



CITY OF JONESBORO
Regular Meeting
170 SOUTH MAIN STREET
December 11, 2017 – 6:00 PM

NOTE: As set forth in the Americans with Disabilities Act of 1990, the City of Jonesboro will assist citizens with special needs given proper notice to participate in any open meetings of the City of Jonesboro. Please contact the City Clerk's Office via telephone (770-478-3800) or email at rclark@jonesboroga.com should you need assistance.

Agenda

- I. CALL TO ORDER - MAYOR JOY B. DAY**
- II. ROLL CALL - RICKY L. CLARK, JR., CITY MANAGER**
- III. INVOCATION**
- IV. PLEDGE OF ALLEGIANCE**
- V. ADOPTION OF AGENDA**
- VI. PRESENTATIONS**
- VII. PUBLIC COMMENT (PLEASE LIMIT COMMENTS TO THREE (3) MINUTES)**
- VIII. MINUTES**
 - 1. Consideration of the Minutes of the November 13, 2017 Regular Meeting.
 - 2. Consideration of the Minutes of the November 20, 2017 Special Called Meeting.
 - 3. Consideration of the Minutes of the December 4, 2017 Work Session.
- IX. CONSENT AGENDA**
 - 1. Council to consider Resolution No. 2017- 10 authorizing the submission of a Community Development Block Grant Application for the Broad Street Plaza project.
 - 2. Council to consider regarding approval of the FY' 18 Holiday Calendar.
 - 3. Council to consider Resolution participation in the Georgia Fund 1 Investment Pool Account.
 - 4. Council to consider cost-sharing for Main Street Banners with the Downtown Development Authority.

5. Council to consider changing the January 2, 2018 Worksession to be held in conjunction with the Regular Meeting on January 8, 2017.
6. Council to consider FY' 17 Budget Amendment #17-02.
7. Council to consider planning proposal for additional services on Broad Street from TSW & Moore Bass Consulting.

X. OLD BUSINESS

XI. NEW BUSINESS

1. Council to consider awarding RFP for Broad Street Demolition.

XII. OTHER BUSINESS

1. Executive Session for the purpose of discussing the conveyance of real estate.
2. Consider any action(s) if necessary based on decision(s) made in the Executive Session

XIII. ADJOURNMENT

**CITY OF JONESBORO
REGULAR MEETING
170 SOUTH MAIN STREET
November 13, 2017 – 6:00 PM**

MINUTES

The City of Jonesboro Mayor & Council held their Regular Meeting on Monday, November 13, 2017. The meeting was held at 6:00 PM at the Jonesboro Police Station, 170 South Main Street, Jonesboro, Georgia.

AGENDA

- I. CALL TO ORDER - MAYOR JOY B. DAY**
- II. ROLL CALL - RICKY L. CLARK, JR., CITY MANAGER**

Attendee Name	Title	Status	Arrived
Joy B. Day	Mayor	Absent	
Pat Sebo	Mayor Pro Tem, Presiding	Present	
Larry Boak	Councilmember	Present	
Jack Bruce	Councilmember	Absent	
Alfred Dixon	Councilmember	Present	
Billy Powell	Councilmember	Present	
Ed Wise	Councilmember	Present	
Ricky L. Clark	City Manager	Present	
Pat Daniel	Assistant City Clerk	Present	
Franklin Allen	Chief of Police	Present	
Joe Nettleton	Public Works Director	Present	
Cable Glenn-Brooks	Executive Assistant	Present	

- III. INVOCATION - LED BY MR. WILLIAM WELLS**
- IV. PLEDGE OF ALLEGIANCE**
- V. ADOPTION OF AGENDA**

1. Motion to amend the agenda to add the following items:

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ed Wise, Councilmember
SECONDER:	Billy Powell, Councilmember
AYES:	Boak, Dixon, Powell, Sebo, Wise
ABSENT:	Jack Bruce

Under Presentations

- Proclamation congratulating the Jonesboro Middle School Football Team for their first ever undefeated season.
- Proclamation honoring Business Networking Month.
- Awarding of the 3rd Annual Jonesboro Scarecrow Decorating Contest.

Minutes Acceptance: Minutes of Nov 13, 2017 6:00 PM (MINUTES)

VI. PRESENTATIONS

1. Proclamation congratulating the Jonesboro Middle School Football Team for their first ever undefeated season.

At this time, Mayor Pro Tem Sebo presented the Proclamation to members of the Jonesboro Middle School Football Team and their Administration.

2. Proclamation honoring Business Networking Month.

At this time, Mayor Pro Tem Sebo presented the Proclamation Chi Chi Okezie.

3. Awarding of the 3rd Annual Jonesboro Scarecrow Decorating Contest.

The 3rd Annual Jonesboro Scarecrow Decorating Contest Winners are as follows:

1st Place - Jackson Elementary School

2nd Place - Better Buy Glass

3rd Place - MD Roberts Middle School

VII. PUBLIC HEARING

1. Public Hearing regarding Conditional Use Permit at 8557 Tara Blvd as requested by Uhaul.

At this time Mayor Pro Tem Sebo opened the Public Hearing. After several spoke both in favor of the development and against, the Public Hearing was duly adjourned.

2. Public Hearing regarding FY' 18 Budget.

At this time, Mayor Pro Tem Sebo opened the Public Hearing. As none were present to speak, the Public Hearing was duly adjourned.

VIII. PUBLIC COMMENT (PLEASE LIMIT COMMENTS TO THREE (3) MINUTES)

None Present to Speak

IX. MINUTES

1. Consideration of the Minutes of the October 9, 2017 Regular Meeting.

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Ed Wise, Councilmember
SECONDER:	Alfred Dixon, Councilmember
AYES:	Boak, Dixon, Powell, Sebo, Wise
ABSENT:	Jack Bruce

2. Consideration of the Minutes of the November 6, 2017 Work Session.

Minutes Acceptance: Minutes of Nov 13, 2017 6:00 PM (MINUTES)

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Larry Boak, Councilmember
SECONDER:	Alfred Dixon, Councilmember
AYES:	Boak, Dixon, Powell, Sebo, Wise
ABSENT:	Jack Bruce

X. CONSENT AGENDA - NONE

XI. OLD BUSINESS

1. Council to consider Conditional Use at 8557 Tara Blvd as requested by Uhaul.

RESULT:	DENIED [UNANIMOUS]
MOVER:	Alfred Dixon, Councilmember
SECONDER:	Ed Wise, Councilmember
AYES:	Boak, Dixon, Powell, Sebo, Wise
ABSENT:	Jack Bruce

Based upon Staff Recommendation.

2. Council to consider Ordinance 2017-12 adopting the FY' 18 Budget.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Alfred Dixon, Councilmember
SECONDER:	Ed Wise, Councilmember
AYES:	Boak, Dixon, Powell, Sebo, Wise
ABSENT:	Jack Bruce

XII. NEW BUSINESS - NONE

XIII. OTHER BUSINESS - NONE

XIV. ADJOURNMENT

1. Motion to adjourn.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ed Wise, Councilmember
SECONDER:	Alfred Dixon, Councilmember
AYES:	Boak, Dixon, Powell, Sebo, Wise
ABSENT:	Jack Bruce

JOY B. DAY – MAYOR

RICKY L. CLARK, JR. – CITY MANAGER

Minutes Acceptance: Minutes of Nov 13, 2017 6:00 PM (MINUTES)

**CITY OF JONESBORO
SPECIAL CALLED MEETING
170 SOUTH MAIN STREET
November 20, 2017 – 6:00 PM**

MINUTES

The City of Jonesboro Mayor & Council held their Special Called Meeting on Monday, November 20, 2017. The meeting was held at 6:00 PM at the Jonesboro Police Station, 170 South Main Street, Jonesboro, Georgia.

AGENDA

I. CALL TO ORDER

Attendee Name	Title	Status	Arrived
Joy B. Day	Mayor	Present	
Larry Boak	Councilmember	Present	
Jack Bruce	Councilmember	Absent	
Alfred Dixon	Councilmember	Present	
Billy Powell	Councilmember	Present	
Pat Sebo	Councilmember	Present	
Ed Wise	Councilmember	Present	
Ricky L. Clark	City Manager	Present	
Pat Daniel	Assistant City Clerk	Absent	
Franklin Allen	Chief of Police	Absent	
Joe Nettleton	Public Works Director	Present	
Cable Glenn-Brooks	Executive Assistant	Present	

II. PUBLIC HEARING

- Public Hearing regarding the rezoning of the following parcels: 06032A B007 - 3.34 acres from H1 to M-1 06032A B001 - 9.80 acres from H1 to M-1 06032A B008 - 0.47 acres from H-1 to M-1 06001 032020 - 21.37 acres from H-1 to M-1 06032A B010 - .47 acres from H-1 to M-1 06032A B009 - .47 acres from GB to C-1 06032A B002 - 2.75 acres from H-1 to M-1

At this time, Mayor Day opened the Public Hearing. As none were present to speak, the Public Hearing was duly adjourned.

III. AGENDA ITEMS

- Council to consider Ordinance #2017-13 to annex and rezone certain property (38.67 acres) into the City of Jonesboro.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ed Wise, Councilmember
SECONDER:	Pat Sebo, Councilmember
AYES:	Boak, Dixon, Powell, Sebo, Wise
ABSENT:	Jack Bruce

Minutes Acceptance: Minutes of Nov 20, 2017 6:00 PM (MINUTES)

2. Council to consider a number of variances for Parcel #06001 032020.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Pat Sebo, Councilmember
SECONDER:	Billy Powell, Councilmember
AYES:	Boak, Dixon, Powell, Sebo, Wise
ABSENT:	Jack Bruce

The following variances were approved:

1. PROPERTY SECURITY (Access, Fencing, Lighting & Sidewalks):

Article Reference: Jonesboro M-1 Ordinance & Tara Boulevard Overlay District Ordinance 86-108; 86-109 *Exemption from two points of access, frontage sidewalks on S. Main Street, exemption from the street lighting requirement and the ability to utilize barbed wire in specific areas*

2. BUILDING AESTHETICS (Parapets, Building Heights, Colors, Materials & Fenestration):

Article Reference: Jonesboro M-1 Ordinance & Tara Boulevard Overlay District Ordinance 86-108; 86-109 *Exemption from parapets on South Main Street & Tara Blvd., ability to use concrete tilt construction painted with corporate color accents, to have a ridgeline height of 42' and exemption from the 40% fenestration requirement.*

3. SITE PLAN BUFFER / IMPERVIOUS ITEMS (Buffer yards; Parking layout / location & bicycle parking / multi use paths):

Article Reference: Jonesboro Tara Boulevard Overlay District Ordinance 86-109 (f)(6); (j)(1,4) & (f)(2) *Exemption from buffer yards along street frontages including the limitation of detention in front yards; exemption from parking layout restrictions and exemption from bicycle parking & multi use paths.*

4. BUILDING AESTHETICS (Building Heights & Materials):

Article Reference: Jonesboro M-1 Ordinance & Tara Boulevard Overlay District Ordinance 86-108 (b-7) & 86- 109(k) *Ability to use concrete tilt construction painted with corporate color accents and to have a ridgeline height of 42'+/- at the manufacturing / production area only.*

3. Council to consider subdividing parcels 06001-001001A, 06001-001001, 06032B A18, A19 & A20

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Billy Powell, Councilmember
SECONDER:	Ed Wise, Councilmember
AYES:	Boak, Dixon, Powell, Sebo, Wise
ABSENT:	Jack Bruce

IV. ADJOURNMENT

1. Motion to Adjourn.

RESULT:
MOVER:
SECONDER:
AYES:
ABSENT:

APPROVED [UNANIMOUS]
Billy Powell, Councilmember
Pat Sebo, Councilmember
Boak, Dixon, Powell, Sebo, Wise
Jack Bruce

JOY B. DAY – MAYOR

RICKY L. CLARK, JR. – CITY MANAGER

Minutes Acceptance: Minutes of Nov 20, 2017 6:00 PM (MINUTES)

**CITY OF JONESBORO
WORK SESSION
170 SOUTH MAIN STREET
December 4, 2017 – 6:00 PM**

MINUTES

The City of Jonesboro Mayor & Council held their Work Session on Monday, December 4, 2017. The meeting was held at 6:00 PM at the Jonesboro Police Station, 170 South Main Street, Jonesboro, Georgia.

AGENDA

- I. CALL TO ORDER - MAYOR JOY B. DAY**
- II. ROLL CALL - RICKY L. CLARK, JR., CITY MANAGER**

Attendee Name	Title	Status	Arrived
Joy B. Day	Mayor	Present	
Larry Boak	Councilmember	Present	
Jack Bruce	Councilmember	Absent	
Alfred Dixon	Councilmember	Present	
Billy Powell	Councilmember	Present	
Pat Sebo	Councilmember	Present	
Ed Wise	Councilmember	Present	
Ricky L. Clark	City Manager	Present	
Pat Daniel	Assistant City Clerk	Present	
Franklin Allen	Chief of Police	Absent	
Joe Nettleton	Public Works Director	Present	

- III. INVOCATION - LED BY MR. WILLIAM WELLS**
- IV. ADOPTION OF AGENDA**

- 1. Motion to adopt the Agenda with the following additions:

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ed Wise, Councilmember
SECONDER:	Pat Sebo, Councilmember
AYES: Boak, Dixon, Powell, Sebo, Wise	
ABSENT:	Jack Bruce

G. Council to consider approval of Resolution 2017-11 joining the Clayton County Land Bank Authority.

H. Discussion regarding proposals from TSW and Moore, Bass Consulting for Broad Street Project.

V. WORK SESSION

- A. Discussion regarding Resolution No. 2017- 10 authorizing the submission of a Community Development Block Grant Application for the Broad Street Plaza project.

Minutes Acceptance: Minutes of Dec 4, 2017 6:00 PM (MINUTES)

RESULT: CONSENT AGENDA ITEM**Next: 12/11/2017 6:00 PM**

- B. Discussion regarding participation in the Georgia Fund 1 Investment Pool Account.

RESULT: CONSENT AGENDA ITEM**Next: 12/11/2017 6:00 PM**

- C. Discussion regarding approval of the FY' 18 Holiday Calendar.

RESULT: CONSENT AGENDA ITEM**Next: 12/11/2017 6:00 PM**

- D. Discussion regarding cost-sharing for Main Street Banners with the Downtown Development Authority.

RESULT: CONSENT AGENDA ITEM**Next: 12/11/2017 6:00 PM**

- E. Discussion regarding changing the January 2, 2018 Worksession to be held in conjunction with the Regular Meeting on January 8, 2017.

RESULT: CONSENT AGENDA ITEM**Next: 12/11/2017 6:00 PM**

- F. Discussion regarding FY' 17 Budget Amendment #17-02.

RESULT: CONSENT AGENDA ITEM**Next: 12/11/2017 6:00 PM**

- G. Council to consider approval of Resolution 2017-11 joining the Clayton County Land Bank Authority.

RESULT:**APPROVED [UNANIMOUS]****MOVER:**

Ed Wise, Councilmember

SECONDER:

Alfred Dixon, Councilmember

AYES:

Boak, Dixon, Powell, Sebo, Wise

ABSENT:

Jack Bruce

- H. Discussion regarding proposals from TSW and Moore, Bass Consulting for Broad Street Project.

RESULT: CONSENT AGENDA ITEM**Next: 12/11/2017 6:00 PM**

VI. OTHER BUSINESS

- A. Executive Session for the purpose of discussing pending or potential litigation, real estate acquisition & personnel related matters.

RESULT:**APPROVED [UNANIMOUS]****MOVER:**

Ed Wise, Councilmember

SECONDER:

Pat Sebo, Councilmember

AYES:

Boak, Dixon, Powell, Sebo, Wise

ABSENT:

Jack Bruce

Minutes Acceptance: Minutes of Dec 4, 2017 6:00 PM (MINUTES)

VII. CONSIDER ANY ACTION(S) IF NECESSARY BASED ON DECISION(S) MADE IN THE EXECUTIVE SESSION.

1. Motion to approve Option Agreement for the sale and purchase of real property located at 102 Burnett Street.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Pat Sebo, Councilmember
SECONDER:	Ed Wise, Councilmember
AYES:	Boak, Dixon, Powell, Sebo, Wise
ABSENT:	Jack Bruce

2. Motion to approve Agreement between Georgia Public Affairs and the City of Jonesboro for lobbying services.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ed Wise, Councilmember
SECONDER:	Billy Powell, Councilmember
AYES:	Boak, Dixon, Powell, Sebo, Wise
ABSENT:	Jack Bruce

VIII. ADJOURNMENT

- A. Motion to adjourn.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Billy Powell, Councilmember
SECONDER:	Alfred Dixon, Councilmember
AYES:	Boak, Dixon, Powell, Sebo, Wise
ABSENT:	Jack Bruce

JOY B. DAY – MAYOR

RICKY L. CLARK, JR. – CITY MANAGER

Minutes Acceptance: Minutes of Dec 4, 2017 6:00 PM (MINUTES)



CITY OF JONESBORO, GEORGIA COUNCIL
Agenda Item Summary

Agenda Item #

9.1

CONSENT AGENDA – 1

COUNCIL MEETING DATE
December 11, 2017

Requesting Agency (Initiator)

Office of the City Manager

Sponsor(s)

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

Council to consider Resolution No. 2017- 10 authorizing the submission of a Community Development Block Grant Application for the Broad Street Plaza project.

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

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

Yes

Summary & Background

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

Earlier in the year, the City was awarded a CDBG grant for North McDonough Street in the amount of \$161,000. As project plans regarding Broad Street began to move forward, we requested repurposing the funding appropriated for North McDonough to Broad Street. The County has approved our request to reprogram funding to pay for demolition of structures.

The scope of work of the Broad Street Project is conceived to provide a central “oasis” in our downtown center for low to moderate income citizens who reside nearby, as well as a welcoming spot for visitors and customers entering the area. Sidewalks and additional pathways will add to the walkability of the area. The City of Jonesboro has attained ownership of all properties just south of the Firehouse Museum on West Mill Street, including the parking lot adjacent to Church Street. The City will demolish those buildings to provide an area for a City Green as well as a redesign of the parking lot. The Scope will include an assessment of the rear basements of buildings facing west on Broad Street. This assessment will facilitate the addition of sunken terraces to offer access to the basements of potential business space.

Fiscal Impact

(Include projected cost, approved budget amount and account number, source of funds, and any future funding requirements.)

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

- RES 2017-10 - CDBG Approval

Staff Recommendation *(Type Name, Title, Agency and Phone)*

Discussion

FOLLOW-UP APPROVAL ACTION (City Clerk)

Typed Name and Title

Ricky L. Clark, City Manager

Date

December, 11, 2017

12/04/17
ITEM

City Council
Next: 12/11/17

CONSENT AGENDA

Signature

City Clerk's Office

STATE OF GEORGIA

CITY OF JONESBORO

RESOLUTION NO. 2017-10

A RESOLUTION OF THE CITY OF JONESBORO, GEORGIA, AUTHORIZING SUBMISSION OF A COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION

- WHEREAS,** the City of Jonesboro, Georgia, (hereinafter referred to as the “City”) is a Municipal Corporation duly organized and existing under the laws of the State of Georgia; and
- WHEREAS,** federal monies are available under the Clayton County Community Development Block Grant program for the purpose of the provision or improvement of public facilities; and
- WHEREAS,** after due consideration, the Mayor & City Council of the City of Jonesboro has recommended that an application be submitted for the following project: Broad Street Plaza; and
- WHEREAS,** the Council has reviewed the need for the proposed project(s) and the benefit(s) to be gained there from and believe this project to be in the best interest of the City; and

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the City of Jonesboro does hereby approve and authorize the preparation and filing of an application for the above-name project(s); and that the Mayor is hereby authorized to sign all necessary documents on behalf of the City Council: and that authority is hereby granted to the Mayor to take the necessary steps to prepare and file the application for funds under this program in accordance with this resolution.

SO RESOLVED AND EFFECTIVE, this 11th day of December, 2017.

APPROVED:

ATTEST:

Joy B. Day, Mayor

Ricky L. Clark, Jr., City Manager

APPROVED AS TO FORM:

(SEAL)

Steve Fincher, City Attorney

A handwritten signature in blue ink, appearing to be 'MSJ', located at the bottom center of the page.

STATE OF GEORGIA

CITY OF JONESBORO

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY OF JONESBORO, GEORGIA, AUTHORIZING
SUBMISSION OF A COMMUNITY DEVELOPMENT BLOCK GRANT
APPLICATION**

- WHEREAS,** the City of Jonesboro, Georgia, (hereinafter referred to as the “City”) is a Municipal Corporation duly organized and existing under the laws of the State of Georgia; and
- WHEREAS,** federal monies are available under the Clayton County Community Development Block Grant program for the purpose of the provision or improvement of public facilities; and
- WHEREAS,** after due consideration, the Mayor & City Council of the City of Jonesboro has recommended that an application be submitted for the following project: Broad Street Plaza; and
- WHEREAS,** the Council has reviewed the need for the proposed project(s) and the benefit(s) to be gained there from and believe this project to be in the best interest of the City; and

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the City of Jonesboro does hereby approve and authorize the preparation and filing of an application for the above-name project(s); and that the Mayor is hereby authorized to sign all necessary documents on behalf of the City Council: and that authority is hereby granted to the Mayor to take the necessary steps to prepare and file the application for funds under this program in accordance with this resolution.

SO RESOLVED AND EFFECTIVE, this 11th day of December, 2017.

APPROVED:

ATTEST:

Joy B. Day, Mayor

Ricky L. Clark, Jr., City Manager

APPROVED AS TO FORM:

(SEAL)

Steve Fincher, City Attorney

Attachment: RES 2017-10 - CDBG Approval (1191 : CDBG - Broad Street)



CITY OF JONESBORO, GEORGIA COUNCIL
Agenda Item Summary

Agenda Item #

9.2

CONSENT AGENDA – 2

COUNCIL MEETING DATE
December 11, 2017

Requesting Agency (Initiator)

Office of the City Manager

Sponsor(s)

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

Council to consider regarding approval of the FY' 18 Holiday Calendar.

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

Requires Adoption by Mayor & Council

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

Summary & Background

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

The schedule set forth simply formalizes the FY' 18 Holiday Calendar. In addition, this year staff is recommending that employees be allowed to take their floating holiday any time within the year. Should the floating holiday not be used before the end of the year, the employee will lose the time.

- Monday, January 1, 2018 – **New Year's Day**
- Monday, January 15, 2018 – **Martin Luther King, Jr. Day**
- Monday, May 28, 2018- **Memorial Day**
- Wednesday, July 4, 2018- **Independence Day**
- Monday, September 3, 2018 – **Labor Day**
- Thursday, November 22, 2018 – **Thanksgiving Day**
- Friday, November 23, 2018 – **Thanksgiving**
- Monday, December 24, 2018 – **Christmas Eve**
- Tuesday, December 25, 2018 - **Christmas Day**

Fiscal Impact

(Include projected cost, approved budget amount and account number, source of funds, and any future funding requirements.)

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

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Staff Recommendation *(Type Name, Title, Agency and Phone)*

Approval

FOLLOW-UP APPROVAL ACTION (City Clerk)

Typed Name and Title

Ricky L. Clark, City Manager

Date

December, 11, 2017

12/04/17
ITEM

City Council
Next: 12/11/17

CONSENT AGENDA

Signature

City Clerk's Office



CITY OF JONESBORO, GEORGIA COUNCIL
Agenda Item Summary

Agenda Item #

9.3

CONSENT AGENDA – 3

COUNCIL MEETING DATE
December 11, 2017

Requesting Agency (Initiator)

Office of the City Manager

Sponsor(s)

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

Council to consider Resolution participation in the Georgia Fund 1 Investment Pool Account.

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

Ocga 36-83-1 & Ocga 36-83-8

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

Summary & Background

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

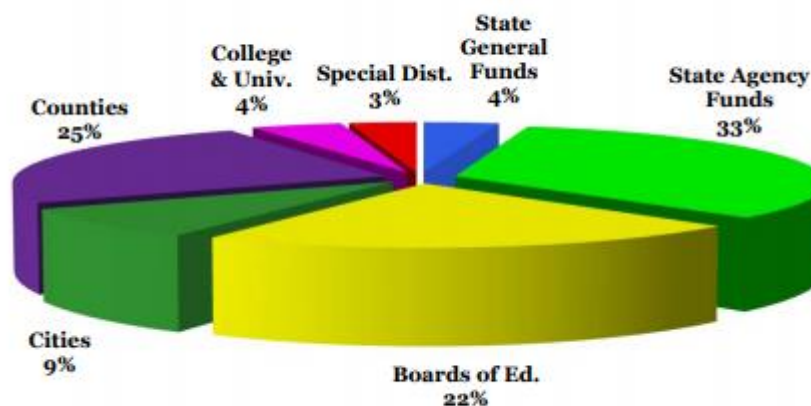
Georgia Fund 1 is offered by the State of Georgia to counties, municipalities, public colleges and universities, boards of education, special districts, state agencies, and other authorized entities as a conservative, efficient, and liquid investment alternative. The primary investment objectives of Georgia Fund 1 are safety of capital, liquidity, yield, and diversification with primary emphasis on safety of capital and liquidity.

Except for cash in certain restricted and special funds, the City will consolidate cash and reserve balances from all funds to optimize investment earnings and to increase efficiencies with regard to investment pricing, safekeeping and administration. Investment income will be allocated to the various funds especially for the upcoming property purchases.

Monthly fees = .0005 * (# of actual days in month/365) * average daily balance.

For the month of October 2017, GF1 participants earned 1.09%*. • As of October 31, 2017, GF1 assets were \$11.8 billion. The weighted average maturity (WAM) was 15 days.

Account Holder Distribution



FOLLOW-UP APPROVAL ACTION (City Clerk)

Typed Name and Title

Ricky L. Clark, City Manager

Date

December, 11, 2017

**12/04/17
ITEM**

**City Council
Next: 12/11/17**

CONSENT AGENDA

Signature

City Clerk's Office

Fiscal Impact*(Include projected cost, approved budget amount and account number, source of funds, and any future funding requirements.)***9.3****Exhibits Attached** *(Provide copies of originals, number exhibits consecutively, and label all exhibits in the upper right corner.)*

- GF1 Resolution_Revised Jan 2012
- Disclosure October 2017

Staff Recommendation *(Type Name, Title, Agency and Phone)***Approval**

For Customer Use:

I have an existing Acct. # This resolution is for: New Account

Change to Existing Acct. #

For OTFS Use Only:

_____ Acct Approved

_____ Audit

_____ Addr Entered

_____ AD1

Res. form 2000A

Auth Entered.

Wire Instructions

Wire Templates Approval:

AD2

GEORGIA FUND 1

(local government investment pool) RESOLUTION TO AUTHORIZE INVESTMENT

WHEREAS, Ga. Code Ann. §§36-83-1 to 36-83-8 authorizes Georgia local governments and other authorized entities to invest funds through the local government investment pool, and

WHEREAS, from time to time it may be advantageous to the

_____ to deposit funds available for
(Name of Local Government, Political Subdivision or State Agency)

investment in Georgia Fund 1 (hereinafter referred to as the local government investment pool) as it may deem appropriate; and

WHEREAS, to provide for the safety of such funds deposited in the local government investment pool, investments are restricted to those enumerated by Ga. Code Ann. §36-83-8 under the direction of the State Depository Board, considering first the probable safety of capital and then the probable income to be derived; and

WHEREAS, such deposits must first be duly authorized by the governing body of the local government or authorized entity and a certified copy of the resolution authorizing such investment filed with the Treasurer of the Office of the State Treasurer; and

WHEREAS, such resolution must name the official(s) authorized to make deposits or withdrawals of funds in the local government investment pool; and

WHEREAS, Ga. Code Ann. §36-83-8 requires a statement of the approximate cash flow requirements of the participating government pertaining to the funds to accompany the authorization to invest such funds at the time such deposits are duly authorized;

NOW, THEREFORE BE IT RESOLVED by the

(Board, Council or other Governing Body)

that funds of the
to

may be deposited from time

(Local Government, Political Subdivision, or State Agency)

time in the manner prescribed by law and the applicable policies and procedures for the local government investment pool.

BE IT FURTHER RESOLVED THAT:

1. Any one of the following individuals shall be authorized to deposit and/or withdraw funds from the local government investment pool on behalf of such government or other authorized entity (if a listed individual is employed by an entity other than the depositor, indicate employer):

Name, Title, (Employer, if applicable)

(Area Code) Phone Number

Email:

Email:

Email:

Email:

Email:

9.3

All withdrawals from the local government investment pool shall be wired to the following participant's demand deposit account: *(Many banks have separate instructions for wires and ACH deposits. Please verify both sets of instructions with your bank and provide them below. This will ensure accurate delivery of your funds to the designated bank account).*

(For ACH)

(Local Bank Name)

(Account Title)

(ABA Number)

(Account Number)

(City, State)

(For WIRE)

(Local Bank Name)

(Account Title)

(ABA Number)

(Account Number)

(City, State)

(If applicable) Our local bank prefers to receive credit for wire transfers at the following **Correspondent Bank**:

(Bank Name)

(City)

(ABA Number)

(Account Number)

Additional Bank Account (if applicable):

(For ACH)

(Local Bank Name)

(Account Title)

(ABA Number)

(Account Number)

(City, State)

(For WIRE)

(Local Bank Name)

(Account Title)

(ABA Number)

(Account Number)

(City, State)

Correspondent Bank (if applicable):

(Bank Name)

(City)

(ABA Number)

(Account Number)

3. The local government investment pool shall mail the monthly statements of account to:
(Attention)

(Address)

(Address)

(City, State & Zip)

4. Changes in the above authorization shall be made by cancellation or replacement resolution delivered to the Office of the State Treasurer. Until such a replacement resolution is received by the Office of the State Treasurer, the above authorized individuals, local government demand account instructions and statement mailing address(es) shall remain in full force and effect.

5. The following schedule represents the period in which existing balances are currently expected to remain invested in the local government investment pool:

_____ % 30 days or less;

_____ % more than 30 days but less than 90 days;

_____ % 90 days or longer.

100 %

Entered at _____, Georgia this _____ day of _____ 20____.
(Signature of Head of Governing Authority)

(Please Print or Type - Head of Governing Authority)

(Title)

Sworn to and subscribed before me this day of 20 .
(Notary Public)

Please complete and return an original copy to:

Georgia Fund 1
Office of the State Treasurer 200 Piedmont Avenue
Suite 1204, West Tower Atlanta, GA 30334-5527

Telephone: (404) 651-8964 or (404) 656-2993

Toll Free: (800) 222-6748

Fax: (404) 656-9048

Georgia Fund 1 (local government investment pool) deposits are not guaranteed or insured by any bank, the Federal Deposit Insurance Corporation (FDIC), the Federal Reserve Board, the State of Georgia or any other agency.

NOTARY SEAL

For Customer Use:

I have an existing Acct. #

This resolution is for:

New Account

Change to Existing Acct. #

For OTFS Use Only:

Acct Approved

Auth Entered.

Audit

Wire Instructions

Addr Entered

Wire Templates

Approval:

AD1

AD2

Res. form 2000A

GEORGIA FUND 1
(local government investment pool)
RESOLUTION TO AUTHORIZE INVESTMENT

WHEREAS, Ga. Code Ann. §§36-83-1 to 36-83-8 authorizes Georgia local governments and other authorized entities to invest funds through the local government investment pool, and
WHEREAS, from time to time it may be advantageous to the

to deposit funds available for
(Name of Local Government, Political Subdivision or State Agency)
investment in Georgia Fund 1 (hereinafter referred to as the local government investment pool) as it may deem appropriate; and

WHEREAS, to provide for the safety of such funds deposited in the local government investment pool, investments are restricted to those enumerated by Ga. Code Ann. §36-83-8 under the direction of the State Depository Board, considering first the probable safety of capital and then the probable income to be derived; and WHEREAS, such deposits must first be duly authorized by the governing body of the local government or authorized entity and a certified copy of the resolution authorizing such investment filed with the Treasurer of the Office of the State Treasurer; and

WHEREAS, such resolution must name the official(s) authorized to make deposits or withdrawals of funds in the local government investment pool; and

WHEREAS, Ga. Code Ann. §36-83-8 requires a statement of the approximate cash flow requirements of the participating government pertaining to the funds to accompany the authorization to invest such funds at the time such deposits are duly authorized;

NOW, THEREFORE BE IT RESOLVED by the
(Board, Council or other Governing Body)
that funds of the may be deposited from time to
(Local Government, Political Subdivision, or State Agency)
time in the manner prescribed by law and the applicable policies and procedures for the local government investment pool.

BE IT FURTHER RESOLVED THAT:

1. Any one of the following individuals shall be authorized to deposit and/or withdraw funds from the local government investment pool on behalf of such government or other authorized entity (if a listed individual is employed by an entity other than the depositor, indicate employer):

Name, Title, (Employer, if applicable)	(Area Code)	Phone Number
Email:		
Email:		
Email:		
Email:		
Email:		

All withdrawals from the local government investment pool shall be wired to the following participant’s demand deposit account: *(Many banks have separate instructions for wires and ACH deposits. Please verify both sets of instructions with your bank and provide them below. This will ensure accurate delivery of your funds to the designated bank account).*

(For ACH) (Local Bank Name) (Account Title)

(ABA Number) (Account Number) (City, State)

(For WIRE) (Local Bank Name) (Account Title)

(ABA Number) (Account Number) (City, State)

(Bank Name)

(City)

(ABA Number)

(Account Number)

Additional Bank Account (if applicable):

(For ACH)

(Local Bank Name)

(Account Title)

(ABA Number)

(Account Number)

(City, State)

(For WIRE)

(Local Bank Name)

(Account Title)

(ABA Number)

(Account Number)

(City, State)

Correspondent Bank (if applicable):

(Bank Name)

(City)

(ABA Number)

(Account Number)

3. The local government investment pool shall mail the monthly statements of account to:

(Attention)

(Address)

(Address)

(City, State & Zip)

4. Changes in the above authorization shall be made by cancellation or replacement resolution delivered to the Office of the State Treasurer. Until such a replacement resolution is received by the Office of the State Treasurer, the above authorized individuals, local government demand account instructions and statement mailing address(es) shall remain in full force and effect.

5. The following schedule represents the period in which existing balances are currently expected to remain invested in the local government investment pool:

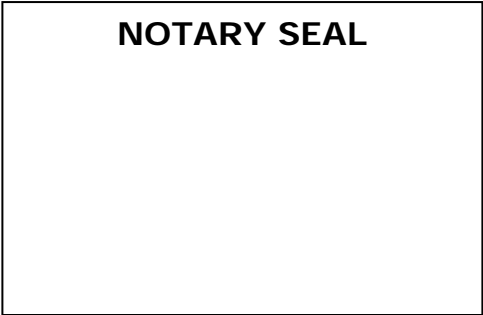
_____ % 30 days or less;

_____ % more than 30 days but less than 90 days;

_____ % 90 days or longer.

100 %

Entered at _____ , Georgia this _____ day of _____ 20__.



(Signature of Head of Governing Authority)

(Please Print or Type - Head of Governing Authority)

(Title)

Sworn to and subscribed before me this _____ day of _____ 20__.

(Notary Public)

Please complete and return an original copy to:

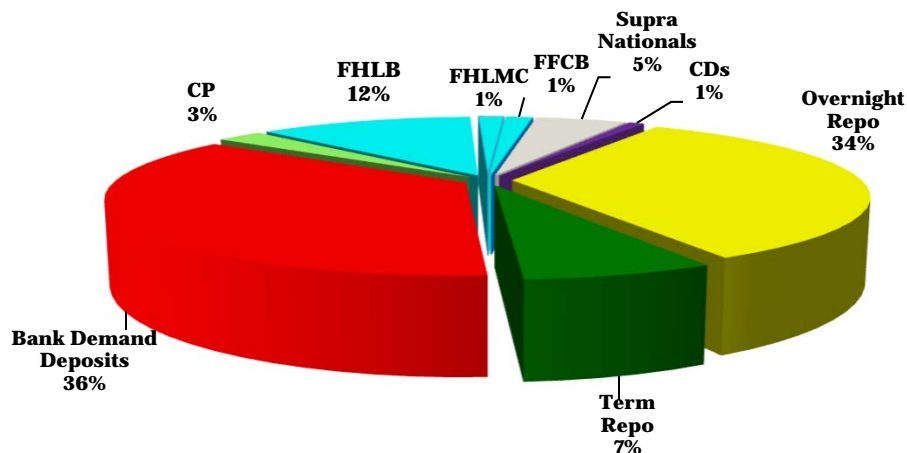
Georgia Fund 1
Office of the State Treasurer
200 Piedmont Avenue
Suite 1204, West Tower
Atlanta, GA 30334-5527

Telephone: (404) 651-8964 or (404) 656-2993
Toll Free: (800) 222-6748
Fax: (404) 656-9048

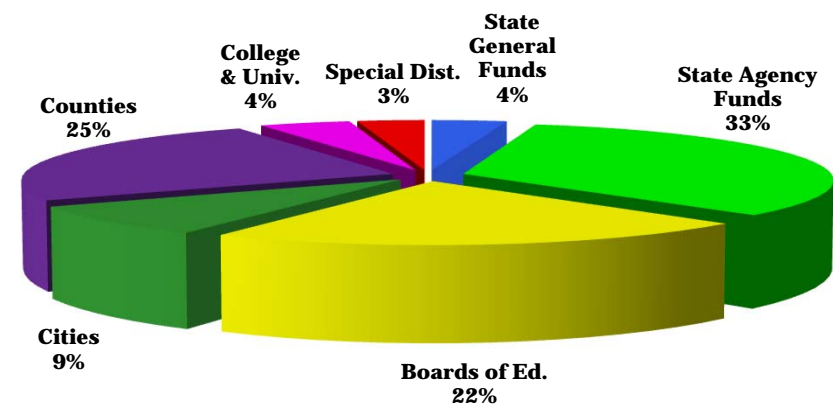
Georgia Fund 1 (GF1)

- O.C.C.G § 36-83-1 to 36-83-8 authorizes Georgia local governments and other authorized entities to invest funds in Georgia Fund 1 (“GF1”). GF1 is managed in trust by the Office of the State Treasurer.
- Eligible participants must complete a resolution authorizing investment to participate in the pool. The resolution and other documents can be found on our website at www.ost.georgia.gov
- GF1 is managed to maintain a constant net asset value (NAV) of \$1.00.
- Yield calculated on an actual/365 day basis net of 5 basis points (bp) administrative fee.
- GF1 is rated AA+ by Standard & Poor’s.
- For the month of October 2017, GF1 participants earned 1.09%*.
- As of October 31, 2017, GF1 assets were \$11.8 billion. The weighted average maturity (WAM) was 15 days.

Portfolio Composition



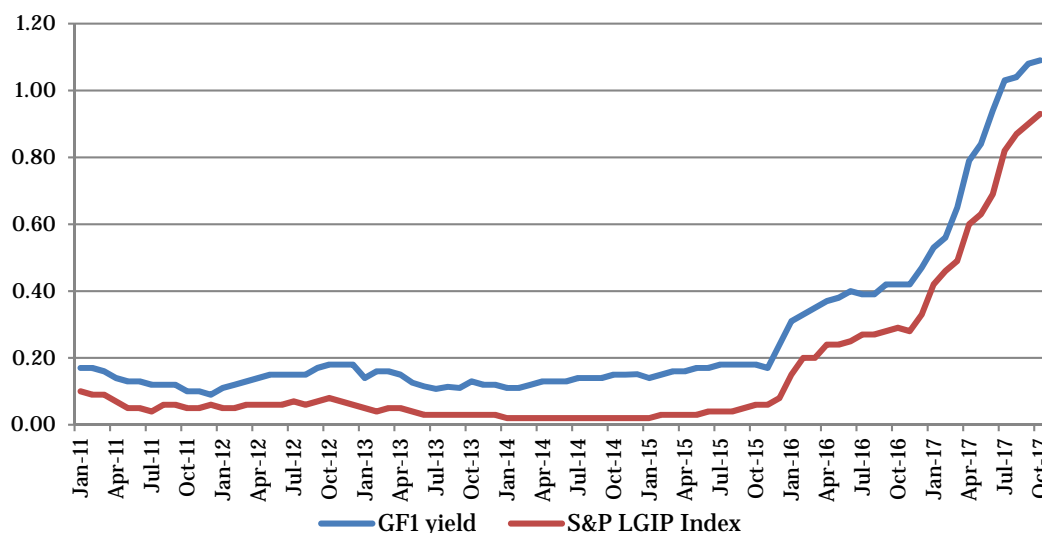
Account Holder Distribution



*Georgia Fund 1 yield is on an annualized basis.

November, 2017

Monthly Yield



Portfolio Strategy:

We started out the year 2017 with the Fed Funds target range at 0.50% - 0.75%. The Fed has raised rates twice thus far in 2017 taking the target range to 1.00% - 1.25%. This move in the Fed Funds target has pushed the net yield paid out to Georgia Fund 1 participants from 0.53% for the month of January to 1.09% for the month of October. The probability of a hike in interest rates at the December meeting based on Fed Funds futures is 92%. With close to 75% of the investments in Georgia Fund 1 tied to either the Fed Funds target or LIBOR, a move in December will continue to push the net yield paid out to GF1 participants higher.

President Donald Trump nominated Jerome Powell to run the Federal Reserve once current chair Janet Yellen's term expires in February 2018. It's expected that Powell will continue the programs of the Yellen led Fed. Mr. Powell believes the Fed should use all available tools – bond buying, interest rates and verbal guidance – to get unemployment down and keep inflation at its target of 2%. So it's more of the same, business as usual!

As we move into the Thanksgiving holidays, we would like to say "thanks" to our participants. We hope the holidays are filled with joy and family.

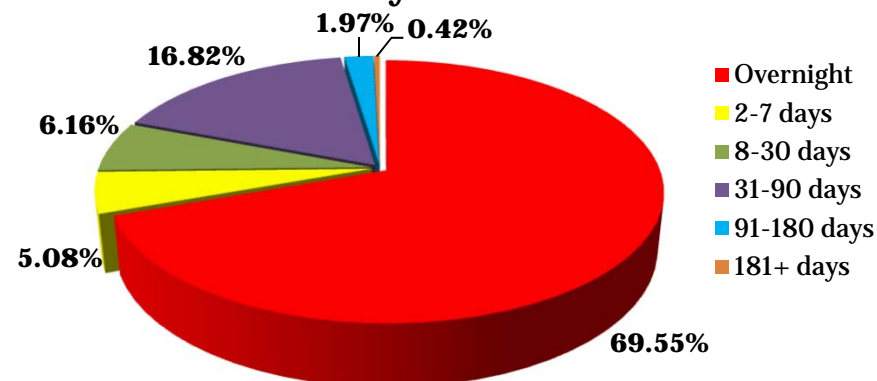
In The News:

Georgia Fund 1 is a Standard & Poor's AAAf rated investment pool which is managed by the Office of the State Treasurer (OST) to maintain a constant net asset value (NAV) of \$1.00. OST reports monthly to participants on an amortized cost basis. The interest income, as well as gains and losses, net of administrative fees of Georgia Fund 1, are allocated to participants based on each participant's average daily balance each month.


The primary objective for Georgia Fund 1 since the pool's inception is preservation of principal. OST continues to operate and report monthly to participants on an amortized cost basis. At fiscal year end (June 30th), investments are valued for financial reporting purposes at fair value. The fair valuation factor that enables participants to adjust their statement balances to fair value is 1.0000 for June 30, 2017. Therefore, participants can use their statement balance as of June 30, 2017 as their fair value for reporting their investment in Georgia Fund 1.

As always, we are here to serve. Please contact Mary (mballard@treasury.ga.gov) with any questions regarding Georgia Fund 1 resolutions or IPAS issues. For investment related questions, please direct inquiries to lglenn@treasury.ga.gov

Maturity Distribution



Georgia Fund 1 deposits are not guaranteed or insured by any bank, the FDIC, the Federal Reserve Board, the State of Georgia or any other agency.

	CITY OF JONESBORO, GEORGIA COUNCIL Agenda Item Summary		Agenda Item # <b style="color: red;">- 6	9.6
			COUNCIL MEETING DATE December 11, 2017	
Requesting Agency (Initiator) Office of the City Manager		Sponsor(s)		
Requested Action <i>(Identify appropriate Action or Motion, purpose, cost, timeframe, etc.)</i> Council to consider FY' 17 Budget Amendment #17-02.				
Requirement for Board Action <i>(Cite specific Council policy, statute or code requirement)</i> In Accordance with Government Auditing Standards, All Amendments Require Approval.				
Is this Item Goal Related? <i>(If yes, describe how this action meets the specific Board Focus Area or Goal)</i> No				
Summary & Background <i>(First sentence includes Agency recommendation. Provide an executive summary of the action that gives an overview of the relevant details for the item.)</i> See attached Budget Amendments Handouts.				
Fiscal Impact <i>(Include projected cost, approved budget amount and account number, source of funds, and any future funding requirements.)</i> N/A				
Exhibits Attached <i>(Provide copies of originals, number exhibits consecutively, and label all exhibits in the upper right corner.)</i> <ul style="list-style-type: none"> Copy of Budget Amendment 17-02 FINAL Copy of Budget Amendment 17-02 				
Staff Recommendation <i>(Type Name, Title, Agency and Phone)</i> Approval				

FOLLOW-UP APPROVAL ACTION (City Clerk)			
Typed Name and Title Ricky L. Clark, City Manager	Date December, 11, 2017	<b style="color: red;">12/04/17 <b style="color: red;">City Council <b style="color: red;">CONSENT AGENDA <b style="color: red;">ITEM <b style="color: red;">Next: 12/11/17	
Signature	City Clerk's Office		

**CITY OF JONESBORO
FY2017 BUDGET AMENDMENTS**

Amendment
Number

17-02

DEPARTMENT: ADMINISTRATION **DATE:** 12/04/17

FUND: 4100

TRANSFER FROM:

Dept.	Account Number	Account Name	Original Budget	Amended Budget	Net Change
1500	57.9000	Contingencies	\$15,000.00	\$10,571.36	\$4,428.64
0000	13.4200	Fund Balance (Cooper Property)	\$217,157.15		
TOTAL					

TRANSFER TO:

Dept.	Account Number	Account Name	Original Budget	Amended Budget	Amended Balance
1500	54.1101	Purchased Property (Taxes)	\$0.00	\$4,428.64	\$0.00
0000	38.9100	Transfer of Reserves	\$65,000.00	\$282,157.15	

JUSTIFICATION:

Department Director: Ricky L. Clark, Jr. Date:	City Manager Recommend Approval: Yes / No Date:	Yes / No	
--	---	----------	--

Attachment: Copy of Budget Amendment 17-02 FINAL (1194 : Budget Amendment - #17-02)

**CITY OF JONESBORO
FY2017 BUDGET AMENDMENTS**

Amendment
Number

17-02

DEPARTMENT: ADMINISTRATION **DATE:** 12/04/17
FUND: 4100

TRANSFER FROM:

Dept.	Account Number	Account Name	Original Budget	Amended Budget	Net Change
1500	57.9000	Contingencies	\$15,000.00	\$10,571.36	\$4,428.64
TOTAL					

TRANSFER TO:

Dept.	Account Number	Account Name	Original Budget	Amended Budget	Amended Balance
1500	54.1101	Purchased Property (Taxes)	\$0.00	\$4,428.64	\$0.00
			\$0.00		

JUSTIFICATION:

Department Director: Ricky L. Clark, Jr. Date:	City Manager Recommend Approval: Yes / No Date:		
--	---	--	--

Attachment: Copy of Budget Amendment 17-02 (1194 : Budget Amendment - #17-02)



CITY OF JONESBORO, GEORGIA COUNCIL
Agenda Item Summary

Agenda Item #

9.7

- 7

COUNCIL MEETING DATE
December 11, 2017

Requesting Agency (Initiator)

Office of the City Manager

Sponsor(s)

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

Council to consider planning proposal for additional services on Broad Street from TSW & Moore Bass Consulting.

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

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

Yes

Summary & Background

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

Tunnell-Spangler-Walsh & Associates, Inc. ("TSW") proposes to furnish additional planning and design services, as an addendum to our current Broad Street contract executed on 9.20.17, to the City of Jonesboro ("Client"). This work will focus on exploring and delineating the potential for commercial utilization of the basement spaces under the row of "Main Street" buildings bounded by South Main, Broad, West Mill, and Church Streets.

Work, as described below, will be limited to Concept Design. Scope excludes Surveying, Civil, and Structural (or any other) Engineering services. Surveying, as needed, will be provided by Moore Bass Consulting under separate contract to the City of Jonesboro (see below).

Fiscal Impact

(Include projected cost, approved budget amount and account number, source of funds, and any future funding requirements.)

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

- Broad St Add Serv prop 12.04.17 (002)
- CPS 2 Jonesboro Broad Street-rev3 (002)

Staff Recommendation (Type Name, Title, Agency and Phone)

Approval

FOLLOW-UP APPROVAL ACTION (City Clerk)

Typed Name and Title

Ricky L. Clark, City Manager

Date

December, 11, 2017

Signature

City Clerk's Office



December 4, 2017
 Ricky Clark
 City of Jonesboro

RE: **Planning Proposal – Additional Services / Broad Street**

PROPOSAL

1389 Peachtree Street, NE
 Suite 200
 Atlanta, GA 30309

Phone: 404.873.6730
 Fax: 404.874.6471
 www.tsw-design.com

Principals:

William Tunnell
 Jerry Spangler
 Thomas Walsh
 Caleb Racicot
 Adam Williamson

Associates:

Bryan Bays
 Rebekah Calvert
 Ben Woodrow Giles
 Heather Hubble
 David Lintott

Tunnell-Spangler-Walsh & Associates, Inc. ("TSW") proposes to furnish additional planning and design services, as an addendum to our current Broad Street contract executed on 9.20.17, to the City of Jonesboro ("Client"). This work will focus on exploring and delineating the potential for commercial utilization of the basement spaces under the row of "Main Street" buildings bounded by South Main, Broad, West Mill, and Church Streets.

Work, as described below, will be limited to Concept Design. Scope excludes Surveying, Civil, and Structural (or any other) Engineering services. Surveying, as needed, will be provided by Moore Bass Consulting under separate contract to the City of Jonesboro (see below).

Limits of Work:

Limits of Work will be generally within the footprint of the buildings described above ("Additional Area"). Because the accessibility and contents of the basement spaces are unknown, it is difficult to predict to what extent interior conditions can be observed and documented. To the extent possible, the Moore Bass survey will record variations in floor elevation and ceiling height, and the general extent of the usable basement area. It is assumed that, for the purposes of this initial survey, Client will arrange a two-day period during which all basement spaces to be documented will be unlocked and made available for inspection.

The Moore Bass survey will also identify property boundaries for each of the buildings in the Additional Area. To the extent that private properties extend beyond the building footprint, we will work with property owners to determine how such exterior area may best be utilized.

As needed, or as directed by Client (at the request of individual building owners), additional as-built drawings can be prepared on an hourly basis illustrating floor plans, interior utility locations, relationships to upper building levels, etc.

Services:

A. Programming

1. Upon receipt from Client of a list of buildings and building owners who agree to participate, TSW will meet with said owners in a series of one hour interviews to discuss potential future use and configuration of their buildings, and how such future plans would best relate the proposed "sunken terrace" concept. These interviews will be scheduled and coordinated over a one- or two-day period by Client. The product of this

effort will be a plan diagram indicating preferred rear access conditions at each building and potential limits of rearward expansion. This plan will also confirm intend "paseo" location and configuration.

Following Client review and approval, this plan will be presented to building owners in a group meeting to be scheduled by Client, at which any remaining questions regarding anticipated access and use program will be resolved.

B. Schematic Design:

Based on conclusions from Task A, prepare a Concept Site Plan illustrating proposed access to all buildings, including locations of sunken terraces, exterior stairs and stoops, wheelchair ramps, intended deck or building additions, and configuration of mid-block paseo. This plan will confirm and adjust design assumptions made in the Broad Street plans.

Upon review and approval of Concept Site Plan by Client, refine plan to include spot grades and assess impacts to known utilities entering buildings. The resulting Schematic Site Plan will be presented to Client and building owners, for final comment, in a group meeting to be scheduled by Client.

This Schematic Plan will be the basis for subsequent work, if requested by Client or individual building owners ("Owners") - see below. It will also be the basis for the Design Development phase of the underlying Broad Street contract, including any illustrative graphics resulting from that project.

C. Design Development

Upon Client or Owner notice to proceed, prepare Design Development level documents for some or all portions of the Additional Area as described above, showing intended improvements in sufficient detail for preliminary cost estimating.

D. Construction Documents

Upon Client or Owner notice to proceed, prepare construction documents (CD's) for selected improvements in accordance with a budget to be established by Client.

E. Construction Phase services

In consultation with Client or Owner, establish a specific scope of construction phase services to be provided. This scope may depend upon what form of contract(s) the Client enters into regarding construction and construction management services with others, but will stipulate TSW's and Client's / Owner's construction phase responsibilities.

Exclusion to Scope of Services:

Client shall furnish the following to the degree that they are required and be responsible for the accuracy of such information and/or services:

- Topography, boundary, and (where required) tree surveys
- Legal descriptions
- Soils, utility, drainage, traffic and other engineering studies

Fees & Terms:

Hourly fees for services relating to the Additional Area described will not exceed the following amounts without prior authorization:

A. Programming	\$5,800
B. Schematic Design	\$3,500
C. Design Development	TBD
D. Construction Documents	TBD
E. Construction Phase Services	TBD

All fees will be invoiced monthly, according to the hourly fee schedule then in effect.

Our current fee schedule as of February 1, 2017 is as follows:

Principals	\$110 - \$185
Senior Associates	\$100 - \$110
Associates	\$90 - \$95
Staff	\$75 - \$85

Reimbursables:

All related expenses such as authorized travel and lodging, printing, photographic reproductions, telephone, and mailing will be billed additional to the fees at a multiple of 1.1 times our direct cost.

This agreement is cancelable by either Client or TSW by way of written notice to the other party. Fees will be due for work to date of cancellation only.

Billing and Payment Policies:

Payments are due and payable upon receipt of the Architect's monthly invoice. Upon request, TSW will provide proposals for additional compensation including providing or coordinating services of consultants not identified in the project scope or understanding; revisions due to changes in the scope, quality or budget; changes in the Work and Contractors' requests for substitutions of materials or systems; and services not completed within six months of the date of this Agreement through no fault of TSW.

Signing this Letter of Agreement signifies the Client's intent to contract TSW for professional services. In contracting with TSW, Client warrants that funds are available to compensate TSW for the total amount of services and expenses contracted, and that these funds are neither encumbered nor contingent upon subsequent approvals, permits, or financing commitments by lending institutions or other parties.

TSW submits monthly invoices. Invoices are due and payable upon receipt and become delinquent if not paid in full thirty (30) days after their date.

Client shall notify consultant of any dispute regarding invoices received within seven (7) days of receipt of invoice. Only the disputed portion of the payment may be withheld. Interest charges will be applied at rate of 1½ % to delinquent accounts for professional services.

Account delinquency longer than forty-five (45) days will result in the stoppage of work on the job by TSW and any sub-consultants. Seven (7) days notice will be given prior to stoppage of work to enable accounts to be brought current. Work will recommence upon payment of all fees and service charges due. In some cases additional fees will be required to stop and start work because of account delinquency.

If this proposal meets with your approval, please sign below and return one copy for our files.

Accepted by:



For Client

TSW

12.04.17

Date

Date



Land Use Planning • Engineering Design • Environmental Permitting • Landscape Architecture • Land Surveying

**Jonesboro Broad Street Project
Clayton County**

CONTRACT FOR PROFESSIONAL SERVICES # 2

THIS AGREEMENT is made and entered between Moore Bass Consulting, Inc. (CONSULTANT), whose mailing address is 1350 Keys Ferry Ct., McDonough, GA 30253 and Ricky Clark and/or City of Jonesboro (CLIENT), whose address is 124 North Avenue, Jonesboro, Georgia 30236 and is effective as of the last date of signature by either party.

WITNESSETH:

WHEREAS, Client desires to retain Consultant to provide professional consulting, engineering, surveying and related services to assist Client in the development of Client's Project described below.

WHEREAS, Consultant desires to furnish professional consulting, engineering, surveying and related services to assist Client in developing Client's Project described below.

NOW, THEREFORE, in consideration of the mutual promises herein, Consultant and Client agree as follows:

I. Description of Project. Client's project is identified as follows:

Name: Jonesboro Broad Street Project

Property Location: Clayton County

II. Scope of Services.

Task 1- Ingress/Egress Assessment of Broad Street Units

Hourly not to Exceed \$7,500.00

The scope of the work includes identifying current ingress/egress conditions of units abutting Broad Street. Deliverables will be produced based on a field assessment showing the following:

- Horizontal limits and finished floor elevations of basements for each building.
- Elevation changes from existing grade at Broad Street to the basement finished floor elevation.
- Identification of stairs, sloped areas, etc. providing transition from existing grade outside / inside of each unit to basement finished floor elevation.
- Visual evidence of exposed water and/or sewer service lines on the inside of the exterior wall of the Broad Street side of the buildings.
- Evidence of standing water or other identified drainage issues at entrances.

Schedule: We can begin two (2) days after Notice to Proceed and estimated completion of one week.

Task 2 - Boundary Survey of 13 Individual Lots: \$600 per lot Lump Sum \$7,800.00

The scope of work includes preparation of 13 individual boundary surveys of the parcels bounded by Broad Street, West Mill Street, South Main Street and Church Street, located in the City of Jonesboro. The work efforts include the following for the survey:

- Establishment of survey control traversing the subject parcels and field location of existing property monumentation and pertinent features to identify the perimeter boundary lines of the tract. Project will be oriented using the State Plane Coordinate System.
- Research of public land records, utility providers and transportation departments to show encumbrances and title issues, including recorded easements that may be apparent through the latest recorded information. It is the Client's responsibility to provide a legible, legal title search to the surveyor for assurance of title rights.
- Analysis and evaluation of field located data.
- Any missing property corners will be replaced with 1/2" rebar.
- Preparation of a survey plat to show the following:
 1. Location and dimensions of existing on-site structures
 2. Paved edges with widths and material types
 3. Above ground utilities as are apparent
- The Client deliverable will include an electronic file in PDF format and stamped hard copies of the plats.

Schedule: We can begin two (2) days after Notice to Proceed and estimated completion of two weeks.

III. Exclusions / Assumed Conditions. Unless otherwise stated in the project scope, the following items are not included in the basic scope of services but can be provided as part of an additional services contract.

- 1) Client to provide access permission to each unit.
- 2) Post-construction as-built surveys or certifications are not included.
- 3) Sub-contracting underground utility location.
- 4) All other tasks not specifically outlined above are not included as a part of this contract.

IV. Proposed Fees. The fees to complete the work in the Tasks above are proposed as an hourly not to exceed fee and a lump sum fee, both of which will be invoiced monthly based on the Consultant's estimate of percent complete for the task.

V. Payment. Client shall pay to Consultant the compensation set forth in the Contract for Professional Services within ten (10) calendar days after receipt of Consultant's invoice for services rendered.

In addition to payment for Basic Services provided in the Contract for Professional Services and for any Additional Services as agreed by the parties, Client shall be responsible for payment of reimbursable expenses. Reimbursable expenses include cost of reproduction of reports, drawings, specifications, bidding documents and similar reproductive costs, telephone and facsimile charges, courier services, travel and other project related expenses. Consultant shall be reimbursed in an amount equal to the actual expenses incurred and allocated to the Project multiplied by the factor of 1.20.

If Client fails to make payment due Consultant for services and expenses within thirty (30) calendar days after the date of Consultant's invoice, the balance due amount will accrue interest at 18%.

Client agrees to promptly review Consultant's invoices upon receipt and to notify Consultant in writing of any disputed amounts within 15-days of the date of the invoice. If notice of dispute is not received within said 15-day period, the invoice shall be deemed undisputed, due and payable. In the event of a disputed or contested billing, only the disputed portion may be withheld from payment. Upon Consultant's receipt of a written notice detailing a dispute or contest of any billing, no interest will accrue on any contested portion of the billing for a period of 90 days or until the dispute is resolved, whichever comes first.

If Client fails to pay an undisputed invoice or the undisputed portion of any invoice within forty-five (45) days of the date of said invoice, Consultant may discontinue services being provided pursuant to this Contract and any other Contracts between Consultant and Client. Consultant will notify client in writing via certified mail within 5 days of the action taken due to non-payment of invoices. Client shall be responsible for the payment of all fees and permit fees required by governmental or regulatory authorities.

VI. Termination. This Contract may be terminated at any time, with or without cause, by Consultant or Client upon providing written notice to the other party. In the event the Contract is terminated by either party, Consultant shall be compensated for all professional services provided up to the effective date of termination, plus all the reimbursable expenses incurred by Consultant.

VII. Limitation of Liability. To the fullest extent permitted by law, and notwithstanding any other provision of this Agreement, the total liability, in the aggregate, of Consultant and Consultant's officers, directors, partners, employees, and agents, and any of them, to Client and anyone claiming by, through or under Client, for any and all claims, losses, costs or damages whatsoever arising out of, resulting from or in any way related to the Project or the Agreement from any cause or causes, including but not limited to the negligence, professional errors or omissions, strict liability or breach of contract or warranty express or implied of Consultant or Consultant's officers, directors, partners, employees, and agents or any of them, shall not exceed the total compensation received by Consultant under this Contract for Professional Services.

VIII. Dispute Resolution. The parties agree that any claim, dispute or controversy arising out of or relating to this Contract or the breach thereof, shall first be submitted to non-binding mediation. In the event any claim, dispute or controversy between the parties is not resolved through mediation, and the matter becomes the subject of litigation between the parties, the parties agree that the Contract shall be governed by the laws of the state of the Project without giving effect to its conflict of laws principles. The parties waive any applicable right to trial of the matter by jury. In any litigation arising out of this Contract, the prevailing party shall be entitled to its attorney's fees and costs incurred in prosecuting or defending the action, including appeals.

The remedies provided herewith are intended to be supplemental in nature. The exercise of any right or remedy herein shall not preclude the exercise of any other right or remedy available to Consultant under applicable law, specifically including, but not limited to, any right to file a lien against the Project property.

If you agree with the terms of this contract, please execute the agreement by signing below and returning one copy for our files. This agreement shall be null and void if not executed within 30 days from the date listed above, unless otherwise indicated by the Consultant.

Jonesboro Broad Street Project
Contract #2rev3
November 27, 2017

Signature of this document will be considered a Contract for Professional Services between Moore Bass Consulting, Inc. and Ricky Clark and/or City of Jonesboro. By my signature below, I, Ricky Clark, agree to the terms of this contract.

CLIENT

Ricky L. Clark, Jr.
On behalf of City of Jonesboro

Ricky L. Clark
Print Name

City Manager
Title

Date

MOORE BASS CONSULTING, INC.

Stephen D. Moore
On behalf of Moore Bass Consulting, Inc.

Stephen D. Moore
Print Name

Managing Partner
Title

November 27, 2017
Date

Attachment: CPS 2 Jonesboro Broad Street-rev3 (002) (1195 : Broad Street - Proposals (TSW - Moore Bass))