940](#)

Class: 53 - SUPPLIES

POSTAGE
Class: 52 - PURCHASED / CONTRACTED SERVICES Total:

[100-15100-531130](#)
[100-15100-531140](#)
[100-15100-531700](#)
[100-15100-531701](#)
[100-15100-531750](#)

OFFICE SUPPLIES
SUPPLIES & MATERIALS
MISCELLANEOUS EXPENSE
HOSPITALITY/FOOD/BEVERAGE
UNIFORMS

Class: 53 - SUPPLIES Total:

Class: 54 - CAPITAL OUTLAY

STORM WATER/PROPERTY TAX
FURNITURE & FIXTURES
COMPUTER SOFTWARE
EQUIPMENT

[100-15100-541406](#)
[100-15100-542300](#)
[100-15100-542400](#)
[100-15100-542500](#)

Class: 54 - CAPITAL OUTLAY Total:

Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Remaining
2,500.00	2,500.00	0.00	1,291.48	0.00	1,208.52	48.34 %
209,400.00	217,988.04	4,873.37	304,774.70	36,402.94	-123,189.60	-56.51%

Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Remaining
3,000.00	5,000.00	0.00	3,823.94	662.33	513.73	10.27 %
500.00	500.00	0.00	506.09	0.00	-6.09	-1.22 %
500.00	500.00	0.00	171.58	0.00	328.42	65.68 %
750.00	750.00	28.83	605.55	0.00	144.45	19.26 %
500.00	500.00	0.00	0.00	0.00	500.00	100.00 %
5,250.00	7,250.00	28.83	5,107.16	662.33	1,480.51	20.42%

Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Remaining
20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	100.00 %
500.00	500.00	0.00	0.00	0.00	500.00	100.00 %
20,000.00	20,000.00	0.00	456.00	-456.00	20,000.00	100.00 %
500.00	500.00	0.00	0.00	0.00	500.00	100.00 %
41,000.00	41,000.00	0.00	456.00	-456.00	41,000.00	100.00%

Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Remaining
1,074,325.55	1,084,913.59	59,948.34	732,914.11	36,609.27	315,390.21	29.07%
Expense Total:	1,084,913.59	59,948.34	732,914.11	36,609.27	315,390.21	29.07%

Division: 15100 - FINANCIAL ADMINISTRATION Total:

Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Remaining
1,074,325.55	1,084,913.59	59,948.34	732,914.11	36,609.27	315,390.21	29.07%
Report Total:	1,084,913.59	59,948.34	732,914.11	36,609.27	315,390.21	29.07%

Group Summary

Class	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance		Percent Remaining
						Favorable	(Unfavorable)	
Division: 15100 - FINANCIAL ADMINISTRATION								
Expense								
51 - PERSONAL SERVICES AND EMPLOYEE BENEFITS	818,675.55	818,675.55	55,046.14	422,576.25	0.00	396,099.30		48.38%
52 - PURCHASED / CONTRACTED SERVICES	209,400.00	217,988.04	4,873.37	304,774.70	36,402.94	-123,189.60		-56.51%
53 - SUPPLIES	5,250.00	7,250.00	28.83	5,107.16	662.33	1,480.51		20.42%
54 - CAPITAL OUTLAY	41,000.00	41,000.00	0.00	456.00	-456.00	41,000.00		100.00%
Expense Total:	1,074,325.55	1,084,913.59	59,948.34	732,914.11	36,609.27	315,390.21		29.07%
Division: 15100 - FINANCIAL ADMINISTRATION Total:								
	1,074,325.55	1,084,913.59	59,948.34	732,914.11	36,609.27	315,390.21		29.07%
Report Total:	1,074,325.55	1,084,913.59	59,948.34	732,914.11	36,609.27	315,390.21		29.07%

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance	
						Favorable (Unfavorable)	Percent Remaining
100 - GENERAL FUND	1,074,325.55	1,084,913.59	59,948.34	732,914.11	36,609.27	315,390.21	29.07%
Report Total:						315,390.21	29.07%